

Civil Service LEADER

America's Largest Weekly for Public Employees

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Budget Gets CSEA Wage Survey

See Page 3



STAFFING PATTERN MEETING—

Seen here are representatives of the Civil Service Employees Assn., including Brooklyn State Hospital chapter members, as they met last week with personnel of the State Division of the Budget and

Mental Hygiene Dept. on new staffing proposals in the department's mental institutions. Governor Rockefeller later announced the addition of new personnel at Brooklyn and Buffalo State Hospitals. (See story below.)

'Triple Victory,' Says Feily

Rockefeller Announces 222 New Positions For Brooklyn And Buffalo State Hospitals

ALBANY—Governor Rockefeller has announced that a new staffing program has been initiated at State Mental Hospitals in Brooklyn and Buffalo. The program, designed to insure adequate staff for basic nursing care, will result in the creation of 82 new positions at Buffalo State Hospital and 140 positions at Brooklyn State Hospital.

The Governor's statement followed a meeting last week on the issue between representatives of the Civil Service Employees Assn. (including members of its Brooklyn State Hospital chapter), the State Division of the Budget and the Mental Hygiene Department.

Last week's session capped a series of meetings and correspondence on post staffing problems between Dr. Christopher Terrence, of Mental Hygiene; Budget Director T. Norman Hurd, and the Employees Association. Brooklyn State Hospital chapter was particularly active in calling attention to staffing needs and pressing for additional personnel.

Triple Victory

CSEA President Joseph F. Feily called Governor Rockefeller's programs a triple victory. "The Governor has won renewed confidence as a man that keeps a promise. His staffing proposals are a victory for his desire to advance service and patient care in our

mental hospitals at a rapid rate" he said.

Feily added "I know our Brooklyn State Hospital chapter members can take pride in their efforts because the increased per-

(Continued on Page 16)

To Help A New Mayor

From One Line Letters To 16-Page Documents, Civil Servants Pour Out Ideas

From one-line suggestions to 16-page programs, readers of The Leader have been pouring in ideas to help make New York City a better place to live. Topics covered to date have included administration, traffic, finances, community relations and innumerable other facets of city life in which there are problems to be solved.

From this reservoir of imagination—being contributed by City, State, County and Federal public employees—will come an idea that will be worth \$1,000. The

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Hawaii By Jet At Lowest Price Yet

The 1966 tour to Hawaii and the West for members of the Civil Service Employees Assn. will not only offer jet transportation for the first time but the total price—\$463 plus tax—is the lowest since the Hawaii tours were inaugurated. The two-week tour departs from New York on July 11.

Despite the lower price, the Hawaii program is higher than ever in quality. In addition to providing swift, jet air service, the tour this year will be accompanied by a professional courier

(Continued on Page 3)

Retirement System Study Committee Named By Governor

Governor Rockefeller has announced the appointment of a committee under the chairmanship of David G. Moore of Ithaca, dean, New York State School of Industrial and Labor Relations at Cornell, to make a broad and comprehensive study of the State Employees Retirement System.

Appointment of the study committee had been recommended by the Civil Service Employees Assn.

During Governor Rockefeller's administration, many new retirement benefits—most of them proposed by the CSEA—have been provided and existing benefits liberalized. Many of these changes were enacted on a temporary basis, requiring annual extension. This year the State assumed full responsibility for the contributions to the Retirement system previously made by the employees, making the system completely non-contributory for them. These changes in the retirement system have made a complex program more complex.

Simplicity Needed

Rockefeller announced that the study was necessary to review the overall program with a view to-

ward simplifying it while insuring its comprehensiveness, adequacy and fairness.

Among the specific aspects of the program which the committee will examine are: superannuation, vesting and disability retirement; maintenance of purchasing power during retirement; death benefit; transfer ability of benefits; loans to members; reemployment of pensioners; management; rate of interest and methods of financing.

Committee Members

The other members of the committee are: Lieutenant Governor Malcom Wilson; Comptroller Arthur Levitt; Milton Alpert, Albany, deputy commissioner and counsel, Office of Local Government; Reinhard Houhaus, New York City, chairman and member, New York State Committee on Pensions, former chief actuary of Metropolitan Life Insurance Company, and Carl L. Stevenson, Rochester, assistant treasurer and manager of employee benefits, Eastman Kodak.

Rockefeller Gives Aides Two Holidays

ALBANY—Governor Nelson Rockefeller has authorized special days off for State Employees on December 24 and Dec. 31.

"With Christmas and New Years falling on Saturday," the Governor said, "these special holidays on Friday will permit State employees, particularly those who plan to drive any distance, to spend more time with their families.

"I have directed Miss Mary Goode Krone, president of the Civil Service Commission to make the necessary arrangements. Skeleton forces will remain on duty to assure that essential services will be maintained and persons required to work on these days will be granted compensatory time off at a later date," the Governor said.

The Civil Service Employees Assn. had written the Governor last month, requesting the days off.

Don't Repeat This!

Spad Gets 'A-Okay' From GOP For Role As State Chairman

"A-Okay" is the accolade being awarded by most Republican county chairmen, party functionaries and pros to Carl Spad, the ebullient, enthusiastic State GOP Chairman who early this year took on the task of restoring the party's fortunes after the Goldwater disaster year of 1964.

For Spad to win any approbation at all in the short time between February and the November elections is an accomplishment in itself. When he left the post

(Continued on Page 14)

The editors and staff of the Civil Service Leader extend their best wishes for a happy Chanukah holiday to our readers of the Jewish faith.

Ferry Terminal Sup.

The New York City Department of Personnel has recommended the

establishment of an eligible list Dec. 15 with 14 names for promotion to ferry terminal supervisor (Marine and Aviation).

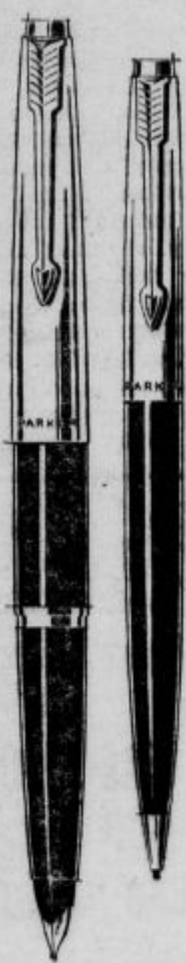
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Metropolitan PPA To Meet Wednesday

Dr. Elbert Fretwell, Jr., Dean for Academic Development of The City University of New York, will address the second of the 1965-66 meetings of the Metropolitan Public Personnel Society on Wednesday, December 15 at 6:30 p.m. at the U.S. Civil Service Commission offices at 220 E 42nd St.

Dr. Fretwell will discuss "The Metroversity and the Public Service," the place and function of the colleges in providing qualified, interested and motivated college graduates to meet the pressing needs of the various governments in the metropolitan area to fill professional, technical and administrative positions.

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Civil Service Fusion Party Joins Independents To Form Permanent Political Group

The Civil Service Fusion Party will merge with the "Independents for Good Government," a non-civil service political organization. This was decided at a recent meeting of the Civil Service party's Board of Directors, and a change in the party name may result.

It now seems likely that the amalgamation will be called the "Civil Service - Independents Party, Inc.," while retaining the lighthouse symbol on the ballot. The Civil Service party had

backed the Democratic slate and set an all time record for the number of votes polled on their line in a first time ballot run. The "Independents," while claiming to be completely independent would appear to be substantially more Republican in composition than the mainly Democrat composition of the Civil Service party. They had backed Mayor-elect John V. Lindsay, a Republican with Liberal endorsement, in the last municipal election.

"We may be dropping the word 'Fusion' from our name," said party chairman Dr. Herman P. Mantell, "but having the 'Independents for Good Government' merge into our organization makes us a real fusion party. We are going State-wide for next year's gubernatorial election, and we are confident of polling at least 500,000 votes for civil service and good government on our line. We will be the political arm of all civil service organizations and the political voice of all individual civil service employees.

"We will not endorse any candidate who is not acceptable to the majority of government career employees. The candidates record and program must indicate that he will favor legislation to improve wages, working conditions, and fair labor-management and grievance procedures in government. He must also favor the merit system of promotions by civil service tests to even the top civil service positions. We also expect to appear at and take part in all public hearings to protect the rights of career government employees."

'65-'66 Legislative Manual Is Available

ALBANY—The 1965-66 edition of the Legislative Manual, the official directory of New York State Government, is off the press and ready for distribution. Secretary of State John P. Lomenzo announced recently.

Published by the Department of State, the Manual, now in its 139th year of publication, is a comprehensive summary of the articles, functions and people comprising New York State Government.

Its 1,353 pages, enclosed in blue hard covers, describe the structure and personnel of the executive, legislative and judicial branches of State Government. The manual also contains detailed references to county officials and certain major city officials, the composition of local governments, population figures and election results.

The manual is extensively updated. (Continued on Page 15)

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TRAINING CERTIFICATE — Seen receiving a certificate upon completion of a recent civil service training institute is Frank Huson, refrigeration plant operator at Marcy State Hospital, center. Looking on at left is W.E. Hunzinger, head engineer at the hospital and H.C. Mason, right, the hospital's business officer.

Budget Director Gets Study

CSEA Salary Survey Shows Civil Service Wages Still Too Low

ALBANY—Salaries paid by the State of New York to its employees "are significantly lower than those paid by private industry within the State and by other progressive public jurisdictions for similar positions," the Civil Service Employees Assn. declared last week.

CSEA bases the conclusion on "an analysis of factual wage and salary data" contained in a comprehensive report of State employee salary needs which it submitted to State Budget Director T. Norman Hurd at a meeting here.

