# The Gauge

LOCAL 891 AFL-CIO

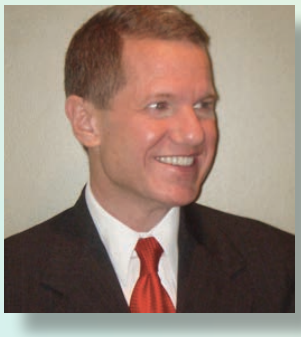
INTERNATIONAL UNION
OF OPERATING ENGINEERS

VOLUME 71 NUMBER 9

May 2014


## BUSINESS MANAGER/PRESIDENT TROELLER ADDRESSES MEMBERS AT A BORO LUNCHEON IN MANHATTAN

# PRESIDENT'S REPORT



Dear Brothers and Sisters,

Vice-President Matthew Wile is an employer trustee on the 32BJ School Workers Pension Fund. The Fund is conducting routine spot audits of the hours reported to the School Workers Pension Fund by the Dept of Ed. This is required by the Department of Labor and the Employee Retirement Income Security Act (ERISA). The hours that you report on your PO-1s are the basis for the contributions to the Fund. The Fund has retained the accounting firm of Schultheis and Panettieri to perform this audit function. Shannon Carter, scarter@snpcpa.com at Schultheis and Panettieri is in charge of this audit. If your assignment or a temporary care assignment you had is in the target pool for this audit, I request that you contact Shannon at the above email address and provide her with the mailing address of your assignment so that she may forward you the audit material. Please be sure to copy Matthew Wile, vicepresident@local891.com, with your response. I thank you for your anticipated cooperation.

I want to remind everyone that under the indirect system of custodial care in many respects you are considered the employer of the custodial workers. You are obligated to properly collect and transmit union dues for the people who are employed by you. If you have an opening for a Local 94 position, you are required to notify Local 94 of the opening and interview any candidates they may send. If you are a member of this union, moonlighting in another union's jurisdiction, you are required to pay dues to that local.

Our union has made incredible strides in the past decade to improve our reputation with the general public, in the media and in political circles. Most of that is due to your hard work. We do a great job with inadequate resources. We have taken a proactive approach to media interaction and have become ever more active in political circles. Your participation in EPEC has allowed us to become a much more influential campaign contributor; I hope more of you will join.

It is important to remember we hold a very visible position of great responsibility. Please dress appropriately, especially when you attend meetings, hearings, trials and training sessions.

# FLASHBACK Local 891 Blood Drive

## November 1998 at the Hall of the Board

*Pictured above: William Morton, Blood Bank Chairman; Business Manager/President Robert J. Troeller; Ted Couillou; Giovanni Alaimo; Andrew Samberg, Hospitalization Committee Chairman.*

# COMPENSATION INSURANCE

Compensation Insurance information pages, (policy details) will be mailed in mid-June by the NY State Insurance Fund. Custodian Engineers should begin to accumulate an excess and have the funds available to pay the compensation insurance renewal bills that will be mailed in July. A 50% down payment will be due within 30 days.

Payments are due by August 1, 2014 or your policy goes into cancellation.

Plan now and have funds available as this bill must be paid on time. Please allow at least 10 days prior to your due date to pay this bill.

*Submitted by: John Maderich*
*Compensation Insurance Committee Chairman*

# EDUCATION

Local 891 will be conducting a 200 hour Refrigeration Machine Operators course next September at the Offices of Local 891. Please contact Frank Byrne at (718) 455-9731 ext. 254. This course is also FREE to Local 891 members. A fee will be charged to non-members.

*Submitted by: Frank Byrne*
*Local 891 Education Committee Chairman*

# SCHOOL BUILDING PLAN

As per your Collective Bargaining Agreement (page 34-section 2-iii), the annual custodial performance plan will be formulated by the Principal consistent with the available manpower and resources. If a new plan is not formulated, the prior year's performance plan with any written amendments by the Principal shall be the controlling plan.

