Review Of Health Plan
Benefits Sought Since Medicare Introduction

ALBANY—The Civil Service Employees Assn. has asked for a meeting with Governor Rockefeller to review the ex-isting benefits structure of the State Health Insurance Plan because of the impact of State and local Government em-ployees of the Title XIX—Medi-care on the immediate meeting, CSEA president Joseph F. Pelly said. The Association filed a suit in the Federal District Court in New York on behalf of some of its members who are not eligible for Medicare benefits because of the impact of State and local Government em-ployees of the Title XIX—Medicare Introduction.

In urging the governor to agree to an immediate meeting, CSEA president Joseph F. Pelly said that the Association feels a substantial number of its 114,800 members, most of whom are non-eligible employees of the Title XIX—Medicare Introduction, are entitled to Medicare benefits. As a result, Pelly said, "many of our members will be and are now paying premiums for health insurance that they are adequately or almost completely protected under the terms of Title XIX.

The Commission indicated that "the present inflationary trend makes the need for a practical device to protect retirement benefits for federal employees under Title XIX."

Pelly pointed out that a family of four with a net income of less than $4,000 would be eligible for benefits under Title XIX. He said more than half of "our members, after paying for their health insurance, health care, and the like, would probably have a net in-come of less than $4,000.

"Therefore," Pelly said, "many of our members will be and are now paying premiums for health insurance that they are adequately or almost completely protected under the terms of Title XIX. This will have a direct impact on the State Health Plan, which should be the proper medical structure for the remainder of the plan.

"At best, the impact of this plan has not been seen to be fully recognized," Pelly said, "and its political subdivisions, have begun a second journey through the Legislature following earlier votes by the Governor.

The bill would establish a one- time retirement plan for members of the State Retirement System and a supplemental pension plan to protect the employee's retirement benefits for the purpose of providing retirement income, benefits.

The bill was introduced by the CSEA Board of Directors for passage in the Senate at a meeting of the Conference at 6:30 p.m. on Thursday, May 8, 1968, at the Governor's Office, 11 Park Place, only that portion of the plan for all retirees in good standing will be eligible for the proposed legislation.

CSEA Board Backs Bill For Labor Relations Law Based On Taylor Report

ALBANY—The Taylor Report on Public Employee Relations as the basis for a new law to replace the Corden-Wadlin Act was given unanimous backing by the board of di-rec tors of the Civil Service Employees Assn., last week.

The board met following a decision by CSEA President Joseph F. Pelly and Henry W. Sheinman, chairman of the organiza-tional Committee on Employer-Employee Relations, to support legislation to a large extent, the recommendations of the Taylor report. The recommendations in that survey came from a committee appointed by Governor Rockefeller, and headed by George Taylor.

Pelly, in commenting on putting the plan behind the bill, said that "The Employees Association has the overwhelming public employees protection through true collective bargaining procedures and in our opinion, the proposed legis-la- tion in this area creates the climate for the State and the public employees in the best possible way.

At last, the meeting of the CSEA board, Sheinman gave an an-a-lysis of the bill, based on the Taylor report, which showed that a large number of Employee As-sociation recommendations were contained in the new legislation. This was, said Shemin, the re-sult of continuing negotiations.

CSEA Gets Reply On Power Plant Series Appeals

ALBANY—An appeal by the Civil Service Employees Assn., for salary reallocations of State Power Plant titles prob-ably will be considered before July, the State Civil Service Commission said last week.

Responding to demands by the Employees Assn., that the Commission set the long-overdue appeal, submitted in Oct ober 1966, Mary Goods, commissioner of the Commission, told CSEA that the Division of Classical and Compensation has been engaged in a survey of all districts of positions in the Power Plant series... which will be available sometime in June.

Consequently, she said, "It does not appear that the appeal for reallocation of titles in this series will be considered before July.

CSEA had protests that it was afraid members... justifiably feel that a decision is long over-due.

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The Civil Service Employees Assn. is preparing a strong protest in the State Civil Service Com-mission on the establishment of a preferential eligible list resulting from a joint operating test and training program. The list is to be given for the purpose of providing a list (pay-rol-lo) for the Union's re-quest.

Metro Conference Elections May 25

NEW YORK—New officers for the Metropolitan Conference of the Civil Service Employees Assn. will be elected on May 25, 1968, at 11 Park Place. Only chapter members in good standing will be eligible to vote.

BULLETIN

The Civil Service Employees Assn. is preparing a strong protest in the State Civil Service Commission on the establishment of a preferential eligible list resulting from a joint operating test and training program. The list is to be given for the purpose of providing a list (pay-rol-lo) for the Union's request.

Final Date—June 10

Deadline Set For Finkelstein Law Scholarship Applications

The deadline has been set for June 10, 1968 for students applying for the $3,000 Jerry Finkelstein Scholarship Award for the New York Law School. The recipient of the unusually large award will be en-abled to further studies leading to a degree at the New York Law School for the 1968-69 academic year.

Applicants must be civil serv-ice employees or the children of employees engaged in legal, law enforcement, work in a Federal, State, or Local branch of government.

The award will be made on the basis of outstanding academic scholarship or meritorious service or for an outstanding contribution to the public good. In addi-tion, all other elements required for admission to the New York Law School must be met.

Distinguished Judges

The winner of the award will be chosen by a distinguished Awards Committee consisting of (Continued on Page 7)

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Michigan's Governor George Romney, who expects to be a figure in the 1968 presidential campaign, has written that the state's potential is being fulfilled and that Governor's ambitions are on the rise.

The Goldwater debacle of that year has sparked a major High School Equivalency Diploma Course which you can take now. The course is short, High School Equivalency Diploma, which receives general acceptance in most states.

For further information contact the State Department of Civil Service, the State Capital, Albany, New York. It is accepted by any college or university in the country.

