

The State Employee



"For Valor in State Service"—Trooper Chvatal decorated by Governor Dewey

March 1943

Volume 12

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The Editor.

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The State Employee

Vol. 12, Number 2

MARCH, 1943

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Have You Paid 1943 Dues?

Are you one of the over 20,000 State employees who have already this year paid 1943 membership dues and thereby given their support to the work, services and program of the Association. Remember, the success of the Association's program depends upon its membership strength.

Have you the Group Life Insurance, or Accident and Sickness Insurance, or Hospitalization? If so, pay your 1943 dues today so you can retain the splendid broad protection accorded by the group insurance which has been arranged at low rates because of the group purchasing power of the Association's large membership. Paid-up membership must be retained by policyholders. Do not neglect or overlook your 1943 dues and cause stoppage of premium deductions from your salary and cancellation of your insurance.

Do you wish to continue to receive "The State Employee"? The postal regulations do not permit indefinite mailing of magazines to non-subscribers. A sincere effort has been made to make "The State Employee" more valuable and informative to members. Failure of any member to remit 1943 membership dues will necessitate the removal of his or her name from the mailing list for the magazine.

It all adds up to: "PAY YOUR 1943 ASSOCIATION MEMBERSHIP DUES TODAY" to the Association representative, or local chapter in your department or institution or send to the Association Headquarters, Room 156, State Capitol, Albany, N. Y.

Last Minute Bulletin:

FELD-HAMILTON SALARIES FOR INSTITUTION EMPLOYEES

"For three years the employees of Mental Institutions have properly expected Feld-Hamilton coverage. When I took office January 1, 1943, there was still no classification. What could not be done in three years, I cannot do in three months.

"I want the Mental Hospital employees to know that every facility of the Budget Bureau will be put on the job within the next two weeks, and I expect to have classification actually achieved for every employee on October 1, 1943.

"The lower paid employees will not be penalized because a plan is not ready. Salary increments of \$100 per year in addition to the increases provided last year will be given on April 1, 1943, to all employees earning \$1,600 per year or less, excluding maintenance or commutation allowances and time service. The salary increase will be effective from the date of employment instead of after three months service as was the case in 1942. Furthermore, appropriations have been made to insure full commutation allowances to all employees authorized to live away from the institution, pending the estab-

lishment of maintenance values on October 1.

"This Administration deeply appreciates the institutional employees' contribution to this most important State service. Coverage by the Feld-Hamilton Law will actually be achieved by October 1, 1943."

Under this plan 95% of the employees will receive an increment of \$100 on April 1st. Full commutation is promised for all eligible to receive it. Feld-Hamilton salaries will become effective for all employees on October 1st.

The Budget Director's statement does not settle the important question of what salary grades or maintenance values will be established. Still before the Budget Director are the proposed standard titles for positions and standard salary grades and maintenance values. The Association has strongly urged a salary floor of \$1,300 to \$1,700 for attendants on which base the general salary structure would be built. The Association has already proposed fair maintenance values.

To these principles your Association is definitely committed.

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The Date: March 23rd

THE PLACE: DE WITT CLINTON HOTEL, ALBANY

THE EVENT: 25th ANNUAL DINNER-DANCE-SHOW

The 25th Annual Dinner-Dance-Show of the Association will be held on Tuesday evening, March 23rd, in the Crystal Ballroom of the DeWitt Clinton Hotel, Albany, at 7:30 P. M. Guests of honor will be Governor and Mrs. Thomas E. Dewey. The Association will also play host to prominent executive governmental officials, leaders of the State Legislative and administrative department heads.

State employees should promptly note this date and act to make reservations if they desire to attend the 25th Annual Dinner because reservations will be made in the order of their receipt. Choice seating locations will be assigned to those who make their reservations first. When the available accommodations are filled, no additional reservations will be accepted. To avoid disappointment it is recommended that employees who desire to attend make their reservations promptly. Employees located in Albany may make their reservations through any member of the Social Committee or the Executive Committee.

The program will include a very good meal, served in the usual DeWitt Clinton Hotel Manner, a show in keeping with the times, brief speeches by State officials employees are interested in hearing from, and dancing to music which will be enjoyed by all who attend. The show will again this year be staged by the chairman of the entertainment committee, Thomas C. Stowell, of the State Health Department, who has supervised the successful entertainment programs connected with Association annual dinners in the past. Mr. Stowell, who has been assured the help of several capable assistants, advises that this year the show may not be the laugh provoking 'stunt' or 'rib' type, but will be impressive, in line with the times, and will be remembered by all who attend. As usual the details of the entertainment program will be a surprise.

A special feature of the annual dinner program will be the announcement of winners of the "Better Business in State Government Contest," sponsored by the Association. The judges have been selected, as noted in another article in this issue, and are presently studying the various proposals submitted in the contest. The prizes will be War Bonds in the respective amounts of \$150, \$100 and \$50, for the plans or ideas adjudged first, second and third.

The cost of everything, the dinner—the show—and the dance, even the waiters' tip will only be \$2.50 per person, the same as last year, in spite of the increased cost connected with an affair of this kind.

The Association would like to play host at the dinner to any member who is now in military service but who will be on furlough the evening of the dinner, March 23. Any such member is cordially invited to attend the dinner as a guest of the Association. It will be necessary for such a member to contact the member of the Association's Executive Committee in the State department in which he is employed. The Executive Committee member will make the necessary arrangements with the social committee, so that a ticket will be available at the entrance to the Crystal Ballroom when the member in military service arrives in uniform. These arrangements must be made through the Executive Committee member. The Association anticipates that a number of its members, now serving in the various branches of military service, will attend the dinner as guests of the Association.

The details and arrangements for the 25th Annual Dinner are being made by the Social Committee, headed by Janet Macfarlane, Secretary of the Association, under whose leadership the annual dinners of the last two years have been so successful. Assisting Miss Macfarlane on the Social Committee are Hazel Ford, Tax; John Joyce, Audit & Con-

trol; Joseph Crowe, Labor; Virginia Winn, Mental Hygiene; Charles Foster, Budget; Ann Quirk, Health; Elizabeth I. Schifferdecker, Public Works; Mildred Meskill, Agriculture & Markets; Helen H. Houle, Civil Service; Grace McCabe, Motor Vehicles; Lillian Hyatt, Education; and Beulah Bailey Thull, Tax.

Tickets for the dinner have been distributed to members of the social committee and the executive committee so that they are readily available to all employees. Members outside Albany may write to Association Headquarters to make reservations. Remittances to cover the cost of tickets, and the names of the employees or guests who will attend should accompany requests for reservations.

The Social Committee and the Association officers will work hard to assure the success of the 25th Annual Dinner of the Association, and to make certain that all who attend will fully enjoy themselves.

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Contest Winners Named March 23rd

Many worthy entries were received for the Association's "Better Business in State Government" Contest. They have been turned over to the judges for study so that the winners may be announced at the 25th Annual Dinner of the Association on March 23rd, and the prizes of War Bonds in the face amounts of \$150, \$100 and \$50 presented for the plans or ideas adjudged first, second and third, may be presented.

Judging the entries are Majority Leader of the Senate, Joe R. Hanley; Speaker of the Assembly, Oswald D. Heck; and Wendell P. Brown, Assistant Attorney-General and Deputy Comptroller, A. J. Goodrich. Also on the judging board is our Association President, Harold J. Fisher.

According to the rules of the Contest, the entries will be judged upon the following points: A. Originality; B. Need as indicated by increased efficiency; C. Accuracy in setting forth conditions to be improved; D. Clarity and completeness of plan. In the event of ties for first, second or third place, duplicate awards will be made. Other meritorious suggestions may receive honorable mention at the discretion of the judges. No limit was imposed on the length of any entry, and some proposals received were quite lengthy and elaborately prepared.

The contest rules provided that the entries had to be submitted to the Association Headquarters before 5:00 P. M., December 31, 1942; that the envelopes or packages containing the entries could not be opened until after January 1, 1943, and that the identity of the contestants would be kept secret until after the judges rendered their decision. The plan devised to keep secret the identity of the entry from the judges, Association officers or employees, or anybody else who could come in contact with the entry was to have the member submitting the entry sign the manuscript with a nom-de-plume. Attached to each entry there had to be a sealed envelope endorsed on the outside, with the title of the proposed plan and the nom-de-plume of the contestant, and con-

taining a sheet of paper setting forth the nom-de-plume, and the real name, address, department and position of the contestant.

The sealed envelopes containing the real identity of the contestants have been retained in Association Headquarters unopened, while the manuscripts only, signed by nom-de-plumes of the contestants have been submitted to the judges for study.

The "Better Business in State Government" Contest came about as the result of a resolution adopted by the Executive Committee of the Association at its meeting on March 3rd, 1942, which read as follows:

"Whereas, it is the duty of officers and employees of government to maintain high efficiency at all times, and

"Whereas, changes in business and governmental needs and opportunities are occurring continually with the expansion and growth of our democracy, and

"Whereas, it is a fundamental concern of this Association to safeguard and promote the highest type of public service,

"Therefore, Be it resolved, that this committee directs the President to appoint a sub-committee to study and submit to the Executive Committee a definite plan of awards for members of the Association who submit ideas or plans, the adoption of which in the opinion of a proper award group, would result in increasing the efficiency of functioning of any bureau, division, office or department of State government."

In accordance with this resolution President Fisher appointed the following committee which drafted the plan and rules for the "Better Business in State Government" Contest:

Arthur S. Hopkins, Conservation Department, Chairman; William F. McDonough, Agriculture and Markets Department; and Clifford C. Shoro, Health Department.

Association members look forward with interest to the announcement of the winners of the contest at the Association's 25th Annual Dinner on March 23rd.

No February Issue; Extra Issue in April

A prime objective of the Editors of "The State Employee" has been to make the magazine as valuable and informative as possible to Association members. When it became apparent that the February issue could not contain statements on important matters which awaited the decision of State authorities, it was decided to skip the February issue and go to press early in March with an issue which would contain the information concerning the matters of vital interest to employees.

Our magazine is usually not published during April each year. But this year, because no issue was published in February, there will be an April issue.

The Editorial Board of your magazine looks for the subscriber's suggestions, ideas and even criticisms relative to "The State Employee." The Board's earnest desire is to make the magazine so valuable to you that you will read it as soon as you get it from cover to cover and keep it for ready reference.

An Index

Save!

That's a word that admittedly may be overworked in this wartime era, but at the risk of being considered trite we are going to employ it once again.

This time the word is important to all State employees. You are asked to save your copies of "The State Employee" from month to month, and here's the reason—

Through the "The State Employee" a complete index of all items that have appeared in any issue of "The State Employee" throughout the year is being prepared for your aid and information.

"The State Employee," through its many interesting and informative articles on subjects of vital importance to every State employee, has become a regular part of many workers' reference files on State government and civil service matters.

By carefully preserving each issue of "The State Employee," you will have laid the groundwork for a neat reference library all your own once the annual index is off the presses. Save!

Legislative Report of Counsel

BY JOHN T. DEGRAFF
Counsel

At the opening of the session, Governor Dewey, in his message to the Legislature, made four recommendations for the enactment of legislation to improve conditions in the State service. The Legislature has acted on these recommendations with remarkable speed and three have already been enacted into law, all of these proposals, except the change in the fiscal year, had previously been advocated by the Association at its annual meeting last year.

Payment of Feld-Hamilton Increments Advanced to April 1

The first law passed under Governor Dewey's administration, Chapter One of the Laws of 1943, brought about a change in the State's fiscal year and, as part of this change, the date of payment of Feld-Hamilton increments was advanced from July 1 to April 1.

Overtime Compensation

Chapter 27 of the Laws of 1943, authorizes the payment of overtime compensation for overtime work by employees in the institutions in the Department of Mental Hygiene. While this act does not authorize the payment of "time and one-half" for overtime, it does provide that the value of maintenance and commutation shall be included in determining the overtime rate, which means that employees who receive maintenance will receive overtime compensation at rates somewhat in excess of "straight time" as computed upon cash salaries. For example, if an Attendant receives a monthly cash salary of \$62.32 plus maintenance valued at \$32, for an eight-hour day, making a total of \$94.32 per month, his overtime compensation for an additional four hours of work each day would be one-half of \$94.32 or \$47.16.

The provisions of the law, as enacted, authorize the payment of overtime wages only to employees for whom a forty-eight hour week is provided "by law." Since the statutory eight hour day, incorporated in section 168 of the Labor Law, affects only watchmen, kitchen and dining room employees and other employees engaged in "nursing, guarding

or attending inmates," the present law would not permit overtime payment for firemen, engineers, farmers, carpenters, plumbers, butchers, laundry workers and other employees who have been working under an eight-hour day, by "administrative" action, although they were not specifically covered by the law.

Although the greatest shortages of personnel are in the ward service, there are many shortages in positions not covered by the eight-hour day law, and it is quite possible that during the coming year there will be additional shortages which will make it necessary for the department to ask employees in these positions to volunteer for overtime work. The Association has, therefore, suggested that the provisions of the law passed earlier in the session be expanded to cover all employees who have been functioning under an eight-hour day by "administrative" action as well as by specific inclusion in the Labor Law.

While the shortages in other institutions are not as critical as in the Mental Hygiene Department, it is quite likely that employees in other institutions will also be asked to volunteer for overtime work and we have, therefore, suggested that the bill be expanded to include employees in institutions in the Correction, Social Welfare and Health Departments, together with employees in the Division of Canals and in the State School for the Blind at Batavia.

The foregoing suggestions, together with an additional provision authorizing employees to volunteer for work on the seventh day of the week, if they wish to, have been incorporated in the Barrett bill, Assembly Intro. 1708, which was introduced last week by Assemblyman Elisha T. Barrett of Suffolk County. We are confident that the amendments incorporated in this bill will be adopted and that the provisions for overtime compensation will go a long way to relieve the existing critical manpower shortage as well as to enable institution employees to earn some additional money to help them meet the drastic rise in living costs.

\$1,200 Minimum Salary
Chapter 43 of the Laws of 1943 in-

corporates Governor Dewey's recommendation increasing to \$1,200 the salaries of all positions in the Junior Professional, Clerical, Agricultural and General Construction Services under the Feld-Hamilton Law. These increases will be paid during the coming fiscal year commencing on April first and will greatly help these employees who have heretofore received from \$900 to \$1,100 per annum.

The Association has received many inquiries as to whether the \$1,200 minimum bill is applicable to all employees receiving less than \$1,200. It is not, and newspaper accounts to that effect have overlooked the specific limitations in Governor Dewey's message and in the bill. The \$1,200 minimum does not affect employees in the Custodial Service under the Feld-Hamilton Law who now have a \$700 minimum salary, nor does it affect a number of nonstatutory positions. It is applicable, however, to the great majority of the employees who have heretofore received less than \$1,200.

According to the estimate contained in Governor Dewey's message this bill will benefit more than 1,200 employees and will cost approximately \$200,000. The present law is of a temporary nature and is effective only during the next fiscal year. During the coming year, the Association, will attempt to formulate and obtain approval of a plan to make a permanent revision of the salary rates of these lower brackets.

Extension of the Feld-Hamilton Law to Mental Hygiene Employees

This is the most urgent personnel problem that confronts the new administration and has been the subject of a number of conferences between the Association and Budget Director John E. Burton. The law passed last year provided that the Feld-Hamilton Law should be extended to Mental Hygiene institutions on July 1, 1943. The new administration has attempted to complete the necessary work of classification and allocation but has come to the conclusions that the problem is of such magnitude that it will be necessary to defer the effective date until October 1, 1943.

While the primary objective of the Association for several years has been

to extend the Feld-Hamilton Law to institution employees at the earliest possible moment, we fully realize the difficulty and magnitude of the task that has confronted the new administration during the past three months, and we appreciate the circumstances which have caused the Budget Director to recommend that the effective date be deferred three months. Mr. Burton's statement on this subject is printed in full elsewhere in this issue.

