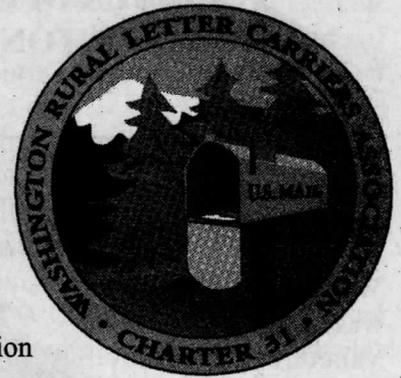


# WASHINGTON RURAL CARRIER



Official Publication of the Washington Rural Letter Carriers' Association

December 2004

*Where Service Begins With a Smile*

## UPCOMING MAIL COUNT INFORMATION

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## MAIL COUNT SCHOOLS

**Please keep this page-it is your ONLY notice for the following count schools.**

**Stanwood--January 30, 2005 1pm** From I-5 take Stanwood/Camano Is. exit. Go west quite a distance. At 3rd light in town turn Right (at QFC), go one block and PUD building is on the right. (Judi Peck, trainer)

**Spokane--To be announced by postcard**

**Longview--January 23, 2005 9am Joint Training with Portland District--PUD Bldg.** Exit 36 from I-5 west into town, turn Right onto 12th, (one way) 3 to 4 blocks PUD on left.

**Puyallup--January 9, 2005 1 pm** Puyallup Library 15420 Meridian E. I-5 exit 127 onto Hwy 512 East Hwy 161 exit toward Eatonville/South Hill -turn Right - 3.2 miles, library on Right (Patrick Pitts, trainer)

## FORMULA OFFICES IN WASHINGTON STATE

### PORTLAND DISTRICT:

The first formula office implemented in Washington State was in the city of Vancouver a few years ago. There was a shortage of leave replacements



in the office, so the Portland District decided that instead of doing massive hiring, they would make Vancouver a formula office, thereby solving all of their problems. Of course, problems for management's covering of rural routes might have been temporarily solved, but for rural carriers, life was miserable, especially for those rural carriers who now had mid-week relief days, rather than Saturday-Sunday, or Sunday-Monday. Unhappiness was compounded when rural carriers without leave replacements or PTFs assigned to their routes found it difficult or impossible to receive approval for requested annual leave and/or leave without pay.

At first, the Portland District readily utilized PTFs to cover leave replacement vacancies in Vancouver, but later on, when the costs associated with paying PTF benefits apparently struck home, PTF vacancies caused by PTFs making regular often were not refilled. When Vancouver regular rural carriers who were tired of not having leave replacements assigned to their routes started submitting written 120-day notices of their contractual right to have a leave replacement or PTF, local management began the practice of hiring just enough RCAs to cover the oldest 120-day letters, thereby avoiding creating new PTFs.

So now it appears that the Vancouver rural carriers have the worst of all scenarios: A shortage of assigned leave replacements, junior regular carriers with mid-week relief days, and a minimum of PTF leave replacements earning benefits.

**SPOKANE DISTRICT:** In Pasco, a city in the Spokane District, the previous postmaster wanted to implement the formula instead of hiring leave

replacements for every route, so again, rural carriers were having their K or J days in the middle of the week, causing misery in their home life and causing pain to their bodies, as they did not have two days off together to rest from the onslaught of DPS mail and lots of parcels. Fortunately, when Pasco got a new postmaster, he said, "What is this formula? Do rural carriers like this?" When he found out from his rural carriers all about the formula, he said, "Let's get rid of this formula," and he did, and the Pasco rural carriers lived happily ever after, or mostly so.

**SEATTLE DISTRICT:** Next to embrace the formula as a quick fix to compensate for lack of hiring effort was the Seattle District. Operations Programs Support was told by the District Manager to do something about the high usage of DACA Code 3 and/or 5, which is premium pay of 50% or 150% of the daily route evaluation paid to regular rural carriers when they work their relief days. Managers in Operations Programs Support decided that implementing the formula in offices that had used more than a certain number of hours, no matter how many rural routes in the office, would have the formula implemented, and just like DPS was implemented, OPS managers would visit an office with DACA Code 3 and/or 5 usage and tell the rural carriers that they would now be in a formula office and there were only so many Saturdays and Mondays, so most of the rural carriers would have mid-week relief days. The only difference with DPS implementation and formula implementation was that with DPS implementation, both management and the State Steward or his designee were present at the meeting with rural carriers, and with formula implementation, the only way the State Steward found out about formula implementation meetings was if rural carriers called him, or in some cases, if local managers called him and asked him to be present.

Those of you who have gone through the formula meeting know that OPS slanted the presentation to make it look as if the Union agreed to the formula, and in some cases, OPS represented that the Union wanted rural carriers to be in a formula office. Of course, OPS could not have made this kind of presentation if the State Steward had been present, so it was necessary to be as secretive as possible. We even had some rural carriers believing that our Union wanted their office to be on the formula. This could not be further from the truth, as we were working as hard as we could to stop the implementation of the formula.

The State Steward and I met with Operations Programs Support Manager Bob Nelson and his employee, Joyce Fernandez, to try to stop the formula, and Bob told us that neither he nor the District Manager wanted to implement the formula, but they had no choice, as they had to stop the DACA Code 3 and/or 5 usage. It did not matter to them if the usage in an office had improved over the months; only the amount used was looked at, and if it was over a certain benchmark, then the office was slated for the formula.

The State Steward and Assistant State Steward Judi Peck then approached the District Manager for help, and all three of them went to a Seattle DJSC meeting, where the District Manager gave the Seattle DJSC the authority to work on the DACA Code 3 and/or 5 problem and to take offices off the formula if possible.

To date, four offices have either been prevented from having the formula implemented, or in at least one case, have been taken off the formula when rural carriers volunteered to take a day other than Saturday as a K or J day, thus freeing up leave replacements to work more than one route. We are hoping that more rural carriers will work this out in their offices, as the formula is a dreaded non-cure to the lack of leave replacements in an office.

There are other things that managers can do to use less DACA Code 3 and/or 5, and the State Steward wrote a letter to Seattle managers explaining this. To date, no Seattle manager has answered the State Steward's letter. I have listed some of the State Steward's suggestions below:

1. Using proven recruiters, such as Judith Peck, Postmaster Dale Pomeroy, and Postmaster Bruce Ferguson to teach managers how to hire.
2. Scheduling managers from offices with unacceptably high DACA Code 3/5 usage to meet with their MPOO for a one-on-one training regarding alternatives to having rural carriers work their assigned relief days. Some of those alternatives could be

- ⟨ Asking regular rural carriers to work an R day for a future X day when their leave replacements turn in leave slips for time off.

