

Tier 2 Inside

September 18, 2025
4 Wembley Ct, Albany, NY

Attendance:

*Beth Fronczek	union co chair	CWA 1118	518-527-4347
Delma Phillips	11 Wards Ln	CWA 1101	518-253-9540
Theresa Devine		CWA 1118	
Amy Quinn	11 Wards Ln	CWA 1118	online
Alyssa Grande	11 Wards Ln	IBEW 2213	online
Carl Kakule		CWA 1118	
Jeff Bivins	State St	CWA 1118	518-573-1109

The Committee meets on the 3rd Thursday of every month at 4 Wembley Ct, Albany at 1PM.

The minutes have been arranged to have Corporate Real Estate and Safety separated

Bob Shannon is unable to attend today.

OLD BUSINESS

(REAL ESTATE)

State St

Menands

COs

Exterior Doors - Beth mentioned that she was in Jonesville and noticed that there is still light coming through the bottoms of the entry doors even though there are new door sweeps. Joe can have Doug look to see if the door sweep can be adjusted. Beth sent photos to Joe.

Joe mentioned that Lake George and Queensbury doors were replaced. There are a few doors on the list to be replaced. Need them lined up and funded for replacement.

1-18-24 Clifton Park door will need to be replaced now too.

2-15-24 Troy 3rd will be done before Clifton Park. Needs funding and approval

3-21-24 Still waiting on funding

4-18-24 *Still waiting to be picked up. Can only wait till funding is picked up.*

5-16-24 Troy 3rd has been completed, still waiting on funding for Clifton Park

6-20-24 another door at Clifton Park has rusted though and needs to be replaced as well

7-18-24 Still no funding for Clifton Park but doors at Troy 3rd are being replaced.

8-22-24 Clifton Park door isn't done. Troy is on order

9-19-24 Beth did meet with Susan, Joe M and Robert Kelleher and mentioned this issue and they are still waiting for funding.

10-17-24 no updates. Mice are entering the buildings more as the weather gets colder
 Clifton Park door to be done in a couple of weeks. Beth mentioned the 2nd door but that still needs approval. T3 is being done next week. The caulk abatement was done.
 12-19-24 Clifton Park had 1 door replaced. Troy 3rd had a door replaced. Clifton Park still needs the other door replaced. It has holes in it to the outside.
 1-16-25 Still need door replaced for Clifton Park
 2-20-25 Desmond will follow up with Jim Davis
 3-20-25 Desmond was told that they are not changing out doors now per the watch engineer. Desmond wants to have Jim go to the watch engineer supervisor for the Clifton Park door.
 4-17-25 Still need update
 5-15-25 Beth found out that there isn't a ticket for the other Clifton Park door so she put in another ticket for replacement. The previous ticket was closed out when a repair was made and that didn't address it needing to be replaced. It was repaired but light is still shining through.
 6-26-25 No real estate rep here today.
 7-17-25 Rob said that he would have Doug put a kickplate on the door. Will take another look at it. Can't go around replacing all the doors. If it is a security issue for an external door then a COT has to stay on sight and should be called in as a P1. Desmond agreed that there shouldn't be an issue with the CO. He would make sure that a COT would stay on site till real estate gets there.
 8-21-25 Will need to follow up with Rob if he spoke to Doug about putting on a kickplate on Clifton Park CO door.
 East Greenbush door replacement approved
 Granville CO doors (2) approved
 Tupper Lake door replacement approved

Parking Lots - Beth will follow up with Susan regarding the Clifton Park driveway and the Ballston Spa pothole

