

Certification

I declare to the best of my knowledge and belief that the attached document(s) are true electronic copies of the executed collective negotiations agreement(s) and the included summary is an accurate assessment of the collective bargaining agreement for the term beginning 1/1/2023 thru 12/31/2027.

Employer: Cumberland Cty Bd/Soc Serv

County: Cumberland

Date: 4/24/2024

Name: Paige Desiere
Print Name

Title: Director of Personnel


Signature

New Jersey Public Employment Relations Commission
NON-POLICE AND FIRE
COLLECTIVE NEGOTIATIONS AGREEMENT SUMMARY FORM

Line #

SECTION I: Parties and Term of Contracts

1 Public Employer: County of Cumberland County: Cumberland
 2 Employee Organization: UAW, AFL-CIO Local 2327 (Rank/File) Number of Employees in Unit: 176
 3 Base Year Contract Term: 1/1/2016 - 12/31/2019 New Contract Term: 1/1/2020 - 12/31/2027

SECTION II: Type of Contract Settlement (please check only one)

4 Contract settled without neutral assistance
 5 Contract settled with assistance of mediator
 6 Contract settled with assistance of fact-finder
 7 Contract settled with assistance of super-conciliator
 8 If contract was settled in fact-finding, did the fact-finder issue a report with recommendations?
 Yes No

SECTION III: Salary Base

The salary base is the cost of salaries in the final year of the expired or expiring agreement. This is the base cost from which the parties negotiate the salary increases.

9 Salary Costs in Base Year \$4,730,218
 10 Longevity Costs in Base Year \$-0-
 11 Total Salary Base \$4,730,218

SECTION IV: Salary Increases for Each Year of New Agreement*

	Year 6	Year 7	Year 8		
12 Effective Date (month/day/year)	<u>1/1/2025</u>	<u>1/1/2026</u>	<u>1/1/2027</u>		
13 Cost of Salary Increments (\$)	<u>135,318</u>	<u>179,530</u>	<u>141,385</u>		
14 Salary Increase Above Increments (\$)					
15 Longevity Increase (\$)					
16 Total \$ Increase (sum of lines 13-15)	<u>135,318</u>	<u>179,530</u>	<u>141,385</u>		
17 New Salary Base (\$)	<u>5,520,983</u>	<u>5,700,513</u>	<u>5,841,898</u>		
18 Percentage increase over prior year	<u>2.51</u> %	<u>3.25</u> %	<u>2.48</u> %		

**If contract duration is longer than five years, please add an additional page.*

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9 Salary Costs in Base Year \$ 4,730,218
 10 Longevity Costs in Base Year \$ -0-
 11 Total Salary Base \$ 4,730,218

SECTION IV: Salary Increases for Each Year of New Agreement*

	Year 1	Year 2	Year 3	Year 4	Year 5
12 Effective Date (month/day/year)	<u>1/1/2020</u>	<u>1/1/2021</u>	<u>1/1/2022</u>	<u>1/1/2023</u>	<u>1/1/2024</u>
13 Cost of Salary Increments (\$)	<u>107,155</u>	<u>110,476</u>	<u>111,414</u>	<u>166,833</u>	<u>159,569</u>
14 Salary Increase Above Increments (\$)	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
15 Longevity Increase (\$)	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
16 Total \$ Increase (sum of lines 13-15)	<u>107,155</u>	<u>110,476</u>	<u>111,414</u>	<u>166,833</u>	<u>159,569</u>
17 New Salary Base (\$)	<u>4,837,373</u>	<u>4,947,849</u>	<u>5,059,263</u>	<u>5,226,096</u>	<u>5,385,665</u>
18 Percentage increase over prior year	<u>2.27</u> %	<u>2.28</u> %	<u>2.25</u> %	<u>3.30</u> %	<u>3.05</u> %

**If contract duration is longer than five years, please add an additional page.*

SECTION V: Increases in Other Contractual Economic Items or Newly Added Economic Items*

19	Item Description	Base Year Cost (\$)	Year 1 Increase (\$)	Year 2 Increase (\$)	Year 3 Increase (\$)	Year 4 Increase (\$)	Year 5 Increase (\$)
	Signing Incentive	0	0	0	0	105,600	105,600
20	Totals(\$):	0	0	0	0	105,600	105,600

**If contract duration is longer than five years, please add an additional page.*

SECTION VI: Medical Costs

		Base Year	Year 1
21	Health Plan Cost	\$2,696,616	\$2,692,359
22	Prescription Plan Cost	\$858,308	\$875,788
23	Dental Plan Cost	\$69,370	\$64,905
24	Vision Plan Cost	\$11,495	\$13,292
25	Total Cost of Insurance	\$3,635,789	\$3,646,344
26	Employee Insurance Contributions	\$528,967	\$428,641
27	Employee Contributions as % of Total Insurance Cost	14.5 %	11.75 %

SECTION V: Increases in Other Contractual Economic Items or Newly Added Economic Items*

19	Item Description	Base Year Cost (\$)	Year 6 Increase (\$)	Year 7 Increase (\$)	Year 8 Increase (\$)	Increase (\$)	Increase (\$)
	Signing Incentive	0	0	0	0		
20	Totals(\$):	0	0	0	0		

**If contract duration is longer than five years, please add an additional page.*

SECTION VI: Medical Costs


21	Health Plan Cost	\$		\$	
22	Prescription Plan Cost	\$		\$	
23	Dental Plan Cost	\$		\$	
24	Vision Plan Cost	\$		\$	
25	Total Cost of Insurance	\$		\$	
26	Employee Insurance Contributions	\$		\$	
27	Employee Contributions as % of Total Insurance Cost		%		%

Section VI: Medical Costs (continued)

28 Identify any insurance changes that were included in this CNA.
In the prior CNA ending 12/31/2019, employees in this unit received an incentive payment based on coverage election as compensation in combination with transitioning to Horizon OMNIA (a "lesser" plan). The County transitioned employees to a richer Aetna HNO plan effective 1/1/2022, eliminating the merits for such an incenive payment to be made. However, through grievance and arbitration, the unit sought incentive payments for years 2020 and 2021 to which the arbitrator ruled in the unit's favor. This was settled outside of contract negotiations but it bears relevance as it occurred within the new CNA effective period. Costs for such payments approximated \$144,000 for 2020 and \$143,750 for 2021, exclusive of employer-taxes.

SECTION VII: Certification and Signature

29 The undersigned certifies that the foregoing figures are true:

Print Name: Jeffrey T. Ridgway, Jr.
Position/Title: CFO/Treasurer
Signature: 
Date: 04/24/2024

Send this completed and signed form along with an electronic copy of the contract and the signed certification form to: contracts@perc.state.nj.us

NJ Public Employment Relations Commission
Conciliation and Arbitration
PO Box 429
Trenton, NJ 08625
Phone: 609-292-9898

Revised 8/2016

**AGREEMENT
BETWEEN
CUMBERLAND COUNTY
AND
AMALGAMATED LOCAL 2327,
UNITED AUTO WORKERS OF AMERICA,
AFL-CIO
DIVISION OF SOCIAL SERVICES
RANK & FILE UNIT
JANUARY 1, 2023 – DECEMBER 31, 2027**

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PREAMBLE

THIS AGREEMENT, entered into this _____ day of _____, 2023 by and between **THE COUNTY OF CUMBERLAND**, (hereinafter referred to as the “COUNTY”), and **AMALGAMATED LOCAL 2327, UNITED AUTO WORKERS OF AMERICA, AFL-CIO** (hereinafter referred to as the “UNION”).

PURPOSE AND INTENT

The general purpose of this Agreement is to set forth the terms and conditions of employment and to promote orderly and peaceful labor relations for the mutual interest of the COUNTY in its capacity as an Employer, the Employees, the UNION, and the recipients of benefits provided by and through the COUNTY.

The parties recognize that the interests of the community and the employment security of the employees depend upon the COUNTY’s success in establishing proper service to the aforesaid recipients of benefits provided by and through the CUMBERLAND COUNTY DIVISION OF SOCIAL SERVICES, (hereinafter referred to as CCDSS)¹.

To those ends, the COUNTY and the UNION encourage, to the fullest degree, friendly and cooperative relations between the respective representatives at all levels and amongst all employees.

This Agreement has, as its further purpose, the harmonious relations between the COUNTY and the UNION, the establishment of an equitable and peaceful procedure for the resolution of differences and the establishment of rates of pay, hours of work, benefits and other terms and conditions of employment.

ARTICLE 1. RECOGNITION OF RIGHTS/LIMITATIONS.

1.1. Recognition of Union.

Pursuant to and in accordance with all applicable provisions of the New Jersey Employer-Employees Relations Act, Chapter 303 of the Laws of 1968 (N.J.S.A. 34:13A-1 et. seq.), as amended, the COUNTY does hereby recognize the UNION as the sole and exclusive representative of all employees of the CCDSS, excepting that this representation shall not extend to the Director, Deputy Director, Chief of Administrative Services, Administrative Field Office Supervisor, Administrative Supervisor, Assistant Administrative Supervisor, Training Supervisor, Chief Investigator, Chief Clerk, Assistant Chief Clerk, Attorney, Accountant, Senior Accountant, Secretary to the Director, Security Guard, Senior Security Guard, supervisory personnel, casual, temporary, and seasonal employees, or any other person who is employed in a confidential position by the COUNTY or otherwise excluded by law from this Bargaining Unit.

¹ The Cumberland County Commissioners dissolved the formerly autonomous Cumberland County Board of Social Services by passing Resolution 2015-568, effective December 31, 2015. By Resolution 2015-569. The Cumberland County Commissioners established the Cumberland County Division of Social Services effective January 1, 2016.

1.2. Management Rights.

a. The COUNTY retains the right in accordance with applicable law and regulation directly and by way of delegation to designated personnel to (1) direct all operations of the County; (2) direct all employees of the COUNTY; (3) hire, promote, transfer, assign, and retain employees in positions within the Division of Social Services, and to suspend, demote, discharge, or take other disciplinary action against employees for good and just cause in accordance with Civil Service law, rules, and regulations; (4) maintain the efficiency of the government operations entrusted to it; (5) determine the methods, means, and personnel by which such operations are to be conducted; (6) determine the number and kind of job classifications, titles, and positions; (7) contract work including but not limited to professional and other specialized services pursuant to and in accordance with any limitations imposed by applicable law and/or regulation; (8) take whatever action may be necessary to comply with state and federal law and regulations. All management rights are subject to this Agreement and applicable law. The COUNTY agrees that if any employee is subject to or is asked to participate in an investigatory interview, that they have an opportunity for union representation.

