

# Tier 2 Inside

December 8, 2022  
4 Wembley Ct, Albany, NY

## Attendance:

Beth Fronczek	Union co chair	CWA 1118	518-527-4347
Mike Panzarino		CWA 1118	518-441-0751
Joe Moccaldi	GRE		online
Patrick DeSorbo	FNT	CWA 1118	518-817-9081
Sean Cataldo	2 <sup>nd</sup> level		online
Theresa Devine		CWA 1118	online
Bob Shannon		CWA 1101	
Barb Wangler for Alyssa		IBEW 2213	518-461-0161
Anita			online

The Committee meets on the 3<sup>rd</sup> Thursday of every month at 4 Wembley Ct, Albany at 1PM.  
Due to scheduling conflicts December's meeting was held December 8<sup>th</sup> at 1PM

The minutes have been rearranged to have Corporate Real Estate and Safety items listed first so that when Todd and Jim are here we can go over those items 1<sup>st</sup> before they leave for Syracuse.

## OLD BUSINESS

### REAL ESTATE

#### State St

**Elevator** – OTIS and the inspector was there yesterday. Should have a new certificate in a week  
10-20-22 the inspection certificate was not in the book as of October meeting  
11-17-22 Joe M mentioned that OTIS was there last Friday. Everything is complete. Not sure if anything was inspected but will also check with Sue.  
*12-8-22 Theresa checked with the guard. They are still doing inspections. Waiting on weight loads so not complete yet.*

**Fire Alarm** - There was a fire alarm on October 28<sup>th</sup> after 10:30PM. Beth happened to be the only one in the building at the time and was unable to get an answer on the fire phones, phone number listed above the fire phones or at the guard's desk. The guard is back to the 10PM end time coverage due to the 5<sup>th</sup> floor no longer paying for the guard service extension to midnight since people were working from home. This brought to light that a person in the building can no longer rely on the fire command center providing information on where the fire is so the person knows what stairs to avoid in evacuating. Beth spoke to her manager and also to Joe Moccaldi about replacing the announcements to include where the fire alarm indication is so the person in the building can have a better chance of evacuating safely. The fire alarm announcements only give instructions to go to the staging area and await further instructions.

The floors above and below and the floor where the alarm came from are told to evacuate. Years ago the system would be able to tell you what building and floor the alarm came in on and no longer does that. Since State St is getting the fire system worked on we are asking for the announcements to tell where the alarm came from. This would be most beneficial when working in the building out of hours or alone.

Beth sent out an email to her people in the Central offices to advise and also spoke to a fire inspector with the Albany Fire Dept who gave instructions to get out of the building and call 911 to let them know you are out and also to call if you are unable to get out. The email also reminded everyone to avoid opening doors that are hot to the touch and if a stairwell has smoke then exit and use another stairwell.

*12-8-22 Joe M stated that they will be following the International Building codes that are required. NFPA . Joe sent in email:*

ICC - International Construction (building) Codes. The State of NY follows these codes.

#### 907.5.2.2 Emergency voice/alarm communication systems.

Emergency voice/alarm communication systems required by this code shall be designed and installed in accordance with NFPA 72. The operation of any automatic fire detector, sprinkler waterflow device or manual fire alarm box shall automatically sound an alert tone followed by voice instructions giving *approved* information and directions for a general or staged evacuation in accordance with the building's fire safety and evacuation plans required by Section 404. In high-rise buildings, the system shall operate on at least the alarming floor, the floor above and the floor below. Speakers shall be provided throughout the building by paging zones.

*Beth will also discuss with corporate safety. Joe did ask his boss who said that changing the announcements will be designing a custom system. They will start ripping out the old system at end of the month to put in a new fire system. Beth disagrees with the generic announcement to report to staging area and await further instructions. Attached is the instructions above the fire phone. The phone number listed to call from 8PM to 8AM had no answer after 10:30PM. After hours there is no one in the building to provide any instructions and Beth disagrees with an announcement that says to go to your staging area and await further instruction.*

## Menands

### COs

**Emergency Lighting** - Beth noticed with the last engine run at Troy 4 and also Troy 3rd that there was no emergency lighting or stumble lighting. It is pitch black. Todd suggested putting in tickets for emergency lighting not working. Todd said that there should be something there for Troy 4. Todd will get a hold of Jeff. The old DC light system may not be working but there should be other lights. Matt Connor is writing a job to add emergency lighting.

