

Civil Service LEADER

DARY J. PERMINSON, DIR.
PUBLIC REL. CIVIL SERV.
ICE EMPLOYEES ASSN. 10
ST. N. ST. 12207
ALBANY, NY 12207

nittee Reports

America's Largest Weekly for Public Employees

See Pages 14 & 16

Vol. XXVIII, No. 30 Tuesday, March 28, 1967 Price Ten Cents



CLERKS' APPEAL — Seen here with Mrs. Ersa Poston, president of the State Civil Service Commission, is Ted Wenzl, CSEA first vice president, who last week met with Mrs. Poston to urge immediate—and positive—action on a two-grade reallocation for State clerical workers that was mapped and argued for by the Employees Association. Decision is expected soon.

CSEA Urges Dr. Miller

Give Mental Hygiene Aides Time On Overtime Options

ALBANY — The Civil Service Employees Assn. last week urged the State Department of Mental Hygiene to delay any action on implementation of new institution work-period options, under the Federal overtime law, until all employees have had an opportunity to become acquainted with the Federal statute and pending State legislation governing overtime.

The department has advised all institution directors to ascertain from their employees whether they would prefer work periods based on a 40-hour, seven-day week, or an 80-hour, 14-day week. The Federal legislation, which grants time-and-one half pay for overtime to thousands of State workers—most of them institution workers—requires employers to meet with the employees to determine their preference on the

work-periods.

In a letter to Mental Hygiene Commissioner Alan Miller, Theodore C. Wenzl, first vice president of CSEA, which represents Mental Hygiene workers, said "it would be impossible at this time for em-

ployees to make informed judgments on this important matter without knowing what provisions are contained in the pending State overtime legislation which could have a serious effect on their

(Continued on Page 3)

Erie CSEA Asks Raises For Buffalo Employees

BUFFALO — Erie County officials of the Civil Service Employees Assn. again have called for salary increases for all Buffalo city employees.

Neil Cummings, president of CSEA's Erie chapter and Joseph Drago, president of the chapter's Buffalo City unit, said last week in a joint statement that "the salaries of employees of the City of Buffalo have fallen considerably behind salaries for similar positions in private industry and other local governments." They called for "prompt action to alleviate the hardship and sacrifice forced on Buffalo city employees and their families by the lack of attention to this matter by the City government."

In addition to the city employees' generally low salaries in comparison with private industry and other local governments, the CSEA officials said, "their salaries have been eroded by the ever-increasing cost of living, higher social security taxes, and other expenses experienced by all working people."

"The City government and its citizens should take the action necessary to make the funds

available to do justice to the Buffalo City employees," they said.

Also Asks 1/60th Plan

Drago, whose unit represents hundreds of city employees, said "in addition to the long overdue pay raise, we have urged that the 1/60th non-contributory retirement plan should be made available to city employees."

He said "in communications and discussions with responsible city government officials I have stressed the importance and necessity of providing to our city employees this much improved pension plan. Because of the provisions in the 'law,' he said, "it must be adopted by the city administration before April 1, 1967."

The Civil Service Employees Assn. has a membership State-wide of more than 147,000, including some 15,000 residents of the County of Erie and the City of Buffalo.

Other CSEA Bills Moving

Hope For Improved 1/60th Bill Seen As Legislature Heads For Closing Days

ALBANY — As the 1967 session of the Legislature approached its final days of activity, the Civil Service Employees Assn. continued to press leaders of both houses to provide State workers with a salary adjustment before the Senate and Assembly adjourn for the year. A letter-writing campaign mounted by the Employees Association is still underway on the pay bill and other vital public employee legislation.

Disagreement between Democrats and Republicans on adding any new monies to Governor Rockefeller's supplemental budget made a salary adjustment unlikely but numerous other benefits contained in the CSEA salary resolution appeared to be moving toward a successful conclusion.

One of the most important of the CSEA legislative goals — re-enactment of the 1/60th, non-contributory retirement system plan won last year — was certain to be re-passed. An Employees Association spokesman, citing the fact that the CSEA had managed to liberalize the original 1/60th proposal to provide retroactive credits for present members of the system back to 1960 — said that there was "great hope that this legislation will be liberalized even further before the session ends."

Health Insurance

Another major benefit expected to receive the approval of both houses of the Legislature is one that will give all State employees a non-contributory State health plan. This benefit is one of the items contained in the CSEA salary resolution.

Another bill introduced last week would realize another major goal of the Employees Association. This legislation would provide automatic cost-of-living increases

(Continued on Page 3)

Cottage Series Upgradings Are Sought By CSEA

ALBANY — Three-grade salary reallocations for five titles in the State Social Welfare Department's cottage program series have been requested by the Civil Service Employees Assn.

In filing the applications with the State Division of Classification and Compensation, the Employees Assn. noted that "over the past years, the types of delinquents that are being committed to our State training schools have changed in such a manner that it has become increasingly difficult to both manage them and rehabilitate them."

CSEA said that among these schools' inmates, who "are called children although their ages range up to eighteen years," many cannot be rehabilitated and "many of the boys are physically equal to a prisoner in Correction Department institutions and, in fact, in many cases are both larger physically and more intelligent."

This trend, CSEA pointed out, calls for the allocation of titles in the cottage program series

(Continued on Page 3)

BULLETIN

Threatened strike action by New York City firemen and policemen, preceded by an earlier action of the 147,000-member, Statewide Civil Service Employees Assn. to abandon that organization's no-strike clause, appears to have tilted the scales in favor of repeal of the Condon-Wadlin anti-strike law and its replacement by the Legislature with a new public employees labor relations bill, it was learned at Leader press time.

Concern over public reaction to civil service strikes was reported to be the major force that is bringing the Rockefeller Administration, the Republican-dominated Senate and the Democratic-controlled Assembly to an agreement over a new no-strike law that will contain punitive measures for violators of the law.

Informed sources said that Governor Rockefeller and Assembly Speaker Anthony Travia are close to agreement on the amount of fines to be levied—\$5,000 a day against the striking union, down from the Republican proposal of \$10,000 a day. Severe disagreement is still reported over the GOP proposal to suspend dues check-off for the striking union but it is felt that this issue will be resolved and a new labor relations bill introduced and passed by the Legislature by the end of this week.

On Decoration Day

City Chapter Will Honor Harry Albright

Harry W. Albright, counsel to the Civil Service Employees Assn., will be tendered a testimonial dinner when the New York City chapter of the Employees Assn. holds a two-day Decoration Day workshop at the Concord Hotel May 30 and 31.

Albright will be guest of honor on the first night of the meeting. An honor night for CSEA standing committee chairmen (statewide) will be featured on May 31. Major speakers will appear on both occasions.

Reservations for the event, open to all CSEA members, may be had by writing to New York City chapter, CSEA, Room 907, 80 Centre St. Workshop committee

(Continued on Page 3)

Don't
Repeat This!

Communities Stand To Gain From New State Water Act

A QUIET trickle in the form of millions of dollars is now flowing quietly through the New York State Legislature toward local communities with the full support of the Rockefeller Administration.

With the approval of the Sen-

(Continued on Page 15)

Long Battle Over For State Institutional Clerical Aides! Shorter Week Starts April 1

ALBANY — The long fight by the Civil Service Employees Assn. to win equitable work hours for the office staff of State institutions neared an end last week with the announcement that a 37½ hour work week had been approved for 43 institution office titles.

The reduced work hours, which gives affected employees the same work week as their counterparts in offices outside institutions, applies to institutions under the supervision of the Department's of Correction, Health, Mental Hygiene, and Social Welfare, and the Youth facilities of the Division For Youth, according to the State Budget Division's announcement to CSEA.

The shorter work week is affected with the first payroll period of the new fiscal year, beginning April 1.

The Budget Division said the following conditions would apply in implementing its action:

- 1) The work week shall consist of five working days of seven and one half hours each.
- 2) The seven and one half hour working day is to include only those hours actually worked and

is exclusive of the period of time taken for lunch.

3) The amount of time taken by employees for a lunch period is a matter of administrative discretion.

4) It is expected that no additional positions will be required at this time in order to establish the shorter work week.

Following is a list of affected titles:

Account clerk, cashier, chief account clerk, clerk, clothing clerk, dictating machine transcriber, file clerk, head account clerk, head correctional clerk and head stores clerk.

Key punch operator, library assistant, mail and supply clerk, mail and supply helper, mechanical stores clerk, principal account clerk, principal clerk, principal clerk (cash accounts), principal clerk (payroll), principal correctional clerk.

Principal dictating machine transcriber, principal stenographer, principal stores clerk, secretarial stenographer, senior account clerk, senior clerk, senior clerk (purchase), senior dictating machine transcriber.

Senior mail and supply clerk, senior mechanical stores clerk, senior medical records clerk, senior offset printing machine operator, senior statistics clerk, senior stenographer, senior stores clerk, senior tabulating machine operator, senior typist, statistics clerk, stenographer, stores clerk, typist, vari-type operator.

Tahiti, Fiji & Australia Tour Is Offered Now

The first tour of the South Pacific ever offered to members of the Civil Service Assn. is now open for immediate bookings. It will include visits to Tahiti, the Fiji Islands, New Zealand and Australia.

The Tahiti portion of the journey will not only include a tour of the whole island but also will offer a full day cruise to the nearby island of Moorea for sightseeing, swimming and a native feast in the evening.

While in Fiji, sightseeing, native entertainment, sailing and other activities are scheduled.

The main cities and some of the countryside of New Zealand and Australia are also featured and the tour will end with a two-day rest stop in Hawaii. There will be a one night stop in Los Angeles and in San Francisco going and returning.

Total price for the 29-day trip is \$1,752 and includes round trip air transportation, hotel rooms, most meals, sightseeing, entertainment, etc. Application may be made by writing to Celeste Rosenkranz, 55 Sweeney St., Buffalo, N.Y.

Krager On State Board of Examiners

ALBANY—Arthur Krager of New York City was named to the State Board of Law Examiners by the Court of Appeals. He will replace Professor John A. Blake, of New York City, who retired. The appointment to the three-man board will run through Jan. 1970.

Your Public Relations IQ

By LEO J. MARGOLIN



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

Performance Recognized

WE FIND GREAT satisfaction and pride in the public relations skills of government information professionals, particularly when they do an outstanding of of communicating.

WHEN SUCH superior performance is achieved, the sun shines on all the civil servants in that particular government department or agency. The fine job of communicating is, as our readers know, the step after outstanding performance in the public interest.

