

MEMO

To the Branch 2184 Leadership Council, Feb. 9, 2021



Walt McGregory
Mark Judd
Jackie McGregory
John Hite
Cathy Tondreau
Jim Powell
Scott Watts
Joe Golonka
Gloria Warthen
Felicia Davis
Leonard Zawisa
Kris Shaw
Mark Owen
Bryon Hendricks
Melvin MacDonald
Darryl Clay
Symone Coleman
Karl Tamburro
Yvonne Jackson
Denise Viola
Lillian Bogosian
Chris Biegalski
Phil Ashford
Scherrie Lacey
Dave Reise
Erik Venzke
Joshua Nagy
Shavon Alexander
Elizabeth Bays
Valerie Watkins
Jennifer Rake
Tamara Bosman
Diego Forshaw
Kristie Nelson
Otis Barney
Keith Benedict
Tracy Mitchell
Nakia Whitfield
Katrina Jones
Ananias Epps
Ramon Robinson
Tyler Haverstick
Paul Bordine
Mike Tredway
Danita Smith

This Leadership Council Memo will begin as usual with an administrative update concerning Branch affairs. Despite the ongoing rollout of a COVID-19 vaccine, the virus continues to impact most aspects of life to a greater or lesser extent. **In Branch 2184, we will continue to conduct all meetings – steward meetings, executive board meetings, and regular monthly membership meetings via teleconference until further notice.** Additionally, the existing restrictions on membership access to the union office will continue until further notice. The Branch office will continue to be staffed on a daily basis, with some modifications to officer schedules to accommodate social distancing needs.

The next item is an important update about forthcoming Branch elections. On January 25, 2021, Branch President Walt McGregory sent a letter to NALC National President Fred Rolando concerning the Branch's postponement last year of nominations and elections in accordance with Fred's dispensation that he granted to all NALC Branches. The letter to Fred outlined a proposed process for safely and appropriately conducting our nominations and elections during the coming months and requested dispensation to do so.

By letter dated January 26, 2021, NALC President Rolando responded by determining that that Branch's request was "reasonable in light of continuing safety issues posed by the coronavirus pandemic," and he granted the requested dispensation. Thus, please be aware of the following tentative information:

Branch 2184 President Walt McGregory has called for a special meeting per the provisions of Article III, section 2 of our Branch Bylaws. The specific and sole purpose of this meeting will be to conduct nominations for all Branch officers, station stewards, and convention delegates for the balance of the current (2021-2023) term of office. This meeting will take place outdoors in a large tent on Branch property (in the back) on Sunday afternoon, May 23, 2021 beginning at 2:00 p.m.

Following the conclusion of this meeting, ALL existing procedures in our Branch Bylaws for conducting Branch elections for any contested positions will be utilized. Those nominated for any position(s) will be required to provide certification of their acceptance of nomination as well as their non-supervisory status for the previous 24 months.

An election committee to conduct the process will be appointed by Branch President McGregory and a mail ballot will be sent out to all members in good standing. The ballots will be opened and counted on a date and time that will be announced, and those elected will be installed on Wednesday, September 1, with the term of office to continue through December 2023. **Ample advance notice of the special meeting for conducting nominations as well as all Branch election-related information will be provided to all members.**

Significant delays in mail processing and receipt of contract ratification ballots have necessitated the extension of the deadline to return the ballots until Monday, March 1, 2021. At that time the election committee appointed by National President Fred Rolando will begin counting the ballots. If ratified, new contract will immediately become effective. Processing of retroactive pay for active as well as recently retired members will likely take at least a few months (or longer) following ratification.

Branch 2184 Leadership Council Memo, February 9, 2021, page 2:

The Internal Revenue Service has announced the standard mileage rates for 2021 for those using personal vehicles to conduct business. The new rate for 2021 is 56 cents a mile, which is down 1.5 cents from the rate for 2020. As always, any mileage claimed for the use of your vehicle while on authorized Branch business must be appropriately documented.

After several years of on and off negotiations, the NALC and the Postal Service have reached a settlement on a National-level interpretive dispute involving the use of the locally negotiated holiday schedule "pecking order" for work such as parcel delivery on days that are the actual holidays, for example the recent Martin Luther King, Jr. holiday (January 18) and the forthcoming Presidents Day holiday (February 15). Hundreds of local grievances had been filed regarding this issue, including some here in Branch 2184.

The grievances have been held in abeyance pending resolution of the National level dispute. The settlement, which is M-01937 in the NALC Materials Reference System (MRS), upholds Branch 2184's interpretation of this matter. Stewards in any of our installations where a grievance on this subject had been held in abeyance should immediately settle the grievance with management by applying M-01937. If management is still unwilling to settle, immediately contact the Branch 2184 office for guidance.

