

PEF - Department of Labor
May 24, 2017
Room 544 10:00 a.m.

1. Welcome/Introductions
2. Commissioner/Executive Deputy Commissioner's Comments
 - A. Status of Agency staffing
 - B. Changes with new Federal Administration
3. Budget
 - A. Federal:
 1. Trump's proposed \$2.5 billion in cuts reducing funding for job training programs benefiting seniors and youth. Any impact on our programs/processes due to this?
 - B. State
 - C. UI Trust Fund Status:
 - D. Monthly Position Allocation vs. Spending by Division, including if applicable:
 1. Changes in FTEs.
 2. Planned fills and promotions.
 - E. Current staffing by Division:
 1. Provide any information on attrition plans.
 2. Count of employees by division permanent/hourly (in separate columns).
 3. Number of hourly LSRs and Employment Counselors vs. number of permanent LSRs and Employment Counselors (Personnel)
 - F. Excel Spreadsheet showing all current PS&T members at DOL.
 - G. Excel Spreadsheet showing current listing of hourly PS&T employees at DOL.
 - H. Changes in the list of lease expiration dates
4. Division of Administration and Finance
 - A. Division update
 1. OER
 - a. Telecommuting
 - b. Timeliness of office closing
 2. LEAD
 - a. Emails from LEAD to staff for not completing training many months in advance of deadline. Can time be set aside for training?
 3. Personnel
 - a. Any plans for new titles, reclassification or earmarking of existing titles, redefining job descriptions/duties, or other changes to a title?
 - b. LSR transitional exams
 1. Advance Placement eligibility
 - c. Canvass process
 - d. Status of new hire orientation training
 1. Can union contact information be provided?
 2. Notification to local PEF leaders about PEF staff being hired.
 - e. Personnel contacts-phone numbers/who to contact instead of mailbox
 - f. FMLA-new process of supervisors calling Personnel when staff is out
 - g. SLSR exam-why are Employment Counselors not eligible to take it?

- h. Boiler Inspectors
 - 1. Inability to advance
 - 2. Hazard pay-why not qualify?
 - 4. Finance
 - a. SFS Training
 - 1. Availability
 - 2. Include employees must check to see if processed or rejected.
 - 3. Mailbox for equipment repair – labor.sm.budget.equiprepair
- 5. UI Appeal Board
 - A. Board Update
 - B. Update on MLC Settlement Implementation
 - C. Change of email addresses- notification to staff
 - 6. Division of Employment and Workforce Solutions (DEWS)
 - A. Division Update
 - B. Update on the Manager and SLSR promotions.
 - C. WIOA Update- on track for 7/1/17 deadline?
 - D. RESEA -Changes to the guidelines? Specifically, why all hourly hires versus permanent hires?
 - E. OSOS/Jobzone -is information properly going into the database to capture LSR/SLSR stats necessary or evaluations? Glitch issues.
 - F. Standardized call logs in Employment Centers
 - 7. Unemployment Insurance Division
 - A. Division Update
 - B. Update on RFP for Mainframe
 - C. System update failed – weeks of downtime, will this be reflected when employee can't meet performance standard?
 - D. UI Auditor
 - 1. Standards and workload
 - a. What are standards based upon?
 - b. Distribution of work- same in all offices? Standard policy/procedure?
 - 2. Hearings- auditors being called multiple times on the same case and not always needed to testify
 - E. Integrity Unit
 - 1. Why can't they use UBWR when assigned work?
 - 2. Process for OOC and NDNH- why shuffle work around- can't they handle all issues?
 - 8. Research and Statistics
 - A. Division Update
 - 9. Worker Protection
 - A. Safety & Health
 - 1. Division Update
 - B. Public Work
 - 1. Division Update
 - C. Labor Standards
 - 1. Division Update

2. Will cuts in Federal programs help state staff retention?
3. Will NYS pick up more work due to cuts at Federal level?

D. Special Investigations

1. Division Update
2. Multi-Agency sweep of Gentlemen's club in Queens. UI Staff instructed not to talk to dancers-why? Normally they talk to all employees during sweeps to look for human trafficking and other issues trained in.
3. Productivity Standards
 - a. Written policy/guidelines
 - b. 1 case per day standard – when was this last evaluated?

E. Division of Immigrant Policies and Affairs

1. Division Update
2. Federal changes- will this cause additional hires at state level?

HANDOUTS

Budget Section:

1. Federal, State Budget, UI Trust Fund Status Update
2. Monthly Summary Position Allocation & Spending by Major Division
3. PEF Count of Employees by Division
4. Permanent Employees (provided by Personnel)
5. PEF Hourly Employees (provided by Personnel)
6. Leases
7. Number of Hourly vs Permanent LSRs & Employment Counselors by office location and division (3.E #3) (provided by Personnel)

UI Section:

8. Initial Claims (provided by Research & Statistics)

2017 MEETING SCHEDULE:

August 16

November 29