The Association, which represents 135,000 public employees within the State, is seeking 12 per cent, across-the-board, \$600 minimum, salary increases in 1966 for all State employees.

The meeting was the fourth relating to salary needs CSEA representatives have held with Dr. Hurd and other administration officials since last October when delegates to CSEA's annual meeting adopted the salary program.

Preface States Case

The salary analysis is in a 55-page document compiled during

Hawaii Tour

(Continued from Page 1)

who will deal with hotels, arrange plane seating and take care of any problems that might arise during the tour.

Itinerary

Highlights of the voyage will be visits to San Francisco, Hawaii and Las Vegas and will include sightseeing and special parties. Optional tours will be offered to other islands in the Hawaiians.

This program is strictly limited to CSEA members and members of their immediate families. Early bookings are urged again to avoid disappointment. It should be noted that last year's tour was sold out within three months of being offered.

Persons in the New York Metropolitan area should apply to Mrs. Julia Duffy, P.O. Box 43, West Brentwood, Long Island, N.Y. Upstate members should apply to John Hennessey, 276 Moore Ave., Kenmore, N.Y.

the past several months by CSEA's research department. In a preface, CSEA outlined what it feels are some of the significant points in its case for the increases. The preface states:

"Last year (fiscal 1965-66), we demonstrated the need for a general pay increase for all State employees averaging 8.5% without contradiction from any State Officials concerned with the fiscal management of the State. The need for this increase went unheeded and has been delayed for more than a year since the State took the position that it did not have the necessary funds to provide the required pay increases. In the meantime, we find that several factors have been operative with the result that an even greater salary increase is now necessary to provide equitable treatment for State employees. Among these factors are the following:

"1. Salaries and wages in private industry within the (Continued on Page 16)

Annual Party Set By M.V. Unit

December 16, 1965 has been chosen as the date for the annual Christmas party of the Motor Vehicle chapter of the Civil Service Employees Assn. Raphael's Restaurant, Latham, will be the location of festivities. Music will be provided by the Dave Jarvis Quartet of Schnectady.

Chairman, of the event is Karen Jean Robak—Miss Civil Service of State Employees 1965 and her co-chairman is Joan Witowski—Miss Highway Safety 1965. Toastmaster will be Fred Martini.

Serving on the committee are Phyllis Rathbun, Carol Quiggle, Fred Martini, Janet Clarke, Mary Cooney, Barbara Johnson, and Pat Giloley.

'Learn The Truth,' Says Erie CSEA As It Girds For Fight With Union

(From Leader Correspondent)

BUFFALO—Erie County and Buffalo units of the Civil Service Employees Assn. are girding for a battle with an AFL-CIO labor union that seeks to represent City and County workers.

Recent CSEA bulletin that went "Learn the truth and the facts regarding your status as County employees," said a recent bulletin that went to employees of the Erie County Highway Department, "and learn the manner in which CSEA can advise, assist and protect you."

Similar bulletins and other material is going to Buffalo City employees.

Henry J. Gdula, a CSEA field representative, is aiding chapter and unit presidents in the campaign to tell the CSEA story.

All-Out Fight Seen

"It's time we realized what's happening," a longtime CSEA leader here said, these labor unions are going all out, not only here but everywhere in the state to organize public employees.

"They are using out-and-out labor union tactics, promising everything, and the CSEA must tell it's story."

In the Buffalo area, Local 1206 of the State, County & Municipal Employees (AFL-CIO) is trying to organize about 400 workers in the Erie County Highway Department.

And Local 1047 of the same union is on an organizing drive, among workers of the Buffalo Sewer Authority.

Other locals of the same union are on similar drives in many other counties in Western New York.

The AFL-CIO organizers are staying away from white collar CSEA groups, concentrating instead on mechanics, truck drivers and other public employees who are tradesmen and skilled workers.

"We've got better targets among State, County and City employees who work with their

hands," an AFL-CIO organizer admitted.

CSEA's Message

The CSEA, through Gdula and other workers are telling public employees:

"As you know our CSEA Erie chapter already represents nearly 4,000 employees, and our total membership of State, County, village, town and school building employees in Erie County alone is nearly 12,000 members.

"Also, you are backed by a total statewide membership of 135,000." The CSEA here also is explain-

ing that CSEA dues of \$13 a year compare favorably with higher AFL-CIO dues.

"We believe," a CSEA bulletin also said, "you are entitled to full-time representation by a full-time representative who doesn't have to moonlight as a full-time employee of management."

This was a reference to an AFL-CIO business representative, a strong CSEA critic, who reportedly has a full-time job with the Department of Street Sanitation in Buffalo and also is paid as an AFL-CIO organizer.

Syracuse Delays Action On Non-Teaching Benefits

((From Leader Correspondent))

SYRACUSE—Inclusion of teachers of the Syracuse City School District in the State Health Plan has been approved by the Board of Education.

The Board also okayed a new and broader sick and family leave policy for teachers, but "tabled" until the next meeting pay increases for both teaching and non-teaching personnel.

Central Conference Sets Feb. 11 & 12 For Winter Meeting

SYRACUSE — Plans for the forthcoming Civil Service Employees Assn. Central Conference meeting were made recently by the chairmen of the Conference's Planning, Membership and Publicity Committees.

The dates for the meeting, to be held at the County House here, are Feb. 11 and 12.

Tentative plans call for the presidents' meeting to take place Friday evening, Feb. 11, at 7:30 p.m.

It was announced by the committee chairmen that an entirely new concept of programming for the educational session, to be held Saturday, Feb. 12, were in the making. This will entail workshops for officers of chapters. These workshops will consist of those for presidents, vice-presidents, secretaries and treasurers.

The afternoon session of the Conference will begin at 1:30 with a business meeting and speech on variable annuity by a speaker who will be announced in the near future.

Metro P.S. Chapter To Hold Yule Party

The annual Christmas party sponsored by the Metropolitan Public Service chapter, Civil Service Employees Assn., will be held on Dec. 22, at 12:30 p.m. in Gasner's Restaurant, 76 Duane Street, New York City. The menu will consist of a full buffet spread (hot and cold dishes).

Admission tickets will entitle holders to two drinks. There will be music to dance to and the price is \$4 per person for members and \$5 for non-chapter members. Tickets may be obtained from Cynthia Doyle, Chairman of the Social Committee or from any department representative.

Holiday Dinner Set By Jewish' State Employees

Attorney General of New York State Louis J. Lefkowitz will be one of the guests at the 13th annual Chanukah dinner-dance of the Jewish State Employees Association of New York State on Dec. 22.

The affair will be held at the Grand Street Boys Clubhouse, 106 West 55th Street, New York City.

Other guests of Association president Abraham Shavelson will be Judge Vincent Albano, Jr.; Leon Cilmenko, Deputy Industrial Commissioner for New York City; deputy commissioners Abraham Elitz and Arthur Hirsch; and Dr. Herman P. Mantell, president of the Council of Jewish Organizations in Civil Service.

A full course dinner will be served followed by entertainment and dancing. Tickets may be obtained from Association delegates.

Mrs. Rippeteau Named

ALBANY—Mrs. Darrel D. Rippeteau of Watertown has been named to the Council of the State University College at Oswego.

Family leave includes four days annually for illness or death of members of the immediate family (through mother and father-in-law) and one additional day to attend the funeral of members of the family (including in-laws, aunts, uncles, grandparents and grandchildren).

The proposed pay increase would increase a beginning teacher's salary to \$3,200 and the top salary of \$10,300 (with longevity increment after 25 years of service). Teachers now range from \$5,100 to \$10,200 annually.

The sick leave policy allows the teachers to accumulate 12 days of sick leave annually, without limit. Previously the maximum was restricted to 120 days.

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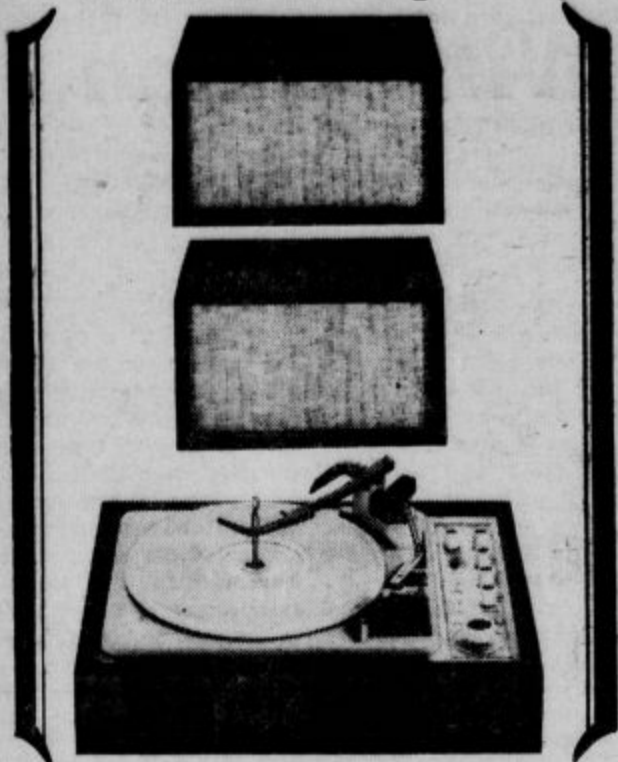
Non-teaching proposals Non-teaching employees—many of whom are members of Onondaga chapter, Civil Service Employees Assn. — could receive \$200 increases under another proposal.

The \$200 boosts would go to all salaried, non-certificated employees, and four hourly workers, custodians and their assistants, bus drivers and full time cleaners Part-time cleaners would receive \$100 annual increases.