5-15-25 Susan responded to Beth's email that she submitted a request for the Ballston Spa repairs and she is currently awaiting approval on the expenditure. For the Groom's Rd location, she has a general contractor looking at it to provide a quote. Grooms Rd is down for repair this year and as a #1 replacement next year. Latham will be getting a total replacement.
 Other areas with issues with the parking lots are Westerlo, Wash Ave need repairs. Cambridge is a mess. Tickets were put in a few times and they would come with some gravel here and there. Richmondville, Cobleskill is a mess too. Guilderland has a large pothole. Galway, East Glenville, Wash Ave and Curry Rd are also in need of repairs. Desmond will loop in Varrone on repairs for the lots. Beth will email the list to Desmond and he will follow up and cc Sean, myself and Varrone. Photos will be sent too. East Greenbush had the large pothole at the end of the driveway repaired but the area alongside the building where the techs park their vehicles is still a mess.
 6-26-25 Beth found out that at the outside Tier 2 safety meeting the field techs were complaining about the parking lots to Rob Kelleher. They mentioned East Greenbush, Saratoga, Malone and Cambridge. At the same time Beth found this out, Sean Cataldo was there too and emailed Rob Kelleher 2 weeks ago. He will follow up with him again today. Beth was at Troy 3rd and noticed the potholes there and will be putting in a ticket for that.
 7-17-25 Cambridge and Latham submitted for funding. Some repairs at Rt 50 garage were done. Rob asked for a list. Beth shared that Sean Cataldo sent an email to him last month with the list. Wash Ave has potholes. 3rd St didn't look too bad and didn't think Troy 3rd was bad.
 8-21-25 Got an email update from Rob...
 Cambridge CO parking lot replacement approved and work being scheduled
 Galway CO parking lot replacement approved and work being scheduled
 Latham CO parking lot replacement approved and work being scheduled

Washington Ave CO pothole submitted for funding

(CORPORATE SAFETY)

State St

Water

3-17-22 Theresa brought this up to Michele. This isn't an issue now. Committee decided to hide this for now and bring up again when it is an issue. Refer to March 2022 minutes for previous notes

11-16-23 The domestic water lines are being replaced at State St. The fire pump will also be replaced and the room repaired.

12-21-23 This will be a 3yr project which will start at the beginning of the 2nd quarter. There will be more on-site meetings and will need to go out for bid. This will be done in phases. For example, when a riser is taken down in A building then the restrooms will be shut down as well.

1-18-24 Joe mentioned that the domestic water project is moving along and will have a start date in mid-April for State St. They are projecting the completion date by the end of 2025. They will be replacing all fixtures and horizontal and vertical lines.

2-15-24 this is out for bid 2-15-24 then awarded. Projection start date mid April

3-21-24 Per Joe the project has been awarded. Still waiting on details

6-20-24 They are doing some of the prework now

7-18-24 Abatement project started. Working on 1 floor at a time per building. 63 bathrooms to be done

8-22-24 Abatement is getting done for the water line replacement.

9-19-24 Beth shared concerns finding out that the contractors doing the abatement had punctured a water line and had temporarily patched it using some wood and hammering it in the hole. Beth has heard from a watch engineer that they were not always wearing their PPE when doing the abatement. We will need to make sure that the contractors are being monitored while doing their work.

10-17-24 It is being abated and re-piped. Is on schedule for completion at end of 2025

6-26-25 One of the COTs emailed Beth and the other COTs that they just shut off the water to the A building so the bathrooms off the front elevators, on all floors are out of service. This will be for at least the next few months, but probably until after the new year. The B building bathrooms, off the elevators, are back in service. Beth will check to see if the bathrooms have signs indicating that they are OOS.

7-17-25 Per Rob building B is open. Someone stuffed paper towels into a toilet. The projected shifted over to the A building. Abatement crew mobilized. It was addressed by the project team 3 weeks ago to post the bathrooms as out of service.

8-21-25 Beth will try to ask if the water project is still on track for completion by the end of the year.

Fire Drill – Rob asked for a number of people in State St so that the watch engineers could coordinate a fire drill.

8-21-25 Beth will follow up with Rob

9-18-25 Beth gave Jim Davis' number for now. Deb will talk to Michele. Will need to talk to Jeff C to find out what the fire alarm announcement says now. Maybe we can review in person or over the phone. The main concern is that when the new announcements would instruct people to evacuate and where the fire alarm is stemming from and no longer instruct people to go to the staging area.

