



LETTER AGREEMENT NO. 96-84-PGE

IBEW



PACIFIC GAS AND ELECTRIC COMPANY
INDUSTRIAL RELATIONS DEPARTMENT
375 NORTH WIGET LANE, SUITE 150
WALNUT CREEK, CALIFORNIA 94598
(510) 746-4282

INTERNATIONAL BROTHERHOOD OF
ELECTRICAL WORKERS, AFL-CIO
LOCAL UNION 1245, I.B.E.W
P.O. BOX 4790
WALNUT CREEK, CALIFORNIA 94596
(510) 933-6060

MEL BRADLEY, MANAGER OR
DAVID J. BERGMAN, CHIEF NEGOTIATOR

JACK McNALLY, BUSINESS MANAGER

September 5, 1996

Local Union No. 1245
International Brotherhood of
Electrical Workers, AFL-CIO
P.O. Box 4790
Walnut Creek, CA 94598

Attention: Mr. Jack McNally, Business Manager

Gentlemen:

Company proposes the following with regard to the filling of a vacant Area Utility Representative position in Downieville:

1. The filling of this position will not compromise the positions of either parties with regard to Arbitration Case 162, nor will it impact arguments that may arise in the future.
2. Company will not expand the job duties or areas of responsibility to include additional bargaining unit work.
3. The Downieville Community has historically been served by an Area Utility Representative classification headquartered at Downieville for about 30 years.

This has been discussed with Phil Carter.

Attached is supplemental information to justify filling the Area Utility Representative classification which is necessary to continue the level of customer services that the Downieville residents expect (Exhibit I).

If you are in accord with the foregoing and agree thereto, please so indicate in the space provided and return one executed copy of this letter to the Company.

Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY

By: 
Chief Negotiator

The Union is in accord with the foregoing and agrees thereto as of the date hereof.

 14, 1996

By: 
Business Manager

EXHIBIT 1

**Sierra Division
Nevada District**

**Area Utility Representative
Downieville
Sierra County**

Recommendation: This position should be filled as a Non-Bargaining Unit Area Utility Representative.

Sierra County is located between Nevada and Plumas Counties approximately 80 miles northeast of Sacramento by auto and 24⁵⁰ miles from Nevada City along Highway 49 through some of the most scenic and rough terrain which takes approximately one and 1/2 hours travel time. The Sierra County consists of its single incorporated city of Loyalton, and the County seat is Downieville. The County encompasses 958 square miles. The county's goal is to direct development toward those areas which are already developed, basically in the twelve communities of Alleghany, Bassetts, Calpine, Downieville, Goodyears Bar, Loyalton surroundings, Pike, Sattley, Sierra Brooks, Sierra City, Sierraville, and Verdi. Electric service is provided by a small electric cooperative and the Sierra Pacific Power Company in the more remote and northeastern sections of the county with the majority of electric needs provided by PG&E.

Each of the Community Areas anticipated 20 years of growth at a 1.4% annual rate. The county's most fundamental goal is to maintain its rural character and preserve its rural quality of life. The rate of growth and development is very slow. The primary sources of income/business is tourism, recreational and summer homes/resorts, mining, and lumber. During the summer season there may be approximately 35,000 campers and tourists in the county.

Area Utility Representative

The position of Area Utility Representative has been classified as a Non Bargaining Unit job for several decades. The most recent incumbent (Dick Ward) held this position for almost 15 years and retired under the VRI program due to the restructuring of 1993.

This position is a highly regarded position in that it is the sole representation of PG&E in a remote and during winter months an inaccessible area of the Sierra foothills. The Rep is considered the spokesman and official representative of the company at governmental, business, media contact, and social events.

The responsibilities of this position has a mixture of NBU and Bargaining Unit work in the electric service areas with some customer services work.

The nature of the job and expanded NBU/management roles and responsibilities will make it imperative that the job be filled by a NBU employee. This arrangement offers the company flexible working conditions for this remote location.

Arbitration Case No. 162

The issue to address is the Letter Agreement to resolve Arbitration Case No. 162 that involved the displacement of a Troubleman and assignment of the Troubleman's duties to an Area Utility Representative in the San Joaquin Region. For future applications, the agreement provides that:

- All existing AUR positions shall be reclassified to the appropriate IBEW bargaining unit position upon becoming vacant, unless the Company can reasonably demonstrate the job should remain a non-bargaining unit position.

Justification to Fill the Position as a Area Utility Representative

This position is primarily a management/community representative with electric service responsibilities. The Area Utility Representative reports directly to the Nevada District Manager.

