

McGowan going on road to meet, talk, listen

ALBANY — CSEA President William L. McGowan, who likes to roll up his sleeves and meet members one-to-one, is taking to the road in a statewide program to allow members across New York to sit down and talk with the highest elected officer of CSEA.

"Effective communication is the lifeblood of a responsible labor union," the union leader said in announcing the tour, "but this is a two-way street. I want the rank and file to let me know one-on-one about their concerns and their problems. We have a network of elected officers to communicate members' concerns, but sometimes there is no substitute for a face-to-face talk and that is what we are after."

Plans are being drawn now by the Office of the President for a series of meetings across the state during August and September.

"Nobody who sits in a big office every day of the year can ever claim that they know what our members need and what they want," comments Mr. McGowan.

"Things change from year to year and even on a daily basis people change their opinions. It's important that the leaders of a union stay in touch with the rank and file personally and I hope this opportunity will be used by our members to get their feelings across."

Mr. McGowan, who travels extensively across the state on a regular basis throughout the year, said that while his normal appearances at union meetings and work locations provide him with a lot of information on the feelings of the membership, he feels there is no substitute for an open discussion in an informal setting.

"We want to do the best job that we can to represent our people," the union president said, "and we can't do that without a lot of input from the grass roots level. I hope this series of meetings will be as successful as the last, because communication between the rank and file and leadership is what this union should be all about."

Union to kick off its political action with early endorsements

ALBANY — The November general elections may be still a long way off, but most politicians criss-crossing the state or election districts between now and then will know whether they're seeking office with or without the support of the state's largest public employee union.

In fact, says Bernard J. Ryan, Director of CSEA's Legislative and Political Action Department, CSEA may begin announcing endorsements of known legislative candidates as early as this week, and more than 75% of the anticipated endorsements should be made public by as early as mid-August.

Ryan said the statewide Political Action Committee has decided to begin the union's political action efforts very early this election year, starting with immediate recommendations for endorsements from regional political action committees. Interviewing of candidates seeking CSEA endorsement has already begun, and as a result CSEA will be a major factor in the campaigns from the very start.

On another note, however, Ryan said the statewide PAC has approved a stance that CSEA will not issue any endorsements in the various congressional primary races in the state. CSEA will, however, be active in congressional races following the primaries, he noted.

Ryan said the union is depending heavily upon membership participation in this year's election process. "We will be sponsoring numerous 'meet the candidates' programs this year, and I urge every member to turn out when one is held nearby. While the union will be contributing financial aid to endorsed candidates, our real strength for candidates we support lies in our ability to obtain member volunteers to work on campaigns and to get our members and their families and friends to actually go to the polls and vote on election day," Ryan said.

He said an outline of the union's political action plans for this important election year will be unveiled in a future issue of *The Public Sector*, and that reports will be issued on a continuing basis to inform the membership of activities as the campaign progresses.

Unusual decision in Troy splits stolen items cost

TROY — A "Solomon-like decision" by an arbitrator has resolved a grievance filed by CSEA against the City of Troy by dividing the cost of replacing stolen tools on a 50/50 basis.

Burglars visited Troy's central garage in 1977 and stole personal tools belonging to two garage mechanics, who were required to provide their own tools and who always left their tools in the garage.

Subsequently, the City of Troy refused to pay for the tools, and judgments were filed.

"The case cries out for a Solomon-like solution," arbitrator Irving Sabghir said, ruling that a 50/50 settlement is "proper, fair and equitable." He directed that the City and the two employees will each be liable to 50 percent of the cost of the tools.

Public SECTOR

Official publication of The Civil Service Employees Association

Vol. 2, No. 40

(ISSN 0164 9949)

Wednesday, July 30, 1980

Lattimer appointed chairman of affiliation study committee

ALBANY — With less than a year remaining before the expiration of the affiliation agreement between CSEA and AFSCME, CSEA President William L. McGowan has announced the appointment of a top level committee to study the affiliation between the two giant public employee unions.

Robert Lattimer, President of CSEA's Western Region, is the chairman of the seven member panel created at the request of the union's Statewide Board of Directors. Representation on the Committee includes all Regions of CSEA and the union's State and County Divisions.

The Committee will examine all circumstances surrounding the historic affiliation agreement signed in April 1978 by the Civil Service Employees Association — the largest independent public employee union in the United States — and the American Federation of State, County and Municipal Employees, AFL-CIO, the largest public employee union in the labor federation.

The agreement was for a three year trial period during which time both unions would explore the merging of their energies and resources for the betterment of their combined membership.

CSEA's Board of Director and Delegates will have to approve any decisions to be made about the affiliation. The role of the Special Committee to Study the Affiliation is to research the circumstances which led to the affiliation, examine the experiences encountered by CSEA during the affiliation and analyze future benefits of a continuing relationship between CSEA and AFSCME.

No decisions concerning the relationship of the two labor unions will be made for some time and no action on this matter will be taking place at the upcoming Statewide Delegates meeting scheduled for September 29 through October 3.

Serving on the panel with Regional President Lattimer will be: Michael Curtin, of Region One, president of the Copiague Custodial Unit, CSEA, and County Educational Representative to the CSEA's Board of Directors; Felton King, president of the Staten Island Developmental Center Local and Mental Hygiene Representative to the Board of Directors from Region Two; Patrick Mascioli, president of Westchester County Local CSEA in Region Three and that county's representative to the Board of Directors; Dolores Farrell, president of Civil Service Department Local CSEA in Region Four and that department's representative on the Board of Directors; Maureen Malone, of Region Five, president of the Madison County Local CSEA and that county's representative to the Board of Directors; and Paul Christopher, president of the J.N. Adams Developmental Center Local and Mental Hygiene Representative to the Board of Directors from Region Six.

Keep the Special Olympics Torch Burning...



HELPING THE SPECIAL OLYMPICS — Syracuse City CSEA Local 013 helped raise funds for the Special Olympics with a raffle of this afghan. All proceeds from the raffle have been contributed to the Special Olympics by Local 013. The winner was selected during Local 013's annual clambake July 11. Local 013 President Claire McGrath, center,

holds box of tickets as CSEA Statewide Secretary Irene Carr, second from right, picks the winning ticket. Displaying the afghan are, from left, CSEA Statewide Executive Vice President Thomas McDonough, CSEA Region V President James Moore, and, right, CSEA Statewide Treasurer Jack Gallagher.

Sponsor an Athlete.

The Special Olympics is truly *Special*.

During the International Special Olympics held last year at Brockport, some two-hundred New York Special Olympians represented our state.

CSEA is proud to have been a continuing sponsor for the Special Olympics — for the International Special Olympics alone, we raised over \$12,000. But now the Special Olympics need you to become personally involved. There are over 40,000 Special Olympians here in New York who continue to need your support.

You can personally sponsor a Special Olympian in the 1980 program of training and competition for only \$19.50! Think of it . . . for roughly the price of dinner out for two, you can make a very real contribution to those who need it most.

Whoever said you can't buy joy has never looked into the faces of Special Olympians as they run their races, jump their jumps, do their pushups and win their medals. And the joy won't stop there. Because everyone who helped — from the volunteers to each financial contributor — shares a special joy quite unlike anything else.

Even if you can't afford the \$19.50 by yourself, you can **SPONSOR AN ATHLETE** with several co-workers or friends. For example, it would cost only \$9.75 apiece for two people; only \$3.90 each for five people. Of course, you can contribute more.

Each sponsor will receive the name and address of his or her athlete and information on when and where the Olympian will compete. And so you'll have something special to remind you of your help, you'll receive a certificate from

New York Special Olympics, Inc. that you'll be proud to keep.

Please help. For your convenience, use the attached coupon. *Send your tax-deductible contribution to:*

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Gains won in Vestal contract; unit OKS

VESTAL — Members of the Vestal School Unit of the Broome Educational Local 866 of the Civil Service Employees Assn. have overwhelmingly ratified a new 2-year contract, according to Jim Corcoran, CSEA Field Representative and chief negotiator for the non-instructional employees.

