Add Brunswick To CSEA Fold

BRUNSWICK — The Civil Service Employees Assn. has been officially recognized as the collective bargaining representative for town highway department employees by the Town of Brunswick Town Board. Daniel Dougherty has been elected president of the new unit, which will be affiliated with the Rensselaer County CSEA chapter. CSEA field representative Jack Miller, who signed up virtually all the department employees for CSEA said the Town Board recognized CSEA without the necessity of an election due to the large percentage of employees signing designation cards.

ELMIRA DEDICATION — At the official opening of the Elmira Psychiatric Center last month, from left: Dr. Anthony Musillo, director; newly elected CSEA chapter officers Phyllis Pastlow, second vice-president; Tony Phillips, president; Lee Martin, secretary; Ben Thompson, treasurer, and Bob Erway, first vice-president; and Commissioner Alan D. Miller, Department of Mental Hygiene. The opening had been long-delayed, because of a million dollars in damages from Hurricane Agnes in 1972. The staff had been providing outpatient services for Chemung, Steuben, Schuyler and Tioga Counties for almost five years from temporary locations. It now has its first in-patient unit.

Region 4 Sets Workshop, Sen. Langley Testimonial

ALBANY—State Senator Walter B. Langley (R-Albany) will be honored at a testimonial dinner on the final evening of the Civil Service Employees Assn. Albany Region 4 fall workshop meeting, Nov. 1-2 at the Friar Tuck, In, Catkill.

Although the affair is expected to draw many dignitaries from around the state, Region activities chairman Conno Lembo said preparations are being taken to prevent the event from becoming a political free-for-all just prior to the elections.

Preserve Dignity

"We want to preserve the dignity of the occasion. We are honoring Senator Langley for his well-documented efforts on behalf of civil service employees, and we do not want to detract from the sincerity of our testimonial. It is going to be senator Langley's day," he explained.

In addition to the testimonial dinner, there will be various educational programs for delegation at the meeting, according to Region education committee chairman Betty Lembo.

Mr. Lembo noted that on Friday evening there will be a session on elections, nominations and campaigning. This will be preceded on Thursday evening by a Victor Costa, chairman of the CSEA restructuring committee.

Saturday Sessions

On Saturday morning there will be sessions for secretaries, presidents and vice-presidents, and treasurers. CSEA executive vice-president Thomas H. McDonough and Region 6 president Joseph McDermott will lead the session for presidents and vice-presidents, and CSEA assistant supervisor for general accounts Joseph Salzino will handle the session for treasurers. A leader for the secretaries seminar was not announced at Leader press time.

Treasurers were advised to bring reports and forms if they would like specific help from Mr. Salzino.

A seminar on membership information and a mock meeting "How to Conduct a Meeting," were also listed for the weekend schedule.

BRUNSWICK — The Civil Service Employees Assn. has been officially recognized as the collective bargaining representative for town highway department employees by the Town of Brunswick Town Board. Daniel Dougherty has been elected president of the new unit, which will be affiliated with the Rensselaer County CSEA chapter. CSEA field representative Jack Miller, who signed up virtually all the department employees for CSEA said the Town Board recognized CSEA without the necessity of an election due to the large percentage of employees signing designation cards.
### Steno Brush Up At Kings Park

**KINGS PARK**—A six-session brush-up course began last week for Grade 3 and 5 stenographers to prepare them for the Nov. 23 promotional examination for Grade 6 stenographer.

The series of 2-hour classes is sponsored by the Kings Park Psychiatric Center, Civil Service Employees Assn., which hired an instructor. Sessions on the hospital grounds were held Oct. 23 and 24, and will be held Oct. 30 and Nov. 12 and 14. Anyone still interested in the course should call the chapter president, Joseph Aiello, at the CSEA office, extension 350.

### State Archivist List

ALBANY—A state Archivist eligible list, resulting from open competitive examination 27-041, was established Oct. 8 by the State Department of Civil Service. The list contains six names.

<table>
<thead>
<tr>
<th>Name</th>
<th>Home Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joseph Aiello</td>
<td>123 Main St, Albany, NY 12235</td>
<td>555-1234</td>
</tr>
<tr>
<td>William Johnson</td>
<td>456 River Rd, Albany, NY 12236</td>
<td>555-1235</td>
</tr>
<tr>
<td>Elizabeth Smith</td>
<td>789 Park Ave, Albany, NY 12237</td>
<td>555-1236</td>
</tr>
<tr>
<td>James Brown</td>
<td>101 State St, Albany, NY 12238</td>
<td>555-1237</td>
</tr>
<tr>
<td>Mary Adams</td>
<td>222 Elm St, Albany, NY 12239</td>
<td>555-1238</td>
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<tr>
<td>Richard Green</td>
<td>333 Oak St, Albany, NY 12240</td>
<td>555-1239</td>
</tr>
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</table>

