

## DOT Region 6 - PEF Division 175

### Labor/Management Meeting

Weds, March 14, 2012 at 10:30 a.m. in 2<sup>nd</sup> Fl. Library Conference Room

**Present:** Keith Brewster                      Pauline Burnes                      Kathy Button  
              Brenda Fay                              Chris Giles                          Brian Kelly  
              Andrew Puleo                             Renee Robinson                    Tim Timbrook  
              Jeremy Wildrick-Cole                    Don Sweezy                         Andy Williams

**Absent:** Lynn Tucker

**Next meeting:** Wednesday, June 13, 2012, 10:30 – 12:00 PM, Library Conference Room

**Minutes:** Minutes from the December 13, 2011 meeting were reviewed and accepted.

**In Appreciation:** Brian Kelly thanked Don Sweezy for his service as the PEF L/M chair. Chris Giles will be taking over the chair position from Don.

#### Old Action Items Status:

**Region 6 PEF Membership Meeting Review** – Andrew Puleo - The PEF L/M meeting held at the Elks club on 2/15/2012 was attended by 115 employees including both PEF and CSEA members. The survey handed out at the end of the meeting had 35 respondents. The ratings from the survey were average or above average for the overall program. The majority of the respondents rated the duration of the meeting as just right. Out of the 34 respondents, 4 volunteered to help with the Brown Bag lunch and future meetings. Negative comments focused on comfort and the crowded set up of the facility. Chris - Positives were good access from SOB and cost of the facility. Elks could be used again for a PEF meeting with improvements made based on feed back from this meeting. Brian Kelly - No date for a new meeting until we know more about changes coming for DOT. This will be an action item to be discussed at the June or September meeting. Andrew Puleo - as a PEF member the meeting was good for morale. Tim Timbrook - it is a good venue for sharing information. Keith Brewster - meeting was good for CSEA people attending too.

**L/M Initiatives Sub-Committee Direction** – The question was raised by Chris Giles whether it is better to develop a task force or have a standing committee. Some of the thoughts on this were that it is hard for people to make the time commitment for a committee. A task force would allow us to work on specific tasks in a specific period of time. After discussion, the consensus was to dissolve the sub-committee and use task forces to work on agreed upon initiatives.

**Top Ten Issues** - Some of the accomplishments made include getting snow tires on the State cars and flex schedule is still being maintained. Other things discussed were hiring consultants as an ongoing issue, the need to eliminate duplication of work, and the PEF website. Since Matt Biswanger, Marcy Northrup have left, there has been a lack of personnel to complete a PEF L/M website. Keeping it fresh is difficult. Will need to do an open call for volunteers to find someone committed to maintaining the website. Topic to be brought up again at the June or September meetings.

The Brown Bag lunch will be moving forward as planned. Topics will include work related & personal information, etc. Since the Brown Bag lunch will be held at lunchtime, employees will have to charge personal time if it goes over. Supervisors will need to be flexible enough to allow people to go at a different time than their regularly scheduled lunch time. This will allow most employees to attend although there may be employees who have work commitments that will preclude their attendance.

**Health and Safety** – Cathy Button spoke on the H & S meeting held February 21, 2012. Air quality, stress relief, and ergonomics were discussed. Not a lot of other issues. Work is being done to get an ergonomic grant for chairs. Numbers and assessment lists needed for each group. It would be best for the unions to work together on the ergonomic grants applications. Cathy has the applications. This health and safety issue is not done through Brenda. Cathy is interested in knowing what else employees need for health and safety. She will resend the health and safety information regarding ergonomics to everyone.

**New Action Items:**

**ICS, Credit Card Availability** - Renee Robinson spoke on the credit card availability for deployed employees which was discussed and agreed on at the CSEA L/M. During Hurricane Irene and Tropical Storm Lee, cash was dispensed to deployed personnel due to the lack of electricity in these areas. Paper vouchers had to be done. Dispensing cash turned into a nightmare for Administration. Deployed employees will now have to sign up for travel cards or use their own money and be reimbursed by Expense Anywhere. It will be the employee's responsibility to request the card. It takes about two weeks to get the card. Options for deployment payment for food and lodging will first be the travel card, then out-of-pocket, don't go at all, or cash dispensed from Admin. (last resort). Tim Timbrook, Renee Robinson and Jeremy Wildrick-Cole will be working together to write a memo to all employees suggesting getting a travel card and advisement for use of travel cards. Hopefully this will alleviate any future problems.

**L/M MOU Operating Agreement, Revisit** – Andrew Puleo didn't see a need in revisiting the MOU at this meeting. Chris Giles and Andrew will look into making revisions.

**OOT Payments for Hurricane Response** – PEF withdrew grievance. Everyone who deployed has been paid. Not all out of title grievances have been paid yet.

**Article 24** – We need to focus on reasons why we are here and to learn and familiarize ourselves with the L/M process. Andrew Puleo handed out a copy of Article 24, read the first sentence of same, and emphasized that it cites the (3) major objectives of L/M which are: 1. "...maximize effectiveness of operations,..." 2. "...delivery of quality services..." 3. "...the promotion of a satisfied workforce..."

**Bridge Inspection, cost Benefit Analysis** - Don Sweezy spoke on UBIU rental for Bridge Inspection. Found that sharing resources is cost effective if employees stay overnight. The Bridge Inspection Unit will pursue this with the involved employees. Resources would be shared between Region 4 & 6. Brian – there have been cost benefit analysis studies done so we won't need to repeat them for Region 6. Chris – Employees should be encouraged to look at cost effective measures.

**Chain of Command, Double Standard Perspective** – Andrew Puleo – If PEF member violates the chain of command, management violates it too. There are 3 or 4 instances where that has happened. Seems like a double standard. Chain of command should go both ways. Brian – Doesn't know if there is a double standard. Confidential issues don't necessarily fall under the chain of command. Tim – What is official and informal chain of command? Chris – Need to differentiate between types of communication. If there is an issue, we can address on a case by case basis. Jeremy – We need to consider formality, overload on manager's part, and maintaining communication. Brian - It is not necessarily possible to communicate in writing (email, letter, etc.). Things can be taken out of context especially if foiled. We need to be cognizant of that.

<u>Action to be Taken</u>	<u>Issue or Decision Related</u>	<u>Person Responsible</u>	<u>Target Date to Complete</u>
Conduct 1 <sup>st</sup> Brown Bag Training Session	L/M Initiative	A. Puleo	May 1, 2012
Travel Credit Card Memo to All Region 6 Staff	ICS Deployment	R. Robinson T. Timbrook J. Wildrick-Cole	May 1, 2012

**Meeting Adjourned:** 11:37 a.m.

**Next Meeting:** Wednesday, June 13, 2012, 10:30 to Noon, 2<sup>nd</sup> Floor Library Conference Room

*Dawn Smith*  
PEF Labor/Management Secretary  
03/14/2012

We have reviewed the minutes from the March 14, 2012 meeting and we concur that they are an accurate account of the meeting.

  
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Andrew Puleo, PEF Division 175 Chair

  
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Date

  
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Chris Giles, NYSDOT Region 6 Management Chair

  
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Date

