

THE



STATE EMPLOYEE



Governor Thomas E. Dewey Signs War Emergency Compensation Bill

APRIL 1943

VOLUME 12

10 CENTS

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The Editor

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The State Employee

VOL. 12, Number 3

APRIL, 1943

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Legislative Report of Counsel

BY JOHN T. DE GRAFF, *Counsel*

State employees are very happy about the outcome of the past legislative session. They have reason to be, for among other things, over \$10,000,000 was made available for increased compensation. This is undoubtedly the largest wage increase received by State employees in any one year in the history of the State.

Despite these very substantial increases made necessary by the drastic rise in the cost of living, taxpayers have no cause for complaint. Over one-half of the increase is made possible by savings made by the employees themselves by assuming the duties of unfilled and vacant positions. The only voice raised against this necessary increase for State workers was that of a taxpayer organization which Governor Dewey described as "despicably selfish," pointing out that the war emergency compensation bill, involving approximately \$5,500,000, was to be financed solely out of the moneys saved by vacancies in the service and by the extra efforts of the State's employees.

Governor Dewey, in his message to the Legislature, recommending the emergency compensation bill, declared:

"I am therefore calling upon the thousands of employees as their part of the war effort, to work such longer hours as may be necessary to meet our war needs. To what extent hours shall exceed the present work week will be determined in each department, by the pressure of work and in man-power conditions from time to time."

Although the 166th session of the Legislature will be remembered chiefly for the salary bill introduced and passed so dramatically on the last day of the session, after State workers had almost given up hope for relief this year, many other measures of vital interest to State em-

ployees were also adopted. Of the 1,016 bills passed before adjournment on March 26th, about 75 affected some aspect of Civil Service. Out of the total bills passed, 841 were sent to the Governor during the last ten days of the session and must be acted upon during the 30 days following adjournment. As this report is written, Governor Dewey has acted upon approximately one-third of these bills. A final report on all bills must, consequently, be deferred until the next issue of "The State Employee." The following is a concise summary and explanation of the bills acted upon by Governor Dewey before this issue went to press.

WAR EMERGENCY BONUS Chapter 187

Governor Dewey's war emergency compensation bill is a culmination of the Association's two year campaign for a salary adjustment to assist State employees to meet the rise in living costs. It provides for a 10% increase for all employees receiving up to \$1999 per annum and a 7½% increase for all employees receiving between \$2,000 and \$3,975, with the proviso that the bonus shall not increase any salary above \$4,000 per annum. It is not applicable to employees of the Legislature or of the Judiciary or to temporary or seasonal employees who are engaged for a period of less than six months during the coming fiscal year. It is estimated that it will benefit approximately 50,000 State workers.

The act provides that retirement contributions and retirement allowances shall continue to be based upon regular compensation without regard to the bonus. The bill carries no additional appropriation and is to be financed solely from savings made from existing appropriations.

The 10% and 7½% bonus authorized by this bill is in addition to and is to be paid on top of all other salary increase measures passed at

this session of the Legislature. Consequently, the \$900 clerks and stenographers who were increased to \$1,200 on April 1, by Chapter 43, will receive an additional bonus of \$120 commencing May 1, which amounts to a total increase of nearly 50% in their annual compensation.

MENTAL HYGIENE INCREMENTS

Commencing on April 1, all employees in Mental Hygiene institutions, receiving under \$1,632 per annum, are entitled to a \$100 increase in accordance with the provisions of Chapter 188. Three other laws, Chapters 221, 236 and 252 provide in substance that the Feld-Hamilton law shall become effective for institution employees in the Mental Hygiene Department on October 1, 1943, that last year's \$100 bonus shall remain in full force and effect until October 1, and that the present system of commutation and maintenance shall remain in effect until the date when the Feld-Hamilton law becomes operative. Ample appropriations have been provided in the budget for the payment of all commutation, in accordance with existing rates, to employees who are authorized by the superintendent to lodge or take their meals outside the institution. By the passage of these bills, institution employees are assured that the Feld-Hamilton Law will become effective on October 1, and that in the meantime they will receive an increment equivalent to what they would have received had the Feld-Hamilton Law become effective at the beginning of the current fiscal year.

STATE TROOPERS

By Chapter 189, officers and employees of the Division of State Police have been given an increase of \$200 per annum. This bill carries an appropriation of \$100,000.

\$1,200 MINIMUM SALARY
Chapter 43, which was passed in

the early days of the session, and explained in detail in the March issue of "The State Employee," provides for a \$1,200 minimum salary for approximately 1,200 employees who now receive salaries ranging from \$900 to \$1,100.

FELD-HAMILTON INCREMENT ADVANCE TO APRIL 1

By five separate bills, Chapters 1, 90, 110, 111 and 239, the date for the payment of Feld-Hamilton increments was advanced from July 1 to April 1 to correspond with the change in the fiscal year.

OVERTIME COMPENSATION

Chapter 27, which authorized overtime compensation for certain employees in the Department of Mental Hygiene, was amended, upon the request of the Association, by Chapter 262 which extends the authorization to include employees in the institutions in the Departments of Correction, Social Welfare and Health, and also the employees of the State School for the Blind at Batavia, and the Division of Canals. The employees affected by this bill, introduced by Assemblyman Barrett, who now work 48 hours per week, are entitled to receive overtime pay if they are requested to volunteer for work in excess of 48 hours per week. It should be clearly understood that no employee is entitled to overtime pay under this bill unless the request for volunteers is made by the superintendent with the approval of the Director of the Budget.

The provisions of this bill should not be confused with the administrative policy of increasing working hours, to the extent made necessary by the war emergency, in order to meet part of the cost of the 10% bonus authorized by the war emergency compensation bill passed on the last day of the session. Under the new policy, which has not as yet been definitely formulated by the administration, departmental employees may be directed to work additional time without extra compensation for such overtime work. Governor Dewey has assured the Association that overtime will be requested only when it is necessary to get essential work done and that there is no intention of initiating a policy of "desk-sitting" merely for the sake of putting in additional time when the work can be expe-

SPONSORS OF THE ASSOCIATION'S COST OF LIVING BILL



HON. SEYMOUR HALPERN



HON. ELISHA T. BARRETT

Senator Halpern, chairman of the Senate Civil Service Committee, and Assemblyman Barrett of Suffolk County, paved the way for the war emergency compensation bill. Both have, for many years, shown their sincere interest in raising civil service standards and improving the working conditions of State employees. Senator Halpern also introduced the bill which protects the status of substitute employees and last year he sponsored the Association bill which gave employees the right to appeal to the Civil Service Commission when charges were preferred against them. Assemblyman Barrett has long been interested in the problems of the institution employees and introduced the bill which authorized the payment of extra compensation for voluntary overtime work. He was the introducer of the bill which extended the eight-hour day and also the bill passed last year which extended the Feld-Hamilton Law to employees in the Mental Hygiene institutions.

ditiously performed under present working hours.

Institution employees who now work a 40 or 44 hour week may likewise be requested to put in additional time without extra compensation. This policy, presumably, will be effective only with respect to an increase up to but not exceeding 48 hours per week. The provisions of law limiting the work week of institution employees to 48 hours per week still remains in full force and effect and the institutional employees specified in the Barrett bill will be entitled to overtime compensation for any overtime work they may voluntarily perform at the request of the superintendent in excess of a 48-hour work week.

EMPLOYEES RELIEVED FROM MILITARY SERVICE

A serious problem has arisen with reference to employees over 38 years of age who have been relieved or dis-

charged from military service on condition that they engage in essential war work. Under the provision of the military law, such employees, in order to protect their Civil Service status, were required to apply for reinstatement within sixty days after the termination of their military service. Such employees were unable to apply for reinstatement because their discharge was conditioned upon their agreement to engage in a civilian job deemed by military authorities to be essential to the war effort.

This unfortunate situation has been corrected by the terms of the Ostertag bill which is now Chapter 320. This bill provides, in substance, that such employees are deemed to be in military service while they are engaged in war work and that their right to reinstatement to their Civil Service position shall be extended until sixty days after the termination



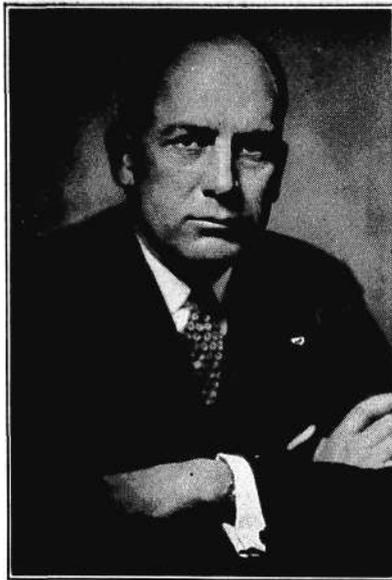
HON. JOE R. HANLEY

Senator Hanley, Temporary President of the Senate, has in numerous conferences with the Association, both this year and last, shown his sincere interest in the problems of State employees on fixed salaries who have been confronted by the drastic rise in the cost of living. In recognition of that interest he was designated to be the introducer of Governor Dewey's salary bonus bill which was so dramatically introduced and passed on the last day of the Session.

of their war work. This bill fully protects the Civil Service status and pension privileges of such employees.

The Association has also been greatly concerned with the problems that will arise if the proposed manpower draft is put into effect by Federal authorities. There is no law on the books at this time which protects the Civil Service status of an employee who may be ordered by Federal authorities to engage in civilian work deemed by the government to be essential to the war effort.

The Association supported the Wicks bill, Senate Int. 702, Pr. 1887, which set up a comprehensive policy, similar to that embodied in section 246 of the Military Law, to protect the status of employees who might be directed to leave their Civil Service positions to engage in war work. There was some opposition to this bill on the ground that it was pre-



HON. FREDERICK H. BONTECOU

Senator Bontecou of Dutchess County introduced the Association bill which makes important amendments to Section 31 of the Civil Service Law to clarify and perfect the procedure relating to lay-offs and suspensions. He was also a strong supporter of the salary bonus bill and the bill authorizing overtime compensation for institution employees.

mature in that no war work draft has as yet been directed and that appropriate legislation could more effectively be drafted after such a draft was inaugurated and its provisions definitely known.

The Wicks bill, after passing the Senate, died in the Assembly Rules Committee, but the Association has received definite and unequivocal assurance that, in the event a war-work draft is put into effect by the Federal government, appropriate legislation protecting the Civil Service status and pension privileges of Civil Service employees subject to such draft will be enacted at the next session and that such legislation will be made retroactive to protect the status of all employees directed to engage in war work prior to the passage of the act.

It should be understood that no legislation is contemplated to give mandatory protection to employees who voluntarily engage in war work. The proposed legislation would affect only those who are ordered by the Federal government to leave their Civil Service jobs to engage in

war work. Employees who voluntarily engage in war work can protect their Civil Service status only by obtaining a "leave of absence," in which event their pension privileges are protected by subdivision 3 of section 53 of the Civil Service Law enacted as the result of a bill sponsored by the Association last year.

SUBSTITUTE EMPLOYEES

Chapter 326 protects the status of "substitute" employees by explicitly providing that on the termination of their substitute appointments they shall be restored to their former positions and receive any increments that may accrue during their period of service as a substitute.

MILITARY SERVICE

Chapter 367 extends the provisions of section 246 of the Military Law to give employees who enter the service of the American Red Cross while "with the U. S. armed forces on foreign service," the same protection that is now afforded to employees who enter military service. A bill designed to give similar protection to employees who enter the U. S. Public Health Service was vetoed on the ground that its terms were so broad that it would give military status to some employees engaged in ordinary civilian duties.

Chapters 341 and 342 provide in substance that the appointing officer may, in his discretion, terminate the appointment of a person holding a position in the exempt class who has heretofore or who may hereafter enter military service. Under the terms of these bills the appointing officer, in his discretion, may appoint a substitute to such position, in which event the employee on military duty is eligible for restoration to his exempt position upon the termination of his military service. If, however, the appointing officer, in his discretion, decides to make a permanent appointment to such an exempt position, he is authorized to do so and in that event, the employee's right to differential pay and restoration to this exempt position will terminate. The provisions of these bills are applicable only to employees holding positions in the "exempt" class.

Chapter 395 provides that if an employee's name is reached for certification on an eligible list while he is in military service, he shall, upon the termination of his military ser-

(Continued on Page 92)

The Editorial Page

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Art Editor Roger Stonehouse
Staff Photographer
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We Give Thanks

The extremely joyful manner with which the State workers greeted Governor Dewey's cost of living bonus, effective May 1st, was a true measure of the great need of that increase. In many cases the need was tragic. In others the increase will do away with a drab dullness in family living that was getting the children and their parents "down." As we have often previously pointed out, editorially and otherwise, wages are a most important factor in American economy and sociology because they are important in supporting American homes.

The almost terrifying thing is the hodge-podge scheme of rewarding workers that exists throughout the Nation and throughout the world. In economic planning, large sections of our own country pale with fear when they face the competition of very different wage scales elsewhere. And, ever since Colonial days we have cowed to the thought of social consequences here in the light of a penny a day in India or some other place where minds and hands could be

trained to constructive purposes. We have lost many of our employees to private and Federal appointments because of wage differences. New York State workers may well rejoice in the basic soundness of the Feld-Hamilton scales and increments. War emergency adjustments, as made, prove the practicability of maintaining basic scales throughout all industry and all public employment.

In the pleasant reaction of gratitude for the financial aid which will come to them on May 1st, those who provided the law and those who will receive the benefits and those who charted the need and the way, were unselfish in giving credit.

We should, and do, give thanks for this material blessing which will do so much to maintain home and community life and enable the State worker to do his part in welfare activities. We should and do give thanks for the larger part which the money involved will enable workers to play in maintaining their health and efficiency for the trying days ahead.

Loyalty and Fidelity

If any citizens anywhere in this or other states needed proof of the ability of democratically organized workers to truly represent the best interests of their members and at the same time retain the respect and confidence of their employers, such proof has been afforded by the Association of State Civil Service employees with its straightforward diplomacy and the record of remarkable accomplishments during the 1943 legislative session.

On January 1st for the first time in 20 years new political leadership dominated the Executive Chamber and both houses of the Legislature. This brought the thought on the part of some that the Association might have difficulty in establishing a position of influence and helpfulness for a year or more.

Because for 33 years, the organized employees of the State of New

York through their Association have maintained neutrality between parties and have lived up to the ideal of complete loyalty to State service come what might and because they presented the employees' program in an intelligent way they won the confidence of the new administration and, as well, the enactment of practically all of the reforms and improvements they sought.

Ten million dollars or thereabouts have been added to the income of State workers. A sound career-service employment plan will be inaugurated for the institutional group replacing a chaotic scheme entirely unsatisfactory to workers and unsuited to maximum efficiency. For at least a year, the minimum entrance salary in departmental service will be \$1,200—and there is excellent reason that this will be made permanent next year. Unfortunate attempts by certain groups to obtain special preferences for special groups of citizens to the disadvantage of all citizens in selection for public service, were defeated.

These among other tangible accomplishments are as tinsel to gold as compared with the practical assurances given to and recognized by executive, legislative and new administrative leaders, that the Association is a union of workers which practices the virtues of truth in argument, courtesy in presentation, and respect for the opinions of others.