Specifically, as long as eight hours or more of work is scheduled on the actual day of a holiday, the local Branch's normal order of selection (pecking) order for volunteers and non-volunteers is to be applied. In Branch 2184 this is especially significant because of Item #13 (Holiday Scheduling) in our Local Memorandum of Understanding. Our "pecking order" has PTF employees; fulltime volunteers who will be working on their holiday, selected by seniority; and fulltime volunteers who will be working on their non-scheduled day, selected by seniority **all listed prior to CCAs**. This was the issue in most of our grievances where management scheduled CCAs first, in contravention of our negotiated order of selection. Stewards, please monitor this carefully for the current holiday (Presidents Day) as well as all future holidays and make sure that our LMOU order of selection is applied to ALL work of eight hours or more on actual holidays.

An issue has resurfaced where a letter carrier in one of our stations was off work for a lengthy period of time and was not notified of vacant letter carrier assignments in their installation that had been posted for bid. Many letter carriers erroneously assume that management must automatically provide such notification. However, that is not the case. In all instances, the absent employee **MUST** notify management in writing of their request to receive copies of notifications inviting bids on posed assignments, per the specific language of Article 41, section 1.B.1 as well as our Branch 2184 Local Memorandum of Understanding, LMOU, Item #22, section 1(b). This notification must also provide a current mailing address.

National Business Agent Troy Clark's office has notified the Branch of a CCA overtime miscalculation issue that occurred with CCAs that worked on Friday, January 1. It appears that many CCAs across the United States that worked that day may have been overpaid. Because of this it is likely that at some point management could be issuing letters of demand to these employees for to recover the alleged overpayment. In Branch 2184, 12 CCAs have been identified as being potentially overpaid on this day. If any of these CCAs subsequently receive letters of demand, the Branch should handle this in the usual manner, including grievances per Article 28, section 4 of the Contract. If necessary, stewards should seek guidance from the Branch 2184 office.

BRANCH 2184

MEETING NOTICE

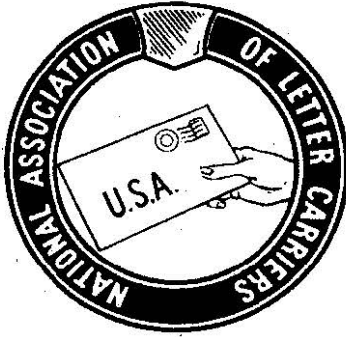
ALL BRANCH 2184 MEMBERS:

Until further notice, all of Branch 2184's Regular Membership Meetings will be conducted by Teleconference.

These meetings will take place on the first Wednesday of each month except for July and August and will begin at 7:30 p.m.

All active and retired Branch 2184 members are encouraged to participate. To do so, please call 1-234-203-2766. When prompted, enter the access code, which is 310-744-427. Once you are connected to the meeting, please MUTE your phone.

Meetings will include Officer reports, Contractual information, and other business of the Branch.



Branch 2184

NATIONAL ASSOCIATION OF LETTER CARRIERS

AFL-CIO

6969 Monroe

Taylor, MI 48180

Phone: (313) 295-1640

Fax: (313) 295-4134

NALC2184@sbcglobal.net

February 2, 2021

Attention: All Branch 2184 Members

Special Meeting Notice

In accordance with Article III, section 2 of Branch 2184's Bylaws, Branch President Walter McGregory has called a special membership meeting for the specific and sole purpose of conducting nominations for Branch 2184 officers, station stewards, and convention delegates for the 2021-2023 term of office.

The meeting will take place outdoors on the Branch 2184 property on Sunday, May 23, 2021 beginning at 2:00 p.m.

Following nominations, an election for any contested positions will take place by mail ballot in the manner prescribed by Article V of Branch 2184's Bylaws.

Mr. Brian L. Renfro
Executive Vice President
National Association of Letter
Carriers, AFL-CIO
100 Indiana Avenue, N.W.
Washington, D.C. 20001

RE: Q11N-4Q-C 14270600
Class Action
Washington, D.C. 20260-4100

Dear Mr. Renfro:

On several occasions our representatives met at the Interpretive Step of the grievance-arbitration procedure on the above referenced case. Interpretive Step time limits were extended by mutual consent.

This case concerns whether the holiday schedule pecking order is applicable to the assignment of personnel to complete parcel delivery on holidays in installations that have Sunday parcel delivery.

The Employer determines the number and categories of employees needed for holiday work. In instances where there are eight or more hours of work available, the normal holiday pecking order is used to schedule employees to work on a holiday.