12-17-20 Per Todd, his mechanics have put in orders. Troy 3<sup>rd</sup> was approved and the same with Troy 4<sup>th</sup>. As soon as the material comes in the mechanics will address it.

1-21-21 Todd is not on the call. Jim M will follow up with Todd.

2-18-21 Beth noticed that the stumble lighting was added at Troy 4<sup>th</sup>. Per Todd Troy 3<sup>rd</sup> has gotten the material but isn't completed yet.

3-18-21 Troy 4<sup>th</sup> ticket has been closed out as complete. Other offices still being worked on.

4-15-21 No update yet

5-20-21 Per Todd this is on going.

6-17-21 still ongoing more tickets have been added for Troy 4<sup>th</sup>

7-15-21 Greenwich now has 3 exterior lights working now. One was shorted out and tripping the breaker.

9/16/21 , 10/21/21 No new updates 11-18-21 Still ongoing

12-16-21 Beth will email Todd about the progress

1/20/22 - no update

2/17/22 No update

3-17-22 Beth will email Todd for the status (email sent 4-8-22)

5-19-22 Jeff C is working on Troy 3<sup>rd</sup>. This is a very large undertaking per Todd J.

Troy 4<sup>th</sup> is scheduled for an LED upgrade which will care for the emergency lighting.

Project is scheduled to start in the next month or so.

7-21-22 Still ongoing

8-18-22 Troy emergency lighting is done. Troy 3<sup>rd</sup> is 85% done

9-15-22 Should have an answer next month

10-20-22 No new information. Todd Jantsch was replaced with Joe Moccaldi

11-17-22 Joe didn't have any completion updates. They are replacing all existing lighting with LED upgrades. Joe will follow up with Matt Connor to check on the addition of emergency lighting in the hall at Troy 4<sup>th</sup> basement.

*12-8-22 Not sure if emergency lighting is part of that. Beth will also talk to Jim Davis who was discussing this with Gregg Ohlerich a few years ago.*

**Potholes** - Mike brought up the potholes in Latham. Todd stated that they are getting pricing.

6-17-21 Beth brought up that the potholes were repaired at Troy 3<sup>rd</sup>

7-15-21 Potholes have been filled in at Latham. The potholes at Wash Ave are still waiting for funding approval per Todd. East Greenbush has a large pothole. Guilderland was repaired.

8-19-21 Mike said Latham was fixed. Not sure if Guilderland and East Greenbush. Mario said he lives near the EG Co and will text Beth the info.

9/16/21, 10/21/21 No new updates

11-18-21 keeping this open till East Greenbush is repaired.

12-16-21 Schuylerville is added to the list

1/20/22 - no updates and add Cambridge to the list

2/17/22 no updates

3-17-22 Leave open. Many locations that were repaired are starting to see potholes again. We are in the season for that now. Jim M mentioned to give a running list to Jim and Todd.

4-21-22 list needed for all CO location that need work

5-19-22 Ballston Spa, Schuylerville, East Greenbush, Clifton Park all have pothole issues. Per Scott asphalt plants opened up for the season. All are on the spend items, pending approval (funding) Jim would like photos of potholes too.

7-21-22 Pothole in Schuylerville was filled. Unsure of the others

8-18-22 Latham possibly needs full replacement. Needed repairs are done.

9-15-22 Major stuff is done. Waiting for funding for Latham. Need to email the COTs and get a list of outstanding potholes. Ballston Spa was not done. Ticket # SR-10189168. Mario mentioned that East Greenbush still has a large pothole. East Greenbush # SR-10189186

10-20-22 work in progress

11-17-22 Joe – some work is being done but not sure of these locations. Will check with Cushman. Beth mentioned that East Greenbush was complete. Sean mentioned that Ballston Spa was not done. Beth mentioned that Curry Rd has pot holes in the driveway and will put in a ticket. Ticket # SR-10221688. Not sure if with the colder weather things would be at a stand still till spring.

*12-8-22 Per Joe M all plants are closed now. There is no paving work being done at this time.*

## **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 minutes for previous notes*

### **MENANDS**

**Tier 3 Meetings** - Alyssa asked who will be conducting the tier 3 meetings in Menands since Michelle retired. Bob will work on this to determine who will be the next co chair.

*3-17-22 Bob mentioned that with people still working from home there is no plan yet. Choices for chair are Alyssa and Jenn.*

*5-19-22 Alyssa will be the co chair for Tier 3*

*7-21-22 OK to remove from the minutes?*

*8-18-22 Need to follow up with Bob Shannon*

*9-15-22 Alyssa will reach out to Bill Moak*

*10-20-22 Delma from Menands. Didn't catch the last name*

Need to find out who the manager is from extraction group since they still report to the building. For Tier 3. Possibly ask Cathy Scalise or Amy Catanzarita.