Idealism needs no defense. The sound, fair, just policies advocated by the Association throughout the years spring from honest regard for human aspirations and human weaknesses. The value of idealism in labor relations deserves greater recognition by State workers and outspoken, active support of their own outstanding workers' organization. In the Association its members have the highest type of workers' organization known, and they can do much in a positive way by informing new workers of this fact wherever they may be throughout the State and in intensifying loyalty and fidelity to the Association.

The Salary Bonus Bill

For very potent proof that the Association has capped a very successful 1943 legislative program with a general war emergency salary increase for over 95% of all State employees—turn again to the front cover of this issue, and note particularly the presence of Association President Harold J. Fisher and Vice-President Charles L. Campbell. Take very special note of the absence of any other employee group representatives.

What now becomes of the SCMWA (CIO) claim that they were solely responsible for the salary increase? In reality the facts show that the Governor had decided to give State employees a cost of living bonus and had scheduled his Friday morning conference (at which he announced his decision to give the increase) before his meeting with the C. I. O. We freely give the C. I. O. credit for whatever they may have said to the Governor at their meeting—we are glad they didn't cause him to change his mind.

When signing the bill on March 31st the Governor issued the following statement:

"I am happy to sign the War Emergency Compensation bill with three pens, to be presented

- (1) To John E. Burton, Director of the Budget, who conceived the fiscal plan by which the bill was made possible and whose two months of tremendous work, together with his bureau, made execution of the plan possible.
- (2) To Harold Fisher, President of the Association of Civil Service Employees, whose economic material and suggestions were of great help to the Budget Director in his work;
- (3) To Charles L. Campbell, Director of Classification, Department of Civil Service and Vice-President of the Association of State Civil Service Employees, whose help was invaluable in the preparation of the legislation.

"An alleged taxpayers organization has raised the only voice against this bill. But the plan costs not one cent of additional taxes and is to be financed wholly out of the money

saved by vacancies in the service and by the extra effort of the State's employees. Objection to such a plan is despicably selfish and not in the interest of either the State or its services.

"I am confident of the loyalty and diligence of the employees of the State, and I am sure they will work whatever hours are necessary to insure the success of the plan."

True to its long record of inaccuracies the SCMWA (CIO), in press statements and paid advertisements, falsely accused the Association of abandoning its effort for salary increases after Association representatives had met with Governor Dewey on Monday evening, March 22nd. How very wrong they were in this accusation is well evidenced by the remarks of Association President Harold J. Fisher delivered the following evening at the Association's annual dinner attended by several hundred State employees and at which Governor Dewey was the guest of honor. Mr. Fisher said in part: "The greatest problem and worry facing employees on fixed salaries during the coming year is the rapidly rising cost of living. The purchasing power of the Feld-Hamilton salary scales, which scales have proven generally satisfactory for normal times, should be supplemented when emergency conditions such as exist at this time occur. The cost of living which is up over 20 points from the pre-war average of 1935-1939 and which may reach 30 points before the end of the year 1943 poses a serious social as well as economic problem—the major problem confronting all of us."

In his message to the Legislature of March 26th which accompanied the salary bill, Governor Dewey said:

"When I first addressed your Honorable Bodies at the opening of this Session, I called to your attention a long-standing evil which permitted the payment of as little as \$900 per year to full time employees of the State, and recommended an increase in such pay to a minimum of \$1,200. By action of the Legislature the \$1,200 minimum has since become law.

"At that time I also referred to the grave shortage of employees in vital departments of the State Government. At the same time the Director of the Budget undertook to survey all eighteen departments of the State Government, to ascertain the extent of the manpower shortage, its effect upon essential services of the State and its effect upon the State's fiscal affairs. To my surprise I found there was not in existence in the State any central control or even information as to the total number of employees or of vacancies. Accordingly, the survey commenced by the Director of the Budget immediately upon submission of the Executive Budget on February 1st, was, under great pressure, finally completed on Wednesday of this week. For that reason I have been unable to present to you the subject of this message until today.

"The survey indicates that among the approximately 55,000 employees of this State there are now more than 7,000 vacancies and every department and division of the State Government is finding it difficult, if not impossible, to replace employees who enter the armed services or war industries.

"Furthermore, I have been concerned with the status of the employees in the lower paid classifications and their ability to maintain themselves and their families in the face of rising living costs. Until the completion of the survey by the Director of Budget, however, it was impossible to estimate the extent to which the State could soundly meet the problem.

"In addition, over the past two months I have repeatedly received strong representations by Mrs. Anna Rosenberg, United States Regional Manpower Director, concerning the need for a longer work week for State employees.

"A number of other states have already gone on a longer work week and I have regretfully decided that the hours of work of State employees must be increased if a slackening of the State's service to its citizens is to be averted. I am therefore calling upon the thousands of State employees, as their part of the war ef-

fort, to work such longer hours as may be necessary to meet our war needs. To what extent hours shall exceed the present work week will be determined, in each department, by the pressure of work and manpower conditions from time to time.

"The State employees deserve special consideration in this emergency period. Many have left the State service for more attractive jobs elsewhere. I appreciate the loyalty with which our present staff is continuing to serve the State in these trying times. They have been adversely affected by the rise in living costs.

"I therefore recommend the following plan of increases effective May 1, 1943:

"A 10 per cent additional war emergency compensation to all employees of the State receiving less than \$2,000 a year;

"A 7½ per cent additional war emergency compensation to all employees of the State receiving between \$2,000 per year and \$3,990 per year.

"It is important that the balance of the budget be not disturbed. The strong financial condition of our State is essential to the ability of our people to pay to the Federal Government the billions of dollars in taxes New York State contributes each year. It is equally essential to the well-being of our people in the period of stress which will follow the war.

"I call your attention to the fact, therefore, that no additional appropriations will be necessary to finance this measure. The large number of vacancies in State employment and the loyal, extra effort of our employees will make it possible to finance the emergency compensation out of lapsed appropriations and economies, provided such lapses can, if necessary, be shifted from one appropriation to another as they occur.

"If this compensation were to be financed by increased appropriations, I would consider the proposed measure to be inflationary. As it is, I do not feel that the move will contribute to the inflationary spiral.

"I propose accordingly, subject to the approval of your Honorable Bodies, to meet the cost of these increases from the savings which will accrue throughout the year from a well-administered State. The people of the State will thus feel no addi-

tional tax burden from the operation of this proposed plan."

At the earliest opportune moment after the Governor's message on the war emergency salary bonus was delivered to the Legislature, the Association printed and distributed generally among State employees a statement of facts entitled "Let's Keep the Record Straight." Because of the tremendous success with which this statement brought true understanding of the real facts to State employees, and lest perhaps it may not have come to the attention of all our members, it is reprinted herewith in full.

LET'S KEEP THE RECORD STRAIGHT!

The SCMWA (C.I.O.) in claiming exclusive credit for Governor Dewey's Cost of Living bonus seems to have adopted Hitler's oft-quoted statement—"If a lie is big enough and repeated often enough it will eventually be believed." Although the Association has in the past ignored similar unfounded claims by the C.I.O. this particular assertion has been repeated so often in paid advertisements, in printed bulletins and elsewhere that we are under the obligation to set forth fully the true facts lest our silence be construed as acquiescence.

The fact is that Governor Dewey had determined to give a cost of living bonus to State employees before his conference with C.I.O. representatives but he kept his intention a closely guarded secret, known only to a handful of associates, until the bill was introduced in the Legislature.

The Record Speaks for Itself

March 10. Senator Halpern and Assemblyman Barrett, at the request of the Association, introduced the Association's Cost of Living Salary Bill (Senate Intro. 1539; Assembly Intro 1829), which had been prepared after numerous conferences with legislative leaders. A brief comparison will show that the bill recommended by Governor Dewey on the last day of the session incorporates, with minor changes, the proposals contained in the Halpern-Barrett bill.

March 16. The Association published a copy of the memorandum which it had previously submitted to legislative leaders and to the Governor's counsel. This memorandum,

which appears at pages 43 and 67 of "The State Employee," quoted the statement issued last year which pledged the Republican Party to increase State salaries if the cost of living continued to rise. It set forth the figures showing an increase in the cost of living amounting to over 20% and pointed out that "the savings effected, by present employees assuming the duties of positions left vacant, should be used to make these adjustments"; that these savings would be sufficient to pay the entire cost of the proposal; that its adoption would "make possible the retention of thousands of experienced employees who otherwise may be obliged to seek jobs paying a living salary under war conditions."

Monday evening, March 22. The memorandum previously printed in "The State Employee" was submitted and discussed with Governor Dewey in a conference which lasted over an hour. Annexed to the memorandum was a schedule showing the estimated cost of four different salary adjustment plans ranging in cost from \$5,137,860 to \$6,625,095. Governor Dewey stated that he was unable to commit himself to further wage increases this year but that he would give further study to the data submitted. Tuesday papers commented on the outcome of the conference but quoted neither the Governor nor the Association.

Tuesday evening, March 23. Governor Dewey, in his address at the Association dinner, complimented the Association upon the manner in which the Association proposals had been presented.

Wednesday, March 24. C.I.O. representatives met at 5 P.M. with Budget Director Burton and reported in their advertisement that he told them "The Governor has decided not to spend any more taxpayers' money on wage increases this year."

Thursday afternoon, March 25. C.I.O. representatives, at about 3:30, met with the Governor, who told them, as he had told the Association, that he was not able to spend any more money on wage increases this year. That same afternoon, about 3 o'clock, President Fisher was invited to meet with Governor Dewey at 10 A.M. Friday morning. The C.I.O. advertisement advocating a wage increase appeared for the first time in the Thursday evening paper.

(Continued on Page 106)

The Inquiring Photographer

"The State Employee," in line with its policy of presenting articles and features that would prove of common interest to all State employees, polled a half dozen employees in Albany this month and asked them what features they would like best to read in their favorite magazine.

Here are their answers:

Mary Lebretore, assistant stenographer, Division of Accounts, State Department of Health—"I would like to see more news about the Health Department, and about other departments, in 'The State Employee'—in other words, something more personalized."



Helen D. Williamson, file clerk, Bureau of Files, Income Tax Division, Taxation and Finance—"I'd like to read some personal news about the various departments, and some news about the State employees in the armed forces."



Mrs. Margaret Farrar, State Education Department—"I think a personal column dealing with activities in each department, together with some humor and pictures, would add to 'The State Employee'."



C. S. Leete, principal milk sanitarian, Division of Sanitation, State Department of Health—"I think a lot of State employees, like myself, are interested in what the employee groups are accomplishing in other states. Why not an article along that line occasionally? I'd like to see a 'Letters to the Editor' column similar to that in 'Life' magazine. I'd give The Capitol Beat a more personal touch, and standardize the type headings over the various articles."

Violet F. Aschenbrenner, Corporation Tax Bureau, Taxation and Finance—"We all have friends from various State departments who now are away serving our country. Why not a column about the State employees in service, where they are and what they're doing?"



Mrs. Elizabeth Ruegsegger, State Education Department—"Personal news would appeal to me, as well as a detailed account of departmental activities, humor and pictures."



(Ed. Note—All of the suggestions received from these State employees, who we feel represent a cross-section of "The State Employee's" readers, have been referred to the editorial board for due consideration.)

The Front Cover

History was in the making when a cameraman, in the State Capitol at Albany a few days ago, caught the picture that adorns the front cover of "The State Employee" this month.

For at the very moment the camera clicked Governor Thomas E. Dewey, central figure in the photograph, was affixing his signature to a bill the Legislature officially had designated as "War emergency compensation," but which to 40,000

State employees meant, in the homely language of the man in the street, a pay raise.

Under terms of the bill, speeded through both houses of the Legislature in response to a special message by Governor Dewey, State employees receiving less than \$2,000 a year will receive a 10 per cent increase. State employees receiving more than \$2,000 a year will get a boost of 7½ per cent. The increases become effective May 1.

Governor Dewey used three pens

(one at a time) in affixing his signature to the epochal measure. The three pens he presented as mementoes to the three gentlemen who are behind him in the picture—Left to right: John E. Burton, director of the budget; Charles L. Campbell, vice president of the Association of State Civil Service Employees, Inc.; and Harold J. Fisher, president of the Association.

The front cover photograph was supplied through the courtesy of "The Knickerbocker News," Albany.

The Annual Dinner

Several hundred State employees and friends enjoyed the 25th annual dinner of Association of State Civil Service Employees, Inc., in DeWitt Clinton Hotel at Albany, March 23.

State department leaders and employees who attended the dinner heard Governor Thomas E. Dewey, the principal speaker, pay high tribute to civil service employees, with whom he said he had worked closely since 1931.

When he went to New York City in 1931 as an assistant United States Attorney, he had been warned that his associations with civil service employees might not be too harmonious, the Governor declared:

"I was told that civil service was merely a medium of loading down a payroll with shirkers," Governor Dewey said. "I entered the office, I must confess, with trepidation. But I was pleasantly surprised, for I found the civil service employees to be conscientious, hard-working and sincere. My relations with them were most cordial, and later, when I became district attorney of New York County, I continued the same type of pleasant relationship with the civil service employees in that office.

"I consequently have high regard for the civil service employees," he concluded.

Governor Dewey paid high tribute to the officers of the Association, with whom he had had close contact in their conferences leading up to the State employees' cost-of-living increase.

"I had never met a group of officers more truly representative of an organization, as are the officers who appeared for your association in conferences with me," Governor Dewey declared.

Harold J. Fisher, Association president, welcomed the Governor and the delegates to the dinner.

President Fisher declared:

"Your Excellency, honored guests of the civil and military, and members of the Association. It is a source of deep regret to the committee in charge and the officers that the available facilities under present emergency restrictions could not provide for more than 500 persons. We wish very much that the hundreds who

desired to come to our annual dinner might have been accommodated.

"At last year's dinner, I was pleased to report that our paid membership had for the first time reached 35,000. Your Executive Committee has rightfully, by resolution, provided that no member who entered the armed forces should be dropped from membership for non-payment of dues. At last count the number of members in State service who had entered the military service totaled 5,400.

"Despite the great number in service and the heavy turnover in personnel during the past year, I am proud to report tonight that our paid membership—and the rolls are always open to the agencies of State government, continues at 33,000. Represented in this number are employees of every trade, occupation and profession, located in every State office, department and institution, throughout the State; men and women, all good servants alike of our Empire State.

"We have steadfastly maintained the principle of unpaid leadership recruited from the ranks of State employees. Ours is an association of workers who have gained much for the membership. All our plans for betterment of public service rest upon the maintenance of the merit system and the improvement of that system. We have always shown concern that all citizens and taxpayers may enjoy the maximum of efficiency in the State government.

"We hold in great honor those 5,000 who are with the fighting forces and the many others from State service who will join them. We renew our pledge as individuals and as an association to continue our efforts to do our full part—not only in government but in all civilian war activities.

"Tonight we have an added feature to our dinner program. In order to promote the high efficiency in government, the executive committee last Fall authorized "The Better Business in State Government" contest.

"A committee composed of Arthur Hopkins, Conservation, chairman; Clifford Shoro, Health Department;

and William F. McDonough, Agriculture and Markets, set up the rules of the contest and are to be complimented on the splendid manner in which the contest was conducted.

"We are grateful to Speaker Heck, Senator Hanley, Deputy Attorney-General Wendell Brown and Deputy Comptroller Goodrich, who, with your president, composed the board of judges and voted the awards for first, second and third prizes.

