

# Tier 2 Inside

October 17, 2024  
4 Wembley Ct, Albany, NY

## Attendance:

Beth Fronczek	COs	CWA 1118	518-527-4347
Anita Arezzo-Miga (for Barb)		IBEW 2213	online
Carl Kakule		CWA 1118	518-424-0954
Mike Panzarino		CWA 1118	
Alyssa Grande	Wards Lane	IBEW 2213	518-281-2117 online
Amy Quinn		CWA 1118	518-727-6287 online
Sean Cataldo	Net Ops		518-584-9994 online
Delma Phillips	Menands		Online
Rob Kelleher	GRE		401-649-1317 online
Bob Shannon		CWA 1101	914-589-3724 online

**The committee determined to not hold the meeting in November due to vacations and will resume again in December.**

Jim Mihous is retiring December 20<sup>th</sup>

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

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

#### COs

Valley Falls has a lot of floor tiles that are popping up and a ticket was put in for it being a trip hazard. Joe mentioned that they need to have a price estimate to submit it for approval. This job may have to be done in phases. Beth had told them that we are used to that because Wash Ave had all the floor tiles removed and it was over a year before new tiles were installed.

8-17-23 Nothing is happening yet. Hillman needs to give an estimate. Will be with EH&S. Did put in a new step to get into the building.

9-21-23 Per Joe they are still working with Hillman on Valley Falls. He spoke to Jim Davis and wants to figure out the best way to handle the abatement. It may have to be done in stages. May

do the front half and isolate that and just have people use the rear door for entry. They are working with Hillman to get estimates.

10-26-23 Joe mentioned that we aren't close to getting quotes yet. Did speak to 2 vendors on how we should go about doing it because we can't shut down the CO. Possibly do half of the floor at a time. Shane, from Hillman, is still trying to get the vendors out to get pricing. State St is keeping the vendors busy and there was an abatement recently done in Sharon Springs for the roof ridge vent. They will also need to remove asbestos tile in Saratoga and there is no date on that yet.

11-16-23 Saratoga floor tiles have been removed

12-21-23 still waiting on quote. Job may be done in sections

1-18-24 Per Joe there are new abatement procedures as of the 1<sup>st</sup> of the year. It used to go to Hillman and they would test it. Now the company has to go through 3 national vendors. When work needs to be done, it will go to one of the 3 national vendors and they may subcontract it to Hillman. There are no updates for Valley Falls

2-15-24 Nothing new on the abatement

3-21-24 Still no updates

4-18-24 Hillman did the testing in 2016. Joe submitted request with results from Hillman and gave to ESIS or Chubb

5-16-24 Bids were performed and we are waiting on the results. Also waiting on the switch to be removed next month

6-20-24 The switch is being removed this week after Westerlo. They are finishing up the details with the abatement company. Once get that done, after the switch removal, then will be able to go for funding

7-18-24 The switches at Westerlo and Valley Falls has been removed. A walkthrough at Valley Falls last week was performed. Working on a time frame after the generator project, should be completed in September.

8-22-24 Westerlo switch is done. Valley Falls should be September after abatement

9-19-24 Sean mentioned that the switch has been removed and they were waiting for the new engine to be placed and that was done this week

*10-17-24 MOP was done on Oct 1<sup>st</sup>. The abatement started after that. The floors are done. It was done in 3 stages (updated and will be removed next month)*

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.

*10-17-24 no updates. Mice are entering the buildings more as the weather gets colder*

**Paving** - Joe mentioned that Averill Park is done. Central Bridge and East Greenbush paving to be done.

*10-17-24 per Rob the asphalt factories are closing down. Potholes and patch jobs can be done. Latham has many potholes. 53 Dix Ave has a large crater. Rob will check.*

## **(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*

## **MENANDS**

**Evacuation Plan** - Beth asked Delma to check on the evacuation plan to see if that needs to be updated. Delma brought up Menands has a shelter in place plan on the first floor but there are too few people to practice it. Evacuations plans are found inside the elevators but not outside. Jim Mihou says they should be copied and placed outside as well.

Rob Simone is no longer in the building but Amy Catanzarita will be EPC for 1st floor.

9-19-24 Beth asked if the evacuation plans have been copied and placed outside the elevators.

