

OFFICE OF EMPLOYEE RELATIONS

MISSION

The Office of Employee Relations (OER) serves as the Governor's agent in carrying out the State's labor relations responsibilities as an employer in accordance with the Public Employees' Fair Employment Act (the Taylor Law).

ORGANIZATION AND STAFFING

Under the administration of a Director appointed by the Governor, the agency is located in Albany. OER will have a workforce of 95 positions for 1999-2000, 46 of which are funded by State tax dollars from the General Fund and are involved in negotiating the collective bargaining agreements. State tax dollars also support another 49 positions involved in implementing collectively bargained programs.

FISCAL BACKGROUND AND BUDGET HIGHLIGHTS

The Executive Budget recommends about \$6.3 million for the Office of Employee Relations, which includes \$3.8 million in General Fund moneys. This funding will provide continued support for the Office's primary mission of negotiating and administering collective bargaining agreements.

Funding from the Office's other sources include:

- \$2,047,400 in charges to the Collective Bargaining Agreements to support statewide employee training and other developmental programs and the cost of administering these bargaining agreements; and
- Revenues of \$450,000 received from non-General Fund agencies to reimburse the Office for providing training programs and collective bargaining services provided by the Office. These revenues also include payments from the National Association of State Directors of Employee Relations to support the operations of that organization.

PROGRAM HIGHLIGHTS

The Office of Employee Relations, which is commemorating its 30th year as an agency, represents the Governor in Executive Branch collective bargaining negotiations with eight public employee unions, assists State agencies to interpret and administer the negotiated agreements, and represents the State in hearings and arbitrations before the Public Employment Relations Board. The agency's focus for the remainder of this fiscal year and into next fiscal year will be to negotiate new collective bargaining agreements.

The Office of Employee Relations also is the Executive Branch's in-house consulting agency for advancing total quality concepts and improving the productivity of State government. Currently, the agency is working with more than 25 agencies on various organizational development and improvement initiatives. The Office is further charged with designing and administering statewide training programs, developing policy and providing oversight for several employee benefit programs.

In its capacity as the Governor's labor relations agent, the Office continues to be instrumental in providing direction for workforce management and, through labor management partnerships, working with the unions to mitigate the impact of structural changes aimed at improving the efficiency of State government. The Office is also making

EMPLOYEE RELATIONS

a concerted effort to provide and enhance a consistent labor relations philosophy in all departments and agencies. This is being accomplished by promoting labor-management cooperation in resolving issues and workplace problems and by increasing the use of technology for better communication of common issues and concerns.

ALL FUNDS APPROPRIATIONS

<u>Category</u>	<u>Available 1998-99</u>	<u>Appropriations Recommended 1999-00</u>	<u>Change</u>	<u>Reappropriations Recommended 1999-00</u>
State Operations	\$6,162,000	\$6,281,800	+ \$119,800
Aid To Localities
Capital Projects
Total	\$6,162,000	\$6,281,800	+ \$119,800

ALL FUND TYPES LEVELS OF EMPLOYMENT BY PROGRAM ANNUAL SALARIED POSITIONS

<u>Program</u>	<u>Available 1998-99</u>	<u>Personal Service (Regular)</u>	1999-00 Recommended Average Fill Level		<u>Change</u>
			<u>Maintenance Undistributed</u>	<u>Total Recommended 1999-00</u>	
Contract Negotiation and Administration					
General Fund	40	40	40
Internal Service Funds	49	49	49
Management Confidential Affairs					
General Fund	6	6	6
Total	95	95	95

STATE OPERATIONS ALL FUNDS FINANCIAL REQUIREMENTS BY FUND TYPE APPROPRIATIONS

<u>Fund Type</u>	<u>Available 1998-99</u>	<u>Recommended 1999-00</u>	<u>Change</u>
General Fund	\$3,732,400	\$3,784,400	+ \$52,000
Special Revenue Funds — Other	400,000	450,000	+ 50,000
Internal Service Funds	2,029,600	2,047,400	+ 17,800
Total	\$6,162,000	\$6,281,800	+ \$119,800

STATE OPERATIONS ALL FUNDS FINANCIAL REQUIREMENTS BY PROGRAM APPROPRIATIONS

<u>Program</u>	<u>Available 1998-99</u>	<u>Recommended 1999-00</u>	<u>Change</u>
Contract Negotiation and Administration			
General Fund	\$2,819,400	\$2,855,400	+ \$36,000
Special Revenue Funds — Other	400,000	450,000	+ 50,000
Internal Service Funds	2,029,600	2,047,400	+ 17,800
Management Confidential Affairs			
General Fund	913,000	929,000	+ 16,000
Total	\$6,162,000	\$6,281,800	+ \$119,800

EMPLOYEE RELATIONS

STATE OPERATIONS — GENERAL FUND SUMMARY OF PERSONAL SERVICE APPROPRIATIONS AND CHANGES 1999-00 RECOMMENDED

Program	Total Personal Service		Personal Service Regular (Annual Salaried)		Temporary Service (Nonannual Salaried)	
	Amount	Change	Amount	Change	Amount	Change
Contract Negotiation and Administration	\$2,603,500	+ \$36,000	\$2,589,200	+ \$36,000	\$11,700
Management Confidential Affairs	323,300	+ 16,000	322,800	+ 16,000
Total	\$2,926,800	+ \$52,000	\$2,912,000	+ \$52,000	\$11,700

Program	Holiday/Overtime Pay (Annual Salaried)	
	Amount	Change
Contract Negotiation and Administration	\$2,600
Management Confidential Affairs	500
Total	\$3,100

STATE OPERATIONS — GENERAL FUND SUMMARY OF NONPERSONAL SERVICE AND MAINTENANCE UNDISTRIBUTED APPROPRIATIONS AND CHANGES 1999-00 RECOMMENDED

Program	Amount	Total Change	Supplies and Materials	
			Amount	Change
Contract Negotiation and Administration	\$251,900	\$33,900
Management Confidential Affairs	605,700	18,300
Total	\$857,600	\$52,200

Program	Amount	Travel Change	Contractual Services	
			Amount	Change
Contract Negotiation and Administration	\$30,400	\$187,600
Management Confidential Affairs	13,500	27,900
Total	\$43,900	\$215,500

Program	Maintenance Undistributed	
	Amount	Change
Contract Negotiation and Administration
Management Confidential Affairs	\$546,000
Total	\$546,000

EMPLOYEE RELATIONS

STATE OPERATIONS — OTHER THAN GENERAL FUND SUMMARY OF APPROPRIATIONS AND CHANGES 1999-00 RECOMMENDED

Program	Total		Personal Service	
	Amount	Change	Amount	Change
Contract Negotiation and Administration	\$2,497,400	+ \$67,800	\$1,728,700	+ \$17,800
Total	<u>\$2,497,400</u>	<u>+ \$67,800</u>	<u>\$1,728,700</u>	<u>+ \$17,800</u>

Program	Nonpersonal Service		Maintenance Undistributed	
	Amount	Change	Amount	Change
Contract Negotiation and Administration	\$318,700	\$450,000	+ \$50,000
Total	<u>\$318,700</u>	<u>. . . .</u>	<u>\$450,000</u>	<u>+ \$50,000</u>