

**New York State Department of Labor
Statewide PEF Labor Management Meeting
June 27, 2018**

MINUTES

MANAGEMENT	
Geoff von Bieberstein, OER Director, Co-Chair	Jack Dougherty, Financial Administration
Mary Batch, Dep. Comm. Employment Security	Bo Wynnyk – Research and Statistic
Darcy Rickard, LEAD	Eileen Franko – Safety and Health
Darlene Shattuck, Personnel	Ed Vargas – Labor Affairs
Russ Oliver, DEWS	Geovanny Trivino – DIPA
Paul Danaher, Property	
Selica Grant, DEOD	
Kevin Jack, Research & Statistics	
Maura McCann, Labor Standards	
Chris Alund, Public Works	
Thomas Keck, OER, Mgmt. Recorder	
PEF	
Heather Sedlock, PEF Co-Chair	Angel Cook, PEF
Bob Beckwith, PEF Staff	Christine Werns, PEF
Nancy Holford, PEF Recorder	Ed Swierkowski, PEF
Scarlett Ahmed, PEF	

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
5. PEF Hourly Employees
6. Leases
7. Number of Hourly vs Permanent LSRs & Employment Counselors by office location and division

UI Section:

8. Initial Claims

1. Welcome/Introductions

2. Co-Chair Comments

Director of Employee Relations, Geoff von Bieberstein

The minutes from the March 2018 meeting were signed off and approved by both co-chairs. Some Executive staff are missing and they send their apologies. Presentation of a Certificate of Appreciation made to Ms. Cook which was signed by the Commissioner. No additional Executive comments.

3. Budget – Jack Dougherty – Introduction as Director of Finance

A - G. – Handouts.

Budget is in place with no significant changes. Year to year projections have been stable and there are no changes on the horizon. Staffing is relatively stable.

QUESTION: How do national funding cuts affect NYS DOL?

ANSWER: Finance does not anticipate any local affects from these cuts.

H. Changes in the list of lease expiration dates – Paul Danaher and Mary Batch

QUESTION: Flushing - while the landlord's agent was visiting the office, he told several staff members DOL would be leaving this location. Is this true?

Troy – will the TCC employees be coming back to Building 12 or staying in Troy? Was a deal made for political reasons to stay in Troy?

Corning Office closure?

ANSWER: DOL is in active lease negotiations regarding the Flushing location, and the current landlord is included in those negotiations. To date, no determination has been made.

DOL is considering all options, on a preliminary basis, to make the best cost saving decision regarding the Troy TCC location. No decision was made for political reasons. Current lease goes through May 2020.

DOL has a focus on staff and not brick and mortar. Staff is of higher priority than that of leases.

Corning office closure was put to a vote and it will be closing June 28, 2018. Employees located at Corning will be transferred to Elmira.

4. Division of Administration and Finance – Geoff von Bieberstein

A. Division Update

1) OER

a. Staffing changes in the office

- Operations have been maintained. OER is working with Program and the Union.

2) Personnel – Darlene Shattuck

a. Staffing was down in the office 12 positions in the last 6 months

- Staff has been restored and new staff is being trained.

b. LEAD

- Darcy Rickard joined LEAD as Assistant Director of Training. All requests made to LEAD should be directed to Darcy from this point forward. There are 2 additional positions that LEAD is looking to fill.

c. New hires and re-classifications

- There is nothing to update now, but if there is any new information it will be passed along as it becomes known.

d. Physical Exams and Fingerprinting – Professional Engineers

- There is no requirement for fingerprinting as it pertains to grade 27 promotional exams. This is not a requirement at DOL.
- One physical notification was sent to an employee in error. There are no changes in the policy at DOL.

3) Technology/Miscellaneous – Geoff von Bieberstein for Richard Wilcox

a. ITS has a statewide project for correspondence tracking.

- This is in the early stages and will allow tracking of outside correspondence.

b. NYSDOL website re-design RFP

- The current website platform is unsupportable. Bids have been received in response to the RFP, and a vendor could be selected shortly. Until that happens, ITS is backing up all the data to new servers. Designing the DOL website is not a function of ITS.

5. Unemployment Insurance Division – Mary Batch

A. Division Update

Since the last meeting, 58 new hires in UI, 19 of which are PEF represented titles. In the process of hiring an additional 68 employees of which 25 are PEF represented titles.

The new UI Director has joined the division, Stephen Geskey.

Chief of UI Liability Review filled by Lynne Camileo effective June 28, 2018.

Director of UI Liability Audit will be Jim Konicki effective June 28, 2018.

UI modernization project contract is advancing.

