

AGREEMENT
BETWEEN
THE MONMOUTH COUNTY PROSECUTOR
THE COUNTY OF MONMOUTH
AND
PBA LOCAL NO. 256

JANUARY 1, 2014 THROUGH DECEMBER 31, 2016

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PREAMBLE

This Agreement (“Agreement”) is made this ____ day of _____, 201_, and is by and between the **MONMOUTH COUNTY PROSECUTOR** (“Prosecutor” or “Employer”) and **PBA LOCAL NO. 256** (“Association”). The parties acknowledge the **Monmouth County Board of Chosen Freeholders** (“County” or “Employer-Funding Agent”) is the funding agent to this Agreement.



ARTICLE I
RECOGNITION

The Prosecutor hereby recognizes the Association as the sole and exclusive majority representative, within the meaning of the New Jersey Employer-Employee Relations Act, N.J.S.A. 34:13A-1 et seq., (“Act”), for collective negotiations concerning salaries, hours of work and other terms and conditions of employment for all sworn County Investigators employed by the Prosecutor, but excluding the Chief of Detectives (“Chief”), Deputy Chief of Detectives (“Deputy Chief”), Captains, Lieutenants, Sergeants, managerial employees, confidential employees within the meaning of the Act, craft employees, confidential employees, professional employees, all non-police and all other employees.



ARTICLE II
UNION SECURITY

Section 1

The Employer agrees to deduct Association dues from the salaries of each employee who is a member of the Association under this Agreement when authorized in writing to do so by that Association member. Individual authorization forms shall be filed by the Association with the Employer-Funding Agent.

Section 2

The amount of monthly Association membership dues will be certified by the Association President in writing to the Employer and the amount so certified shall be uniform for all members of the Association. The Association shall provide and maintain a “demand and return” system consistent with N.J.S.A. 34:13A-5.6, or as that law may be amended.

Section 3

The form permitting the deduction of dues shall provide notice to such employee that he/she may withdraw from the Association on January 1 or July 1 of each year, provided said employee gives notice of withdrawal to the County at least thirty (30) days in advance of his/her desire to withdraw.

Section 4

Any employee in the negotiations unit on the effective date of this Agreement who does not join the Association within thirty (30) days thereafter, or any new permanent employee who does not join within thirty (30) days of initial employment within the unit, shall pay a representation fee to the Association by automatic payroll deduction, pursuant to N.J.S.A. 34:13A-5.6, or as that law may be amended. This representation fee shall be



equal to eighty-five (85%) percent of the regular Association membership dues, fees and assessments as certified to the Employer by the Association. The Association may revise its certification of the amount of the representation fee from time to time to reflect changes in the regular Association membership dues, fees and assessments. The Association's entitlement to the representation fee shall continue beyond the termination date of this Agreement so long as the Association remains the majority representative of the employees in the unit and until a successor agreement between the Association and the Employer is completed.

Section 5

The Association agrees that it will indemnify and save harmless the Prosecutor and the County against any and all actions, claims, demands, losses or expenses (including reasonable attorneys' fees) in any matter regarding dues check-off under this Article.



ARTICLE III
WORK SCHEDULES

Section 1

The standard weekly work schedule for all employees covered by this Agreement shall consist of forty (40) hours per week, eight (8) hours per day, exclusive of a one-half (1/2) hour meal period, and inclusive of two (2) fifteen (15) minute breaks.

Section 2

The Prosecutor shall have the right to schedule the hours of work in the workweek and to vary the daily or weekly work schedule consistent with the needs of the Monmouth County Prosecutor's Office ("MCPO"). The MCPO will make every effort to provide at least 48 hours advance notice to an employee of any intended change in his or her work schedule, except in the event of emergent circumstances, which shall be in the sole discretion of the Prosecutor.

ARTICLE IV
OVERTIME

Section 1

The Employer shall compensate overtime at the rate of time and one-half (1½) of straight time pay to all employees covered by this Agreement for time worked in excess of forty (40) hours per week. Sick leave shall not count as hours worked for overtime purposes.

Section 2

Each employee shall have the individual discretion as to whether to be compensated for each overtime period worked in either paid overtime or compensatory time off (“CTO”) (calculated at the time and one-half rate). If an employee elects to receive CTO, it shall be used within the sole discretion of the employee subject only to prior Employer approval. All CTO exceeding two hundred and forty (240) hours at any one time shall be compensated as paid overtime. The foregoing is in addition to a settlement agreement, executed December 19, 2005, between the County and current and certain former members of the Association regarding the conversion of sick time to contractual compensatory time. The compensatory time bank created in that settlement agreement must be exhausted before the traditional compensatory time bank can be utilized.

Section 3

Each employee shall have the option of cashing in up to eighty (80) hours of accumulated CTO each year. This amount shall not exceed eighty (80) hours per year regardless of the compensatory time bank used. Said time shall be cashed in at said employee’s then hourly rate. The eighty (80) hour total annual amount may be cashed in



up to twice a year with thirty (30) days advance notice, in any increment of twenty (20) hours or greater.

Section 4

Whenever an employee is called out by the Employer either before or after normal working hours he/she shall receive a minimum of two (2) hours call out compensation for each said call out. Call out shall be paid at the appropriate rate provided for by this Article.



