

**NYS Office of Mental Health & Public Employees Federation
 Statewide Labor Management Committee
 March 14, 2019
 PEF Headquarters**

Present for PEF

Stephanie Champagne, OPWDD/SLPC
 Vincent Ciatello, Buffalo PC
 Gina Corona, HPC/Mohawk Valley/Central
 Virginia Davey, L/M Chair, St. Lawrence PC
 Ken Dischel, South Beach PC
 Scott Dobe, WNY Children's PC
 Albert Famularo, Creedmoor PC
 Mary Haltermann, Capital District PC
 Nancy Holford, PEF Recorder
 Errol London, Kingsboro PC
 Jeanette St. Mary, L/M Vice Chair/Mohawk Valley PC
 Gerard Riconda, CNYPC/Mid-Hudson PC
 Jose Rodriguez, Pilgrim PC
 Kevin Wilson, Sagamore Children's PC
 Nancy Wolff, PEF Field Representative

Present for Management

Julie Burton, Chief of Operations
 Kim Dilmore, L/M Co- Chair OMH, Assistant Director BER
 Lynn Heath, OMH, Director HRM
 Lillie Johnson OMH, BEWD
 Tim Lamitie, CNYPC
 Danielle Miller
 Crystal Scalesci, OMH Deputy Director HRM
 Maxine Smalling, Chief Executive Nursing Officer
 Grace Spinner, OMH Central Office
 Blake Washburn, OMH, BER

Guest

Diane Jaulus, Region 9 Coordinator

Minutes	December 2018 minutes are under review.	1) Gini and Kim will review and jointly sign the minutes.

Action Item - #2 from December 2018	PEF requested management identify critical elements of effective nursing coverage plans and share those with facilities.	2) Management is currently reviewing nursing coverage plans and will be sharing best practices with facilities.
Action Item	PEF requested information regarding the Mental Health Professional Shortage Areas Program and OMH facilities that qualify for benefits.	3) Management has shared this information with PEF.
Action Item - #8 from December 2018	PEF requested an update on the status EVista. Management stated that EVista Track 1 has been implemented at all facilities. The Track 2 contract has been terminated and a search for a replacement product is underway.	4) Management will provide an update at the next meeting.
Action Item - #9 from December 2018	PEF requested a copy of the labor/management best practices document that was sent to facilities.	5) Management provided PEF with this document.
2) Budget Overview		
PEF requested a budget overview.	A representative from the Office of Financial Management was unavailable to provide a budget overview. PEF expressed their concerns over the flat budget and its impact on the services OMH can provide.	6) Management will seek to schedule a OFM representative for the next L/M meeting.
3) Closure Consolidation and Payroll Management		
Update on bed closures.	<p>Management indicated that the 90 day vacancy requirement is still governing closures and consolidations. OMH does not close beds outside of these requirements.</p> <p>PEF inquired about the reinvestment money from the bed closures. Management confirmed that reinvestment continues to be distributed 2/3 to non-state providers and 1/3 to state operations. PEF indicated that their preference is for services to be provided by the state workforce who they consider to be more qualified than the non-state provider workforce.</p>	

Crisis beds.	PEF reported that there are no crisis beds in Oneida County and treatment and housing options are limited.	7) Management will follow up with the OMH Field Office.
Reinvestment money.	PEF inquired about the types of services being provided though the reinvestment monies. Management indicated that the reinvestment report to the Legislature outlines this information. https://omh.ny.gov/omhweb/transformation/docs/2019/omh_monthly_report_january-2019.pdf PEF expressed concern that the appropriate services are not available or are not easy to find. Management asked for specific examples.	8) PEF to provide specific examples for Management to review.
Hutchings/SUNY update.	PEF asked if there were any new developments regarding Hutchings/SUNY. Management indicated that discussions are still in progress and no decisions have been made.	9) Management will provide updates when available.
4. Safe and Quality Directed Staffing Levels		
Social Work Caseloads.	PEF has been in contact with the National Association of Social Workers regarding best practices for caseloads and feels that OMH caseloads exceed the recommended levels. Management asked for specific example to review.	10) PEF will provide Management with specific examples of excessive caseloads.
Documentation	Management and PEF acknowledged that they need to streamline documentation in order to focus on direct patient contact/services.	11) Management will invite a representative from State Operations to the next L/M meeting to discuss the method of determining productivity measures and outcomes.
5. Recruitment and retention efforts		

