

METROPOLITAN EXPOSITION-RECREATION COMMISSION

RESOLUTION NO. 218


Approving the attached Addendum to the MERC Personnel Policies outlining procedures to be utilized as a result of the Commission ceasing operation of the Memorial Coliseum.

The Metropolitan Exposition-Recreation Commission finds:

1. That the Commission will cease operation of the Memorial Coliseum facility at the end of the business day on June 30, 1993;
2. That a plan should be developed to provide Coliseum employees with as much information as possible during this period of transition; and
3. That it is the desire of the Commission to treat employees affected by the cessation of operation of the Coliseum as fairly as possible.

BE IT THEREFORE RESOLVED that the Commission approves the attached Addendum to the MERC Personnel Policies outlining procedures to be utilized as a result of the Commission ceasing operation of the Memorial Coliseum.

Passed by the Commission on March 10, 1993.


Chair


Secretary-Treasurer

APPROVED AS TO FORM:
Daniel B. Cooper, General Counsel

By: 
Mark B. Williams
Senior Assistant Counsel

ADDENDUM TO MERC PERSONNEL POLICIES
March 10, 1993

This addendum to the MERC Personnel Policies outlines procedures to be utilized as a result of the Commission ceasing operation of the Memorial Coliseum at the end of the business day on June 30, 1993.

This addendum applies to full-time Coliseum employees designated in the Coliseum FY 92-93 budget, other full-time MERC employees who have offices in the Coliseum facility, and other full-time Coliseum / Stadium employees, who are laid off as a result of the cessation of operations at the Coliseum.

1. The Commission will allow employment applications of the above-referenced employees to be given preference in the recruitment and selection process for vacant MERC positions for which they are determined to be qualified and for which they apply. Their applications will be considered before applications are considered for other in-house / first opportunity applicants. This will be effective from the date of this resolution until the Commission ceases operation of the Coliseum.
2. The Commission will allow employees, not hired by the Trail Blazers / Oregon Arena Corporation and laid off as a result of the cessation of operation of the Coliseum, the ability to apply as in-house candidates for vacant MERC positions for a period of at least six months after the Commission ceases operation of the Coliseum or until December 31, 1993, whichever is later.

[NOTE: This does not supersede or affect any existing collective bargaining contracts that may provide other lay-off recall language.

3. The Commission reconfirms the ability of affected employees to request a transfer, voluntary demotion, or reassignment into posted vacant positions for which they are determined to be qualified, as currently provided by the Personnel Policies.
4. The Commission will provide at least a thirty-day notice of lay-off to the above referenced employees laid off as a result of the cessation of operations of the Coliseum.

MERC Staff Report

Issue: **Impact of Trailblazer Transition on Coliseum Employees**

Date: February Work Session

Presented by: Paula Paris & Nancy Meyer

Background and Analysis: Absent a management plan, Personnel has attempted to address the concerns of employees at the Coliseum regarding the pending transition to the Trailblazers since negotiations first began last year. Since that time Personnel has provided the following services to assist employees in dealing with the transition:

- ✓ Scheduled and held four (4) Trailblazer transition meetings with Marshall Glickman and/or J. Isaac and the Coliseum staff. The purpose of these meetings was for the Trailblazer staff to provide updated information about their organizational structure and hiring procedures, to provide updates on the negotiations with the City, and for Q & A with the Trailblazer staff directly.
- ✓ Group sessions with the Employee Assistance Program staff (CAPE) and Coliseum employees relative to how to handle transitions and organizational change and providing strategies for successful transitions.
- ✓ Provided Trailblazer transition info for Q & A in the employees newsletter, Insights.
- ✓ Stress Management Training by Gayleen Wayman, Health Promotion Specialist, which included discussions of the phenomenon of stress, its causes, and ways to manage stress through the use of different stress-control and stress-absorption techniques.
- ✓ Two Interviewing Techniques Workshops by L. Ben King, President and General Manager of Excel Resource Development Group, which included knowledge and skills relative to effective job market search, face-to-face interviewing strategies, and critical components of the job hunting process, e.g. self-image, body language, motivation, attitude, and role-playing.
- ✓ Managing Change & Transition Workshop by Judy Clarke, which will include how to understand and cope with organizational change, and empower participants to view change in a more positive manner.
- ✓ PERS meetings given by Personnel and Accounting staff regarding PERS benefits, PERS accounts, and tracking of hours for PERS benefits.
- ✓ Coordinated and scheduled meetings for some Coliseum full-time staff; and for part-time events-related staff (Ushers, Gate Attendants, Event Security, Medical Specialists) with the Trailblazer Human Resources Director to allow employees to become acquainted with him, and to allow Q & A in a less formal setting.
- ✓ Nancy and Paula have met twice with the Trailblazers Human Resources Director to discuss Coliseum organizational structure, position descriptions, collective bargaining contracts, etc.
- ✓ Provided Trailblazer staff as requested with copies of Coliseum related collective bargaining contracts, salary schedules, benefits analysis, Personnel Policies, Affirmative Action Plan, and a breakdown of positions by FTE (part-time and full-time).

