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AGREEMENT BETWEEN

**THE GLOUCESTER COUNTY BOARD
OF CHOSEN FREEHOLDERS, COUNTY CLERK,
SURROGATE, AND SHERIFF**

AND

**THE COMMUNICATIONS WORKERS
OF AMERICA, AFL-CIO**

**BLUE AND WHITE COLLAR, SUPERVISORY, ROW OFFICE,
AND MOSQUITO CONTROL BARGAINING UNITS**

LOCAL 1085

JANUARY 1, 1992 – DECEMBER 31, 1994

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PREAMBLE

THIS AGREEMENT is entered into by and between the *GLOUCESTER COUNTY BOARD OF CHOSEN FREEHOLDERS*, together with the *COUNTY CLERK, SURROGATE*, and *SHERIFF* of Gloucester County (which parties are referred to hereinafter as "the Employer"), and the *COMMUNICATIONS WORKERS OF AMERICA*, together with the Gloucester County Supervisory Unit thereof (hereinafter referred to as "the Union"), for the purpose of establishing wages, hours, benefits, and other terms and conditions of employment, together with procedures for the fair and amicable resolution of disputes and grievances pertaining thereto.

NOW, THEREFORE, in consideration of the mutual covenants and understandings expressed herein, the parties agree as follows:

ARTICLE I RECOGNITION

Section 1

The Employer hereby recognizes the Union as the exclusive representative for the purpose of collective bargaining with respect to rates of pay, wages, hours, and other terms and conditions of employment for all employees who work fifteen (15) hours per week or more in the Blue and White Collar, Supervisory, Mosquito Control and Row Office bargaining units, including craft employees and investigators in the Medical Examiner's Office. Part-time employees who work fifteen (15) hours or more per week shall be included. Fifteen (15) hours shall mean an average of fifteen (15) hours in the three (3) month period prior to January 1, April 1, July 1, and October 1 of each year (or ninety (90) days for newly hired employees). Excluded from the aforementioned units are managerial executives, confidential, police, and fire employees, part-time employees who work less than fifteen (15) hours as defined above, and employees who are represented in other units, as well as temporary and interim employees other than those specified below. Employees who work less than fifteen (15) hours per week irrespective of title are not covered by this Agreement.

Section 2

Any employee who occupies a temporary position for an aggregate of six (6) months or more in any twelve (12) month period, or which position is intended by the Employer to be occupied for an aggregate of six (6) months in a twelve (12) month period, shall be included in the appropriate unit. Interim employees (as defined by the New Jersey Department of Personnel) who have filled a vacancy in the unit for twelve (12) consecutive months shall be included in the appropriate unit. It is further understood that all unit members who accept temporary or interim assignments to perform other bargaining-unit work shall continue to be represented.

Section 3

Whenever titles are used in this Agreement, they shall be understood to include the plural as well as the singular and to include males and females.

ARTICLE II RESPONSIBLE UNION-EMPLOYER RELATIONSHIP

The Employer and the Union recognize that it is in the best interests of both parties, the employees, and the public that all dealings between them continue to be characterized by mutual responsibility and respect. To insure that this relationship continues and improves, the Employer and the Union and their respective representatives at all levels will apply the terms of this contract fairly in accord with its intent and meaning and consistent with the Union's status as exclusive bargaining representative of all employees covered by this contract.

ARTICLE III NON-DISCRIMINATION

In accordance with and to the extent of statute, no employee will be discriminated against on the basis of race, creed, color, national origin, sex, marital status, age, religious opinions or affiliation, handicaps, or legal participation or non-participation in Union activities.

ARTICLE IV DEDUCTION OF UNION DUES AND REPRESENTATION FEES

Section 1

The Employer agrees to make payroll deductions of Union dues when authorized to do so by the employee on the appropriate form. The amount of such deductions shall be certified to the Employer by the Secretary-Treasurer of the Union. The Employer shall remit the dues to the Union by the last day of the month following the calendar month in which such deductions are made (or earlier, if reasonably possible), together with a list of employees from whose pay such deductions were made. A copy of such list shall also be delivered to the Local President. Dues deductions for employees in the bargaining unit(s) shall not be made for any other employee organization.

Section 2

In the event any employee withdraws his or her authorization for dues deduction by notice to the Employer, such dues shall be halted as of January 1 or July 1 next following the date on which notice of withdrawal was filed, pursuant to *N.J.S.A. 52:14-15.9e*.

