



Office of Employee Relations

KATHY HOCHUL
Governor

MICHAEL N. VOLFORTE
Director

June 1, 2022

Hon. Liz Krueger
Chair of Finance Committee
172 State Street, Capitol Building
Room 416 CAP
Albany, New York 12247

Hon. Helene E. Weinstein
Chair of Assembly Ways and Means
Committee
Legislative Office Building
Room 923
Albany, New York 12248

Dear Chairperson Krueger and Chairperson Weinstein:

Please find attached the 2019-2022 *Report to the Legislature on the Activities and Expenditures of the Labor-Management Committees*. This report was prepared pursuant to section 53 of Chapter 524 of the Laws of 2005, which requires that the Office of Employee Relations (OER) report to you on the activities, projects and expenditures of the statewide Joint Labor-Management Committees.

Sincerely,

Michael N. Volforte
Director

Enclosure



KATHY HOCHUL
Governor

**Office of
Employee Relations**

MICHAEL N. VOLFORTE
Director

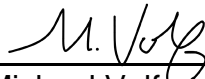
**Report to the Legislature
on the
Activities and Expenditures
of the
Labor-Management Committees
2019-2022**

New York State Work-Life Services
NYS & CSEA Partnership for Education and Training
New York State - Public Employees Federation Labor-Management Committees
New York State - United University Professions Joint Labor-Management Committees
New York State - NYSCOPBA Joint Labor-Management Committees
New York State - Council 82 Joint Labor-Management Committees
New York State - PBANYS Labor-Management Committees
New York State - State Police Joint Labor-Management Committees
New York State Joint Labor-Management Committees on Health Benefits

**Report to the Legislature
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of the
Labor-Management Committees
2019-2022**

This report was prepared pursuant to Chapter 524 of the Laws of 2005, which requires that the Office of Employee Relations (OER) report to the Legislature on the activities, projects and expenditures of the statewide Joint Labor-Management Committees. In addition to meeting the legislative requirement of Chapter 524, this report is designed to serve as a resource for other government jurisdictions, public employee unions and individuals who express an interest in New York State's vast experience with the joint Labor-Management process on a statewide level.

Submitted by the Director of the Office of Employee Relations on June 1, 2022.



Michael Volforte, Director

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INTRODUCTION

New York State and public sector unions have been involved in innovative, cooperative programs that have served as models for labor relations across the nation. When labor and management sit down at the same table – not as adversaries, but to cooperatively address issues of staff development, productivity and quality of work life – major changes will take place.

New York State's highly successful experience with Labor-Management Committees began in the mid-1970s. A few of the examples of programs designed by labor and management to improve the working lives of State employees are pre-tax flexible spending accounts for dependent care and medical expenses, and commuter transportation expenses, labor-management training for more expeditious handling of grievances, skilled trades training, on-line training, pre-retirement planning, retraining and professional development opportunities.

The Labor-Management Committees described in this report have developed proactive programs that reflect the unique needs of State employees represented by the public sector unions. Each section of this report provides an overview of a specific committee's functions and highlights its program activities over the past three years.

HISTORY OF LABOR-MANAGEMENT COMMITTEES IN NEW YORK STATE

Though it is widely believed that the first experience New York State had with Labor-Management Committees began in collective bargaining in 1979, the origins of the State's experiment commenced three years earlier.

In 1976, when severe fiscal distress forced the layoff of 10,000 employees statewide, the State and the largest union representing State employees, the Civil Service Employees Association (CSEA), negotiated and funded a Continuity of Employment Committee. Over a three-year period, this Committee studied the impact of the layoffs that had occurred and operated several demonstration projects, including setting up a center to help displaced employees secure new jobs. The success of these efforts led both labor and management to extend cooperative programs.

New York State, along with CSEA and the Public Employees Federation (PEF), renewed the Continuity of Employment Committee concept in 1979 and expanded its mandate to include work environment and productivity issues in that same year. United University Professions (UUP) and the State began their history of joint labor-management cooperation with the development of a Committee on Employment. Since that time, the State and the public employee unions have created a myriad of joint committees designed to meet the emerging needs of employees and management in the workplace.

Many programs developed by these joint committees have made the transition from pilot projects to ongoing programs funded by specific articles in the State-Union Agreements. The statewide Employee Assistance Program (EAP), the NYS & CSEA Partnership for Education and Training (Partnership) Applied Skills Program, and funding for a range of child and dependent care services have become ongoing programs that have achieved national acclaim. These are ideal examples of labor and management working together to improve the quality of work life for public sector employees.

THE GOAL OF LABOR-MANAGEMENT COMMITTEES

Labor-Management Committees address issues of mutual concern in a nonpartisan, cooperative fashion. They provide a forum for dealing with many deep-seated problems such as government downsizing and low employee morale, as well as long-term needs to provide employee training and professional development programs. The benefits of cooperation accrue to both sides. Increased job satisfaction for employees, for example, is linked to increased productivity for the State. It also supports the State's desire to retain the most qualified employees when competing with the private sector for recruitment in a tight labor market.

The joint committees also can act as a "safety valve" for the respective parties at the negotiating table. Often issues are brought to the table that are extremely complex and confrontational. They can ultimately slow or damage the ongoing, often delicate negotiation process. The Labor-Management Committees provide a vehicle for both sides to examine particularly perplexing issues in a less adversarial forum and begin to seek common ground for resolution. The result is a regular discussion of issues of mutual concern throughout the term of the collective bargaining agreement. Such ongoing communication helps both parties to better prepare to negotiate new terms and language upon the expiration of each contract.

A good example of the success of Labor-Management Committees in resolving long-term problems is evident in the area of dependent care. The Family Benefits Program (FBP) was originally established in 1981 as the New York State Labor-Management Child Care Advisory Committee (NYSLMCCAC) in response to the changing realities of the modern family and workplace. At its inception, the focus of the child care initiative was to establish a network of work site child care centers for children of State employees. Over the years, the scope of the NYSLMCCAC has evolved to include enhanced resource and referral services for child and elder care, flexible spending accounts for dependent care and health care, summer camps for school-aged children, and parent education resources. In addition, in 2004, FBP programs and those of the Employee Assistance Program (EAP) Labor-Management Committee were brought together under the umbrella of Work-Life Services to help State employees identify and access employee benefits more easily. A single labor-management advisory board provides guidance to Work-Life Services programs.

STRUCTURE AND FUNDING PROCEDURES OF THE LABOR-MANAGEMENT COMMITTEES

The programmatic decisions and directions of each Committee are determined by delegates, representing union members and management. In most cases, each of the Labor-Management Committees has an executive board or executive committee comprised of the Director of the Office of Employee Relations (OER) and the respective union President. In addition, union members as well as management representatives serve on the executive committee or specific joint program committees. Generally, projects are approved by the executive board prior to implementation.

Program funds are available to the joint committees through the collectively negotiated agreements. Once a project has been approved for funding by a joint committee, it is subject to the same secondary approval process required of all State agencies prior to expenditure of public funds. The Division of the Budget must allocate the negotiated funds before an expenditure can occur. In some instances, allocations take place on a project-by-project basis, and other times a lump-sum allocation is made. All Labor-Management Committees' expenditures are pre-audited by OER's Division for Administration prior to a final approval by the Office of the State Comptroller,

LABOR-MANAGEMENT ACTIVITY IN 2019-2022

This period has been both productive and challenging for labor-management initiatives. As the following pages describe, a range of activities has taken place and continue to take place to support the agreements made during collective bargaining.

Labor-Management programs not only serve the current workforce but seek to deal with succession issues in a variety of collaborative ways, including through training, the development and support of innovative workplace practices, and the facilitation of dialogue between labor and management to work as proactive partners to ensure that needs of New York's citizenry are met.