ARTICLE V
VACATIONS

Section 1

Each employee shall be entitled to annual vacation leave, depending upon years of service with the Employer, as follows:

<u>YEARS OF SERVICE</u>	<u>VACATION TIME</u>
Up to one (1) year	1 day for each month worked
2 nd through 5 th year	12 working days
6 th through 12 th year	15 working days
13 th through 20 th year	20 working days
21 or more years	25 working days

Section 2

For 2013 and before, for purposes of computation, employees who are hired between January 1 and June 30th will be credited for that year of service in determining time served for their vacation time. Employees hired after June 30th will not receive credit for that year of service in determining their vacation time for that year, but instead will begin receiving credit on January 1st of the following year. For 2014 and after, both existing and new employees will be credited for a year of service in determining time served for their vacation time no matter when an employee began his or her employment, however, this change will not apply retroactively to vacation leave entitlements for 2013 or prior years.

Section 3

Seniority shall govern the scheduling of all vacations for employees covered by this Agreement.



Section 4

An employee who has resigned or who has otherwise separated from employment shall be entitled to the vacation allowance earned in the current year pro-rated upon the number of months worked in the calendar year in which the separation becomes effective.

Section 5

If an employee dies having a credit of any annual vacation leave, the Employer shall calculate and pay to the employee's estate a sum of money equal to the earned vacation leave based upon on the employee's salary rate at the time of death, pro-rated as above.

Section 6

Employees on a leave of absence without pay do not accrue vacation benefits.

Section 7

Vacations not granted in a calendar year due to the needs of the Prosecutor or for extraordinary reasons beyond an employee's control may be carried over to the following calendar year with permission of the Prosecutor. Such carry-over must be scheduled for use and used by April 1st of the succeeding year.



ARTICLE VI
HOLIDAYS

Section 1

The following days shall be recognized and observed as paid holidays:

New Year's Day	Columbus Day
Martin Luther King's Birthday	General Election Day
President's Day	Veteran's Day
Good Friday	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	Christmas Day
Labor Day	

Section 2

If an employee works on a holiday, he/she shall have the option to be paid or receive compensatory time off.

Section 3

It is understood that the County currently offers thirteen (13) paid holidays to its non-represented employees per calendar year. If the County grants more than thirteen (13) total holidays to its non-represented employees during a calendar year, then employees covered by this Agreement shall be entitled to receive the same number of additional holidays for that year.

ARTICLE VII
PERSONAL BUSINESS

Employees who are employed for more than one (1) year shall be granted three (3) days off for personal business.



ARTICLE VIII
TEMPORARY LEAVE

Section 1

Sick Leave. Sick leave is defined as the absence of post of duty of an employee because of illness, accident, exposure to contagious disease, or attendance upon a seriously ill member of the employee's immediate family requiring the constant care of such employee. Employees shall earn sick leave according to the following schedule:

1. One (1) day per month worked during the first year of employment.
2. One and one-quarter (1¼) days per month worked during each year thereafter.

Sick leave shall accumulate from year to year.

The Employer may require proof of illness, accident, exposure to contagious disease or attendance upon a member of the employee's immediate family who is seriously ill. Any proof of illness provided shall be fully descriptive of the condition requiring absence from work and must include a consent provision to provide an Employer-designated doctor the right to request and review supporting treating doctor records to verify the illness.

Upon an employee's death, the Employer shall pay supplemental compensation to the employee's estate in the amount of one-half of the earned and unused accumulated sick leave based upon the average annual compensation received during the last year of employment prior to the date of death, but not to exceed \$15,000.00 or such higher amount as the County may hereafter adopt by resolution.



At the time of retirement the retiring employee shall be entitled to the cash value of one-half of all accumulated sick time calculated at the retiree's then current total rate of daily compensation at the time of separation from active service, not to exceed \$15,000.

Should the New Jersey Legislature pass any law that limits the maximum amount payable to employees for accumulated, unused sick leave, then this provision shall be amended in accordance with the statutory provisions.

Section 2

Bereavement Leave. The Employer will grant up to five (5) days leave to an employee due to the death of an employee's parent, spouse (including domestic or civil union partner), child or stepchild. The Employer will grant up to three (3) days leave to an employee due to the death of a parent-in-law, sibling, grandparent, grandchild, foster child or other member of the immediate household.

ARTICLE IX
FAMILY LEAVE

Family leave is available to an eligible employee seeking time off from work duties to fulfill family obligations relating directly to the birth of the employee's child, the placement for adoption of a child with an employee, or the serious health condition of an employee's family member. Eligible employees are defined as individuals employed for twelve (12) months or more who have worked one thousand (1,000) or more base hours during the preceding twelve-month period.

To request family leave time off, the employee must submit a written application to the Administration Office. The request must contain a doctor's certificate along with the start date and approximate ending date for the family leave. An eligible employee may request up to twelve (12) weeks of unpaid leave over any twenty-four (24) month period with a supervisor's approval. The employee may choose not to utilize sick, vacation or personal time while on family leave. While an employee is on family leave, no vacation, sick or personal time will accrue. Subject to the terms, conditions and limitations of the employee's health plan, the Employer will continue to provide health care coverage for the duration of the family leave, with the employee billed for his/her share. To the extent possible, an employee returning from family leave will be reinstated to his/her former position or offered an equivalent position.