Section 3

For all employees in the bargaining unit(s) who do not pay dues in accordance with Section 1 above, the Employer shall instead deduct a representation fee equal to a percentage of the appropriate dues as certified by the Union, pursuant to Chapter 477, Laws of 1979.

Section 4

The Union represents that it has established a demand-and-return system in accordance with law.

Section 5

It is agreed that the Employer shall have no other obligation or liability, financial or otherwise (other than set forth herein), because of actions arising out of the understandings expressed in the language of this section. It is further understood that once the funds deducted are remitted to the Union, the disposition of such funds shall be the sole and exclusive responsibility of the Union. The Union shall indemnify and save the Employer harmless against any and all claims, demands, suits, or other forms of liability including reasonable legal and/or representation fees resulting from any of the provisions of this Article or in reliance on any list, notice, or assignment furnished under this section.

ARTICLE V HOURS OF WORK AND PAYDAYS

Section 1

The current hours of work, including meal and break times, shall be maintained. In cases where there is more than one shift for employees in a given title, seniority shall be a consideration in assignment or reassignment of employees to a shift. Full-time workweeks shall be as follows, depending upon department and/or job classification:

- (a) 32.5 hours, Monday through Friday;
- (b) 35 hours, Monday through Friday;
- (c) 40 hours, Monday through Friday;
- (d) 40 hours, five days per week, including scheduled weekends;
- (e) Irregular (40-hour average), including scheduled weekends.

Section 2

(a) Part-time salaried employees covered by this Agreement shall be assigned to work a portion of the standard full-time workweek. Employees in hourly positions covered by this Agreement shall be assigned to work as follows:

- (1) at least fifteen (15) hours per week on average, or
- (2) at least twenty (20) hours per week on average.

(b) Investigators in the County Medical Examiner's Office shall work an average of 20 hours per week over the course of the work year. Each investigator shall be on 24-hour stand-

by duty for one full week in rotation out of every three weeks, and shall be responsible for investigations or other duties which may be assigned during his or her duty week.

Section 3

The present bi-weekly schedule of paydays shall remain unchanged.

Section 4

A four-day workweek for certain clerical employees will be continued in the Sheriff's Office, subject to the conditions set forth below:

(a) The four-day workweek shall be strictly voluntary. Employees who elect this schedule will be accommodated whenever possible, while all others will remain on the regular five-day schedule. Any employee who elects to work a four-day schedule and subsequently decides to resume the regular five-day schedule may do so, except that such employee will not be permitted to change again during the duration of this Agreement.

(b) The four-day schedule will consist of either Monday through Thursday or Tuesday through Friday, from 8:00 AM to 5:00 PM, with 52 minutes off for lunch. It is understood, however, that the starting and stopping times may be adjusted for individual employees if necessary to accommodate specific needs such as child care, provided the total working hours remain the same.

(c) The four-day workweek schedule will continue through June 30, 1992. In the event the Sheriff wishes to discontinue this schedule, written notice will be sent to the Union no later than June 1, 1992.

Section 5

Upon the written request of the Union, the Employer agrees to discuss the subject of flex hours for certain employees, with such discussions to take place no later than ninety (90) days after the signing of this Agreement. In the event any agreement is reached by the parties on the subject, such agreement will be incorporated as an amendment to this Agreement.

Section 6

Maintenance employees in the Parks & Recreation Department and Mosquito Division will change to a summer schedule commencing on or before July 1 and continuing through at least August 31. Summer hours will run from 6 AM to 2:30 PM daily, with a half-hour lunch break.

ARTICLE VI SALARIES AND WAGES

Section 1

General salary increases shall be granted to all employees as follows:

(a) Effective January 12, 1992, each employee's salary shall be adjusted to the ap-

propriate scale and step of Salary Schedule A (Appendix I), representing an increase of 5% over the employee's previous salary. Retroactive adjustments shall be made for all current employees and for all employees who have retired between January 12, 1989, and the signing of this Agreement. Such retroactive payment shall be made by separate paychecks, to be issued as soon as possible upon execution of this Agreement.

(b) Effective January 10, 1993, each employee's salary shall be adjusted to the respective scale and step of Schedule B, representing an increase of 5% over Schedule A.

(c) Employees who exceed the top step of their respective salary scales shall receive the same percentage adjustments as provided to those on steps.