Other hourly employees' salaries would go to the following rates, to raise them to current labor union rates: Carpenter, \$4.57; electrician, \$4.90; driver, \$2.35; mason, \$4.95; painter, \$4.25; spray painter, \$4.50; plumber, \$4.73; laborer, \$2.25.

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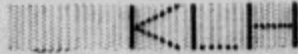
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U.S. Service News Items

By JAMES F. O'HANLON

Study Plans For Release
Of Personnel Roster

A group of Federal agency officials composing a policy-study task force, has suggested to the Civil Service Committee that it draw up guidelines for the public release of Federal employee rosters. Indications are that the Commission will accept the recommendations and outline conditions under which the names of some or all of the 2.5 million Federal workers may be released to Congress, the press, commercial concerns and whatever other interests might command such consideration.

Among others, Postmaster General Lawrence F. O'Brien personally suggested to Civil Service Commission Chairman John W. Macy that he approve the task forces' report. At a meeting of the National Press Club, O'Brien stated: "We who work for the Government should be proud of it. We have nothing to hide or be ashamed of."

Earlier, at his Senate confirmation hearings, O'Brien said he regarded the names of all Federal

Retirement-Minded May
Stay On In War Effort

The conduct of the war in Vietnam is making waves in far-flung channels as it gains momentum. Many Federal employees who were considering retirement until recently have had to do some serious reconsidering in the past weeks as the war effort brought signs of strain to the sinews of Government manpower.

For instance, in the Department of Defense a personnel buildup is taking place as that agency attempts to release 75,000 military personnel for combat-ready duty by replacing them with approximately 60,000 civilian workers. A good number of workers who are eligible for retirement have been asked to stay on the job until the crisis has subsided.

It is reported that they are being told their experience is becoming increasingly valuable as the agencies expand.

At the same time employees of retirement age in other agencies, not overly affected by the war and not suffering growing pains through the expansion of new domestic programs and the like, are being quietly urged to take advantage of the new retirement law.

However, a Cabinet committee studying the implementation of the Federal retirement system has cut back on some of its liberal retirement and fringe benefit recommendations because of the increasing cost of the war. The committee hopes to have its report ready for the President to present the Administration recommendations early in the next Congressional session.

There are other factors behind the committee's decision to take the shears to plans for future pension increases. One is the growing actuarial deficit of the Civil Service Retirement Fund. The fund has been steadily decreasing and stands now at \$42 billion. During the pay bill hearings in the Fall, doubts were cast by many witnesses as to the fund's ability to withstand the drain which the proposed benefit increases would create.

It is expected that the last pay increase will scoop another billion from the fund

civil servants as being in the public domain.

In the past, the Federal government has never had a uniform policy to cover the release of its employees' names. As a result, some agencies have allowed it while others have been more guarded. This situation has resulted in some testy hassles. Only a few months ago there was quite an eruption when officials of the Post Office Department refused to release the names of its summer employees after charges had been made that many of them had been appointed through political contacts. The inter-agency group, headed by John Steele of the commission staff decided that, in the future unpleasantness of this stripe should be avoided by the application of a service-wide rule.



IN NEW POST—

Pictured above is Dr. Van Earl Quaal who has been appointed, effective January 6, 1966, as director of business affairs of the State University in Geneseo.

Correction

Due to a typographical error, it was reported recently that the Central Islip State Hospital chapter of the Civil Service Employees Assn. had "90 percent of the hospital's six employees as members."

The report should have read "90 percent of the hospital's employees."

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Summer Park Job Filing To Open Soon; Openings For 3,500

The Department of Parks is looking for seasonal help for next summer.

Beginning Dec. 27, applications for these non-competitive positions will be issued and received by the Department of Parks. No formal eligible list will result from the receipt of the applications.

Applicants for seasonal employment will be considered in the order of filing applications. However, primary consideration will be given to applicants who had been previously employed by the Park Department and had performed satisfactory service.

During the week of Dec. 27, through 31, the applications will be issued and received only at the Brooklyn War Memorial Recreation Center, located in Cadman Plaza. From Jan. 2, through Feb. 11, applications will be issued and received at the Department of Parks main office in each of the five boroughs.

"Letters of recommendation are unnecessary," the department noted. "Applicants will be considered on the basis of their prior service or qualifications."

Listed below are details relative to each seasonal position:

Seasonal Parkman

There are approximately 1,106 seasonal positions in the Department of Parks at salaries of \$12 per day. The employment period may extend from March 15 to Nov. 30 for a maximum of 200 days a year, not to exceed six days a week.

There are no formal educational or experience requirements for this position. Since this job requires extraordinary physical effort, applicants will be required to be in good physical condition.

Under close supervision, a parkman performs general park maintenance work at any park area, facility or building during seasonal operations, perform related work as required.

Open only to men who have passed their 18th birthday by the last date for filing of application but shall not have passed their 60th birthday on the first

date for filing of applications.

Seasonal Park Helper

There are approximately 1,657 seasonal positions in the Department of Parks at salaries not to exceed \$12 per day. The employment period may extend from April 1 to Nov. 30 for a maximum of 150 days a year, not to exceed six days a week.

There are no formal education or experience requirements for this position. Applicants will be required to be in good physical condition. Men and women may apply.

Under close supervision, the park helper performs attendance and light maintenance work at any park area, facility or building during seasonal operations, performs related work, may make change and collect admission fees, direct cars to parking areas, and patrol park property.

This test is open to persons who have passed their 18th birthday by the last date for filing of applications. Minors under 18 years of age are required to obtain valid employment certificates or vacation work permits.

Playground Assistant

There are approximately 779 summer seasonal positions from approximately June 22 through Sept. 8, at a salary of \$12 a day. Positions also exist for part-time employment at \$1.50 an hour after Sept. 8, not to exceed a maximum of 24 hours a week.

Graduation from a senior high school is required of playground assistants and either one summer season of experience as an instructor, counselor, or coach in an organized recreation program; or completion of 30 credits toward a baccalaureate degree in an accredited college or university; or (3) a satisfactory equivalent.

First consideration will be given to those applicants who have completed 30 or more college credits.

(Continued on Page 9)

List Of Job Opportunities Open For Filing In December

The following is a list of 23 titles that are open for filing during the month of December with the New York City Department of Personnel.

Open Competitive

Exam number 1359, assistant electrical engineer.

Exam number 1470, assistant mechanical engineer.

Exam number 1545, chemist.

Exam number 1360, civil engineer.

Exam number 1385, clerk.

Exam number 1152, home economist.

Exam number 1153, medical records librarian.

Exam number 1537, NCR no. 3100 operator.

Exam number 1557, patrolman, (extended through February, 1966).

Exam number 1520, program production assistant, radio.

Exam number 1521, program production assistant, television.

Exam number 1486, senior consultant, medical health standards and services.

Exam number 1164, speech and hearing therapist.

Exam number 1069, assistant architect.

Promotion Exams

Exam number 1093, assistant architect, all departments.

Exam number 1292, assistant chief consultant, mental health standards and services.

Exam number 1341, assistant electrical engineer, all departments.

Exam number 1342, assistant mechanical engineer, all departments.

Exam number 1544, chemist, certain departments.

Exam number 1344, civil engineer, certain departments.

Exam number 1312, foreman, (telephones) in the Transit Authority.

Exam number 1317, power distribution maintainer, (TA).

Exam number 1442, supervising public health nurse, Department of Health.

Further information will appear in The Leader as it becomes available.

Civil Engineering Draftsman Test Soon

Applications are being accepted now through March 1 of next year for an open competitive examination for civil engineering draftsman. In conjunction with this examination an inter-departmental promotion examination will be held.

Although names appearing on the promotion list will receive first consideration, it is expected that there will be sufficient vacancies so that an open competitive list will be used to fill the positions, in salary grade 18.

The salaries for this job range from \$7,100 to \$8,900 per year.

The written test is expected to be held May 4, 1966. Minimum requirements for this position are: a baccalaureate degree in civil engineering issued after completion of a four year course in an accredited college or university; or an Associate in Applied Science degree awarded by a community college or technical institution of recognized standing upon completion of next July 1, however, the job will move up to salary grade 19, with salaries going as high as \$9,250 per year.

Completion of a course of studies pertinent to the duties of the position and two years of satisfactory practical experience in civil engineering drafting work; or graduation from a senior high school, or possession of a high school G.E.D. certificate issued by the Armed Forces and four (4)

(Continued on Page 15)

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Classes Now Forming to Start in Jan. for

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- **ADMINISTRATIVE ASST.** - Promotion Exam
- **DISTRICT SUPT.** - Promotion—Sanitation Dept.

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TUESDAY, DECEMBER 14, 1965

Keep Broderick

"FIND the community needs as the resident sees them" was the order given by Police Commissioner Vincent Broderick to his men last week as he implemented one of the plans he has been considering since he assumed the office less than a year ago.

The neighborhood youth councils, coordinated by the precinct commanders and the youth patrolman in each area, will be revamped and become the basis for a community coordinating council to improve police-community relations.

The program announced last week by Broderick is another of the steps taken in his program to upgrade the department and restore its former prestige in the community.

While Mayor-elect John Lindsay has not yet revealed his intention as far as the police commissionership is concerned, we urge him to give serious consideration to the re-appointment of Broderick. Under him, the department has consistently revised old thinking of police science to bring it up to date in terms of modern living and problems. His men respect him also—and this is important to police morale.

We believe that Vincent Broderick should be given the chance to complete his revitalization of the department. He has done a good job so far.

Your Public Relations IQ

By LEO J. MARGOLIN



Mr. Margolin is Dean of Administration, Head of the Division of Business Administration and Professor of Business Administration at the Borough of Manhattan Community College and Adjunct Professor of Public Relations in New York University's Graduate School of Public Administration.

