

**Labor/Management Committee
Boundaries**

<u>INSIDE</u>	<u>OUTSIDE</u>
Location of job postings	Agency budget/fiscal
Smoke breaks	Hiring
Policies & procedures (review & discussion)	Wages
Work assignments	Terminations
Agency-wide solutions	Promotions
Communications	Approval of budget
Flexible workforce	Decide or confer rights – final decision
Efficiency	FMLA and other medical
Impact of staffing	Active grievances
Barriers to achieving goals; work flow problems	Contract language
Quality practice	Work location
Cost-savings	Legislative items
Ask for authority to act	Management rights
MOU adherence	Benefits
Contract compliance	Personal agendas
Working conditions	Discipline (individual)
Leave/attendance policies/practices; flex-time	Active Unfair Labor Practices
Training opportunities	Building location
Health-safety issues	Politics
Morale	Federal regulations/mandates
Contracting out	Staffing level decisions
Staffing recommendations	Classifications
Overtime	Lawsuits
Retention and recruitment	Equal Opportunity issues
Work schedules	
Dress codes	
Anything mutually agreed	