Be reminded the School Building Plan is between the Principal and the Custodian. Therefore, your Plant Manager cannot dictate or formulate your building plan. Again, that is between you and your Principal. Do not formulate a building plan that you cannot live up to. Do not use the generic plan on the DSF website. Only the signature of the Principal (only one Principal's signature) and the signature of the Custodian should be on the building plan. Additionally, you should adjust your building plan according to your budget cuts.

# PAYROLL AND PERMITS

## HOLIDAY

Monday, May 26, 2014 is a DOE holiday for all CEs and their staff. Memorial Day is in the schedule and therefore not reimbursable.

## OVER DEDUCTION OF HELPERS' TAXES

CEs who receive a Chase check for over deduction of helpers' taxes should make a copy of this check for their file and then deposit the check into the Custodial HSBC account. If helpers' taxes were under deducted then the difference will be deducted on a subsequent payroll.

## CHECK STOP ORDER

A stop payment order on an HSBC check can be made by calling Mr. Jamal Licorish, HSBC customer service representative at (646) 344-8243. There is no fee when this procedure is followed. If the stop payment request is made through a HSBC branch a fee will be charged.

## W-4

CEs who want to make changes to their personal bi-weekly tax deductions can do so by submitting an updated W-4 to: Maria Addamo, Director of Custodial Payroll. Fax request to (718) 935-3812.

## WC ADJUSTMENT

Worker's Compensation adjustment money for the first quarter of 2014 will be received in the April 24, 2014 paycheck..

## DAR

CEs should be aware that the PO2 amount on the DAR is less all petty cash outlays (postage, gas etc.) as well as travel money and home phone.

*Submitted By: Tony Fitapelli*
*Permit/Payroll Committee Chairman*

# DID YOU KNOW?

**Exceptions- If you receive an exception, you only have 30 days to file a grievance.**

**Final Audit Reports- You only have 30 days to file a grievance**

**Electronic PO 2 - As per the CBA you do not have to enter the bill date or the check date. Also, you do not have to enter the word "cash" in any column.**

# BLOOD BANK

**The next Local 891 Blood Drive is scheduled for Friday May 23, 2014, beginning at 8A.M.**

**I hope to see many of our members donate and keep Local 891's blood drives a continued success. This will be our 64th year of organizing blood drives. Donating is a quick and painless process that will help save the lives of at least three people per donation. Any member who donates on May 23 is reminded to keep their original donor receipts and please mail or fax copies of your donations to me. I recommend you start a folder and keep all your donation information in it. I am not informed by Blood Services when you make a donation. I would also like to remind the members that we are not required to fill out the PD-19 form that some Plant Managers have been requesting. Both sites will be open for the convenience of our members, the Local 891 Union Hall in the Navy Yard and the Melville, Long Island site.**

***Submitted By: Evan Manca***
***Blood Bank Committee Chairman***

# EFFECTIVE DISCIPLINE

Perhaps the most important thing we forget when dealing with our employees is good communication. Employees need to know what you expect and should know and understand the rules. You need to effectively communicate what is expected of your employees. Remember that discipline is not meant to be punishment. In fact, the word, discipline, also means to train and develop by instruction and exercise. The word is derived from the Latin word disciplina teaching, learning. The first step in the progressive discipline process is verbal communication or counseling. The purpose of counseling is to:

- Make an employee aware of a performance or behavior problem or a potential performance or behavior problem. No matter how trivial it may seem at the time.
- To educate the employee regarding your standards and expectations.
- To establish that the employee now has notice of the performance or behavior problem and of your expectations of him/her if the problem continues and disciplinary action becomes necessary.