### Open Continuous State Job Calendar

<table>
<thead>
<tr>
<th>Position</th>
<th>Salary Range</th>
<th>Job Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assistant Attorney</td>
<td>$10,714</td>
<td>20-555</td>
</tr>
<tr>
<td>Assistant Clinical Physician</td>
<td>$27,942</td>
<td>20-413</td>
</tr>
<tr>
<td>Associate Actuary (Casualty)</td>
<td>$10,367</td>
<td>20-416</td>
</tr>
<tr>
<td>Attorney</td>
<td>$14,542</td>
<td>20-417</td>
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<tr>
<td>Assistant Attorney</td>
<td>$11,806</td>
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<tr>
<td>Attorney Trainee</td>
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<tr>
<td>Beginning Office Worker</td>
<td>$5,252</td>
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<tr>
<td>Calculating Machine Operator</td>
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</tr>
<tr>
<td>Chief Physical Therapist</td>
<td>$17,629</td>
<td>20-448</td>
</tr>
<tr>
<td>Clinical Physician I</td>
<td>$33,852</td>
<td>20-441</td>
</tr>
<tr>
<td>Compensation Examining Physician</td>
<td>$27,742</td>
<td>20-423</td>
</tr>
<tr>
<td>Construction Inspector</td>
<td>$10,164</td>
<td>20-425</td>
</tr>
<tr>
<td>Consultant Public Health Nurse</td>
<td>$17,429</td>
<td>20-320</td>
</tr>
<tr>
<td>Correction Officer (Male)</td>
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<tr>
<td>Dental Hygienist</td>
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<tr>
<td>Dietician</td>
<td>$10,714</td>
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<tr>
<td>Electroencephalograph Technician</td>
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<td>20-428</td>
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<tr>
<td>Employment Interviewer (Sp. Speaking)</td>
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<tr>
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<tr>
<td>Employment Security Placement Trainees (Sp. Speaking)</td>
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<tr>
<td>Factory Inspector</td>
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<tr>
<td>Food Service Worker</td>
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<tr>
<td>Hearing Reporter</td>
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<td>20-321</td>
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<tr>
<td>Histology Technician</td>
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<td>20-390</td>
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<tr>
<td>Public Health Inspector</td>
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<tr>
<td>Hospital Intern Corrections</td>
<td>$11,188</td>
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<tr>
<td>Hospital Administration Intern</td>
<td>$10,714</td>
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<tr>
<td>Industrial Foreman</td>
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<tr>
<td>Junior Engineer</td>
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<tr>
<td>Laboratory Technician</td>
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<tr>
<td>Licensed Practical Nurse</td>
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<tr>
<td>Medical Specialist II</td>
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<tr>
<td>Medical Specialist III</td>
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<tr>
<td>Medical Specialist IV</td>
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<td>Medical Specialist V</td>
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<tr>
<td>Medical Specialist VI</td>
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<tr>
<td>Medical Specialist VII</td>
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<tr>
<td>Medical Specialist VIII</td>
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<tr>
<td>Mental Health Aide, Therapy Aide</td>
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<tr>
<td>Mental Health Therapist Aide (MHA)</td>
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<tr>
<td>Nurse I</td>
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<td>20-584</td>
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<tr>
<td>Nurse II</td>
<td>$11,337</td>
<td>20-585</td>
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<td>Nurse II (Psychiatric)</td>
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<tr>
<td>Nurse II (Rehabilitation)</td>
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<td>20-587</td>
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<tr>
<td>Occupational Therapist</td>
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<td>20-176</td>
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<tr>
<td>Orthopedic Technician</td>
<td>$11,337</td>
<td>20-176</td>
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<tr>
<td>Pathologist I</td>
<td>$27,942</td>
<td>20-410</td>
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<td>Pathologist II (Board Eligible)</td>
<td>$33,704</td>
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<td>Pathologist III (Board Certified)</td>
<td>$35,373</td>
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<tr>
<td>Pathologist III</td>
<td>$38,449</td>
<td>20-412</td>
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<tr>
<td>Pharmacist</td>
<td>$12,670</td>
<td>20-419</td>
</tr>
<tr>
<td>Physical Therapist</td>
<td>$11,337</td>
<td>20-177</td>
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<tr>
<td>Principal Actuary (Casualty)</td>
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<td>Supervising Actuary (Casualty)</td>
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<td>20-418</td>
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<tr>
<td>Senior Actuary (Life)</td>
<td>$14,124</td>
<td>20-519</td>
</tr>
</tbody>
</table>

(Continued on Page 7)
The real problem is that, unless Wenzl Slams State are doomed to remain among career ladders, these employees are doomed to remain among career ladders, and that’s unthinkable as far as CSEA is concerned.

The CSEA president said the union’s proposals call for “very realistic training and promotion centers, and for the most part, these employees are doomed to remain among the lowest paid employees through no fault of their own...”

Leaders Warned

“If the state leaders from Governor Wilson on down wonder about the priority we place on career ladders for these employees, then let them know that CSEA views the failure of the state to display good faith in career ladder matters as more serious than the Governor’s current personnel motivated hard line on public employee pension. And you can be sure we will continue to put to tamper with negotiated pension programs as extremely important.”

Gov. Wilson has recently made a big thing out of what he considers the wonderful opportunity available for women in state service. The truth is, women employees comprise by far the greatest group of employees in the state end the neighborhood of 85 percent of all the employees who need career ladder. The state can do nothing to alter this fact.

“Many are needed if we are to maintain the precision and services of these thousands of people—men truth the very backbone of state services—which is the largest of all the state’s position relative to providing them a chance to offer even greater service in positions of increasing responsibility. That chance can only be possible through career ladder’s programs. It’s time the state took serious stock of the mounting damage to morale and productivity the state has caused by its steadfast opposition to improving these programs,” the union head concluded.

CSEA Calendar

OCTOBER
30—Central Islip Psychiatric Center chapter informational sessions, 7:30 p.m., Central Islip, L.I.
31—Orange County chapter meeting: 7:30 p.m., Casa Fiesta, Middletown.

NOVEMBER
1—Franklin County chapter installation: 6:30 p.m., Crossroads Restaurant, Mohawk.
1—Albany Region 4 workshop and testimonial for Senator Walter Bistoff led her local members to CSEA in March and in the recently held representation election they chose CSEA by a vote of 85 to 5.
2—Upstate CSEA Regional Board meeting: 1 p.m., Crowne Plaza, Waterford.

