



National Postal Mail Handlers Union-Local 305

4907 Fitzhugh Avenue, Suite 100

Richmond, VA 23230-3533

Felandria A. Jackson, President

Leslie Hamlett, Treasurer

Eugene Horton
Vice President

Dwight Burnside
Recording Secretary

Cynthia Brown
North Carolina

Mike Perry
Maryland

Lamar Grigsby
Washington, DC

Richard Mason
Virginia

Nathan Fields
West Virginia

OFFICIAL MINUTES

Executive Board Meeting

National Postal Mail Handler's Union – Local 305

1200 N. Courthouse Road

Arlington, VA. 22201

June 16, 2016

In Attendance:

Felandria Jackson – Local President

Eugene Horton – Vice President

Leslie Hamlett – Treasurer

Dwight Burnside – Recording Secretary

Richard “Bobby” Mason – VASEBM

Lamar Grigsby – DCSEBM

Mike Perry – MDSEBM

Cynthia Brown – NCSEBM

Nathan Fields – WVSEBM

The meeting of the Executive Board of Local 305 was called to order by President Jackson at 10:00 am. The roll call was conducted by Recording Secretary Burnside and the invocation was given by Vice President Horton.

Review of Previous Minutes

The following Executive Board Meeting Minutes were distributed for the Board's review with the following corrections and/or additions:

- April 13, 2016 – On page 6 of 6 the Roll Call Vote should reflect that the Board met telephonically, as recorded on page 4 of 6 in the third bullet. Also, the status of Recording Secretary Burnside and DCSEBM Grigsby should reflect that these Board members were absent and unable to vote on the date of the motion. As result of this review Vice President Horton made a motion to accept the April 13, 2016 minutes with the aforementioned corrections and/or additions. The motion was seconded by DCSEBM Grigsby and carried forward unanimously.
- April 14, 2016 – After brief review DCSEBM Grigsby moved to accept the April 14, 2016 minutes as written. The motion was seconded by Recording Secretary Burnside and carried forward unanimously.

Old Business

President Jackson opened the meeting to the Board for feedback on the progress of issues discussed in the previous meeting. With an open forum, comments from each Board member were given consideration. As a result of this discussion President Jackson again reiterated how important it is that all Board Members be shown dignity and respect. Moreover, that respect for the "Chain Of Command" is a must in order to maintain the unity of this Union going forward. Issues handled without respect to the chain of command will be referred back to those in prospective positions to be properly addressed.

New Business

- Agenda
President Jackson explained why the meeting was being held in a different location. The Board was informed that part of the agenda would be to tour some of the facilities in the DC, Maryland and Virginia areas. Tours of facilities were scheduled to take place after all other official business was handled.
- Annual Affairs
Budgets and scheduling, to include "black-out" dates will be forthcoming. As of this date (06/06/16) only two facilities have submitted dates for approval.

- Steward Training
All facilities have received some form of training with exception to Charlotte, N.C. President Jackson indicated that from this point on training will be conducted on as needed basis.
- Advocate Training
A meeting was held with all the current Advocates. As result of this meeting it has been determined that additional Advocate training may be necessary. However, dates for training will be determined after further review of the budget.
- RI-399 Committee
Currently three members have been assigned to the committee. (Dwight Burnside, Richard Mason and Joe Page) The Local will request a list of all the cases currently at the Regional Dispute Resolution Committee (RDRC). A meeting will then be scheduled to discuss and develop a proposal to be sent to the National for a resolution of all those cases where the jobs involved are clearly already specified in the facility's inventory. Priority focus will be based on the case report. Budget proposals for the Committee will be submitted to the Treasurer and then the Board for approval and/or adjustments.
- MAPS Training
MAPS training will be conducted by the National office during the months of August and September. This will be a joint venture between the National and Management, no loss and no gain. Dates and locations will be forthcoming. President Jackson is asking that all Branch Presidents provide leave dates and availability of all Stewards to assist with the finalizing of those dates.
- Charitable Projects
President Jackson presented to the Board some ideas for local charitable projects, with the intent to unite, get members involved and connect with the communities we serve. The ultimate objective is to increase the membership through direct involvement. Some suggestions were as follows:
 - Membership Drives – Focus will be on those facilities with 80% or lower membership. Bags will be purchased for gifts to those who sign up.
 - Back to School Drive, Thanksgiving, Christmas, Cancer Awareness and Care packages for the homeless were also noted suggestions.
 - State Representatives will be asked to assist with these projects. Gathering information from their Branch Presidents to assist with forming the committees and organizing the events in each facility.
 - Mail Handler Shavonnie Zimmerman from the Richmond P&DC has volunteered to assist the Local with organizing these events.

- Website Updates – President Jackson discussed the new Local 305 website due to launch by the end of June 2016. The site will include updated news, events and announcements, to include scholarship winners. Specialty forums such as “Members with special skills and services to offer the Union” may also be included.
 - Branch Presidents should encourage the membership to visit the new website.
 - Professional photos and bios of all State representatives and Branch Presidents are needed.

