

PEF Labor/Management Meeting

1 Watervliet, Albany NY

11/15/18

| <u>PEF</u> | <u>MANAGEMENT</u> |
|--|---|
| Charles Browning – Co-Chair | Cliff Meister – Co-Chair video conference |
| Dan Warren | Alyce Siegel video conference |
| David Dubofsky | Patti Carroll |
| Karen Walter | Heather Woolfolk |
| | Armin Holdorf |
| Chris Rampe, excused | |
| Patty Mason | |
| Clifvon Jones | |
| Charles Termini | |
| Radhakrishna Mohan | |
| Kathy Czachorowski | |
| Pete Singapura | |
| Lisa Quarles, Bradley Kolb, PEF Field Reps | |

1.) Minutes – Approval of 8/2/18 minutes.

2.) Next Meeting - PEF proposes January 17, 2019 at 10:00am

3.) Local L/M Meetings -

PEF representatives individually reported the status of the local LM meetings for their respective district offices (specifics intentionally omitted from these minutes.) Management explained why the specifics of local meetings are not included in the statewide minutes and asked that PEF include local items on the statewide agenda if and when an issue is not resolved locally. Mr. Meister suggests PEF reach out to him to discuss issues that cannot be resolved locally. Management is pleased with PEF's recent agenda format.

4.) Statewide staffing levels –

Per PEF's request, excel spreadsheets from last year were provided to PEF prior to the meeting. Future lists will be sent to PEF in excel format.

8.) Physical mailing of canvas letters –

In follow up to the prior meeting, Management advised that if Personnel receives a long term out of office reply in response to a canvas email, Personnel will mail out a physical letter to the employee. Management further explained why failure to receive a “read receipt” confirmation email does not guarantee a person did not read the email, as a recipient can choose to not have the “read receipt” message delivered. Management agreed to continue the “read receipt” process as requested by PEF, as it may in cases provide evidence that a person in fact read the email.

9.) Telecommuting –

PEF reiterated the benefits of telecommuting. Management states that productivity is difficult to manage and that the program took a lot time and resources to manage. From a business perspective, there was little benefit noted.


PEF stresses the benefits management finds with virtual hearings and refusing to reimplement a telecommuting policy seems contradictory. PEF presented DOL’s positive telecommuting study that show over 95% positive for labor and management; production is up, morale is up, employee savings is up. PEF to email DOL study to Ms. Carroll who will reach out to her counterpart at DOL for further information.

10.) Cancer screening –


Management advises that it is the agency’s responsibility to determine if the medical submitted for cancer screening is acceptable. Management indicates that an employee can scan documentation right into the PersonnelOps@nysif.com mailbox.

PEF asks management to confirm what specific wording is SIF seeking in order to avoid rejections with cancer screening notes. Management states that, “seen for cancer screening” on official letterhead is required but will check with Ms. Woolfolk to confirm and email Mr. Browning.

PEF asked what the turnaround time is from the time the note is submitted. Management advised by the next day. PEF asked who to contact if there are issues. Management advised to send concerns to the SIF mailbox PersonnelOps@nysif.com and that Ms. Woolfolk will delegate to staff.

 2/1/17

Cliff Meister, SIF SWLM Co-Chair

 02/05/19

Charles Browning, PEF SWLM Co-Chair