"In the opinion of the judges the competition for first prize was so close that duplicate prizes were voted. Governor Dewey a little later in our program will present a total of \$450 in War Savings Bonds to the winners.

(Ed. Note—A complete account of the contest, the winners and their awards may be found in another column of this issue.)

"We are pleased that our program for the extension of Feld-Hamilton to the institutions and the settlement of pressing maintenance problems will be effected by October 1. We are confident that the extension plan proposed by the Association will prove of inestimable value to the State and to institution workers.

"The greatest problem and worry facing employees on fixed salaries during the coming year is the rapidly rising cost of living. The purchasing power of the present Feld-Hamilton scales, which scales have proven generally satisfactory for normal times, should be supplemented when emergency conditions such as exist at this time occur.

"The cost of living which is up over 20 points from the pre-war average of 1935-1939, and which may reach 30 points before the end of the year 1943, poses a serious social as well as economic problem—the major problem confronting us all.

"In every effort of civil service workers to improve working conditions, it is not only important but necessary that there be understanding and cooperation between the elected officers of government and employees. This Association has for over 30 years placed the interests of the State paramount and there is no doubt that it will always do this. Our contacts with Governor Dewey

give us assurance that the merit system will be further developed and strengthened.

"We are sure that no one will question the unselfishness of the Association in dealing with all matters which come before it. We can never be accused of mercenary decisions, as was the old cabby called upon recently to drive Winston Churchill.

"The prime minister was scheduled to make an important national broadcast and was a trifle late. He hailed the cabby and said: 'Cabby, get me to the broadcasting station, quickly.' The old cabby said: 'I'm sorry, Sir, but it's out of me district and besides, Churchill is speaking tonight and I never miss him—he's a grand man.'

"Now Winston was quite pleased, and reached into his wallet and drew out a bill and, handing it to the cabby, said: 'That's fine, my good man, here's a five pound note for you.'

"The old cabby stared at the five pound note and then stared right into Winston's face and said: 'Hop in, Sir, t'ell with Churchill.'

William F. McDonough, chairman of the Association's legislative committee and member of its executive committee, did a fine job as toastmaster of the dinner.

The program opened with singing of "The Star Spangled Banner" by Annette McCullough of the State Tax Department. At the speakers' table in addition to Governor Dewey, Mr. McDonough and President Fisher, were Mrs. Fisher, Lieutenant-Governor Thomas W. Wallace, Attorney-General Nathaniel L. Goldstein, State Comptroller Frank C. Moore, Senator Joe R. Hanley, temporary president of the State Senate, and Mrs. Hanley, and Senator John J. Dunnigan, minority leader of the Senate.

The entertainment program arranged by Tom Stowell, the veteran impresario of the State Health Department, and his able committee, proved most enjoyable, and hearty rounds of applause greeted the State employees who took part in the skit.

First half of the entertainment program was a "Truth or Consequence" sketch, with Mr. Stowell playing the role of Ralph (Truth or Consequence) Edwards; John F. Tremain of Correction was the announcer; Leon M. Woodworth of Health was "Frank Cunningham"; Abraham S.

Wechsler, Department of State, drew a laugh as Mayor Fiorello La Guardia; Stuart Jones, Audit and Control, was "Comptroller Frank C. Moore"; Annette McCullough, Tax, was "Grace Reavy," and James C. Hagerty, executive assistant to Governor Dewey, played himself.

Second half of the program was a patriotic tableau, "Keep Singing, America," with Mr. Stowell as narrator and leader. State employees, wearing the uniforms of all wars since the Revolution, took part in the tableau as songs of each era were played and sung. The cast of the tableau and the eras they represented were:

Raymond Marohn, Correction, 1776; Macrina Slack, Audit and Control, and M. Thomas Donahue, Mental Hygiene, 1861; Helen Forte, Civil Service, and Paul McCann, Correction, 1898; Joseph D. Lochner, Association Headquarters, 1918; 1st Lieut. Theodore Williams, Correction, 1943.

Singers in the tableau were Margaret Leary, Standards and Purchase; Estelle Rogers, Law; Marie Kerwin, Retirement Fund; John J. Cox, Public Works; Roger Stonehouse, Education; Kenneth E. Sullivan, State, and A. S. Wechsler, State. William Lapp was the accompanist and Ethel T. Files, Health Department, in charge of costumes and properties.

The social committee for the dinner was in charge of Janet MacFarlane, Mental Hygiene, assisted by Hazel Ford, Tax; Ann Quirk, Health; Elizabeth Schifferdecker, Public Works; Mildred Meskill, Agriculture; Helen Houle, Civil Service; Virginia Winnie, Mental Hygiene; Grace McCabe, Motor Vehicles; Lillian Hyatt, Education; Beulah Bailey Thull, Tax; Joseph Crowe, Labor; John Joyce, Audit and Control; and Charles H. Foster, Executive.

The entertainment committee headed by Mr. Stowell was composed of James C. Hagerty, Executive; Harold Keller, Commerce; Paul D. McCann, Correction; John F. Tremain, Correction; and Leon M. Woodworth, Health.

An interesting and informative luncheon meeting was held at the Ten Eyck Hotel on the afternoon of the dinner. Association delegates who attended from various chapters throughout the State were:

Herman Muelke, President, Buffalo Chapter; John Powers, President, N. Y. C. Chapter; Neil J. Goodman, President, Rochester Chapter; Edward J. Carr, President, Syracuse Chapter; John Thaler, President, Oneonta Chapter; Chester Griffith, President, Game Protectors Chapter; William B. Filkins, President, Public Service Motor Vehicles Inspectors Chapter, Utica; Miss May I. Carothers, President, Albion Chapter; Wesley LaPorte, President, Danemora State Hospital; R. Michel, President, Napanoch State Institute Chapter; Edward Church, Delegate, Napanoch; Francis J. Coty, President, Sing Sing Prison Chapter; Raymond J. Marohn, President, State Vocational Institute, W. Coxsackie; William McCarroll, Matteawan; Richard P. Walsh, Wallkill Prison Chapter; Walter Dowdle, President, Clinton Prison Chapter, Danemora.

Francis H. Neitzel, Pilgrim State Hospital Chapter; Mrs. Francis H. Neitzel, Pilgrim State Hospital Chapter; Harris McGovern, President, Kings Park State Hospital; Arthur Gifford, Acting President, Rockland State Hospital; Ralph Webb, President, Rome State School; Mrs. Ralph Webb, Rome State School; Frederick J. Krumann, President, Syracuse State School Chapter; Carl Sabo, President, Wassaic State School; Thomas Ahearn, Wassaic State School; John F. Rice, President, Harlem Valley State Hospital Chapter; Miss Hazel Van Bramer, Harlem Valley State Hospital Chapter; John Livingstone, President, Hudson River State Hospital Chapter; Raymond A. Joyce, Delegate, Hudson River State Hospital Chapter.

A. M. Whitney, President, Chautauqua Co. Public Works Chapter; J. L. Lynch, President, State Training School for Boys Chapter; Mrs. Florence K. Smith, Delegate, State Training School for Boys Chapter; Joseph McMahan, State Agricultural & Industrial School Chapter; Miss Mary E. Baker, President, State Reconstruction Home Chapter; Harry O'Brien, Great Meadows Prison, Comstock; Harry Schwartz, State Hospital Buffalo; Fred Walters, Middletown State Hospital; Lee W. Keyes, State Hospital, Ogdensburg; Edgar Fritts, Willard State Hospital; John McDonald,

(Continued on Page 106)

THE CAPITOL BEAT

Grady H. Hipp, actuary of The State Insurance Fund since 1929, has resigned to become executive vice president of the Liberty Life Insurance Company of Greenville, South Carolina. Mr. Hipp, who was with the New York State Department of Insurance before becoming associated with the State Fund, is widely recognized in the insurance field as one of the foremost actuaries. Lieut.-Col. Nicholas W. Muller, executive director of the State Fund, announced that many important improvements in insurance procedures have resulted from Mr. Hipp's analyses and constructive suggestions.

The State Department of Agriculture looked about the State for its March survey and found this bit of cheering news—adequate supplies of roughage still remain on farms of the State in contrast to the critical situation of a year ago, when many dairymen were purchasing hay. Last March more than half the dairymen in northern and northeastern New York were faced with acute hay shortage, while less than a tenth are in this unfavorable situation this season.

Acting Conservation Commissioner John L. Halpin, in a bulletin setting forth the deliciousness of the lowly sucker, a fish that many an Isaac Walton has been prone to pass by, pays strict attention to the wartime problems of the day. For instance, his official cognizance of the gasoline situation is noted in this paragraph: "If you can find a nearby place that you can reach without using your car and have a few hours to spend in restful relaxation, then try your luck." And in this paragraph, official cognizance of another rationing problem of the day is discerned: "If you get a sucker early in the spring you have a fish well worth eating, no matter what anyone may try to tell you as to the number of bones. Split it in half down the back and fry in whatever you have that is reasonably close to butter. You will have a real treat and every pound of suckers you catch is a help toward food production."

The State Department of Labor's division of statistics and information

reports further seasonal losses in employment and payrolls occurred in retail stores in New York State from mid-January to mid-February. Losses amounted to 2.9 per cent in forces and 2.5 per cent in payrolls, and were larger than the losses ordinarily reported in this period.

With the armed forces and war plants constantly drafting New York State residents, unemployment insurance benefits totaling \$2,646,292 were paid to more than 45,200 unemployed workers in the State during February, according to the report of Michael J. Murphy, acting industrial commissioner. This disbursement to insured workers, the report made known, represents the lowest monthly outlay since the beginning of unemployment insurance in New York State.

The State Conservation Department weighs in with these two odd items:

Nature, which gave New York State an unusually severe winter that was expected to result in a high rate of starvation among the state's wild life, actually took care of the wild in its own manner. The department reports its agents in the northern deer yards found snow more than four feet deep in some sections, which ordinarily would limit the travel of deer herds and deprive them of natural feed. "However, nature stepped in and brought severe ice and sleet storms to this part of the state," the department's bulletin said. "Heavy crusts were formed over the deep snow, permitting the deer to run at will over the crusted snow in search for essential life-sustaining food."

The other item concerns a former New York State resident, now of Vermont, who enclosed a money order for \$10 to the department in settlement for several Conservation Law violations. Some years ago while a resident of this State, the writer said, he accepted illegal deer meat, hunted without license, and appropriated a number of small roadside trees to his own use. The department said the \$10 has been added to the State's "conscience fund."

The 101 employees of the Division of Identification, State Department of Correction, are proud of the contribution they are making to the nation's war effort. Virtually all of the staff are engaged in one war activity or another, from buying War Bonds to donating blood to help wounded servicemen. Employees of the Division have 72 immediate relatives fighting for Uncle Sam. One employee's sweetheart won the Distinguished Service Medal, another's sweetheart took to the water after his ship had been torpedoed off Casablanca, and a third employee has five brothers and a sweetheart in service.

Ed. Note: Word was received by Mrs. Vincent Brower, 321 McCarty Avenue, Albany, on April 13 that Sgt. Brower—included in the above Correction Department article—had been killed that morning while returning from Albany to his post at Camp Gordon, Ga.

Sgt. Brower's death was that of a true national hero. En route by bus near West Columbia, S. C., he alighted at the scene of an auto accident to administer first aid to the victims, thereby applying the knowledge he had received as a member of the Army Medical Corps. While caring for the injured a second bus struck Sgt. Brower causing his immediate death.

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

QUESTION BOX

Numerous interesting questions were submitted this month by State employees to The Question Box. If you have a question concerning your position, your rights as a State worker, or some subject that has been puzzling you, don't hesitate to write The Question Box—we'll answer it for you. Here are this month's questions, with the answers:

Question: If a man serving in the Armed Forces is offered a position on a promotional list and is unable to answer the letter in the required four (4) days saying he is in the service, is his name stricken from the eligible list? Also, could his wife answer the letter, and if so, would the name still be kept on the eligible list?—R. D. B.

Answer: A person on military leave, who is offered a promotion, is deemed to have accepted such offer unless he replies that he declines such appointment for some reason other than his military service. Accordingly, it is unnecessary for such an employee to have his wife accept or decline for him. It is sufficient if she advises his department that he is in military service and that she has forwarded the offer of appointment to him in the armed forces.

If the name of a person on an eligible list is skipped while he is in military service, he can make application within a period of sixty days after his return from military service to have his name placed on a special promotion list good for a period of two years, which must be used before any subsequent promotion list can be used.

Question: I was appointed a Guard at—Prison on October 13, 1931. I resigned December 5th, 1942. I was reinstated on January 25, 1943. Am I eligible for an increment under the Feld-Hamilton Law on April 1st.—S. S.

Answer: Employees who are reinstated on or after January 1 of a fiscal year are not entitled to receive an increment on the first day of the next fiscal year. Accordingly, you are not eligible for an increment on April 1, 1943.

Question: If a civil service employee of the State of New York is on leave with the U. S. Army, and is discharged, being over 38 years, to enter a war production job. Will he be able to secure reinstatement to his State job after the war is over? Is his leave automatically extended when he leaves military service to take the war production job?—T. F. J.

Answer: Under the provisions of Chapter 320, of the Laws of 1943, a public employee on military leave who is discharged to engage in essential war work is granted an extension of his military leave of absence for the duration of such essential war work and must be reinstated upon request within 60 days after the termination of such essential war work. Under the provisions of the law, a certificate of the War Manpower Commission or of the United States Employment Service, or of the proper authorities in the armed forces of the United States or of any other authorized federal agency, that you have engaged in such essential war work is necessary in order to confer upon you such extension of your military leave of absence. Although the law took effect on April 6, 1943, when it was signed by the Governor, its provisions are retroactive and protect a public employee who received a conditional discharge from military service to engage in essential war work prior to April 6, 1943.

In the January issue of "The State Employee" on Page 18 in regard to a question as to why pay differential was not given to a draftee but only to those enlisting voluntarily, the answer states, "the obvious purpose of the Legislature was to protect public employees who voluntarily entered the reserve forces." I would like to ask the following question: If it was the purpose of the Legislature to protect public employees who voluntarily enlisted in a reserve force, why does it exclude a woman, who as a nurse, voluntarily responded to the War Department's plea to enter the Army Nurse Reserve Corps and who was subsequently ordered to active duty?—H. M. A.

Answer: The reason that public employee members of the Army Nurse Corps who began active duty have not been considered entitled to pay differential under Section 245 of the Military Law according to an opinion of the Attorney General issued January 28, 1941, that the policy of the War Department at that time was to transfer into active service only those reservists who were willing to go—they were not "ordered" into active service as required by such law. The Attorney General is now considering whether there is a change in the War Department's policy of ordering members of the Army Nurse Corps since the United States entered the war, so as to entitle such reservists to pay differential.

Question: If an employee who is a member of the State Employees Retirement System has 24 years active State service and 9 years in military service in the U. S. Army, how is the retirement to which he would be eligible figured out? Would his army service count toward retirement? He received a salary of \$1,800 per year for the last five years of employment.—G. G. L.

Answer: The above 9 years of military service is not allowable service unless some part of the 9 years were rendered during time of war. The retirement allowance would be approximately 24/70ths of \$1,800, or \$617.14.