NEW YORK STATE WORK-LIFE SERVICES

EMPLOYEE ASSISTANCE PROGRAM

Overview

The New York State Employee Assistance Program (EAP) has provided assistance to State employees for more than 35 years and is one of the State's longest running labor-management initiatives. Each year, EAP helps thousands of State employees and their families find practical solutions to work-related and personal problems so they can live healthier, happier, and more productive lives.

The Employee Assistance Program is a peer assistance model. EAP coordinators are State employees specially trained to assist their co-workers by providing support, information, assessment and referral services for a broad range of issues, including work performance, mental health, finances, stress, grief, substance abuse, gambling, relationships, elder and childcare, domestic violence, legal, and health and wellness. Some 264 full-time and part-time EAP coordinators serve State employees at more than 175 work sites.

More than 67,000 State employees and their families sought assistance from EAP between 2019 and 2022. Most referrals were self-referrals. Supervisor referrals made up approximately eight percent of the referrals. The most frequently reported issues were work performance issues, mental health, stress, financial concerns, and bereavement and grief issues.

The Employee Assistance Program coordinators responded to 351 critical incidents during this period, which included homicides, suicides, other employee deaths, workplace violence, house fires, and natural disasters. The COVID-19 pandemic resulted in many requests from employees for assistance from EAP with bereavement, mental health, housing, childcare, retirement services, and work issues.

The Employee Assistance Program implemented several initiatives to improve the quality of EAP services, including an EAP promotional video for supervisors, the expansion of multi-agency EAPs; the revision of the NYS EAP Program Manual; COVID-19 grants for childcare centers; and virtual training for EAP coordinators.

Additional information about NYS EAP can be found at <https://oer.ny.gov/eap>

PROGRAM HIGHLIGHTS 2019-2022

Program Participation

Over the past three years, 67,136 employees and family members contacted EAP for assistance.

Client First Contacts

FY 2019-2020	24,479
FY 2020-2021	21,739
<u>FY 2021-2022</u>	<u>20,918</u>
Total	67,136

Sources of Referrals					
FY 2019-2020		FY 2020-2021		FY 2021-2022	
Self	18,962	Self	17,455	Self	16,425
Peer	1,713	Peer	1,217	Peer	1,361
Supervisor	1,856	Supervisor	1,570	Supervisor	1,613
Union	665	Union	512	Union	576
Family	786	Family	553	Family	588
Other	497	Other	432	Other	385

Top 10 Most Frequently Assessed Issues				
Issue	2019-20	2020-21	2021-22	TOTAL
Workplace/Performance	3,451	2,960	2,880	9,291
Mental Health Evaluation	2,437	2,364	2,720	7,521
Stress Management	1,516	1,819	1,575	4,910
Financial	1,589	1,379	1,084	4,052
Bereavement/Grief	1,308	1,416	1,093	3,817
Health/Wellness	1,475	1,232	1,043	3,750
Retirement	1,168	1,002	1,213	3,383
Relationships	1,315	1,049	924	3,288
Personnel/Human Resources	958	1,013	1,147	3,118
Health Benefits Information	949	1,008	1,003	2,960

Crisis Response

In the event of a critical incident, EAP is available to assist employees and agencies affected by the critical incident. Coordinators can provide a needs assessment, referrals to resources, meetings with employees to explain the EAP benefit and offer support, individual assessment and referrals, monitoring of the situation, individual grief sessions, training, and policy and resource development.

Critical Incidents

FY 2019-2020	157
FY 2020-2021	99
<u>FY 2021-2022</u>	<u>95</u>
Total	351

EAP Grants Program

The Employee Assistance Program grants are available to local EAP committees for promotion of EAP services. Over the past three years, grants totaling more than \$275,100 were awarded to EAP committees.

- 2019-20 116 grants awarded totaling \$148,100
- 2020-21 0 grants awarded totaling \$0
- 2021-22 100 grants awarded totaling \$127,000

NYS-Ride: A Pre-Tax Transportation Benefit

NYS-Ride is a negotiated benefit that supports the State's "green" initiative, sponsored by OER and administered by a third-party administrator. The program allows New York State employees to save money on their commutes by paying for work-related public transportation expenses with pre-tax payroll deductions.

During this period, NYS-Ride served a monthly average of 5,435 employees from executive branch agencies, the Unified Court System, the Legislature, and the State University of New York system. The third-party administrator purchases public transportation fare media (such as bus, subway and vanpool passes, and fare cards) from transit authorities and mails it directly to employees, or electronically reloads a debit or fare card.

Between April 1, 2019, and December 31, 2021, the third-party administrator for this benefit was WageWorks. As a result of the competitive bid process a new

administrator, Edenred Commuter Benefits was selected. Edenred began full third-party administration services as of January 1, 2022.

NYS-Ride has a positive financial impact for both employees and the State. Social security, Medicare, federal, state, and city income taxes are excluded from the amount a participant sets aside, up to a monthly limit set by the IRS. Between 2019- 2022, the limit increased from \$265 to \$280 per month which helped employees save an average of \$543 per year. The State also saves money, realizing a 12-month annualized savings of just over \$52,500, computed as FICA savings minus lost revenue.

The Dependent Care Advantage Account

The Dependent Care Advantage Account Program (DCAA) allows participants to set aside up to \$5,000 on a pre-tax basis to help cover the cost of child care, elder care, or disabled dependent care. As a result of the Consolidated Appropriations Act, 2021, and the American Rescue Plan Act of 2021 employees were able to set aside up to \$10,500 on a pre-tax basis and make changes to their DCAA without a qualifying reason.

The 7,130 State employees who participated in the 2021 DCAA contributed over \$18,000,000 and saved an average of \$950 on their taxes. The DCAA is open to all State employees, including employees of the Legislature, Unified Court System, and State University of New York system.

The collective bargaining agreements in effect during this period included an income-sensitive employer contribution that provided \$300-\$800 towards each eligible participant's annual election amount. The purpose of the employer contribution is to encourage more employees to take advantage of the pre-tax savings the DCAA offers.

First implemented in 1991, enrollment has generally increased each year with only slight declines related to availability of care due to COVID-19. Currently, 8,006 employees enrolled year to date for the 2022 plan year.

The Adoption Advantage Account

The Adoption Advantage Account allows employees to save on federal and state taxes (where applicable) by having up to \$14,440 withheld from their paycheck on a pre-tax basis for expenses related to the adoption of an eligible child. The program launched in January 2019, and since then 10 employees have benefited from participating.

Wellness

The WellNYS Everyday initiative is dedicated to educating, engaging, and empowering State employees and their families by encouraging participation in healthy behaviors. The following information portals and programs are available at:

<https://wellnys.oer.ny.gov/>. There are 73 WellNYS Ambassadors available in 18 agencies who promote the WellNYS Everyday initiative to State employees.