ARTICLE X
WORK INCURRED INJURY

The statutory compensation provided in N.J.S.A. 34:15-12(a) and applicable law is recognized as controlling the issue of access to payment for employees on temporary disability leave. Reimbursement for temporary disability leave of six (6) months or less shall be calculated to ensure that employees on such worker's compensation temporary disability leave will be paid the same amount of take home pay [net pay] as they were receiving prior to their disability leave. The Prosecutor may in his sole discretion extend such leaves for up to one (1) year.

However, in the event that the injury is directly attributable to the specialized sworn law enforcement duties of an Investigator, such reimbursement of an amount equal to the employee's net pay shall continue for up to one year. Notwithstanding the foregoing, if the County offers a greater worker's compensation benefit to its employees not represented for the purposes of collective negotiations, employees represented by the Association shall be entitled to an identical benefit.

ARTICLE XI
HEALTH BENEFITS

Section 1

It is agreed that the Employer will continue, at a minimum, to offer the current medical point of service plans provided by the County (as provided by Horizon BCBS and Qualcare), or an equal or better plan(s), for employees covered by this Agreement. Employees shall pay the amount required by current New Jersey law as a contribution towards the County's cost of providing these plans, which in no event shall be less than 1.5% of base salary. The parties agree that should an employee voluntarily waive all coverage under the County's health plan, and provide proof of coverage from a source other than the County, the County will waive the required contribution for the employee. Such employee contributions shall be placed by the County into an IRS type 125 cafeteria plan so that it shall be tax free for Federal tax purposes, in accordance with New Jersey law.

Section 2

The Employer shall continue to maintain a traditional indemnity medical insurance program, as is currently provided on a self-insured basis. However, any employee opting to participate in such program shall be responsible for a portion of the premium costs and made through automatic payroll deductions. The portion of the premium costs for which the employee shall be responsible shall in no event be less than 1.5% of the employee's annual base salary or any greater amount required by New Jersey law. The 1.5% contribution shall be placed by the County into an IRS type 125 cafeteria plan so that it shall be tax free for Federal tax purposes, in accordance with New Jersey law.



Section 3

The provisions of Resolution #94-267, as adopted by the Monmouth County Board of Chosen Freeholders, shall continue to apply, and the County's traditional indemnity medical insurance program shall not be offered nor available to employees hired on July 1, 1994 or thereafter. A copy of Resolution #94-267 is attached hereto as Appendix A.

Section 4

Negotiations unit members, and those employees receiving benefits under the County temporary disability program, shall be provided with the prescription insurance plan established by the County. All existing prescription drug co-pays shall remain unchanged unless and until such time as these co-pays are increased for the County's employees not represented for purposes of collective negotiations. Co-pays shall be limited to the lesser of the amount paid by the County's non-represented employees, or the following:

<i>Non-Mail Order</i>	
Retail (brand)	\$20.00 (current \$20)
Generics	\$10.00 (current \$5)
 <i>90 days Mail Order</i>	
Retail (brand)	\$15.00 (current \$15)
Generics	\$5.00 (current \$0)

Section 5

Pursuant to the decision of Arbitrator Susan Osborn in AR-2014-085, the County shall be entitled to implement the following health care design plan changes on or after January 1, 2015, so long as it has provided the PBA and the affected employees with at least 60 days' notice, and provided it also implements said changes for the County's unrepresented employees:



- 1) Increase out-of-pocket maximums to \$5,000 per employee and \$10,000 for dependents;
- 2) Increase emergency room co-payments to \$100 per visit;
- 3) Modify the County's reimbursement rate for out-of-network medical costs to 150% of the Medicare rate.

The County continues to retain the right to change health benefit providers. However, in the event that the County decides to change providers, these design plan changes will immediately be subject to re-opened negotiations concerning same. The arbitrator retains jurisdiction.

Section 6

Pursuant to the decision of Arbitrator Susan Osborn in AR-2014-085, the County shall be entitled to implement the following prescription drug plan design changes on or after January 1, 2015 so long as it has provided the PBA and the affected employees with at least 60 days' notice and a list of medications subject to step therapy, and provided it also implements said changes for the County's unrepresented employees:

- 1) Eliminate one of the three major chain pharmacies from the list of approved sources for prescriptions;
- 2) Implement "dispense as written" policy;
- 3) Implement step therapy plan.

These prescription plan changes will be implemented on an 18 month experimental basis. At the conclusion of the trial period, the County will evaluate whether the measures implemented have been effective at controlling costs. The Union will evaluate the level of inconvenience or harm to its members. Either party may seek to reopen negotiations concerning the viability of continuing with these measures on a permanent basis.

ARTICLE XII
REIMBURSEMENT FOR EXPENSES

The total allowable reimbursement for employees for money spent on meals while away on overnight training, seminars, conventions and out of state investigations, excluding while on overtime, will be \$35.00 per day per person. This will be broken down as follows:

Breakfast	\$7.00
Lunch	\$9.00
Dinner	\$19.00

Alternatively, the employee may choose to receive reimbursement in the amount permitted by the County's Travel Policy.

No meal reimbursement will be paid while an employee is being paid overtime. Receipts for expenditures must be submitted through the proper chain of command to the Director of Administrative Services immediately following the trip.

Employees who make trips on office business and seek reimbursement on a mileage basis for the use of their private vehicles must submit memorandum to the Administrative Office detailing the date of said trip, the purpose, and the mileage involved. A voucher will then be prepared for their signature, and the repayment will be calculated at the then prevailing mileage rate. That sum will be reimbursed to the employee.



