

July 1, 2021

Hello Union Siblings,

April Gigetts, Pam Robinson, and I met with the City yesterday, 6/30/21, to discuss the Virtual Work Policy #5 issued by the City and the Union's proposed policy. The following issues were clarified:

- 1) Signing the Acknowledgement form does not indicate agreement with the policy issued by the City. Therefore, you are not binding yourself other than that you have received and read the policy.
- 2) Everyone working virtually should have been issued City equipment which includes when needed to do virtual work, cell phones, laptop computers, printers, and other peripherals. The City does not want anyone using personal equipment. If you are working virtually and have not been issued City equipment, it is because your department has not requested the equipment. Both Stephanie Tipton, CAO, and Mark Wheeler, CIO, said that all department requests have been filled. If you have not been issued all the City equipment you need to work virtually, you need to notify your local as well as your department management of your equipment needs. There is an additional optional form included in the policy which people who do not have City equipment should complete so there is a record that you have not been given needed City equipment. Please copy your local if you complete the optional form. Once everyone receives City issued equipment, the authentication process and access to personal information is resolved.
- 3) We did not resolve the issue of work hours as they relate to the present contract language. We agree with the expansion of flextime in many of the units where departments have moved from set hours to flextime. For years, the Union has pushed for more flexible work hours. However, there is no comprehensive information as to where flextime has been implemented where it did not exist before the pandemic. We want to collect that information. Please notify your local if you are working flextime and what those hours are.
- 4) There are various other outstanding issues which we did not resolve such as possible 4-day work schedules; if virtual work opportunities are limited, how decisions will be made to determine who would work virtually, and other issues.
- 5) We agreed that we would continue meeting concerning the policy and in the interim employees can continue to work virtually and more flexible hours.

I hope that these points clarifies where we are with Virtual Work Policy #5 issued by the City.

Cathy Scott, President

AFSCME District Council 47