

**OMRDD - NYSCOPBA STATEWIDE LABOR/ MANAGEMENT**

**COMMITTEE MEETING MINUTES**

44 Holland Avenue

Albany, NY 12209

February 26, 2010

**PRESENT:**

**OMRDD MANAGEMENT:**

Matthew Guinane, Director of Employee Relations

Derrick Holmes, Asst Director Employee Relations

April Peebles

**Via Teleconference :**

Charles Kearley, Director of Safety & Security Services

James Finch, Coordinator of Security Services

Jill Gentile, Assoc. Commissioner

James Whitehead, Assoc. Commissioner

**NYSCOPBA:**

Chris Hickey, Executive Vice President

Tom Sawyer, Law Enforcement Vice President

William Golderman, NYSCOPBA Counsel

John Harmon, Law Enforcement Business Agent

Jose Pomales, SSO Chief Sector Steward Southern Region

Karen M Terry, SSO Chief Sector Steward Western Region

**Acknowledgements:**

Management expressed their deepest sympathy in the untimely and unexpected passing of Law Enforcement Vice President Jerry DeWitt.

### **2009 – 2011 Operating Agreement:**

- A) Sharing of the duties and responsibilities for Labor/ Management minute taking was agreed upon.
- B) Agreement was signed off on by Tom Sawyer and Derrick Holmes.

### **June 5, 2009 meeting minutes:**

Minutes signed off on by Tom Sawyer and Derrick Holmes with the following item pending:

*Action Item:*

*OMRDD to provide NYSCOPBA with a list of all certified Code Inspectors/ Enforcement Officials by DDSO.*

*Responsible Person: Derrick Holmes*

*Target Date: 30 days*

### **Role of the Safety & Security Services Team:**

Chuck Kearley indicated that the main goal of the Safety & Security Services Team is to establish clear guidelines and consistency across the state in relation to the Safety & Security operations at all DDSO sites.

### **Future and duties of the Safety & Security Officers within OMRDD:**

Chuck Kearley expressed the importance and necessity of the Safety & Security Officer role within the operations of OMRDD. Recent visits by the Safety & Security Teams to all DDSO sites across the state to conduct workload studies for all titles within the Safety & Security departments showed that there are inconsistencies from facility to facility in this area, which Mr. Kearley evidenced this information as another indicator for the need of consistent practices across the entire state. Chris Hickey asked if the results of this workload study would be shared with NYSCOPBA. Derrick Holmes indicated that the Commissioner should be sharing that information once it has been finalized. Chuck Kearley indicated that the results of the study should be completed by the 1<sup>st</sup> of April 2010.

### **Update on the training academy for Safety & Security Officers:**

Jim Finch has been coordinating efforts with Carl Steffan from OMH Capital Operations to allow Safety & Security Officer Trainees from OMRDD to attend the (3) week OMH training academy rather than the (1) week training academy that was previously offered by OMRDD. There are currently (3) Safety & Security Officer Trainees from OMRDD who will be attending the next OMH training academy which is slated to begin in late April. Bill Golderman inquired if this combined training practice with OMH will continue. Jim Finch explained that he believes this is a step forward for building on SSO trainee's educational experiences as the (3) training that OMH provides is much more in-depth than that of OMRDD. John Harmon questioned any unforeseen issues arising from the combined training as it relates to some possible differences between OMH & OMRDD policies, both Chuck and Jim did not foresee any issues arising from the combined training.

### **Status of arrangements for purchase of Uniforms, ID's and Badges:**

The Safety & Security Team supplied the committee members with a proposed Uniform Regulations guideline to aide in establishing NYS standards and consistency across the board including the use of Statewide vendors. Dark blue uniforms will be the standard uniform color across the state. NYSCOPBA requested that they be allowed to review the proposed Uniform Regulations. Specific issues were raised in regards to facial hair, turning in of equipment for sick leave, and retirement badges, all of which will be reviewed for future discussion.

### **Identification Badges or Cards:**

OMRDD Safety & Security Services Team has selected an ID card from LIN Star which operates out of Buffalo NY. The new style card will have Officers: Rank, Shield #, Personal Info, Bar Code, and Hologram for security purposes. Jim Finch indicates that the team is working on approval for financing of the project and once that has happened, they foresee the project being completed within two weeks from the start date.

### **Badges:**

Jim Finch informed the committee that badge numbers from all DDSO Safety & Security Departments have been gathered and a spreadsheet was created from that information. All badges will be distributed and accounted for through the Safety & Security Services Office.

