



NTEU
The National Treasury Employees Union
Chapter 68

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From the Desk of the President

Beth Willwerth

Hello NTEU Chapter 68 Members! It was great seeing so many members at our membership meeting at Lenzi's back at the end of June. Our membership meetings are a great way to stay informed, ask questions, get to know new members, and have camaraderie with our fellow NTEU members outside of the workplace. We are currently in the process of planning our next membership meeting for early December which is one you will not want to miss as our National President Doreen Greenwald has accepted our invitation to attend along with other NTEU National Staff who will also be tentatively touring the Andover Campus.



We look forward to hosting National NTEU and will provide further details this Fall.

The Chapter 68 Staff is also in the process of planning our annual Labor Recognition event & members-only Health Fair. As it is the summer, a few members have asked when Labor Recognition will be held. This year we are returning to the model event Chapter 68 held in 2022 and will be having both the Health Fair and Labor Recognition on the same days which allows you to attend Labor Recognition during your one-hour of administrative time granted for the event and visit the Health Fair during your lunch or break. Further details will be soon about this even being held in late October. We are also happy to announce that next month our friends Jim and Karen Ragan from United Benefits will be back to have one-on-one appointments with members on September 10th - 12th. Further information on how to make appointments are available in this edition of the newsletter.

Many have asked about the water testing in the building. I receive regular updates from FMSS regarding the water in the bldg. and water testing continues as does the bottled water FMSS is providing in locations throughout the bldg. The latest testing was a metal testing which came back negative for any harmful metals in the water such as copper, lead, etc. which is good news although it was not a concern as legionella is. FMSS has been regularly flushing water lines twice daily for 30 min, replacing aerators, etc since the last testing. The third party vendor will be retesting for legionella in the next few weeks and until that happens and the results are negative bottled water will continue to be available to all employees. If you encounter an area where your normally get your bottled water in the bldg. and find there is none available, please let me know or contact the chapter 68 email inbox right away so we can notify FMSS right away. If we do not know about it then we cannot do something about it.

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This goes the same for just about any issue in the bldg. whether it is a physical safety issue in the bldg.. or an issue you may be having with a manager, with something not being addressed by a ticket you opened, or any question you may have. During new hire orientations I encourage new employees to become members for many different reasons, but the #1 reason I encourage them to become members is for the purpose of information. We all know there is no human resources office in the bldg. and I liken part of what we do as a chapter as human resources.

We have continued being hard at work hosting new hire-orientation on a bi-weekly basis and since late April have gained 58 new members. Andover continues to be in the top 3 positions out of the 10 service center chapters for membership percentage which is hovering around 74.5% which is something Chapter 68 prides itself on and is continuously recognized by National NTEU for maintaining consistent membership of 70% or more. Those percentages are determined with a simple formula of taking the number of Bargaining Unit (BU) employees who are members of Chapter 68 divided by the total number of all BU employees Chapter 68 represents. As of June 1, the size of the BU represented by Chapter 68 is 1,356 and of those 1,010 are member of Chapter 68. In just one year, Chapter 68 has grown by 2.2% and although that may seem small it is quite an accomplishment for a service center. In May of 2023 Chapter 68 had 969 members and represented a BU of 1,341. Growing membership is extremely important to not only me but is important to you as NTEU members. When our union is bigger, we are stronger.

In Appreciation,

Beth Willwerth

NTEU 68 Members did you know that we have partnered with BCBS FEP to offer monthly webinars to help you and your family maintain good health?

We have been offering this as a Lunch & Learn Webinar once a month since February 2024 and many have joined us during their lunch or dinner break.

They are offered once a month and dates will vary. Times are always the same, **11:30 am, 12:00 pm, 5:00 pm, & 5:30 pm.** If it is your AWS day, no problem, there is a call in number to join the webinar. Per the National Agreement you may request to have your lunch or dinner moved to accommodate the time, since these webinars are on your own time.

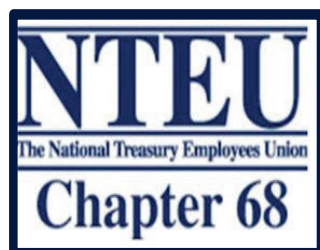
Here a schedule of what is next in the series:

Tuesday, Aug 20th - (see the flyer in the newsletter)
Managing Prediabetes and Preventing Type 2 Diabetes

Tuesday, Sept 17th
Walk Your Way to Wellness

Wednesday, October 9th
It's a no-Brainer: Simple Steps to Maintaining a Healthy Brain

**For more information, please reach out to:
Barbara.Thomas@IRS.GOV**



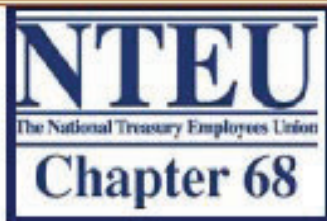
Everything You Need to Know About Credit Hours

