SHORT STAFFING
SHORTCHANGING
VETS, WORKERS

See page 3

Your 1990 CSEA calendar is enclosed in this edition
Severe understaffing and mandatory overtime are crushing employee morale to near rock-bottom at State Veterans Home in Oxford.

Attendees at statewide women’s conference advised “Get going . . . Get growing . . . For the health of it.”

All too often retirees are finding that, for them, health insurance changes mean reduced benefits and higher price tags.

Just what are we dumping on our icy highways, anyway? And how much of a health threat is it to thousands of highway maintenance workers throughout the state?

Kids aren’t exactly happy when Bernice Sledge visits their school, but she’s there to do them a big favor.

“Hey, state Civil Service Department: ‘What took you so long, and what made you say no?’”

Ok, so how’d we do with Congress in ’89? And what can we expect in 1990?

Your handy reference guide to a variety of CSEA benefits and services.

With a great past and a great future, CSEA roars into a new decade.

Tompkins County CSEA Local 855 officials are asking members to take a moment as 1989 draws to a close to mourn and remember those local members who died during the year.

CSEA Local 855 members who died during 1989 were John Eaton, Richard Edwards, James McGinnis and James Westbrook.

CSEA’s Capital Region IV is sponsoring an hour-long program on financial planning on Schenectady radio station WGY AM 810 on the dial, on Jan. 8 at 7 p.m. “Financial Planning for the Rest of Us” will be a seminar on topics of economic interest and is designed for public sector employees in particular. It will be conducted by Jerry Schwartz, a certified financial planner with the firm of RCS. WGY AM is a 50,000 watt station and the station signal can be picked up in many areas outside the immediate Capital District. The seminar will be part of the Bob Cudmore WGY Contact Program 810 that evening.


Address changes should be sent to: Civil Service Employees Association, Attn: Membership Department, 143 Washington Avenue, Albany, New York 12210.
Unrest at Oxford
Veterans home employees understaffed

By Mark Kotzin
CSEA Communications Associate

OXFORD — "You can only work people like dogs for so long." That's the overview that Oxford Veterans Home CSEA Local 305 President Retha Wakefield wants to send to the state Department of Health (DOH) to end the staffing nightmare at the state veterans home. CSEA represents about 260 employees there.

Severe staff shortages and mandatory overtime are crippling morale and affecting the level of care to more than 200 residents of the home, Wakefield said.

Employees out on workers' compensation and sick leave are not being replaced, forcing those remaining to work mandatory overtime, sometimes up to 20 hours a week, she said. The problems will not be solved without help from DOH, which must approve a per-diem pool of temporary workers to fill in. Previous requests have been denied.

Labor/management talks have made things a little easier, Wakefield said. Management is aware and is trying to solve the problems, she added.

Still, mandatory overtime is getting to be too much for the employees, said Local 305 First Vice President Tim Murphy.

"I think people faced with too much mandatory overtime are going to get burned out," he said.

Wakefield and Murphy turned to CSEA Labor Relations Specialist Ted Modrzewski and CSEA Region V Director John Cuneo for help after receiving a moving letter from the spouse of a Local 305 member citing the many problems veterans home employees now face.

"When you have so many people out, stress levels increase and people become ill," she said. "Then they call in sick and it make it even worse. It's a vicious cycle."

CSEA is concerned with how this cycle affects the employees and the veterans they care for.

"There are a lot of nice people living here," Wakefield said. "They know we're short and they get as stressed out as we do. We still try to provide the best care for them, but I think our care level is unconsciously affected."

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BOLTON LANDING — The ninth annual statewide CSEA Women’s Conference attracted nearly 400 participants with the theme “Get going ... Get growing ... For the health of it.”

The conference, held at the Sagamore on Lake George, offered CSEA members from across the state a variety of workshops on health and career issues.

Irene Carr Award

Rita Wallace, president of Nassau County CSEA Local 830, won the second annual Irene Carr Leadership Award, which was presented during the three-day conference.

"Rita’s achievements within CSEA are too numerous to mention, but everything she’s done has demonstrated strength and leadership," said CSEA statewide Executive Vice President Danny Donohue in presenting the award.

Wallace has been at the forefront of the Nassau County pay equity battle that has finally reached federal court.

The Workshops

Participants had a wide choice of opportunities to learn about improving their health and advancing their careers in the various workshops.

