CG-124 Team

Name / Location, Servicing Assignment

Office Chief: Ryan Smith

St. Elizabeth's - CG-124

Lead HR Specialist: Brooke Lawson

Phone / eMail

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We are Here to Help

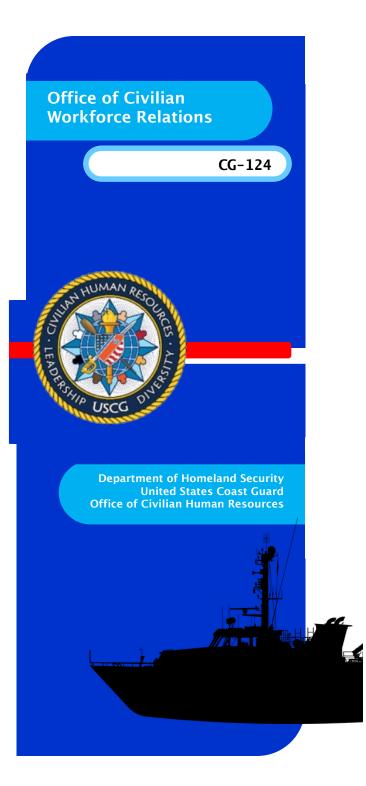


CG-124 provides various supervisory training services on the following topics:

- Third Party: Negotiations, Arbitration & FLRA: ULP's; Impasse; Negotiability, Appeals & Representation Petitions.
- Introduction to Employee Relations
- Introduction to Labor Relations
- Introduction to new Negotiated Agreements
- Performance Management Training
- Awards Policy and Procedures
- Leave Related Misconduct

Office of Civilian Workforce Relations

Seattle, WA - Awards & Perf. Mgmt. (252) 489-9860 HR Specialist Chauntel Jean-Felix Chauntel.Jean.Felix@uscg.mil St. Elizabeth's - Awards & Perf. Mgmt. (202) 795-6260 Prgm. & Mgmt. Analyst: Michael GrayWolff Michael.A.GrayWolff@uscg.mil Seattle, WA - Employee Engagement (202) 417-6466 Workforce Labor Relations Division Division Chief: Kat Jones Kathryn.A.Jones@uscg.mil (305) 968-4937 St. Elizabeth's - CG-124.1 Kristin.A.Lovewell@uscg.mil Lead Specialist (LR): Kristin Lovewell St. Elizabeth's - CGHQ (757) 628-4765 HR Specialist: Ana Gutierrez Ana.M.Gutierrezhevia@uscg.mil Miami, FL - D7, D8 (305) 415-7122 HR Specialist: Jeff Vaughan Herbert.J.Vaughan@uscg.mil Martinsburg, WV - NMC, NVDC, OSC (520) 220-2586 HR Specialist: Benjamin Poulson Benjamin.A.Poulson@uscg.mil Seattle, WA - D1, Academy, PPC (206) 220-6076 HR Specialist: Rosie Mendoza Rosie.M.Mendoza@uscg.mil St. Elizabeth's - CGHQ (562) 447-7014 HR Specialist: Amanda Alaelua Amanda.alaelua@uscg.mil St. Elizabeth's - CGHQ (202) 475-4719 Workforce Employee Relations Division Division Chief: Rhonda Lunsford Rhonda.Lunsford@uscg.mil St. Elizabeth's - CG-124.2 (202) 795-6340 Lead Specialist (ER): Angela Ubrey Angela.M.Ubrey@uscg.mil Boston, MA - MACEU P, Base Boston (757) 628-4974 HR Specialist: LaShonna Cabrera LaShonna.R.Cabrera@uscg.mil Norfolk, VA FINCEN, SILC (757) 628-4974 HR Specialist: Melissa Sidebottom Melissa.G.Sidebottom@uscg.mil Baltimore, MD - SFLC (410) 844-2548 HR Specialist: Marlon Vera Marlon.J.Vera@uscg.mil Alameda, CA - D11, D14 (510) 437-6218



CG-124 Services and Resources

Performance Management & Awards

The Civilian Awards Program is designed to recognize and reward personnel for significant contributions to the mission and for creativity and high performance in the workplace. Manager and supervisors are encouraged to make full use of the Civilian Awards Program by recognizing and rewarding individual or team achievement that contributes to meeting organizational goals or improving the efficiency, effectiveness, and economy of the Government. See COMDTINST M12451.1B for detailed information.



Expert advice and guidance on Performance Management Policy and Awards including:

- EARS/DHS Performance Management Program
- Performance Appraisal Assessment Tool
- PIPO procedures/process
- Performance Awards
- Special Act Awards
- On-the-Spot Awards
- Time-Off-Awards
- Commandant Level Honorary Awards
- DHS Secretarial Awards
- Honorary Awards

Labor-Management Relations

Our team of trained experts will assist supervisors in effectively managing employees who are represented by a union under the Federal Service Labor-Management Relations Statute. CG-1214 staff members will assist supervisors and provide expert advice and guidance on meeting statutory labor relations obligations and in managing the day-to-day working relationship with unions.

Expert support and guidance on handling Labor Relations issues including:

- Management Rights
- Employee Rights
- Negotiated Grievances
- Employee Communication
- Weingarten Rights
- Formal Meetings
- Labor Laws
- Arbitrations
- Administrative Investigations
- Notifications of Changes in Working Conditions
- Unfair Labor Practice Charges
- Past Practices
- Collective Bargaining
- "I and I" Negotiations
- Information Requests
- Official Time for Representation
- Labor Management Forums
- Contract Interpretation and Application

Office of Civilian Workforce Relations

Employee Relations (ER)

Our team of highly-trained specialist will work collaboratively with supervisors to provide expert advice, support or to assist in developing individually crafted disciplinary approaches or adverse actions that will restore employee conduct and performance problems to acceptable standards in compliance with statutes, case law and regulations.

Expert support and guidance on handling Employee Relations issues including:

- Employee Misconduct
- Poor Performance
- Formal Discipline
- Employee Administrative Grievances
- Leave Abuse
- Medical Issues
- Credit Cards Misuse
- Time and Attendance
- Failure to Follow Orders
- Disrespectful Behavior
- Failure to Complete Assignments
- Behavioral Concerns
- Dishonesty
- Indefinite Suspensions
- Performance Ratings
- Workplace Violence
- Probationary Employees

