



**AFGE 3313 SPOTLIGHT**  
**Vol I Issue III - October 2016**

**American Federation of  
Government Employees Local  
3313 Newsletter**

**AMERICAN FEDERATION OF  
GOVERNMENT EMPLOYEES**  
**LOCAL 3313 OFFICERS**

**PRESIDENT**

**Eugene Johnson**

**VICE PRESIDENTS (VP)**

- Gary Shoemaker (Executive VP)
- Jennifer Rodas (VP for OST)
- Tyler Patterson\* (VP for PHMSA)
- Shelia Wilson\* (VP for FMCSA)
- Tony Johnson\* (VP for NHTSA)
- Cynthia Cox-Grollman (VP for FTA)

**TREASURER**

**Oranous Tavoosi**

**SECRETARY**

**Nicki Bell**

**SEARGENT AT ARMS**

**Eugene Kinard**

\*Denotes Past AFGE 3313 President

**INSIDE THIS ISSUE**

2. Telework and You
3. PIV Card Blessing...
4. Union Priorities
5. Hostile Work Environment
6. Winter Membership drive
7. Upcoming Events/Union Contacts

**President's Message**

*Dear Bargaining Unit Employees,*

*In this edition of the Spotlight, I'd like to turn your attention to a recent increase in Agency led efforts to suspend and remove employees. In this edition we will discuss the current climate regarding telework, management discipline relying upon PIV card related entry/exist reports, initiatives to unify our collective energy to achieve a shared vision, and dealing with a hostile work environment.*

*I am sure that I am preaching to the choir when I say that employee candor, dedication, and integrity are not mere words but the standard that shape the image of the Federal Workforce. Your performance while not being observed will determine whether telework is increasingly adopted or becomes a thing of the past. Your Union will fight to ensure employees receive fair and equitable treatment under the law. We all know that Ben Franklin once said "An ounce of prevention is worth a pound of cure." We have seen that many conduct problems stem from financial woes. You should speak with your Union representative before making a decision that may hurt you more in the future. Be advised that HUD's Inspector General recently reported on misuse of travel cards, so we may be next. Stay safe, and stay blessed.*



**Eugene Johnson**  
**President, AFGE Local 3313**

Telework provides employees more control and flexibility over their work schedules, and it can offer freedom from office distractions, reduce work-life stress, and provide an alternative workplace arrangement in case of emergencies.



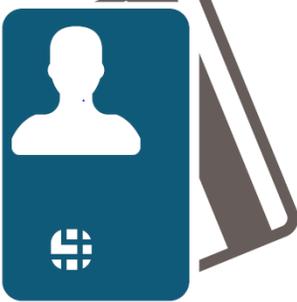
According to the Office of Personnel Management's (OPM) annual report to Congress for 2012, federal employees who have the option to telework, whether or not they choose to take advantage of it, report increased job satisfaction over those not eligible to telework. The report notes that this increase in satisfaction is often attributed to the greater perceived autonomy for employees who have the option to telework. Increased job satisfaction provides benefits to the organization as well, as it leads to increased employee retention.

Telework has proven to be an attractive recruiting perk, and may substantially reduce crowded office spaces. A 2008 study titled *The Impact of Superior-Subordinate Relationships on the Commitment, Job Satisfaction, and Performance of Virtual Workers* reported that employees who participate in a well-managed telework program tend to reciprocate by displaying additional effort and dedication to accomplishing work goals.

**How do I get my manager to trust me while teleworking?** Be sure to know and follow your agency's telework policy, especially items related to being accessible and reporting accomplishments. The key difference between the telework relationship and the in-office relationship is your manager cannot see what you are doing when you are working at home. It all comes down to trust. You can improve trust by: doing your best work, completing assignments on time, pitching in to help, working without the need for close supervision, and keeping your supervisor and co-workers informed about your tasks and accomplishments.

Unfortunately telework is not an employee benefit or entitlement and is subject to managerial approval within the limits of the agency telework policy and requirements of the law. If your manager denies your telework request, such a denial should: be in writing, include a mission based rationale, be timely, follow agency policies, and include any appeals/grievance procedures available to the employee. You may need to build a telework business case to convince your manager. Your business case should consider your manager's viewpoint and explain exactly why telework will benefit you and the mission. Focus on erasing his/her concerns like how communication and productivity will remain seamless. Relate how it will benefit the agency, summarize what you do and identify specific tasks or parts of your job that lend themselves to teleworking. Discuss your good work habits that support independent task performance such as: 1) the ability to work with minimal direct supervision; 2) organized work practices; 3) good planning skills; 4) the ability to meet schedules and deadlines; and 5) effective communication skills.