Gov. Picks McDonough

(Continued from Page 1)

such information could be used to adversely affect chances for employment and promotion. The Governor also named the following members to the committee: Ersa H. Poston, chairman and president, State Civil Service Commission; Michael White, executive director, National Association of Social Workers, Washington, D.C.; Melvin H. Ostrem, Jr., director, Office of Employment Relations, Albany; Edward Jordan, executive director, National Urban League, New York City; Debra Greenburg, NAACP legal director, New York City, and Vito Castellano, trustee, State Department of Commerce.

The Governor said: “New York State has lost her reputation as a pioneer and leader in providing equal opportunity for all its citizens. This administration will undertake a study of the employment and education fund, New York City, and Vito Castellano, trustee, State Department of Commerce.

The Governor has already directed the State Civil Service Department to suspend temporarily the gathering and recording of additional ethnic information as part of the Department’s ethnic study and ethnic information retrieval system.

Concern Shown

Procedures used by the Civil Service Department for gathering and recording information, particularly to the ethnic status of State employees and of individuals taking civil service examinations, under the Federal Equal Employment Opportunity Act of 1972 and the regulations promulgated thereunder, have led to concern over the possibility that the findings and recommendations of this special committee may prevent us in improving and continuing our efforts to reach this most urgent goal.”

NYC Retirees Meeting Nov. 6

NEW YORK CITY—An organizational meeting will be held by the NYC Retired Chapter of the Civil Service Employees Association at 6 p.m. on Nov. 6 at the Glens Falls Country Club, Falls Church, Falls Church, Va. The meeting is open to all former Civil Service employees.

COLONIE BACKS CANDIDATES — The Town of Colonie, Albany County chapter, CSEA, announced its support for Carl E. Teney, state Senate candidate, and Fred Field, incumbent Assemblyman from Clifton Park, saying they will focus on the two office seekers at the Royal Caribbean Restaurant, Latham, Larry Jersey, candidate of the Republican party, and John Seidt, of the Independence party, who are seeking the post of Albany city attorney. Mr. Seidt, a member of Albany regional political action committee, and Jack Nogyes, representative on CSEA board of directors from Tax—

Middle Island Worker Wins

MIDDLE ISLAND — The Civil Service Employees Assn. has won reinstatement for an employee who was fired by the Middle Country School District, although a representative of the American Federation of State, County and Municipal Employees testified against her.

APSCME, which was voted out as representative by employees in favor of CSEA, sent a representative back to the district to exonerate the employee at a grievance brought by CSEA.

For the first time, the employee had been released in a job cutback in violation of seniority rules during the period in which the em-

APSCME CSEA, after being elected bargaining agent, took the case to arbitration. Despite the adverse testimony of the APSCME representative, the arbitrator restored the CSEA employee to her past.

CSEA won the case even though we were interpreting the contract negotiated by the APSCME,” according to Edward J. Clegy, regional field supervisor. Teney, Bistoff, and McDougal represent the CSEA, handled the grievance on behalf of the Buffalo Educational chapter.

Nov. 9 Dinner Set By Willard

WILLARD — Willard chapter, Civil Service Employees Assn. will hold its annual dinner-dance Nov. 9 at 7 p.m. at the Seneca Falls Country Club, 56, Seneca Falls.

Tickets should be made by Nov. 4 by contacting Beverly McDowell at (607) 969-3111 or the Willard chapter through Sally Wolodyz at (607) 896-5602. Tickets are $7.50 per memb.
By PAUL THAYER

The tale of a firefighter’s heroism is never old or stale. It is as bright with inspiration now as it was when performed as it will be 50 years from now when those as yet unborn decide to examine and be inspired by the deeds which have been and will continue to be spread across the pages of the history of P.D.N.Y.

Some time ago, Fireman Richard Montana of Engine 155 in Staten Island was about to go off duty. It was a rainy Sunday morning and it was 8:55 a.m... a time when some conclusion takes place in most firehouses. It is known as “change of tours.”

The company got an address for 105 Bay Street and with five minutes still to go, Dick Montana decided to roll.

The building was over 100 years old, impregnated with salt which the winds from the harbor had blown its way for over a century. Wood joists and clapboard, it was a sort of a Thames for sailors ‘tween trips as well as for some who would never sail again. Flimsy cubicles were added from time to time and the place was a disaster, looking for a change to come.

Engine 155 is a rapid water company thus, one man short at all times. The man who wasn’t there was needed this day.

Fire was coming out of four windows on the second floor. Access via a flimsy old wooden stairway. Montana heard cries for help from the upper landings and, though flames were seen oozing through the woods

(Continued on Page 5)

### Volkswagen’s Sublime-to-the-Ridiculous Sale

**The Sublime VW 412**

Our luxury 412 comes equipped with fuel injection, 4-wheel independent suspension, automatic transmission, steel-belted radials, plush seats and thick carpeting—all at no extra cost. On top of all this, your VW dealer is prepared to offer you substantial savings on his remaining 74 models.

**The Ridiculous VW Thing**

We’ve just reduced the price of the Volkswagen Thing from $3150 to $2775.* What’s a Thing? The car that can be anything. The doors can come off, the top goes up or down—with windshield, tool, and it has an air-cooled rear engine that gives you the traction you need to go just about anywhere.

*Thirst is $181 East Coast P.O.E., suggested retail price. Local taxes and other dealer delivery charges additional.

Visit your local authorized Volkswagen dealer and find out why there are over 4 million Volkswagens on the American road today.
behave. He endured with a "little extra locomotion" seams of the stairway, he dashed which now was really rollbig on the stairs.

NO sooner had he gotten the old man out when the interior of the hallway, stairs and all, collapsed into a flaming heap! The old sailors picked themselves up and disappeared from sight. Fireman Richard Montana reentered the News Hero Award and after looking at the area of the building which had once stood at the fire address, all he could do was break out into a cold sweat and shake his head. The question: How does a guy get the move to do such a thing? Thousands of heroic firefighters have asked the same question Dick. The answer is always the same ... God only knows! Congratulations!