1.3. Prohibited Actions.

a. During the term of this Agreement, the UNION agrees not to engage in or support any strike, work stoppage, slow-down or other similar concerted action by employees with the Bargaining Unit nor shall any UNION representative engage in any individual action or conduct which has the purpose of inducing said employees to engage in such prohibited activities.

b. During the term of this Agreement, the COUNTY agrees not to seek reprisals, penalize, discipline or otherwise discriminate against any individual UNION representative or employee within the Bargaining Unit as a result of said individual asserting any right conferred upon said individual or the membership as a whole by the terms of this Collective Bargaining Agreement nor shall the COUNTY or any representative of COUNTY institute, engage in or support a lock-out of the employees within the Bargaining Unit.

ARTICLE 2. UNION REPRESENTATION.

2.1. Designation of Stewards/Alternates.

a. There shall be six (6) duly selected representatives of the UNION from the membership of the Bargaining Unit, (hereinafter each called "Steward" and/or "Alternate") to be selected by the UNION based upon the distribution of employees at each office location of the COUNTY. The designation of Stewards and/or Alternates shall be solely at the UNION's discretion but shall not exceed in total six (6) such designations.

b. The UNION has the exclusive right and discretion in the designation of Stewards and Alternates, as well as the delineation of their respective responsibilities and authority to act for and on behalf of the UNION.

c. An Alternate will be provided the recognition and privileges afforded a Steward as set forth in this Agreement in any instance where a Steward is unable to perform his or her duties due to absence, illness, or employment responsibilities.

d. The UNION shall notify the COUNTY of the names of all duly selected Stewards and Alternates, in writing, no later than January 15th of each year of the Agreement or within fifteen (15) calendar days of a change in such.

2.2. Access to Employees by Union Representatives.

a. Union representatives will have appropriate and reasonable access to employees within the Bargaining Unit for the purpose of administering the Collective Bargaining Agreement and/or related Union business providing that said activity is confined to non-working hours (prior to and after the scheduled work day, lunch and break periods) unless prior approval is obtained from the appropriate representative of the COUNTY and said activity does not interfere with the work assignment(s) of the Representative and/or employees.

b. The UNION shall be permitted to conduct meetings with the employees at any office location maintained by the COUNTY, provided that space is available, and approval is obtained in advance of the date and time of said meeting from the Director.

c. The UNION shall have access to bulletin boards prominently located in the general working areas in each of the office locations maintained by the COUNTY. The UNION may post any appropriate material pertaining to Union business, providing that said materials are not profane, obscene, defamatory, political, or derogatory in nature. Materials shall be posted or removed only by a Steward. All postings shall contain the signature of a Steward.

d. Stewards shall have the right to distribute information pertaining to Union business to employees at their desks or workstations during non-working hours.

e. In order to properly administer the Collective Bargaining Agreement, Stewards may utilize telephone and inter office(s) mail systems with the prior approval of the Director.

f. The COUNTY shall provide a thirty (30) minute orientation session between any new employee and a UNION representative within one (1) month of said employee's date of hire. UNION representatives may utilize such session to familiarize said employee with the terms of the Collective Bargaining Agreement, as well as related benefits of his or her employment and Union membership.

g. The COUNTY shall comply with the provisions of the New Jersey Workplace Democracy Act.

2.3. Leave for Union Representatives.

a. A Steward shall be permitted, during working hours without loss or pay to investigate and process a grievance on behalf of an employee in the Bargaining Unit and/or represent said employee at a grievance proceeding provided that same does not interfere with the work assignments of said Steward.

b. A Steward shall be permitted, during working hours without loss or pay to attend approved conferences with appropriate representatives of COUNTY concerning the administration

of the Collective Bargaining Agreement provided that same do not interfere with the work assignments of said Steward.

c. Two (2) Members designated by the UNION shall be permitted during working hours without loss of pay to attend the UAW International Constitutional Convention which is held once in a four (4) year period as designated by the International Office. Written notice by the UNION shall be provided, specifying the individual(s) affected shall be provided to the COUNTY no less than thirty (30) days prior to the commencement of said Convention. Confirmation of attendance at the Convention shall, upon request, be submitted by the UNION. Said leave may be inclusive of the duration of the Convention with a reasonable time allowed for time to travel to and from said Convention; however, said leave shall not exceed five (5) working days for each member designated to attend the Convention.

d. Stewards/Alternates shall be allowed nine (9) days total paid leave by the COUNTY per year to attend the UAW Local 2327 Joint Council Meeting. The nine (9) days total specified in this sub-paragraph may be allocated at the discretion of the UNION among its Stewards/Alternates. Written notice by the UNION, specifying the individual(s) affected, shall be provided to the COUNTY at least seven (7) days prior to the Meeting date. A certificate of attendance to said Meeting shall, upon request, be submitted by the UNION representative(s) in attendance.

2.4. Payroll Deductions for Membership Dues and Representation Fees

a. The COUNTY agrees to grant rights to dues deductions to the UNION and will deduct membership dues from the pay of those employees who individually and voluntarily request in writing that such deductions be made, in amount as determined by the union. For each employee who signs such an authorization card, the check-off shall commence in the pay following the filing of the authorization card with the COUNTY. The COUNTY shall remit to the union once a month the monies collected for this purpose.

b. Employees who have authorized the payroll deduction may revoke such authorization by providing written notice to the COUNTY. Within five (5) days of receipt of such notice, the COUNTY shall provide notice to the union of such revocation.

c. Dues deducted by the COUNTY shall be transmitted to the designated Union official. The county agrees to provide the UNION, every 120 days, a complete electronic listing of all employees covered by this Collective Negotiations Agreement, in excel format, which shall include the employee's department, job status, and amount of dues deducted as it appears on the records of the employer for the purposes of deduction of dues. If necessary, the COUNTY shall provide the UNION with a list of departmental payroll codes in order to identify the Department name on the above-mentioned electronic listing.

d. The UNION shall indemnify and hold the county harmless against any and all claims, demands, suits, and other forms of liability that may arise out of, or by reason of any action taken or not taken by the employer in conformance with this provision. The union shall intervene in and defend any administrative or court litigation concerning this provision. Any such litigation, the COUNTY shall have no obligation to defend this provision but shall cooperate with the UNION in defending this provision.

2.5. UAW V-CAP Deduction.

During the life of this Agreement, the COUNTY agrees to deduct from the pay of each employee voluntary contributions to UAW V-CAP, provided that each such employee executed or has executed the following "Authorization for Assignment and Check-off of Contributions to UAW V-CAP" form; provided further, however, that the COUNTY will continue to deduct the voluntary contributions to UAW V-CAP from the pay of each employee for whom it has on file an unrevoked "Authorization for Assignment and Check-off of Contributions to UAW V-CAP" form.

Deductions shall be made only in accordance with the provisions of and in the amounts designated in said "Authorization for Assignment and Check-off of Contributions to UAW V-CAP" form together with the provisions of this Article of the Agreement.

A properly executed copy of the "Authorization for Assignment and Checkoff of Contributions to UAW V-CAP" form for each employee for whom voluntary contributions to UAW V-CAP are to be deducted, hereunder, shall be delivered to the COUNTY before any such deductions are made, except as to employees whose authorizations have heretofore been delivered. Deductions shall be made thereafter, only under the applicable "Authorization for Assignment and Check-off of Contributions to UAW V-CAP" forms which have been properly executed and are in effect.

Deductions shall be made, pursuant to the forms received by the COUNTY, from the employees first Union dues period in the first (1st) month following receipt of the checkoff authorization card and shall continue until the checkoff authorization is revoked in writing. The COUNTY agrees to remit said deductions promptly to UAW V-CAP in the care of the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America (UAW).

The COUNTY further agrees to furnish UAW V-CAP with the name, address, social security number and date of last authorization of those employees for whom deductions have been made. The COUNTY further agrees to furnish UAWV-CAP with a monthly and year-to- date report of each such employee's deduction.

ARTICLE 3. PROHIBITION OF DISCRIMINATION.

The COUNTY and the UNION agree that there shall not be any discrimination against any employee within the Bargaining Unit because of race, color, national origin, sex, marital, parental or birth status, age, disability, religion, political affiliation, or Union membership.

ARTICLE 4. GRIEVANCE PROCEDURE.

4.1. Definitions.

a. A grievance is a claim by an employee within the Bargaining Unit or the UNION on behalf of the employee(s) based upon the interpretation, application, or violation of this Agreement, policies or administrative decisions and practices, affecting such employee or a group of employees within the Bargaining Unit.

b. An aggrieved person is the person or persons or the UNION on behalf of the employee(s) making the claim.

c. A “party in interest” is the person or persons making the claim, any individual including the UNION on behalf of the employee(s) of the COUNTY who might be required to take action or against whom action might be taken in order to resolve the claim.

d. If a grievance or dispute arises over a matter which is controlled by the New Jersey Civil Service Commission, the employee shall proceed through the New Jersey Civil Service Commission for resolution of the matter.

4.2. Purpose of Procedure.

The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems which may from time to time arise affecting employees. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

4.3. Procedure.

a. Level One – Submission of Grievance to Supervisor.

An aggrieved person shall first submit the grievance in writing to his or her Supervisor within ten (10) working days of its occurrence or within ten (10) working days of the aggrieved person having knowledge or being reasonably expected to have knowledge of its occurrence. Calculation of the ten (10) working days’ time period set forth shall include the day of occurrence. Failure to so act shall constitute an abandonment of said grievance. Working days as set forth throughout this Article shall be defined as Monday through Friday, irrespective of whether the employee works the days or not.

b. Level Two – Submission of Grievance to Director of Cumberland County Division of Social Services.

If the aggrieved person is not satisfied with the disposition of his or her grievance at Level One, or if no decision has been rendered within ten (10) working days of submission of the grievance, he or she may submit the grievance in writing to the Director within ten (10) working days of the decision at Level One or ten (10) working days from the last day on which the decision should have been rendered at Level One, whichever is sooner.

c. Level Three – Submission of Grievance to Cumberland County Director of Human Resources.

If the aggrieved person is not satisfied with the disposition of his or her grievance at Level Two, or if no decision has been rendered within ten (10) working days of submission of the grievance at said level, he or she may submit the grievance in writing to the County Director of Human Resources or designee within ten (10) working days of the decision at Level Two or ten (10) working days from the last day on which the decision should have been rendered at Level Two whichever is sooner. The aggrieved person and/or a representative of the UNION may request an appearance before the Director of Human Resources.

d. Level Four- Submission of Grievance to Arbitration.

1. If the aggrieved person is not satisfied with the disposition of his or her grievance at Level Three, or if a decision has not been rendered by the Director of Human Resources during the time period provided in *Article 4.3(c)*, above, the aggrieved person may request in writing that the UNION submit the grievance to arbitration. Said request must be submitted to the UNION with notice to the Director within ten (10) working days of the decision at Level Three or ten (10) working days from the last day on which the decision should have been rendered at Level Three, whichever is sooner.

2. If the UNION determines that the grievance is meritorious, it may submit the grievance to arbitration within fifteen (15) working days of receipt of a request by the aggrieved person.

