



ESC Local 20, IFPTE KP NEO/CEO Training PRESENTATION TIPS:



- Before meeting with the new member, reach out to your manager/chief to **schedule the one hour New Employee Orientation time.**
- This slide deck is intended for steward/internal use only. **Do not forward this presentation to the new member.**
- You may **print the last page of the presentation to give to the new member** which has resources and contact information.
- Present the slide deck in **Presenter Mode** to allow you to see the notes that accompany the presentation. (Click on the arrow immediately to the right of “Slideshow” in the upper right hand corner and choose “Presenter View”. A small box will appear for only your view that shows the notes. No one else will see that box during your presentation.
- If there are any questions you feel unprepared to answer, please contact your ESC L20 Contract Specialist.



**ESC Local 20, IFPTE
KP NEO/CEO Training**

HELLO
MY NAME IS

ESC L20 STEWARD

We are united and stronger together.



OVERVIEW



- Orientation to Your Union
- Review the achievements of unions via their collective bargaining power
- Coalition of Kaiser Permanente & Labor Management Partnership
- Resources and where to get help or more information
- Next Steps





Goals of the Union



Promotion

Security

Advance

Assist

Equality

Solidarity



ESC Union Power: Strength in Numbers



The Engineers and Scientists of California Local 20, IFPTE represents nearly 8,000 engineers, scientists, licensed health professionals, and attorneys at PG&E, KP, the US EPA, Legal Aid at Work, numerous clinics and hospitals, and other employers throughout Northern California.

1,850 KP



8,000 ESC



International Federation of Professional & Technical Engineers (IFPTE) include engineers, scientists, nonprofit employees, technicians, lawyers, and many other professions across the United States and Canada.

80,000



American Federation of Labor and Congress of Industrial Organizations (AFL-CIO) include 60 national and international labor unions.

12.5
Million

ESC L20 Bargaining Unit BOARDS

PG&E UNIT

**OPTOMETRY UNIT
(OPT/OA):** Kaiser
Optometrists and
Optometric Assistants

**MEDICAL PROFESSIONALS
UNIT (MPU):** Kaiser Genetic
Counselors/Genetic
Counselor Coordinators,
Home Health Therapists,
Clinical Laboratory
Scientists/Medical
Laboratory Technicians

**GOVERNMENT AND
TECHNICAL UNIT (GAT)**



Scan here to learn more about the history of ESC L20!





Members

Stewards/Contract Specialists

Union Reps

**Units
Boards**

**Executive
Director**

**Executive
Board**

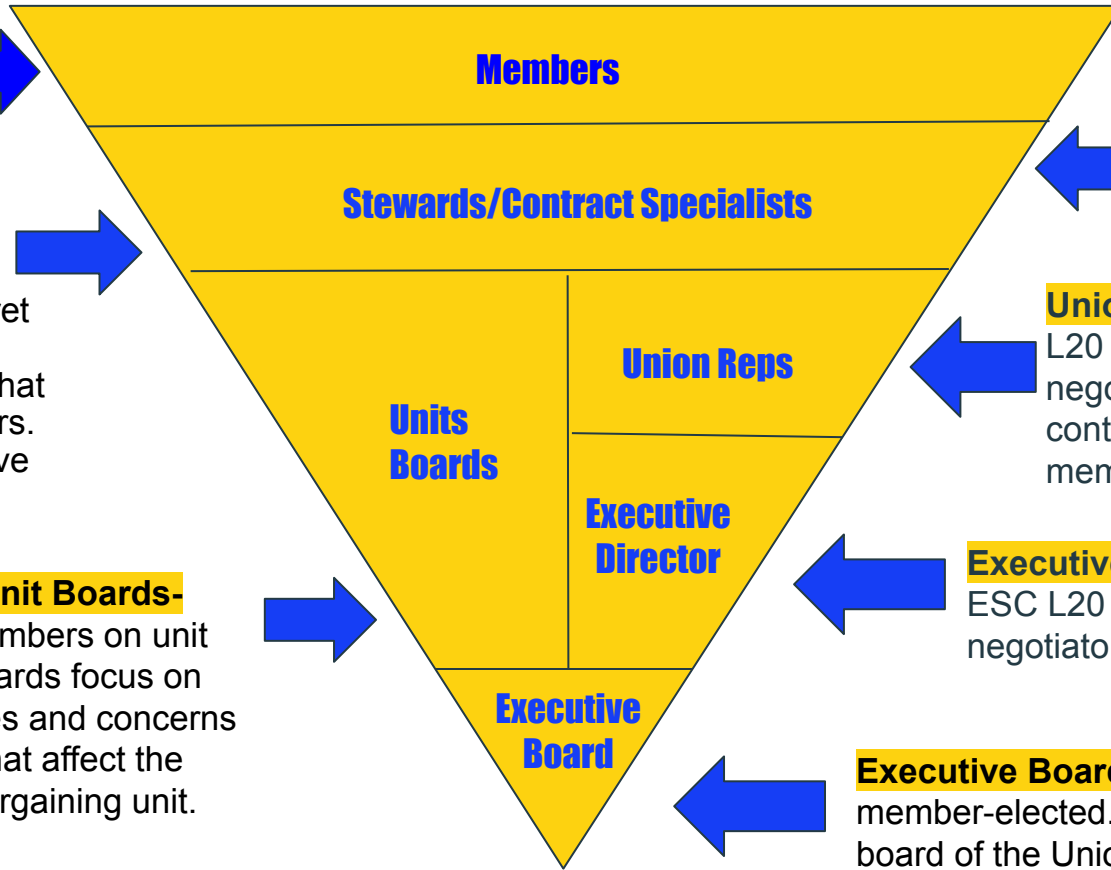
We need everyone to do their part to preserve and strengthen our rights as union members.