MENANDS

Elevators - Delma mentioned that there is a 917 phone number in the elevator and doesn't know where it goes to. Suggested calling the number to see if it is still a valid number and if it goes directly to Real Estate, just in case someone gets stuck in the elevator.

6-26-25 Delma still needs to call the number

7-17-25 Delma did call the number and it goes to real estate. The person who answered stated that he gets calls for anything that goes wrong with the property. The number is inside and outside the elevator. Rob said that it should be updated to the 888# unless it goes to OTIS

8-21-25 Delma believes that the phone number is written on masking tape and put on the sign. Gave Delma the GRE phone number of 888-696-3973. She will ask Bob the watch engineer if he can update the phone number. If he can't then she should ask Amy.

9-18-25 Delma still needs to follow up with Bob N.

TROY

COs

Fleet issue: Tires follow up in the fall, Will need to put in the request through the VFleet app.

9-18-25 Beth will email the COTs re tires in October to look at their tires to see if they need more aggressive treads before winter hits

WOW Tickets - 2 mice have been found dead in the Clifton Park CO. One was in a trap and the other was not. When a WOW ticket was issued, the ticket went to Susan from C&W and she was on vacation. The dead mice stayed there and only 1 got picked up during the regular cleaning and not the one in the trap and started to smell. It took a few days. Not sure why nobody from C&W was covering and looking for the tickets that were going to Susan which caused needless delays in getting dead animals removed.

9-18-25 Beth did reread the email received when she found out that Susan was on vacation.

There was a name of a person to get in touch with. Not sure why that person doesn't get to see the tickets put in for her area when she is not in.

MISC

Emanuel mentioned that they are making progress with the manhole lifter prototype. They saw in Garden City a demo with EHS, Union rep and the trainers. It is a work in progress. Some changes need to be made to make it a little easier. They did compile feedback to give to the manufacturer to get another prototype created. They do want to test it out on a heavier manhole cover that is 400lbs

4-17-25 This is still in the works. Trying to get things delivered. Keeping Emanuel updated on the progress.

5-15-25 New parts were delivered to be installed for the prototype. Towards the end of the month and June to review. It was done in Garden City the last time.

6-26-25 Emanuel mentioned that they did receive updated photos on what the new version of the prototype looks like. They are working on the bearings and will reach out for a Garden City demo. Syracuse was doing a demo from another company for a lifter. Per Carl the upstate field will order the lifter once it is in production.

7-17-25 Had demo yesterday and it was a big fail. The lid was dropped. They are no longer dealing with this fabricator. Not comfortable with the vendor. Will speak to Chris Groves (operations sourcing guy) for options. On the table is to look at the company Syracuse is using.

8-21-25 No updates

9-18-25 No updates

Ergonomics -

Question was asked if we can get a new ergo training for train the trainer.

2-16-23 Bring this up in April. How can we adapt to work from home.

3-16-23 No updates as far as ergo training. The training is not coming up since they are working from home.

4-13-23 Beth will have to get in touch with Micki Siegel about the ergonomics and if there are any adjustments to be made with the existing program.

5-18-23 IBEW is doing one on one ergo training for anyone that requests it. They were told that anyone with special chairs or workplace accommodations could not be helped. Alyssa is not sure why since they have always assisted them in the past.

Beth hasn't heard back from Micki regarding CWA.

7-20-23 Alyssa doing ergo training with Blue Jeans conference calls and that is going well.

8-17-23 Blue Jeans is going away. Beth asked Alyssa how she worked it to see their setup. Alyssa does ask them to turn their camera on and show their desk. If they don't want to show her then she tries to tell them how the workstation should be set up. Alyssa puts herself on camera and show her workstation. They do have laptops that are separate from the monitors and keyboards which makes it easier to use the camera to show the workstation.

