

## OFFICE OF EMPLOYEE RELATIONS MISSION

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

## NYS HEALTH INSURANCE PLAN/EMPLOYEE BENEFITS MANAGEMENT

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

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

>> [oer.ny.gov/fsa](https://oer.ny.gov/fsa)

Enrollments for the FSA as of December 31, include:

HEALTH CARE  
SPENDING ACCOUNT

**14,605**

State employees  
enrolled

ADOPTION  
ADVANTAGE ACCOUNT

**6**

State employees  
enrolled

DEPENDENT CARE  
ADVANTAGE ACCOUNT

**7,796**

State employees  
enrolled



### PRE-TAX TRANSPORTATION BENEFIT NYS-RIDE

As of December 31, **4,140** employees participated in NYS-Ride. With NYS-Ride, the State realizes a 12-month annualized savings of **\$56,899** (the net of FICA savings minus lost tax revenue), and employees saved an average of **\$644** per year.

>> [oer.ny.gov/nys-ride](https://oer.ny.gov/nys-ride)

## Highlights

- ✔ **Total Administrative Services Corporation (TASC)** completed open enrollment for 2023 in December, and began to transmit payroll files to the Office of the New York State Comptroller. The tentative open enrollment total for 2023 is **18,301**.
- ✔ **WageWorks/Health Equity** will continue to administer the 2022 FSA plan year and its runout period which ends on March 31, 2023. Employees have until that date to submit their 2022 claims. FSA staff will work with WageWorks/Health Equity to transfer carryover data to TASC to make carryover balances available.

### ✔ **Empire Plan Mental Health and Substance Use Program**

The newly added virtual treatment group, Talkspace, went live for Empire Plan members on November 15, 2022. Office of Employee Relations (OER) and Department of Civil Service (DCS) are working with Beacon to finalize member-facing promotional materials for Talkspace to share with the unions and Health Benefits Administrators.

## STATEWIDE TRAINING HIGHLIGHTS

### WORKFORCE AND ORGANIZATIONAL DEVELOPMENT

>> [oer.ny.gov/training-and-professional-development](https://oer.ny.gov/training-and-professional-development)

#### Public Service Workshops Program (PSWP)

PSWP delivered **105** workshops to **1,641** participants completing training. This represents 896 contact hours held during 149 training days.

#### Professional Development Committee (PDC)

The PDC met once this quarter.

#### Training Directors Roundtable

One Training Directors' Roundtable webinar was held with **58** training professionals in attendance.

#### Training Directors' Roundtable Professional Development Session

There were **28** employees in attendance and two topics were covered during: *Measuring Engagement in a Virtual Environment* and *Knowledge Transfer from a Training Director's Perspective*.

#### Statewide Mandated Training Program

Two courses: *Gender-Based Violence and the Workplace*, and *Language Access for Frontline Employees* were released.

#### PEF Leadership Development Program

Two cohorts of **40** participants were held virtually during this quarter.

#### New York State M/C Leadership Institute (NYSLI)

NYSLI will continue on a monthly basis through March 2023.

#### Excelsior Service Fellowship Program

During this quarter, **38** fellows (eighth cohort) participated in a one-day professional development session and **58** fellows (ninth cohort) participated in a one-day session.

#### PEF College Tuition Reimbursement Program

453 applications from 213 applicants were approved for a total expenditure of \$662,883. Of these applications, 112 were reimbursed under the Nurses' Enhanced College Tuition Reimbursement Program at an amount of \$134,299.

#### PEF Workshop and Seminar Reimbursement Program

181 applications from 125 applicants were approved for a total expenditure of \$41,660.

#### PEF Certification and Licensure Exam Fee Reimbursement Program

27 applications from 24 applicants were approved for a total expenditure of \$8,669.

#### PEF Certification and License Renewal Fee Reimbursement Pilot Program

235 applications from 224 applicants were approved for a total expenditure of \$21,652.

#### M/C Tuition Reimbursement Program

19 applications from 14 applicants were approved for a total expenditure of \$13,841.

#### M/C Certification and Licensure Exam Fee Reimbursement Program

One application from one applicant was approved for a total expenditure of \$529.