The employees of the Mental Hygiene institutions will not be prejudiced by this three months delay because Governor Dewey has stated that a \$100 increment, equivalent to the increment that would be paid under the Feld-Hamilton law, will be paid on April first. This means that the employees, on April first, will receive the same increase they would have received had the Feld-Hamilton law been extended on that date, and they will also, pending the adoption of the Feld-Hamilton law, on October 1, receive full commutation when they are allowed to live outside the institution grounds.

While the Association and the institutional employees affected are disappointed that the new system cannot be made effective immediately, they fully appreciate the compelling reasons which made the three months' deferment necessary and believe that the temporary adjustments recommended by the Governor will prevent employees from being prejudiced by the deferment.

The Classification Division and the Salary Standardization Board have heretofore filed their recommendations for the classification and salary allocation of the 20,000 positions affected but these recommendations must be approved by the Budget Director before they become effective. As soon as the Legislature adjourns, the new administration will be relieved of a multitude of pressing problems which require immediate attention, and it can then devote its full efforts to putting the new system into effect. A bill, providing for the emergency salary adjustment is now being prepared and will doubtless be introduced in the Legislature during the coming week. The Association will make every effort to see that this bill provides an immediate increase for every employee who would be eligible to receive a Feld-Hamilton increment.

Aside from the foregoing matters which were taken up in Governor Dewey's message to the Legislature, there has been no definite action with reference to any Civil Service measures affecting State employees. All of the proposals adopted at the Association meeting last fall have been drafted in bill form and introduced in the Legislature. Some of the bills sponsored by the Association have been favorably reported from committee and others have passed one house of the Legislature, but none of them have as yet been sent to the Governor.

Space does not permit a detailed report on any of these proposals except the Cost of Living Bill which is the most important bill on the Association program this year. Two bills incorporating the recommendations made by the Association for the solution of this urgent and critical problem have been introduced by Senator Halpern and Assemblyman Barrett—Senate Intro 1539, 1540, and Assembly Intro 1827, 1829. The Association has had a number of conferences with legislative leaders but no conclusions have been reached and the final decision rests with Governor Dewey. The point of view of the Association was expressed in a memorandum submitted to the legislative leaders by President Fisher, which reads in part as follows:

"Several proposals have been made to adjust salaries for 1943-44 to assist employees to meet, in part, the hardship caused by the increase of over twenty per cent in the cost of living over the past two years and the additional increase that will inevitably take place during the coming year.

"The Republican members of the Legislature released a statement of policy on March 3, 1942, in relation to their Cost of Living Bill, which was passed by the Legislature, but unfortunately and unexpectedly vetoed by Governor Lehman. The statement said in part:

"It is of fundamental importance that some effort at least be made to meet the shock of the increased cost of living which faces everyone and especially those on fixed salaries in the lower brackets. It must be recognized that those on fixed salaries will particularly suffer if the cost of living continues to rise, and that some provision must be made to cushion, if not completely to com-

pensate for the increased cost of living which may come . . . If the cost of living continues to rise, if the price controls . . . fail to prevent inflation, then it is clear that employees on fixed salaries must receive some help to meet their increased cost of living."

"The Republican majority met this problem with a cost-of-living adjustment bill which provided a salary adjustment formula to go into effect whenever the cost of living rose 10% over that of Pearl Harbor. The statement of policy declared:

"This cost of living adjustment would be entirely in addition to any salary to which an employee under the appropriation law or statute would be entitled."

"We endorsed that plan then and we believe it to be a sound plan today.

"The cost of living has risen more than 10% since our entrance into the war. The Index maintained by the U. S. Department of Labor, which uses the average cost of living from 1935-39 as a base of 100, shows the following increase:

1941		1942	
Jan.	100.7	Jan.	112
Feb.	100.8	Feb.	112.9
March	101.2	March	114.3
April	102.2	April	115.1
May	102.9	May	116
June	104.6	June	116.4
July	105.3	July	117
Aug.	106.2	Aug.	117.5
Sept.	108.1	Sept.	117.8
Oct.	109.3	Oct.	119
Nov.	110.2	Nov.	119.8
Dec.	110.5	Dec.	120.4
		January, 1943.....	120.6

"The need which the Republicans recognized a year or more ago is now much more acute. Many employees are in real financial difficulties. While all employees wish to bear their full share of the war burden, to assume a large part of the work formerly done by their associates now in the military service, to do volunteer work in defense and in War Council activities, they ask some relief from the dreary effect of inflation which already has reduced their pay by one-fifth.

"It seems only fair that the savings effected by the State employees by assuming the duties of former employees whose positions are left vacant should be used to make these adjustments possible. It is believed that these savings will be sufficient to meet the greater part if not the

(Continued on Page 67)

The Editorial Page

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Wages for Survival of The Family, The Church, The School, The State

The cost of food is practically 30 per cent higher than during the 1935-39 period. The cost of clothing is around 26 per cent higher. Food and clothing are the principal subsistence problems of people who work for a living. In normal times, the food budget of the normal family consumes about forty per cent of what the family provider makes in wages. Taking food, clothing, rent, fuel and many other items, the average increase in cost of living is somewhat over 20 per cent.

In plain words, this means that the head of a family who is working for the State of New York who was just getting by on a \$2,000 salary has had his salary reduced by the percentage that food and clothing and other necessities exceeds this year what it did in 1940. Twenty per cent of \$2,000 is \$400, so that is the amount his salary has been reduced since that time. Without a cost of living adjustment, as proposed by the Association for the fiscal year beginning April 1, the State workers will be reduced to a low

subsistence level, required to incur indebtedness and they will have to forego the rightful privilege of every citizen of having a substantial part in home and community endeavor common to other groups.

The civilian work of the State of New York is important. The activities and services carried on by the State on behalf of its citizens are a measure of America's civilization. The State of New York is great in resources. It contributes more to National efforts in the way of cash than any other State. The Federal government is competing with the State and paying higher wages. The State as an employer, surely, is able to pay a wage conducive to the welfare of the families of those who work for the State. It cannot lay aside lightly the responsibility of example in the matter of a living wage. The State has a modern and highly satisfactory pay plan for its departmental employees under normal conditions. It is pledged, under a law of 1942, to extend this plan to the thousands in its institutions as of July 1, 1943. The State's pay plan should not be upset nor the application of this plan to all State groups interfered with. This permanent pay plan is sound and just and economical and anything less than such a comprehensive plan is unworthy of any employer.

There is no difficulty in understanding the problem of adding to a satisfactory fixed pay plan when a crisis exists. Such a crisis does exist. The Nation is feeding or planning to feed the starving of many nations. We are maintaining a huge army and navy. Sound adjustments of costs must occur necessarily. For several years attention to the workers in thousands of plants throughout the Nation has resulted in higher wages. Collective bargaining and social progress have brought higher scales of pay to millions of workers. Due to the crisis, ordinary wages have been increased for normal hours, and time and one-half is the rule throughout business and industry in the United States in dealing with work over forty hours per week. The income of most workers in the

United States has kept pace with the cost of living. This is not true of New York State workers.

The Association has put forward a moderate request for adding to normal State wage rates to care for increased living costs. It would add to present scales at least 10 per cent on the first \$2,500 and 5 per cent on the second \$2,500 that employees may receive, with a minimum cost of living increase of \$120 per year and a maximum of \$375.

The reason for a bonus for State workers is not simply to keep pace with any other group, but to assure the honest means to buy food and shoes and clothes for themselves and their dependents. It is not to lay up funds for after war spending; it is to pay current bills of doctors and dentists, and taxes, and to maintain efficiency and health. In short, New York State as the employer and civil servants as the employees have a stake in the American way of fair and sound attention to the dignity and the well-being of the individual, and the family and the community.

The cost-of-living-increase request should not be treated only upon the basis of a material appeal. A vital principle of fair treatment of workers is involved. As a wage earner, the State worker is an essential resource of his community, and families, churches, schools and every worthwhile institution of human life, rest, under our economic system, upon the adequacy and fairness of the wages paid to the worker.

Give Generously

Global war, global mercy! These two facts remind at once of the American Red Cross. The American Red Cross was among the first to volunteer for war duty. The Red Cross is the tie between the body and soul of the man on the killing-front and the love and prayers of those left behind on the civil front. It is such ties that keep the warrior human. It is such contacts that preserve civilization during the periods of war.

The knitting fingers by the fire-side of civilization entwine with the

trigger fingers on the fighting frontiers of civilization. There is nothing quite like the front line of any army. There the soldier feels the highest degree of tension a human being can feel. There is nothing beyond the front line but death, pain, or another front line. The front line is very near eternity. One thing alone brings normal reactions to the soldier at the front—thoughts of his own people, his own home, his old job, his old haunts.

There is one and only one agency in all the complex war creations that reminds the soldier at and near our foreign front lines of experiences common to civilized living. It is the American Red Cross. American men bearing homely gifts for homely needs, and American women tying bandages and breathing human sympathy—these are things a young American soldier just cannot do without in a foreign land. From a free safety pin to a free pint of blood, is a generous range of giving. The Red Cross exemplifies such giving.

We can sum it all up in the single statement that what a soldier's family would do for him could they be with him at every stage of his military career, the Red Cross does for him. Every single thing that you, the mother, father, sister, brother, sweetheart could do to help your soldier most under each war circumstance, the Red Cross is equipped to do and is doing.

You cannot be there yourself. You can send the Red Cross. The fathers and mothers of America sent the Red Cross to war in 1917. Now it is up to us to send it in 1943. No matter what kind of war work we may be doing here in civilized, peaceful communities, it cannot be compared with front-line action. It is little short of sacrilege to suggest that it can be thus compared.

The Red Cross 1943 War Fund is our responsibility. Of course, we shall not disappoint with unwillingness to give or with lack of generosity in our giving. We must keep the Red Cross in and near the front line for the sake of our own American soldiers! They need such companionship! Give generously to the Red Cross War Fund for 1943.

Association Represented at Budget Hearing

President Harold J. Fisher appeared on behalf of the Association and made the following statement at the Joint Legislative Hearing on the Governor's Budget, held in the Assembly Chamber in the State Capitol on February 15, 1943:

"The Association of State Civil Service Employees has examined the Governor's Budget and is glad to report its general support of the provisions therein. We appreciate particularly:

1. The inclusion of Feld-Hamilton increments as of April 1st;
2. The \$1,200 minimum established for certain low-paid employees;
3. The provision for the inclusion of Mental Hygiene employees under the provisions of the Feld-Hamilton Act.

"In reference to this third provision, we note an alternative suggestion in the Budget whereby Feld-Hamilton increments might be postponed and the present interim situation continued. We wish to emphasize the imperative necessity of carrying out the pledge of the State to include Mental Hygiene employees under the career rates this year. Any failure to do so would, in our opinion, be a plain breach of trust.

"We note that the Budget does not provide for any adjustment of salaries to meet the greatly increased cost of living. The Association expects that special legislation will be introduced and passed to meet this critical need of State employees."

Blood Banks to Save Lives

In one year following the attack on Pearl Harbor over a million and a half pints of blood were contributed to the Red Cross by Americans, saving the lives of hundreds of our men in the armed services.

Plasma processed from blood donated through the Red Cross is with our troops in Africa, Guadalcanal, on ships at sea and through all the war zones where our troops are engaged in combat.

During the past week a mobile unit has come to Albany for the purpose of collecting blood for plasma and now every person in this area has an opportunity to give something of himself in this mighty strug-

gle, a pint of blood to save a fighting man's life. The process through which this blood is taken is harmless to the donor and eventually it is expected to build up contributions in the Albany area to 1,500 pints each week. Our fighting men shall not be without anything they need and this life giving plasma is one of their most immediate requirements. Let's all get in there and do our bit by giving that pint of blood when the mobile unit makes its next visit to Albany on March 17-18-19.

Phone or call for particulars at the First Aid Room in the State Capitol or State Office Building, in Albany.

The Civil Servant's Pledge of Faith and Service

I have faith in my Country and its Institutions. I believe in the importance of my job and in the dignity of all public service. I count myself fortunate to work and live in a State where I may obtain public employment through competition fairly won and under a system which permits me to look forward to a career as a public employee and advancement through merit.

I know that government is no better than the people who direct its affairs and do its work. I will be honest, loyal and industrious in the work I have to do. I will be courteous in my relations with my superiors, my fellow workers and the public. I will use public property entrusted to my care for the purposes intended and protect and conserve it as though it were my own.

I will refrain from doing anything that will bring discredit upon the State as my employer or upon me as a civil servant. I will strive through my acts and my work, to realize the purposes for which government is established and so merit the esteem and respect of all people.

CHARLES MESICK

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STATE
GOVERNMENT"**

See Inside Front Cover



Stenographers' Appeal



We're stenographers from Civil Service
 But let us tell you we're getting nervous
 With all we're hearing of the outside world
 And ways to keep our flag unfurled—
 Like riveting planes and tanks and ships
 To help 'em beat those little hips.
 All day typing memos and letters
 Makes us feel like lazy sitters.
 If we could only feel that we
 Were helping preserve our liberty.



With everyone leaving from left and right
 Let us herewith state our plight:
 Someday, maybe, work's not quite up to par
 But please, stop and think, we can't all be a star
 When things worry us and make us blue
 Did it ever really occur to you



That we would like to be doing something
 To be able to say "we kept freedom ringing."



But as it is — we sit and type
 Letters and memos from morning till night
 As I said before we're getting nervous
 So please be civil — if you want service



m. c. cary

Civil Service Notes

BY THEODORE BECKER
*State Department of Civil
Service*

INCREMENTS

The recent amendment to Section 41 of the Civil Service Law which makes appointment or promotion prior to the first day in any calendar year a qualification for receiving a Feld-Hamilton increment on the first day of the following April need not cause concern to employees appointed or promoted on or after October 1, 1942, and prior to January 1, 1943. Such employees are specifically excepted from the operation of the new amendment and will not be deprived of their increments thereby. (See Section 14 of Chapter I of the Laws of 1943.)

DUAL EMPLOYMENT

The recent decision of the Court of Appeals on the case of *Natilson v. Hodson*, declaring invalid a mayor's order prohibiting city employees from holding outside jobs after working hours, brings attention to the fact that there is no general prohibition against a State employee's holding a private job or another public job in addition to his regular State job. If the two jobs are not in conflict and there are no special or local laws and no departmental rules or regulations prohibiting such dual employment, a State employee may engage in outside employment, provided it does not result in a lessening of his efficiency on the State position.

JUNIOR CLERK SALARIES

Eligibles on the newly established list for Junior Clerk (usual salary range \$900-\$1,400), who are being canvassed for possible appointment at \$900 should bear in mind that legislation has been enacted which raises the salaries of all Junior Clerks to \$1,200, at least for the next fiscal year beginning April 1, 1943. Another bill, designed to bring all Junior Clerk salaries up to \$1,200 permanently, has not been passed at this writing.

MILITARY LEAVES

According to a recent memorandum issued by Joseph Schechter, Counsel, State Department of Civil Service, the following conclusions

regarding military leaves of absence for public employees under Section 246 of the Military Law were reached as a result of a conference with a member of the Attorney General's staff.

"1. Public employees in military service, 38 years of age or over, who are enabled, under a recent federal ruling, to obtain release from military duty by agreeing to work in a war industry or on a farm for the duration, are not entitled to military leaves of absence (under Section 246 of the Military Law), after they leave military service to engage in such civilian pursuits. Such persons may, however, be given successive one year leaves of absence under Rule XVI-1 (b) in the discretion of their appointing officers and with the consent of the budget director. Such leaves may be renewed annually for periods not to extend beyond six months after the war.

"2. Where a public employee leaves a permanent position to accept a temporary substitute appointment to fill a military leave vacancy, he is deemed to be on a military leave of absence from his permanent position for the duration of his substitute employment. If such employee is later called into military service while occupying such substitute position, his substitute appointment terminates on the date of his induction and he is deemed to be on military leave from his permanent position from the same date.

"3. Where a permanent employee is on an ordinary leave of absence from his position, and is called into military service during such leave, his leave is deemed to be cancelled on the date of his induction and he is deemed to be on military leave from the same date."

CIVIL SERVICE IN THE COURTS

Temporary Promotions

The Court of Appeals has recently decided that a State employee who had received a provisional appointment pending the establishment of a promotion eligible list and who was given a temporary promotion from such eligible list after it had been established did not thereby ac-

quire permanent tenure in the promotional position. (*Marasco v. Morse*).