- **WellNYS DailyTo-Do** provides creative suggestions, interesting facts or relevant academic studies related to the current Monthly Challenge. A total of 6,062 subscribers received the Daily To-Do.
- **NYS Workplace Walking Maps** identify measured walking routes at 50 NYS worksites.
- **Physical Activities Around NYS** highlights regions throughout the State that offer employees opportunities for walking, running, cycling, triathlon, swimming, kayaking, hiking, and winter sports.
- **WellNYS in Your Workplace** provides a list of 50 ideas on how to engage in healthy behaviors during the workday.
- **I Did It!** are success stories from employees and their family members who are making better wellness choices or who have participated in an event such as a walkathon, bike ride, road race, or weight loss challenge.
- **Monthly Challenges** offer NYS employees and family members the opportunity to track a different healthy behavior for 22 days each month. Monthly Challenges include activities such as participating in physical activity, healthy eating, hydrating, planning a vacation, and finding out your health statistics.
 - **In 2019**, there were 2,952 participants in the Monthly Challenges,
 - **In 2020**, there were 2,731 participants in the Monthly Challenges,
 - **In 2021**, there were 2,633 participants in the Monthly Challenges,
- **My First or Next 5K** challenges employees and family members to complete their first or next 5K.
- **Wellness Resources** provides a PDF version of the 2020-2022 WellNYS Daily To-Do calendars, wellness webinar recordings, the Monthly Challenge bookmarks, and wellness promotional posters.
- **Headspace** provides information on meditation, mindfulness, and managing stress.
- **Find a Farmer's Market** provides a direct link to DATA.NY.GOV, that promotes all the Farmer's Markets in New York State in the different regions.
- **NYS Quitline** is a direct link to the NYS Smoker's Quitline website.

Training

- **EAP Coordinator Training Programs** provide EAP coordinators with the skills needed to assist employees with work-related and personal problems that may adversely affect their work performance and productivity. Training topics included assessing for mental health issues, the risk of suicide, the presence of domestic violence, and the abuse of alcohol and other drugs. Coordinators learned to create comprehensive resource files for making accurate and appropriate referrals.
- **New Coordinator Institute** provided 105 newly appointed EAP coordinators with a week of training on the basic knowledge and skills needed to begin meeting with employees and addressing the work-related and personal problems that are a distraction on the job. Workshops included EAP policies, procedures, ethical, professional, and legal issues, and an explanation of the role of the EAP coordinator in the aftermath of a critical incident.
- **Certified Employee Assistance Professional Certification (CEAP)** is a nationally recognized professional credential. Over the past three years, four coordinators and two EAP staff were CEAP certified. Currently, twenty EAP coordinators and regional representatives are CEAP certified, bringing increased professionalism to the program and enhancing EAP services.
- **Online Learning** provided ongoing online instruction for EAP coordinators and committee members to assist them in accurately reporting statistics, successfully applying for an EAP grant, completing an annual report, preparing for the psychological aspects of retirement, and designing employee health and wellness initiatives at their agencies.
- **EAP Training for Supervisors** helped supervisors identify work performance problems early, so that a referral to EAP could be made before problems escalated.
- **New EAP Committee Member Orientation** outlined the leadership, promotional, and supervisory role of the EAP committee members at each State agency and defined the professional and ethical provision of EAP services.
- **Management and Union Orientation** explained the benefits of EAP services for the employee, the supervisor, the unions, and the State, and the role of labor and management in a successful EAP.

Training	Attendees 2019-20	Attendees 2020-21	Attendees 2021-22
EAP Training for Supervisors	599	397	504
Management and Union Orientation	3,099	236	104
EAP Committee Member Orientation	300	92	131

NETWORK CHILD CARE CENTERS

Overview

The 29 New York State Network Child Care Centers are separate not-for-profit organizations that employ their own staff. Each center is governed by a volunteer board of directors that includes State employees. The centers are licensed by the State of New York. Twelve of the centers offered summer camp programs and 14 offered Universal Pre-Kindergarten (UPK) programs. The centers employ a total of 885 staff members. The centers have been in operation for 25 to 40 years.

Program Participation

In 2019-2022, the centers provided care for the children of State employees as follows:

2019: enrollment 1,074, summer camp enrollment 246, UPK enrollment 336

2020: enrollment 840, summer camp enrollment 57, UPK enrollment 291

2021: enrollment 905, summer camp enrollment 90, UPK enrollment 322

The National Association for the Education of Young Children awarded nine of the centers with accreditation. This award indicates that a childcare program has achieved a standard of excellence beyond what licensing regulations require. In addition, 15 centers participated in QualitystarsNY, the NYS quality rating and improvement program that helps improve the quality of childcare services provided to State employee parents.

Work-Life Services (WLS) provided support to the centers in the form of technical assistance, training, and small grants. In addition, the host facilities provided support through rent-free space, utilities, and some maintenance. Onsite childcare continued to be a benefit greatly valued by State employee parents who appreciated knowing their children were close and well cared for, so they could focus on their jobs.

DIRECTIONS: Pre-Retirement Planning Information

Work-Life Services staff coordinate the DIRECTIONS: Pre-Retirement Planning Seminars in partnership with the Office of the State Comptroller (OSC). Executive branch employees who are within five years of retirement eligibility may attend a seminar. The full-day training includes an overview by WLS staff and presentations by representatives from Social Security, the NYS Deferred Compensation Plan, the NYS

Civil Service Department, and the NYS & Local Retirement System.

Typically, 30 seminars are held annually at locations throughout the state. In 2019, 14 seminars were offered and approximately 2,100 employees participated in the DIRECTIONS seminars. In the spring of 2020 however, due to the pandemic, the live seminars were offered virtually, through WebEx. From 2020 until March 31, 2022, 120 webinars were offered with approximately 4,370 employees participating.

Each webinar session included four 90-minute webinars, with Deferred Compensation and Pension webinars held on Tuesdays and Social Security and Health Insurance webinars held on Wednesdays. Each webinar session covered the exact same information delivered at the in-person seminars, so employees had access to the most current information to assist with their retirement planning.

As geographical location does not matter when participating in Webex, seats at each of the webinar sessions were offered statewide to all eligible agencies. Each participant was sent the 11-chapter *Self-Help Guide to Pre-Retirement Planning*, the *Retirement Checklist for New York State Employees*, and other planning materials from the Department of Civil Service, Employee Benefits Division, and Office of the State Comptroller. A total of 63,653 State employees have been served since the seminars were first offered in 2003.

New York State Work-Life Services
Financial Summary for the Period
April 1, 2019 - March 31, 2022

Personal Service	\$ 4,502,789
Program Operations	\$10,993,286
Administration	\$ 524,464
<hr/>	
Total Expenditures	\$16,020,539

The amounts above represent actual expenditures and transfers for the period April 1, 2019, through March 31, 2022.

NEW YORK STATE & CIVIL SERVICE EMPLOYEES ASSOCIATION PARTNERSHIP FOR EDUCATION AND TRAINING

Overview

The NYS & CSEA Partnership for Education and Training (Partnership) was created in February 2001 by an agreement between CSEA and New York State. The agreement solidified the merger of three organizations – the NYS/CSEA Labor-Management Committees, the Labor Education Action Program, and the Clerical and Secretarial Employee Advancement Program – each of which independently provided education, training programs, and services to CSEA-represented NYS employees in the Administrative Services (ASU), Institutional Services (ISU), Operational Services (OSU), and Division of Military and Naval Affairs (DMNA) bargaining units.

The Partnership's mission is to provide, through labor-management cooperation, programs and services for NYS employees and agencies that promote:

- Increased career mobility, workplace safety and health, and job satisfaction.
- A highly skilled, motivated, and productive workforce committed to excellence in public service.
- Effective labor-management relationships between State and CSEA representatives.

Partnership programs support Article 14 (Employee Development and Training), Article 15 (Safety and Health), and Article 22 (Employment Security) of the NYS-CSEA negotiated agreements.

A Board of Directors consisting of representatives OER and CSEA, and two Co-Directors, one from OER and one from CSEA, provide leadership and direction for the Partnership's programs and services.

PROGRAM HIGHLIGHTS 2019-2022

Adult Education Basics

The Adult Education Basics (AEB) Program provides instruction designed to help employees learn new skills to improve performance at work, meet and understand job requirements, prepare for college courses, master skills needed in everyday life, and enhance self-esteem and motivation. The program has three components: one-on-one advice and support from Educational Advisement staff, special tuition vouchers to take basic skills remedial courses from educational institutions, and classroom training in a variety of Partnership AEB courses.