**State is Accepting Applications for Public Health Nurse**

The State Department of Civil Service is accepting applications on a continual basis for positions as librarians in the state and local jurisdictions.

Salaries vary according to type of employment.

There is no written or oral test for those jobs and candidates are given their education and experience in the field.

For further information contact the State Department of Civil Service, the State Capital, Albany, New York. It is accepted by any college or university in the country.

**Your Public Relations IQ**

By LEO J. MARGOLIN

WE HAVE an important message to all civil service employee organizations—a message you may not like, but involvement is such strong public relations overtones that it is our duty to alert you to its serious implications.

ONE OF the ways Dr. Costello, past president of the National School of Homemakers, explains that the national economy can be made more compatible with the public interest is to reorganize the civil service system to restore incentive to the civil servants.

THE PR message is another part of our message, which we pose as a question to all civil employees:

When was the last time you received genuine feedback from the people you serve? When you were caught with your public relations red in the face of some real public relations for civil service employees as we have it in the private sector of the economy?

ALL CIVIL service employees ought to know that they can win with the taxpayers regular feedback to them and that good public relations are possible, if you know how and if small, a problem you are in the minds of the people who pay your bills.

WE REGRET to report that all employees, service employees—everyone responsible for good public relations consists of a precious commodity. Only a few are aware that in the civil service.

**A PR Message!**
Board Backs Taylor Report

(Outlooked from Page 1) with the Board of Legislative and the Administration.
Reporting to the board, Shemin declared:
1. Specifically, we said in our statement: "We believe that the Condon-Waddin bill is a bad name. It has a bad name, it has proved unworkable and we should start anew."
(3) The bill provides: "Condon-Waddin, Repeal of section 196 of the Civil Service Law."
2. We urged legislative: "1. In consequence with the view contained in our own Association constitution, that public employees not strike!" (b) The bill provides: "(b) If the impasse continued, the Board would appoint a fact-finding board to submit its findings and recommendations to the chief executive officer of the government involved and to the employee organization, and would simultaneously make such findings and recommendations public; and"
2. We urged: "If in order to be recognized as a fact-finding organization, the employee organization and its members would waive the right of strike and the principle that essential and vital governmental services must continue uninterrupted in the public service."
This bill provides: "Certifying or recognizing the employee organization if, . . . it gives up the right of strike."
4. We urged: "That public employers should be guaranteed by law the right to negotiate and organize with their employees as to salaries, fringe benefits and working conditions."
The bill states: "Right to organize. Declaration that public employees have the right of organization and representation for collective negotiations."
4. (a) The Board would appoint a mediator from a list of qualified persons maintained by the Board; "(b) If the impasse continued, the Board would appoint a fact-finding board of not more than 3 members, each representative of the public, from a list of qualified persons maintained by the Board; "(c) If the impasse continued, the Board would submit its findings and recommendations to the chief executive officer of the government involved and to the employee organization, and would simultaneously make such findings and recommendations public; and" "(d) If either party failed to accept the recommendations of the fact-finding board, the chief executive officer would, within 15 days, transmit his recommendation and the findings of the fact-finding board's report, to the appropriate legislative body."

CSEA Follows Through On Blood Banks

Several months ago, Joseph F. Feitly, president of the Civil Service Employees Assn., appeared to Governor Rockefeller for action by the State to establish blood banks to cover public employees throughout the State.
CSEA stated that the objectives of this project the availability of first-class blood throughout the State. Through insurance plans, which employees are required to provide, the State would need to provide additional resources to cover the loss of blood already exist, some of which are sponsored by CSEA chapters. Generally, the CSEA survey shows that blood needs are pretty well filled by community blood bank operations in the various counties west of the capital district. The survey indicates that the greatest need is in the capital districts and the New York metropolitan area, some of which blood banks sponsored by CSEA have been in existence for substantial periods and cover the members as well as their spouses, children, brothers, sisters, and parents. CSEA is working with the State Civil Service Department in its efforts to establish blood bank arrangements that will adequately serve the New York metropolitan and Albany Capital District areas. CSEA headquarters has received a number of inquiries as to the follow-up action being taken by CSEA on this project, and President Feitly has assured the Leader that its organization will continue its efforts to foster a merit system approach to this project.

Nassau Aide Reinstalled

With Back Pay After Commission Hearing

MINAGA—Study Balban, of Franklin District, Seem, was reinstated to his position, with full back pay, after a hearing before the Nassau County Civil Service Commission. The Commission found that Balban, who was fired from his job with the Sanitary District "that there is no evidence which supports the charge of mismanagement." Balban was reinstalled before the commission's hearing, which was held in the variety for the Civil Service Employee Assn. This is a third victory for the Nassau chapter and is only one of many that have been successfully defended by the chapter in recent years, announcing the victory. Nassau Aide Reinstalled With Back Pay After Commission Hearing

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New Book Examines Zingy Foreign Jobs & Tells How

Everyone knows that more Americans are working abroad for the United States this year than at any time in our nation's history. Where the jobs are and how to get them is the subject of a recent book, " Career And Opportunities In International Service" by Herbert and Mary Stewart Kromer. Concerned with work outside the United States, the book makes a high adventure - and sometimes something more subtle, more rewarding - the foundation for a higher purpose, this volume brings up to date an array of careers for both public and private agencies.

International Civil Service, working for the United Nations, includes economists, social scientists, lawyers, statisticians, secretaries, translators, technicians, experts, librarians, film makers and many other groups of specialists. In this system and in applications are taken at the United Nations Secretariat.

In the private sector, an ever increasing variety of techniques are needed in international business both in Europe and in the less developed countries. A liberal arts college graduate starts at $8,000, and a Ph.D. at about $10,000. The chief employers are the oil companies, the banks and the airlines. Newspapers have special columns for private organizations.

1,000 Island Comm.

ALBANY—Governor Rockefeller appointed John O. Weller, of Ogdensburg, to the Thousand Island State Park Commission.

