Partners IN Progress

SMACNA & SMART—Building a Future Together

Labor-Management Committee Assessment

How healthy is your Labor-Management Committee (LMC)? There are several factors that support effective LMCs and their relationships. An important step in committee development is to assess the status of your committee and your working relationships. This will help determine what actions can be made to improve your LMC.

Instructions: As a group, answer each question below. If the group is divided on a specific answer to a

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? Do you have an 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 view LMC meetings as a legitimate place for resolving mutual problems?	
6.	Do labor and management carefully research agenda items before discussing them at meetings? Do you develop recommendations or solutions to proposed agenda items prior to your LMC meeting?	
7.	Do 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 or discussing agenda items?	
10.	When decisions are made, do you believe that one side "wins" and the other side "loses"?	

11.	Do labor and management adhere to the rule of "no surprises" (meaning, not adding or raising "new" topics at the last minute) and jointly developed ground	
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 notes 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 notes, 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 decisions and initiatives of the meetings implemented effectively? What's done after you leave the room?	
19.	Do 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.	Do labor and management collaborate on long-range planning for the organization, facility, or agency?	
22.	Do labor and management work together to address education and training or safety and health challenges?	