

**NYS & CSEA SAFETY AND HEALTH STATEWIDE  
LABOR-MANAGEMENT COMMITTEE MEETING**

January 18, 2007

**MINUTES**

**Attendees:**

Management:	Chuck Vejvoda, Co-Chair	GOER
	Nick Schkrioba	WCB
	Brian Gibney	DOT
	Jeremiah Coleman	OMRDD
	Walter Greenberg	OCFS
	Debye Lurie	OCFS
	Charles Hatch	DOCS
	Charles Parmentier	OMH
	Andy Barna	SUNY
CSEA:	Deb Downey	OMR
	Karen Maikels	OASAS, Region 4
	Frank Cosentino	Liquor Authority
	Paul Blujus	DOH
CSEA Staff:	Janet Foley, Co-Chair	
	Matthew C. Kozak	
	Mark Stipano	
	Monique St. Hilaire	
Partnership Staff:	Stephanie Rockmacher	
	Mark Stackrow	
Absent:	Robert Kennedy	DOCS
	Valerie Ayers	SUNY
	Debbie Nappi-Gonzales	CSEA - SUNY
	Geraldine Smith	DOT
	Bob Bailey	OMRDD
	Jim McHugh	CSEA - DOT

1. **Opening Remarks and Review/Acceptance of Minutes from the December 14, 2006 Meeting**

All attending committee members were in favor of accepting the minutes of the December 14, 2006 meeting contingent upon minor changes being submitted to Stephanie Rockmacher. Final minutes will be re-sent to the committee members and will be posted on the Partnership website.

[www.nyscseapartnership.org](http://www.nyscseapartnership.org)

## **2. Subcommittee Meetings on Current Projects**

The subcommittees met to review and continue finalizing project work. They also prepared presentations on their subcommittee's achievements for delivery at the final statewide committee meeting under the present contract which is scheduled for February 15, 2007. Final presentations will be made by representatives from CSEA and Management in a format of their choice. They will include introductions of committee members, accomplishments, project descriptions, identification of projects for the next contract, and challenges and possible solutions for achieving next steps.

### **Environment**

Supervisor's Extreme Temperature Guidelines Manual – The subcommittee reviewed the thermal conditions section of the Supervisor's Extreme Temperature Guidelines Manual. Sections of the manual need merging and formatting to make the information flow more consistently and additional information will be added to the reference section. The subcommittee expects to be on schedule and to deliver a computerized version of the manual by the end of the contract period.

Pocket Guide – The subcommittee found that the technical level of expertise in which it was written is too high for intended users. The Personal Protective Equipment section needs to be updated to reflect state-of-the-art equipment. The subcommittee will be reviewing the document and making edits to reduce the level of technical expertise needed to understand it.

### **Ergonomics**

Janet Foley reported that the subcommittee reviewed the format of the Ergonomic Resources for Non-Direct Healthcare Workers and recommended slight format changes. Concept approval has been given by GOER's counsel's office, and the remaining copyright permissions for the products are being obtained. A final product should be ready by the end of the contract.

### **Elements**

Chuck Vejvoda reported that the Executive Summary has been completed and is consistent in appearance and terminology with the Instructor's Manual and Participant Manual. Final products are undergoing revision and are expected to be completed before the end of the contract period.

### **Workplace Security**

The subcommittee reported that they had a conference call with the consultant during the meeting to review and comment on the draft table of contents for the Guidelines for Preventing Violence in the Workplace. The consultant will be submitting a draft product within the next two weeks, after which

the subcommittee will review it and meet with the consultant. The subcommittee expects to be on schedule and to deliver a computerized version of the final product by the end of the contract period.

### **SUNY Pressure Vessel/Boiler**

A meeting will be scheduled in late March to review the status of the training program and discuss alternatives to completing the project without using a consultant.

### **Imminent Danger**

The training outline was approved by OGS. The PowerPoint slides as well as instructor and participant guides need to be finalized, after which the training will be delivered to about 100 OGS employees.

### **End of Contract Report for Stakeholders**

Partnership staff and committee members continue to work on the end of contract report which is a requirement under Article 15 of the CSEA/NYS contract. It will be in a newsletter format. The report will include a letter from the co-chairs and pictures of the committee and subcommittees. Each subcommittee will be submitting information on its work throughout the contract period. There will also be a section describing the challenges each subcommittee faces and the statewide committee's recommendations for the future. It is hoped that these recommendations will be used during the upcoming collective bargaining negotiations.

### **Next Meeting**

**Thursday, February 15, 2007 – Statewide Committee and Subcommittee Presentations and Luncheon**