Lost west forget: On Oct. 8 at 1:17 p.m. Battalion 5 responded to a tenement fire. Ladder 30 the last due Ladder Company was located into Ladders 1 and 2 and did not respond. Squad Five, had it not been removed from the area of the Lower East Side, would have responded. Tell: One three-month-old girl died and eight firefighters injured.

The television training schedule for this month is as follows: Marine Company Operations: 10/30 and 11/1; Commissioner Reports: 11/2, 11/4, 11/6, 11/8.

All programs are for 9 p.m. except where marked. (*) Those will be at 8 p.m.

I have been asked if the "Commissioner Reports" series is "on the level." Some veteran firefighters find it hard to believe that other firefighters would volunteer for such a session without being "persuaded" to do so. I have checked into it carefully and find that it is strictly "on the level." Applications are made by the participants to the Boro Commander and the No. 1 is said to have no idea of what the questions are about, in advance. Dick Nangle, the producer of the showswears it is true ... he's an honorable guy so ... there's your answer gentleman.

Know your type? Be a blood donor and find out. Call UN 1-7200. The Greater New York Blood Program.

POLITICAL ADVERTISEMENT

Let's Keep Attorney General Lefkowitz On The Job

People for Lefkowitz — 1974

in the New York City

October 1974

Dear Friend in the Civil Service —

I am seeking your support for Attorney General Louis J. Lefkowitz, who has consistently supported the rights of the Civil Service employees.

In his own office, Civil Service employees have been promoted without regard to party affiliation. He has sponsored legislation permitting expanded reemployment opportunities for retired Civil Service employees. By his interpretation of the law, he has helped to assure that pension benefits of Civil Service employees who are reemployed are not endangered by failure of new employers to obtain required approvals.

The Attorney General’s sponsorship of legislation to protect benefits of public pension plans has been also supportive of the rights and future aspirations of public pension beneficiaries.

In these critical times marked by the very high cost of living, Attorney General Lefkowitz’s emphasis on protection of consumers has made a significant contribution to the protection of worker’s incomes. Some of the actions taken by his office and legislation which he has sponsored for the benefit of consumers has been directed toward making more mortgage money available for prospective home buyers, payment of interest on escrow and Christmas Club accounts, opposing unjustified utility rate increases, opposing price-fixing and monopolistic business practices and protecting credit purchasers in correction of billing errors.

Throughout our history, government service has attracted able and dedicated citizens, who serve the people faithfully despite great personal and financial sacrifices required by such unselfish service. If we are to continue to benefit from government participation by men and women of high character, government must be responsive to their needs and accordingly, I request your support for his re-election.

Sincerely,

ALEX A. FALK

Let’s Keep Attorney General Lefkowitz On The Job

Youth Counselor List

ALBANY — A youth division counselor conducted a drug test, resulting from open competitive exam 27-395, was established Oct. 19 by the State Department of Civil Service. The list contains 137 names.

SAVE A WATT

Blue Cross - Blue Shield

If you have a problem or a question about your Blue Cross or Blue Shield claim

Please feel free to call us or write us. But in either case, please be sure to include your identification Number and the New York or PA prefix. This will speed things up considerably.

Thanks a lot.

Blue Cross - Blue Shield

October 1974

Let’s Keep Attorney General Lefkowitz On The Job

People for Lefkowitz — 1974

45 East 45th Street • New York City
Good Beginning —

LAST week we lauded Governor Wilson for having put an end, temporarily, to the state's ethnic coding prac-
tices. He took into account the importation by other mem-
bers of the committee. They are still a minority of two. On the
other hand, they may be part of the majority, since it should be
assumed that all the committee members will be striving
for the public offices of a quarter of a century and served as
Governor of the State for 15 years. During those
years, his record has been sub-
stantial and not arbitrarily or capriciously in affirming the con-
clusion. The 25th Amendment
tion by his political opponents.
Under the circumstances, it is
unfortunate that Con-
trary to advance all employees in the title or class regard-
less of merit.

Re-classification, on the other hand, would only advance upward those incumbents such as petitioners possessing the prescribed qualifications, since the Director of Classification and Compensation acted pursuant to a statutory man-
date, the confirmation of his work product cannot be judi-
cially annulled if he acted fairly. The petitioners advanced
no reason that would support their charge of arbitrariness or capriciousness of the Civil Service Commission, and there-
fore, the first Article 78 proceeding was dismissed.

WITH REGARD to the second Article 78 proceeding, the court said: "If the respondent acted within its authority and not arbitrarily or capriciously in affirming the conclu-
sion of the Director of Classification and Compensation by denying the CSEA appeal, then petitioners' Article 78 pro-
ceeding based on the issue of hazard must be dismissed."

The Director of Classification and Compensation was acting in quasi legislative capacity when he undertook the task of determining if working conditions of state and city employees were so hazardous that said hazard should be a factor to be considered by him in determining if the CSEA application for job upgrading on those grounds should be granted. The court stated that there was nothing in the law to compel job re-classification because of hazard, and until such time as the Legislature acts to set job titles and salaries, the courts are powerless to write into the law what they consider to be amendments.

THE CAREER LADDER established by the Director of Classification and Compensation in 1970 was approved by the Director of the budget and confirmed by the Civil Ser-
vice Commission. In substance, it abolished certain titles and substituted new titles. The new titles were also placed incumbents, including the petitioners, in the appropriate title based on personal qualification. Since the new titles affected employees in several State agencies, all agencies employing individuals in the teachers' series, including petitioners, were invited to submit their views to the Director of Classification and Compensation and did so. He is charged with the responsibility of job and position clas-
sification, re-classification, allocation, or re-allocation, pursuant to Section 121 of the Civil Service Law, which provides that the Director may re-classify the positions of incumbents to titles allocated to higher salary grades.