### You would need to counsel an employee when:

- Performance problems begin to appear
- Attendance related issues start including lateness and pattern absences
- When an employee may not know or could not be expected to know what was expected of him/her or that there is a problem

### It is a good idea to have an outline of what you need to convey to the employee before the counseling.

- Identify the problem/misconduct
- Identify the performance issue
- Provide specific examples
- Identify dates, times and places if applicable

*Submitted by: Frank Byrne*
*Grievance Committee Chairman Local 32BJ/94*

# OCCUPATIONAL HEALTH

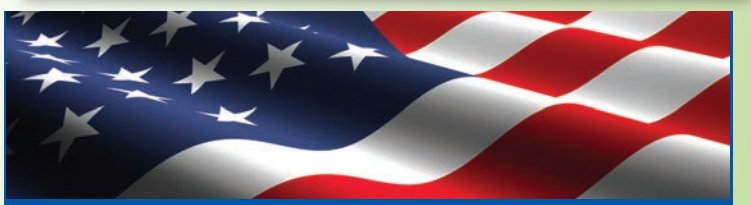
A date is not set for the next Medical Examination as of the printing of this month's issue of "The Gauge".

Any member desiring an Asbestos Screening appointment should send a completed Asbestos Medical Request Form to:

John Shea
Division of School Facilities
44-36 Vernon Blvd. 5th Floor
Long Island City, N.Y. 11101

Copies of the asbestos medical examination request form are available from the Local 891 website, your Borough Chairman and at the next Local 891 Union meeting. When submitting these request forms, please fax a copy to me at 212.587.3002. This will enable the union to monitor participation in the program.

*Submitted By: Joanne O'Neill*
*Occupational Health / Safety Chairwoman*



## SAVE THE DATE!
## LABOR DAY PARADE
## SATURDAY
## SEPTEMBER 6, 2014

# HOSPITALIZATION

For the benefit of the members and to serve as a reminder, the following is being printed to help make the members more familiar with their health insurance coverage with HIP PRIME POS with the optional rider. I have received numerous telephone calls from the members unsure of what their benefits are.

If members have any questions regarding anything written in this article please contact me at 718.455.9731 ext 261 or Hospitalization@local891.com.

### Prescription Drugs

A rider is available for HIP Prime™ POS members for prescription drug coverage.

Prescriptions can be filled at any of HIP's participating pharmacies. At retail: $10 copay for generic drugs and $35 copay for brand drugs (up to a 30 day supply); At Mail Order: $15 copay for generic drugs and $52.50 for Name Brand drugs (for a 90 day supply).

### For More

Information To learn more please write to: HIP 55 Water Street New York, NY 10041 Or call 1-800-HIP-NYC9 (1-800-447-6929) Representatives will be available Monday through Friday, 8:00 a.m. to 6:00 p.m. to answer your questions. You can also request an updated participating physician directory or log on to www.emblemhealth.com now available in English, Spanish, Chinese and Korean.www.emblemHealth.com.

### HIP Prime® POS

HIP Prime® POS is a point-of-service plan offering both in- and out-of-network coverage. Members can go to virtually any doctor or specialist at any location and still take advantage of HIP's value. Non-referred and out-of-network services are subject to deductibles and coinsurance. In-Network Benefits – In-network, you and your family receive comprehensive hospital and medical benefi ts from HIP participating providers. HIP's New York service area includes the five boroughs of New York City as well as Nassau, Suffolk, and Westchester Counties. Members have access to top quality health care providers through HIP's alliances with outstanding medical groups and hospitals, including Montefi ore Medical Center, Lenox Hill Hospital, St. Barnabas Hospital, St. Luke's Roosevelt Hospital and Beth Israel Medical Center.

You and each family member choose a PCP practicing in a private offi ce or in any of HIP's convenient neighborhood health care centers. You may visit your PCP as often as necessary. Your PCP coordinates your care and works with specialists from virtually every area of medical practice to provide you with the health care you need. Primary Care Physician office visits are subject to a $5 copayment and Specialists visits are subject to $10 copayment. Preventive Care visits will remain at $0 cost to the member. As a HIP Prime POS member, you and your dependents will be covered for a broad range of in-network hospital and medical services that include routine examinations, medical screenings, X-rays, mammography services, inpatient hospital rehabilitation and skilled nursing facility care, outpatient rehabilitation (physical therapy, occupational therapy, speech therapy) dialysis, home care, well-child care, urgent care, mental health services and Hospital Inpatient admission is subject to a $100 copayment.