Some of the topics included radon risks, the male stress syndrome, premenstrual stress and menopause, teen suicide and staying healthy. Others were “Getting unstuck: turning your job and your career around,” the art of successful negotiation and labor/management committees.

Special guest

Famous labor leader Mother Jones made an appearance thanks to the skills of Virginia Schaefer of AFSCME Council 13. She portrayed the foremost woman union organizer of the early 20th century in a one-women show.
CSEA speaks out on broken promises

NEW YORK — Retirees deserve the health care coverage they were promised at retirement, and any deviation from that is not only unfair, it is often cruel.

CSEA President Joe McDermott made that very clear in his recent testimony to a joint hearing before two state Assembly and Senate Committees. The committees conducted the hearing on the critical issues of health care, insurance coverage and costs and their impact on public employees and retirees.

Lack of sensitivity

The state imposed arbitrary co-payments in the coverage for retirees, an action which showed “a lack of sensitivity to income and financial hardship, he said. CSEA has repeatedly protested the changes but the state has provided no relief.


Economic devastation

Pulling no punches, McDermott decried the plight of Massepequa and Middle Country School District retirees whose districts slashed their health benefit contributions. With that, the premiums of some retirees on fixed incomes rose to as much as $2,000 or more annually. (See story below.)

“Is there anyone here who would not be devastated and outraged if their fixed income budget was suddenly subjected to an increase in health insurance premiums that range from $500 to $2,000 that will, in all likelihood, be required year after year?” McDermott asked the committees.

Their only protection

“Increased employee contributions or benefit reductions are simplistic and amateurish attempts at cost control that will not solve the problems,” McDermott said. “CSEA recognizes that health insurance has become the most expensive benefit to provide, but at the same time, adequate health insurance may be the only protection an employee or retiree has against illness or injury that can bring financial ruin.”

State Civil Service Commissioner Walter Broadnax agreed with McDermott’s recommendation that a retiree advisory panel be established to give retiree representatives the opportunity to discuss and address the retirees’ needs and concerns. CSEA represents 45,000 public employee retirees.

A study of the state health benefits structure to begin soon should help labor and management work together on the issue.

“We believe the study will be the most comprehensive and indepth analysis of the state benefit structure ever conducted,” McDermott said. “It will enable us to work with management to provide the best possible coverage at the least possible cost as we enter a new decade.”

Who will pay?

One retiree’s tragedy

CENTEREACH — Gus Siciliano, an 80-year-old retired custodian from Middle Country School District, has no health insurance because his former employer changed the rules.

In the face of a budget crisis in 1989, the school district decided it would no longer pay the full cost of health insurance for retirees.

For Siciliano, that decision has meant personal disaster. Retired since 1975 because of a heart condition, Siciliano receives $126 a month in his pension check. But the cost of his health insurance shot up from nothing to $181 for family coverage — $50 more a month than his pension. First he dropped his wife’s coverage, but even paying for individual coverage cost $42 — a third of his monthly pension. Finally, he dropped even that and is uninsured.

But Gus Siciliano isn’t taking this lying down. He is working with other retirees determined to get their health care benefits restored, shaming the Middle Country School Board and administrators who targeted the most vulnerable group in the district — the elderly and the sick — to balance the budget.

“I can’t afford to pay,” Siciliano said. “What else can I do?”
Safety & Health

Road salt additive raises serious concern

Two recent studies in New England states have raised some serious safety and health questions for CSEA about the risk of cyanide compounds in the rock salt used for de-icing winter roads here in New York.

According to the federal Environmental Protection Agency sodium ferrocyanide is commonly used as an anti-clumping agent in the salt and not very toxic in that form. But exposure to sunlight causes the compound to decompose into highly toxic cyanide.

Although the recent studies, conducted in Maine and Massachusetts, downplayed the risk to the environment and general public, they did not focus on the potential risk to workers who handle the salt.

Thousands of CSEA members work at state Department of Transportation (DOT) residencies and local government highway maintenance yards, where large amounts of rock salt are stored. CSEA's concern centers on the potential exposure to cyanide concentrate and toxic fumes when handling the rock salt.

While the state DOT has established specifications limiting the amount of the cyanide anti-clumping agent in rock salt to one hundred parts per million, there is no definitive answer on how much these specifications improve worker safety.

Part of the answer depends on how the rock salt is stored and handled. "If you keep the salt covered during storage there's little risk," explained CSEA Director of Occupational Safety and Health James Corcoran. "But if you leave it exposed to direct sunlight, problems develop."