The contract, effective July 1, 1980, includes an \$875 across the board salary increase for salaried

employees the first year, and \$925 pro-rated for the same group in the second year.

Vestal school bus drivers will receive an increase of 45 cents per hour the first year, and 20 cents per hour, plus increment where due, the second year.

Food service employees will receive 25 cents per hour, plus increment where due, the first year, and 15 cents per hour, plus increment in the second year.

Cook managers will receive an increase of \$600 across the board the first year; \$650 the second year. Cook salaries will increase \$500 the first year; \$550 the second year.

New contract language for custodians includes: a differential of \$250 for the 2nd shift and \$375 for the 3rd shift the first year; \$275 for the second shift and \$400 for the 3rd shift the second year.



MEETING TO DISCUSS the final plans for a pilot employee orientation program to be tested among New York State Office of Public Health employees is, left to right, Guy Dugas, a CSEA representative to CWEP; Stephanie Richardson, WRI staff member; Steve Kafka, WRI staff representative; Allen Mead, CSEA representative to CWEP; Jack Conroy, Employee

Relations Officer for the NYS Office of Public Health; Dorris Rabinowitz, a member of the Health Department Labor/management committee; Allen Reilly, a CSEA representative to CWEP; Denis Herron, WRI staff member; Annette Barbaccia, WRI staff member, and Gary Lefkowitz, consultant to CWEP.

Statewide orientation program tested

ALBANY — Employees of the New York State Department of Health will soon participate in an orientation program being tested by the Committee on the Work Environment and Productivity (CWEP) for eventual statewide implementation.

CWEP, a joint NYS-Civil Service Employees Assn. committee established through contract negotiations to study and act on issues pertaining to the improvement of state employment, is soliciting the employee volunteers from Office of Public Health sites in Albany, White Plains and Helen Hayes Hospital.

According to Allen Mead, a CSEA representative to CWEP, the

employees will be interviewed beforehand to determine what their expectations of such a program are; then will go through the actual orientation process, and finally be asked for their reactions to it. If successful, CWEP expects to extend the program to all incoming state employees.

The original idea for the orientation program was proposed to CWEP by the health department labor/management committee, whose CSEA representatives are Mead and Dorris Rabinowitz, president of the NYS Department of Laboratories and Research CSEA Local.

CWEP agreed to provide the funding and hired Welfare Research,

Inc. to launch the pilot project within the health department. Local labor/management committees will be assisting WRI in their own areas.

The union, says Mead, is pleased with the plans for the program. "An orientation program is sorely needed in the health department, as well as all state departments, and this test project is a step toward establishing a permanent one," he said.

Mead and other CSEA local representatives will be conducting the portion of the program devoted to union membership. Included will be a message from President William L. McGowan, an explanation of CSEA's

structure and information about what the union does for its members.

The final program is a comprehensive one, covering all facets of state employment, which can be tailored to meet the special needs of employees in each department.

Through the use of printed materials and audio-visual presentations information will be presented on the workings of the health department and the office of public health, the facility in which the employees are housed, safety, benefits of working for the state and other issues such as parking, working hours, lunch breaks and obtaining supplies.



CSEA FIELD REPRESENTATIVE Ronald King, second left, discusses problems of the Southampton Unit of Suffolk County Local 852 with, from left, Brian Gilbride, Dave Ward and Fred Sieger; treasurer, president and vice president, respectively, of the unit.

PERB says Southampton may force employees to use vacation time

SOUTHAMPTON — A PERB arbitrator, in a binding decision, has ruled that the Town of Southampton has the right, even though it is not spelled out in contract language, to close the Highway Department for one week this summer, forcing employees to use vacation accruals.

CSEA had filed a grievance on the initial order to close the Highway department for two weeks arguing that it would violate the member's right to use accrued vacation time at their discretion. Moreover, the CSEA said that there was no specific management rights clause in the contract authorizing such a new policy.

"One of the reasons that negotiations dragged on so long last year was because the town insisted on a management rights clause. We kept it out, however," said Brian Gilbride, CSEA unit treasurer and a heavy equipment operator at North Sea Landfill.

The grievance was prepared by Fieldman Ron King and filed by David Ward, CSEA unit president after a March meeting of the unit.

Last week, however, PERB Arbitrator Nathaniel Cohen ruled that the Town has a right in principal to close a department but limited the closing to one week, Aug. 1 to 11. Originally, the town wanted to close from July 25 to Aug. 11.

Public SECTOR

Official publication of
The Civil Service Employees Association
33 Elk Street, Albany, New York 12224

The Public Sector (445010) is published every Wednesday weekly except for Wednesdays after New Years, Memorial Day, Fourth of July and Labor Day for \$5 by the Civil Service Employees Association, 33 Elk Street, Albany, New York 12224.

Second Class Postage paid at Post Office, Albany, New York. Send address changes to The Public Sector, 33 Elk Street, Albany, New York 12224.

Publication office, 75 Champlain Street, Albany, New York 12204. Single copy Price 25¢

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Published every Wednesday by Clarity Publishing, Inc. Publication Office, 75 Champlain Street, Albany, N.Y. 12204 (518) 465-4591



FORECLOSING ON A TRADITION

Consumer Alert Attorney General Robert Abrams



Money-Back Guarantees

Anyone who watches late-night television, or has glanced at advertisements in magazines and even on match-book covers, has probably come across a seller's claim of a money-back guarantee. But sellers may not always deliver what they have promised. Consumers should be aware of the laws which protect them against false promises of money-back guarantees.

In 1977, the New York State Legislature enacted two laws pertaining to guarantees of refunds when the buyer is dissatisfied. These laws, §396-n and §396-o of the General Business Law, help to protect buyers from entering into an unfair "bargain."

GBL §396-n provides that whenever a seller offers or advertises the sale of consumer goods (those used primarily for personal, family or household purposes) and promises the return of the purchase price upon return of the goods, the seller shall be required to return the full purchase price. The only exception to being compelled to provide a full refund is when the seller specifically states that he offers a "limited guarantee."

If the seller only offers a "limited guarantee," consumers should be aware that the seller need only refund a fraction of the total purchase price. The law requires that the terms of the limited guarantee must be specified in the offer. Consumers should always carefully scrutinize those terms.

GBL §396-o provides some additional protection for consumers. When a seller promises that a full credit or refund will be made upon return of the goods, the consumer may himself choose whether he wishes to receive credit or a re-

fund. The seller cannot make that decision for him.

In addition to these New York laws, the Federal Trade Commission has established guides for the use of its staff in evaluating the fairness of certain representations made by sellers. The guides are not all-inclusive and do not attempt to define the exact lines between compliance and violation of the law. Nevertheless, they may be helpful to consumers who seek to determine the terms of a particular offer.

The FTC guides provide that a guarantee must clearly and conspicuously state: (1) the nature and extent of the guarantee; (2) the manner in which the guarantor will perform; and (3) the identity of the guarantor.

A money-back guarantee, furthermore, will not absolve a seller of responsibility for the representations made within the guarantee. For example, where a seller guarantees that a product "will kill weeds, or your money back," the seller will be liable if the product fails to kill weeds, even though he gives the consumer a refund of the purchase price.

Although New York State laws and the FTC guidelines provide some help for consumers drawn into unscrupulous "bargains," they do not fully protect consumers who are tempted by the appearance that a purchase has "no strings attached." Consumer laws have only begun to touch on the numerous selling tactics which work to the consumer's disadvantage. The best protection, therefore, requires an awareness of our rights and, of course, the practice of good common sense. By so doing, we can assure that the bargain we find is, truly, a bargain. ■



TOWN WORKER HONORED — North Hempstead Town Supervisor Michael J. Tully, Jr. recently presented Town Animal Shelter laborer Leo Foster, Jr. with a "Certificate of Award" praising Foster's heroic rescue of a 13-year-old Hempstead girl from a burning house which he re-entered and crawled through to rescue the girl. Foster, who was a boarder in the burning house, was cited for his "courageous and unselfish" act.

