

PEF LABOR/MANAGEMENT Meeting Minutes

ISSUE:

Management will provide an update on moves, relocations and leases, including an update on the Gertz lease.

To Be Discussed By: John Paolucci

New Business:	Number:
Old Business: x	Number: 1
Point of Information:	Number:

INITIATED BY:

PEF	x	Management		
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RESPONSE:

Management provided an update on current moves, relocations, leases. (See attached list.) In regard to the Gertz lease, Management advised it will follow its normal procedure for renewing any lease. This is a long process and Management cannot definitely say if the lease at Gertz will be renewed or not. All options are on the table. As in April, PEF reiterated its stance that the Gertz building needs to remain open to serve claimants from Queens and Long Island as well as to house additional staff should new hiring take place.

RESOLUTION/DECISION/NEXT ACTION:

Management will keep the Union apprised of any substantive discussion in this regard. Attached is a list of current moves, relocations, leases, etc.

CONTENT REVIEWED BY:

PEF	x	Management	x	
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PEF LABOR/MANAGEMENT Meeting Minutes

ISSUE:

Revisit Telecommuting in OTDA. PEF would like OTDA general agreement to be executed that would require only the approval of the appropriate Deputy Commissioner.

To Be Discussed By: Robert Doar

New Business:	Number:
Old Business: x	Number: 2
Point of Information:	Number:

INITIATED BY:

PEF	x	Management		
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RESPONSE:

The Union expressed its desire to have a Telecommuting policy implemented throughout OTDA with participation to be determined by the appropriate Deputy Commissioner. Management's position is that a pilot should be put in place and evaluated before a general agreement can be executed. Management felt that implementing an agency wide agreement at this point would not be prudent since we do not know if it would be effective and there could be widespread morale issues. The union disagreed and expressed strong disappointment.

RESOLUTION/DECISION/NEXT ACTION:

Management and Labor will have further discussion on this issue outside the Labor/Management committee forum.

CONTENT REVIEWED BY:

PEF	x	Management	x	
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PEF LABOR/MANAGEMENT Meeting Minutes

ISSUE:

The Union would like to revisit the possibility of changing the start time for employee in OTDA.

New Business:

Number:

Old Business: x

Number: 3

Point of Information:

Number:

INITIATED BY:

PEF	x	Management		
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RESPONSE:

The Union believes that the present 7:30 AM start time should be changed so that employees can begin and end their workday earlier. Management is not in favor of changing the start time. Operational need makes this unfeasible. Management needs to have employees available during times when they can conduct business at the beginning and the end of the day. To allow an earlier start and end time would have a negative effect on the provision of services to customers and would interfere with the conduct of business. The union believes that in some operations contract staff are allowed to start and end their work day earlier and that other alternative work arrangements have benefited the agency without negatively impacting operational need.

RESOLUTION/DECISION/NEXT ACTION:

The earliest start time of 7:30 AM will continue. Alternate work schedules will continue to be considered on a case by case basis.

CONTENT REVIEWED BY:

PEF	x	Management	x	
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PEF LABOR/MANAGEMENT Meeting Minutes

ISSUE:

PEF Stewards at the Harlem Center office would like access to all OTDA locations so that they can access PEF members.

To Be Discussed By: Randy Harris

New Business: X

Number: 1

Old Business:

Number:

Point of Information:

Number:

INITIATED BY:

PEF	X	Management		
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RESPONSE:

Management agreed to allow four Harlem Center stewards/union officials to have access to all OTDA locations in this building. They include: Olubiyi Sehindemi, Robert Wright, Anton Trapman and Usher Piller. The limitation was based on Management's desire to comply with tenant's security concerns. While security of the employees is of paramount importance to all parties involved, it was deemed appropriate to allow free egress to union representatives.