Members-We are a democratic union and our members drive the movement of our focus within our contracts.

Stewards help members to interpret the contract or the employer policies that impact our members. They work to resolve issues quickly at a local level.

Unit Boards- Members on unit boards focus on issues and concerns that affect the bargaining unit.



Regional Contract Specialists support stewards and L20 union representatives.

Union Representatives- ESC L20 employees which negotiate and enforce union contracts on behalf of our membership.

Executive Director- oversees all ESC L20 units and is our chief negotiator.

Executive Board Members are member-elected. They are the governing board of the Union and carry out the general business of the union for all units.



Benefits and Protections Fought For By Unions and the Labor Movement

- Weekends
- All Breaks at Work, including your lunch Break
- Paid Vacation
- FMLA
- Sick Leave
- Social Security
- Minimum Wage
- Civil Rights Act/Title VII
(Prohibits Employer Discrimination)
- 8-hour Work Day
- Overtime Pay
- Child Labor Laws
- Occupational Safety & Health Act (OSHA)
- 40-hour work week
- Workers' Compensation
- Unemployment Insurance
- Pensions
- Workplace Safety Standard & Regulations
- Employer Health Care Insurance
- Collective bargaining Rights for Employees
- Wrongful termination
- Age Discrimination in Employment Act (1967)
- Whistleblowers Protection Laws
- Employee Polygraph Protection Laws
- Veteran's Employment and Training Services
- Sexual Harassment Laws
- Americans with Disabilities Act (ADA)
- Holiday Pay
- Privacy Rights
- Pregnancy & Parental Leave
- Military Leave
- Public Education for Children





KNOW YOUR RIGHTS! Weingarten Rights

If you are ever called in by management and asked questions you think might lead to discipline, ask for a union representative. You have a legal right to request your union steward or other union representative present.

*Under the Supreme Court's Weingarten decision, when an **investigatory interview** occurs, the following rules apply:*

RULE 1: The employee must make a clear request for union representation before or during the interview. The employee cannot be punished for making this request.