Pawling oks pact

FISHKILL — Both labor and management have unanimously ratified a new, three-year CSEA contract for 50 non-teaching employees of the Pawling Central School District.

The pact calls for raises of 8 per cent per year, plus increments, for clericals, custodians and bus drivers in the district, and for raises of 7 percent per year, plus increments, for cafeteria personnel.

Other improvements in the contract include an extra holiday for bus drivers; increased allowances for cafeteria workers' uniforms; and, for clericals, a \$135 "snow-day increment," which will be applied to the salary schedule. The former snow-day payment was \$117, and it was not added to the schedule.

Also, bus drivers will now make an extra \$25 for runs to New York City. The contract, retroactive to July 1, expires on June 30, 1983.

"The negotiating team did a good job of meeting the members' needs, and the members showed that by their unanimous ratification of the contract," said CSEA Collective Bargaining Specialist Emanuele Vitale, who assisted the unit. Unit President Richard Buehler chaired the negotiating team, which included Dorothy Osborne, representing clericals; Edward Kiernan, representing custodians; Nancy Burhans, representing bus drivers; and Amy Snowdon, representing cafeteria employees.

CSEA Safety Hotline
800-342-4824

Personal diary on employees causes furor at Hornell DOT



CSEA REGIONAL PRESIDENT Robert Lattimer has taken strong exception to the keeping of a personal diary on DOT employees at Hornell. "It's not only a poor personnel practice, but it's downright wrong," he charges.

By Dawn LePore

HORNELL-CSEA workers at the Department of Transportation facility here have — unknown to them — had their actions, both on the job and off, recorded in a personal diary of a management employee, according to CSEA Local 007 President Harold Towner.

Region officials, who were sent copies of the diary anonymously

vance notice, has the right to see that file and respond to any derogatory material. If unsubstantiated information is found, it must be removed.

"What that means is that they're not supposed to keep a personnel file that you can't see or have access to," Towner said. "But that's exactly what they're doing."

Information in the diary, kept by a resident engineer at the facility,

brought our own tools to the job because they're not available here," said an employee. "It's unbelievable some of the questions he would ask you. He asked me after I had had a day off 'Oh, too hungover to come to work, huh?' — when I had taken the day off for my child's birthday," he said. "He was always jumping to conclusions."

Another employee was brought before a disciplinary board and charged with drinking while on the job, after a report came from the engineer's office. The man, however, had not even been working when the alleged abuse occurred, and he was later exonerated.

Not one of the employees mentioned in the diary has been promoted since being written about, although in many instances, they've been well qualified, Towner said.

"I was told twice by a supervisor that I deserved a job I was up for, but that I wasn't going to get it because (the engineer) didn't like me," one employee said.

The diary's author retired from state service earlier this year, but local union officials agree that, unfortunately, doesn't end the problem.

"Maybe he's gone, but how many other people are doing the same thing here and around the state?" Wallenbeck asked.

"It's not only a poor personnel practice, but it's downright wrong."

—Region VI President Robert Lattimer

through the mail, have gone on record in opposition to the keeping of such a diary as a violation of employee rights.

"It's not only a poor personnel practice, but it's downright wrong," said Region 6 President Robert Lattimer.

Lattimer said that in discussions with management at Hornell and with a member of the State Personnel Office of the Department of Transportation, "They didn't feel anything was wrong with it."

Lattimer and Regional Director Lee Frank have since written a letter taking strong objection with the practice of diary keeping, copies of which have been posted on CSEA bulletin boards at Hornell.

According to Article 18 of the Operational Services bargaining agreement, only one official personnel history folder may be maintained for any employee. The employee, upon request and with ad-

recorded personal accounts of several employees, often without substantiation, which were later used against the individuals during time of promotion or grievance, Towner said.

"He would say to an employee during an interview, 'Remember when we had to garnishee your wages a couple of years ago?'" said John Wallenbeck, grievance chairman of the local.

Another instance in the diary intimated that an employee had borrowed a level (which he had done with permission from a superior), intending to steal the tool.

"He would say those kind of things, but he never took note when we

"They're not supposed to keep a personnel file that you can't see or have access to. But that's exactly what they're doing."

—Local 007 President Harold Towner

Buffalo boycott successful

CLARENCE — Joined with representatives from the AFL-CIO, NOW, ACTU, the UAW and local steelworkers, members of the CSEA Buffalo City Local 003 participated in a demonstration July 11 against the F. W. Woolworth store here.

The group spent about an hour at Woolworth's — one of a handful of stores in the Buffalo area which still carry J. P. Stevens

products — urging customers to boycott the anti-union company's goods.

The demonstration, given local television and newspaper coverage, went over so well, according to Local 003 President Patricia Pflieger, that L. L. Berger, another retail chain still carrying Steven's line, has offered to drop the products immediately.

Insurance conversion plan

The Civil Service Employees Assn. has announced that certain members who are insured under the Basic Group Life Insurance Program are eligible to convert part of their coverage (without medical information) to an individual form of insurance with the Travelers Insurance Company. The Basic Group Life Program is a term insurance plan which provides for in-service conversion privileges.

The in-service conversion privilege allows any actively employed member participating in the Group Life Program, who is age 50 or older, to convert up to \$5,000 of their term insurance to an individual form of coverage, other than term insurance. Application must be made by August 31, 1980. The amount of the group term insurance the employee is insured for will be reduced by the amount converted.

Those interested may request information on the conversion privilege by returning the coupon on this page. The effective date of the converted insurance will be November 1, 1980. Premium payments for the converted insurance will be made directly to Travelers Insurance Company.

The Civil Service Employees Association
33 Elk Street
Albany, NY 12224

Please send me information concerning the Conversion Privilege for the CSEA Basic Group Life Insurance Program.

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Last First Middle Initial Maiden

HOME ADDRESS: _____
Street City State Zip Code

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After just one year, EAP network reaching over 40 union locals with specialized help

ALBANY — The joint Civil Service Employees Assn. New York State Employees Assistance Program, established in March of 1979, to help troubled state workers find guidance and counseling in their local communities, has expanded its services to include help for employees with terminal illnesses, advice for planning retirement and the implementation of on-the-job blood pressure clinics.

Terminally ill employees in the greater Albany area or employees who have a family member suffering from a terminal illness, will be steered into the Hospice Program operated out of St. Peter's Hospital, Albany.

"Many of these workers would like to keep working, to keep making a contribution as long as possible, and through the hospice, the EAP wants to give them the encouragement to do so," said John Quinn, Director of the EAP's Administrative Office in Albany.

Through the pre-retirement planning program, Quinn and his staff hope to make employees aware of what benefits are available to them through the NYS retirement system and to offer financial advice.

With support from the American Heart and Lung Association, the EAP office will show local coordinators how to implement high blood pressure screening clinics in the workplace.

After its first year of operation, the EAP has grown into a network of more than 40 participating locals, servicing a total of approximately 35,000 workers.

Eighty percent of the employees who have sought the aid of the program so far were found to have drinking problems, according to Quinn. The recovery rate for these people, he said, is 70 to 80 percent.

Those with emotional, personal or family problems are also helped. "We can and will assist the employee with any kind of problem which may affect job performance or family life," Quinn explained.

Where local programs have been implemented, Quinn says there is a "definite tendency on the part of the employer to use the program. Rather than take disciplinary action against an employee who is consistently late or whose output has decreased suddenly, the employer is now asking if the employee has problems and recommending the EAP route."

Employees are also coming in on their own, before a problem shows up in their job performance. "Actually these are the keys," Quinn pointed out. "Early identification and self referral — eventually we hope to have all workers use the program in this manner."

The EAP is funded by a grant from the NYS Division of Alcohol and Substance Abuse and administered by the CSEA, because it has a high degree of credibility with the workers.

Local programs are established through a committee of local representatives and the particular agencies management representatives. After setting up the initial program with assistance from the central EAP office, the two sides begin the process of selecting a coordinator from among the employee population.

The central office monitors local programs, provides coordinator training, offers new directions and develops new programs based on input from the coordinators.