- ⟨ Having rural carriers work their designated holiday instead of requiring someone to work his/her relief day.
- ⟨ Splitting routes without assigned relief carriers in order to avoid having the regular rural carrier work his/her relief day.
- ⟨ Asking rural carriers to help solve the DACA Code 3/5 problem and avoid the formula by volunteering to switch to a relief day other than Saturday.
- ⟨ Ensuring that the J route rural carriers have staggered relief days.
- ⟨ Emphasizing the importance of not allowing leave replacements time off on their regular rural carrier's relief day unless the leave slip R day/X day procedure described above is followed.

3. Requiring managers responsible for scheduling to contact their MPOO or designee before scheduling any regular rural carriers to work their relief days.

Since the State Steward sent the above suggestions to the Seattle District, an additional hiring roadblock has been identified. With the downsizing and out-sourcing of Human Resources Nation-wide, the Seattle District has ended up with one, and only one, employee whose job it is to process all new leave replacement paperwork for the entire Seattle District. According to several postmasters who have investigated why it has taken so long to get newly-hired leave replacements cleared for training in their Post Offices, the only Seattle District employee responsible for processing the new leave replacements' clearances and other paperwork is buried in work and hopelessly behind.

Assistant State Steward Judi Peck has suggested that Injured-on-Duty rural carriers be assigned limited duty at the Seattle District office to help with the log jam of paperwork associated with newly-hired leave replacements. The Seattle DJSC has been apprised of Judi's suggestion, and perhaps they will be able to make this happen.

I believe we are in a situation where we must help ourselves. The help that is on the way must come from us. The Seattle DJSC is encouraging QWL/EI

workteams to work on hiring, and if you are in a formula office, please consider becoming part of the workteam. (See District 1 Representative Becky Pike's article in this paper.) Let's show managers that we can help them do their jobs. Putting an office on the formula is an easy fix that hurts rural carriers and does not solve the problem. Hiring a leave replacement for every route solves the problem, and we can do this. Being a rural carrier is the best job in the Postal Service, as we all know, so all we need to do now is convince potential new hires that working for the Postal Service is a good job that will provide for their families and give them pride in their work delivering the mail to customers who care and often become friendly faces at the mailbox.

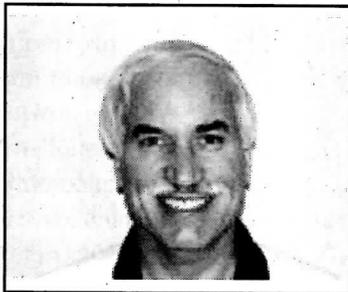
Respectfully submitted,

President Patricia Alexander

## SCREAM OF THE EMPLOYEE

Charles Alexander, State Steward

*The following was put in the Suggestion Box at a rural office that has recently had the formula implemented. The suggestion is so well-written that I wanted all rural carriers to read it. We are not alone, and there*



*is strength in numbers. The Seattle DJSC is trying to help remove the formula from rural offices, and you can help by being an active part of your QWL/EI workteam, focusing on hiring leave replacements and reducing the use of DACA Code 3 and/or 5 in your office.*

It is not surprising that carriers don't like to participate in VOE surveys. Those surveys contain over-simplified questions about general topics. Carriers believe such surveys are relatively worthless. Why? Because when something REALLY important comes along, management forgets (or ignores) all that it may have learned in VOE surveys.

One recent question on a VOE concerned communication. But where was the communication from

management prior to our office being made a formula office? Management knew about this in advance, but did not bother to warn carriers that it was coming. Some carriers found out and the word circulated among us. But why did most carriers have to find out THAT way? Management, apparently, did not have the courage to simply come to us as a group and warn us what was upcoming. And the "Voice" of the employees was ignored in other ways. For instance, management COULD have warned the carriers that the formula was "coming" and then asked for our thoughts about how relief days might be reconfigured to avoid it. Perhaps it COULDN'T have been avoided, but we'll never know, because carriers were never given a chance to help work things out beforehand.

And so, Seattle Operations Programs Support managers came down, and we were herded into the dungeon-like loading bay, and there given our sentence: We were now a formula office.

Do you know...do you really know...how devastated many of your rural employees are? Do you understand...do you really understand...the grim pall the formula has cast over this office? Do you care? Apparently not.

Just as you didn't communicate BEFORE the implementation of the formula, so you did not communicate afterward. You know, it would have been nice if at least one of our managers had talked to us — either as a group or individually - and said something like this: "We know this formula office thing isn't going to make you happy, and we're sorry it had to come to this. But we, your managers, will work hard to try to hire some more subs to get us off the formula as soon as possible."

But no, you didn't say THAT, did you? Probably because you are HAPPY about the formula being here!

Yes, as you go merrily about your managerial ways, you are probably delighted that the formula is here. After all, it solves a lot of your sub and scheduling problems, doesn't it? But have you taken even a few minutes to consider the toll on the lives of rural carriers? These people came to work for the Postal Service with the understanding that - when they made regular - they would have two days off in a row. Two days to be able to plan things and spend time with their families; two days to recuperate from some of the physical strain that builds up in the muscles and joints over the years. Two days to recharge the batteries, to come in again on a Monday or Tuesday, ready to do one's best for the USPS.

Some of these carriers have growing children, still in the home, who need the attention of their parents. Now,

instead of being able to have the weekends with them - parents and kids with the same days off - the parent will have ONE day off when the kids are in SCHOOL. Boy, that will really help those employees have a great family life which will, in turn, give them a positive attitude toward the USPS, won't it? (Sarcasm intended, in case you didn't catch it?)

Whose fault is it that we are now on the formula? Well, it is NOT the fault of the rural carriers, because they do not have the authority to hire subs. That is management's responsibility. So, the fault lies squarely in management's corner. You simply have not tried hard enough to find subs. Oh, you can TELL us that you have worked hard to hire subs. But We don't believe you.

We don't believe you.

We don't believe you.

We don't believe you.

The proof is easily found — there aren't enough subs; therefore, you haven't tried hard enough, Rural QWL/EI has tried, in the past, to help you get more subs, making suggestions, such as boxholders advertising sub jobs, but you have pooh-poohed these ideas, and cited the expense of such things, while you seem to have plenty of money and time to lavish on dealing with contract disputes from city carriers, and the Seattle District has plenty of money to sent Operations Programs Support managers out on a multi-city tour of post offices and probably buy lunch for them along the way. And the USPS will probably have plenty of money to lavish on bonuses — or whatever those pay incentives are being called these days - to pay to supervisors who have impressed upper management by cooperating in schemes to run roughshod over the feelings and personal lives of the hard-working employees.

You know, it is disgusting how management pays "lip service" to employees, claiming to want to hear the Voice of the Employee, and then allows people's lives to be so disrupted.

Now you are working on becoming testers for the rural carrier test. We hope this isn't just a resume enhancer, but that you are actually going to work hard to find enough rural subs for us to get off the formula.

