



*New York State Archives*

**New York State Joint Labor/Management Committee Policy  
Files and Executive Committee Agendas and Minutes 16623**

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## Overview of the Records

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<b>Repository:</b>	New York State Archives
<b>Summary:</b>	Statewide Joint Labor/Management Committees approve projects and funding for implementing contractual benefits for public employee unions. Records include policy and/or procedures manuals; reports; correspondence; meeting minutes; and signed project authorizations. Projects include health insurance, tuition reimbursement, training, and health and safety programs. Joint labor/management committees documented include the Committee on Professional Development and Quality of Working Life; Employee Assistance Program; Committee on the Work Environment and Productivity; and United University Professionals.
<b>Creator:</b>	New York (State). Joint Labor/Management Committee
<b>Title:</b>	Joint Labor/Management Committee policy files and executive committee agendas and minutes
<b>Quantity:</b>	59.25 cubic feet
<b>Inclusive Date:</b>	1979-2010
<b>Series:</b>	16623

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## Arrangement

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Chronological by term of State-Union agreement, then by bargaining unit.

16623-94, 16623-96: Arranged by type of record, then chronological.

16623-12, 16623-13, 16623-22: Chronological.

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## Administrative History

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Statewide Joint Labor/Management Committees (LMCs) approve projects and funding for implementing contractual benefits for the various public employee unions (Public Employees

Federation, Civil Service Employees Association, Council 82, etc.). Projects include health insurance, tuition reimbursement, training, health and safety programs, and others. Some negotiated projects become significant long-term programs (for example, the GOER Child Care Unit). LMC members are Governor's Office of Employee Relations (GOER) and public employee union appointees; decisions are reached by consensus.

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## Scope and Content Note

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These records were created by GOER's representatives on Statewide Joint Labor/Management Committees (LMCs) to document contractual benefit issues considered and official decisions made by these committees. The records contain meeting minutes, agendas, and other meeting materials; committee member correspondence; and signed project authorizations.

16623-94: This accretion consists of Public Employees Federation (PEF) LMC files produced by the Joint Labor Management Committee on Professional Development and Quality of Working Life (PDQ). Records include PDQ committee member correspondence; PDQ committee meeting materials (1983-1985), including agendas and minutes; original project summary forms (1981-1985); and monthly reports on work activities of PDQ staff (updating program/project information).

16623-96: Policy files (1981-1985) in this accretion concern the Statewide Employee Assistance Program (EAP) and include a detailed description and history of the EAP; reports describing expectations, policies, rules, funding, and program guidelines; descriptions of training for staff; procedures for data collection to measure the effectiveness of the program; staff performance measures; and telephone, mail, and travel policies.

Executive committee material (1982-1985) in this accretion documents the GOER/CSEA Joint Committee on the Work Environment and Productivity (CWEP) and includes memoranda, project proposals, and background material as well as agendas and meeting minutes.

16623-99: This accretion includes meeting folders (1985-1988) for the United University Professionals (UUP); policy folders (1985-1988) for the Public Employees Federation Labor Management Council (PEF LMC); a policy evaluation manual (1985-1988) of the Employee Assistance Program (EAP); and files (1985-1988) of the CWEP (Committee on Work Environment and Productivity) Executive Committee of the Civil Service Employees Association Labor Management Committee (CSEA LMC).

16623-00: This accretion consists of 4 Employee Assistance Program Committee and Coordinator manuals (1981, 1986-1988). The manuals contain memoranda and descriptions outlining and detailing Employee Assistance Program policy and procedures. Information includes job descriptions, roles, budgeting information, legal issues, training resources, and models for local programs.

16623-07: The bulk of this accretion consists of policy folders pertaining to the United University Professionals. Although the folders date from 1982 through 1996, the majority of the records date from 1988 through 1996. The accretion also contains a small amount of material pertaining to the Employee Assistance Program dating between 1985 and 1989.

16623-13: This accretion consists entirely of policy folders dating 1999-2003 that pertain to the United University Professions Association (UUP).

16623-22: This accretion consists of project review committee meeting notes, executive committee approvals, and budgets from 1995-2011. These records pertain to the New York State Correctional Officers and Police Benevolent Association (NYSCOPBA).

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## Other Finding Aids

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### Available at Repository

Additional container lists are available at the repository.

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## Use of Records

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### Access Restrictions

Some materials may be exempt from disclosure under the Freedom of Information Law (FOIL), section 86.2(g) (inter- and intra-agency materials exemption).

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## Administrative Information

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### Acquisition Information

16623-12: This accretion includes records from transfer lists 93-1, 94-2, 96-6, 94-7, 96-11, 96-24, 96-10, 010002, 070007, and 080091.

16623-13: This accretion includes records from transfer list 120006.

16623-17: This accretion includes records from transfer list 080088.

16623-22: This accretion includes records from transfer list 210010.

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## Access Terms

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- Administering collective labor agreements
- Employee assistance programs--New York (State)
- Reports
- Labor-management committees--New York (State)
- Agendas (Administrative records)
- New York (State)
- Minutes (administrative records)
- New York (State)--Politics and government
- Proposals
- Researching
- New York State Public Employees Federation, AFL-CIO
- Civil Service Employees Association (N.Y.)
- New York (State). Governor's Office of Employee Relations
- New York State Correctional Officers & Police Benevolent Association