

LABOR MANAGEMENT FORUM (LMF) CHARTER

BETWEEN

INSTALLATION COMMANDER REPRESENTING THE

EGLIN AIR FORCE BASE COMPLEX

AND

AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES LOCAL 1897

INTRODUCTION

We recognize that the primary resource of Eglin AFB (EAFB) is the knowledge, skill, wisdom, and experience of its employees. It is necessary to encourage the active involved participation of employees to effectively accomplish EAFB mission. To this end, the EAFB Labor-Management Forum (LMF) is established to promote improvements, through Pre-decisional Involvement (PDI), in overall EAFB efficiency and effectiveness, improve employee satisfaction, promote employee training and development, assist in the development of cooperative and productive labor-management relations and encourage the involvement of employees in workplace issues through their union representatives.

This document establishes and describes a LMF Charter between the Installation Commander (96 TW), representing all units on the Eglin Complex serviced by Eglin Civilian Personnel Office, and Local 1897 of the American Federation of Government Employees (AFGE), representing AFGE Local bargaining unit members serviced by Eglin Civilian Personnel Office.

SCOPE

The activities of the Forum are governed by Title 5, United States Code, Chapter 71, the Federal Service Labor-Management Relations Statute, and Executive Order 13522. This Forum will be non-adversarial, collaborative, and unique and is intended to improve the management of the Agency as well as the delivery of Government Services. The parties agree to the concept of the Guiding Principles for Labor and Management Forums established under E.O. 13522 and defined below:

GUIDING PRINCIPLES

The Parties agree to work together as a team with a common focus. In order to realize the full potential of this partnership, labor and management accept the premise that a sound relationship is built upon the following principles:

- General communication conveyed during the Forum meetings should be open and honest, with members able to freely express their opinions;
- Fully disclose all relevant information as part of the problem solving process;
- Mutual understanding of what matters remain confidential;
- Value and respect for all members, with everyone being treated as equals;

- Work in a collaborative manner to deal with decisions and issues concerning the work place based on interests rather than positions; and
- Share a mutual interest to use pre-decisional involvement (PDI) to address workplace challenges, improvements and quality of life initiatives.

COMPOSITION

The Forum will consist of 12 members: six (6) from management and six (6) from labor. The installation commander and Local 1897 President will serve as primary co-chairs of the Forum. Both co-chairs have committed to be in attendance for each meeting. The 96 TW/DS and AFGE Local 1897 Executive Vice President will be members and will serve as alternates for the respective co-chair in the event of their absence only due to unforeseen higher headquarters' tasking. Advisors, subject matter experts (SMEs) and employees may be invited to participate.

PROCEDURES

The Forum will meet quarterly or as needed. A quorum of both co-chairs as well as 2 management and 2 labor members are necessary to hold a meeting. Agenda topics will be forwarded to the Facilitator within 10 calendar days of the call for agenda topics. A discussion of key points or issues, and recommendations will be included with the proposed topic. Matters not on the agenda may be discussed upon the consent of the Forum.

This Forum has decision-making authority. Forum participants will use a "strive for consensus" decision-making model in all of its activities; that is the parties will work extraordinarily hard to reach a decision all participants can live with. Each participant has a responsibility to participate in the decision-making process and to support the Forum's decision if consensus is reached. When consensus is reached, the Forum will execute MOA where necessary. Agreements reached by members of the Forum do not constitute a waiver of any right provided for by Title 5 USC Chapter 71. If no consensus is reached, the options for the Forum include seeking the services of a facilitator, forwarding the issue to a delegated working group, or determining that consensus is not going to occur. In the absence of agreement, the parties retain their rights under 5 USC Chapter 71.

A member of the Labor Relations Office will serve as the Facilitator and management will provide another individual to take notes and draft minutes. The note taker will coordinate draft minutes with LMF members within 15 calendar days after the meeting. Members will respond within 15 calendar days. Minutes will be sent to members when finalized.

GOALS

The goals of the Labor-Management Forum are to:

- Create a high performance work environment that addresses challenges while fostering a high quality of work life for employees;
- Deliver quality service to internal and external customers with the involvement of our workforce;
- Proactively identify problems and craft solutions to better serve the mission;
- Promote and practice pre-decisional involvement;

- Improve labor-management relations;
- Develop metrics to monitor recommended improvements;
- Recognize, publicize and promote successes;
- Promote training and participation in labor-management forums at all levels; and
- Reduce formal complaints by 10% overall

This Charter is a living document and will be reviewed periodically to evaluate the effectiveness of the Forum, but no later than once a year, unless the parties agree otherwise.

//signed, dah, 29 May 2014//
DAVID A. HARRIS, Brig Gen, USAF
Commander, 96th Test Wing

//signed, tlw, 29 May 2014//
THADDEUS WALLACE
President, AFGE Local 1897