We understand you have some potential new hires in the works. When they are on board, will you then take us OFF the formula? Or will you keep the formula in place? If it is wrong to have the formula in place now (and, we believe that it IS), it would be an even greater wrong to continue to keep the formula in place if you hire ANY more new subs.

(Incidentally, it is my understanding that the postmaster says we can get OFF the formula, while the annex manager believes we can't. You two ought to either get your heads together or get your stories straight. The truth is, we CAN get off the formula if more subs are hired!)

And in the meantime, are you going to work seriously with the QWL/ EI workteam on a proposal for a way to get us off the formula earlier? Isn't that what the Seattle DJSC recommended? That is our suggestion in this suggestion box. We suggest that management work in a cooperative spirit with the Rural QWL/EI team and try to get the formula out of this office as soon as possible. Two QWL/EI meetings have gone by since the formula was implemented, and no work has begun on trying to find a way to get us off the formula.

This suggests to me that there is a problem with the way the QWL/EI meetings are conducted. Does management remember that this is supposed to be a "team" and that management is NOT supposed to dominate the meeting with its pronouncements and reports? Rather, the TEAM is supposed to spend time BRAINSTORMING to determine what PROBLEMS there are in the office, and then spend time trying to find a SOLUTION to the problems! Obviously, the formula would probably be high on the list of topics on a brainstorming rip chart, but is management ALLOWING the QWL/EI meetings to proceed as they are SUPPOSED to proceed? Try going back to the six-step process!

Our Local Steward, also a QWL/EI workteam member, has submitted a proposal for getting this office off the formula. Have you even bothered to LOOK at it? Why can't this proposal at least have an honest discussion during a QWL/ EI meeting?

We suggest, further, that you work overtime, if necessary, to hire as many rural leave replacements as quickly as possible, and to advertise in every possible way. Do you want a happy office, or an office full of people who are griping behind your backs, people who may seem normal on the outside, but are crying on the inside?

What kind of managers are you? Really.

You know, most carriers spend their entire lives working in one office. Our supervisors, on the other hand, come and go. Most of the supervisors use this office as a stepping stone to bigger and better things. That may be great for the supervisors, but what about us? We're here all the time. We have supervisors coming in and changing things to suit themselves. Our previous postmaster spent who knows how much in USPS funds rearranging and

remodeling the main floor of the post office, and, in the process, fouled up a few things that HAD been working well! Then managers get promoted out of there, and we're the ones stuck with living with their legacy. Try thinking about how it is for us, for a change.

### **PAY YOURSELF FIRST**

By now you have received in your mailbox more than one reminder that Thrift Savings Plan open season will end on December 31, 2004. For FERS employees, the TSP is one of the three legs that contribute to the amount that you will receive when you retire and is the only component over which you have any control.

The earlier in your career you contribute funds into your TSP account and the more that you can contribute will lead to a higher income level when you get to retire.

Open Season allows every employee the opportunity to increase the level that they contribute towards their retirement. All of the contributions that you make for your future into your account are not subject to tax with-holding, as you will pay the income tax at the time you receive the money after you retire.

I have talked with a number of rural carriers who feel that they can not afford to increase their contribution even though they do understand the importance of the contribution level they make today for their future.

With the new contract extension being ratified, you might remember that on November 27, 2004 you will get a pay raise of 1.3% and on November 26, 2005, you will receive another pay raise of 1.3%. So for those carriers that are not maximizing their contributions up to the maximum level, why not consider increasing your contribution level this year and next year by the amount of these pay raises? And remember, the first 5% you contribute to your account will be matched by the Postal Service.

**PAY YOURSELF FIRST**, and have a wonderful retirement.

District 4 Representative  
Dave Reppe

### **WAITING FOR DPS Charles Alexander**

Occasionally, the plant is unable to send DPS trucks to our post offices on time, and sometimes it is DPS truck breakdowns that cause delay. We should all try to be understanding when our DPS mail is delayed, but we should also get paid for waiting if the waiting is more than 20 minutes.

The Step 4 decision out of Frisco, Texas, dated May 7, 2004, explains in detail what is to happen when rural carriers are forced to wait for DPS and how we are to be compensated when this happens. We are not to be paid for the time it takes to strap out the mail, so get your manager to record your strap out time if you wait to strap out the mail until the late-arriving DPS truck finally shows up. It really doesn't make much sense to generate a third bundle of mail by strapping out before you have had a chance to case the residual and/or raw mail that comes on the late-arriving DPS truck.

The Step 4 decision states that we are to be paid when we are delayed past our leaving schedule if we have no other rural carrier duties to perform, including the strapping out of all cased mail, and if we are prepared to depart the office to effect delivery. Our position is that most rural carriers would rather wait for the DPS and residual/raw mail so that this mail can be cased and then strapped out. If we subtract the time it takes us to strap out the mail after the DPS finally arrives, then there should be no question that the waiting time until the truck arrives should be paid to rural carriers. After all, we are not paid hourly, so waiting time needs to be compensated.

Regular rural carriers are paid on a Form 8127 for waiting, and leave replacements are paid on a Form 1314-A or equivalent auxiliary assistance. A copy of the Step 4 decision follows.

## Your U.S. Postal Service District Overall

	One of the Best	Above Average	Average	Below Average	One of the Worst
1. Overall, how would you rate your District as a place to work?...	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
2. I believe the information relayed to me from my District.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. I am proud to work for my Postal Service District.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. My District demonstrates that it considers employees to be its most valuable resource.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Your Unit or Facility

	Very Good	Good	Average	Poor	Very Poor
5. Rate your job satisfaction as a rural carrier today as compared to 5 years ago or when you first started, whichever is less.....	<input type="checkbox"/>				
6. Rate your management's efforts to hire leave replacements.....	<input type="checkbox"/>				
7. Rate your management's level of knowledge concerning rural delivery	<input type="checkbox"/>				
8. Rate your management's ability to pay you correctly and fix any pay errors that occur	<input type="checkbox"/>				

## Your Employer (District and Local)

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
9. Management never allows/encourages rural craft to work off the clock	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. There is no disparate treatment or favoritism in my office.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Managers at the District level trust and respect rural craft employees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. I receive recognition, when warranted, for a job well done..	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Starting times are realistically based on the availability of mail..	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Mail counts are accurately and fairly conducted by management..	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Management at the local and District level never knowingly violate the National Agreement or other Postal handbooks and manuals..	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Managers at the District level honestly care about the health and well-being of me and all the other rural craft employees...	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. I can make suggestions to management and/or seek advice from Union officials without fear of retaliation from management...	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Your Union Representatives

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree
18. Local management has the authority to settle disputes in the office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Management treats my Union representatives with dignity and respect	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. Management utilizes Union representatives to help resolve problems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Demographics

The Postal District I work in is.....	Seattle	Spokane	Portland
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My craft designation is.....	RCA OR RCR	Regular	PTF
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**State Secretary – Treasurer’s Report**

**Becky Wendlandt**

I have just finished State Secretaries/Treasurers training on the access membership database and quick books financial program. As a trainer, I was at all 4 trainings in September/October/November held in Minneapolis, Hartford, Charleston, and Reno. We now have the capabilities of printing reports/labels for members and non-members by Post Office, County/District area, and designation, as well as tracking dues deduction. Very soon the database will be web based, and both the State Steward and State Secretary can access it on a secure site. We are also having to adapt our quick books financial program to meet the new requirements by the Department of Labor. This has taken some time to learn, as well as set up, and I am happy to say completed and in use for the new revised LM-2.