ARTICLE XIII
BASE WAGE

Section 1

Employees covered by this Agreement shall receive base wages as set forth in Appendix B, attached hereto. The step program shall be considered as an automatic, annual step movement progression that shall succeed the term of this Agreement, unless there is an interest arbitration salary cap still in effect as of January 1, 2017. In such instance, Investigators who are not at the top step in 2016 will not move to the next step in the salary guide in 2017 until the parties finalize a successor agreement through collective negotiations or receive an interest arbitration award. Those Investigators will then move, if applicable, pursuant to the terms of the successor agreement or award. If the 2017 step movement cost does not exceed any interest arbitration salary cap in effect as of January 1, 2017, upon mutual agreement by the parties, those employees in the guide shall receive their step increment in 2017 prior to resolving the successor agreement.

The Prosecutor reserves the right to hire new employees at a Step higher than Step A where, in the Prosecutor's sole discretion, it is deemed appropriate.

Section 2

Those employees who have retired in good standing on or after January 1, 2014, but prior to the date this Agreement was executed, shall be entitled to *pro-rata* retroactive payment of salary, and the parties agree this provision is intended to represent compliance with the previous settlement of grievance arbitration AR-2007-163. This provision shall apply to a successor collective negotiations agreement in the event it is not completed prior to its expiration date.



Section 3

Effective the first pay of 2016, the County is authorized to switch from a bi-weekly pay cycle to a bi-monthly pay cycle, in accordance with the terms of a December 2, 2015 letter from the County to the Union and attached hereto as an addendum. The parties agree that any change in the calculation and/or methodology of the 24 pay system shall first be negotiated by and between the parties.



ARTICLE XIV
PBA MEETINGS

The current practice regarding attendance at PBA local, state and county meetings shall be continued.



ARTICLE XV
BULLETIN BOARD

The Employer will supply space in a conspicuous location for one (1) bulletin board for the Association to post notices and bulletins pertaining to Association business and activities or matters dealing with the welfare of employees. The Association shall provide the bulletin board.

No matter may be posted without receiving permission of the officially designated Association representative. The Prosecutor may reject any postings deemed detrimental to the operation of the MCPO. However, approval for posting shall not be unreasonably withheld.

The bulletin board shall be constructed in such a manner that it will be capable of securing postings behind a glass-enclosed frame. The bulletin board shall have the capability of being locked. A designated Association representative shall retain the key.



ARTICLE XVI
GRIEVANCE PROCEDURE

Section 1

For purposes of this Agreement, the term “grievance” means any complaint, difference or dispute between the Employer and the Association or any employee with respect to the interpretation, application, or violation of any of the provisions of this Agreement.

Section 2

Grievances, as here and above defined, should be handled in an expeditious and mutually satisfactory manner, and to that end the following procedure shall be followed:

STEP ONE

An employee with a grievance shall first discuss it with the Deputy Chief either directly or through the Association’s designated representative for the purpose of resolving the matter informally. A grievance must be presented under the grievance procedure described herein within five (5) working days of the occurrence or the condition giving rise to the grievance.

STEP TWO

If the aggrieved party is not satisfied with the disposition of their grievance at **Step One**, or if no decision has been rendered within seven (7) working days after presentation of that grievance at **Step One**, the aggrieved party may file a grievance in writing with the Chief, or in his/her absence, a representative designated by the Prosecutor. A written decision thereon shall be rendered within seven (7) working days after the grievance has been presented.

STEP THREE

If the aggrieved party is not satisfied with the disposition of their grievance at **Step Two**, or if no decision has been rendered within seven (7) working days after presentation of that grievance at **Step Two**, the matter may be referred to the Prosecutor, or a designee. The Prosecutor’s decision shall be rendered in writing within ten (10) working days.



STEP FOUR

If a satisfactory settlement is not reached at **Step Three** the Association may request arbitration in writing within twenty (20) business days after the answer is given by the Prosecutor or the grievance shall be deemed to be waived. A request for arbitration must be submitted in writing to the Public Employment Relations Commission ("PERC"), with a copy sent to the Prosecutor, asking PERC to submit panels of arbitrators to each of the respective parties to this Agreement so each party may independently exercise its right of selection, which may be filed directly with PERC pursuant to its rules.

Section 3

The arbitrator's fees and expenses shall be borne equally by the Association and Prosecutor.

Section 4

If either party uses the services of an attorney, the expenses incurred will be borne by the party requesting such services.

Section 5

Expenses of witnesses for either side shall be borne by the parties producing such witnesses.

Section 6

The arbitrator shall have no power or authority to add to, subtract from or modify, in any way, the terms of this Agreement.

Section 7

The arbitrator shall make every reasonable effort to issue his decision within thirty (30) calendar days from the date of the closing of the hearing. The arbitrator's decision shall be in writing, setting forth findings of fact and conclusions on the issues submitted to arbitration. The decision of the arbitrator shall be final and binding upon the parties.



Section 8

Time periods may be extended by mutual written agreement only.

Section 9

No employee covered by this Agreement shall be fined or suspended, except for just cause.



