



STATE OF NEW YORK
EXECUTIVE DEPARTMENT
DIVISION OF THE BUDGET
STATE CAPITOL
ALBANY, NEW YORK 12224

David A. Paterson
Governor

Laura L. Anglin
Director of the Budget

BUDGET BULLETIN	D-1121	March 19, 2008
------------------------	---------------	-----------------------

TO: ALL DEPARTMENT AND AGENCY HEADS

FROM: Laura L. Anglin

SUBJECT: Policy and Wage Rates for Employees in Seasonal Positions

This bulletin supersedes Budget Bulletin D-1113 and establishes the policy and wage rates for State employees in seasonal positions in the **Administrative, Institutional and Operational Services Bargaining Units of the Civil Service Employees Association, Inc. (CSEA) and for Management/Confidential employees**. The rates below, which reflect negotiated salary increases, are effective for fiscal years 2007-08 through 2010-11.

(In the case of seasonal employees in the Professional, Scientific and Technical Services Unit or another bargaining unit, a Budget Bulletin will be issued upon ratification of the respective collectively negotiated agreement.)

NEGOTIATED SALARY INCREASES

Employees Rehired from Previous Fiscal Year:

- Effective April 5, 2007, for officers and employees on the administrative payroll and March 29, 2007, for officers and employees on the institutional payroll, the salary of employees in employment status on April 4, 2007, and March 28, 2007, respectively, shall be increased by three percent, retroactive to April 2, 2007. Seasonal employees not on the payroll on the above dates, but who were employed on a seasonal basis in fiscal year 2006-07 and become reemployed during fiscal year 2007-08 will be eligible for an increase of 3 percent, retroactive to April 2, 2007 (or the rate in the appropriate negotiating unit-attachment, column 1 -- whichever is higher) on the above effective dates or the date of hire, whichever is later.
- Effective April 3, 2008, for officers and employees on the administrative payroll and effective March 27, 2008, for officers and employees on the institutional payroll, the salary of employees in employment status on April 2, 2008 and March 26, 2008, respectively, shall be increased by 3 percent. Seasonal employees not on the payroll on the above dates, but who are employed on a seasonal basis in fiscal year 2007-08 and become reemployed in fiscal year 2008-09 will be eligible for an increase of 3 percent (or the rate in the appropriate

negotiating unit-attachment, column 2 -- whichever is higher) on the above effective dates or the date of hire, whichever is later.

- Effective April 2, 2009, for officers and employees on the administrative payroll and effective March 26, 2009 for officers and employees on the institutional payroll, the salary of employees in employment status on April 1, 2009 and March 25, 2009, respectively, shall be increased by 3 percent. Seasonal employees not on the payroll on the above dates, but who are employed on a seasonal basis in fiscal year 2008-09 and become reemployed in fiscal year 2009-10 will be eligible for an increase of 3 percent (or the rate in the appropriate negotiating unit-attachment, column 3 -- whichever is higher) on the above effective dates or the date of hire, whichever is later.
- Effective April 1, 2010, for officers and employees on the administrative payroll and effective March 25, 2010 for officers and employees on the institutional payroll, the salary of employees in employment status on March 31, 2010 and March 24, 2010, respectively, shall be increased by 4 percent. Seasonal employees not on the payroll on the above dates, but who are employed on a seasonal basis in fiscal year 2009-10 and become reemployed in fiscal year 2010-11 will be eligible for an increase of 4 percent (or the rate in the appropriate negotiating unit-attachment, column 4 -- whichever is higher) on the above effective dates or the date of hire, whichever is later.

Newly Hired Employees:

The 2007-08, 2008-09, 2009-10, and 2010-11 hourly rates for newly hired seasonal employees employed on or after the above effective dates are those listed in the appropriate negotiating unit-attachments, columns 1 through 4, respectively.