Question: What salary could one expect upon retiring if a member of the State Employees Retirement System, if he served continuously for 25 years and during the last five years he received an annual salary of \$1,700.—L. G.

Answer: The retirement allowance at age 60 with 25 years of service and a final average salary of \$1,700 would be approximately \$607.14.

**SEND IN
YOUR QUESTION**

Prizes Awarded

TO CONTEST WINNERS

That question that had kept thousands of State employees tense for some time—the problem of who was to win the “Better Business in State Government” contest sponsored by The Association of State Civil Service Employees, Inc.—was answered at the Association’s 25th Annual Dinner in the DeWitt Clinton Hotel, Albany, on March 23.

It was no small task, judging these winners of the contest that had as its aim the promotion of the highest type of public service to the State. Numerous entries were received, and the judges found many meritorious suggestions in the articles they weighed to painstakingly before the winners were decided upon.

As a matter of fact two entries were adjudged to be of such high calibre that the judges decided the two State employees who had submitted them must, in all fairness, share the first prize. The Association, with customary magnanimity, decided to present two first prizes rather than having the two employees divide one award.

Here are the prize winners and the subjects on which they wrote: First prize (tie award)—“How the State of New York May Obtain Maximum Operating Efficiency,” by Robert R. Hurley, State Insurance Fund, Brooklyn;

First Prize (tie award)—“Executive Budget Control,” by Roy Curtiss, Jr., Department of Social Welfare, Albany.

Second prize—“Plan to Prevent Waste,” by Augustus J. Carroll, Department of Correction, Auburn Prison.

Third prize—“Disposal of Obsolete Records,” by Herman F. Robinson, Department of Education, Albany.

Governor Thomas E. Dewey, principal speaker at the Association dinner, presented the awards on the Association’s behalf. To Mr. Hurley and Mr. Curtiss each, went a \$150 War Savings Bond. Mr. Carroll was presented a \$100 Bond and Mr. Robinson a \$50 Bond.

Several other entries, which fell just short of landing among the top

prize winners, have been adjudged worthy of honorable mention by the judges.

Summing up the results of the contest, Harold J. Fisher, Association president, said: “The competition was inaugurated in line with the Association’s constant endeavor to guarantee to the State of New York the highest degree of public service. On the basis of the many sound and practical ideas that were embodied in the various entries, we feel that our efforts in promoting the contest have been justified.”

President Fisher, member of the board of judges, extended his thanks on the Association’s behalf to the other judges who gave so willingly of their time and effort to aid toward success of the contest. The other judges were:

Senator Joe R. Hanley, majority leader of the Senate; Assemblyman Oswald D. Heck, speaker of the Assembly; Wendell P. Brown, assistant attorney-general, and A. J. Goodrich, deputy State comptroller.

“The State Employee” regrets that space limitations preclude its presentation of all four of the prize-winning entries in the contest. The plan submitted by Robert R. Hurley follows:

“HOW THE STATE OF NEW YORK MAY OBTAIN MAXIMUM OPERATING EFFICIENCY”

INTRODUCTION

There are today approximately 30 Efficiency Engineers in the service of the State of New York. The civil service title of these engineers is “Examiner of Methods and Procedures.”

Due to an improper organizational structure these “Efficiency Engineers” are unable to accomplish very much. This is caused by the fact that they are “hidden away” and confined to problems within a few of the subdivisions of the State to which they are attached.

The following pages outline a suggestion as to how these “Efficiency Engineers” should be organized in order that the State of New York

may obtain maximum operating efficiency.

Part I—Existing Conditions

A) New Units Established

During the past year or two new units known as “Methods and Procedure Units” have been established within certain subdivisions of the State Government. These units are also called Planning Division, Division of Coordination, and similar names.

B) Personnel

The personnel of these units have the civil service title of “Examiner of Methods and Procedures,” and are sometimes known as “Management Engineers,” or “Efficiency Engineers.”

There is also a small staff of clerks and stenographers attached to each of these units.

C) Units Now Functioning

At present there are three subdivisions of the State within which such Methods and Procedures Units are functioning, namely:

- 1) The State Insurance Fund.
- 2) The Division of Placement and Unemployment Insurance.
- 3) The Department of Social Welfare.

In addition to the above, there are other subdivisions of the State to which Examiners of Methods and Procedures are attached, either on a provisional basis or as outside consultants.

Three of these subdivisions are:

- 1) The Department of Audit and Control—
1—Examiner of Methods and Procedures (@ \$32 per day)
- 2) The Department of Taxation and Finance—
1—Examiner of Methods and Procedures (@ \$32 per day)
- 3) The Department of Labor, Methods and Procedures Unit—
1—Associate Examiner of Methods and Procedures (@ \$4,000 per annum)
1—Assistant Examiner of Methods and Procedures (@ \$2,500 per annum)

To the knowledge of the writer, there is approximately a total of 30 Examiners of Methods and Proce-

dures now working in the service of the State, who are paid total salaries of about \$100,000 per year.

D) Report to Local Management

Each of these Methods and Procedures Units functions separately and works under the general direction of the management of the particular subdivision of the State to which it is attached.

E) Restricted to Local Problems

Each unit is restricted and confined to the problems within the particular subdivision of the State to which it is attached.

F) Duties

Stated briefly, the primary overall duty of the Units is to aid in the solving of the problems of management.

A detailed list of the duties of Examiners of Methods and Procedures is shown on Page 17, Exhibit "A."

G) Demand for Examiners

The demand for qualified Examiners of Methods and Procedures greatly exceeds the available supply. The Federal Government and private industrial concerns are advertising for them every day, and are eager to employ them to handle gigantic undertakings.

Part II—Results Under Existing Conditions

A) Possibility of Establishing Many Units

Judging from the present trend, it is possible that Methods and Procedures Units will eventually be established within all departments of the State.

B) Present Organization Is Not Proper

The present organizational set-up of the Methods and Procedures Units is not proper.

It is rather pathetic that Methods and Procedures Units composed of Examiners who are experts in Organization Problems should find themselves set-up incorrectly from an organizational point of view.

C) Examiner's Point of View Distorted

Working under the direction of local management, gradually but surely, narrows the point of view of the Examiner and thereby robs him of one of the most valuable assets he should possess, namely, the outsider's point of view or the broad viewpoint. In some instances, it also stifles initiative on the part of the Examiner.

D) Restriction to Local Problems Reduces Possible Savings

Restricted and confined to the problems within the particular subdivision of the State to which they are attached, the Methods and Procedures Units may make some reductions in operating costs, may coordinate the flow of work and perform similar accomplishments, but these are limited to savings only within the individual departments and do not affect other departments of the State.

E) Primary Duties Are Not Performed

Although the primary overall duty of the Units is to aid in solving of the problems of management, there is a definite tendency on the part of



ROBERT R. HURLEY
State Insurance Fund
First Prize Winner

"Better Business in Government" Contest

the units to be led astray from this duty by the whims of local management. This may be due to a misconception on local management's part as to the proper functions of a Methods and Procedures unit, along with the fact that it so often happens that members of local management are specialists in particular fields but lack administrative and managerial ability. As a result, the basic duties of the Methods and Procedures Units are postponed and lag.

F) Coordination Is Lacking

There is no proper coordination or correlation either as between or among the various Methods and Procedures Units themselves. This might

be considered rather unique when you stop and consider that coordination is one of the basic functions of Methods and Procedures Units.

G) No Central Control

There is no central control of the work being done by the Methods and Procedures Units. In fact, there is a definite duplication of work on the part of these units as presently set up. This also is rather strange since the elimination of the duplication of work is a primary duty of these units.

H) No Broad Planning Possible

There is no broad planning or intelligent program possible under the existing system. There are no meetings to exchange ideas nor are there any get-togethers on the part of the various Methods and Procedures Units within the State. In fact, in actual practice the present units totally ignore each other.

I) Standardization Not Possible

Lacking a central bureau to guide them, the independent Methods and Procedures Units are not in a position to standardize operations (which might be standardized) on a state-wide basis.

Part III—Recommendations for Betterment

A) Establish a Central Control

In order to coordinate and correlate the work of the various Methods and Procedures Units within the State Government, it is recommended that a central bureau be established which might be called The State Bureau of Methods and Procedures, or some similar name.

B) Duties and Functions

The primary overall duty and function of this Bureau would be to act as a central planning and coordinating bureau for all State departments, and in fact for the entire State Government, insofar as methods and procedures work is concerned.

C) Place in State Organization

This Central Bureau might be attached to the Executive Department as a separate division thereof, or perhaps it might be attached to the Division of the Budget as a unit of same. Then again, there would be many advantages in having it attached to the Comptroller's Office and have the Examiners of Methods and Procedures work on various assignments along with the Comptroller's auditors. However, most authorities on Public Administration seem to agree that such a Central Bureau of Meth-

ods and Procedures should be attached to the Division of the Budget.

If attached to the Division of the Budget, the Head of the Bureau of Methods and Procedures should report directly to the Budget Director.

D) Personnel

The staff of this Central Bureau should be composed of highly qualified and experienced Examiners of Methods and Procedures, as defined by the State Department of Civil Service, assisted by a staff of stenographers and clerks.

Examiners should fundamentally be Methods Men or Industrial Engineers with a broad business background and be heavy in one or more of the following branches of management engineering:

- 1) Administrative Engineering
- 2) Cost Engineering
- 3) Production Engineering
- 4) Sales Engineering
- 5) Statistics.

Assignments would be made to Examiners somewhat along the lines that they are now made to the Comptroller's auditors.

A tentative list of Personnel Requirements for the Proposed State Bureau of Methods and Procedures is shown on Page 19, Exhibit "B."

E) Possible Methods to Set-Up Central Bureau

There are at least three possible methods by which this proposed Bureau might be set up:

- 1) By abolishing the present Methods and Procedures Units within the various departments of the State and transferring the Examiners therein to the Central Bureau.
- 2) By leaving the present Methods and Procedures Units as they are, but placing them under the general guidance and supervision of the Central Bureau. The staff of the Central Bureau to be selected by civil service examinations in the usual manner.
- 3) By a combination of the above two methods.

The writer is inclined to favor method No. 1 as outlined above, as he feels greater accomplishments are possible by having a State Bureau of Methods and Procedures entirely distinct and separated from other departments of the State, and reporting directly to the Governor or to the Budget Director.

Part IV—Anticipated Results Under Recommendations

A) Present Faults Eliminated

All the flaws of the present system described under Part II (Results under Existing Conditions) would be remedied.

B) Improper Organization Corrected

The present organizational weakness in the Methods and Procedures Units would be corrected and a proper organizational set-up would be accomplished.

C) Proper Coordination Accomplished

It would then be possible to establish coordination not only as between and among all departments of the State, but also as within each department. All Examiners of Methods and Procedures in the service of the State, would be working together as a team toward the same definite objectives, instead of in the present haphazard individualized manner.

D) Greater Savings and Increased Operating Efficiency

Instead of the accomplishments of the Methods and Procedures Units affecting only one department, they would be broadened out to affect all departments with proportionally greater savings and increased operating efficiency.

To cite one example which might serve to convey a better comprehension of the above statement:

Assume that the Methods and Procedures Unit of the State Insurance Fund made a study of the various forms (paper, printing, use, etc.) used with the State Insurance Fund, and as a result effected a saving of 30%, or \$25,000.00 per year.

Further assume that the Methods and Procedures Unit attached to the Division of Placement and Unemployment Insurance made a similar study of the forms used within that Division, and as a result also made a saving of 30%, or \$25,000.00 per year.

Is it not reasonable, therefore to assume that if a study were made of all the forms used throughout the entire State Government that the total savings would be proportionately greater?

If a saving of \$50,000.00 was made by surveying the forms of two subdivisions of the Depart-

ment of Labor (i.e., the State Insurance Fund and the Division of Placement and Unemployment Insurance), the estimated annual savings for the 18 major departments of the State would be well over \$500,000.00

It may not be amiss to mention here that the surveying of forms is only one of the many functions of Examiners of Methods and Procedures.

E) Broad Planning Possible

By having definite and accurate facts available and the Examiners of Methods and Procedures working under the general direction of a central control, it would then be possible to intelligently prepare a broad planning program, thereby making it possible to define definite objectives toward which to work.

F) Prevent Adverse Publicity of the State

The majority of the causes which led up to such investigations as the State Insurance Fund Investigation (1938-40); the State Printing Inquiry (1940-41); the proposed investigation of the Division of Placement and Unemployment Insurance (1939-40); and the present investigation of the Workmen's Compensation Law, et al., would be avoided, thereby eliminating much adverse publicity and criticism of the State Government.

G) Services Profitable to Many

The Governor, the Legislature and each department of the State would profit in many ways from the services which would be rendered by a State Bureau of Methods and Procedures. The Public too would obviously profit from the savings (cost reductions) accomplished by such a bureau.

H) Aid to Governor, Legislature, et al.

The Governor, the Legislature, the Comptroller and the Budget Director would have definite and exact facts and figures available on which to base decisions, which are not obtainable under the present system.

The Budget Director, particularly, would receive expert aid on special problems, such as the investigation of questionable items in the various budgets.

At this point, the writer wishes to emphasize the fact that one of the requisites of an Examiner of Methods and Procedures is that he be thoroughly familiar with "budgetary

control," whereas a Budget Examiner is not necessarily qualified to act as an Examiner of Methods and Procedures.

I) Continuous Search for Economies

It would practically preclude the necessity of the Governor periodically appointing members of the Legislature and others to investigate for economies in the State Government because this information would be furnished currently by experts.

J) Current Facts for Governor

It would keep the Governor informed of the actual facts and findings in each department of State. The Governor could then properly judge how well each and every department is being managed.

Part V—Conclusions

A) Examiners Should Be Given Major Tasks

Although the Federal Government and private industrial concerns throughout the country are bidding against each other for the services of Examiners of Methods and Procedures to handle tremendous undertakings, the State of New York has 30 of these Examiners "hidden away" and assigned to certain subdivisions of the State where they are performing comparatively minor tasks.

If the State Government, sincerely and honestly, wishes to obtain maximum operating efficiency, the very best method it can employ to achieve this end, is to establish a State Bureau of Methods and Procedures, and then turn such problems over to its Examiners of Methods and Procedures, who are specialists in efficiency work.

B) The State Would Save Millions of Dollars

No attempt has been made to compute in detail the savings which would result from the installation of the recommendation described on the foregoing pages, but the writer does not hesitate to estimate that the savings to the State would run into several million dollars annually. In addition, the State would also be assured that it is operating at maximum efficiency.

EXHIBIT "A"

DUTIES OF EXAMINERS OF METHODS AND PROCEDURES

Following is an outline of the duties of Examiners of Methods and Procedures according to an an-

nouncement (January, 1940) by the State Department of Civil Service:

- 1) To establish scientific and practical methods of operation and to set standards of production and achievement.
- 2) To investigate, analyze and study existing methods and procedures with a view toward increasing the efficiency in the operation of the department.
- 3) To coordinate the activities of all divisions of the department.
- 4) To plan for, to recommend and to supervise the organization, including the reorganization of functional departments and dis-

trict field offices and to make recommendations for the improvement of production and methods.

- 5) To engage in active and constant research in connection with methods, procedures and forms used with a view toward preventing duplication, waste, inefficiency, and lag; and to develop procedures which will meet the test of scientific management.
- 6) To develop measures designed to insure efficient and economical administration.
- 7) To develop courses in training for supervisors and rank and file employees.