The advancement of an incumbent pursuant to this subdivision is not, and is not to be deemed, a re-allocation. Re-allocation of incumbents is necessary and mandatory to advance all employees in the title or class regardless of merit.

Re-classification, on the other hand, would only advance upward those incumbents such as petitioners possessing the prescribed qualifications, since the Director of Classification and Compensation acted pursuant to a statutory man-
date, the confirmation of his work product cannot be judi-
cially annulled if he acted fairly. The petitioners advanced
no reason that would support their charge of arbitrariness or capriciousness of the Civil Service Commission, and there-
therefore, the first Article 78 proceeding was dismissed.
Letters To The Editor

**United Fund Plea**

Editor, The Leader:

In the Metropolitan Region, to help assure the continued existence of all branches of our State Government, it is essential that we... (Continued on Page 10)

Sincerely,

Editor, The Leader:

I want to commend you for your excellent coverage of the CSEA political action committee's endorsement of the incoming Secretary of State. (Continued from last week)

Editor, The Leader:

I would like to commend you for your excellent coverage of the CSEA political action committee's endorsement of the incoming Secretary of State. (Continued from last week)

Editor, The Leader:

I would like to commend you for your excellent coverage of the CSEA political action committee's endorsement of the incoming Secretary of State. (Continued from last week)
Special Civil Service (Affirmative Action) Committee Report

The following report was delivered by committee chairman Jean Gray. Other committee members are Robert L. Seelinger, Robert Latimer, and Nicholas Abbatiello. Dr. Cramblet Bernard, Julia Duffy, James McKeel, Thomas McKeel, Gerald Furlow, Erastus Strobel, Jack Weiss, and James Welch.

Your Special Civil Service Committee has been charged by both the State and local government with the responsibility of being a watchdog over the affirmative actions programs by both the State and local government jurisdictions. Since this initial report to the Legislature concerning this committee, the Affirmative Action Committee for the purpose of being a watchdog over the affirmative action programs by both the State and local government jurisdictions, in New York State.

Subsequently, the Committee was changed and given an expanded responsibility to function as an Ad Hoc Committee, and James Welch, and said that the committee shall be continued by both the State and local government jurisdictions, in New York State. In revised Order No. 4, issued by the Office of Federal Contract Compliance, U.S. Department of Labor.

Specific requirements for such "result-oriented" programs are spelled out in revised Order No. 4, issued by the Office of Federal Contract Compliance, U.S. Department of Labor. Those requirements include identifying areas of minority and female "underutilization," numerical hiring and promotion goals, and other actions to increase minority and female employment. The report is presented for informational purposes.

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The Legal Basis for Affirmative Action:

I. Definition of Affirmative Action:

Affirmative Action is defined as the implementation of programs by employers aimed at eliminating or correcting past or current or future employment discrimination. The implementation of these programs is to change employment practices and policies so that the employment rights of minority group members and females are protected.

II. The Legal Basis for Affirmative Action:

The following list designates the Laws and Orders requiring equal employment opportunity and Affirmative Action:

A. Title VII of the Civil Rights Act of 1964 (as amended by the Equal Employment Opportunity Act of 1972):

Title VII prohibits discrimination because of race, color, religion, sex, or national origin in all terms, conditions, or privileges of employment.

B. Executive Order 11246 (as amended by President Ronald Reagan):

This order requires federal government contractors and subcontractors to take affirmative action in order to assure that applicants are employed, and that employees are treated during employment.

C. The Equal Pay Act of 1963:

This act prohibits sex discrimination in pay and requires equal pay for men and women performing similar work.

D. The Age Discrimination in Employment Act of 1967:

This act prohibits discrimination against individuals aged 40 or older in employment.

E. Title VI of the Civil Rights Act of 1964:

Title VI prohibits discrimination based on race, color, or national origin in all programs or activities which receive Federal financial aid.

F. The Equal Credit Opportunity Act:

This act prohibits discrimination on the basis of race, color, religion, sex, or national origin in credit transactions.

G. The Civil Rights Act of 1991:

This act prohibits discrimination in employment based on gender, age, or race.

H. The Americans with Disabilities Act of 1990:

This act prohibits discrimination in employment based on disability.

I. The Age Discrimination in Employment Act of 1967:

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J. The Rehabilitation Act of 1973:

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PREAMBLE

The New York State Department of Civil Service has over the course of years, but more particularly during the past several years, adopted, within the framework of the Merit System, various policies, practices and procedures designed to bring together and present as such in a single document the entry into the advancement within the Civil Service of the State of members of minority groups. The affirmative action plans, policies, practices and procedures taken together constitute an affirmative action plan of the Department but, the various elements thereof have never been brought together and presented as such in a single document.

The United States Civil Service Commission has now requested the Department to prepare a written affirmative action plan dealing particularly with the Department's responsibilities for Merit System administration in regard to grant-aided programs in State Agencies. This formal affirmative action plan is the program of the Department of Civil Service for all State positions and agencies under its jurisdiction but is prepared primarily in response to the request of the United States Civil Service Commission.

POLICY

It has been, and continues to be, the policy of the Department of Civil Service to take all measures within its power to assure compliance with the open-competitive recruitment programs in the State of New York—that is, conducting employment programs which will not discriminate because of race, color, national origin, sex or religious creed. This is a basic principle of the Merit System in New York. The mere prohibition of discriminatory practices, however, will not assure full fairness in employment. An affirmative action plan is required to work toward that goal. Accordingly, the Department of Civil Service presents the affirmative action plan set forth herein below.