"THE NEW STORY of Agriculture and Markets," an 8-page pullout just off the press, gave us the satisfaction and pride we always hope for. For this excellent presentation of the ever-changing, ever-expanding responsibilities of the New York State Department of Agriculture and Markets, we salute the public information professionals of that agency.

THE ATTRACTIVE leaflet represents a successful attempt to show that Agriculture and Markets is more consumer-oriented than one would think. Of course, says the leaflet, the Department is intensely interested in farmers. But the ultimate consumer is the one who pays for the product and uses it.

"SERVICE OF the highest importance to the millions of consumers in New York State is the responsibility of the Department of Agriculture and Markets," is the firm pledge printed in the new leaflet.

AS BUT ONE indication of how fast the world is moving forward in science and therefore in food production, there is this paragraph:

"IT IS OUR duty to be pre-

pared to meet these changes, to be ready for them when they occur. And they are occurring with a rapidity which could not have been imagined even a few years ago."

IT IS ALSO but a small hint of the readiness by the civil service corps to meet the new challenges. Says Commissioner Don J. Wickham in a preface which begins with the warning, "The world is producing people faster than food":

"WE BELIEVE this age of change is not for the unimaginative, the frightened, the timid. It is rather an age for the bold thinkers, the ingenious, the pace setters."

WHAT COMMISSIONER Wickham means is that the task of handling these changes will fall on the civil service corps. It will be the responsibility of the corps to stretch their minds and mobilize their experience and skills in the service of all the people.

TO SHOW the extent to which the Department of Agriculture and Markets touches all our lives, the leaflet has a two-page centerpiece devoted to an organization chart of the Department. Each little box stands for a major function of the Department, and there are four little boxes denoting 34 big functions.

WE ARE ALWAYS pleased when a publication with a public relations objective recognizes that government departments and agencies are comprised of many, many hardworking, dedicated people, most of whom are in the civil service.

THIS IS IN contrast to some government departments and agencies, which are built around the glamor of one man, usually its titular head. When you read of such agency all you can picture is one man doing the job, which in (Continued on Page 15)

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CIVIL SERVICE LEADER
America's Leading Weekly for Public Employees
LEADER PUBLICATIONS, INC.
97 Duane St., New York, N.Y. 1007
Telephone: 212 BEekman 3-6010
Published Each Tuesday at 209 Lafayette St. Bridgeport, Conn.

Entered as second-class matter and second-class postage paid, October 3, 1939 at the post office at Bridgeport, Conn., under the Act of March 3, 1879. Member of Audit Bureau of Circulations.

Subscription Price \$5.00 Per Year Individual Copies, 10c

Action Urged To Amend State Attendance Rules

ALBANY — The State Civil Service Commission has been urged to implement more than a dozen long-standing amendments to the State Attendance Rules as called for by the Civil Service Employees Assn.

The Commission also was asked to support several CSEA requests for specific changes in the attendance rules of the State's political sub-divisions.

Theodore C. Wenzl, first vice president of the Employees Association, urged the Civil Service Commission President, Ersa H. Poston, to give careful consideration to requests, which included:

1. Lump sum payment for accumulated unused sick leave credits upon retirement, death, or other separation from State service.

2. A 35-hour work week for all full-time State employees without reduction in salary.

3. Terminal leave with pay of three days for every year of service for State employees who elect to retire.

4. Increase of vacation allowance to add one day to annual leave for each two years of service after 15 years up to five additional days so that after 25 years of employment the vacation allowance would be equivalent to 25 days without reduction of present benefits.

Saturday Holidays

5. Equivalent time off for holidays which fall on Saturdays.

6. Mandatory leave with full pay to all employees absent from duty because of occupational injury or disease and compel the appointing authority rather than the employee to appeal to the Civil Service Commission, if necessary.

7. Complete compensatory time off due employees for all time spent away from their official station while traveling on State business.

8. Provide the Civil Service Department the right to grant Sabbatical leaves after 10 years of permanent employment with necessary and appropriate rules for eligibility.

9. Compensation for personal leave lost due to lack of coverage

1/60th Bill

(Continued from Page 1)

In the pensions of persons already retired and would apply to both State and political subdivision members of the State Retirement System. The measure was introduced for CSEA by Comptroller Arthur Levitt and a committee appointed by the Governor to study the Retirement System.

Other Bills Moving

Other legislation moving toward enactment would:

- Time and a half pay for overtime for State employees.
- Geographical salary adjustments.
- Salary differentials for shift work.

In addition, a bill that would mandate a survivor's death benefit for political subdivision employees on the same basis as State workers had passed the Assembly and was expected to be reported out of the Senate Civil Service Committee this week.

All present signs indicate the Legislature will adjourn at the end of this week to make way for the Constitutional Convention, due to begin in Albany on April 4. Final action on all CSEA measures will be reported on in The Leader the following week.

which results in any employee losing his personal leave when such leave has been refused by the employer.

10. Personal leave extended to full eight days per year to be used for religious holidays and other business.

11. Leave of 13 weeks with full pay to employees with 15 or more years of service.

12. Sick leave may be accumulated up to 300 days.

13. Record all time and attendance and leave accruals on an hourly basis instead of daily.

Political Subdivisions

In regard to changes in the Attendance Rules of local governments, CSEA urged that the State Civil Service Department's Municipal Service Division incorporate the following concepts in its dealings with political subdivisions:

1. Lump sum payment to employees for accumulated sick leave credits, not to exceed 150 days, at time of retirement, separation from service, or upon death, to beneficiary of employees.

2. Employees be accorded equivalent time off for holidays which fall on Saturday.

CSEA pointed out that its members had asked for other modifications of the specific requests it was presenting to the Commission, which it would like to review at an early meeting with Commission officials.

Upgradings

(Continued from Page 1)

more on a par with those in Correction institutions, since "the degree of skill and the level of responsibility necessary to do the job in both departments must be equal."

Titles included in the three-grade reallocation request—with their current grades—are: assistant children supervisor, G-6; children supervisor, G-8; senior children supervisor, G-11; principal children supervisor, G-12; and head children supervisor, G-14.

Westchester Unit Outlines Program For New Benefits; Reorganization Into Sub-Unit Plan Is Announced

WHITE PLAINS—A 15 point program of goals was outlined last week for employees of Westchester County by Pat P. Mascioli, newly-installed president of the County unit of the Westchester chapter, Civil Service Employees Assn.

In addition, Mascioli detailed plans for a reorganization of the unit into smaller departmental sub-units to provide a new "grass roots" approach to employee problems.

Individual charters will be given to those sub-units requesting them and electing their own officers, Mascioli said.

Some 400 employees—including a group of 100 Welfare Department professional aides—attended the meeting which was addressed by Joseph D. Lochner, executive director of the Statewide Association; Irving Flaumenbaum, second vice-president of the CSEA and Patrick G. Rogers, supervisor of fieldmen for the Association. Other speakers included Ivan Flood, chapter counsel; Gabriel Caribee, past president of the chapter and Michael DelVecchio, Westchester chapter president.

The Welfare Department employees are currently in the process of a mass sick-leave demonstration and have asked CSEA to assist them in attaining their goals of increased salary, reduced case loads and improved working conditions. In addition, the employees, banded together under the name of the Westchester Welfare Workers Assn., are seeking recognition as an employee association.

CSEA officials pointed out that, while the Association sympathized with the goals of the Welfare

workers, it could not bargain or act in their behalf until the demands for recognition were dropped. Meetings on this matter were to continue, both sides promised.

The Program

The 15 points defined during the meeting, held at the Little Theatre of the Westchester County Center, included:

- Job protection for non-competitive and labor class employees.
- Expanded opportunity for advancement and training.
- Increased salary for night workers.
- Necessary and adequate parking facilities provided for County employees.
- Compensation in cash for unused sick leave upon retirement or death.
- General salary increases.
- Desk evaluation of all titles.
- Appeal machinery for denied increments.
- Increased vacation allowances.
- New classification and salary appeal procedures.
- Caseload reductions for Welfare Department employees.
- Time and one-half for overtime.
- Longevity increments.
- Fully paid health plan.
- A more liberal personal leave plan.

Caribee served as moderator of the discussion program on the reorganization proposal which would provide the sub-unit plan with departmental representatives and introduced the guest speakers.

Overtime

(Continued from Page 1)

choice of work-period options."

100,000 Covered

The State legislation, which has been under negotiation between CSEA, the State administration, and the Legislature, since early this year, is expected to broaden widely the coverage and benefits of the Federal measure. Speaking last week at the Employees Association's annual meeting on the pending State overtime measure, Rockefeller said it, potentially, will cover 100,000 State employees.

In addition to requesting the Mental Hygiene Department to hold up the proposed meetings, CSEA also urged that:

1. All institution employees be given a written copy of the advantages and disadvantages of the 7-day overtime work-period as well as the 14-day work-period.
2. The concept of payment in cash at one-and-one-half times the regular rate of pay for work in excess of eight hours a day, five days per week, be incorporated in all options offered to employees.
3. Each employee be given an opportunity to state his preference for the work-period option, such as by a direct ballot.

The Employees Association also has called a special meeting this week of its State-wide Mental Hygiene Committee to formulate CSEA action on the issue.

Rogers explained the theory behind the unit system and pointed out the success of the system elsewhere. He noted that, in addition to the present field staff, including W. Reuben Goring, who represents Westchester County and also attended the meeting, the Association was in the process of hiring an additional eight field men who would be temporarily assigned to districts where necessary to assist the permanently assigned representative.

Success Noted

In urging support for the program, Flaumenbaum noted the success of the unit system in Nassau County where he is chapter president. Further, he suggested that surveys be conducted on individual positions in order that salary reallocations could be made. Stressing that employee cooperation is necessary for the success of any professional salary study, he noted that, no matter what the outcome, no employee could be reduced in rank or salary through the plan. The Nassau chapter president pointed to a recent salary study conducted in his county that resulted in upgrading for 85 percent of his members with the remaining 15 percent remaining status quo.

Lochner, in urging employee participation in unit activities, noted that the unit is offering this participation for the first time "You only get out of your chapter what you put in and only through grass roots participation in them by all employees can the unit and the chapter know what the employees want."

Nassau Chapter Cited

"CSEA is in the throes of renovation," Lochner said. "We have to be more militant." Pointing to the unit system as one way to accomplish the renovation and militancy, Lochner cited Flaumenbaum for his leadership in making the Nassau chapter "the success it is today." "Nassau chapter, six years ago had but 2,000 members," he explained. "Today, it numbers more than 10,000."

