



City of Cambridge

8.

IN CITY COUNCIL

April 29, 1991

COUNCILLOR WALSH

WHEREAS: I have been advised that the substance of the attached Report from the City Manager of 1/7/91 containing the 12/21/90 response from the City Personnel Director to my adopted Order of 11/19/90 regarding Senior Substitutes at the Cambridge Library is, as of this date, not totally resolved; now therefore be it

ORDERED: That the City Manager examine the process of the referenced "on-going negotiations" and report back to the Council within two weeks with a specific timetable for final resolution of the problem.

In City Council April 29, 1991.

Adopted by the affirmative vote of nine members.

Attest:- John E. Flynn, Deputy City Clerk.

A true copy;

ATTEST:-

A handwritten signature in black ink, reading "John E. Flynn".

John E. Flynn, Deputy City Clerk



CITY OF CAMBRIDGE
CAMBRIDGE, MASSACHUSETTS 02139

TEL 349-4300
FAX 349-4307

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

January 7, 1991

To The Honorable, The City Council:

Attached, please find a response from Michael P. Gardner, Personnel Director, relative to Awaiting Report Item No. 75, regarding Senior Substitutes at the Cambridge Library.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Robert W. Healy", is written over a horizontal line.

Robert W. Healy
City Manager

RWH/mev
attachment

CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 494-9094



PERSONNEL DEPARTMENT
MICHAEL P. GARDNER,
Director

MEMORANDUM

TO: Robert W. Healy
City Manager

FROM: Michael P. Gardner
Personnel Director

DATE: December 21, 1990

SUBJECT: Council Order #9, 11/19/90, Re: Senior Substitutes at the
Cambridge Library

This Council Order addresses a miscommunication which occurred between the Cambridge Library union and some of that union's members, who are part time senior substitutes. Earlier this year, the City and the Library union reached agreement about a new contract between the City and Library employees represented by the union. That agreement changed certain sick leave provisions in the contract, affecting full time employees. It made no change in the language affecting part time employees.

The document prepared by the City, representing the actual agreement itself, made this distinction clear. That document was distributed to all the union members, including senior substitutes, by the union. Unfortunately, another document, prepared by the union, as a summary of the provisions of the new agreement failed to include the qualifier language that the change only applied to full time personnel. This was an inadvertent omission.

In an attempt to address the problem the City and the union have recommenced bargaining, in an attempt to see whether, in return for other considerations, it would be appropriate for the City to agree to some change in the sick leave rules concerning part time library employees. Those negotiations are on-going.



City of Cambridge

IN CITY COUNCIL

Councillor Walsh

November 19, 1990

WHEREAS: Confusion and concern on the part of Senior Substitutes at the Cambridge Library are the present product since, when the attached Summary of Contract Agreement was voted upon most recently, the section on Sick Leave stated that "all employees will receive 15 days of sick leave per year starting in 1991", but when the contract was received, the phrase "all employees" had been changed to "all full-time employees". On the basis of the Summary as presented, part-time employees voted for it on the belief that they were included within the embrace of the word "all". Obviously, there is a gap in the truth-in-packaging process in this instant since the contract for which they voted is different from and not the same as the contract they received. Now therefore be it

ORDERED: That the City Manager immediately initiate the necessary steps to clear the confusion and remedy what gives every evidence of being a duping of and/or a real injustice to the part-time employees affected by the variance in terminology on sick leave procedures as referenced above. Further, the City Manager is requested to report back to the Council on this matter by December 3, 1990.

(ATTACHMENT)

SUMMARY OF CONTRACT AGREEMENT

Wage increases (annual salaries are listed in Attachment A):

1st year - 3% on 7/1/90; 2% on 1/1/91
or \$1200 (paid \$720 on 7/1/90 and \$480 on 1/1/91)
whichever is higher (\$1200 will apply to employees at LIII, Step 3
and below)

2nd year - 4% on 7/1/91 for all employees

3rd year - 3% on 7/1/92

Sick leave - All employees will receive 15 days sick leave per year starting in 1991
"Buy-back" of up to 5 days is eliminated starting in 1991
payments for sick days at retirement age are increased.

