

FOP MEET & CONFER MEETING

February 3, 2017

Director Ryan greeted the group and addressed the agenda items.

Attendees: Senior Parole Officer Waldemar Mehner, Community Corrections and Community Corrections Officer Rachel Underwood, Community Corrections represented FOP. Also present from ADC were Director Charles L. Ryan, Interim Deputy Director Greg Lauchner, Carson McWilliams, Division Director of Offender Operations, Michael Kearns, Division Director of Administrative Services, Brad Keogh, General Counsel, and Colleen McManus, Chief Human Resources Officer. Natalie Poff was present to take minutes.

SUBMITTED QUESTIONS AND ANSWERS

On behalf of FOP, the following questions were submitted in advance:

Question 1 – Bullet resistance vests for traffic control officers:

The members of the Fraternal Order of Police (FOP) urge that bullet resistance vests be issued to all armed traffic control officers. These officers have contact with the public 24 hours a day and the issuing of vests to the officers will provide them additional protection from unknown acts.

Answer 1 – This will be assessed both from officer perspective and cost. Once analysis is completed we will discuss at a future meeting.

Greg Lauchner inquired if the vests would be mandatory or optional for officers.

FOP stated the vests would be optional.

Director Ryan reiterated that the Department would look into the request and discuss at a later time.

Question 2 – Smoking in prison:

The Fraternal Order of Police has become aware of a committee headed by Warden Larson in Winslow regarding the ban of all smoking tobacco products in state prisons. Apparently, in the meeting, a discussion was on how to ban, or remove tobacco access for inmates. We would like to know what the outcome of the committee was, and what steps, if any, the Administration is taking on this issue?

Answer 2 – A committee was formed and recommendations made on how to make Arizona Department of Corrections (ADC) a tobacco free environment. At this time no further action has been taken. We have multiple major initiatives underway in the Department and another one does not make sense at this time.

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This is still a long range goal to accomplish but it remains to be decided on how and when to implement.

Carson McWilliams asked if the smoking ban would be imposed on inmates only, or if the ban would apply to both staff and inmates. Mr. McWilliams noted the issue with banning tobacco would make it a highly sought after, lucrative commodity that can potentially compromise staff and would negatively impact morale.

Director Ryan stated that county jails are tobacco free and Alhambra Unit is tobacco free. He said the Department will look into the proposal and discuss at a later time.

Question 3 – Education Stipend:

The members of the Fraternal Order of Police would like a modification in form 504-4(e) Education Supplement. Currently, the Education Supplement is only available to Correctional Sergeants, Lieutenants, Captains, CO III, CO IV, Community Correctional Officers, Community Correctional Senior, and Community Correctional Supervisors. FOP would like the Administration to add DC CORRL, ADMIN INVESTIGATORS, DC CORRL, ADMIN INVESTIGATOR SUPERVISORS, and BUI INVESTIGATOR III's to the form, thus allowing them to take advantage of the Education Supplement program.

FOP is in lockstep with the Administration that a quality education is necessary for employees and at some time in the future, we would like to see the Correctional Officer Series added to the form.

In the spirit of helping employees take advantage of this program, the FOP has collaborated with Eastern Gateway Community College to provide a FREE accredited Associate Degree for any FOP Member, their spouse, children, and grandchildren.

Answer 3 – Thank you for the support in promoting the importance of a quality education for ADC employees. Education is a key to our success as individuals and ADC. We have shown that commitment for several years by offering several categories of employee's educational stipends and through the employee tuition program available for all ADC employees. The possibility of expanding these specific programs may be assessed in the future.

Caution must be used before proceeding with permanent spending increases. Several factors must be considered, including the fiscal impact, funding source, number of employees impacted (and excluded), other alternatives and priorities for limited budget funding, etc.

Regardless of the budget need, there are two primary mechanisms to obtain funding for a budget priority. The first is to identify unspent funds by reallocating existing

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resources. The second is to request additional resources through the annual budget request process. Both of these methods require choices. ADC is continually reviewing employee compensation and striving to find the best way to maximize available funding. In FY 2017, ADC has utilized one-time existing resources to pay the \$1,500 retention bonus.

Director Ryan stated the Department would look into an Education stipend.

Additional Information:

Director Ryan advised that the pay package to increase the security series' salaries by \$1,000 was not recommended in the Governor's budget. He noted that 565 Correctional Officer positions were previously abolished by his predecessor in 2006 to help fund pay increases by using vacancy savings. The Director stated that, although pay packages continue to be a priority, we cannot give up additional Correctional Officer positions to fund pay increases, as those positions are critically needed. He advised that current vacancy savings are being used to payout compensatory and holiday leave, which is a component of a three-part compensation strategy to encourage employee retention. The first component is the comp time payout that occurred in January 2017; the second will occur with the payout of comp time at the end of the fiscal year; and the third will be a \$1,500 one-time bonus for CO II's that are employed with ADC on June 30, 2017. Director Ryan said, "We want to retain staff. We cannot increase the base pay of our Officers, but through various compensation strategies, we can put additional money in their pockets."

