

**PEF Statewide Labor/Management Meeting**

**Via MS Teams**

**12/17/20**

<u>PEF</u>	<u>MANAGEMENT</u>
Charles Browning – Co-Chair	Cliff Meister – Co-Chair
Dan Warren	Sadhna Gujral
Bradley Kolb, PEF Field Rep	Patricia Carroll
Lisa Wells	Alyce Siegel
Chris Rampe, PEF recording secretary	
Patty Mason	
Clifvon Jones	
John Babich	
Jeff Hutchinson (excused)	
Kathy Czachorowski	
Brandi Loveday-Chesley	
Radhakrishna Mohan	
Prashant Singapura	
David Dubofsky	

**1.) Minutes** – 11/19/20 minutes awaiting approval.

**2.) Next Meeting** - 1/21/21 at 9:30am for a full agenda and ongoing monthly meetings to address pandemic concerns, dates TBD.

**3.) **\*\*\*Tabled\*\*\*** Local L/M Meetings –**

Due to NYSIF's departmental reorganizations, PEF requests SW organizational charts for all departments for proper communication of local LM and H&S issues.

NYSIF advised that employees with local concerns should go to the highest rank of the respective department. NYSIF to provide a listing of top ranked management for respective offices.

- PEF requests the SW list of managers that will be handling local LM/H&S meetings.

NYSIF advised to seek out local Business Managers in the interim due to the pandemic.

#### **4.) \*\*\*Tabled\*\*\* Statewide Staffing Levels –**

##### a.) CSR 1 Staffing levels:

Due to the recent Hearing Rep promotions and CSR2 postings, NYSIF quite likely will be promoting/losing approximately 20 CSR1's. Are these CSR1's going to be replenished?

##### b.) ITS – Staffing – SSA staffing.

PEF requests SSA's be adequately staffed statewide. Rochester office is down to 1 SSA, Binghamton has zero, White Plains has 1, Albany is down 2.

#### **5.) Reintegration & Telecommuting –**

Effective 3/15/20 & 3/17/20 temporary telecommuting where possible was directed by the Governor. On 10/2/20 it was again extended to 1/1/21.

Maintaining production in every NYSIF department and quality customer service is a mutual goal. PEF and NYSIF management agree that telecommuting is successful, and that health and safety is a mutual priority when returning to the office.

In addition to physical health and safety, PEF members are reporting many benefits including better focus, increased production, general well-being, and overall improved mental health while telecommuting.

PEF appreciates NYSIF reporting out at this forum, and their on-going updates via NYSIF email, NYSIF intranet, and other communications with PEF. PEF seeks to continue to work with NYSIF on safe reintegration.

#### **Office air concerns:**

PEF awaits a list of all building's Make/model of HVAC system. NYSIF reports this was provided to GOER, GOER has yet to provide to PEF.

PEF Health and Safety recommends increased air changes at a rate of 4.5 ACH or greater and MERV/MERV 13 filters where possible.

- PEF requests information re: Fresh Air Intake/ACH in each NYSIF occupied building.
- PEF requests Mr. John Murdaugh & Mr. Alan Angelo, NYSIF Downstate/Upstate Building Managers, and Mr. Shawn Bobb, PEF Occupational Safety & Health Specialist be present at our 1/21/21 meeting to speak to the ACH and filters being used in NYSIF offices.

While PEF awaits information from GOER on specific HVAC systems in each office, PEF requests Mr. Murdaugh, Mr. Angelo, and Shawn Bobb (PEF SW H&S) attend our next meeting to shed some light on ACH. Ms. Carroll is unsure if Mr. Murdaugh or Mr. Angelo could provide the information PEF is seeking. PEF requests the appropriate NYSIF person(s) attend the next meeting. Ms. Carroll will advise.

### **Telecommuting:**

Due to the pandemic, other NYS agencies are individually negotiating telecommuting agreements at SWLM that are outside of the contract and outside of the temporary telecommuting agreement. PEF continues to request NYSIF consider such an agreement.

PEF seeks to work with NYSIF on implementing an agency telecommuting program, one that would include full-time telecommuting.

It is advantageous for NYSIF to have a telecommuting agreement in place:

- For when the statewide temporary telecommuting policy ends,
- in the event of another surge in Covid-19,
- in the event of any other disaster to come, statewide or local.

NYSIF's proactive approach to telecommuting at the start of the Covid-19 pandemic is what made our telecommuting imminently successful.

PEF urges NYSIF to be proactive and enter into an agency telecommuting agreement.

- PEF SWLM submits a written Telecommuting Program to NYSIF for their review and implementation.

Ms. Carroll confirmed receipt and will peruse and advise.

**6.) Extension of annual leave:** NYSIF posted the following:

Extension of PEF and CSEA Annual Leave for employees engaged in COVID-19 response efforts

PEF and CSEA Employees who were (or are currently) engaged in COVID-19 response efforts or unable to use annual leave due to ongoing response efforts and whose vacation accruals that were extended on April 1, 2020 due to COVID-19 and would have been forfeited on January 1, 2021, will have those vacation accruals extended until December 31, 2021.

In addition, vacation accruals that will exceed 300 hours and would have been forfeited on April 1, 2021 will be extended until December 31, 2021. This does not impact accruals earned after April 1, 2021 which will be subject to normal rules. **For Employees approved by their supervisors for this extension**, the excess VL will be added to the Miscellaneous Category Balances on their timesheets, where the Cancer Screening hours are located. They will use code COVID19-VL, found in the Miscellaneous Category drop down box, to charge their accruals.

PEF has members with excess VL on the books who advise they will be over the maximum if they don't use it soon.

- PEF asks if these members have until 12/31/21 to exhaust those accruals.

Ms. Siegel says members should email Lats-Help and copy their supervisors to work out excesses. Ms. Carroll confirms and also reports that Damaris Torres proactively emailed managers with a list of those who are close to exceeding the maximum hours. Ms. Torres is also composing an email to all supervisors to whom this is applicable.

**7.) \*\*\*Tabled\*\*\* ITS Concerns** – PEF ITS staff have brought specific concerns re: reduced security, training concerns, various specialties, staffing, networking, servicing, and OOT work to this forum with suggestions for better work flow.

- NYSIF's compartmented departments, fragmented ITS specialties, and unequal distribution of work should be reviewed and assessed.
- NYSIF's SSA career path is stagnant.

**8.) \*\*\*Tabled\*\*\* NYSIF Budget in the midst of COVID-19 -**

- NYSIF Financial Business Plan – PEF requests NYSIF's business projections for the agency.
- Does NYSIF have to cut their budget due to the pandemic/NYS budget deficits?
- Since NYSIF is off budget, are we exempt from layoffs?
- Does NYSIF foresee any layoffs?
- Due to the reduction in policyholder premium, PEF asks if there has been any direction from the Governor or any statewide indications that speak to restructuring plans? What changes can we expect to see?

PEF requests NYSIF bring concerns, issues, and anticipated changes to SWLM for input prior to implementing. Thank you.

Cliff Meister

12/29/2020

Cliff Meister, NYSIF SWLM Co-Chair

Charles Browning

12-29-2020

Charles Browning, PEF SWLM Co-Chair