



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

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Orlando, FL 32803

March 5, 2015

Paul Bockelman, Acting Network Director
Veterans Integrated Service Network (VISN 8)
P.O. Box 406
Bay Pines, FL 33744

Subject: VISN 8: Implementation of AcuStaf Scheduling Software

Dear Mr. Bockelman:

In accordance with Article 47, Section 2 C, of the Master Agreement, the National VA Council #53 formally is demanding to bargain on VISN 8 implementation of AcuStaf Scheduling Software within the Department. Ms. Alma L. Lee will be naming the Union's Chief Negotiator and negotiating team members. Please provide the named union negotiating team members with any information and/or data concerning the cited subject. The negotiations of 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 named union negotiating team may request a briefing over the cited subject above, before sending any proposals. If you have any questions please contact me at (217) 554-4866.

Sincerely,

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

cc: Alma L. Lee, President National VA Council #53
Terrence Watts, 5th District Representative NVAC

AFGE: Good Government We Are Ready

MEMORANDUM

Date: 02/26/2015

From: Kim Twinn VISN 8 Human Resources Specialist (ER/LR)

Subj: AcuStaf Scheduling Software

To: NVAC

1. The VA Sunshine Network VISN 8 is implementing the use of new software to enhance and improve the staff scheduling system for Fiscal Year (FY) 15. The plan is to begin implementation with nursing services and then have the potential to roll-out to other services in the future depending on the site.
2. What needs to be completed: Program scheduling rules (per our labor partner agreement), unit labor mapping for DSS, and completing necessary OI&T interfaces. Training of administrators, supervisors and staff will take place via face-to-face sessions in a computer training room while on duty time.
3. Justification to support change: There are four reasons the VISN needs to implement scheduling software:
 - a. To better utilize existing resources resulting in cost savings;
 - b. VHA Directive 2010-034, *Staffing Methodology*, mandates implementing an evidenced-based staffing methodology for nursing and reporting implementation of this program;
 - c. To accurately map our labor costs for DSS;
 - d. To increase staff satisfaction by allowing active participation in the scheduling of their shifts and timely/accurate payroll processing.

Currently, staffing is a coordinated effort by the Service Chief, Nurse Managers, and Supervisors. The goal is to provide more real-time data that will allow:

- a. Clinical Managers and NODs to supervise clinical operations more efficiently;
- b. The staff to participate in the scheduling of their shifts, swap shifts, and volunteer to work overtime.
- c. A more equitable and fair process of scheduling staff; and
- d. Timekeepers to have access to an accurate, up to date schedule to ensure timely and accurate processing of time cards.

4. Who is affected: Initial implementation will include Nursing Service, secondary implementation, for additional staff, may take place on an individual facility bases.
5. How will they be affected: From a VA computer, the scheduling software will allow employees to print their personal schedule, apply for overtime, communicate via email to other staff and have reminders regarding CPR cards/licenses sent alerting to impending expirations 90/60/30 days in advance of the expiration date. There is no plan to implement self-scheduling at this time.
6. The attached documentations is provided for your review/information. If you have any question or would like to schedule a briefing to discuss this matter please contact me at (734) 904-9132.

Kimberly Jwinn, PHR:LP

cc. Network Director

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FEB 27 2015

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Mid-Term Bargaining Committee