Much emphasis is given to coordinator training, Quinn said. "The coordinator must be a strong and caring person and must take the job seriously. Confidentiality is most important."

Quinn also warned that the coordinator can suffer from "burnout," in which he internalizes the problems of those he deals with or experiences frustration in attempting to.

In this case the central office immediately provides counseling. "The coordinator can't give his best unless he's at his best," Quinn said.

Helping terminally ill cope one of new services offered

By Deborah Cassidy
Staff Writer

ALBANY — Evelyn W. lay curled up on the bed in the darkened room, having shunned her family in the hallway outside. She wouldn't even acknowledge the two visitors who sat at the foot of the bed quietly talking to her.

She was trying to run away from the news she had been given earlier that day — within a year Hodgkin's Disease, a form of cancer that grows in the body's lymph nodes, would rob her of her young life.

The visitors, staff members from St. Peter's Hospice, a program which helps the terminally ill and their families deal with the adverse effects of the illness and death, told her she could make the last year the most meaningful in her life. They told her it was even possible for her to continue working at the job she so dearly loved.

When the visitors left to join the family, the woman still made no move. After a few minutes, however, she came out of the room and put her hand out to her husband, seeking the comfort she so badly needed.

That was just the beginning. Evelyn did die, nearly nine months later, but those months were spent doing things she had always wanted to do, seeing people she had not seen in years, and working on a part-time basis.

St. Peter's Hospice, under the direction of Drs. Inger Corless and Michael Murphy, has recently become linked with the Civil Service Employees Assn. New York State Employees Assistance Program.

"We have recently identified the need for such counseling among some of our employees," says John Quinn, EAP Director. "One of our aims is to help these employees keep working as long as possible."

ALBANY — Civil Service Employees Assn. President William McGowan has appointed Employees Assistance Program representative James Murphy as the CSEA's representative on the Advisory Board for St. Peter's Hospice, a program which aids terminally ill patients, and their families, get through the final stages of life.

Through Murphy, the union will have some impact on decisions affecting Hospice policies and services.

All local EAP coordinators have been informed about the Albany hospice and will refer employees there as needed, he said.

Basically, the programs the terminally ill patient to put the remainder of life in order, says Dr. Corless. "We with the patient and the family to look at those things not as a time of dying, but as a time for growing."

If the patient wants to keep working, the hospice will encourage him to do so even if only part time. "It's so important for the patient to know he can still be a contributing member to society. And there may be unfinished business work they won't want to leave behind," said Quinn.

The flex-time system which the state operates is especially conducive to this, he pointed out.

As much as possible the hospice encourages the patient to maintain normal patterns, to remain active.

With a growing volunteer staff, the hospice is able to send individual workers out to talk and visit with the patient as often as the patient requires. "One of the biggest fears of the terminally ill person is that he will be alone, he'll die alone. But with the Hospice that never happen. We promise that to the patient in the beginning," said Dr. Corless.

Another service offered by the program is an Inn, where the patient can go temporarily if he needs to get away from the home environment. Transportation to and from the Inn is provided by the hospice program.

The rest of the family is treated as part of the program. "They must be able to handle their grief, to know how to deal with the patient, and rid themselves from any guilt over the death," she said. "We give them the courage and strength to get through this rough period."

The employee who has a family member with a terminal illness, can also be aided through the program. Such a situation would naturally affect that person's work habits, Quinn noted, so the support of the hospice is needed to keep that employee on the job.

All parties involved, according to Dr. Corless are encouraged to express their feelings whether they be anger or joy. And they're encouraged to keep talking as the patient is actually dying — to affirm their love of one another and to review happy memories.

Dr. Corless told of one mother whose two daughters sang to her as she slipped into a coma. She died peaceful and smiling.

"We offer compassionate care," said Dr. Corless. Since the needs and concerns of each patient and each family varies, we work individually with them to fulfill their desires."



AMONG EAP STAFF members who help troubled employee are, from left, Thomas Haight, EAP Representative for Region III; program secretary May Morgan; CSEA EAP Director John Quinn; EAP Training Specialist Arne Wipfler, and EAP Region IV Representative Jim Murphy.

"There is a definite tendency on the part of the employer to use the program. Rather than take disciplinary action against an employee who is consistently late or whose output has decreased suddenly, the employer is now asking if the employee has problems and recommending the EAP route."



DR. INGER CORLESS, CO-DIRECTOR OF ST. PETER'S HOSPICE, far right, meets with, left to right, volunteer Christine Thompson and co-directors of volunteers Claire Bartlett and Lorraine Harper.

NEED HELP?

Call
EAP

1-800-342-3565

The Employee Assistance Program (EAP) is a free CONFIDENTIAL counseling service established by CSEA under a special financial grant from the New York State Division of Alcoholism and Alcohol Abuse.

For this member, like all others, union was there

Editor's note: The adjacent letter from a grateful member to CSEA President William L. McGowan is self explanatory. It is being reprinted here not only as public recognition of those union people mentioned by the writer, but also because it expresses as only a member in need could, the extent of effort and professionalism of service CSEA provides to its membership. The story within the letter is not an unusual one; similar union efforts to protect the rights of members occur on a daily basis across the state. Fortunately, most members never encounter situations as severe as this one, and thus remain generally unaware of the deep dedication the union has to protecting every right its members possess. But John Lowery now knows, as do many other members in similar situations the union aids annually. And through his letter here he helps to remind all members that CSEA is there, in force, if the need every arises.

Dear Mr. McGowan,

I know that you are a very busy person, but I hope that you will take just a few of your precious moments to read this letter.

In May 1979 I was dismissed from employment at the Goshen Center for Boys, on some alleged charges. With a wife and two children (the oldest being 3 years old) this was to be one of the most trying periods of my life. After some consultations and careful consideration I turned to the Civil Service Employees Assoc. for help.

I contacted my local president and was told to get in touch with Mr. Felice (Flip) Amodio, Field Representative, Region 3, because he was the man who got things done, and right. After I contacted him the first thing he did was to calm me down and explain the entire procedure of how he and I as a team would have to pursue this problem.

Mr. Amodio became relentless in his pursuit of a fair and just hearing for me. When he began to work I saw the forces of the CSEA move into action and rally behind and in front of one member, myself. I saw the extent our Union was willing to go to for my rights. I was unaware of the Power, Strength, and Resources possessed by the CSEA.

On June 20, 1980 I was granted a Consent Award because of the efforts of Mr. Amodio and the CSEA Force. The award was not mine alone, but it represents a Victory for every member. We as a group have advanced one more step. I feel I owe something, but I don't think that a price could be put on this service. After the expenses, the dues seem so small for what we have access to.

I wish to thank you and all State Officers of the CSEA. Also thanks to Mr. J. Lennon, President Region 3 and all Officers and employees of this region. Above all I wish to thank Mr. Amodio for his dedication, concern, and efforts displayed in the handling of this grievance. Again thank you all very much.

Very truly yours,
John E. Lowery

Order restoration of unit positions

Rockland County should have negotiated with CSEA before it attempted to take ten positions out of the bargaining unit and put them into administration, State Arbitrator Joan S. Kiok has ruled. The decision arises out of a complaint the union filed last year.

The case started when the county abolished ten positions in its data processing department and reestablished the same positions at four levels within the broad category of "management analysis and programmer." The action took away from the employees their collective bargaining rights, and the union filed an improper practice charge, although it later agreed to resolve the matter in arbitration.

In testimony taken during hearings, it was established that despite the title changes job duties remained the same and, in fact, the county had indicated that no additional Civil Service testing be required.