Kidding The Public;

GOVERNMENT'S public relations is not enhanced by making a new law seem to be something it isn't. An unhappy example is the revised immigration law which became effective December 1st.

THE NEW law was touted with the fanfare of a circus coming to town. President Johnson signed the bill into law in a ceremony at the foot of the Statue of Liberty, practically the altar of American immigration.

DESPITE THE ballyhoo the truth of the new law is not changed. It could be called "The Labor Exclusion Act of 1965." In fact, that is precisely what knowledgeable social welfare workers and lawyers are calling the legislation, which is known as the Celler-Hart Law.

IN WASHINGTON, the wags say the bill "has no Celler, and certainly no heart." One reason is that the final version of the law resulted from a feud between the original sponsor of the bill, Rep. Emanuel Celler (D., N.Y.), Chair-

man of the House Judiciary Committee, and Rep. Michael R. Feighan, an inflexible Democrat from Ohio, who is chairman of the House subcommittee on immigration.

THE NEW LAW eliminates the national origin quota, which discriminated against East Europeans and Asians, but substitutes instead a "shortage of labor" formula within a framework of technicalities and intricacies that could send even a Philadelphia lawyer to the nearest psychiatrist.

REP. FEIGHAN rewrote the bill to include these boobytraps so that it has no relation to what Mr. Celler and Senator Hart first proposed.

THE BILL looks good in the red, white and blue package which

(Continued on Page 10)

What's Doing In City Departments

Supplementary classes in the New York City Youth Board's current courses in the entertainment arts were announced by Arthur J. Rogers, executive director of the municipal agency. The program of free courses for boys and girls throughout the City are co-sponsored by the American Guild of Variety Artists and are taught by professional stage performers. The instruction is available to preteens as well as to teenagers in various neighborhoods in the City.

Marvin E. Perkins, M.D., Commissioner of Mental Health Services recently submitted the New York City Community Mental Health Boards first Capital Budget presentation since the Board was established in 1954. Commissioner Perkins noted that the Board's entrance into the field of capital construction will furtherable comprehensive mental health facilities in the community. This development will be achieved by the establishment of Community Mental Health Centers. Comprehensive mental health services will include inpatient, outpatient, day, night and emergency care for all age groups.

The New York City Housing Authority has sent a check in the amount of \$3,844,377 to the City Collector, Chairman William Reid announced recently. The check represents real estate taxes and payments in lieu of taxes for the first half of the 1965-66 tax year, and is the largest ever paid by the Housing Authority for a six-month period.

It's harvest time again for the men of Sanitation Commissioner Lucia and his trim reapers are gathering tons of tumbling brown leaves all over town. Some 250 men and about 150 varied units of equipment are at work—mostly clearing the City's many wooded areas.

SOCIAL SECURITY

Questions and Answers

I've been making over \$5,000 a year since 1956. I recently took your advice and checked my social security record. The statement I got back is wrong. It shows credit for only \$4,800 a year. Why is this?

\$4,800 a year is the maximum amount of earnings that can be credited toward your social security account. Even if you earn more than this amount, only \$4,800 is on your record. You do not pay the social security tax on earnings over \$4,800.

Must I tell the social security office if I receive a pension from my former employer?

No. The pension that you receive will have no effect on your receipt of social security benefits.

I understand that I have enough quarters to be "fully covered." Does this mean that I will be paid the maximum amount when I retire?

No. Your benefit payment rate is related to your average earnings, not just the length of time you have worked under social security.

Civil Service Law & You

By WILLIAM GOFFEN



State Grievance Machinery

THANKS TO Governor Rockefeller's Executive Order, the employees of the State of New York enjoy the advantage of an admirable procedure for the settlement of grievances. Resort to the grievance procedure shall be free from coercion or reprisal.

GRIEVANCES may involve safety or health hazards, unsatisfactory physical facilities, surroundings, material or equipment, unfair or discriminatory supervisory and disciplinary action, unjust treatment by fellow workers, unreasonable assignment of working hours or personal time allowance, unfair or unreasonable work quotas, or any other grievances relating to conditions of employment.

DEPARTMENT heads or their representatives are required to hold conferences at appropriate times with employee representatives on problems related to such grievances. Proposed modifications of existing rules shall be announced in advance and discussed in conference with employee representatives before they are established.

EACH STATE department or agency shall establish formal procedures for submission of the employee grievances and for their prompt consideration. It is recommended that such procedures consist of two stages. The first stage provides for the employee's presentation of his grievance to his immediate supervisor. The supervisor and the employee to the extent necessary may consult with higher ranking supervisors. Resolution of grievances at this stage is on an oral basis.

THE SECOND departmental stage is a determination by the department head or by his representative. The second stage is resorted to when requested by an employee after a grievance has not been satisfactorily settled at the first stage. The nature of the grievance is reduced to writing. The department head or his representative, upon the employee's request, holds an informal hearing. The employee and his representative, if a State employee, are allowed time off from their regular duties without loss of pay.

THE ORDER creates a Grievance Appeals Board. It consists of three members appointed by the President of the Civil Service Commission. Among other responsibilities, the Board is empowered to maintain a program for resolving employee grievances relating to conditions of employment.

EMPLOYEES may appeal to the Board from the second stage determination. The employee is granted a hearing and may be represented by an individual of his own choosing. The employee and his representative are each entitled to a copy of the Board's determination.

PURSUANT to authority vested in it by the Executive Order, the Grievance Appeals Board has promulgated detailed regulations to effectuate its provisions. The regulations provide for Board approval of agency grievance procedures or of changes in such procedures. Employee representatives are notified of proposed changes.

SO AS TO insure prompt determinations, the regulations establish the following time limitations for agency procedures:

- First step discussion within three working days of the date of the employee's request.
- First stage ruling within three working days of the final discussion.
- Employee's request for second stage review within five working days of notice of determination.
- Notice of second stage hearing within five working days of receipt of the employee's request for the hearing.
- Notice of second stage determination within fifteen days of the receipt of a request for review when no hearing is held.
- Notice of second stage determination within thirty days of the date of a hearing when a hearing is held.

APPEALS TO the Grievance Appeals Board must be made in writing within thirty days of the agency determination. The Board's determination shall be made within forty-five days after the Board's hearing or after the date fixed for submission of briefs requested by the Board.

CHARACTERISTICALLY of proceedings before administrative agencies, the Board is not bound by formal rules of evidence. It makes a verbatim record of all hearings. An interesting provision of the regulations allows the introduction of new evidence, testimony or information upon the appeal. Subject, of course, to provisions for judicial review of arbitrary determinations, the Board's decisions are final.

TRY THIS QUIZ!

DID YOUR MEDICAL PLAN PROTECT YOU AGAINST...



	Yes	No
Out of Pocket Expenses	<input type="checkbox"/>	<input type="checkbox"/>
Maternity Bills	<input type="checkbox"/>	<input type="checkbox"/>
Confusion Over "Participating" Doctors	<input type="checkbox"/>	<input type="checkbox"/>
Worry Over Specialist Extra Charges	<input type="checkbox"/>	<input type="checkbox"/>
Uncertainty Over Which Services Were Covered	<input type="checkbox"/>	<input type="checkbox"/>
Limitations on Certain Services	<input type="checkbox"/>	<input type="checkbox"/>
Claim Form Red Tape	<input type="checkbox"/>	<input type="checkbox"/>
Discussion of Fees With The Doctor	<input type="checkbox"/>	<input type="checkbox"/>

If you can answer yes to every question, you are either an H.I.P. member or you did not have occasion to use one of the other programs.

If you are in another program, we suggest you check the above list* in the light of your own experiences over the past year.

If you do not now enjoy H. I.P.'s obviously more comprehensive coverage, your opportunity is at hand.

This is the enrollment period for City employees who have a choice of medical plans.

See your Payroll Clerk on how to join or change to the plan that gives you the broadest financial protection, while assuring you that its services meet high professional standards.

* Certain extended benefits are provided on a cash indemnity basis to subscribers of all three plans either on an optional basis or through employee organizations.



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Medical Records Librarian Test Soon

The New York City Department of Personnel has announced that applications will be accepted until Dec. 21 for an open competitive examination for medical record librarian. The tentative date for the written examination is March 23, 1966.

This position is in salary grade 11, with a salary range of \$4,850 to and including \$6,290 per year. In addition there are five annual increments and a longevity increments.

Among the benefits holders of this position can expect to receive are: generous annual leave; sick leave, leave without pay; leave with pay for holidays and membership in a liberal pension system and the social security system. Also, City employees may join a health insurance plan and the blood credit programs.

For further information and applications can be obtained at the applications bureau section of the Department of Personnel, 49 Thomas Street, New York City, New York.

Car Maintainer, Prom.

The Department of Personnel of the City of New York established an eligible list recently with 110 names on it in the title of car maintainer, E, after a promotion exam.

Foreman List

The New York City Department of Personnel has recommended the establishment on Dec. 15 of a promotional list for foreman (Sanitation) with 224 names.

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State Holds Exams For Eleven Titles

The New York State Civil Service Commission has announced that it will be accepting applications through December 20 for examination to be held Jan. 22 of next year for positions in the following titles:

- Exam No. 4155, Bank Examiner; \$7,745-\$9,375.
- Exam No. 4141, Director of Welfare Training; \$14,152-\$15,625.
- Exam No. 4143, Library Supervisor, Senior; \$9,198-\$9,880.
- Exam No. 8681, Public Health Physician (Heart Disease), Assoc.; \$16,201-\$17,255.
- Exam No. 8682, Public Health Physician (Heart Disease), Prin.; \$16,260-\$19,070.
- Exam No. 4142, Public Health Social Work, Consultant; \$9,570-\$11,510.
- Exam No. 20-153, Medical Social

FREE BOOKLET by U.S. Government on Social Security. MAIL ONLY. Leader, 97 Duane St., N.Y. City, N.Y. 10007.