**ATTENTION RETIREES** Congratulations to all new retirees and to those who may be thinking of retiring soon! Remember when you retire your status changes with the postal service and with the Association. You need to contact me and let me know you have retired so that the proper paperwork can be completed to keep your membership in good standing. You must complete an 1187-R for retirement if you wish to go on dues withholding. If you want to keep involved, informed and receive your state paper and national magazine, keep your membership in good status. Our lobbyist in Washington continues to advocate for you whenever important matters come before Congress which might affect such things as the Rural Carrier Health Benefit coverage, your annuity and other specific related retirement issues!

The very best to you and yours,  
Becky ☺

#####

**MOVING SOON???**  
**HAVE YOU MOVED RECENTLY?**

**RCA’s:** While we wish your premiums were subsidized like regulars, did you know that, as an RCA, you are able to enroll in Rural Carrier Benefit Plan Insurance for you and your family? As an RCA you do have to pay the entire premium, since the USPS does not pay anything towards the premiums, but it is a group plan and does have complete coverage.

**RCA’s Qualifications for Health Insurance:**

The rules for RCA’s to purchase health benefits are as follows:

1. One year of continuous employment (365 days) with no breaks more than 5 days.
2. Have a regular tour of duty.
3. Receive enough earnings to pay the **FULL** biweekly premium plus the mandatory deductions each pay period. The US Postal Service does not contribute to the premium.

**You must monitor your own eligibility. Personnel does not notify you!**

The Rural Carrier Benefit Plan has a fee for service plan and also a PPO plan that you can choose from visit to visit.

**CHANGE OF ADDRESSES:** Please be sure your employer, the Post Office, has your correct mailing address on file. This is where we get our address information **AND** where the Post Office sends out information to you. **YOU MUST** fill out a PS Form 1216 and ask your Postmaster to have the form sent to personnel, or update in on the Postal Computer in Your Office. Just putting in a change of address like what we receive on our routes will **NOT** update your address.

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## DISTRICT JOINT STEERING COMMITTEE UPDATE

Are you reading the minutes from the District Joint Steering Committee? The DJSC sends the meeting minutes to all offices with rural delivery. If they are not posted on your rural carrier bulletin board, ask your Postmaster to post them. Take the time to read them and see what projects we are working on. If you have any concerns that you think can be addressed at our meetings, contact one of the members and it will be shared with the entire committee.

We have been working on scheduling, hiring and retention of replacement carriers in order to reduce and/or eliminate DACA code 3/5 usage. Maybe changing your day off to another day of the week would enable an RCA to cover 2 routes. This does not stop the contractual obligation of the postal service to hire replacement carriers, but gives them an alternative in scheduling until a full complement of RCA's is hired.

Do you know someone who would like to work for the USPS? Our recommendations are needed to fill openings in our work force. Maybe your office has an RCA for each route, but a neighboring office may need one or more relief carriers. This job isn't for everyone, but the fit is good for someone looking for a good paying job that will become a full time job with benefits in a few years.

Remember when you were hired and how it seemed you'd never be as quick as the other carriers? We can help with the retention by being a buddy to the new carrier. Show them an easier way to do each task. Show them how you mark your parcels or maybe how to organize the mail in the vehicle. Make a folder with the location of hard to find homes on your route.

The DJSC encourages your QWL/EI team to work on these issues.

Becky Pike,  
District 1  
Representative



## MEMBERSHIP-A GOOD THING

We survived the political mail and now it's time to get ready for the Christmas season.

Do you feel like you pay union dues for others who don't pay, in order to be represented, and you would like them to pay their fair share of the burden? Non-members are entitled to fair representation just like you and me. The steward program is funded with the dues that you and I pay faithfully.



The stewards are extremely busy, with the formula offices being activated in the Seattle District, grievances, and removals. This kind of activity is expensive and very trying for our stewards. At Step 1 of the grievance process the local steward is compensated with Z time by the Postal Service. If the grievance can't be resolved at the Step 1 level it proceeds to the next step and this is when it starts to cost the Union money. Unfortunately, carrier removals and grievances are on an upward climb. I feel that the steward program is more important than ever before. State Steward Charles Alexander and the Assistant State Stewards are doing a tremendous job and we all should support them.

There is strength in membership and we need to seek out the non-members and ask them to join our Association. Just think, if everyone became a member we might be able to reduce our dues. This is a job for everyone.

I hope everyone has a happy and healthy holiday season.

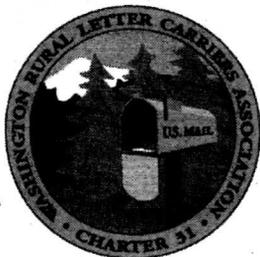
Respectfully submitted,

Joanne Blackburn  
District 2 Representative



# 2005 WESTERN STATES CONFERENCE

**TACOMA**



**WASHINGTON**

*Where Service Begins With a Smile*

**DATE:** April 28-30, 2005 (Thursday evening through Saturday)

**LOCATION:** Sheraton Tacoma  
1320 Broadway Plaza  
Tacoma, WA 98402

**Phone:** (253) 591 - 4142

<b>Room Rates:</b>	<u>Single</u>	<u>Double</u>	<u>Additional Person</u>	
Traditional	\$ 99	\$109	\$10	
Mini Suite	\$179	\$189	\$10	
King Suite	\$225	\$225	\$10	

Room Rates Also available 3 days prior and 3 days after meeting  
Meeting Room Block Under "Washington Rural Letter Carriers"

Nearest Airport: Seattle-Tacoma (SeaTac)

**Room Block Held Until April 1**

**Conference Registration:**

Number TOTAL

**Registration Fee** (Cost is \$25 after April 1) \$15 X \_\_\_\_\_ \$ \_\_\_\_\_  
Includes Meeting and Social Thursday Night

**Full Deal:** (Cost is \$40 after April 1) \$30 X \_\_\_\_\_ \$ \_\_\_\_\_

Includes Meeting and Social Thursday Night  
Also Includes Friday Night Banquet and Entertainment

**Choice of Dinner:** (Pick One Per Person)

Vegetarian- Fettuccine Pasta Tossed w/ Olive Oil, Tomatoes, & Black Olives

Beef - 8 oz Prime Rib of Beef Au Jus slow roasted w/ Horseradish Cream

Seafood - Baked King Salmon Fillet, baked in Lemon Cream Sauce

Please Print: TOTAL ENCLOSED \$ \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

ENCLOSE CHECK (Payable to "Western States Conference 2005")  
AND SEND BY APRIL 1<sup>ST</sup> TO: Susie Hill, PO Box 93, Vashon, WA 98070-0093  
Questions? Call Susie at (206) 463 - 3339 OR E mail: s.k.hill@comcast.net

**A NOTE FOR THE 50 YEAR MEMBERS**

We have been honoring our 50-Year Members since 1999 and want to continue this honor for all of our 50 Plus Year Members. Please complete this form and return it, so we can request your 50 year pin from National. It is an honor to us to have you as a member!