In instances where the holiday pecking order applies and a parcel delivery hub and spoke model is utilized, employees of the installation where the carriers report and from where delivery originates on the holiday or designated holiday will be scheduled pursuant to the holiday pecking order, and existing local memorandum of understanding (LMOU) provisions regarding the holiday pecking order in that installation will apply. This does not preclude the scheduling of CCAs from other Post Offices consistent with existing contractual provisions.

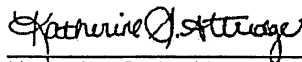
This agreement does not alter existing local memorandum of understanding provisions regarding the holiday pecking order or holiday scheduling in any installation.

Any grievance held pending the outcome of this national case will be processed with this understanding in accordance with Article 15 of the National Agreement.

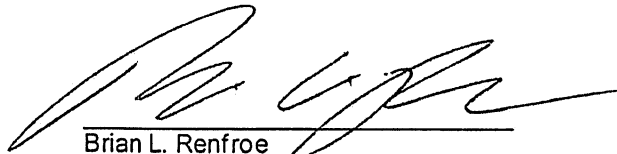
The above-referenced agreement constitutes a full and complete settlement of grievance number Q11N-4Q-C 14270600. This Agreement is made without prejudice to the parties' position in this or any other matter and may only be cited to enforce its terms.

Please sign and return the enclosed copy of this decision as your acknowledgement of your agreement to resolve this case.

Sincerely,



Katherine S. Attridge
Vice President
Labor Relations
U.S. Postal Service



Brian L. Renfro
Executive Vice President
National Association of Letter
Carriers, AFL-CIO

Date: 1/22/21

STANDARD OPERATING PROCEDURES FOR LETTER CARRIERS LINCOLN PARK MI 48146

January 5, 2007



A.M. OFFICE

1. Clock in at your scheduled reporting time in a clean, serviceable, complete uniform.
2. Obtain your vehicle keys, perform your vehicle inspection and notify your supervisor of any deficiencies along with the vehicle tag completely filled out.
3. Proceed directly to your assignment and attend to your work quietly, diligently, and use approved efficient work methods and practices. Display a willing attitude and put forth a conscientious effort in developing skills to perform assigned duties. Be courteous and obliging in performance of duties. Refrain from loud talking and the use of profane language. Keep your work area neat and free from extraneous or personal items.
4. Case your 1st class flats and periodicals (2nd class) and then your 1st class letter mail followed by any remaining mail unless instructed to curtail by the supervisor. You must adhere to your demonstrated % to standard.
5. At 9:00 AM, if a clerk has not been around to pick up mishthrows, take the mishthrows to the throwback case and retrieve your hamper.
6. Case residual mail, sign for accountable items and prepare to tie out your route.
7. Process COA's Mark-ups, UBBM (two bundle system), vacation holds, etc.
8. On the way out to your vehicle, take your mark-ups, COA's, DPS information, and empty equipment to the designated areas. Leave appropriately endorsed UBBM including excess bundles of sequenced mail at the case.
9. Pull your hot case, pick up your scanner, and swipe your vehicle card and your timecard. **Proceed to the DPS staging area and retrieve DPS mail – DO NOT TIE OUT INDIVIDUAL BUDDLES.**
10. **DPS mail will not be cased, individual pieces fingered or manipulated in any manner**, unless explicitly directed by your supervisor in extraordinary circumstances. You may randomly check two or three areas of each tray during loading to ensure tray is tagged properly for your route.
11. **Go to your vehicle and load it properly. Proceed directly to your assigned route.**
12. **You must adhere to your base street time.** Do not deviate or change break or lunch locations without **prior** authorization. Deliver the mail in AMS database sequence (in redbook order). Lunch must be taken within six (6) hours of begin tour and both breaks must be completed within eight (8) hours of begin tour.

STANDARD OPERATING PROCEDURES FOR LETTER CARRIERS LINCOLN PARK MI 48146

January 5, 2007



P.M. OFFICE

1. Maintain appropriate fuel level in vehicle – no less than $\frac{1}{4}$ tank.
2. Park your vehicle in the designated location, bring in all our collection mail and equipment. Do not leave **anything** in the vehicle.
3. Deposit all equipment, collection mail and **Aviation Security Mail** properly and in the designated location. Proceed to **DPS** error case and process accordingly.
4. Swipe your time and vehicle cards and enter accurate mileage. Proceed to the accountable cage area, turn in all accountable items, and return any necessary items to your case.
5. Proceed to the timeclock and ring out for the day at your designated time. Leave the work area immediately.

TED SIMS
POSTMASTER
LINCOLN PARK, MI 48146-9998

United States Postal Service
Lincoln Park Flow Chart (S.O.P.)
05/06/2019

A.M.