AEB courses include: *Effective Reading Skills 1*; *Effective Reading Skills 2*; *English for Speakers of Other Languages*; *Enhance Your Skills: Reading, Writing, and Math Basics*; *Essentials of Writing*; *Fundamental Math Skills*; *High School Equivalency Prep*; *Math Refresher 1*; *Math Refresher 2*; and *Reading Comprehension*. Courses can be accessed through the Partnership's Skills for Success program, labor-management worksite training requests, or regional program offerings.

Due to COVID-19, the Partnership developed online versions of the following courses: *Effective Reading Skills 1*; *Effective Reading Skills 2*; *Math Refresher 1*; and *Math Refresher 2*. This enabled the Partnership to deliver needed instruction and to extend its geographic reach by using Webex and the Canvas learning platform.

Participants in the AEB courses take the Test of Adult Basic Education (TABE) pre- and post-tests to determine gains in their grade levels. On average, 87% of participants realized learning gains, with the average grade-level gain for classes being over two grade levels. Success in AEB courses often re-engages employees in the learning process and motivates them to pursue additional education or encourages them to take other Partnership courses. During the reporting period, 176 employees attended 17 AEB courses.

Applied Skilled Trades Program

The NYS & CSEA Applied Skilled Trades Program (ASTP) provides CSEA-represented NYS employees with two years of trade theory instruction that meets the course work component of the minimum qualifications for appointment to five non-competitive journey-level positions: carpenter, electrician, mason and plasterer, plumber and steamfitter, and refrigeration mechanic. The ASTP provides agencies with the means to develop a more highly skilled workforce and a larger pool of qualified candidates for future journey-level vacancies. Additionally, a greater number of operations and maintenance employees can receive skill development training and increase their promotional opportunities.

- Seventy-eight CSEA-represented employees completed the 2017-2019 ASTP in the following regions of the state: Long Island (electrician), Capital Region (electrician, plumber and steamfitter), Central New York (carpenter, electrician), and Western New York (plumber and steamfitter). Nearly 60% of the participants are serving in higher pay grade titles than when they started the program.
- Sixty-one employees are participating in the 2020-2022 Applied Skilled Trades Program in the following locations: Long Island Region (electrician and plumber/steamfitter), Southern Region (plumber/steamfitter), Capital Region (carpenter), Central Region (carpenter and electrician), and Western Region (electrician).

Educational Advisement

Partnership advisors offer confidential, toll-free assistance to employees seeking advice and information on issues such as tuition benefits, financial aid, basic skills, nursing programs, starting or returning to college, career advancement, and high school equivalency test preparation. Additionally, advisors provide continuing assistance, support, and monitoring of employees enrolled in the Partnership's Adult Education Basics and Applied Skilled Trades Program. Advisement staff also teaches in-person and webinar courses on alternative approaches to gaining college credit, financing a college education, and study skills. During the reporting period, Partnership advisors responded to over 33,000 calls and emails from employees.

Grants Programs

The Quality of Work Life Grants Program was established to improve the working conditions and the quality of work life of CSEA-represented employees. Grant funds are made available to purchase equipment for break and lunch rooms, conduct employee recognition programs, implement health and wellness projects, and improve working conditions. During the reporting period, 341 grants were approved from 19 agencies and 96 CSEA locals, totaling \$621,060.

The Labor-Management Workforce Development Grants Program allows agencies facing unique workforce and organizational development challenges to receive grant funding to address workplace issues caused by agency reorganization, new technology, changing customer needs, or specialized employee job skills training. During the reporting period, two grants were approved totaling \$16,730.

The Safety and Health Grants Program allows agencies facing unique safety and health needs to apply for grants to increase the effectiveness of safety and health committees, improve workplace safety and health programs, reduce employee injuries and illnesses, and enhance organizational safety and health knowledge. During the reporting period, five grants were approved totaling \$72,719.

Labor-Management Services

The Partnership provides training to Labor-Management Committees (LMCs) to help them advance their agency mission, improve employee quality of work life, and enhance labor-management relationships. LMCs receive an individual assessment to identify areas needing improvement. The assessments provide the groundwork for designing customized training that meets their needs.

During the reporting period, Partnership staff conducted *Labor-Management Committee Process* training for five committees. Topics included developing meeting agendas and operating agreements, meeting facilitation skills, strategies for building effective committee relationships, and problem-solving skills.

Due to COVID-19, the Partnership was temporarily unable to deliver the *Labor-Management Committee Process* course. As a result, staff developed the *Fundamentals of Labor-Management Committees* webinar to provide training in the absence of in-person instruction. During the reporting period, 179 employees attended five webinar deliveries of this course.

Online Learning

Online learning courses allow employees access to over 7,000 Skillssoft courses in the areas of business, behavioral and job skills, computers, health and safety, and labor-management skills. Employees can also access thousands of digital books and videos. During the reporting period, 5,977 employees registered for the Online Learning Program.

The Partnership also offered 24 certificate programs where CSEA-represented employees selected a series of online courses to enhance their job-related skills and career mobility opportunities. Each certificate program focused on different competencies valuable to CSEA-represented employees. Employees could take courses at work with supervisory approval, or at home. To earn a certificate, employees had to complete from eight to fifteen courses within a specific time frame. During the reporting period, more than 3,662 employees completed a certificate program.

During the pandemic, it became clear that employees who were in the Administrative Assistant Traineeship program would need an alternative way to complete their first-year mandatory training since in-person training was not available. Therefore, four online Certificate programs were created that would mirror the four full-day in-person classes of the same name. During the reporting period, 2,287 employees completed the online certificate program versions of the mandatory training.

Safety and Health

The Partnership provides technical and administrative support to the NYS & CSEA Statewide Safety and Health Committee established under Article 15 of the Agreements. The purpose of the Committee is to discuss safety and health matters of mutual concern in a proactive and cooperative manner. During this reporting period, the Committee identified areas of need and implemented various training initiatives aimed at reducing work-related injuries and illnesses. Highlights of the Committee's and the Partnership's accomplishments during the reporting period are described below.

- Developed *The Home Ergonomics Guide: Working Safely from Home* publication in response to the need for NYS employees to work remotely due to the pandemic. The guide is posted online and can be downloaded or printed. It

is designed to help employees stay safe, comfortable, and productive when working from home.

- Offered the newly developed *Home Ergonomics* webinar to introduce participants to the importance of ergonomics and provide strategies that can help them stay safe when working from home.
- Created the *Boiler Safety: Working Safely Around Hot Water and Steam Distribution Systems* publication and developed the new *Boiler Safety Awareness* in-person training. Both were designed to reduce injuries by providing employees with the knowledge and skills needed to look for signs of danger.
- Developed two courses aimed at keeping employees safe while working outdoors: *Slips, Trips, and Falls for the Outdoor Worker* and *Chainsaw Safety Awareness* (both in-person and online).
- Worked with subject matter experts in state and federal agencies to develop the *World Trade Center Health Programs Overview* webinar for employees who responded, worked, or volunteered after the attacks on the World Trade Center. The webinar describes who is eligible for the program, how to enroll, and where to learn more.
- The Partnership offers labor and management the opportunity to jointly request Safety and Health courses to be brought to their worksites. During this reporting period, the Partnership offered 45 courses for approximately 689 employees throughout the State.

Skills for Success Courses

Skills for Success open enrollment courses provide employees with the knowledge, skills, and tools needed to accomplish job assignments more effectively. Employees can enroll, with supervisory approval, for courses through the Statewide Learning Management System (SLMS) or by completing the Partnership's application form. Courses vary in length from one hour to 12 half-days and are held at conveniently located training sites across the state.