**APPLICATION FOR 50-YEAR AWARDS**

To qualify for a 50-Year Award you must presently be a member of the NRLCA and have been a member for all or the major portion of 50 years. Applicant may have served 50 years as a rural letter carrier, OR a combination of fifty years as a rural carrier and a retired carrier.

NAME OF PERSON PROPOSED FOR AWARD:

\_\_\_\_\_

DATE OF APPOINTMENT AS A RURAL CARRIER: \_\_\_\_\_

DATE OF RETIREMENT: \_\_\_\_\_

PRESENT ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PRESENT PHONE: \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
-----

\_\_\_\_\_  
(The applicant may submit this application or someone designated to complete the application for the applicant. Please sign below to certify the above information to be correct\*)

\_\_\_\_\_  
(Signature)

Return this form to the State Secretary below:

WRLCA Secretary/Treasurer  
4210 S Sunderland Dr  
Spokane, WA 99206-9674



**OCTOBER 25-26-27, 2004 MINUTES FROM  
WRLCA BOARD MEETING**

**Hampton Inn, Seattle, Washington**

**MEMBERS IN ATTENDANCE:** Patricia Alexander, President; Monte Hartshorn, Vice President; Becky Wendlandt, Secretary/Treasurer; Susie Hill, Editor; Becky Pike, District One; Joanne Blackburn, District Two; Cheri Freeman, District Three; Dave Reppe, District Four; and Charles Alexander, State Steward. Absent: Lynn Walker, Retired Carrier.

**AGENDA: Positive Go Around and Review  
Agenda  
Ground Rules**

**Minutes  
Board Policy  
Secretary-Treasurer's Update and Budget  
Correspondence  
Membership Drive  
State Convention 2004 Review**

**State Convention 2005 in Richland  
State Convention 2006 in Vancouver  
State Convention 2007 in District 3  
State Convention 2008 in District 1  
National Convention 2004  
National Convention 2005  
Western States 2005  
Contract Ratification Information Meetings  
Steward Program Update  
WRC  
District Meetings  
DJSC's – Seattle, Spokane, and Portland  
Next Board Meeting  
Evaluation**

At noon the board meeting was called to order by President Patricia. After the positive go around, the board reviewed the agenda.

**GROUND RULES:**

Consensus was to waive the reading of the ground rules.

**MINUTES:**

The minutes from the July 25-26, 2004 board meeting were approved as read.

**BOARD POLICY:**

The board policy was updated to read:

“Any equipment and/or software over \$200 need to have prior board approval. Such approval can be from a board meeting and/or E mails by a majority of the board members.”

**SECRETARY-TREASURER'S UPDATE AND  
BUDGET:**

Becky updated the board on the following:

- ④ We do not depreciate out equipment as we are non-profit and don't need to.
- ④ Last year's first quarter ADOP usage was 202, compared to this years at 191 ADOP.
- ④ Income looks up this year and ahead of the budget that was projected.
- ④ The board reached consensus to sell to Beverly, the State Convention steno, the Gateway computer that has operational problems for \$20 (currently was the State Sec/Tres)
- ④ The board reviewed the quarter financial statements and noted that we had budgeted in for mail count schools.
- ④ We have trademarked the name “Washington Rural Letter Carriers' Association” with National and also the initials “WARLCA” with National. National pays for one and we pay for the second. Total cost is \$335.
- ④ We will sell the bank bags for \$5.00 and use them, as well as leftover T shirts from Western States Conference for membership recruitment, mostly in the Ad Hoc Training Sites.
- ④ The board reviewed the requirements for payments to county units. So far only Whitman Asotin has asked for a payment. According to the requirements Whitman Asotin would be eligible for a \$19.00 payment.
- ④ The board discussed having an assistant state steward attend the next board meeting. It was agreed that to save on funds it was not needed unless we had a new assistant state steward start.
- ④ The board also reviewed the States that have a full time State Steward and the budget needs in order to be able to afford to implement it.

**CORRESPONDENCE:**

- ④ Letter from Jack Yeager, retired Carrier.
- ④ Becky W. reported that she sent all the county officers a thank you and a 2005 calendar.
- ④ Letter from Lynn Walker thanking the board (Charles and Patricia) for the Korean War picture, which he has loaned to the Chewelah VFW for a memorial for the Korean Veterans.
- ④ Letter of thanks from Kit Witt that retiree dues went down and also that health insurance

- premiums went down, which helps retirees since they are on a set, limited income.
- ④ Letter of thanks from Jay Inslee, 1<sup>st</sup> District, for the \$2,000 contribution from NRLCA PAC funds.
  - ④ Patricia updated the board that the EMA legislation was passed in Congress thanks to the efforts of the NRLCA PAC funds and our legislative representatives. This will especially help the longer mileage routes on their taxes.
  - ④ Patricia reported that she has sent a letter to the county officers encouraging them to recruit non members, and letting them know that they can invite a board member/Assistant State Steward, or State Steward to one of their meetings, and that they need to contact the State President first.
  - ④ Charles reported he sent by E mail to all board members a file of handouts for those attending county meetings.
  - ④ Susie said she got an E mail about putting information about RCBP in our paper concerning open season. Unfortunately our next paper will not be going out until after open season, however Susie will send the information to all board members to disseminate.
  - ④ Patricia received a letter from VP Black saying he can not confirm a commitment to attend the State Convention yet. Patricia will write him again and remind him as the time gets nearer.
  - ④ Joanne developed a letter to give to first time State Convention attendees and the board reviewed it.

#### MEMBERSHIP DRIVE:

Becky reported that we have paid out \$620 for 31 reliefs and \$150 for 3 regular carriers for the membership drive so far. The membership drive is to continue till December 31, 2004. Board will decide then by E mail if they want to continue the \$20 recruitment promotion for reliefs and \$50 recruitment promotion for regulars. Total membership now is 1755. Last year at this time the total membership was 1750. We have increased regulars by 7, increased reliefs by 16, and retirees have decreased sadly by 18. Total non members are 664 currently, compared to 647 last year at this time.