EXHIBIT "B"

***Tentative Personnel Requirements for the Proposed State Bureau of Methods and Procedures**

TITLE OF POSITION	No.	Range	ANNUAL SALARIES	
			FIRST YEAR Each	Total
Director of Bureau.....	1	\$8,000-10,000	\$8,000	\$8,000
Administrative Assistant to Director....	1	5,200- 6,450	5,200	5,200
Principal Examiner	2	5,200- 6,450	5,200	10,400
Associate Examiner	5	4,000- 5,000	4,000	20,000
Senior Examiner	10	3,100- 3,850	3,100	31,000
Assistant Examiner	16	2,500- 3,100	2,500	40,000
Total Examiners	35			\$114,600
Stenographers, Typists and Clerks.....	12		1,500	18,000
Total Personnel	47			\$132,600

* Refers to Page 10, Part III (D)

NOTE: The above are standard civil service grades and salaries for Principal, Associate, Senior and Assistant Examiners. The other salaries are estimated.

The plan submitted by Roy Curtis, Jr., which was also awarded first prize follows herewith:

"PLAN FOR THE EXERCISE OF EXECUTIVE BUDGET CONTROL BASED ON ANALYSES OF DEPARTMENTAL PROCEDURES AND VOLUME OF WORK PERFORMED"

The government of New York State, under its civil service system, has been notorious in establishing and maintaining liberal working conditions for its thousands of employees; in fact, the precedents established by our government have set the pattern for private industry, as well as for other states. The emphasis has correctly been placed on open competitive examinations, careful selection from certified lists by the appropriate departmental officials, and following placement, on fair working hours, liberal sick and vacation leaves, annual salary incre-

ments, retirement benefits, tenure during military service and other important miscellaneous benefits.

Our form of modern democratic government is characterized by this realistic concern for the welfare of its civil servants, and it is toward the further evolution of this concept and its intimate relationship to and interest of the taxpayer that the following plan is proposed.

It will be noted from Table 1 attached that there has been a tremendous and steady increase in the number of State employees during the past twenty-one years; specifically increase from 1921 to 1941 is represented by 36,408 employees or 205.3%. There seems little likelihood that this acceleration will end abruptly because governmental services are constantly being expanded to meet the ever-increasing needs of our people. Since our diverse governmental activities represent a service enterprise and thus the person-

nel requirements are not readily determinable through an analysis of the labor cost per unit of output, as in manufacturing, it is virtually impossible, under the existing system of executive budget control to ascertain accurately the actual personnel needs of any one of the several departments. It is the assertion of this contestant that the determination of personnel needs, if realistic, must be based on **work methods in relation to volume of work to be done** and such determination is properly an executive function of vital importance which cannot and should not be delegated, without restraint, to the various operating departments. This assertion is made because of the realization that in our form of government each department has an irresistible tendency to broaden its program, increase its staff and develop as much prestige and power as the existing system of budget control will permit.

The shortcomings of the existing system are directly related to the employee working conditions outlined above in that periodically an expensive investigation is demanded by the taxpayers or legislators (e.g., State Economy Commission created in 1942), complicated departmental administrative procedures are described, overlapping of jobs is discovered, demands for retrenchment and revision are made and public opinion is aroused by what appears to the layman to be unnecessary and unwise expenditure of public funds. The best working conditions ever devised are of little value to an employee if he should lose his job because he happens to be one of the unfortunate victims of such a spotlight investigation.

In his report on Administrative Adjudication in the State of New York to Honorable Herbert H. Lehman in 1942, Commissioner Robert M. Benjamin proposed the establishment in the Executive Department of a new division which might be called the Division of Administrative Procedure. Reference is made to this recommendation merely to differentiate the plan outlined herein from his proposal which relates primarily to the formulation and promulgation of policies and administrative rules and eliminate "causes of real or apparent injustice to the public."

This contestant is aware that the

several department heads, and their bureau chiefs, are necessarily engaged in the pressures of every day business and are thus unable to make, and in many instances incapable of making, detailed job analyses of all their employees, to ascertain whether the work methods being followed are the most economical, whether unnecessary activities are being carried on, and whether the forms and other equipment used represent the best possible devices for the job to be done. We do know that if there were standard practice instructions available for each employee who entered military service, the training of the substitute employee would have been infinitely more effective and less time con-



ROY CURTIS, JR.
State Department of Social Welfare
First Prize Winner
"Better Business in Government" Contest

suming. From our total experience we have learned that:

1. Intensive study of office organization and methods is the only way to know what our departmental staffs are actually supposed to do;
2. Knowledge of existing methods and procedures and revision or elimination where indicated is a positive step in the direction of simplification and standardization which is less costly to the State than investigating committees and infinitely more beneficial to the department heads and their employees; and
3. The working conditions of the

individual employee can be considerably improved where such analyses of methods and procedures result in the development of written standard practice instructions or manuals of procedure, since he then knows not only what is expected of him during the business day, but also the specific manner in which his assignments are to be performed. Personal insecurity caused by guess work, misinformation, misunderstanding, whims of the immediate supervisor and similar factors tend to vanish where carefully defined methods are made available and there is a clear understanding by an employee of his specific responsibilities.

This contestant is further aware that the representations made by the operating department heads to the Bureau of the Budget of the Executive Department for additional staff or increases in salaries for existing staff place this bureau in an awkward and negative position inasmuch as reliance must be placed on the information submitted without being able to view the request in relation to the methods or volume of work handled by the remaining employees in the bureau or division of the department.

In view of the conditions outlined above, this contestant suggests the expansion of the function and authority of the Bureau of the Budget to include on a continuous basis a staff of office management analysts whose duties would involve:

1. Intensive surveys of the office organization and methods of the several operating departments; such surveys to include descriptions of the departmental or bureau activities, methods of preparation and maintenance of records, filing, study of office forms and supplies, correspondence practices, and planning, routing, scheduling and control work.
2. Analyses of the existing procedures into their component elements, followed by discussions with the responsible operating official, so as to arrive at the justification, elimination, or revision of each element.
3. Development of standard practice instructions or manuals of office procedure in collaboration

with departmental representatives so as to insure a combination of elements, which will remain in a logical, effective and economical working procedure.

4. Guidance in the establishment, where practicable, of production standards or goals in order to arrive at quantitative personnel requirements for specific jobs.

5. Investigations, at the request of the several budget examiners in the Bureau of the Budget, of all appeals for additional staff made by departmental officials and submission of findings and recommendations of these investigations based on actual conditions. Such service will obviously provide information essential to an impartial determination of the need for additional staff and thus result in a common understanding between the Bureau of the Budget and the operating department which, in turn, should improve relationships between the two agencies.

It is considered inadvisable for this contestant to attempt to delineate in full all of the factors relating to the organization of the suggested staff of office management analysts, their specific relationships and lines of authority and responsibility within the Bureau of the Budget or their specific relationships with operating department officials. Such considerations involve an intimate knowledge of the existing organizational pattern in the Bureau of the Budget and other unknown factors, but it is suggested that the group of analysts be under the direction of an outstanding management engineer who would be directly responsible to the Director of the Budget in order to insure competent technical supervision and direction. It is further suggested that a minimum of two analysts, working as a team, be assigned to each State department while a survey is being conducted and that such assignments extend for a period of not less than one year; the number of teams would be dependent upon fiscal and other considerations, including the amount of time required to survey all of the departments. This considered suggestion cannot be too strongly emphasized for the reason that intensive study will result in intimate knowledge of the activities and adminis-

trative procedures of a given department and only as there is a clear and detailed understanding of operations will it be possible for the analyst to develop and propose comprehensive suggestions for "streamlining" and improvement; such cannot be accomplished overnight. The suggestion that a minimum of two analysts working as a team, be assigned to survey each State department is predicated on the fact that:

1. Two trained minds working on the same problem are better than one;
2. Should one such person leave the State's employ or be transferred during a survey, there would be no break in the service being provided a given department.
3. Tangible and concrete results would be attainable at a more rapid rate.

It has been said that "many office systems have been permitted to grow wild, like weeds in a neglected garden. Their histories will frequently reveal the evolution of a simple need into a complex clerical monstrosity." This statement has been borne out in organizations both big and small, public and private; as a servant of the taxpayers in New York State and as the employer of thousands of workers, the Executive Office is obligated to assure both groups the most efficient and economical administrative machinery which the talents it has available can contrive. Trained management engineers recognize that the analysis of office methods which result in improvement rests upon the fundamental principle that "the possibilities of improvement vary directly with the degree to which work is analyzed," and thus the suggestion that a staff of specialists be made available to scrutinize and improve departmental methods and procedures on a continuous basis.

Finally, it should be stated that the type of departmental "soul-searching" and critical self-examination which this plan contemplates will, in large part, be negative in character. That is, the simplification of administrative procedures and the elimination of the need for hiring more and even more personnel cannot readily be dramatized, but it is reasonable to expect that substantial savings can be realized through the maximum use of mechanical office

equipment, revision or elimination of unnecessary forms or reduction in the printing costs thereof, and that such improvements, which are a necessity in time of war, will accrue to the benefit of taxpayers, State administrators, and employees as well, in the years ahead.

TABLE 1
Number of New York State Employees*

No. of		No. of	
Year	Employees	Year	Employees
1921	17,738	1932	33,764
1922	20,405	1933	34,444
1923	21,089	1934	36,108
1924	21,279	1935	38,200
1925	22,689	1936	42,631
1926	23,101	1937	46,577
1927	28,798	1938	51,337
1928	26,619	1939	50,424
1929	29,012	1940	51,806
1930	32,352	1941	54,146
1931	33,050		

NOTICE: There was an increase of 15,312 or 86.3% in the number of employees in State service between 1921 and 1931; there was another increase of 21,096 or 63.8% between 1931 and 1941; there was a total increase from 1921 to 1941 of 36,408 employees or 205.3%.

* Data obtained from annual reports of the Department of Civil Service.

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Legislative Report

(Continued from Page 77)

vice, be entitled to have his name placed upon a special eligible list for a period of two years. This law further provides that such special eligible list shall be certified before subsequent lists are certified for the same position.

TRANSIT COMMISSION

Chapter 170 abolished the Transit Commission and transferred its duties and functions to the Public Service Commission. The original act was amended by Chapter 238 to clarify the provisions with reference to the transfer of employees of the Transit Commission to similar positions with the Public Service Commission.

ELMIRA AND NAPANOCH

Chapters 65 and 66 repeal certain sections of the Correction Law which prescribe mandatory salaries for certain employees of these two institutions. The effect of these laws is to place all the employees of these institutions under the full operation of the Feld-Hamilton law with the same status as employees in the other institutions in the Department of Correction.

RETIREMENT

Chapter 338 provides, in substance, that an employee over 60 years of age, who has more than five years of allowable service, shall not be entitled to withdraw his contributions in lieu of a retirement allowance. This amendment is applicable only to new members. Under the Constitution, it has no application to present members of the retirement system.

Chapter 339 extends to January 1, 1944, the period when an employee, who becomes a member of the State Retirement System may receive credit for allowable prior service.

Chapter 372 provides that the interest rate paid to members who join the Retirement System after June 30, 1943, shall be reduced to 3%. This law was recommended by the Retirement System which, under present conditions, is no longer able to earn 4% on its investments. Under the provisions of the Constitution, all employees who are now members of the Retirement System

or who may join the Retirement System before June 30, 1943, will continue to receive interest at 4% on their contributions.

Chapters 373 and 393 make two contradictory amendments to section 61 of the Civil Service Law relating to discontinued service retirement. Under the present provisions of the law four types of retirement allowances are made available to employees who lose their positions through no fault of their own after having served for more than twenty years. The highest type of benefit authorized by this section is allowable only to employees in the competitive class and the second highest type is limited to employees in certain Civil Service classifications. Chapter 373 liberalizes the provisions of the present law by making all four types of retirement allowances available to all employees without regard to their Civil Service classification.

Chapter 393, on the other hand, eliminates entirely the authorization for the two most liberal discontinued service retirement allowances. Although these bills appear to be inconsistent and contradictory, their effect, under the provisions of the Constitution, is to liberalize the retirement allowances, payable upon discontinued service, for all present members of the Retirement System, but to reduce the benefits payable to employees who may join the System after the law was amended.

LEGISLATION DEFEATED

Governor Dewey vetoed the Burney bill, Senate Int. 649, which would have authorized the Civil Service Commission to give special preference on open competitive and promotion examinations to all veterans and volunteer firemen.

The Downey bill, Assembly Int. 779, Pr. 832, which proposed to amend the Constitution to give a preference in layoff to all veterans and volunteer firemen, passed the Assembly but was not reported from committee in the Senate. This bill passed both houses of the Legislature last year. If it had passed this year it would have been submitted to the people at the 1943 election. This proposal is still alive however,

and if passed at the next session of the Legislature would be submitted to the people at the 1944 general election.

A final report with reference to a number of bills still in the hands of the Governor will be contained in the next issue of "The State Employee."



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Roster of Chapter Officials

This roster of officials of Association Chapters will be printed as a regular feature in future issues of THE STATE EMPLOYEE. All Chapters should keep Association Headquarters informed as to any changes in Chapter officers as they occur so that this roster may be correct at all times.

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News From All

HUDSON RIVER STATE HOSPITAL



(Photo Courtesy of Poughkeepsie New Yorker)

Recently officials and employees of Hudson River State Hospital dedicated a Roll of Honor to the employees of the institution who are now serving with the armed forces. Each employee with the armed forces has his name inscribed on the V in the center of the placque.

In the above picture, left to right are: Sgt. Benjamin Jones; Mrs. Andrew Morris, whose husband is in the armed forces; Edward Britt, who directed the program; Sgt. Albert Bachmann; Cpl. Roy Koenig, and Dr. John R. Ross, Superintendent of the institution.

Mr. Britt made the dedication statement; Mrs. Morris unveiled the Honor Roll. The Invocation was given by Rev. Donald S. Stacey and Benediction by Rev. Charles F. Schmidt. A solo was rendered by Ralph Bunnell and remarks were made by Dr. Ross, Joseph Schwartz, Member of the Institution's Board of Visitors, Lieut. V. Schultz, U. S. Army, and Andrew J. Delaney, Steward of the institution.

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Rochester Chapter Party

The Rochester Chapter is planning a late Spring party to be held at the Eagle's Club on May 22, 1943. The social Committee is planning on a large attendance. A buffet supper and refreshments will be served beginning at seven p.m. Dancing from nine to twelve. Drawing for War Bond will take place at 9:00 p.m. Chairman of the Committee on arrangements is Neil Goodman, Tax Department, assisted by Lawrence Culiano, Labor Department, and Sherry Bellisimo, State Fund.

Hudson River

State Hospital News

Fellow employees at Hudson River State Hospital tendered a farewell party on March 31 to Miss Margaret Riley and Mrs. Nellie Nolan, veteran employees, on their retirement from service.

Miss Riley, a charge nurse, had 31 years and seven months of Lakeview service, while Mrs. Nolan, a housekeeper, had 40 years and four months service in the Nurses' Home central group. Her husband, the late James Nolan, was one of the foremost employee representatives in former years, and accomplished much in the way of improving employees' conditions. Both Miss Riley and Mrs. Nolan were active members of the State and local associations, and will be missed by their former co-workers.

