

Partnership Council Charter

SAN FRANCISCO DISTRICT, CORPS OF ENGINEERS

In keeping with Executive Order 12871, the International Federation of Professional and Technical Engineers, Local 86 and the San Francisco District Corps of Engineers establish a Partnership Council. The Partnership Charter and the progress of the Council will be reviewed every 6 months for effectiveness and improvements/changes will be made as agreed. Other periodic reviews will be performed in order for the Charter to be a “living” document and to improve the workings of the Council.

OUR VISION

As a Partnership, we commit to establish an environment that promotes employee empowerment, mission accomplishment and customer satisfaction.

MEMBERSHIP

The Partnership Council will consist of six (6) core members - three (3) member designated by the District Commander and three (3) members designated by the Union. In addition, each party may designate up to two alternate members to serve in the absence of core members. We believe that it is important for the core members to attend and actively participate in Council meetings. At the agreement of the core membership, non-core members and technical representatives may be invited to participate in meetings or address the Council, however, they will not be active participants in Council deliberations or in the consensus taking process. Each party is responsible for obtaining approval from the other party for non-core members and technical representatives to attend and participate in meetings. Each party has the option to bring one non-participating observer to attend Partnership meetings. Two core members from each side are necessary for a quorum to conduct meetings.

MEETING TIMES & PLACES

Meetings will normally be held on the third Thursday of each month at 1300, with the goal of completing the meeting in one hour. Meetings will be held at the main District location. Additional/emergency meetings may be called as required.

MEETING GUIDELINES

- Management and the union will rotate chairing Council meetings every month.
- The Chair will provide a reminder of meetings and the agenda to core members approximately one week prior to each meeting.

- The Chair will open and close meetings, keep the agenda on track, facilitate meetings, and ensure all members have a full opportunity to express their suggestions/opinions.
- We will jointly decide the issues to be addressed by the Partnership which will consist of “global” type matters of concern.
- Monthly meetings should be used to the maximum extent possible to avoid the need for interim negotiations on a given subject. While neither party is required to negotiate on any matter it is not obligated to negotiate under applicable law, serious consideration will be given to any request made by either party.
- Partnership Council proceedings are by mutual agreement. When mutual agreement on an issue is not possible, the matter will be deferred back to traditional methods according to the labor agreement.
- Issues/concerns that have other avenues of redress will not be addressed by the Council, for example grievances and appeals.
- Discussion and problem solving will be based on interest-based problem solving techniques.
- For complicated or technical matters, either party may request advance submission of proposals by the other for proper consideration and deliberation prior to the meeting.
- Agreements will be reached by consensus rather than voting.
- For ongoing projects, the person responsible will provide a status report at meetings.
- The party hosting the meeting will solicit input from the other party for recommended agenda items. If either party wants to add an item to the agenda, they will contact the other party to obtain agreement before the agenda is finalized.

RECORDS

- A note taker will take notes during meetings and will prepare and distribute minutes of meetings to Core members as outlined below.
- The minutes will record members present, an outline of items discussed, agreements reached, open and closed items, any priorities identified and the agenda for the next meeting. As applicable, the minutes will reflect what is to be done, by whom and when. Status of agreements will be recorded as related by the person responsible. The minutes will be approved by the core members at the following Partnership Council meeting.
- The proceedings of the Council (minutes, agreements, documents distributed at meetings) will be maintained by month in a Management Union Partnership Council folder to be created and maintained on the District’s share drive for District employees to review. The

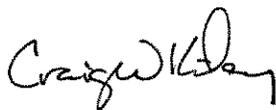
District Executive Assistant (XA) is responsible for maintaining the folder, and all other District employees will have only "read-only" access.

- A master hard copy of all aforementioned documents will be maintained in a three-ring binder by the Union for review by any employee.

PUBLICITY

- Publicity to District employees or any other audience about the Partnership will be prepared/concurred upon jointly by the parties.

- The Union may post a copy of the latest Partnership minutes on the Union bulletin board.



CRAIG W. KILEY
LTC, EN
Commanding



MARK J. WIECHMANN
Union Representative



CHRISTOPHER A. HUSSIN
MAJ, EN
Deputy District Commander



CINDY S. VANGILDER
Union Representative



JOSEPH A. MANO III
Executive Assistant



SHELAH SWEATT
Union Representative