Lochner recommended that the unit avail itself of the facilities offered by CSEA Headquarters. "The public relations, administrative, legal and research staffs stand ready to help you when you need them," he promised.

Explaining the guaranteed grievance procedures and the steps involved in processing a grievance, Lochner pointed to CSEA's success in past grievance adjudication and promised that the Association would fight in the courts if any person is treated in a prejudicial manner after inaugurating a grievance.

He noted, in response to a question on out of title work by a Grasslands Hospital painter, that the Association would look into the situation and take whatever action necessary to rectify it.

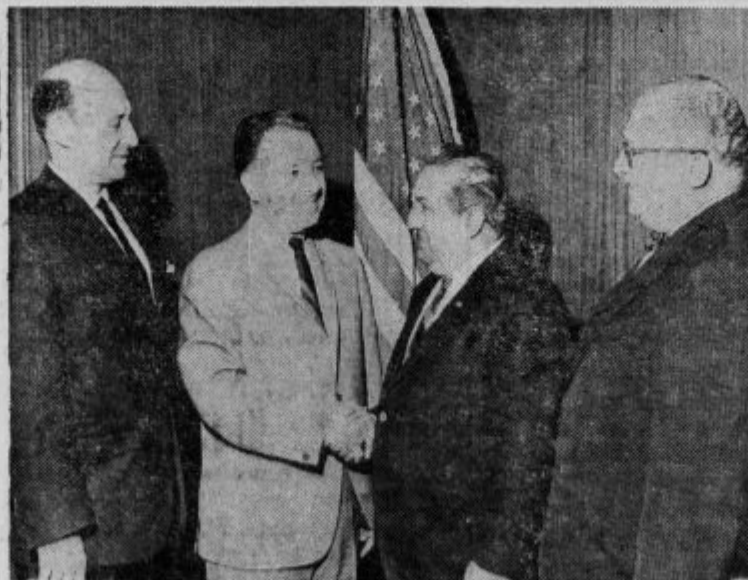
More complete details on the reorganization will be given delegates at the next unit meeting, scheduled for the County Center on April 10, according to Mascioli.

City Chapter

(Continued from Page 1)

members are Seymour Shapiro, chapter president, Solomon Bendet and William Berman.

The chapter also announced nominations for its forthcoming officer election. On the ballot are Seymour Shapiro, president; William Berman, first vice president; Alan Stagg, second vice president; Irving Levine and John Pupo, third vice president; Anne Collins, recording secretary; Minna Weckstein, corresponding secretary; Edward S. Azarigian, treasurer, and James J. Chiaravalle, financial secretary.



SHAKING ON IT — Agreement marking the voting of exclusive bargaining rights for Town of Hempstead employees to the Civil Service Employees Assn. is made official by a hand-shake between Ralph G. Caso, on the left, presiding supervisor of the Hempstead Township, and Ralph Natale, president of the Town of Hempstead unit of the CSEA. Looking on at the left is Arnold Moses, CSEA field representative and, at the right, Irving Flaumenbaum, president of the Nassau chapter of the CSEA, two of the principals in bringing the exclusive bargaining recognition about. (See story on Page 7.)

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Civil Service Television

Television programs of interest to civil service employees are broadcast daily over WNYC, Channel 31. This week's programs are listed below.

Sunday, April 2

4:00 p.m.—City Close-up—Solomon Hoberman interviews leading governmental figures.

6:00 p.m.—Human Rights Forum—William H. Booth, City Human Rights Commissioner moderates discussion.

Monday, April 3

4:00 p.m.—Around the Clock—N.Y.C. Police Department training program.

6:00 p.m.—Community Action—Ted Thackrey moderates program.

7:30 p.m.—On the Job—New York Fire Department training program.

Tuesday, April 4

4:00 p.m.—Around the Clock—N.Y.C. Police Department training program.

Human Rights Forum (live)—Ramon Rivera moderates discussion.

Wednesday, April 5

4:00 p.m.—Around the Clock—N.Y.C. Police Department training program.

4:30 p.m.—Profile (live)—Paul Manacher interviews people in the news.

7:30 p.m.—On the Job—N.Y.C. Fire Department training program.

Tuesday, April 6

3:30 p.m.—Teacher Training—Man, Sea and Sky.

4:00 p.m.—Around the Clock—N.Y.C. Police Department training program.

4:30 p.m.—Profile (live)—Paul Manacher interviews people in the news.

7:30 p.m.—On the Job—N.Y.C. Fire Department training program.

8:30 p.m.—City Close-up—Solomon Hoberman interviews leading governmental figures.

9:00 p.m.—Fire Department—Community Relations Program.

10:30 p.m.—Community Action—Ted Thackrey moderates program.

Friday, April 7

3:30 p.m.—Teacher Training—Challenges in Foreign Language Teaching.

4:00 p.m.—Around the Clock—N.Y.C. Police Department training program.

4:30 p.m.—Profile (live)—Paul Manacher interviews people in the news.

Saturday, April 8

7:00 p.m.—Community Action—Ted Thackrey moderates program.

7:30 p.m.—On the Job—N.Y.C. Fire Department training program.

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Where to Apply For Public Jobs

The following directions tell where to apply for public jobs and how to reach destinations in New York City on the transit system.

CITY

NEW YORK CITY—The Applications Section of the New York City Department of Personnel is located at 49 Thomas St., New York, N.Y. 10013. It is three blocks north of City Hall, one block west of Broadway.

Applications: Filing Period—Applications issued and received Monday through Friday from 9 a.m. to 5 p.m., except Thursday from 8 a.m. to 6 p.m., and Saturday from 9 a.m. to 12 noon.

Application blanks are obtainable free either by the applicant in person or by his representative at the Application Section of the Department of Personnel at 49 Thomas Street, New York, N.Y. 10013. Telephone 566-8720.

Mailed requests for application blanks must include a stamped, self-addressed business-size envelope and must be received by the Personnel Department at least five days before the closing date for the filing of applications.

Completed application forms which are filed by mail must be sent to the Personnel Department and must be postmarked no later than the last day of filing or as stated otherwise in the examination announcement.

The Applications Section of the Personnel Department is near the Chambers Street stop of the main subway lines that go through the area. These are the IRT 7th Avenue Line and the IND 8th Avenue Line. The IRT Lexington Avenue Line stop to use is the Worth Street stop and the BMT Brighton local's stop is City Hall. Both lines have exits to Duane Street, a short walk from the Personnel Department.

STATE

STATE—Room 1100 at 270 Broadway, New York 7, N.Y., corner of Chambers St., telephone 227-1616; Governor Alfred F. Smith State Office Building and The State Campus, Albany; State Office Building, Buffalo; State Office Building, Syracuse; and 500 Midtown Tower, Rochester (Wednesdays only).

Candidates may obtain applications for State jobs from local offices of the New York State Employment Service.

FEDERAL

FEDERAL—Second U.S. Civil Service Region Office, News Building, 220 East 42nd Street (at 2nd Ave.), New York 17, N.Y., just west of the United Nations building. Take the IRT Lexington Ave Line to Grand Central and walk two blocks east, or take the shuttle from Times Square to Grand Central or the IRT Queens-Flushing train from any point on the line to the Grand Central stop.

Hours are 8:30 a.m. to 6 p.m., Monday through Friday. Also open Saturdays 9 a.m. to 1 p.m. Telephone 573-6101.

Applications are also obtainable at main post office* except the New York, N.Y., Post Office. Boards of examiners at the particular installations offering the tests also may be applied to for further information and application forms. No return envelopes are required with mailed requests for application forms.

U.S. Service News Items

By JAMES F. O'HANLON

Commission Inaugurates Financial Training Program

A center for training Federal employees in Financial Management and Planning-Programming-Budgeting Systems has been established by the Federal Civil Service Commission.

The new center will operate under the Commission's Office of Career Development, and will greatly expand the interagency training already provided by the Commission in the financial management and PBS area, according to a statement by CSC executive director Nicolas J. Oganovic. He continued:

The new center will offer courses in both basic and advanced techniques. A broad and progressively expanding curriculum designed to employees at grades GS-5 to 9 who have had less than a year of experience in the specific field, and are intended to supplement their professional academic training by specific application to Federal management. Advanced courses will include Managerial Economics, Use of Models in Managerial Economics, Use of

Models in Management Decision Making, a Cost/Benefit Workshop, and others.

Personnel other than those directly engaged in financial management, e.g., operating executives and personnel directors, will also be introduced to the systems in order to gain an appreciation of how they may use them effectively. Eligible Federal employees may be nominated for participation in the interagency training courses by authorized training officers of the agencies. The Financial Management and PPBS Training Center will coordinate its activities with the training programs conducted by the ten regional offices of the Civil Service Commission, to insure that the training needs of field personnel are adequately met.

Other Interagency Training

Centers operated by the Civil Service Commission for Federal agency personnel include General Management, ADP Management, Personnel Management, Communications and Office Skills, and the Executive Seminar Centers at Kings Point, N.Y., and Berkeley, Calif.

Federal agencies will be able to offer higher starting salaries to more outstanding college graduates and holders of advanced degrees under a change in "quality graduate" criteria announced today by the Civil Service Commission.

Grade GS-5, at a current starting salary of \$5,331 per year, is the traditional entrance level for college graduates with a bachelor's degree, but candidates who have demonstrated superior ability in their studies may qualify at grade GS-7, \$6,451 per year to start. Superior ability is defined as graduation with a final standing in the top 25 percent of the class, graduation with a "B" average, or election to a national honorary higher than normal entry grades if they demonstrate superior abil-

ity. Candidates meeting the superior ability criteria who have been awarded the master's degree based on one year of graduate study may now enter the service at grade GS-9 (\$7,696 per year), and those awarded the master's degree after two years of graduate study may enter at grade GS-11 (\$9,221 per year). This provision previously applied only to research and development positions but has been expanded to apply to professional fields such as industrial engineering, accounting, and

(Continued on Page 12)

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97 Duane Street, New York, N.Y.-10007

212-BEekman 3-6010

Jerry Finkelstein, Publisher

Paul Kyer, Editor

James F. O'Hanlon, Executive Editor

Joe Deasy, Jr., City Editor

Carol F. Smith, Assistant Editor

N. H. Mager, Business Manager

Advertising Representatives:

ALBANY — Joseph T. Bellow — 303 So. Manning Blvd., IV 2-5474

KINGSTON, N.Y. — Charles Andrews — 239 Wall Street, FEderal 8-8350

10c per copy. Subscription Price \$3.00 to members of the Civil Service Employees Association. \$5.00 to non-members.