Now it is really "like father, like son," in the Grover family. Dr. Milton M. Grover, Jr., son of Dr. Milton M. Grover, assistant superintendent of Hudson River State Hospital, and Mrs. Grover, has been awarded his degree of doctor of medicine at Temple University School of Medicine. Dr. Grover, Jr., is being assigned to a year of internship in the Jersey City Medical Center before going on active duty with the U. S. Navy.

George Dyson, launderer in the laundry department of Hudson River State Hospital, is retiring after 33 years and four months' State service. He is a member of the Hudson River State Hospital Employees' Association and the Hospital Employees' Retirement System.

Warwick News

President of the Warwick Chapter, J. L. Lynch, and Secretary Florence K. Smith attended the luncheon meeting and annual dinner in Albany on March 23rd.

The Warwick Chapter has sponsored monthly meetings and socials for the past few months and plans are being made to continue these affairs during the coming months. Each such event is attended in increasing numbers and have proven most worthwhile.

Over the State

Rockland News

A handsome honor roll, paying tribute to the 267 employees of Rockland State Hospital now in the armed forces, was dedicated February 22, on the lawn in front of the home of the James H. Anderson Post, American Legion, at the hospital. William H. Huston, Anderson Post commander, opened the program by introducing Dr. Russell E. Blaisdell, superintendent of the hospital, under whose direction and cooperation the memorial became a reality.

The honor roll was designed by George T. Wild, master mechanic at the hospital, and constructed by the men of his department. On it are the names of the 267 in service, including eight nurses from the hospital and eight members of Anderson Post who served in World War I. Rockland is proud of the fact that, of the State's 27 mental hospitals, its representation in the armed forces is the largest.

The dedication program included singing of "America" by the Pearl River School Band; Invocation by Rev. Carnes McKinney of Nyack; Remarks by Rev. Michael J. Murphy of Blauvelt; Unveiling of the honor roll by Miss Frances T. White and Lieut.-Col. Lee M. Allen; Addresses by Charles W. Hawkins, Rockland County U.S.O. chairman, and Benediction by Rabbi Joseph Katz of Nyack.

The committee in charge of the dedication was composed of Dr. Blaisdell; Edmund T. Logue, chairman; William H. Huston, Mrs. Kathleen L. Hennessey, Willard A. Amell, Mrs. Loretta Z. Rourke, Arthur J. Gifford, Miss Florence Goodfield, Charles W. McBreen, Miss Frances W. White, Lowell J. Greenier and George J. Wild.

The Rockland State Hospital Association has lost numerous members to the armed forces, including some who were outstanding in activities of the chapter. Charles Davidson, now a first lieutenant at Camp Lee, Va., was secretary and treasurer for some years of the Mental Hygiene Association, before the charter was received from the State Association. Lieut. Davidson, vet-

ROCKLAND STATE HOSPITAL HONOR ROLL BEING DEDICATED



eran of World War I, was Rockland County commander of the American Legion and chairman of the local draft board before he enlisted for World War II.

Emil Bollman, now somewhere in Africa with the Navy, is one of the members who, with Robert Ortlieb, was instrumental in obtaining the State Association charter. Mr. Bollman was on the executive committee. Frank Cadigan, past president of the chapter, also is in Africa.

Hornell News

A local chapter of the Association of State Civil Service Employees, Inc., is being formed in the Hornell office of the State Department of Public Works with Lacy Ketchum, assistant district engineer for the Sixth Highway District, as temporary president. A. J. Jones was named temporary secretary.

Included in the membership will be State employees in Steuben, Chemung, Allegany, Schuyler, Tioga, and Yates Counties—highway workers, State Health Department, local ABC board and Conservation Department employees. At the organization meeting the presiding officer was John W. Gould, who represented the Sixth Highway District at the Association dinner-meeting in Albany March 23. A constitution was adopted by the 50 employees at the meeting. Mr. Ketchum named Charles W. Maher chairman of the nominating committee and A. A. O'Connor chairman of a by-laws committee.

Pilgrim Chapter Election

Christopher Doscher has been elected president of the Pilgrim State Hospital Chapter for the ensuing year. Other officers elected at the meeting on March 12 are: Charles Burns, vice president; Miss Anne Bergin, secretary; and Mrs. Louise S. Williams, treasurer. The executive council is composed of Charles Mahoney, chairman; Frank Neitzel, John Schoonover, Morgan Chubb, John Maxwell, Dr. Maurice J. Re, Mrs. Ercelia Schilling, Mrs. Melissa Terwilliger, Mrs. Elizabeth McGlynn, Miss Elizabeth Ray, Henry Marten, Mrs. Nettie Corbett, Miss Virginia Scullin, Arthur La Belle, and Miss Wenona Beale.

The chapter voted to present to the hospital a service flag bearing 163 blue stars and one gold star.

Elmira News

The Elmira Chapter reports that the service flag honoring employees of Elmira State Reformatory now serving in the armed forces now contains 24 stars.

Major Leroy Weaver, Captain of the Guard, has returned to the States after a year's service in Hawaii. Kenneth Murray returned to duty recently after two years illness and was welcomed back by his fellow workers. Bryson Vosburg begins his 51st year as a civil service employee on April 3rd.

Buy War Bonds

Association Business Meeting



Chapter officials and representatives at the luncheon business meeting of the Association held March 23; Left to right: Lee W. Keyes, representative from St. Lawrence State Hospital, and Herman Redmond, a member of the Executive Committee of The Association of Employees of the Department of Mental Hygiene and from the same institution; Joseph McMahan, President of the Industry Chapter; Wesley Laporte, President of Dannemora State Hospital Chapter; William McCarroll, Delegate from Matteawan State Hospital Chapter; Leo Gurry, representative from Marcy State Hospital; Frank Neitzel, Delegate from Pilgrim State Hospital Chapter; and Frank Ryan, representative from District 10 of the Department of Public Works, Babylon.

Syracuse Chapter Workers

Representatives of the Syracuse Chapter in the various State departments, institutions and offices in Syracuse, as reported to the Association recently are:

State Insurance Fund, John L. Hartigan and Concetta DeVecchio; Taxation and Finance, Albert Kocher and Joseph Mercurio; Conservation, M. L. Callaghan and Floyd C. Fancett; College of Forestry, Benjamin Ungarten; Unemployment Insurance, George Bligh and N. J. Wagner; Department of Labor, Mrs. Clara Bixby and Gertrude Murray; Social Welfare, James T. McGlinchey; Syracuse Psychopathic Hospital, Katherine Powers and Beatrice Auringer; Education, A. E. Jones and Marion Garland; Health, May Pogue, Parole, Edward Hunt; Public Works, Leon J. Brown and Ethel Chapman; and State Fair Office, George Schilly.

Officers of the chapter elected for 1943 are: President, Edward F. Carr; Vice-President, James T. McGlinchey; Treasurer, Anna B. O'Boyle; and Secretary, Doris LeFever.

Craig Colony Workers

Members of the Craig Colony Chapter have selected the following to act on the Executive Council of the Chapter: Staff, Dr. V. I. Bonafede; Clerical, R. E. Jones and C. B. Rice; Nurses, Salvatore Cipolla and Helen Hurley; Ward Service-Attendants, J. W. Mannix and Claudia McCarthy; Kitchen and Dining Room Attendants, Mary Brann and Grace Charlton; Cooks, Beatrice Wright and Mary Hargraves; Engineering, Charles Palmer and John Beggs; Trades, William Yorke and James Kerns; Laundry, Warren Shamp and Arthur J. Edward; Farm and Garden, T. H. Bolton and L. H. Jamison; Miscellaneous, William Herman and Dorothy H. Preble.

The auditing, grievance, publicity, social, membership and nominating committees were reappointed and the following were added: Social Committee, Beatrice Wright, Dorothy H. Preble and J. W. Mannix; Membership Committee, Hazel Chrysler, J. J. Little and Dorothy Preble; Nominating Committee, William Waterhouse and Claudia McCarthy.

Buffalo Chapter Workers

Representatives of the Buffalo Chapter in the various State departments, institutions in Buffalo, as reported recently to the Association, are:

Alcoholic Beverage Control, William E. Phillips; Agriculture & Markets, William M. Cassin; Banking, Margaret Miller; Conservation, Anna Collins; Correction, Edward O'Connor; Education, Irene Shea; Rehabilitation, E. M. Simon; Health, Nelson J. Hohl; Labor, Anthony Pawela; Unemployment Insurance, Robert R. Hopkins; Law, Agnes Cassidy; Buffalo State Hospital, Dr. LeWinn; Parole, John B. Gormley; Public Buildings, Roy Abell; Public Service, Mary Herbster; Public Works Administration, Paul Hettrich; Public Works Engineers, V. O. Schenck; Social Welfare, Aileen Kennedy and Carl E. Krebs; State, J. Milford Diggins; State Insurance Fund, Alexander Wysocki; State Health Institute, Emma Reuter; State Teachers' College, Mary M. May; and Taxation and Finance, Michael F. Seereiter.

Officers of the Buffalo Chapter elected for 1943 are: President, Herman G. Muelke; Vice-President, Enid McCoombs; and Secretary, Kathryn S. Squire. Stephen J. Orth of the Niagara Frontier Commission who was elected to the office of Treasurer has been since inducted into military service and the chapter will have to elect a successor to Mr. Orth.

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Great guns, but W. L. Douglas Shoes are swell! You'll like their sound good looks. Their just-right fit. And the fine, long-wearing materials they're made of. Buy W. L. Douglas Shoes today . . . you can't beat 'em for value.



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W.L. Douglas Shoes

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Buy War Bonds

Total war is upon us. Our fighting forces with great heroism are carrying on the battle against the Axis enemies in the struggle to maintain our liberties.

State workers who remain at home can join in this fight by loaning their dollars to Uncle Sam. The time to do that lending is NOW!

The 2nd War Loan campaign of the U. S. Treasury—the largest public financing in world history—is now on. The goal is \$13,000,000,000. Secretary Morgenthau says it must be raised to meet the current costs of this war. April has been set aside for this campaign.

Governor Thomas E. Dewey is Honorary Chairman of the Victory Fund Committee for the State of

Remember! Fighting men and women are giving their lives daily in this cause. The least we who remain behind can do is to furnish them with the tanks, ships, guns, ammunition, planes and food that will drive the destroyers of democracy from the earth.

If buying War Savings Bonds now, BUY EXTRA BONDS THIS MONTH. The money you lend will be spent in the only cause that matters—the preservation of this Nation, its homes, men and women, families, youths, children.

Thousands of people are working as members of Victory Fund Committees and War Savings Committees under the joint leadership of the U. S. Treasury War Finance

And don't forget. War bond dollars will be valuable dollars after the war. Every bond bought now brings us closer to victory. BUY AN EXTRA BOND EVERY WEEK DURING APRIL AND MAKE SURE YOU ARE DOING YOUR BEST TO HELP SHORTEN THIS WAR.

We know you want to join this fight for freedom. Sign your application for purchase of additional War Bonds today!

With the Services

Association representative Frank Ryan of District 10 of the State Department of Public Works advises that the following have entered military service from the district and asks that their names be published in "The State Employee" for the information of their many friends.

W. S. Chapin, Maj., U. S. A. Engineers; J. K. Coughlan, Maj., U. S. Air Corps; T. O. Wassung, Capt., U. S. Air Corps; H. E. Reid, Lieut., S. G., U. S. Navy; P. Backston, 1st Lieut., U. S. A., Engineers; F. K. Nelson, 1st Lieut., U. S. A., Engineers; J. H. Taylor, Lieut., U. S. Air Corps; H. T. Smith, War. Off., U. S. N. R.; H. J. Dahoney, C. C. M., U. S. N. R.; J. R. Kean, C. C. M., U. S. N. R.; J. P. Polek, C. C. M., U. S. N. R.; C. W. Boyle, C. M., IC., U. S. N. R.; J. J. Walsh, C. M., IC., U. S. N. R.; L. J. Hackert, S. K., 2C., U. S. N. R.; J. A. Hastings, Corp., U. S. Army; W. J. Corr, U. S. Army; C. W. Anderson, U. S. Army; W. A. Greenauer, U. S. Army; J. A. Cleary, U. S. Army; C. F. Stiehler, U. S. Army.

Stephan Harlacher, Kenneth Mains, Gregory Wujick, Harold Wood, Leo Furchert, Wm. Wynne, Vincent O'Neill, Ben Hocker, John Herman, Thomas Embro, Charles Neet, Raymond Wood, Theodore Anderson, Bert S. Jeffries, George Jeffries, Frank Andrisani, Robert Briscoe, George Connelly, Chas. Gordon, William Gordon, Ralph Hart, Jr., Frank Jacobs, Harry Kovando, Chas. Mantha, Martin McGayhey, Lawrence Smakal, John Schubert, Wm. A. Terry, Gordon Willigan and Stanley Karpinski.

JOIN THE FIGHT AGAINST THE AXIS —
BUY EXTRA BONDS EVERY WEEK IN APRIL
MAKE NEW YORK STATE PROUD OF YOU
IN THE SECOND WAR LOAN CAMPAIGN—
YOUR INVESTMENT BUILDS YOUR FUTURE

New York, which is carrying the message to every city, town and village in cooperation with the War Savings organization. The Governor appealed for united support by every citizen in his address at the opening of the campaign in Carnegie Hall, New York City, April 12, joining his plea to that of Secretary Morgenthau.

The reason for these appeals is simply this: The war on which our lives, homes and liberties depends cannot be fought without money. In this campaign no one is asked to GIVE. All are asked to LEND. The money loaned will bear interest, so your investment in United States securities not only will give you safety, but a layaway fund for the future.

Committee in this all-out drive. This immense fund-raising is 99.99 per cent volunteer work—a tremendous patriotic effort to boost our cause to victory.

We want the employees of the State of New York to break all records in the purchase of government bonds—THIS MONTH. There are bonds to suit every type of investor. Series E War Savings Bonds sold on the installment basis, cost \$18.75 for a \$25 bond. For every \$3 invested you receive \$4 at the end of 10 years. The interest return is 2.9 per cent. Series F and G War Savings Bonds mature in 12 years and bear 2½ per cent interest.

There are other bonds at 2 and 2½ per cent issued in this campaign, of 9 to 26 year maturity.

To New Employees Especially:

Do YOU have the GROUP LIFE INSURANCE?

The Association, using the tremendous purchasing power of its over 33,000 members as a group, has arranged for members the low-cost life insurance. It is available only to State employee members and for their benefit. The needs of State workers, and the insurance protection obtainable from the leading insurance companies were studied carefully by the Insurance Committee of your Association before the Group Life Insurance Plan was adopted.

THE GROUP PLAN HAS MANY SPECIAL FEATURES:

LOW COST—At age 39 or younger, \$1,000 of life insurance may be secured at an initial cost of 30c per pay day, and older employees receive coverage at slightly increased rates.

BROAD COVERAGE—It pays for death due to any cause whatsoever; since June 1, 1939, when the plan started, over \$650,000.00 has been paid to beneficiaries of deceased members; and claims are usually paid within 24 hours of the time the Association has been notified of the death.

EASY PAYMENT—Payment for the group life insurance is made painless by small deductions taken from the insured's salary each pay day.

