

Action Items List

Status as of: July 15, 2005

Pending items from NYSP/CSEA Statewide Labor-Management Committee Meeting, June 9, 2005 @ HVTMC, Hawthorne, New York

Jury Duty: CSEA (**name withheld**) to submit draft policy language to Emp Rel (**name withheld**) regarding schedule changes and general policy in reference to employees called for jury duty and those in an "on call" status for jury service.

Submitted to (**name withheld**) on 6/23/05.

Out-Of-Title Grievances: Emp Rel (**name withheld**) to provide list of current pending OOTs to CSEA (**name withheld**).

List received from Emp Rel and follow-up letter sent to GOER on 6/21/05; pending response from GOER.

Provisional Employees: (**name withheld**) to provide written response to CSEA (**name withheld**) request for information regarding provisional employees.

Pending.

Working With the Contract Training: CSEA (**name withheld**) and Emp Rel (**name withheld**) to evaluate NYS/CSEA Partnership online training and develop agency specific training for NYSP supervisors of CSEA represented employees.

Online training completed. Meeting to be scheduled (**name withheld/name withheld**) re: developing training.

Diversity Training: CSEA (**name withheld**) to coordinate with Emp Rel (**name withheld**) regarding diversity/sexual harassment training for CSEA-represented employees.

Pending.

Seniority MOU: CSEA to review and discuss counter-proposal from Div regarding carry-over of vacations, shifts, and pass days. **Response due from CSEA.**

Pending.

LMC Operating Agreement: Emp Rel to conduct further review of LMC operating agreement submitted for review and proposed agreement by CSEA. **Response due from Division.**

Received a counter proposal from Emp Rel (**name withheld**) on 7/14/05; pending response from CSEA.

Hep B Shots: CSEA (**name withheld**) to coordinate with Personnel (**name withheld**) to ensure Hep B info is provided to new employees in applicable titles as part of new employee orientation.

Pending.

Miscellaneous: As part of new business, **name withheld** will provide CSEA with copies of previously agreed to written policy regarding restrictions on movement of new employees during their probationary periods.

Pending.

CSEA and NYSP agree that CSEA Local Presidents be provided copies of memos and job postings affecting CSEA represented employees, i.e. OT/Comp time enrollment, PEP program enrollment, Holiday Pay option period notification, etc. CSEA (**name withheld**) will provide Emp Rel (**name withheld**) a list of CSEA Local Presidents which will be effective on July 1, 2005 following certification of local elections and commencement of new terms of office.

List submitted to **name withheld** on 6/20/05.

***** Mgmt Additions *****

Provisional Employees: **name withheld** to submit correspondence to **name withheld** regarding long term provisional employee who has been prohibited from requesting transfer to a work location closer to her residence.

Submitted to **name withheld** on 6/23/2005.

Reclassification/Reallocation: CSEA to send correspondence to **name withheld** requesting that Calc Clerk SG-6 (Principal Clerks Ofc) be upgraded to SG-9.

Pending.