ARTICLE XVII
DEPARTMENTAL INVESTIGATIONS

Section 1

In an effort to ensure that departmental disciplinary investigations are conducted in a manner which is conducive to good order and discipline, the following rules are hereby adopted:

1. The interrogation of an employee covered by this Agreement who is the target of a departmental disciplinary investigation shall be at a reasonable hour, preferably when the employee is on duty, unless the exigencies of the investigation dictate otherwise.
2. Prior to interrogation, the Prosecutor shall afford the employee an opportunity to consult with counsel and/or an Association representative before being questioned. The opportunity to consult with counsel and/or the representative shall not delay the interrogation beyond one hour.
3. Interrogations shall take place at a location designated by the Prosecutor or designee. Usually this will be at the Prosecutor's office or the location where the incident allegedly occurred, unless the exigencies of the investigation dictate otherwise.
4. An employee covered by this Agreement who is the target of a departmental or disciplinary investigation shall be informed of the nature of the investigation at the time the interrogation commences.
5. The questioning shall be reasonable in length.
6. An employee covered by this Agreement who is the target of a departmental disciplinary investigation shall be so advised pursuant to the MCPO Rules and Regulations, effective April 16, 2012, as well as any successor manual of rules and regulations, utilizing the MCPO Internal Affairs Advisement Form, annexed hereto as Appendix C.
7. An employee covered by this Agreement shall be subject to the filing of charges against the employee for violation of internal rules and regulations pursuant to the MCPO Rules and Regulations, effective April 16, 2012, as well as any successor manual of rules and regulations, for a period of forty-five (45) days after the date on which the person filing the complaint has obtained sufficient information to file the matter upon which the complaint is based. The forty-five (45) day time limit shall not apply if an investigation of an employee covered by this agreement is included directly



or indirectly with an investigation of that employee for a violation of the criminal laws of the State of New Jersey. The forty-five (45) day limit shall begin on the day after the disposition of the criminal investigation. The forty-five (45) day requirement in this paragraph for the filing of a complaint against an officer shall not apply to a filing of a complaint by a private individual.

Section 2

An employee covered by this Agreement may be subjected to a urinalysis or blood test when the Employer has individualized reasonable suspicion to suspect that employee has used or abused or is under the influence of an illegal or legal controlled dangerous substance while on duty.

Section 3

Under no circumstance shall the Employer offer or direct the taking of a polygraph or voice print examination for any employee covered by this Agreement.



ARTICLE XVIII
LEGAL AID

Whenever an employee covered by this Agreement is a defendant in a suit or legal proceeding arising out of or incidental to the performance of the employee's duties, the Employer shall provide said employee with a defense of such action or proceeding, except for the employee's defense in a disciplinary proceeding instituted against him/her by the Employer, or in a criminal proceeding instituted as a result of a complaint on behalf of the Employer.



ARTICLE XIX
FALSE ARREST COVERAGE

The County shall provide coverage for false arrest to all covered employees of the MCPO, or indemnify all covered employees of the MCPO, at a level not less than that which was issued by the National District Attorneys Association.



ARTICLE XX
PERSONNEL FILES

A personnel file shall be established and maintained for each employee covered by this Agreement. Such files are confidential records and shall be maintained in the office of the Prosecutor. Upon advance notice and at reasonable times, any employee may at any time review his/her personnel file. However, this appointment for review must be made through the Chief or a designee.

Whenever a written complaint concerning an employee is to be placed in his/her personnel file, a copy shall be made available to the employee, who shall be given the opportunity to provide a written response or rebuttal, which shall also be placed in the employee's personnel file.

Reckoning of disciplinary action shall be handled pursuant to Section 5:2-5 of the Rules and Regulations of the MCPO, dated April 16, 2012 and attached hereto as Appendix D.

ARTICLE XXI
OUTSIDE EMPLOYMENT

Employees engaged in any outside employment are required to obtain annual approval, which shall be granted at the sole discretion of the Prosecutor.



ARTICLE XXII
EQUAL EMPLOYMENT

The Employer and the Association hereby agree that they shall not discriminate against any employee because of race, creed, color, national origin, sex, ancestry, religion, marital status, domestic partnership status, sexual or affectional orientation, gender identity or expression, political affiliation, mental or physical or perceived disability, age, familial status, liability for service in the Armed Forces of the United States, union membership, union non-membership or union activity, in compliance with all applicable federal and state statutes, rules, and regulations.



ARTICLE XXIII
MANAGERIAL RIGHTS

Section 1

The parties acknowledge the Prosecutor has and will continue to retain the right and responsibility to direct the affairs of the MCPO in all its various aspects. Among the rights retained by the Prosecutor are to direct the work force; to plan, direct, and control all the operations and services of the MCPO; to determine the methods, means, organization and personnel by which such operations and services are to be conducted; to contract for and subcontract out services; to relieve employees due to lack of work or for other reasons; to make and enforce reasonable rules and regulations; to change or eliminate existing methods, equipment, or facilities; provided, however, that the exercise of any of the above rights shall not conflict with any of the express written provisions of this Agreement and the Association may file a grievance alleging such conflict.

Section 2

The parties recognize that employees in the title of Detective are appointed by the Prosecutor pursuant to N.J.S.A. 2A:157-10 and may be removed in accordance with N.J.S.A. 2A:157-10.1. The parties understand and agree the Prosecutor does not give up any rights under N.J.S.A. 2A:157-10.

