

## Key Contract Language Provisions for Effective Labor Management

### For your consideration:

Does your contract or labor-management committee have all of these provisions? Are they used effectively? Do you have work-arounds or better provisions?

- Equal representation between frontline/union members
- The union designates the union representatives to the committee and names alternates.
- Co-chairing or rotating chairing between the union and management.
- Presence of senior leadership with decision-making ability.
- Scheduling the meetings for the upcoming year/creating a contingency for postponed meetings.
- Agreement on writing and approval of the minutes of the meetings.
- Paid release time for participants/adequate staffing to release people
- Data review: useful data, sent in advance of the meeting.
- Creating plans (together or separately) with persons responsible and deadlines named.