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## OMF Labor Management Committee Meeting Recap

April 16, 2020

**Members Present:** Tom Rinehart, CAO/Co-Chair  
Paul Cone, BTS/PROTEC17/Co-Chair  
Michael Roy, CityFleet Manager  
Manish Thakore, PROTEC17  
Kristen Wells, Facilities Operations Manager  
Tim Thomas Lannom, Revenue Division Director  
McCormack (Alt), Facilities  
Jamaal Anthony, BHR  
Rachel Whiteside, PROTEC17  
Tony Bush, CityFleet  
Matthew Spitulski, P&D Manager  
Eddie Barton, Operating Engineers/Local 701

**Members Absent:** Don Bryans (Alt), P&D  
Rebecca Hatton (Alt), Facilities  
Roger Koppy, AFSCME/DCTU  
Michelle Kirby (Alt), BRFS Director  
Ray Lister, IBEW Local 48  
Carmen Merlo (Alt), DCAO  
Tyler Wallace (Alt), Revenue

**Other Staff Present:** Julian Massenburg, OMF  
Ethan Cirimo, OMF

**Decisions:** This meeting was chaired by Paul Cone.

**Discussion:** Tony Bush had a question about furlough days for non-represented employees, which was addressed by Tom Rinehart. Non-represented employees in general haven't heard as much about their status, but they are encouraged to reach out to their leadership with questions. Non represented employees want to hear more specifics about when they should use furlough days, as well as the frequency with which to use them. As of right now, only the time frame of the furlough and the number of days off is nailed down. In general, employees who don't have representation are being encouraged to reach out for support if needed.

### **Updates from OMF LMCs**

#### BTS (Paul Cone)

This has been a challenging test for the City, but we are managing to keep our heads above water. Focusing on training at a time like this is crucial; the City is struggling to fill its time, but many employees could fill some by being trained remotely.

The other challenge is how to manage a group such as an LMC during a time of crisis. Communication between leadership is very important, and it is also important to keep stressing the importance of labor and management relations at a time like this. The first thing that happens in most cases is a failure in communication, so we need to prioritize talking with each other. That said, the City's response to the pandemic has been encouraging, and I want to

make sure that employees know that a structure exists for them discretely voice concerns and questions to management.

#### P&D (Matthew Spitulski)

P&D has had to reduce staffing recently due to the City's struggle with COVID19, in addition to an overall business reduction and a reduction in business services. While that's not good news, P&D's feeling overall is positive regarding the City's response. The City's response was a bit late, but there was really no avoiding that when you consider the Federal Government is even further behind than most other entities. Moving forward, there will be a lot of lessons learned.

#### CityFleet (Michael Roy)

CityFleet is still getting comfortable in transitioning its workforce given the pandemic. That said, most CityFleet employees are still coming in and the bureau's response is, thus far, effective against the spread of the virus. Fleet is doing things like disinfecting vehicles before each use and is seeing a maintainable flow of work. Five Fleet employees are teleworking, and four position vacancies exist.

#### Facilities (Tim McCormack)

People aren't necessarily scared about looming pandemic, just unsure of what to think moving forward. Mechanics are still coming to work, doing the best they can with what they have available to them. All staff that is represented is still coming in, and maintenance teams are in the building. Because of the outbreak, Facilities has decided that there should be a partial shutdown of Portland building, City Hall, and the 1900 building. HVAC filter maintenance requires face masks to service, which is now happening thanks to the donation of N95 rated masks. Facilities has a few folks that need time off, but who are giving direction and protecting themselves in the meantime.

Kristin, Operations Manager at Fleet, voiced that we still officially didn't know how long virus would last. Right now, we are conservatively expecting a fourteen-day trackback. Recent reports have come from employees outside the office.

#### Revenue (Thomas Lannom)

Reports are being processed, but there are limited staff reporting to the office. Even with damage control in place, reports are still being processed. Staff can be issued RSA tokens to manage remotely, which has been done in 300 cases.

Spirits are high, there have been virtual all staff meetings, and Revenue hasn't heard any overly negative comments. City-owned devices now don't use RSA tokens so that barrier proves to be less of a problem, but having said that, remote accounts are still hit and miss. Logging in and logging out is a challenge, but thanks to a surge in reminders, there has been a marked improvement in remembering to log out.

Revenue has extended tax deadlines and a large volume of work is being pushed to the summer. Starting next month, reports for the next quarter's transient lodging is due. Revenue generation, especially from transient lodging, will be down. Transient lodging makes up about 15% of General Fund.

## **Update (Tom Rinehart)**

There are three things to look at for where we are and what will be the repercussions of the pandemic: where we are, the budgetary impact, and then future structural changes

Where we are: experts think that we are in stage 1 of 3. We were very unprepared for this as an organization and state and responded late because of that. The State is helped a lot by the accelerated stay at home order, and leadership is proud to have played a role in this decision. While we aren't there yet, stage 3 will be represented by the development of a vaccine. This process, however, may be a year or so out.

Budget Impact: I regret every week we didn't take action to reduce costs, as we don't have a financial model for what we're facing. The longer this dilemma lasts, the more we will have to consider what the long-term impact is. What are the strategies we need to take right now? Well, we are focusing on trying to keep as many on our payroll as possible; it's better for everyone. Hard decisions will come, however. Budget extensions are being explored and are potentially being offered by some bureaus. We are taking it very personally, and we don't want to have to lay anybody else off.

Structural Changes: what would another city's model for this challenge include? It's too soon to tell, but we should keep our eyes out for resources like this as we come out of the crisis. We will have a proposal and a Fall BMP item, which is reassuring, and employees have appreciated getting regular updates. BDS' nest egg is very comforting considering we reacted to this in a delayed way. Regarding bureau rainy-day funds, our CFO is chairing a financial recovery team and potentially repurposing several to more immediately address the problem. BOEC leadership is asking good questions about the rise of interest in managing remote meetings. They will have recommendations soon.

After this has all passed, it's hard to say the way things will look. We can expect some behavioral changes at this time, and because of them, our approaches will need likely to change. OMF services need to modernize, but I am certain that we will rise to this challenge and see things through.