Additional Information:

Director Ryan sent an agency wide e-mail dated February 1, 2017 at 1:09 p.m. stating the following:

"We have recently received approval from the Arizona Department of Administration to change our employee performance evaluation (MAP) year from the current July 1 – June 30 to the new period of March 1 – February 28. This change was made to better accommodate the agency's priorities, including the possibility of providing merit pay or other incentive bonus pay as fiscal year-end resources may allow.

More information will be provided by Human Resources in the near future, but for now, please note that the current MAP rating period will close on February 28, 2017. This means that MAPs will need to be completed by March 31, 2017. Going forward, the MAP rating period will be March 1, 2017 – February 28, 2018. The timing of the new cycle will position us to better assess whether we can fund merit pay for staff, based on MAP ratings, with available funding.

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Although we have requested funding for permanent pay raises, the Governor's Office and Legislature must ultimately make the difficult decision to allocate funding to priority issues. As you may be aware, the State has limited financial resources. To date, permanent pay raises for all employees have not been funded for a number of years. However, as an agency we may have the ability to award merit pay, based on available funding."

Director Ryan reiterated the MAP rating adjustment period to the employee organization and advised if we have additional vacancy savings, we may be able to fund merit pay. As a possible example, those who receive a MAP rating of:

- 2.0 may potentially receive a .5% bonus
- 2.5 may potentially get a 1% bonus
- 3.0 may potentially get a 1.5% bonus

Director Ryan advised that there are 839 CO II vacancies, a 12.6% vacancy rate. The retention bonus is intended for CO II's.

Director Ryan acknowledged that the Department of Corrections' pay is not competitive and further stated that ADC ranks at the bottom of the Western eleven states in relation to pay.

Director Ryan stated the Department will form a work group of Officers to develop retention strategies and possibly reinstate recruitment bonuses.

Members of the FOP recently met with Senator Lesko and were offered an opportunity to voice their concerns at a future legislative session.

Additional Information:

- Arizona Management System (AMS) – Phase two of the AMS kicked off in Florence. Much of the emphasis of the cascading tiers is to empower the complex, down to the unit level, to be involved in the decision making process in hopes of propelling cultural change within ADC which is ever evolving. Agency Directors are required to meet with stakeholders to ask them what we are doing well, and what can we do better.
- Beard Issue - The medical review board (Occupational Health Administrator Derleen Spence and Dr. Rowe) will continue to review incoming cases and forward their recommendations to the Warden.

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- Dress Code - Director Ryan stated that CO's are required to own class A uniforms. Wearing class A's gives Supervisors the opportunity to inspect them and ensure their staff are following policy. The issue with polos is that they wear out quickly. Class A uniforms will continue to be a requirement. Policy will not change. If staff want to wear service stripes, they will have to pay for them. If they do not want to wear service stripes they do not have to. It's their choice. Carson McWilliams will meet with the Employee Organizations in the near future to come up with a proposal to add LA Police Gear to the list of approved brands to purchase TDUs.

Director Ryan asked FOP about the memorial badge.

FOP stated the badges are currently only available to employees. Employees have to prove they work for the Department of Corrections in order to purchase the badge. There are currently a number of restrictions that limit who can purchase memorial badges.

Director Ryan stated if the restrictions are lifted and are available to more people, FOP could raise funds and help the cause.

Gregg Lauchner asked if an employee could buy more than one badge. If so, badges could potentially end up being sold for profit.

FOP stated they can send the Vice President at Sun Badges to lift the restrictions to make the memorial badges available to all employees. They will only be able to purchase one badge which costs \$99.00. This package includes a memorial badge, a commemorative coin, and case.

Director Ryan asked FOP to copy him on the e-mail to the Vice President at Sun Badges regarding the request to lift the restrictions on the memorial badges.

Director Ryan would like FOP to provide information regarding the good Samaritan that helped Officer Calderon.

Before the meeting adjourned, FOP raised questions about 12 hour shifts. Specifically, FOP asked for clarification as to which units will be impacted.

Carson McWilliams advised certain units will go on 12's. At least one unit at Florence, one unit at Eyman, and administration will remain on 8's. All other units will go to 12's.

FOP asked if they could see the election form that is being sent to staff.

Director Ryan asked Carson McWilliams to send the election form to FOP.

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FOP raised questions about stab vests and whether or not they will phase out.

Carson McWilliams advised the stab vests will phase out in all but two main areas; mental health and max custody units. Stab vests will be optional to wear.

FOP asked if stab vests are phased out, will Officers lose hazardous duty pay.

Carson McWilliams stated "Yes", and further explained that those who are required to wear the vests will continue to receive the hazardous duty stipend.

Close:

The Director encouraged the Employee Organization to utilize the opportunities they have to communicate the questions and concerns of their members more frequently, including taking advantage of his open door policy. Director Ryan thanked those who were in attendance.

cc: Executive Staff
Wardens
Paul O'Connell
File