1. Clock in and obtain vehicle keys.
2. Inspect vehicle and complete repair tag if necessary.
3. Proceed to Hot case and pull available mail.
4. Proceed to assigned route.
5. Case all tubbed flats, then flats in coffin.
6. Case all letters.
7. Put all misthrow's in slot for clerk pick up, check hold mail requests for processing.
8. Take markups & all A-Z, retrieve scanner, drop off markups and A-Z, pull and **Scan Hot Case**.
9. Retrieve Parcel Hamper, spr tub, and equipment needed to pull down.
10. Sort SPRS, scan any parcels business closed or forward or customer hold.
11. When called by accountable clerk, proceed to accountable cart to sign for accountable mail and keys.
12. Enter 3575's or labels.
13. Pull down route making sure the first park & loop relay is placed in the satchel.
14. Leave UBBM mail in tubs with "UBBM" or "Other UBBM" written on top piece.
15. Move to street function on time clock, swipe EBR badge.
16. Pick up DPS.
17. Load Vehicle using "Load Vehicle" feature on scanner, bring in any mis-thrown Parcels to Supervisor.
18. Scan depart to route and proceed directly to route.

P.M.

1. Park in closest to front of garage as feasible, unload collection mail and equipment.
2. Check to make sure you do not leave any mail or equipment in the vehicle, also be sure to secure the vehicle, but leave rear doors on LLV's & FFV's open.
3. Place outgoing mail in appropriate sections. (letters, flats, parcels)
4. Swipe in on EBR badge to office and scan "Return Office" then return vehicle key.
5. Check parcel look Ahead, if clear, cradle scanner, if not bring to Supervisor.
6. Put away empty equipment, personal gear.
7. Return DPS errors to 3M case and complete log.
8. Check in at accountable cage all accountable mail and keys.
9. Wash up if necessary.
10. Proceed to timeclock and swipe out at end time.
11. Immediately leave the workroom floor.

**DEVIATION FROM THE ABOVE SCHEDULE MUST BE APPROVED BY
MANAGEMENT.**

Route Base Information Report

Delivery Unit: 4822701

RESTRICTED INFORMATION

Regular Routes

Route	Type	Carrier	Base PP	DPS %	FSS %	Base PDs	Base Ofc Time	Rtr Time	Base Str Time	Tot Time	BT	LV	RT	ET	OEI	SEI	% to Std	Lines 8-13	Lines 14-21	Tot FOT
27001	REG	JONES E	7	93	0	615	00:53	00:00	07:13	08:06	08:00	08:42	16:25	16:30	696.25	85.22	100	00:05	00:28	00:33
27002	REG	GREEAR S L	13	94	0	343	00:57	00:00	07:15	08:12	08:00	08:40	16:25	16:30	361.05	47.31	100	00:05	00:28	00:33
27003	REG	DOWDELL A D	7	94	0	627	00:56	00:00	07:07	08:03	08:00	08:48	16:25	16:30	671.81	88.10	100	00:05	00:28	00:33
		(R) POOLE M	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----
27004	REG	MCCUIEN D O	9	93	0	585	00:54	00:00	07:01	07:55	08:00	08:54	16:25	16:30	650.00	83.37	100	00:05	00:28	00:33
		(R) POOLE M	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----
27006	REG	TAYLOR B M	8	93	0	615	00:53	00:00	07:12	08:05	08:00	08:43	16:25	16:30	696.25	85.42	99	00:05	00:28	00:33
27007	REG	JENKINS A	8	93	0	554	00:53	00:00	07:05	07:58	08:00	08:50	16:25	16:30	627.19	78.21	94	00:05	00:28	00:33
		(R) GAMBLE I A	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----
27008	REG	EGGLESTON C J	7	93	0	404	00:56	00:00	07:16	08:12	08:00	08:39	16:25	16:30	432.87	55.60	94	00:05	00:28	00:33
27009	REG	PARKER A D	9	94	0	617	00:54	00:00	07:00	07:54	08:00	08:55	16:25	16:30	685.56	88.14	100	00:05	00:28	00:33
		(R) TATE H D	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----
27012	REG	JACKSON J D	9	94	0	535	00:56	00:00	07:09	08:05	08:00	08:46	16:25	16:30	573.23	74.83	91	00:05	00:28	00:33
		(R) GAMBLE I A	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----
27014	REG	BATES C	5	92	0	649	00:57	00:00	07:03	08:00	08:00	08:52	16:25	16:30	683.16	92.06	90	00:05	00:28	00:33
		(R) COX K	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----
27015	REG	SMITH A C	4	94	0	739	00:56	00:00	07:11	08:07	08:00	08:44	16:25	16:30	791.81	102.88	85	00:05	00:28	00:33
		(R) PIERCE JR R J	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----

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