Adult learners with demanding responsibilities at work and home may learn best in non-traditional ways and at different times of the day. Likewise, budgetary and safety constraints can make travel for employees more difficult to arrange, and time and leave challenges can prevent employees from attending classes. To meet these challenges, the Partnership offers Skills for Success courses via webinars.

Webinars were offered on a wide scale basis as a response to the COVID-19 pandemic. The Partnership was able to continue offering training opportunities

throughout the shutdown by developing new webinar courses and greatly increasing their offerings.

Skills for Success courses are available each fall and spring through an online catalog. A series of summer webinars are held during July and August of each year. During the reporting period, more than 7,622 employees attended 321 offerings of 91 different courses and webinars.

Tuition Benefits Program

The Tuition Benefits Program provides educational benefits to CSEA-represented NYS employees, enabling them to achieve greater career mobility and promotional opportunities, improve job skills, and to prepare for future State workforce needs. Through the Tuition Benefits Program, employees can further their education by applying for tuition vouchers to attend classes at over 150 colleges, universities, proprietary schools, and BOCES. Tuition reimbursement at accredited schools that do not accept vouchers is also available. During the reporting period, 4,888 employees used 14,947 tuition benefits to further their education.

The Targeted Tuition Program can be used to meet the training needs of a particular position or title, thereby supporting agency workforce development and succession planning needs. Employees serving in titles identified as critical or for which a shortage of qualified employees existed received additional Targeted Tuition Benefits. The benefits were used for: certification and/or licensing requirements, educational requirements to take a NYS Civil Service examination or complete a traineeship, and other specific job skills training. Eight hundred and eleven employees received targeted tuition benefits in the areas of RN/LPN, Legal Assistant Trainee, Building Performance, Masonry Rehabilitation, State Program Examiner, Information Technology, Health Information Technology, Heating, Ventilation and Air Conditioning (HVAC), and Welding.

Worksite Training

Worksite training enables State agencies and CSEA locals to jointly request Partnership courses that enhance employees' specific job skills and performance. The Partnership works closely with CSEA leaders and State managers to assess training needs and determine the benefits of the worksite training. The training is often modified to meet the unique needs of an agency or facility. CSEA and management representatives from 20 agencies requested nearly 93 training classes that resulted in 1,615 employees receiving job specific training at their worksites. Over one hundred twenty courses are available upon request from the Partnership's website course catalog.

Workforce Development Needs Assessment

Through its strategic planning process, the Partnership strives to develop programs and services to meet the needs of its customers and stakeholders. As part of this effort to better serve CSEA-represented employees and agencies statewide, the Partnership conducts in-person regional workforce development needs assessment meetings to identify education and training needs and to increase awareness of its program and services.

Due to COVID-19, the Partnership shifted to a virtual approach by conducting nine Webex meetings covering all six CSEA regions. A total of 137 State managers and CSEA leaders representing 26 agencies participated in the meetings.

New York State CSEA Partnership for Education & Training
Financial Summary for the Period
April 1, 2019 - March 31, 2022

Personal Service	\$ 6,222,000
Program Operations	\$ 21,706,000
Administration	\$ 1,005,000
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Total Expenditures	\$ 28,933,000

The amounts above represent actual expenditures and transfers for the period April 1, 2019, through March 31, 2022.

NEW YORK STATE/PUBLIC EMPLOYEES FEDERATION (PEF) LABOR-MANAGEMENT COMMITTEES

Overview

The Professional Development and Quality of Working Life Coordinating Committee (PDQCC) is established as the lead Labor-Management Committee by Article 14 of the collective bargaining agreement (Agreement) for employees in the Professional, Scientific and Technical Services negotiating unit (PS&T Unit). The PDQCC is responsible for coordinating and overseeing the activities of the four issue-specific Joint Committees established in the Agreement. These four Committees are:

Professional Development Committee - Article 15

Joint Health and Safety Committee - Article 18

Employment Security Committee - Article 22

Joint Committee on Nursing and Institutional Issues - Article 44

The PDQCC also has continuing responsibility for professional development and quality of working life initiatives that are not within the scope of the Committees listed above.

PROGRAM HIGHLIGHTS 2019-2022

Professional Development Committee (PDC) - Article 15

The PDC membership is comprised of two management members designated by the Director of OER and two members designated by the President of PEF. The Committee reviews the need for professional development and training programs to improve job performance and to assist PEF-represented employees in developing their full professional potential. This Committee's funding is set forth within Article 15. Concern for professional development is high among PEF-represented employees, since professional employees are vulnerable to rapid knowledge, technological, and societal changes that require continual updating of their skills and knowledge. Programs are developed and administered by OER's Workforce and Organizational Development Unit (WODU) under the aegis of the PDC and include:

- **Public Service Workshops Program** – This program provides a series of geographically dispersed professional workshops, planned through a sophisticated needs analysis process, which meet State operating needs and keep professional employees up to date in their various occupational

specialties. Instruction is provided through contractual arrangements with universities, colleges, professional associations, and consultants within New York State. During the reporting period, April 1, 2019, through March 31, 2022, approximately 7,378 employees statewide registered for 357 workshops.

- **Workshop and Seminar Reimbursement** – This program provides 100 percent reimbursement up to \$1,600 for qualifying non-credit course work, workshops, or seminars taken at an approved educational institute. During the reporting period, 4,687 reimbursements were issued totaling \$1,030,122.
- **Nurses Enhanced Workshop and Seminar Reimbursement** – This program provides an additional reimbursement up to \$1,600 for qualifying non-credit course work for nurses. During the reporting period, five reimbursements were issued totaling \$2,795.
- **Certification and Licensure Exam Fee Reimbursement** – Under this program, fees for qualification examinations that result in certifications or licenses for occupations in State service can be reimbursed up to \$1,100. During this reporting period, 479 reimbursements were made totaling \$146,016.
- **College Tuition Reimbursement Program** - This program provides up to two reimbursements on a per credit basis up to \$1,400 for qualifying credit bearing undergraduate courses, or up to \$2,200 for qualifying credit bearing graduate courses, taken at an approved educational institute. During the reporting period, 4,664 reimbursements were issued totaling \$5,166,734.
- **Nurses Enhanced College Tuition Reimbursement Program** - This program provides up to an additional two reimbursements for nurses on a per credit basis up to \$1,400 for qualifying credit bearing undergraduate courses, or up to \$2,200 for qualifying credit bearing graduate courses, taken at an approved educational institute. During the reporting period, 1,003 reimbursements were issued totaling \$1,197,968.
- **Certificate and License Renewal Fee Reimbursement Pilot Program** – This provides up to one reimbursement per program year up to \$100 for qualifying certification and license renewal fees. During this reporting period, no reimbursements were issued.
- **Leadership Development Program** – This eight-day program is designed for PEF-represented employees in salary grades 23 and above. Forty participants are selected for each session which provides participants with the knowledge, skills, and tools necessary to lead and manage in State government. Participants learn how to set goals, manage change, solve

problems, communicate effectively, build strong teams and develop their employees. Two were held during this reporting period with 80 attendees.