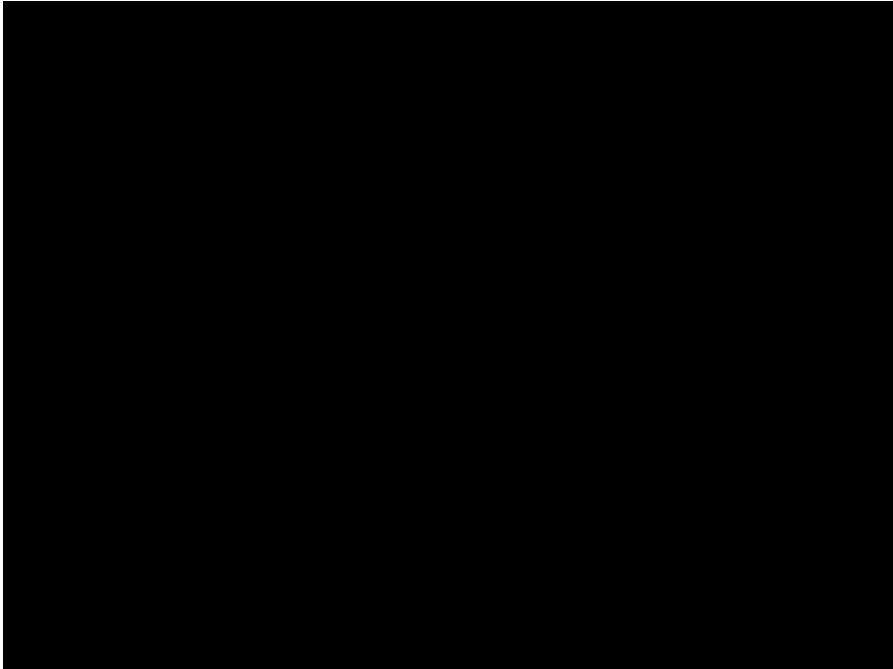
RULE 2: After the employee makes the request, the employer must choose from among three options. The Employer must either:

- Grant the request and delay questioning until the union representative arrives and has a chance to consult privately with the employee; or
- Deny the request and end the interview immediately; or
- Give the employee a choice of (1) having the interview without representation or (2) ending the interview.

RULE 3: If the employer denies the request for union representation, and continues to ask questions, it commits an unfair labor practice and the employee has a right to refuse to answer. The employer may not discipline the employee for such a refusal.



ESC L20 is a valuable member of The Coalition of Kaiser Permanente Unions (CKPU). The CKPU and Kaiser have formed a unique Labor Management Partnership.



COALITION OF
KAISER PERMANENTE
UNIONS

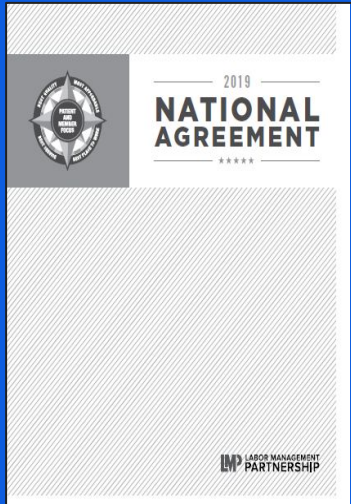
LMP LABOR MANAGEMENT
PARTNERSHIP

Coalition & National Bargaining Wins



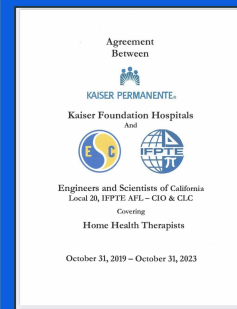
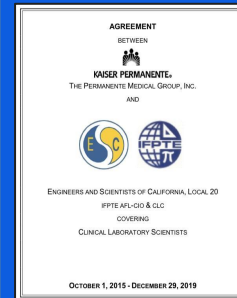
Understanding Local and National Contracts

National Bargaining

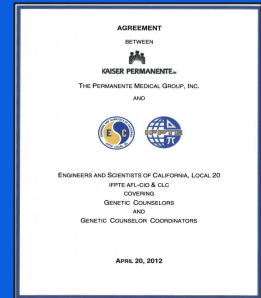


ATB – Across-the-Board Increases
Healthcare Benefits
Retirement
Educational Trust-Funds
Issue Resolution – Corrective
Action Process
Patient and Member – Workplace
Safety Guidelines
Performance Sharing Program
(PSP)
Structure of Partnership
Workforce Planning and
Development

Local Bargaining



Shift Pay Differentials
Grievance Procedure
Hourly Wages
Job Titles and Descriptions
Overtime
Seniority
Workload
Schedules and Hours



Links to all contracts can be found at: ifpte20.org



Partnership Tools



Interest Based Problem Solving (IBPS)

IBPS is collaborative approach to solving problems that strives to meet the most critical needs of all parties. It also aims to preserve and improve workplace relationships and partnership.

