

OTDA PEF Labor Management Meeting

Date: April 23, 2025

Location: PEF Headquarters, 1168-70 Troy, Schenectady Road, Latham, NY

Time: 9:30 a.m. – 12:30 p.m.

Introductions

Agenda Items

1. Agenda Item – Exit Survey

☐ New Business ☒ Old Business

Description: The Exit Survey was shared with both PEF and CSEA and it was requested that feedback be provided before January 17, 2025. No feedback was provided. We understand the survey been finalized and is now being utilized.

Have any trends or anomalies been identified during the exit survey process?

Response: No trends or anomalies have been identified. The response rate has been approximately 33%.

Action Item: Labor will follow up on this agenda item in 6 months. Management will share any noteworthy survey responses with PEF.

2. Agenda Item – Training Opportunities

☐ New Business ☒ Old Business

Description: Division of Disability Determinations (DDD) has implemented all non-mandatory training be put on hold to concentrate on production goals.

Has this impacted other OTDA departments in the ability to hold the optional training classes? For example, if DDD staff were unregistered for classes did it result in any classes being canceled due to low enrollment? What considerations and/or priorities will be given going forward?

Response: DDD's decision to put all nonmandatory training on hold does not impact the ability for other program areas to hold optional training classes.

OTDA does not anticipate any classes to be canceled as a result of DDD staff being un-enrolled.

DDD Management will work with the Bureau of Training and Staff Development to ensure impacted DDD staff are re-enrolled and prioritized as soon as practicable.

Action Item:

3. Agenda Item – Local Access to Human Resources

☐ New Business ☒ Old Business

Description: At the January 2025 OTDA Labor Management (LM) meeting, Labor requested more training for Administrative Coordinators.

Have these training opportunities been provided?

Is the training voluntary or considered a fundamental part of Administrative Coordinator duties?

Response: Human Resources recently sent a call out to Administrative Coordinators for agenda items with a due date of April 18th. A few responses were received, and a meeting will be set up over the coming weeks to address the items. Based on the agenda items received, separate trainings will be scheduled.

Any trainings will be considered a fundamental part of Administrative Coordinator duties.

Action Item: If labor has any additional areas that have been identified, they will reach out to Management.

4. Agenda Item – Partnership and Collaboration

☒ New Business ☐ Old Business

Description: LM and other local and Statewide meetings should reflect a partnership that promotes collaboration especially as new policies and procedures roll out. Yet, Labor's input is repeatedly considered as an afterthought, resulting in the Demand to Bargain discussions to occur.

Understanding that time constraints and other factors happen, PEF asks when will Labor be part of the decision-making process to exhibit collaboration and foster a positive work environment?

Response: OTDA Leadership also supports strong partnerships and collaboration with Labor.

Management will use their best judgement regarding items which may be subject to bargaining. For items that are not subject to bargaining, management will communicate decisions to members as found appropriate.

To the extent practical, Management is always open to feedback from members.

Action Item:

5. Agenda Item – Addressing Agenda Items Between Labor and Management at Local and Statewide DDD Meetings

☒ New Business ☐ Old Business

Description: There has been confusion generated during a few local Labor Management (LM) meetings where DDD Management claimed certain items and discussions were not appropriate at the meetings. DDD Management has unilaterally taken these actions at multiple Processing Centers during local DDD LM meetings. These actions have resulted in Labor bringing agenda items to Statewide DDD and being advised they should go back through the local meetings.

Response: Management and Labor agree to schedule DDD meetings prior to Statewide OTDA LM meetings in attempts to resolve DDD matters before escalating to the Statewide level.

Action Item:

6. Agenda Item – Full Time Employee (FTE) Levels, NYS and Federal Budgets

☒ New Business ☐ Old Business

Description: NYS Executive Budget recommends a flat Full Time Employee (FTE) level across all OTDA programs, with the exception of Employment and Income Support Program (EISP) and the Office of Administrative Hearings (OAH). These are recommended for an increase in FTE.

Does the finalized NYS budget reflect any changes in the recommended FTE levels?

Several of OTDA's programs receive Special Revenue-Federal. Has NYS/OTDA received any notification of federal funding changes or reductions to any of the programs below?

Child Support Services Program:

Disability Determinations Program:

Home Energy Assistance Program (HEAP):

Federal Food and Nutrition Services:

Refugee Resettlement:

Homeless Housing:

Any other additional programs missing from the above list within OTDA? (i.e. IES, DSOC.AQI, etc.)

Response: Executive budget includes 116 FTE increase for OTDA. The NY State Budget is not yet enacted. OTDA leadership would expect the 116 FTE increase to be included in the enacted budget.

OTDA has not received information regarding federal funding reductions that would negatively impact State employment.

Action Item:

7. Agenda Item – Civil Service Exam & Provisional Opportunities

☒ New Business ☐ Old Business

Description: Please provide a list of all current provisional appointments at OTDA and their start dates, including job title and department within OTDA.

Have examinations been requested to Civil Service for these positions, to provide provisional members their legal opportunity to become permanent through examination and list appointment?

What is the current list of examinations requested through Civil Service for the current Fiscal Year (FY 2025-26)?

Response:

Action Item: There are 11 provisional employees currently at OTDA. The list, including job titles and start dates will be provided to PEF under separate cover.

Management is working through the exam process and will report-out at the next Statewide Labor Management meeting as to what exam requests have been submitted.

8. Agenda Item – OTDA Staff Job Security

☒ New Business ☐ Old Business

Description: We appreciate the Commissioner's email on March 7, 2025, to all employees. After seeing thousands of federal workers laid off in program areas similar to ours PEF members are concerned about their job status.

Has OTDA had discussions with the Office of Employee Relations (OER) and the Governor's office since March 7, 2025, concerning the security of our Agency and staff?

Does Management have a plan to address employees concerns of job security going forward?

Response: OTDA leadership acknowledges considerable concerns that may exist based on uncertainties at the Federal Level. At this time, no federal actions have negatively impacted our Agency staffing levels.

Management will continue to communicate with Labor as additional information becomes available.

Action Item:

Informational Items/ Accomplishments

PEF and Management have collaborated and finalized a Frequently Asked Questions (FAQ) section for Reasonable Accommodations (RA) which was posted to the OTDA Intranet at the end of March.

The following individuals were present at the OTDA PEF Labor/Management Meeting held on April 23, 2025:

PEF

Carl Anderson	Jill Poeller
Leslie Apacible	Chelsea Propati
Pam August	Joyel Richardson
Germaine Greco	Scott Staub
Omotayo Kuku	Ryan Stoliker
	Nathan Tucker

Management

Donnovan Beckford	Christian Mullin
Rajni Chawla	Jim Ryan
Karen Frankey	Eric Schwenzfeier
Barbara C. Guinn	Jared Tallman
Kadijah Jenkins	Felicia Valle Job

Next Meeting/Date & Place

- Wednesday, July 30, 2025, at OTDA, 40 N. Pearl Street, Albany, NY
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The following representatives certify the minutes above to be an accurate representation of the PEF OTDA Labor Management Meeting held April 23, 2025.

X

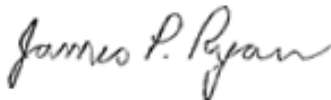


Pamela August
PEF Labor Management Chair, OTDA

04/29/2025

Date

X



Jim Ryan
Director of Human Resources, OTDA

04/29/2025

Date