*11-17-22 Alyssa isn't here today for the update.*

*12-8-22 Barb will check with Alyssa to see if she was successful getting names for Tier 3 committee*

VZW has been using the 2<sup>nd</sup> floor for training.

*9-15-22 Not sure if this is still being done*

*12-5-22 Believes some FSC people are on the 2<sup>nd</sup> floor*

### **TROY**

**Troy** - Still need to get a replacement for Pete who had retired. Will need to inquire about Anita too.

*5-19-22 Still need a replacement. Will look at it when people return to work. Anita has been too busy on Thursdays and will be asking her manager for a new person to fill in for her.*

*7-21-22 Beth will email Anita to see if there is a replacement for her.*

*8-18-22 No replacement for Pete or Anita now*

*10-20-22 manager for Anita doesn't feel the need for safety rep since people are working from home*

*11-17-22 Beth did write an email to Micki and hasn't heard back from her yet*

*12-8-22 Beth brought this up and asked Bob Shannon what we can possibly do to get more involvement even though people are working from home. Bob can reach out to Chris to reach out to the managers. Another suggestion is to include this issue in the pulse survey*

## COs

**Safety Checklists** - 3-22 Jim M is working with the CO managers for new safety checklist for audits. He can probably share next month

7-21-22 Unsure if Jim finished with the new safety checklists for audits. Beth will email him.

8-18-22 Jim is not on the call for an update

9-15-22 Safety checklist is done. Jeremiah Trainer has it for review. It is going through the process for review. Jim will look for a draft to send.

10-20-22 Waiting for Jim

11-17-22 Per Jim no updates. Will be checking on that

*12-8-22 Sean C did discuss with Steve Varrone and plans to implement in 1st quarter of 2023. Most of the checklists are geared for the outside folks. There was a committee tasked to update observations and checklists. NY & NE was on committee*

**Laser eye safety** – Beth mentioned that the current VZLean Course Code YYJS0069 says that the COT will need a baseline eye exam. When Beth mentioned that to her supervisor she was told it was no longer needed. Beth asked Jim M and he answered that Kim Clawson is working on a procedure and the most current ANSI standards do not require a baseline eye exam and that our lesson has not been updated to show that.

## MISC

Beth was able to get the Tier 1 minutes from August. There were some things that the COs should have knowledge about. There was talk about developing safety procedures for flooding in the CO and also doing a safety flash. Beth has since asked for these items and working with Jim M to obtain them.

The discussion was had to add extra gauze and a splint to 1st aid kits. Tier 1 also discussed 1st aid and CPR training (COVID put a halt on this) as well as inside ergo training.

**WFH Equipment Reimbursement** - Theresa will notify us about internet reimbursement for WFH and chair or desk replacements

9-15-15 Theresa mentioned that starting Sept 30<sup>th</sup>, the 4<sup>th</sup> paycheck of every month \$50 is automatically given to every work from home employee in their paycheck. The desk and or chair reimbursement is a one-time reimbursement. People can bring their chairs home from Verizon. Anything purchased August 1<sup>st</sup> going forward is eligible.

10-20-22 advised that some people didn't get the extra money

11-17-22 Mike mentioned that the managers had to put the requests in and find out why their people were not on the list. Should be set. Remove next month

*12-8-22 there is a form to fill out online. Menands had no issues with the process. Can also check the status online and go to supervisor.*

**Tier 2 Duties** - Jenn mentioned that we will need to keep track of people coming in to the office

FSC has issues with workload and stress load.

Once the contract gets ratified then the committee needs to look at some of the items we discussed. The committee suggested revisiting the items once the contract gets ratified.

Some items to be discussed: should we continue to have monthly meetings or go bimonthly? Ergonomic evaluations at homes?

Some people may decide returning to work once the contract gets ratified.

WFH people should ask for some of the equipment not being used. The office received sit stand stations for the top of desks that are not being used.

Jim suggested possibly a newsletter. Possibly can show a list of the committee members and the areas they represent. Theresa suggested putting something out on suicide. EAP has suicide info. We need to remind members that they and anyone in their household can contact EAP.

