

PEF LABOR/MANAGEMENT Meeting Agenda

ISSUE:

Management will provide an update on moves, relocations and leases

New Business:

Number:

Old Business: X

Number: 1

INITIATED BY:

PEF	X	Management	
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RESPONSE:

Mr. Reichelt provided information/attachment concerning facility management projects and anticipated completion dates. OTDA management will address the mold and mildew concern at 40 North Pearl to OGS. Management committed to communicate to OGS regarding the window facade problem at 40 N. Pearl and management reported on their efforts to get building owner to expedite the improvements to the building exterior at 14 Boerum Place. Management expressed a desire to stay in Menands and to seek additional covered parking at the facility.

RESOLUTION/DECISION/NEXT ACTION:

MINUTES REVIEWED BY:

PEF		Management	
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PEF LABOR/MANAGEMENT Meeting Agenda

ISSUE:

PEF would like an update on the status of the PA System correction at Cortlandt Street and the status of Defibrillator/First Responder testing.

New Business:

Number:

Old Business: X

Number: 2

INITIATED BY:

PEF	X	Management		
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RESPONSE:

Labor reported that in DDD Glendale, a first responder alert icon was placed by systems on each employees computer. Management stated that they will follow up with OFT concerning the potential of expanding this alert system to other OTDA facilities and will report the findings at the next meeting. Management will provide an updated report on the use of the PA system to notify first responders of tests, drills, and emergencies. Management will explore the use of pagers as an option for notifying first responders. Labor Management will work with the Health and Safety Committee to set up mock drills for the defibrillator/first responders.

Mr. Reichelt stated that the Cortlandt Street PA system is operational.

RESOLUTION/DECISION/NEXT ACTION:

MINUTES REVIEWED BY:

PEF		Management		
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PEF LABOR/MANAGEMENT Meeting Agenda

ISSUE:

The Union would like an update on opportunities for Department of Labor employees now employed with the Office of Temporary and Disability Assistance.

New Business:

Number:

Old Business: X

Number: 3

INITIATED BY:

PEF	X	Management		
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RESPONSE:

Ms. Ryan indicated that an extensive study was done on Gr's. 16, 18 and 23 for Labor employees recently transferred to OTDA. BHR is working in conjunction with Civil Service to place the employees in appropriate OTDA titles which will allow them promotional opportunities. The Commissioner stated that he will interact with Civil Service Commissioner Wall regarding this issue.

RESOLUTION/DECISION/NEXT ACTION:

MINUTES REVIEWED BY:

PEF		Management		
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PEF LABOR/MANAGEMENT Meeting Agenda

ISSUE:

PEF would like an update on OTDA's Budget Initiatives that will affect staffing.

New Business:

Number:

Old Business: X

Number: 4

INITIATED BY:

PEF	X	Management		
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RESPONSE:

Mr. Normile stated that there will be stability in staffing levels under the new budget. It is anticipated that the budget will be published sometime next week. Once published, PEF may present questions to Mr. Normile through Paul Rickard .

RESOLUTION/DECISION/NEXT ACTION:

MINUTES REVIEWED BY:

PEF		Management		
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PEF LABOR/MANAGEMENT Meeting Agenda

ISSUE:

PEF would like to revisit issues related to parking including, but not limited to, medical related parking and parking lot security in downstate locations.

New Business:

Number:

Old Business: X

Number: 5

INITIATED BY:

PEF	X	Management	
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RESPONSE:

Labor indicated that they have received many complaints concerning medical parking. PEF suggests that OTDA obtain additional parking spots for employees with medical need or provide transportation to the building. Management indicated parking is controlled by OGS guidelines which do not provide for additional medical parking. Management will consult with OGS to determine if transportation can be provided from downtown parking lots to the work sites.

Mr. Reichelt reported that a new fence and lights were installed at the Hempstead parking lot at 50 Clinton Street.

RESOLUTION/DECISION/NEXT ACTION:

MINUTES REVIEWED BY:

PEF		Management	
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PEF LABOR/MANAGEMENT Meeting Agenda

ISSUE:

PEF would like to know what the resolution was for Excused Leave for donating blood for staff outside the Albany/NYC locations.