NO MEDICAL EXAMINATION IF APPLICATION IS MADE WITHIN THE FIRST THREE MONTHS OF STATE EMPLOYMENT—New employees should apply promptly and not wait to apply until the end of their probationary period. If application is not made within the first three months of State Employment a medical examination is necessary, *and is given at no expense to the applicant.*

SAME RATES REGARDLESS OF OCCUPATION—Employees having hazardous jobs, such as prison guards, hospital attendants, State policemen, etc., are given the same rates as others insured under the group plan, although such employees are usually charged additional premiums for insurance protection under individual policies.

As a State employee you are cordially invited to take advantage of our Group Life Insurance Plan. If you are already insured under it, bring it to the attention of your fellow workers, as the success of the group plan will always depend upon a large percentage of State employees being insured under it.

Protect Your Family and Loved Ones WITH THIS LOW-COST INSURANCE.

Secure an application for the Group Life Insurance from your local Chapter or Association Representative . . . fill it out . . . and return it to Association Headquarters, Room 156, State Capitol, Albany, New York

Civil Service Notes

By THEODORE BECKER

State Department of Civil Service

ADDITIONAL WAR EMERGENCY COMPENSATION

A memorandum, setting forth the persons to whom, in what amounts and for what period of time the additional war emergency compensation provided by Chapter 187 of the Laws of 1943 is payable, has recently been issued to all State appointing officers by the State Civil Service Commission.

According to the memorandum, such compensation is payable to all State officers and employees (other than officers and employees of the Legislature and Judiciary), whose regular compensation does not exceed \$3,975 per annum, provided such officer or employee is a permanent employee, or a Rule VIII-12 substitute employee, or a Rule VIII-A temporary war appointee, or a provisional appointee appointed pending the establishment of an eligible list, or a temporary appointee appointed to a position established by his department with the consent of the Budget Director for a period of at least six months.

The additional war emergency compensation is payable for the period commencing on May 1, 1943, and ending March 31, 1944.

Such additional compensation is computed on the base salary or compensation **accrued each payroll period**, including time service or other increment payments, commutation or additional compensation in lieu of maintenance (but excluding compensation paid for overtime employment and excluding the value of maintenance where maintenance is given) at the following rates:

1. At the rate of 10% of such compensation, if such compensation is less than \$2,000 per annum;
2. At the rate of 7½% of such compensation if such compensation is between \$2,000 and \$3,975 per annum (provided that such additional war emergency compensation and the regular compensation shall not exceed \$4,000 per annum in the aggregate).

Additional war emergency compensation is not regarded as salary

or compensation for the purpose of any pension or retirement system in which the officer or employee is a member. The receipt of such additional compensation is not deemed to change the basic compensation of any such officer or employee for the purpose of computing a pension, retirement allowance, death benefit, or contributions in connection with such membership, or for determining any other right or privilege resulting from or relating to such membership, or for the purpose of determining the right to any increase of salary or any salary increment on account of length of service or otherwise.

Such additional war emergency compensation is not to be construed to constitute a promotion, nor to increase any pay differential which a public employee may receive pursuant to Section 245 of the Military Law.

SPECIAL TEMPORARY SALARY ADJUSTMENT

Pursuant to the provisions of Chapter 43 of the Laws of 1943, the annual rate of compensation, including maintenance and commutation in lieu of maintenance, allowed to any employee holding a position in one of the services or occupational groups included in Section 40 of the Civil Service Law (except in Service 1, Custodian and Domestic Service), shall not be less than \$1,200 for the fiscal year beginning April 1, 1943, and ending March 31, 1944. These provisions apply to temporary as well as to permanent employees. They do **not** apply to employees whose compensation would have been equal to or more than \$1,200, including maintenance and commutation in lieu of maintenance, on April 1, 1943, without such special salary adjustment law.

EXTENSION OF MILITARY LEAVES

In accordance with the provisions of Chapter 320 of the Laws of 1943, which became a law on April 6th, public employees who are on military leave, pursuant to Section 246 of the Military Law, are granted an extension of such military leave for time spent in essential war work in which they may be required to

engage pursuant to a conditional release from the armed forces of the United States.

The law also grants to public employees and other persons who engage in such essential war work pursuant to a conditional discharge for military duty the same rights and privileges to which they would have been entitled had they continued to perform military service. The law is retroactive and protects persons who have been so discharged and have engaged in such essential war work prior to April 6, 1943.

REINSTATEMENT AFTER RESIGNATION

According to a recent memorandum issued by **Joseph Schechter**, Counsel to the State Civil Service Commission, the determination of the Court of Appeals in the case of **Doering v. Hinrichs** (289 N. Y. 29), that a resignation (although followed by reinstatement within one year in accordance with the civil service rules) constitutes a break in continuity of service, requires the date of reinstatement, rather than the date of prior appointment, to be considered the date of original entrance into the service for the purpose of lay-off, salary adjustment and promotion. The memorandum makes a distinction between resignations for the purpose of leaving State service and resignations for the purpose of taking another job in the same service. In the latter case, the continuity of State service is not broken.

In this connection, resignation from service for more than three days will be considered a break in service for the purpose of determining eligibility for, and computing seniority in State promotion examinations, according to a memorandum issued by **Eugenia S. McLaughlin**. (These notes will be continued in the next issue).

PAY YOUR 1943

DUES TODAY

State Worker Honored

On the morning of December 7, 1941, John F. Blaise, who had registered in Precinct No. 1, Albany, New York, as an Air Raid Warden, was selected by the Precinct Commander to make a detailed map of the Precinct Area. Mr. Blaise, who is employed as a Junior Civil Engineer in the New York State Department of Public Works, Bureau of Highways, District No. 1, was selected for this job due to his vast experience in this field.

All the schools, police stations and fire houses are shown on the map.

Celotex board was selected so that mark up pins could be easily inserted to spot air raid incidents if the need be.

Upon completion of the map it became necessary for Mr. Blaise to construct a symbol board as an adjunct to the map. The symbol board was also constructed of celotex board and Mr. Blaise, through his inventive genius, then made a sufficient

for this board were made of galvanized iron $\frac{3}{8}$ " x 1" with a banker's pin soldered on the back of them.

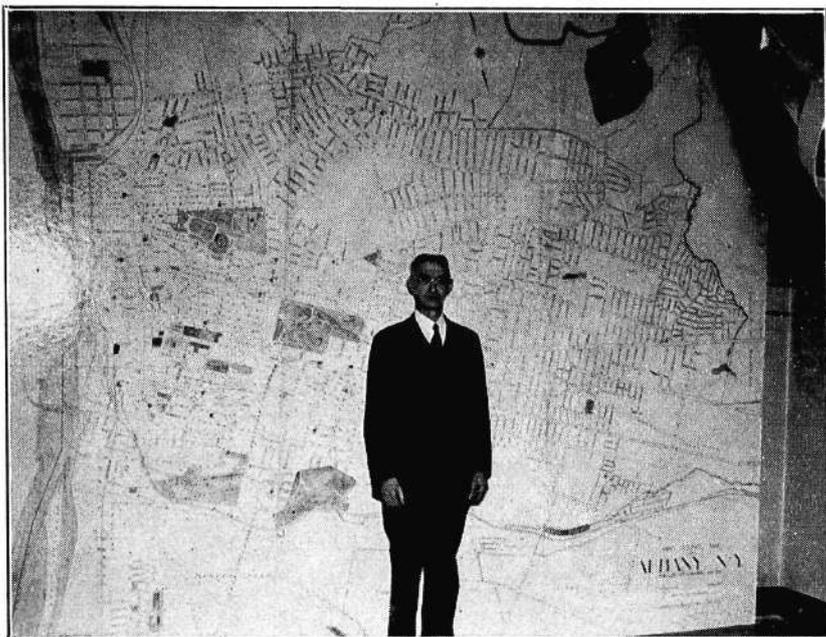
In December of 1942, it was decided to show the wardens' posts on the map. Mr. Blaise undertook the task by painting the red, white and blue air raid warden insignia on 300 thumb tacks. These tacks were then inserted on the map in their proper locations.

The time necessary to complete this project required 900 hours or more, and all of this time was devoted from Mr. Blaise's spare time, such as his annual vacation, nights and Sundays, and was done without compensation, as Mr. Blaise's contribution to the war effort.

At an air raid wardens' meeting of the First Precinct, held at the Sons of Italy Hall on Madison Avenue, Albany, New York, on the night of December 8th, 1942, the Police Department honored Mr. Blaise. Mr. Blaise was presented with a gold shield and was made an honorary member of the Albany Police Department. The presentation was made by Captain John J. Reilly, Chief Air Raid Warden for the City.

The honor was given to Mr. Blaise for the work he had done at the Local Control Center in preparing a large map of the city, a symbol board and controller's panel, to be used by the Local War Council.

This was the first time in history of the Police Department that a civilian was made a member of that unit.



John F. Blaise and his Map of Albany

Mr. Blaise completed the Precinct maps on January 26, 1942, and they were inspected by Chief Fitzpatrick, Assistant Chief Coffey and Captain Reilly of the Police Department. They were so impressed by the maps that they requested Mr. Blaise to undertake the making of a large scale map of the entire city. Mr. Blaise consented to do this job in his spare time and during his annual vacation.

Work was started on the map on March 1st and the work was completed on April 10, 1942. The map measures 10 feet by 12 feet and the scale is 1" = 200'. It is constructed on celotex board and the map was drawn in India ink on a specially prepared surface.

number of spotting pins; each depicting a different type of air raid damage such as high explosive bombs, incendiary bombs, broken water main, fallen power pole, etc. These pins were made from large thumb tacks with the original points removed and a banker's pin soldered on so as to leave a point about 1 inch long. The pins were hand painted.

In May of 1942, Mr. Blaise started another phase of this work in the construction of a controller's panel made also on celotex board. This board is needed to spot the incidents as they develop, to show the need for special emergency equipment such as ambulances, fire trucks, decontamination squads, etc., and their dispatch when sent. The pins

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"Story of State

Government"

SEE INSIDE FRONT COVER

Pass Along the Credit and They All Get the Pay

The Association has never practiced the pleasurable pastime of patting itself on the back. It has felt that its obligation was to obtain results for State employees and that the credit would take care of itself. We were therefore, somewhat amused when the SCMWA (C.I.O.) burst forth in a rash of press releases and printed bulletins claiming exclusive credit for the pay rise Governor Dewey recommended on the last day of the session. These claims have been the subject of comment in various newspapers but the final word was spoken by Alden Roberts in his column "Dipped from The Stream of Politics" which appears in the New York State Journal of April 5. We would like to pass on to our readers Mr. Roberts' observations which appear under the caption—"Pass Along the Credit and They All Get the Pay."

"When Governor Dewey signed the State employee pay increase bill last week he issued a statement in connection therewith which was a masterpiece of diplomacy.

"It so happened that a delegation from the State, County and Municipal Workers of America, a C. I. O. affiliate, consisting of a relatively small number of State workers, met with the Governor and talked pay increases a day before the Governor sent the pay boost bill to the Legislature.

"When the measure passed, the C. I. O. group took unto itself the credit therefor and proceeded to launch a membership drive.

"The powerful Association of Civil Service Employees, which has been working for pay raises since living costs began to rise, challenged the C. I. O. claim and made public a chronological list of developments in connection with the Hanley salary increase bill.

"In his statement when the bill was signed, Governor Dewey made no mention of the dispute over credit. Neither did he mention the C. I. O. group. Instead, he used three pens to sign the measure and presented them to:

"1—John E. Burton, director of the Budget, 'who conceived this fiscal plan by which the bill was made possible.'

"2—Harold Fisher, president of the Association of Civil Service Employees, 'whose economic material and suggestions were of great help to the budget director in his work.'

"3—Charles L. Campbell, vice-president of the Association of Civil Service Employees, 'whose help was invaluable in the preparation of the legislation.'

"Period!

"No one can challenge successfully the work that has been done by the Association of Civil Service Employees for its members and for the State.

"The Association has fought for the State workers, but it has managed to conduct its negotiations with a dignity and calmness that some other employee organizations might well copy."



We're doing Our Best

WHEN Uncle Sam knocks out the enemy and normal times return, Waterville service will again be synonymous with highest quality. Just now, factors beyond our control are playing havoc with the best of plans. MEANWHILE, we will appreciate your continued patience while we do our level best to render the finest service possible.

But, knocking out the enemy comes first!

WATERVILLE LAUNDRY

INCORPORATED

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An Important Message

TO ALL STATE WORKERS

BY C. A. CARLISLE, JR.

During March, 1943, \$26,083.07 in cash was paid to State employees under the Association's group plan of accident and sickness insurance. This is the largest amount paid out in any one month since the plan was started in June, 1936. This now makes a grand total of \$885,516.28 paid in cash to New York State employees for sickness and accidents. You should receive your share of these benefits by insuring now under this present low-cost, easy payment, safe and sure, group plan of accident and sickness insurance.

As of April 1, 1943, the reports to the Commercial Casualty Insurance Company indicated the following:

Open claims as of April 1, 1943.....	298
Claims created during March, 1943.....	306
Claims disposed of during March.....	314
Premiums received during March, 1943	\$21,180.81
Claims paid during March, 1943	\$26,083.07

Every State department and institution is represented by the 12,500 employees now insured under the plan and employees in every department and institution receive their share of the claim payments. Thousands of State employees are sick or injured every month who do not carry the insurance and who must pay their doctor and hospital bills and many do not receive their salary during these periods of disability. Under this plan New York State employees get cash and not sympathy when disabled due to sickness or accident.

Testimonials

Every day letters are received from persons receiving claim benefits thanking the Association and the Insurance Company for prompt payment and courteous claim service under the group plan. Many of the families involved advised that they are grateful because expenses are always more during periods of sickness or accident.

Low Cost of Plan

One dollar a pay day buys you a policy that pays you \$60.00 per month during disability periods due to sickness or non-occupational ac-

cidents. You may get more or less indemnity at proportionate prices.

New Applications Needed

If you are a State employee and have not yet applied for this very valuable coverage you should write a postal card to C. A. Carlisle, Jr., TerBush & Powell, Inc., 423 State Street, Schenectady, N. Y., and they will send you circulars showing all details as well as claim lists of types of claims paid in the various departments throughout the State.

This plan of insurance is exclusive for State employees and a few former employees now in war plants on leave. When you can't work due to sickness or accident then you need this very broad low-cost insurance. It covers you from 16 to 70 years of age, if purchased previous to your 59th birthday.

It's Better

A policy of accident and sickness insurance must be better than any ordinary individual policy because this plan covers such a large group.

For the following reasons this plan is better:

1. It does not require accidental means in case of injuries, only bodily injury is required.
2. It does not require a sickness to be contracted and begin during the life of the policy but covers any sickness you may have during the term of the policy as long as you did not know before you bought the insurance that you had such illness.
3. It pays monthly indemnity for dismemberment up to the time of the dismemberment besides the principle sum.
4. Under accident coverage the disability may begin any time after the accident occurs, not necessarily within 20 days after the accident as is usually required.
5. Under this plan you are not required to be confined to the house for illness except when sickness begins during periods of vacation, leave of absence or when not regularly assigned to duty. Most other policies require house confinement for all sickness.

6. This policy does not exclude pregnancy, child birth, venereal diseases, mental diseases and diseases not common to both sexes. But instead, this policy covers all these and in fact every sickness or disease you can have.

