

Statewide Labor Management Committee (LMC)

Meeting Minutes
April 16, 2020
1:00 pm

Skype Tele-Conference¹

Members in Attendance:

Co-Chairs:

Saundra Ross Johnson, Cabinet Secretary
Michael Begatto, Executive Director

Department of Human Resources (DHR)
American Federation of State, County &
Municipal Employees (AFSCME)

Secretary Co-Chair Designee

Eric Episcopo, Director

Dept. of Labor Relations and Employment Practices (DHR)

SLMC Members:

Jennifer Biddle, Chief Bureau of Administration	Department of Corrections (DOC)
Nicole Majeski, Deputy Secretary	Delaware Department of Transportation (DelDOT)
Karryl Hubbard, Deputy Secretary	Delaware Department of Labor (DDOL)
Joseph Swiski, Chief of Administration	Dept. of Safety and Homeland Security (DSHS)
Jeffrey Taschner, Executive Director	Department State Education Association (DSEA)

Subject Matter Experts (SME)

Molly Magarik, Deputy Secretary	Department of Health & Social Services (DHSS)
Joanna Carlson, Human Resource Specialist III	Department of Human Resources (DHR)

Minute Recorder: Koshema Fassett, Labor Relations & Employment Practices Specialist (DHR)

I. Call to Order

Meeting was called to order by Episcopo at 1:00 p.m. with roll call conducted and confirmed quorum.

II. Review and Approval of previous SLMC Meeting Minutes

Co-Chair Johnson stated that the Committee will vote on a series of meeting minutes from February to April of 2020. Co-Chair Johnson presented:

- February 21: Co-Chair Johnson confirmed this was a regular SLMC meeting. Motion to accept was presented by Biddle.

¹ In consideration of the Governor's declared State of Emergency and directive to apply social distancing as a result of the Coronavirus, this SLMC meeting was held by tele-conference.

Co-Chair Begatto stated that Nelson Hill emailed him, which he forwarded to Episcopo, that the minutes² indicated that Hill had a designee; Begatto clarified that Hill does not have a designee but had another member from his team attend. Co-Chair Johnson confirmed that persons are only members of the Committee when appointed by the Governor, and if a member is not present for roll call, he/she is considered absent.

These minutes were corrected and accepted as corrected and approved; motioned by Co-Chair Johnson and seconded by Co-Chair Begatto.

Co-Chair Johnson presented the remaining SLMC meeting minutes, which were considered special meetings relevant to communicate regular updates related to the COVID-19 Coronavirus impacting the State and its employees.

- March 11: Co-Chair Johnson asked if there was any discussion or opposition to the minutes, hearing none these minutes are approved. Motioned by Majeski; Seconded by Hubbard.
- March 19: Co-Chair Johnson asked if there was any discussion or opposition to the minutes, hearing none these minutes are approved. Motioned by Swiski; Seconded by Hubbard.
- March 26: Co-Chair Johnson asked if there was any discussion or opposition to the minutes, hearing none these minutes are approved. Motioned by Taschner; Seconded by Begatto.
- April 2: Co-Chair Johnson asked if there was any discussion or opposition to the minutes, hearing none these minutes are approved. Motioned by Swiski; Seconded by Begatto.

COVID-19 Update

Co-Chair Johnson presented Magarik and requested she provide updates. Magarik presented:

- Current numbers reflect 2,014 positive cases in Delaware, 354 recoveries, 208 hospitalizations (including Delaware and non-Delaware residents), and 46 deaths. Many of the deaths have occurred in the long-term care facilities where the population is the most vulnerable due to underlying conditions. The Division of Public Health (DPH) continues to partner with the long-term care facilities to communicate best practices to help them in working with those that have the virus or may be infected.
- Appreciates the continued support and strong collaborative relationship with Co-Chair Begatto as they work with employees to provide them with the most current information.
- This continues to be widespread by community. It is important to continue to wash your hands and wear cloth masks. Cloth masks are helpful in situations where you may not be able to social distance; although not medical grade, it can help cut down the transmission of the virus.
- DPH is the only office in the country that uses contact tracking. DPH will contact a person that has tested positive for COVID-19 or may have come in contact with a positive that has the virus. DPH will proactively contact an employer to advise if an

² The minutes that Hill referenced were from the March 19, 2020 meeting.

employee has tested positive, only if that individual works in a high-risk setting (like a daycare, facility, or prison).

Co-Chair Johnson thanked Magarik for the update and inquired if there were any questions from members; there were none.

Co-Chair Johnson presented Carlson and requested she provide updates. Carlson presented:

- Thanked everyone for their continued cooperation as they work with the Human Resource leads to provided best guidance.
- DHR anticipates finalizing the Family First Coronavirus Response Act (FFCRA) guidelines and forms this week for the agencies.

Co-Chair Johnson thanked Carlson for the update and inquired if there were any questions from members; there were none.

III. Future Meeting Dates and Location

Co-Chair Johnson inquired if the Committee would like to continue with the weekly calls related to the COVID-19 virus. Co-Chair Begatto stated that the weekly calls are beneficial and a great way to disseminate information to union members; and, agreed the weekly calls should continue.

Co-Chair Johnson inquired if there were any comments from the members; there were none. It was confirmed to continue weekly on Thursdays at 1:00 pm until further notice.

IV. Public Comment

Co-Chair Johnson asked if there were any public comments or questions; there were none.

V. Adjournment

Meeting adjourned at 1:25 pm. with motion to dismiss by Co-Chair Begatto, second by Hubbard.