



Newsletter

JULY 2025

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REST BREAK ARBITRATION: TOS/RTOS

Sisters and Brothers

On July 1st our Union Attorney communicated with us that our original Rest Break grievance filed in November 2020 will go to Arbitration beginning October 29th through Monday November 3rd. This arbitration is directly tied to our members not receiving rest breaks at all from the period of November 2017 to June of 2024.

This arbitration is independent of the Triennial shakeup arbitration that took place in May of this year. Back in late 2023, early 2024, many of you submitted information via a link where you stated that you had not received either one or both of your Rest Breaks.

We are now requesting written statements from all TOS/RTOS who worked in a Bus or Rail division on the 2nd or 3rd shift during the specified time frame. As with the Triennial shakeup arbitration, the more statements we gather the better it is for our attorney to present the case. There is strength in numbers.

We are requesting that you submit your statements in writing with your name, badge, work classification and list all locations and shifts worked during the time frame in question via email. Please sign your document if you create a pdf. If you are willing to testify at the proceedings, please note that as well in your email correspondence.

The deadline for the submission of the written statements is Friday September 19th, 2025. The sooner we receive your information, the better.

We appreciate your assistance and cooperation in this matter

VMO TRAINING

On this Saturday July 12th there will be VMO (Volunteer Member Organizing) training at District Council 36 from 9am to 3pm.

If you are interested, please reach out to Brother Martin Lopez, head of the council's organizing department at:

martin.lopez@afscme36.org.



Dealing With Difficult Employees

Our bargaining unit has 41, soon to be 43 work classifications and our jobs day to day are to make sure that Metro's policies, rules, S.O.P 's and procedures are followed and complied with.

That isn't easy when dealing with employees who have their own agendas in the workplace, especially when they are asked and tasked with completing work duties and responsibilities.

If an employee you're supervising becomes difficult or becomes disruptive when you're discussing and or inquiring about work related matters, disengage from the situation and immediately notify your management team in writing.

It's important to protect yourselves at all times, so don't get drawn into another person's issues and negative actions that are tactics used to weaponize and misuse company policies against us as Supervisors.



BACK TO SCHOOL COMMUNITY EVENT

On Saturday August 2nd, 2025

There will be a "Back to School" community event at

**Living Water Fellowship COGIC
1410 W. Alondra Blvd, in the city of Compton
(east of Central Ave and west of Wilmington).**

There will be backpacks and school supplies distributed. There is no charge for the items. The only requirement is that the parent(s) or guardian(s) must bring the young people to receive their items. Please pass this information on to all families with school-age children (K-12)

In addition, there will be food boxes/bags provided for families and individuals in need of food assistance. For more information, please reach out to Brother Al Cromer

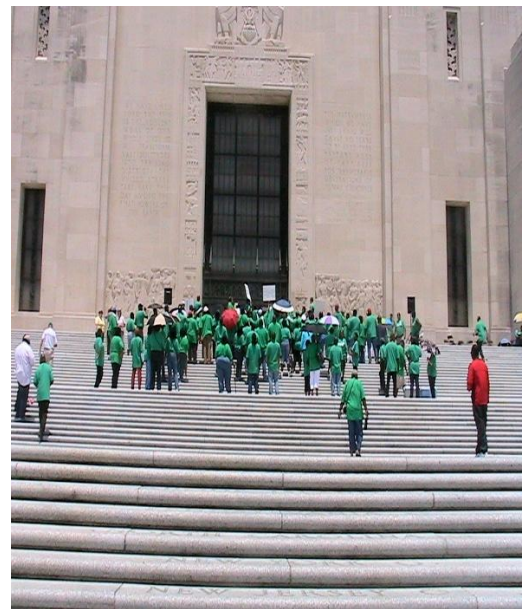


Failure To Comply in An Investigation

The Union is sending out this friendly reminder regarding notifications of investigations:

If you are contacted by an investigatory department with Metro and you intentionally refuse to comply or cooperate in the process; you can be charged with violating the policy and be subject to discipline.

Don't take that chance.



Legal Documentation: Beneficiaries and Power of Attorney

Sisters and Brothers

As a friendly reminder, please make sure that your beneficiary documentation and Power of Attorney paperwork are accurate and up to date.

In the event of an unforeseen situation that may arise and if you become ill, injured or incapacitated, you want to make sure that your paperwork is in order and that your family is taken care of.

Your Metro Life insurance, Mission Square and CalPERS all require different and separate forms for beneficiaries.

With CalPERS there is also a form for Power of Attorney on the website.

Please log on, follow the instructions provided and keep copies of your records.





Purchase Card (P-Card) Protocol

As a friendly reminder:

To all of our Sisters and Brothers in the bargaining unit who use P-Cards, you are not required, nor should you be pressured or forced to use it. We have a written agreement from December of 2023 to substantiate our position.

As we have said previously, if you make the decision to use the P-Card, please make sure that you receive the proper training and understand what the rules entail and follow any and all protocols. Failure to do so can have major ramifications and could possibly result in a disciplinary process.

ELECTRONICS DEVICE POLICY

For those who aren't familiar with the HR Policy as it relates to electronic devices and areas in the workplace where they are prohibited, please read up on it.