Rob MacFarlane, Chapter 68 Vice President & Chief Steward

Credit hours are covered in Article 23 Section 5A (1) and (2) of our National Agreement. So, what are credit hours? Credit hours are hours that you work in addition to your regular TOD that you can work like overtime, but instead of receiving overtime pay, you receive “credit hours” which can be used as paid leave after requested and approved. To be eligible to work and use credit hours, you cannot be on an Alternative Work Schedule (AWS). So, if you work a 5/4/9 or a 4/10 you would not be eligible. The purpose of credit hours is to give folks who do not have an AWS regular day off (RDO) some flexibility when it comes to making appointments, and other activities that would need to occur during their usual working hours. Employees on an AWS who have an RDO, have one or two workdays each pay-period for things like appointments, whereas straight 8-hour workday employees would need to use leave. Since credit hours are designed for this purpose, a full-time employee can only carry 24 credit hours from one pay period to another. Part-time employees are generally eligible to work credit hours but may only carry $\frac{1}{4}$ of the hours.

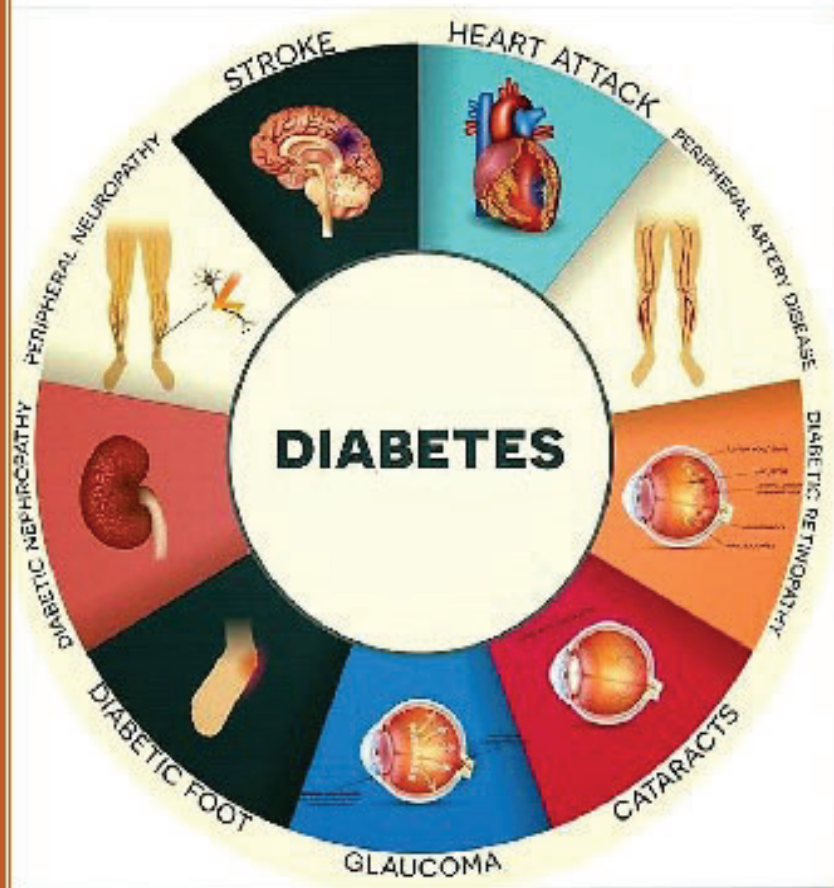
How do you inquire with your manager if you can work credit hours? Employees eligible to earn credit hours should simply request in advance to work additional time for credit hours. Overtime does NOT need to be offered in order for credit hours to be worked. The request to work credit hours should be approved as long as management determines that appropriate work is assigned, necessary, and available. Other factors can also factor into the approval, such as availability of seating, security, utilities, and supervision. Generally, an employee may earn up to 3 hours of credit per day and up to 10 hours on a non-workday such as a Saturday. As for using credit hours, it is to be requested the same as any other type of leave.





VIRTUAL LUNCH 'N LEARN

WEDNESDAY, AUGUST 20TH
11:30 AM, 12:00 PM, 5:00 PM, AND 5:30 PM
**YOU MAY ASK TO MOVE YOUR LUNCH/DINNER TO ACCOMMODATE THIS EVENT,
AS IT IS ON YOUR OWN TIME.**



Managing Prediabetes and Preventing Type 2 Diabetes

Did you know that one in three adults in the United States has prediabetes? And of those people, more than eight in ten of them have no idea they have it. Learn about what it means to be prediabetic, as well as risk factors and helpful tips on nutrition and exercise that can help keep you healthy and may help you prevent or delay Type 2 Diabetes.

Please reserve your virtual spot
by contacting
Barbara.Thomas@irs.gov

This MS TEAMS Lunch & Learn
is brought to you by:
NTEU Chapter 68 and BCBS FEP

Self-Assessment

Robert (Bob) Harrington, District 6, National VP

Among the many job protections afforded to Bargaining Unit employees by the NTEU National Contract is the concept of “Self-Assessment”.

It’s a rarely used but very useful tool to help ensure that the employee will receive a deserved CJE score on the annual performance appraisal.