Cleaning allowance of \$100 paid in 1991 for full-time employees.

Loan/scholarship program for full-time employees studying toward either
a Bachelor's or Master's degree (see Agreement, #5, page 2 for details)

Maternity leave extended to cover adoptions; paternity leave added.

East and Mt. Auburn branch librarians graded from LIII to IV.

Senior substitute hours at Field, Mount, and Central Square increased to 20.

All employees are eligible for upgrades based on merit (see page 8. This page
is included for information purposes and is not being voted on.)

Fifth step for LIII - V will be denied only if work is unsatisfactory.

Vacations - restrictions on eligibility for new employees are relaxed
(see #10, page 5).

Main library - another pay phone will be added.
staff room facilities in the Children's Room will be improved.
we will undergo discussions with management about access to
the second floor staff room.



CAMBRIDGE CITY COUNCIL

CITY HALL, CAMBRIDGE, MASSACHUSETTS 02139

(617) 498-9094

William H. Walsh

City Councillor

FACSIMILE TRANSMITTAL FORM:

DATE: Thursday, April 25, 1991

FROM: Personal Office of Councillor William H. Walsh
Athenaeum House
215 First Street
Cambridge, MA. 02142
TELEPHONE: 617 354-3366
FAX NUMBER: 617 876-9331

TO: Sandra Albano / Dottie Giacobbe
Council Office, City Hall, Cambridge, MA.

TELEPHONE NUMBER:

TOTAL NUMBER OF PAGES, INCLUDING THIS PAGE: 6

If you do not receive the number of pages as indicated above,
please telephone immediately.

REMARKS: I am enclosing this Council Order (with attachments) re: Senior
Substitutes at the Library which Councillor Walsh requests be
included in the CONSENT AGENDA for the Council Session on
MONDAY, APRIL 29, 1991.

*****PLEASE PHONE ME TO CONFIRM THIS HAS BEEN RECEIVED & FILED
Signature of person in Councillor Walsh's office transmitting
the document(s).

David F. Noonan *[Signature]*

Thank you for your usual courtesy/cooperation

CCM-101



City of Cambridge

8

IN CITY COUNCIL

Councillor Walsh

April 29, 1991

WHEREAS: I have been advised that the substance of the attached Report from the City Manager of 1/7/91 containing the 12/21/90 response from the City Personnel Director to my adopted Order of 11/19/90 regarding Senior Substitutes at the Cambridge Library is, as of this date, not totally resolved; now therefore be it

ORDERED: That the City Manager examine the process of the referenced "on-going negotiations" and report back to the Council within two weeks with a specific timetable for final resolution of the problem.

(ATTACHMENTS)



CITY OF CAMBRIDGE
CAMBRIDGE, MASSACHUSETTS 02139

TEL 349-4300
FAX 349-4307

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

January 7, 1991

To The Honorable, The City Council:

Attached, please find a response from Michael P. Gardner, Personnel Director, relative to Awaiting Report Item No. 75, regarding Senior Substitutes at the Cambridge Library.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Robert W. Healy", is written over a horizontal line.

Robert W. Healy
City Manager

RWH/mev
attachment



PERSONNEL DEPARTMENT
MICHAEL P. GARDNER,
Director

CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02138
Tel. 498-9024

MEMORANDUM

TO: Robert W. Healy
City Manager

FROM: Michael P. Gardner
Personnel Director

DATE: December 21, 1990

SUBJECT: Council Order #9, 11/19/90, Re: Senior Substitutes at the
Cambridge Library

=====

This Council Order addresses a miscommunication which occurred between the Cambridge Library union and some of that union's members, who are part time senior substitutes. Earlier this year, the City and the Library union reached agreement about a new contract between the City and Library employees represented by the union. That agreement changed certain sick leave provisions in the contract, affecting full time employees. It made no change in the language affecting part time employees.

