|  |
| --- |
| **DEPARTMENT OF ENERGY  (DOE) - WIDE LABOR-MANAGEMENT FORUM First Meeting** |

**Facilitated by the Federal Mediation and Conciliation Service**

**Report to Room 1E-245 in the Forrestal Building located at**

**1000 Independence, SW, Washington DC, every morning.**

**AGENDA: Day 1**

9:00am

Welcome and Introductions

* Welcoming remarks by Jennifer Carter
* Introductory remarks by Secretary of Energy and Director of Federal Mediation & Conciliation Service
* Committee Member Introductions
* Review of Initial Objectives
* Overview of FMCS role, history, mission, services
* Overview of the Facilitator’s Role

Icebreaker

10:45am BREAK

Labor and Management – Opportunity for Collaboration

Overview of the Executive Order’s Collaborative Intent

* Review and Debrief of Videos viewed prior to program
* *Interactive Activity*

Communication and Conflict Management for Labor-Management

* *Interactive Activity*

11:45am PULSE CHECK

12:00 noon LUNCH

1:00pm

The Role of Consensus Decision-Making

* *Interactive Activity*

The Interest-Based Problem-Solving Model

* *Includes various interactive activities*

2:45pm BREAK

3:00pm

The Interest-Based Problem-Solving Model

* *Interactive Role Play*

3:30pm

Preparing for Day 2

* Overview of Agenda for Day 2
* Review of processes to be utilized

Q and A / Wrap Up

4:00pm ADJOURN

|  |
| --- |
| **DEPARTMENT OF ENERGY  (DOE) - WIDE LABOR-MANAGEMENT FORUM First Meeting** |

**Facilitated by the Federal Mediation and Conciliation Service**

**Day 2**

9:00am

Debrief and Review of Day 1

Review Objectives List: Forming the Structure of the DOE-Wide Forum

* Canvassing for Additional Structural Topics/Questions to be Answered
* Explanation / Q and A re: Small Group Break-out Process

Identifying Interests for Each Topic (Silent Carousel)

9:45am

Small Group Break-Outs, 1st Round

10:45am BREAK

11:00am

Small Group Breakouts (continued)

11:45am PULSE CHECK (Individual Groups)

12:00 noon LUNCH

1:00pm

Small Groups 1st Round Report Out

* Collection of Questions and Concerns for Further Deliberations
* Identification of Areas of Consensus

2:00pm

Small Group Break-Outs, 2nd Round

3:00pm

Small Groups 2nd Round Report Out

* Identification of Areas of Consensus
* Identification of Any Open / Pending Issues

Wrap Up

* Discussion on resolution of pending issues
* Document development strategy discussion
* Briefing on agenda for Day 3

Adjourn

|  |
| --- |
| * **DEPARTMENT OF ENERGY  (DOE) - WIDE LABOR-MANAGEMENT FORUM First Meeting** |

**Facilitated by the Federal Mediation and Conciliation Service**

**Day 3**

9:00am

Debrief and Review of Day 2

Large Group Brainstorming on Open Items (optional, depending on open items remaining);

Small Group Break-Outs, 3rd Round

* Resolution of pending issues
* Document Development
* Straw Document circulation to and review by other groups
* Feedback
* Straw Document Finalization

2:00pm

Large Group Plenary to Establish Consensus on Full Document

Next Steps

Wrap Up – Q and A

Adjourn