It shall be the duty and obligation of all employees of the Department of Civil Service to support and aid in all proper ways the implementation of this affirmative action plan.

ADMINISTRATION OF AFFIRMATIVE ACTION PLAN

Each Division of the Department of Civil Service shall designate an Affirmative Action Officer. Affirmative Action Officers shall be a high ranking employee of the Division and shall report directly to the Division Director. The Affirmative Action Officer in each Division shall have the following responsibilities:

1. To take action commensurate with his authority and in other instances to recommended action to bring about the necessity to carry out those aspects of this affirmative action plan which fall within the programmatic area of his Division.

2. To take action to implement and facilitate approved affirmative action plans of the other State Agencies insofar as they affect or are affected by activities of the Division.

3. To identify and recommend new or additional measures to strengthen and expand affirmative action programs.

4. To make periodic progress reports to the Executive Officer.

The Affirmative Action Officer of the Career Opportunities Division shall be responsible for coordinating affirmative action efforts between the Department of Civil Service and other State Agencies. The Affirmative Action Officer of the Municipal Service Division shall be responsible for coordinating affirmative action efforts within the Department of Civil Service and Municipal Agencies.

The duties of the Affirmative Action Officers shall be the responsibility of the Executive Officer and shall be carried primarily to the Deputy Administrative Director. He shall be assisted by an Affirmative Action Committee which shall be comprised of the Division Affirmative Action Officers. Such Committee will advise a Chairman of such offices may be rotated and will meet regularly to evaluate progress and develop new strategies for affirmative action. Subject to general direction of the Deputy Administrative Director, the Committee will have operational responsibility for the Affirmative Action Plan.

In order to develop and enhance affirmative action capability for the entire State service, the Affirmative Action Plan sets forth and establishes this Affirmative Action Officer.

Each Division of the Department of Civil Service has a positive action role in implementing the policy of affirmative action. To that end, the following responsibilities of the several Divisions are enumerated:

1. Develop a detailed affirmative action plan which, when coupled with an affirmative action plan established by the Department of Civil Service, will result in the implementation of this Affirmative Action Plan.

2. To take action to implement and extend the implementation of this plan in accordance with the needs of the respective divisions.

3. Engage in such activities as will provide the necessary support to the Equal Employment Opportunity Program.

4. Provide training to employees on the basis of the policies and procedures contained in the affirmative action plan.

5. Provide training to all employees to assure that they are aware of the policy and procedures contained in the affirmative action plan.

6. Develop and maintain a system of reporting to the Civil Service Commission on the implementation of this plan.

7. Provide for the review of this plan on a regular basis to ensure that the plan is effective in achieving its objectives.

8. To take action to implement and to extend the implementation of this plan in accordance with the needs of the respective divisions.

9. To take action to implement and to extend the implementation of this plan in accordance with the needs of the respective divisions.

10. To take action to implement and to extend the implementation of this plan in accordance with the needs of the respective divisions.

THE CAREER OPPORTUNITIES DIVISION WILL:

1. Provide technical assistance to grant-aided agencies, and other agencies as time permits, in developing their affirmative action plans.

2. Encourage State Agencies to avail themselves of the services provided so that maximum effectiveness of affirmative action may be obtained throughout the State service.

3. Provide a trained, ethically unbiased staff of recruiters, who can be utilized to meet specific recruitment goals of affirmative action plans.

4. Work with the various community and employee organizations which can provide assistance in recruiting for specific needs which may be of assistance to such groups in meeting these needs.

5. Provide training to recruiters stationed in other agencies or offices in the proper techniques of recruiting to meet specific needs.

6. In conjunction with the Classification and Compensation Division, assist agencies in developing career oriented training programs which will provide advancement and upgrade capabilities to the disadvantaged.

THE CLASSIFICATION AND COMPENSATION DIVISION WILL:

1. Review on a continuing basis all minimum qualifications to establish that they do not pose artificial barriers to the employment of particular classes of individuals.

2. In cooperation with the Career Opportunities Division, develop and implement career ladder and trainee programs to ensure mentored advancement within State service.

3. Evaluate jobs for possible reclassification to equal opportunity and non-discriminating principles.

THE EXECUTIVE DIVISION WILL:

1. Develop a detailed affirmative action plan with the concurrence of the Department of Civil Service. This plan will provide the means for this agency to be a model for other State and local agencies with respect to equal employment principles.

2. Review existing legislation for its conformity with equal opportunity principles, and propose such new legislation as is required to ensure adherence to affirmative action in achieving full implementation of these principles.

1. Develop necessary procedures, records and reporting systems to ensure efficient operations, and the capture of data for evaluating the effectiveness of the affirmative action plan, and to meet such demands as may be placed on the department or data in this area.

Special

(Continued from Page 84)
Letters To The Editor
(Continued from Page 7)
13th A.D. ( Nassau County)
As a resident of said district, I have followed closely Mr. Jones's record. Let me believe in one way and vote another. He is no friend of unions or organized labor.
As a member of CECA, I believe Sam Millman, the Democratic challenger in the 13th A.D., should have been endorsed.
Edward M. Myers, Bellmore

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The Most Precious Gift.
Call UN 1-7290.
The Greater New York Blood Program.

New Guided Tour Program
Police Commissioner Michael J. Curley announced last week the inauguration of a guided tour program for the New York City Police Department Headquarters building at One Police Plaza.

The tours will be conducted twice daily, at 10 a.m. and 1 p.m., Monday through Friday. Exhibits in the lobby will include a 19th Century horse-drawn wagon, and mementos of police officers in the 19th and 20th Century uniforms. Among the tour features are the "911" communication center and a slide presentation of the various services and operations of the department.
For more information call 271-3222.