REVOCAION OF CERTIFICATION

A civil service commission which discovers that an eligible who has been certified by it for appointment had attempted fraud on the examination may revoke its certification even though the eligible has been appointed and has successfully completed his probationary period. This principle was established in two cases, recently decided by the Court of Appeals, in which candidates had attempted fraud by placing identifying marks on the written examination papers. (*Marinick v. Valentine*; *Humenn v. Valentine*).

PROMOTION RIGHTS EXTENDED

As a result of a recent policy enunciated by the State Civil Service Department, State employees who are away on leaves of absence to engage in defense work will not be barred from competing in promotion examinations for which they are otherwise eligible.

CORRECTION EMPLOYEES' SALARY INCREASE

According to an opinion of the Attorney General, rendered on November 25, 1942, the "employees of the Dannemora State Hospital and Matteawan State Hospital who are eligible for the \$100 salary increase provided for by Chapter 721 of the Laws of 1942 may receive the compensation provided in the 1942-43 budget together with the additional amount of \$100 under said Chapter 721." The Attorney General referred to his October 5 opinion, relating to a similar salary increase for Health Department employees, reviewed in these columns in the December issue of the "State Employee."

CIVIL SERVICE ON THE AIR

The series of Civil Service Newscasts broadcast each month over radio station W.N.Y.C., New York, under the auspices of the State Department of Civil Service have been discontinued. When resumed, notice will appear in these columns.

(Continued on Page 52)

Local Chapter Formation

STUDIED BY SPECIAL COMMITTEE

"Where local chapters should be formed," and "the recommended procedure to be followed in forming a chapter," were the two main subjects discussed in a report submitted by a special committee, of which Christopher J. Fee was chairman, to the executive committee at its meeting on February 16th.

The special committee appointed by President Harold J. Fisher consisted of Mr. Fee, Division of Unemployment Insurance; Vice-Presidents J. Earl Kelly, Bureau of Motor Vehicles; Charles Campbell, Civil Service Department; and John Livingstone, Hudson River State Hospital; Arthur S. Hopkins, Conservation Department; John B. Hewes, Public Works Department and Charles H. Foster, Division of the Budget.

A resolution adopted by the Executive Committee on January 19th authorized the appointment of the special committee to study the matters of chapter formation and the extension of eligibility for membership in the Association to employees of the State's political subdivisions, and to report its findings and recommendations to the Executive Committee.

The first report submitted by the special committee follows:

"The committee had two meetings, on February 2nd and 11th. At the first meeting it decided to consider first the question of chapter formation, as many member groups are presently interested in this matter, and to make recommendations thereon to the Executive Committee at its February 16th meeting. The committee agreed that the question of extension of membership to employees of the State's political subdivisions be then studied and recommendations thereto made to the Executive Committee at a later date.

"In considering the matter of chapter formation, it was decided that recommendations should be made relative to two main points; first, where the Association should encourage and approve the formation of chapters, and second, the proce-

cedure which should be followed by any group desiring a chapter.

"In order to intelligently recommend relative to the first point, the committee studied carefully the location of Association membership throughout the State, the peculiarity of the problems of certain groups of members, and the ability of employees of various groups to participate in chapter organizations as demonstrated by experience. The purpose of its recommendations relative to where chapters should exist was to assure the maximum chapter service to members, to encourage the greatest support to chapters and to make certain that the Association as a whole is organized on an efficient State-wide basis.

"Its recommendations relative to the procedure to be followed in the formation of chapters were adopted with the object of encouraging participation in any chapter of all eligible members, to assure that an orderly and democratic method is followed by all groups desiring chapters, and to prevent any minority group, not supported by the majority of eligible members of any chapter, from obtaining control of a chapter.

"The committee is hopeful that its recommendations, when approved by the Executive Committee, may bring order out of chaos, and that the Association may draft definite policies relative to chapter formation. It is intended that nothing in the following recommendations shall be construed to abrogate the rights of any existing chapter previously chartered. The committee felt that no chapter should be allowed to limit eligibility to its membership to employees of any particular professional standing or title, but that all members of the group in which the chapter is functioning should be eligible. It felt that independent local employee Associations which desire to become chapters should be assured that the funds in their treasuries at the time such groups become chapters will not be subject to the control of the Association.

The following are the committees' recommendations:

"The formation of chapters should be encouraged and approved as follows:

1. One in each State Department in Albany.
2. One in each city having sufficient number of members not included in any other group named herein.
3. One in each State Institution.
4. One in each Public Works District, including all public works employees in the district.
5. One in each State Police Troop.
6. One in any other group not mentioned previously which can qualify under the Constitutional limitations relative to location and departmental structure and is approved by the Executive Committee.
7. Any employee not eligible for membership in a chapter in the location in which he is employed shall become eligible for membership in his Albany departmental chapter.

"Recommended procedure to be followed by any group desiring to form a chapter:

1. Petition requesting chapter addressed to the Executive Committee should be signed by at least the required 50 interested members who would be eligible for the proposed chapter. Petition forms could be supplied by the Association.
2. Calling of meeting of members eligible for membership in the chapter. Assurance should be given the Association by some responsible party that all eligible members are invited and that the meeting is held at a place convenient to all employees.
 - (a) At that meeting the following should be nominated and elected:
 - (1) A Temporary Chairman to preside at meetings until the permanent officers of the chapter are elected.
 - (2) An Acting Recording Secretary to record minutes of meetings until a permanent Secretary is elected.

(3) Committee to draft a Chapter Constitution and By-Laws.

Association Headquarters should be notified promptly as to the names of the members elected to serve in the above capacities. Copies of a proposed Constitution and By-Laws for Chapters could be supplied by the Association.

3. When the Constitution and By-Laws are completed by the committee, another meeting of eligible members should be called. Assurance should be given the Association by the Temporary Chairman that all eligible members were invited and that the meeting was held at a place convenient to all employees. The proposed Constitution and By-Laws should be read in full and explained by a competent member of the committee, and be placed before the members for approval or amendment.
4. The Constitution and By-Laws, as finally approved, should be sworn to as a true copy by the Acting Recording Secretary, and sent to Association Headquarters for transmittal to the Executive Committee.
5. When the proposed Constitution and By-Laws are approved by the Executive Committee, the Temporary Chairman is notified, and the chapter is sent a chapter charter for display in the usual meeting place or headquarters of the chapter.
6. The date of election of permanent officers of the chapter should be selected and Association Headquarters must be notified promptly as to the time and place of the election. The date of the election must be set sufficiently in advance to enable the Association to give a 30 day notice of the meeting date to eligible members of the chapter. It is suggested that the Association should send such notices in the form of 1c post-cards.
7. Election of Officers. The Association should be notified promptly as to the results of the election of officers of the chapter."

Many groups of Association members throughout the State have indicated enthusiastic interest in forming chapters, and in fact, many are now actually in the process of being organized. The recommended pro-

cedure to be followed by such groups, as contained in the report of the special committee printed herewith, should be carefully analyzed.

Chapters of our organization in the past have met with varying degrees of success. Where they have enjoyed competent leadership and membership support, and where they have been given reasonable cooperation by administrative authorities, they have been successful. Others, not sufficiently active and not given the proper support, have not served their purpose satisfactorily. One thing has been proven by experience, local chapters can, if properly managed, render valuable service to members—service which cannot very well be given direct from Association Headquarters in Albany.

The two greatest drawbacks hindering the success of chapters in the past have been: (1) lack of sufficient funds to carry on necessary local services and activities, and (2) lack of direct contact with Association officials and headquarters in Albany. It was to overcome these handicaps that a special committee of the Association in September, 1942, recommended the increase in annual dues to \$1.50 with the proviso that 50c of these dues be refunded to chapters where they organize. This special committee's recommendations were printed in the October, 1942, issue of this magazine, and members were encouraged to consider the matter and instruct their delegates and members of the executive committee, so that the matter of increased dues could be voted on at the Annual Meeting of the Association held on October 20th. At that meeting the \$1.50 annual dues were adopted by a practically unanimous vote.

Through the refunding to local chapters of a portion of the dues it is hoped that one handicap may be overcome and that chapters will be enabled to render valuable services to members. This should relieve the Association of certain expenditures which may be put to use in the employment of one or more special representatives who can devote full time to Association work. Such a representative, meeting from time to time with local groups throughout the State, can perform a function that cannot be performed adequately through the columns of our official magazine, "The State Employee," or through any facilities now at the disposal of the Association. Such

representatives could keep chapter officials and members better informed as to the activities and projects of the Association, constitute a source of information with reference to civil service and departmental rules and practices, stimulate interest in the organization and improvement of local chapters, assist in the handling of local grievances of one kind or another, and otherwise aid our local groups in developing services and activities valuable to members in their locality.

Of course, the increased effectiveness of the Association and the expansion of services rendered members by the Association and its chapters depends upon the maintenance of membership strength. The membership of each State employee is vital.

The plan of organizing local chapters throughout the State was decided upon as the only feasible way to provide the services for members which must initiate locally, and to improve the Association's State-wide effectiveness and its ability to secure the improvements in working conditions sought by employees.

The chapters, and the Association as a whole, will only be as successful as the State employee members make them. They need loyal, active and continuous support.

The advantages of chapter organization are obvious. In brief they are:

- (1) Proper representation of employees at Association meetings by democratically selected delegates;
- (2) Widespread dissemination of vital information to members, through informed chapter officials and committee members, local meetings, etc.;
- (3) Efficient handling of employee problems or grievances;
- (4) Promotion and earlier culmination of Association's program for improved working conditions for State employees;
- (5) More expeditious State-wide unity of action of Association when required;
- (6) Makes Association more aware and better informed as to the exact desires of members at all times;
- (7) Divides the responsibility and effort necessary to effective local organization among officials and committees of the chapter, thereby enabling additional and improved service to members.

Gov. Dewey's Budget Message

EDITOR'S NOTE: *This article was prepared for inclusion in the issue scheduled for publication early in February. Regardless of our decision not to publish in February we are printing the article herewith as we are sure readers will agree that it is a most interesting outline of the Governor's Budget, which has now been approved by both houses of the Legislature.*

BY BEULAH BAILEY THULL

There is not a single document that holds the interest of the State employees as does the Governor's Budget Message. It is in truth the story of our immediate future, not only in regards to salaries, but also in regard to the functions and scope of the various Departments of Government of which we are an integral part. It is through these various departments that "We Serve" the people of the State of New York.

Governor Dewey's is a war-time Budget as he says—"In shaping this war-time Budget, two objectives have been held in view. First, to fit the State services and finances to the requirements of war; second, to organize these services and finances on a permanently more efficient and sound basis."

There are a few fundamental changes in the Budget—again quoting the Governor—"The Executive Budget was adopted in New York State in 1927. This is the first such budget to be submitted under the conditions of a major change in the State's administration. The revisions in the services and finances of the State have necessarily been broader than would otherwise have been the case."

The three fundamental changes are—1st, the moving up of the fiscal year from July 1st to April 1st. This means that from now on the State's fiscal year will be from April 1st to March 31st of the succeeding year, rather than from July 1st to June 30th. The Governor lists among the advantages of the change—first, that it will put the State on a sound cash basis. The two largest revenue yields are the Personal Income Tax and

the Franchise Tax on business corporations. The initial payment of the former is April 15th, and of the latter May 15th. Thus the State will have cash on hand at the beginning of the fiscal year with which to carry on operations and will not have to borrow. The savings in interest cost will amount to millions of dollars over a period of years.

Second, the planning of estimated revenue and expenditures will be greatly facilitated as we will be planning for the months immediately ahead, and not for months from a half year to a year and a half in the future. For example—estimated income tax revenue is for April 15th, 1943, based on income of 1942, already history, and not for April 15, 1944, based on income of 1943, still cloaked in uncertainty. Also all the income tax payments will be made during the same fiscal year. Changes in the Income Tax Law for a Budgetary program can be made for one fiscal year.

The State employees as a result of this change in the fiscal year will receive the salary increment this coming April 1st, rather than as of July 1st. And all employees appointed, promoted or reinstated before the first of January, 1943, will be eligible for an increment (that is, if your time record and service rating are O. K.). After this year the appointments, promotions, etc., must be before the first day of October in any calendar year, so as to get an increment on the next succeeding April 1st.

The second major change in the Budget is that there will be no further reappropriation of unexpended balances, except for special repairs and capital outlays. For the current fiscal year of 1942-43, \$2.7 million was reappropriated for purposes other than special repairs and capital outlays.

The third major change, and one of paramount importance to the Civil Service employee, is the raising of the minimum entrance salary for the junior professional, clerical, agricultural and general construction services from \$900 to \$1,200. This also means that every one getting less than \$1,200 will upon April 1st be automatically raised to \$1,200.

During all periods of transition, there are always a few border line cases, in this instance, the \$1,100 group, whose salaries will through the increment be raised to \$1,200, will receive no tangible benefit.

Every effort will be made to complete the work on the standardization of the salaries of the thousands of institutional employees by April 1st. Of course, this is three months in advance of the original July 1st. However, Governor Dewey says that if it cannot be accomplished, the State will make payment this year of \$100 to the lower paid employees, in lieu of the salary increments, this in addition to full commutation. \$2.8 millions has been allowed in the Budget for either course. The Governor fully realizes the serious employment problem in the institutions with nearly 5,000 employee vacancies.

There are no fundamental changes in the Tax Program. Again this year the people of the State are to have the 25% reduction in the personal income tax rate, and again there will be no 1% emergency tax on income.

The Governor recommends in the interest of greater equity, and there is legislation pending providing for it, a broadening of our exemptions. The present exemption of \$400 for dependents should be extended to those of 18 years and over who are in full attendance at an approved school or college. Deductions should be allowed for premiums paid with respect to any life insurance or endowment policy on one's own life up to \$150. Also if one has medical expenses in excess of 5% of one's net income, he may deduct the excess over 5% but the amount may not exceed \$750 for a single person and \$1,500 for a married couple or a head of a family. Any reimbursement by reason of insurance would be used to reduce the amount of expenses incurred.

With the exception of the 1% emergency tax on personal income, all emergency taxes enacted annually since 1932 are to be continued at least for this year. But the Governor has appointed a special committee whose task it is to make a study of the State Tax system and determine

which of these emergency taxes or rates should become part of the State's Tax system, and which should be abandoned or altered in accordance with changed conditions.

Now for the actual Budget figures. Due to the change in date of the fiscal year, the 1942-43 fiscal year, is a year in name only, as its duration is but nine months. However, for comparative purposes, Governor Dewey has used the total appropriation for the original full fiscal year of July 1st, 1942, to June 30th, 1943. It might be of interest to note that up until April 1st there will have been spent \$242.1 millions of the original 1942-43 appropriation, and \$229 millions of revenues will have been received. Here will be a deficit of \$13.1 millions due to the fact that the original 1942-43 Budget figured in the April and May tax collections.

Governor Dewey's total Budget for 1943-44 is \$369,578,882.52. He does not think it fair to compare this with last year's appropriation of \$321,442,572.94. There should first be added to the \$369 million the supplemental Budget which he thinks will amount to \$7.5 million. In this supplemental will be a salary readjustment for the lower paid members of the State Police, as well as moneys for the State's participation in day schools for children of mothers in war industries. These two items are in addition to the items usually found in a supplemental Budget. Governor Dewey also feels that to last year's appropriation of \$381.4 millions should be added the already mentioned \$2.7 millions of reappropriated funds before the 1942-43 and the 1943-44 figures are comparable. This makes a 1943-44 appropriation request of \$377.1 millions against a 1942-43 appropriation of \$384.1 millions, a difference of \$7 million dollars.

The regular Budget of \$369.6 millions (the supplemental excluded), is divided into two parts—

1st—Direct State Costs—\$185.4 millions—50.2% of total Budget.

2nd—State Assistance to Localities—\$184.2 millions—49.8% of total Budget.

Direct State Costs is divided into Current Expenses, General Charges, Capital Outlay and Debt Services. The Governor states that the Budget recommendations for Direct State Costs do not represent final ac-

tion, as all expenditures throughout the year will be subject to strict budgetary management.