9-21-23 Alyssa and Anita stated that the BlueJeans conference worked out better than they expected. If the person had gotten a Drs note for a chair or a desk then they would not be able to help them. Their group did have a lot of people who wanted it and had good feedback. Alyssa was able to pull up the ergonomics power point on the eweb and share her screen with those on the conference with her.

Beth brought up that CWA had issues with the company putting their training online in the past because the Union wasn't involved with the development. Bob will ask Micki, when he sees her, if there was any discussions about it with the union.

Alyssa said she took the ergonomics class 10 years ago and would like a refresher. Beth agreed.

10-26-23 Will continue to try to get in touch with Micki

11-16-23 Micki shared that they have not had an internal discussion or with the company about ergonomics. She believes that part of the approach will require the company to revamp the training. She will raise this with the district. She did state that is is not a small undertaking.

12-21-23 Asked Bob to follow up with Tier 1. Emanuel will also bring it up on his end too.

1-18-24 Emanuel reached out to the AOM insurance reps. They do have a software program with ergo evaluations. Have had a lot of experience with companies and people working from home to have their work stations set up. It may be used for supplemental training.

Emanuel is happy to assist in any way he can, CWA has lead the training for site champions in the past. Bob will reach out to Micki re ergo before Tier 1 meeting in February.

Emanuel will have more clarity after Tier 1 for expectations for ergonomics. AON has ergonomic team and ergo software. Will also check with Liberty. Bob asked for a copy for review. Emanuel hasn't seen it but will reach out to see if it is available to view.

2-15-24 Bob will reach out to Kim Klarkson for training and subcommittee, He will try calling and may know more for next meeting

3-21-24 Emanuel and Bob reviewed the training. It will still be months out. Will roll out to Tier 1 after the manhole lift training is complete. Will possibly have an update in May or June. The manhole lifts are being done 1st.

Jim M asked IBEW what gets done for new hires. They haven't discussed it yet. Will need to have a meet and greet with the new people they will include what equipment to get and they should receive the reimbursement for desk or chair. The new people will have a 3 days training face to face. They will be able to go home with their equipment. They will then have 6 weeks of virtual training followed by 2 weeks of face-to-face training. Then they will get 2 weeks of 'virtual nesting' then their training will be done.

4-18-24 Barb did a meet and greet with the new hires on the 2nd day of class. The new hires were sent home on the 3rd day to set up their computers. They did talk about ergonomics and furniture reimbursement.

5-16-24- Barb said New hires are still training will follow up when completed

6-20-24 Beth was going to remove the part of the new hires from the minutes. Barb mentioned that they will be getting more new hires in the future. It was decided to keep that info on the minutes for now. Barb mentioned that VZ isn't sure if the new hires get the \$300 for desks or chairs. Barb was in the negotiations and said that they should. Barb is also waiting to do ergonomics with the new hires.

The company was going to complete the manhole lifts training. Now the manhole lifts is on hold. Not looking at the manhole lifter due to it not fitting on the trucks. Beth asked that since we were waiting on the manhole lift to be complete and that is on hold, maybe we can have the inside ergo training addressed at Tier 1.

7-18-24 Training is completed, Barb talked to new hires about ergonomics training. New hires will receive the \$300 on furniture.

8-22-24 Training for new hires is going well. Allowed \$300 for desk/chair or whatever is needed

9-19-24 Beth asked if this question was asked at the last Tier 1. Carl doesn't believe it was mentioned. Emanuel will check with his boss next week because she attended tier 1

10-17-24 Beth asked Carl to bring it up. The next meeting is in November

12-19-24 This was not brought up at Tier 1. Carl mentioned will talk to the ergonomist Emanuel

