

DAYTON OHIO AREA JOINT APPRENTICESHIP COMMITTEE

90 VERMONT AVENUE
DAYTON, OHIO 45404

J
A
C

TELEPHONE 223-4281

March 1, 1982

Middletown Development & Supply Co.
P.O. Box 369
Middletown, OH 45042

Attention Mr. Michael Hopper:

Dear Mr. Hopper:

This is reply to our telephone conversation of today.

In regard to Randy Goddard-Apprentice:

Randy as of January 1, 1982 had 1973 hours.
January 4-5-6-7- or 32 hours would have given him his 2005 hours.

Your next pay roll period would begin January 13. This is when
Randy should have moved to his rate of second year apprentice.

Thank you for your time.

Sincerely,

R. J. Young
RFY:dy

3/4/82
Called C. Schiroff to
inform him of the upgrade.
M. Hopper

McGCon 4971



CONSTRUCTION COMPANY, INC./ENGINEERS & CONSTRUCTORS

POST OFFICE BOX 363 • MIDDLETOWN, OHIO 45042 • TELEPHONE 513 / 422-4521

March 5, 1982

Asbesto Workers Local # 79
90 Vermont Avenue
Dayton, Ohio 45404

Dear Mr. Yount:

Thank you for your letter concerning Randy Goddard's increase to a second year apprentice. This adjustment will be included on the check for March 12, 1982.

It was unfortunate that an apprentice has to question a company's procedure to obtain an increase in wages, when a little communication between us would have prevented this from happening.

My pride, as Payroll Supervisor, is in the people of the Payroll Department producing checks reflecting the correct wages and building confidence of those who are employed by McGraw Construction Company.

May I suggest, when we hire an apprentice that you also inform us of the apprentice rate the day he reports to work. Also, if an apprentice is about to be upgraded, would you give us a week's notice by letter so we can make necessary changes.

Would you agree with your assistance that these two suggestions would certainly make your program and McGraw Construction Company perform more efficiently?

Thanks Again

Mike Hopper
Payroll Supervisor

McGCon 4973