It is the Current Expenses that are of primary importance to us as State employees, although as taxpayers we are interested, or should be, in the Budget as a whole.

The largest Current Expense is the administration of all State Departments, including the Legislature, the Judiciary, and the Highway maintenance and repair. The requested amount for this item is \$69,533,359.86 as against \$70,323,499.63 last year. In this 69 millions is the increase in salary for the State employees, increments, and the raising of the minimum from \$900 to \$1,200; \$1,485,000 for the State War Council; \$552,000 for the differential between the State salary of Civil Service employees of the National Guard or other Reserve Units, serving in the armed forces, and their service pay; \$40,000 for the Automobile Rationing Board; \$450,000 increase for the State Guard, and a \$74,210 allowance for the installation of radio equipment for the State Police; and increased appropriations for Public Works, and Social Welfare and Civil Service and a few other Departments.

These increases are counter balanced by severe retrenchments in some Departments and Bureaus, due to the present shifting of economic factors. There is a deduction of \$322,660 in the Motor Vehicle Bureau alone, and \$150,000 in the Division of Safety Responsibility. There are lump sum appropriations for both of these Bureaus as such a reduction will necessitate a realignment of staff. Twenty positions of Assistant Attorney Generals have been eliminated from the Department of Law with an attendant saving of \$80,850. The abolishment of the Transit Commission will be an actuality with a saving of \$71,000.

The Current Expense recommendation for Institutions is \$59,536,477 as against \$56,347,751 last year. Here is an increase of \$3,188,726. It is interesting to note that the total appropriations for the administrative cost of all State Departments is only 10 million dollars more than the cost of the Institutions alone. The increase in Institutional cost is due to the increased salaries of the employees and the increased cost of food, etc.

The third and last item of Current Expense is the cost of schools and colleges. Here the requests are \$137,626 less than last year's appropriations, \$7,175,163 for 1943-44 as against \$7,312,789 for 1942-43. The future registration of students in the schools and colleges is so uncertain that the Governor thought it much wiser to make some of these appropriations in lump sums rather than line items. This will make it possible for expenditures to be made in the light of the actual situation.

The three groups of Current Expense total \$136,245,000 for 1943-44 as against \$133,984,040 for 1942-43.

The item for General Charges is \$14,772,821. This is a little over a half a million more than last year. Among General Charges are the appropriations for the Employees Retirement System, and the Workmen's Compensation Insurance. Governor Dewey increased the 1943-44 recommendation for the former by \$135,000 over 1942-43, and for the latter by \$300,000. The reason is that the Retirement Fund was not quite carrying itself, and in the past the appropriations for Workmen's Compensation Insurance have regularly been much less than the actual cost. In all the various Departments and branches of the Government, the Governor has endeavored to make the appropriations large enough to ward off future deficiencies.

Capital Outlays are decreased from \$7,914,044 in 1942-43 to \$5,182,500 for 1943-44. The lions share of this \$5,000,000 is for Highway maintenance and repairs, \$30,000 for the Canals, and \$64,500 for Public Buildings. The remaining \$88,000 is divided among the Institutions, etc.

The Debt Service exclusive of relief bonds for the coming fiscal year is \$29,151,311. Of this, \$14,727,360 is for redemption, and \$14,423,951 is for interest. Redemption is at least a step forward.

The second part of the Budget, State Assistance to Localities, holds our interest as taxpayers. This is divided into State Aid, Unemployment Relief and Unemployment Relief Debt Service.

State Aid is only \$138,576,000 for 1943-44 as against \$140,093,000 for 1942-43. In State Aid for education there is a decrease from \$119,086,500 to \$117,225,000. And this is full State Aid for education based on the

Friedsen Formula which has as its primary factor average daily attendance of children in school, and the full valuation of property. The peak of school attendance has been reached, and this year there is a marked decrease in the average daily attendance. However, from now on kindergarten children will be included in the totals. Another year, possibly there may be established nursery schools for the children of working mothers.

There is also a decrease in the State Aid for Social Welfare—\$16,200,000 in 1942-43, and \$14,760,000 in 1943-44. Less money was expended by the localities for Old Age Assistance.

The State Aid for Public Works, that is Highways, was increased from \$3,914,000 for 1942-43 to \$5,634,000 for 1943-44. Governor Dewey has restored full highway State Aid to towns and counties.

There is also a slight increase in State Aid for Health—\$892,500 for 1942-43 and \$957,000 for 1943-44. This aid is for the County Health Units and the Local Laboratories.

There is a \$10,365,551 decrease in the money needed for Unemployment Relief. The 1943-44 recommendation is for \$26,105,000. Relief Debt Services is \$19,546,250 for 1943-44. Here the redemptions are \$18,500,000, and interest payment only \$1,046,250.

So much for the recommended expenditures—Direct State Costs \$185,351,632, and State Assistance to Localities—\$184,227,250.

There are two sides to every Budget; first, where the money goes, and second, where money comes from. Governor Dewey again and again throughout his Budget message and his explanation of revenues, stresses the great importance of the estimating of revenues. An over-estimate means an operating deficit, and that is contrary to the intent of the Constitution. Any temporary debt from past operations must be liquidated from the revenue of the succeeding year. The Governor feels that to make this always possible the State should at all times have an accumulated surplus. The accumulated surplus on March 31, 1944, is estimated at \$50.6 millions.

During 1942-43 there has been a great business boom rolling up a surplus for the State. Quoting from the Budget message—"The financial outlook for the State for 1943-44 indi-

cates the likelihood of a disquieting decline in the State's revenue. What lies beyond that year, no one can foretell. The time may come when budgetary stability may once again be threatened."

Governor Dewey has been very conservative in his estimates of revenue for 1943-44. The two main sources of revenue, the Personal Income Tax and the Franchise Tax on Business Corporations, he has estimated the yield at \$100,000,000 for the former, and \$70,000,000 for the latter. This is a decided increase over the 1942 yield. The registration fees on motor vehicles is estimated at \$23,500,000. The high year from this source was 1941 with a yield of \$41,770,216. The revenue from the gasoline tax is estimated at \$27,500,000. In 1941 this tax yielded \$65,959,947. The estimates from the Alcoholic Beverage tax \$21,000,000. The actual collections for 1942 were \$26,060,282. Cigarettes are estimated to furnish \$23,000,000 as against \$25,053,339 for 1942. Estates \$10,000,000, as against \$21,027,000 for 1942. In 1939 the yield from the Estate Tax was \$35,515,923. Pari-mutuels Tax is estimated to yield \$3,750,000, as against actual collections of \$8.5 millions in the fiscal year 1942.

The total estimated revenue from all the taxes for State purpose is \$379.6 millions. This is only the State's share. The localities share of the Income Tax, the Franchise Tax on Business Corporations, the Motor Vehicle Registration Fees, the Motor Fuel Tax, and the Alcoholic Beverage Tax and Licenses, would amount to \$66 millions more.

This means that from the State collected taxes, the localities will receive \$250 millions—\$184 millions from State Aid as designated in the Budget, and \$66 millions from State shared taxes.

The Governor closes his Budget Message with a definite thought for the future, saying:

"A substantial back-log of public improvements normally required to keep the capital plant of the State in good condition is being deferred because of the scarcity of labor and materials. This reservoir of public works will be of material assistance in providing employment during the change-over from war to peace-time production.

"All plans for the post-war period must be based upon an understand-

ing of industrial and population trends. Moreover, they should be made consistent with desirable economic developments.

"Most of all, of course, should the State give its attention and assistance to encouragement of the broad new developments which will follow the war in providing employment and economic opportunity for all our people. Full employment through full production in a free economic system is essential to the maintenance of a free society.

"Through all its departments and by every effort to put its own house in order, the State of New York will do its part to meet the challenge of the war and of the peace to come."

Civil Service Notes

(Continued from Page 47)

THE BULLETIN BOARD

Promotion Eligible Lists. The following are State promotion lists promulgated recently:

Assistant District Game Protector, Department of Conservation, No. 5185.

Employment Supervisor for the Blind (Bureau of Services for the Blind), Department of Social Welfare, No. 5273.

Head Account Clerk, Department of Audit and Control, No. 5192.

Laundry Overseer (State Institutions and Hospitals), Department of Mental Hygiene, No. 5156.

Medical and Statistical Clerk (State Institutions and Hospitals), Department of Mental Hygiene, No. 5157.

Senior Clerk (Albany office), Department of Education, No. 5714.

Senior Editorial Clerk (Albany office), Department of Education, No. 5179.

Senior File Clerk, Department of Social Welfare, No. 5232.

Senior Mail and Supply Clerk, Department of Taxation and Finance, No. 5210.

Senior Payroll Auditor (New York office), State Insurance Fund, No. 5068.

Special Attendant Telephone Operator (Pilgrim State Hospital), Department of Mental Hygiene, No. 5199.

Stationary Engineer, Department of Social Welfare, No. 5183.

Excerpts — Budget Message and Bill

In the Budget Message:

“Personal Service

“In previous budgets there have been schedules analyzing the appropriations for personal service. These analyses have been misleading, and are discontinued in this budget. By the nature of the State's budget it is impossible to indicate accurately the exact amount of appropriations made or recommended for personal service. Line items for personal services constitute an ascertainable total but the total lump sum personal service items cannot be foretold, or they would not have to be placed in lump sums. Because of this condition, I am unable to report the exact cost of salary standardization increments during the coming fiscal year. When the fiscal year is completed, and the exact expenditures from lump sums are known, this increase will be known. Until then, the best estimate for this added cost to the State is between \$1.5 million and \$2.0 million.

“The low pay of many employees in the State service has given me much concern. I have already said that the State should increase the wages of its low paid staff. Accordingly, these budget recommendations establish for the coming year a gross salary of no less than \$1,200 for the junior professional, clerical, agricultural and general construction services. Heretofore, these services have been paid a beginning gross salary of \$900. This adjustment will cost the State \$200,000 for more than 1,200 employees.

“In its institutions, the State faces a serious employment problem. Employee vacancies now approach 5,000. One difficulty in retaining employees is that many of them have not yet been given the advantage of salary standardization. The work on standardization has been long in progress and, because of the technical problems involved, it is impossible to say whether the work can be completed by April 1st. Every effort will be made to complete it. But if it cannot be accomplished, the State will make payments this year of \$100 to the low paid employees, in lieu of the salary increments to which they would have been en-

titled under salary standardization, in addition to full commutation. To provide for either course an increase of \$2.8 million over last year's appropriation has been recommended in this budget.”

In the Budget Bill:

“Department of Mental Hygiene

“The employees of the mental hygiene institutions have not been brought under the provisions of the Salary Standardization Law that took effect on July 1, 1938. Last year steps were considered for extending this law to these employees, but it was not possible to accomplish and \$1,520,000 was appropriated for all institutions involved by Chapter 721 of the Laws of 1942 to provide salary increases in lieu of salary standardization increments. At the date of the submission of this budget it is impossible to know whether or not the employees can be covered on April 1, 1943. Three distinct steps would have to be accomplished, by that date:

“1. All positions must be classified according to service classes.

“2. All service classes must be graded for gross salary ranges.

“3. The value of maintenance provided by the institutions must be determined to permit equitable deductions from gross salary for board and living accommodations furnished to employees. In this connection it will also be necessary to grade all accommodations available at the institutions.

“If it is physically possible to accomplish the above steps the increased cost will be paid from: a. The regular personal service appropriations; b. \$2,720,300 for commutation which has been merged with the personal service appropriations; c. \$1,130,000 appropriation usually available for time service; and d. \$4,650,000 lump sum appropriation recommended to supplement the regular personal service appropriations.

“If it is impossible to bring about the desired salary standardization conditions the above sums will be used for the alternative purposes of commutation and time service, but the \$4,650,000 will provide in addition thereto:

“1. Full commutation in lieu of maintenance to all employees authorized to live away from the institutions.

“2. Additional pay to employees who volunteer to work extra hours to relieve the serious condition caused by the large number of vacancies.

“3. Continuance of the interim increases authorized by chapter 721 of the laws of 1942 in lieu of salary standardization increments. The funds for the 1942-43 increases were not appropriated to the institutions and the total amount appears in the Miscellaneous section of this volume and not in the 1942-43 appropriations for these institutions.

“If the employees of these institutions cannot be classified by April 1, further interim increases, similar to those provided by chapter 721, will be paid from this lump sum.

“The lump sum of \$4,650,000 will be drawn upon to provide additional pay for overtime whether salary standardization is given or ‘in lieu of payments have to be made.’”

“Correction Institutions

“... There is an increase of \$8,760 in commutation in lieu of maintenance to allow full commutation to present non-resident employees of institutions other than Dannemora and Matteawan State Hospital and a deficiency item of \$429.92.

“Dannemora and Matteawan State Hospitals were to have been brought within the provisions of the salary standardization act on July 1, 1943. At this time it is uncertain as to whether or not the classification of positions and establishment of maintenance values can be accomplished by April 1, 1943. For this reason, appropriations for personal service are recommended as lump sums which include full commutation for non-resident employees, time service and an amount sufficient to pay either salary standardization increases or additional interim increases similar to those authorized by Chapter 721 of the laws of 1942. The increase included for full commutation amount to \$111,120 and \$80,600 for salary standardization or interim increases.”

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THE CAPITOL BEAT

The anticipated decline in motor vehicle fees had the net effect of lowering collections of the State Department of Taxation and Finance from all sources by more than \$11,000,000 in January, compared to those of January, 1942, according to the report made public by the State Tax Commission.

The State's motor vehicle collections last month totaled \$17,787,131.47, as against \$30,256,292.92 in January, 1942. The decline amounts to \$12,469,161.45.

New York State received one break during 1942—its losses from forest fires were considerably less than in the previous year, according to the State Department of Conservation. During 1942 a total of 1,700 fires were reported burning 14,432 acres of forest and brush land. The total number of fires, 1,000 less than in 1941, and the acreage burned over, less than half of the burned area in 1941, resulted measurably, the Conservation Department said, from more favorable weather conditions and a much-reduced use of the forest areas by the general public.

The State Health Department notes with regret the resignation of Professor W. J. Wright, New York State 4-H Club leader since 1918, who has gone to care for his aged parents in Stockbridge, Michigan. The 4-H Club State Health Committee, which Professor Wright was instrumental in organizing and which has opened the door to adequate health services for all boys and girls of the State through the school system, now numbers among its consultants representatives of the State Department of Health and the State Education Department.

Allan Reagan, former newspaperman who was director of publicity in the State Division of Commerce during Governor Lehman's administration, has been appointed regional information executive of the Office of Price Administration in New York City.

New York State granted charters to 708 stock companies during January, an increase of 35 over the figure

for December, 1942, according to a report by Secretary of State Thomas J. Curran. The total for January, 1942, was 1,035 companies. Capitalization for 290 of January's formations aggregated \$6,705,940, while the remaining 418 elected no par value shares of stock issues. Companies chartered to engage in real estate operations totaled 195 in January, to lead all the rest.

The State Department of Health has noted officially that the busiest bird in New York State during 1942 was the stork. In fact, the department says, it was the stork's busiest year in the department's history with the exception of 1917. And both years, the report also points out, were the first years of the United States' entry into the two world wars. Figures compiled by Dr. J. V. De Porte, director of the department's Division of Vital Statistics, disclose that nearly one-quarter of a million babies were born in the State last year. Dr. De Porte's report added "The high birth rate of last year was a direct reflection of the exceptional increase in marriages in 1941."

New York State's fishing and hunting facilities continue to attract out-of-state sportsmen, the State Department of Conservation discloses. The department reports that in 1942, a total of 13,931 out-of-state sportsmen purchased licenses to hunt, fish and trap in the Empire State, and contributed \$82,058.22 to the State's conservation fund as the result.

The department, incidentally, reports its game protective force handled during 1942 a total of 4,326 violations, which netted the conservation fund a tidy \$67,724.25. The figure represents a decrease of 257 violations compared with the 1941 figure, but fines and penalties were nearly \$8,500 greater.

