



**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:** July 13, 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. K. Lewis, Associate Warden – FMC  
Cynthia Swain, Associate Warden – FCI 2  
Shaw Hargett, HRM  
Andrea Lynch, HRS, Recorder  
Anthony Little, Local President  
Melvin C. McLawhorn II, Vice President – FCI 2  
Shellie Anderson, Vice President - FMC  
Glenda Mills, Treasurer & Secretary, Local 0408  
Delshon Harding, Chief Steward - FMC  
Larry Nelson, Chief Steward - FCI 2  
Dontwain Cornish, Steward - FCI 2  
Tywana Crudup, Steward - FMC  
Clarence (Bobby) McClure, Steward - FMC  
Andrea Harris, Legislative Coordinator  
Amy Jacobs, AHSA - FMC

**OLD BUSINESS:**

**Item 16-45**                      **AD/ESH Status on Open Population**

**Discussion:**                      Union is concerned inmates are being housed in 1G when there are open cells in 2F. Management and Union conducted a walk through of the mental health units and food slots are being added to four cells in 2E and four cells in 2H.

**Status:**                              Tabled

**Item 16-47****Nursing Bidding/MOU****Discussion:**

Union stated due to the change of removing PHS Officers from the mandate roster, the civil staff nursing mandates have increased. Union will collect additional data and provide findings to Management. All variables effecting mandates will be reviewed. Management and Union agree to review the current Nursing overtime MOU for restructuring.

**Status:**

Closed

**Item 16-51****Social Workers Roster Committee****Discussion:**

Management states, the social worker position descriptions were the same and there were no additional selective factors noted in the vacancy announcements. Union states the social worker position at the FCI II is currently not included in the bidding process. The Supervisory Social Worker is currently in ICT. Management and Union will meet in mid-August with the new Supervisory Social Worker to discuss concerns and proposals within the department.

**Status:**

Closed

**NEW BUSINESS:****Item 16-53****Compressed Work Schedule****Discussion:**

Union states the memos were submitted and would like to know the status. AW Smith and Larry Nelson will meet to discuss for resolution next week.

**Status:**

Closed

**Item 16-54****Light Duty for Non-Work related injury****Discussion:**

Union states accommodation for non-work related injury assignments are not fair and equitable. Union is requesting additional information from Management regarding the procedures of non-work related injuries. Management will review the concerns of the employee who was denied a light duty assignment by the Nurse Manager. Management will continue to review non-work related assignments on a case by case basis.

**Status:**

Closed

**Item 16-55                      Sharps Accountability**

**Discussion:**                      Union states Management is going against the Program Statement. The Union stated they pulled ULP based on an agreement with Management to remain status quo with the current procedures of the cycle counts. Management requests that Larry Nelson and AW Smith meet to discuss implementing a MOU for sharps accountability.

**Status:**                              Closed

**Item 16-56                      Nursing Department Morale**

**Discussion:**                      Union states that relationship with the Union and Executive staff is not being trickled down to Department Heads and mid-level supervisors. Management requests the Union send feedback to the Associate Wardens regarding staff concerns and suggestions to increase morale. Management states that they are going to fill the Assistant Director of Nursing position.

**Status:**                              Closed

**Item 16-57                      Unscheduled Annual Leave**

**Discussion:**                      Union states Management may be planning to disapprove all unscheduled annual leave for nursing staff. Management states they will follow the Master Agreement regarding leave approval.

**Status:**                              Closed

**Item 16-58                      Nursing Post Orders**

**Discussion:**                      Union states post orders for nursing have been placed on post without Union approval. Management will review nursing post orders to determine whether or not they are outdated and if they are being accounted for and will address accordingly.

**Status:**                              Closed

**Item 16-59                      Roster Adjustment**

**Discussion:**                      The Union states, staff augmented to the hospital should have received mileage reimbursement as well as compensation for time traveled to the hospital if further from home to institution. Management states they will get with Business Office to determine procedures for reimbursement.

**Status:**                              Tabled

**GOOD OF THE ORDER:**

Union is concerned that a staff member was denied administrative leave for CME when the whole track was approved to attend. Ms. Mills will send AHSA Amy Jacobs the details concerning this matter.

Union requested spit shields for staff on 1E to prevent inmates from spitting in their face.

Union states new BPT selections were all staff who had never qualified in BPT. They requested documentation to show that staff who failed BPT must go back through the BPT training upon failing.

Union stated Town of Butner had meeting regarding the water quality in the area. Union requests water samples be provided to an outside source to check water quality. Union will contact the Safety Department for further information.

Union states Union Official was contacted by Management official to ask Union President to assign a different Union Official for her duties. Union Official feels it was intimidation.

Management states staff that are required to wear steel-toed boots need to wear them. Union asked for a list of positions.

**Portal issues:**


Ongoing portal issues

Staff on morning and evening watch have to get signatures for travel. There is no overlapping system for shift relief.

The next LMR Meeting is August 10, 2016

  
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M. K. Lewis, LMR Chairperson

  
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Anthony Little, President Local 0408

  
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Cynthia Swain, LMR Co-Chair