### Emergency Care

HIP provides coverage for emergency services around-the-clock, whenever and wherever needed subject to a $50 copay for an emergency room visit (waived if admitted). If you experience a medical emergency when traveling outside of the HIP service area – anywhere in the world – you are covered for hospital and medical care. Simply obtain the care you need and notify HIP with 48 hours.

### Out-of-Network

HIP Prime POS offers you the freedom to choose medical and hospital care outside the HIP network. If you choose to bypass your PCP and receive non-referred care or use a physician not affiliated with HIP, you are reimbursed after the deductible for up to 70% of HIP customary charges. Your hospital stay is covered for up to 70% of HIP customary charges as long as it is approved in advance by HIP. Routine preventive care such as periodic health exams, routine immunizations and eye exams are covered only when provided by a participating provider. Routine pediatric and well-child care is covered up to 70% of HIP customary charges. For maternity care, newborn nursing services and mother's hospital services are covered in full in- and out-ofnetwork. Following an annual deductible of $750 per individual or $2,250 per family, members receive 70% reimbursement of HIP customary charges. You must pay any charges that exceed HIP customary charges. When the 30% coinsurance reaches $3,000 per individual or $9,000 per family in a alendar year, HIP Prime POS pays 100% of customary charges for the remainder of the calendar year. You must first contact the HIP Member Advocacy Program to obtain prior approval for services such as hospital and skilled nursing facility care, ambulatory surgery, home care, MRI's, CAT Scans and outpatient alcohol and substance abuse treatment (see your Evidence of Coverage for details and a complete listing of services requiring HIP's prior approval). Failure to obtain prior approval will result in a 50% penalty. **Updated to reflect benefits effective January 1, 2013.**

*Submitted by: Andrew Samberg*
*Hospitalization Committee Chairman*

# ADDRESS CHANGES

Please send any change of address information as soon as you have it to IUOE Local 891
Attn: Frank Byrne / Recording-Corres. Secretary
220 Henry Street • New York, N.Y. 10002 • Phone: (718) 455-9731 Ext. 254

# RATING AND TRANSFER

**The following is the list of School Custodian Engineers Level I and Level II who will transfer on Friday, May 08, 2014.**

| Name | From | To | Name | From | To |
|---|---|---|---|---|---|
| Lawrence Romani | K011 | K011 | Matthew M. Jordan Jr. | X112 | Q151 |
| Andre B. Bayne | K213 | K020 | Aris Pantelides | M661 | Q152 |
| Hugh Doherty | K111 | K078 | Isaac Alboher | Q093 | Q158 |
| John Ferrara | K308 | K081 | Steven Cayea | Q022 | Q213 |
| John Kelly | K806 | K154 | James Amalfitano | Q033 | Q227/228 |
| Anthony Delrosso | K913 | K157 | Kevin Fitzgerald | Q229 | Q238 |
| Michael Pagliaro | K268 | K198 | Michael Sarracco, Jr. | Q175 | Q266 |
| Jesus Acuna | K345 | K308 | Joseph Schoendorf | Q107 | Q460/023 |
| James Martinez | K225 | K445 | Richard Camisa | Q017 | Q695 |
| Robert Bromm | K275/854 | K470 | Austin O'Hara | Q043 | Q801 |
| Howard Stein | Q475 | K490 | Vincent Stanzione | Q056 | Q884 |
| Michael Clark | K291 | K500 | William Purdy III | R023 | R003 |
| Anthony Ortiz | X055/171 | M013 | Richard McMahon | M144 | R019 |
| James Casano | Q147 | M020 | Sean Deahl | R057 | R027 |
| Brendan Murphy | M187 | M046 | Boris Lyubashevsky | M017 | R039 |
| Christopher Swift | M002 | M064 | Nicholas Raffellini | K989 | R825/826 |
| Jose A. Medina | M042 | M081 | James Melicz | M155 | X008 |
| Kieran McKivergan | M136 | M088 | James Paul | X096 | X099 |
| Lionel Santiago | M486 | M130 | Simon Kocovic | X879 | X130 |
| Joseph Ramirez | R049 | M475 | Jose Melendez | X028 | X140 |
| Ralph DelGrosso | K857 | Q062/273 | Dennis Miskimmon | M501 | X141 |
| Howard Colon | Q086 | Q090 | Nicholas Pantelides | X163 | X150 |

