

Updates and Answers on COVID Vaccine Points of Dispensation (POD)

Below are updates and answers on COVID Vaccine Points of Dispensation (POD) staffing and operations.

As of January 20, 2021, we received the following announcement from OLR:

“Due to insufficient vaccine supply, we will now be closing DOHMH PODs starting January 21, 2021, and will resume on January 28. Note that some staff will still be needed Thursday and Friday to inform clients who appear for their appointments because they missed the rescheduling notice.”

Timeline: On January 10, 2021, Public Health Nurses and a selection of other titles were activated to emergency 12-hour POD assignments. Employees across titles and agencies were encouraged to volunteer.

As of January 16, 2021, over 3,500 employees volunteered, but only about 1,000 were given POD assignments. This was not enough to meet demand.

When vaccine eligibility was expanded and demand increased, over 2,000 DOHMH staff were mandated to serve at least 2 12-hour shifts per week at the PODs, starting January 16, 2021. Now, in a change due to low vaccine supply, the PODs are closed through January 28, 2021.

EEO Accommodations: We have also received the announcement on 1/20/2021 that DOHMH employees “who wish to apply for an EEO reasonable accommodation in response to the recent POD activation mandate, or who have questions concerning eligibility for a reasonable accommodation for any other reason, may contact the EEO Office at EEOTeam@health.nyc.gov.”

Employees who apply for an EEO reasonable accommodation because they have been activated for POD service will not be required to work any of their chosen POD shifts pending a determination by EEO of their request. Such employees should be allowed to perform their usual work duties.”

DOHMH POD locations:

K410	Abraham Lincoln High School	2800 Ocean Parkway, Brooklyn	Brooklyn
K480	Bushwick Educational Campus	400 Irving Avenue, Brooklyn	Brooklyn
K500	Canarsie High School	1600 Rockaway Parkway, Brooklyn	Brooklyn
K580	George Westinghouse Vocational High School	105 Johnson Street, Brooklyn	Brooklyn

M025	Marta Valle Secondary School	145 Stanton Street, New York	Manhattan
M088	Wadleigh Campus/I.S. 88	215 West 114 th Street, New York	Manhattan
Q400	August Martin High School	156-10 Baisley Boulevard, Queens	Queens
Q410	Beach Channel Educational Campus	100-00 Beach Channel Drive, Far Rockaway	Queens
Q505	Hillcrest High School	160-05 Highland Avenue, Queens	Queens
Q610	Aviation High School	45-30 36 th Street, Queens	Queens
R445	Port Richmond High School	85 St Joseph's Avenue, Staten Island	Staten Island
R605	Staten Island Technical High School	485 Clawson Street, Staten Island	Staten Island
X430	Walton Educational School	2780 Reservoir Avenue, Bronx	Bronx
X450	Adlai E. Stevenson High School	1980 Lafayette Avenue, Bronx	Bronx
X470	South Bronx Educational Campus	701 St. Ann's Avenue, Bronx	Bronx

Questions and Answers

Q. Are employees being offered the **vaccination prior** to a first POD shift?

A. No. We cannot offer the vaccination before the first shift due to the risk of side effects that would make the employee unable to work their shift. After the first shift, employees will be eligible to be vaccinated.

Q. How many **shifts** are required?

A. Those who volunteer must work two 12-hour shifts per week at the PODs.

Q. What is the **schedule** of the POD shifts? Will **training** occur during work time?

A. The standard POD shift is 12 hours. It generally begins at 7 a.m. and runs 12 hours, though employees may be required to work past 12 hours if necessary and would of course be compensated. Yes, all time worked, including training time, will be compensated.

Q. **How many employees** are needed at each POD?

A. Each POD site requires 20-40 “general staff” per shift, in addition to the core leadership and clinical staff.

Q. Can employees select **the location** where they work for the PODs?

A. Yes. We have staffing needs across all boroughs, reflecting crucial operational need throughout the city. Employees were given the option to select locations.

Q. Will employees have proper **PPE** to perform the duties asked of them?

A. Yes. Staff will be provided with the necessary PPE at all locations for their roles.

- Q. How many employees from **other agencies** volunteered?
- A. As of 1/16/21, over 3,500 employees from 32 agencies have volunteered, but only 1,000 have selected shifts. (See Attached and Chart at end of Q&A)
- Q. Are any of the DOHMH employees assigned to the **Business Inspector** assignment mandated to work at the PODs? What are they doing now, and who will do their work?
- A. Yes, there are business inspectors that will be required to staff the PODS. They are required to work two days out of the week to staff the pods. The additional days in their schedule they will be working their normal assignment conducting business inspections. The POD staffing at this time takes precedence over their normal duties as we are required to ensure the PODS are fully staffed to dispense the vaccinations to the public.
- Q. Who will do the work of the DOHMH employees taken away from their **regular assignments** to work the PODs? For example, IT titles, Accounting, MVOs?
- A. Staff will be carrying out their duties during the other days in the week, as DOHMH is only requiring two POD shifts.
- Q. Will DOHMH provide **car service reimbursement** for those who might not have access to public transportation in the early morning (if their commute is longer than 90 minutes?)
- A. Yes, in accordance with NYC Comptroller's Directive No. 6. As per the Directive, DOHMH can reimburse after 3 hours of OT after 8pm and before 6am. Reimbursement is not determined by length of travel or distance.
- Q. Are **childcare concerns** being taken into account?
- A. As the POD shifts are available 7 days per week, and staff are required for only 2 shifts per week, employees may choose the shifts that work best for their schedule.

POD Volunteer Affiliation Summary	As of 1/16/2021	
<u>Agency/Affiliation</u>	<u>Number</u>	<u>Percentage</u>
Administration for Children's Services (ACS)	57	1.6%
Department for the Aging (DFTA)	11	0.3%
Department of City Planning (DCP)	11	0.3%

Dept. of Citywide Administrative Services (DCAS)	31	0.9%
Department of Consumer Affairs (DCA)	13	0.4%
Department of Cultural Affairs (DCLA)	3	0.1%
Department of Design and Construction (DDC)	20	0.6%
Department of Education (DOE)	135	3.7%
Department of Environmental Protection (DEP)	98	2.7%
Department of Finance (DOF)	20	0.6%
Department of Health and Mental Hygiene (DOHMH)	2,219	61.6%
Department of Homeless Services (DHS)	14	0.4%
Department of Housing Preservation and Development (HPD)	36	1.0%
Department of Information Technology and Telecommunications (DOITT)	20	0.6%
Department of Law (LAW)	26	0.7%
Department of Probation (DOP)	25	0.7%
Department of Small Business Services (SBS)	9	0.2%
Department of Social Services (DSS)	102	2.8%
Department of Transportation (DOT)	93	2.6%
Department of Youth and Community Development Services (DYCD)	6	0.2%
Financial Information Services Agency (FISA)	1	0.0%
Medical Reserve Corps (MRC)	458	12.7%
New York City Department of Parks & Recreation (DPR)	105	2.9%
New York City Housing Authority (NYCHA)	39	1.1%
NYC Department of Buildings (DOB)	18	0.5%

Office of Labor Relations (OLR)	6	0.2%
Office of Payroll Administration (OPA)	6	0.2%
Taxi and Limousine Commission (TLC)	12	0.3%
Unaffiliated But Approved	5	0.1%
Unaffiliated But Approved (UBA)	3	0.1%
Unaffiliated But Approved (UBA) But Approved	2	0.1%
Grand Total	3,604	