*Action Item:*

*NYSCOPBA will Review and report back to OMRDD with all questions, comments, or concerns regarding the proposed Uniform Regulations.*

*Responsible Person: Bill Golderman*

*Target Date: 30 days*

*Action Item:*

*Collecting and supplying uniform requirements and specifications to NYSCOPBA (Chris Hickey).*

*Responsible Person: James Finch*

*Target Date: 30 Days*

*Action Item:*

*Supply information on cost and product availability from Corecraft to OMRDD (Jim Finch).*

*Responsible Person: Chris Hickey*

*Target Date: 30 Days from receipt of information from Jim Finch*

### **Agency/ Facility Disaster Plans:**

Jose Pomales indicated that some facilities do not have disaster plans. Chuck Kearley insisted that each facility does in fact have disaster plans in place and should be available to anyone to see.

*Action Item:*

*OMRDD to verify and supply information to NYSCOPBA regarding Agency/ Facility disaster plans.*

*Responsible Person(s): Chuck Kearley & Jim Finch*

*Target Date: 30 days*

### **Agency evaluation of health and safety conditions for out Officers after the previous reduction in forces:**

Refer back to information regarding the Future of the Safety & Security Officer within OMRDD and the workload study.

### **Additional body protective equipment and patrol vehicle protection:**

Derrick Holmes referred back to the June 5, 2009 meeting minutes where NYSCOPBA was going to look into the possibility of utilizing "grant" monies for such projects. Chris Hickey explained that there are no "grant" monies to be utilized at this time. Jim Finch and Chuck Kearley questioned the need for additional protective equipment and Chris Hickey suggested that NYSCOPBA provide OMRDD with specific instances and areas where equipment would be beneficial. NYSCOPBA raised questions regarding some OMRDD facilities where patrol vehicles did not have lights & sirens, and at one facility there was not a "cage" in the patrol vehicle. Jim Finch suggested that facilities where there were issues with non-functioning equipment on patrol vehicles, should first contact the facility transportation department, and then follow up with the chain of command to rectify the situation.

*Action Item:*

*NYSCOPBA will supply OMRDD with information related to facilities with a need for the additional protective equipment.*

*Responsible Person: Chris Hickey*

*Target Date: 60 Days*

### **Establishment of a Color Guard:**

Tom Sawyer introduced the idea of establishing a Color Guard, with one member from each region being able to participate. OMR requested that NYSCOPBA submit a proposal for consideration.

*Action Item:*

*NYSCOPBA to submit a proposal related to the establishment of a Color Guard.*

Responsible Person: Tom Sawyer

Target Date: 30 Days

**Update on the Reduction in Force as it relates to NYSCOPBA membership:**

OMRDD indicated that (1) Safety & Security Officer at Bernard Feinson was slated to be affected in the last round of the RIF, but due to retirement of another NYSCOPBA member, no one was affected by the RIF at this time.

**Update on Fire Safety Panel concerns:**

The Fire Safety Panel released their report and in that report sixteen recommendations and areas needing improvement were identified. The NYS Office of Fire Prevention and Control will be working with OMRDD to meet these improvements and recommendations. Chuck Kearley reiterated that the Safety & Security Officers will play a vital role especially related to the findings that came out of the Fire Safety Panel reports. NYSCOPBA questioned whether other titles were going to be doing inspections duties. Jim Finch reported that the staffing study was not in relation to community needs.

**Swap/ Shift Exchange Practices:**

Jim Finch relayed his concerns that there is not enough accountability within the swapping practices especially as they relate to smaller departments and their staffing issues. Karen Terry questioned if swapping agreements that were already in place would be cancelled or stopped and Jim Finch stated that whatever agreements are currently being used can continue to be utilized until such time that another proposal can be made or considered. Matthew Guinane suggested that he and Jim Finch research the swap agreement that WNYDDSO is proposing to use, their reasons for wanting to use the swaps, and relay that information to Tom Sawyer/ NYSCOPBA for further review.

*Action Item:*

*OMRDD to contact SSOs at WNYDDSO to research what their reasons for wanting to use the swap agreement and its functionality as it relates to a department of their size, and share any and all information and findings with NYSCOPBA.*

*Responsible Person(s): Matthew Guinane & Jim Finch*

*Target Date: 30 Days*

**Status of the Safety & Security Officer Video:**

OMRDD acknowledged viewing the video along with OMH and that there were questions and comments that both agencies needed addressed. NYSCOPBA requested another copy of the questions and comments raised. Derrick Holmes provided Chris Hickey with the list of questions and a copy of the DVD.

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Derrick J Holmes

Assistant Director of Employee Relations

OMRDD

DATE: \_\_\_\_\_

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Thomas Sawyer

Law Enforcement Vice President

NYSCOPBA

DATE: \_\_\_\_\_

DRAFT