### NYS & CSEA PARTNERSHIP FOR EDUCATION AND TRAINING

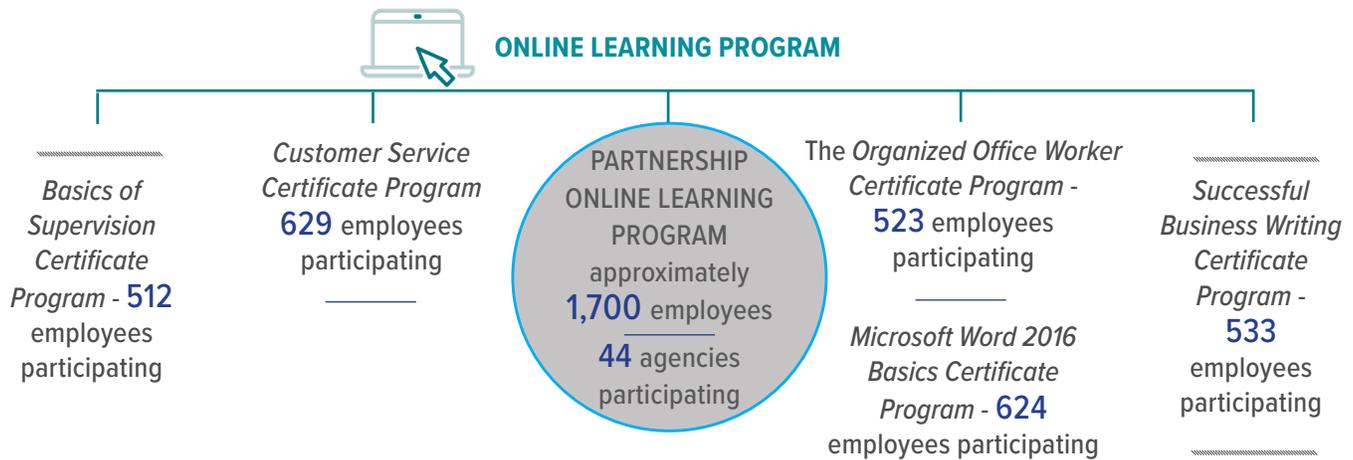
>> [nyscseapartnership.org/](https://nyscseapartnership.org/)

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

The Fall 2022 Skills for Success program concluded in December with 726 employees filling 1,250 seats in 65 classes.

Fifty-eight employees completed the 2020-2022 Applied Skilled Trades Program in the following locations: Long Island Region (electrician and plumber/steamfitter), Southern Region (plumber/steamfitter), Capital Region (carpenter), Central Region (carpenter and electrician), and Western Region (electrician).

Ten employees completed the Fall 2022 Adult Education Basics program in Effective Reading Skills 2 (online).



### Tuition Benefits

For the 2022 program year, 3,014 tuition benefits were issued to 1,277 employees. Overall, 733 benefits have been paid totaling \$661,680.

Two hundred and fifteen employees are participating in the following targeted tuition programs: RN/LPN (138), Commercial Driver’s License Training (48), Information Technology (19), Welding (6), and Legal Assistant Trainee (1).

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

### LABOR-MANAGEMENT SERVICES

Staff conducted a virtual pre-training needs assessment of the DOT Region 2, a pre-training needs assessment of the NYS Police Labor-Management Committee (LMC) labor members, and delivered the LMC Process training for the SUNY Brockport LMC.

### ADVISEMENT SERVICES

Advisors responded to **2,767** calls and emails from employees requesting advice and information on issues such as tuition benefits, financial aid, basic skills, nursing programs, starting or returning to college, and high school equivalency test preparation.



### Safety and Health

The NYS & CSEA Safety and Health Planning Committee met three times to discuss matters of mutual concern. A statewide Article 15 meeting is tentatively set for January.

Fifteen NYSDOT employees received Boiler Safety Awareness training in November.

Forty NYSDEC employees received Heavy Equipment Operator Safety training in November.

Twenty-four Mohawk Facility Correctional employees received Heavy Equipment Operator Safety training in December.

### Field Staff Activities

Staff hosted information tables at **20** NYS agencies/facilities and CSEA events.

Field staff made **932** phone, text, and email contacts with NYS managers and CSEA leaders statewide regarding Partnership programs and services. They also met with **48** CSEA leaders and NYS managers across the State to provide an overview of Partnership programs and services.



**Directions: Pre-Retirement Seminars**

- 14 sessions (56 webinars in total) were offered to approximately 757 employees.
- Approximately 20-24 webinar sessions are offered annually.

**Network Child Care Centers**

- Many centers began their Universal Preschool Programs programs.
- Hiring qualified staff remains a struggle despite availability of grant money to offer staff retention bonuses.



**Employee Assistance Program (EAP)**

**EAP Utilization**

- 4,163 first contacts were made by employees and family members regarding issues were related to work, mental health, stress, bereavement/grief and health/wellness.
- EAP main office received 248 calls from employees requesting assistance
- 31 website requests were received for assistance.

**Critical Incident Response**

EAP coordinators responded to 31 critical incidents including assisting employees with employee deaths that were sudden, accidental, or suicides.

**Certified Employee Assistance Professionals (CEAP) Program**

EAP is in the process of implementing the CEAP credential program, which is nationally recognized for those in the employee assistance field.

- There are currently 13 coordinators and 9 staff members who have the CEAP credential.