1-16-25 Discussion was had about the 8 new hires for the FSC in Albany. Buffalo has gotten new hires as well. There is nothing formal or oficial about handling the ergonomic training. The stewards in IBEW were doing ergo evaluations over the computer for those who wanted it. The problem is that everyone has different set ups and some still are using their kitchen table and chairs to work from. Carl asked Emanuel f Garden City has had any ergo training. They have not. IBEW uses ergonomics as a safety topic. Carl asked if there is training for ergo from the company. Emanuel mentioned that there is a badge for ergo and a new pathway is going up. It is 45 minutes with a checklist of what to do to set up. The MCO and FNTs do videos. Beth mentioned that IBEW has taken the initiative to try to do ergo evaluations with their people who are working from home. CWA has not been given any direction. We last had an ergo champion train the trainer in 2019 before COVID and before people started working from home. Deb mentioned she can get the new hires when they come in for nesting to go over ergonomics. The topic does need to be brought up at Tier 1 where the company and Union can come to an agreement of some sort on handling ergonomics for those working from home.

2-20-25 Carl brought it up to Tier I and Micki, Micki told Carl old training class will not be redone. But 3rd level not opposed to bring back new hires to go over an overvue ergo training.

3-20-25 Alyssa mentioned that the company has a good slide show on ergo and she uses that for Webex. Beth asked Emanuel if he sees any info on injuries or data related to muscular skeletal disorders. He hasnt seen any info on that for inside ergo. He works mostly with the outside ergo. Did ask Carl that since we will no longer be rolling out the train the trainer program, will the union just have the company create slide shows on their own and use that for training? Not sure if the union will want to have input on what gets put out to the members. Carl will bring this up at the next meeting April 8th.

4-17-25 Carl mentioned that Micki said that reporting of ergonomic injuries is not really done. Many people choose to just use insurance instead of going thru workers comp. We can always come up with a survey for symptoms to see how much of an issue or potential issue. May also get involved with Garden City FSC. Next Tier 1 meeting is in June. Carl will wait to see what Micki and Ed Simmons come up with.

5-15-25 Waiting for an update after the June Tier 1 meeting

6-26-25 Carl mentioned that there was not a lot of people at Tier 1. Micki wasn't there and Ed Simmons had no updates. Carl will send Micki an email. The next Tier 1 meeting is August 18th. Carl will be unable to attend that meeting so he will talk to Bobbie.

7-17-25 Carl will bring up to Jason White in Local 1126 and Bobbie

8-21-25 No update everyone is on vacation

9-18-25 Carl mentioned that is wasn't brought up at Tier 1 because Jason resigned, Bobbie and Chris didn't attend and Carl was on vacation. There is a sidebar discussion planned to have before the next Tier 1. Carl isn't sure when the next Tier 1 will be.

Evacuation info - Beth noticed that State St needs updated evacuation info with updated information. Beth will let Linda Duda know.

9-19-24 Beth emailed Linda on 9-10-24

10-17-24 Still need update

12-19-24 Linda is going to be in charge for Mass. Kelly Suwak told her she will not be responsible for State St. In discussions about who was going to be the DEPC, it was mentioned that Michele Pentak is the only manager in State St. Deb will talk to Michele. The areas of concern are the fire extinguishers to be checked, the fire drills and SIP drills. Aurora Delgado will be replacing Linda as the scheduling center manager.

1-16-25 Deb stated that Michele Pentak will be the new person in charge. Beth will look for the sheet that needs to be updated that was sent to Linda and email it to Deb.

2-20-25 Deb states that Michele Pentak said they were planning on updating sheets.

3-20-25 No update. Beth will need to ask a COT to take a photo of the sheets by the elevators to see if they were updated

4-17-25 Carl will check to see if there are updated signs at State St. Mostly interested in the main floor, floors 4, 6 and 7. AT&T is on their own.

5-15-25 Beth went online and noticed there are no floor wardens. EPC is still listed as Linda Duda. The 7th floor has 2 COTs and not 0. Will need to email Michele for updating the sheets

6-26-25 Beth will need to send a note to Michele.

7-17-25 Deb will talk to Michele.

8-21-25 No update Deb got stuck in a meeting

9-18-25 Per Theresa, Michele is now working from home and is no longer at State St

Tier 2 Duties –

CWA1118.org has the Tier 2 inside safety minutes for everyone to read.