Alyssa will check with Amy C for an update

*10-17-24 Per Delma all signage is 100% and approved by the fire department. Update and remove next month*

**Laptop Batteries** – People are using their laptops and the batteries are old and getting too hot and needs replacement.

6-20-24 some of the batteries have expanded on a few laptops causing the laptops to split open. 2 reps had to come in to work in the office till they got new laptops. Howard helped them out. Howard is retiring next week. People are now concerned about the batteries being a fire hazard in their home. Beth reminded people that from what we have learned about the lithium batteries, our home fire extinguishers will not be enough to put out a fire. There have been discussions about shutting the laptops off at night and turning the laptop on while getting ready for work so the updates can take place. The COTs need to plug in our laptops once a month to make sure it gets updated. Some committee members don't think the managers will want the laptops shut off. Jim Mihou asked Alyssa for photos of the laptops that split open. He wants to see if there could be a recall on them. Beth doesn't feel that they are designed to be left on 24x7. Discussions were had about getting the company to provide cooling racks. Delma shared that she uses a cookie cooling rack under hers. Carl K would like to see a safety flash put out about the laptops and get some direction from corporate safety on what to do. If corporate

safety says they should allow the laptops to be turned off due to safety reasons then the managers would follow that advice.



7-18-24 Alyssa will be in Tier III tomorrow to see if there are anymore issues being done about the batteries.

Barb has talked to the company and they have refused to do anything about the batteries. We need to get this to Tier I but Bob says we have to exhaust all avenues first in order for that to happen. Jim Mihou will bring up the issues with his boss.

Alyssa mentioned that the laptop battery issue was brought up to their Tier 1 and Tier 3.

Jim will check to see if there is any recall on the laptops or batteries and will also contact CTS. Jim also encouraged us to have the managers contact him as well regarding problems.

8-22-24 No updates

9-19-24 Jim isn't here to find out if he got any info from his boss. Emanuel will bring up at their next meeting. IBEW brought the issue up at Tier 1. The union asked the company if they would buy cooling pads for the laptops and the company said no. Barb mentioned to the company at Tier 1 that they informed their members that if they are away from home to unplug their laptops and the company was OK with that.

Deb has a meeting with the FSC and will bring it up to them. The safety committee members did notify their members working from home with laptops about the battery issue and potential for fire.

The union is looking for some sort of safety notice to go out to the groups about the potential danger

*10-17-24 Jim and Emanuel are not here for update*

**Alarms** - Barb Alarms checked Friday in Menands. Delma mentioned no issues with laptops. Ask Jim if any specific brands are affected.

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*

## **TROY**

### **COs**

**Exterior Doors** - 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 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.*

Sean mentioned that next week the Work Force development is doing a first aid and CPR training at 3<sup>rd</sup> St. This is for the outside garages and Jim and Desmond will be sending 3 COTs since they were invited to send a few to fill the class. They will also be doing a class in Plattsburg and it may come around again to do the Cos. Will try to anyway. This is a VZ and CWA initiative

*10-17-24 This is ongoing*

## MISC

### 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*

**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*

## **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.

### **Tier 1**

The next meeting is November 19th

## **New Business**

### **CO's**

Nothing New

### **Albany**

Nothing New

### **Troy**

Nothing New

### **Menands**

Delma speaking to Brian 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.

Anita brought up that per their 2nd level, HP says that there isn't a problem with their batteries. Another member mentioned that the requirement Verizon has for leaving them on 24 x 7 probably wasn't discussed.

### **Tier 1 News**

Nothing New

### **MISC**

<b>2024 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	5-22-24		8-28-24

Menands	5-24		
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**2024 Meeting Dates. Location will be the Union Hall:**

December 19

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		11 Wards Ln, Menands	
Doug Ward	CWA 1118	Real Estate	
Emanuel Simkhayed	Ergonomist		
Erick Gebhardt	Mgr	11 Wards Ln, Menands	
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	Real Estate	
Jim Mihou	Corp Safety mgr	Syracuse	315-399-6859
John Vandenburg	CWA 1118		518-469-5533
Kelly Suwak			724-941-4594
Linda Duda	Supv dispatch	158 State St Albany	518-471-5722
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
Richelle Christensen	Mgr net ops	94 4th St Troy	518-270-4284
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	