The parties further recognize that pursuant to N.J.S.A. 2A:157-10, the Employer has the managerial right to subject employees to a probationary period not to exceed one (1) year in length. At any time during that probationary period, the Employer shall have the right to remove an employee with or without cause and the Association will not file any grievance or other challenge to the Prosecutor's decision. After the probationary period expires, any removal of an employee for disciplinary reasons shall comply with the

provisions of N.J.S.A. 2A:157-10.1. This provision shall uniformly apply to all employees who accept an appointment as a sworn County investigator on or after July 20, 2012.



ARTICLE XXIV
REDUCTIONS IN FORCE

Section 1

Seniority, for purposes of this Article, shall be defined as length of service with the MCPO.

Section 2

In the event that a reduction in force is necessary, the Prosecutor shall consider seniority as a factor in determining which employees will be laid off. The Prosecutor may also consider an employee's specialized training, special expertise and/or unique skills, as well as his or her performance record. Forty-five (45) days advance written notice shall be given to any employee selected to be laid off. In the event of a layoff, a laid off employee shall be placed on a recall list for three (3) years. Placement on the recall list shall provide preference to the laid off employee over any other applicant except where special skills or expertise is a controlling factor.

ARTICLE XXV
SAVINGS CLAUSE

In the event that any federal or state legislation, governmental regulation or applicable court decision cause the invalidation of any provision of this Agreement, all other provisions not so invalidated shall remain in full force and effect.




ARTICLE XXVI
DURATION

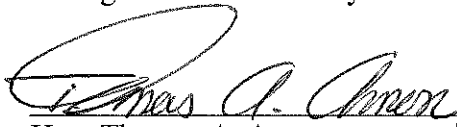
This Agreement shall have a term from January 1, 2014 through December 31, 2016. If the parties have not executed a successor agreement by December 31, 2016, then this Agreement shall continue in full force and effect until a successor agreement is executed. Negotiations for a successor agreement shall be in accordance with the rules established by PERC for that purpose.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures.


FOR THE EMPLOYER AND
EMPLOYER-FUNDING AGENT:



Christopher Gramiccioni, Esq.
Acting Monmouth County Prosecutor

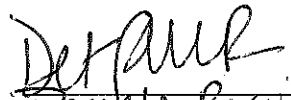


Hon. Thomas A. Arnone
Freeholder Director




Teri O'Connor,
County Administrator


FOR THE ASSOCIATION:




Pamela Ricciardi, President




Andrea Tozzi, Vice President.



ERIC KEKECHIAN, TREASURER



Robert Flanigan, Secretary



Det. Michael P. Campanella, Delegate

APPENDIX A
RESOLUTION #94-267

RES# 94-267

RESOLUTION ADOPTING POLICY CONCERNING THE COUNTY'S
SELF-FUNDED HEALTH CARE BENEFIT PLAN OPTIONS FOR
RETIREES WITH TWENTY FIVE (25) OR MORE YEARS OF SERVICE
AND CHANGES IN POLICY CONCERNING RETIREMENT WITH
HEALTH BENEFITS AT NO COST AS WELL AS CESSATION
OF OFFERING THE COUNTY'S SELF-FUNDED INDEMNITY
HEALTH CARE PLAN TO NEW EMPLOYEES

Freeholder HANDLIN offered the following resolution and moved its adoption:

WHEREAS, Monmouth County has paid the cost of Health Benefits for retirees in the County's Self-Funded Employee Health Benefit Indemnity Plan (except those who elect a deferred retirement but including a disability retirement regardless of service) with twenty five (25) or more years of service in a state recognized pension system or with twenty five (25) or more years of continuous service with Monmouth County regardless of whether they have been in a state recognized pension plan system; and

WHEREAS, Monmouth County paid these costs for retirees without regard to the date that such retirees accumulated twenty five (25) or more years of service in a state recognized pension system and without regard to the date that such retirees accumulated twenty five (25) or more years of service with Monmouth County regardless of whether they had been in state recognized pension plan system; and

WHEREAS, Monmouth County has offered its Self-Funded Employee Health Benefit Indemnity Plan to all eligible new employees; and

WHEREAS, the Monmouth County Board of Chosen Freeholders has determined that based upon service as of June 30, 1994, it shall be determined when an employee opts to retire with twenty five (25) or more years of service in a state recognized pension system or with twenty five (25) or more years of continuous service with Monmouth County, whether such person may at his/her discretion, choose either the Self-Funded Indemnity Plan, or the Self-Fund Point-of-Service Plan as their health benefit retirement plan at no cost or whether such person can only choose the Self-Funded Point-of-Service Plan as their health benefit retirement plan at no cost.

NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Monmouth that employees who have twenty five (25) or more years of service in a state recognized pension system and that employees who have twenty five (25) or more years of continuous service with Monmouth County on June 30, 1994 will when they retire



be able to opt for health benefits at no cost either in the County's Self-Funded Indemnity Plan or in the County's Self-Funded Point-of-Service Plan.

BE IT FURTHER RESOLVED that employees who have fifteen (15) or more but less than twenty five (25) years of service in a state recognized pension system and that employees who have fifteen (15) or more but less than twenty five (25) years of continuous service with Monmouth County on June 30, 1994 will when they retire with twenty five (25) or more years of service be able to opt for health benefits at no cost either in the County's Self-Funded Indemnity Plan or in the County's Self-Funded Point-of-Service Plan.

