



STATE OF NEW YORK
EXECUTIVE DEPARTMENT
DIVISION OF THE BUDGET
STATE CAPITOL
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Andrew M. Cuomo
Governor

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BUDGET BULLETIN	B-1193	August 19, 2011
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TO: ALL DEPARTMENT AND AGENCY HEADS

FROM: Robert L. Megna *Robert L. Megna*

SUBJECT: SFY 2011-12 & 2012-13 CSEA Deficit Reduction Plan

The 2011-12 Enacted Budget includes \$450 million in recurring workforce savings designed to be achieved through negotiated savings with public employee unions, or, in the absence of such negotiated savings, through layoffs.

On August 15, 2011, employees in the following CSEA bargaining units ratified a collective bargaining agreement for State Fiscal Years (SFY) 2011-12 through 2015-16: Administrative Services Unit (ASU), Institutional Services Unit (ISU), Operational Service Unit (OSU), and the Division of Military and Naval Affairs (DMNA) Unit.

As agreed to in the collective bargaining agreement between the State and CSEA, and in accordance with Chapter 491 of the Laws of 2011, all employees in the ASU, ISU, OSU and DMNA bargaining units, regardless of funding source, are subject to the 2011-12 and 2012-13 Deficit Reduction Plan (DRP).

Affected employees will be provided with the equivalent of five days of Deficit Reduction Leave (DRL) in the 2011-12 SFY to be used in the current year only. Additionally, affected employees will be provided with four days of DRL in the 2012-13 SFY to be used in that year only. For both years, DRL will be prorated for less than full-time employees. State agencies are instructed to ensure that each employee who requests use of DRL is permitted to use such DRL.

For the 2011-12 DRP, affected employees will have reduced compensation for fifteen consecutive pay periods beginning in payroll number 10 for employees on the Institution Lag payroll calendar (paid September 8, 2011) and payroll number 11 for employees on the Administration Lag payroll calendar (paid September 14, 2011). For the 2012-13 DRP, affected employees will have reduced compensation beginning in payroll number 25 for employees on the Institution Lag payroll calendar (paid April 5, 2012) and payroll number 26 for employees on the Administration Lag payroll calendar (paid April 11, 2012).

The cash value of each affected employee's SFY 2012-13 reductions will be repaid to the employee in equal bi-weekly installments over 39 consecutive payroll periods beginning in the final paycheck of SFY 2015-16.

The flexible design of the DRP will facilitate agency management in scheduling coverage of all needed shifts without the use of additional overtime. Agency management must ensure that overtime is not worked or utilized that would not have otherwise been worked or utilized in the absence of the DRP. The DRP provides an important part of the recurring \$450 million Financial Plan savings; this savings must not be offset by additional and unanticipated overtime expenses. The Division of the Budget will closely monitor biweekly agency overtime reports to track changes in overtime use compared to corresponding biweekly periods in the 2010-11 SFY.

Questions regarding this bulletin should be directed to your Budget Examiner. Additional information will be available from the Office of the State Comptroller (Payroll Bulletin) and from the Department of Civil Service (Attendance and Leave Manual Policy Bulletin).