

JOSH TYLER

To: JOSH TYLER
Subject: FW: December letter - correct attachment enclosed
Attachments: December 20 2018 second level one offense BM.pdf

From: Sarah Reeves
Sent: Thursday, July 9, 2020 5:02 PM
To: rmagee@myfairpoint.net
Cc: Amy Jewell <ajewell@cswd.net>
Subject: December letter - correct attachment enclosed

Dear Bob,

As we were preparing for next week's hearing, we discovered a clerical error in the letter to you from me, dated May 29, 2020. In that letter, on page 2 I refer to prior discipline you received on December 20, 2018 and reference that letter as an attachment. The clerical error is that the disciplinary letter that was actually attached was a disciplinary letter dated December 17, 2018. Attached to this email is the disciplinary letter dated December 20, 2018 that should have been included in the May 29, 2020 letter. I apologize if that caused you any confusion.

Please let me know if you have any questions.

incerealy,

Sarah

Sarah Reeves
Executive Director
(802) 872-8100 x209



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December 20, 2018

Bob Magee
764 Mountain View Road
Duxbury, VT 05676

Dear Bob:

This letter is notifying you that I am in agreement with Brian Wright's recommendation to serve you a Level One – Second Occurrence Final Written Warning in accordance with CSWD's Professional Disciplinary and Grievance Procedures as outlined in the Personnel Rules & Regulations as a result of refusing to answer your direct managers questions regarding the schedule of your employees on Wednesday, December 12, 2018.

As you are aware, I asked Brian Wright to inquire about your staff's schedule on Wednesday, December 12th, which was the day that your staff attended part of the safety training. I wanted to hear if you had authorized them to leave before the training was complete. Brian called you the morning of Friday, December 14th to discuss this with you. He said that you did acknowledge that Shane needed to pick up his son, that you needed to pick up medication, and that Ryan's son had a game. (I will also note that the day of the training you told Amy you had a doctor's appointment and yesterday you told me it was neither a doctor's appointment, or picking up medication, but that you weren't feeling well). When he asked further about your employees coming early to the training and leaving early you said you were practicing the training that we had learned regarding defusing anger and ended the conversation. You then hung up the phone without answering his questions.

Bob, when you and I met to discuss this issue on Wednesday, December 19th you acknowledged that you did end the phone call but said that your staff was working on the GMC mixer and it was a safety issue for you to be on the phone during that work. I agree that it did sound like a safety issue. Furthermore, you showed poor judgement as a supervisor in answering the phone during a work project that involved a safety issue. You should have waited and returned the call once the safety issue was over, or if you felt the call needed to be taken, you could have stopped the project and made sure you staff was safe prior to answering the call. You then should have explained to Brian that you were in the middle of project that had a safety component. I am uncertain why you didn't share this information with him and why you told him you were practicing what you had learned in the training regarding diffusing anger and ending the conversation. It is not acceptable for you to ignore direct questions from your manager about your role as a supervisor regarding your staff.

I agree with Brian that as a Supervisor your need to lead your team so that they understand that we are all part of the CSWD team. Leaving a training early because you've made the decision that one topic is not important is not showing good leadership. However, not answering your managers questions is insubordination and will not be tolerated. I am issuing you a Level One Offense – Second Occurrence, as

recommended by Brian Wright, and this will serve as a final written warning. My recommendation to you as written in a previous letter dated May 30, 2018 (attached) is the importance of communication with your manager. You and Brian meet weekly and it is important that you work together and be on the same team. I expect you to openly discuss with Brian any issues that you have and that you answer his questions in a professional manner. Bob, a third occurrence of a Level One Offense will result in termination. Please refer to Section 5.1-5 Grievance Procedure in the Personnel Rules & Regulations if you have further questions regarding this process.

It is imperative that we have a successful maintenance program at CSWD and you are an integral part of making that happen. Your cooperation with Brian is of the utmost importance in making this happen.

Sincerely,

A handwritten signature in cursive script that reads "Sarah Reeves".

Sarah Reeves
Executive Director
cc: Personnel file