Enterprise Level Training Initiative

While most agencies have their own training offices, it is essential that the State have a central unit to build core competencies, and to deliver both skill-based and policy-related (e.g., sexual harassment prevention) training in areas needed by all agencies. By doing so, the State reduces duplication of effort, ensures quality programming, and speaks with a single voice on policy issues and topics with broad impact. In 2012, the Executive Chamber asked OER to develop an enterprise level approach to training in NYS government. Since that time, OER has worked with the training community on the planning, coordination, and oversight of enterprise level training. Current priorities include:

- **Supporting Governor’s Initiatives** – OER has worked closely with the Executive Chamber to develop and update online courses including *Equal Employment Opportunity (EEO)*, *Sexual Harassment in the Workplace*, *Reasonable Accommodation for Disability*, *Reasonable Accommodation of Religious Observance and Practices*, *Reasonable Accommodation in Programs and Services for Individuals with Disabilities (RA for the Public)*, *Language Access for Front Line Employees*, and *Safe Mail Handling*. In 2020, OER launched the *Gender Identity Toolkit* as an online resource designed for all State employees to help further protections and equality for transgender and gender nonconforming (TGNC) New Yorkers. In 2021, OER worked closely with the Executive Chamber and the Division of Veterans’ Services to create statewide training on the *Restoration of Honor Act* for services to veterans who were previously denied services.
- **Statewide Mandated Training** – OER monitors compliance with mandated training for all State employees, in the areas of: *Equal Employment Opportunity Rights and Responsibilities*, *Ethics for NYS employees*, *Fire Safety and Emergency Evacuation*, *Information and Cyber Security Awareness*, *Internal Controls*, *Language Access*, *NYS Right to Know Law*, *Prevention of Workplace Violence*, *Privacy and Security of Health Information*, *Reasonable Accommodations for the Public*, *Supervisor’s Guide to Reasonable Accommodation of Employees with Disabilities and Pregnancy-Related Conditions*, *Supervisor’s Guide to Reasonable Accommodation of Religious Observance or Practices*, *Safe Mail Handling*, and *Sexual Harassment in the Workplace*.
- **Enterprise Learning and Development** – OER offered over 177 workshops between April 1, 2019 and March 31, 2022 in six regions across the State. With the onset of COVID-19 OER shifted to virtual class offerings during the period. This training effort was done through collaborative efforts with the NYS Learning

Alliance a committee formed with NYS agencies to help administer training developed and approved by OER.

- **Training Trainers** – In order to increase the training capacity and promote statewide training efforts, OER developed various levels of training certification for NYS agency trainers. Trainers become certified to train OER courses through the attendance and successful completion of a Train-the-Trainer (TTT), and for virtual class offerings through Certification Opportunities for in each virtual course. OER offered eleven TTT programs and Certification Opportunities between April 1, 2019 and March 31, 2022. Course topics included: *Basic Group Facilitation Skills, Emotional Intelligence in the Workplace, Essentials of Supervision: Gauging Your Supervisory Skills, Essentials of Supervision: Planning Performance and Giving Feedback, Powerful Presentations, Respectful Communications in the Workplace, The New Supervisor – Making the Transition*, and a certification course in *DiSC*. OER had 135 trainers to become certified in these training programs.

**New York State Public Employees Federation (PEF)
Labor-Management Committees**
Financial Summary for the Period
April 1, 2019 - March 31, 2022

Article 14, PDQCC	\$ 1,002,000
Article 15, PDC	\$14,861,000
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Total Expenditures	\$15,863,000

The amounts above represent actual expenditures and transfers for the period April 1, 2019, through March 31, 2022.

STATE OF NEW YORK AND UNITED UNIVERSITY PROFESSIONS JOINT LABOR-MANAGEMENT COMMITTEES

Overview

The New York State and United University Professions (UUP), the union representing academic and professional employees in the Professional Services Negotiating Unit at the 29 State University of New York (SUNY) State operated campuses, have worked together through the joint labor-management committees to build a series of successful partnerships. In the 2016-2022 Agreement between the State and UUP, the parties negotiated funding under Article 21, Statewide Joint Labor-Management Committees (JLMC) to support programs established by the five statewide labor-management committees to address mutually identified issues affecting academic and professional employees. The statewide labor-management committees are: Diversity, Equity and Inclusion Committee under Article 10, No Discrimination; Employment Committee under Article 35, Retrenchment; Professional Development Committee under Article 42; Safety and Health Committee under Article 43; and Campus Grants Committee under Article 45.

The statewide labor-management committees provide a forum to discuss, consider, and attempt to resolve matters of interest to the parties. They also establish programs and provide funding to support mutually beneficial projects and activities for an individual employee or a group of employees, on a single campus or multiple campuses that contribute to the employees' professional development and improves the quality, productivity, and vitality of SUNY. The statewide labor-management committees and programs, which are administered by NYS/UUP JLMC staff, are as follows:

- **Diversity, Inclusion and Equity Committee**
 - Dr. Nuala McGann Drescher Leave Program
 - Grants for Employees with Disabilities Program
- **Campus Grants Committee**
- **Employment Committee**
 - Retraining Fellowship Program
 - Employment Counseling and Placement Program
 - Enrollment Enhancement Program
- **Professional Development Committee**
 - Individual Development Awards Program
 - Professional Development Grant Program
 - Calendar Year Employee Leave Program
 - Special Projects

Training/Leadership

- Empire KnowledgeBank (EKB) Licenses
- Professional Development Workshops
- Certificate and Licensure Fee Reimbursement (CLEFR) Program

Mentoring Program

- **Safety and Health Committee**

Dr. Herbert N. Wright Memorial Safety and Health Training Award Program
Regional Training

Each committee has three to four representatives appointed by OER and UUP, except for the Campus Grants Committee. The Campus Grants Committee is comprised of the co-chairs of the other four committees. In addition, a NYS/UUP Joint Labor-Management Executive Committee, comprised of representatives from OER, UUP, and SUNY, establishes the funding allocation for each program, approves recommendations to develop new programs and modify existing programs, oversees and reviews the activities of the statewide labor-management committees and resolves issues of mutual concern that are referred, and provides overall policy direction.

During this three-year period, a total of 2,301 employees benefited from a variety of programs funded by the NYS/UUP JLMC. The joint efforts of labor and management have resulted in projects and activities that have contributed to employees' professional development; advanced diversity on campus; promoted research and scholarship; encouraged the use of innovative technology; provided retraining opportunities when required by shifting program needs or retrenchment; and improved safety conditions and the general health of the workforce. To further develop their skills, employees had access to instructor led workshops offered SUNY System-Wide and online learning. In addition, the Certificate and Licensure Fee Reimbursement (CLEFR) Program was implemented during this period.

PROGRAM HIGHLIGHTS 2019-2022

Diversity, Inclusion and Equity Committee

The programs established under this committee seek to promote diversity, inclusion and equal opportunity in SUNY's workforce with preference given to employees who are under-represented on the basis of their protected class status, or who can demonstrate with campus support, that they are under-represented in a specific department, unit, program or school. Funds are made available for the following programs:

- **Dr. Nuala McGann Drescher Leave Program**

The purpose of the Dr. Nuala McGann Drescher Leave Program is to enhance employment opportunities, with preference given to under-represented

employees on the basis of their protected class status, or who can demonstrate they are under-represented in a specific department, unit, program or school who are preparing for permanent or continuing appointment. During this period, 104 employees were granted leave and awarded funds to conduct a variety of projects or activities with a focus on conducting essential research in their field and writing and preparing manuscripts or other material for publication. Among the projects or activities funded under the Dr. Nuala McGann Drescher Leave Program are the following:

- Pandemics in New Orleans and Johannesburg: From Plessy and Apartheid through COVID. Experimental Analysis of Fairness and Social Image Concerns in Multilateral Gift Exchange. Identifying Organizational Remediation Strategies to Ensure an Inclusive Workplace. Indigenous Child Martyrs of Tlaxcala: Ancestors and Saints. Self-Regulated Learning in Guided Independent Studies. Laboratory work related to the hypothesis of how the ovarian follicle formation is natively affected by juvenile exposure to specific chemicals in the environment.
- Forgotten Bodies: Neocolonial Policy, Migration and Reproduction Among Chuukese Women in Guam.
- **Grants for Employees with Disabilities Program**
The Grants for Employees with Disabilities Program covers out-of-pocket expenses incurred by employees, due to a disability, for participating in professional work-related projects or activities to achieve their professional potential. The funds are not intended to cover accommodations that the campus must provide under the Americans with Disabilities Act.

