

NYSIF/PEF JOINT LABOR MANAGEMENT MEETING AGENDA
1 Watervliet, Albany NY
7/11/19 @ 10:00am

1.) Minutes – 4/11/19 minutes approved 5/15/19.

2.) Next Meeting - PEF proposes October 17, 2019 at 10:00am

3.) Local L/M Meetings -

4.) Statewide Staffing Levels –

- a.) Sr. Auditors, PA Department - A mandate directing Sr. Auditors from Buffalo, Rochester and Syracuse to travel to Albany and stay in Albany for a week at a time for multiple weeks from March through May 2019 is burdensome to Sr. Auditors.

-PEF would like confirmation that this project has ended and would also appreciate confirmation that SIF will place any future items that require such mandates on the SWLM agenda for discussion prior to implementing them.

- b.) Hearing Reps - PEF queries SIF re: the amount of hearings and depositions statewide that are being assigned to outside counsel in lieu of hiring hearing reps statewide. Per last meeting, SIF is compiling data regarding the number of hearing reps vs the amount of claims in particular offices.

-PEF requests an update on that study.

5.) Telecommuting –

As last reported, SIF advised that Ms. Carroll is on a pilot telecommuting committee comprised of multiple agencies. PEF has consistently requested that SIF include rank and file prior to implementing new policies and procedures as those who actually do the job have the best input and suggestions that later would not have to be amended if the state took a proactive approach.

-PEF requests a status/update and asks if the state's pilot committee will include PEF input and involvement.

6.) Dissemination of Information –

PEF thanks SIF for approving the 4/11/19 minutes in a timely fashion as agreed.

-PEF requests SWLM and SWH&S minutes be posted to the SIF intranet.

7.) ITS Concerns – Last meeting PEF ITS staff brought specific concerns re: reduced security, inadequate training, various specialties, staffing, networking, servicing, and OOT work.

- PEF requests an update on SSA's staffing; has request to fill been approved for Binghamton?
- Any progress in addressing any of the concerns provided in the ITS evaluation paper at the last meeting?
- Any update on technical security training?

8.) Pool Car Inspection – PEF understands the need for members to “inspect” the pool car prior to use, however, inspections should be limited to reporting obvious defects, not checking brakes and service records. The Supervisory Pool Car person should be in charge of maintenance and assuring vehicles are safe.

- PEF requests an update on SIF's review of and changes requested by PEF in this policy.

9.) Claims and PHS Policy Manuals – PEF thanks SIF for Jeff Silino's 4/26/19 email, Claims Manual Updates, which states, in part, “To facilitate the process of reviewing the full text of the updates in the Claims Manual, they will appear in red text for a period to be determined.”

As reported at last meeting, PHS updates are listed on SIF's intranet.

- PEF queries how long updates remain in red text.

10.) Feedback forms - Last meeting PEF requested that feedback forms be created for SIF Departments PAD, PHS, and FS, and also that staff be directed to a central location to view the status of these requests. Management advised that the Claims feedback forms are successful.

- PEF requests a status on this request, including a central location to view their status.

11.) Languishing grievances – At the last meeting, SIF committed to reaching out and meeting CBA timelines on Step 2 decisions.

A list of outstanding grievances was sent to SIF LR for review on 3/27/19. PEF was given dates certain of 4/22/19, 4/29/19, and 5/6/19. Three Step 2 decisions out of seven have been received to date on 5/30/19 and 6/4/19.

PEF notes that SIF issues counseling memos, NOD's, and unsatisfactory performance evaluations to members due to not meeting deadlines and/or receiving penalties. SIF not meeting deadlines with no penalty diminishes morale and respect of SIF and PEF.

- PEF requests a status on remaining Step 2 decisions and also a status on the hiring of more LR staff.

12.) Location of “medical folder” for SIF employees – SIF maintains a “medical folder” that is separate from the Personal History Folder.

PEF would like to know:

- Where is this folder located
- Who has access to this folder
- How long is it stored for and where
- How is it kept secure
- Is it paper or digital

13.) White Plains Seniority List – PEF requests SIF produce the seniority list for the White Plains office.

14.) PPD claims letter – In the interest of SIF, in order to reduce cost in medical treatment per the new MFS, PEF requests SIF formulate a mass mailing/letter to educate claimant’s and doctors re: MTG’s and minimum requirements for treatment/prescriptions.

15.) “Employee Contacts” link on SIF intranet - Per Executive order 187 discrimination complaints now go directly to GOER.

-PEF requests that Heather Woolfolk and her direct GOER email be removed from the list of Employee Contacts and be replaced with these two links:

<https://goer.ny.gov/executive-order-187> to the GOER website.

Complaint form link: <https://goer.ny.gov/system/files/documents/2018/11/nys-discrimination-complaint-form.pdf>

16.) Notification of law enforcement/convicts in or around the premises -

PEF requests communication from upper management/executive to NYSIF local management so local management can advise members when outsiders - such as uniformed officers, law enforcement agencies, and work release programs - are present within SIF buildings and also when officers outside the building are dealing with perpetrators.

PEF requests improved communication at every level.

17.) Request for Proposals (RFP) for Insurance Consulting Services posted 6/27/19.

PEF seeks information re: NYSIF is seeking firms that have proven, documented knowledge and experience in assisting Workers Compensation and Disability carriers in core insurance-related subject matter including, but not limited to; fixing (establishing) and collecting premiums, claims, actuarial, underwriting, field services, loss control/prevention, reinsurance, premium audit, investments review and analysis, and other insurance-related services. Technology and management roles and practices continue to evolve and change; NYSIF is committed to utilizing

optimal solutions, and recognizes that change is necessary to meet customer needs and to provide services.

18.) MCR Staffing.

Per local discussion with Binghamton management, SIF is reviewing SW requests and will report back in the future. PEF requests information on the status of MCR hiring request(s) out of Binghamton.