New Federal Guidelines For Maternity Leave
New guidelines for women on absence leave for maternity reasons have been issued by the U.S. Civil Services Commission.

They are designed to ensure that federal leave policies are applied to pregnant employees in the same manner in which they are applied generally.

The principal changes from previous policy are as follows:
The former guidelines required a 6 weeks' absence before delivery and 8 weeks after the birth of a baby. This has been removed and no specific time is included in the instructions. The length of absence from work is to be determined by the employee, her physician, and her supervisor on an individual case basis.

The former guidelines against advancing sick leave for pregnancy has also been eliminated. Rather, the same policies, regulations, and procedures that govern advancing sick leave generally should be applied in maternity cases too.

Prior policy contained no statement that continued employment should be assured after an absence for maternity reasons, although most agencies made such an effort. The new guidelines emphasize the employing agency's responsibility for continued employment in the same or comparable position, following the maternity absence.

Previously, the term "maternity leave" appeared throughout the instructions and guidance provided to agencies on this matter. This term has been replaced by "absence for maternity reasons" in recognition of the fact that under the law there is no special kind of leave called "maternity leave." Annual leave, sick leave, and leave without pay is expected to eliminate such a misunderstanding.

The new federal guidelines also provide that a male employee may request only annual leave or leave without pay (i.e., not sick leave) for purposes of assisting or caring for his children or the mother of his newborn child, while she is incapacitated for maternity reasons. Approval of leave for this reason should be consistent with the agency's policy for granting leaves for similar situations, and each leave request should be rendered on its own merits.

New Federal Elections Law Opens Political Activity
A new federal elections campaign law has freed several million state and local government workers from the prohibitions against partisan political activity contained in the Hatch Act.

The changes in the law don't affect federal workers as of yet, but it is extremely likely that federal employee unions will press next year for the same liberalization of the 1899 law that the 13 million state, county and city employees now have.

Until President Ford signed the state, local and government workers who are paid in whole or part with federal funds were covered by Hatch Act restrictions as federal workers. Now state local workers may serve as officers of political clubs or parties, organize or re-
ALBANY — Included in New York State’s extensive private banking structure are 3,860, representing nearly $150,100,000,000 in total assets, the State Commerce Department reports.

Keep On Truckin’

ALBANY — New York State is served by nearly 1,000 trucking companies, the State Commerce Department reports. Those can reach 80 percent of the U.S. population within two days trucking distance of any location in the state.

City Open Continuous Job Calendar

Competitive Positions

<table>
<thead>
<tr>
<th>Title</th>
<th>Salary</th>
<th>Exam No.</th>
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<tr>
<td>Architectural Trainee</td>
<td>$11,500</td>
<td>4157</td>
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<tr>
<td>Architectural Trainee</td>
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<tr>
<td>Psychiatrist</td>
<td>$17,050</td>
<td>4200</td>
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<tr>
<td>Public Health Nurse</td>
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<tr>
<td>School Lunch Manager</td>
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<tr>
<td>Shorthand Reporter</td>
<td>$9,900</td>
<td>4171</td>
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OPEN COMPETITIVE — Additional information on required qualification and experience subject can be obtained by requesting a job announcement in person or by mail from the Dept. of Personnel Application Section, 49 Thomas St., Manhattan, 10013 or the Intergovernmental Personnel Act Office, 111 St. James, Queens, 11432. Be sure to specify the exam number and title and, if requesting an announcement by mail, a stamped self-addressed envelope.

PROMOTIONAL — These titles are open only to those already employed by the city in various agencies.

REAL ESTATE VALUES

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<tr>
<td></td>
<td>VETERANS</td>
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<tr>
<td></td>
<td>If you have served in the military and have an honorable discharge you are entitled to buy homes without any cash down payment.</td>
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<td>CIVILIANS</td>
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<td>You can be a homeowner without a cash down payment, but you can buy $10,000 home for just $250 or $35,000 home for just $1,750 down.</td>
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<td>An 1 &amp; 2-family property available.</td>
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<td>Marquette Money Mart - We handle only the better areas of Queens. Call me for more information.</td>
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<td>AMWAY</td>
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<td>29-4212</td>
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CORAL SPRING, FLA., on Fageranga, Beach, 1. Bath, Garden or EXTRA SPACE, swimming pool, recreation hall. 55,000.

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BEAUTIFUL 2.5 acre wooded corner parcel. High elevation, good views. Situated near to Lake Lure. 34,500. 200 square feet. 1.5.9.19. J. DeWitt, Grassmere, N.Y. 11871.

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GOURMET'S ITALIAN

THE HERITAGE of New York State's Italian heritage is the subject of new book by author and chef Fischetti. The book, "Northern Italian Flavors," will be available in October.

JERRY FISCHETTI

...He has also been active in the community sponsoring activities like the Children's program and picnic committees at Willowbrook Development Center. He is chairman of the committee which is working to insure the safest conditions possible for all state employees.

"Fischetti is a CSEA director and representative. Fischetti has often used his legal abilities to assist fellow CSEA members who are brought up on hearings, free of charge.

\"It is now time for all CSEA members, friends and relatives to thank Jerry Fischetti for his service to CSEA, and let him into the polls on Election Day.\"

Snowmobile Trails

ALBANY — There are 2,800 miles of snowmobile trails for public use on state-owned land in New York State, according to the State Commerce Department. Most of these are in the Adiron- decks and Catskills. Many of the trails are in the Franklin region from three to 44 miles, and utilizing abandoned logging roads, foot trails and old town roads.

Golf, Any One?

ALBANY — There are many private golf clubs—281 —in New York State than in any other state, the State Commerce Department reports.

