



OFFICE OF EMPLOYEE RELATIONS MISSION

To advance the performance of state government through collaborative labor relations, workforce training, education, and benefits.

NYS HEALTH INSURANCE PLAN/EMPLOYEE BENEFITS MANAGEMENT

PRE-TAX PROGRAMS Flex Spending Account (FSA): Health Care Spending Account (HCSA), Dependent Care Advantage Account (DCAA), and Adoption Advantage Account

FLEX SPENDING ACCOUNT (FSA) is a pre-tax program that saves employees money on health care and dependent care expenses.

Enrollments for the 2023 FSA as of June 30, include:

HEALTH CARE
SPENDING ACCOUNT

14,530

State employees
enrolled

ADOPTION
ADVANTAGE ACCOUNT

8

State employees
enrolled

DEPENDENT CARE
ADVANTAGE ACCOUNT

8,057

State employees
enrolled



PRE-TAX TRANSPORTATION BENEFIT NYS-RIDE

As of June 30, **4,734** employees participated in NYS-Ride transit. With NYS-Ride, the State realized a 12-month annualized savings of **\$58,341** (the net of FICA savings minus lost tax revenue), and employees saved an average of **\$640** per year. Since parking became available **169** employees have enrolled for parking.

Highlights

Flex Spending Account

Total Administrative Services Corporation (TASC) has assumed full TPA services for the FSA. WageWorks/Health has completed providing services for the FSA. TASC staff and FSA program staff have begun working on the 2024 open enrollment campaign.

Empire Plan - Hospital Program

Empire BlueCross announced in June that they will have a new name effective January 1, 2024. They will then be called Anthem BlueCross.

The Empire Plan Medical/Surgical Program

Communications via the Empire Plan NurseLine continue to provide useful wellness resources and benefits information to Empire Plan members. Campaigns reach members by mail and email. Monthly health topics this quarter included mindful habits to promote healthy diet and mental health, and tips on how to maximize network benefits.

The Empire Plan - Mental Health and Substance Use Program

The Hazelden Betty Ford Center of Excellence is available to ratified groups effective July 1.

STATEWIDE TRAINING HIGHLIGHTS

WORKFORCE AND ORGANIZATIONAL DEVELOPMENT

Public Service Workshops Program (PSWP)

PSWP delivered **68** workshops to **1,463** participants completing training.

Training Directors Roundtable

One Training Directors' Roundtable webinar was held with **65** training professionals in attendance.

2023 Mandated Training Program

Released on June 1 with the following required courses for NYS executive branch agencies: *Information and Cyber Security Awareness, Internal Controls, Language Access for Frontline Staff, NYS Right to Know Law, Prevention of Workplace Violence, Privacy and Security of Health Information, and Equal Employment Opportunity and Workplace Discrimination Prevention.*

Train the Trainer Series

This series was hosted for NYS agency trainers to develop their training skills and become certified to train: *Gauging Your Supervisory Skills, The New Supervisor – Making the Transition, Emotional Intelligence in the Workplace, and Planning Performance and Giving Feedback.* A total of **8** sessions were conducted with a total of **107** participants receiving certifications.

New York State Leadership Institute (NYSLI) for M/C Employees

The 2023-24 NYSLI was announced.

Excelsior Service Fellowship Program

Two professional development sessions were held for **34** fellows in cohort eight and **45** fellows in cohort nine.

PEF College Tuition Reimbursement (CTR)

Program: 1,078 applications from 563 applicants were approved for a total expenditure of \$1,567,369. Of these applications, 258 were reimbursed under the Nurses' Enhanced CTR Program at an amount of \$285,019.

PEF Workshop and Seminar Reimbursement

Program: 622 applications from 476 applicants were approved for a total expenditure of \$149,982.

PEF Certification and Licensure Exam Fee

Reimbursement Program: 71 applications from 63 applicants were approved for a total expenditure of \$23,944.

PEF Certification and License Renewal Fee

Reimbursement Pilot Program: 32 applications from 32 applicants were approved for a total expenditure of \$2,818.

M/C Tuition Reimbursement Program: 22 applications from 17 applicants were approved for a total expenditure of \$18,305.

M/C Certification and Licensure Exam Fee

Reimbursement Program: Reimbursements were not issued during this quarter.