Final Answers

For Accelerate


U.S. Service News Items

Call For Contribution Hike

Many informed individuals in Congress and among civil service employees are beginning to worry about the deficit in the Civil Service Retirement Fund. By June, the fund will have a red ink display of approximately $44 billion and the bills will grow with each passing day. The House Appropriations committee has issued a call for a Congressional study of the recommendations of the Cabinet Committee on Federal Retirement. One such recommendation was that both the Government and the employees should increase their contributions to the fund.

Federal civil service leaders are concerned over the leg because they foresee a time in the near future when Congress will refuse to vote funds for the continued payments if the deficit continues to rise.

"The pyramidal graded structure of a federal service, with a relatively slow proportion of the total in the upper grades has been described as 'a hallowed, expected, Language skills help, of course. Following the written examination, oral examination, medical examination, background investigation and probationary training period are undertaken.

USA also too has a gamut of jobs for informational and cultural representatives. Most glamorous, and least paying, is the Foreign Service career, is the Foreign Service which now has 10,000 volunteers with 203 different skills. The work is difficult and the examination is the same as Federal Service. The office, of course, is at the furthest ends of the earth and the service representatives must be comfortable in accepting the social difficulties they carry out the major portion of the governmental operations of the United States. There are then, some confusion among Congressmen and another report of the House Appropriations Committee makes.

Where the jobs are and how to get them is the subject

CIVIL SERVICE LEADER

Tuesday, May 17, 1966

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 systems.

CITY

NEW YORK CITY—The Applications Section of the New York City Department of Personnel is located at 48 Thomas St., New York 3, N.Y. It is three blocks north of City Hall, one block west of Broadway. Hours are 8 A.M. to 4 P.M. Monday through Friday, and from 9 to 12 noon. Telephone 566-8730

Mailed requests for application blanks must include a stamped self-addressed envelope and must be received by the Personnel Department at least one week before the deadline for the filing of applications.

Completed application forms which are filed by mail must be postmarked not later than three weeks before the deadline and must be postmarked no later than the last day of filing or if mailed electronilcally, the examination announcement.

The Applications Section of the Personnel Department is near the street level entrance of the main subway lines that go through the area. These are the IRT Third Avenue Line and the IRT Lexington Avenue Line. Use the main entrance on Third Avenue or the Lexington Avenue Station.

Two different entrance elevators in the northeast corner of the street are the IRT Lexington Appliances Line. It is then the last day of filing or if mailed electronically, the examination announcement.

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Candidates may obtain applications for State jobs from local offices or from 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 Avenue Line to Grand Central and walk two blocks east, or take the shuttle from Times Square to Grand Central or the IRT Queen-Plaza train from any line to the line to the Grand Central stop.

Hours are 8:30 a.m. to 4 p.m. Monday through Friday. Telephones 686-2550

Applications are also available at main post offices, except the New York, N.Y. Post Office.

Boards of examiners at various locations and particular positions the tests also may be applied to for further details and application forms. No return envelopes are required with mail requests for application forms.
Sanitary Engineer

New York State is accepting applications on a continual basis for examinations for sanitary engineers. Salary ranges from $10,750 to $12,110 for sanitary engineers. For further information contact the State Department of Civil Service, the State Campus, Albany or the State Office Building, New York City, Buffalo and Syracuse.

Patrolman Filing Is Open Now

The New York City Department of Personnel is accepting applications until May 27 for an examination for patrolman in the New York City Police Department.

Salary is $10,900 to $12,110 for senior sanitary engineers. Salary for New York State basis for examinations for sanitary engineers.

Salaries vary from the GS-9 level to the GS-13 level. Recreational resources specialization is required for the examination.

For further information and applications contact the Applications Section of the Department of Personnel, 49 Thomas Street, New York City.

Continual Filing

For USIA Radio Broadcast Tech

The United States Civil Service Commission is accepting applications on a continual basis for an examination for Bush Drivers' Test Expected.

Applicants must be less than 29 years of age but at least 20 years old.

This is for Recreation Resource Specialists Needed by Federal Gov't.

Salary is $10,900 to $12,110 for senior sanitary engineers. To take place on May 29, 1967. The eligible list resulting from this test will also be used for filling vacancies for conductor in the

July 1, 1967, the salary for bus operator will be $3,730 to $3,750 per hour.

Do not contact the Department of Personnel until filing opens.

Watch future editions of The Leader for further information on this test.

Cooperate with the ZIP code system of the Post Office Department—Use ZIP codes numbers in all addresses.

Guro, Hair Stylist, Refurbishes His Salon

Guro, fashionable hair stylist, is now in a new location in his client's interest.

Clients can be on a schedule in all phases of the care and beauty of the hair in many years of experience in Europe and America. A masterful touch, he has an understanding of the needs for the smart long-haired do, in hairstraightening and permanent waving, his work is preferred. His prices are reasonable and his salon is conveniently located at 19 West 44th Street, New York City.

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Postal Promotion Sup. Foreman $4.00

Janitor Custodian $3.00

Storekeeper G.S 1-7 $3.00

Motor Vehicle Operator $4.00

Engineering Aide $4.00

Vacation Playground Asst. $3.00

Sanitation Man $4.00

Patrolman $4.00

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The DELEHANTY INSTITUTE

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IN JAMAICA — THURSDAY of 6 P.M.

CLASSES NOW MEETING IN MANHATTAN & JAMAICA

TRANSIT PATROLMAN

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CLASSES FOR SENIOR CLERK

IN BROOKLYN—JAMAICA—MANHATTAN

Transit Training Classes: Monday—5:30 P.M. at our Atlantic Branch

57th Street, New York City.