The state DOT generally takes care to minimize the risk during storage, but it is unclear whether localities take appropriate precautions.

In fact, there is concern about that at the statewide level. Attorney General Robert Abrams has proposed legislation that would require proper handling and storage of the salt to minimize the risk of chemical decomposition.

Storage requirements such as those outlined in the Abrams bill are already strongly recommended by the state Department of Environmental Conservation (DEC). However, DEC's primary focus is to prevent the contamination of groundwater by the chemicals leaching from the storage site and the DEC guidelines do not carry the force of law.

"There's a real potential for problems but it appears they can be avoided fairly easily," said Corcoran. "At the same time though, there's more we need to know about this substance and whether the appropriate steps are being taken to protect CSEA members and the general public."

If you work at a DOT residency or local government highway maintenance yard and have questions about the storage of the rock salt, bring it to the attention of your CSEA labor relations specialist. He or she can help get the answers and at the same time give the CSEA Occupational Safety and Health Department a better handle on the extent of the problem.

Sunlight causes the compound to decompose into highly toxic cyanide

Holiday Labor

New York State Department of Labor employees help people all year long. But they make a special effort at holiday time by helping with a number of community service and other projects to make the season happier.

Pictured at right, some of Santa's helpers, standing, Lisa Persicke; Laura Solomon; Department of Labor CSEA Local 670 President Barbara Moloney; Joan Markes; Diane Windelspecht; Jeanne Lyons; and Dedi Patenaude; kneeling, Chris Molitor; Kathy Noack; and Ruth Clayton.

At left, Santa (Bill Noack) and a friend at a party for employees' children.
Toys, jewelry, painted items can be deadly to young children

BERNICE SLEDGE — “It’s never a dull job.”

CSEA member Bernice Sledge works to detect lead poisoning in Westchester County children

By Anita Manley
CSEA Communications Associate

WHITE PLAINS — Children aren’t especially happy to see Bernice Sledge come to their school, but Sledge says the youngsters would appreciate her arrival more if they were able to completely comprehend the vital health service she is there to perform.

What the children aren’t fond of is the brief finger stick that is necessary for the blood test Sledge administers, a test that could save their lives. She distributes “I’m a Hero” badges to children who take the test.

Sledge, a CSEA member and 18-year employee of Westchester County, screens children who attend Headstart and local day care centers in Westchester County for lead poisoning. It’s part of a county-sponsored program that provides for testing of children up to six years of age.

“Lead poisoning is a big problem,” says Sledge. The deadly substance, for instance, can be found in paint in older houses, some jewelry and some toys. Sledge recalled an entire Mexican family who suffered from lead poisoning because they drank from handmade pottery.

She began working for the Westchester County Lead Screening Program about nine years ago. Previously she worked as an outreach worker at the Greenburgh Health Center, helping county residents determine and obtain the health care they needed.

Sledge says children in particular can be exposed to lead poisoning from many sources. She told of a child who was hospitalized with lead poisoning. “We couldn’t figure out what was poisoning the child — he was getting no better even in the hospital. We finally realized he was constantly putting in his mouth a favorite toy that he had brought with him to the hospital. The toy was tested and it was very high in lead content. When it was taken from him, he recovered.”

Sledge says she enjoys working with children. In addition to going to the day care centers, she follows up positive test results in the children’s homes. Sometimes the entire family is tested to be sure siblings and parents are not also suffering from lead poisoning. Test results are sent to family physicians or to the school the children attend, which in turn contact the parents.

“It’s never a dull job,” Sledge says. “If I had to change jobs, I’d definitely want to work with children.” She says the job gives her a great deal of satisfaction and she is proud of the many letters of appreciation she has received from organizations throughout the county.

Symptoms of lead poisoning can easily be confused with a simple case of flu or other common illnesses. Symptoms Include:

- Paleness of skin
- Poor appetite
- Diarrhea
- Vomiting
- Listlessness

CSEA co-sponsoring conference designed to give nurses a greater role in setting public policy on health issues

CSEA is co-sponsoring the first statewide conference for nurses to address the issue of making public policy a permanent part of nursing education and professional development. The conference will be conducted in Albany on March 18 to 20 by the Center for Women in Government. The conference is being co-sponsored by a broad coalition of organizations and institutions including CSEA, AFSCME and several other labor unions.