Consensus Decision Making (CDM)

This technique is an effective decision-making technique that focuses on making decisions through consensus.

Labor Management Structures

There are communication structures built into the National Agreement to help support partnership work. Unit Based Teams (UBT), Local and Regional Committees & LMP Steering Committees are examples of these.

ESC RESOURCES

WEBSITE: <https://ifpte20.org/>



You can find:

- Information about ESC L20
- Your Union Representative
- Your Local Contract
- Information about your Unit Board
- Up to date ESC News and Communications
- Steward Resources
- Information on the Ben Hudnell Memorial Educational Trust
- Bargaining Unit Specific Information: Elections, Wage Scales, etc
- Links to the National Agreement
- ESC Member Benefits
- And more!!



Membership Card



**Engineers & Scientists
of California**
Local 20 IFPTE



Yes! I want to be a member of Engineers & Scientists of California, Local 20, IFPTE

I hereby authorize the Engineers and Scientists of California, Local 20, IFPTE, AFL-CIO & CLC (hereafter, "ESC Local 20" or "the Union") to represent me in collective bargaining with my employer. My signature on this card affirms my choice to become a member of said union, and I promise to abide by the Constitution and Bylaws of the Union.

First Name _____ Last Name _____ Cell Phone _____

Mailing Address _____ Home Phone _____

City _____ State _____ Zip Code _____

Personal Email Address _____ Work Email Address _____

Employer _____ Location/Facility _____ Employee ID _____

Date of Hire _____ Department _____ Occupation/Job Title _____

 Check this box for PG&E Hiring Hall

Employee's Signature _____

The Employer listed above is hereby authorized to deduct and remit to ESC Local 20 each month such sums as the said Union shall from time to time lawfully declare as membership dues for services rendered. The foregoing authorization shall be irrevocable for a period of one year from the date hereof and shall continue to effect thereafter until I give you and the Union written notice revoking said authorization. Notwithstanding the foregoing, said authorization shall automatically terminate in the event that the agreement between the Company and the Union covering the conditions of employment of the bargaining unit of which I am now a member and under which this authorization is given, is cancelled, or in the event that I am transferred or promoted into a classification which is not covered by said agreement, or in the event that my employment with said company is terminated.

Employee's Signature _____

Date _____

810 Clay Street Oakland, CA 94607-3908

www.ifpte20.org

NOTICE TO EMPLOYEES

IFPTE Local 20 has been chosen through the democratic processes provided by law as the exclusive collective bargaining representative for you and your co-workers. Local 20 negotiates and enforces the contract with your employer that sets the terms and conditions of your employment and represents all members of the bargaining unit.

Employees working under collective bargaining agreements containing union security clauses are required as a condition of employment to pay monthly dues or fees to the union. Individuals who are members of IFPTE Local 20 pay monthly "union dues" and have all of the benefits of union membership, such as the right to vote in union elections, vote on contracts, hold union office, and participate in union meetings and decision-making. Employees who object to paying monthly dues or to becoming a union member can note their objection by following the process below. These employees (also called "objectors") meet their monthly obligation by the payment of an equivalent "agency fee." Agency fee payers or objectors are not members of the union and do not have the rights and benefits of union membership. Local 20 has a duty to represent everyone in the bargaining unit, whether they choose to become a member of the union or not. The agency fee helps ensure that objectors pay their "fair share" of the expenses of representing employees and negotiating and enforcing contracts that benefit everyone.

When evaluating whether to become a union member, individuals should be aware that the union security clause contained in their collective bargaining agreement was negotiated and ratified by their fellow employees so that everyone who benefits from the collective bargaining process shares in its cost. The working conditions of all bargaining unit employees are improved immeasurably when the union secures higher wages, better health care and pensions, fairness in the disciplinary system, promotion and transfer of seniority rights, overtime pay, vacations, and many other improvements in conditions of employment at the bargaining table.

