



Labor-Management Resource Center

Labor-Management Committee Assessment

How Healthy is Your Labor-Management Committee (LMC) and Your Labor-Management Working Relationship?

There are a number of factors that are known to support effective labor-management committees and their relationships. An important step in committee development is to assess where your committee and your working relationship is at this time. That will help determine what you can do to enhance your committee's overall success.

Instructions: As a group, answer each question below. If the group is divided on a specific answer to a question, work together to arrive at a consensus.

1.	Do interactions among labor and management demonstrate a commitment to open communication, cooperative problem solving, and shared decision-making?
2.	Have you documented how labor and management will work together, as a committee, in a written, signed "Operating Agreement"?
3.	Do labor and management focus on common goals rather than personal agendas?
4.	Are meeting agendas developed collaboratively and distributed well in advance of meetings? Do you have a method for developing your meeting agenda?
5.	Do labor and management see a labor-management committee meeting as a legitimate place for resolving mutual problems?
6.	Do labor and management carefully research agenda items before discussing them at meetings? Before you meet with labor or management, do you have recommendations or solutions to proposed agenda items?
7.	At labor-management committee meetings or at any other meeting, does labor and management consistently use systematic problem-solving techniques?
8.	Do labor and management show an understanding of the other side's perspective by being able to restate it even when strongly disagreeing with it?
9.	Do both teams anticipate the needs, concerns, and reactions of the other team when preparing and/or discussing agenda items?
10.	When decisions are made, do you believe that one side "wins" and the other side "loses"?

Labor-Management Committee Assessment (continued)

11.	Do labor and management adhere to the rule of “no surprises” (that is, not adding or raising “new” topics at the last minute - surprise!) and jointly developed ground rules (how you will conduct yourselves during the meetings)?
12.	Do meeting facilitators effectively control the group and provide an effective meeting process where everyone’s points of view are heard and considered?
13.	Is trust, honesty, and respect among labor and management fostered and strengthened during the meetings? Is it promoted between meetings?
14.	Do labor and management handle conflict and disagreement without communication breakdowns?
15.	Do meeting minutes accurately reflect the decisions and action items established during the meetings?
16.	Are all interested stakeholders informed about the agreements and decisions of labor and management through minutes, memos, etc., in a timely manner?
17.	Are there enough labor and management representatives to contribute and implement decisions (are all the right people in the room)?
18.	Are the decisions and initiatives of the meetings implemented effectively (what’s done after you leave the room)?
19.	Does labor and management usually take a proactive approach to solving workplace issues (anticipating not reacting)?
20.	Are labor and management willing to take risks and try things that are “outside the box?”
21.	Does labor and management, collaboratively, conduct long range planning for the organization/facility/agency?
22.	Does labor and management, working together, take on education and training and/ or safety and health challenges?