**EAP Grant**

104 grant applications were approved this year, totaling over \$139,000.

**Marketing**

EAP coordinators held in-person events, such as meet and greets, wellness events, and benefit fairs.

**Wellness**

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

- 81 WellINYS Ambassadors participate from 19 different State agencies

A wellness grant program was offered to all WellINYS Ambassadors.

- 7 grants were awarded in October

667 people attended webinars on the following topics: *Know Your Numbers, Do More of What Makes You Happy, Wrapping up 2022 and planning 2023.*

Monthly Challenge participation:

- 2,415 employees participated in 2022
- 6,048 employees and family members receive the WellINYS Daily To-Do email that motivates subscribers to participate in the monthly challenge.

**EAP Training**

The EAP Training for Supervisors is available on the State-wide Learning Management System.

Training opportunities provided to EAP coordinators to enhance their skills in working with employees include:

TRAININGS	ATTENDEES
Motivational Interviewing	54
Committee Orientations	82
Mini Bootcamp:	107
Transfers/Got It – NYS Civil Service	
EAP Marketing Campaign for Supervisors	
Service to the Agency Focused on Supervisors	
Housing Workshops	169
Motivational Interviewing	54
Scam, Prevention, and Safety Tips	72
EAP Supervisor Overview Training	146

EAP VIDEOS	VIEWS
EAP Promotional Video 2022	186
EAP Promotional Video for Supervisors 2022	73

The training staff is continuing to schedule both in-person and virtual trainings in the 11 regions. Training began in November 2022 and will continue through April 2023 including: *NYS Gender-Based Violence in the Workplace* and *New Coordinator Institute (NCI)*.

During this quarter, NYS/UUP JLMC staff was involved with the administration of specific labor-management funded programs including:

**Individual Development Awards Program**

NYS/UUP JLMC staff reviewed applications submitted by the Campus Professional Development Committees for funding projects or activities that will assist eligible employees to develop their full professional potential and to prepare for advancement.

- **183** applications were approved for a total of \$217,077.

**Safety and Health Grants**

NYS/UUP JLMC staff reviewed and processed applications for Safety and Health Grants which provide employees with the opportunity to update and refine the skills and knowledge needed to recognize, control and correct potential hazards in the workplace and to ensure compliance with applicable laws and regulations.

- two grants were approved and processed for a total of \$888.00.

**Certification and Licensure Exam Fee Reimbursement (CLEFR) Program:**

NYS/UUP JLMC staff reviewed and processed applications to reimburse the cost of fees for examinations for first-time certification, licensure, or designation.

- **74** applications were approved and processed for a total of \$64,160.

**Empire Knowledge Bank (EKB) licenses:**

NYS/UUP JLMC staff approved applications submitted for a license to access on-line courses offered through the EKB to advance professional development opportunities for employees.

- **172** new licenses were issued.

Due to the expiration of the 2016-2022 Agreement between the State and UUP on July 1, 2022, labor-management funded programs will be funded through the nine-month extension which expires on March 31, 2023.

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

- Meeting with Empire State College staff regarding the continuation of delivering virtual workshops through March 31, 2023.
- Collecting and reviewing information, including program evaluations and statewide labor-management committee recommendations, to improve existing program delivery, develop new programs to enhance current skills and develop new skills that will contribute to employees’ current positions and prepare for advancement.
- Continuing to work with statewide labor-management committees to establish more effective strategies to disseminate labor-management program information to UUP represented employees and SUNY campuses.

**UNION AND BARGAINING UNIT CONTRACT NEGOTIATION STATUS**

CSEA: Administrative, Operational, Institutional and Division of Military and Naval Affairs Units  
Contract: April 2, 2021 - April 1, 2026

PEF: Professional, Scientific and Technical Unit  
Contract: April 2, 2019 - April 1, 2023  
Negotiations underway

UUP: State University Professional Services Unit  
Contract: July 2, 2016 - July 1, 2022  
Negotiations underway

CWA/GSEU: State University Graduate Student Negotiating Unit  
Contract: July 2, 2019 - July 1, 2023

DC-37: Rent Regulations Services Unit  
Contract: April 2, 2021- April 1, 2023

NYSCOPBA: Security Services Unit  
Contract: April 1, 2016 - March 31, 2023  
Negotiations underway

Council 82: Security Supervisors Unit  
Contract: April 1, 2016 - March 31, 2023

PBANYS: Agency Police Services Unit  
Contract: April 1, 2019 - March 31, 2023  
Negotiations underway

NYSPIA: Investigators and Senior Investigators Unit  
Contract: April 1, 2018 - March 31, 2023

PBA: Troopers, Commissioned and Non-Commissioned Officers Units  
Contracts: April 1, 2018 - March 31, 2023