3. Within fifteen (15) working days of such written notice of submission to arbitration, the COUNTY and the UNION shall request a list of arbitrators from the Public Employment Relations Commission, if applicable. The parties shall then be accordingly bound by the rules and procedures of the Public Employment Relations Commission, whichever has been selected by the parties.

4. The arbitrator's decision shall be in writing and submitted to the COUNTY and the UNION. Said decision shall be final and binding on the parties.

5. In the event the arbitrability of a grievance is at issue between the parties, jurisdiction to resolve the issue shall rest solely with the arbitrator.

6. The costs for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel and subsistence expenses, if applicable, shall be borne equally by the COUNTY and the UNION. The COUNTY shall provide the hearing room. Any other expenses incurred including the cost of a transcript, if applicable, shall be paid by the party incurring same.

7. Only one (1) grievance may be submitted to arbitration before one (1) arbitrator.

e. Calculation of any time period herein shall include the day upon which an event takes place, i.e. grievance or response.

4.4. Right of Representation.

Any aggrieved person may represent himself or herself at all stages of the grievance procedure or, at his or her option, by duly authorized UNION representative(s), including counsel retained by the UNION.

4.5. Rights of Union.

a. When an employee is not represented by the UNION, the UNION shall receive notice of the decision from the COUNTY rendered at each level of the grievance procedure.

b. The UNION may continue a grievance through all applicable levels of this procedure even though the aggrieved person does not wish to do so if said grievance affects or has application to a group or class of employees within the Bargaining Unit.

4.6. Miscellaneous.

a. If, in the sole discretion of the UNION, a grievance affects a group or class of employees within the Bargaining Unit, the UNION may submit such grievance directly to the Director of the Cumberland County Division of Social Services and the processing of such grievance shall commence at Level Two.

b. Decisions rendered at Levels One, Two and Three of the grievance procedure shall be in writing, setting forth the decision and the reasons therefore and shall be transmitted promptly to all parties in interest and to the UNION. Decisions rendered at Level Four shall be in accordance with the procedures set forth in Section 4.3.d, above.

c. The time limitations indicated at each level should be considered as maximum limitations and binding upon the parties and every effort should be made to expedite the process. Said time limitations may, however, be extended by mutual agreement in writing.

d. Reprisals of any nature, kind or degree shall not be taken by the COUNTY or by its representatives, agents, or employees against any party in interest any representative, any member of the UNION or any other participant in the grievance procedure by reason of such participation.

e. Forms for filing grievances, serving notices, taking appeals and other necessary documents shall be prepared jointly by the Director and the UNION and given appropriate distribution so as to facilitate operation of the grievance procedure.

f. Any provision contained within this Article or elsewhere in the Collective Bargaining Agreement shall not be construed as requiring the UNION to submit a grievance to arbitration or to represent an employee in any proceedings instituted with the New Jersey Civil Service Commission. The UNION'S decision to process any grievance at any step or to terminate the grievance proceedings at any step shall be final as to the interests of the grievant or the UNION.

g. Any provision contained within this Article shall not be construed to discourage or prohibit an aggrieved person and/or the UNION from pursuing informal efforts with the COUNTY to effectuate a prompt and amicable resolution of the matter in controversy.

ARTICLE 5. SALARY AND RELATED COMPENSATION.

5.1. Salary.

a. The parties acknowledge the existence and continuation during the term of the Collective Bargaining Agreement of a salary program based upon the establishment of a salary range for each employment position classification with specific minimum and maximum rates of pay and intermediate incremental steps for each such classification.

The rates of pay for all employees covered by this Agreement for years 2023, 2024, 2025, 2026, and 2027 shall be set forth in the attached compensation salary guides as Appendix I. All step movement shall occur on January 1st of each year of the contractual term. After January 1, 2023, all newly hired employees shall receive step increases in accordance with the following: Any employee hired on or before June 30th shall advance a step on January 1st of the following year. Any employee hired on or after July 1st shall not advance a step on the salary guide until

January 1st following the employee's first twelve (12) months of employment with the County. Thereafter, newly hired employees shall advance a step on the salary guide each January 1st.

b. The parties agree to the following salary increases, as referenced in *Appendix I*:

1. Upon ratification of the Memorandum of Understanding between the County and the Union, each active member of the Union shall receive a one-time stipend of \$600.00, (less appropriate deductions).
2. Effective January 1, 2023, staff will advance a step as indicated on the attached 2023 UAW-DOSS STAFF STEP GUIDE.
3. Effective January 1, 2024, each active member shall receive a one-time stipend of \$600.00, (less appropriate deductions).
4. Effective January 1, 2024, bargaining unit members with a Bilingual Certification shall receive an increase in base salary of \$ 1000.00.
5. Effective January 1, 2024, staff at a maximum step level will receive a 2.5% increase and will move "off-guide."
6. Staff at maximum step level will receive a 2.5% off-guide salary increase in years 2025 to 2027.
7. Effective January 1, 2026 staff will advance a step as indicated on the attached salary guide in Appendix I.

c. Each employee who has not reached the maximum step of the applicable salary range for his or her employment position classification shall receive a merit increase pursuant to the existing increment system in accordance with the applicable compensation Schedule set forth in the afore-mentioned Appendix I.

d. The parties acknowledge the existence of a performance review system applicable to all employees within the Bargaining Unit, including provision for the denial or withholding of the incremental increase described in *Article 5.1.c.* herein based upon an unsatisfactory review as well as appropriate appeal/recourse by an affected employee. Increment withholding under this provision shall be enforced in the calendar year following the unsatisfactory review.

e. The time absent from work in excess of six (6) months shall be deducted from the total service for employees who have taken a leave of absence without pay to determine both eligibility for promotion and/or seniority. If this procedure results in any conflict with New Jersey Civil Service Commission regulations, then the Civil Service Commission regulations shall prevail.

f. Step advancement following the term of the Agreement shall be governed by the applicable law, including but not limited to case law.

5.2. Overtime Pay.

a. Effective January 1, 2023, all authorized overtime work beyond “thirty-five hours (35)” a week, (excluding paid and unpaid leave), shall be paid at a rate of one and one-half (1½) times the employee's regular hourly rate of pay.

5.3. Annual Salary.

Salary shall be calculated and paid on an annual basis. Payment shall be by way of bi-weekly payroll, as set forth in *Article 6.13*. The annual salary shall be allocated on a bi-weekly basis as follows: annual salary divided by number of bi-weekly pay periods.

ARTICLE 6. BENEFITS.

6.1. Health Insurance Coverage.

- a. Eligible employees within the Bargaining Unit and their enrolled dependents shall receive the benefit of participation in the Cumberland County Health Benefits Plan. The COUNTY may change insurance carriers provided that said change does not result in any material modification of the current health benefits coverage. The UNION shall have prior notice of any proposed change in insurance carriers to assure that same does not result in any material modification of the current health benefits coverage. Any other modification of the Health Insurance Plan shall not result in a reduction of coverage or other aspects of said benefits and is subject to the requirement of collective bargaining with the UNION and the COUNTY.
- b. In any instance where an eligible permanent or provisional employee within the Bargaining Unit is granted an approved FMLA/FLA leave without pay, the COUNTY shall extend and pay its share of the cost of health insurance coverage for said employee and any enrolled dependents pursuant to the FMLA/FLA. In any instance where said approved FMLA/FLA leave, as described above, exceeds the limits specified in the FMLA/FLA Act, or at the beginning of an approved personal leave without pay, the eligible employee may pre-pay the insurance premiums at group rates necessary to continue such coverage for an additional period as specified under COBRA.
- c. Effective January 1, 2022, all employees receiving benefits from the County shall be enrolled in the Aetna Health Network Only (HNO) Plan which shall be considered the “base plan” for health benefits paid for by the County less any premium sharing amounts currently paid by the individual employees.
- d. Employees will still have the right to select other plans offered by the County during open enrollment. However, the employee will be responsible for paying the difference in premium between the base plan and the more expensive plan. This shall not alleviate the employee’s responsibility for base plan premium sharing as stated above (i.e., the difference between the base plan and chosen plan + Chapter 78 premium sharing).
- e. All plans shall be subject to a \$100 Emergency Room Co-pay effective 1/1/17.

- f. The COUNTY shall grant employees who suffer from a catastrophic health condition or injury and who have exhausted FMLA and/or personal leave an additional three (3) months paid medical benefits at no cost to the eligible employee subject to medical documentation and Division approval. Such benefit is conditioned upon an absence of discipline for chronic or excessive absenteeism, lateness, or abuse of leave for a three-year period. This benefit shall not be granted more than once during a three (3) year time period.

6.2. Prescription Drug Program.

- a. Eligible employees within the Bargaining Unit and their enrolled dependents shall receive prescription drug benefits as provided through the Cumberland County Health Benefits Plan subject to the deductibles and copays as provided by the Cumberland County Health Benefits Plan.

Effective January 1, 2017, all plans shall be subject to a Rx co-pay as follows:

Generic:	\$10
Preferred:	\$25
Non-Preferred:	\$50

- b. The COUNTY may change insurance carrier provided that said change does not result in a material modification of the current prescription benefits or coverage. The UNION shall have prior notice of any proposed change in insurance carriers to assure that same does not result in any material modification of the current prescription benefit or coverage. Any other modification of the Prescription Drug Benefit Program now in effect shall not result in a reduction of coverage or other aspects of said benefits and is subject to the requirement of collective bargaining with the UNION. The UNION shall have prior notice of any proposed change in insurance carriers to assure that same does not result in any material modification of the current health benefits coverage. Any other modification of the Health Insurance Plan shall not result in a reduction of coverage or other aspects of said benefits and is subject to the requirement of collective bargaining with the UNION and approval by the COUNTY, if applicable by law.

- c. Employees shall continue to contribute toward their prescription benefits in accordance with the amounts specified in Chapter 78, P.L. 2011 (Chapter 78) and/or any other statutory or regulatory requirements.

- d. Each eligible employee shall be provided with an authorization and identification card, a list of participating pharmacies in the program and a brochure describing the details of the program.

6.3. Dental Plan.

- a. Eligible employees within the Bargaining Unit and their enrolled dependents shall receive the benefit of participation in the Cumberland County Dental Plan.

- b. Minor dependents shall be defined as per *Article 6.3a.*, above.

c. The COUNTY may change dental insurance carriers provided that said change does not result in any material modification of the dental benefits or coverage described in *Article 6.3.a.* above. The UNION shall have prior notice of any proposed change in dental insurance carriers to assure that same does not result in any material modification of the dental benefits or coverage described in *Article 6.3.a.* above. Any other modification of the Dental Plan described in *Section 6.3.a.* above shall not result in a reduction of coverage or other aspects of said benefits and is subject to the requirement of collective bargaining with the UNION and approval by the COUNTY, if applicable by law.