11-17-22 Theresa offered to do a draft newsletter to include health and ergo and suicide prevention. Mario asked if we can add a safety tab to the union website. Theresa will mention that at the board meeting

*12-8-22 Theresa shared the link on the CWA website for safety. The latest Tier 2 minutes are also included for anyone to read. The website is CWA1118.org*

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.

All safety reps should be emailing their groups to make sure they are OK ergonomic wise. Find out if they have any safety concerns and if they need ergonomic training.

*12-8-22 Pat's group had responded with questions on how to get their personal items, ergonomics and return of desktops since they were issued laptops.*

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

**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.

3-17-22 Jeff mentioned that their group gets 1 or 4 safety messages which is more than when they were in the office.

7-21-22 Menands is trying to do ergo @ home.

Jeff mentioned the active shooter training video that Corp Security shared that was done by the FBI. It is good info to have for when out and about outside of work too. Jeff told Amy to suggest getting offline time to do the training since it came from Corp Security.

10-20-22 Alyssa's, Jeff's and Mario's groups are good. Amy's group is not having safety meetings

*11-17-22 Not sure if Amy's group is doing better with safety meetings*

*12-8-22 IBEW is working on Domestic Violence training. Theresa offered to share info from her training. Anita said they had been to the same training as well. Will check with Laura to see if it was done.*

## **New Business**

### **Albany**

Discussion was had for those who had workplace accommodations such as sit/stand desks. Was directed to get the workplace accommodation form from the manager. It is not timely.

**Troy**

Nothing New

**Menands**

Allowing 3 days to come in and pick up personal items after work hours. Karen Radigan is the call center manager in Menands.

CSSC have to return their towers now that they have their laptops issued. Per Theresa they will be given an email letting them know they will have an opportunity to get 1 hour to bring in desktops and get personal items.

**CO's**

No new business

**Tier 1 News**

No new business

**MISC**

<b>2022 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		10-12-2022	10-12-2022
Menands	Sept 1		

**Next meeting January 19, 2023 1PM via call and in person (1 week earlier than usual)**

**2023 Meeting Dates. Location will be the Union Hall:**

- January 19
- February 16
- March 16
- April 20
- May 18
- June 15
- July 20
- August 17
- September 21
- October 19
- November 16
- December 21

<b>Name</b>	<b>Union/Mgt</b>	<b>Work Loc</b>	<b>tel #</b>
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Desmond Ogunyase	Co co-chair	Guilderland	585-953-9560
Alyssa Grande	IBEW	11 Wards Ln, Menands	
Amy Quinn	CWA 1118	158 State St Albany	518-727-6287
Anita Thomas	CWA	94 4th St Troy	
Art Banewicz	CWA 1118		
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Barb Wangler	IBEW 2213	11 Wards Ln, Menands	518-461-0161
Bill Moorhead	CWA		
Bob Norsek	CWA 1118	Menands	
Bobby Shannon	CWA 1101		914-589-3724
Brian White	Mgt finance ops	11 Wards Ln, Menands	518-396-1177
Cathy Scalise	Supv Finance Billing	11 Wards Ln, Menands	518-396-1191
Dan O'Neill	CWA 1118	Saratoga	
David Kraft	Supv for NSC Troy 4		215-591-4614
Deb Lamountain	CWA 1118	158 State St Albany	518-301-0734
Doug Ward	CWA 1118		
Erick Gebhardt	Mgr	11 Wards Ln, Menands	
Gary Damon	Fleet Supv	Schenectady	607-770-8657
Gregg Ohlerich	Power Manager	Hudson	518-815-2686
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		
Jeff O'Keefe	CWA 1118	158 State St Albany	518-495-6547
Jim Mihou	Corp Safety mgr	Syracuse	315-433-1948
Joe Moccaldi	Supv CRE	Utica	315-525-7225
John Anglesey	CWA 1118		



John Pivrotto	CWA 1118		
John Vandenburg	CWA 1118		518-469-5533
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Kevin Atkins	Supv net ops	158 State St Albany	518-704-2026
Linda Duda	Supv dispatch	158 State St Albany	518-471-5722
Lisa Canale	Supv Jepdesk	158 State St Albany	518-471-7610
Marcus Watkins	CWA 1118	11 Wards Ln, Menands	347-204-8459
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Micki Siegel	CWA Dist 1		
Mike Carmel	CWA 1118	158 State St Albany	518-526-8808
Mike Panzarino	CWA 1118	11 Wards Ln, Menands	518-441-0751
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Sean Walsh	CWA 1118		
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Tom Sorel	CWA 1118		