



March 29, 2019

Professional Distinction

Personal Dignity

Patient Advocacy

Mark Nordby
Director of Employee and Labor Relations
Park Nicollet-Methodist Hospital
6500 Excelsior Blvd
Saint Louis Park, MN 55426

VIA USPS and E-Mail: Mark.Nordby@ParkNicollet.com

Dear Mr. Nordby:

The Minnesota Nurses Association (MNA) bargaining committee is evaluating the employer's proposals that were presented on March 27, 2019. In order to understand any potential impact of these proposals as they are currently written, we are seeking additional information so that we may understand the proposals and effectively consider counter-proposals. In order that we may accomplish this, please provide me with the following information:

Hospital Proposal 4
Article 9/D
Vacation

1. Please provide copies of all policies the Hospital relies upon to grant or deny vacation.
2. Please provide the process the Hospital utilizes to calculate vacation targets and to allocate those targets to each nursing unit/department.
3. Please provide copies of the vacation targets that each nursing unit/department utilized for the past three (3) years, by month.
4. Please provide complete copies for all vacation requests for the summer months, as defined in your proposal May 15 to September 15, for past the three (3) years.

Hospital Proposal 5
Article 11/B
Drug and Alcohol Testing

1. Please provide names of nurses who have been pulled in for reasonable suspicion for the last three (3) years and the corresponding data that demonstrates if the nurse passed or failed the drug and alcohol test.
2. Please provide a complete copy of the hospital non-contract Drug and Alcohol Testing Policy and any amendments that occurred over the last three (3) years.
3. Please explain the burden the Hospital is experiencing with the current contractual Drug and Alcohol Testing Policy.

Hospital Proposal 6
Article 14/E
Mandatory Low-Need Days

1. Please provide the names of all nurses who received the mandatory low needs over the last three (3) years. Please include the date(s), shift, the department/unit, and the length of the mandatory low need.

345 Randolph Avenue
Suite 200
St. Paul, MN 55102

Tel: 651.414.2800
800.536.4662

Fax: 651.695.7000

Email: mnnurses@mnnurses.org

Web: www.mnnurses.org



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2. On that list please mark the names of all nurses who received three (3) low need days in a contract year for the last three (3) years.
3. Is there a particular unit or shift the hospital is concerned about now or in the future of capping out on mandatory low need days?
4. Please provide a list of names for all nurses who are currently ineligible to receive a mandatory low need.
5. The number of voluntary low need days (requested absence) that have been taken by nurses for the last three (3) years. Please indicate the name of the nurse, each date that voluntary low need was taken, and the number of hours taken for each occurrence.
6. The number of shifts on which the employer was overstaffed because it was unable to require a nurse to take low need and there were insufficient volunteers. Please break this down by date.

Hospital proposal 7
Article 16/E and Article 17
Disciplines and Terminations of Employment

1. Please provide copies of all posting and the corresponding internal applications that registered nurses applied for with a written warning, or higher level of discipline filled out for the last three (3) years.
2. Please provide the length of time the nurse has had this written warning or discipline in his or her HR file when they applied for a different position.
3. Please explain if the hospital envisions if there are exceptions to this clause, and if so, please provide examples.
4. Does this proposal then reduce the time a discipline, verbal, written or final written warning is a nurse's human resources file from three (3) years to six (6) months.
5. Please explain or describe burden and or how the hospital currently enforces corrective actions, disciplines, behavior or performance management issues across the nursing departments/units.

Hospital Proposal 8
Article 16/E
Posting and Filling Positions
(One year of employment in department before transferring)

1. Does the hospital proposal apply to all nurses or just newly hired nurses?
2. Please provide copies of all applications or transfer requests that have been submitted in the last three (3) years by nurses in new departments.
3. Please provide a copy of the nursing department/unit each nurse has been employed in for the last three (3) years.
4. What is the hospital current turnover rate by department?
5. Does the hospital post vacated position when the nurse transfers to a different unit?
6. Does the hospital proposal restrict or prevent a nurse from increasing or decreasing his or her FTE?
7. Does the hospital proposal prevent nurses from changing position on the same unit? For example, going from a day/night position to a day/evening position?
8. Does this proposal prevent a nurse from going from contract to non-contract within the hospital?
9. If a nurse hasn't been on the unit for twelve (12) months and the Hospital can delay such transfer for 90 days, does this mean the nurse can wait up to fifteen (15) months before transferring to a new unit?

Hospital Proposal 9
Article 23
Orientation

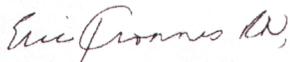
1. The date which the employer considers to be the first date of employment.
2. Does this proposal impact nurses who are currently employed but transfer to new department?
3. How would this 6-week period impact nurses who are in orientation in the Intensive Care units, Emergency Department, or Procedural areas, or areas known to have extensive and longer periods of orientation.
4. The criteria upon which nurses will be evaluated during the probationary period, if one is agreed upon.
5. The number and frequency of any evaluations which the employer intends to conduct if a probationary period is agreed upon.
6. Is there an option of extending orientation for nurses?
7. Whether or not there would be any formal system for reconsideration of a decision to not retain an employee. If there would be such a system, please describe it.
8. Whether or not the employer would notify the employee of concerns and present a plan for improvement which, if met, would allow the employee to be retained upon completion of any probationary period.
9. The names of any current bargaining unit nurses who would not have been retained if the employer proposal had been adopted during their first six (6) months of employment.

Hospital Proposal 11
Article 28/5
Insurance Benefits

1. Can you please define any open enrollment period? Does this include a change in life? For example, a birth or marriage?
2. During an open enrollment period in which the nurse opts into the non-contract plan and in a following open enrollment will the nurse be able to opt back into a the MNA insurance plan they choose to do so?

If you have any questions, please email or call me.

Respectfully,



Eric Tronnes
Labor Relations Specialist

CC: MNA Negotiating Team
Paul Zech, Felhaber Larson Law Firm