6.4. Eye Care Program.

Eligible employees within the Bargaining Unit and their dependents shall receive the benefit of participation in the eye care program as provided by the Cumberland County Health Benefits Plan.

6.5. Temporary Disability Insurance.

Eligible employees within the Bargaining Unit shall continue to receive the benefit of participation in the New Jersey Temporary Disability Insurance Plan for public employees subject to the provisions of the afore-described plan and any rules and regulations promulgated thereunder.

6.6. Life Insurance.

Eligible employees within the Bargaining Unit shall continue to receive the Group Life Insurance Benefits by virtue of the COUNTY's participation in the Public Employees Retirement System, said benefits being in accordance with the provisions of said Plan and the rules and regulations promulgated thereunder as administered exclusively by the New Jersey State Division of Pensions.

6.7. Retirement Benefits.

a. Eligible employees within the Bargaining Unit shall continue to receive the retirement benefits by virtue of the COUNTY's participation in the Public Employees Retirement System, said benefits in accordance with the provisions of said Plan and the rules and regulations promulgated thereunder as administered exclusively by the New Jersey State Division of Pensions.

b. The County shall provide health benefit coverage through the Cumberland County Health Benefits Plan ("Plan") for employees and their dependents upon retirement from CCDSS employment, subject to twenty (20%) percent premium co-pay or the amounts specified in P.L. 2011 c. 78. Notwithstanding the foregoing, employees hired after May 15, 2023, and who thereafter retire from the County shall receive retirement health benefits only for the employee and his/her spouse and not for his/her dependents. To be eligible, the retiring employee must:

1. Retire from active employment with the County under the N.J. State Pension Program; and,
2. Be enrolled in the Cumberland County Health Insurance Plan; and,

3. Have at least twenty-five (25) years of continuous and consecutive employment service with the CCDSS, or at least twenty (20) years of employment service with the CCDSS if a veteran; and,

4. In addition to the requirements of Article 6.7.b.1. to 6.7.b.3., the retiring employee must be eligible for retirement benefits, including health coverage, pursuant to New Jersey Statute or Regulations, and must have twenty-five (25) years or more of continuous and consecutive service with the COUNTY.

5. The following retired employees shall be excluded from eligibility even though they would otherwise qualify; and,

a. Employees who although they meet the age eligibility requirement of the Federal Medicare Program are not covered by the Federal Program; and,

b. Employees who are eligible under a like or similar coverage under another group program covering the employee or his/her spouse; and,

c. Those employees who are otherwise excluded pursuant to the New Jersey State Health Benefits Plan.

6. All coverages under this Plan shall terminate upon the death of the retired employee.

c. Subject to the provisions of the New Jersey Civil Service Act, Chapter 112 of Laws of 1986 (*N.J.S.A. 11A:6-16, et seq.*), as amended, and any rules and regulations promulgated thereunder, a permanent eligible employee within the Bargaining Unit who enters retirement pursuant to the provisions of the Public Employee Retirement System shall be entitled to receive payment for accumulated unused sick leave earned during said employee's continuous unbroken service since the most recent date of hire.

1. The afore-described payment shall be computed at the rate of one-half (1/2) of the eligible employee's daily rate of pay for each day of earned and unused accumulated sick leave based upon the average annual compensation received during the last year of said employee's employment prior to the effective date of retirement, provided that no such payment shall exceed the sum of Seventeen Thousand (\$17,000.00) Dollars for employees hired before May 21, 2010. For unit members hired on or after May 21, 2010, their entitlement to accumulated sick leave payment upon retirement is limited to a maximum of Fifteen Thousand (\$15,000.00) Dollars as per provisions of law including but not limited to *N.J.S.A. § 11A:6-19.2*.

2. The afore-described payment shall be paid to the employee in a lump sum within thirty (30) days of the effective date of retirement, except as noted below. An employee who elects a deferred retirement benefit shall not be eligible for this lump sum payment.

3. Effective January 1, 2013, employees who are eligible for Ten Thousand (\$10,000.00) Dollars or more in accumulated sick time benefits shall be paid such in two (2) equal installments: the first (1st) payment within thirty (30) calendar days of the effective date of the retirement; and the second (2nd) payment one (1) year thereafter.

6.8. Tuition Reimbursement Benefit.

a. Eligible participants shall be defined herein as any permanent full-time employee in the continuous employ of the Division of Social Services for a period of at least one (1) year who submits an application for tuition reimbursement twenty-one (21) days prior to the commencement of a course of study. It is expressly understood that any application for tuition reimbursement received after the commencement of the course in question will not be eligible for this program.

b. The Division of Social Services shall not be obligated to reimburse an applicant for other than the actual tuition cost relating to the course in question and, under any circumstances, the Division of Social Services shall not be obligated to reimburse tuition cost in excess of fifteen (15) credits per calendar year for undergraduate work, not in excess of six (6) credit hours for Social Worker recertification and, not in excess of six (6) credit hours for Graduate work per calendar year. Any reimbursement under this sub-section shall not exceed the tuition rate at Rowan University for Cumberland County residents. The Division of Social Services encourages bargaining unit members to take classes at Rowan College of South Jersey.

c. The tuition reimbursement benefit is applicable only to courses that are related to approved job titles under the auspices of the Division of Social Services. Reimbursement shall be paid only upon proof by an eligible employee that he or she received a "B" or numerically equivalent grade or, in the event that the eligible employee received prior approval for a course utilizing only a "pass/fail" grade, proof that the eligible employee received a "pass" grade. Accredited courses that meet the above criteria and are offered on-line are eligible for reimbursement.

d. The Division of Social Services shall be obligated to pay no more than Twenty Thousand (\$20,000.00) Dollars in tuition reimbursement in any calendar year. Reimbursement shall be allocated on a first submit, first paid basis to employees.

e. In order to qualify for actual tuition reimbursement payment, an eligible participating employee shall set forth on his/her application for tuition reimbursement the end of semester date and/or end date for completion of course work. Prior approval by the Division of Social Services shall be required. The employee must, no later than forty-five (45) days after the end of the semester date or end date for completion of course work pre-approved by the Division of Social Services, submit his/her voucher for payment, with the attached grade documentation. If, as of the due date required for submission, the employee has not for any reason received a letter grade of "B" or above or pass a grade, the employee shall not then be eligible for tuition reimbursement. An Incomplete grade or course withdrawal shall not qualify for reimbursement.

f. If an employee leaves within two (2) years of receiving tuition reimbursement from the Division of Social Services, the employee shall reimburse the Division of Social Services for all monies received during this period. This shall not apply if the employee's departure is based upon an employee's layoff by the Division of Social Services.

6.9. Mileage Reimbursement/Certificate of Insurance.

a. Any employee within the Bargaining Unit authorized and required by the CCDSS to utilize his or her privately owned vehicle for official business shall be reimbursed at a rate of fifty (\$.50) cents per mile upon submission of an itemized voucher for same. The COUNTY shall deny

reimbursement if the employee's itemized voucher is submitted more than sixty (60) days from the date the mileage was incurred.

b. The COUNTY shall provide an employee, upon request, with a copy of its existing certificate of liability insurance covering any affected employees' privately owned vehicle when said vehicle is used on a regular basis for the business of the COUNTY.

6.10. Unemployment Compensation.

Eligible employees within the Bargaining Unit shall continue to receive unemployment compensation benefits by virtue of the COUNTY's participation in the New Jersey Unemployment Compensation Plan, said benefits being in accordance with the provisions of said Plan and subject to the rules and regulations promulgated thereunder.

6.11. Employee-Initiated Group Insurance Benefits.

Eligible employees within the Bargaining Unit shall have the opportunity to voluntarily purchase various insurance policies, on a group participation basis subject to any conditions imposed by the insurance carrier. The cost of said group insurance is to be borne entirely by the employees selecting insurance coverage provided in this program. The COUNTY will provide a payroll deduction procedure whereby authorized monies may be withheld from the earned salary of affected employees and remitted to said insurance carrier. It is expressly understood that the COUNTY shall have no responsibility regarding the payment of premiums or administration of said insurance plan other than the aforesaid payroll deduction procedure.

6.12. Payroll Deduction Savings Account.

The COUNTY shall institute and make available to all employees a payroll-deducted, interest-bearing savings account.

6.13. Bi-weekly Pay, Direct Deposit.

The UNION agrees that the COUNTY shall effectuate a bi-weekly payroll (with payroll distributed every other Friday). The employees may opt upon such reasonable notice as shall be required by the COUNTY for direct deposit to any recognized financial institution, which direct deposit the COUNTY shall effectuate.

6.14. Employee Assistance Program.

The COUNTY shall provide an Employee Assistance Program.

6.15. Health Care Contributions.

Pursuant to the provisions of Ch. 78, P.L. 2011 shall apply to all Bargaining Unit employees. Health Care Benefits shall include medical, prescription, dental, and vision benefits.

ARTICLE 7. LEAVE WITH PAY.

7.1. Personal Leave.

a. Eligible employees within the Bargaining Unit shall be entitled to four (4) days of personal leave of absence with pay in each calendar year, said leave credit not to accumulate beyond the calendar year during which said leave was earned by an individual employee.

1. Newly hired employees shall be entitled to one (1) day of personal leave after each three (3) month period of employment to a maximum of four (4) days during the remainder of said initial calendar year of employment.

2. Any remaining personal leave in an amount less than one (1) hour shall be taken in that remaining increment. Except for one-half (1/2) day leaves, any personal leave that results in a unit of time other than one (1) hour will be rounded and charged to the next higher hour. One-half (1/2) day leave includes leave for the full morning before or the afternoon subsequent to an assigned alternate lunch period.

b. Personal leave may be scheduled in units of one (1) hour or more and may be taken in conjunction with other types of leave as described in this Article.

c. Personal leave may be requested by an employee for any personal business and such request be approved and scheduled by the day prior to the leave by the COUNTY, provided same can be granted without substantial interference with the responsibilities and functions of the COUNTY. Advance notice may be waived in case of emergency.

1. Priority in granting request for personal leave shall be given first for emergent reasons and, thereafter, to observation of religious or other days of celebration not defined as a holiday in *Article 7.2.*, below.

2. Otherwise, priority will be determined on the basis of seniority.

7.2. Holiday Leave.

a. Eligible employees within the Bargaining Unit shall receive the following Holiday Leave:

New Year's Day	Labor Day
Martin Luther King's Birthday	Columbus Day
Election Day	Veteran's Day
Presidents' Day	Good Friday
Memorial Day	Thanksgiving Day
Juneteenth Day (State schedule)	Christmas Day
Independence Day	

b. In addition to the foregoing holidays, employees will not be required to work on the Friday immediately subsequent to Thanksgiving.

c. The County will grant a holiday when the Governor, as Chief Executive of the State of New Jersey, declares a holiday for the State employees, providing adequate prior notice of such intent is received by the CCDSS to allow for an orderly arrangement of CCDSS affairs or business, or when the Cumberland County Board of Commissioners declares a holiday for all County Employees.

d. When a holiday occurs on a Sunday, it shall be observed on Monday and when it occurs on a Saturday, it shall be observed on Friday.