NYS & CSEA PARTNERSHIP FOR EDUCATION AND TRAINING

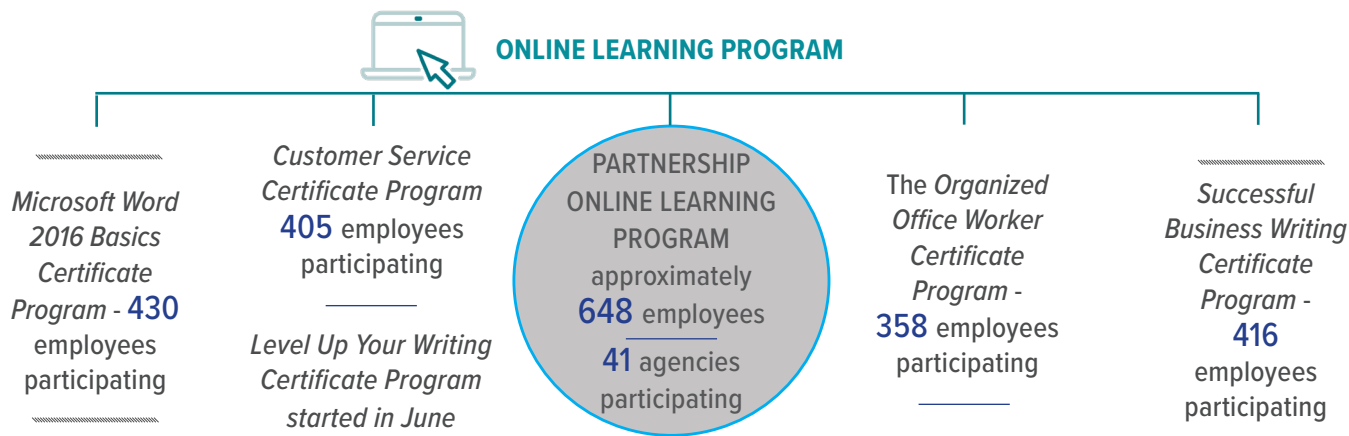
Job Skills and Professional Development (ASU, ISU, OSU, DMNA)

The Spring 2023 Skills for Success program concluded with **1,085** unique members filling **1,578** seats in **71** classes scheduled from February to June 2023.

109 employees are participating in the 2023-2025 *Applied Skilled Trades Program* in the following regions: Long Island Region (electrician), Southern Region (carpenter and electrician), Capital Region (electrician), Central Region (plumber/steamfitter), and Western Region (plumber/steamfitter and electrician). Participants completed the following courses: *Workplace Communications, Blueprint Reading Fundamentals, Math Fundamentals and Technical Math.*

17 employees completed the *Effective Reading Skills 1* (Online) course with an average increase of almost a full grade level each as part of the *Spring 2023 Adult Education Basics Statewide Program*. Two participants increased their reading proficiency by nearly five grade levels.

8 employees completed the *Math Refresher 1* (Online) course as part of the *Spring 2023 Adult Education Basics Statewide Program*. With an average increase of approximately one and a half grade levels per student, the course was a success.



Tuition Benefits

The 2023-2024 Tuition Benefits Program began on April 1. To date, 1,079 employees have applied for 2,651 benefits. One hundred and ninety-nine benefits have been paid totaling \$181,292.

Two hundred seventy-eight employees are participating in the following targeted tuition programs: Commercial Driver’s License (62), ESOL (16), HVAC (5), Information Technology (14), Legal Assistant Trainee (2), RN/LPN (168), and Welding (11).

Staff continue to administer the tuition benefits program for CSEA, Inc.; Health Research, Inc.; NYS Teachers’ Retirement System; State University Construction Fund; and VOICE/CSEA.

GRANT PROGRAMS

For the 2021-2026 NYS-CSEA contract period, **89** Quality of Work Life grants were approved for **8** NYS agencies and **7** CSEA locals, totaling \$174,654.

LABOR-MANAGEMENT SERVICES

Staff presented *Practical Skills for Resolving Conflict* at the DOCCS Local President’s Conference on June 23 with **36** participants.

ADVISEMENT SERVICES

Advisors responded to **2,865** calls and emails from employees requesting advice and information on issues such as tuition benefits, financial aid, basic skills, nursing programs, starting, or returning to college, and high school equivalency test preparation.



Field Staff Activities

Staff hosted information tables at **51** NYS agencies/facilities and CSEA events.

Safety and Health

The NYS & CSEA Safety and Health Planning Committee met on April 21, May 12, and June 9 to discuss matters of mutual concern and prepare for Article 15 meetings.

Applications for Forklift Operator Safety training were approved for Woodbourne, Groveland, Five Points, and Wallkill Correctional Facilities. An application for Chainsaw Safety training at SUNY Brockport was also approved.

Field associates made **1,189** phone, text, and email contacts with NYS managers and CSEA leaders statewide regarding Partnership programs and services. They also met with **44** CSEA leaders and NYS managers across the State to provide an overview of Partnership programs and services.



WORK-LIFE SERVICES



Network Child Care Centers

Health and Safety and Professional Development Grants were offered to the child care centers for FY 2022-2023, with the cycle ending in June. **27** grants were awarded ranging, from \$9,000 to \$11,000, based on the number of State employee children enrolled at the child care center, for a total of \$254,801.

Health and Safety Grants

Funding totaling \$229,362 was awarded to purchase needed items to enhance the health and safety of children and staff.

Professional Development Grants

Funding totaling \$25,439 was awarded to purchase and implement new technology and train center directors, administrative staff, center staff, and board members.

