

USW Labor/Management Agenda

April 17, 2024

PEF Headquarters

ATTENDEES:

Todd Kerner	Tara Bentley
Lyndsy Celestino	Ed Bradley
John Svare	Bob Beckwith
Ray Brown	Suzanne Walker
Stephanie Ide	Blair Burroughs
Rebecca Lalli	Janice Treanor
Katie Vorwald	Niki Grabo

STANDARD UPDATES:

1. Meeting Minutes
 - a. S.Ide sent draft minutes for Todd and Bob to review
2. Staffing Report
 - a. Field Reps
 - i. Poughkeepsie – hired one individual and scheduled second interviews for second opening.
 - ii. Utica – offered and waiting on answer.
 - b. Civil Service
 - i. Research Associate – two openings.
 - ii. Director
 - c. MBP
 - i. Sales Associate – spoke with USW about the new position.
 - d. Legal
 - i. Associate Counsel – one more Associate Counsel position
 - ii. Legal Assistant – offered and waiting on answer.

3. Joint Committee on Health Benefits
 - a. There was a meeting in January 2024
 - b. Gave USW the numbers on the final 3-months of self-insured plan.
 - c. Talked about the HRA
 - d. Talked about retiree?
4. Staff Training/New Field Rep Training
 - a. Field Services
 - i. Katie, Eric, and Ricardo met to discuss their onboarding and training.
 - ii. Katie is working on Section 73 training and John from Legal will assist.
 - b. Are other departments working on any trainings?
 - i. That is department from department based on a need.
 - ii. Employees should explore training opportunities before a new position opens so they are ready to take on a new role.

OLD BUSINESS:

5. New Employee Orientation-Update
 - a. Has been going smoothly; Field is starting to create their own onboarding session.
 - b. We can remove this from the agenda.
6. Receptionist Back-Up Coverage-Discussion
 - a. There was a new position created.
 - b. Someone will start on 5/6/2024
 - c. There will still be a backup list just in case one of them is out (Receptionist and Office Assistant). Roster – reverse seniority and MBP will not be part of the process anymore.
 - d. We can remove this from the agenda.
7. Healthcare Questions Update
 - a. New plan has been working?
 - b. There were some questions in the beginning but has been working well.
 - c. We can remove this from the agenda.
8. Access to Headquarters Offices - Follow -up
 - a. **ACTION ITEM:** Todd needs to meet with Joe Cocci to discuss.
9. Midas Access to elected local PEF Stewards/Leaders by Division – Follow-up

- a. USW received a list from Katie, but some staff couldn't access it, so MIS is working on access.
- b. This list is going to Field Reps and Secretaries.

NEW BUSINESS

10. Location/Participation in USW Grievance Process and Interrogations -Discussion

- a. USW - We have discussed this before but would like to work this out. They shouldn't have to drive to Albany to participate. They don't understand why it's that important.
- b. Todd – reviewing the contract. For Discipline, we need the interview in-person. For grievances, recommend a proposal.
- c. **ACTION ITEM: USW – will chat and make a proposal.**

11. Travel Request Form-Discussion

- a. USW – is this to keep better track of people requesting travel?
- b. Todd – there were numerous reasons, we had several people requesting travel, but their supervisor didn't know.
- c. Fill out the sections that are applicable.

12. NYC Congestion Pricing

- a. This is going to cause some issues based on the NYC office location and agencies we work with.
- b. Todd – we have done some rough calculations, but we will figure out a process. We are not sure if this will be implemented.

13. Telecommuting – Todd wants to add something to pass along to the membership.

- a. 2 issues:
 - i. Someone came in and forgot it was their telecommuting day – they ended up going home, now they are traveling on PEF time.
 1. Work meetings – employees will come into the office for a work meeting but then go home; now they are traveling on PEF time. In this instance, they can request a change of day with their supervisor.
 - ii. A couple instances of people not doing work – they didn't check emails, or they were not available. Should we remove the telecommuting option or discipline?!

Robert Beckwith

Signature of USW Representative

Robert Beckwith

Signature of USW Labor/Management Chair

Todd Kornea

Print Name of PEF Representative

[Signature]

Print Name of PEF Labor/Management Chair