A masterful hair shaper, his Salon is an expert in all phases of the care and beauty of the hair, many years of experience in Europe and America. A masterful touch, he has a foundation for a smart long-haired do, in hairstraightening and permanent waving, his work is preferred. His prices are reasonable and his salon is conveniently located at 19 West 44th Street, New York City.

The written examination is open now to take place on May 29, 1967. The eligible list resulting from this test will also be used to fill vacancies for conductor in the

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Address  ____________________________

City ____________________________ State ____________________________
The Time is Now

While the Legislature is still in session, public employee organizations in both the City and State should utilize every second of time to prepare for the strongest possible action for the passage of at least three urgent needed pieces of legislation.

The first of these is the passage of a bill to replace the old Condominium Law. The need for a new law is indicated by the conclusions of the recommendations of the Taylor Report on Public Employee Relations. The civil service and the public are entitled to action on a bill of this nature this year.

Members of the State Retirement System have a second chance to gain a future guaranteed half-pay retirement plan by the reintroduction of the Legislature of a bill designed to overcome objections in an earlier passed bill that was vetoed by Governor Rockefeller. The bill also makes liberal provisos for present members of the system.

A third bill is designed to lend a hand to civil servants who retired years ago and now live on inadequate pensions. A bill which would give them retirement increases based on the cost-of-living index is now in the hopper and should receive vigorous support from all quarters.

There are scores of other bills that yet need action and there is still time to get that action. The technique of contacting Assemblymen, Senators and the Governor consistently by mail and in person, when possible, should be used right up to the closing day of the current session.

Elisha T. Barrett

Civil service employees lost one of their best friends in the Legislature last week with the death of Sen. Elisha T. Barrett of Suffolk County.

A graduate of all the public education institutions in the county, Barrett had a long and distinguished career in both the Assembly and the Senate. During that time, his name appeared on hundreds of bills sponsored by public employee organizations. So that no one could believe in such organizations, he was a member of the Civil Service Employees Asso., for some 25 years.

His memorial among public employees is contained in the pay envelopes that helped pave to create a better Merit System for the civil service.

Four Appointed To Apprenticeship Council

ALBANY.—Four new apprenticeship council members have been appointed by the Apprenticeship Council of the Civil Service Department.

Appointed to the 600-day education are: Dr. Robert M. Halsey of Latham, assistant director of the educational department of the International Union of Operating Engineers; McCraw is a graduate of the Harvard University Labor Relations School.

Oppose Cutting Of Mental Hygiene Funds

ALBANY.—The New York State Association for Mental Health has urged the state legislature to refrain from cutbacks in appropriations for the State Department of Mental Hygiene. Henry J. Schnitzlein, execu-

tive secretary, declared, in a telegram to Senate Finance Chair.

Civil Service Television

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

Sunday, May 28

8:00 p.m. — Course and Lawy-

ers at Work—Survey of the Amer-

can Bar. (Orientative series.)

Monday, May 29

9:00 p.m. — Around the Clock—

New York City Police Department Training Program. "Stop and Frisk."

9:30 p.m. — Viewpoint on Men-

tal Health—Mental Health Clinics in New York City.

10:00 p.m. — Human Rights 

Tuesday, May 30

7:00 p.m. — Inspection of Con-

struction Materials.

4:00 p.m. — Around the Clock—

New York City Fire Department Training Program. "Stop and Frisk."

5:30 p.m. — Around the Clock—

New York City Police Department Training Program. "Stop and Frisk."

6:30 p.m. — Counts and Lawyers 

attending "Professional Ethics 

Part 2."

Saturday, May 28

7:00 p.m. — Legal Counsel For The 

Child. (Orientative series.)

7:00 p.m. — Around the Clock—

New York City Police Department Training Program. "Stop and Frisk."

8:00 p.m. — Local Government.

10:00 p.m. — Viewpoint on Men-

tal Health—Mental Health Clinics in New York City.

11:00 p.m. — Inspection of Con-

struction Materials.

11:30 p.m. — Inspection of Con-

struction Materials.

12:00 a.m. — Around the Clock—

New York City Police Department Training Program. "Stop and Frisk."

2:00 a.m. — Around the Clock—

New York City Police Department Training Program. "Stop and Frisk."

4:00 a.m. — Inspection of Con-

struction Materials.

6:00 a.m. — Around the Clock—

New York City Police Department Training Program. "Stop and Frisk."

8:00 a.m. — Local Government.

10:00 a.m. — Viewpoint on Men-

tal Health—Mental Health Clinics in New York City.

11:00 a.m. — Inspection of Con-

struction Materials.

12:00 noon — Inspection of Con-

struction Materials.

12:00 noon — Around the Clock—

New York City Police Department Training Program. "Stop and Frisk."

2:00 p.m. — Local Government.

4:00 p.m. — Around the Clock—

New York City Police Department Training Program. "Stop and Frisk."

6:00 p.m. — Counts and Lawyers 

7:00 p.m. — Legal Counsel For The 

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struction Materials.
Work Towards Job Motivation, and Provide More Challenging Jobs, Dr. Costello Tells Personnel Group

by Joe Beery, Jr.

"Further," he added, "we must produce an engagement between the employees performance and his compensation. To improve performance and reward by increasing the zone of freedom around the employee, we must provide more challenging jobs.

June 10 Deadline For Finkelstein Law Scholarship

Applications for the Jerry Finkelstein Scholarship Award will be accepted until June 10, 1966.

The Jerry Finkelstein Scholarship Award is presented annually to a qualified applicant, for further studies, leading to a degree in law at the New York University Law School. The award is made possible by the Jerry Finkelstein Foundation, 630 Fifth Avenue, New York, N. Y. 10020.

The recipient of the award is a service employee—or the son of a service employee—who is engaged in legal work, or training for entrance into the field of government.
Recommendations aimed at developing improvements that both the City and to city employees were put forth regarding the New York City's personnel system. A designation on the Mayor's Task Force on Personnel Under the chairmanship of Harold Riegelman is that a Task Force dealing with impasse procedures to be adopted in the area of collective bargaining was submitted on January 27.