List Established

The Department of Personnel of the City of New York will establish an eligible list Nov. 10 with eight names on it in the title of civil engineer (sanitary) DPW.

Worker, Senior Welfare Representative; \$7,320-\$8,875.

Exam No. 20-318, Parole Officer; \$6,920-\$8,400.

Exam No. 20-319, Parole Officer Trainee; \$5,800 Trainee Year.

Exam No. 20-339, Public Librarian; Varies with Location.

Exam No. 20-155, Rehabilitation Counselor; \$7,320-\$8,875.

For further information may be obtained at offices of the State Department of Civil Service.

The Job Market

By V. RAIDER WEXLER

A LISTING OF NON-CIVIL SERVICE JOBS AVAILABLE THROUGH THE NEW YORK STATE EMPLOYMENT SERVICE

MONITOR BOARD OPERATORS, female, with good typing skills will find openings in Manhattan and occasionally in the Bronx paying \$65 to \$75 a week. Some jobs require light knowledge of bookkeeping or ability to work with figures or light stenography in addition to typing. **DICTAPHONE OPERATORS**, females with experience on any transcrib-

ing machine, electric or manual typewriters are wanted in Manhattan. The salary range is \$75 to \$85 a week. Apply at the Office Personnel Placement Center, 575 Lexington Avenue, Manhattan.

Needed in Queens is a **WORKING FOREMAN** for nights to supervise four workers. Must be experienced in setting up automatic machines. The salary is \$70 to \$100. **MACHINE STONE CUTTER** will earn \$150 a week to cut marble and slate to size by machine. Can have metal cutting experience. Apply at the Queens Industrial Office, Chase Manhattan Bank Building, Long Island City.

Farm Workers

Needed in Manhattan and the Bronx are **AUTO BODY REPAIRMEN** with seven years' experience, a complete set of tools and complete knowledge of collision work. They will get \$2.50 to \$3 an hour to perform body and fender work on passenger cars. Must be able to straighten, weld, knock out dents and replace bumpers and grills. A fully experienced **CORNER CUTTER** will get \$77 a week to work on paper - "mitering." Apply at the Manhattan Industrial Office, 255 West 54th Street.

Needed in Brooklyn are **COMPRESSION MOLDING MACHINE OPERATORS** to set up and operate to mold plastic items. The pay is \$1.80 to \$2.05 an hour all shifts. **AUTO MECHANICS** are wanted for general automotive repair work. Work includes ignition, brake, front and rear end, some alignment, engine repair and drive train, clutch and standard transmission. The pay is \$90 to \$125 for a 5 to 6-day, 40 to 48-hour week. Apply at the Brooklyn Industrial Office, 250-Schermerhorn Street.

Men over 18 who can do hard labor are needed as **FARM WORKERS** on potato, onion, tobacco and other farms in and around New York State. The jobs pay \$1.10 to \$1.40 an hour with housing free. In some cases meals can be arranged for \$2.10 a day. Workers must pay own travel expenses. The work is expected to last about four months. Apply at the Farm Office, 247 West 54th Street, Manhattan, 6th floor.

SENIOR ARCHITECTURAL DRAFTSMEN with at least 6 years' experience working for New York City architects on industrial and commercial buildings are wanted. The salary ranges from \$160 to \$180 a week. Also wanted are **INDUSTRIAL ARTS TEACHERS** with experience in wood-working, metals, electricity and maintenance. Must be licensed to teach in New York City school system. The salary is \$5,000 to \$6,700 a year. Apply at the Professional Placement Center, 444 Madison Avenue, Manhattan.

CARBON COLLATORS with three years of commercial bookbinder experience and able to stand and work under pressure will earn \$60 to \$80 a week. They will take signatures off gang stitcher, and feed signatures to a Christensen gang stitcher. Apply at the Manhattan Industrial Office, 255 West 54th Street.

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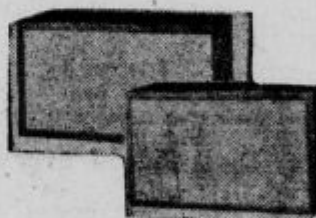
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Summer Park Job

(Continued from Page 5)

Under supervision the playground assistant supervises or assists in supervising the program of recreational activities in a playground area, small neighborhood play area or similar unit; performs related work.

This position is open to persons who are 35 years of age or under on the date of filing their application. Minors under 18 years of age are required to obtain employment certificates or vacation work permits.

Issue of Applications

During the week of Dec. 27 through Dec. 31, applications for all seasonal positions will be issued and received only at the Brooklyn War Memorial Recreation Center, located in Cadman Plaza, Brooklyn. The entrance is on Fulton Street between Orange and Pineapple Streets.

Applications will be issued in person or by mail Monday through Fridays, between 9 a.m. and 4 p.m. From Jan. 2 through Feb. 11, applications will be issued and received Mondays through Fridays, at the following offices of the Department of Parks:

ARSENAL BUILDING, 64th Street & Fifth Avenue, New York, N.Y. 10021.

LITCHFIELD MANSION, Prospect Park West & 5th Street, Prospect Park, Brooklyn, N.Y. 11215

BRONX ADMINISTRATION

BUILDING, Bronx Park East & Birchall Avenue, Bronx Park,

Bronx, N.Y. 10462
 THE OVERLOOK, Union Turnpike & Park Lane South, Forest Park, Kew Gardens, N.Y. 11415.
 CLOVE LAKES PARK, 1150

Clove Road, West New Brighton, Staten Island, N.Y. 10301
 Applications forms will be mailed on request provided that a self-addressed, 9-inch envelope

stamped 5 cents for return, is enclosed. The Department of Parks, however, will assume no responsibility for delivery when issuing applications by mail.

Chemist Test Coming Soon

A written test is being given tentatively set for Feb. 19, 1966—for the position of chemist with the City of New York. The test will be a combined promotion and open competitive one. However, two lists, one a promotion list and one an eligible list drawn from the results of the open-competitive exam will be published.

This position is in salary grade 20, with a salary range of \$7,800 to and including \$9,600 per year. At present there are five vacancies in various City departments but others are expected to occur in time.

Candidates for the open-competitive test should possess a baccalaureate degree with a major in chemistry, chemical engineering or pharmacy issued by an accredited College plus three years experience. Graduate work may be substituted for experience in some cases. Certain equivalent combinations of education and experience may be accepted.

The promotion exam is open to all employees of the City holding the title of assistant chemist for at least six months who are not otherwise ineligible.

In addition to the salary, employees in this position are entitled to many benefits. Among these are generous annual leave sick leave, leave without pay for holidays and membership in a liberal pension system and social security system. Also, City employees may join a health insurance plan and the blood credit program.

For further information and application forms apply at the Applications Section of the City's Department of Personnel 49 Thomas Street, New York City. Applications are being accepted through noon until Dec 21.



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It's a trousseau kind of idea, having everything to match, and makes you feel like a bride all the time. Lotus Lace, a blossomy Alençon, is lavished on all these smooth-as-cream nylon tricots which know how to float through the suds and dry themselves beautiful as new.

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Q and A

QUESTIONS AND ANSWERS . . .

. . . about health insurance

by **William G. O'Brien**

Blue Cross-Blue Shield Manager,

The Statewide Plan



This column will appear periodically. As a public service, Mr. O'Brien will answer questions relative to the Statewide Plan. Please submit your questions to Mr. O'Brien, Blue Cross-Blue Shield Manager, The Statewide Plan, 135 Washington Ave., Albany, N.Y. Please do not submit questions pertaining to specific claims. Only questions of general interest can be answered here.

Q. I am a retired State employee, and have coverage under the Statewide Plan. Does my coverage include payment for ambulance service if this service is not provided by the hospital?

A. If the ambulance is a service provided by the hospital to which you are admitted, then it is covered by Blue Cross. If you use professional ambulance service, then it is covered by Major Medical after you have satisfied the deductible and subject to the 80% co-insurance.

Q. To be eligible for Major Medical benefits under my Statewide Plan coverage, do I deduct \$50 worth of expenses for each member of my family? I have five dependents who are covered in addition to myself.

A. While it is true that you pay the first \$50 of covered medical expenses in any calendar year, there is a special family benefit which appears to fit your situation. This special family benefit provides that in any calendar year, the total family deductible shall not exceed \$150 for all members enrolled under your family contract.

Q. My doctor says I need injections for hay fever. Does my Statewide Plan cover me for these?

A. Yes. Medications for allergies are covered by the Statewide Plan when prescribed or administered by a doctor. Part I (Blue Cross) covers you if you are in a hospital. Part III (Major Medical) covers if you are elsewhere, with the deductible and co-insurance applying.

Adv.

Broadcasting Jobs Open; File In Dec.

Two tests are scheduled for next March 23 for program production assistant with the Municipal Broadcasting System. Salary for these jobs range from \$4,850 a year to \$6,200 and a longevity increment of \$240 each.

Besides the salary, many benefits are available to holders of these positions. The benefits include generous annual leave, sick leave, leave with pay for holidays and membership in a liberal pension system and the social security system. Each position requires that the applicant be a graduate of an accredited university with a degree for a course of study which includes training in broadcasting. Also, there are experience requirements. Equivalent experience may be substituted for academic training in some cases.

However, in all cases the applicant must be a graduate of a four year high school or possess a high school equivalency certificate.

