

INSIDE CITYWIDE

Message from the Commissioner's Office

July 22, 2021

As we enter the dog days of summer, the weather is heating up in NYC. On days with extreme heat, it is important to take precautions to stay safe. The City offers cooling centers across the five boroughs to help you, your neighbors, your family, and friends beat the heat. When a heat advisory is issued, check out the City's [Cooling Center Finder](#) or call 311 for locations. Be sure to check-in on those who may be at high-risk on days with extreme heat.

On top of taking precautions to stay cool, the City of New York takes additional measures to reduce energy usage during periods of peak energy demand, such as when the city experiences extreme heat. DCAS manages the City's Demand Response program and recently released [a video](#) explaining how the program reduces energy use, helps prevent brownouts and blackouts, and protects our environment. Check out [the video](#) and [read more on our website](#).

In addition to summer bringing the heat, it also marks graduation season. This includes the graduation for participants in our [NYC Urban Fellows program](#). This fellowship program provides a unique opportunity for exceptional college students from all over the United States to learn about local government and public service through hands-on experience working in City agencies in NYC. Below, you can find highlights of the 2020-2021 graduating class. Congratulations to all graduates!

This summer has also marked the return to office for City employees who have been teleworking during the pandemic. In the latest episode of our [Inside Citywide podcast](#), guests Quintin Haynes, DCAS Executive Deputy Commissioner, and Steve Banks, First Deputy Commissioner and General Counsel for the New York City Office of Labor Relations, discuss how the City implemented teleworking and the return to office. Be sure to [give it a listen](#) and remember to subscribe (it's free!) to be alerted about future episodes.

Read more below about these and other happenings at DCAS.

Demand Response

**Reducing Energy Use,
Preventing Brownouts and Blackouts,
and Protecting Our Environment**

To help achieve the City of New York's ambitious climate goals, and ensure the reliability of the city's electricity grid, DCAS-managed buildings and other partnering facilities participate in the Demand Response program.

On days when electricity demand reaches peak levels, such as days with extreme heat, participating facilities reduce energy use to help prevent brownouts and blackouts.

To learn more about Demand Response and how you can help the City reach its energy goals, check out our [Demand Response video on YouTube](#).



DCAS Podcast Focuses on City's Return to the Office

Only seven American companies have more employees than the City of New York. While most of the city's 400,000 employees are essential workers who continued to report to job sites during the pandemic, a substantial portion of the workforce transitioned to telework.

In [this episode](#), hosts Nick Benson and Belinda French discuss how the City sustained its operations with employees teleworking and its ongoing transition back to the office. This

SI Advance: Civil Service Exam Changes You Need to Know

Due to the pandemic, DCAS had to make a few changes to how civil service exams are administered. This article, written by *The Staten Island Advance*, reviews those changes and provides additional information that is useful for any New Yorker looking to become a civil servant.

Here are some of the key points highlighted in this article:

- Walk-ins are no longer accepted

episode's guests are Quintin Haynes, Executive Deputy Commissioner of DCAS and Steve Banks, the First Deputy Commissioner and General Counsel for the New York City Office of Labor Relations.

The Inside Citywide Podcast is available on [Spotify](#), [Apple Podcasts](#), [Google Podcasts](#), [Amazon Music](#), [Stitcher](#), and [BuzzSprout](#).

to take civil service exams

- All Computer-based Testing and Application Centers (CTACs) are open for testing except for the Bronx location
- All examination and eligible list-related notifications will now be sent by email only

Read more about this at [silive.com](#).

To view and register for upcoming civil service exams, visit [OASys](#).

2020 - 2021

NYC DCAS
Citywide Administrative Services

Urban Fellows Graduating Class



How do you plan to utilize your experience from the New York City Urban Fellows Program?

“ I hope to use my Urban Fellow experience to connect with more UF alumni and City employees for potential collaborations on future projects that will benefit all New Yorkers. ”

Attracting and retaining talented employees is vital to ensure the City's workforce remains effective and diverse. The NYC Urban Fellows Program is sponsored by the City of New York and administered by DCAS. The program is a nine month fellowship that introduces outstanding college students and graduates to local government and public service.

Read more about the [Urban Fellows program](#).

Get Vaccinated, NYC!



Carmine Rivetti
Chief of Staff

“ I got vaccinated
so I can once
again celebrate
holidays and life
milestones with
my family. ”



COVID-19 vaccines have been shown to be safe and effective in protecting people from severe COVID-19 illness, hospitalization, and death. These vaccines are the best protection we have against COVID-19 and that is why our DCAS leadership team encourages our staff and all New Yorkers to get vaccinated. You can see why DCAS leadership has chosen to get vaccinated in [our Flickr gallery](#).

To view vaccination sites and schedule an appointment, visit [this City of New York vaccination website](#). To see all vaccine sites that allow walk-ins, visit the city's [Vaccine Command Center page](#).

City employees should be aware that the city issued a temporary time and leave policy for employees to receive the COVID-19 vaccine. An employee may take up to four hours of excused leave for travel during scheduled work hours to the administration site and receipt of the vaccination for each required administration of the vaccine.

To the extent practicable, an employee should notify his or her supervisor at least three calendar days before the scheduled administration of the vaccine and schedule the excused leave for a time that minimizes interference with agency operations. The employee must provide documentation of the scheduled vaccination at the time he or she notifies the supervisor of the need for excused leave and provide documentation of the receipt of each required vaccination, including the date and time of administration, signed by the provider or the provider's agent. Employees are excused only for the time required to receive the vaccine, including travel to and from the vaccination site, up to a maximum of four hours for each administration.

Upon an employee's submission of documentation that he or she has received all injections of the vaccine required by the protocol for the vaccine administered to the employee (e.g. after confirmation of both the first and second dose, if the protocol requires two injections), the employee shall be credited with three hours of compensatory time.

For more information and to read the full policy, see [PSB 600-4: Temporary](#)



Social Media Highlights



From 7/15/2021

Check out the latest issue of Fleet Vision International. It includes an article by DCAS Deputy Commissioner Keith Kerman discussing the transformation of fleet management, improvement of services, and DCAS's Fleet Office of Real-time Tracking <https://on.nyc.gov/3r2MXjE>

Follow us on [Twitter](#)



From 7/02/2021

Happy Independence Day from all of us at DCAS. Remember, if you are celebrating and not fully vaccinated, keep your mask on and continue to social distance.

Follow us on [Instagram](#)