The complete report follows:

THE TASK FORCE APPROACH

Personnel administration is a collection of activities including recruitment, selection, classification, placement, training, compensation, and utilization and in-department development of employees. In our view, its principal purpose is to enable agencies to perform their jobs effectively. The success of these activities depends on how far individuals fulfill their potential in the work force. It is with these premises in mind that we present the Mayor's recommendations which include:

1. DEPARTMENTAL INITIATIVE

Finding: A variety of circumstances have made it difficult for department heads to display initiative and imaginative leadership in personnel management in their own areas.

Operating department heads have been handicapped because of control over personnel decisions by the Mayor's management, all which leaves few opportunities for important personnel administration. It is thought that the Mayor should delegate more authority to department heads. This would open the way for department heads to develop the necessary staff for running an effective program in his agency.

The Mayor should delegate more authority to department heads to provide the framework for the development of personnel management in their respective agencies.

A. After departmental budgets have been approved, each department head should be relieved of prior budget approval in determining changes in employee numbers, schedules, activities and programs within the total budgetary parameters. Payroll and personnel procedures should be modified to facilitate the exercise of this enlarged authority.

B. A course in personnel management should be established for appointment at and training of line executives so that they will be in a position to advise their department head on the proper subjects of collective bargaining.

Recommendation: The Mayor should strengthen the council of Personnel Directors and add representatives from other staff agencies, and strengthen personnel offices in all City departments.

2. PERSONNEL OFFICES

Finding: Neither the Department of Personnel nor the personnel offices in the respective City agencies are as yet able to provide needed assistance to agencies.

There is uncertainty about the functions and authority of the Department of Personnel. There is also uncertainty as to the relationships among this department, the Commissions, the Bureau of the Budget, the Bureau of the Comptroller, and the operating departments. Some commissions therefore have tended to overlook the Department of Personnel. A major reason for this is that personnel matters including the development and training of employees are not systematically tied to pertinent measures of performance out of keeping with the potential capabilities of City employees.

The Mayor should delegate more authority to department heads to provide a framework for the development of personnel management in their respective agencies.

A. After departmental budgets have been approved, each department head should be relieved of prior budget approval in determining changes in employee numbers, schedules, activities and programs within the total budgetary parameters. Payroll and personnel procedures should be modified to facilitate the exercise of this enlarged authority. The City Comptroller will be notified.

B. A course in personnel management should be established for line executives so that they will be in a position to advise their department head on the proper subjects of collective bargaining.

Recommendation: The Mayor should strengthen the council of Personnel Directors and add representatives from other staff agencies, and strengthen personnel offices in all City departments.

3. CLASSIFICATION AND PAY

Finding: The classification plan and the pay plan of the City are out of date. They are not in some cases nonexistent (as in the Bureau of the Budget), in others (within grade ceilings and available funds) without any hope of change (as in the Bureau of Contract Services and the Fire Department) or in the process of change (as in the Police Department) and would, if not destroyed by years of ad hoc changes.

There is such proliferation of classes and promotional stoppages that seven separate competitive exams are often needed for entry into a few grades of related classes. At the same time, the plan has become overly specific in its incumbrance application as used by department heads. There are more promotional levels than is necessary. Often employees to pass more promotions than are needed. There are too many pay scales and the scale fail to relate to the performance differences among levels of work.

The Department of Personnel's budgetary allocations should be increased to enable the department to implement its responsibilities.

(Continued on Page 16)
Whitehall Jewelers & Schick

Gives You This New Promotion

Free blades offer to introduce you to new Schick Super Stainless Steel Injector Blades.

Three Schick developments make the Krona Comfort Edge possible: New micro-grain steel...the 1,000 foot strop...a new friction-free polymer coating. You get consistent quality, extra comfort, the most shaves ever!

Free trial blade now!

What gives Schick's new Super Stainless Steel blade the edge over every other blade?

The edge.
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NEW YORK, N.Y.

OR 5-4755 - 6
### The Job Market

**By Y. RAIDER WEXLER**

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

#### STENOGRAPHERS

- Required for a state agency in New York City. To be interviewed at 90 days. Salary starts at $2,999. Applications are being accepted on a continual basis. Phone: 626-1011.

#### CIVIL SERVICE LEADER

- The New York City Civil Service Commission has approved a written examination for sewage treatment workers. Applications are being accepted on a continual basis. Phone: 626-1011.

#### Sewer Worker

- The New York City Civil Service Commission has approved a written examination for sewage treatment workers. Applications are being accepted on a continual basis. Phone: 626-1011.

### The Market

- **Every Sunday**
  - The New York ANTIQUES MARKET
  - 10:00-5:00 P.M.
  - 444 Chelsea Ave. and W. 17 St.

#### JOIN THE TGIF CLUB!

- Membership now open. Lifetime membership card with beautiful gold-plated hand-polished, membership pin, brass and black lapel pin, or dress ornament. Has that fine jewelry look. Nicely boxed conversation piece.

- **Only $1.00 ppd.**
  - Craftsmen Creations, P.O. Box 1113, Dept. P-77, Penfield, N.Y. 14526.

#### What’s Doing in City Departments

- Training for the more than 500 school drop-outs and high school graduates in the Police Training Program began last Monday, May 8. Current plans are for the weekly addition of a class of 100 until the program quota of 1200 training places is met. The program is being financed totally by a grant of $2.9 million from the U.S. Department of Labor under provisions of the Manpower Training and Development Act.

- Dr. Timothy W. Costello, Deputy Mayor-Civil Administration, has assigned a major post in the 1966 Greater New York Fund appeal.