The PIV or Personnel Identity Verification card is a common access identification card used within the federal government. It contains sensitive information regarding your building and secure computer access rights. The Department of Transportation ("DOT") created an Enterprise Authentication Service ("e-Auth") to reduce the number of passwords you must remember. Having a secure system that reduces the number of passwords is good news.

In October of 2011, the Department entered into an agreement to lease the operations of the headquarters DOT parking garage to a contractor. In the agreement, the Department through an entity known as PTRAN or the Parking Transit Office was authorized to collect fees from daily and monthly parkers to recoup the cost paid to the contractor. Why is this of interest? Funny you should ask; it seems that recently the Office of the Inspector General conducted an investigation and used the times reported from PIV card entry and exist transactions as a basis for alleging misconduct. The misconduct came in two forms: (1) unpaid parking, or (2) inaccurate time card reporting. The only time parking is "free" is during weekends, holidays, and night arrivals after 6pm. Penalties for such misconduct if substantiated could be very serious. Any other time requires either a monthly or daily payment. Using the PIV card system as a mechanism to definitively validate a garage usage fee is predicated upon a false premise. For example, two employees entering garage as part of a car pool will find that only one of the drivers are recorded as having entered – even if it's not the driver's car. Similarly, the union discovered that the PIV data does not always capture the entry and exit times of an employee due to problems with the system. The bottom line is, employees should ensure that they make every effort to arrive on time and leave on time consistent with their leave records. You will find additional information on parking at <http://transerve@dot.gov>, and you may check the status of your PIV to ensure it is operating correctly at <https://idms.faa.gov/healthcheck/>.

## ALL LOCAL 3313 UNION MEMBERS ARE INVITED

### Come out and enjoy a Holiday Get-Together

**When:** December 14<sup>th</sup>

**Time:** 11:30 – 2:30

**What:** Food/Fun/Fellowship

**Where:** Bluejacket Brewery

**Who:** AFGE Local 3313 members

**RSVP:** Email [afgeostvp@gmail.com](mailto:afgeostvp@gmail.com) and  
[afge3313president@gmail.com](mailto:afge3313president@gmail.com) by December 1<sup>st</sup>



Over the past year the local has matured and has experienced opportunities to have a greater impact on the work-life of bargaining unit employees. As such, your Union established ten overarching priorities and would like to share the status of a few of them.

### **Priority #1 Ensure Effective CBAs**

Collective bargaining agreements (CBAs) are the cornerstone to how we are able to defend employees subject to unfair treatment. The larger goal is to develop a single CBA that represents the provisions that govern the treatment of every member of AFGE Local 3313. Currently, OST, FMCSA, PHMSA, NHTSA, and FTA operate under different bargained agreements. The goal is to secure a Master Labor Agreement such that the Department treats all BUEs consistently. We expect to initiate bargaining in early January. You can help by notifying your Union representative of work-life areas that you would like to see improved and made into policy. Existing CBAs can be found at <http://www.afge-local3313.org/cbas.html>.

### **Priority #2 Updating the Bylaws and Standard operating procedures**

In December of 2015, the BU approved a rule-set of AFGE Local 3313 By-laws that govern how the local will operate. A copy of the By-laws can be found on our webpage <http://www.afge-local3313.org/docs/AFGE-Bylaws.pdf>. In addition, the Union has drafted a comprehensive set of standard operating procedures to ensure the manner by which we operate and manage funds is transparent, consistent, and will prevail after administrations change. The draft document is under review by the Executive Board and will be posted on the web page for comment in the upcoming weeks.

### **Priority #3 Filling Union Shop Steward Positions**

A key to our success depends upon the depth, knowledge and conviction of the men and women who sacrifice their time, talents and resolve to ensure fair treatment is the norm, and that the DOT becomes the best place to work in the Federal Government. Please contact your Union representatives listed on the back page of this publication if you are interested in helping in some capacity. If you have an analytical mind, a penchant for unraveling evidence to present a true defense, a legal background, or if you understand the rules of mediation, civil rights, or labor law – then your local needs you!