TUESDAY, MARCH 28, 1967

The Times' View

IT is regrettable but understandable that representatives of nearly 150,000 state, county and municipal workers have unanimously decided to end their union's 19-year no-strike pledge.

The principal reason they gave is the unworkable Condon-Wadlin Act, whose reform has again been stalemated in the Legislature. The Civil Service Employees Assn. feels that it has been penalized for refusing to strike while others have been rewarded for doing so. After recent strikes, explained Theodore C. Wenzl, the CSEA's acting president, "rather than being punished, the striking employees prospered. The influence and prestige of the striking unions were greatly enhanced, and it is safe to assume that these unions probably do not have much interest in seeing Condon-Wadlin replaced with a workable measure."

But Mr. Wenzl's union is anxious to have a fair bill and is prepared to use the threat of a strike to get it. This action by a union representing 83 percent of the state's workers may help to persuade reluctant legislators to work out an enforceable and acceptable substitute for the present discredited law. The replacement of Condon-Wadlin merits top priority in Albany.

—Reprinted from The New York Times

A Better 1-60th Plan

MEMBERS of the State Retirement System are justifiably concerned over what action the Legislature will take this session on the 1/60th, guaranteed half-pay on retirement bill that was won for them last year by the Civil Service Employees Assn.

The measure—which must be renewed and can be improved upon—is set up to grant this guaranteed retirement at half-pay after 30 years' service to all new members of the service. It does not now, however, provide sufficient benefits to older members now in service because retroactive credits for those members extend back only to 1960. These members have contributed millions of dollars from their own salaries for their retirement. Surely, they deserve a better credit proportion than now exists and the Legislature still has time to deliver those credits before the current session ends.



SOCIAL SECURITY Questions and Answers

I have a 17-year old son receiving benefits. If he takes a part-time job, is the earnings limit the same for him as for me?

Yes. A child beneficiary who works is permitted to earn up to \$1500 a year without affecting payment of his benefits.

I operate my own business. There always are a few slack months most years in which I do not think I earn as much as \$125. If I kept exact records to show that I did not earn \$125, could I be paid benefits for those months?

Monthly earnings are not used as the measuring stick in determining when benefits might be paid to self-employed persons. Rather, it is the amount of work performed in a given month. You can get benefits for any month you do not render substantial services to your business.

When my mother started receiving social security disability benefits, my twin brother and I also received monthly checks. My father works full time. Next

(Continued on Page 11)

LETTERS

TO THE EDITOR

Letters to the editor must be from publication upon request. They should be no longer than 300 words and we reserve the right to edit published letters as seems appropriate. Address all letters to: The Editor, Civil Service Leader,

On Convictions Of 1-60 Bill Actions

Editor, The Leader:

The rousing acceptance and unanimous adoption of the resolution offered by the State Insurance Fund Chapter of the Civil Service Employees Assn. at the Convention held on March 15 and 16 at the Commodore Hotel, calling on CSEA to mount an all out campaign for the enactment of a full retroactive 1/60th law (Senate Print No. 3909, sponsored by Senator Lentol and in the Assembly by Assemblyman LaPauci) bespeaks membership conviction, that —

The retirement at approximately 1/3 of salary, which is the lot of most of the eligibles, especially of the mass of the lower paid echelons, is impossible and incompatible with the right to live in dignity, that —

Unless the 1/60th law, now on the books is amended, as provided in the above proposed legislation, it will constitute shameful, discriminatory class legislation — establishment of a new non-contributory retirement system to provide benefits for the recent and future employee to the detriment and at the expense of the veteran employee who invested more than \$700,000,000 in the system, that —

The system has been the beneficiary of a windfall in unpaid benefits due to no or delayed retirements, unfortunate choice of options and unnecessarily high premiums on options, which should be disbursed in improved benefits, that —

It is unworthy of an enlightened employer and employees to permit such an injustice to be perpetrated and perpetuated, that —

The enormous assets of the system valued at almost three billion dollars, earning about one hundred million dollars a year, increasing in value at the rate of approximately \$250,000 a year possesses capability for generous improvement, and in any event, the administration, legislature and trustees of the system have the genius and know-how to bring a fully retroactive 1/60th law to fruition, that —

The time to act is now.

It also bespeaks a membership mood which expects the Association to designate itself to the task ahead with resolution, energy and the type of leadership already displayed in engaging the services of an actuary to assist in achieving a just and fully retroactive 1/60th law.

LOUIS BUSELL, Chairman,

Committee For A Just 1/60th Bill, the State Insurance Fund, CSEA Chapter.

Overweights Seek CSEA Support

Editor, The Leader:

With regard to The Leader editorial concerning overweight persons — I am an employee who passed an examination for beginning office worker but was dis-

(Continued on Page 11)

Civil Service Law & You

By WILLIAM GOFFEN



(Mr. Goffen, a member of the New York Bar, teaches law at the College of the City of New York, is the author of many books and articles and co-authored "New York Criminal Law.")

Psychologically Disabled-Cont.

THE ESSENTIAL question for determination of an application for ordinary disability retirement is whether the employee is capable of performing the duties of his position.

AS OBSERVED in last week's column, an application by an insurance examiner for such retirement was supported by the testimony of an eminent psychiatrist, Erwin Jaffe, M.D. However, Dr. Jaffe's opinion was not concurred in by Mortimer F. Shapiro, M.D. an expert in psychiatry who examined the employee on behalf of the Retirement System. When experts give conflicting testimony in this way, it is extremely difficult for a layman sitting as a judge to reach a just conclusion. With a record in this State, if the Hearing Officer, Leon Braun, Esq., made a decision against retirement it is likely that a court of review would sustain it. The reason is that such review is pursuant to the substantial evidence rule. A determination is deemed supported by substantial evidence when it may reasonably be reached, even if the court itself would have reached the opposite determination on the same evidence.

HOWEVER, THE record did not end with the conflicting testimony of the psychiatrists. It was supplemented with the testimony of the applicant's supervisor, a principal examiner. The supervisor made the following answers to the following questions propounded by the applicant's attorney:

Q. If Mr. X were assigned to a small company, would he be required to do a greater variety of things than on a large job?

A. Yes, definitely.

Q. Would he have to take small jobs as an examiner?

A. The balance of this year will be mostly small jobs.

Q. Does this place more stress on the employee?

A. It does.

Q. Is Mr. X capable of taking charge of a small job?

A. No.

Q. Are there other examiners who would be qualified?

A. Yes.

Q. Does Mr. X work under close supervision all the time?

A. Yes.

ACTUALLY, THE reason the employee worked in recent months without "exploding" was that he had a very understanding woman as his supervisor.

THE QUESTIONS continued:

Q. Would you let Mr. X work without supervision?

A. Not to any great extent.

Q. Is he able to perform the full scope of an examiner's function?

A. No.

Q. Do you feel he is sick or well?

A. Well, he is not well, I am sure.

Q. Do you feel that Mr. X can accept constructive criticism?

A. It would probably upset him if too much so.

AT THIS POINT, Mr. Braun intervened as follows:

"I AM CHARGED with the duty of determining whether Mr. X, the applicant here, is capable of performing the duties of his job."

Q. Could you tell categorically whether or not he can perform the duties of his job? Can he do the work completely and fully?

A. Not fully.

Q. Can he do the work of the job which he is being paid to do by the State? I want your opinion because you are an expert here. You know the work and you are in charge of the people who do it. I want to know from your experience with this applicant whether he can do the work which you are required to assign to him, yes or no?

A. No. I don't think he could.

ON THE BASIS of the record as a whole, the hearing officer's determination was predictably in favor of the applicant. As a finding of fact and conclusion of law the hearing officer found the applicant to be suffering from a schizoid personality which incapacitated him in the performance of his duties. On the basis of the findings of fact and conclusions of law, the application for ordinary disability retirement was approved.

Hempstead, Oyster Bay In The Fold, Nassau Chapter Tries For All Co. Workers

The Nassau chapter Civil Service Employees Assn. drive for exclusive recognition has corraled the Townships of Hempstead and Oyster Bay—and is aiming for recognition for all 7,000 employees of the County government.

Exclusive recognition was voted last Tuesday, in the nation's largest township, Hempstead, with almost 2,000 civil service employees. Oyster Bay township voted exclusive recognition March 14 covering about 750 civil service employees.

The two towns brought to 13 the number of Nassau municipali-

ties that have granted exclusive recognition to CSEA in three-month old campaign directed by Nassau chapter's president Irving

Flaumenbaum and CSEA field representative Arnold Moses. Flaumenbaum and Moses said the County government was the next objective and that it was expected to act shortly.

Ralph G. Caso, chief executive of Hempstead Town, and vice chairman and Republican leader of the Nassau County Board of Supervisors, observed that the three towns and the two cities, whose delegates comprised the Board, all had previously granted sole recognition and exclusive bargaining rights to CSEA.

Caso, commenting on his town's action, noted that CSEA represented almost 90% of the town's employees and recently had soundly

defeated a union in a representational election among employees of the Town's Sanitation Department. Caso said that the CSEA representation would prevent "fragmentation" of Town employees into warring units. Also, Caso stated, fragmentations could lead to a situation in which drivers of the Parks Department and others in the Sanitation Department could be seeking different wage scales.

Following the recent representational election, 90% of the non-CSEA members in the Sanitation Department joined with their fellow Town workers.

The Hempstead action brought to about 5,700 the number of pub-

lic employees brought under exclusive representation agreements since the start of the drive. In all cases, the workers had been traditionally represented by CSEA but without formal agreement on representation rights. Earlier an agreement covered workers in North Hempstead Town, two cities, six villages, an independent sanitation district and one school district.

Named Advisor

ALBANY—Charles T. Lanigan, the director of the State Office of Planning Coordination, has been named to the State Advisory Board for Local Government.