*Submitted By: Robert Calamia*
*Rating and Transfer Committee Chairman*

## PRINCIPAL RATING

**Members are reminded they only have 30 days to grieve a Principal's Rating. Any member wanting to grieve a rating should contact their Borough Chairman. Please contact your Union immediately upon receiving a Principal's Rating you wish to grieve.**

## RETIRING

**Custodian Engineers are reminded that they should contact their Union prior to retirement. Information regarding benefits and insurance policies are discussed. Answers to your questions at this time may save you a lot of work later during retirement.**

# 16TH ANNUAL COLUMBIA ASSOCIATION'S GOLF OUTING

Hamlet Wind Watch Golf and Country Club
1715 Vanderbilt Motor Parkway
Hauppauge, New York

**May 27, 2014**
$150.00 per person

7:30am Shotgun Start

***For more information please call:***

Mike Brogna (718) 399-6966
Pete Maddaloni (718) 224-2740

# BOARD OF EDUCATION AMERICAN LEGION POST 1088 ANNUAL SCHOLARSHIP GOLF OUTING

**June 3, 2014**

Lunch served at Check In 11:30am
Shot Gun Start 1:00pm
Pelham Golf Course
Bronx, NY

**$150.00 per person**

***For more information please call:***

Pedro Arroyo (718) 402-6028
Joe Montalto (914) 318-1004

# Save THE DATE MAY 16 2014

# I.U.O.E. LOCAL 891 ANNUAL DINNER

**Russo's on the Bay**
**Howard Beach, New York**

# IN MEMORIAM

*It is with deep regret that we announce the passing of the following brother:*

**JOSEPH P. BEGLEY**
Joseph B. Begley
Retired CE Level II M834
Condolences to:
Christina Begley
56 Deer Trail Road
Stockholm, NJ 07460

**MAX J. FREIMAN**
Chief of School Custodians 1987
Condolences to:
Ruth Freiman
5704 Avenue O
Brooklyn NY 11234

# VARIABLE RATE

**The Pension Committee reports that the Variable Unit value for the month of April is 88.036**

The Gauge

**An Official Publication of**
**LOCAL 891 IUOE**
**International Union of Operating Engineers**
Brooklyn Navy Yard • 63 Flushing Avenue
Building 292 • Suite 401 (Unit 358)
Brooklyn, NY 11205
Ph: (718) 455-9731 • Fx: (718) 455-9733
www.Local891.com 1-888-891-2226 (Outside NY area only)

## To Reach Anyone Listed Below, Dial the Main Union Phone Number and then the Extension

| | | | |
|---|---|---|---|
| ***BUSINESS MANAGER/PRESIDENT*** | ***ROBERT J. TROELLER*** | ***(718) 455-9731*** | ***Use the Union's main mailing address*** |
| ***Vice President*** | ***Matthew J. Wile*** | ***(718) 455-9731*** | ***Use the Union's main mailing address*** |
| ***Rec.-Corresponding Secretary*** | ***Francis J. Byrne*** | ***(718) 455-9731*** | ***220 Henry Street New York, NY 10002*** |
| ***Financial Secretary*** | ***Kevin J. Gallagher*** | ***(718) 455-9731*** | ***Use the Union's main mailing address*** |
| ***Treasurer*** | ***Gary A. Chiappetta*** | ***(718) 455-9731*** | ***58-20 Utopia Parkway, Fresh Meadows, NY 11365*** |

## Boro Chairmen

| | | | |
|---|---|---|---|
| Bronx Boro | 220 | James Rafferty | 100 W. Mosholu Pkwy., Bronx, NY 10468 |
| Brooklyn Boro | 221 | Rocco Marano | 125 Stuyvesant Street, Brooklyn, NY 11221 |
| Manhattan Boro | 222 | Kieran McKivergan | 6 Edgecomb Ave., New York, NY 10030 |
| Queens Boro | 223 | Peter Maddaloni | 51-60 Marathon Pkwy, Little Neck, NY 11362 |
| Staten Island Boro | 224 | Steve Ready | 58 Summit Street, Staten Island, NY 10307 |