- Law Attorneys – President Jackson briefly discussed and informed the Board that due to legal issues and changes in the Local it is necessary to hire and retain labor law attorneys as General Counsel for the Local Office going forward. As result of this discussion the following motion was made:
 - **Motion:** Vice President Horton made a motion to accept the Law Offices of O’Donoghue & O’Donoghue LLP as the new law firm used by the Local for general counsel going forward. The motion was seconded by MDSEBM Mike Perry and moved forward unanimously by roll call vote. (Attached)

Financial Report

Treasurer Leslie Hamlett distributed and/or made available to the Board all the Local’s financial information, to include checks, receipts and Profit & Loss documentation from Jan. 1 – June 15, 2016. Treasurer Hamlett went on to discuss and help the Board to appreciate where the Local stands year-to-date and going forward. As a result of this discussion the following motion was made:

- **Motion:** President Jackson made a motion to accept the Quarterly Financial Report as presented. The motion was seconded by VASEBM Mason and moved forward unanimously by roll call vote. (Attached)

Treasurer Hamlett presented to the Board two more estimates for the replacement of the roof on the office building at 4907 Fitzhugh Ave. Richmond, VA. The Board briefly discussed this issue and as a result the following motion was made:

- **Motion:** Vice President Horton made a motion to replace the roof of the office building at 4907 Fitzhugh Avenue, Richmond, VA using “Hertless Brothers Roofing Company” for the estimated amount of \$82,700.00. The motion was seconded by NCSEBM Cynthia Brown and moved forward unanimously by roll call vote. (Attached)

CAD Report

- Training - Vice President Horton reaffirmed appreciation for the way that Steward training had been accomplished, reiterating that all facilities have received some form of training. In view of the fact that going forward training will be on as needed bases, VP Horton is encouraging all Branch Presidents to pay attention and be clear about what their Stewards need to be successful.
 - MAPS Training – Provides an opportunity for both sides to see how the other thinks and believes the process should work to bring about a unified process. Schedules and dates for individual areas will be forthcoming as previously stated.
 - Advocate Training – VP Horton informed the Board that training was conducted at the Local Office. This involved an open discussion to *determine the strengths and weaknesses of each advocate*. Additional training maybe required on as needed basis.
- Grievances – Vice President Horton reiterated the importance of Branch Presidents reviewing their Stewards grievances before they leave the facility. Moreover, that it is critical that Stewards are helped to clearly define “the” issue and meet the time limits provided by the contract.
- CAD Overview – As of 04/15/2016 there were 14 cases resolved. Out of those 14, three (3) cases were withdrawn, one (1) case was referred to the National, five (5) cases were settled and five (5) cases were scheduled for arbitration. As of 06/13/2016 there were 22 cases on the docket.

With no further business to discuss for the day, a motion was made by DCSEBM Lamar Grigsby to adjourn the meeting. The motion was seconded by VASEBM Richard Mason and moved forward unanimously. The meeting was official adjourned at 4:15 pm.

The meeting was followed by an official visit and tour of the Southern MD facility.

Fraternally yours;



Dwight F. Burnside

Recording Secretary



Local 305 Union Executive Board

ROLL CALL VOTE

Date: June 16, 2016

MOTION :

Vice President Horton motion to accept the Law Offices of O'Donoghue & O'Donoghue LLP as the law firm used by the Local for General Counsel going forward. Seconded by MDSEBM Mike Perry.

Felandria Jackson	President	Y ✓	N _	ABST _
Eugene Horton	Vice President	Y ✓	N _	ABST _
Leslie Hamlett	Treasurer	Y ✓	N _	ABST _
Dwight Burnside	Recording Secretary	Y ✓	N _	ABST _
Lamar Grigsby	DCSEBM	Y ✓	N _	ABST _
Cynthia Brown	NCSEBM	Y ✓	N _	ABST _
Richard Mason	VASEBM	Y ✓	N _	ABST _
Nathan Fields	WVSEBM	Y ✓	N _	ABST _
Mike Perry	MDSEBM	Y ✓	N _	ABST _



Local 305 Union Executive Board

ROLL CALL VOTE

Date: June 16, 2016

MOTION :

President Jackson motion to accept the Quarterly Financial Report as presented. Seconded by VASEBM Richard Mason.

Felandria Jackson	President	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Eugene Horton	Vice President	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Leslie Hamlett	Treasurer	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Dwight Burnside	Recording Secretary	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Lamar Grigsby	DCSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Cynthia Brown	NCSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Richard Mason	VASEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Nathan Fields	WVSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Mike Perry	MDSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>



Local 305 Union Executive Board

ROLL CALL VOTE

Date: June 16, 2016

MOTION :

Vice President Horton motion to replace the roof of the office building at 4907 Fitzhugh Avenue, Richmond, VA using "Hertless Brothers Roofing Company" for the estimated amount of \$82,700.00. Seconded by NCSEBM Cynthia Brown.

Felandria Jackson	President	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Eugene Horton	Vice President	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Leslie Hamlett	Treasurer	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Dwight Burnside	Recording Secretary	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Lamar Grigsby	DCSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Cynthia Brown	NCSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Richard Mason	VASEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Nathan Fields	WVSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>
Mike Perry	MDSEBM	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	ABST <input type="checkbox"/>



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The meeting of the Executive Board of Local 305 was called to order by President Jackson at 10:00 am. The roll call was conducted by Recording Secretary Burnside.

President Jackson briefly discussed the monthly reports, outlining how important it is for Branch President to give attention to details and send in an accurate report going forward. Inaccurate monthly reports can have an adverse affect on proper and timely steward compensation. Council teleconference to properly address the issues involved will be forthcoming.

Facility Tours

President Jackson briefly reviewed the itinerary for the day. The itinerary included tours of the following facilities:

- Baltimore P&DC
- Baltimore IMF (USPS Linthicum)
- Curseen Morris P&DC
- Dulles P&DC
- NOVA P&DC

Due to unforeseen circumstances the Board was unable to tour all the facilities listed. The Board was able to tour the Baltimore IMF and Curseen Morris P&DC.

With no further business to discuss for the day, a motion was made by Vice President Horton to adjourn the meeting. The motion was seconded by DCSEBM Lamar Grigsby and moved forward unanimously. The meeting of the Executive Board of Local 305 officially adjourned at 8:00 pm.

Fraternally yours;



Dwight F. Burnside

Recording Secretary