Campus Grants Committee

The Campus Grants Program funds projects or activities that fall within the purview of one or more of the statewide labor-management committees that impact groups of academic or professional employees or departments, either on a single campus or on multiple campuses. Funding is provided for projects or activities that make the workplace safer and promote the general health of the workforce, encourage and promote professional development to enhance current skills or develop new skills, expand diversity, inclusion and equal opportunities on campus, provide support to employees with disabilities, and for exploring the use creative technologies in the workplace. During the reporting period, one project was funded.

Employment Committee

The Employment Committee studies potential employee displacement problems due to programmatic changes or reductions, curtailments, relocations, reallocation of

resources, consolidations and technological changes. The Committee makes recommendations for the solution of these problems and provides funds for accessing resources, training and retraining for retrenched or high-risk employees for continued employment. Funds are made available for:

- **Retraining Fellowship Program**

This program focuses on the unique situations faced by employees who have been terminated due to retrenchment, who have been notified of retrenchment, who are perceived to be at high risk of retrenchment, or whose retraining would accommodate shifting program needs. Financial support is provided to pursue a course of study to assist employees with attaining other employment opportunities or maintaining their current employment. During this period, 168 employees were reimbursed for expenses to maintain their employment.

- **Employment Counseling and Placement Program**

This program is designed to provide financial support to employees whose employment has been terminated due to retrenchment or perceived to be at high risk of retrenchment to assist them find other employment opportunities. Some of the areas covered include resume preparation, testing for career counseling, counseling and placement fees, and employment related resources.

- **Enrollment Enhancement Program**

This program provides funds to increase enrollment in academic departments that have experienced a decline in student enrollment longer than one year. Projects or activities that would significantly enhance student enrollment are funded on a single campus, on multiple campuses, or on a statewide basis. Special consideration is given to a project or activity that demonstrates cost effectiveness and matching funds from the campus or in-kind campus services. The expected impact upon enrollment and evidence of coordination with other campus recruitment efforts is also considered. During this period, one project was funded.

Professional Development Committee

The Professional Development Committee funds and implements programs and training to assist employees develop professionally, improve job performance and prepare for advancement through the following programs:

- **Individual Development Awards (IDA) Program**

This program is designed to support a variety of professional development projects or activities by assisting eligible employees to develop their full professional potential and to prepare for advancement. The local Campus Professional Development Committee reviews applications and determines funding for a project or activity based on the established guidelines and the campus' priorities. During this period, 940 employees were awarded funds through this program. The projects and activities funded included research

projects, curriculum development, publication of books and manuscripts, and the presentation of scholarly papers at conferences.

- **Professional Development Grant Program**

This program is intended to fund a professional development project or activity to assist three or more employees to develop their professional potential and to prepare for advancement. Eligibility for this program is similar to the IDA Program. During this period, funds were awarded to one employee.

- **Calendar Year Employee Leave Program**

This program is intended to provide release time and funding to eligible employees to develop their full professional potential and to prepare for advancement. Funds are awarded to pursue work-related professional development projects or activities including basic, applied, or historical research; curriculum development, grant proposals or instructional material; attendance or participation at workshops, seminars or conferences; and preparation of material for publication.

- **Special Projects**

Funds are available for ad hoc projects or activities on a single campus or multi-campus. Projects or activities funded are designed for a specific purpose that is not encompassed in other programs, or that originate from the committees.

- **Training and Leadership**

- Empire Knowledge Bank (EKB) – Through the EKB license, employees have access to eLearning courses, ebooks and short course videos to enhance their professional and career development, for certification preparation and to continue their education in a variety of areas. During this period, 349 employees participated in online learning courses.
- Professional Development Workshops – Workshops were offered in person and virtually for professional development opportunities to enhance their skills or develop new skills. During this period, 436 employees attended workshops covering topics such as in leadership development, effective communication in a culturally diverse setting, workplace civility and establishing a positive, respectful environment, learning about awareness and understanding different models of diversity at work, and navigating workplace conflict.

- **Certificate and Licensure fee Reimbursement (CLEFR) Program**

- The CLEFR Program reimburses the cost of examinations for first time certification, licensure, or designation to enable employees to improve job-related skills in their profession and gain the knowledge and skills necessary for promotional opportunities and career mobility within SUNY. During this period, 298 employees were awarded funds.

- **Mentoring Program**

Supports campuses that are interested in developing new programs or enhance existing programs to mentor academic and professional faculty at the campus or department level.

Safety and Health

Provides funding for employees with safety and health environmental responsibilities to update and refine skills and knowledge needed to recognize, control and correct potential workplace hazards and to ensure compliance with applicable laws and regulations through the following programs:

- **Dr. Herbert N. Wright Memorial Safety and Health Training Award Program**
Funds are available for educational, training, and skill building activities at local or remote sites to develop and enhance employees' ability to identify and control workplace hazards. During this period, four employees were awarded funds to attend a conference pertaining to developments in industrial hygiene, environmental, and safety fields including technical and regulatory information.
- **Regional Training**
This program is intended for targeted training for health and safety professionals to continually update and refine the skills needed to recognize and correct potential hazards in the workplace and to ensure compliance with relevant laws and regulations.

New York State United University Professions (UUP)
Labor-Management Committees
Financial Summary for the Period
April 1, 2019 - March 31, 2022

Personal Service	\$ 153,000
Program Operations	\$ 1,770,000
Administration	\$ 150,000
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Total Expenditures	\$ 2,073,000

The amounts above represent actual expenditures and transfers for the period April 1, 2019, through March 31, 2022, excluding labor-management funds that were transferred to SUNY for expenditures that were administered on a campus level.

**NEW YORK STATE-NYSCOPBA,
NEW YORK STATE-COUNCIL 82, AND
POLICE BENEVOLENT ASSOCIATION
OF NEW YORK STATE, INC.
JOINT LABOR-MANAGEMENT COMMITTEES**

Overview

The NYS-NYSCOPBA, NYS-Council 82 and NYS-PBANYS Labor-Management Committees were established pursuant to Articles 13 and 25 of each units' collective bargaining agreement. Each unit has a distinct Labor-Management Committee consisting of an equal number of voting members appointed by the Director of OER and the applicable union president. The Committees are tasked with providing technical assistance to local and regional labor-management committees, to increase communication and to promote harmonious relationships through developing programs that address the issues of skills, abilities, job performance, productivity, and lifestyle concerns of employees in the Security, Security Supervisors and Agency Police Services units.

The 2005-2015 NYS-PBANYS collective bargaining agreement expired on March 31, 2016. However, within the past year an interest arbitration award covering the period of 2015-2019 was implemented and, more recently, the parties reached agreement on a 2019-2023 collective bargaining agreement. Due to the timing of the 2015-2019 interest arbitration award and 2019-2023 collective bargaining agreement, no labor-management programs were offered during this reporting period. However, with the labor-management funding now in place, the NYS-PBANYS Joint Labor management Committee can resume providing agreed upon programs utilizing Article 13 and Article 25 funds.

The collective bargaining agreement for Council 82-represented employees expired March 31, 2016. Without a collective bargaining agreement in place, no programs were offered during the reporting period for this unit.

