

**PEF DOL LABOR MANAGEMENT COMMITTEE MEETING**  
**November 4, 2020**  
**Minutes**

<u><b>PEF</b></u>	<u><b>MANAGEMENT</b></u>
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	
Darlene Williams	
Geraldine Stella	
Lisa Deluca	

**Management overview of returning to work:** DOL as well as many other state agencies are having a gradual return to the office for people who haven't been in the office. The format is one (1) day a week reporting for most staff with a 20-25% building occupancy on a daily basis (typical site). Some staff have been in the office more than that during the pandemic. Our buildings remain closed to the public. Some locations for various reasons have not reopened.

Employees who asserted a significant concern with returning to work due to a personal circumstance, a childcare issue, personal health condition, family member health concern, etc., has been advised to file a reasonable accommodation (RA). At this point those staff have not been pushed to return. All RA's are still pending. Each location that opened was shipped a package of supplies; face coverings, gloves, gallon hand sanitizer with a pump, personal sized hand sanitizer, wall mount dispensers, spray cleaner, disinfecting wipes, paper towels, a variety of signage and floor dots. There are signs that locations remain closed to the public and other signs encouraging face coverings.

Each location has one or more site captains who are designated to serve as coordinators in conjunction with management. We are working through issues with each location as we become aware of them. DOL is utilizing the [screening.ny.gov](https://screening.ny.gov) application. Employees are heavily encouraged to self-screen. Within the first hour of reporting you take your temperature and answer a list of questions pertaining to COVID-19 type symptoms, then you're either cleared or failed to enter the office that day.

People who are unable to self-screen would see one of the designated screeners at the site that can assist them.

PEF States that they have received over 22 pages of emails from employees across the state who want to know why. They have been doing the work from home and haven't been told they have been doing a bad job. The pandemic is ongoing and there is

currently a rise in cases in NY. The employees feel disrespected because they weren't given a lot of time to make reasonable accommodations. Hourly employees are worried about job security if they apply for an RA. There has been conflicting information from local management about what's going on.

**PEF requests that Management Reps contact Council Leaders ASAP to schedule local Labor Management/Health and Safety meetings. Requests for site walk-throughs should be approved** – Management states they are willing to start joint Labor Management and Health and Safety meetings again. There are actually a couple meetings planned for the upcoming weeks. PEF and Management both agreed to reach out to local Counsel and Management representatives to start scheduling meetings again. PEF states they would like to also have a walk-through the same day before or after the meeting. Management agrees with this efficiency and is receptive to alternate dates if appropriate parties are not available

**PEF requests that DOL communicate to staff at every location information about on-site air quality and sanitary controls, security, and updates about available PPE, soap and hand sanitizer** – Buildings are being filtered at the highest level feasible. Some buildings may not be capable of filtering at MERV-13 due to the system dynamics or costly upgrades. PEF requests addition information on the HVAC specs of each location. Management indicates they are compiling information and will share what they can. PEF indicated they will put together a list of requested items. Management indicated they would review the PEF submission. Site Management and Captains are the best source of information regarding site PPE location. Management will convey to the Deputy Commissioners the importance of Staff being aware how to get PPE on site.

**PEF requests location specific alerts when there is a positive COVID diagnosis or exposure that warrants a quarantine** – Management states that if there is an issue, we notify the appropriate parties. We work with the Department of Health directly and make sure that if someone needs to be quarantined, they are and that their area is cleaned.

**PEF requests an end to mandatory OT for staff working onsite five days a week** – Management is not amenable to a broad-based dispensation with this requirement. If a specific person is having a difficult time with their captain/screener duties and their normal work, let management know and we will work through it. The duties should not be a huge time-consuming thing in a small site, in a bigger site it may be more time consuming.