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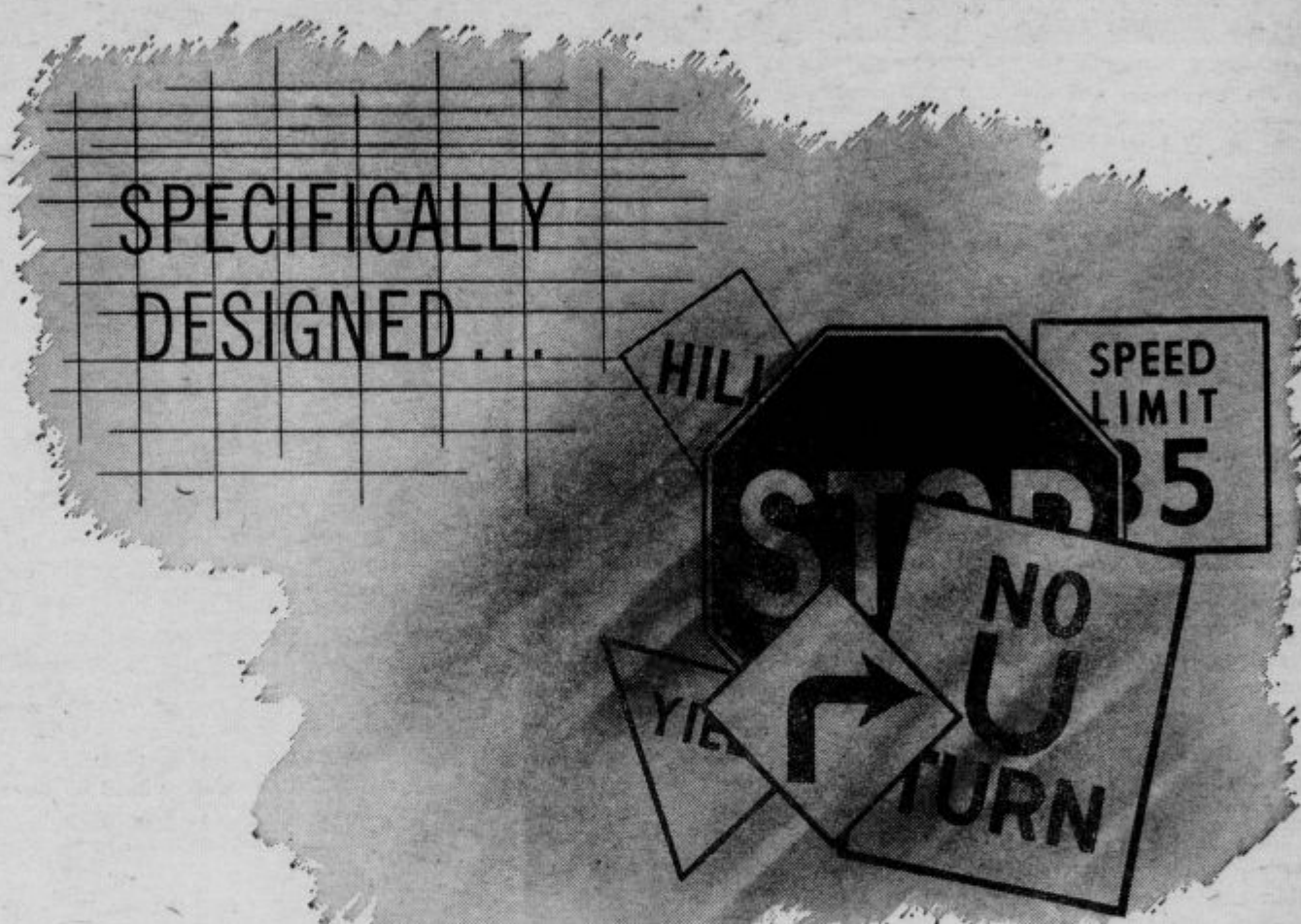
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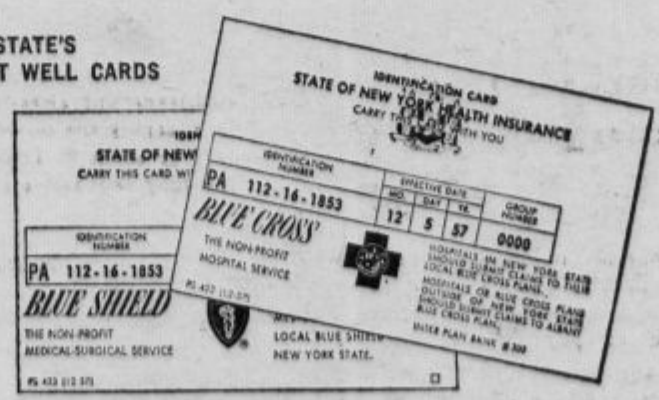
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Leader Camera Reports On CSEA Annual Meeting And Dinner

—All Convention Pictures by Whitestone Photo



Walk-In Testing Continues For Office Workers In Albany

ALBANY — The Civil Service Department has announced that plenty of job openings exist in the Albany area for beginning office workers in State agencies. Walk-in tests are continuing to be held to fill these vacancies.

Candidates will be tested Monday and Wednesday evenings at 5:30 p.m. in the Cafeteria, Building Number 3, at the State Campus at 1220 Washington Ave. Exam dates are March 27, 29, April 3, 5, 10, 12, 17, 24 and 26.

Testing will begin no later than 6:30 p.m. on those dates.

Candidates may take the test on any of the scheduled nights. They need no special background or education to qualify, except U.S. citizenship and New York

Estimator Jobs Pay To \$10,670

New York State Department of Civil Service has jobs for architectural estimators at two levels: assistant, with an annual salary of \$8,825 to \$10,670; and junior, with a range

of \$7,065 to \$8,590. Applicants for the junior position need two years' experience and an associate degree in architecture or engineering. Candidates with three years of appropriate college credit need only one year of acceptable work experience. Those with four years' experience can qualify without college study.

All candidates for assistant architectural estimator must have at least one year's experience in preparing and checking building construction cost estimates. Applicants with an associate degree need an additional three years' experience in architecture or engineering. Those with a bachelor's degree in architecture or engineering need only a year of additional experience. Five years of approp-

riate work experience will be accepted in lieu of college training. For more information and application forms, write Recruitment Unit No. 326, New York State Department of Civil Service, the State Campus, Albany, New York 12226.

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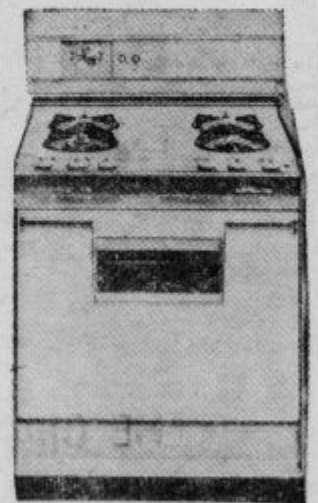
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Social Security

(Continued from Page 6)

month my brother and I will be age 18. We are college freshmen attending school full time. Will we continue to receive our monthly checks?

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TO THE EDITOR

(Continued from Page 6)

qualified from permanent appointment because of the current ruling.

I hope this problem will be decided in favor of us stouter employees. Is it fair to disqualify us?

I would appreciate an action on the part of the Civil Service Employees Assn. to help the many of us who have been disqualified because of the current ruling.

**KATHERINE A. DEVANEY
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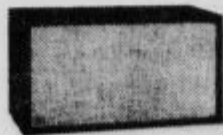
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TA Foremen

Thirty-three candidates will compete in last week's promotion examination for foreman (structures, Group A, TA), according to the Department of Personnel.

U.S. News

(Continued from Page 5)

Under the new criteria, a larger number of candidates with ad-

vance degrees may qualify for meet the needs of managers and staff specialists at every grade level will be provided. It includes broad survey programs to show the interrelations of disciplines, courses in fundamental concepts and techniques, more advanced courses in specific analytic techniques, and specialized programs for specific occupational fields. Basic courses will include Fun-

damentals of Federal Accounting, Fundamentals of Federal Auditing, and Fundamentals of Federal Budgeting. These are designed for architecture.

The requirements for entrance at grade GS-11 were also changed to allow two additional provisions for superior candidates to qualify: one year of graduate study beyond the master's degree, or completion of all course requirements except the thesis for the Ph.D. degree.

The Commission studied whether to change the standards for positions filled by bachelor's degree candidates to allow a greater proportion of engineers and other hard-to-recruit professionals to qualify for entrance at grade GS-7 is to allow candidates to qualify on the basis of academic work in the last two years of college.

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Extra Charges for Specialist Care?	<input type="checkbox"/>	<input type="checkbox"/>
Confusion over panels of participating doctors?	<input type="checkbox"/>	<input type="checkbox"/>
Uncertainty as to services covered in full or in part?	<input type="checkbox"/>	<input type="checkbox"/>
Limitations on Certain Services?	<input type="checkbox"/>	<input type="checkbox"/>
Filling in claim forms?	<input type="checkbox"/>	<input type="checkbox"/>
Discussion of fees or income with the doctor?	<input type="checkbox"/>	<input type="checkbox"/>

If you belong to a medical plan, we suggest you check the above list* against your family's experiences with medical care over the past year or so.

If you can check the "yes" box for every question, you are either an H.I.P. member or you haven't had much need for doctors' services lately.

*In H.I.P.'s basic service program, claim forms are needed only for emergencies requiring the use of non-H.I.P. physicians. They are also needed for optional benefits such as anesthesia and prescribed drugs and appliances.



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National School of Home Study Offers Veterans Courses

Veterans may now enroll in the National School of Home Study under the new G.I. Bill.

Eligibility requirements include having served 181 days of active duty (part of which must have been after January 1955) and an honorable discharge.

The school permits veterans to complete their high school education at home and will provide as much instruction as is necessary for the veteran-student to pass the New York State High School Equivalency Diploma Examination.

The school also offers a college preparatory course.

Further information may be obtained by writing to: National School of Home Study, 229 Park Ave. South, New York, N.Y. 10003.

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Ten Televised Seminars On City Government Scheduled For Spring Over WNYC-TV

Ten seminars on the new City government, in which employees may participate, will be telecast over WNYC-TV beginning April 13. The course, sponsored by Center for New York City Affairs at the New School for Social Research, is designed to bring City employees up-to-date on basic City problems and on changes in the organization and administration of the City under Mayor Lindsay's modern design.

As moderator for the discussions, Civil Service Commissioner Solomon Hoberman will lead a panel including Deputy Mayor Timothy Costello, Councilman Robert Low, former U.S. Senator Paul H. Douglas, Professors Wallace Sayre and Herbert Kaufman, and Deputy Housing & Rehabilitation Agency Administrator Henry Cohen. Students will be able to participate in the discussion. There is no charge for the course.