Applications will be accepted from noon Dec. 1 through noon Dec. 23.

Application blanks and further information are obtainable free at the Application Section of the Department of Personnel 49 Thomas Street, New York City.

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Public Relations I.Q.

(Continued from Page 6)
President Johnson wrapped around it. In reality, the law is an almost impenetrable jungle of Feighan-fashioned obstacles. New York's "Sunday News" recently featured a two-page article on the law with the headline, "Uncle Sam Unlocks the 'Golden Door,'" then conceded that the act was "a labyrinth of complexities."

ON WAY OF slowing up the immigration procedure is to insert "the small print" which no one reads except the Federal officials and the lawyers who must live with the law. Mr. Feighan's "small print" includes a Department of Labor certification that a shortage exists in a specific occupational or professional category and that if an immigrant takes a position in one of these categories no American will be displaced from a job.

DON'T LET anyone kid you, but this process can take as long as two years. We've been in government and we know that "paper shuffling" can turn a 90-mile-an-hour first cousin to the "let's lose the file" gambit.

IT ISN'T in the law and no one dare publicize it, but the Department of Labor is "in the act" with a set of its own superimposed

procedures to keep the operation of the new immigration law at a hour express procedure into a 5-mile-an-hour local in any government operation. This technique is snails pace.

THE DEPARTMENT of Labor demands that a prospective employer of a prospective immigrant advertise a job three times, and allow those who answer to be questioned by Labor Dept. officials.

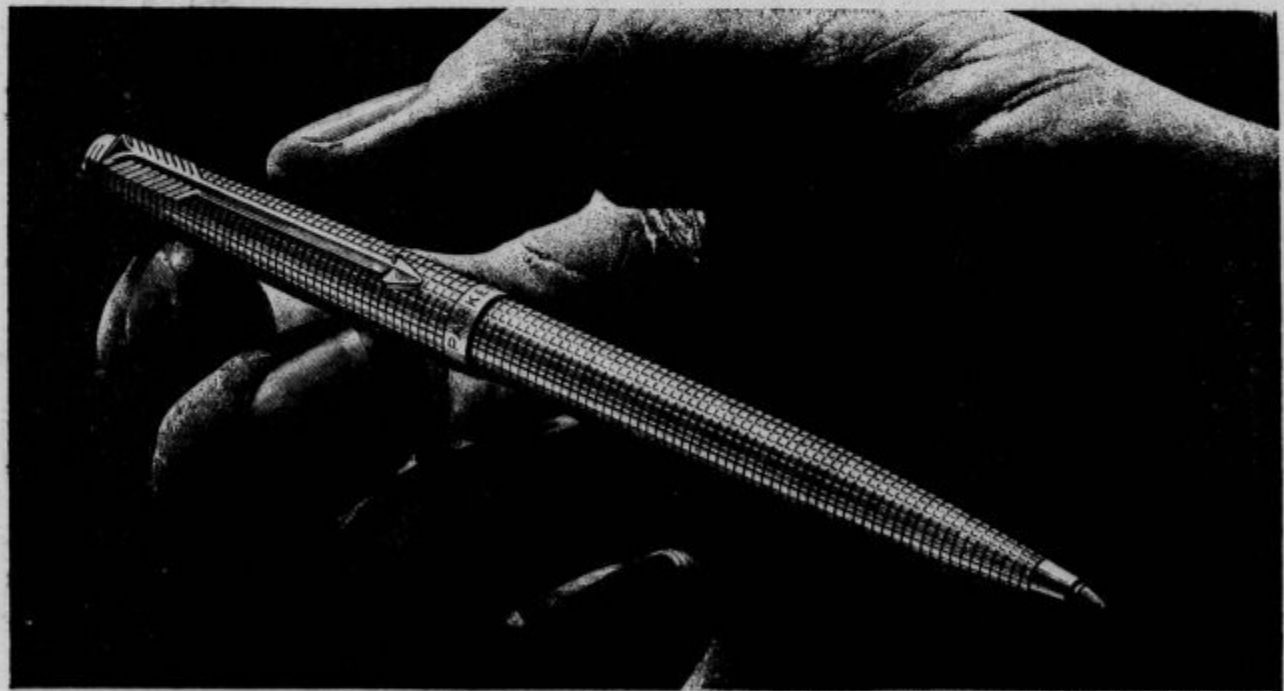
THE DEPARTMENT of Labor as well as Rep. Feighan know that few if any employers will go to all this trouble. Thus, the new immigration law, hardly two weeks old, has won won for itself the label, "Labor Exclusion Act of 1965."

LAWS SUCH as this one give Government its bad reputation for generating more and more red tape. The object of Government is to make life more simple. Instead laws continue to be passed to make life more complicated. All this totals bad public relations for Government, particularly for civil servants who didn't pass the laws in the first place.

CIVIL SERVANTS are learning about good public relations for government. When will Federal and State legislators learn about it, too?

How to make a \$100 impression

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School lunch managers are being sought by New York City for positions which pay from \$5,750 to \$7,190 a year. Applications will be accepted until further notice.

Employees in the title of school lunch manager have promotional opportunities to head school lunch manager when eligible.

For further information and applications contact the Applications Division of the Department of Personnel, 49 Thomas Street.

Asst. Mechanical Engineer Test

Applications are being accepted for a written test for promotion to assistant mechanical engineer in the service of the City of New York. Effective July 1, 1966 this position will be in salary grade 23 with a salary range of \$9,000 to and including \$11,000 a year. Currently the salary is \$8,600 to \$10,000 a year. Applications are being accepted until noon Dec. 21.

For further information and application forms apply at the Applications Section of the City's Department of Personnel, 49 Thomas Street, New York City.

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SEND GREETING:
Upon the petition of MOLLIE SVEDOFF residing at 408 West 130th Street, City, County and State of New York. You and each of you are hereby cited to show cause before the Surrogate's Court of New York County, held at the Court-house in the County of New York, on the 28th day of December, 1965, at ten o'clock in the forenoon of that day, why the account of proceedings of MOLLIE SVEDOFF as Administratrix should not be judicially settled.
Date, Attested and Sealed,
November 15, 1965
New York HON. JOSEPH A. COX
L.S.) Surrogate, New York County
PHILIP A. DONOHUE, Clerk.

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LEGAL NOTICE
FILE No. 7179, 1965 — CITATION — THE PEOPLE OF THE STATE OF NEW YORK. By the Grace of God Free and Independent, To the heirs at law, next of kin and distributees of Ethel T. Ady deceased, if living, and if any of them be dead to their heirs at law, next of kin, distributees, legatees, executors, administrators, assignees and successors in interest whose names are unknown and cannot be ascertained after due diligence, YOU ARE HEREBY CITED TO SHOW CAUSE before the Surrogate's Court, New York County, at Room 504 in the Hall of Records in the County of New York, New York, on January 5, 1966, at 10:00 A.M., why a certain writing dated March 26th, 1965, which has been offered for probate by E. HOYT PALMER, residing at 116 Pinchurst Avenue, New York, N.Y., should not be probated as the last Will and Testament, relating to personal property of ETHEL T. ADY, Deceased, who was at the time of her death a resident of 516 East 79th Street, in the County of New York, New York.
Dated, Attested and Sealed, November 24, 1965.
HON. JOSEPH A. COX,
L.S.) Surrogate, New York County
Philip A. Donahue, Clerk.

**CITATION. — FILE No. P7361, 1965. — THE PEOPLE OF THE STATE OF NEW YORK. By the Grace of God Free and Independent, To any and all unknown persons whose names or parts of whose names, and whose place or places of residence are unknown, and cannot, after diligent inquiry, be ascertained, distributees, heirs at law and next of kin of Marion Wildman Powell, and if any of the said distributees, heirs at law or next of kin of deceased, be dead, their legal representatives, their husbands or wives, if any, distributees and successors in interest whose names and/or places of residence and post office addresses are unknown, YOU ARE HEREBY CITED TO SHOW CAUSE before the Surrogate's Court, New York County, at Room 504 in the Hall of Records in the County of New York, New York, on January 10, 1966, at 10:00 A.M., why a certain writing dated June 24, 1963, which has been offered for probate by Moran Guaranty Trust Company of New York, of 23 Wall Street, New York, New York, should not be probated as the last Will and Testament, relating to real and personal property, of Marion Wildman Powell, Deceased, who was at the time of her death a resident of 2 East 70th Street, in the County of New York, New York, Dated, Attested and Sealed, November 29, 1965.
HON. JOSEPH A. COX, Surrogate, New York County, Philip A. Donahue, Clerk. (L.S.)**

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Dec. 22 Is Last Day For Sec. Asst. In Rockland Co.

Applications will be accepted

until Dec. 22 by the Rockland County Personnel Office for a promotion examination for secretarial assistant I. Salaries vary according to location.

For further information contact the County Personnel Office, New City.

Jefferson Co. Principal Clerk

The Jefferson County Civil Service Commission will accept applications until Dec. 27 for an

examination for principal clerk. Salary in this position varies with location.

For further information contact the County Civil Service Commission, Watertown.

Patrolmen Sought In White Plains

Applications will be accepted until January 5, 1966 for the White Plains patrolman examination by the Municipal Civil Service Commission. Salary in this job is \$6,250 to \$7,600 per year.

For further information and applications contact the Municipal Civil Service Commission, White Plains.

Secretarial Asst. II In Rockland County

The Rockland County Personnel Office will accept applications until Dec. 22 for a promotional examination for secretarial assistant II. Salary varies according to location.

For further information contact the County Personnel Office, New City.

Provisionals Are Sought As Grounds-Man In Housing Auth.