## Committee Chairs

| | | | |
|---|---|---|---|
| Annual Children's Party | 249 | Peter Maddaloni | 51-60 Marathon Parkway, Little, Neck, NY 11362 |
| Blood Bank | 250 | Evan Manca | 33 Ferndale Avenue, Staten Island NY 10314 |
| Compensation Insur | 251 | John Maderich | 956 East 82nd Street, Brooklyn, New York 11236 |
| EPEC | 252 | Gregory Sutton | 100 Trinity Place, New York, NY 10006 |
| Editor, "The Gauge | 253 | John Brennan | 443 W. 135th St., New York, NY 10031 |
| Education | 254 | Frank Byrne | 220 Henry St., New York, NY 10002 |
| Engineers Protective | 255 | Frank Felix | 100 West 77th Street New York, NY 10024 |
| Entertainment | 256 | Edward Brier Jr. | 100 Attorney Street, New York, NY 10002 |
| Exceptions | 257 | Jeffrey Bilek | 156-10 Baisley Blvd., Jamaica , NY 11434 |
| Good and Welfare | 258 | Sandra Morton | 6500 16th Avenue, Brooklyn, NY 11204 |
| Grievances 32BJ/94 | 259 | Frank Byrne | 220 Henry St., New York, NY 10002 |
| Grievances 891 | 260 | Richard Jennings | 160-05 Highland Aveue, Jamacia, NY 11432 |
| Hospitalization | 261 | Andrew Samberg | 400 Irving Ave., Room 126, Brooklyn, NY 11237 |
| Indoctrination | 262 | Steven Williams | 1619 Boston Road, Bronx, NY 10460 |
| Legislative | 263 | William Carroll | 544 7th Ave., Brooklyn, NY 11215 |
| Membership | 301 | Kevin Gallagher | Use the Union's main mailing address |
| Membership Assistance | 265 | Kevin LaFaye | 317 East 67th Street, New York, NY |
| Occup. Health/Safety | 266 | Joanne O'Neill | 200 Monroe Street, New York, NY 10002 |
| Payroll/Permits | 267 | Tony Fitapelli | 230-17 Hillside Avenue, Queens Village, NY |
| Pension | 268 | Joe D'Amico | 158-40 76th Road, Flushing, NY 11366 |
| Rating and Transfer | 269 | Robert Calamia | 85 St. Joseph Ave., Staten Island, NY 10302 |
| Store Keeper | 270 | Pedro Arroyo | 333 East 151 Street Bronx, NY 10451 |
| Supplies | 271 | Michael Kelly | 511 7th Avenue, Brooklyn, NY 11201 |
| Temporary Care Assign | 272 | Joseph Sanfilippo | 167-01 Gothic Drive, Jamacia, NY 11432 |
| Watchdog Committee | 273 | Andrew Foti | 330 59th Street Brooklyn, NY 11220 |
| Web Master | 274 | Dan Morgan | 82-37 Kew Gardens Rd., Kew Gardens, NY 11415 |
| NYC Central Labor Council Del | 275 | Anthony DelRosso | 1155 DeKalb Avenue, Brooklyn, N.Y. 1122 |
| NYC Central Labor Council Del | 276 | Richard Gorgoglione | 350 Grand Street, New York, NY 10002 |

## Welfare & Annuity Funds

Kevin J. Gallagher, Chairman of Trustees
63 Flushing Ave. • Unit 358 • Brooklyn, NY 11205
Ph: (718) 455-9731 Ext. 301 • Fx: (718) 488-7122 • welfarefund@local891.com
Dental Forms . . . . . (718) 822-2098 . . . . Legal Services . . . . . (718) 895-7160
Daniel H. Cook Associates
welfare forms • eye care vouchers • claims information
253 W. 35th St., 12th Floor • New York, N.Y. 10001 • (212) 505-5050 ext. 229

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