Mayor Lindsay will appear at the opening session slated for 8:30 p.m. on WNYC-TV, Channel 31 (UHF) to introduce the series and to explain its purpose and scope. Immediately following, Deputy Mayor Costello will discuss "City Government Reorganized: A New Order for New York."

Subsequent topics and guests will be:

April 20 — "THE RECENT PAST: BACKGROUND AND GROWTH OF NEW YORK CITY" with Wallace Sayre, Eaton Professor of Public Law, Columbia University and Herbert Kaufman, chairman, department of political science, Yale University; co-authors of 'Governing New York City.'

April 27—"THE MAYOR: PATTERNS IN POLITICS AND ADMINISTRATION" with Henry Cohen, First Deputy Administrator, Human Resources Administration.

May 4—"THE CITY COUNCIL, BOARD OF ESTIMATE AND BOROUGH PRESIDENTS: INSTITUTIONS AT THE APEX" with City Councilman Robert Low and special guest Paul H. Douglas, former United States Senator now serving as University Professor of Economics, The New School for Social Research.

May 11—PROFILE OF A MUNICIPAL GIANT: THE HUMAN RESOURCES ADMINISTRATION" with Henry Cohen.

May 18 — "WHO WORKS WHERE AND WHY: THE CITY'S PERSONNEL SYSTEM" with Professor Murray B. Nesbitt, department of political science, Queens College, and David T. Stanley, Brookings Institution, author of 'Professional Personnel for the City of New York.'

May 25—"PUBLIC AUTHORITIES: THE METROPOLITAN

GIANTS" with Professor Robert Smith, department of political science, Drew University.

June 1—"THE QUEST FOR MONEY: FINANCING THE CITY OF NEW YORK" with Dr. Dick Netzer, professor of public finance, Graduate School of Public Administration, New York University, director of research for the Temporary Commission on City Finances which produced the volume, 'Financing Government in New York City.'

June 8 — "PROFILE OF A

TRIANGLE: CHANGING CITY, STATE AND FEDERAL RELATIONS" with Samuel Thomas associate dean, the Baruch School of Business and Public Administration of the City University.

June 15—"THE ROAD TO TOMORROW: CURRENT PROPOSALS FOR IMPROVING CITY GOVERNMENT" with Professors Kaufman and Sayre.

Executive producer for the series is William Kroeger, assistant program director of the Center for New York City Affairs.

The Job Market

By V. RAIDER WEXLER

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

There are many openings for INSURANCE SALESMEN. Also a training program with pay to prepare applicants to take State licensing examination. No experience necessary but must have sales ability. Salary range \$400 to \$650 a month depending on background and experience. Apply at the Sales and Merchandising office, 485 Fifth Avenue at 41st Street, Manhattan.

STENOGRAPHERS are urgently needed for a State agency in New York City. Applicants will be tested at 80 words a minute. Salary starts at \$3,999 a year with good fringe benefits, sick leave and vacation with pay. . . . Apply at the Office Personnel Placement Center, 575 Lexington Avenue at 51st Street, Manhattan.

The demand for TV SERVICEMEN continues in Brooklyn for workers to do bench repair and make home calls. Must have own tools. Color TV experience pays extra. Salary range is \$90 to \$150 a week BODY and FENDER REPAIRMEN with their own tools can get jobs ranging in pay from \$100 to \$125 a week. . . . A HAND SANDER with parlor frame experience necessary or knowledge of English required. Apply during the week for extra Saturday or Sunday work. The pay is \$1.50 an hour. . . . ELECTRICIANS are also wanted at \$2.50 to \$3.50 an hour. . . . Apply at the Brooklyn Industrial office, 250 Scherhorn Street.

There are many openings for all types of jobs for HOUSEHOLD WORKERS in Brooklyn. If interested, apply at the Brooklyn Household office, 60 Bond Street. . . . On Staten Island, there are numerous household jobs for women who want either day work, a full week's work, baby-sitting or sleep-in jobs. . . . Apply at 25 Tyatt Street, St. George, Staten Island. . . . Also the Queens Household office has many openings for both men and women household workers for day work as well as sleep-in jobs. A real demand exists for men who can do window and wall washing, and floor waxing. . . . Apply at the Queens Household office at 42-15 Crescent Street, Long Island City, one block from Queens Plaza.

In New Rochelle, a MAINTENANCE MAN able to perform all types of plant maintenance including experience in plumbing and heating is wanted. Must also supervise porters and keep records. . . . Salary is \$7,000 a year paid by the week. Also needed is an experienced SIGN PAINTER able to climb ladder but no work over 12 feet high. Must lay out and use gold leaf or sign paint for store fronts, truck windows and show cards. Five days, 40 hours at \$4.25 an hour. . . . Apply at the New Rochelle Employment office, 578 Main Street.

Navy Needs Men With Mechanical Skills In Queens

The U.S. Navy Reserve Training Center in Whitestone, N.Y. is recruiting men with mechanical skills to serve in Ship Activation, Maintenance and Repair, Unit 3-3. The work schedule provides four days pay each month for working a Saturday and Sunday.

Previous service, Navy or otherwise, is not necessary, nor is there any top age limit.

For further information, visit the Naval Reserve Training Center the first weekend of each month, write SAMR 3-3, 150-74 Sixth Ave., Whitestone, N.Y., or phone FL 9-4064.

64 Called

Sixty-four applicants were called for the assistant architect test scheduled for March 20 by the City Personnel Dept.

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File For 24 New York State Tests By April 17; May 1 Deadline For 5 More

The New York State Department of Civil Service is accepting applications until April 17 for a series of examinations to be held on May 20. Included in this first series are some 24 examinations.

A second series of exams will be held on June 3. Applications for the five exams included in this series will be accepted until May 1.

The following list includes the 24 exams to be held May 20.

*Senior civil engineer, exam number 21-325, \$10,895 to \$13,080. Senior civil engineer (Airport development), exam number 21-326, \$10,895 to \$13,080.

Director of identification & intelligence computer systems design (oral test to be in May), exam number 21-410, \$14,990 to \$17,740.

Principal economist, exam number 21-323, \$13,500 to \$16,050.

Senior economist, exam number 21-322, \$8,365 to \$10,125.

Educational programs coordinator (office of economic opportunities), exam number 21-316, \$14,225 to \$16,875.

General parkway foreman, exam number 21-318, \$6,675 to \$8,135.

Golf course maintenance supervisor, exam number 21-337, \$7,065 to \$8,590.

Motor equipment partsman (DPW Districts No. 1-No. 10), exam numbers 21-391 to 21,400, \$6,300 to \$7,700.

Motor equipment repairman, (DPW District No. 1-10), exam number 21-341 to 21-350, \$5,615 to \$6,895.

Principal nuclear engineer (oral test to be held in May), exam number 21-336, \$16,655 to \$19,590.

*Park engineer, exam number 21-319, \$8,825 to \$10,670.

*Senior park engineer, exam number 21-320, \$10,895 to \$13,080.

Parkway foreman, exam number 21-317, \$5,000 to \$6,180.

Power plant control equipment engineer, exam number 21-321, \$8,825 to \$10,125.

Purchasing agent, exam number 21-314, \$8,365 to \$10,670.

Purchasing agent (medical), exam number 21-315, \$8,365 to \$10,125.

Purchasing agent (printing), exam number 21-339, \$8,365 to \$10,125.

Assistant purchasing agent, exam number 21-313, \$6,675 to \$8,135.

*Research criminalist, exam number 21-355, \$8,365 to \$10,125.

*Senior research criminalist, exam number 21-356, \$10,895 to \$13,080.

*Associate analyst (criminal identification & intelligence), exam number 21-357, \$10,895 to \$13,080.

Securities advisory services analyst, exam number 21-324, \$10,895 to \$13,080.

*Principal administrative analyst (criminal identification & intelligence), exam number 21-358, \$13,500 to \$16,050.

Here are the five examinations to be held on June 3:

*Medical illustrator, exam number 21-284, \$6,675 to \$8,135.

*Senior medical illustrator, exam number 21-285, \$8,365 to \$10,125.

*Senior laboratory illustrator-photographer, exam number 21-286, \$8,365 to \$10,125.

*Assistant civil engineer (physical research), exam number 21-352, \$8,825 to \$10,670.

*Senior civil engineer (physical research), exam number 21-353, \$10,895 to \$13,080.

*New York State residence not required.

*Oral tests to be held during June, 1967.

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CSEA 1967 Committee Reports

Attendance Rules

By JOHN K. WOLFF, Chairman

The attendance rules committee met on the evening of Feb. 27 and recommended that CSEA press for an immediate meeting with the new Civil Service Commissioners, Poston and Sceles, as well as Commissioner Falk so that our program for improvements in the attendance rules can be advanced.

The committee discussed at length the proposition of a lump sum payment for accumulated unused sick leave credits upon retirement or death while in service. It was noted that with the advent of Medicare and Medicaid, the proviso for using sick leave credit as payment toward health insurance premiums has been largely watered down or wiped out entirely. In addition, CSEA and this committee, has always maintained that the payment of premiums for health insurance was but a small step by the State toward our ultimate goal for a lump sum payment.

The committee reviewed and accepted amendments to Section 21.3—Sick Leave—promulgated by the Civil Service Department after discussion with the Association. These amendments provide for "automatic" restoration of sick leave credits accumulated and unused at the time of separation to employees reinstated by action of the Civil Service Commission in accordance with Section 5.4 of the Rules For The Classified Service. Prior to this amendment, such restorations were made only upon request of the employing agency and were subject to the approval of the Civil Service Commission. It should be noted that employees separated for disciplinary reasons are not covered by this provision. Likewise, employees who have been separated from service for more than a year still have to petition the Commission to have sick leave reinstated.

The Association also approved a resolution adopted by the State Civil Service Commission which would permit reciprocal agreements regarding transfer of leave credits between the agencies covered by the State attendance rules and other branches of the State Government including the Legislative and judicial branches.

The committee urges the political subdivisions to embark on campaigns to bring their attendance rules to at least the level of the State employee's. Headquarters staff at 8 Elk St. stands ready to assist in any way possible, and this committee will do likewise if called upon.

