



Labor/Management Committee

Lesly Tribelhorn, Highways
Justin Crow, Butte R/W Design

How many know what the LMC is?

Collaborating committee within MDT made up of MPEA (MFPE) members and management employees.

Self introductions



MPEA

Labor/Management Committee

| Labor Representatives | Management Representatives |
|---|---|
| <ul style="list-style-type: none"> • Larry Anderson, Missoula Materials • Justin Crow, Butte R/W Design • Kara Fenton, Helena Maintenance • David Krause, Missoula Road Design • Shane Odenbach, Billings Construction • Joe Rask, Butte Right-of-Way • Michelle Wheat, Helena Transportation Planning | <ul style="list-style-type: none"> • Anna Ater, Missoula Human Resources • Bill Fogarty, Butte Construction • Steve Heidner, Glendive Preconstruction • Leah Kailey, Helena Payroll • Joseph Radonich, Helena Environmental Services • Matt Strizich, Helena Materials • Lesly Tribelhorn, Helena Highways |

LMC is made up of equal numbers of MPEA and management members; 5 core members and 2 proxy members each.



Process

- MDT management or bargaining unit member submits an issue.
- Committee reviews the issue and determines if it's an issue that can be addressed by the LMC.
- Issue is researched.
- The committee identifies a recommended resolution to the issue through consensus.
- A recommendation is sent to the Director.

Any MDT manager or bargaining unit member can submit an issue to the LMC
We can address any non-collective bargaining issue
Once we do that, we research the issue and come to a recommendation through consensus.
That recommendation is sent to the director

Goals and Benefits

- Identify issues
- Provide recommendations to resolve issues
- Enhance communication
- Improve labor/management relations
- Promote dissemination of information



Identify and resolve issues

Enhance communication and circulate information

Improve labor-management relations

Submitted Issues

- Trading mid-week holidays
- Sick Leave and Overtime on the same day
- Behavioral Based Interviewing Assessment
- In-state lodging (non-receipted)
- 10 working days advance notice of work schedule changes
- Student art in hallways
- Personal information accessible on MINE

Trading mid-week holidays:

Employees in a travel status may trade a state recognized holiday if the holiday falls on a Tuesday, Wednesday or Thursday for a Monday or Friday of the same week, with written preapproval from the supervisor and if the arrangement benefits the Department. MDT does not allow employees to trade holiday time off nor bank holiday hours in any other situation. Communicated via Interchange and through email to administrators.

Behavioral based interviewing and in-state lodging were both submitted as issues. These topics weren't pursued by the LMC, but we made sure that the individuals got personal responses

Student art in hallways:

Beautification/personalization of space
Tie with union expansion with teachers
Educate/recruitment tool
Vision Zero – bike to school day

Personal information on MINE:

Followed up with ISD and D of A
Interchange article

MDT
EMPLOYEES INTRANET

MDT INFO **EMPLOYEE INFO** TRAINING RESOURCES POLICIES & LAWS TRAVEL INFO

W-2 Forms and Tax Information

January 19, 2018 - Payroll

If you consented to receive your W-2 online, it is now available via SABHRS Self Service!

Here's how to access the online W-2:
From the [MINE site](#), click the green SABHRS button; click the Human Resources option; click the Payroll tile and select View W-2/W-2c Forms; then click the Year End Form link.

If you have trouble opening the W-2, please try clearing your cache. For other issues, see the [SABHRS HR Troubleshooting Webpage](#) for assistance. If you need clarification of the information provided on the W-2, please see the [Tax Information Webpage](#) or contact your tax professional.

If you did not consent to receive your W-2 online, a paper copy will be mailed to you by January 31, 2018.

The 2017 1095-C Informational Tax Form is not available yet. Form 1095-C includes information about the health insurance coverage offered to you by the State of Montana and should be kept with your tax records. The 2017 1095-C form will be available by March 2, 2018.

If you have not yet provided consent to receive your 1095-C online, you still have time to do so. View [1095-C Consent](#) for step-by-step instructions.

Highlights

Do you need help with a computer problem such as Word, Excel or your printer isn't working?
Call x6311

Intranet Home MINE Departments Internet Home

MDTA
EMPLOYEES' INTRANET

MDT INFO EMPLOYEE INFO TRAINING RESOURCES POLICIES & LAWS TRAVEL INFO

EMPLOYEE INFORMATION

GENERAL
Interchange
Report SPAM/Chain Letters
TEBA

YOUR JOB
Civil Rights Info
Employee Timesheet System (ETS)
Guest Network (Wi-Fi)
Human Resources and Occupational Safety (HR/OS)
[Internal Job Postings](#)
Labor Management Committee
Non-Maintenance - LMC
PLS - LMC
Talent Management Suite

YOUR HEALTH
Employee Assistance
FMLA Forms | Policies
Health Benefits
Office Ergonomics
Vision Benefits

YOUR MONEY
Credit Union
Flexible Spending
Retirement Plans
VEBA

BE PREPARED
Emergency Action Plans
Emergency Operations & Disaster Plan
Homeland Security
Information Security

HAPPY Valentine's day

Prepare Your Family & Pets for Winter Conditions

Winter storms can bring freezing rain, ice, snow, high winds, or a combination of these conditions, followed by ice jams and flooding. Planning and preparing can help you manage the impact of a winter storm and keep you and your family safe.

A sustained power outage can have a significant impact on people who require electricity to power medical equipment, so make sure that you have a plan to take care of yourself and your family during an outage.



Human Resources and Occupational Safety (HROS) Division

[HROS Corner](#) | [Labor Management Committee \(LMC\)](#) | [Org Chart](#) | [Our Staff](#) | [Talent Management Suite](#)

Labor/Management Committee

The Labor/Management Committee (LMC) consists of a group of MDT Management staff and Montana Public Employees Association (MPEA) members who are here for you!

You are welcome to submit agenda items on any workplace topic.

The [LMC Charter](#) dictates the LMC may only consider agenda items that are non-bargaining/non-grievance issues. Those topics submitted will be discussed and addressed by the Labor/Management Committee. We will work together to resolve any concerns or issues you may have.

Once you have filled out the [Suggestion Box Form](#) you may submit it via email to the LMC or print it and dead head it in a confidential envelope to Human Resources - Attention LMC.

LMC meets the first Thursday of every month. Agenda Items must be received 10 working days prior to the meeting date. Agenda items received after the cut off will be considered at the next LMC meeting. [Read the Agenda and Minutes](#)

We look forward to hearing from you.

Thank you.



To: MDL Labor Management Committee

CC:

Subject: LMC Suggestion Box Form

LMC Suggestion Box Form

Statement of issue, idea, suggestion, or agenda item:

Information, data, and additional comments that the committee would need to know to deal with the statement:

Your reasons and interests for having the committee work on this statement:

Suggested Solution:

Contact information for clarification or further information on this issue:
 Name:
 Phone:

Please attach additional explanation sheets and exhibits if needed.
 Are there attachments:
 How many sheets:

To submit this form anonymously; print it and dead head it in a confidential envelope to Human Resources - Attention LMC.
 If submitted anonymously we have no way to contact you in order to gain additional information to resolve your concern or issue

Printed forms available at registration desk
 Have an idea? Come talk to one of the LMC members.
 We can work on submitting your suggestion together.
 Encourage names so we can respond or ask more questions

Submitting an Issue

- Submit on-line or dead head
- Providing contact information allows:
 - ❖ The committee to get follow-up information
 - ❖ Provide feedback on the submitted topic.
- Forms are available in registration area.

We encourage you to submit issues – help improve your workplace!
For MDT by MDT