

## **Memorandum of Understanding**

between the  
State of New York  
and the

Public Employees Federation, AFL-CIO

1. The Health and Safety Committee (Committee), established in accordance with Article 18, Health and Safety, of the 2023-2026 PS&T Unit Agreement between the State of New York and the Public Employees Federation, AFL-CIO (hereafter Agreement), has agreed to sponsor a 2026 Joint Health and Safety Conference (hereafter Conference) to be held May 11-13, 2026 at the Crowne Plaza/Desmond, Albany, New York. The Committee sponsored and used approved joint funds to partially support 15 previously conducted Joint Health and Safety Conferences.
2. Article 18.4 of the Agreement describes the funding mechanism for the Committee and provides in pertinent part as follows:

"The Joint Health and Safety Committee shall use such funds as are made available to it pursuant to Article 18.12 to undertake initiatives in the general areas of education, support of agency-level and local-level health and safety committees, and study and research subject to the agreement of the Committee."
3. The Committee has approved use of Article 18.12 funding for the Conference as outlined in paragraph 7 below. The parties agree that funding is contingent upon the Committee and the Conference meeting the conditions set forth in this Memorandum of Understanding (hereafter MOU).
4. The parties have agreed that the Conference will consist of health and safety related training programs. The Conference will include national and state experts in the field of occupational health and safety and mandatory health and safety training. It will also serve as a forum for key agency health and safety personnel, to learn about successful health and safety programs and network with other such personnel.
5. The parties agree that the Conference agenda will be developed and agreed to by the Committee. Furthermore, the parties agree that the Conference agenda will be reviewed and approved by the Committee to ensure that the program meets the needs of both parties, is consistent with the spirit and intent of the joint conference and is consistent with the provisions of this MOU.
6. The Conference will be held in Albany at the Crowne Plaza/Desmond. The costs for holding the Conference shall be as provided in the attached proposed contract between the hotel and PEF.
7. The parties agree that a maximum of \$ 350,433.00 of joint Article 18 funds will be used to support conference expenses including the following items:
  - Hotel expenses and meeting room costs
  - Food & Banquet costs
  - Travel-related expenses for Labor and Management attendees (includes mileage, lodging, public transportation, train, etc.)
  - Audio video (A/V) costs

- Registration
- Speaker fees
- Materials, printing
- Program-related conference branded materials, banners, awards

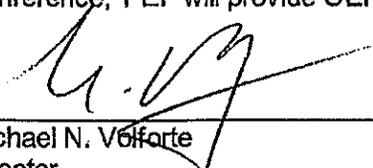
The estimated budget for the 2026 Joint Health and Safety Conference is detailed in the attached budget detail and based on 350 attendees. The parties agree that the actual costs for each line item in the budget can be increased or decreased, as long as the total of the entire budget is not exceeded.

8. PEF will pay directly for the lodging for all PEF and M/C representatives designated to attend the training. PEF will collect and collate registration paperwork for those participants.

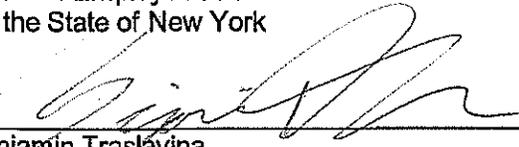
PEF will reimburse conference participants for associated lodging and travel costs. No State issued travel cards can be used in conjunction with the Conference. All costs must be borne by the traveler and subject to the State regulations regarding acceptable travel-related expenditures. Reimbursement requests will be submitted to PEF for reimbursement. Accordingly, PEF has the sole responsibility of collecting travel receipts and making reimbursement.

9. Payment for all charges incurred under this MOU will be on a cost-reimbursement basis. PEF will submit an itemized invoice describing dates, kinds of services rendered, and "eligible expenditures" incurred. The itemized invoice and supporting documentation must be submitted to OER no later than 120 days after the close of the Conference. OER reserves the right to request additional documentation as may be required to process the Conference invoices.

10. Based on the above conditions and agreements, the State has agreed to provide up to three days of release time for travel and conference attendance without charge to leave credits for designated employees to attend the Conference subject to the operating needs of the agencies. The parties agree that the procedure to be followed for release time for the Conference shall be the same as the procedure used by the parties to release employees to attend the PEF Convention. PEF will provide the list of registered attendees to OER no later than April 10, 2026. Within 60 days following the Conference, PEF will provide OER the list of actual Conference attendees.

  
 Michael N. Voffarte  
 Director  
 Office of Employee Relations  
 for the State of New York

2/23/26  
 Date

  
 Benjamin Traslavina  
 Director of Contract Administration  
 for the Public Employees Federation, AFL-CIO

2/23/2026  
 Date