7. This policy does not contain an assessment clause requiring you to pay additional premiums in case the funds at hand are not large enough to pay all claims. This is not a MUTUAL ASSESSMENT Company. You are not LIABLE for anything but the sum deducted from your pay each pay day. Such small sums as \$1.00 per pay day for \$60.00 per month indemnity.

8. This policy, as an individual policy, is not cancellable by any one but you as long as you keep up your premiums, maintain your small membership dues to the Association and do not become seventy years of age. You can stop the insurance any time you want to by notice to the State Comptroller.

It's Grand

Hundreds of New York State employees are saying that it's grand to have this insurance when you get disabled by accident or sickness. Every State employee should take advantage of this plan. If you are one of the 12,500 employees already insured ask your fellow employees to read this article and tell them to send in a postal card or letter now for more details and an application blank. They won't regret such action.

CONSULT AN OCULIST
FOR YOUR EYES

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(Photo courtesy of The Knickerbocker News, Albany)

Miss Edythe Williams, blind State employee in Albany who gave her blood for the Red Cross blood bank, is shown at her Braille typewriter.

Blood Bank

Scores of State employees, already deep in the great war effort, flocked to the Red Cross mobile blood bank unit during its recent stop-over in Albany, and donated their blood to help the wounded service men.

Typical of the State workers who responded to the call for blood donors is Miss Edythe Williams, who is blind but has never let her handicap defer her from her normal pursuits as a stenographer in the State Department of Social Welfare offices in Albany. Said this blind girl as she gave her blood: "It is something I've wanted to do for a long time. It is something that all blind persons can do to aid the war effort."

Miss Williams, native of Batavia, is a graduate of the State School for the Blind there. She uses a Braille typewriter as well as the standard machine, taking her notes on the Braille machine in shorthand, transcribing them as any typist would, then writing from the dictaphone without an intermediate step. She is able to type from 70 to 75 words a minute.

Manhattan State Hospital Elects

John J. Wallace was elected president of the Manhattan State Hospital Chapter at a meeting February 26. Other officers elected at the same time were: Patrick Geraghty, vice president; John B. Martyn, treasurer;

Mary E. Carroll, corresponding secretary; John Mulligan, recording secretary; and Patrick Cloonan, sergeant-at-arms.

The following members were elected to serve on the membership committee: John Gorham, Benjamin B. Robin, Mary E. Carroll, Thomas B. Daly, Mary E. Staunton, Mabel H. Denton, Michael J. O'Brien, John Feeny and David Shafer.

State Fund Bowling

Neither bursting steam pipes, flooded alleys nor the draft could keep the State Fund Bowling League in New York City from completing its schedule. The loss of many bowlers to the Armed Services threatened to curtail the season which came to a successful conclusion on March 28th with the Payroll Audit Team the winner and still champion. The sustained drive of the Actuarial Team featured the second half of the season and a last night stand by the winners was the deciding factor.

THE FINAL STANDING

Team	Won	Lost
Payroll Audit	43	26
Actuarial	41	28
Safety	37	32
Claims	36	33
Eighth Floor	25	44
Underwriting	25	44

Among the prize winners were Team High 3 games—Claims 2609, Actuarial 2571, and High Single Games, Schio (Payroll) 234, Graham (Actuarial) 232.

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Good Luck, Joe!



JOSEPH D. LOCHNER

Joseph D. Lochner, the Association's very able and popular Executive Secretary, in response to the call of Uncle Sam, left Albany on Thursday, April 15, for service in the Army of the United States. Mr. Lochner—just plain "Joe" to thousands of New York State employees—has served the Association of State Civil Service Employees for eleven years as its Executive Secretary and in that capacity has been a vital factor in the vast growth and success of the Association. His many contributions to the welfare of State workers are a splendid tribute to his years of hard work and intelligent application. To him, long hours of overtime work meant nothing. His constant objective was to do the best possible job "on time." Joe has provided a strong cohesion among the many chapters of the Association by reason of his exceptional ability of meeting and earning the respect and friendship of hundreds of representatives from all over the State. He was ever constant in his attention to their needs, lending an attentive and sympathetic ear to the multitude of problems which they presented and supplying them with sound advice. He will be seriously missed in Association Councils. We wish him the very best in health and success during his military career and a safe and speedy return.

(Continued on Page 105)

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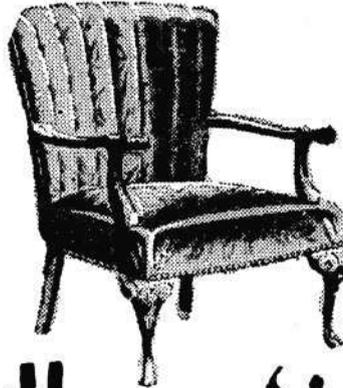


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Welcome, Earl!



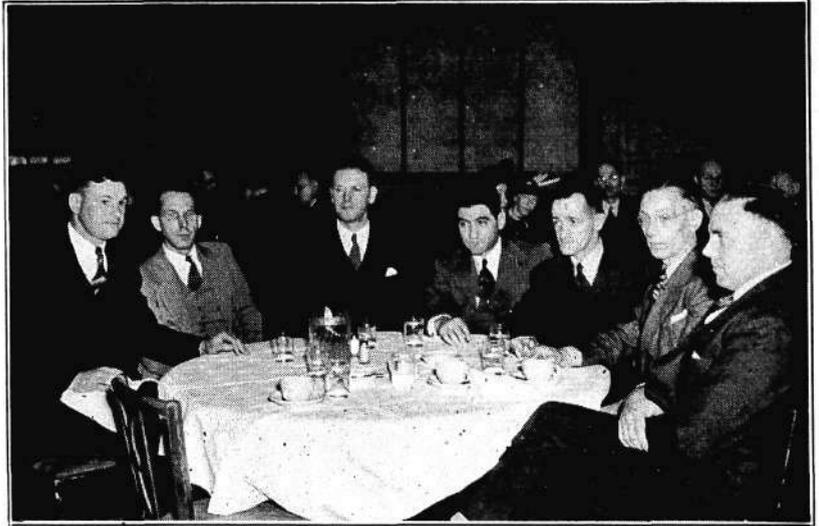
J. EARL KELLY

(Continued from Page 104)

The Executive Committee in considering Joe's departure has voted to grant him the same security of re-employment as is allowed Civil Service employees. His job will be waiting for him upon his discharge from Military Service, and, in the meantime, the Association will continue payments to insure the continuation of his retirement rights. The Executive Committee of the Association as well as the Hudson River State Hospital Chapter presented him with splendid gifts as a token of their appreciation of his past services. Prior to his departure, the Headquarters Office staff honored Joe at a Luncheon and presented him with a beautiful pen and pencil set.

J. Earl Kelly, who until April 1 served as a Vice-President of the Association and for four years President of its New York City Chapter, by vote of the Executive Committee, will succeed Joe as Executive Secretary. Mr. Kelly during his administration of the New York City Chapter brought it up to a membership strength of 4,000 employees and was very successful in the adjustment of the many employee problems affecting State workers in the Metropolitan Area. He is extremely well qualified to carry on the splendid work of the Association on the same high plane. The Association is indeed fortunate that Mr. Kelly's services are available to it.

Association Business Meeting



Delegates and representatives attending luncheon business meeting of the Association on March 23; left to right: Harry Fritz, Executive Committee member of the Association representing the Correction Department; Charles B. Kreitner, delegate, and Raymond Marohn, President, of the Cocksackie Chapter; Richard P. Walsh, Secretary of the Wallkill Chapter; Francis Coty, President of the Sing Sing Prison Chapter; Edwin Church, delegate, and Robert Michel, President of the Napanoch Chapter.

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The DE WITT CLINTON
Air Conditioned COCKTAIL LOUNGE

BUY WAR BONDS

The Salary Bonus Bill

(Continued from Page 80)

Friday morning, March 26. At the opening of the legislative session, the Governor's message was read and the bill introduced. The Governor, meeting at the same time with representatives of all employee organizations, by appointment made the day before, then told them for the first time of what he had done. He explained that his decision to grant a wage increase had been made "several days" before, that some of the necessary data had not been assembled until the previous Wednesday, and that his plans had been kept a closely guarded secret because he felt the obligation to have his message read to the Legislature before taking any employees into his confidence.

Does the C.I.O. think that State employees are so naive as to believe that Governor Dewey assembled the necessary cost data devised and approved the entire plan, had the bill drafted and approved, prepared and mimeographed his message to the Legislature for presentation at the opening of the session Friday morning—all as a result of and after his conference with C.I.O. representatives on Thursday afternoon? It is an insult to the Governor and the people to claim that this program was accomplished by the last-minute pressure of a small, unrepresentative C.I.O. group.

The fact is that the Governor had decided to give State employees a cost of living bonus and had scheduled his Friday morning conference before his meeting with the C.I.O. We freely give the C.I.O. credit for whatever they may have said to the Governor at their meeting—we are glad they didn't cause him to change his mind.

The Association Policy

State workers have obtained the cash which they so urgently need—the Association gladly shares the credit with all justly entitled thereto. The lion's share of the credit belong to Governor Dewey and Budget Director John E. Burton, who put the

plan across so dramatically on the last day of the session. But we must not overlook the members of the Legislature who passed the bill **unanimously**, nor can we forget the members of the Legislature of last year who adopted and passed the Association's cost of living bill and issued a **statement of policy which pledged the Republican Party to grant a cost of living bonus to State employees when the cost of living went up 20%**—a pledge which Governor Dewey has now fulfilled.

The Association's part in the two-year campaign for a cost of living bonus is too well known to require embellishment. We take great satisfaction in the work we have done with the Governor and with the Legislature, and in the knowledge that the bill and the Governor's message to the Legislature incorporate in a large measure the proposals and recommendations that we submitted. State employees know what has been done and how it was accomplished. We know that they will distribute the credit where it justly belongs, and that no State employee will be impressed by blatant SCMWA claims of exclusive credit based on nothing more than a perfunctory conference which took place after all the vital decisions had been made.

State employees will not be misled by this new incident in the futile membership activities of the SCMWA which has always been long on claims and promises but woefully short in its accomplishments.

The details of the war emergency compensation bill is explained in full in this issue under the heading "Legislative Report of Counsel."

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Complete outfits rented: Canoe, tent, two cots, stools, utensils, etc., \$30 for two persons 2 weeks.

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Buffalo State Hospital Employees Form Chapter

Harry B. Schwartz was named temporary chairman of the Association's new chapter at Buffalo State Hospital. Other temporary officers named at a meeting conducted March 16 at the hospital are: Marie H. Donovan, acting secretary; A. Harris, William Loughren, C. De La Haye and F. D. Newland, committee on by-laws and constitution.

The Annual Dinner

(Continued from Page 83)

Rochester State Hospital; John W. Gould, State Public Works Department, Hornell; John P. Hayden, Department of Public Works, Poughkeepsie; Frank Ryan, State Dept. Public Works, Babylon, and Mrs. Laura Schutt, State Training School for Girls, Hudson.

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LOW COST CLAIMS PAID QUICKLY SAFE
EASY PAYMENT . . . NO MEDICAL EXAMINATION . . . SURE

ALL STATE EMPLOYEES MAY APPLY

STATE OF NEW YORK

June 25, 1942

Dear Sir:

I am the holder of a Sickness Policy (am an employee of the State of New York, Bureau of Canals) in your company, and wish to thank you very much for the check covering my recent sickness.

The courtesy and the promptness with which I received payment of my claim thru the New York Office receives my utmost thanks.

I would recommend that all New York State employees take advantage of this form of insurance, because after having had a siege of illness, it is gratifying to receive a check which will help to defray expenses.

Very truly yours,

(Signed)

STATE OF NEW YORK

July 1, 1942

I wish to thank you for the prompt and courteous manner in which you handled my claim during my recent disability.

I think it helped me to get well sooner by knowing that I had some financial help in paying my bills.

My operation was not only serious but unexpected and I have held myself up as an example to some of my friends who have not availed themselves of the Group Plan of Insurance.

Again thanking you, I am

Very truly yours,

(Signed)

CLAIM PAYMENTS IN MARCH, 1943

New Claims Created, 306

Claims Disposed of, 314

Payments Made on Open Claims, 464

\$ 26,083.07

This amount was paid out in cash to New York State Employees in all departments during March, 1943

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EVERYBODY THINKS THIS INSURANCE IS VERY VALUABLE!
YOU WILL, TOO, WHEN YOU NEED IT!

WRITE FOR DETAILS NOW!

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(Adv.)

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All For YOU State Worker!

Your Membership in a Single, United, and Strong State Employee Organization Has Already Secured the Following Benefits for You in 1943 . . .

WAGE INCREASES TOTALING \$10,000,000.00

A War Emergency Bonus of 10% on all salaries up to \$2,000 and 7½% on all salaries between \$2,000 and \$4,000, IN ADDITION TO the following special salary increases:

A Minimum Salary of \$1,200 for employees receiving from \$900 to \$1,100.

A \$100 Increment for All Institution Employees Receiving \$1,632 or Less (exclusive of time service and commutation), and Extension of the Feld-Hamilton Career Law to These Employees on October 1, 1943.

A \$200 Raise for State Troopers.

Payment of Feld-Hamilton Increments Advanced to April 1st instead of July 1st.

Liberalization of Commutation Requirements.

OVERTIME PAY

The Barrett Bill providing for overtime pay for employees in mental hygiene, correction, social welfare, health and educational institutions and the Division of Canals awaits Governor Dewey's approval as this issue goes to press.

OTHER BENEFITS

Other measures which were approved by the Legislature and await action by the Governor as this issue goes to press would:

Provide that all substitute appointees are given the right to restoration to their former positions with increments that accrue during their absence;

Protect the civil service status of employees over 38 who are discharged from military service on condition that they engage in war work;

Give employees in military service the privilege of borrowing their funds in the retirement system;

Exempt retirement allowances from transfer, estate or inheritance taxes;

Liberalize and expand discontinued service retirement allowance to give employees in the non-competitive and exempt classes the same protection as employees in the competitive class;

Clarify and improve the lay-off provisions in the Civil Service Law with reference to the effect of resignations and the certification of promotion lists before general preferred lists.

Pay Your 1943 Dues TODAY!

If you wish to continue to receive 'The State Employee' it will be necessary for you to remit 1943 dues promptly as the postal regulations do not permit indefinite mailing of magazines to unpaid members.

If you desire to continue to receive the broad protection of the group life insurance, accident and sickness insurance, and hospitalization plans, at the low rates charged, pay your dues today, as paid-up membership is necessary for your continuance as a policyholder.

Fill out the membership application at the right, attach to it \$1.50 for 1943 dues, and give it TODAY to your local chapter, local representative, or send it to Association Headquarters State Capitol, Albany, N. Y. If you have already paid your 1943 dues, use this application to secure a new member.

Membership Application

THE ASSOCIATION OF STATE CIVIL SERVICE
EMPLOYEES OF THE STATE OF NEW YORK
The Only N. Y. State-Wide, All State-Employee Organization
Room 156, State Capitol, Albany, N. Y.

Print Last Name Here First Name Initial

Residence

Work Address

Dept. Employed..... Title.....

Institution or Div.

Dues to December 31, 1943, \$1.50, which includes the financing of local chapters to enable service to members locally, and 50c of which is for year's subscription to 'The State Employee'

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