

DOT Region 6 ~ PEF Division 175
Labor/Management Meeting
Tues., Dec. 11, 2012 at 10:30 p.m. in Library Conf. Room

Present: Renee Robinson Brenda Fay Pauline Burnes
 Chris Giles Kathy Button Keith Brewster
 Jeremy Wildrick-Cole Tim Timbrook Andy Williams
 Andrew Puleo Ed Johnston Lisa S. Quarles

Absent: Brian Kelly

 **Next meeting: Wednesday, 3/13/13, 10:30 – 12:00 PM, Library Conference Room** 

Minutes:

Minutes from the September 12, 2012 meeting were reviewed and accepted.

Introductions:

Andrew introduced Lisa Quarles, PEF Representative and welcomed back Ed Johnston to the committee. Roundtable introductions took place.

Old Action Items Status:

State Credit Cards for ICS Assessment Team Staff – No change from September meeting. Contract is to expire soon (January); hopefully, this will rectify the license shortage. MO prioritizes the issuances. If lack of cards, employees receive cash advances. The majority of R6 deployed staff have state credit cards.

Brown Bag Lunch Sessions – Topic retrieval still remains an issue along with attendance. Tim suggested a regional office email to explain: why you are receiving this email, your thoughts/comments, and your topics of interest. Extra release time (other than ½ hour lunch) was also discussed and Tim or Chris will review with Brian. PDH sessions were mentioned. It was thought the Department has resumed certifying PDH training, so they may be an option again.

2013 PEF Membership (L/M Subcommittee) Meeting – The subcommittee of Brenda, Keith and Andrew have been working on presentable topics: Speaker Lisa Quarles, year in review, where have we been and where are we going, unfiltered member alone time, EAP, and Q&A sessions. No date or location has been determined. Andrew will invite PEF president Sue Kent to attend next L/M Membership meeting.

Quality of Work Life – Management requested that this topic only be present on the agenda when specific cases can be presented, PEF concurred. PEF also noted that personal issues should not regularly be discussed at this forum. Comment was made that people feel frustrated, under-appreciated and have a lack of motivation or drive ~ forming the question, “What is Management’s general idea of morale around here?” We need to be proactive and have an ongoing approach, survey staff, encourage team work and make a conscientious effort to foster a good working environment. Management did state that some things are out of the region’s control. PEF employees feel their comments go no where. Positive suggestions: prepare timely performance evaluations, refrain from using negative comments on other documents, utilize employee ideas and provide job completion satisfaction.

PEF Social Leave Announcement – In the future, MAP procedures must be followed for social leave notification. There was a good turn out and Andrew thanked everyone for attending.

Post Sandy Discussion – Tim stated that regional After Action Meetings are being scheduled (first one is tomorrow); in addition, statewide meetings are being held. There was discussion regarding deploying same employees (for Irene and Sandy), which prevents other employees from gaining experience. Eventually, non-deployed individuals may refuse which will reduce the volunteer list, create grievances and continue to lower morale. Tim commented that every emergency is unique and there is a challenge between operational needs and deployment. Resource requests need to be followed. Tim also stated that the ICS Organization Chart and the region need a complete revamping. Flexibility needs to be built in. Tim cited, we only wanted the best and brightest. PEF suggested that Management balance experience among assessment teams, and other deployment staff by deploying someone for the first time with someone with experience, so as to offset losing institutional experience whenever one of the deployment vets leaves/retires. PEF mentioned the particulars related to overtime payments to Grade-23+ employees adds to the risk of losing employee interest in future deployments.

New Action Items Status:

P & P Work Boot Policy – Safety Bulletin on Work Boot Policy was updated and finalized on November 28, 2012. The new contract and boot mobile schedules are out. Eligibility lists need to be reevaluated due to job changes, etc.

Personal Expense Reimbursement Timeline - PEF realizes this is not a regional issue and is asking that Management promote repeated sentiments to MO regarding reimbursement.

OOT Timeline Processing – PEF appreciates Managements receptiveness to recent OOT filings. There have been positive responses received.

Vendor Notification Policy – Brian has asked for clarification on policy. There are issues regarding interpretation of policy. Issue is going to statewide L/M level.

State Vehicle Assignment Criteria – Per Chris the top mileage users are assigned vehicles. Also review assignments based on job area and job changes. Management assigns vehicles with the intent to minimize reassignment of vehicles.

Hurricane Sandy Overtime – Budget bulletin was received from DOB. It is up to the agency to use personal service budget for expense. A determination has not yet been made.

Health Insurance – Not ruled on yet.

PEF Contracts – PEF members should have received them at home, if not Administration has some in their office.

Future Meetings: Wednesdays - March 13, June 5, September 11 and December 4, 2013 from 10:30-12:00 in the Library Conference Room.

Meeting Adjourned: 12:02 PM

Next Meeting: See Above

Action Items assigned:

Action to be taken	Issue or Decision Related?	Person Responsible	Target Date To Complete
Discuss possibility of extra release time	Brown Bag Lunch Sessions	Chris or Tim	ASAP
Revise Operating Agreement	Committee Members	Chris & Andrew	on-going

Natalie Rawleigh Welch

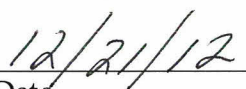
PEF Labor/Management Secretary

12/11/12

We have reviewed the minutes from the December 11, 2012 meeting and we concur that they are an accurate account of the meeting.



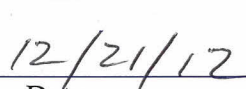
 Andrew Puleo, PEF Division 175 Co-Chair



 Date



 Chris Giles, NYSDOT Region 6 Management Chair



 Date