### **Priority #4 Improving the Impact of Labor Management Forums**

The United States Department of Transportation (DOT) and the various recognized<sup>1</sup> labor organizations/unions representing the bargaining unit employees of the DOT, collectively recognize that the knowledge, skill, and experience of its employees are the primary resources for effectively accomplishing the Department's mission. To this end, and consistent with Executive Order 13522, "Creating Labor-Management Forums to Improve Delivery of Government Services," the Union has proposed a charter to senior management to establish a DOT-wide labor-management forum to promote improvements and participation in overall DOT efficiency and effectiveness, and encourage pre-decisional involvement of employees in workplace matters.

---

<sup>1</sup> Recognized means having an existing certificate filed and approved with the Federal Labor Relations Authority



Workplace bullying and uncivil behavior adversely impacts morale, motivation, retention and productivity. It is no laughing matter, and over the past year, incidents seem to be on the rise. The Federal government has a zero tolerance for such matters so report it when you see it. To establish a claim of discriminatory harassment that creates a hostile work environment, a complainant must show that:

1. He/she is a member of the statutorily protected class;
2. He/she was subjected to harassment in the form of unwelcome verbal or physical conduct involving the protected class;
3. The harassment complained of was based on the statutorily protected class; and
4. The harassment affected a condition of employment or had the purpose or effect of unreasonably interfering with the work environment and/or creating an intimidating, hostile, or offensive work environment." *Gibson v. Department of Homeland Security*, [109 LRP 3147](#) , EEOC No. 0720060079 (EEOC OFO 2008), citing *Humphrey v. U.S. Postal Service*, [99 FEOR 3090](#) , EEOC No. 01965238 (EEOC 1998).

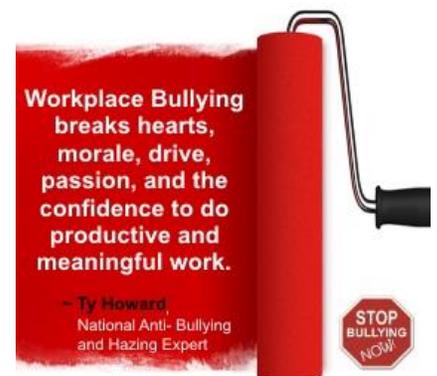
### Severe or pervasive

- In order to constitute a hostile work environment, the incidents alleged must have been "sufficiently severe or pervasive to alter the conditions of complainant's employment and create an abusive working environment." *Meritor Savings Bank v. Vinson*, [86 FEOR 9002](#) , 477 U.S. 57 (1986); *Harris v. Forklift Systems, Inc.*, [93 FEOR 9003](#) , 510 U.S. 17 (1993). The EEOC explained in *Jackson v. Department of Defense, Department of the Air Force*, [112 LRP 15327](#) , EEOC No. 0720110036 (EEOC OFO 2012) that the severe or pervasive requirement should be read as requiring conduct that is either severe or pervasive. In that case, a supervisor exhibited "a pattern of offensive conduct" toward the complainant and the women in the office over a 19-month period. The supervisor belittled, publicly humiliated, and scrutinized the complainant and the other women in the office on almost a daily basis. [Hadley Guide to Federal Sector Equal Employment Law and Practice: Severity and Frequency of Conduct](#).

### Isolated incidents

- An isolated incident that didn't lead to any concrete action against the complainant usually cannot support a claim of discriminatory harassment. However, a single, particularly severe comment can be enough to form the basis of a viable complaint. *Arellanes v. Department of Defense, Defense Threat Reduction Agency*, [106 LRP 58121](#) , EEOC No. 01A63349 (EEOC OFO 2006). While talking to a large group of people about securing the environment for an upcoming bomb test, a chief scientist allegedly said "I wouldn't mind sending down one or two Mexican illegals in for this blast." Allegedly, most of the people in the room laughed, and no manager indicated the comment was inappropriate. The single incident was severe enough to state a viable claim of discriminatory harassment. *Arellanes v. Department of Defense, Defense Threat Reduction Agency*, [106 LRP 58121](#) , EEOC No. 01A63349 (EEOC OFO 2006)..

"The U.S. Department of Transportation is committed to zero tolerance for harassment on the basis of race, color, national origin, religion, sex (including pregnancy and gender identity), genetic information, age (40 and over), disability, sexual orientation, or protected activity. Harassment in this context is defined as conduct that is so offensive as to create a work environment that a reasonable person would consider intimidating, hostile, or offensive. Federal Employees should not be subjected to bullying, demeaning insults, or other forms of harassment. The Notification and Federal Employee Antidiscrimination and Retaliation Act of 2002 is a federal law that seeks to discourage federal managers and supervisors from engaging in unlawful discrimination and retaliation. It is popularly called the No-FEAR Act. Notify your Union representative if you believe you have been a victim of a hostile work environment.