RESOLUTION/DECISION/NEXT ACTION:

N/A

CONTENT REVIEWED BY:

PEF	x	Management	x	
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PEF LABOR/MANAGEMENT Meeting Minutes

ISSUE:

Contracting out of audit of Residential Treatment Center (RTC) facilities and other congregate care facilities. The Union was under the impression this would be short term but now knows it to be long term (3 years). The union feels it was given misinformation.

To Be Discussed By: Mary Meister

New Business: X

Number: 2

Old Business:

Number:

Point of Information:

Number:

INITIATED BY:

PEF

X

Management

RESPONSE:

This issue stems from a brief response given by Management on this issue at a previous Labor Management meeting. The Union is concerned that contracting out this function could lead to the replacement of staff who retire from Civil Service positions by contract staff. They were under the impression that this was a short term effort, short term being a year at best, however, it now understands that this effort could last for three years, which is not short term. Management informed the Union that Invitation for Bid's (IFB's) are done for multiple years, some as long as five years. The multiple years are necessary in order to go through the process. By the time a contractor is selected and the work is implemented part of the life of the project has expired. Use of the contract is intended for RTC facility audits, which is the only audit use anticipated. However, the IFB allowed for other uses because it's more efficient to prepare for future needs at the time the solicitation for bids is released than to have to redo the process each time. Each use of the contract requires an appropriation of funds which precludes the contract from being a long term solution for replacing staff. The Union was more comfortable with this level of detail but remained concerned over this hiring approach.

RESOLUTION/DECISION/NEXT ACTION:

Management will update the Union when the bidding is complete. The Union will continue to monitor the project.

CONTENT REVIEWED BY:

PEF

X

Management

X

PEF LABOR/MANAGEMENT Meeting Minutes

ISSUE:

PEF would like an update regarding early retirement initiatives. Also, PEF would like to implement retirement presentations for OTDA staff.

To Be Discussed By: Terry Baxter

New Business: X	Number: 3
Old Business:	Number:
Point of Information:	Number:

INITIATED BY:

PEF	X	Management		
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RESPONSE:

Management is not aware of any early retirement incentives being proposed at this time. Also, we have conducted retirement presentations and can arrange for more.

RESOLUTION/DECISION/NEXT ACTION:

Management and the Union will discuss further.

CONTENT REVIEWED BY:

PEF	x	Management	x	
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Office of Temporary & Disability Assistance Upcoming Moves & Renovations

CITY	PROGRAMS	# Staff	DESCRIPTION	SCHEDULED
Albany	Office of Budget, Finance and Data Management (OBFDM) 14 th Floor 40 North Pearl Street	82	Renovate floor and install modular furniture	Winter 2004-05
Albany	PSQI/Training and Management Analysis (TAMA) and Technology and Office Automation (TOA); Division of Temporary Assistance (DTA); 40 North Pearl Street 10 th & 12 th Floors	15	Build new lunch room (cafeteria) on 10C and build secure room for DTA's IEVS project; Renovate existing 12 th floor lunch room space and relocate TOA staff; Relocate TAMA from 10 th floor to 12 th floor	December 2004
Albany	Legal Affairs 16 th Floor 40 North Pearl Street	3	Expand space for new program initiative Modifications to Library space design	October 2004 November 2004
Albany	Division of Disability Determinations Central Fiscal Unit, 10 th Floor Program Integrity Unit, 9 th Floor One Commerce Plaza	20	Expand space for Central Fiscal Unit Relocate Program Integrity Unit	November 2004 November 2004
Buffalo	Administrative Hearings 125 Main Street	9	Minor space renovations	Winter 2004-05
Hempstead	Administrative Hearings 175 Fulton Street	9	Relocation to 50 Clinton Avenue	December 2004
Rochester	Administrative Hearings & Audit & Quality Control 259 Monroe Avenue	6	New Lease Same Building A&QC Relocating to 1 st Floor	December 2004
Jamaica	Division of Disability Determinations & Audit & Quality Control Gertz Plaza 92-31 Union Hall Blvd.	211	Preliminary assessments of space and program requirements are being developed	October 2005