The board discussed the need for District Representatives to contact those non members in their area. We will also invite non members to join so they can attend a mail count school and/or receive a mail count guide.

#### STATE CONVENTION 2004 REVIEW:

##### Consensus Items for 2005 Year to be reviewed at Each Meeting:

- ④ Patricia did a great job running the meeting and explaining so new people could feel welcomed.

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##### Consensus Items for 2005 Year to be reviewed at Each Meeting:

- ④ Patricia did a great job running the meeting and explaining so new people could feel welcomed.
- ④ Vice President: Be at podium and help out as a runner for the President
- ④ Teller's Committee: Went really well – use same structure next year
- ④ Door Prizes: Everyone got one went well
- ④ Negative: Microphone and room set up. Want one microphone per aisle and Set up long not wide for the room.
- ④ Sergeant at Arms went well. Have dist rep's not running for election and not the chair of convention be the sergeant at Arms.
- ④ Starting right on time is great.

National to help concerning the Seattle Districts  
District Three: April 10 from 1 PM to 5 PM  
District Four: April 17 from 1 PM to 5 PM

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- ④ Starting right on time is great.
- ④ Suggest to next year's committee that they need to ask for donations way ahead of time.
- ④ Assign the tables at the count officers training to be all county secretaries, vice presidents, and presidents to have them get ideas from their peers along with time for brainstorming ideas. Choose a salad and sandwich to be waiting for us when we get in.
- ④ Start at 8:30 on Monday
- ④ Change Armed forces breakfast to banquet on Tues (retirees, Armed forces and main banquet)
- ④ County officers Dinner 6 to 8:30 on Monday evening – everybody welcome to come, no charge for 05/06 county officers.

#### STATE CONVENTION 2005 IN RICHLAND:

We have the contract for the 2005 State Convention in Richland. The dates are June 27, 28, 29, 2005. We will be at the Shilo Suites. Prices are \$89 for 1 King or 2 Queen Beds, or \$79 for 1 Queen only. The block will be held till 5/24/05. Cost for board meeting room on Saturday is \$50. All other meeting room fees (except microphones) are waived as long as food and beverage are at least \$4,200 from Sunday through Wednesday. Charges for 2 wireless microphones each day are currently at \$45.00. The board reached consensus not to have any postal speakers except for Vice President Black. The board also asked Patricia to write National and request Ronnie Stutts be our National speaker. It was decided to have the Monday banquet be our county officers training from 6 to 8:30 PM and the Tuesday banquet be our Joint Retirees-Armed Forces-Association Main Banquet. Dave will decide on entertainment, if any (possibly Karaoke). The board meeting will be Saturday from 9 AM to 5 PM and ADOP will be paid for those driving/flying in on Friday. Dave said we will have a buffet lunch for Monday and Tuesday, with a box lunch for Wednesday. The board reached consensus to create a Sergeant at Arms Committee. Dave suggested checking the committee assignments to make it work with the county officers training. Discussion on allowing an Idaho Carrier to set up a booth for sales.

#### STATE CONVENTION 2006 IN VANCOUVER:

We have a contract for 2006 in Vancouver with Red Lion Inn at the Quay. Room rates are \$55 single, \$65 double, \$75 triple, and \$85 quad (or prevailing government rates) with upgrades available for river view costing \$15. Dates are June 26-27-28, 2006. Meeting room charges based on number of sleeping rooms used and food and beverage purchased. Joanne is working on fund raisers and getting other members to be on the committees.

#### STATE CONVENTION 2007 IN DISTRICT 3:

The board brainstormed different ideas for the 2007 State Convention such as:

- < Holding it 2 days instead of 3.
- < Having it on Friday and Saturday, with Steward Training on Sunday
- < Having theatre set-up instead of classroom set-up to in order to be able to meet in a smaller meeting room and then get bids from hotels that only have smaller meeting rooms.

#### STATE CONVENTION 2008 IN DISTRICT 1:

The board reached consensus to hold on planning state convention 2008 until next year.

#### NATIONAL CONVENTION 2004:

Patricia shared the spreadsheet she had showing that all the Washington delegates had meet their duties as a state paid delegate and all seminars had been attended by at least one delegate.

#### NATIONAL CONVENTION 2005:

Becky gave an update on the Hilton, the headquarters hotel for the 2005 National Convention in Minneapolis and the Holiday Inn Express which is close by.

#### WESTERN STATES CONFERENCE 2005:

Susie updated the board on the finances for 2005 Western States Conference. We have \$4,800 in checking. The WSC conference gave us \$1,500 and the rest was from fund raisers.

Hotel costs will be \$400 for set up fees. Entertainment will cost \$800 with the social estimated at \$2,000. We do not expect to need any funds from the State Association. Joanne, Becky Pike, and Susie offered to be the committee chairs for Western States and will use the mini suite as their sleeping room/hospitality room. Susie will

also do registration and the WRC checking account. Joanne, Becky Pike, and Susie will do welcome baskets, name tags, decorations, send letters to Tacoma area business for items for the goodies bags, and the hospitality room with pop, coffee and wrapped candy. The board reached consensus to charge \$15 for a registration fee for the meeting which will include the Thursday night social, if registered before the April 1 cut off date. A \$30 fee will be charged for the meeting, Thursday night social, and Friday night banquet, if registered before April 1 cut off date. For late registers, a \$20 registration fee, to include social, and a \$40 fee to include social and banquet. APCU will pay for the printing of the program.

#### Estimated Income:

\$4,800 currently in checking, 50 people X \$15, 30 people X \$30 for a total of \$7,050.

#### Estimated Expenses:

Band \$800, Meeting Room \$400, Hospitality Room \$500, Dinner \$30 X 100, Social \$15 X 100, Office expenses and gifts \$300 for a total of \$6,500

The board decided to continue selling T shirts for \$15 until Western States, then drop them to \$10 each. Also bank bags can be sold for \$5 each or given to a new member if the sign a dues withholding form.

### **CONTRACT RATIFICATION INFORMATION MEETINGS:**

The WARLCA had 3 contract ratification information meetings. The main meeting with Don Cantriel, our National officer, was in Federal Way on Saturday and had 40 people attend. Cheri had a meeting the following Sunday in Spokane and only 6 attended. Dave also held a meeting the following Sunday in Pasco and only 9 attended.

