

PEF - Department of Labor
November 29, 2017
Room 544 10:00 a.m.

1. Welcome/Introductions

2. Commissioner/Executive Deputy Commissioner's Comments

- A. Status of Agency staffing
- B. Changes with new Federal Administration

3. Budget

- A. Federal:
 - 1) Update on budget and DOL funding
- B. State
- C. UI Trust Fund Status:
- D. Monthly Position Allocation vs. Spending by Division, including if applicable:
 - 1) Changes in FTEs.
 - 2) Planned fills and promotions.
- E. Current staffing by Division:
 - 1) Provide any information on attrition plans.
 - 2) Count of employees by division permanent/hourly (in separate columns).
 - 3) Number of hourly LSRs and Employment Counselors vs. number of permanent LSRs and Employment Counselors (Personnel)
- F. Excel Spreadsheet showing all current PS&T members at DOL.
- G. Excel Spreadsheet showing current listing of hourly PS&T employees at DOL.
- H. Changes in the list of lease expiration dates

4. Division of Administration and Finance

- A. Division Update
 - 1) OER General Update
 - a. Union / Management interactions
 - b. Performance Evaluation Appeal Board(s)
 - 2) Personnel
 - a. Any plans for new titles, reclassification or earmarking of existing titles, redefining job descriptions/duties, or other changes to a title?
 - b. Canvass Process- update on status of email canvassing
 - c. New Employee Orientation (NEO)
 - 1. Union Participation
 - 2. Union Notification re: new employees
 - d. Boiler Inspector- update on review for hazard pay
 - e. Union inquiring as to why eligibility requirements for promotional exam to Grade 20 Associate Safety Inspector now exclude persons in Grade 16 Safety Inspector title.
 - 3) Technology/Miscellaneous
 - a. Update- File sharing drop for Labor Standards and other Investigator positions who work frequently outside of the office.
 - b. OITS tracking of DOL IT requests/timeliness? Update on what reporting capability is available?
 - c. Update on availability of printers

5. Unemployment Insurance Division-
 - A. Division Update
 - B. Update regarding RFP for mainframe
 - C. Integrity Unit- Overview of functions of this unit

6. Research and Statistics
 - A. Division Update

7. UI Appeal Board-Board
 - A. Division Update

8. Division of Employment and Workforce Solutions (DEWS)-Division Update
 - A. Division Update
 - B. Update on Manager and SLSR promotions
 - C. Hourly LSRs made Permanent
 - D. Veteran's Awards- Thank you!

9. Worker Protection-Division Updates
 - A. Safety & Health
 - 1) Division Update
 - 2) What types of training are provided/needed for these staff and how are they delivered?

 - B. Public Work
 - 1) Division update

 - C. Labor Standards
 - 1) Division update

 - D. Special Investigations
 - 1) Division Update

 - E. Division of Immigrant Policies and Affairs
 - 1) Division Update

HANDOUTS

Budget Section:

1. Federal, State Budget, UI Trust Fund Status Update
2. Monthly Summary Position Allocation & Spending by Major Division
3. PEF Count of Employees by Division
4. Permanent Employees
5. PEF Hourly Employees
6. Leases
7. Number of Hourly vs Permanent LSRs & Employment Counselors by office location and division

UI Section:

8. Initial Claims