Following are the points for the discussion CSEA will have with the Civil Service Commission on the Attendance Rules:

- Provide for lump sum payment for accumulated unused sick leave credits upon death or retirement from State service.
- Provide for 35-hour work week for all full-time employees.
- Provide comparable work week for State institutional office workers.
- Provide for the removal of the present limitations for accumulation of sick leave credits.
- Provide for mandatory leave with full pay to all employees absent from duty because of occupational injury or disease, and to amend the attendance rules so that the appointing authority rather than the employee may have the right to appeal to the Civil Service Commission.
- Provide Sabbatical leave.
- Provide for equivalent time off for employees of the State and political subdivisions for holidays that fall on Saturdays and to provide that employees who are obliged to work on Saturday holidays be given credit for the time they work.
- Provide that State vacations be increased by one day per year for each two years of service after 15 years.
- Increase personal leave to eight days per year and provide for payment of all unused personal leave refused by the employer.
- Provide compensatory time for time spent on travel for official business.
- Provide a 40-hour work week for non-teaching school district employees.
- Provide that all time credits earned by an employee be transferred with him when he transfers to a new branch of government, department, agency, or authority.
- Provide that employees with 15 or more years of service be given a leave of 13 weeks with full pay.
- Return all departments to the Rules and Regulations of the Civil Service Commission and repeal any law that gives a department the right to write its own attendance rules.
- Provide that State offices be closed one hour earlier from May through September.
- Allow State employees to record all time and

attendance and leave accruals on a hourly basis instead of daily.

This committee will continue to press for improvements in attendance rules which are such an important part of fringe benefits.

Membership

By SAMUEL EMMETT & IRVING FLAUMENBAUM, Co-Chairmen

The CSEA has attained a new record high membership. The total is 146,445. The State division total is 101,230; the County Division is 43,127, and Associate members total 2,088. Since the annual meeting last October, the State division increased 2,409; the County division increased 2,376; Associate members increased 410, making a total increase of 5,195.

Congratulations are in order to our members, chapter officers and committees, regional conferences, State-wide officers, committees, and staff, all of whom contributed to this progress.

Ways and means of strengthening our membership were reviewed at two meetings of our committee since the last October meeting. Our committee offered assistance to chapters re the conduct of their membership campaign. We consulted and guided field and headquarters staff on our overall effort. New attractive membership appeal material has been distributed to all chapters.

Our committee makes the following recommendations:

- Working together, we continue our efforts to attain our membership goal of 150,000 members by October, 1967.
- We urge all chapters to assure that their membership committee is complete, active, well informed, and is canvassing and recanvassing all non-members to join CSEA.
- Each chapter and regional conference emphasize the need for membership effort at all their meetings.
- New employees be canvassed for CSEA membership promptly upon reporting for work—the first day, if possible—chapter membership committees should organize systems to assure such canvass.
- CSEA dues be adjusted as necessary to assure sufficient funds to underwrite the cost for services needed by members, to assure necessary participation by members in chapter and unit activities, to enable effective representation of members relative to their terms and conditions of employment, and their active support in the more formal collective bargaining activities which will probably be accorded by new statutes being considered in the present legislative session.
- Extend the pilot training courses conducted by the State School of Labor Relations for Long Island chapter officers so that these courses are made available in the other regions of the State for chapter leaders.
- Urge all chapter officers and committees to keep in mind that during each year 10 percent of membership is lost through resignations, retirements and deaths. To accomplish the membership goal of 150,000 for this year, about 24,000 new members must be attained. It is evident that the efforts of all chapter officers and membership committees are needed to canvass and recanvass all non-members to join CSEA.

Membership report listing each chapter is attached. This report indicates the number of new members obtained since October 1st.

Working together, we can attain our 150,000 membership goal. The effort made in each and every chapter is vital.

Grievance

By MAURICE SOKOLINSKY, Chairman

One of the first orders of business of this committee was to consider how existing grievance machinery at State and local levels could be improved and strengthened.

The committee recommends that all agency procedures include specific language to provide for conference procedures. This is to hold general meetings, with an agenda supplied in advance, between CSEA representatives and agency or institution head. This is especially important at local level—institutions, the district office, and the local office.

It is believed that some agency procedures either do not provide for local general conferences or that the language implementing these conferences may not be adequate. A typical procedure may be summarized as follows:

Each department or major agency should hold conferences with CSEA representatives on broad

topics relating to conditions of employment and continued improvement of procedures and work conditions other than specific group or individual grievances. Consideration should be given at these conferences to general matters such as proposed new rules or policy, or changes therein, or new programs and procedures to be established at the local level. The group representing CSEA should be kept small. These conferences should be held at least four times a year and identified as being under the auspices of the grievance procedure. The CSEA representatives should submit a written agenda well in advance of the meeting but should not preclude free discussion.

The committee reaffirms the earlier recommendation and policy of this committee in which it has requested chapters to report to headquarters summaries of their grievance activity at local level. The committee recommends that a separate special letter be written to chapter presidents together with a supply of report forms to accomplish this.

The committee considered Resolution A-15 which reads as follows:

A-15—Provide 45-Day Time Limit On Grievances
"RESOLVED, that the Association take all necessary steps to amend the State Grievance Procedure to provide for a 45-day time limit after receipt of an appeal for the Grievance Appeals Board to render decision."

This resolution is a carry forward from earlier similar resolutions. Almost immediately before the October delegate meeting, the Grievance Appeals Board rendered a negative decision. It is the feeling of this Committee that in light of continued expressed desire by the delegates for this 45-day time limit that the Association should request the Grievance Appeals Board to reconsider its earlier decision and request an opportunity to be heard by the Grievance Appeals Board. Your chairman in concert with the Association plans on taking immediate steps to accomplish this.

The chairman reviewed with the committee, the "Annual Report of the Grievance Appeals Board for 1965" which had recently been received. The committee expressed great concern at the relatively few grievances processed by CSEA and that a relatively large number of agencies report that no conferences were held to discuss employee matters during that year.

All of us are most conscious of pending legislation with respect to formalizing employer-employee labor relationship at State and local level. It is important that there be an increased consciousness of the availability and desirability of using existing grievance procedures for the best possible representation of our members.

The committee recommends that a strong appeal be sent to all State and county chapters urging greater participation in this area.

The committee plans on a meeting late in spring to review with legal counsel the provisions of the mandated grievance procedure for local Government with respect to the adequacy and effectiveness of that machinery. It also plans to explore what improvements can be made in State and local government grievance procedures to make them more effective.

The committee would welcome the receipt of any problems that are identified by any of our representatives both at State and local level within its jurisdiction. It offers to these representatives any assistance it can give with respect to advice and guidance when rules and regulations of a public agency are being changed or modified.

As reported to you at our October meeting in Buffalo our committee is working on a plan for a panel of attorneys in each of several regions in the State (including our regional attorneys), qualified in every respect to serve our members under each of the three categories of our legal aid program.

This project is very complex and, of necessity, it will take considerable time to work up such a panel. Our committee is still working on this item and we hope to have a fuller report in connection therewith by the October, 1967, meeting.

We wish to report to the delegates on the status and cost of legal actions approved and undertaken on behalf of our members for the period from October 1, 1965 through January 31, 1967.

During this period our Association paid out the sum of \$18,172.64 for legal assistance under our program. This amount includes fees paid for legal assistance in disciplinary proceedings, Grievance Appeals Board hearings and actions in court under Article 78. It does not include the sum of \$20,000 which was allocated for legal fees in court action involving certain income taxes tried to be imposed on a large group of our members in institutions by the Federal Government. These actions are now pending in the U.S. District Court in the Rochester and Buffalo area.

(Continued on Page 16)

DON'T REPEAT THIS

(Continued from Page 1)
 ate and Assembly, New York could lead the way throughout the United States in the coming battle to clean up water pollution problems.

Governor Rockefeller's Pure Waters Authority, if and when it is established by law, is conceived as a new way to help local government organize, plan and finance facilities to clean up or treat water and sewage sources. Establishment of the Authority will accomplish several important aims.

First, it will set a pattern for other states—and achieve an important "first" for New York State. Second—and most important—it will enable local communities to obtain Federal counterpart funds—estimated to be \$450,000,000 in 1968 and rising to \$1.25 billion by 1971.

Federal money, although important in solving the pollution abatement problems of New York State, is not the complete answer, however. The Federal funds represent only 30 percent of the expenditures, and local communities are facing enough difficulties raising additional money through taxes or bond issues.

New Financing Methods

To obtain new sources of money, new methods of financing are necessary to prevent the erosion of credit of local governments.

The opportunity to achieve the goal of the Rockefeller proposal rests in the competent hands of Assembly Speaker Anthony Travia, who heads the Assembly Rules Committee, and on the Senate side with Senator Warren Anderson, chairman of the Finance Committee, and ranking member Samuel Greenberg.

What establishment of the Authority will make possible is to enable local communities—across traditional county lines if necessary—to borrow money without eroding their credit and without absorbing the heavy burdens of

the technical and administrative problems.

Summary of Bill

A summary of the provisions of the bill indicates that the Authority, subject to a request by a municipality, construct sewage treatment works, sewage collector systems or solid waste disposal facilities; operate these facilities for the municipalities; make loans for construction to municipalities; to provide sewage treatment or solid waste disposal services for municipalities in facilities owned and operated by the Authority; provide technical and financial advisory services to any municipality in connection with these activities.

Advantages to local government—and to administrators on the local level—include the avoidance

of the issuance of general obligation bonds and the savings of substantial sums of interest because of the umbrella of the State Authority.

Not only will the State Authority have a higher credit rating—and lower interest rates—but it will be able to issue 40-year bonds to provide further flexibility in financial planning (general obligation bonds are presently limited to 30 years.)

Passage of the proposal will be the fulfillment of the mandate issued by the people of New York State who approved the massive one-billion-dollar bond issue to clean up the lakes and streams and rivers of the State. With the support of both sides of the aisle and from grass roots levels, this dream seems nearer reality.

No Citizenship Requirements Sought For State Jobs As Psychiatric Social Worker

Two psychiatric social worker examinations, held at frequent intervals, are being offered by the New York State Civil Service Commission.

Applications are being accepted continuously for the supervising position which pays from \$9,795 to \$11,805 a year, in five annual increments; and for the senior position, with a salary ranging from \$8,365 to \$10,125 per year.

The positions of supervising psychiatric social worker and senior psychiatric social worker, with the Department of Mental Hygiene, are located in hospitals, schools for mental defectives, and aftercare clinics throughout the State.

All candidates must have master's degrees in social work. In addition, those applying for the

senior position must have two years of social casework experience and those seeking the supervising position must have three years of work experience.

Neither U.S. citizenship nor New York State residence is required for the examinations or appointments.

Further information may be obtained by writing to the New York State Department of Civil Service, 1220 Washington Ave., Albany, New York 12226.

