# MINNESOTA SEX OFFENDER PROGRAM

## AFSCME LABOR/MANAGEMENT MEETING

St. Peter – HR Conference Room – Microsoft Teams  
Thursday March 13, 2025  
12:00 p.m. – 12:55 p.m.

### Present:

Joe Bluhm; Eric Christensen; Krista Gilpin; Suzanne Kocurek; Tim Lokensgard; Heidi Peura; Lea Plonty; Jamie Schwartz; Nick Weerts; Bonnie Wold; Eric Hesse; Marie Hartman; Michelle Sexy; Teri Hable; Troy Sherwood

**Reflections/Celebrations:**

## FOLLOW-UP ITEMS

### Vacancy Rates:

|  |  |
| --- | --- |
| AFSCME Overall | 16.1% - *Previous Month 16.2%* |
| Saint Peter Overall | 16.4% - *Previous Month 18.5%* |
| Security Counselor | 15.0% - *Previous Month 16.7%* |
| Security Counselor Lead | 20.0% -*Previous Month 26.7%* |
| Health Services SP | 21.6% - *Previous Month 26%* |
| Health Services CPS | 0% - *Previous Month 0%* |

### Security Counselor Vacancy Rates by Watch:

|  |  |
| --- | --- |
| 1st Watch | 2% - *Previous Month 8%* |
| 2nd Watch | 4% - *Previous Month 4%* |
| 3rd Watch | 13% - *Previous Month 20%* |

### Inverse Numbers – Operations & Health Services:

|  |  |
| --- | --- |
| Operations Total | 270.75 Hours -*Previous Month 240 Hours* |
| 1st Watch Staff inversed into 2nd Watch | 29 Staff for 108.25 Hours |
| 2nd Watch Staff inversed into 3rd Watch | 25 Staff for 84.75 Hours |
| 3rd Watch Staff inversed into 1st Watch | 14 Staff for 77.75 Hours |
| Health Services SP | 0 Hour |
| Health Services CPS | 0 Hours |

### Overtime Numbers – Operations & Health Services:

|  |  |
| --- | --- |
| Operations Total | 3116.75 Hours - *Previous Month 2832* |
| Health Services SP | 0 Hours |
| Health Services CPS | 1.5 Hours |

### Construction Updates:

**MS:** The asbestos abatement is complete. Tomlinson and Sunrise construction started.

### Perimeter Lead PCN: (3rd Watch UP)

**AFSCME:** Are we moving forward for parity purposes?

**EC:** We looked at it and it will be happening.

### Sick Leave Line for SCs:

**AFSCME:** What is the status of enabling all Security Counselors to leave a message on the sick leave line—as is already the case for other employees, including Forensic Security Counselors? Given the advancements in technology (visual voicemail and call forwarding), we believe this should move forward.

**EC:** Work ticket with MNIT has been submitted. There will be a test period. No timeframe.

**BW:** We cannot move forward with this while the class action grievance with Forensic’ s leave line is active.

**AFSCME:** We can talk offline.

### Incident Reports Being Sent Back:

**AFSCME:** The concern is that Incident Reports are being returned for minor grammatical errors, increasing the time for critical information to be available to other staff.

**EC:** I emailed OD’s. Something will be posted for all staff to see. Frequent reasons they get sent back and Incident Report training will also be posted to help staff. OD should be calling staff if the report is sent back.

### Opening Galls Site to More Options for Both Perimeter and CPS Staff:

**AFSCME:** Can we have more items added to the MSOP Galls ordering? There are a lot of items that are out of stock and there are staff at CPS that would like to be able to order polos.

**EC:** I forwarded your email to the directors. Talks at first level for approval. I will let ASFCME know when I have an answer.

### Radio Room Update and Discussion:

**AFSCME:** For the perimeter units, we are asking that the units have 3 radiosinstead of 2.

**EC:** Yes, we will have three radios per unit. Jesse is working on it. Timeline is contingent on batteries arriving. Renumbering of radios to start within next quarter.

### Quarantine Isolation Units:

**AFSCME:** Is there a clear set of standards communicated to staff?

**KG:** Our new prevention specialist is working on clearing that up.

### CPS Outings/Impress Card Approval/Amounts:

**MS:** Sorry, I was out on leave. Going forward I will do all the amounts. We did raise the amounts going forward. Staff should talk with a supervisor if the amount is not listed. OD has been told to approve for all of CPS.

### Staff Audits:

**AFSCME:** We are requesting a list of all the staff audits that are occurring with the frequency, for CPS and the perimeter.

**EC:** I looked at mine and they are 90 per quarter. I forwarded my list on, and they can be forwarded to you from there.