The three-day “Nurses and Public Policy: Knowing the Process, Using the Power” conference will include workshops, panel discussions and sessions with public officials. One purpose of the conference is to set in motion procedures enabling nurses to play a greater role in shaping public policy on health issues.

The registration fee for the entire conference is $90 for participants who register by Feb. 3. Limited scholarship funds are available. Interested individuals may request a conference brochure by calling (518) 442-3900 or writing:

Nurses and Public Policy Conference Center for Women in Government University at Albany Draper Hall 310 Albany, N.Y. 12222

THE PUBLIC SECTOR

December 25, 1989
BINGHAMTON — State Department of Transportation labor/management meetings used to be an annual occurrence, said CSEA President Joe McDermott, a DOT employee.

But over the last 15 years, CSEA and DOT have placed less emphasis on labor/management cooperation, he said. "In order to successfully build our future and carry this union into the 21st century, this must change," McDermott said.

McDermott recommended the revival of the annual DOT labor/management conferences to Alan Ross, assistant director of the state/CSEA Labor/Management committees. The result was a recent conference that brought about 115 DOT labor representatives and 115 DOT management representatives together to discuss labor/management cooperation.

The three-day conference, sponsored by CSEA, DOT and the state/CSEA Labor/Management Committees, focused on helping highway maintenance workers and managers improve communications, emphasize problem-solving at the local level and clarify the roles and responsibilities of labor and management at the local level. To ensure that the conference could address those goals, Ross put together a labor/management task force to define the roles and responsibilities of both management and labor, especially in relation to contract administration.

The conference's objective was to provide a forum where the labor/management relationship itself could be explored, Ross said, and to build a foundation for sound labor/management relations in the future.

Several experts in labor/management cooperation spoke, including: Elizabeth Moore, director of the Governor's Office of Employee Relations; Luz Allende, assistant commissioner of DOT's Office of Human Services; and labor arbitrator Jeffrey Selchick, who gave the keynote speech.

Selchick spoke about the basics of cooperation between labor and management and about changes in the future. "The workers of the future will be multi-skilled and will manage themselves at a first-line level," he said. That could cause problems for both sides, he added, but cooperation will be the key. "Joint problems can only be addressed by joint cooperation."

McDermott emphasized the need to make labor/management cooperation a continuous effort. He also stressed the need for proper communication. "As we work together," he said, "remember, neither labor nor management has a monopoly on good ideas."
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**The Civil Service Employees Association**

STATEWIDE HEADQUARTERS • 143 WASHINGTON AVENUE • ALBANY, N.Y. 12210 • (518) 434-0191 • 1-800-342-4146

JOE McDERMOTT, President  DANNY DONOHUE, Executive Vice President  IRENE CARR, Secretary  MARY E. SULLIVAN, Treasurer
In an incredible example of bureaucratic delay and irresponsibility, the state Civil Service Department has taken more than three years to say 'no' to upgradings for employees in the state power plant job series.

But CSEA is not taking the answer lying down. "The Civil Service Department’s response to the stationary engineers is totally unacceptable," said CSEA President Joe McDermott. "The fact that they took this long to give them the courtesy of an answer makes it even worse."

The union has appointed a special task force to press the issue in an appeal to the Civil Service Commission.

CSEA originally petitioned Civil Service to upgrade the positions of nearly 2,000 workers in the series in October 1986. Last month the department announced an upgrading from grade 8 to grade 9 for assistant stationary engineers, but no change for all other stationary engineer titles.

Stationary engineers in state service perform a critical job every day ensuring a safe and comfortable work environment for the majority of state employees in every title and facility from the state prisons to the Senate and Assembly.

In addition, they provide safe, reliable power to those served by the state from clients in mental hygiene facilities to students on SUNY campuses.

Salary inequities for these workers were clear three years ago and they haven’t gotten better. "CSEA presented legitimate reasons why the stationary engineers should be upgraded," McDermott said. "But Civil Service did not respond to the points we made — it’s almost inconceivable that in more than three years of ‘studying the issue’ they didn’t look at the facts."

That’s the case that CSEA will make before the Civil Service Commission.

"The commission bears the ultimate responsibility," said McDermott. "They’re going to have to answer."

**Here’s what you can do**

CSEA members can do something about the Civil Service Department’s negative ruling on upgradings for stationary engineers. While CSEA presses the issue with the Civil Service Commission, you can make your views on the subject known to the decision-makers.