The New York City Housing Authority is accepting applications for immediate provisional appointments as supervising housing groundsman.

The starting salary is \$6,000. Those who took the written examination for this title are urged to apply at the Housing Authority's Employment Division 250 Broadway, Room 404.

Names Two Members

ALBANY — Governor Nelson Rockefeller has named two members to the Joint Legislative Committee to Revise and Simplify the Education Law.

One is his program associate, Edgar Draper of Brooklyn, who works on the Governor's own staff. The other is Dr. William J. Hageny of New Paltz, who is professor of education at the State University College at New Paltz.

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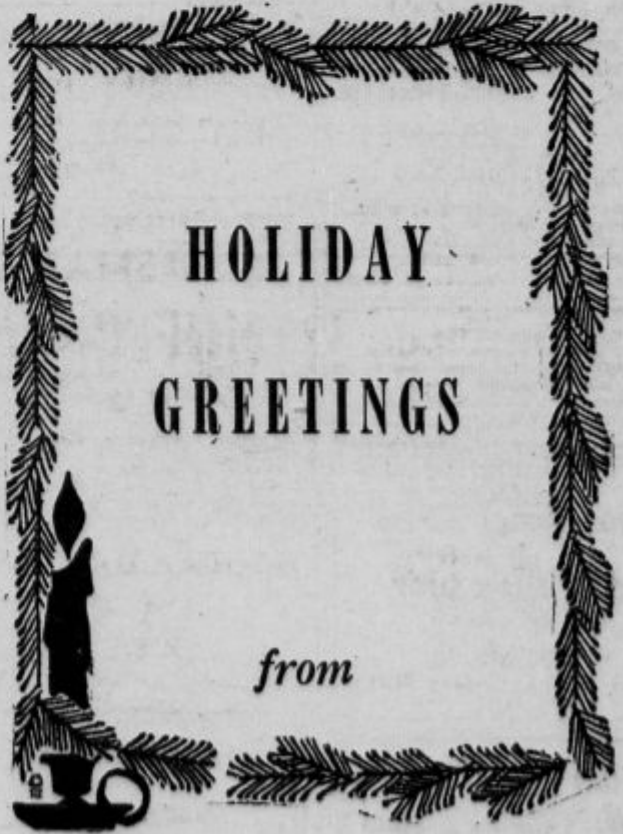
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Employees Submit Proposals

(Continued from Page 1)

tions on this score will be sent to Mayor-elect John V. Lindsay as a contribution in positive thinking for his new administration. The next Mayor has already announced his pleasure with the program.

Some Examples

As one example of a new approach to old troubles, Larry Townsend of Jamaica, L.I., suggests that all civil servants form neighborhood groups called "Problem Solvers," a variation on the traditional town meeting. Townsend believes that many urban difficulties such as race relations, blighted neighborhoods, proper realization of education needs, etc., could be checked by such groups before they reach the disaster proportions that involve high city expenditures. Townsend writes that "there is a great reservoir of brains among public employees" that should be used in this way to help the new Mayor, the City as a whole, and the citizens as individuals.

A school crossing guard in the City, Punkie Smith, feels civil servants should take the lead in promotion of a one per cent income tax. "It's their city that's in the red," he declares.

Vincent Minieri of the Bronx submitted a 16-page, 12-point program to make New York City a better place to live. He suggests, among other things, that citizens "join the 20th century" and adopt not only off-track betting but a city lottery as realistic methods of adding revenues. To aid in the fight against air pollution, Minieri suggests auto muffler filters that are to be replaced every time new license plates are issued to insure the filters are in working order.

Two-way radios on all buses are suggested by J. Westervelt of Floral Park. He says this would allow bus drivers to report incidents of a police or emergency nature immediately and could result in vastly increased protection for citizens.

Join In

Here, then, are a few of the many propositions submitted to date that are practical and imaginative. They should provide our readers who have not yet sent in their ideas the stimulus to join the parade of thinking civil servants who are going to make a major contribution to "Our Town" from the wells of public employee ingenuity. To facilitate participation, a coupon is presented on this page which may be used to submit your idea.

All entries should be addressed to the Jerry Finkelstein Foundation, care of The Leader, 97 Duane St., New York, N.Y., 10007.

Gardener List

The New York City Department of Personnel has recommended the establishment on Dec. 15 of an eligible list for promotion to gardener (Parks) with 148 names.

DON'T REPEAT THIS

(Continued from Page 1)

of Governor Rockefeller's appointments officer on Feb. 16 to take over the reigns from Fred Young, the Republican organization throughout the State was at its lowest ebb since 1934 when the GOP lost the governorship by 800,000 votes and lost the U.S. Senate seat and control of both houses of the State Legislature. President Johnson's massive victory over Barry Goldwater not only cost them a U.S. Senate seat and, again, the control of the Legislature but also produced Democratic victories in GOP strongholds in the counties and cities of the State.

In addition, Governor Rockefeller, himself, was at the lowest point of popularity because of the sales tax and pessimism was so rampant in the party that many pros were declaring that if the Democrats retained control of both houses of the State Legislature in the 1965 elections it would mean Democratic domination of State politics for decades to come.

The Comeback

Spad set the theme of his chairmanship immediately by declaring "I am an organization Republican. I always have been an organization Republican and I will always be an organization Republican." Along with this theme, Spad set out across the State to preach to fellow GOP-ers that the Republican Party was one of moderation and progress with plenty of room for different viewpoints. In other words, he asked that all party members work hard to get men elected first as Republicans and secondly as conservative or liberals.

"I took the job as State chairman to fight Democrats, not other Republicans," he declared in his first speech in the new job.

A good many organization men initially marked Spad as a mere stand-in for Governor Rockefeller and were less than enthusiastic in receiving him. But Spad is a pro himself, with the technical and practical political skills needed to get things moving. He is considered a first rate speaker and was tireless in making appearances wherever he was asked to go.

All in all, Spad's contribution in the months between his ap-

pointment as State Chairman and the November elections was a continued enthusiasm that is credited with creating a great deal of the spark that led to Republicans recapturing the State Senate and restoring party fortunes in many local areas.

A Rockefeller Man

One thing Spad has never dropped in his approach is that he is without question a loyal Rockefeller man and he talks Rockefeller everywhere.

He talks of Rockefeller as a go-getter, who does something about the State's problems whether his actions are popular or not. On the unpopular sales tax, he points out that taxes would have to go up whether there was a Lehman or a Dewey or a Rockefeller in the State House.

He bubbles over with enthusiasm, which seems to be a carry-over from his days as a young Republican. Where his predecessor, Fred Young, actually worked out of his hotel room, Spad returned GOP headquarters to the State committee offices at 313 State St., Albany. He works an 8 to 10 hour day, always is available to callers whether in person or on phone.

He started out in politics 20 years ago ringing doorbells as a young Republican. He still believes that doorbells are the most important part of politics, the best way to establish personal contact with voters.

Believes In Doorbells

"Television makes it possible for candidates to reach more people than ever before," he says, "but they still haven't invented anything better than the doorbell for party organization people in doing their job which is so essential at the neighborhood level."

He tells the story that last fall a pleasant, courteous young man

rang the doorbell of his Tarrytown apartment and said to his wife, who answered the door:

"I know your husband works with Governor Rockefeller and that you are Republicans. I'm working for the election of the Democratic candidate for Congress and just wanted to say hello and tell you we have a good candidate running."

Spad says "That's what I mean by doorbell ringing."

His first political job was as an election district leader in White Plains, then to the presidency of the State Young Republicans, a staff job with the GOP state committee and six years ago he was named appointments officer for Governor Rockefeller. This means he handled patronage in the governor's office.

He joined Rockefeller's personal staff in 1958 before the latter announced his candidacy for governor. He's been at Rockefeller's side ever since as an adviser and chief liaison with Republican county chairmen.

And what about 1966? One top Republican declared: "I really have to hand it to Carl. We felt beat after 1964. We felt the party was on a permanent and fatal decline. Carl has us believing now that we'll not only re-elect a governor next year but will even win the Assembly back."

If this optimism turns out to be well-founded, the architect of such victories will be largely Carl Spad.

Free Tetanus Immunization For City Aides

Free immunization against tetanus (lockjaw) is now being offered to all employees of the City of New York and to their families under the Health Department's Vaccination Assistance Program.

A high level of interest in the program has already been evidenced by expressions of cooperation from nearly all the City Department heads. In many instances where the department has its own medical facilities, plans are already underway to offer the tetanus immunization to employees. Some of the departments who are conducting their own programs with supplies provided by the City's Bureau of Laboratories are Departments of Hospital, Correction, Civil Defense and the Transit Authority.

Leading the way, the Health Department will offer special immunization clinics for its employees on Tuesday, December 14 from 9 to 11 a.m. and Tuesday, December 21 from 9 to 11 a.m.

The tetanus prevention program is also being conducted in "high risk" industries, and the public is offered this protection through the Health Department's 22 district health centers.

Principal Clerk And Steno Jobs

The Personnel office of Rockland County will accept applications until Dec. 22 for promotional examinations to principal stenographer and principal clerk. Salaries vary according to location.

For further information and applications contact the County Personnel Office, New City.

Retirees To Organize For Better Benefits

The New York City Department of Health Retirees' Association is currently involved in an organizing campaign of retirees' from City and State Departments.

According to Robert J. Lawless, historian for the association, the purpose of the drive is to help secure better benefits for retired public employees.

Two main objects of the association were reported by Lawless; (1) cost of living increases in pensions similar to the pension "enjoyed by Federal retirees;" and (2) exemption of pensions from income taxes.

Lawless said that there are about 300,000 State and City retirees and that if they were organized, they would be in a much better position to get legislation passed that would help them realize their benefit program.