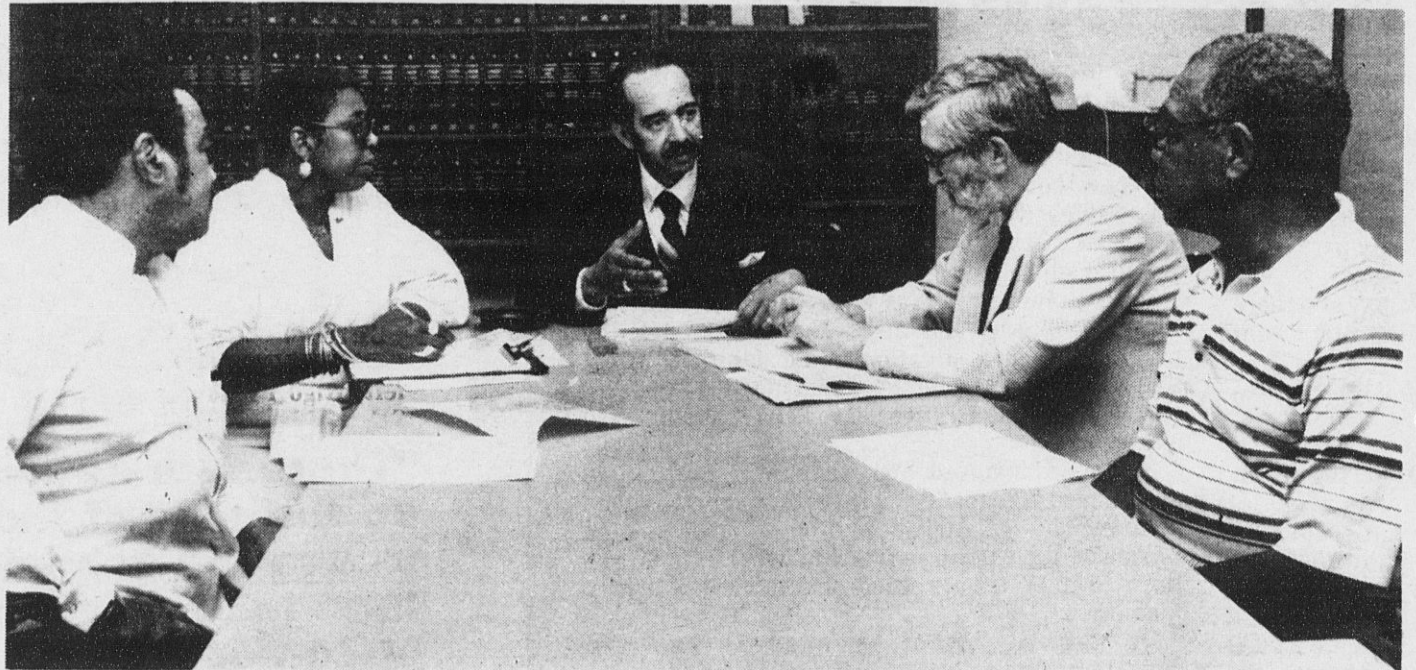
CSEA maintained that the county had no right to unilaterally take positions out of the bargaining unit and saw the change in titles as "a subterfuge to remove the employees from the bargaining unit without any substantial change in the duties performed."

In her decision, Ms. Kiok ruled, "It is axiomatic that an employer may not transfer bargaining unit work out of the unit during the contract term and without negotiations" and noted, "testimony taken overwhelmingly supports the CSEA's contention that the duties of the employees substantially remained the same although their titles changed."

The arbitrator added that taking people out of the bargaining unit was regarded as jeopardizing job security, which is one of the reasons for union representation.

Rockland County CSEA Local President John Mauro called it "a victory for collective bargaining and a significant step in protecting our membership."

The county has been ordered to restore the employees to their previous titles.



CSEA'S HUMAN RIGHTS COMMITTEE, one of several union committees concerned with specific important areas of interest to the union's membership, meets regularly to review current conditions and situations. Shown at a recent committee meeting in Albany are, from left, members William Rowe of Upstate Supply

Support Distribution Center Local 444, Jean Frazier of Pilgrim Psychiatric Center Local 418, Cassell Brockett of Metro Area Armory Local 254, CSEA staff coordinator Walter Leubner, and member Robert Taylor of Binghamton City CSEA Local 002.

Troy employees are paving city streets and saving taxpayers a lot of money

TROY — At least one local government official, it seems, agrees with the Civil Service Employees Assn.'s longstanding contention that it is more costly, and often less-productive, to contract out work, normally done by public employees, to private firms.

Troy City Manager John P. Buckley recently stated that having the Department of Public Works crews, rather than private contractors, repave city streets this year "will result in a sizable saving to Troy taxpayers." The actual savings is more than \$100,000 he said.

As part of an extensive spring-summer repaving project, DPW crews will reconstruct and widen three major streets and apply a new asphalt surface to 33 others

this year. Last year, according to the DPW records 26 streets were processed.

The union, says City of Troy Unit President Joseph Cassidy, is pleased that the abilities of the employees is being recognized. "These men can do a quality job and they certainly deserve the credit," he said.

Jack Corcoran, Regional Director for the Capital Region of the CSEA, said he hopes Troy's experience will provide an example for other local governments who think they will save money by contracting out services of any kind.

"It's the union position that the services of public employees should be utilized for performing public jobs. This has been our position for many years and it's

finally making sense to the employer," he said.

As a result Buckley says he will continue to have DPW crews do asphalt paving and plans to expand their road construction and reconstruction capabilities, "which definitely will save money for the city."

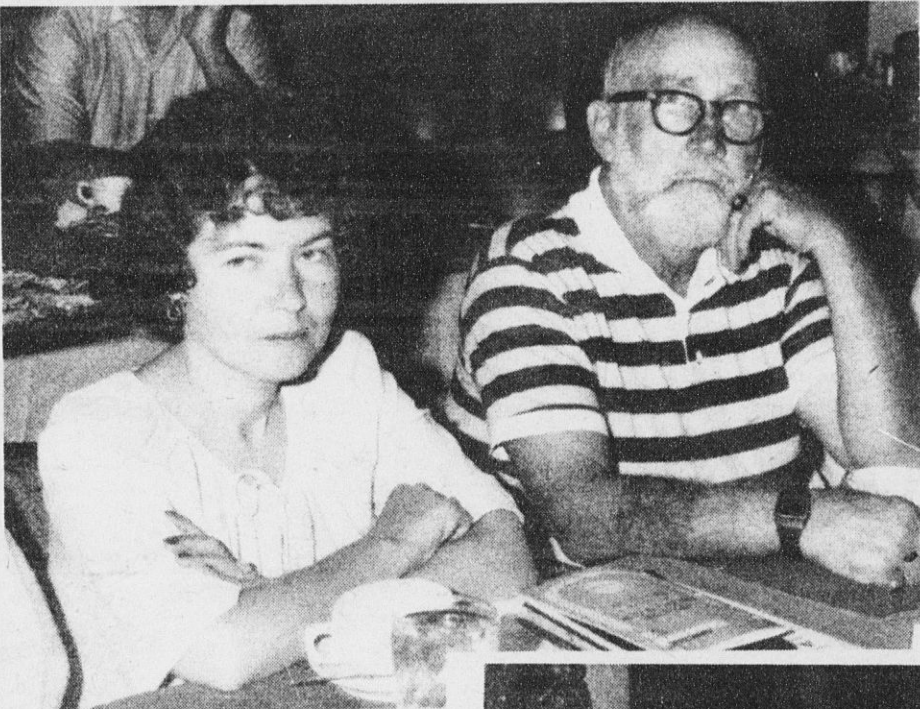
DPW Commissioner Thomas Murley agrees with the city manager, saying, "Troy can substantially reduce its dependence on contract paving by purchasing and using much of its own equipment and by doing more paving with DPW personnel."

Both Cassidy and Corcoran commended Buckley for his actions and the recognition he is giving the workers.



THE NEWLY ELECTED OFFICERS of the Hudson Valley Community College Unit, Civil Service Employees Assn., were installed recently by Capital Region CSEA President Joseph McDermott, at a dinner given in their honor. From left to right are shop stewards Ann Keith, Joseph Owens, Ene Brandt and Mary Ormsby (middle foreground); Pat Ibarreche, treasurer; Mille Delgado, vice president, and Richard Evans, president.

