

P3A LABOR MANAGEMENT COMMITTEE MEETING

February 28, 2011

Minutes

Present: Pam Casiano, Bruce Ellefsen, Paige Farnham, Dave Glidden, Valerie Marino, Agnes Quinones, Karen Shaw

Absent: Sarah Ellsworth, Debra Paradis

Governor's Budget Impact

Impact of the Governor's budget on the State Department of Education (SDE) was discussed. In addition to the restructuring proposals for transfer of the Technical High Schools and transfer of the Bureau of School Facilities, inflationary increases were eliminated. A net increase of 33 positions for SDE, primarily due to the inclusion of BESB staff, has been indicated in the budget.

Sick Leave Bank

Questions regarding the status of the P3A sick leave bank were raised. Dave Glidden will talk to Office of Labor Relations to find out about the balance in the bank. The contract provision regarding the one sick day accrual from each new member to replenish the sick bank will be researched by HR.

Eligibility for Annual Increment ("AI")

- AI eligibility is determined on January 1st
- Employees need six months employment before they are 'eligible' for an AI
- If an employee starts work prior to July 1st, they would be 'eligible' at January 1st; if an employee starts work after July 1st through December 31st, they would not be 'eligible' on January 1st
- There are other rules applicable to AI's for when an employee retires
- HR will try to locate regulations or other documentation regarding the practice

Out of State Travel

The revised policy allows for reimbursement of some out of state travel. Out of state travel approval is handled at the SDE by Bruce Ellefsen, Gary Pescosolido and Brian Mahoney who are accountable to the commissioner. There are 3 conditions for out of state travel:

- (1) Travel needs to be in order to pursue economic opportunity or to secure outside funding;
- (2) For authorized data collection;
- (3) Non-state funds must be used

Other criteria may be applied to out of state travel approval such as whether the travel is the best use of federal funds, staff being out or away from the office, and whether administrative portion of funds is being used.

Telecommuting

Guidelines for telecommuting have been issued by DAS. Karen Shaw will present the guidelines to Admin Council next week. The link to "Telecommuting Program Guidelines" issued by DAS is as follows: <http://das.ct.gov/cr1.aspx?page=333>.

Next meeting: April 11, 2011 @ 9:00 a.m.