

# Tier 2 Inside

April 17, 2025  
4 Wembley Ct, Albany, NY

## Attendance:

*Beth Fronczek	Cos	CWA 1118	518-527-4347
Barb Carson		IBEW 2213	online
Carl Kakule		CWA 1118	518-424-0954
Emanuel Simkhayev	Ergonomist		646-300-5850 online
Jeff Bivins	158 State St	CWA 1118	518-573-1109
Delma Philips	11 Wards Ln	CWA 1101	518-253-9540 online
Deb Lamountain	11 Wards Ln	CWA 1118	518-301-0734 online
Amy Quinn	11 Wards Ln	CWA 1118	518-727-6287 online

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

Bob Shannon and Sean Cataldo cannot attend today.

The minutes have been arranged to have Corporate Real Estate and Safety items listed first so that when Jim is here we can go over those items 1<sup>st</sup> before he leaves for Syracuse.

## OLD BUSINESS

### (REAL ESTATE)

#### State St

#### Menands

Delma speaking to Brian White regarding MOP. They are building a room on the 1st floor machine room for storage. Beth mentioned that in the past, it there wasn't an abatement the union wasn't notified and we had that changed to where the unions would be notified.

12-19-24 Haven't gotten any updates. As of earlier last month, work didn't start yet.

2-20-25 Delma also mentioned that she hasn't heard of any more rebuilding in the machine room.

3-20-25 Delma spoke with Brian. There was something going on with the electrical and National Grid got involved. The whole thing is on hold. Hopefully will give heads up to Delma regarding MOP or changes.

*4-17-25 Delma hasn't heard anything new. Will reach out to Brian to see if it is worth keeping this on the minutes*

#### 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 3<sup>rd</sup> 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 3<sup>rd</sup> 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 3<sup>rd</sup> 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 2<sup>nd</sup> 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 3<sup>rd</sup> 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. Desmon wants to have Jim go to the watch engineer supervisor for the Clifton Park door.

*4-17-25 Still need update*

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

## **(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 2<sup>nd</sup> 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*

## MENANDS

Alyssa will check with Delma to see if they have any updates on the 2nd fire drill or shelter in place

10-17-24 No update yet. Delma will confer with Amy

12-19-24 Delma, last meeting was in Sept. Will ask Amy. Probably had a fire drill in October. Didn't think they should have a shelter in place drill. Jeff Bivins responded that they should have a drill. Delma will inquire about that as well.

*1-16-25 Did not ask about fire drill in October. Did text Amy. Did have it and doesn't believe there were any drills for SIP. Some buildings are 1X a year, Not sure if Menands and State St have changed. Will need to get in touch with Kelly Suwak.*

2-20-25 No Change, Anita will follow up with Kelly Suwak.

Delma- did have 2 fire drills. Amy had said with the low capacity of people on the 1<sup>st</sup> floor they don't need to do shelter in Place. Delma was advised to let Amy know that she is in charge for the entire building and there are a few people working on the other floors that are new to the building and should practice the drill. May need to do a drill with VZW, engineers and the FSC.

*3-20-25 Alyssa brought up that Anita spoke with Kelly Suwak. Said that the hybrid buildings with 10 or more people annually need to have 1 fire alarm by July 1st. If less than 11 people then no fire drills per OSHA. Not sure of shelter in place. A question was asked about where the VZW workers are. They are on the 3rd floor and have a fair number of cars in the rear parking lot*

*4-17-25 Delma mentioned that Amy only confirmed for the 1st floor and not sure of the 2nd or 3rd. Discussion was had that if Amy is the EPC for the 1st floor then she is also the EPC for the entire building. There are not different EPCs for different work groups. Delma will let Beth know how she makes out with the conversation with Amy.*

## TROY

### COs

**Fleet issue:** Tires follow up in the fall

## 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.*

Alyssa mentioned that in the eweb under your name and can pull up the SEAP by building. Can pull up any building. Greg U did mention at the IBEW Tier 1 meeting that they will do an eweb training in emergency preparedness. That reminded Beth that NYS is providing classes for citizen preparedness due to the increase of severe weather. She will share the link with the committee.

*4-17-25 Beth and Delma shared their experience with taking the class. They were given a start up emergency kit back pack for starters. Jeff will be going on Wednesday. The training is provided by the National Guard. They said that it could take up to a week before they are able to assist anyone in a disaster so we need to be self sufficient for more than 72 hours now. See below link for future classes. They are free.*

<https://www.dhSES.ny.gov/citizen-preparedness-training-calendar>

### **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 1<sup>st</sup>.

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 overview 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 hasn't 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.*

**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.*

## **Tier 2 Duties –**

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

**Safety meeting ideas** – Beth removed this section till we all are returned to work in the offices. Groups are continuing to have their quarterly safety meetings while working from home.

IBEW Tier 1 suggested doing Work From Home safety issues such as fire safety. Incorporate safety at home – fire plans, vehicle safety etc. Can also touch base on mental health, stress, anxiety and cord management. EAP should still be used for classes since the company pays for them.

12-21-23 IBEW has used EAP on Zoom. They did cover what people should be looking for when they purchase a chair or a desk. Kingston used it twice last year on set up of work stations and getting up and stretch to get out of your chair. Managers set up the EAP classes. Some people are using it due to being isolated at home.

3-21-24 EAP just changed to Spring Health effective March 1<sup>st</sup>. All benefits remain the same.

*12-19-24 Beth verified that safety meetings are being done. Groups are receiving the VZ Learn driving courses.*

## **Tier 1**

Next meeting is in June

## **New Business**

### **CO's**

Nothing new

### **Albany**

Jeff reminded everyone of the burn ban is still on till May 15<sup>th</sup> for the state. Some towns have a burn ban till the end of June.

### **Troy**

Nothing New

### **Menands**

Nothing New

### **Tier 1 News**

Nothing New

### **MISC**

2025 meeting dates are listed below the fire drills

<b>2025 Fire Drill and Shelter in Place Drills</b>			
<b>Office</b>	<b>1<sup>st</sup> Fire Drill</b>	<b>2<sup>nd</sup> Fire Drill</b>	<b>Shelter in Place</b>
State St			
Menands			

**2025 Meeting Dates. Location will be the Union Hall:**

May 15  
June 19  
July 17  
August 21  
September 18  
October 16  
November 13  
December 18

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

<b>Name</b>	<b>Union/Mgt</b>	<b>Work Loc</b>	<b>Tel #</b>
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		
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	
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	