LABOR & EMPLOYEE RELATIONS PROGRAM

Purpose

The purpose of the Coalition of Greater Minnesota Cities Labor & Employee Relations Program is to 1) to **develop a coordinated effort among Greater Minnesota cities** on managing labor and employee relations and negotiating labor contracts through **researching and developing databases**, **advocating positive changes to labor processes**, and by **providing a forum for networking, discussing and implementing uniform labor policies and negotiating strategies**; and 2) to make available **expert and coordinated advice**—at a significantly reduced rate—on employment and labor relations issues facing Greater Minnesota cities.

CGMC Labor Program Services

Newsletter on relevant labor relations and public employment issues

Maintain **wages and insurance database** to track contract settlements and interest arbitration awards

Analyze and summarize labor relations and public employment **legislative changes** to report to cities

Sustain **cluster analysis database** to identify comparable cities for contract negotiations and interest arbitrations

Prepare and present **Labor and Employee Relations Seminars**

Develop **arbitrator selection database** for cities to analyze and select arbitrators in grievance and interest arbitrations

Prepare and present information at **Labor Committee Meetings and Webinars**

Develop joint labor contract negotiation **strategy and policy positions/guidelines**

Coordinate efforts with the League of Minnesota Cities and other organizations and governmental agencies

Individual Consultation Services

CGMC members have access to consultation services on labor relations and public employment issues impacting their individual city on a reduced fee-for-service basis through the law firm of Flaherty & Hood, P.A. Examples of services provided by Flaherty & Hood are listed below.

Employment Law Services

Represent cities in negotiations, mediation, arbitrations, administrative proceedings, litigation, and appeals

Advise on compliance with labor and employment laws, hiring employees, investigating misconduct, harassment and discrimination, and discipline and discharge actions

Investigate misconduct, performance problems, harrassment, and discrimination

Labor Relations Services

Represent cities in **labor contract negotiations** and mediations with employee unions

Compile and summarize data from comparable cities on wages, health insurance, and other data

Investigate employee and union **grievances**, draft responses and settlement proposals, and attend grievance meetings

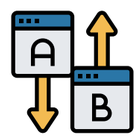
Represent cities in **arbitration hearings** and compile and analyze relevant data

Research state-provided lists of arbitrators and provide ranking order for purposes of **striking and selection**

Prepare filings with the **Bureau of Mediation Services** (BMS)

Job Classification and Compensation Services

Review job classifications, conduct interviews, and **analyze job descriptions**



Prepare and establish **comparisons of jobs** to determine the appropriate job worth

Draft classification and **compensation** plans, establish pay structure, and total compensation packages

Review, analyze, and advise on **pay equity** and represent in any legal compliance matter

Analyze and **make organizational recommendations** on work processes, structure, staffing, and retention

Human Resources

Draft, revise, and interpret employee handbooks, evaluations, manuals, and job descriptions

Conduct **training session for management** on hiring, performance matters, handling grievances, and other employee matters.

Contact Us

For more information, call Flaherty & Hood, CGMC's representative, at 651-225-8840 or email at CGMC_Communications@Flaherty-Hood.com or contact the labor and employment attorneys or analyst.

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