Article 12, Section 4 (B) 6 reads:

“During the final thirty (30) days of an employee's annual appraisal period (or as otherwise agreed upon), the employee may prepare a written self-assessment on a form to be provided by the Employer to submit for their supervisor's consideration. Subject to the right to assign work, any employee who chooses to prepare such assessment shall be granted a reasonable amount of administrative time, not to exceed four (4) hours to do so, and shall submit that self-assessment to their immediate supervisor by no later than the last workday of their annual appraisal period. The self-assessment will be limited to four (4) pages in length. Employees who wish to do self-assessments will be given appropriate guidance on how to write self-assessments.”

The Performance Appraisal Self-assessment Tutorial offered by the IRS can be accessed through the Product Catalog by downloading Document 11948 Employees are entitled to a one-time opportunity to complete the tutorial on official time, at an appropriate time to be determined by their immediate manager. The tutorial may be taken as many times as the employee wants on their own time.

If the manager disagrees with anything contained in the self-assessment it will be discussed with the employee. Otherwise, the annual performance appraisal will reflect the contents of the self-assessment.





**UNITED
BENEFITS**

+

NTEU
National Treasury Employees Union

ONE-ON-ONE APPOINTMENTS AVAILABLE

RETIREMENT COUNSELING AND BENEFITS ENROLLMENT

United Benefits specializes in helping you better maximize and understand your benefits throughout your career and retirement. We will be at your location the following days:

TUESDAY

09/10/24

Appointments will be held in

Conference Room

1109

(near Union Office)

WEDNESDAY

09/11/24

Appointments will be held in

Conference Room

1109

(near Union Office)

THURSDAY

09/12/24

Appointments will be held in

Conference Room

1109

(near Union Office)

RETIREMENT

- Assisting with Retirement Paperwork
- TSP & 401(k) Strategies
- Survivor Annuity Options
- Calculating Your Pension
- Social Security Strategy
- Early, Deferred, & Disability Retirement

SUPPLEMENTAL BENEFITS

- Short-Term Disability
- Hospital Indemnity
- Critical Illness
- Dental & Vision Insurance
- Permanent Life Insurance for Employees & Family

Please let us know in advance if ASL is needed

ONE-ON-ONE APPOINTMENTS

Please email or text Karen to schedule your free one-on-one appointment.

KAREN RAGAN

Phone: 256-312-3016

karen@unitedbenefits.com

YOUR LOCAL BENEFITS SPECIALISTS

JIM and KAREN RAGAN

This is open to all employees: Admin time may be requested per Article 36, Section 10, of the 2022 IRS/NTEU National Agreement. Subject to workload considerations the Employer may grant an employee up to four (4) hours administrative leave per calendar year for the purposes of attending a health benefits fair, reviewing health benefits information and materials, receiving financial counseling, and seeking supplemental retirement counseling.



**NTEU Chapter 68 is proud to offer an
exclusive member discount for the
2024 season to**

Canobie Lake Park in Salem, NH!

**For more details and purchase
information contact**

Barbara.Thomas@irs.gov

NTEU
National Treasury Employees Union



Deadline to enter raffle is Aug 27th.

FIRST & LAST NAME:

TOD: (TIME of SHIFT, start and end)

What day (s) of the week are you physically IN THE BUILDING:

(NTEU MEMBERS ONLY)

PARKING PASS RAFFLE

NTEU CHAPTER 68



Please fill out and return to Barbara.Thomas@IRS.GOV

The winners of this pass will be valid for Sept 8th -Nov 30th, 2024

Join today
for only

\$20*



REG.
\$55

The Club Card Membership for 1 year with BJ's Easy Renewal®
New members only.



The Club Card
Membership
with BJ's Easy
Renewal



The Club+ Card
Membership
with BJ's Easy
Renewal

The Club+ Card members receive 5¢ off/gal.† at BJ's Gas® every day and earn 2% back† in rewards†† on most BJ's purchases.

New member The Club+ Card Membership: \$60

for 1 year with BJ's Easy Renewal

Existing members:

Renew The Club Card Membership for \$50.

Renew The Club+ Card Membership for \$100.

This offer is only available through NTEU Chapter 68.

This offer covers your BJ's Wholesale membership for 12 months.

Memberships include 1 household membership at no extra cost.
Add up to 3 supplemental memberships for \$25 each.

**For details and information contact
Barbara.Thomas@irs.gov**

NTEU Chapter 68 Officer and Steward Cadre

Updated on 06/12/2024

Chapter Officers

Beth Willwerth, President, 978-783-8425 beth.willwerth@irs.gov
Robert (Rob) MacFarlane, Vice-President, robert.macfarlane@irs.gov
Kelly MacDougall, Treasurer, kelly.a.macdougall@irs.gov
Barbara Thomas (Doumaney), Secretary, barbara.thomas@irs.gov
Alan Clark, Membership Trustee, alan.m.clark@irs.gov
Robert (Bob) Harrington, District 6, National VP, robert.a.harrington@irs.gov

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Lou Ann Santos (TAS) Louise.Santos@irs.gov
Or contact the Andover Chapter Office by E-mail: NTEU.Chapter.68@irs.gov or *NTEU Chapter 68

Stewards on Day Shift

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