Our goal is to avoid unnecessary meetings with management regarding these types of violations.

Local 3634 Shift Swapping Policy

On page 21 of our Local 3634 Constitution and By-laws, the issue of shift swapping is explained. Our local does not condone any form of shift-swapping. Such behavior undermines the hard-fought right to work any overtime for applicable classifications.

When Supervisors swap their regular shifts with another Supervisor, at the request of management or for their own personal benefit, harm is done to your fellow AFSCME members.

Shift-swapping is a violation of all CBA articles pertaining to bidding rights. It violates Article 32 by negating the next members turn in the rotation for overtime.

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The purpose of bidding is to secure your ability to have a standard assignment without worrying if you may be assigned to any shift other than what was bid. It also guarantees that "Seniority" and "Shift Protection" are protected.

Medical and Prescription Drug Documentation

As a friendly reminder, please make sure that you renew and or submit your medical documentation (Such as FML) in a timely manner, including If you're off work on medical leave. Please read HR policy 21 as it relates to requesting time off when making your medical appointments. Management can ask for verification when doing so. If you are taking prescription medication prescribed by your doctor that could possibly show up in a random test, return to work or if you are renewing your medical certification, please make sure that you submit the appropriate form(s) (to HR) required by MTA immediately to protect yourself.



Reporting Incidents: On and Off Duty

AFSCME Family:

It is very important that incidents that take place at work or off duty involve you personally and can affect your employment, you must notify and provide information to your employer immediately. If you, as a supervisor, are approached by those that you supervise directly or another employee who reports or makes a comment to you that they were subjected to comments or actions by another employee that they deemed offensive in nature, please provide a written summary to your management team in a timely manner. If the individual who approached you changes their mind and states to you to disregard, please submit the information to your management team. Failing to report such matters can subject you to a disciplinary process. It would be helpful if you would re-familiarize yourselves with company policies: EEO, All CIV policies, HR 43 and the Employee Code of Conduct.

Investigative Interviews:

If you are contacted by the investigatory department for an interview, we as your Union would highly recommend that you reach out to us to attend. We cannot prevent your being interviewed but we can provide guidance to you during the process.



There will be a meeting on July 26th, 2025.

AFSCME Local 3634 is inviting you to a Virtual Zoom meeting.

Topic: General Membership meeting

Time: 10:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/4556877610?pwd=SWhoZXlaeGlEOEp2SXFzMjFhV0NjZz09>

Meeting ID: 455 687 7610

Passcode: 162889

One tap mobile

+16694449171,4556877610#, *162889# US

Certifications-Credentials-Licenses

If you are required as part of your work duties and responsibilities to hold or maintain a valid certification, credential, or license, please don't wait until the last minute to renew your documentation where it can create problems for you in the workplace. Try to begin your renewal process at least 3-4 weeks out, which will allow you ample time to renew in case something unexpectedly happens.

CBA Article 12.2.1: Informal Discussion or Counseling

If you as an employee are asked by your management to come to the office to discuss a matter or issue and they state that it is informal in nature and not disciplinary, you are not allowed to refuse the request, and they have a right to meet and discuss the issue. A refusal to comply with the request could possibly lead to discipline. During the conversation, if the issue of discipline is brought up then you enact your Weingarten rights and request Union representation.

HR 21: Updated Attendance Policy

Please search, read, and review the updated Metro Attendance Policy (HR 21) in your spare time at work as relates to excused and unexcused absences, tardies, and call off notification procedures. The updated policy should be dated 1-23-24.





AFSCME Member Services

To all members of the bargaining unit, if you haven't received your membership card from AFSCME International with your AFSCME member number, please go to Apscme.org, hit the contact us link and fill out the email information box. Please include Local 3634 and District Council 36 in the body of your email. You should receive your green and white AFSCME card within 10-14 days. You can use this card at various locations that offer discounts to union members.

AFSCME BENEFITS INFORMATION

Medical/Dental/Vision:



Nicole Patino Patinoni@metro.net

Milette Short ShortM@metro.net

CalPERS

PensionBenefits@metro.net

TOWP Contact:

hrrisadmin@metro.net

Also, for those of you who have 401/457 questions or need to submit forms for changes or updates, Arif Motiwala is the contact. His Email is motiwala@metro.net

For those of us who have CalPers for our pension, MTA has a contract with them and is just the intermediary. MTA doesn't make the final call on your retirement benefits and calculations. If you have any questions or problems related to PERS including your service credit, you need to communicate directly with them. If you haven't done so, create your account with them and monitor your service credit. **If you take off work for any reason and miss more than two complete months of work during the service credit year (July 1st to June 30th), it can be detrimental to your yearly credit and delay your retirement.** Again, the Union does not run the PERS retirement system. You must reach out to them.

Medicare Part B

If you are retiring soon or plan to do so in the near future and you'll be 65 or about to turn 65, please know that you are entitled to receive a Medicare part B supplemental stipend that is a reimbursement if you enroll for part B but you have to ask MTA about it when you retire. The supplemental stipend is \$185.00 in 2025.

Union Difference

Life is better in a union. Having a voice on the job means better pay, better health care, a more secure retirement, and so much more. It means having a say in safety, staffing, and other principal issues that help AFSCME members do their jobs and keep America running.