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Compare our new $2,000 rate, 5,000 lbs., or $3,000 rate, 10,000 lbs., to standard H.M. New York City, 814-10, Philadelphia, 30-110, Hartford, Conn., 6,000 lbs., $612.00, or an estimate to any destination in Florida.

SOUTHERN TRANSFER

SOUTH AND NORTH AMERICA

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Maximize your chances of passing your Civil Service tests with courses of the CIVIL SERVICE INSTITUTE of St. Francis College in ENGLISH
6 week Course Starts Oct. 28 Thursday, 6-9 PM
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 Fee $75
Mathematics 6 week Course Starts Oct. 29 Thursday, 6-9 PM
Nov. 2, 9 Saturday, 1:15-3:15 PM
 Fee $75
For Further Information Call 522-2300, Ext. 208
DA ENDS INVESTIGATION INTO CREAMDOOR SECURITY
QUEENS—District Attorney Nicholas Ferraro has announced the completion of an investigation by District Attorney Peggy Anne Heineke and Chief Rackets Investigator Ralph Salerno, into security at CREAMDOOR Hospital.
"The genesis of this investigation," said Mr. Ferraro, "was a concern in the community and among legislators that the New York State Department of Commerce.
N.Y. MANUFACTURING
ALBANY—New York State claims 12 percent of the nation's manufacturing establishments, a 3 percent increase of its wholesale concerns, and almost one-third of the country's new manufacturing plants, according to the State Commerce Department.
LEGAL NOTICE
STATEMENT OF OWNERSHIP,MANAGEMENT AND CIRCULATION
(Pursuant to section 368 of the Communications Act of 1934)
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Number of copies of single issue published nearest to filing date: 221,170.
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Correspondence, State and Federal: 11 Warren St., New York, New York.
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Andrew Stein, 595 Madison Ave., New York, New York.
Louis Stein, 1510 Broadway, New York, New York.
Shirley Enkin, c/o Andrew Stein, 595 Madison Ave., New York, New York.
C裾tee & Co., Box 20, New York, New York.
CIVIL SERVICE LEADER.
This report is based on information furnished by the company (listed hereafter) and its stockholders (listed above) to the Securities and Exchange Commission in accordance with section 5 of the Securities and Exchange Act of 1934. The statements made by the company (listed hereafter) and its stockholders (listed above) are correct and complete.
We're No. 1
ALBANY—New York State surpasses all other states in the number of manufacturing establishments, according to the State Commerce Department, and the variety of goods produced, according to the New York State Department of Commerce.
We're No. 1
CIVIL SERVICE LEADER.
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We're No. 1
CIVIL SERVICE LEADER.
MANY FACES OF CSEA DELEGATES

New York City's Jack Schuyler, center, takes notes at Education departmental meeting, as advisor Frances Martello, Region 5 supervisor, observes. Others in photo, from Mr. Schuyler's right, are Albany Education chapter president Boyd Campbell, George Lafleur, Dorothy Nadorski, Robert Zimmerman and Ray Leizer.

Southern Region 3 president James Lennon, left, checks over some notes with David Nance, center, president of Mid-Hudson chapter, and Seymour Kats, former chapter president.

Nassau's Anne Rehak takes turn at microphone as Willowbrook's Pat Frazier and Westchester's William Magrige await their turns to participate in discussion.

Attica treasurer Thomas Middlebrook and president John Beaver seem to be saying "Aren't they something" as they look over brochure on insurance benefits.

At Labor departmental meeting are, from left, advisor George Bispham, Region 3 supervisor; Robert Lattimore, Buffalo; John Wolfe, Albany, and Canute Bernard, New York City. Mr. Lattimore, Mr. Wolfe and Dr. Bernard are Labor departmental representatives to CSEA Board of Directors.

Industry president James Vicente, left, and former president Carmen Parraghi check program with Highland chapter president Rose Marcinkowski during one of the educational seminars.
Key Answers (Continued from Page 11)
71: A; 72: C; 73: D; 74: A; 75: B; 76: B; 77: A; 78: D; 79: C; 80: C.

Williams Renamed

ALBANY—Henry Kirk Williams,
III, has been reappointed as
Chairman of the Board of
Trustees of SUNY College of New
York.

Don't Repeat This!

(Continued from Page 4)

and Test Center supplies information on N.Y. Civil Service examination.

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- Family Record Section.
- Presentation Page.

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Buffalo WIN Office A Loser For Staff

The Department of Labor’s WIN program office in Buffalo is the cause of many complaints about working conditions. Electrical cords form one hazard.

Employees at the WIN office report that premises to them of better quarters have never been kept. There are no shades or blinds on the windows, and desk blotters are used as makeshift shades to reduce glare.

At the left is the “conference room” of the WIN office, separated by only filing cabinets for privacy.

Nassau Employee’s Case Due For Federal Court

MINEOLA—The Nassau chapter of the Civil Service Employees Assn. last week authorized the preparation of a federal court suit to end contract disputes with the county, and students who have been suspended for violating the board’s rules. The suit, which was filed in the U.S. District Court, seeks the return of all property seized from the students.

The suit was filed by members of the Nassau County Employees’ Union, who represent about 500 employees of the county.

Collect Supplies At Stony Brook

STONY BROOK—Members of the SUNY at Stony Brook chapter, Civil Service Employees Union, and students and faculty at the campus are collecting food, medicine and clothing this week as relief supplies for hurricane-stricken Honduras.

Collection centers are being operated Oct. 30, 31 and Nov. 1 from 10 a.m. to 3 p.m. at four locations: main desk of the Stony Brook Union; Administration Bldg., first floor lobby; Room 114, Block C, South Campus, and the garage of Anne Cates, 7 Rising Rd., Eastend.

Donated material should be boxed. Further information may be obtained from chapter president A. Varracchi at (516) 282-6000.