7.3. Vacation Leave.

a. Eligible employees within the Bargaining Unit shall be granted the following annual vacation leave with pay for and in each calendar year of employment:

Vacation	Eligibility
One (1) working day for each month of employment during the first calendar year of said employment	
Twelve (12) working days	After one (1) year and through five (5) years of employment
Fifteen (15) working days	After five (5) years and through twelve (12) years of employment
Twenty (20) working days	After twelve (12) years and through twenty (20) years of employment
Twenty-five (25) working days	After twenty (20) years of employment

b. Vacation leave not used in a calendar year because of business necessity shall be used during the next succeeding year only and shall be scheduled to avoid loss of leave. Employees may carry over 5 days of vacation leave into the following year.

c. Eligible employees within the Bargaining Unit who have been in continuous employment for at least one (1) year may, on written request, made at least twenty (20) working days in advance of said proposed vacation, receive such leave in increments of a week of five (5) days (Monday-Friday) in said calendar year upon the approval by the Supervisor and Administrator with consideration of the orderly flow of work within the work unit. Employees who provide at least twenty (20) days' notice, as provided above, shall be entitled to receive vacation pay in advance if the vacation period corresponds to a two (2) week pay period and a pay date falls in the week prior to the first vacation week. Employees not seeking advance vacation pay shall be required to request in writing, at least ten (10) working days in advance of proposed vacation leave, such leave, which leave request shall be considered under the same criteria as provided above in this subparagraph. Any overdrawn leave shall be recouped through lump sum payment or ten (10%) percent of the weekly gross pay, which shall be effectuated prior to the end

of the relevant calendar year by way of lump sum payment or implementation of ten (10%) percent withholding. Recoupment shall be mandatory, but the methods of recoupment as set forth herein shall be at the option of the employee. Any overdrawn leave shall be reimbursed to the CCDSS within one (1) year. The CCDSS reserves the right to take appropriate action to recover monies uncollected.

7.4. Sick Leave.

a. Eligible employees within the Bargaining Unit shall be entitled to the use of sick leave with pay as provided herein.

1. In each calendar year of continuous employment, an employee shall be entitled to one-hundred-five (105) hours of sick leave. The leave is credited in advance at the beginning of the year in anticipation of continued employment for the full year and may be used on that basis and in accordance with the established policies promulgated by the New Jersey Civil Service Commission. Such leave not utilized shall be accumulated from year-to-year.

2. Newly hired employees shall accumulate sick leave earned on the basis of seven (7) hours per month of service during said initial year of employment.

3. Any overdrawn leave shall be recovered through lump sum payment or ten (10%) of the weekly gross pay, which shall be effectuated prior to the end of the relevant calendar year by way of lump sum payment or implementation of ten (10%) percent withholding. Recoupment shall be mandatory, but the methods of recoupment as set forth herein shall be at the option of the employee. Any overdrawn leave shall be reimbursed to the CCDSS within one (1) year. The CCDSS reserves the right to take appropriate action to recover monies uncollected.

4. Effective January 1, 2024, all sick leave credited on January 1 of each year plus any accumulated sick leave from previous years shall run concurrently with any leave taken under the FMLA and NJFLA. However, unit members may retain 28 hours of sick time prior to sick leave running concurrently with leave taken under the FMLA and NJFLA. The COUNTY shall not require employees to use any paid leave concurrently with leave taken under FMLA or NJFLA except for sick leave as described above.

b. Sick leave may be utilized by an employee when he or she is unable to perform his or her work because of personal illness, injury, or exposure to contagious disease. Sick leave may also be used due to a death in an employee's immediate family or for the attendance of the employee upon a member of his or her immediate family who is seriously ill.

c. In all cases of illness, whether short or long term, an employee is required to notify his or her supervisor promptly of the reason for absence.

1. If the duration of the absence exceeds two (2) days, it will be necessary to report said absence to an employee's appropriate Supervisor on every third (3rd) day.

2. When it is known that a leave of absence herein will be required for more than ten (10) days, such leave must be requested by an employee in writing to the appropriate Supervisor. This request must be accompanied by a signed statement by a physician prescribing the sick leave and giving the reasons for said leave and the anticipated duration of same.

3. The COUNTY may require proof of illness of an employee on sick leave.

4. An employee, who has been absent on sick leave for a period totaling fifteen (15) days in one (1) calendar year consisting of periods of less than five (5) days, shall submit acceptable medical evidence for any additional leave in said year unless such illness is of chronic or recurring nature requiring recurring absences of one (1) day or less in which case an application for intermittent leave under FMLA shall be initiated. Additional medical documentation or a referral to a medical expert as specified by the COUNTY may be requested at any time during the period(s) stated above. Failure to follow the above procedures may result in unpaid absences or disciplinary action.

5. An employee who has been absent on sick leave for a period of five (5) or more consecutive days is required to submit acceptable medical evidence upon return to employment.

d. Effective June 1, 2018, upon supervisory notification/approval, sick time used within the first hour of a workday can only be used in the entire one-hour increment. Upon supervisory notification/approval, sick time used after the first hour and before the last hour of the workday can be used in 15-minute increments. Upon supervisory notification/approval, sick time used within the last hour of the workday can be used in 30-minute increments. Partial periods of time not worked within the first or last hour of the workday will be unpaid. FMLA time will be able to be used in 15-minute increments for the entire day.

e. An employee must charge such sick leave against his or her accumulated sick leave balance, or, if such employee has no sick leave, he or she may utilize such time against other accrued paid leave time if available, or, alternatively, leave without pay.

7.5. Leave for Work-Related Disability.

a. When an Employee suffers an occupational injury (as determined by a physician designated by the County or the County's worker's compensation insurance carrier, representative or administrator), including injury incurred while acting as an employee of the County, the Employee will be paid his/her full base salary for the initial thirty (30) days of job-related disability without loss of accumulated sick leave benefit time.

b. If the Employee remains incapacitated due to an occupational injury or disease beyond the initial thirty (30) day period the Employee will be entitled to worker's compensation benefits as set forth under law. Employee benefit time shall continue to accrue during the period of worker's compensation leave.

c. If the Employee retains an incapacity after the initial thirty (30) day period and is approved for workers compensation leave, the Administrator shall be notified, and the County shall continue to remit pension contributions as required under statute.

7.6. Bereavement Leave.

a. All employees covered by this Agreement shall be entitled to four (4) days paid leave per occurrence for bereavement due to the death of the employee's mother, father, son, daughter, husband, wife, brother, sister or domestic or domestic partner.

b. All employees covered by this Agreement shall be entitled to two (2) days paid leave per occurrence for bereavement due to the death of the employee's mother-in-law, father-in-law, son-in-law, daughter-in-law, step-mother, step-father, step-son, step-daughter, step-brother, step-sister, or any relative residing in the same household with said employee. All employees covered by this Agreement shall be entitled to three (3) days paid leave per occurrence for bereavement due to the death of the employee's grandparents or grandchild.

c. Said leave shall be required by the individual employee for a time period to commence within one (1) week from the date of death of family member.

d. Said leave shall not be accumulated beyond the calendar year in which an individual employee earned said leave.

e. Bereavement leave shall be payable only to employees who are in active pay status.

f. Documentation of relationship shall be submitted to the COUNTY upon return from bereavement leave by the employee.

7.7. Jury Duty/Witness Attendance Leave.

a. Eligible employees within the Bargaining Unit shall be granted leave with pay when they are summoned and perform jury duty as required by law.

1. An employee will not be excused from work for anything other than the number of days of such jury duty actually performed by an employee.

2. Any salary or wages paid or payable to an employee for such leave shall not be reduced by the amount of compensation received by the employee pursuant to the applicable state statute.

b. Eligible employees within the Bargaining Unit shall be granted leave with pay when they are subpoenaed to appear as a witness in a judicial, legislative, or administrative proceeding. Leave with pay shall not be granted when such appearance is as a named party to the litigation unless it is related to their capacity as an employee in the agency. Such leave with pay must be approved in advance by the Director or his or her designate.

1. An employee will not be excused from work for anything other than the number of days of actual attendance by an employee.

2. Any salary or wages paid or payable to an employee for such leave shall not be reduced by the payment of compensation received by the employee pursuant to the applicable state statute.

c. An affected employee shall notify the COUNTY immediately of his or her requirement for the leave described above and subsequently furnish proof that he or she performed the duty for which the leave was requested herein.

7.8. Military Leave

a. An eligible employee who enters upon active duty with the military or naval service in time of war or emergency shall be granted a leave of absence for the period of such service and three (3) months thereafter.

1. In case of service-connected illness or wound which prevents said employee from returning to his employment, such leave shall be extended until three (3) months after recovery, but not beyond the expiration of two (2) years after the date of discharge.

2. An employee who voluntarily continues in the military service beyond the time when he or she may be released or who voluntarily re-enters the Armed Forces or who accepts a regular commission shall be considered as having abandoned his/her employment and resigned.

b. A permanent employee who enlists in a reserve component of the Armed Forces of the United States or is otherwise required to perform an initial period of active duty for training pursuant to the Reserve Forces Act of 1955 (Reserve Enlistment Program) shall be granted leave of absence for such period of training. Such leave is not considered military leave.

c. An employee with provisional or temporary status, who enters upon active duty with the Armed Forces or who, pursuant to the Reserve Forces Act of 1955 (Reserve Enlistment Program) either enlists in a reserve component of the Armed Forces of the United States or is otherwise required to perform an initial period of active duty for training, shall be recorded as having resigned.

d. Said leave shall be in addition to other earned leaves of absences described elsewhere in this Agreement.

7.9. Continuation of Benefits.

Benefits described within this Agreement shall continue to accrue during any approved Leave, as defined above, unless there is such coverage or benefit provided the employee from other or alternative sources and then the benefits described herein shall be suspended during said alternative coverage.

ARTICLE 8. LEAVE WITHOUT PAY.