<p>Nursing Recruitment</p>	<p>Management continues to actively recruit nurses. The geographic differentials for Mohawk Valley and Capital District PCs have been approved. OMH has been working with OGS media services to create recruitment videos featuring OMH nurses. These videos will be placed on our recruitment websites and will also appear on Facebook and other media.</p> <p>PEF asked about nurses working in other functions outside of the Nursing Department, e.g. Risk Management and URC. Management is open to further discussions with PEF about alternative titles for such positions to address future staffing needs as warranted, keeping in mind that nurses are ideally qualified for these valuable functions.</p> <p>Management reported that the Department of Civil Service is currently reviewing the CC-3s provided as part of the nurse title study. Management indicated that geographical differentials may be more feasible given that they can be targeted to address specific regional needs.</p> <p>PEF and Management discussed other recruitment challenges including barriers to providing flexible shifts, sign-on bonuses, weekend differentials, three 12-hour shifts equal full time, etc. These industry standard practices would require enactment of legislation to be available to state agencies.</p> <p>PEF reported that in some locations nurses are working overtime as MHTAs and SCTAs and being paid at the lower rate. Management asked for specific examples to review.</p>	<p>12) PEF will explore legislative solution to advocate for nurses in OMH and other NYS agencies</p> <p>13) PEF to provide examples for Management review.</p>
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Licensed Psychologist Recruitment	Management reported that the Division of the Budget did not approve OMH's request for a \$10,000 salary enhancement and hiring at step 4 of the salary schedule.	
DLMS	<p>Management reported that Phase 1 of Decentralized List Management System (DLMS) will go live on 3/15/19. Phase 1 is a web-based system that, in partnership with the Department of Civil Service and the Office of Information Technology Services, automates the examination and facility selection process for MHTA and MHTAT applicants. The system will provide applicants the opportunity to: take an education and experience examination online; select job preferences and facility preferences immediately after taking the exam; instantly receive test results via email. The exam will be accessible from several websites and will be supported by an extensive advertising campaign.</p> <p>Phase 2 of DLMS will apply technology to significantly reduce the canvass / interview / appointment process.</p> <p>Next steps include expansion to decentralized nursing titles.</p>	
6. Second Nurse Verifier - Insulin		
Second nurse verifier for insulin.	Management reported that The Joint Commission requires two nurses to draw and administer insulin because it is considered a high alert medication. PEF expressed concerns regarding that there are not enough nurses to meet this requirement without delay. PEF suggested alternatives, i.e. an insulin pen. Management stated that this should be discussed locally to determine facility specific solutions.	14) Referred to local L/M committees.
7. Process for Filing Complaints of Discrimination and Sexual Harassment		
Filing discrimination and sexual harassment complaints.	<p>Effective 12/1/18, GOER assumed responsibility of investigation into all complaints of discrimination and sexual harassment. Information on how to file a complaint was provided to all OMH staff. This information can be found on the OMH Hub at: https://nysemail.sharepoint.com/sites/OMHIntranet/omhhub/humanres/Pages/discrimination-sexualharassment.aspx</p> <p>Requests for Reasonable Accommodation for disability or religious observance are now made through facility Human Resource Offices.</p>	

8. Justice Center Chart Update Chart		
Review/Discuss information contained in the Justice Center chart.	Management provided the updated chart.	15) Management to provide an updated chart at the next meeting.
9. Grievance Chart Update Chart		
Review/Discuss information contained in the Grievance chart.	Management provided the updated chart.	16) Management to provide an updated chart at the next meeting.

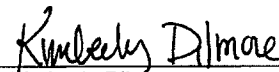
Next meeting is June 6, 2019 at PEF Headquarters from 9:30am – 12:30pm.



Virginia E. Davey
PEF Labor Co-Chair
Region 7 Coordinator

06/06/19

Date



Kimberly Dilmore
OMH Management Co Chair
Assistant Director, Bureau of
Employee Relations

6/6/19

Date