### **STEWARDS PROGRAM UPDATE:**

Charles updated the board on the grievance activity in all 3 Districts (mostly Seattle). Charles has asked National to help concerning the Seattle Districts policy on putting offices on the formula for using DACA code 3 and 5. Instead of making an honest attempt at hiring, Seattle District is just putting offices on the formula, causing a hostile work environment. Charles is working closely with National and updated the board that National has asked Seattle for a request for information. The Seattle DJSC is also working on helping to train offices on hiring practices that work. For example, Port Orchard had a hiring fair and put a notice out only one day before the hiring fair yet had over 100 people show up wanting to work, yet Seattle District still wanted to put Port Orchard on the formula.

Patricia, Charles, and Patrick to attend removal arbitration on October 28-29, 2004.

Charles said Shawn will be finishing as Assistant State Steward at the end of January, 2005. We wish Shawn the

best in her new business.

Charles said the Assistants annual retreat was very successful, with good feedback from all assistants, and quality networking. Charles rolled out his proposed apprentice program for assistants, which they all endorse. Apprentice Program for Assistant State Stewards: Charles described his ideas on an apprentice program for assistant state stewards. They would work with an assigned assistant (like a shadow day) to learn it. Charles has proposed two names, with one coming on right away as Shawn is leaving. The second one targeted for July, 2005 possibly.

All Assistants but Shawn going to National Regional training in November, and Judi is going to National Steward Training in March with Charles.

Charles reported on the training for newly-elected (6) and enhancement for re-elected (30) local stewards that was held in Federal Way on September 26. Feedback from the training was excellent. Currently we have 60 local stewards. Discussion on a change needed for future local steward election on the National level.

Mail count schools: Mail Count is Feb 18 to March 18. The pre-count conference must be done by February 3. The board reached consensus to have 5 mail count schools from 1 PM to 4 PM.

- ♥ One in Portland District, possibly in Longview, for January 23 and trained by Monte.
- ♥ One in Spokane for January 9, trained by Joyce.
- ♥ One in Tri-Cities for January 23 or January 30, trained by Joyce.
- ♥ One in Federal Way, January 9, trained by Patrick.
- ♥ One in Stanwood, January 30, trained by Judi.

Charles suggested that we use the WRC to announce the mail count schools and locations. For those attending they will get a free mail count guide. If they don't want to attend, they can get a guide for whatever the cost of the guide and postage/handling is, with one person designated to collect the checks and ship the guides.

Equipment needs: Charles recommends that the union purchase a computer for Joyce. He will check with her. That is the only equipment that we will need. Past equipment purchases were discuss and approved and noted that the E mail board conferencing works well for getting quick response for good deals.

### **WRC:**

Discussion on more issues per year (possibly 8) and less pages (smaller issues). The board reached consensus to not send meeting notices out and save the postage/time by putting the meeting notices and dates on the front and back page of the WRC, and information inside the WRC. The dates for the WRC two issues are:

- < Winter Issue: To Printer on December 1 and done by December 8. Articles to Susie by November 15. Becky Pike going to write on Seattle DJSC. Dave writes on Spokane DJSC. Susie will write an article about Western States Conference. Winter Issue to have information about January mail count schools, February count dates, Future Meeting Dates, and Campaigning
- < Spring Issue: To Printer by February 21, 2005. Articles to Susie by February 10. Spring Issue to have information about March District Meetings, April Western States, and State Convention.

**DISTRICT MEETINGS:**

The board decided to combine District One and Two and have a National Officer attend. Patricia will invite Bill Gordon. The board decided to not send meeting notices out but use the WRC to notify the members on the meetings.

District One and Two Combined: April 3 from 1 PM to 5 PM

District Three: April 10 from 1 PM to 5 PM

District Four: April 17 from 1 PM to 5 PM

**DJSC:**

Seattle: Becky Pike gave the update on Seattle District and that they are working on the hiring and retention and use of DACA code 3 and 5 codes, with the lack of the Postal Service on making an honest attempt to hire.

Spokane: Dave announced that his term comes up January, 2005. Consensus that Cheri be the board appointed person. Dave updated the board that they continue to work on the Ad Hoc Academies. Dave reported that there is a chronic RCA shortage in the Boise/Napa area in Idaho, but not in the Spokane area thanks to the efforts of Ann Coleman in Personnel. Spokane DJSC is looking into a project on edit books and timing functions.

Portland: Patricia updated the board concerning the Portland DJSC need for Washington facilitators, since Washington has 140 routes served by the Portland District.

**NEXT BOARD MEETING:**

The 04-05 board meeting dates and locations are as follows:

**3<sup>rd</sup> Board Meeting for 04-05 will be February 15, 16, 17, 2005.**

The board will travel Tuesday, February 15, in the morning, then meet from noon to 6 PM; next on Wednesday, February 16, from 8 AM to 5 PM, and end on

Thursday, February 17, from 8 AM to noon. Travel Thursday afternoon.

**4<sup>th</sup> Board Meeting for 04-05 will be June 25, 2005.**

The board will meet from 9 AM to 5 PM, Saturday, June 25, 2005, before State Convention.

The board meeting closed with a go around for evaluations and ended early at noon.

Respectfully Submitted:

Rebecca Wendlandt  
WARLCA Secretary/Treasurer

\*\*\*\*\*

**STATE STEWARD**

Charles Alexander  
2201 - 30th St.  
Bellingham, WA 98226-8209  
FAX (360) 650-0803  
charleska@nas.com

**ASST. STATE STEWARDS**

Judith Peck  
12332 - 51st. Ave. SE  
Everett, WA 98208-9671  
(425)337-4998 phone and FAX  
Judith.Peck@verizon.net

Shawn Johnson  
27113 SE 432nd St.  
Enumclaw, WA 98022-9230  
(360) 825-6599 phone and FAX  
shawnhj@gte.net

Joyce Patteson  
385 Tibbling Rd.  
Selah, WA 98942-9253  
(509) 698-6308  
FAX (509) 698-3089

Patrick Pitts  
7505 Kentridge Pl. SE  
Port Orchard, WA 98367-9042  
(360) 769-8461 phone and FAX  
McCormickMailman@aol.com

Patricia Alexander see Officers' address page  
Monte Hartshorn for information

## **30-DAY FORMAL REVIEW OF DPS MAIL PROCESSING**

**Are you experiencing what you believe to be an increase in your residual mail?**

**Do you believe the amount of DPS has decreased in comparison to the average percentage of DPS to total letter-size volume as determined the last time your route was counted?**

**If you answered "yes" to either one of those questions, you may want to request a 30-Day Formal Review of the DPS on your route. For 30 days, the raw letter-size mail and the residual DPS mail (including the forwards, holds, and errors) would be counted, totaled, and tracked, and the DPS totals would be taken from the end-of-run report. At the end of those 30 days, the numbers would be used to determine what percentage of all your letters are DPS. This percentage would be compared to the percentage you had on your last mail count. If the percentage is less, by even 1%, then the total for DPS shown on your last mail count would be reverted retroactively to either Sector Segment or Raw mail, and your route evaluation would go up accordingly.**