LUMP SUM PAYMENTS

The following lump sum payments will be extended to long-term seasonal employees (described below) represented by CSEA who are employed within the Office of Parks, Recreation and Historic Preservation or the Department of Environmental Conservation:

- Effective April 5, 2007, for officers and employees on the administrative payroll and March 29, 2007, for officers and employees on the institutional payroll, employees who have had at least 1,500 hours in pay status in seasonal positions during each of the previous five calendar years will receive a lump sum award of \$500 dollars.
- Effective April 3, 2008, for officers and employees on the administrative payroll and effective March 27, 2008, for officers and employees on the institutional payroll, employees who have had at least 1,500 hours in pay status in seasonal positions during each of the previous five calendar years will receive a lump sum award of \$500 dollars.

- Effective April 2, 2009, for officers and employees on the administrative payroll and effective March 26, 2009 for officers and employees on the institutional payroll, employees who have had at least 1,500 hours in pay status in seasonal positions during each of the previous five calendar years will receive a lump sum award of \$500 dollars.
- Effective April 1, 2010, for officers and employees on the administrative payroll and effective March 25, 2010, for officers and employees on the institutional payroll, employees who have had at least 1,500 hours in pay status in seasonal positions during each of the previous five calendar years will receive a lump sum award of \$500.
- This benefit shall be discontinued on March 31, 2011, unless an extension is agreed to by the State and the Civil Service Employees Association.

HOLIDAY COMPENSATION

Administrative, Institutional and Operational Services Units

- Returning seasonal employees who are regularly employed to work on a 37.5 or 40-hour per week basis who work at least 25 days during the current season and who have been so employed during at least one of the two consecutive seasonal periods (4/1 to 9/30 and 10/1 to 3/31) immediately preceding the current seasonal period are entitled to additional compensation at their hourly rate up to a maximum of eight hours on all days during their employment in the current seasonal period which are observed as holidays by the State. This benefit is first payable for holidays during the 4/01/07 to 9/30/07 seasonal period for employees who met the prior service requirement during either the 4/01/06 to 9/30/06 or 10/01/06 to 3/31/07 seasonal periods.
- New seasonal employees or seasonal employees who have had a break in service of more than six months who are regularly employed on a 37.5 or 40-hour per week basis and who work at least 25 days during the season will be entitled to additional compensation at their hourly rate, up to a maximum of eight hours, on each of the first three days during their employment in any seasonal period (4/1 to 9/30 and 10/1 to 3/31) which are observed as holidays by the State. Such compensation should be paid retroactively upon completion of five weeks of work.

Management/Confidential Employees

- Seasonal employees in the Management/Confidential group who work at least 160 hours during the season (at least 20 days) will be entitled to additional compensation at their hourly rate, up to a maximum of eight hours, on each of the first three days during their employment in any seasonal period (4/1 to 9/30 and 10/1 to 3/31) which are observed as holidays by the State. Such compensation should be paid retroactively upon completion of five weeks of work.

SALARY PROTECTION

Effective April 2, 2007, certain long-term seasonal employees represented by the Civil Service Employees Association and employed by the Office of Parks, Recreation and Historic Preservation or the Department of Environmental Conservation are entitled to "salary protection" if subsequently appointed to an annual salaried position. Salary protection provides that qualifying long-term seasonal employees shall not be paid less than the annualized earnings (excluding overtime) for the calendar year immediately preceding appointment to an annual salaried position. Additionally, prior service in a Non Statutory title, including seasonal service, will be credited for placement on the salary schedule.

To receive this benefit, a long-term seasonal employee must have had at least 1,500 hours in pay status during each of the previous two calendar years. However, such protection shall not enable a seasonal employee to receive a salary above the job rate of the annual-salaried position to which he or she is being appointed.

NEW TITLES

If the need arises for agencies to utilize seasonal titles, paid on an hourly basis, that do not appear on the attached listings, agencies should submit proposed duty statements to the Director of Classification and Compensation for classification actions and an advisory allocation. The Director of the Budget will promulgate the appropriate wage rates for any such newly established positions.

For more detailed information on negotiated benefits for seasonal employees, please refer to the appropriate collective bargaining unit contract.

Any questions on this Bulletin should be directed to your budget examiner.

NOTE: This Bulletin, to be effective for fiscal years 2007-08 through 2010-11, supersedes the hourly wage rates for Administrative, Operational and Institutional Services Units and for Management/Confidential employees detailed in Budget Bulletin D-1113.

Attachments