## *AFGE 3313 Winter/Holiday Membership Drive*

# **\$100/\$100**

*We can help with your holiday gift shopping. You can receive \$100 for every new member you sponsor/bring into the union between now and the end of the year (2016). Furthermore, we will provide a \$100 rebate to the new member as a gesture of how important they are to us. Why do this? Well, the Union is only as strong as its membership. The more members, the more we can do, the lower the dues will be, and the better the representation.*

*The DDT has improved its treatment of employees, and to a great extent it's because of the existence of the Union. Often, issues are resolved quickly once: (1) the manager discovers that they violated the collective bargaining agreement or (2) the Union is able to bridge the communication gap sufficiently enough to arrive at a positive outcome for all parties. On the other hand, there are times where your Union invokes its authority as your exclusive representative and counters the Agency's proposal to remove, suspend or otherwise change the working conditions of an employee. In such cases, this local is proud to say that it has access to top-flight legal assistance. Whether we are paying for training or legal consultation/defense, this support comes at a cost. Visit our webpage to sign-up:*

*[http://www.afge-local3313.org/docs/Membership\\_Dues\\_Sheet.pdf](http://www.afge-local3313.org/docs/Membership_Dues_Sheet.pdf)*



## Stay Home If You are Sick, Employees Told



Federal employees have official permission from the Office of Personnel Management (OPM) and Health and Human Services (HHS) to stay home if they are sick with the flu rather than going to work anyway and risk infecting others. A joint memo asks employees to “please consider staying home if you develop symptoms” of the flu and encourages them to get the annual flu shot, noting that most Federal Employees Health Benefits Program (FEHB) plans cover flu shots at pharmacies and retail stores, in addition to doctor’s offices and clinics, with no co-pays.

Additionally, many federal agencies offer flu shots onsite at no or low cost. It further suggests that when getting flu shots, employees ask about any other vaccinations that may be appropriate. Besides seasonal flu, adults are at risk for a number of vaccine-preventable diseases such as pneumonia, shingles, whooping cough, and hepatitis. Other vaccines are recommended for adults depending on age, lifestyle, health status, travel plans, and previous immunizations. OPM and HHS have sent out similar memos in recent years ahead of the flu season.



**AFGE Holiday Party**

(December 14, 2016 -- 11:30 am to 2:30 pm)



**General Membership Meeting**

(November 28, 2016 – 12:00 to 1 pm)

**General Membership Meeting**

(December 20, 2016 – 12:00 -1 pm)

*The American Federation of Government Employees (AFGE) Local 3313 - Union Representatives*