**In June of this year, Arbitrator Richard Bloch ruled that any reduction in percentage of DPS volume to overall volume is grounds for reclassifying the route to either Sector Segment or Raw, whichever is appropriate. This simply means that there is a zero tolerance factor in the reduction of DPS volume when compared to overall letter-size volume. This decision is significant for all rural carriers.**

**For example, if you had 80% DPS during your last mail count, and after performing a 30-day review it was determined that you now had 79% DPS, or even less, then your route qualifies for a reclassification. The form on the following page can be used to request a 30-Day Formal Review if you so choose.**

**To minimize the effort to do all of the mathematical calculations required for a 30-day review, your Assistant State Stewards all have a specially prepared Excel Spreadsheet that they will be happy to share with you. An example of a completed Excel Spreadsheet is on the page following the 30-Day Request for Formal Review of DPS Mail Processing.**

**If you have any questions, or would like some more information, please contact either your Local Steward, or the Assistant State Steward assigned to your area.**

**WASHINGTON RURAL LETTER CARRIERS' ASSOCIATION  
REQUEST FOR FORMAL REVIEW OF DPS MAIL PROCESSING**

**Post Office:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Route Number:** \_\_\_\_\_ **Regular Carrier:** \_\_\_\_\_

In accordance with Methods Handbook PO-603, Section 541.42, 1 am hereby requesting a formal review of the DPS Processing for this route. I submit that the quantity and/or quality of DPS has deteriorated significantly below the levels experienced during the previous mail count period. A description and timetable of the deterioration of DPS quantity and/or quality on this route are detailed below.

If the formal review indicates the DPS quantity and/or quality is significantly lower than the mail count period and corrective action has not resolved the problem within thirty calendar days of this written request, a PS Form 4003 will be prepared, discontinuing the application of DPS standards. This adjustment will be effective beginning the first day of the pay period that this request was submitted.

**The formal review is requested for the reason(s) marked below:**

\_\_\_\_\_ **My route is experiencing a reduction in DPS volume percentage compared to the average percentage of DPS to total letter-size mail volume as determined the last time my route was counted.**

\_\_\_\_\_ **My route is experiencing an increase in DPS errors.**

\_\_\_\_\_ **DPS is not provided on a daily basis.**

**Detailed description of irregularity, including frequency and time period of occurrence:**

(Use back of sheet if more room is needed.)

**Submitted by Carrier:**     **Date** \_\_\_\_\_ **Signature** \_\_\_\_\_

**Received by Postmaster:** **Date** \_\_\_\_\_ **Signature** \_\_\_\_\_

	Last Count Data	Route#	
DPS letters column L from last count	20,400		
Column A+B from last count	6,000	Office/Zip	
Equals Target DPS Percentage	77.27%		

### 30 DAY REVIEW

	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
DPS letters from End of Run Report	1,800	1,600	1,400	1,350	1,465	1,300
Random + Sector Segment pieces	510	525	475	450	490	425
Equals Current DPS percentage	77.92%	75.29%	74.67%	75.00%	74.94%	75.36%

	Day 7	Day 8	Day 9	Day 10	Day 11	Day 12
DPS letters from End of Run Report	1,800	1,600	1,400	1,350	1,465	1,300
Random + Sector Segment pieces	510	525	475	450	490	425
DPS percentage	77.92%	75.29%	74.67%	75.00%	74.94%	75.36%

	Day 13	Day 14	Day 15	Day 16	Day 17	Day 18
DPS letters from End of Run Report	1,800	1,600	1,400	1,350	1,465	1,300
Random + Sector Segment pieces	510	525	475	450	490	425
DPS percentage	77.92%	75.29%	74.67%	75.00%	74.94%	75.36%

	Day 19	Day 20	Day 21	Day 22	Day 23	Day 24
DPS letters from End of Run Report	1,800	1,600	1,400	1,350	1,465	1,300
Random + Sector Segment pieces	510	525	475	450	490	425
DPS percentage	77.92%	75.29%	74.67%	75.00%	74.94%	75.36%

	Day 25	Day 26	Day 27	Day 28	Day 29	Day 30
DPS letters from End of Run Report	1,800	1,600	1,400	1,350	1,465	1,300
Random + Sector Segment pieces	510	525	475	450	490	425
DPS percentage	77.92%	75.29%	74.67%	75.00%	74.94%	75.36%

DPS letters from End of Run Report	44,575
Random + Sector Segment pieces	14,375
30 day DPS percentage average	75.61%

Deviation % from mail count -1.66%

**JUNIORS SCHOLARSHIP****Myrtle Buchanan**

It's the time of year again to start applying for the Auxiliary Scholarships.

This year the National Auxiliary has a total of 8 scholarships to apply for plus the State Auxiliary still has 1.

Please apply early so you'll have time to get them ready by the deadline. The National scholarships are due by March 1, 2005 and the State scholarship will be due May 15, 2005.

Pay attention to all instructions, if not filled out as stated, the application will be disqualified. Mail all applications to the name listed on the bottom of each application by the deadline. Mail the State application and the Gene Del Polito scholarship to me at my new address:

Myrtle Buchanan 41255 Sunset Hwy Rd. E,  
Davenport, WA 99122 (509)725-0435

Hope there are lots of requests. Good luck.

**Junior Officers 2004-2005****PRESIDENT**

Nicole Cowen  
14607 - 168th St. E  
Orting, WA 98360  
(360) 893-5221

**VICE PRESIDENT**

Jessee Keele  
140 Diamond Drive  
Castle Rock, WA 98611  
(360) 274-8124

**SECRETARY**

Julia Halverson  
41106 Dorman Road  
Gold Bar, WA 98251  
(360) 793-1674

**2004-2005 Auxiliary Officers****PRESIDENT**

Joe Horlacher  
41810 S. Atterbury Road  
Tekoa, WA 99033  
(509) 286-3771

**VICE PRESIDENT**

Ruth Ryan  
W 1409 Paradise Road  
Spokane, WA 99224  
(509) 4489363

**SECRETARY-TREASURER**

Myrtle Buchanan  
41255 Sunset Hwy. Rd. E  
Davenport WA 99122  
(509) 725-0435

**DISTRICT 1**

Delores Robb  
6213 - 208th St. NE  
Arlington, WA 98223  
(360) 435-2223

**DISTRICT 2**

Fred Cavazos  
408 S. Parkway Av.  
Battleground, WA 98604  
(360) 666-8206

**DISTRICT 3**

Vacant

**DISTRICT 4**

Donna Felgenhauer  
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Oakesdale, WA 99158  
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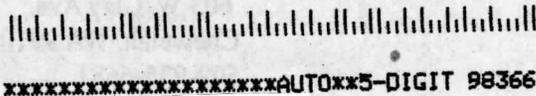
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