

# PBCE and ABMEI Labor Management Committee (LMC)

## MINUTES

<b>When/Where</b>	October 11, 2017 (Wednesday)	8:00 am to 9:00 am	Tower Room 644
<b>In Attendance</b>	Rosalynn Hughey, PBCE John Ruch, PBCE Bill Mayne, PBCE Marco Mercado, OER	Peter Fenerin, ABMEI James Strom, ABMEI Ron Davis, ABMEI	
<b>Minutes</b>			
	<b>(1) Minutes</b> – update/reminder to review Minutes from September 27 <sup>th</sup>		OER
	<b>(2) Training/Education Reimbursement</b> – OER to review if can be used for code books		OER
	<b>(3) NAPA/Mutual Aid</b> –		ABMEI
	<ul style="list-style-type: none"> <li>▪ There was discussion on whether the City would be assisting given the fires. The Department provided that the area was still a disaster zone so it was not yet contemplated whether the City would need to provide assistance. If the City was required to provide assistance, the Department reiterated that the health and safety of employees would be the primary concern as Department employees are not first responders. There were also discussions surrounding the baseline medical examinations being requested by ABMEI pursuant to the 2017 floods which the Department indicated would be a consideration in deciding whether the Department would assist if asked; ABMEI indicated that it did not perceive a connection between providing mutual aid here and the request for baseline medical examinations.</li> </ul>		
	<b>(4) Code Books/Information Sheet/Update</b> –		PBCE
	<ul style="list-style-type: none"> <li>▪ The Department provided that the code books were downloaded onto the computers in the office, and that every computer that was accessible to Inspectors should have an electronic copy of the code books. The Department also provided that there was an expansion of the route optimization software access to other computers. In addition, the Department had commenced providing tablets/iPads with data plans and anticipated beginning training on the tablets shortly. There was also a request that Inspectors and ABMEI let Department management know if there were any issues (such as the route optimization software not being available on other computers) so the Department can take steps to resolve them.</li> </ul>		
	<b>(5) Inspectors at Home Depot/stores</b> –		ABMEI
	<ul style="list-style-type: none"> <li>▪ Open house/expansion of outreach to community members to explain and demystify the process and certifications required, and provide education to unsophisticated members of the community on the requirements of the building codes. Discussions on this issue will continue at upcoming LMC meetings.</li> </ul>		
	<b>(6) Next meeting</b> – November 8, 2017 (Wednesday) at 8:00 am		
	<b>(7) VEBA Meetings</b> – There was discussion/feedback provided about the “drop-in” 1:1 meetings with the independent advisor, including concern that 20 minutes may not be sufficient. The Department reiterated that it will be flexible to employees going to these meetings, and that it will remind employees of the information available about the VEBA during an upcoming training.		