Tier 1

Not sure when the next meeting will be

New Business

CO's

Nothing New

Albany

Nothing New

Troy

Nothing New

Menands

Delma spoke to Amy and the next fire drill is being set up before November.

Tier 1 News

Nothing New

MISC

2025 meeting dates are listed below the fire drills

Laptops – Amy mentioned that her group is now getting laptops and asked if people were still having issues with them. Previously, there were reports of batteries getting too hot and expanding inside the laptop causing it to split.

Amy mentioned that her laptop sits on her desk without a cooling pad and doesn't get hot. Alyssa said that people got new laptops and are HP Intel Vpro Elite books. Alyssa's laptop is hot and her cover is closed and Amy's laptop is open and isn't hot.

2025 Fire Drill and Shelter in Place Drills			
Office	1st Fire Drill	2nd Fire Drill	Shelter in Place
State St			
Menands	April 11		

2025 Meeting Dates. Location will be the Union Hall:

October 16

November 13

December 18

Please review the names on the distribution list below and let Beth know of any changes

Name	Union/Mgt	Work Loc	Tel #
Beth Fronczek	Union co chair	central offices	518-527-4347
Desmond Ogunyase	Co co-chair	Guilderland	585-953-9560
Alyssa Grande	IBEW	11 Wards Ln, Menands	518-281-2117
Amy Catanzarita	Supv payments	11 Wards Ln, Menands	518-815-2704
Amy Quinn	CWA 1118	158 State St Albany	518-727-6287
Anita Thomas	CWA	94 4th St Troy	

Art Banewicz	CWA 1118	Real Estate	
Barb Carson	IBEW 2213	Binghamton	607-890-6447
Barb Wangler	IBEW 2213	11 Wards Ln, Menands	518-461-0161
Bill Moorhead	CWA	Real Estate	
Bob Norsek	CWA 1118	Menands Real Estate	
Bobby Shannon	CWA 1101		914-589-3724
Brian White	Mgt finance ops	11 Wards Ln, Menands	518-396-1177
Carl Kakule	CWA 1118		518-424-0954
Cathy Scalise	Supv Finance Billing	11 Wards Ln, Menands	518-396-1191
David Kraft	Supv for NSC Troy 4		215-591-4614
Deb Lamountain	CWA 1118	158 State St Albany	518-301-0734
Delma Phillips	CWA 1101	11 Wards Ln, Menands	518-253-9540
Doug Ward	CWA 1118	Real Estate	
Emanuel Simkhayev	Ergonomist		646-300-5850
Gregg Ohlerich	Power Manager	Hudson	518-815-2686
Greg Unczur	EH&S	Danvers, MA	617-680-6050
James Corbett	Sr Mgr RE Operations	Portland, ME	207-233-4006
James Davis	Supv Net Ops	11 Wards Ln Menands	518-815-2662
Jeff Bivins	CWA 1118	158 State St Albany	518-573-1109
Jeff Crosier	CWA 1118	Real Estate	
Joanie Oleskovic	CWA 1101		914-980-4002
John Vandenburg	CWA 1118		518-469-5533
Kelly Suwak			724-941-4594
Marcus Watkins	CWA 1118	11 Wards Ln, Menands	347-204-8459
Maureen Hennessey			914-391-6220
Michele Pentak	Supv net ops	158 State St Albany	518-704-2094
Micki Siegel	CWA Dist 1		
Mike Panzarino	CWA 1118	11 Wards Ln, Menands	518-441-0751
Quadre Washington	Sr Mgr for T4 group		410-736-4261

Robert Kelleher	GRE Supervisor	Walpole, MA	401-649-1317
Susan Collazo	Cushman Wakfield	Schenectady	716-462-2504
Sean Cataldo	Supv Net Ops	Ballston Spa	518-584-9994
Sean Walsh	CWA 1118	Real Estate	
Steve Varrone	Dir net ops	NY	212-519-4615
Theresa Devine	CWA 1118	158 State St Albany	518-782-9977
Tom Sorel	CWA 1118	Real Estate	