Expressing concern over the durability of the 1942 license plates being used again this year by New York State motorists as a metal conservation measure, the State Motor Vehicle Commission has announced it would help preserve the plate if car owners applied a coat of spar varnish

to protect its surface against wear and rust. With the year's second month nearing a close, the Commission said the State's new idea—the use of narrow 1943 registration strips bolted over the 1942 plate—has proved popular and is working out well.

The State Department of Labor, looking back upon 1942, reported that factory payrolls were 34 per cent higher than for 1941. Average weekly earnings increased from \$31.68 in 1941 to \$38.44 in 1942. Year's end found many industries hiring additional workers, particularly those engaged in war activities. Declines in employment were reported, as might be anticipated, by the following industrial groups: Food produces, apparel, chemicals and petroleum.

New York State looked with pardonable pride today on the announcement that the State's waters produced 14 per cent of the prize-winning fish in the 1942 annual big fish contest sponsored by "Field and Stream," national sportsmen's magazine. Three of the 10 fish that carried off honors in the rainbow trout class were taken from New York waters. For the fourth consecutive year Catherine Creek in central New York, produced the biggest rainbow taken in eastern waters. Sacandaga Reservoir, the man-made fishing paradise that annually lures many State employees in Albany and vicinity, produced the great northern pike that won first, second and fifth places in that branch of the competition. Sacandaga also yielded first prize winner in the large-mouth black bass section.

Capitol Hill still is buzzing about the dispatch with which New York State accomplished its first "lend-lease" emergency task and thereby gave the war effort a tremendous boost. Way down in Texas a huge refinery designed to turn out high octane aviation gasoline was being held up because of the lack of one type of equipment. The equipment is manufactured by a Syracuse firm. Governor Dewey, informed that the

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QUESTION BOX

What do you know?

That old cliché may sound like one of the popular greetings of the day, but actually it isn't.

Rather, it is the byword of THE QUESTION BOX, by now one of the most popular features of "The State Employee." Everyone is reading it, and learning a lot of facts a lot of State employees didn't know about their positions, their rights and the service in which they are employed.

Some interesting questions reached the editor's mail-bag this month, and here they are with the answers:

Question: A group of State employees was granted a change of title by the Classification Board just prior to the drawing up of the 1942-43 budget. However, the budget department failed to approve the salary increment under that budget, ostensibly due to lack of funds. The individuals concerned have received no formal notification of any kind. In such a case, does this change of classification stand until the budget director does approve the increment involved? Can the budget department nullify the reclassification merely by failure to approve the increment? If so, what recourse has the State employee?—W.A.B.

Answer: A reclassification of a State position or a group of positions recommended by the Classification Board does not take effect until the reclassified titles are approved by the Budget Director and incorporated into the annual budget. If such titles are incorporated in the budget the reclassification of the positions are complete, whether or not the particular salary increases to which the employees affected by the reclassification may be entitled, are included in the budget. If the new titles are not placed in the budget, whatever the reason, no reclassification occurs.

Question: Is it necessary for the appointing authority to canvass the eligible list to fill a temporary vacancy in the event it is while the regular employee has entered military service and the appointment is for the duration of the war? For instance, Sergeant of the Guard.—B.L.

Answer: Vacancies in permanent State positions, caused by the military leave of absence of a permanent employee who enters military service, must be filled by the appointment of a temporary substitute for the duration of the military service of the permanent employee. In filling such vacancies, the appointing officer must appoint from an appropriate preferred list or promotion list or open competitive list in the same way that permanent appointments are made. However, if there are no appropriate preferred lists or promotion lists, the appointing officer, instead of using an open competitive list, may appoint an employee in direct promotional line in the department, provided such employee passes a non-competitive promotion examination given by the State Civil Service Commission.

Question: If an employee appeals to the Classification Board for a change in title, and the change is granted, may the Board require that a promotion examination be given to employees whose promotion rights may be affected by the change?—E.B.

Answer: If a reclassification of a State position which already had a standard title has been recommended by the Classification Board and has been approved by the Budget Director and has been incorporated in the budget, a promotion examination may be required before the reclassified position can be filled. Employees ordinarily eligible to compete in the promotion examination for such a position are eligible to compete for promotion to such reclassified position.

Question: May a State employee secure a leave of absence from his position to accept a job in war work? How long may the leave be given for? Must my position be held open for me and be given to me upon my return?—W.W.

Answer: A State employee may, at the discretion of his appointing officer and with the approval of the Budget Director, be given a leave of absence to engage in a defense industry for successive periods of one year each without requiring the employee to report back for work for a

payroll period each year. Such leaves of absence cannot continue beyond six months after the termination of the war. So long as the employee is on leave of absence his position cannot be filled on a permanent basis but can be filled only on a temporary basis pending his return.

Question: If an employee who enters the State service and joins the Retirement System at age 40 retires after 20 years service or at age 60, approximately what amount of pension would he receive?—A.W.B.

Answer: Without other details, he would receive 20/70ths of his average salary for his last five years of service or any other consecutive five years during actual membership when his salary may have been larger.

Question: What should an employee do if he has made an error in his age when first entering service and joining the Retirement System? I was born in 1883 and I put 1893, but did not know of my mistake until some years later. I am now entitled to retire in 1943. As I have never corrected this I am at a loss what to do. I have a letter from a large insurance company stating my correct age. This is all I can get. Will I have to pay additional sums into the retirement fund in order to retire?—J.B.

Answer: Upon retirement the member must submit sufficient evidence of date of birth either by birth certificate, Bible record, church record, insurance policies, census record, or verified statement by a person sufficiently older than the member, who actually knows of the birth of the member. The member would also be called upon to pay the difference between contributions made, with statement of year 1893, and the correct year of birth, 1883.

**SEND IN
YOUR QUESTION**

New York City Chapter

ANNUAL DINNER AND ELECTION

The Annual Meeting and Election of Officers of the New York City Chapter of the Association was held January 26, 1943, at the State Office Building in New York City. The officers of the chapter elected for the ensuing year are:

President, John F. Powers, State Insurance Fund.

First Vice-President, Lawrence Epstein, Tax Department.

Second Vice-President, Michael L. Porta, Labor Department.

Third Vice-President, Martin J. Duignan, Div. of Unemployment Insurance.

Treasurer, Joseph J. Byrnes, Public Works Department.

Corresponding Secretary, Elizabeth Eastman, Education Department.

Financial Secretary, Kenneth A. Valentine, Public Service Department.

Recording Secretary, Ruth A. Hawe, Tax Department.

The Nominating Committee for the election was composed of Milton Schwartz, Chairman; Theodore D. Gold; Kenneth A. Valentine, William Tietlebaum and John Ferguson. Ballots for the election were distributed to all members through the chapter's departmental delegates and were printed in the January issue of this magazine.

The Chapter adopted the following resolution attesting to the work and devotion of its retiring president, J. Earl Kelly, of the Bureau of Motor Vehicles, who served in that capacity for four years:

"WHEREAS, J. EARL KELLY has successfully completed four terms in the office of President of the New York City Chapter of the Association of State Civil Service Employees, and

"WHEREAS, during his last year of office as president of the Chapter he concurrently served in the office of Third Vice-President of the State Association, to which office he has been reelected for a second term, and

"WHEREAS, under his able direction and leadership this Chapter has grown in size and importance, has amply fulfilled its purposes and

functions as a civil service organization, gained the confidence and respect of the State Association and its officers and has rendered valuable service to its members, and

"WHEREAS, Mr. Kelly has given much of his personal time and effort, while serving in these high offices, and has exercised sound judgment, all towards the advancement of the Chapter and the State Association, in its activities as a civil service organization,

"THEREFORE, BE IT RESOLVED, that the officers and members of the Executive Board of the New York City Chapter, here assembled, express to Mr. J. EARL KELLY, on behalf of all members of this Chapter, sincere gratitude for his excellent work in guiding the affairs of this Chapter, the hope that

his sound judgment and wise counsel will be available to the Chapter for many years, and best wishes for his success and happiness throughout the years to come."

Departmental delegates of the New York City Chapter for 1943 are as follows: Agriculture and Markets, Catherine D. Dunn; Banking, Clinton D. Ganse; Civil Service, Christine E. Hannon; Education, Rose M. Burns; Div. of Housing, Eva Heller; Div. of Parole, Anthony Maceli; State A.B.C. Board, Mary Armstrong; State A.B.C. Board Inspectors, Harry Kisver; N.Y.C. A.B.C. Board, Samuel C. Ashkenazy; Insurance, Paul Molnar; Labor, Arthur Grey; Labor Relations Board, Frank Newman; Law, William Hopkins; State Psychiatric In-

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Treasurer's Report

1941 Membership Dues.....	92.00
Group Insurance Premiums.....	47.94
Cash Held on Deposit.....	200.00
Membership and Executive Board Meetings.....	93.28
Postage.....	51.61
Stationery and Supplies.....	52.05
Traveling, Delegates to Annual Convention.....	90.00
D. P. U. I.—Publications and Meetings.....	62.61
Purchase of Pins, Buttons, Emblems.....	68.00
Miscellaneous Expenses.....	20.05
Total Disbursements.....	\$3,358.54
Cash Balance, December 31, 1942.....	1,008.46
Total Cash Accounted.....	\$4,367.00
Cash Balance, January 1, 1942.....	\$ 637.06
RECEIPTS	
N. Y. C. Chapter Membership Dues, 3,207 @ .25.....	\$ 801.75
State Association Membership Dues, 2,580 @ 1.00.....	2,580.00
Group Insurance Premiums.....	47.94
Sales of Pins, Buttons, Emblems (at cost).....	32.10
Refund, Traveling Expenses.....	15.00
Refund, Albany Share of D.P.U.I. Expenses.....	250.00
Membership Dues for 1943, in advance.....	2.50
Miscellaneous Receipts.....	.65
Total Receipts for Year 1942.....	3,729.94
Total Cash to Be Accounted For.....	\$4,367.00
DISBURSEMENTS	
Paid to Albany—	
1942 Membership Dues.....	\$2,581.00

The Front Cover

John G. Chvatal, a State Trooper of Troop D, Oneida, N. Y., a typical merit-selected public employee, a member of this Association and the central figure in our cover this month, has been acclaimed a public hero. A Board, composed of competent, disinterested citizens under a plan sponsored by the New York Daily News, weighed carefully all facts as to the manner in which this man acted in a peculiarly hazardous undertaking and decided that he displayed exceptional bravery and performed distinguished and valorous service at the risk of his life and beyond the call of common duty. The story of the action runs as follows:

"At about 2:00 A.M. on the morning of December 25, 1942, one Leon Lampson of Watertown, New York, responded with his taxicab in answer to a call from an inn near the city. Upon his arrival at the inn, he was confronted by three masked men who entered the cab and instructed him to follow their directions. These men were armed with a Thompson Sub-machine gun and wore army uniforms.

"At a point about five miles south of Watertown, Lampson was ordered to leave the driver's position and one of the masked men assumed operation of the cab. The cab continued in a southerly direction and when they reached a point three miles out of the Village of Manlius, these men decided to shoot Lampson. He pleaded with them stating that he was married, whereupon, they took all of the money from his person as well as his gasoline ration book and put him out of the cab. Lampson made his way on foot to an airplane observation post from which point he contacted the Chief of Police of Manlius, giving him the above information. The Chief of Police telephoned to the State police substation at North Syracuse conveying to them the information as stated to him, whereupon, a general alarm was placed on the teletype and radio systems. These alarms stated that all three of these men were armed with pistols and possessed a Thompson Sub-machine gun as well.

"Trooper John George Chvatal was on duty in the New York State Police substation at Herkimer at



Trooper Chvatal receives the New York Daily News 1942 Medal of Valor from Governor Dewey as other members of the Board which granted the award look on. Let to right: Superintendent of State Police, Major John A. Warner; Governor Dewey; Attorney-General Nathaniel L. Goldstein; Trooper Chvatal; Chief Inspector of the State Police, Albert E. Moore; and Captain of Troop D, State Police, Stephen McGrath.

6:15 A. M. Christmas morning when the teletype alarm reached that station. Chvatal immediately and alone drove his patrol car towards the Cherry Valley Turnpike in which direction the armed bandits were said to be traveling. As he stationed himself at a road intersection, he observed the stolen cab approaching from a westerly direction. There were two uniformed men on the front seat and one on the rear. As the car passed Chvatal, he immediately gave chase driving his patrol car with one hand and with his revolver in the other. He overtook the fleeing cab and at the point of his revolver stopped the car and apprehended the three bandits. Chvatal was alone and his advanced knowledge through the teletype alarm was to the effect that these men were armed with three revolvers and a sub-machine gun. Chvatal might have obtained aid but time was an important factor and he knew that if he stopped enroute to the Cherry Valley Turnpike, the stolen cab and its occupants might have passed the

intersection. When he later searched the cab he found it contained a .45 caliber Thompson Sub-machine gun. In this instance Chvatal displayed exceptional courage, judgment and bravery. The location of the apprehension was in an isolated spot and the dangers attendant upon apprehending three armed men by one police officer are obvious. It later developed that the three bandits were soldiers and one of them had served time in the western part of the United States."

Governor Thomas E. Dewey awarded the New York Daily News 1942 Medal of Valor to Trooper Chvatal in the State Capitol on February 24, 1943. With the fine courtesy he has shown to all since he took over the office of Chief Executive, the Governor cooperated with the Association's desire to also honor Trooper Chvatal in our magazine. Major John A. Warner, Head of the State Police, concurred heartily in the cover picture idea.

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Workmen's Compensation

SECTION XII—REPRESENTATIVES' HANDBOOK

Section III of the Representatives' Handbook, entitled "What the State Civil Service Is," was printed in the October, 1942, issue of "The State Employee." Section VI, "The Feld-Hamilton Salary Career Plan," was contained in the September, 1942, issue, and Section IV, "Information About Civil Service Examinations," was printed in the January, 1943, issue. Other sections of the Handbook will be printed in future issues of "The State Employee," and if members retain the issues in which the various sections appear, they will have the detailed valuable information contained in the Representatives' Handbook available for ready reference at all times.

Plans have been made to print the Representatives' Handbook after it has been perfected, and to make it available to Association chapter officials, to its representatives, and possibly at a nominal price to others interested in purchasing it. It is certain that the expense involved will not permit the Association to freely distribute the handbook to its over 35,000 members throughout the State. Employees interested in examining a copy of the Handbook may do so by contacting the Association representative in their group.

The Representatives' Handbook was prepared by a special committee of the Association authorized by the Executive Committee and appointed by President Harold J. Fisher. The special committee was composed of Charles H. Foster, Division of the Budget, **Chairman**; Charles L. Campbell, William Kilian and Louis Drexler, Civil Service Department; Dr. Frank L. Tolman and Dr. Albert Hall, Education Department; John W. Henry and Victor Holland, Labor Department; Patrick McCormack, Mental Hygiene Department; Warren Welch, Public Works Department; and Edmund Schreiner, Health Department.

The Representatives' Handbook was proposed by the Executive Committee so that the Association representatives throughout the State may be in a position to adequately advise members as to their privileges and

rights under Civil Service, Pension, Workmen's Compensation and other rules and regulations affecting them and so that they may be fully informed as to the various services available from the Association.

Section XII of the Representatives' Handbook follows:

WORKMEN'S COMPENSATION A. State Employee Coverage

The Workmen's Compensation Law of New York State, originally designed to benefit injured wage earners by a form of compulsory insurance, has been broadened throughout its life by many amendments so that at the present time it includes practically all workers. The only statutory exemptions are domestic servants and farm laborers and these may be voluntarily insured. State employees whether engaged in hazardous occupations such as are enumerated in the law or in clerical or other work have the same protection as that extended to workers in private employment. Whether the injured is a junior clerk or the head of a State department, each is entitled to the benefits of the law. Every State employee who becomes disabled by accident arising out of or in the course of his employment or by occupational disease is entitled to compensation amounting to two-thirds of his average weekly wage, plus medical and hospital expenses such as the nature of the injury may require. The law imposes certain procedures upon those in private employment and the same procedures must be followed by those in the service of the State.