- ✓ Provided City of Portland as requested with copies of collective bargaining contracts and correspondence to and from the unions relative to potential cost liabilities connected with the Trailblazer transition.
- ✓ Possible Resume Writing Workshop for Coliseum employees to be coordinated and scheduled, if results of feedback from Coliseum employees is positive for this.

The closer we get to the transition date of July 1, 1993, employees are becoming more concerned about what will happen to them if they are; a) not hired by the Trailblazers, or b) do not want to work for the Trailblazers. Employees have been asking Personnel what the "MERC plan" is for these employees.

Union Issues: Two of the four collective bargaining contracts that pertain to Coliseum employees provide layoff by seniority; IUOE Local 87 (Operating Engineers), and SEIU Local 49 (Merchandising Vendors). The Personnel Policies provide that non-represented employees be laid off based on five factors, length of service (seniority) being the last consideration. All four of the unions have received appropriate notification from Personnel that the Trailblazers will be assuming management of the Coliseum and that the Commission will be ceasing operation of the Coliseum effective July 1, 1993.

The IUOE contract covers operating engineers at the Coliseum, Civic Stadium, OCC, and the PCPA (Civic Auditorium, Schnitzer Hall, and new Theater Building). The SEIU contract covers both the Coliseum and the Stadium. Thus any layoffs which occur for Operating Engineer and Merchandising Vendor classifications as a result of the transition, may affect other facilities.

Fiscal Impact: Fiscal impact will be determined by what plan is approved by the Commission.

Discussion with Commission Liaison and/or User Group: Personnel has received feedback at MERC staff meetings from department managers that employees are anxious for a plan to be developed for the Coliseum employees. Personnel will advise affected full-time employees, when we know who they are, of vacation leave pay out, sick leave accrual balances to PERS accounts, and that they will receive COBRA letters regarding their rights to continue health coverage at their cost.

Recommendation: We believe a Transition Plan needs to be developed and approved to diminish any potential liabilities for MERC and to provide employees as much reasonable information as possible during this unsettling period for them. MERC administration and management would then implement the plan with assistance from Personnel. The Commission should consider these types of issues in determining what plan is most appropriate:

1. Does the Commission want to give preference in hiring for vacant MERC positions to Coliseum employees between now and July 1, 1993?
2. Does the Commission want to allow employees, not hired by the Trailblazers, laid off as a result of the transition, or laid off as a result of the reorganization the ability to apply as in-house candidates for a period of time after July 1? For six months, until December 31, 1993?
3. Does the Commission want to include the ability of allowing employees adversely

affected by the reorganization to be transferred, voluntarily demoted, or reassigned as provided by the Personnel Policies?

4. Does the Commission want to provide a thirty (30) day notice of lay off to affected employees? The Personnel Policies allow for a ten (10) day notification, but the IUOE Local 87 contract provides a thirty day notice. This would allow consistency for this major endeavor and would allow all affected employees as much lead time as possible.
5. Does the Commission want to approve money for outplacement counseling for Coliseum employees, not hired by the Trailblazers and laid off as a result of the transition, by a professional outplacement group? If so, how much and for how long a period of time after July 1, 1993?
6. Are there additional choices or items the Commission would like to incorporate into a plan?