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AGENDA · Introductions What is J1-3? J1-3's Information Sharing Initiatives Survey Results How Can J1-3 Improve Next Steps · The LER Summit *■*DELR5

WHAT IS J1-3?

- We provide Employee and Labor Relations oversight and advice to the field
- We are responsible for contract administration of the Master Labor Agreement and perform agency head review for local supplements
- We handle all Labor Relations matters with AFGE Council 169, to include notice and bargaining on initiatives with large or agency-wide impact
- Own and administer the following DLA Instructions and Programs:
 Workplace Harassment
 Labor Relations
 Maintaining Discipline
 Administrative Grievances
 DPMAP/Performance Management
 RCAT
 RCAT
- NOTE: We do not provide operational oversight for staffing, workload distribution or performance metrics for HR Operations

J1-3'S INFORMATION SHARING INITIATIVES

- · Quarterly LRP Webinars
- FLRA Training Offerings
- CMTS training for new users
- Enhanced production of reference guides

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SURVEY

- J1-3 provided two surveys to the DLA Customers LER Workforce
- One survey focused on Employee Relations duties, while the other focused on Labor Relations duties
- ~50% of 33 LER Specialists completed the surveys
- · *Write in comments provided a lot of value

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SURVEY TAKEAWAYS

- Level of involvement/coordination with GC varies significantly by specialist
- · Most complicated cases are:
 - Medical cases (those involving RAs, light duty, workers compensation) Performance Based Actions

 - Sexual Harassment casesUnique Drug cases
- Security Clearance Cases and Criminal Cases have a variety of approaches
- Staff feel confident with grievances and information request
- 61% have experience with writing ULP position statements
- Staff has a wide range of negotiation experience, from novice to expert

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HOW CAN J1-3 IMPROVE?

- · Improvements suggested by those surveyed:

 - Timely responses
 Guidance should be easy to find later (not just via email)
 - Provide regular summaries of new case law
 Interactions with HR Operations:

 - Be sensitive to local LR's need for credibility with their customers
 Transparency with Agency Head Review disapprovals
 Assist with handling disagreements between LER and Legal

 - 。 J1-3's role

 - Needs to be better defined
 Staff asked that we distribute the workload in HR Operations
 We need more collaboration as an E/LR group

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NEXT STEPS

- Solicit feedback from HR Operations today, at the LER Summit, and in the future
- Encourage staff to obtain ER and LR certifications with DCPAS
- Improve information sharing, e.g.:

 - cyberFEDS E-Newsletter Frequently provide our SharePoint site with staff More reference guides
- Training, e.g.:
 - Promote cyberFEDS usage (e.g.: training session on March 20th)
 LER Summit in May, and in future years
 Chapter 43 vs. 75 reference guide
- · Focus on Process Improvement:

 - General Counsel Interactions
 Review and analyze LER Processes (e.g.: security clearance and criminal cases)

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THE LER SUMMIT

- An opportunity to come together.
- Why Administrative Investigation Training?
- The final day:

 - Provide ER and LR Presentations.
 Prioritize presentations on the difficult cases described by staff

 - Collaboration sessions.
 Bring your thoughts from DELRS to the Summit.
 Provide a tour of the Eastern Distribution Center.

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