New Business: X

Number: 1

Old Business:

Number:

INITIATED BY:

PEF	X	Management		
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RESPONSE:

Management stated that the employee handbook allows for employees to have excused time to donate at approved donation sites. Should questions arise they can be addressed on a case by case basis.

RESOLUTION/DECISION/NEXT ACTION:

MINUTES REVIEWED BY:

PEF		Management		
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PEF LABOR/MANAGEMENT Meeting Agenda

ISSUE:

PEF would like an update on the installation of cameras in CBVH operated break rooms.

New Business: X

Number: 2

Old Business:

Number:

INITIATED BY:

PEF	X	Management		
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RESPONSE:

Management indicated that due to construction, the installation of cameras is on hold. The cameras are placed by CBVH as a monitoring device for their vending machines. Mr. Reichelt will discuss the situation with CBVH in an attempt to stop the installation of cameras.

RESOLUTION/DECISION/NEXT ACTION:

MINUTES REVIEWED BY:

PEF		Management		
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PEF LABOR/MANAGEMENT Meeting Agenda

ISSUE:

PEF would like to discuss the issue of teleconferencing as an alternative to physically attending Labor Management meetings.

New Business: X

Number: 3

Old Business:

Number:

INITIATED BY:

PEF	X	Management		
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RESPONSE:

Ms. Ryan stated that GOER has advised that Division Labor Management meetings are to be on-site and no teleconferences are to be conducted unless agreed to by both Labor and Management.

RESOLUTION/DECISION/NEXT ACTION:

MINUTES REVIEWED BY:

PEF		Management		
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ITEMS FOR DISCUSSION

1. Lack of security at 14 Boerum Place

A Boerum Place security report was handed out and discussed. Labor expressed concerns regarding violence at the location. Management indicated that security guard staffing has grown from 7 to 11 and additional security precautions including xray and metal detectors have been initiated. Labor and Management agreed to a joint committee to investigate and report on the situation within 30 days to the Commissioner with copies to labor management. The investigation should include precautions taken by other similar agencies.

2. Laptops for all Hearing Officers

Labor indicated the need for 30 laptops to be provided to Hearing Officers. Mr. Hanks indicated that there is no business purpose for Hearing Officers in the NYC area to have laptops. The Commissioner directed Mr. Hanks and Mr. Paolucci to look into the situation and report back at the next meeting.

3. Postings for other legal positions higher than grade 25 within the State

Labor indicated that postings for legal positions are not distributed. Ms. Ryan indicated that State agency postings are listed on State Jobs NY. Within OTDA vacancies are for the most part filled through an eligible list, in that case they may not be posted.

OTDA Planned Moves & Renovations January 2006

CITY	PROGRAMS	STAFF	DESCRIPTION	SCHEDULED
Albany	Housing Services, Translation, BRIA Consolidation 40 N Pearl St	50	Consolidate Housing Services, Translation and BRIA staff to the 10 th floor. Renovate space and install modular furniture.	Winter 05/06
Albany	DETS & Data Management 40 N Pearl St	93	Renovate the 9 th floor and install modular furniture to accommodate Welfare to Work staff and DETS reorganization.	Spring 06
Albany	Division of Disability Determinations One Commerce Plaza	20	Redesign the 9 th floor modular layout to accommodate DHU staff and new analyst hires.	Winter 05/06
Albany	40 N Pearl St Multiple Floors	XX	Installation of blinds at 40 N Pearl Street	Winter/Spring 2006
Albany	One Commerce Plaza – all floors	XX	Window Replacement Project at OCP (Landlord's Project)	Winter/Spring 2006
Glendale	Division of Disability Determinations	35	Renovate 3 rd floor training area and install modular furniture.	Winter 05/06
Jamaica	Audit & Quality Control Gertz Plaza 92-31 Union Hall Blvd	27	Lease negotiations underway. A&QC staff will move to the 5 th floor.	Fall 2006
Menands	Audit & Quality Control and Finance - RMS Riverview Center	90	Lease Renewal Current lease expires in May 2006. We expect to remain at Riverview.	Spring 2006