BEING HONORED FOR HIS ROLE in helping to establish the CSEA Unit at HVCC and for many years of service to the union is Richard Slater, far left. Slater, who has served as first vice-president for two years, a shop steward for three years and as an active member of many unit committees, was presented with a plaque by Capital Region CSEA President Joseph McDermott, right, at a recent installation dinner for new unit officers. At center is Unit President Richard Evans.



(Left) **AMONG THOSE AT THE** Region I safety workshop were Marsha Mason and Joseph Cluxton, both SUNY Farmingdale Local 606.

(Below) **CSEA FIELD REPRESENTATIVES**, from left, Rigo Predonzan and Irwin Scharfeld attend Region I safety workshop in Melville.



Mark Beecher promoted to Chief Mediator

Mark H. Beecher, of Lewiston, has been promoted to Chief Regional Mediator for the New York State Public Employment Relations Board in its Buffalo office. Mr. Beecher has been a Supervising Mediator with the agency since 1975. He joined the agency in 1969 as a Mediator.

Mr. Beecher's promotion was announced by Harold R. Newman, Chairman of PERB.

The Public Employment Relations Board administers New York's Taylor Law, the statute that governs labor relations in the public sector.

Mr. Beecher succeeds Eric W. Lawson, Jr., who resigned last August to enter the State University of New York at Buffalo Faculty of Law and Jurisprudence.

L.I. safety workshop held

MELVILLE — Long Island Region I recently held a safety workshop which concentrated on actions a local safety committee could be involved in, including inspections, labor-management meetings, policy involvement and publicity.

Main speaker at the workshop was Paul Rosenstein of the AFSCME

Education Department and editor of "Steward" magazine.

Among those at the workshop were Region I First Vice President Danny Donohue, Education Committee Chairman Gregory Szurnicki, Safety Committee Chairman Arthur Loving, Regional Director William Griffin and Field Representatives Rigo Predonzan and Irwin Scharfeld.

CSEA pleased with repairs

ALBANY — After finding a number of fire safety violations during a routine inspection tour of two New York State Department of State locations in Albany, Civil Service Employees Assn. officials say they are pleased with the progress being made by state administrators to correct the problem.

According to June Scott, president of the Department of State Local CSEA, only three days after she and Capital Region CSEA Field Services Director Jack Corcoran toured offices in Twin Towers Building at 162 Washington Avenue, repairmen came around to test and make necessary adjustments on fire extinguishers, which had not been checked for several years.

At both locations, the inspection revealed boxes of papers blocking corridors and electrical outlets being overused.

In addition, it was discovered that exhaust fans were not present in certain rooms in the Twin Towers where employees work with chemicals.

At 162 Washington Avenue, the union found that the ventilation system in the rest rooms and the air conditioning system for some of the offices were not functioning adequately.

State and union officials agreed on an August 14 deadline for completion of the repairs and clean up.

"We are more than pleased with the attempt already being made by the state and, at this point, have no reason to believe they will not meet the August 14 deadline," said Scott.

Calendar of EVENTS

August

- 2—DOT Local 508 first annual picnic, Belmont State Park, Babylon.
- 16—Rensselaer County Local 842 annual steakroast, 1 p.m., Krause's Halfmoon Beach, Crescent.
- 20—Nassau County Local 830 Executive Committee meeting, 5:30 p.m., Salisbury Inn, Eisenhower Park, East Meadow.
- 23 — Brooklyn Developmental Center Local 447 disco and fashion show in honor of James Gripper, 10 p.m.-3 a.m., Midwood Terrace, 1143 Flatbush Ave., Brooklyn.

Exam enrollments reach record high

The number of State and local examinations completed last year was at a five-year record high, according to the 1979 State Department of Civil Service Annual Report, which was released last month. During the year, 4,849 State and local examinations were completed. Of these, 759 were for State titles and 4,090 were for titles in municipal service. Five-year highs also were set for the number of State oral test candidates tested (6,288), the number of character and fitness reviews (9,821) conducted, and the number of State and local candidates (15,499) rated on the basis of training and experience.

Meanwhile, the Department's employee health insurance program, which covers more than one million people, was undergoing the most extensive changes in its 22-year history. These changes (previously reported in SPN), were required to carry out new negotiated agreements between the State and employee unions. The changeover was conducted on a crash basis with the highest Department priority, and was completed on schedule.

In other highlights covered in the 1979 Annual Report:

- More than 15,000 determinations were made by the Classification and Compensation Division concerning appropriate titles and salary grades affecting more than 64,000 State positions. These determinations were

required as a result of agency reorganizations, new programs, and changes in the nature of jobs.

- The Career Opportunities Division placed 926 individuals through its various programs which provide training and jobs for minorities, women and the handicapped. In its new "Steno Pool Program" (See SPN, November 1979), individuals produce finished work for participating agencies as part of their training.

- The Department's network of computer terminals was expanded, bringing to 46 the number of State agencies, facilities and institutions which can retrieve computerized personnel data directly in their offices. The information is from a central file established and updated weekly by Civil Service.

- The Employee Relations Section produced a special report on the experience of State agencies in providing part-time jobs, flexible hours and other alternative work schedules (see SPN, December 1979).

- The Municipal Service Division completed a study of local recommendations for changes in the civil service system, and adopted procedures for more effective use of examination services to localities.

- The Department's State Employment Continuity Center helped place 251 employees and offered jobs to 42 individuals.



SUGGESTIONS PAY OFF — Joseph Liotta, a senior computer programmer, second from left, and Deborah Kazukenus, a medicaid claims examiner, second from right, both of the Medicaid Management Information System section of the State Department of Social Services in Albany, recently were presented suggestion award certificates for ideas submitted under the state employee suggestion program. The awards were presented by Bernard Noonan, left, Director of the Implementation and Operations Section, MMIS, and Fred Waite, right, MMIS Training Coordinator.

1982 Mass. budget prohibits purchase of Stevens products

BOSTON — For the second successive year, the state of Massachusetts is refusing to purchase any products of the J.P. Stevens Company.

The state's fiscal 1982 budget, approved by the legislature and signed by the governor, specifically forbids the use of any state funds to buy Stevens goods, which are also the target of a nationwide consumer boycott called by the Clothing & Textile Workers.

Massachusetts AFL-CIO President Arthur Osborne called the state's action a "courageous step which will insure that no taxpayer's dollars will be used to support the illegal and inhumane practices of the J.P. Stevens Company."

Stevens has been the target of similar action by the state of California, Connecticut and Maine.