8.1. Personal Leave Without Pay.

a. Eligible employees within the Bargaining Unit, who otherwise do not qualify for leave under the FMLA/FLA, may, for reasons satisfactory to the COUNTY and the New Jersey Civil Service Commission, be granted a personal leave of absence without pay and without service credit for time absent for a period not to exceed six (6) months, provided such leave does not create a hardship for the COUNTY. An additional period, not to exceed a six (6) month leave, may be granted under the same circumstances by the COUNTY at its discretion upon re-application by the employee. A provisional employee may, for reasons satisfactory to the COUNTY and the New Jersey Civil Service Commission, be granted a personal leave of absence without pay and without service credit for time absent for a period of sixty (60) calendar days provided such leave does not create a hardship for the COUNTY. Any period of FMLA/FLA leave that has been used immediately prior to and in connection with said leave shall be deducted from the six (6) month

personal leave period. No personal leave of absence without pay shall become effective without prior approval of the County and/or the Director.

b. A personal leave of absence or an excused absence will not be granted to an employee for the purpose of seeking or accepting employment with any other employer, except as may be provided by law.

c. Personal leaves of absence are granted with the understanding that the employee intends to return to his/her duties. If any employee fails to return within five (5) consecutive working days after the expiration of the leave or excused absence without notification and approval by the COUNTY, the employee may be considered to have resigned not in good standing.

d. Employees on leave without pay for more than two (2) weeks in any month will not accrue sick and vacation time.

e. An employee on an approved leave without pay for a period of more than thirty (30) days shall have the option of continuing health benefits at his or her own expense under the group rate as specified under COBRA.

f. Denial of any request for leave of absence by an employee shall not be the subject of a grievance.

8.2. Pregnancy/Disability Leave.

Employee(s) may be entitled to family/medical leave under the Federal Family and Medical Leave Act (FMLA) and/or the State Family Leave Act (FLA – N.J.S.A. 34:11B-1, et. seq.) and administrative regulations promulgated thereunder, Family/Medical Leave granted to an employee shall be without pay. Nothing contained in this paragraph shall prevent an eligible employee from utilizing earned leave with pay in conjunction with leave under the FMLA or FLA.

8.3. Childcare Leave.

Childcare leave may be granted by the COUNTY under the same terms and conditions as all other leaves without pay as stipulated in the Federal Family and Medical Leave Act (FMLA) and/or the State Family Leave Act (FLA – N.J.S.A. 34:11B-1, et. seq.) and administrative regulations promulgated thereunder.

8.4. Concurrent Leave.

All leaves granted under this article shall run concurrent to FMLA and NJFLA, where applicable.

8.5. Continuation of Benefits.

Benefits described within this Agreement shall continue to accrue during the approved leave, as defined above, unless there is such coverage or benefit provided the employee from other or alternative sources and then the benefits described herein shall be suspended during said alternative coverage.

ARTICLE 9. HOURS OF WORK/CLOSINGS.

9.1. Hours of Work.

a. The work week for employees within the Bargaining Unit shall consist of thirty-five (35) hours, consisting of five (5) seven (7) hour workdays, Monday through Friday.

b. Employees shall receive two (2) rest periods during each workday, a fifteen (15) minute period during the morning and a fifteen (15) minute period during the afternoon pursuant to past practice.

c. Employees shall receive an unpaid one (1) hour lunch period during each workday.

d. Whenever a skeleton crew is necessary to staff the office during an emergency or other partial closing, volunteers will be sought. Compensation for serving as an approved skeleton crew member shall consist of compensation time off on an hour-for-hour basis.

9.2. Overtime.

a. Employees shall receive compensation for hours worked during any work week in excess thirty-five (35) hours pursuant to Article 5.3 above.

b. Overtime shall be distributed by seniority on a rotational basis by employment classification within each functional work unit without discrimination provided the eligible employee is capable of performing the required work and said rotational distribution does not impair the COUNTY'S operations.

c. Overtime must be approved in advance by the COUNTY except, in the event of an emergency, said approval may be given retroactively.

9.3. Closing Due to Inclement Weather or Emergency.

a. The closing of the COUNTY due to inclement weather or an emergency as determined at the sole discretion of the County Administrator shall not result in the loss of pay for any eligible employee within the Bargaining Unit.

b. The COUNTY shall cause an announcement of said closing to be listed on the County website.

ARTICLE 10. PERSONNEL.

10.1. Seniority.

a. For the purpose of accruing benefits payable hereunder, including but not limited to vacations, sick leave and longevity, seniority shall be defined as length of continuous employment with the CCBSS or CCDSS from date of hire.

b. For the purpose of promotions or demotions, seniority shall be defined as length of service from the date of employee's certification by the New Jersey Civil Service Commission in his or her current title.

c. For purposes of layoff, seniority shall be defined as the amount of an employee's length of continuous permanent service, in the jurisdiction, regardless of title.

10.2. Promotion, Transfer, and Work Assignments.

a. Promotions.

1. Promotional qualifications and procedures utilized by the COUNTY will be in accordance with the rules and regulations promulgated by the New Jersey Civil Service Commission.

2. Eligible employees within the Bargaining Unit who are on an approved leave of absence and any employee certified as legally blind shall be notified of all promotional opportunities.

b. Transfers.

Qualifications and procedures for the transfer of an employee from one employment classification to another by the COUNTY will be in accordance with the rules and regulations promulgated by the New Jersey Civil Service Commission.

c. Work Assignments.

1. Any eligible employee with the Bargaining Unit transferred or assigned to duties outside his or her employment classification for a period in excess of ten (10) consecutive workdays shall receive appropriate compensation on the same basis as if said employee has been provisionally promoted to a classification encompassing said duties.

2. An employee may request a desk audit conducted by the New Jersey Civil Service Commission for any reason other than that stated in sub-paragraph (a), immediately above.

10.3. Discipline.

a. Any disciplinary action including a written reprimand, suspension, fine, demotion or discharge, shall be for just cause, except that demotions or discharges resulting from layoffs/bumping procedures required or permitted by the New Jersey Civil Service Commission.

b. It is expressly understood that all employees are obligated to comply conscientiously with rules and regulations promulgated by the COUNTY in conformity with the terms of this Agreement and the rules and regulations promulgated by the New Jersey Civil Service Commission.

c. An employee may be discharged from his or her employment on the basis of moral turpitude, drunkenness, theft, drug abuse, insubordination, fighting or any other reason authorized by the foregoing rules and regulations of the COUNTY and/or the New Jersey Civil Service Commission.

d. An employee is entitled to have a Union representative present at any conference or hearing held by the New Jersey Civil Service Commission, any departmental hearing held by the COUNTY and any conference between an employee and any representative(s) of the COUNTY

which has, as its purpose, the implementation or review of disciplinary action to be taken against an employee. It is understood that said representation will not be required or permitted at any conference which has, as its purpose, counseling, information, or instruction.

10.4. Personnel File.

a. Upon reasonable request, employees shall have the opportunity to examine and review all documentation contained within his or her personnel file. The COUNTY shall have the right to require said review to take place in the presence of a representative of the COUNTY at a time specified by the Director of Human Resources. It is expressly understood that said review shall take place only at the relevant office location maintained by the COUNTY and an employee is not permitted to remove the subject file from said location.

b. An employee shall be provided with a copy of any material, either adverse or derogatory in nature, which is placed in his or her personnel file. Any materials of anonymous origin shall not be placed in any employee's personnel file.

c. An employee shall have the right to file a written response to any material in his or her personnel file, either adverse or derogatory in nature, and such response will be attached to the materials in question and remain in said personnel file.

d. The within provisions shall apply to any file maintained by the COUNTY with respect to the employment of an individual employee and his or her personnel history regardless of how such file is characterized by the COUNTY. Any material subject to the provisions herein which is withheld from an employee shall not be the basis for any subsequent disciplinary action.

10.5. Miscellaneous.

a. Workdays, whenever used in this Article, shall be defined as Monday through Friday whether the employee works the days or not.

b. All intake personnel shall be provided with a lockable storage area for personal belongings.

ARTICLE 11. CIVIL SERVICE.

This Agreement is intended to comply with the Constitution of the United States and the State of New Jersey, respectively, the New Jersey Employer-Employee Relations Act, Chapter 303 of the Laws of 1968 (N.J.S.A. 34:13A-1 et. seq.), as amended, the New Jersey Civil Service Act, Chapter 112 of Laws of 1986 (N.J.S.A. 11A:6-16 et. seq.), as amended, all other statutes as enacted by the Legislature of the State of New Jersey applicable to public employees regardless of whether said statutes are specifically referred to in this Agreement, the rules and regulations of the New Jersey Public Employment Relations Commission and the rules and regulations of the New Jersey Civil Service Commission. In the event there is a conflict between any term or provision of this Agreement and the foregoing statutory or regulatory provisions, it is the expressed intent of the parties that the foregoing statutory and/or regulatory provisions be deemed controlling and binding upon the parties herein.

ARTICLE 12. MISCELLANEOUS PROVISIONS.

12.1. Savings Clause.

Except as this Agreement shall otherwise provide, all terms and conditions of employment applicable on the effective date of this Agreement to employees within the Bargaining Unit as established by statute, rule, regulation, resolution, administrative policy, procedure, or practice, in force on said date, shall continue to be so applicable during the term of this Agreement.

12.2. Severability.

It is understood and agreed that, if any provision of this Agreement is determined to be contrary to law, such provision shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions shall continue in full force and effect, the remaining provisions of this Agreement not being affected thereby.

12.3. Breach of Agreement.

The waiver of any breach or condition of this Agreement by either party shall not constitute a precedent in the further enforcement of the terms and conditions herein.

12.4. Embodiment of Agreement.

This document constitutes the sole and complete agreement between the parties of those terms and conditions governing the employment of employees within the Bargaining Unit as represented by the UNION. The parties acknowledge each has had the respective opportunity to present and discuss proposals on any subject which is, or may be, subject to collective bargaining provided, however, that upon mutual agreement of the parties, which shall be in writing, the parties may further amplify, modify, amend, or interpret the terms and conditions embodied in this Agreement. Any prior commitment or agreement between the COUNTY and the UNION or any individual employee within the Bargaining Unit is superseded upon execution of the within Agreement.

12.5. Dissemination of Agreement.

The COUNTY shall be responsible for making the contract available via the County's website.

12.6 Health and Safety Committee.

The COUNTY shall endeavor to provide conditions of work which are both safe and healthy in conformity with all federal, state, and local laws. To that end, a Health and Safety Committee composed of three (3) representatives each from the COUNTY and the UNION shall be created which shall meet quarterly to review health and safety conditions and make recommendations for their improvement. Such Committee shall be responsible for creation of subcommittees to deal with particular problems.

12.7 Employee Training.

The COUNTY shall endeavor to provide employee cross training regarding job duties and responsibilities. The Training Advisory Committee shall meet to develop and recommend a plan to address the Agency's needs in regard to cross training.

ARTICLE 13. TERM OF AGREEMENT.

13.1. Term.

This Agreement shall be in effect from January 1, 2020 until December 31, 2027 and, thereafter, unless modified by a subsequent Agreement.

13.2. Negotiation of Successor Agreement.

Within one hundred eighty (180) days of the expiration date of this Agreement, the parties shall commence negotiations regarding the terms and conditions of a new Agreement. If the Public Employment Relations Commission should modify the afore-described time period in which the parties are obligated to commence negotiations, the time period so modified shall apply herein.