**BW:** I will forward the rest to AFSCME.

**AFSCME:** We are requesting the audits for CPS too.

CPS Audits:

Watch Log Audit.

Staffing Board Audit

1st Watch Count Audits – any unit

2nd Watch Live Count Audit any unit.

3rd Watch Live Count Audit any unit.

Client Unaccompanied on campus Audit.

Visit documentation audit.

DSC Documentation Audits

Reintegration Outing Audit.

There are random video audits that take place of the MPR, Dropdown, visit room and the hallway where clients do mail distribution as well in the Bartlett Basement.

Staff Audits last quarter–

1 staffing board audit last quarter,

6 documentation audits for pre and post briefings related to outings

5 Count audits on 1st watch. One per unit.

3 Reintegration Outing Audits

3 DSC Documentation Audits

### Sunrise Staff Bathroom/Porta-Potty:

**AFSCME:** What is the plan after our talks last month?

**MS:** We will move clients on Sunrise East starting March 24th. On the 25th a client bathroom will be cleaned and rekeyed so staff can use that right away. The key is in the contraband box. We will add another key.

**AFSCME:** Staff deserve respect and decency. The way this is handled sends the message to staff that they are not important. Staff shouldn’t have to use a dark port-a-potty at night. Seems like there was no conversations with staff about what is happening. Zero communication to staff whatsoever. This is unacceptable. Now there is a second port-a-potty and no communication about it. It says “Women” on it. Is it for Women only? This is demoralizing to our staff. This has been discussed with legislators. There are people saying the issue has been resolved, when it hasn’t been.

**MS:** Okay.

### 10-Hour Shifts:

**AFSCME:** Staff are asking about the possibility of adding some 10-hour shifts in the perimeter and overnights. Is this something that you are willing to consider?

**TL:** This doesn’t meet our needs right now. Takes more FTEs to cover with 10-hour shifts. We can’t support that based on our vacancy and overtime.

**MS**: We have some 10-hour shifts at CPS. I don’t see a need to add more currently.

### Other Camera Concerns:

**AFSCME**: What is the rationale with the motion censored cameras. Can they be disabled. The lights are bright for staff.

**EC:** No, they cannot be disabled. The light is how they view the cameras when it is dark. I will follow up with JS to look at the brightness. Let me know if cameras need adjustments. It will be a couple months until this is complete. They are moving from analog to digital.

## MANAGEMENT AGENDA ITEMS:

## Sunrise Update:

**MS:** There will be a temporary wall in Sunrise East Unit station. We will be creating a workgroup with Sunrise staff to discuss process. We will have vacant client rooms available for use.

## AFSCME AGENDA ITEMS:

1. **Can we increase our NEO time with new staff?**

**AFSCME:** Our time has been cut down to 30-minutes. That is not enough time for us to get the information management and AFSCME want relayed to new employees.

**MS:** I am on the committee for NEO. It’s something I can bring to learning and development. I’m also on that committee too. I will be in contact with Xander and Patrick.

1. **Are there standards for masking?**

**AFSCME:** Is there a communication for the standards of masking relayed to staff?

**KG:** Bonnie and I will talk about it. There was a memo sent, was it not clear?

**AFSCME:** Somewhat but contractors are not wearing masks.

**KG:** Send me an email with specific concerns.

1. **Investigation and Discharge Times and Locations:**

**AFSCME:** Can we do a better job about where we do investigations and discharges. Staff feel demoralized and they think it is purposely done so their peers can see them. Can we do these things at the Pederson building?

**BW:** We will do better. We have some new supervisors. Thank you for bringing this forward.

**AFSCME:** Can we have a Union Steward there for discharges to explain to the employee their rights?

**BW:** We will make an effort to include stewards. Can we get an updated list of stewards?

**AFSCME:** Yes, will update that.

1. **Camera in Staff Locker Room:**

**AFSCME:** Will it be used to monitor staff?

**TL:** The camera will not actively be used to monitor staff. OSI requested it to monitor evidence lockers for chain of custody. The camera also covers the cell phone area so it can be helpful if staff lose phones.

**AFSCME:** Can the lockers be moved to the radio room? We know that cameras will eventually be used to investigate staff. We have no faith it won’t be used to monitor staff.

**BW:** Like any camera, they are not in place to monitor staff. They are there for safety and security. The camera could be used in an investigation, but that is not the main purpose.

**AFSCME:** Is that a no on the radio room?

**BW:** That’s a no from me. That’s where we have it.

1. **Reinforcing Sliding Windows.**

**EC:** The work orders have been submitted. We need to order parts. At this time, we do not have a timeline.