An employee who sustains an accidental injury should promptly report the accident to his superior; the superior should report the accident to the Department of Labor. Such an employee has the right to choose his own physician, provided such physician has been authorized by the Industrial Commissioner to treat workmen's compensation cases. Such physician is required to make a report to the Department within forty-eight hours after first treatment and thereafter at regular intervals of fifteen days must furnish progress re-

ports relative to the condition of the injured employee.

B. Law and Rules

1. Requirement of Reports and Filing of Claims—Section 110 of the Workmen's Compensation Law requires that within ten days after the occurrence of an accident resulting in personal injury which shall cause a loss of time beyond the day or work shift on which the accident occurred or which shall require medical treatment beyond ordinary first aid, the employer shall submit a report in writing to the Industrial Commissioner. The necessary blanks for making this report are provided by the State. This report is known as a C2; when completed this blank should show the name of the employee, his address, salary, the nature of his employment, the location or place of work where he was injured and the time and nature of the injury, whether he was hurt in his regular employment, with such other information as may relate to the work or the accident. Further, the same section provides that the employer shall furnish a report of any other accident resulting in injury received by an employee in the course of his employment or an occupational disease incurred by an employee in the course of his employment. This section has penalties which may be imposed where the employer fails to make a report. Failure to comply with the section's requirements is a misdemeanor and its maximum penalty is a fine of \$500.

At the same time that the employer makes his report to the Department, the employee should file a claim for compensation on a form prescribed by the Department known as C3. Such claim must be filed within a year, except that for sufficient reason the Industrial Board may extend the time for filing to two years. In addition to filing a claim, an injured employee must give written notice to the employer and the Department within thirty days. Failure to give such notice may be excused by the Industrial Board on the ground (1) that notice for suf-

ficient reason could not have been given, (2) that the employer had knowledge of the accident, or (3) that the employer had not been prejudiced by the omission.

2. Method of Claim Payment—Section 25 of the law prescribes that compensation shall be paid promptly and in like manner as wages or salary, so that the injured person may receive benefits without waiting for the case to be put on a calendar before a referee. In the event that the employer does not question the accident as having arisen "out of and in the course of his employment" the payments of compensation are to be made regularly. The first payment is due on the 14th day of disability and on that date or within four days thereafter all compensation then due should be paid and payments made bi-weekly following this. If the accident is not converted the employer is required on or before the 18th day of disability or within 8 days after he first has knowledge of the accident to begin paying compensation. The employer also is required to notify the Industrial Commissioner that these payments are started.

3. Classes of Disability—Section 15 of the law classifies disabilities as permanent total disability, temporary total disability, permanent partial disability and temporary partial disability. Maximum compensation for disability has been fixed at \$25 per week, and minimum compensation at \$8 per week.

In cases of total disability adjudged permanent the injured person is entitled to 66% of his average weekly wages during the continuance of such disability.

In cases of temporary total disability the statute provides the same percentage of compensation during the continuance of the temporary total disability but not in excess of \$5,000 with certain exceptions.

In cases of disability that is partial in character but permanent in quality, his compensation rate is 66% and is to be paid to the employee for the period that is specifically named in the law. These cases are generally referred to as scheduled disabilities and relate to various members for which the law sets up a definite value in weeks. As so evaluated the loss of an arm would mean payment of compensation for 312 weeks; a leg, 288 weeks; a hand, 244 weeks; 2 feet, 205 weeks; an eye, 160 weeks; a thumb, 75 weeks; a first finger,

46 weeks; a great toe, 38 weeks; a second finger, 30 weeks; a third finger, 25 weeks; a toe other than great toe, 16 weeks, a fourth finger, 15 weeks.

Section 15 also provides a schedule of 60 weeks for loss of hearing in one ear and 150 weeks for loss of hearing in both ears. Compensation for loss of binocular vision or for 80 per cent or more of the vision of an eye is the same as for loss of the eye. Compensation not to exceed \$3,500 may be awarded for serious facial or head disfigurement.

4. Death Claims—Section 16 of the law governs death claims. Funeral expenses not exceeding \$200 may be allowed. A widow is entitled to 30 per cent of her deceased husband's average wages during widowhood and to two years' compensation in a lump sum upon remarriage. Children under the age of eighteen years or dependent blind or crippled children of any age are entitled to 10 per cent of their deceased Father's average wages and, in case of the death or remarriage of the surviving widow, their compensation is increased to 15 per cent. If there be no surviving widow or child under the age of eighteen years, or if the amount payable to the widow and children under age eighteen shall be less in the aggregate than sixty-six and two-thirds per cent of the average wages of the deceased, then dependent grandchildren, brothers and sisters under age eighteen are entitled to 15 per cent of deceased's wages until reaching age eighteen and dependent parents or grandparents are entitled to 25 per cent of such average wages during dependency. The total amount of death benefits that can be awarded in any cases may not exceed 66% per cent of the average wage of the deceased. Any excess of wages over \$150 a month shall not be taken into account in computing death benefits and in computing benefits to widows and children, in no event shall wages be deemed to be less than \$75 a month.

5. Relation of Workmen's Compensation and Disability Retirement

—In the case of a private employer who is covered by the Workmen's Compensation Law, the remedy under the law is exclusive, that is, it is the only remedy that an injured person has. In private employment, a workman who is accidentally in-

jured and disabled because of it cannot sue for damages under the common law; he must accept the benefits provided by the terms of the Compensation Law. In the case of a non-insured employer who should be insured, the injured employee may either sue the employer or elect to take the benefits under the Compensation Law. Of course, this does not apply in the case of a State employee. A State employee may file a claim for compensation under the Workmen's Compensation Law and may apply for accidental disability retirement benefits under the New York State Employees' Retirement System, provided he is a member of such system and is incapacitated for performance of his duties. Benefits under this system for accidental disability are in excess of those provided under the Workmen's Compensation Law. However, any amounts paid under the Compensation Law to any member of the retirement system is offset against any benefits payable out of the retirement fund because of such disability, except that the cost of medical treatment and care is not deducted from the retirement benefits. It is required by the provisions of the Retirement Law that an employee's claim for disability benefits due to accident must first be adjudicated in the compensation court before action will be taken by the Retirement System. Therefore, in the case of an injured State employee, he should file his claim for benefits under the Workmen's Compensation Law before or at the same time that he files his claim with the Retirement System.

C. Rights of State Worker Injured by a Private Person

The State employee is in the same position as a private employee if the State employee is injured by a third party, that is, by someone other than his employer. As a sample, in the event that a field worker of some Department were engaged in his work and should be injured by a truck of some other employer, he then may sue the owner of the truck.

Briefly stated the principal facts of the Workmen's Compensation Law as to State employees as well as to private employees are:

1. It provides prompt payment for accidental injury disability without regard to fault or negligence.

2. In addition to accident, it pro-

(Continued on Page 68)

News From All

A Chapter Service

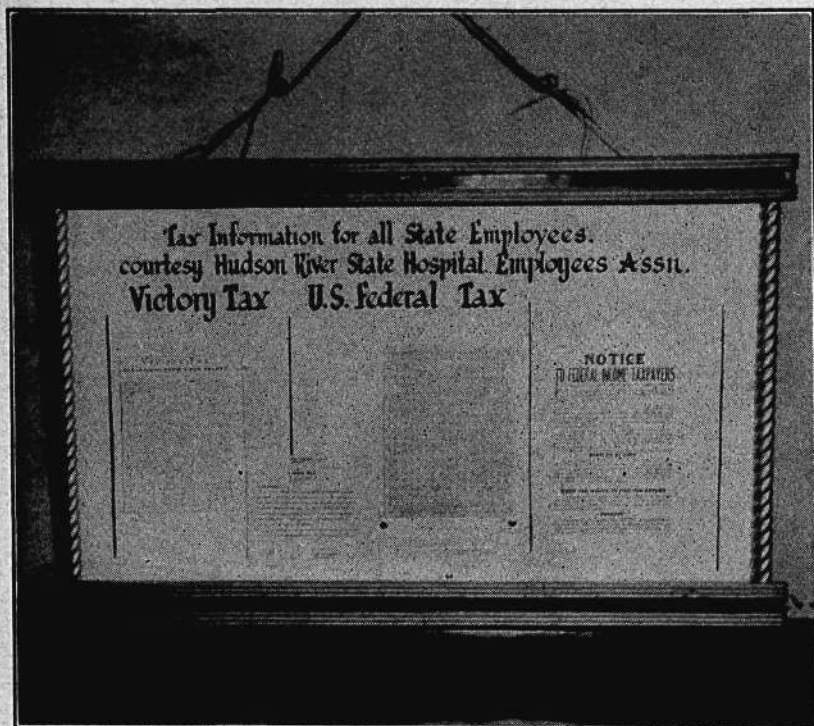


Photo by Guy deCordova

One of the many valuable services which can be given members by a wide-awake local chapter is demonstrated by the above photo. The Hudson River State Hospital Employees' Association, a Chapter of our State-wide Association, assists its members in every possible way to acquaint them with the provisions relative to State and Federal Income Taxes, Victory Taxes, etc. The chapter has representatives of the Internal Revenue Bureau come right to the institution to assist its members in making out the Federal Income Tax Return; it also has representatives of the State Tax Department assist on the State Tax. The chart in the above photo was arranged for by the chapter and contains all information necessary to fully understand the Federal Income Tax and the Victory Tax. Employees of Hudson River State Hospital appreciate this service.

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To Association Members:

When you have finished reading this issue of "The State Employee," loan it to any fellow State employee who is not a member of the Association. In this way non-members may be acquainted with the work and services of the Association and their membership support obtained. Membership is important to the success of the Association and the recognition accorded it by government leaders.

The Editor.

Manhattan Chapter Meeting

A Meeting of the Manhattan State Hospital Chapter of the Association was held in the Fire House Meeting Room of the institution on February 9th. Approximately 150 employees of the institution attended.

Association Vice-President J. Earl Kelly, and Executive Secretary Joseph D. Lochner attended the meeting and spoke of the work and services of the Association and its progressive program for 1943 which will benefit all State workers. Questions of employees attending relating to State employment problems were answered.

By a practically unanimous vote the chapter adopted a resolution providing that its Vice-President, John Feeney, should act as President of the Chapter until an election of officers of the chapter might be held in the near future. Mr. Feeney presided at the meeting, and was assisted by John Martyn.

Central Islip Meeting

A meeting of the Central Islip State Hospital Chapter of the Association was held in the Auditorium on the hospital Grounds on the evening of January 27th. Several hundred employees of the institution attended as well as employee groups from adjacent State institutions. President of the chapter, William Leach, presided.

William F. McDonough, Chairman of the Association's Legislative Committee, attended and spoke on the organization's legislative program and Executive Secretary Joseph D. Lochner, explained the work and services of the Association. Many questions of employees attending relative to State employment problems were answered.

State School Card Party

The Warwick State School Chapter of the Association will sponsor a card party and social to be held in the Lower Staff Building on February 24, 1943. The chapter reports that the social affairs sponsored in the past have been so successful that plans are under way to make them monthly events.

Over the State

Syracuse Chapter Dines

The Syracuse Chapter of the Association held its annual dinner party at the Onondaga Hotel on January 18th. Guest of honor and principal speaker was William F. McDonough, Chairman of the Legislative Committee and former president of the Association for several terms.

Andrew Mulligan, Assistant District Engineer of the Department of Public Works acted as toastmaster. The affair proved to be very successful with over 200 guests in attendance.

Chairman of the Committee on Arrangements was Doris LeFever, of the Labor Department, who was assisted by Edward F. Carr, State Insurance Fund, who is President of the Syracuse Chapter; James T. McGlinchey, Department of Social Welfare; Joseph Mercurio, Tax Department; Anna O'Boyle, Labor Department; and John J. Ginley, Education Department, former President of Syracuse Chapter.

The Syracuse Chapter holds its monthly meetings at the Hotel Onondaga and they are very well attended.

Rochester Dinner

The Rochester Chapter of the Association held its second Annual Dinner-Dance on March 6, 1943, at the Elks Club, Rochester. At this affair the new officers of the chapter for 1943 were formally installed. A large number of members and guests attended. The officers installed were: Neil J. Goodman, President; Marion Repp, Vice-President; Carroll Lewis, Treasurer; Fanny Tandler, Secretary; and Raymond L. Munroe, Delegate.

An outstanding program of entertainment was arranged by Co-Chairmen of the committee on arrangements for the affair, Sherry Bellissimo of the State Insurance Fund, and Al Yogg of the A. B. C. Board.

Guest speaker at the dinner was William F. McDonough, Chairman of the Legislative Committee and former President of the Association, who gave an enlightening talk on the work of the Association and its legislative program.

Binghamton Dinner

The Binghamton Chapter of the Association held its second annual Meeting and Dinner in the Art Gallery of the Arlington Hotel on Saturday evening, January 23rd. Toastmaster was Dan Foley, State Insurance Fund, and chapter president. Guest speakers were Richard Knauff, State Assemblyman from Binghamton and C. A. Carlisle, Jr., of TerBush & Powell, Inc., Schenectady, N. Y. Other speakers were Michael Foley, State Labor Department, and Chairman of the Committee on Arrangements for the Dinner; A. E. Launt, Vice-President of the Chapter and Chairman of the Membership Committee; John Lester, State Labor Department and Chairman of the Chapter's Grievance Committee; and C. W. F. Stott, State Public Works Department, who is the delegate for the Chapter.

Mr. Knauff's talk was most interesting and outlined the duties of an

Assemblyman and how legislation was progressed. He promised support to the employees in the lower salary brackets.

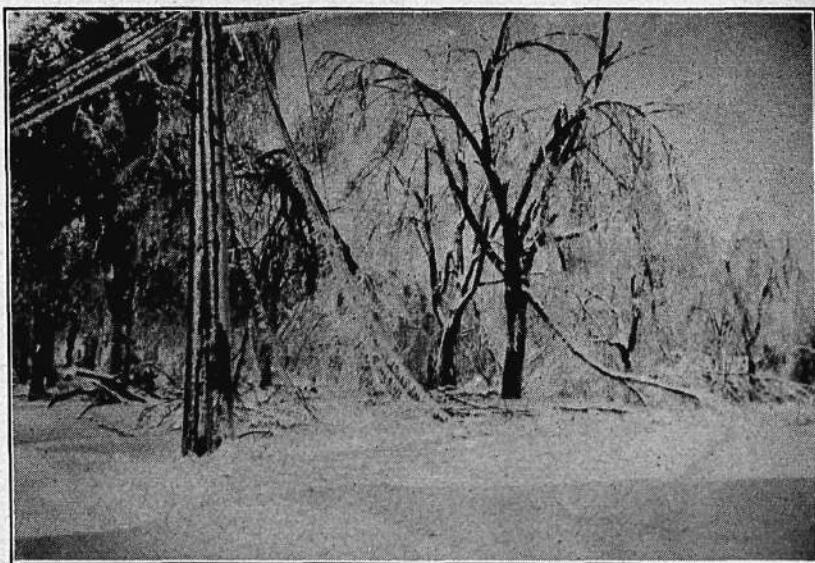
Mr. Carlisle talked on the work of the Association and the local chapter, and urged the active support of employees to assure the success of the Association's efforts.

S. H. Anderson, Department of Public Works, Treasurer of the Chapter, submitted the Treasurer's Report which was approved as read. A report on the work of the Chapter during the past year was given by Chapter Secretary Laurence J. Hollister.

The following officers were re-elected to serve for the ensuing year. President, Dan Foley; Vice-President, A. E. Launt; Secretary, Laurence J. Hollister; Treasurer, S. H. Anderson; and Delegates, C. W. F. Stott and Curtis Gardner.

Following the business meeting a dance was enjoyed by all who attended.

Ogdensburg News



Employees at St. Lawrence State Hospital, Ogdensburg, report that the recent storm in that section of the State was the worst since 1913. Transportation to and from work was most difficult. A picture of a section of Grove Park, in Ogdensburg, as it looked after the storm is printed

herewith. The photo was taken by C. Gilbert Beck.

Robert D. Silverman, who served as Pharmacist at the hospital from 1931 to 1936, returned on February 1, 1943, having received the position of Pharmacist as an appointment from the current civil service list.