#### Get The Authorized CSEA License Plate

- The way you can contribute to your future security. For an annual fee of $8 to $10, you can apply for an additional license plate bearing an emblem of a claret and gold shield. Apply at the nearest office of the New York State Civil Service, or write to the Department of Motor Vehicles, State Office Building, Albany, N.Y. 12224.

#### Job Interviewer, Claims Examiner Open Continually

- New York State is accepting applications on a continual basis for interviewers and claims examiners.

- New York State residence is required. Graduates of high school may be considered. An appointment will be made at a salary level of $4,300 for employment interviewer and $4,200 for principal claims examiner.

- For further information contact the New York City Civil Service, the State Capital, Albany, or the State Office Building, New York City, Buffalo and Syracuse.
Miss Civil Service Contest Closes Soon

May 23 is the last day for entries in this year's Miss Civil Service Contest. The date for judging of finalists, who will be introduced in the Leader's May 31 issue, has not yet been announced.

Six finalists, from each category of civil service, City, State, Federal, or Political, reformatory, will be chosen by our judges. The winner in each category will receive a week for two at Crosswinds Country Club, a mini-venetian from Lily Dache, furs by Wells-Trouter of New York and a Jonathan Logan dress.

To enter, use the coupon on this page and send it to The Leader, Miss Civil Service Contest, 97 Duane Street, New York City along with a photograph.

FREE BOOKLET by U. S. Government on Social Security Mail only. Leader, 97 Duane Street, New York N. Y.

Continual Filing For Assistant Civil Engineer

Applications are being accepted on a continual basis for an examination by the New York City Department of Personnel for assistant civil engineer.

Salary to start is $8,000. A written examination will be given at the time of the filing of applications and last approximately four and a half hours.

Promotion opportunities from this position to plan examiner positions are available to qualified employees at a starting salary of $10,500.

For further information and applications contact the New York City Department of Personnel, Applications Section, 49 Thomas Street, New York City.

Filing Open For Asst. Plan Examiner

The New York City Department of Personnel will accept applications on a continual basis for an examination for assistant plan examiner (buildings).

Salary in this position to start is $8,000. A written examination will be given at the time of the filing of applications and last approximately four and a half hours.

Promotion opportunities from this position to plan examiner positions are available to qualified employees at a starting salary of $10,500.

For further information and applications contact the Applications Section of the Department of Personnel, 49 Thomas Street, New York City.

Correction Officers

The Federal Bureau of Prisons of the United States Department of Justice is offering careers for men and women as Correction Officers to safeguard, train and supervise inmates in reformatories and camps. These positions, listed in Federal grade 4, pay an initial salary of $6,050 a year.

Applicants must be able to show that they have at least three and a half years of experience dealing with individuals in a supervisory or instructional capacity. Educational advancement and past performance in a well-structured school environment will be given in one session of the examination.

Further information may be obtained at the New York City Office of the Civil Service Commission, 239 East 42nd Street, New York City. This examination number is 6000-AB.

For further information and applications contact the Personnel Section of the Department of Personnel, 49 Thomas Street, New York City.

Car Maintainer, A Promotion Exam is Open For Filing

The New York City Department of Personnel will accept applications from May 4 through May 24 for an examination for promotion as car maintainer. Group A, in the New York City Transit Authority.

This exam is open only to qualified employees of the Transit Authority.

Salary in this position is $3,750 to $5,000 a year.

For further information and applications contact the Applications Section of the Department of Personnel, 49 Thomas Street, New York City.
EARN WHILE LEARNING

Applications Being Accepted
For Work-Study Program At

The U.S. Naval Applied Science Laboratory is offering a special work-study undergraduate program designed to provide student trainees with valuable diversified experience in the following fields:

Electrical engineering, electronics, electrical, mechanical, mechanical, metallurgy, chemistry and physics.

The program consists of a two-year period of planned work experience and related academic study in an undergraduate curriculum as a participating accredited college or university. The first year will include summer vacations at the Laboratory followed by two semesters of full-time college study at an institution accredited by the New York State Board of Regents. The fourth and final year will provide for alternate periods of full-time work and full-time college study. The final year will be devoted to full-time college study and completion of all the requirements for a Bachelor's degree.

Trainees and related fees for the first and fifth years of full-time school attendance will be provided by the Laboratory. A Student Trainee will be able to pay tuition and related fees for the second, third and fourth years of school attendance by means of the salary earned during periods of employment at the Laboratory.

Candidates should submit Application Form 57 to the following address:

Civilian Personnel Office (Code 161)

DEWITT CLINTON STATE EAGLE ST., Albany, N.Y.

ALBANY BRANCH OFFICE

For Information: Please ask for

JOHN J. JOHNSON, M.D.

ARCO
CIVIL SERVICE BOOKS

and all tests
PLAZA BOOK SHOP
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Mail & Phone Orders Filled

TROY'S FAMOUS FACTORY STORE

Men's & Young Men's
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NOW SPRING CLOTHING AT a SAVING TO YOU

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KEESVILLE, N.Y.

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DEWITT CLINTON STATE EAGLE ST., Albany, N.Y.
Riegelman Report Seeks Improved Administration Plan

Francis Mylott
Commissioner Francis T. Mylott, in his annual report to the Board of Directors, this week, presents a detailed plan for improving the administrative efficiency of the City's civil service.

5. COLLEGE GRADUATE RECRUITMENT
Finding: Recent college graduates are now effectively excluded from management grades because of the rigid qualifications and filled almost entirely by promotion from clerical grades.

Título and examinations for recruiting liberal arts college graduates for management positions exist in the "administrative aide" and "trainee" classifications. But the "administrative aide" title has been used so sparingly and haphazardly by department heads that it has not been an adequate means of attracting and advancing college graduates. The "management analysis trainee" and the "personnel examining trainee" which are the other existing vehicles for supplying new personnel to graduating college graduates to general managerial areas are limited by their job descriptions to very few agencies. Moreover there is no suitable title for the lateral entry of persons with advanced degrees into this area, or any other form of special recognition for them.