An employee who submits an objection under the procedure below will receive an annual refund in an amount equal to the small portion of agency fees attributable to the union's non-chargeable expenses plus interest. Collective bargaining, contract administration, and grievance adjustment are chargeable and make up the vast majority of Local 20's expenses. Therefore, the expected refund will be small.

Most employees agree that the benefits of union membership far outweigh the small refund available to objectors.

Objectors will be given a full explanation of the basis for the refund. That explanation will include a more detailed list of the categories of expenditures deemed to be chargeable and those deemed to be non-chargeable and the basis for the assessment. In addition to any other avenue of relief available under the law, objectors will have the option of protesting Local 20's calculation of the refund before an impartial arbitrator, and a portion of the objector's fee shall be held in escrow while he or she pursues that challenge. Details on the method of making such a protest and the rights accorded to those who do so will be provided to objectors along with the explanation of the fee calculation.

Each employee who wishes to file an objection with IFPTE Local 20 must do so in writing, addressed to the Executive Director of the Engineers and Scientists of California Local 20, IFPTE (AFL-CIO/CLC), 810 Clay Street, Oakland, California 94607. In registering their objections, objectors must state their name and address and provide their social security number. Objections must be postmarked between January 1 and January 31 of each calendar year, during the first thirty days after the objector commences paying fees to IFPTE Local 20 as required by a collective bargaining agreement, or within 30 days after a member resigns his/her membership and becomes a non-member.

Non-member agency fee payers with valid conscientious, religious objections to financially supporting a labor organization may arrange to make charitable contributions equal in amount to union dues instead of paying the agency fee to the Union. They must use the same objection process outlined above.



More information and References

Engineers and Scientists of California (ESC) Local 20: <https://ifpte20.org>

IFPTE: <https://www.ifpte.org>

AFL-CIO: <https://aflcio.org/>

Coalition of Kaiser Permanente Unions <https://www.unioncoalition.org/about-the-coalition/>

LMPartnership: <https://www.lmpartnership.org>

KP Clinical Library: <https://cl.kp.org>

Information about Dues: Dues are set by the Union's Constitution at one and half hours of pay per month, which means that increases in dues come only after a much larger increase in pay. Raising the dues would require both executive board approval and a vote by the general membership.



TRUTH TO POWER – WHAT'S NEXT FOR YOU?



Commit

Commit to being an ACTIVE ESC L20 Member

Engage

Engage with other Members and join future membership meetings

Inform

Be sure to be informed! Read union communications

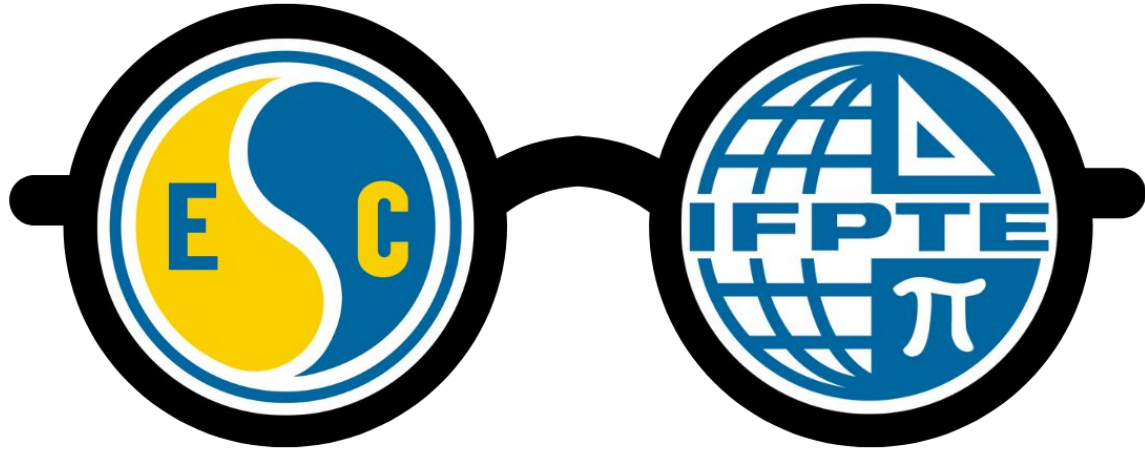
Encourage

Encourage Other Members to Participate in Union Activities (i.e., Petitions, etc..)

