

**PEF LABOR/MANAGEMENT
APRIL 6, 2017
Meeting Agenda**

ISSUE:

PEF seeks an update on the Disability Case Processing System (DCPS) and its impact on DDD's telecommuting workgroup in light of changes in the federal government

New Business:**Number:****Old Business:** **X****Number:** **1****INITIATED BY:****PEF** **Management****RESPONSE:**

Management stated DCPS is making steady and deliberate progress. At this point, DCPS is not sufficiently mature to support telecommuting.

Management agrees to have related discussions with Labor.

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ISSUE:

Follow-up of previous agenda items regarding the PPPL matter. Labor wants to know Management's result of their PPPL review. Labor is also still requesting a copy of the Affirmative Action Plan, pursuant to written confirmation of a plan in the APPM.

New Business:**Number:****Old Business:** **X****Number:** **2****INITIATED BY:**PEF Management**RESPONSE:**

Management stated they did make some changes to the process for employees. POL 96 (1) (a) (iii) requires that the requestor states the intended use of the information.

Labor disagrees with Management's position and believes that Section 95 negates this requirement.

With regard to the Affirmative Action Plan issue, Management stated that the Equal Employment Opportunity Policy is codified in the APPM Chapter 3, Section 4. Labor is requesting a copy of the Affirmative Action Plan pursuant to APPM, page 33, Chapter 3, Section 2.

We will table further conversation about the Affirmative Action Plan until Jessica Vaughn Tolle, Director of EOD, returns.

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ISSUE:

Previously at a L/M meeting in 2015, OTDA agreed to review the re-startup of the Employee Recognition program for members with multiple years of service. The previous E.R. program recognized individuals at 5 year increments for their service to the agency.

New Business:**Number:****Old Business:** **X****Number:** **3****INITIATED BY:****PEF** **Management****RESPONSE:**

The Agency will be reinstating the Employee Recognition Program in the Spring of 2017. Employees will be recognized for their years of service (15, 20, 25, 30, 35, 40, 45 and 50 years). For this year, those that reach the milestone in 2016 will receive certificates.

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ISSUE:

In regards to the Compressed Work Week and the 4 Day Work Week at the last meeting, it was stated that Psychologist in DDD were hired with the understanding that the position was for a full 37.5 hours over a five-day work week, as others at the same grade level and above. However, there are Psychologists in DDD who previously had participated in this program and lost that opportunity. They attempted to again submit requests to participate but were not allowed to do so. Can this issue be revisited?

New Business:**Number:****Old Business:** **X****Number:** **4****INITIATED BY:**PEF Management**RESPONSE:**

Management stated that the Compressed Work Week and 4 Day Work Week schedule will not be approved for DDD Grade 25 employees and above.

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ISSUE:

PEF requests a detailed analysis and discussion of the Governor's 2017 Executive Budget appropriations for OTDA.

1. What is the funded target of FTE's? Where are we now?
2. Please include an analysis of DDD's budget.

New Business: X**Number: 1****Old Business:****Number:****INITIATED BY:**PEF Management**RESPONSE:**

The anticipated full year OTDA operating budget for SFY 2017-18 is essentially unchanged from SFY 2016-17. On an all funds basis, there is a \$3.2 million increase (less than 1% overall) to cover the costs of salary increases and corresponding fringe benefits. The all funds appropriation for 2016-17 was \$426.4 million and the amount for 2017-18 is \$429.6 million. As a result, no negative operational impacts are anticipated. The budget extender legislation poses no operational issues for OTDA.

1. The Agency's All Funds FTE target is 2,026 and the corresponding fill level as of the payroll two weeks ago including pending transactions is 2,029. We are essentially at our FTE target level.
2. The anticipated full annual State budget provides sufficient authority to spend the expected Federal SSA allocation of funds for the DDD program. The anticipated Federal budget is expected to be status quo with no significant change.

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ISSUE:

Status of the Endicott (Glendale) Lease negotiations.

New Business: X

Number: 2

Old Business:

Number:

INITIATED BY:

PEF Management

RESPONSE:

OGS began preparations for the 10-year lease negotiations. OTDA intends to remain in that location.

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ISSUE:

NY Alert System -- Some Members never received notifications, and others were notified one day and not the next.

New Business: X**Number: 3****Old Business:****Number:****INITIATED BY:****PEF Management****RESPONSE:**

NY Alert is updated bi-weekly based on information provided to us by employees. Due to high traffic during this emergency situation (snowstorm), some employees may have been missed. Employees, however, should access the OTDA Emergency Information number (1-866-683-2911) during emergency situations. Emergency information is also available on the OTDA internet site.

The Agency is currently working on updating all of its APPM policies.

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ISSUE:

Some employees were hit particularly hard by the snowstorm on March 14th and 15th, still unable to attend work on the 15th. PEF requests assistance from Management to ask Civil Service to research whether using accruals should be required for some counties for March 15th given the situation.

New Business: X**Number: 4****Old Business:****Number:****INITIATED BY:****PEF Management****RESPONSE:**

Management is currently awaiting the attendance records for March 15, by location, from the BSC, and will make a determination as to whether a request to the Civil Service Commission is appropriate. Management will provide an update to Labor.

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ISSUE:

PEF requests that management announce reassignment opportunities in order to give interested employees an opportunity to apply for consideration. PEF continues to encourage that diversity be taken into consideration with all appointments.

New Business: X**Number: 5****Old Business:****Number:****INITIATED BY:****PEF Management****RESPONSE:**

These reassignments are made at Management's discretion. However, for longer term special assignments, Management will consider announcing those opportunities so that eligible employees can express an interest or apply. Management is committed to maintaining or increasing diversity within the agency.

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ISSUE:

On March 9, 2017, a water line to the building at 40 North Pearl Street was shut off. Management did not have an alternative plan for members who needed to drink water and use the restrooms. Members were forced to remain at work without drinking water and restroom services for over two hours. What is OTDA's alternative/back-up plan if this situation were to re-occur?

New Business: X**Number: 6****Old Business:****Number:****INITIATED BY:**PEF Management**RESPONSE**

Building Management is working on a plan to handle situations like this in the future. Details will be shared with Labor when they become available.

INFORMATIONAL ITEMS

The Labor/Management team would like to thank Steven Schwartz for his services as Labor/Management Chair. We wish him the best in his retirement.

We would like to announce that Sharon DeSilva, Esq. is now the Labor/Management Chair, and Richard Fletcher is the new agency level Health and Safety Chair.

We would also like to welcome Executive Deputy Commissioner, Barbara Guinn to the Labor/Management table.

Proposed Meeting Dates:

Tentative Date: Thursday, July 27

The following individuals were present at the PEF Labor/Management Meeting held on April 6, 2017, at PEF Headquarters, 1168-70 Troy Schenectady Road, Latham, NY 12110:

Carl Anderson	Labor
Sharon DeSilva	Labor
Richard Fletcher	Labor
Debra Greenberg	Labor
Barbara Gregorek	Labor
Mickey Heller	Labor
Nancy Holford	Labor
Jodi Kaminski	Labor
Jennifer Landers	Labor
Maddie Shannon-Roberts	Labor
Monica Sharp	Labor
Mary Sue Timpson	Labor
Deborah Walton	Labor

Donna Faresta	Management
Donna Forino	Management
Barbara Guinn	Management
Nancy Maney	Management
John Nieckarz	Management
Wendy Phillips	Management
Samuel Roberts	Management
Dan Romero	Management
Tiffinay Rutnik	Management
Eric Schwenzfeier	Management
Jill Shadick	Management
Sam Spitzberg	Management
Gloria Toal	Management
Teri Vazquez	Management