Recommendation: The Mayor should stimulate the use of college graduates and persons with advanced degrees.

1. THE ADMINISTRATIVE AIDE
(a) The Mayor should include in the budget of each agency, funds for an appropriate number of "administrative aide" positions, thus making it clear that he wishes agency heads to avail themselves of a limited number of these posts. Since "administrative aide" experience would be of value to many graduates who have not gone to college they do not prevent able high school graduates from competing for these positions. Nor does this recommendation close off the regular line of advancement through the clerical grades. We believe this procedure would improve the City's capacity to utilize college graduates without barriers to others.
(b) The Mayor should request the City Civil Service Commission and the City Personnel Director to make the eligibles on the "management analysis trainee" and the "personnel examining trainee" lists available for appointment to appropriate titles in all agencies and departments.
(c) Opportunity for training and advancement for college students should be made clear and favorable.
(d) The college recruitment program should also be designed to give additional recognition to holders of degrees and post baccalaureate professional certificates.
(e) The Mayor should establish a permanent committee composed of top City officials and selected staff members from among the City's universities and private industries to act as an advisory group to the Mayor in the field of college-trained manpower.

6. PUBLIC ATTITUDE
Finding: The public has a poor impression of the City civil service, which has a damaging effect on City employee morale. Ultimately, therefore, on productivity.

The Brookings Institution Report of 1963 concerning the New York City personnel summarized this situation by stating: The City has little appeal as an employer. A survey of City employees made it clear that the City of New York is not an attractive an employer as other employers. City employees are dissatisfied with their jobs. The City does not offer the same advantages of City work.

Recommendation: The Mayor should use every means at his disposal to help the self-esteem of the City's employees and to develop the resources necessary for establishing a positive public image of the City civil service.

(a) The Mayor should express his own respect for the ability and accomplishments of the City's civil servants by giving them public recognition whenever possible.
(b) A continuing campaign should be undertaken by the central Department of Personnel to inform all City employees of the importance and usefulness of City programs in general and the value of the specific job skills utilized in these programs. Regular and continuing emphasis on achievement that stems from high standards and group discipline. Security benefits should be emphasized as the positive social usefulness and importance of the work should be stressed. City pay scales and benefits should be compared to the criteria which, in their adoption with particular emphasis on favorable comparability to outside pay scales for similar jobs.
(c) Awards for exceptionally high performance should be initiated wherever possible and given all possible publicity.
(d) The Mayor should continue to stress his visits to City agencies and his evidence of personal interest in the work of people at all levels in City agencies.
(e) The Department of Personnel should institute long-term continuing efforts at establishing contacts as an agency with potential students and recent college graduates with a view to informing key faculty members of the advantages of City work.
(f) City employees in professional categories should be encouraged to attend and participate in professional and civic meetings.
(g) Employee titles should be carefully reviewed with a view to their impact on the community in general. The "personnel examiner" for example, is archaic and should be used sparingly.
(h) A publicity campaign (perhaps conducted by professional people) should be undertaken to improve the public's public image of City employees and City employment.
(i) Funds for implementing the 1963 Brookings recommendations concerning the image of the City Civil Service, having been appropriated, should be immediately released for expenditure.

CONCLUSION
Early improved productivity of New York City personnel will be gained by recognition, development and encouragement of the abilities presently in civil service. Improved employee morale is the result of these policies and greater stimulation of promising sources of quality recruitment.

To the extent that our recommendations are approved by the Mayor, implementations of policy, executive orders, amendments of statutory, regulatory and possibly constitutional provisions must be prepared. In the event that the recommendations of the Task Force are useful to best advantage by a committee of appointed City officials.

The Task Force believes that this report properly concludes its examination of the issues of the Civil Service, to be submitted to the Mayor with recommendations for its adoption.

Joining with Riegelman in submitting this report were the other members of the committee: Francis O. Atkinson, Timothy Costello, George Deming, John Everet, Henry Herold and Herbert Kaufman.

William H. Walsh
Commissioner William H. Walsh, in his annual report to the Board of Directors, this week, states that the City's Civil Service Employees Association was elected to the Board of Directors by the employees.

In the wake of the recent strike at the Green Haven Correctional Institution, the Board of Directors re-elected the employees.

The employees were elected to serve another term and were re-elected to the Board of Directors.

Chausseurs Unit Elects Vincent Lettieri
MINORIA — Vincent Lettieri has been elected president of the C. W. Stein Company, the largest advertising agency in the United States.

D. W. Steiner, vice-president, and Edward G. Steiner, secretary-treasurer, have been re-elected to the board of directors.

Elected to serve with him were: Thomas W. Steiner, Richard Regan, vice-president, Louis W. Steiner, treasurer, and Edward Brazil, secretary.

Vincent Lettieri has been with the company for over 20 years and has been associated with the company since 1945.

He is a native of Brooklyn and has been active in the labor movement, having served as president of the Local 716, International Brotherhood of Teamsters, for over 10 years.

He is a member of the New York City Police Department and has served as captain of the 7th Precinct, where he lives with his family in the City. He is a member of the New York City Civil Service Employees Association.
Eligibles on State and County Lists

<table>
<thead>
<tr>
<th>Eligible Name</th>
<th>State/County</th>
</tr>
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<tbody>
<tr>
<td>Smith, John</td>
<td>New York</td>
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<tr>
<td>Brown, Jane</td>
<td>California</td>
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<td>Johnson, Bob</td>
<td>Texas</td>
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<tr>
<td>Williams, Tim</td>
<td>Florida</td>
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<tr>
<td>Davis, Amy</td>
<td>New York</td>
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</tbody>
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Mexico Fiesta Tour Now Open

A 16-day "Mexico Fiesta" tour is now open to Civil Service Employees, their families and friends. The tour, which will use a scheduled jet flight from New York City on July 15, is now open for bookings. Highlights of the air-conditioned vacation offering will include a stay in the glamorous capital of Mexico City and a chance to see the beautiful hilltop village of Cuernavaca, much of the beauty of old Colonial Mexico will be seen via Guanajuato, the picturesque Tanus, Jose Pura, Ixtapan, Taxco.

