



**AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES  
NATIONAL VETERANS AFFAIRS COUNCIL #53  
Affiliated with the AFL - CIO  
Mid-Term Bargaining Committee**

Oscar L. Williams Jr., Chair  
2<sup>nd</sup> Exec. V-President  
29 Lake Street  
Danville, IL 61832-6101

Bill Wetmore, Member  
3<sup>rd</sup> Exec. V-President  
2319 Alava Court  
Waldorf, MD 20603

Terrence Watts, Member  
5<sup>th</sup> Dist. Rep., NVAC  
VAMC Orlando  
Orlando, FL 32803

Willie Haywood, Member  
6<sup>th</sup> Dist. Rep., NVAC  
17705 Garden Blvd.  
Cleveland, OH 44128

Jeff Sladek, Member  
13<sup>th</sup> Dist. Rep., NVAC  
VAMC 3601 S. Ave.  
Tucson, AZ 85723

December 8, 2014

Kimberley D. Moseley, Deputy Assistant Secretary  
Office of Labor Management Relations (LMR)  
Department of Veterans Affairs  
810 Vermont Avenue, NW  
Washington, DC 20420

Subject: VA OIT National Service Desk Standardized Performance Plans and Position Descriptions

Dear Ms. Moseley:

In accordance with Article 47, Section 1 C, of the Master Agreement, National VA Council #53 is formally demanding to bargain on VA OIT National Service Desk Standardized PD's and Performance Plans within the Department. Please provide the above named NVAC Mid-Term Bargaining Committee with all information and/or data related to this subject. The negotiations in this matter should normally begin no later than twenty (20) workdays after the Management Chief Negotiator in this matter receives our demand to bargain.

Please cease and desist any implementation until the bargaining obligation has been met. The Mid-Term Bargaining Committee may request a briefing over the cited subject above, before sending any proposals. If you have any questions please call me at (217) 554-4866.

Sincerely,

Oscar L. Williams, Jr.  
Chairperson, Mid-Term Bargaining Committee  
2<sup>nd</sup> Executive Vice President  
National VA Council #53

cc: Alma L. Lee, President National VA Council #53  
NVAC Executive Committee

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Department of  
Veterans Affairs

# Memorandum

**DATE:** November 20, 2014

**FROM:** Michael Clements, Office of Labor Management Relations, 05LMR

**SUBJ:** OIT's National Service Desk Standardized Position Descriptions/Performance Plans

**TO:** Oscar L. Williams Jr., AFGE NVAC, 2<sup>nd</sup> Executive Vice President

On behalf of Kimberly D. Moseley, DAS, Office of Labor Management, DVA, please accept this package as official notification for OIT's National Service Desk (NSD) Standardized Position Descriptions/Performance Plans.

OIT's NSD has completed standardization of their Position Descriptions (PD) and Performance Plans (PP) in order to provide consistency throughout the organization. This standardization will offer a more effective and efficient organization providing uniformity by eliminating multiple performance standards for the same position.

Over the past year the NSD held a PD/PP pre-decisional workshop with the National Unions to develop standardized position descriptions and performance plans. The NSD is now ready to start moving bargaining unit staff members to the new position descriptions.

I have included a memo from Wendy Owen, Director, NSD, explaining the process, the PDs, and PPs for your review. If you request additional information or would like a briefing please advise, and I will coordinate with Management to provide what you need.

*Michael J. Clements,*  
*Office of Labor Management Relations*  
*512-326-6151*

RECEIVED  
NOV 21 2014  
BY: *[Signature]*

*AFGE NVAC MID-TERM*