Planning Director

The Orange County Civil Service Commission will accept applications until Dec. 29 for an examination for assistant planning director. Effective January 1, 1966, the salary in this position will be \$10,200 to \$13,760.

For further information and applications contact the County Civil Service Commission, Goshen.



SPEAKERS — Pictured above are the guest speakers at a recent Metropolitan Division of Employment, Civil Service Employees Assn. chapter meeting. Left to right, they are; Long Island District Superintendent, Division of Employment, Joseph C. Curry; Long Island Assistant Industrial Commissioner, John R. Hawley; CSEA Associate Counsel, Harry W. Albright Jr.; and Project Director for the Long Island Defense Employment Study, Dr. Walter G. Langway.

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V.A. Hospital Needs Nursing Assistants

The Veterans Administration Hospital at 130 Kingsbridge Road in the Bronx has announced through the Board of U.S. Civil Service Examiners that it is accepting applications for a written examination for Nursing Assistant.

The starting grade for this position is GS-2 with salary of \$3,814 a year. On promotion to Grade GS-3 employees are eligible for a salary range of \$5,149 to \$5,409 a year.

Both men and women may apply for this job. There are no experience or education requirements but applicants will be required to appear before a panel for a personal interview and demonstrate the required physical dexterity needed for the handling of patients, in addition to the written test.

All applicants must have reached the age of eighteen years before they can be appointed. All positions to be filled are at the hospital on West Kingsbridge Road in the Bronx.

Applicants will be notified of the exact time and place to report for the written test. The examinations will be held in New York City.

This job is worked on a three shift, round-the-clock basis. All employees work rotating shifts.

Applicants are considered for employment without regard for race, religion, national origin or sex.

Application forms (Form 5000-AB) may be obtained at the Veterans Administration Hospital on Kingsbridge Road, any Post Office or at the New York Region Office of the U.S. Civil Service Commission 220 East 42 Street, New York City.

Mail application form 5000-AB to: Executive Secretary, Board of U.S. Civil Service Examiners, Veterans Administration Hospital, 130 West Kingsbridge Road, Bronx, N.Y.

Bronx, N.Y.

Be sure to note the title of the examination and the number of announcement No. NY-66-4 (65). Other applications will then be forwarded to you with notice of admission to the written examination.

Further information or a copy of the aforementioned announcement can also be obtained at the above address.

Engineering

(Continued from Page 5)

years of satisfactory practical experience in drafting work, including two years in civil engineering drafting work; or a satisfactory equivalent.

For further information contact the New York City Department of Personnel, 49 Thomas Street, New York City.

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Leg. Manual

(Continued from Page 2)

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DINNER MEETING — At a recent dinner meeting of the Cattaraugus County chapter of the Civil Service Employees Assn., field representative Henry Gdula outlined the accomplishments of past years by the Association. Also, County Treasurer Carl Fuss was honored for helping to introduce payroll deductions of dues. Pictured above are, seated, left to right: Mrs. Malcolm

Beck, chapter secretary; Mrs. Marvin Cawley, treasurer; Mayor Keith Reed of Salamanca. Standing, same order; Assemblyman-elect Jess Present of Jamestown; Anna Rae Present, member of the chapter board of directors; Mrs. Gordon E. Kinney, chapter representative and social committee chairman; County Treasurer Fuss; Arthur J. Haley, president and Gdula.

CSEA Salary Survey Given Budget Director

(Continued from Page 3)

State have increased by an additional 3.5% to 4%.

"2. Significant salary increases have been granted in other public jurisdictions including the States of New Jersey, Pennsylvania, New Hampshire, Connecticut, Vermont, California and Michigan.

"3. The Annual Salary Study in 1965 compiled by the State Division of Classification and Compensation demonstrates an increased need for a general upward adjustment in State salaries this year.

"4. Salaries in the Classified Federal Service have again been adjusted upward, with the end result that states find it difficult to compete for highly qualified personnel.

"5. Several political subdivisions within New York State have granted pay increases to the extent that they are now highly competitive and in some instances exceed the State's capability to attract and retain qualified personnel.

"6. Higher Social Security payroll taxes, effective January 1, 1966, and the initiation of a State sales tax on August 1, 1965, will reduce the purchasing power of the majority of citi-

zens of the State.

"Last year, additional and increased sources of revenue were provided for use by the State. Thus, it becomes imperative for the State to grant the urgently needed pay increases for State employees on April 1, 1966. It is clearly evident, on the basis of

analysis of the factual wage and salary data contained herein, that salaries paid by the State of New York to its employees are significantly lower than those paid by private industry within the State and by other progressive public jurisdictions for similar positions."

Provisional Captain; Back To Fireman

WATERTOWN—A provisional captain in Watertown's Fire Department, Donald H. Butterfield, has gone back to the rank of fireman for failure to pass a civil service test last June.

Butterfield was at the top of the Fire Department eligible list for captain when it expired in November, 1964. Fireman Joseph A. Corbett, who stood high on the June examination has been promoted to captain.

Dept. of State Chap. To Hold Party

ALBANY—The Department of State chapter, Civil Service Employees Assn. will hold its annual Christmas party on Wednesday, Dec. 15 at 6 p.m. in Son's Restaurant, Western Avenue, according to Betty Gilligan, chapter president.

Charles Mamone is chairman of the affair, assisted by Nancy Di-ronezi, Clark Henry, Jack Driscoll and Judy Eton.

PW Chapter To Sponsor Annual Christmas Party

ROCHESTER — The Department of Public Works chapter, District Number Four, of the Civil Service Employees Assn. will hold its annual Christmas party Dec. 17, at the Hospitality House, 2326 Penfield Road, Fairport.

A cocktail hour and dinner will be followed by dancing. Dinner will be served at 8 p.m.

Retirement Party Held For O'Leary

ELMIRA—On Dec. 9 a dinner was given at Moretti's for John L. O'Leary, Elmira, who is retiring this month from the New York State Education Department, Division of Vocational Rehabilitation office at 222 William Street, here.

O'Leary has been the rehabilitation counselor in Chemung and Tompkins Counties for the past 11 years. He is a Syracuse University graduate and after several years of teaching was employed by the Veterans Administration following World War II. He was in charge of Guidance Centers at Cornell University, Rochester Institute of Technology, and Utica-Colgate Center.

Named Project Supervisor

WATERTOWN—Harry D. Atkinson has been provisionally named by City Manager Ronald G. Forbes to serve as project supervisor in the Urban Renewal Department. Atkinson will serve as aide to Anthony F. Vallone, the City's UR director.

The appointment was made on a provisional basis for lack of a civil service eligible list. He is expected to compete in a civil service examination later.

Atkinson was promoted to the post with a \$7,100-a-year starting salary, from property manager and relocation supervisor in the City's multi-million-dollar downtown development project.

New Staffing Program In Mental Hospitals

(Continued from Page 1)

sonnel being assigned to their hospitals, as well as others, is a significant victory for their patients and for themselves.

In making the announcement, the Governor stated:

The program—known as post-staffing—is based on intensive surveys and pilot projects conducted by the State Department of Mental Hygiene over the past three years. I am hopeful that the program can be extended to two additional institutions during the current fiscal year. My 1966-67 Executive Budget will include a recommendation for adoption of post-staffing at several additional hospitals and State schools for the retarded. Ul-

timately, all our mental institutions will operate under this new concept of staffing.

New

Post-staffing is designed to assure basic services to all patients at all times. It will replace the present employee-patient ratio system of staffing which has proved to be inadequate for new and intensified treatment methods and the highly specialized needs of many patients.

How It Was Done

The initial step in introducing post-staffing into an institution is a complete survey of the facility, followed by the organization and classification of each ward by the needs of patients grouped therein. At Brooklyn and Buffalo, the department's survey team divided the hospital's patients into eight classifications, including acute medical and surgical, chronic medical care, admission intensive treatment, chronic intensive treatment, children, chronic non self-sustaining, chronic self-sustaining and convalescent self-sustaining.

Thus, an adequate staff is provided on each ward 24 hours a day, to meet the basic nursing needs of each patient. Additional program staff, depending on the various therapies conducted in each ward, will also be assigned along with adequate hospital, service and ward supervision. Employee relief needs are calculated taking into account vacation, sick-leave or other time off, to insure that no ward is understaffed at any time.

The proposed post-staffing formula for the New York State Mental Hygiene system is thought to be the first such program in the country.

Thanks To All, Says Flaumenbaum

FREEPORT—Irving Flaumenbaum, president of the Nassau chapter, Civil Service Employees Assn., who recently was hospitalized, wishes to thank the hundreds of well wishers and friends who took the opportunity to drop him a note during his recent illness. Flaumenbaum is back at work.



AWARD — Safety Officer George Travis, left, a member of the St. Lawrence State Hospital's Safety Department, was presented an achievement certificate from the Division of Professional Training recently by Dr. J. Rothery Haight, director of the St. Lawrence State Hospital. Travis successfully completed a course of instruction at the Safety Services Instructors Institute held at Utica and Marcy State Hospitals and Rome State School. This course prepares the participant to more suitably assist in the instruction of institution employees as well as safety personnel in the safety aspects classes of the Inservice Training programs at the institution.

Service Pins Will Be Awarded At Mid-Winter Party

ROCHESTER—Service pins will be given out at the annual mid-winter dinner and party of the Civil Service Employees Assn. chapter of the State Agriculture and Industrial School in nearby Industry.

Ralph Offen, chapter president, announced that the party will be held on the evening of Jan. 29 at the Party House on Beahan Road in suburban Chili.

George Kneuer is chairman of the affair. The chapter has 300 members.