The price of only $1645 includes all first class hotel rooms, most meals, round trip jet plane fare, accompanying English-speaking government-licensed guide lecturers, sightseeing tours and extra features as a private lunch at the National Palace; ballet, subterrean baths and cocktail parties...

For further information application may be made by writing to the Civil Service Commission.

Scandinavian And Grand Tours Now Open For Bookings

A tour of Scandinavia and a Grand Tour of Europe which both depart on July 19 for 22 days each and are open for bookings to Civil Service Employees, their families and friends.

The tour will take in the capitals of Sweden, Norway, Denmark, and Brabant, will take in Copenhagen, Copenhagen, and Stockholm. In addition to visiting Danish capitals of Copenhagen, Stockholm, and Amsterdam, London and Edinburgh is also included.

The tour is $899 and includes round trip jet air fare, all hotel rooms, most meals, sightseeing, land transportation, porter and guide services.

The Grand Tour of Europe is designed especially for persons interested in the cultural side of foreign travel and will take CSERA members to Holland, Denmark, Switzerland, Austria and Italy, and to the charming and historic cities of these countries, including visits to the capital cities of the other cities of Amsterdam, London and Edinburgh.

The Grand Tour of Europe is $899 and includes round trip jet air fare, all hotel rooms, most meals, sightseeing, land transportation, porter and guide services.

On Advisory Council

Wilfred D. Eerle of Hambury, N.Y., is a member of the Advisory Council on Farm and Food Processing Labor, in a term at the pleasure of the Governor. The post is unsalaried. Eerle succeeds Miss Lilian Mihalac, who resigned.
For Competitive Positions—
Onondaga Personnel Director
Advocates Local Grading Of
Civil Service Examinations

Syracuse city departments, towns, villages and school districts recruitment level tests annually examination were known the day throughout the county. The test graded locally was for City policemen. Results of the grading and candidates were notified within a few days, he said, rather than the "few months" required when the tests are sent to Albany for grading.

"It would be worth the investment," he said of his staff's time. The county office has a continuous recruitment program underway for such posts as skyline and electromechanics. This program has helped to eliminate provisional appointments in these two categories, the commissioner declared.

Cummings Re-elected
By Erie Chapter

BUFFALO—"Our membership will continue to strive for a greater public awareness of the services and problems of employees employed in public service," Neil A. Cummings said after being re-elected to a two-year term as president of Erie chapter, Civil Service Employees Union.

The chapter has about 4,000 members in 11 units, including civil service workers in Erie County, Buffalo, schools and other branches of local government. Other officers elected were: vice-presidents, Joseph V. Deagan, Harold Dorfman and Phillips Faller; secretary, John T. Par, financial secretary, Regina Medico; treasurer, Adele Hanover; chapter representative, Gerald Oflstein, and attorneys at arms, Henry Powell.

Snow Time
(Continued From Page 1)

The Oneida County chapter, Civil Service Employees Union, recently presented service plaques to William Blom, Albany, CSEA research director; Blom and Mrs. Helen Blom, chairman of the salary committees for the Oneida County chapter were honored for outstanding service during the past year.

Receiving awards for service were Mrs. Edna Frederick, Louis Wroblewski and Mrs. Marian Destefano of Rome; and William Preister of New Hartford.

An award was chairman and Louis Eddy was in charge of arrangements. He was assisted by Marvin Jean, president; Mrs. Lillian Roberts, Miss Loretila Ponsillo, of the Civil Service Employees Union.

HONORED—The Oneida County chapter, Civil Service Employees Union, recently presented service plaques to William Blom, Albany, CSEA research director; Blom and Mrs. Helen Blau, chairman of the salary committees for the Oneida County chapter were honored for outstanding service during the past year. Receiving plaques for service were Mrs. Edna Frederick, Louis Wroblewski and Mrs. Marian Destefano of Rome; and William Preister of New Hartford. Other CSEA officials attending were Mr. Charles Burns, president of Ulster chapter; Arthur Tennis, president of Ulster State Hospital chapter; Robert Guild, president of Marcy State Hospital chapter; Nicholas Omlino, president of New York State Public Workers chapter; Mrs. Lois Ann Mixon, public relations chairman for Central New York Conference; and A. Joseph Donnelly, state field representative.

Association's Board of Director's representatives of endorsed employees reported considerable satisfaction with the Commission's ruling. The Board agreed that individuals or groups seeking further relief should initiate formal grievances through their respective chapters.

Malteawan State Aides Set Communion B'fast

BRAMON—Employees of the Malteawan State Hospital will sponsor their 12th annual Communion Breakfast at St. Joseph's Church, Bremo, on Thursday, May 19. Mass will be celebrated at 7 a.m. and the breakfast will be at 8 a.m.

Guest speaker will be Dutchess County Family Court Judge Harold R. Affeldt who will discuss "The Family and Civil Causes."

The chairman and co-chairman are Charles Davies and Mrs. Jay McNeeley, respectively. Also assisting with arrangements are Mrs. Michel Powell, Mrs. Frances Rios, and Larry Perico.

Adamski Elected To Roswell Presidency

BUFFALO—John Adamski is the 1966-67 president of the Roswell Chapter, Civil Service Employees Union.

He was elected May 8 and succeeds Ann Pulvino. Other officers are: Vice president, Ann Harrill; secretary, Charles Clark; treasurer, Ann journalist and treasurer, Andy Adamson.

Chapter officers will be installed June 4 at a meeting of the Western CSEA Conference in the Hallmark Manor Motor Inn, Buffalo.