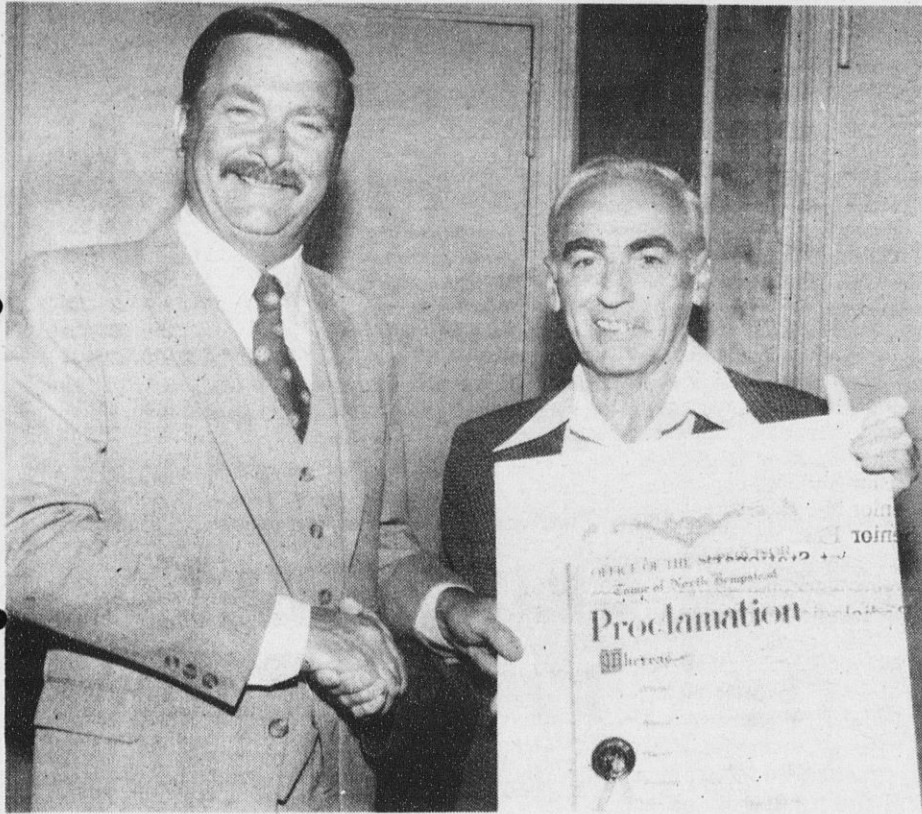
OPEN CONTINUOUS STATE JOB CALENDAR

Senior Medical Records Technician	\$10,624	20-107
Pharmacist (salary varies with location)	\$14,388-\$15,562	20-129
Assistant Sanitary Engineer	\$16,040	20-122
Senior Sanitary Engineer	\$18,301	20-123
Clinical Physician I	\$27,942	20-118
Clinical Physician II	\$31,055	20-119
Assistant Clinical Physician	\$25,161	20-117
Attorney	\$14,850	20-113
Assistant Attorney	\$12,397	20-113
Attorney Trainee	\$11,723	20-113
Junior Engineer	\$12,890	20-109
(Bachelor's Degree)		
Junior Engineer	\$13,876	20-109
(Master's Degree)		
Dental Hygienist	\$8,950	20-107
Licensed Practical Nurse	\$8,051	20-106
Nutrition Services Consultant	\$13,404	20-139
Stationary Engineer	\$10,042	20-100
Senior Stationary Engineer	\$11,250	20-101
Occupational Therapy Assistant I	\$9,029	20-174
Occupational Therapy Assistant I	\$9,029	20-174
(Spanish Speaking)		
Vocational Rehabilitation Counselor	\$14,142	20-140
Vocational Rehabilitation Counselor Trainee	\$11,983	20-140
Medical Record Technician	\$9,481	20-143
Histology Technician	\$8,051	20-170
Professional Positions in Auditing and Accounting	\$11,250	20-200
Computer Programmer	\$11,250	20-220
Computer Programmer (Scientific)	\$11,250	20-222
Senior Programmer	\$14,075	20-221
Senior Computer Programmer (Scientific)	\$14,075	20-223
Mobility Instructor	\$11,904	20-224
Instructor of the Blind	\$11,250	20-225
Health Services Nurse	\$11,250-\$12,025	20-226
(salary varies with location)		
Senior Heating and Ventilating Engineer	\$18,301	20-227
Senior Sanitary Engineer (Design)	\$18,301	20-228
Senior Building Electrical Engineer	\$18,301	20-229
Senior Building Structural Engineer	\$18,301	20-230
Senior Mechanical Construction Engineer	\$18,301	20-231
Senior Plumbing Engineer	\$18,301	20-232
Assistant Stationary Engineer	\$7,616	20-303
Electroencephalograph Technician	\$7,616	20-308
Radiologic Technologist	\$8,454-\$10,369	20-334
(salary varies with location)		
Medical Record Administrator	\$11,904	20-348
Food Service Worker I	\$6,456	20-352
Mental Hygiene Therapy Aide Trainee	\$7,204	20-394
Mental Hygiene Therapy Aide Trainee	\$7,204	20-394
(Spanish Speaking)		
Associate Actuary (Casualty)	\$18,369	20-416
Principal Actuary (Casualty)	\$22,364	20-417
Supervising Actuary (Casualty)	\$26,516	20-418
Assistant Actuary	\$10,714	20-556
Nurse I	\$10,624	20-584
Nurse II	\$11,904	20-585
Nurse II (Psychiatric)	\$11,904	20-586
Nurse II (Rehabilitation)	\$11,904	20-587
Medical Specialist II	\$33,705	20-840
Medical Specialist I	\$27,942	20-841
Psychiatrist I	\$27,942	20-842
Psychiatrist II	\$33,705	20-843
Social Services Management Trainee	\$10,824	20-875
Social Services Management Specialist	\$11,450	20-875
Social Services Management Trainee	\$10,824	20-876
(Spanish Speaking)		
Social Services Management Specialist	\$11,450	20-876
(Spanish Speaking)		
Industrial Training Supervisor	\$10,624-\$12,583	20-877
(salary varies depending on specialty)		
Physical Therapist	\$11,337	20-880
Physical Therapist (Spanish Speaking)	\$11,337	20-880
Senior Physical Therapist	\$12,670	20-881
Senior Physical Therapist (Spanish Speaking)	\$12,670	20-881
Speech Pathologist	\$12,670	20-883
Audiologist	\$12,670	20-882
Assistant Speech Pathologist	\$11,337	20-884
Assistant Audiologist	\$11,337	20-885
Dietician Trainee	\$10,624	20-888
Dietician	\$11,250	20-887
Supervising Dietician	\$13,304	20-886
Stenographer (NYC only)	\$6,650	20-890
Typist (NYC only)	\$6,071	20-891
Senior Occupational Therapist	\$12,670	20-894
Senior Occupational Therapist	\$12,670	20-894
(Spanish Speaking)		
Occupational Therapist	\$11,337	20-895
Occupational Therapist (Spanish Speaking)	\$11,337	20-895

You may contact the following offices of the New York State Department of Civil Service for announcements, applications, and other details concerning examinations for the positions listed above.
 State Office Building Campus, First Floor, Building I, Albany, New York 12239 (518) 457-6216.
 2 World Trade Center, 55th Floor, New York City 10047 (212) 488-4248.
 Suite 750, Genesee Building, West Genesee Street, Buffalo, New York 14202 (716) 842-4260.



HARRY DUTCHER, left, accepts a special plaque in recognition of his contributions to unionism from CSEA Regional Director John Corcoran during ceremonies recently at a dinner in Mr. Dutcher's honor.



CASE RETIRES — In honor of his retirement after 31 years with North Hempstead Town, Russell Case of Port Washington is presented with a proclamation from Town Supervisor Michael J. Tully, Jr. Case started with the Town as a laborer in March, 1949 and recently retired from his Automotive Shop Supervisor II position at the Roslyn Highway garage.

Dutcher honored

SARATOGA — Harry Dutcher, who has served as local vice president, member of the Board of Directors, and a shop steward, was honored with a retirement dinner last month in recognition of his long years of union services.

Mr. Dutcher recently retired from Saratoga County's Health Care Facility. Actively involved with CSEA since the mid-1960's, he is credited with being one of the founding leaders of Saratoga County CSEA Local 846.

Among the more than 75 friends who turned out to honor the union activist upon his retirement were CSEA Executive Director Joseph J. Dolan; CSEA Regional Director John Corcoran; Saratoga County Social Services Commissioner Joseph Gemmitti, and Saratoga County Clerk Kermit Plummer.

Morrisville retirees

MORRISVILLE — Eleven employees who recently retired from the State University Ag & Tech College at Morrisville have been honored by SUNY Morrisville CSEA Local 609.

Local 609 President Stephen M. Zarod listed those recent retirees honored as David J. Jones, William C. Dorrance, Laurence S. Smith, Laurence W. Crumb, Hazel E. Rosbrook, Stanley J. Frederick, Norman L. Harter, Dorothy E. Howard, Kathryn G. Gerbig, Paul Marlett, and Archie F. Bartlett.

WASHINGTON — A new AFL-CIO pamphlet encourages union members to write to their elected representatives and gives specific suggestions on effective letters.

"When You Write Your Legislator," can be ordered from the Pamphlet Division, AFL-CIO, 815 16th Street, NW, Washington, D.C. 20006.

Check your retirement system status

Are you a participating member of the New York State Employees Retirement System? Are you sure?