BE IT FURTHER RESOLVED that employees who have less than fifteen years of Service in a state recognized pension system and that employees who have less than fifteen years of continuous service with the County on June 30, 1994 will be entitled to health benefits at no cost only in the County's Self-Funded Point-of-Service Plan and said retirees will not have the option to purchase the County's Self-Funded Indemnity Plan.

BE IT FURTHER RESOLVED that any new employee hired after July 1, 1994 will not, regardless of their years of service anywhere, be allowed to retire from Monmouth County with any health benefits at no cost.

BE IT FURTHER RESOLVED that any employee hired by the County on or after July 1, 1994 will not be permitted to enroll in the County's Self-Funded Indemnity Plan.

BE IT FURTHER RESOLVED that all active employees hired on or before June 30, 1994 will be able to participate in either the County's Self-Funded Indemnity Plan by having the appropriate deduction made from each paycheck or in the County's Self-Funded Point-of-Service Plan at no cost and that all of these active employees may, during their active employment only, choose between the Self-Funded Indemnity Plan and the Self-Funded Point-of-Service Plan each year during the Open Enrollment period only.

BE IT FURTHER RESOLVED that the Clerk forward a true certified copy of this resolution to the County Administrator, County Personnel Officer and the Benefits Coordinator.

Seconded by Freeholder STOPPIELLO and Adopted on roll call by the following vote:

In the Affirmative: Mrs. Handlin, Mr. Stoppiello,
Mr. Narozanick, Mr. Powers
And Director Larrison

In the Negative: None

Abstain: None

Absent: None



CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO
BE A TRUE COPY OF A RESOLUTION
ADOPTED BY THE BOARD OF
CHOSEN FREEHOLDERS OF THE
COUNTY OF MONMOUTH AT A
MEETING HELD APRIL 14, 1994.

RICHARD C WENNER
CLERK



APPENDIX B
SALARY SCHEDULE

For all employees who were in the negotiations unit or accepted an offer of employment as a sworn County Investigator on or before July 20, 2012:

Step	2013	2014	2015	2016
Entry Level	80,000	80,000	80,000	80,000
Step 1	85,000	85,000	85,000	85,000
Step 2	90,000	90,000	90,000	90,000
Step 3	95,000	95,000	95,000	95,000
Step 4	100,000	100,000	100,000	100,000
Step 5	105,000	105,000	105,000	105,000
Step 6	110,000	110,000	110,000	110,000
Step 7	113,000	113,000	115,000	115,000
Step 7a	n/a	n/a	120,000	120,000
Step 7b	n/a	n/a	125,000	125,000
Step 8	127,000	128,000	129,000	130,000

- Effective January 1, 2014, increments will be paid for all employees beneath Step 8; effective July 1, 2014, all employees at Step 8 will receive a \$1,000 increase.
- Effective January 1, 2015, increments will be paid for all employees beneath Step 8; effective January 1, 2015, all employees at Step 8 will receive a \$1,000 increase.
- Effective October 1, 2016, increments will be paid for all employees beneath Step 8; effective January 1, 2016, all employees at Step 8 will receive a \$1,000 increase.

PRJ

For all employees who accepted an offer of employment as a sworn County Investigator after July 20, 2012:

Step	2013	2014	2015	2016
Step A (entry)	50,000	50,000	50,000	50,000
Step B	55,000	55,000	55,000	55,000
Step C	60,000	60,000	60,000	60,000
Step D	65,000	65,000	65,000	65,000
Step E	70,000	70,000	70,000	70,000
Step F	75,000	75,000	75,000	75,000
Step G	80,000	80,000	80,000	80,000
Step 1	85,000	85,000	85,000	85,000
Step 2	90,000	90,000	90,000	90,000
Step 3	95,000	95,000	95,000	95,000
Step 4	100,000	100,000	100,000	100,000
Step 5	105,000	105,000	105,000	105,000
Step 6	110,000	110,000	110,000	110,000
Step 7	113,000	113,000	115,000	115,000
Step 7a	n/a	n/a	120,000	120,000
Step 7b	n/a	n/a	125,000	125,000
Step 8	127,000	128,000	129,000	130,000

- Effective January 1, 2014, increments will be paid for all employees beneath Step 8; effective July 1, 2014, all employees at Step 8 will receive a \$1,000 increase.
- Effective January 1, 2015, increments will be paid for all employees beneath Step 8; effective January 1, 2015, all employees at Step 8 will receive a \$1,000 increase.
- Effective October 1, 2016, increments will be paid for all employees beneath Step 8; effective January 1, 2016, all employees at Step 8 will receive a \$1,000 increase.



APPENDIX C

Administrative Advisement Form

Administrative Investigations Only

1. I am being questioned as part of an investigation by this agency into potential violations of department rules and regulations, or for my fitness for duty. This investigation concerns:

_____.
2. This is an administrative investigation. I will be asked questions specifically, narrowly and directly related to the performance of my official duties.
3. I may be subject to departmental discipline for refusing to answer a question directly related to the performance of my duties, or for not answering truthfully.
4. I have the right to consult with a representative of my collective bargaining unit, or another representative of my choice, and have him or her present during the interview.