P. D. Column

(Continued from Page 2)
 other agencies requires from 1,000 to 10,000 civil servants.

IN THE DEPARTMENT of Agriculture and Markets, the work of the people who really "make" the Department is acknowledged with sincerity in the final paragraph:

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Mayer Heads Planning For State Health Dept.

The State Health Department recently named Robert P. Mayer, who had been its acting director, to head the Department's Office of Planning and Procedures.

Mayer succeeds Eugene Cahalan, who resigned to become director of finance for the State Narcotic Addiction Control Commission.

Mayer has been in State service since 1954, when he served a public administration internship with the State Liquor Authority.

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CSEA 1967 Committee Reports

(Continued from Page 14)

Legal

By ABRAHAM KRANKER, Chairman

During the period covered by this report there were 13 disciplinary cases where legal assistance was approved to commence court actions under Article 78 proceeding to review adverse decisions. In ten cases the decisions are still unknown since the actions are still pending and undecided. In two cases the decisions were adverse to the member. The total fees paid under these Article 78 proceedings was \$6,127.64.

Fees paid out for legal assistance in disciplinary proceedings and Grievance Appeals Board hearings amounted to \$11,945.00 in 42 cases of which ten were unsuccessful, that is, the members were found guilty and dismissed or their grievances were disallowed. In five cases the results are either unknown or not yet available to our committee. The rest of the cases, 27 in all, the decisions were favorable to our members.

In addition to the above 42 matters, we are committed for fees for legal assistance in about ten or 12 more cases which are still pending and for which no bills have been submitted as yet. In all of these latter cases the fees would be within our fee schedule.

During the period a number of actions were commenced in Court by our counsel under the retainer agreement with our Association. Some are still pending. In two of them we were successful—one being the testing of the State law requiring political subdivisions to pay higher salaries for certain welfare workers with higher college degrees. Another action still pending was commenced by our counsel at the request of the New York City chapter against the Civil Service Commission to test the validity and necessity for holding an oral examination for position of associate insurance examiner, (complaints) in the State Insurance Department.

We are pleased to learn from counsel that legislation has been submitted to the current session to implement Resolution L-65 (October, 1966) which provides:

To amend Section 75 of the Civil Service Law to provide other than agency hearing officers, that all hearings required under that section be held by independent hearing officers to be appointed pursuant to the Civil Service Law and its rules and that their determination should be binding on the appointing authority which brought the charges. The legislation also provides that political subdivisions may contract to utilize the services of such hearing officers

This is Senate Intro 2134 by Senator Day and Assembly Intro 4437. Print 4591. The committee urges you to contact your local legislators in support of this legislation.

Public Relations

By RAYMOND G. CASTLE, Chairman

The public relations committee is happy to report that our film, "Accent On Service," which has been under revision, has been completed and is being distributed in the same channels as previously, i.e., theater, T.V. stations, community groups. The committee feels the revision is well worthwhile and recommends to all chapters and conferences that they secure as many showings in their areas as possible.

Detailed instructions on placement of the film will be sent to each chapter and conference from CSEA Headquarters immediately after the annual meeting.

The committee is happy to note that its recommendation of last year, along with that of other committees, for the addition of several field "organizing" personnel to our staff, has been implemented in this year's budget which calls for the addition to the staff of five new field representatives.

The public relations committee also has spent a great deal of time discussing the Constitutional Convention and its possible ramifications on public employees throughout the State. The committee, as it reported in October, feels that one of the Association's greatest weapons in defending the merit system and public employees benefits in general against any possible weakening through amendments to the State Constitution is publicity and public relations.

No one can anticipate what emergencies might arise this year as result of legislative action on the Condon-Wadlin Law or during the Constitutional Convention, which begins next month; emergencies, which would demand quick action by our entire membership or necessitate, for instance, a State-wide advertising campaign, or other specialized literature and communication materials. To accomplish these things, adequate funds must be available to secure the specialized help that would be needed. For this reason, the committee feels that \$10,000 of the special public relations fund of \$13,000 now in the CSEA budget be set aside for use in securing specialized outside talent such as ad-

vertising agencies, public relations firms, etc., etc., for use in emergency projects, subject to the approval of the budget committee and the president.

The committee also discussed the serious need to increase the size of the CSEA staff in general, and its public relations department in particular, if the Association expects to service its ever-growing membership with any degree of success. The public relations department for instance, has remained at its same size for years, despite a membership growth of more than 100 percent in the past seven or eight years. The committee recommends that the Association seriously consider appointment of two new members of the public relations staff in the title of "communications specialist", approximate State Grade 16. Considering the scope of Association activities and the pace under which Association work must be accomplished, the committee feels that this title and grade would best fit the purpose for which the positions are intended.

Staff members in this position would be responsible for the whole area of communications work with which the Association is now concerned and should be experienced and knowledgeable in the field before being hired.

The committee realizes the serious shortage of working space in our present headquarters, and recommends that these two new positions be approved without delay so that they will have been hired when CSEA's new headquarters building, now under construction, is ready for use.

In addition, the public relations committee feels that the public relations department should have a specific budget with which to work each year so that a full year's program can be worked out in advance, including approximate costs.

In closing, the public relations committee would like to thank the staff and their fellow members of the Association for the invaluable help and counsel given to the public relations committee in its work.

Education

By CELESTE ROSENKRANZ, Chairman

The education committee is pleased to report significant implementation of its recommendations for various training programs submitted to the delegate body during the past Association year. These accomplishments include:

- One-day educational workshops conducted by CSEA headquarters staff for chapter officers, to date, presented in four conferences: Long Island, Capital District, Metropolitan, and Central. The two remaining conferences are expected to arrange similar workshops in the coming months.

- Intensive, one-week seminars for CSEA headquarters and field staff at New York State's School of Industrial and Labor Relations at Cornell. Covered subject area included labor relations in general, with special emphasis on organizing and collective bargaining background and procedure.

- A recent successful training program on the same subject within the Long Island Conference, in which the conference—on its own initiative—was the first CSEA regional group to arrange for its local chapter officers newly-available, free instruction in collective bargaining offered in a series of evening classes conducted by extension specialists of Cornell's Industrial and Labor Relations School.

In connection with the latter, to prepare Association officers and staff to function effectively in the emerging new era of public employee-employer relations, the education committee recommends that high priority be given to the establishing of widespread training programs in collective bargaining and employee representation. For the training of chapter officers, specifically, the committee recommends participation on a regional conference basis in the free extension courses offered by the Industrial and Labor Relations School, as the service becomes available throughout the State.

Consideration is also being given to the arranging of a specialized training session for new delegates at the beginning of next October's annual meeting to familiarize them with their duties and responsibilities and enable them to do a better job. Thus far, the committee envisions a reception between 4 to 6 p.m. on the first day of the meeting, to which new delegates and Statewide officers would be invited, and at which a general orientation program might be presented.

A sub-committee comprised of Harry Kolothros and George Grover has been designated to explore possibilities of establishing training programs to prepare CSEA members for various civil service examinations. Basic aspects, such as whether conferences or chapters would be best suited to carry out such programs, will be studied and recommendations submitted to the next meeting of the full committee.

An availability date of the first week in May—concurrent with the committee's next meeting—has been

set for the new edition of the chapter officers' manual. The new manual will be in the form of a loose-leaf binder to permit future revisions on a selective, continuing basis, eliminating the waste of discarding and re-printing complete editions.

The committee again wishes to make known that its assistance and resources are readily available to other Association committees seeking help or guidance in the general area of educational activity.

County Division

By RUTH HEACOX, Chairman

The committee met on Feb. 17, 1967 and, after due deliberation and discussion, adopted and strongly urged the following recommendations be approved by the delegates at the March 1967 meeting and then implemented by CSEA Headquarters as soon as possible.

- That an office be established at CSEA Headquarters and staffed with an experienced "director" who is knowledgeable in county and municipal problems. Said office to have adequate clerical personnel for the sole purpose of servicing political subdivision chapters throughout the State.

- That the five new fieldmen scheduled to be appointed on April 1, 1967, be assigned to fixed areas throughout the State for the primary purpose of soliciting membership in the areas to which they are assigned.

- That additional time be allotted by the Association to County Division chapter delegates at both the March and October delegate meetings for the purpose of conducting business meetings. The committee specifically recommends that County Division delegates be permitted at CSEA expense, to arrive at the meeting site one day in advance of State Division delegates and to conduct a business session on the afternoon and evening of such date. Also that the new CSEA "Director of County Affairs" and a CSEA attorney be assigned to attend said meeting. The "director" should prepare the agenda in conjunction with the county officer and chairman of the county executive committee.

Union Activities

By VITO FERRO, Chairman

This committee met on Feb. 23, 1967, and discussed available information with respect to union activities among public employees in New York State. It reviewed figures reflecting the growth of competing organizations, as well as our own. The committee continues to affirm that the CSEA has unquestionably demonstrated that it is the most effective representative in New York State.

The committee recommends to the delegates, to chapter officers, and to all other CSEA representatives that efforts be intensified to recruit members at the time of their employment. This is the time that a new employee has the greatest interest in effective representation, and will also serve to attract young people into the organization. The CSEA representatives are urged to try to directly interest these new and young members into becoming active in chapter affairs. The committee urges the CSEA representatives to intensify their activities in terms of recruiting new members and serving new members at a local level. It believes that such success as the unions have had has been because of their intensive effort at local levels.

The committee believes that good publicity should be given to the names of local representatives so that the members, and, especially new members, may know to whom they may turn to for help if they need it, or for information. Each chapter and unit of the Association should post on bulletin boards the names of chapter officers, their location and their telephone numbers.

While not still directly under the auspices of this committee, it recommends a greater utilization of the grievance process, both with the respect to assisting individuals and groups, as well as through the use of conferences at the local level with emphasis at local level.

Any representative who comes on information concerning union activity should forward it to headquarters so that there is a full awareness as to just what the union is doing. This committee continued to give its attention to the problem of dual membership and does not feel that it is proper for an officer or a nominee to be a member of the union.

The delegates are urged to have wide spread member participation in chapter affairs. The Association prides itself on its democracy which can best be achieved by full membership participation, and keeping the leadership on as broad a basis as is possible.

The committee also notes the continuing public interest in the matter of collective negotiations and formal representation of public employees in New York State. We urge continued effort to secure sole bargaining rights for the CSEA. We also urge continued publicity, including the Civil Service Leader in exposing the union's false or excessive claims that they continue to make.