

PEF LABOR/MANAGEMENT
October 10, 2018
Meeting Minutes

ISSUE:

DDD Labor/Management Training.

New Business: X

Number: 1

Old Business:

Number:

INITIATED BY:

PEF Management

RESPONSE:

Management is working towards an OTDA Agency labor/management committee training. Once OTDA Agency labor/management training is complete, Management will consider training the local labor/management committees.

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ISSUE:

DDD Reasonable Accommodation for sit to stand desks.

New Business: X

Number: 2

Old Business:

Number:

INITIATED BY:

PEF Management

RESPONSE:

DDD supports this request and is presently working with SSA to obtain budgeting approval in support of this request. In the meantime, employees can obtain the desk through the reasonable accommodation process. Once budgeting approval is obtained desks can be obtained without an RA.

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ISSUE:

Lease for PC1 (100 Church Street, New York).

New Business: X

Number: 3

Old Business:

Number:

INITIATED BY:

PEF Management

RESPONSE:

The lease comes due in approximately two years. It's presently under review by OGS. DDD and OTDA Management will have the opportunity to introduce substantive changes in about one year. In the meantime, Labor is encouraged to bring forward their suggestions during their local labor/management meetings for Management's consideration.

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ISSUE:

Trailer Mail.

New Business: X

Number: 4

Old Business:

Number:

INITIATED BY:

PEF Management

RESPONSE:

Trailer Mail is an essential and necessary analyst responsibility. As this workload becomes more current, Management will assess the potential for further system enhancements.

Labor understands the Trailer Mail needs to be reviewed and evaluated in a timely manner, but wants Management to understand it is now an additional task for analyst staff to perform during the work day. With each additional task added to the analyst work day, production goals become more difficult to attain. PEF requests Management hire more Disability Analysts in an effort to increase production and quality for analysts.

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ISSUE:

HSPD-12 Credentialing

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

All employees from 2015 were issued credentials based on a completed process at that time. There may be situations where OPM will continue monitoring a specific circumstance. In those situations, OPM reaches out directly to the employee.

Management will ask SSA what level of ongoing oversight occurs.

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ISSUE:

Procedure for transfer of staff between DDD offices.

New Business:**Number:****Old Business:** **X****Number:** **1****INITIATED BY:**

PEF **Management**

RESPONSE:

The procedure is as follows: an employee seeking a transfer to another DDD office should make that known to the principal site manager. These requests will be evaluated on a case by case basis and operational need will be considered. For posted positions, OTDA will follow the standard recruitment process.

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ISSUE:

Case distribution and assignment. Equal distribution of caseloads. There seems to be inequities applied to how QDD, CDR and initial cases are distributed to Disability Analyst 2s.

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

Management is committed to balanced caseloads and regularly reviews receipt patterns in order to make necessary adjustments to keep caseloads balanced.

Management will review receipt patterns for all analysts to ensure parity of receipts against other workloads.

Management makes assignments on special caseloads based on Management's assessment of resource needs and operational concerns.

PEF Leadership agrees to meet with Management to further discuss case distribution. PEF Leadership requests a meeting to take place as soon as possible as case distribution will be greatly affected by the return of reconsideration claims.

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ISSUE:

Endicott lease.

New Business:

Number:

Old Business: X

Number: 3

INITIATED BY:

PEF Management

RESPONSE:

OGS is still working on the lease with the landlord. There is currently no plan to leave this location.

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ISSUE:

Posting of special assignments.

New Business:

Number:

Old Business: X

Number: 4

INITIATED BY:

PEF Management

RESPONSE:

These assignments are made at Management's discretion. For longer term special assignments, Management will consider announcing those opportunities so that eligible employees can express their interest.

Labor is asking Management to post all vacant positions.

Informational Item

1. At the last L&M meeting, the Commissioner spoke about getting a L&M Training through Cornell.

Is this still in the making? This training is very much needed.

This item was discussed in New Business #1 - DDD Labor/Management Training