

## **NYSCOPBA Member Services Department**

Gary Carlsen- [gcarlsen@nyscopba.org](mailto:gcarlsen@nyscopba.org) or x246  
Stephanie Flanagan- [sflanagan@nyscopba.org](mailto:sflanagan@nyscopba.org) or x261

### **Introduction**

The NYSCOPBA Membership Services Department provides many services for our Officials and Members. We are responsible for electronic equipment, payroll deductions, Member database, web site, communications, information technology and more. Below is a summary of some of the services we offer.

### **CD ROM Library**

Membership Services has produced and maintained a custom CD Rom for NYSCOPBA members. The project was undertaken to give members easy access to the most up to date information available. The CD replaces several volumes of books and makes research a much faster process. The CD includes forms, DOCCS Directives, grievance information and more. Please contact us if you need a copy of the CD.

### **Communication**

We are responsible for mass communications with our members. We handle mailings, web site, mass email and texting. Please contact us if you want to receive email or text updates, if you have a suggestion for the web site or any other issues regarding membership communication. The NYSCOPBA web site username is copba and the password is 007a, be sure to use all lower case letters. Some of our PDF documents (Executive Board and Executive Assembly Minutes) also require a document password. The password for these documents is 194.

We also have a mobile web site and RSS feed that you can access from your mobile device. If you want email or text updates, email your name, facility, seniority date (and cell phone number for text updates) to [nyscopba@nyscopba.org](mailto:nyscopba@nyscopba.org).

### **Computer Hardware**

Member Services takes care of ordering and maintaining all electronic equipment. If your sector needs new equipment or something needs to be repaired, please contact us.

## Member Database

One of NYSCOPBA's most vital tools is our Member Database. We maintain a large amount of data on all our members that we use to improve communication, process payroll deductions and solve member issues. All members are encouraged to keep their information up to date by contacting us when their information changes. We also encourage members to keep us updated with their current email address and phone number.

We receive our active members addresses from the NYS Comptroller electronically and address changes are automated. All a member needs to do is change their address with their payroll department and we receive the information shortly after.

## Publications

Membership Services designs many of the publications distributed by NYSCOPBA including the Newsletter and the calendar book. If a member has information or photos to include in the newsletter, please have the member send them to us. As always, if a member has suggestions on how to make our publications better, please contact us.

## Optional Insurance and Other Payroll Deduction Issues

<b>Type</b>	<b>Carrier</b>	<b>Contact info</b>
Life Insurance	The Standard	Norvest Financial Services, Inc. 930 Albany Shaker Road, Albany, NY 12110 (888) 869-8252 <a href="http://www.norvest.net/">http://www.norvest.net/</a>
Disability Insurance	The Standard	Norvest Financial Services, Inc. 930 Albany Shaker Road, Albany, NY 12110 (888) 869-8252 <a href="http://www.norvest.net/">http://www.norvest.net/</a>
Accidental Death and Dismemberment Insurance	The Standard	Norvest Financial Services, Inc. 930 Albany Shaker Road, Albany, NY 12110 (888) 869-8252 <a href="http://www.norvest.net/">http://www.norvest.net/</a>
Indemnity Insurance	AFLAC	AFLAC 22 Corporate Woods Blvd., Albany, NY 12211 (800) 366-3436 Call center <a href="http://www.aflacny.com/">http://www.aflacny.com/</a> Stash Wojeski (518) 477-9538 <a href="mailto:stash_wojeski@us.aflac.com">stash_wojeski@us.aflac.com</a>

Auto and Home	Met Life	Tim Maguire, Senior Account Executive One Financial Center, 22nd Floor Boston, MA 02111 <a href="mailto:tbmaguire@metlife.com">tbmaguire@metlife.com</a> 617-574-3933 617-574-3939 (fax)
Auto and Home (legacy, no new policies written)	Liberty Mutual	Liberty Mutual 135 Corporate Woods, Suite 380 Rochester, NY 14623 (800) 526-1547 <a href="mailto:mark.enright@libertymutual.com">mark.enright@libertymutual.com</a>
Legal Services	Koehler & Isaacs, LLP	Koehler & Isaacs, PC 61 Broadway, 25th Floor, New York, NY 10006 (917) 551-1300 (212) 551-0030(fax) <a href="mailto:sisaacs@koehler-isaacs.com">sisaacs@koehler-isaacs.com</a> <a href="mailto:koehlerisaacs@nyscopba.org">koehlerisaacs@nyscopba.org</a>
Foundation	Correctional Peace Officers Foundation	CPOF 1346 North Market Blvd., PO Box 348390 Sacramento, CA 95834 (916) 928-0061 (800) 800-2763 (916) 928-0072 (fax) Vicki Wahlquist <a href="mailto:vicki@cpof.org">vicki@cpof.org</a> <a href="http://www.cpof.org/">http://www.cpof.org/</a>
Trust Fund	Correctional Services Trust Fund	CST 2 Crimson Way, Plattsburgh, NY 12901 (518) 561-2937 (800) 269-3723 - (518) 561-7459 (fax) <a href="http://www.cstbf.com/">http://www.cstbf.com/</a> Contact: <a href="mailto:David_Jenkins@CSTBF@yahoo.com">David Jenkins</a> <a href="mailto:CSTBF@yahoo.com">CSTBF@yahoo.com</a>