Write to Gov. Mario Cuomo and Civil Service commissioner Walter Broadnax during their corrective action. Send a copy of your letter to the CSEA Research Department.

ON THE JOB FOR NEW YORK — Gib Collins, an operating engineer and member of Buffalo State Employees CSEA Local 003 is one of nearly 2,000 CSEA members in the state power plant job series. The engineers who help ensure the safe and comfortable work environment for thousands every day waited more than three years for Civil Service to say no upgrading. But CSEA is fighting on.

"The Civil Service department’s response to the stationary engineers is totally unacceptable" — CSEA President Joe McDermott

Governor Mario Cuomo
State Capitol
Albany, New York 12248

Commissioner Walter Broadnax
Civil Service Department
State Office Building Campus
Albany, New York 12239

Copies to:
CSEA Research Department
143 Washington Avenue
Albany, New York 12210
WASHINGTON, D.C. — CSEA/AFSCME wound up the 1989 Congressional session with some victories and hopes for more in the 1990 session.

The budget reconciliation bill that Congress passed included a provision that restores the tax exemption for employer-provided education assistance and group legal plans through September 1990. CSEA/AFSCME lobbied actively to restore the exemption, which affects many union members.

Congress also amended nurse aide training regulations to give states the option of grandfathering in many nurse aides without requiring additional training. New York state must decide how to implement the legislation.

While child care legislation was sidetracked, the unions have been assured that the issue will be raised early in the next session.

Legislation to allow states to provide unemployment insurance to school district employees between academic terms and years, however, was lost in the effort to prevent a cut in capital gains taxes.

In the last days of the session, CSEA members joined in the effort to press for passage of important legislation, said CSEA Federal Issues Coordinator Joe Conway. CSEA's federal political action liaisons (PALs) wrote letters on issues including tax exemptions for employer-provided benefits, the nurse aide legislation and child care.

"We went to work quickly to let our New York delegation know where CSEA stands on these issues," Conway said.

"The efforts of our federal PALs obviously had an effect on the outcome of the session.

- Education tax exemption — extended to September 1990
- Nurse aid training requirements — modified
- Child care legislation — promises made for 1990 session
CSEA tilts scales of justice back to level after management gets it out of balance

By Daniel X. Campbell
CSEA Communications Associate

ALBANY — When the scales of justice used by the Albany Housing Authority (AHA) management seemed out of balance recently, CSEA stepped in to ensure that union members received equal treatment.

While CSEA in no way condones fights between its members, the union stepped in to obtain equal justice for both members after AHA management came up with widely different disciplinary penalties for two employees who engaged in a scuffle on the job.

One of the employees received a 30-day suspension without pay. But the other, Frank Snow, was terminated.

CSEA disagreed with the penalty for Snow and took the issue to arbitration. CSEA attorney Robert DeCataldo pointed out there was no evidence as to which employee struck the first blow but a substantial amount of evidence that Snow did not start the fight.

Arbitrator Charles Weintraub agreed, saying "the penalty imposed ... was not appropriate under all of the circumstances ... and should be the same as meted out to the other employee involved in the incident."

The arbitrator ordered that AHA rehire Snow and awarded back pay for all time lost minus the 30-day suspension without pay. He had been terminated following the incident last May.

"I really have to say the union did its job for me all the way," Snow said as he recently received a back-pay check totaling more than $6,000 after taxes. He was rehired on a six-month probationary period. "Sure, I like the money, but I like having my name cleared," Snow added.

"It's great to see the system work for all the workers," said CSEA Unit President Jack Röhl. "CSEA is not advocating any type of disruption at the workplace, but it takes two to tangle and both should be treated fairly and equally."

Unit Vice President Hue Bullock said the arbitration win by the union should cause AHA management to look at the union in a different light.

"Now they understand we have a contract, and that we have the ability to see that the contract is enforced correctly," Bullock said. "That got their attention."
The United States leads the world in health care spending and there seems to be no end in sight. The inflationary spiral has made American business uncompetitive in the world market, has forced families to absorb higher costs because of cuts in employer-provided health care benefits and has led many to ask whether we are getting appropriate value for our considerable investment. Here are the facts:

* The United States spends $2 billion on health care every day;
* Health care consumes 11.1 percent of our gross national product;
* We commit 31 percent more of our resources than Canada, 65 percent more than Japan and 79 percent more than England.