Apply

Apply your Contract-become familiar with your benefits and rights!

OPTOMETRY/ OPTOMETRIC ASSISTANT BARGAINING UNIT



OPTOMETRY UNIT BOARD (OUB): ESC L20's governing body for OD/OAs

District 1:

Santa Clara, Skyport, San Jose, Milpitas,
Mountain View, Gilroy, Santa Cruz,
Redwood City, San Mateo

District 2:

San Francisco, South San Francisco (Daly
City), San Rafael, Petaluma, Novato, and
Santa Rosa

District 3:

Walnut Creek/Park Shadelands, Martinez,
Antioch, Pleasanton, Livermore, Vallejo,
Napa, Fairfield, and Vacaville

District 4:

Fresno, Stockton, Modesto and Tracy

District 5:

South Sacramento, Elk Grove, Sacramento,
Roseville, Davis, Point West, Folsom and
Rancho Cordova

District 6:

Fremont/Hayward (Greater Southern
Alameda Area GSAA), Union City, Oakland,
Richmond

District 7: Optometric Assistant at Large





LMP Structures for OPT/OAs



Mandatory Subjects of Bargaining

Wages
Shift premiums
Overtime
Premium pay
Longevity
Pay for training
Holidays
Sick days
Hours of work
Work schedules
Grievance procedure
Workloads
Vacancies
Promotions
Transfers
Layoff and recall
Discipline and discharge
Waiver/zipper clause

Mandatory meetings
Inservice trainings
Parking
Bonuses
Incentive pay
Equity pay adjustments
Legal services
Bulletin boards
Jury duty pay
Bereavement pay
On-call pay
Severance pay
Pensions
Health insurance
Leave of absence
Tuition reimbursement
Seniority
Job duties
Probationary period

Bargaining unit work
Testing of employees
Rest and lunch periods
Subcontracting
No strike clause
Non-discrimination
Dues check off
Mileage and stipends
Evaluation procedures
Health and safety
Clothing and tool allowance
Management rights clauses
Dental and vision plans
Work rules
Meals provided by the employer





Kaiser Performance Pay Programs



PSP for OAs

Optometric Assistants are part of the Coalition Negotiated Performance Pay Program called PSP (Performance Sharing Plan). The goals of the PSP are set during National Bargaining and apply to all other Coalition members.

Care XM for ODs

Optometrists have a single, separate performance pay program called the Optometry Care XM Service Performance Pay Program. It is based on 4 of the clinician indices on the Care XM survey and 4 other optometry department specific based service questions. Data for this measure will be shared by management monthly.

You can view your individual Care XM scores at:
<https://myexperience.kaiserpermanente.org>

ESC L20 Local Collective Bargaining Agreement for ODs/OAs

Overtime
Pg. 10

Holidays
Pg. 12

Vacation
Pg. 13

Leaves of
Absence
Pg. 14

Educational
Leave
Pg. 16

Seniority
Pg. 3

Medical
Benefits
Pg. 18

Wage Scale
Pg. 32

Retirement
Pg. 20





MAKE YOUR VOICE HEARD!

PEOPLE PULSE

People Pulse is Kaiser's employee engagement survey that identifies areas of strength and weakness. Check with your steward: collective voices can be instrumental for change.

UBT

Be vocal and active during your UBT meetings. Share your thoughts and concerns with your steward.

WPS

If you see workplace concerns, check in with your Work Place Safety Champion or Manager.

ENGAGE

If you want to become more active in your union, check with your steward for opportunities to join LPPC or LMP meetings in your area.



Printable Resource Page

Steward Contact Info: Name _____ Cell: _____

Union Representative: Name: _____ Cell: _____

Engineers and Scientists of California (ESC) Local 20: <https://ifpte20.org>

Kaiser Human Resources: <https://hrconnect.kp.org>

IFPTE: <https://www.ifpte.org>

AFL-CIO: <https://aflcio.org/>

Coalition of Kaiser Permanente Unions <https://www.unioncoalition.org>

LMPartnership: <https://www.lmpartnership.org>

KP Clinical Library: <https://cl.kp.org>





Thank
You

COALITION OF
KAISER PERMANENTE
UNIONS