ATTEST:

COUNTY OF CUMBERLAND

By: _____

Dated: _____

Dated: _____

UNITED AUTO WORKERS, LOCAL 2327

By: _____

Dated: _____

Dated: _____

APPENDIX I

Salary Guide

UAW - Doss Staff Step Guide - 2020 through 2022

Pos #	Title / Step	Min	Max	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
				27,544	39,998	28,434	29,323	30,213	31,102	31,992	32,881	33,771	34,661	35,550	36,440	37,329	38,219	39,108
000929	Building Maintenance Worker	27,544	39,998	27,544	28,434	29,323	30,213	31,102	31,992	32,881	33,771	34,661	35,550	36,440	37,329	38,219	39,108	39,998
001245	Clerk 1	26,230	38,087	26,230	27,077	27,924	28,771	29,618	30,465	31,312	32,159	33,005	33,852	34,699	35,546	36,393	37,240	38,087
002085	Human Services Aid	28,923	42,011	28,923	29,858	30,793	31,728	32,662	33,597	34,532	35,467	36,402	37,337	38,272	39,206	40,141	41,076	42,011
002499	Messenger	27,544	39,998	27,544	28,434	29,323	30,213	31,102	31,992	32,881	33,771	34,661	35,550	36,440	37,329	38,219	39,108	39,998
002773	Clerk 3	35,157	50,981	35,157	36,287	37,418	38,548	39,678	40,808	41,939	43,069	44,199	45,330	46,460	47,590	48,720	49,851	50,981
003247	Clerk 2	28,923	42,011	28,923	29,858	30,793	31,728	32,662	33,597	34,532	35,467	36,402	37,337	38,272	39,206	40,141	41,076	42,011
003553	Receptionist / Phone Operator - Sr	33,487	48,577	33,487	34,565	35,643	36,721	37,798	38,876	39,954	41,032	42,110	43,188	44,266	45,343	46,421	47,499	48,577
003614	Receptionist / Phone Operator - Bilingual - Sr	33,487	48,577	33,487	34,565	35,643	36,721	37,798	38,876	39,954	41,032	42,110	43,188	44,266	45,343	46,421	47,499	48,577
003734	Social Worker	49,460	71,768	49,460	51,053	52,647	54,240	55,834	57,427	59,021	60,614	62,207	63,801	65,394	66,988	68,581	70,175	71,768
003735	Social Worker - Bilingual	49,460	71,768	49,460	51,053	52,647	54,240	55,834	57,427	59,021	60,614	62,207	63,801	65,394	66,988	68,581	70,175	71,768
004352	Human Services Aid - Bilingual	28,923	42,011	28,923	29,858	30,793	31,728	32,662	33,597	34,532	35,467	36,402	37,337	38,272	39,206	40,141	41,076	42,011
004353	Investigator Welfare-Bilingual	49,460	71,768	49,460	51,053	52,647	54,240	55,834	57,427	59,021	60,614	62,207	63,801	65,394	66,988	68,581	70,175	71,768
005718	Receptionist / Phone Operator	30,374	44,096	30,374	31,354	32,334	33,314	34,295	35,275	36,255	37,235	38,215	39,195	40,175	41,156	42,136	43,116	44,096
007676	Receptionist / Phone Operator - Bilingual	30,374	44,096	30,374	31,354	32,334	33,314	34,295	35,275	36,255	37,235	38,215	39,195	40,175	41,156	42,136	43,116	44,096
007994	Human Service Specialist 1	38,757	56,226	38,757	40,005	41,253	42,500	43,748	44,996	46,244	47,492	48,739	49,987	51,235	52,483	53,730	54,978	56,226
007995	Human Service Specialist 2	47,105	68,362	47,105	48,623	50,142	51,660	53,178	54,697	56,215	57,734	59,252	60,770	62,289	63,807	65,325	66,844	68,362
007996	Human Service Specialist 3	49,460	71,768	49,460	51,053	52,647	54,240	55,834	57,427	59,021	60,614	62,207	63,801	65,394	66,988	68,581	70,175	71,768
009000	Human Service Specialist 1 - Bilingual	38,757	56,226	38,757	40,005	41,253	42,500	43,748	44,996	46,244	47,492	48,739	49,987	51,235	52,483	53,730	54,978	56,226
009001	Human Service Specialist 2 - Bilingual	47,105	68,362	47,105	48,623	50,142	51,660	53,178	54,697	56,215	57,734	59,252	60,770	62,289	63,807	65,325	66,844	68,362
009002	Human Service Specialist 3 - Bilingual	49,460	71,768	49,460	51,053	52,647	54,240	55,834	57,427	59,021	60,614	62,207	63,801	65,394	66,988	68,581	70,175	71,768

Notes: Clerk(s) shall be promoted to Senior Clerk(s) after five (5) years of service with the EMPLOYER. One (1) Principal Clerk shall be designated in each of the Omega and Child Support Units only. Telephone Operator(s)/ Receptionist(s) shall be promoted to Senior Receptionist(s)/Telephone Operator after five (5) years of service with the EMPLOYER. The Employment Classification title of Social Worker Specialist shall be created at Range 20. All Employment Classifications and these Notes are subject to New Jersey Civil Service Commission rules and regulations.

UAW - DoSS Staff Step Guide - 2023

Pos #	Title / Step	2020-2022		2023		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
		Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max
		Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max
000929	Building Maintenance Worker	27,544	39,998	30,544	44,248	30,544	31,523	32,502	33,481	34,459	35,438	36,417	37,396	38,375	39,354	40,333	41,311	42,290	43,269	44,248	
001245	Clerk 1	26,230	38,087	30,230	43,587	30,230	31,184	32,138	33,092	34,046	35,000	35,954	36,909	37,863	38,817	39,771	40,725	41,679	42,633	43,587	
002085	Human Services Aid	28,923	42,011	32,923	47,511	32,923	33,965	35,007	36,049	37,091	38,133	39,175	40,217	41,259	42,301	43,343	44,385	45,427	46,469	47,511	
002499	Messenger	27,544	39,998	30,544	44,248	30,544	31,523	32,502	33,481	34,459	35,438	36,417	37,396	38,375	39,354	40,333	41,311	42,290	43,269	44,248	
002773	Clerk 3	35,157	50,981	36,157	52,231	36,157	37,305	38,453	39,601	40,750	41,898	43,046	44,194	45,342	46,490	47,638	48,787	49,935	51,083	52,231	
003247	Clerk 2	28,923	42,011	32,923	47,511	32,923	33,965	35,007	36,049	37,091	38,133	39,175	40,217	41,259	42,301	43,343	44,385	45,427	46,469	47,511	
003553	Receptionist / Phone Operator - Sr	33,487	48,577	34,487	49,827	34,487	35,583	36,678	37,774	38,870	39,966	41,061	42,157	43,253	44,348	45,444	46,540	47,636	48,731	49,827	
003614	Receptionist / Phone Operator - Bilingual - Sr	33,487	48,577	34,487	49,827	34,487	35,583	36,678	37,774	38,870	39,966	41,061	42,157	43,253	44,348	45,444	46,540	47,636	48,731	49,827	
003734	Social Worker	49,460	71,768	50,460	72,768	50,460	52,053	53,647	55,240	56,834	58,427	60,021	61,614	63,207	64,801	66,394	67,988	69,581	71,175	72,768	
003735	Social Worker - Bilingual	49,460	71,768	50,460	72,768	50,460	52,053	53,647	55,240	56,834	58,427	60,021	61,614	63,207	64,801	66,394	67,988	69,581	71,175	72,768	
004352	Human Services Aid - Bilingual	28,923	42,011	32,923	47,511	32,923	33,965	35,007	36,049	37,091	38,133	39,175	40,217	41,259	42,301	43,343	44,385	45,427	46,469	47,511	
004353	Investigator/Welfare-Bilingual	49,460	71,768	50,460	72,768	50,460	52,053	53,647	55,240	56,834	58,427	60,021	61,614	63,207	64,801	66,394	67,988	69,581	71,175	72,768	
005718	Receptionist / Phone Operator	30,374	44,096	31,374	45,346	31,374	32,372	33,370	34,368	35,366	36,364	37,362	38,360	39,358	40,356	41,354	42,352	43,350	44,348	45,346	
007676	Receptionist / Phone Operator - Bilingual	30,374	44,096	31,374	45,346	31,374	32,372	33,370	34,368	35,366	36,364	37,362	38,360	39,358	40,356	41,354	42,352	43,350	44,348	45,346	
007994	Human Service Specialist 1	38,757	56,226	41,757	60,226	41,757	43,076	44,395	45,715	47,034	48,353	49,672	50,992	52,311	53,630	54,949	56,268	57,588	58,907	60,226	
007995	Human Service Specialist 2	47,105	68,362	48,105	69,362	48,105	49,623	51,142	52,660	54,178	55,697	57,215	58,734	60,252	61,770	63,289	64,807	66,325	67,844	69,362	
007996	Human Service Specialist 3	49,460	71,768	50,460	72,768	50,460	52,053	53,647	55,240	56,834	58,427	60,021	61,614	63,207	64,801	66,394	67,988	69,581	71,175	72,768	
009000	Human Service Specialist 1 - Bilingual	36,757	56,226	41,757	60,226	41,757	43,076	44,395	45,715	47,034	48,353	49,672	50,992	52,311	53,630	54,949	56,268	57,588	58,907	60,226	
009001	Human Service Specialist 2 - Bilingual	47,105	68,362	48,105	69,362	48,105	49,623	51,142	52,660	54,178	55,697	57,215	58,734	60,252	61,770	63,289	64,807	66,325	67,844	69,362	
009002	Human Service Specialist 3 - Bilingual	49,460	71,768	50,460	72,768	50,460	52,053	53,647	55,240	56,834	58,427	60,021	61,614	63,207	64,801	66,394	67,988	69,581	71,175	72,768	

Notes: Clerk(s) shall be promoted to Senior Clerk(s) after five (5) years of service with the EMPLOYER. One (1) Principal Clerk shall be designated in each of the Omega and Child Support Units only. Telephone Operator(s)/Receptionist(s) shall be promoted to Senior Receptionist(s)/Telephone Operator after five (5) years of service with the EMPLOYER. The Employment Classification title of Social Worker Specialist shall be created at Range 20. All Employment Classifications and these Notes are subject to New Jersey Civil Service Commission rules and regulations.