What does the future hold?

Rising health care costs already have strained household incomes, corporate balance sheets and governmental budgets. Yet health care prices continue to increase at rates which are more than two times the rate of increase for all other goods and services in the economy. If current trends continue, by the year 2000, health care spending will hit $1.5 trillion and will consume 15 percent of our gross national product.

The costs of employer-provided health care benefits are following similar trends. In 1987, American companies spent $140 billion on health care. Average annual increases range from 18 to 30 percent.

What’s happening to health benefits?

Corporations that have raised employee contributions continue shifting the burden of rising costs to workers by increasing deductibles, increasing co-insurance and trying to eliminate benefits all together. These actions create barriers to care for many working Americans who find they can no longer afford the services they need.

Many employers have taken the cost-shifting route; some are looking to a flexible benefits approach to limit their total contributions and place the burden of rising costs on workers. Despite what employers report are the “real” factors behind rising health care costs, they continue to shift a greater share of the burden to employees. A recent report issued by the Wyatt Corp. illustrates the cost-shifting trend:

* Higher premiums: The share of health premiums paid by workers is rising even faster than overall medical costs. In 1986, 46 percent of employers required premium sharing of more than $25 per month. Last year, 70 percent required premium sharing at this level.
* Higher deductibles: Deductible levels for employee benefit plans continue to increase. From 1984 to 1988, the number of employers who required deductibles of more than $100 more than doubled and 55 percent of those have raised their deductibles to $200 or more.
* Higher out-of-pocket ceilings: Maximum annual family out-of-pocket expenses have also increased. Three out of five plans now have maximums of $2,500 or more.
* Increased co-payments: Fully paid coverage of hospital care has dropped sharply. In 1977, 80 percent of all plans surveyed paid 100 percent of inpatient room and board; in 1987, only 41 percent did so.
* Increased uninsured workers: In the last five years, the number of workers with no health insurance increased by 50 percent.
Contract blues
Unit waits more than 2 years for pact

COPAIGUE — They've been working without a contract since July 1987, and members of the Copaigue Non-Supervisory Unit of CSEA Suffolk Educational Local 870 are understandably frustrated and angry. A decision from the Public Employment Relations Board (PERB) may help re-start negotiations soon, unit members hope.

The trouble began during 1987 negotiations when unit members overwhelmingly defeated a contract proposal. The district claimed the unit officers persuaded the members to vote against the package and filed an improper practice (IP) charge against them. "The members voted no because they felt it contained unacceptable contract language," said Unit President Mike Magnini. "They wanted us to return to the table."

The biggest problems included a section on seniority and a management rights clause which "reads like a dictator's mission statement," according to one employee. The district has refused to continue negotiations until the IP is settled. "All they offered was the same exact pact. They said if we voted for it, they would drop the IP," Magnini explained.

The members have stood their ground and are hoping to get the PERB decision within the next month. "We want to get back to the table as soon as possible," Magnini said. "Actually, we want a fact finder brought in to help us settle this contract."

The 34-member unit has demonstrated several times to protest the district's unwillingness to work with them. The majority of the affected union members are Copaigue residents and taxpayers. "We spend most of our money in this town, we vote on the school budget and we endorse and vote for our school board members," Magnini said. The unit plans to be even more politically active during the next board elections, he added.

"We want to work to elect board members who will respond fairly to labor issues."

LEAP student of the month

BUFFALO — Carolyn Rose loves to learn, and it shows. For starters, she works at SUNY College at Buffalo, where she is a member of CSEA Local 640. But her interest in education goes far beyond her work.

The December LEAP Student of the Month went back to college in 1980 after being out of school for 29 years. Since earning her first "A," she hasn't been out of the classroom for long. While working as a full-time typist and then as a keyboard specialist in the SUNY College at Buffalo's Office of Student Records and Registration, she's earned her bachelor's degree in art history. Rose has also begun graduate level work at SUNY Buffalo.

In addition to art courses, Rose also took courses in Italian and French, something she had hesitated doing because of a lifelong hearing impairment. LEAP, the Labor Education Action Program, has helped her pursue her studies.

The Buffalo State Alumni Association awarded her a scholarship in 1984, and she earned the highest grade in a demanding course in symphonic literature.

Her foray into education has also taken Rose to Europe. She took a six-month leave of absence from her job to study in Italy. Then she rewarded herself for earning her bachelor's degree with a month of travel in Europe.

