

# 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:**

Keith Reichelt handed out an OTDA planned moves and renovations information sheet (attached). Commissioner Hansell stressed his emphasis on ensuring the safety and security of staff. Management is committed to continuing the lease agreement in Glendale and has articulated that position to OGS. Management indicated that they have no information on plans for OTDA staff to be relocated to 7 World Trade Center.

**RESOLUTION/DECISION/NEXT ACTION:****MINUTES REVIEWED BY:**

PEF		Management		
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# PEF LABOR/MANAGEMENT Meeting Agenda

**ISSUE:**

PEF would like to establish a parking committee to deal with parking issues, especially medical parking.

New Business:

Number:

Old Business: X

Number: 2

**INITIATED BY:**

PEF	X	Management	
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**RESPONSE:**

Management indicated GOER has confirmed that we are not required to have a Parking Committee in Albany, but has agreed to meet and has met with PEF on parking concerns. Management suggests that any concerns regarding parking be directed to BMS for resolution.

**RESOLUTION/DECISION/NEXT ACTION:**

**MINUTES REVIEWED BY:**

PEF		Management	
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# PEF LABOR/MANAGEMENT Meeting Agenda

**ISSUE:**

PEF would like an update in regard to what has happened with the Department of Labor staff transferred to OTDA and what opportunities are ahead.

New Business:

Number:

Old Business: X

Number: 3

**INITIATED BY:**

PEF	X	Management		
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**RESPONSE:**

Management indicated Civil Service recently signed off on changing the titles and promotional path for the Welfare to Work Titles. Management is also pursuing expansion of career opportunities for other staff in the program that are in titles that are different from others in the Division.

**RESOLUTION/DECISION/NEXT ACTION:****MINUTES REVIEWED BY:**

PEF		Management		
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## PEF LABOR/MANAGEMENT Meeting Agenda

**PEF believes there will be a change in GOER executive management and with this a change in philosophy and therefore would like to revisit: Time Card requirements, mandatory overtime without compensation, centralized approval of early release time and telecommuting.**

**New Business:**

**Number:**

**Old Business: X**

**Number: 4**

### INITIATED BY:

PEF	X	Management		
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### RESPONSE:

**Management requests that the union identify issues of this nature to their attention to be presented to GOER.**

### RESOLUTION/DECISION/NEXT ACTION:

### MINUTES REVIEWED BY:

PEF		Management		
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# PEF LABOR/MANAGEMENT Meeting Agenda

**ISSUE:**

PEF would like expanded use of the 4 day work week.

New Business:

Number:

Old Business: X

Number: 5

**INITIATED BY:**

PEF	X	Management		
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**RESPONSE:**

Management stated that in view of senior management changes, this issue will require further evaluation. Management will also discuss this topic with GOER.

**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 Electronic Bulletin Board.**

**New Business:**

**Number:**

**Old Business: X**

**Number: 6**

**INITIATED BY:**

<b>PEF</b>	<b>X</b>	<b>Management</b>	
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**RESPONSE:**

**Management stated that they are committed to reconvening the Electronic Bulletin Board planning group.**

**RESOLUTION/DECISION/NEXT ACTION:**

**MINUTES REVIEWED BY:**

<b>PEF</b>		<b>Management</b>	
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# PEF LABOR/MANAGEMENT Meeting Agenda

**ISSUE:**

PEF would like to revisit the OTDA posting procedure especially “informational postings”.

New Business:

Number:

Old Business: X

Number: 7

**INITIATED BY:**

PEF	X	Management		
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**RESPONSE:**

Management indicated that they will strive to use job postings for all non list PEF promotional opportunities. However, there may be situations of critical need when expediency is required and a posting will be waived. Posting should be the norm. Management will review its current processes for posting and interview waivers.

**RESOLUTION/DECISION/NEXT ACTION:****MINUTES REVIEWED BY:**

PEF		Management		
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# PEF LABOR/MANAGEMENT Meeting Agenda

**ISSUE:**

**PEF would like to establish local Labor/Management agreements and hold meetings**

**New Business: X**

**Number: 1**

**Old Business:**

**Number:**

**INITIATED BY:**

PEF	X	Management		
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**RESPONSE:**

**Management stated that all current Labor Management Meeting agreements will remain in effect. Local Labor Management meetings will resume. Commissioner Hansell will meet with the new Director at GOER, Gary Johnson, as soon as possible. Management will report the results of meeting with GOER to the union.**

**RESOLUTION/DECISION/NEXT ACTION:****MINUTES REVIEWED BY:**

PEF		Management		
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# PEF LABOR/MANAGEMENT Meeting Agenda

**ISSUE:**

PEF would like to change the rules and regulations related to part time professional staff so that they are eligible for such benefits as flex spending and dependent care accounts.

