



**U.S. Department of Justice**

Federal Bureau of Prisons

*Federal Correctional Complex*

*P.O. Box 1000*

*Butner, North Carolina 27509*

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**DATE:** December 22, 2016  
**TO:** LMR Meeting File - Local 0408  
**FROM:** Shaw Hargett, Human Resource Manager  
**SUBJECT:** LMR Meeting Minutes

A Labor Management Relations meeting commenced at 9:00 a.m. Members present were:

M. D. Smith, Associate Warden - FMC  
Eric Emmerich, Complex Captain  
Henry McMillian, Complex HAS  
Ivy Manning, Director of Nursing  
Shaw Hargett, HRM  
Anthony Little, Local President  
Melvin C. McLawhorn II, Vice President – FCI 2  
Shellie Anderson, Vice President - FMC  
Delshon Harding, Chief Steward – FMC  
Glenda Mills, Secretary/Treasurer - FMC  
Larry Nelson, Chief Steward – FCI 2  
Andrea Harris, Legislative Coordinator  
Ka'Misha Smith, Steward  
Patrina Davis, Steward  
Tywana Crudup, Steward

**OLD BUSINESS:**

**16-106 Bargaining Staff On-Call**

**Discussion:** Management stated Central Supply Staff are not authorized to be on-call. Management stated they are still reviewing their current position description and aligning what is appropriate for Central Supply regarding their position.

**Status:** Closed

**16-107 Touch Cycle**

**Discussion:** Management does not wish to remove touch cycle counts from current procedures. Management requests the Union submit a proposal regarding removing touch cycle counts, if desired. Union states staff should not be held responsible for completing touch cycle counts if no other staff member is available and Nurse Manager is unavailable. Management agrees. Union also states if this becomes an undue hardship, they would like to readdress.

**Status:** Closed

**16-108 Mandates**

**Discussion:** Union and Management both state the MOU needs to be renegotiated and would like to schedule negotiations within the next 30 days and will follow Local 408 ground rules regarding negotiation.

**Status:** Closed

**NEW BUSINESS**

**16-109 BPT**

**Discussion:** Union requests annual BPT training be changed to a month at different time of year because of the added equipment now necessary. Management states this is a national issue.

**Status:** Closed

**16-110 Staff Local Assignment**

**Discussion:** The Union is requesting HR not reassign staff to different locals within the Complex without notifying local president or secretary. HRM agrees to have HR Specialists notify gaining and losing Locals when staff are reassigned and their Local changes.

**Status:** Closed

**16-111 New ICT Staff**

**Discussion:** The Union is requesting Complex Locals have separate meetings with new staff assigned to their areas. HRM will look into options, such as separate meeting areas and/or the ICT schedule.

**Status:** Closed

**16-112** Break Room

**Discussion:** Management states break room windows should not be covered for safety and security of nursing staff. Union states breakrooms in all areas accessible to inmates should be uncovered.

**Status:** Closed

**16-113** CME

**Discussion:** Unions states nurses paying for their own CMEs should not have to fill the full packet for approval. Management agrees that only one form (SF-182) should be completed when nurses are paying for their CMEs and will ensure Health Services staff are made aware.

**Status:** Closed

**GOOD OF THE ORDER:**

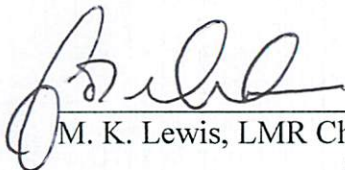
Union states Nursing has been tasked with cleaning inmate cell in ACU, at times. This has not been agreed upon as a duty assigned to nursing staff. There are agreed upon procedures which should be followed.

Union states it will provide list of stewards to the Captain for which they request roster rights.

**Portal issues:**

Ongoing portal issues

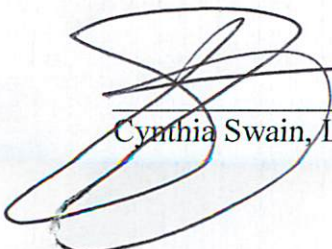
The next LMR Meeting is January 11, 2016.



M. K. Lewis, LMR Chairperson



Anthony Little, President Local 0408



Cynthia Swain, LMR Co-Chairperson