Other projects:

- Verizon is moving forward to replace the current telephone systems for all of UI and the contact center as well as the DEWS 599 program. This project should start this summer and end next spring. There are additional applications that will assist employees and customers alike.
- ACHRFP for banking services is also progressing.
- New York Business Express is developing well. A new portal was developed.
- UI is moving to eFax. Currently bugs are being addressed.

6. Division of Employment and Workforce Solutions (DEWS) – Russ Oliver

A. Division Update

Currently in the process of rolling out 1700 new PCs:

- Pilot in Glens Falls and Ballston Spa
- Albany and Troy next week
- Hudson Valley is next in line
- Contact has been made with Hewlett Packard
- Building 12 will be last in the line
- All PCs for staff and customers
- CC readers will be installed and then staff will be trained
- Accessibility equipment is also being installed

DEWS has rolled out WIOA training to all DEWS staff statewide.

71 total staff have been hired since March 2018.

7. Worker Protection

A. Division Update

- 1) **Safety and Health – Dr. Eileen Franko**
 - a. 2 Inspectors promoted to Senior Inspectors
 - b. 2 Senior Inspectors retired
 - c. 1 Senior Administrator retired

- 2) **Public Works – Chris Alund**
 - a. Filled Investigator positions
 - b. EAP coordinator presented to the staff

- 3) **Labor Standards – Maura McCann**
 - a. EAP coordinator addressed the staff
 - b. 6 departures, 1 retirement 1 promotion and 1 probation termination
 - c. Several meetings have been completed on the feasibility of the recommendations for Labor Standards work group.

- 4) **Special Investigations (Geoff von Bieberstein for Vince Coyne)**
 - a. Turnover rate in the NYC area is being addressed
 - b. 9 staff members lost since December 2017 from downstate OSI – 2 promotions, 3 to outside agencies, 2 retirements, 1 termination and 1 suspension
 - c. 4 new investigators and 1 new assistant in Brooklyn
 - d. Additional investigators to be hired in Brooklyn, White Plains and Long Island

- 5) **Division of Immigrant Affairs – Geovanny Trivino**
 - a. Working on field activities for farmers and growers
 - b. State advocate is currently in Georgia for training
 - c. Working on online accessible trainings for employers and workers
 - d. Current staffing includes 21 employees, 1 director, State Advocate, 3 supervisors, 1 counsel and 14 field staff.

8. **Research and Statistics – Bo Wynnyk**

A. **Division Update**

Since the last meeting a Deputy Director has been appointed, Kevin Jack.

Appointed 2 hourly employees to permanent positions.

Filled a principle economist at a Grade 27.

Census project to build an address list. 600,000 addresses will be added.

9. **UI Appeal Board – Matthew Tierney**

A. **Division Update**

Lower authority – average case age is 23. 60% of the decisions out within 30 days; 80% out within 45 days.

Higher authority appeals- average case age is higher than normal at 38.48 days.

Hiring:

- BSA2 and LSR have been hired since the last meeting
- Brooklyn – Approval to hire 4 new grade 25 employees and interviews are underway. Positions will be filled in July
- Brooklyn – Senior ALJ and LSR have accepted promotional opportunities at ASO

B. Splitting cases

1) Discussion of current splitting process and associated functions

This issue is due to the inability of the current case management system to associate case numbers. Splitting cases creates issues for the judges when writing the decisions and closing out the cases. The biggest impact is in NYC, where the largest volume and most complex cases are held, and therefore more cases are split.

A committee was formed to address the issue. A chart was created detailing how to calendar/schedule the cases, so that each case is allotted more time if split. Two judges developed a more compact method of writing decisions to alleviate the formatting problems when closing out the cases in the system. Two judges are conducting a Webinar – how to cut and paste decisions without creating a formatting problem, and will hold individualized trainings if necessary.

Extra time is now allotted to cases that will run longer and if a judge falls behind on decisions, cases are moved off their pending to assist.

Work group in Brooklyn has drafted templates to assist with getting decisions out quickly. Mostly PEF members in the work group.

QUESTION: PEF requests Rebecca Schwartz be included in the Work Group.

ANSWER: This request will be taken into consideration by program.


10. Scheduling of the next meeting

PEF has requested that the next meeting be held the week of September 24, 2018. This request is since they are going through a transition with their board. It was agreed that this will be discussed with PEF Bob Beckwith*.

2018 MEETING SCHEDULE:

*September 26, 2018 was agreed upon between the parties in post meeting discussions – 10:00 A.M.
Room 544

November 28, 2018– 10:00 A.M. – Room 544



Geoff von Bieberstein
Director of Employee Relations
Management Co-Chair



Scarlett Ahmed
PEF Co-Chair