

CSEA Promotions - Portability

Payroll Bulletin 1817

Effective 4/1/2020



NYS COMPTROLLER

THOMAS P. DiNAPOLI

PEF Promotions – Portability Payroll Bulletin 503

In Effect Since 2004 Contract



Longevity Payments

CSEA Longevity amount:

- \$1,500 Annually when at job rate for 5 years
- \$3,000 Annually when at job rate for 10 years
- \$4,500 Annually when at job rate for 15 years
 - The 15 year longevity starts effective April 2020

Currently PEF is receiving:

- \$1,250 annually when at job rate for 5 years
- \$2,500 annually when at job rate for 10 years



CSEA Portability

Effective April 1, 2020

- CSEA employees who received Longevity Lump Sum (LLS) payments during the 12 month period immediately preceding the promotion are eligible to have the LLS payment included in the promotion calculation.
- Actual LLS payment amount must be added to employee's current salary prior to applying promotion percentage.
 - Payment amounts may be prorated due to part time employment.
- Employee may be promoted to the same bargaining unit in which they are promoting from or to a position represented by any other bargaining unit position for LLS to be included in the promotion calculation.



Pay Period Start Date

- The new procedure for calculating promotional salaries for eligible CSEA employees goes into effect during Pay Period 26L (Administration) and 1L (Institution).
- Agencies must not use the new calculation when processing promotion transactions effective within the above referenced pay periods where the effective date is prior to 04/01/2020.
- Agencies must use the new procedure for promotion transactions with an effective date of **04/01/2020** or after.



Calculating the Promotion

1. Combine the LLS that the employee may have received during the 12-month period prior to the promotion with the employee's salary. The result is the employee's base pay for promotion purposes.
2. Apply the appropriate promotional percentage increase to the base pay.
3. Compare the resulting salary to the Hiring Rate of the grade promoting to.
4. Whichever is higher at the time of appointment will be what the employee is entitled to.



Difference between CSEA or RRSU and PEF Portability

CSEA and RRSU LLS - April and October

PEF LLS – April Only



Scenario 1 – Potter, Harry

Employee History Information Additional Pay Summary

POTTER, HARRY J.				ID N01031199	Empl 0
				Record	

Effdt	Act / Rea	Pos #	NYS Title	Anniv Dt	Salary	EE% / Ind	Appt Cd	EE Type	Long NYS Title
Seq #	Agency	NYS Pos#	Grade	Inc Cd	PBC	Jur CL	Pay Grp	Earn Prog	Long Agency Name
EE Status	Act Dt	Line#	BU	FIS Sal	Comp Rt	Wk Sch	Pos FTE	Company	Position Loc Code

History Information

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04/02/2020	POS/APT	00428078	JANITOR	04/02/2020	\$40700.00	1.0000 / F	PERM	S	JANITOR
1	28400	00428078	007	1003	ANN	1	AL7	N03	Morrisville State College
A	04/02/2020	00543	03		\$1565.38	NYYYYYN	1.00	NYS	2720
03/26/2020	PAY/SAC	00428078	JANITOR	03/26/2020	\$37447.00	1.0000 / F	PERM	S	JANITOR
0	28400	00428078	007	1410	ANN	1	AL7	N03	Morrisville State College
A	02/06/2020	00543	03		\$1467.61	NYYYYYN	1.00	NYS	2720
04/04/2019	PAY SAC	00153645	CLEANER	08/23/2007	\$36715.00	1.0000 / F	PERM	S	CLEANER
0	28400	00153645	005	1410	ANN	3	AL7	N03	Morrisville State College
A	04/18/2019	00538	03		\$1404.39	NYYYYYN	1.00	NYS	2720

\$37,447

Grade 5 Salary

Anniversary Date is the date of Appointment 4/2/2020

+ \$1,500

Add LLS (From Additional Pay Panel)

Increment Code is 1003

\$38,947

Subtotal

x 4.5%

Promotion %

\$40,700

Promotional Salary

\$33,631

Hiring Rate of CSEA Grade 7



Scenario 2 – Holmes, Sherlock

Employee History Information Additional Pay Summary

HOLMES, SHERLOCK	ID N02211999	Empl Record 0
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Effdt	Act / Rea	Pos #	NYS Title	Anniv Dt	Salary	EE% / Ind	Appt Cd	EE Type	Long NYS Title
Seq #	Agency	NYS Pos#	Grade	Inc Cd	PBC	Jur CL	Pay Grp	Earn Prog	Long Agency Name
EE Status	Act Dt	Line#	BU	FIS Sal	Comp Rt	Wk Sch	Pos FTE	Company	Position Loc Code

History Information

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05/07/2020	PO\$ APT	00236485	MAINTCE SU	05/07/2020	\$61279.00	1.0000 / F	PERM	S	MAINTCE SUPVR 1
0	51270	00236485	014	2005	ANN	1	IL7	N03	Staten Island DDSO
A	02/13/2020	02200	03		\$2121.78	NYYYYYN	1.00	NYS	4310
03/26/2020	PAY/SAC	00236493	TRADES GEN	12/31/1998	\$54140.00	1.0000 / F	PERM	S	TRADES GENERALIST
0	51270	00236493	012	2005	ANN	1	IL7	N03	Staten Island DDSO
A	08/09/2019	02585	03		\$2030.40	NYYYYYN	1.00	NYS	4310

\$54,140 Grade 12 Salary
 + \$4,500 Add LLS (From Additional Pay panel)
 \$58,640 Subtotal
 x 4.5% Promotion %
\$61,279 Promotional salary
 \$49,703 Hiring Rate of CSEA Grade 14
 \$60,371 Job Rate of CSEA Grade 14

Anniversary Date is the date of Appointment 5/7/2020
 Increment Code 2005



Resources

PEF Portability – [Payroll Bulletin 503](#)

CSEA Portability – [Payroll Bulletin 1817](#)