Directions: Pre-Retirement Seminars

During this quarter **14** sessions were held for a proximately **825** employees.

Each participant is sent the 11-chapter *Self-Help Guide to Pre-Retirement Planning*, the *Retirement Checklist for New York State Employees*, the Work-Life Services brochure, and other planning materials from the Department of Civil Service, Employee Benefits Division, and the Office of the State Comptroller.



Employee Assistance Program (EAP)

Employee Assistance Program Utilization

There were **4,705** first contacts by employees and family members during this quarter. In addition, the EAP main office received **88** calls from employees requesting assistance and **51** website requests for assistance. The most frequently reported issues were related to work, followed by mental health, stress, bereavement/grief, and financial issues.

Critical Incident Response

EAP coordinators responded to **31** critical incidents.

Certified Employee Assistance Professionals (CEAP) Program

12 coordinators and **9** staff members who have earned the CEAP credential.

Employee Assistance Grants

During this period, **38** applications have been approved, totaling approximately \$58,000.

Employee Assistance Training

During this quarter, trainings provided were *Mediation*, *Problem Gambling*, *Case Study*, *Building Good Sleep Practices*, *Supervisor Training*, *Comm. Orientations*, *New Coordinator Orientations*, *Supervisor Overview*, and *Self-Guided NCI Training*. **60** sessions total with **715** participants.

Wellness

WellNYS Ambassadors promote the WellNYS Everyday program to employees in their agencies and contribute to monthly Webex meetings.

88 WellNYS Ambassadors participate from **20** agencies.

1,479 individuals attended **7** wellness webinars. Topics included: *Create and Stick to a Budget*, *Fitting in Physical Activity*, and *Start and End Your Day with a Positive Habit*.

1,586 employees and family members receive the WellNYS Daily which is an increase of **177** from last quarter.

Multi-Agency Programs

The Capital Area Multi-agency is fully staffed with three full-time coordinators from DMV and ITS. The Utica Multi-agency and Binghamton Multi-agency continue to promote EAP, recruit for committee members, and share EAP information and materials in all locations. The Watertown Multi-agency is now covering Office of Parks, Recreation and Historic Preservation in the region due its inability to fill a coordinator vacancy. The Syracuse Multi-agency has successfully selected two new coordinators from Department of Transportation. The Buffalo Multi-agency committee oriented seven new members and held two meetings this quarter. The Rochester Multi-Agency continues to increase committee membership, with another Department of Labor representative recently added to the committee.

NYS/UUP JOINT LABOR-MANAGEMENT COMMITTEES (NYS/UUP JLMC)

Due to the expiration of the 2016-2022 Agreement between the State and UUP on July 1, 2022, funding for all labor-management programs expired on March 31, 2023, except the EmpireKnowledge Bank eLearning licenses. NYS/UUP JLMC staff continued to review and approve applications for licenses that provide employees an opportunity to access a variety of eLearning products to enhance their professional and career development, for certification preparation, and continuing education in a variety of areas.

NYS/UUP JLMC staff has been assessing and reviewing program activities and expenditures to prepare for the implementation of the labor-management programs. They have also been planning the orientation training session, tentatively scheduled for Fall, 2023 for members of the Executive Level Committee and the five statewide joint labor-management committees. In addition, staff has been working with union and management representatives to develop promotional materials for the labor-management programs and developing presentations to deliver to campus staff and UUP represented employees. Staff has also been working on revising and updating information for the NYS/UUP JLMC website.

Dr. Nuala McGann Drescher Leave Program

NYS/UUP JLMC staff is updating the Dr. Nuala McGann Drescher Leave Program guidelines and application, as well as preparing training sessions for the overview of the program to SUNY campuses.

NYS/UUP JLMC staff continued with the administration of ongoing projects including:

- Assessing current programs to determine if they are meeting employee needs and to establish new programs to provide additional professional development opportunities to enhance employees' skills and knowledge.
- Continuing to work with statewide labor-management committees on strategies to disseminate labor-management program information more effectively to UUP represented employees and SUNY campuses.
- JLMC Staff began reviewing the NYS/UUP JLMC website for updates and enhancements to the site.

New York State/Graduate Student Employees Union (GSEU) Labor-Management Programs

Student and Exchange Visitor and Information Systems (SEVIS) Fee Mitigation Program

The SEVIS Fee Mitigation Program for graduate assistants and teaching assistants enrolled at a SUNY campus and represented by GSEU provides reimbursement to eligible graduate assistants and teaching assistants for the cost of fees, which all visitors to the United States who are on student or exchange visas are required to pay the Department of Homeland Security the first time they apply for a visa.

GSEU Professional Development Program

During this quarter GSEU labor-management staff reviewed professional development applications for six campuses. Funding is awarded to graduate assistants and teaching assistants represented by GSEU for eligible job-related projects or activities to acquire skills and knowledge to develop professionally.