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Helping State-wide Unity

In the January issue of this magazine were listed several hundred members of membership committees of the Association located in various departments, offices and institutions throughout the State. These members give unselfishly of their spare time to assist in the huge membership renewal job. They receive nothing for their efforts except the satisfaction of knowing that they are increasing the strength and effectiveness of the Association so that it may be in a better position to secure the improvements in working conditions sought by employees.

The following are several committees appointed since the January issue went to press. Pay your 1943 membership dues today to your local Association representative, to the local chapter functioning in your group, or to one of the members of the committees printed herein.

Napanoch State Institute

Edwin M. Church, James A. Irish and Edmund Katzenberger.

State Vocational Institution, West Coxsackie

Edward Knamm, and Raymond J. Marohn, Guards; Charles Kreit-

ner, Teachers; John F. Quinn, Instructors; Charles Jordan, Engineers; Adeline Zachary, Hospital Employees; and Viola M. Dimmick, Administrative Personnel.

Wassaic State School

Carl Sabo, Bakery; Mrs. Ethel West, Boys Group; Lyda Monroe, Girls Group; Edna Stuart, Office; Miss Malloy, Girls Group; Miss M. Rosenson, Hospital; John Donahue, Boys Group; Miss McDonough, Service Bldg.; Elsie Kiene, Office; Maude Minogue, School; Edward Cowels, Shops; and Mr. Smith, Farms.

District 6, Public Works Department

A. J. Muench, Friendship; R. E. Palmer, Bath; Lee Walerk, Hornell; K. F. Thompson, Oswego; J. C. Cronin, Watkins Glen; and Joseph McCullough, Hornell.

Creedmoor State Hospital

Frank Gettler, Kitchen and Storehouse; John McTiernan, Engineer's Department; Joseph Carthy, Ward Service, Nights; Florence Foster, Domestic Service; George Marshall, Building Department; D. Smith, Farm and Grounds; John L. Murphy, Industrial and Laundry; Michael Murray, Outside and Office;

Patrick Mulcahy, Ward Service, Days; and Emma Chaplin, Administration.

Kings Park State Hospital

William Thow, Vets and Group 3; Kate Rousseau, Group 2; Sadie Farrell, Bldgs. A and B; Clarence V. Lyons, Bldgs. C and D; Constance Fox, Group 1; Harold Giffin, Group 5, Male; Genevieve Thomas, Group 5, Female; Lucy Muir, Group 4, Female; Leona C. Tiernan, Dining Room and Kitchen; Irene Sullivan, Laundry; Grace Campbell, Main Office; and Michael Long, Group 4, Male, and Mechanics.

A Perfect Score

In a mixed doubles bowling match at Rockland State Hospital on February 11th, Oswald Graf, an employee of that institution rolled a perfect 300 score. The scores of the match follow:

Mrs. Sue Graf.....	146-155-136
Oswald Graf.....	198-300-209
Totals	344-455-345
Mrs. May Wood.....	117-166-153
John Mott	166-174-177
Totals	283-340-330

DESIGN FOR DIVERSION

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H. R. S. H. News

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Association Expresses Appreciation for Prompt Salary Payments

The following self-explanatory resolution was adopted at a meeting of the Executive Committee of the Association held on January 19, 1943:

"Be it resolved, that the Executive Committee of The Association of State Civil Service Employees of the State of New York, Inc., extend a sincere vote of thanks to the Payroll Bureau of the State Department of Audit & Control, and the Payroll Certification Unit of the State Department of Civil Service for their overtime efforts to affect payment of salaries before January 1, 1943, which would normally be paid on January 5, 1943, when it appeared that the Victory Tax deductions would be made on all salaries paid after January 1, 1943, regardless as to what period of service the salaries covered, and for their accomplishment in making the January 15th payroll payments involving Victory Tax deductions on schedule."

The Association, representing over 35,000 State employees, appreciated the special efforts of the employees referred to in the resolution.

An application to become a chapter of the Association, received from the Hudson River State Hospital Employees' Association, was submitted to the Executive Committee of the Association on January 19th and was approved. A chapter charter was issued and will be displayed in the headquarters of the new chapter.

The regular monthly meeting of the H. R. S. H. Employees Association was held on February 17 in the Amusement Hall of the institution. Guest speaker at the meeting was Charles H. Foster, Assistant Budget Examiner, and a member of the Executive Committee of the Association. His subject was "Budgeting in New York State," and his talk was enjoyed by all who attended. He answered many interesting questions asked by members of the audience.

A dinner meeting of the officers and executive council of the chapter was held in the Hotel Campbell on February 10th. The purpose of the meeting was to discuss and clarify all matters pertaining to the local Association's becoming a chapter of The Association of State Civil Service Employees. Officers of the chapter are: President, John Livingstone; Vice-President, Louis I. Garrison; and Secretary-Treasurer, August Eitzen. Members of the Executive Committee of the chapter are: Howard R. Chase, Arthur H. Sullivan, Arthur G. Schoonmaker, Lillian Eisert, Ruth E. Protheroe, Katherine A. Wood, Kathryn Keyes, James P. Bumpster, Mary V. O'Donnell, Louis I. Garrison, Karl P. H. Wilson, John J. Whalen, George W. Magee, Aaron M. Decker, Edith M. Hurley, Gabriel Bentson, Edward L. Fleming, Sara M. Galbraith, Fred G. Conrad, Carl Weil, Mary E. Belton, George Hein, Margaret A. Schoonmaker, Annie Kenny, Raymond Puff, Donald S. Holden, Olive VerFalin, Gladys E. Rullell, Mary Jane Freer, Elizabeth V. Ryan, August Eitzen, Mary E. Davis, John G. Hart, G. Carlton Nuhn and Angus E. Brownell.

The stars on the service flag honoring employees of Hudson River State Hospital serving in the Nation's Armed Forces now total 235. It is with regret that it is necessary

to state that two of the stars are gold ones; one for 1st Lieut. Bernard Weiss, Medical Corps, U. S. Army, and one for Machinist's Mate Anthony Ligammari, U. S. Navy.

The seventh annual meeting of the H. R. S. H. Employees Federal Credit Union was held on January 27th. The following were elected as Directors for two year terms: Mary E. Belton, Otto V. Faust, George G. Lozier, John J. Whalen, Howard R. Chase, Dorothy Martin and Howard R. Brundage. Donald S. Holden, John H. Blavin and Elizabeth Burns for one year terms. President George G. Lozier presided at the meeting. A meeting to elect officers will be held in the near future. Statistical Report of the Union for 1942 showed that it had 617 shareholders; total paid in shares, \$45,010.63; loans during 1942 totaled \$23,624.92; War Bonds purchased by the Union totaled \$23,482; and War Bonds sold by the Union, \$17,137.50. A vote of thanks was voted to Dorothy Martin, Cashier, and Raymond A. Joyce, Treasurer, for their efficient service to the union.

Capping exercises were held by the Hudson River State Hospital School of Nursing on January 29th. The program for the event included selections by the orchestra; Invocation by Father Schmidt; Talks by Dr. John R. Ross, Superintendent, and Dr. Milton Grover, First Assistant Physician; presentation of prizes by Mrs. Edward A. Conger, Secretary of the Board of Visitors; presentation of caps by Mrs. May V. Jerrell, Assistant Principal of the School of Nursing; the Nightingale Pledge by Mrs. Gladys E. Russell, Principal of the School; and Benediction by Rev. Francis B. Whitcome.

Members of the Junior Class of the School of Nursing include Catherine E. Cables, Anna M. Conklin, Nellie Hanver, Elizabeth L. Heesters, Shirley I. Horn, Betty M. Hughes, Magdalene E. Reed, Margaret M. Rogan, Frances E. Rypl, Alice V. Treadway, Phylis E. Wood and Peter LeSoine.

**PAY YOUR 1943
DUES TODAY**

Summary of Legislation

Editor's Note: The following are brief explanations of the various measures introduced in the 1943 Legislature which affect the interest of State employees as to their salaries, pensions, hours of work or civil service status generally, and are of vital interest to them. This summary will be continued in future issues of "The State Employee" so that if copies containing this resume are retained, a complete record of legislation affecting State employees introduced in the 1943 session may be retained.

IN THE SENATE

- Int. 8, Print 567—Senator Wicks**—Authorizes all civil service employees to organize for protection, promotion and advancement of interests with right to select representatives to present grievances and requests singly or collectively, without interference and makes interference a misdemeanor; right to strike not to be construed thereunder. (Same as A.6). Civil Service Law, Section 7-a new. Referred to Civil Service Committee.
- Int. 10, Print 10—Senator Wicks**—Authorizes Regents to allocate moneys for extraordinary relief to school districts for buildings or equipment against which insurance could not have been reasonably provided. (Same as A. 13). Education Law, Section 81, new. Referred to Finance Committee.
- Int. 13, Print 174—Senator Wallace**—Permits payment of income tax in quarterly installments, changes fiscal year of State from July 1, to April 1; no tax installments except the last shall be less than \$5; current fiscal year is reduced from 12 to 9 months; adjustments are made in State aid payments for education, one-quarter to be advanced to September, one-quarter to be paid in January and remaining one-half in April; current nine months' year is construed as full year for computing salary increments of State employees. (Same as A. 11). State Finance Law, Sections 5, 40; Education Law, Sections 497, 817, 843, 1002, 1045, 1068; Civil Service Law, Section 41; Tax Law, Section 377; Chapters 405 and 817 of 1942. Referred to Finance Committee.
- Int. 21, Print 21—Senator Dunnigan**—Creates temporary State commission of three senators, three assemblymen and ten members to be appointed by governor to formulate comprehensive coordinated plan of social security to meet exigencies of war and of post-war conditions and appropriates \$50,000. (Same as A. 69). Referred to Finance Committee.

Int. 28, Print 28—Senator Gutman—Changes provisions of soldiers' and sailors' civil relief act to conform with amendments made to federal act. Military Law, amend generally. Referred to National Defense Committee.

Int. 34, Print 34—Senator Joseph—Establishes in health department a health insurance fund with board of 13 members appointed by governor, fund to be maintained by contributions of employees, employers and State, for payment of cash benefits and for maternity and other medical care; allows other persons of low income to insure in system and appropriates \$100,000. (Same as A. 58). Referred to Finance Committee.

Int. 50, Print 50—Senator Quinn—Provides that where injury results in disability of more than 21, instead of 35 days, workmen's compensation shall be allowed from date of disability. (Same as A. 408). Workmen's Compensation Law, Section 12. Referred to Labor Committee.

Int. 72, Print 72—Senator Quinn—Creates in health department a consumers' bureau for registration, advertising control, analysis, scientific research, education and publicity of manufacture and sale of foods, drugs, cosmetics or health devices, and for regulating traffic therein. Public Health Law, Art. 24 as 25; Art. 24, new; Agriculture and Markets Law, Section 201, repeal; Education Law, Section 1361. Referred to Health Committee.

Int. 73, Print 73—Senator Quinn—Establishes in executive department a division of civil liberties with commission of three members appointed by governor, to investigate and report on impairments of civil rights and liberties, and appropriates \$15,000. (Same as A. 410). Executive Law, Section 13; Art. 12-b, new. Referred to Finance Committee.

Int. 86, Print 86—Senator Coughlin—Provides for allowances on superannuation retirement to officers and employees in State civil service at minimum retirement age, instead of at age 60, and for additional pensions based on years of service. Civil Service Law, Section 63. Referred to Pensions Committee.

Int. 87, Print 87—Senator Coughlin—Provides disbursing officer of State, civil division or city shall not pay salary to provisional appointee holding office for longer than four months. Civil Service Law, Section 15. Referred to Civil Service Committee.

Int. 88, Print 88—Senator Coughlin—Provides that person in competitive civil service class separated from or demoted in civil service shall be eligible for reinstatement for maximum period of six instead of four years. (Same as A. 202). Civil Service Law, Section 31. Referred to Civil Service Commission.

IN THE ASSEMBLY

Int. 6, Print 659—Mr. Wilson—(Same as S. 8). Referred to Civil Service Committee.

Int. 11, Print 185—Mr. Moffat—(Same as S. 13). Passed Senate and Assembly. Referred to Governor. Law, Chapter 1.

Int. 28, Print 28—Mr. Jack—Establishes in health department a health insurance fund with administration board of 13 members appointed by governor, fund to be maintained by contributions of employees, employers and State, for payment of cash benefits and for maternity and other medical care; allows persons of low income to insure in system and appropriates \$100,000. Referred to Ways and Means Committee.

Int. 41, Print 41—Mr. Wilson—Permits deduction for State personal income tax purposes, of U. S. income tax to extent of 15 per cent of taxpayer's net income computed without benefit of other deductions under Subdivision 3, Section 360. Tax Law, Section 360. Referred to Taxation Committee.

Int. 44, Print 44—Mr. Friedman—Creates in executive department a division of crime and delinquency prevention with power to organize local councils in various communities, a director and advisory council of ten members to be appointed by governor as head of division; \$100,000 is appropriated. Executive Law, Section 13; Section 19-b, new. Referred to Ways and Means Committee.

Int. 51, Print 51—Mr. Archinal—Provides that member of State retirement system may insure any loan from retirement fund against death by paying additional premium to be determined by actuary of system. (Same as S. 383). Referred to Civil Service Committee.

Int. 58, Print 58—Mr. Devany—(Same as S. 34). Referred to Ways and Means Committee.

Int. 60, Print 60—Mr. Farbstein—(Same as S. 45). Referred to Ways and Means Committee.

Int. 86, Print 86—Mr. Glancy—Repeals provision which suspended for one year salary increments for certain State employees and provides for computing salary or wages of labor department inspectors on basis of fiscal year commencing July 1, 1943, and thereafter in accordance with salary increase laws. Chapter 910 of 1939 repealed. Referred to Ways and Means Committee.

Int. 87, Print 87—Mr. Glancy—Appropriates \$7,500,000 for salary increases to all State employees, except elected officials, at rate of 15 per cent a year to afford financial relief made necessary by increased living costs. Referred to Ways and Means Committee.

Int. 88, Print 88—Mr. Glancy—(Same as S. 135). Referred to Ways and Means Committee.

Int. 103, Print 103—Mr. Devany—(Same as S. 94). Referred to Judiciary Committee.

Int. 105, Print 775—Mr. Devany—Appropriates \$5,000,000 for increased compensation of State employees receiving \$3,000 or less a year, to meet necessary increased living costs due to war. Referred to Ways and Means Committee.

Int. 109—Print 590—Mr. Ostertag—(Same as S. 108). Referred to Military Affairs Committee.

(Continued on Page 70)

Thiells News

A service flag honoring employees of Letchworth Village who have left to serve with the Nation's armed forces was made by the Women's Industrial School of the institution and is now displayed in the Administration Building.

The membership committee of the Letchworth Village Chapter of the Association is doing splendid work. As of February 15th 326 members of the chapter renewed membership for 1943 and enthusiasm indicated that an increase would be realized in total membership this year.

The chapter is pleased with the cooperation and friendship displayed by other chapters of the Association. In the past few weeks the Letchworth Village Chapter has been in communication with the West Haverstraw Reconstruction Home Chapter, the Harlem Valley State Hospital Chapter, the Hudson River State Hospital Chapter and employee groups at Rockland State Hospital and Middletown State Hospital. It has accorded an opportunity to discuss various items of mutual interest.

Two employees from the Women's Group of the institution, Elsa A. Ingram and Martha Gardner, have joined the WAAC's, and are in training at Camp Oglethorpe, Georgia.

Brentwood Meeting

The Annual Election of Officers of the Pilgrim State Hospital Chapter is scheduled to be held as this issue goes to press on March 12th at the Assembly of the Institution.

A meeting of the chapter was held on January 29th which was very well attended. William F. McDonough, Chairman of the Association's Legislative Committee, and Joseph D. Lochner, Association Executive Secretary, attended and spoke at the meeting. The speakers answered many questions asked by the members attending relative to employment problems. After the meeting a buffet supper was served to those who attended. President of the Chapter, Christopher Doscher, presided.