Rose plans to continue her education and hopes to move into a professional position in state service.
CSEA is offering self-study booklets that should help all members, whether local government or state employees, prepare for examinations and improve their test scores in a wide range of civil service examinations.

A career in civil service generally begins by passing an open competitive examination, and the road to civil service career advancement leads through a series of promotional exams. Developing basic test-taking skills and knowing the exam subject thoroughly are the keys to scoring high on promotional exams. CSEA is also offering a cassette tape designed to help deal with anxiety associated with preparing for and taking civil service exams. The tape also includes some relaxation exercises that should be useful in lowering stress levels in general.

The self-study booklets and stress management tape are available from CSEA’s Education Department. Each booklet is $3 and the stress-management tape is $2.50. Use the proper form below to order preparation booklets for state or local government examinations or stress management tapes. The booklet “Improving Your Test-Taking Skills,” is suitable for preparing for state or local government exams.

For the convenience of CSEA members ordering booklets and cassette tapes, you may send a single check or money order to cover your entire order. Fill in the appropriate dollar amounts where indicated on the order forms for booklets and cassette tapes but send a single check or money order (payable to “CSEA Education Department”) for the amount of your total order.

CSEA BOOKS CAN HELP
IMPROVE YOUR TEST SCORES!

LOCAL GOVERNMENT CIVIL SERVICE TEST PREPARATION BOOKLETS

CSEA Books are available for the following subjects:

1. Basic Math
2. Arithmetic Reasoning
3. Tabular Material
4. Understanding And Interpreting Written Material
5. Preparing Written Material
6. Supervision
7. Payroll And Purchasing Practices
8. Basic Algebra And Elementary Statistics
10. Principles And Practices In The Treatment Of The Mentally Ill/Emotionally Disturbed
11. How To Take An Oral Exam
12. Evaluating Conclusions In The Light Of Known Facts
13. Understanding And Interpreting Written Material II
14. Verbal Analysis/Evaluating Conclusions In The Light Of Known Facts II

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CSEA Books are available for the following subjects:

15. Quantitative Analysis/Understanding And Interpreting Tabular Material II
17. Written English/Preparing Written Material II
18. Administrative Supervision/Supervision
19. Coding And Decoding
20. Name And Number Checking/Alphabetizing
21. Investigative Techniques/Interviewing
22. Memory For Facts And Information/Ability To Apply Stated Laws, Rules And Regulations
24. Work Scheduling/Inventory Control
25. Flowcharting/Computer Work Scheduling

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CITY
STATE ZIP
SOCIAL SECURITY #
CSEA LOCAL

(EXPIRES 6/30/90)

STRESS MANAGEMENT AUDIO CASSETTE TAPES

Stress management tapes are available from CSEA’s Education Department. Each tape is $2.50. Use the proper form below to order stress management tapes. The tape “Stress Management,” is suitable for preparing for state or local government exams.

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CSEA Toll-Free
The union's toll-free telephone number — 1-800-342-4146 — is your direct link to CSEA Headquarters.

When you call the toll-free number, a recorded message describes the choices to put you through to the right place for the help you need.

You need a touch-tone telephone to complete your call without operator assistance. If you aren't calling from a touch-tone telephone, an operator will pick up and complete your call at the end of the message.

If you know the extension number of the individual that you're trying to reach, you can press "0" plus the extension number on your touch-tone telephone at any point during the recorded message and be connected.

If you don't know the extension, the message will give you the following choices:
* For Field Operations or the Empire Plan/Health Benefits Committee, press number 1.
* For Communications, the Executive Offices or Political Action, press number 2.
* For issues concerning dues, membership, or Political Action, press number 3.

Employee Benefit Fund
The CSEA Employee Benefit Fund is a CSEA-administered trust fund which provides certain supplemental negotiated benefits for state employees and participating local government employees. It currently administers Dental Care, Vision Care, Prescription Drug, and Package 7 Benefits Plans.

For questions or concerns, contact your State or Local grievance representative or shop steward. If they are unavailable, contact your CSEA Unit or Local President, or your CSEA Labor Relations Specialist at the appropriate regional office (see adjacent map). Do not delay if you believe you have a problem; grievances must be filed on a timely basis.

Grievances, Disciplinaries

December 25, 1989
Local 1000, AFSCME, AFL-CIO

“A GREAT PAST, A GREAT FUTURE”
We’re ready to face the 1990’s