New Business: X

Number: 2

Old Business:

Number:

**INITIATED BY:**

PEF	X	Management		
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**RESPONSE:**

Management stated that eligibility for the indicated programs does not fall within their control. However, it is believed from information provided by the union, the review physician employees should be covered under these plans. The union will provide BHR with the names of review physicians who believe they are eligible for this benefit. Union will contact DDD management regarding individual physician questions regarding this concern. Part-time staff including the DDD physicians can also call BHR directly at (518) 473-0503 with their questions.

**RESOLUTION/DECISION/NEXT ACTION:****MINUTES REVIEWED BY:**

PEF		Management		
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# PEF LABOR/MANAGEMENT Meeting Agenda

**ISSUE:**

**PEF would like DDD staff to be able to participate in VRWS in order to minimize the affects of accelerating retirements in this Division.**

**New Business: X**

**Number: 3**

**Old Business:**

**Number:**

**INITIATED BY:**

PEF	X	Management	
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**RESPONSE:**

**Management will consider the impact of adding VRWS in DDD, however, difficulties with federal funding may cause a negative impact on future hires.**

**RESOLUTION/DECISION/NEXT ACTION:**

**MINUTES REVIEWED BY:**

PEF		Management	
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# PEF LABOR/MANAGEMENT Meeting Agenda

**ISSUE:**

**PEF would like expanded use of telephone headsets in DDD.**

**New Business: X**

**Number: 4**

**Old Business:**

**Number:**

**INITIATED BY:**

PEF	X	Management		
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**RESPONSE:**

**The Commissioner indicated that he will discuss this concern when he meets with SSA officials. Both union and management believe that SSA should provide the telephone headsets.**

**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 OTDA Budget appropriations, especially consultant contract, personal service funds, deductions for DDD and personal service fund increases for administration.**

**New Business: X**

**Number: 5**

**Old Business:**

**Number:**

**INITIATED BY:**

PEF	X	Management		
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**RESPONSE:**

**Mr. Normile and the Commissioner provided information regarding budget concerns. Management will closely review IT consultant contracting and review options to increase state staffing for the functions they perform.**

**RESOLUTION/DECISION/NEXT ACTION:****MINUTES REVIEWED BY:**

PEF		Management		
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# PEF LABOR/MANAGEMENT Meeting Agenda

**ISSUE:**

**Management would like to update Labor on enhancements to emergency notices to staff.**

**New Business: X**

**Number: 6**

**Old Business:**

**Number:**

**INITIATED BY:**

<b>PEF</b>		<b>Management</b>	<b>X</b>	
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**RESPONSE:**

Management described the creation of a new Emergency Notice header and posting process that will be used to publish emergency information on our Intranet and Internet homepages. Staff will be able to obtain agency or facility specific information in the event of an emergency from any remote location as long as they have Internet access. Local social services districts will contact the agency if there is an emergency situation that will result in the closing of one of their buildings, or other action that will impact OTDA employees located at any OTDA site. If a building is closed, that is a work location for OTDA employees, those employees will receive direction as to where to or if they should report to work. This message will also be placed on the 1-866-OTDA-911 emergency phone number. In addition, management explained the Personal Emergency Notification System (PENS) that will auto-call employees at home if a situation warrants such action. Further information on PENS can be found in the Administrative Policies and Procedures Manual (APPM) in Chapter 3, Section 13.

In such emergencies, BHR begins work immediately to get necessary information to GOER (for directed departures) and or the Civil Service Commission(full day absences), to request approval for staff to be excused from work without charge to accruals.

**RESOLUTION/DECISION/NEXT ACTION:****MINUTES REVIEWED BY:**

<b>PEF</b>		<b>Management</b>	<b>X</b>	
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CITY	PROGRAMS	STAFF	DESCRIPTION	SCHEDULED
Glendale	DETS Welfare To Work Staff	2	Move two WTW staff out of DOL space and into OTDA space at Glendale Tech Park	Fall 2006
Jamaica	Audit & Quality Control Gertz Plaza 92-31 Union Hall Blvd	27	New Lease. A&QC staff will move to the 5 <sup>th</sup> floor.	Spring 2007
Menands	Audit & Quality Control Riverview Center	84	Lease Renewal Current lease expired in May 2006. We will remain at Riverview.	Fall 2006
Albany	TAMA and Child Support, iLinc/LearnLinc Training	N/A	Renovate former US Air space at 40 N Pearl.	Fall 2006