Signature: _____

Date: _____ Time: _____

Witnessed by: _____



APPENDIX D

5:2.5 Employee Files

The reckoning procedures and period for disciplinary action for Detectives shall be as follows:

- a. RECKONING OF DISCIPLINARY ACTION – The administrative reckoning of a disciplinary action is similar to an expungement. The forgiveness of a prior disciplinary action is incorporated to encourage Investigation Division personnel to strive for improvement when poor judgment is used or a careless mistake made.
- b. RECKONING PROCEDURE – When disciplinary action has been taken against a member of the Investigation Division, a record of that action will be placed in the employee’s personnel file. It is the responsibility of the employee to note when that action would be eligible for reckoning based upon the schedule which follows. When the eligible date has been reached, the employee must submit a memorandum through the Chain of Command to the Chief of Detectives requesting the disciplinary action be removed. Upon reviewing the request, the Chief of Detectives will decide whether the discipline shall be reckoned.

The requesting employee will be notified of that decision. If a decision to reckon discipline is approved, the Chief of Detectives or his/her designee in consultation with the Prosecutor shall notify the Director of Administration to remove the record of disciplinary action from the personnel file of the employee. This record shall be sent back to the Chief of Detectives or his/her designee, whereupon it will be prominently marked with a notation “reckoned” and placed in the Internal Investigation file which documented the events, which gave rise to the discipline. A notation will likewise be made on the file that the discipline has been reckoned. All information, reports, and documents which gave rise to that discipline will henceforth be considered as “sealed” and be made available only as a result of a court order. Reckoned discipline will not be considered in any future administrative decisions.

- c. RECKONING PERIOD
 - 1) Letter of Reprimand Only – Where discipline resulted in a letter of reprimand only, the reckoning period will be two (2) years from the date of the letter, provided no additional disciplinary action has occurred or is pending at the time of the request for reckoning.
 - 2) Loss of Time – Where discipline resulted in a loss of time, the reckoning period will be three (3) years from the date of the notification



letter, provided no additional disciplinary action has occurred or is pending at the time of the request for reckoning.

- 3) Suspension and Loss of Pay – Where discipline resulted in a suspension and loss of pay, the reckoning period will be five (5) years from the date of the notification letter, provided no additional disciplinary action has occurred or is pending at the time of the request for reckoning.

When an additional disciplinary action has occurred prior to the eligible reckoning date, the reckoning period on the original discipline will extend to the eligible reckoning date of the second disciplinary action.

If three (3) or more disciplinary actions occur prior to the first action being reckoned, all disciplinary actions will be ineligible for reckoning for the remainder of the employee's employ.

- 4) There shall be no reckoning of a demotion made pursuant to a disciplinary action.
- 5) No disciplinary action concerning an employee's character or truthfulness, veracity and honesty shall be removed.

The reckoning procedures and period for all employees shall be established pursuant to the current collective bargaining agreements.



County of Monmouth

STEVEN W. KLEINMAN
Special County Counsel

skleinma@co.monmouth.nj.us



HALL OF RECORDS
1 East Main Street, Room 223
Freehold, New Jersey 07728
Telephone 732-683-8990
Fax: 732-409-4820

December 2, 2015

Dear Negotiations Representatives:

Please be advised that the County has now concluded negotiations with almost all of its negotiations units on a permanent solution to the "27th pay" problem. Accordingly, it is going to move forward in the following manner:

Unless your negotiations unit has not agreed to allow the County to move to a bi-monthly pay period, the County will be permanently moving to 24 bi-monthly pays per year starting in 2016. The County will issue paychecks on the 1st and 15th of each month. However, in order to ensure that employees actually receive paychecks twice in each calendar month, if the 1st or the 15th falls on a weekend or holiday, that payday will be pushed back until the next regular workday. So, for example, because Friday, January 1, 2016 is a holiday, paychecks will be issued on Monday, January 4, 2016. A calendar listing all 2016 paydays is attached to this letter. Over the next month, the County will be engaging in extensive communications efforts with all employees to advise them of the pending switch to 24 pays and to answer any questions they may have.

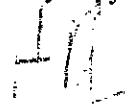
Additionally, although the language in most of the County's collective negotiations agreements provides that when the County moves to 24 pays, it has the right to calculate an employee's annual salary based upon the actual number of work hours in any particular year, it is choosing not to do so at this time. This means that in 2016, when there are 261 work days, employees will be paid (including overtime pay) at a rate calculated as if there were only 260 work days, as is the current practice. Because the County is not exercising its option to make this change in 2016, employees will earn the equivalent of an additional day's pay that year. The County reserves its right to reconsider this decision in future years, however. If that occurs, you will be advised.

Finally, understanding that the delay in receiving a paycheck in early January 2016 may present a hardship to some employees and the change to 24 pays will require employees to engage in additional financial planning, the Board of Chosen Freeholders has authorized a one-time \$200 gross payment for all County employees, both union and non-union, who are moving to 24 pays. This will be paid via a physical check during the week of December 28, 2015. As the \$200 payment is technically a negotiable term and condition of employment, if for some reason you have any objection to the employees you represent receiving this additional compensation, please let me know by Friday, December 11, 2015.

A handwritten signature in blue ink, appearing to be 'SK' followed by a stylized flourish.

I am grateful for your willingness to work with the County to resolve this issue and hope we can continue in that spirit of cooperation going forward. If you have any questions or concerns, do not hesitate to contact me.

Very truly yours,



STEVEN W. KLEINMAN
Special County Counsel

Encl.

cc: Teri O'Connor, County Administrator
Kevin Burke, Deputy County Administrator
Craig Marshall, Finance Director

