

DOT Region 6 ~ PEF Division 175
Labor/Management Meeting
Wed., June 10, 2015 at 10:30 a.m. in the Library Conference Room

Present:	Brian Kelly	Ed Johnston
	Chris Giles	Ellen Coyne
	Andrew Williams	Karen Patterson
	John Eddy	Thomas Finch
	Tim Timbrook	Charlie Chick
	Kathy Button	Andrew Puleo
	Lisa Coombs-Recorder	Absent: Renee Robinson

Next meeting: Wednesday, 09/2/2015, 10:30 –12:00 PM, Library Conference Room

Minutes:

Minutes from the March 11, 2015 meeting were reviewed and accepted.

Old Items:

Health & Safety Subcommittee Report -

Flu clinic update notes – by Kathy Button

Kathy Button talked to Brian Marlatt- the Rite Aid Pharmacist last month.

There is a new flu vaccine coming out that covers all flu strains including the one that was not covered in 2014. However, this new vaccine will not be available until September so we should schedule 2015 clinics for October.

If there are enough people interested Brian and staff are willing to travel to more than one clinic and distance is not a problem (we should get estimated head counts for any clinics). Family members are encouraged to attend.

Insurance coverage goes by year (2014, 2015, etc.). No matter when in 2014 a person gets the flu shot, they are eligible any time for another one in 2015 and do not have to wait a full year.

Pneumonia shots will be available for 18-60 year olds. Definitely free for 60 years and up (Kathy thinks there is no charge for individuals 18-59 years). She needs to re-check.

Shingles shots will be available for 55-59 year olds for \$5.00; 60 year old and up are free. However, a doctor's prescription is needed.

It will be beneficial for us to pass out the vaccine application forms and promote this early so that we have good headcounts as to how many people are interested in each type of vaccine so Brian and staff bring enough. Brian will contact Kathy with new information as it draws closer.

Status of Interest to Switch Survey -

Brian Kelly said we will look at this again in the fall 2015; but we are keeping this “alive” while we wait until new hires and promotions to settle in.

New Items:

Lab-Top Computer Assignments -

The item is being put on hold temporarily due to a lack of communication on how and when and to whom the laptops will be distributed. Pauline Burns currently has a laptop and is implementing the use of new programs on it; stay tuned!

“Performance Measures”-as related to new term from Main Office

On time and on budget is an easy way to measure performance, but this looks at functional assessment and is our report card to grade us annually. The current red light/green light in Primavera is one use of the capital project for tracking performance. This is our score card for management and we are looking for suggestions on how to report performance measures.

Information Share:

Puleo shared that ICS assignments must be compliance with each employees Civil Service job classification. Puleo cited that (3) recent employee issues, bunking, an isolated call-out concern, and a NYSDOT Training/PEF meeting schedule conflict were satisfactorily resolved with the assistance of Mgmt. Chair T. Finch. This prompted a discussion regarding the idea that future Region 6 Newsletters could include a “did you know” section, and B. Kelly requested that a list of questions be provide to him for review.

Discussion on CPR/AED:

Charlie Chick said that certain areas like Traffic/Safety and Drilling are required to have CPR and AED training in order to meet OSHA requirements. The recommendation from the Health and Safety committee was to have an additional 10-20 people trained to cover the building. OGS would pay for the training, multiple classes are possible, but there is a minimum/maximum of 10 people required for each class and the class is four hours long. The certification is good for two years and there would be a flyer on each floor of responders. Charlie Chick provided the following names of current employees who have CPR and AED training.

2nd floor: Connors, Forenz, Rapp, De-Graff, Piatt, Williams, Smith, Zigenfus, Lowe, McCumiskey

3rd Floor: Burnes, Chase, Chick, Fuller, Kieds, Kramer, Hoag, Spencer, Sweet

Basement: Markel, Ermer, Roloson, Wright, Bidlack

Discussion on CPR/AED contd.

This would be on a first-come, first serve basis for sign-ups. The recommendation was that if release time was granted that the employee agree to have their picture on the flyer and be recognized as a first responder. If an employee wanted the training, but didn't want to be recognized as a first responder, they could still participate in the course, but would not receive release time to attend. This would require supervisory and management approval. The recommendation was made to cap this at 20 people per year. Charlie said that we have had 2-3 incidents where CPR or first aid was successfully used to assist an employee. The Health and Safety committee will take the lead on notice to the building staff and coordinating the training.

State Office building meeting results:

We had 117 people who signed in for the State Office building meeting on March 25, 2015. Out of the 117 people who signed in 35 people filled out the survey and turned them in. Brian Kelly said we are planning on making this an annual event. Tom Finch read some of the results from the summary of the meeting, but overall felt the consensus was positive. Attached is the summary of the SOB meeting.

Roundtable:

Nothing added from members except from Ellen Coyne who stated she was pleased with the grievance settlement pertaining to the recent NOD.

Next Meeting: Wednesday, September 2, 2015 at 10:30 a.m. in the Library Conference Room

Future Meetings: Wednesday, December 2, 2015 at 10:30 a.m. in the Library Conference Room

Meeting Adjourned: 11:20am

Action Items assigned:

Action to be taken	Issue or Decision Related?	Person(s) Responsible	Target Date To Complete

Lisa Coombs, Recorder

June 10, 2015

We have reviewed the minutes from the June 10, 2015 meeting and we concur that they are an accurate account of the meeting.

A Puleo *6-18-15*
Andrew Puleo, PEF Division 175 Co-Chair Date

Thomas RFL *6-18-15*
Tom Finch, NYSDOT Region 6 Management Chair Date