**Union Office: Room P12-100**

**Phone: (202) 366-3313**



*The Federal Motor Carrier  
Safety Administration*



*The Federal Transit  
Administration*



*The National Highway  
Safety Traffic  
Administration*



*The Office of the Secretary*



*The Pipeline and Hazardous  
Materials Safety  
Administration*

| Union Office              | Name                        | E-mail   |
|---------------------------|-----------------------------|--|
| President                 | Eugene Johnson              | <a href="mailto:afge3313president@gmail.com">afge3313president@gmail.com</a>     |
| Exec Vice President       | Gary Shoemaker              | <a href="mailto:afge3313execvp@gmail.com">afge3313execvp@gmail.com</a>           |
| Treasurer                 | Tavoosi, Oranous (PHMSA)    | <a href="mailto:Oranous.Tavoosi@dot.gov">Oranous.Tavoosi@dot.gov</a>             |
| Secretary                 | Bell, Nicki (OST)           | <a href="mailto:Nicki.Bell@dot.gov">Nicki.Bell@dot.gov</a>                       |
| Seargent at Arms          | Kinard, Eugene (FTA)        | <a href="mailto:eugene.kinard@dot.gov">eugene.kinard@dot.gov</a>                 |
| Human Rights and Youth Di | Walker, Bernadette (FMCSA)  | <a href="mailto:Bernadette.Walker@dot.gov">Bernadette.Walker@dot.gov</a> ;       |
| Vice President for FMCSA  | Wilson, Sheila (FMCSA)      | <a href="mailto:Sheila.Wilson@dot.gov">Sheila.Wilson@dot.gov</a>                 |
| FMCSA Steward             | Evans, Michael (FMCSA)      | <a href="mailto:michael.evans@dot.gov">michael.evans@dot.gov</a>                 |
| FMCSA Steward             | Moore, Constance (FMCSA)    | <a href="mailto:Constance.Moore@dot.gov">Constance.Moore@dot.gov</a>             |
| FMCSA Steward             | Nolan, Eileen (FMCSA)       | <a href="mailto:Eileen.Nolan@dot.gov">Eileen.Nolan@dot.gov</a>                   |
| Vice President for FTA    | Cox-Grollman, Cynthia (FTA) | <a href="mailto:Cynthia.Cox-Grollman@dot.gov">Cynthia.Cox-Grollman@dot.gov</a>   |
| 2nd VP FTA Steward        | Veltri, Paul (FTA)          | <a href="mailto:Paul.Veltri@dot.gov">Paul.Veltri@dot.gov</a>                     |
| FTA Steward               | Jackson, Betty (FTA)        | <a href="mailto:Betty.Jackson@dot.gov">Betty.Jackson@dot.gov</a>                 |
| FTA Steward               | Centolanzi, Patrick (FTA)   | <a href="mailto:patrick.centolanzi@dot.gov">patrick.centolanzi@dot.gov</a>       |
| FTA Steward               | Jim Muir (FTA)              | <a href="mailto:Jim.Muir@dot.gov">Jim.Muir@dot.gov</a>                           |
| Vice President for NHTSA  | Johnson, Antonyio (NHTSA)   | <a href="mailto:Antonyio.Johnson@dot.gov">Antonyio.Johnson@dot.gov</a>           |
| NHTSA Steward             | Gibson, Johnny (NHTSA)      | <a href="mailto:Johnny.Gibson@dot.gov">Johnny.Gibson@dot.gov</a>                 |
| NHTSA Steward             | Lyles, Derrell (NHTSA)      | <a href="mailto:Derrell.Lyles@dot.gov">Derrell.Lyles@dot.gov</a>                 |
| NHTSA Steward             | Sinclair, Sandy (NHTSA)     | <a href="mailto:Sandy.Sinclair@dot.gov">Sandy.Sinclair@dot.gov</a>               |
| Vice President for OST    | Rodes, Jennifer (OST)       | <a href="mailto:Jennifer.Rodes@dot.gov">Jennifer.Rodes@dot.gov</a>               |
| 2nd VP OST Steward        | Zakina Brooker (OST)        | <a href="mailto:Zakina.Brooker@dot.gov">Zakina.Brooker@dot.gov</a>               |
| OST Steward               | Abdul-Wali, Jennifer (OST)  | <a href="mailto:Jennifer.Abdulwali@dot.gov">Jennifer.Abdulwali@dot.gov</a>       |
| OST Steward               | Chambers, Matthew (OST)     | <a href="mailto:matthew.chambers@dot.gov">matthew.chambers@dot.gov</a>           |
| OST Steward               | Putman, Lori (OST)          | <a href="mailto:Lori.Putman@dot.gov">Lori.Putman@dot.gov</a>                     |
| OST Steward               | Robinson, Cecelia (OST)     | <a href="mailto:Cecelia.Robinson@dot.gov">Cecelia.Robinson@dot.gov</a>           |
| OST Steward               | Christiansen Leighton (OST) | <a href="mailto:Leighton.christiansen@dot.gov">Leighton.christiansen@dot.gov</a> |
| Vice President for PHMSA  | Tyler Patterson             | <a href="mailto:Tyler.Patterson@Dot.gov">Tyler.Patterson@Dot.gov</a>             |
| PHMSA Steward             | Delcambre, Joe (PHMSA)      | <a href="mailto:Gordon.Delcambre@dot.gov">Gordon.Delcambre@dot.gov</a>           |
| PHMSA Steward             | Fink, William (PHMSA)       | <a href="mailto:William.Fink@dot.gov">William.Fink@dot.gov</a>                   |
| PHMSA Steward             | McIver, Kay (PHMSA)         | <a href="mailto:kay.mciver@dot.gov">kay.mciver@dot.gov</a>                       |
| PHMSA Steward             | King, Faustine (PHMSA)      | <a href="mailto:faustine.king@dot.gov">faustine.king@dot.gov</a>                 |
| PHMSA Steward             | Bonita Brown (PHMSA)        | <a href="mailto:Bonita.Brown@dot.gov">Bonita.Brown@dot.gov</a>                   |
| PHMSA Steward             | White, Andre (PHMSA)        | <a href="mailto:andre.white@dot.gov">andre.white@dot.gov</a>                     |

You can find previous versions of the Spotlight at: <http://www.afge-local3313.org/doing.html>

