

Memorandum of Understanding (MOU)
for the Department of Veterans Affairs Portland Health Care System (VAPORHCS)
and
American Federation of Government Employees (AFGE), AFL-CIO, National VA Council #53(NVAC)
(AFGE Local 2157 and AFGE Local 2583)
[Portland and Vancouver Divisions]

The following constitutes an agreement between the [parties] of the VA Portland Health Care System (VAPORHCS) [Portland/Vancouver Divisions] within VISN 20, and the American Federation of Government Employees (AFGE), AFL-CIO, National VA Council #53 (NVAC), AFGE Local 2157 & AFGE Local 2583. The parties have renewed and agreed upon the appropriate arrangements and procedures for VA Portland Health Care System Records Management Policy MCP 11-47. Hereinafter the parties are referred to as "Management" and the "Union". The parties agree to the following:

1. The purpose of the agreement is to establish appropriate arrangements and procedures for the Records Liaisons contained in the MCP 11-47 Records Management Policy.
2. Unless a BUE in the service has the Records Liaisons duties included in their PD, the Records Liaison will be selected by management in the following fashion:
 - A. Management will first ask for volunteers. If there are more volunteers than opportunities to serve as A Records Liaison, Management will select the most senior BUE that is qualified to perform the duties.
 - B. If there are less volunteers to serve as the Records Liaison, management will select the least senior BUE that is qualified to perform the duties.
3. All Record Liaisons will be provided training to ensure they are able to complete their duties as outlined in MCP 11-47.
4. Ample time will be given to the Records Liaisons to complete their assigned duties during their regularly scheduled tour of duty.
5. For Records Liaisons that do not have this duty within their position description, the duty time spent completing Records Liaison duties will not negatively impact their performance evaluation. Additionally, Management will notate the ancillary duty on their performance evaluation.
6. The Records Liaisons will typically serve in that capacity for a period not to exceed 12 months. At this time Management will completed the selection process as outlined in section 2 of this agreement.
7. If a BUE serving as the Records Liaison wishes to "opt out" Management will make every reasonable effort to find a replacement Records Liaison using the selection process in section 2 of this agreement. The BUE will provide a 30-day notice to Management.

Both Management and the Union reserve the right to re-open bargaining in this MOU by providing a minimum of 30 days' advance written notice requesting negotiation. The terms of this MOU will remain in place until any new updates are agreed upon.

Donald L Fowler

NVAC 11th District Representative

Chief Negotiator, Labor

Donald L Fowler

Date: 6/28/21

Tricia Hafer

Chief, Business Office

TRICIA K HAFER 459870 Digitally signed by TRICIA K HAFER
459870
Date: 2021.07.06 09:04:17 -0700

Date: _____

Denise L Lieb

President AFGE Local 2583

Denise L Lieb 469576 Digitally signed by Denise L Lieb
469576
Date: 2021.07.06 10:16:41 -0700

Date: _____

Marcia Blaine

President AFGE Local 2157

Marcia Blaine

Date: 07-06-2021