UAW - DoSS Staff Step Guide - 2024 through 2025

Pos #	Title / Step	2023		2024-2025		Step														
		Min	Max	Min	Max	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
000929	Building Maintenance Worker	30,544	44,248	30,544	44,248	30,544	31,523	32,502	33,481	34,459	35,438	36,417	37,396	38,375	39,354	40,333	41,311	42,290	43,269	44,248
001245	Clerk 1	30,230	43,587	30,230	43,587	30,230	31,184	32,138	33,092	34,046	35,000	35,954	36,909	37,863	38,817	39,771	40,725	41,679	42,633	43,587
002085	Human Services Aid	32,923	47,511	32,923	47,511	32,923	33,965	35,007	36,049	37,091	38,133	39,175	40,217	41,259	42,301	43,343	44,385	45,427	46,469	47,511
002499	Messenger	30,544	44,248	30,544	44,248	30,544	31,523	32,502	33,481	34,459	35,438	36,417	37,396	38,375	39,354	40,333	41,311	42,290	43,269	44,248
002773	Clerk 3	36,157	52,231	36,157	52,231	36,157	37,305	38,453	39,601	40,750	41,898	43,046	44,194	45,342	46,490	47,638	48,787	49,935	51,083	52,231
003247	Clerk 2	32,923	47,511	32,923	47,511	32,923	33,965	35,007	36,049	37,091	38,133	39,175	40,217	41,259	42,301	43,343	44,385	45,427	46,469	47,511
003553	Receptionist / Phone Operator - Sr	34,487	49,827	34,487	49,827	34,487	35,583	36,678	37,774	38,870	39,966	41,061	42,157	43,253	44,348	45,444	46,540	47,636	48,731	49,827
003614	Receptionist / Phone Operator - Bilingual - Sr	34,487	49,827	34,487	49,827	34,487	35,583	36,678	37,774	38,870	39,966	41,061	42,157	43,253	44,348	45,444	46,540	47,636	48,731	49,827
003734	Social Worker	50,460	72,768	50,460	72,768	50,460	52,053	53,647	55,240	56,834	58,427	60,021	61,614	63,207	64,801	66,394	67,988	69,581	71,175	72,768
003735	Social Worker - Bilingual	50,460	72,768	50,460	72,768	50,460	53,053	54,647	56,240	57,834	59,427	61,021	62,614	64,207	65,801	67,394	68,988	70,581	72,175	73,768
004352	Human Services Aid - Bilingual	32,923	47,511	32,923	47,511	32,923	34,965	36,007	37,049	38,091	39,133	40,175	41,217	42,259	43,301	44,343	45,385	46,427	47,469	48,511
004353	Investigator Welfare-Bilingual	50,460	72,768	50,460	72,768	50,460	53,053	54,647	56,240	57,834	59,427	61,021	62,614	64,207	65,801	67,394	68,988	70,581	72,175	73,768
005718	Receptionist / Phone Operator	31,374	45,346	31,374	45,346	31,374	32,372	33,370	34,368	35,366	36,364	37,362	38,360	39,358	40,356	41,354	42,352	43,350	44,348	45,346
007676	Receptionist / Phone Operator - Bilingual	31,374	45,346	31,374	45,346	31,374	33,372	34,370	35,368	36,366	37,364	38,362	39,360	40,358	41,356	42,354	43,352	44,350	45,348	46,346
007894	Human Service Specialist 1	41,757	60,226	41,757	60,226	41,757	43,076	44,395	45,715	47,034	48,353	49,672	50,992	52,311	53,630	54,949	56,268	57,588	58,907	60,226
007895	Human Service Specialist 2	48,105	69,362	48,105	69,362	48,105	49,623	51,142	52,660	54,178	55,697	57,215	58,734	60,252	61,770	63,289	64,807	66,325	67,844	69,362
007996	Human Service Specialist 3	50,460	72,768	50,460	72,768	50,460	52,053	53,647	55,240	56,834	58,427	60,021	61,614	63,207	64,801	66,394	67,988	69,581	71,175	72,768
009000	Human Service Specialist 1 - Bilingual	41,757	60,226	41,757	60,226	41,757	44,076	45,395	46,715	48,034	49,353	50,672	51,992	53,311	54,630	55,949	57,268	58,588	59,907	61,226
009001	Human Service Specialist 2 - Bilingual	48,105	69,362	48,105	69,362	48,105	50,623	52,142	53,660	55,178	56,697	58,215	59,734	61,252	62,770	64,289	65,807	67,325	68,844	70,362
009002	Human Service Specialist 3 - Bilingual	50,460	72,768	50,460	72,768	50,460	53,053	54,647	56,240	57,834	59,427	61,021	62,614	64,207	65,801	67,394	68,988	70,581	72,175	73,768

Notes: Clerk(s) shall be promoted to Senior Clerk(s) after five (5) years of service with the EMPLOYER. One (1) Principal Clerk shall be designated in each of the Omega and Child Support Units only. Telephone Operator(s)/Receptionist(s) shall be promoted to Senior Receptionist(s)/Telephone Operator after five (5) years of service with the EMPLOYER. The Employment Classification title of Social Worker Specialist shall be created at Range 20. All Employment Classifications and these Notes are subject to New Jersey Civil Service Commission rules and regulations.

UAW - DoSS Staff Step Guide - 2026 through 2027

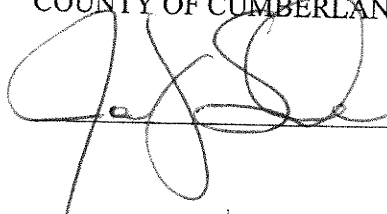
Pos #	Title / Step	2024-2025		2026-2027		2.5% Min Adjust	2.5% Max Adjust	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
		Min	Max	Min	Max																		
000929	Building Maintenance Worker	30,544	44,248	31,308	32,311	33,315	34,318	35,321	36,324	37,328	38,331	39,334	40,338	41,341	42,344	43,347	44,351	45,354	46,357	47,360	48,363	49,366	50,369
001245	Clerk 1	30,230	43,587	30,986	31,964	32,942	33,920	34,898	35,876	36,854	37,832	38,810	39,788	40,765	41,743	42,721	43,699	44,677	45,654	46,632	47,610	48,588	49,566
002085	Human Services Aid	32,923	47,511	33,746	34,814	35,882	36,950	38,018	39,086	40,154	41,223	42,291	43,359	44,427	45,495	46,563	47,631	48,699	49,767	50,835	51,903	52,971	54,039
002499	Messenger	30,544	44,248	31,308	32,311	33,315	34,318	35,321	36,324	37,328	38,331	39,334	40,338	41,341	42,344	43,347	44,351	45,354	46,357	47,360	48,363	49,366	50,369
002773	Clerk 3	36,157	52,231	37,061	38,238	39,415	40,592	41,768	42,945	44,122	45,299	46,476	47,653	48,830	50,006	51,183	52,360	53,537	54,714	55,891	57,068	58,245	59,422
003247	Clerk 2	32,923	47,511	33,746	34,814	35,882	36,950	38,018	39,086	40,154	41,223	42,291	43,359	44,427	45,495	46,563	47,631	48,699	49,767	50,835	51,903	52,971	54,039
003553	Receptionist / Phone Operator - Sr	34,487	49,827	35,349	36,472	37,595	38,718	39,842	40,965	42,088	43,211	44,334	45,457	46,580	47,704	48,827	49,950	51,073	52,196	53,319	54,442	55,565	56,688
003614	Receptionist / Phone Operator - Bilingual - Sr	35,487	50,827	36,374	37,497	38,620	39,743	40,867	41,990	43,113	44,236	45,359	46,482	47,605	48,729	49,852	50,975	52,098	53,221	54,344	55,467	56,590	57,713
003734	Social Worker	50,460	73,768	51,722	53,355	54,988	56,622	58,255	59,888	61,521	63,154	64,787	66,421	68,054	69,687	71,321	72,954	74,587	76,220	77,853	79,486	81,119	82,752
003735	Social Worker - Bilingual	51,460	73,768	52,747	54,380	56,013	57,647	59,280	60,913	62,546	64,180	65,813	67,446	69,079	70,712	72,346	73,979	75,612	77,245	78,878	80,511	82,144	83,777
004352	Human Services Aid - Bilingual	33,923	48,511	34,771	35,839	36,907	37,975	39,043	40,111	41,179	42,248	43,316	44,384	45,452	46,520	47,588	48,656	49,724	50,792	51,860	52,928	53,996	55,064
004353	Investigator Welfare-Bilingual	51,460	73,768	52,747	54,380	56,013	57,647	59,280	60,913	62,546	64,180	65,813	67,446	69,079	70,712	72,346	73,979	75,612	77,245	78,878	80,511	82,144	83,777
005718	Receptionist / Phone Operator	31,374	45,346	32,158	33,181	34,204	35,227	36,250	37,273	38,296	39,319	40,342	41,365	42,388	43,411	44,434	45,457	46,480	47,503	48,526	49,549	50,572	51,595
007676	Receptionist / Phone Operator - Bilingual	32,374	46,346	33,183	34,206	35,229	36,252	37,275	38,298	39,321	40,344	41,367	42,390	43,413	44,436	45,459	46,482	47,505	48,528	49,551	50,574	51,597	52,620
007894	Human Service Specialist 1	41,757	60,226	42,801	44,153	45,505	46,858	48,210	49,562	50,914	52,267	53,619	54,971	56,323	57,675	59,028	60,380	61,732	63,084	64,436	65,788	67,140	68,492
007895	Human Service Specialist 2	48,105	69,362	49,308	50,864	52,421	53,977	55,533	57,089	58,646	60,202	61,758	63,314	64,870	66,427	67,983	69,539	71,095	72,651	74,207	75,763	77,319	78,875
007896	Human Service Specialist 3	50,460	73,768	51,722	53,355	54,988	56,622	58,255	59,888	61,521	63,154	64,787	66,421	68,054	69,687	71,321	72,954	74,587	76,220	77,853	79,486	81,119	82,752
009000	Human Service Specialist 1 - Bilingual	42,757	61,226	43,826	45,178	46,530	47,883	49,235	50,587	51,939	53,292	54,644	55,996	57,348	58,700	60,053	61,405	62,757	64,109	65,461	66,813	68,165	69,517
009001	Human Service Specialist 2 - Bilingual	49,105	70,362	50,333	51,889	53,446	55,002	56,558	58,114	59,671	61,227	62,783	64,340	65,896	67,452	69,008	70,565	72,121	73,677	75,233	76,789	78,345	79,901
009002	Human Service Specialist 3 - Bilingual	51,460	73,768	52,747	54,380	56,013	57,647	59,280	60,913	62,546	64,180	65,813	67,446	69,079	70,712	72,346	73,979	75,612	77,245	78,878	80,511	82,144	83,777

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ATTEST:

COUNTY OF CUMBERLAND

By: _____

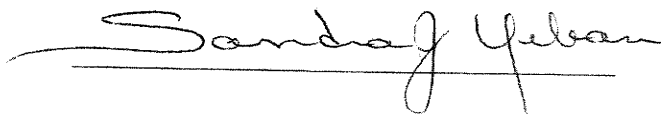


Dated: 4/23/2024

Dated: 4/23/2024

UNITED AUTO WORKERS, LOCAL 2327

By: Patty Corbett



Dated: 04-22-24

Dated: 04-22-24