PROGRAM HIGHLIGHTS 2019-2022

Education and Training Program (ETP) for NYSCOPBA-Represented Employees

The ETP is designed and implemented by the NYS-NYSCOPBA Joint Labor-Management Committee. This Program enables NYSCOPBA-represented employees to maintain or improve job-related skills in their profession and gain the knowledge and skills necessary for promotional opportunities and career mobility within NYS service. The ETP provides eligible employees with reimbursement for covered expenses up to a State fiscal year maximum of \$2,000 at any accredited college, university, or

approved educational organization. During the reporting period, 258 reimbursements were issued totaling \$189,028.

Quality of Work Life Labor-Management Grants Program (QWL)

The QWL Program is designed and implemented by the NYS-NYSCOPBA Joint Labor-Management Committee. This Program provides a special opportunity for labor-management committees to develop new and creative program ideas and identify specific projects that will improve the work life of NYSCOPBA-represented employees. To receive grant funds, active labor-management cooperation must be demonstrated. Grant funds are made available to purchase equipment for break and lunch rooms, implement health and wellness projects, and generally improve working conditions. During the reporting period, 30 grants were approved totaling \$186,851.

**New York State Correction Officers and Police Benevolent
Association Committee (NYSCOPBA)**
Financial Summary for the Period
April 1, 2019 - March 31, 2022

Personal Service	\$217,000
Program Operations	\$531,000
Administration	\$ 56,000
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Total Expenditures	\$804,000

The amounts above represent actual expenditures and transfers for the period April 1, 2019, through March 31, 2022.

New York State Council 82
Joint Labor-Management Committee
Financial Summary for the Period
April 1, 2019- March 31, 2022

Personal Service	\$10,000
Program Operations	\$0
Administration	\$0
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Total Expenditures	\$10,000

The amounts above represent actual expenditures and transfers for the period April 1, 2019, through March 31, 2022.

New York State PBANYS (APSU)
Joint Labor-Management Committee
Financial Summary for the Period
April 1, 2019- March 31, 2022

Personal Service	\$0
Program Operations	\$46,000
Administration	\$0
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Total Expenditures	\$46,000

The amounts above represent actual expenditures and transfers for the period April 1, 2019, through March 31, 2022.

NYS/POLICE PROFESSIONAL DEVELOPMENT AND QUALITY OF WORKING LIFE COMMITTEES

Overview

The members of the Division of State Police are assigned to three bargaining units. The Police Benevolent Association (PBA) represents two of the Units, the Commissioned and Non-Commissioned Officers' Unit (CO/NCO Unit) and the Troopers Unit, while the New York State Police Investigators Association (NYSPIA) represents the Investigators and Senior Investigators in the Bureau of Criminal Investigation (BCI).

In the 1982-85 collectively negotiated Agreements, the State and the PBA established Professional Development and Quality of Working Life Committees (PDQWL) for the CO/NCO Unit and the BCI Unit. The 1985-88 Agreement additionally created a PDQWL Committee for the Troopers' Unit. The current committee structure has continued since these agreements and continues in the current 2016-2023 Agreements. The focus of the negotiated funding is to recognize the Division's commitment to support the professional development and quality of work life needs of the respective bargaining units. The Division and the unions, through the Committee, provide opportunities for an Advanced Degree Educational Opportunity Program (Master's Program), tuition reimbursement program for each unit and an employee assistance program. No funding for these programs is transferred to OER.

NEW YORK STATE JOINT LABOR-MANAGEMENT COMMITTEES ON HEALTH BENEFITS

Overview

The Employee Benefits Management (EBM) Unit of OER is responsible for negotiating and overseeing the administration of the employee health insurance benefits in the collective bargaining agreements, including the Empire Plan, the HMOs, and dental and vision benefits. The Joint Committees on Health Benefits with each employee union, work cooperatively outside of negotiations to provide a vehicle for ongoing program design and policy development and to enhance and monitor the negotiated health benefits. Negotiated benefits are extended to Management/Confidential, Legislative, and other non-represented employees.

PROGRAM HIGHLIGHTS 2019-2022

Employee Benefits

- Analyzed the impact of health care legislation and researched emerging developments in health care. In response to the COVID-19 pandemic, the health benefits landscape was changing rapidly. State and Federal laws, rules, and regulations were implemented to address the impact of COVID-19 on access to healthcare. The EBM Unit kept up to date on emerging legislation and communicated regularly with the Joint Committees on Health Benefits to ensure that employees had access to the latest information.
- Worked with DCS to create a telemedicine program for enrollees to access medical and mental health visits through electronic means.
- Closely monitored the pharmacy benefit program to ensure compliance with negotiated contract language while ensuring savings to the Plan.
- Monitored the administration of NYSHIP, both the Empire Plan and the NYSHIP Health Maintenance Organizations (HMOs), which has reduced State health program costs by hundreds of millions of dollars since 1986.
- Participated in collective bargaining to negotiate benefit design changes for the Empire Plan including implementation of the Empire Plan Prescription Drug Program's Advanced Flexible Formulary, increasing the annual maximum allowed amounts for out-of-pocket expenditures for copayments and coinsurances, expansion of dental and vision benefits, and the development of pilot programs for Voluntary Based Insurance Design (VBID) and Telemedicine.

- Participated in the procurement process for contractual services for the dental program, the HMO offerings, and the mental health/substance abuse program.
- Conducted, through a joint labor-management-HMO Workgroup, an annual review of all HMOs seeking to participate in NYSHIP to ensure the HMOs are also providing quality, cost-effective coverage.
- Hosted Joint Labor-Management Committee Meetings with unions representing State employees to provide information on rate renewal and share information about changes in law, rule, or regulation that affects health insurance benefits and administration.
- Continued to serve as a liaison for union partners and the Department of Civil Service (DCS) in the ongoing review of Empire Plan communications materials and plan documents, resolving NYSHIP health insurance enrollment and eligibility matters, and along with the Division of Budget (DOB), monitoring the rate stabilization process that impacts employee contributions.
- Monitored the administration and implementation of the Hospital Program's MultiPlan Shared Savings Program and existing Empire Plan programs for Future Moms and Disease Management. Oversaw the six Disease Management Programs: 1) Chronic Kidney Disease, 2) Chronic Obstructive Pulmonary Disease, 3) Asthma, 4) Diabetes, 5) Heart Failure, and 6) Coronary Artery Disease.

Health Care Spending Account

The Health Care Spending Account (HCSA) is a negotiated employee benefit that allows participants to set aside up to \$2,800 in tax-free dollars to pay for medical expenses for themselves and their families. The maximum contribution may change annually since it is indexed to inflation. First implemented in 2001, enrollment has risen more than 300 percent to over 14,300 participants in the 2022 plan year. The HCSA is available to most State employees, including employees of the Legislature and Unified Court System.

The HCSA enables participants to save up to 40 percent on medically necessary health care costs, depending on their tax situation. Some of the most common expenses reimbursed by the HCSA include prescription drugs, medical copays, dental services, orthodontia, and vision care. Since January 1, 2020, over-the-counter drugs that are used to treat a medical condition or illness are also covered HCSA expenses. Since 2019, participants have enjoyed the convenience of using a debit card to pay for their medical expenses, and in 2020 a mobile phone application was introduced to easily submit claims and receipts for HCSA expenses.

In Plan Years 2021 and 2022, the HCSA allowed participants to carryover a portion of remaining balances that could be used toward eligible expenses incurred during the current plan year. The EBM Unit ensured that participants were aware of the changes and had every opportunity to utilize their pre-tax dollars.

New York State
Joint Labor-Management Committees on Health Benefits
Financial Summary for the Period
April 1, 2019 - March 31, 2022

Personal Service	\$1,358,000
Program Operations	\$2,620,000
Administration	\$ 72,000
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Total Expenditures	\$4,050,000

The amounts above represent actual expenditures and transfers for the period April 1, 2019, through March 31, 2022.