

**PEF DOL LABOR MANAGEMENT COMMITTEE MEETING**  
**September 17, 2020**  
**Minutes**

<b>PEF</b>	<b>MANAGEMENT</b>
Scarlett Ahmed – co-chair	Geoff von Bieberstein – co-chair
Kevin Jones	Ed Vargas
Robert Wright	Rebecca Secor
Mike Singleton	
Jose Medina	
Danielle Freeman	
Helen Esposito	

- Paul Danaher has retired – Geoff von Bieberstein will now be the co-chair for the Statewide Health and Safety Committee.
- Management asks that the Union provide the agenda at least 72 hours before the meeting. Otherwise management may reschedule future meetings for purposes of addressing the issues properly.

**A. Property Issues:**

1. **Menands, NY ASO/UIA Office issues** – Kevin Jones mentioned that in the 80’s that particular building would flood regularly. He asks why we rented a building that has known issues. Helen Esposito stated that there were no issues that she noticed during their walk thru. Management states after the flood occurred the landlord went in a replaced sheetrock and addressed the issues. Management states that if there are any specific issues let property know and bring them back up if they are not addressed.
2. **Oneonta Office walk-thru** – PEF asks why there was a walk-through done and they were not notified. Management states that those offices are not open so it most likely was not a health and safety walk-through. Management will speak to property and report what occurred. PEF requests to be involved in any and all re-opening walk-throughs. Management acknowledged the Union request.
3. **Air quality** – Management states there is no standard requirement for office buildings. OGS is filtering with MERV 13 filters within systems where it’s possible. This will continue to happen with each location as they’re opened. Glendale is currently filtered with MERV 13 and Building 12 is filtered with MERV 15. Also, reducing density within a building helps with the air quality, as well as the daily COVID-19 screenings. PEF

requests a survey of DOL sites for air quality if they exist. Management will inquire if they are available and get back to PEF.

## **B. Overtime:**

### **1. Mandatory OT**

a) **Will it be extended?** – Management indicated this is evaluated every couple of weeks with the executive staff. It has recently been extended. There will come a time when there will no longer be an extension, but management does not know when that is. PEF asks if there are any legal limits to extending overtime. Management reports there are not any that they are aware of.

b) **Will DOL reduce mandatory OT for parents with children attending online classes?** – There is no broad-based waiver. Employees should start with their supervisor to see if there's any flexibility to scheduling which can assist the employees' personal circumstance. Management has given staff as much flexibility in scheduling overtime as operationally possible. Management notes that FMLA can now be taken intermittently relating to childcare due to COVID. Situations which cannot be resolved under any of these mechanisms can be advanced to OER via the Union and will be evaluated on a case by case basis.

## **C. Re-opening**

1. **Members request more communication from DOL regarding any opening plans** – We are currently in status quo mode. There are still staff reassigned to support UI and once we move out of that we will start discussions of returning to normal duties. When we can give the Union more information we will. PEF noted concerns on resurgence, how do we better prepare? Should DOL be encouraging employees to receive the flu vaccine and is there enough PPE for a resurgence? Management reports that they will encourage the EAP coordinator to post something on the intranet about the flu vaccine and DOL currently has enough PPE for the existing staffing levels for some time.

## **D. Staffing**

1. **Is there a hiring freeze on permanent employees?** – There is and has been for years.

## **E. Notes from prior LM Chats**

1. **PEF requests that prior notes be posted on the DOL intranet** – Management states that since the chats have become more formal we will begin recording the meetings and drafting minutes, starting with this meeting, and having them approved and posted to the intranet.

**F. Next meeting date:** DOL and PEF agreed on October 29<sup>th</sup>, 2020 at 10:00 a.m.