Management Responsibilities
Percentage of Time = 60-70% annually

Community Liaison/Representative - This position represent PG&E at all governmental/regulatory meetings. The major groups that this position will have interaction with include the following:

- Sierra County Board of Supervisors Meetings - Meets twice month, 9 a.m.-4 p.m.
- County Planning Commission - Meets once month - 2-4 hours
- County Inspector - Office visits and informal inquiries 3-4 times month
- Department of Forestry, Cal Trans, State of California - Occasionally, on call
- Citizens for Better Government, Yuba River Land Owners Alliance, Sierra Club, and other public organizations that include environmental, homeowners, commissions and affiliated groups. - Occasionally

Percent of Time = 10-15%

Customer and Community/Business Outreach - Maintains an active role as member of community and social organizations for corporate profile throughout Sierra County and surrounding areas.

- Chamber of Commerce - Business meetings twice a month or more
- Lions Club - Meets twice a month/extensive involvement in community projects
- (Optional) Volunteer Fire Department/Medical Clinic, etc.

Percent of Time = 5-10%

Media/Key Contact Representative - This positions will be the key contact for the various print and radio media in the area. On many occasions there will be direct interviews and opinions solicited from a company spokesman.

- Mountain Messenger Newspaper- Weekly
- Sierra County Public TV - Daily broadcast, outage, storm, newsworthy activities.
- KNCO Radio - Occasionally

Percent of Time = 1%

Customer Contact and Out Reach - Assigned Service Planning and New Business responsibilities that include making contacts, field checking, coordination; scheduling engineering, construction; and securing rights of way, service agreements and interpreting rates, rules and tariffs. Occasionally arranges for marketing services.

- Service Planning - 15-20 jobs on Job Scheduling monthly
- Marketing Services - Makes available to all commercial/industrial and residential customers marketing services that address energy needs, competitive alternatives, and service reliability issues.

Percent of Time = 20%

Manage Facilities and Property - Responsible for the maintenance of the service yard, emergency generators, vehicles, and substation property in the area.

- Site visits, request for services, work by contractors/company support - Monthly
- Purchase of generator fuels, supplies, equipment - Quarterly
- Settle Claims and Inquires - 3-4 days/month
- Recommend tree trimming grid/spot cycles - Annual planning
- Directs contractor tree trimming crews assigned to area.

Percent of Time = 10%

Emergency Restoration/Storm - Responsible for assessing all emergency conditions and develop a plan of action to deal with any situation.

- Coordinates with District Construction Foreman restoration and repair of damaged facilities and systems in the area. - As Needed
- Directs the work of construction crews and troublemen - As Needed
- Reviews the operation of the customer cogeneration facilities. - As Needed

Percent of Time = 2%

Developmental Position - The successful candidate will be identified as having the potential to be developed into higher level management positions. This position will have a development plan that allows hands on experience in Electric Construction, Electric Service, Community, Customer Services, and Management activities.

- Vacation and Relief Assignments - District Construction Supervisor or Field Service Supervisor - 4-6 weeks/annually
- Management Courses in San Ramon Learning Center - 2-4 weeks/annually
- Functional/Technical Meetings - 5-10 days/annually

Percent of Time = 20%

Bargaining Unit Responsibilities
Percentage of Time = 30-40% annually

The volume of BU work is seasonal and changes with the field conditions. The tag count in 1992 ranged from 47 to 96 service tags a month / 0 to 5 tags a day or an average of 3 tags a day.

Electric Service Work - Performs routine electric service work that includes lock, change party, meter sets (excluding TOU/Commercial), installing overhead service wires, power outages, and general inquires. Required to take substation reads monthly and involved with switching operations during storm related work.

Percentage of Time = 25-35%

Collection and Billing - Assist in collection activities for lock for non pay and investigate billing problems. Will take monthly meter readings for cogeneration facilities for billing and engineering purposes.

Percentage of Time = 2-5%

ECI Complaints - Investigate field ECI complaints and service complaints. (Responsible for making agreeable business settlements on behalf of company.)

Percentage of Time = 2-5%

Requirements of the Job

1. The successful candidate must demonstrate the potential for development and promotion to higher level management positions.
2. Candidate must have the relative experience in electric service and construction (T&D) to handle electric service requirements.
3. The candidate will be required to live within the immediate area.
4. May be exposed to harsh winter field conditions.

Employee Success Factors

Critical

**Business Understanding
Safety
Customer Focus
Communications
Initiative**

Desired

**Managing for Results
Teamwork
Open to Change
Building Agreement
Quality and Efficiency**