

Memorandum of Understanding

The following constitutes an agreement between the VA Northern Indiana Health Care System (agency), AFGE NVAC 53, and AFGE Locals 1384 and 1020 AFL-CIO (union) concerning changes in working conditions for the current Special Mode of Transportation (SMT), the Veterans Transportation System (VTS), the VANIHCMS Motor Vehicle Operators (MVO), and Changes in working conditions for current SMT & VTS Coordinators.

1. Any identified need for additional and/or vice VTS driver positions will be filled in accordance with all applicable regulations and contractual provisions.
2. All VTS positions are required to report to the Mobility Manager.
3. The agency will fulfill its notification and bargaining obligations prior to making any changes to current tours of duty.
4. All employees will change to the VTS uniform (Short-sleeve polo shirt with VTS logo).
5. VTS/SMT drivers will be issued PPE equipment as required.
6. There will be no changes to pay or grade of any current employees.
7. The Position Descriptions will change to the nationalized VTS PD for VTS drivers. VTS Coordinators positions will change to the nationalized VTS PD for Transportation Assistants in the 2102 series.
8. All trip coordination will be managed through the VetRide system. Drivers will be provided with Mobile Devices (MDC) that will route, navigate, manage loading/unloading of passengers, provide expected arrival times, pickup/drop off locations, status of passengers needs and requirements, provide an SMS system for one touch communication with the coordination office. Changes in trips that come through the coordination office can be updated in the system and instantly transmitted to the drivers via the MDC. Drivers will be provided with a paper manifest from Vetride as well as a secondary GPS as a contingency to the MDCs. Driver's will no longer have to manage paper trip logs.
9. Training on the VetRide system, the reading of paper manifests, and the use of the MDCs will be provided within 14 days of the transition.
10. Drivers will continue to manage service needs at their level. Although Drivers can track regularly needed maintenance through the MDC such as Gas, oil changes, tire rotations, etc. Driver's will continue to be expected to maintain the serviceability of the vehicles and notify higher echelons of any interventional servicing required.
11. Aid & Attendant/Escorts: In accordance with Patient transport directive 1695 (attached), Escorts/Nursing Aides will attend trips that are medically necessary as determined by a Licensed Independent Practitioner and ordered through the Beneficiary Travel transportation request

consult in CPRS. Re-education with providers at VANIHCS will take place to ensure that there is a continuum of understanding regarding how to place the consult that meets the Veterans' needs.

12. If a driver recognizes a need for a Veteran that was not indicated on the consult, the driver will contact the coordination office for review of the patient's condition with the LIP to ensure that the Veteran is transported appropriately based on their medical needs.

13. Daily/weekly Manifests indicated the trips that will require the use of an aid and attendant will be provided to the Nurse Management over escort staff for assignment and delegation of work.

14. Current offices/lounges will continue to be used. Current SMT drivers will not change their physical locations. Current Marion VTS drivers and vehicles will move to bldg. 41 with the other MVO's. No Change for Fort Wayne or Mishawaka MVO's.

15. Area of operations: Considering the nature and mobility of the MVO position, all trips will be coordinated based on the least cost to the agency. If an MVO at MNI, SJC, or FTW does not have any trip assignments for their local area, they will be assigned trips within another facilities area of operation to prevent cancellations, or the outsourcing of 3rd party services.

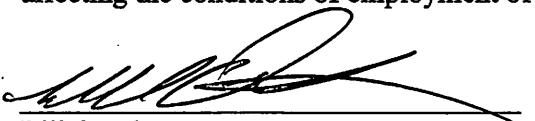
16. Overtime (OT) will continue to follow current practices of using OT rosters based on seniority and volunteerism. If no volunteers from a local station can be found, OT will be extended to the closest geographic group of MVOs using the same fair and equitable process. Only once all MVO options have been exhausted will outsourcing to a 3rd party occur.

17. During normal tour hours, a VTS-MVO cannot perform any additional duties outside of driving. Outside of tour hours (while on OT) drivers may continue to assist with snow/ storm debris removal as requested by Engineering service, so long as it does not interfere with any MVOs' ability to perform their primary VTS duties.

18. Any identified need for additional and/or vice VTS Coordinators positions will be filled in accordance with all applicable regulations and contractual provisions.

19. Coordinators will manage trip requests in VS GUI and Vet Ride. Trip assigning and communication to the MVOs will occur in VetRide. Trips will be provided to the drivers via the MDC and paper manifests that will be emailed to the VHANIN MAS TRANSPORTATION group.

20. The parties agree to review the status of the VTS program 180 days after implementation. If additional unforeseen negotiable issues arise, the Union reserves the right to address matters affecting the conditions of employment of bargaining unit employees as they occur.


Bill Overbey


Willie E. Haywood Jr.

Northern Indiana Health Care System

AFGE NVAC

12-19-19

Date

12/19/19

Date