

DEPARTMENT OF LABOR RELATIONS ADVISORY COUNCIL

MEETING MINUTES

MEETING DATE: APRIL 22, 2019  
TIME: 10:00 A.M.  
LOCATION: DEPARTMENT OF LABOR RELATIONS, 19 STANIFORD STREET, 1<sup>ST</sup> FLOOR,  
BOSTON, MA. 02114

Advisory Council Members Present: Nicholas Anastasopoulos, Katherine Shea, Jodi Ross, Denise Casey, Bryan McMahon, Sheryl Pace-Webb, David Lucchino, Michele Heffernan, William Hayward, Philip T. Roberts (ex-officio). Department of Labor Relations Staff Members Present: Jane Gabriel, Kimberly Eustace.

Advisory Council Members Absent: Jay Siegel

1. CALL TO ORDER- Meeting was called to order at 10:00 a.m.  
Director Roberts introduced new DLR employees Meghan Ventrella and Gail Sorokoff to the Advisory Council. Both Meghan and Gail give a brief introduction and past employment background to the Council. Director Roberts informed the Council that Jay Siegel will not be physically attending the meeting however, would like to listen in via telephone conference. The Council allowed Jay Siegel to participate over the phone, however, he would not be able to vote. Quorum must be present. The Council was unable to reach him.
2. APPROVAL OF MINUTES FROM 1-17-19 MEETING - The Council reviewed the minutes. Bryan McMahon moved to approve the minutes and David Lucchino seconded the motion.
3. CERB CHAIR POSITION – RANKING OF CANDIDATES - Director Roberts passed out resumes to the Council and advised that there were five (5) candidates for the position. Screening Committee (Jay Siegel, Kate Shea and Denise Casey) met and screened the resumes. Kate Shea on behalf of the screening committee states they only found 2 candidates that qualified for the position, one being current Chair Marjorie Wittner and the other being Thomas Rodriguez. The screening committee finds that Marjorie Wittner is highly qualified and Thomas Rodriguez is qualified. Motion to rank candidate Thomas Rodriguez as qualified and Marjorie Wittner as highly qualified was seconded. The Advisory Council voted unanimously to recommend to Governor Charles Baker Marjorie Wittner for the CERB CHAIR POSITION.

4. REPORT ON STAFFING - Director Roberts reported the DLR is in the process of offering two part-time mediators positions. One position will be in the Springfield Office and the other in the Boston Office. They will be helping out with the JLMC mediations as well as ULP mediation.
  
5. UPDATE REGARDING DLR AUDIT – The Audit is complete and the DLR received a draft and reviewed the draft and submitted comments. There were four findings. Two significant findings concerned time standards. The auditors compared the time standards found in the “Green Book” against the DLR’s performance and found that DLR does not meet these time targets in most cases. The auditors also found the certain case types do not have any time standards. In its response the DLR noted that time standards are not appropriate for many aspects of those case types currently without standards. The DLR will nevertheless begin exploring time standards for phases of case processing, such as the length of time to the initial contact with the parties. Two other findings noted by the auditors have already been addressed.
  
6. DLR TRAINING INITIATIVES - Denise Casey is working on a joint management/labor survey to send out to the management and labor communities to receive feedback on what topics they would like to be trained on. After lengthy discussions of where the email should originate from, who will collect the data, what topics the DLR can actually advise and train, full day or half day training, etc. The Advisory Council decided to table this until next meeting Thursday, June 6, 2019.
  
7. 12:15 Meeting adjourns.