



The Union of the Employees of Westchester County

Civil Service Employees Association, Inc.

AFSCME Local 1000 – AFL-CIO

We Make Westchester Work!

New York's LEADING Union – CSEA's First Local Government Unit Established in 1947 – Representing Over 3,000 Employees of Westchester County

CSEA 9200 Members:

We have noticed a recent trend in many departments, which may affect many CSEA Unit 9200 members.

Recently a great increase of corrective action memorandums are being placed in members' personnel folders. In many cases, this is the first step in disciplining members with possible Section 75 disciplinary charge(s) filed against them. Under the current Section 75 (New York State Civil Service Law), a disciplinary charge could result in suspension without pay for up to 30 days. The trend of suspension without pay is also on the rise, so please do not let this happen to you.

While CSEA is ready to defend any member who receives such charges, in an effort to help each other, please be cognizant of the following:

- *Be on time for the start of your work shift; do not leave early without prior written permission from your supervisor.*
- *Try to allow as much time as possible when requesting time and leave.*
- *Complete your job responsibilities to the best of your ability. Be as current as possible with your work responsibilities. Do not give your supervisor the opportunity to say that your work is behind. Please do not cut corners, and never provide false documentation.*
- *Try to create a pleasant working environment with your coworkers and supervisors. Remember, voices carry.*
- *Always be mindful of speed limits, traffic laws and courtesy when driving a County Vehicle.*
- *If ill or not reporting to work, call the department and speak to whomever you were advised to speak to every day you are out.*

We see that the above-mentioned items are a common ground for section 75 disciplinary actions, so we want you to be aware and be vigilant.

We fully understand and appreciate the great work that all of you do every day. The pressure on all of us is extraordinary, and we are here to support you. This is a time of great scrutiny on work performance for public employees everywhere, and we want our members to be aware of what is going on at our worksites.

If you have received a corrective action memo and wish to discuss your options with a CSEA Representative, please call (914) 995-2151, to speak to the representative for your department. ***All calls and correspondence are confidential.***

Want to learn more about Civil Service Law and how it pertains to you? Here are some great links:

<https://codes.findlaw.com/ny/civil-service-law/cvs-sect-75.html>;

<https://cseamu.org/wp-content/uploads/2013/11/Civil-Service-Law-Section-75.pdf>

<https://www.nysenate.gov/legislation/laws/CSV/73>

Thank you

Karen Pecora, President

CSEA Unit 9200 Officers and Representative

"We Make Westchester Work"

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