The document prepared by the City, representing the actual agreement itself, made this distinction clear. That document was distributed to all the union members, including senior substitutes, by the union. Unfortunately, another document, prepared by the union, as a summary of the provisions of the new agreement failed to include the qualifier language that the change only applied to full time personnel. This was an inadvertent omission.

In an attempt to address the problem the City and the union have recommenced bargaining, in an attempt to see whether, in return for other considerations, it would be appropriate for the City to agree to some change in the sick leave rules concerning part time library employees. Those negotiations are on-going.



City of Cambridge

IN CITY COUNCIL

Councillor Walsh

November 19, 1990

WHEREAS: Confusion and concern on the part of Senior Substitutes at the Cambridge Library are the present product since, when the attached Summary of Contract Agreement was voted upon most recently, the section on Sick Leave stated that "all employees will receive 15 days of sick leave per year starting in 1991", but when the contract was received, the phrase "all employees" had been changed to "all full-time employees". On the basis of the Summary as presented, part-time employees voted for it on the belief that they were included within the embrace of the word "all". Obviously, there is a gap in the truth-in-packaging process in this instant since the contract for which they voted is different from and not the same as the contract they received. Now therefore be it

ORDERED: That the City Manager immediately initiate the necessary steps to clear the confusion and remedy what gives every evidence of being a duping of and/or a real injustice to the part-time employees affected by the variance in terminology on sick leave procedures as referenced above. Further, the City Manager is requested to report back to the Council on this matter by December 3, 1990.

(ATTACHMENT)

SUMMARY OF CONTRACT AGREEMENT

Wage increases (annual salaries are listed in Attachment A):

1st year - 3% on 7/1/90; 2% on 1/1/91
or \$1200 (paid \$720 on 7/1/90 and \$480 on 1/1/91)
whichever is higher (\$1200 will apply to employees at LIII, Step 3
and below)

2nd year - 4% on 7/1/91 for all employees

3rd year - 3% on 7/1/92

Sick leave - all employees will receive 15 days sick leave per year, starting in 1991
"Buy-back" of up to 5 days is eliminated starting in 1991
payments for sick days at retirement age are increased.

Cleaning allowance of \$100 paid in 1991 for full-time employees.

Loan/scholarship program for full-time employees studying toward either
a Bachelor's or Master's degree (see Agreement, #5, page 2 for details)

Maternity leave extended to cover adoptions; paternity leave added.

East and Mt. Auburn branch librarians graded from LIII to IV.

Senior substitute hours at Field, Mount, and Central Square increased to 20.

All employees are eligible for upgrades based on merit (see page 8. This page
is included for information purposes and is not being voted on.)

Fifth step for LIII - V will be denied only if work is unsatisfactory.

Vacations - restrictions on eligibility for new employees are relaxed
(see #10, page 5).

Main library - another pay phone will be added.
staff room facilities in the Children's Room will be improved.
we will undergo discussions with management about access to
the second floor staff room.



City of Cambridge

8.

IN CITY COUNCIL

April 29, 1991

COUNCILLOR WALSH

WHEREAS: I have been advised that the substance of the attached Report from the City Manager of 1/7/91 containing the 12/21/90 response from the City Personnel Director to my adopted Order of 11/19/90 regarding Senior Substitutes at the Cambridge Library is, as of this date, not totally resolved; now therefore be it

ORDERED: That the City Manager examine the process of the referenced "on-going negotiations" and report back to the Council within two weeks with a specific timetable for final resolution of the problem.

City Council APR. 29 1991

Adopted by the affirmative vote

of 9 members

John E. Flynn City Clerk

Order # 8

F-258

CONSENT

Councillor Walsh re: update on negotiations
re: senior substitutes at the Cambridge
Library.

In City Council,

April 29, 1991

Order adopted