As hard as it may be to believe, some public employees find out too late that their employer has neglected to enroll them as members of the Employees Retirement System.

CSEA has recently won retroactive retirement payments on behalf of members who thought they had a pension coming but found out when they were ready to retire that they were never enrolled in the System by their employers. Usually the problem can be resolved, but there is no need to take the risk of starting off your retirement with that type of hassle.

The New York State Employees Retirement System can provide you with specific information on your status as a Retirement System member. To check on your status as a member of the Employees Retirement System, complete and mail the coupon below. Please print clearly.

To: The New York State Retirement System
Governor Smith Office Building
Albany, New York 12244

I am requesting information on my status as a member of the New York State Employees Retirement System.

Name _____ Date of Birth _____

City _____

State _____ Zip _____

The New York State Employees' Retirement System provides a regular schedule of visitations by counseling representatives of the Retirement System to various areas of the state.

The service is intended for personal visits on a "first come-first served" basis, and no appointments are necessary. Telephone calls, however, cannot be accepted. Persons who wish to call for certain information should call the Albany office of the State Employees' Retirement System at (518) 474-7736.

The following is the monthly visiting day schedule for the counseling service at the various locations around the state:

City or Village	Address	Monthly Visiting Days
Albany	Gov. Smith State Office Bldg.	Every Business Day
Binghamton	State Office Bldg.	First and Third Wednesday
Buffalo	Gen. Wm. Donovan Office Bldg. (125 Main Street)	First, Second, Third, Fourth, Wed. and Fri.
Canton	County Courthouse	First Thurs.
Goshen	County Center	Third Thurs.
Hauppauge	State Office Bldg.	First and Fourth Wed.
Horseheads	Village Hall	Second and Fourth Tues.
Little Valley	County Office Bldg.	Second and Fourth Mon.
Lockport	Municipal Bldg.	Third Mon.

City or Village	Address	Monthly Visiting Days
Mayville	Chautauqua County Health and Social Service Bldg.	First Mon.
Mineola	222 Willis Ave.	First and Fourth Mon.
Plattsburgh	County Center	Third Thurs.
Pomona	County Health Complex - Bldg. A	First and Third Fri.
Poughkeepsie	County Office Bldg.	First Thurs.
Riverhead	County Center	Third Wed.
Rochester	155 W. Main Street (Rm. 513)	Second and Fourth Thurs.
Syracuse	County Courthouse	Second and Fourth Fri.
Utica	State Office Bldg.	First and Third Tues.
Watertown	State Office Bldg.	First Fri.
White Plains	Westchester County Center	Second and Third Mon. (except July)
New York City	State Office Bldg. 270 Broadway (23rd Floor)	First and Third Tues.
	II World Trade Ctr. (44th Floor)	Second and Fourth Tues.

Union effort gets 280 reclassified



WESTCHESTER COUNTY UNIT PRESIDENT Raymond J. O'Connor, left, looks on as Westchester County Executive Alfred DelBello signs into law the reclassification of county's corrections officers. The approximately 280 officers received a one grade increase which amounts to approximately \$1,700 a year in salary, O'Connor said.

Westchester County corrections officers

WHITE PLAINS — More than four years of union effort to win upgraded reclassification for approximately 280 Westchester County corrections officers culminated on July 7 when the Westchester County Legislature passed the upgrading and County Executive Alfred DelBello signed it into law the same day.

Westchester County CSEA Unit President Raymond J. O'Connor said the corrections officers were reclassified upward one grade — approximately \$1,700 a year — in salary.

Unit Business Agent/Chief Shop Steward Carmine DiBattista said the upgrading on July 7 culminated more than four years of work by the unit and its corrections officers.

The corrections officers work in the Westchester County Jail, Prison, Women's Prison and Hospital, all in Valhalla.



LOBBYING ON BEHALF OF THE upgrading of Westchester County corrections officers is Westchester County Unit Business Agent/Chief Shop Steward Carmine DiBattista, right. He is meeting with, from left, Andrew P. O'Rourke and Andrew A. Albanese, chairman and vice chairman of the Westchester County Legislature, respectively.

Court workers may appeal classification under procedures set by Review Board

NEW YORK — The Classification Review Board of the State Unified Court System last week issued its "Rules of Procedure" for hearing appeals from administrative determinations made under the personnel classification structure.

The classification structure was mandated by the Unified Court Budget Act of 1976. Under that act, the State assumed responsibility for full funding of the Unified Court System, and all local court employees were transferred to the State payroll. The classification structure created, for the first time, uniform job titles, qualifications, job descriptions, and salary grades for almost 10,000 nonjudicial court employees, many of whom are represented by CSEA. It also provided for a review board whose members would all come from outside the court system.

Harry G. Himber, a lawyer, was appointed Review Board chairman by Harold R. Newman, chairman of the Public Employment Relations Board. The two other members of the board are Peter J. Costigan, a lawyer and former State Assemblyman from Port Jefferson, who was named by State Comptroller Edward V. Regan; and Nicholas Vagianelis of Albany, a classification and pay specialist with the State Civil Service Department, who was appointed by Victor S. Bahou, president of the State Civil Service Commission.

Following are the "Rules of Procedure" for appeals to the Classification Review Board as announced last week:

1. Appeals by non-judicial employees and former non-judicial employees of the Unified Court System from determinations of the Chief Administrator of the Courts effective May 28, 1979, pursuant to 22NYCRR §25.45 may be made to the Classification Review Board (CRB). Such appeals may include any one or more of the following: position classification (title); allocation (salary grade level); and jurisdictional classification (competitive, non-competitive or exempt). Any determination by the Chief Administrator that is effective subsequent to May 28, 1979, shall be excluded from this review procedure. Such appeals must be taken to the CRB within sixty (60) days of receipt of notice of the action of the Chief Administrator.
2. Appeals to the CRB can be taken by an individual employee, an employee organization acting on behalf of such employee, or by an employee organization acting on behalf of more than one employee provided all employees so represented have the same interests and are named in the appeal.
3. A notice of appeal to the CRB shall contain the employee's name,

current title, court or agency, the appeal number and a brief statement of the nature of the appeal.

4. CRB will promptly acknowledge receipt of the notice of appeal. The acknowledgement will include instructions with respect to perfection of the appeal. Instructions will include the date by which relevant material in support of the employee's appeal must be served upon the Chief Administrator and filed with the CRB. A copy of the acknowledgement will be sent simultaneously to the Chief Administrator.
5. The CRB may, on notice to the affected parties, on its own motion or on application of any party, consolidate more than one appeal in a combined proceeding, if in its opinion there is similarity of issues.
6. The appellants or their representatives may submit in support of their appeals any relevant materials. The Chief Administrator shall be given a reasonable opportunity to respond and to submit relevant supplementary materials, a copy of which shall be furnished to the appellants or their representatives. In addition the CRB may require any party to submit or make available material or information that it may desire to consider in resolving the appeal.
7. If any new material or information is submitted to the Board that had not been submitted to the Chief Administrator for his consideration in the initial review, the Board at any time may remand the matter for reconsideration by the Chief Administrator.
8. The CRB, in its discretion, may hold a hearing with relation to any aspect of an appeal. A hearing may be conducted by the entire CRB or by one or two members hereof or by a hearing officer appointed by the CRB. If a hearing or any adjournment thereof is scheduled, notice of date, time and place will be sent to the appellant or representative and to the Chief Administrator. The Board shall not be bound by the rules of evidence or formal rules of procedure. Hearings will be conducted in such manner as the CRB or hearing officer deems compatible with the substantial rights of the parties. All parties shall be afforded full opportunity to present such facts and arguments as may be pertinent. Upon consent of the parties, evidence supplemental to that introduced at the hearing may be made part of the record.
9. A determination by the CRB must be concurred in by at least two members after review of the written submissions and of transcripts of hearings, if any, and of any report and recommendations of a hearing officer. Determinations of the CRB shall be issued as soon as practicable. Each determination shall constitute an administrative order.