**PAY YOUR 1943
DUES TODAY**

Syracuse State School Chapter Meets

The regular monthly meeting of the Syracuse State School Chapter was held on Tuesday evening, February 9th, at Fairmount, N. Y. To save the fuel necessary to heat Cobb Hall, Mr. and Mrs. Eugene Smith, Supervisor and Matron of Colony E, invited the chapter to hold its meeting at their colony. Following the business meeting a buffet supper was enjoyed, and this feature will be continued whenever the circumstances permit.

On January 31, 1943, Elbert C. Pooler, retired as Steward of the Syracuse State School. He served in that capacity since January 1, 1935, and prior to that time Mr. Pooler was with the State Department of Agriculture and Markets. The Main School held a farewell party in honor of Mr. and Mrs. Pooler on January 27th and earlier in the month the boys' colony group feted them with a supper party.

Joseph H. Anderson, at present Assistant Steward at Harlem Valley State Hospital, has been appointed to the position of Steward at Syracuse State School as of March 1, 1943.

Another employee of the School since 1923, Miss Bridget Riley, retired on February 15th. Miss Riley was employed in Garden Cottage.

Employees of Syracuse State School who recently entered military service were Mrs. Pearl B. Kilpatrick, who became a W.A.A.C., and Allen D. VanFleet, who entered the service of the U. S. Army.

Chapters Approved

At its meeting on February 16th the Executive Committee of the Association considered applications for chapters and proposed constitutions and by-laws submitted by two groups of members, at Harlem Valley State Hospital, Wingdale, and the State Reconstruction Home, West Haverstraw.

A number of groups in institutions and elsewhere are presently forming chapters, and the proposed constitutions and by-laws for these groups will be considered by the Executive Committee at a meeting scheduled to be held on April 13th.



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Legislative Report

(Continued from Page 43)

entire cost of the proposed adjustment.

"The employees rest their case on the plain justice and merits of their cause. Such action will make possible the retention of the services of thousands of experienced and able employees who otherwise may be obliged to seek jobs paying a living salary under war conditions. It will promote a willingness, already strong, for each to do the work of two during the emergency. It will make possible much more unpaid overtime work from departmental employees. It will improve the morale and efficiency of the State service to an extent far beyond any cost involved."

Employees will be kept advised of the progress of this bill and other bills sponsored by the Association, by bulletins which will be issued from time to time, and a full report on all Civil Service bills acted upon by the Legislature will be contained in the next issue of "The State Employee."

Guards Pay Favored

Legislation designed to place the employees of Dannemora State Hospital on Prison Guards' salary schedules with similar Civil Service Status has gained much support here in Albany.

At a recent meeting of the Civil Service Conference of the Department of Correction here in Albany, the following resolution, which was submitted by Mr. LaPorte of Dannemora State Hospital, was adopted unanimously:

"Be it resolved that the Officers and Delegates of the Civil Service Conference endorse and support legislation to be introduced at this session of the State Legislature designed to establish the status of the Uniform Personnel at the Dannemora State Hospital as that of Prison Guards in order to bring about the equalization of the pay schedule for those employees at that institution with the pay schedule of the employees of the other penal institutions throughout the State doing similar service."

The endorsement of the above resolution constitutes a willingness of the Prison Guard Personnel throughout New York State to cooperate in seeking the passage of this legislation.



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Representative's Hand Book

(Continued from Page 59)

vides compensation for disability from disease contracted in the course of employment.

3. It provides definite and fixed amounts for the various forms of disability based upon actual or calculated loss of wages due to physical impairment.

4. It provides for immediate payment of compensation in uncontested cases and provides easy machinery for quick determination of claims that are contested.

5. It provides, in addition to money benefits for disability, complete and continued medical and hospital services so long as the necessity for this exists. It gives to the injured employee the right to choose his own physician.

D. Advice for Quick Handling of Claims

The following advice is offered to State employees in the hope that by cooperating with the Department of Labor their cases may be disposed of expeditiously.

1. Immediately upon being injured, no matter how slight it may be, report the accident to your supervisor. Tell him where and how the accident occurred. This report should be given at once but must be given within thirty days after the accident. Failure to make the report within thirty day limit may cause the claim to be disallowed.

2. Immediately have first aid and go to your doctor. You have the right to choose your own physician, and it is a proper charge against compensation. You should be certain, however, that the physician has been authorized by the Industrial Commissioner to treat compensation cases; otherwise, except in cases of emergency, the cost might be shifted to you.

Immediately make out a claim for compensation and send it to the nearest office of the Department of Labor. Keep in mind that a notice and claim are separate requirements. The notice should be sent immediately to your employer and also to the Department of Labor and at the outside within thirty days. The claim must be made within one year. This is made on a separate form.

You should return to work as quickly as possible after your dis-

ability. It may mean much in money value. Be certain when you receive notice of hearings to attend them or send notice to the Department of your inability to attend.

N. Y. City Chapter Meeting

(Continued from Page 56)

stitute, Biagio Romeo; Public Service, Kenneth A. Valentine; Public Works Canals, Nicholas Colonna; Engineering, George A. Mortimer; Div. of Public Buildings, James Chiaravelle; Telephone Operators, Nora F. McAuley; Social Welfare, Edgar G. Lowell; Div. of Services for the Blind, Mae Frazee; State, Louis Nussbaum; State Insurance Fund, Edmund J. Bozek; Tax Files, Edward McAles; Tax Div. of Finance, John Ferguson (Marie Aselmo, Acting); New York City Motor Vehicles, Charles Caggiano; Brooklyn Motor Vehicles, Louis Fortgang; and Unemployment Insurance, Charles R. Culyer and William Teitelbaum.

A meeting of officers, committee chairmen and departmental delegates of the New York City Chapter was held on February 8th in the Elks Club, New York City. The newly elected officers were installed by Nominating Committee Chairman Milton Schwartz. Retiring President Kelly presided and made a farewell talk as president but promised close cooperation and assistance to the chapter in the future. President-elect John Powers assured those in attendance that his untiring efforts would be devoted to assure the continued success of the chapter. Association Vice-President, Charles L. Campbell, and Executive Secretary, Joseph D. Lochner, attended the meeting and spoke on the work and program of the Association for the ensuing year.

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Today

"Story of State

Government"

SEE INSIDE FRONT COVER

Excerpts from Budget Message and Bill

(Continued from Page 53)

"Health Institutions

"The positions at the State Hospital, Ray Brook, and the New York State Reconstruction Home, West Haverstraw, have been classified and allocated to appropriate groups and grades under the provisions of Section 40 of the civil service law. This completes salary standardization coverage for the institutions in this Department. Time service, formerly appropriated as a separate item, has been added to the line items for the current year and is included in the 1943-44 line items.

"In order to adjust salaries of all Health Department institutions for value of maintenance received, the grades have been arbitrarily reduced from the grade to which the Salary Standardization Board has allocated them. A study of Maintenance values is under way and it is not possible at this time to know the date of its completion. Because of this, it will be necessary, even though values are established by April 1, 1943, to continue, for these institutions, the above described method of maintenance adjustment."

"Social Welfare Institutions

"The positions at Hudson, Industry, Iroquois and Oxford have been classified and allocated to appropriate groups and grades under the provisions of Section 40 of the civil service law for the first time in this budget. Time service, formerly appropriated as a separate item to these four institutions, has been added to the line items for the current year.

"At this time, it is uncertain whether or not the establishment of maintenance values can be accomplished. Because of this, adjustments for maintenance have been made by arbitrarily reducing the grade to which a position has been allocated by the Salary Standardization Board. If maintenance values can not be determined for the 1943-44 fiscal year, it still may be necessary to continue for these institutions the above described method of maintenance adjustment."

Pay Your 1943

Dues TODAY!

Twenty-five Million Man Days Lost

By C. A. CARLISLE, JR.

In 1942, according to a Gallup survey, twenty-five million man days were lost due to illness in a four week period extending from November 24 to December 20. This means that almost one million persons were sick during that period. Certainly these figures show the need for accident and sickness insurance for all State employees.

In 1941, the American Institute of Public Opinion conducted a survey to show that inferior food as well as improperly balanced food severely injures the health of an employed person. Now with food rationing near at hand, the question is, can you maintain a correctly balanced diet at all times? Watch your diet carefully and protect your health with accident and sickness insurance.

The Peoples Gas Light and Coke Co. of Chicago recently made a study of their 4,700 employees and found that sickness had cost them \$125,000 per year. They also found that the following sicknesses were most prevalent in the order shown:

	Percentage of All Sicknesses
Colds, pneumonia	29%
Digestive (Stomach trouble)	13%
Arthritis	11%
Heart	9%
Tuberculosis	3%
Nervous and Mental	2%
All others	33%

No doubt many of your friends have had one or more of these sicknesses in the last six months or year. If they were protected by accident and sickness insurance, they can tell you of the blessing this protection is.

Your Future

U. S. Government figures prove that your chances of getting through life without a serious sickness or accident are rare indeed. It is not necessary to bore you with figures about accident or illnesses but you know how scarce doctors are now—also how crowded are all the hospitals. This means that disability due to accident or illness may result in a longer absence from work due to the scarcity of physicians. The only really sensible way to protect yourself for the future is by securing accident and sickness insurance.

Expense and Income

The most fearful part of an accident or sickness is not the physical pain. Usually it's the financial worry. During prolonged disability income stops, either at once, or later in the disability period. Then comes the strain of caring for regular living expenses plus the additional expenses of physicians, hospitals, medicine, treatments etc,

Accidents will happen, despite precautions taken. Sickness will occur, despite sensible living. But much of the hardship and tragedy can be prevented by intelligent insurance protection. This type of protection is available to you, as a State employee, through the group plan of accident and sickness insurance sponsored by your Association.

Claims

Hundreds of claims running to almost \$20,000 per month are paid to State workers, probably the vast majority of whom did not expect to be disabled but were. These claims are paid promptly and in full. Our claim men are courteous and if given your cooperation, prompt and satisfactory claim payments are made.

How Much Are You Worth?

If you earn \$60 per month you are worth \$18,000. If you earn \$100 per month you are worth \$30,000, etc. But if you get sick or are disabled by

accident, how will you replace your earning power?

Don't delay another day—get the details on the low-cost group plan of accident and sickness insurance sponsored by your Association. It offers broad coverage, at low-cost and is easily paid for by payroll deductions.

You need the protection offered by this plan, pay for it with a small amount out of your salary each pay day.

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The Capitol Beat

(Continued from Page 54)

machinery for processing the equipment was available at the State Barge Canal shops in Syracuse, set the proper wheels in motion in cooperation with Guy W. Pinck, commissioner of Canals and Waterways. Result: The State's workmen rushed the task—technically, it is known as re-rolling steel heat exchanger shells, which were all the Texas refinery needed—and an important chapter in the story of state-national cooperation in war production was written.

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The Front Cover

(Continued from Page 57)

A review of the actions and reactions of Trooper Chvatal on the morning—Christmas morning by the way—when alone on duty at his Sub Station in Herkimer County were those common to a natural born hero. The teletype message was a challenge to intelligence and courage, attributes which are requisites to selection as a trooper. But the message indicated that there were three dangerous men to deal with. Chvatal was not bound to expose himself to such an uneven battle. He could have called for assistance and waited but he felt this would result in leaving the people of the State too long at the mercy of serious personal injury and damage to property from the criminals involved. His bold judgment and his bravery apparently awed even the desperate men whom he sought to capture. What sort of a fellow was following them single-handed? What weapon did he possess that caused him to think he could overcome superior numbers? Men of such type do not understand the sentiments which bravery and sacred duty inspire. This modest trooper exemplifies the finest traditions of the defenders of life and property throughout the world. His action gives evidence as to the fate which awaits any saboteur or traitor in New York State. He honored himself by heroic action but he also honored New York State public service and this Association is naturally proud to number him among its members.

The Division of State Police is not always appraised properly either through appropriations for State Troopers or as to hours of work demanded of the members of the State Police Body. It is neither good citizenship nor economics to treat this group of fine public servants with any but the most intelligent attention to good employment practices.

The photograph used on the front cover was supplied through the courtesy of the New York Daily News.

Legislative Summary

(Continued from Page 65)

Int. 163, Print 163—Mr. Starkey—(Same as S. 130). Referred to Civil Service Committee.

Int. 168, Print 168—Mr. Thompson—(Same as S. 183). Referred to Ways and Means Committee.

Int. 171, Print 171—Mr. Todd—(Same as S. 110). Referred to Military Affairs Committee.

Int. 202, Print 204—Mr. Crews—(Same as S. 88). Referred to Civil Service Committee.

Int. 203, Print 205—Mr. Crews—Provides in competition for promotion in competitive civil service positions, person shall not be awarded extra credit by reason of education. Civil Service Law, Section 16. Referred to Civil Service Committee.

Int. 204, Print 206—Mr. Crews—Establishes an unemployment insurance fund for classified civil service employees, prescribes waiting period, amount of benefits, contributions by employers, administration by industrial comr.; creates advisory council of nine appointed by governor to establish rating system for each group; industrial comr. shall establish local employment offices, fund to be under supervision of tax comr. Labor Law, Article 23, new. Referred to Labor Committee.

Int. 250, Print 540—Mr. Crews—Provides service in merchant marine or army transport service shall be defined as military duty as applied to public employees absent on such duty; shall also include overseas service or service outside U. S. by Red Cross and U.S.O. workers. Military Law, Section 246. Referred to Military Affairs Committee.

Int. 295, Print 299—Mr. Owens—Permits widow of guard or employee in correction department receiving or eligible to receive retirement allowance at time of death, to receive an annuity equal to 1/2 of retirement allowance if she was married to and lived with him for at least ten years prior to his death. Correction Law, Section 470-b, new. Referred to Penal Institutions Committee.

Int. 299, Print 303—Mr. Bormann—Provides State and municipal civil service commissions shall not require applicant for examination to disclose if he is disabled veteran or claims preference as such. Civil Service Law, Section 21-a, new. Referred to Civil Service Committee.

Int. 301, Print 305—Mr. Bormann—Permits member of retirement or pension system maintained by political subdivision of State, to receive credit for military service in U. S. armed forces during first World War and to contribute to system as if service had been rendered to political subdivision. Referred to Civil Service Committee.

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An Institution Superintendent Writes:

"The first thing I wish to say is that I was almost astounded at the rapidity in which this payment was made, for with most insurance companies you have to wait a long time and present almost every form of document, so it is quite evident that the employees' Association is doing everything possible to aid the distressed employees."

A Wife of an Insured Member Advises:

"The Association is to be complimented on making the low-cost group life insurance available to State employees. It provides protection, easily paid for by payroll deductions, when it is needed the most."

One Beneficiary States:

"I wish to thank you for the prompt handling of this matter, and will be glad to tell my fellow employees in the Association of the prompt handling of this insurance claim."

An Insured Member Says:

"The Association has apparently made things easy all around relative to the group life insurance. It is easy to get, easy to pay for and it doesn't cost much, and from all accounts it is easy to collect when an insured member dies."

An Association Representative Writes:

"I delivered the check to Mrs. — yesterday afternoon. She was noticeable surprised at the promptness of the payment of this claim, as the funeral of her step-son has not yet taken place. This is the second case when I have delivered a group insurance check to a beneficiary prior to the funeral of the deceased member."

An Institution Employee Writes:

"I am glad to be able to secure the protection of the Association's group life insurance plan. I was advised by several insurance companies that because of the nature of my employment I would have to pay an increased premium rate, but under the group plan I pay the same premiums as others insured under the plan."

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For example, at age 39 or younger, \$1,000 of life insurance protection may be secured at a cost of only 30c per pay day. At older ages employees receive coverage at slightly increased rates. **No increase in rates** has as yet been put in effect for insurance issued under the Group Life Plan, although practically all insurance companies have increased their premium rates during the present war period.

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-  Constant loyal representation before executive, legislative and administrative branches of State Government.
-  "The State Employee," the Association's monthly magazine. Also frequent bulletin board statements are issued.
-  Services of local Chapters, of which forty-five are already established. Dues refunds provided by Association By-Laws should enable Chapters to render real service to members. Organization of Chapters throughout the State will make the Association more successful and effective.
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