

# PEF / NYS Department of Agriculture and Markets

## Statewide Labor Management Meeting Minutes

April 24, 2025, 12PM

### **Attendance:** *(in alphabetical order)*

John Arnold, Paolo Audino, Lisa Brooks, Greg Deiulio, Caitlin Janiszewski, Mark Lansing, Steve McGrattan, Amy Oby, Chelsea Propati, Karen Taylor, Elizabeth Wolters

### **Old Business:**

#### **1. Fleet Cars GPS System – How it Works and Use Policy**

The new Statewide Learning Management course on State Vehicle use does have some information regarding the new GPS system. Have any written policies been generated regarding how information, such as 10mph over the speed limit, gets processed and/or acted on by management.

In particular:

- Does information get reported to DMV?
- Does information get reported to insurance companies?
- Can this information accessible through FOIL?

#### **Managements Response:**

- Information collected does not get reported to insurance companies or the DMV.
- All of the data is FOIL-able.

The only people who can see this information are in certain MC roles determined by the agency (i.e. Lisa Brooks & Steve McGrattan). If requested by the agency, we could develop and process a report of the information acquired monthly.

The RFID Swipe Cards have not yet been distributed to drivers. So, right now, all our data is tied to vehicles and not specific drivers.

#### **PEF Follow-Up:** *(John Arnold)*

What sort of discipline or ramifications could come from the driver reports? EX: If someone drives 10MPH over the speed limit, they are concerned about how those reports will be handled and how discipline will pan out.

#### **Managements Response:** *(Mark Lansing & Lisa Brooks)*

The Vehicle Usage Policy mimics the current Statewide Vehicle Usage Policy.

In a vehicle that is a state resource, we would recommend obeying all the rules of the road; but we have not had a discussion internally at this point about what the ramifications might be.

## PEF / NYS Department of Agriculture and Markets

### Statewide Labor Management Meeting Minutes

#### 2. *Department Staffing Levels –*

Please provide the current staffing total for the agency.

- What is our current allowable staffing limit?

#### **Managements Response:** *(Mark Lansing)*

The approved fill level from 2024-2025 was 557 positions.

- As of the beginning of the last pay period, our current fill rate was 557 positions.

The agency is actively recruiting for several positions in anticipation of 99 additional positions being approved once the budget passes.

- If all 99 additional positions are approved, our staffing limit would increase to 656 positions.

#### **PEF Follow-Up:** *(John Arnold)*

In regard to the positions already posted; if there is indeed a further budget delay, will we continue to hire?

#### **Managements Response:** *(Lisa Brooks)*

Yes, thankfully there is a bit of a cushion there; it does take time to recruit and hire. If it were to come to that point, it would become a larger conversation with the Division of Budget (DOB).

# PEF / NYS Department of Agriculture and Markets

## Statewide Labor Management Meeting Minutes

### **New Business:**

#### **1. *Civil Service Exam Requests –***

Does the department expect to request Civil Service exams be made available for current provisionally appointed positions? We understand the Civil Service request deadline is April 25th.

#### **Managements Response: (Lisa Brooks)**

Ag. & Mkts. only has 3 provisional employees in 2 titles.

- The agency is working to appoint all of the provisional employees internally through non-competitive promotion.
  - Principal Environmental Analyst Agriculture is not frequently used and thus the agency will not be requesting an exam.
- The agency has requested an examination for Animal Health Inspector 2. Civil

Service has extended their Exam Request Deadline to April 28, 2025.

#### **2. *Federal Funding Cuts –***

Have federal funding cuts to grants or contracts affected our department regarding programs and/or employee staffing?

#### **Managements Response: (Lisa Brooks)**

No, not currently. We have only had 2 programs receive notification that funding would be reduced, and it is something we've known about for quite some time.

- We are working that out with the division; but it will not and has not affected our staffing in any way.

In most other cases, our federal funding has not changed despite some information shared in the news; it has not affected our staffing.

## PEF / NYS Department of Agriculture and Markets

### Statewide Labor Management Meeting Minutes

#### 3. ***Parking Closure at the State Lab –***

Is OGS communicating with Ag. & Mkts. on how this will be handled and overall timeframe it may be in effect?

- Email received on 4/14/2025 from OGS that due to construction, 4 lots on campus will be closed starting the week of April 28<sup>th</sup>.
  - No end date has been provided.
  - No instruction has been given where else people should park and most alternative lots are already at capacity.
  - Campus Manager has not provided any additional information even though much has been requested.
- Additionally, with plans of multiple labs moving together and increasing staff on campus, we are concerned OGS will not return the closed parking lots to us.
  - During COVID, parking passes were removed so it is already “first-come, first-serve” basis with no pass to monitor who is in the lot.
  - There are already no guarantees employees who should be provided a parking space will have one.

#### **Managements Response:** *(Lisa Brooks)*

OGS has not communicated any of this to us. Management will reach out to OGS and look more into the situation.

#### **PEF Follow-Up:** *(Caitlin Janiszewski)*

One of the bigger problems with the campus are the walking paths – they are not built for people to walk distances from parking lots far away to their work site. This will likely result in employees walking through unpaved, potentially hazardous routes to shorten the trek.

Especially as we get closer to snow and cold of winter, PEF advises agencies with Members on campus to press OGS to provide a shuttle from the parking lots.

#### **Managements Response:** *(Lisa Brooks)*

Once management is in contact with OGS regarding the matter, they will push for OGS to provide a shuttle bus from distant parking lots.

**PEF / NYS Department of Agriculture and Markets**  
**Statewide Labor Management Meeting Minutes**

**Action Items:**

PEF – Greg Deiulio to forward e-mail from OGS to Lisa Brooks.

Management – Lisa Brooks to follow up with OGS on parking concerns at the campus and request a shuttle be made available to employees impacted by the parking lot closures.

**Next SW Labor Management Meeting: October 23, 2025**

X *John Arnold*

Date: 4/28/2025

John Arnold  
PEF, Statewide Labor Management Chair

X *Mark Lansing*

Date: 4/28/2025

Mark Lansing  
Director of Human Resources  
Department of Agriculture and Markets