Section 2

Each job classification shall be assigned a salary scale as shown in Appendix II or as otherwise agreed by the parties. The starting salary for each job classification shall be step 1 of the appropriate scale. Incremental or step increases shall be granted annually to all employees on steps 1 through 8 as of their established increment dates. Increment dates shall be established as follows:

(a) The increment date for each new employee shall be the first day of the calendar quarter following the employee's anniversary of hire.

(b) The increment date for any employee who receives a salary increase of more than 8% because of promotion to a higher title shall become the first day of the calendar quarter following the employee's anniversary of promotion.

Notwithstanding the above increment dates, all employees whose salaries have been at step 9 or above for one year or more as of January 12, 1992 shall be moved to step 10 retroactively to that date. Employees whose salaries already exceed this new step shall not be affected.

Section 3

(a) As of July 1 of each year, every employee whose salary has been at step 10 or above for one year or more shall be entitled to a lump-sum longevity payment. For employees with less than 15 years' service, the longevity payment shall be equal to 3% of step 1 on the appropriate scale, as shown in Column A of the salary schedules in Appendix I. For employees with at least 15 years' service, the longevity payment shall be equal to 4% of step 1, as shown in Column B. Starting in 1993, employees with at least 20 years' service will receive a longevity payment equal to 5% of step 1, as shown in Column C. Longevity payments will be issued no later than July 15 of each year.

(b) In addition to the above, an employee who is moved to step 10 effective January 12, 1992 (or whose salary already exceeds step 10 as of this date), will be entitled to a longevity payment in July of 1992, provided the amount of the longevity payment in either Column A or B, as appropriate, exceeds the salary adjustment required to place the employee on step 10. The longevity payment in such case will be reduced by the amount of the salary adjustment received.

Section 4

Part-time salaries or wages shall be calculated by using the hourly equivalent of the corresponding full-time salary figures.

Section 5

Any employee promoted to a higher job classification shall be placed on the proper step of the salary schedule as follows: if promoted one scale, the employee will remain at the same step number; for every additional scale thereafter, the employee will move back one step. Any employee demoted to a lower classification shall be placed on the proper step as follows: if demoted one scale, the employee will remain at the same step number; for each additional scale thereafter, the employee will move forward one step. In no case, however, shall an employee be placed above the maximum step or below the minimum step.

Section 6

Investigators in the County Medical Examiner's Office will receive a part-time salary based on an average of 20 hours per week. If required to work additional duty days over and above the regular schedule, an investigator will receive additional pay equal to 1/121 of his or her base salary for each day in excess of the regular schedule. In addition, if an investigator is required to attend an autopsy for more than three hours per occasion, he or she will be paid at the appropriate hourly rate for each additional hour or fraction of a hour.

ARTICLE VII CALL-IN AND STAND-BY PAY

Section 1

Employees of the Highway, Engineering, and Health Departments may be assigned stand-by duty, provided, however that such assignment is in writing. Employees when assigned to stand-by duty shall be provided with beepers and shall remain within beeper range so as to be immediately available for recall to work. Stand-by pay shall consist of one (1) hour of regular straight-time pay for every eight (8) hours of stand-by duty assignment or major fraction thereof.

Section 2

Any employee who is called to work prior to his or her next scheduled work period shall be paid for not less than two (2) hours of work, unless the call-in immediately precedes the employee's normal workday. In those cases where the call-in is not contiguous to the regular shift, the employee shall be compensated for mileage to and from home only for the most direct round-trip route.

Section 3

If an employee is expressly required in writing to carry a "beeper" while off duty, he/she will be paid a stipend of twenty dollars (\$20.00) per month, which amount shall be increased

to twenty-five dollars (\$25.00) per month effective January 1, 1994.

ARTICLE VIII SHIFT DIFFERENTIAL

Effective January 12, 1992, an hourly shift differential of \$0.30 shall be applied to any shift commencing after 12:00 noon for employees of the Shady Lane Home, Juvenile Detention Center, Parks & Recreation Department, Regional Communications Center, and Sheriff's Department, as well as Boiler Operators in the Buildings & Grounds Department. Effective January 10, 1993, the shift differential for the aforementioned employees will be increased to \$0.35.

ARTICLE IX OUT-OF-TITLE COMPENSATION

Any employee in the bargaining unit who is expressly assigned in writing to work in a higher job classification in excess of five (5) consecutive work days or an aggregate in excess of twenty-five (25) work days in a calendar year shall be paid for such time as if temporarily promoted in accordance with Article VI, Section 5, commencing with the sixth (6th) consecutive day or twenty-sixth (26th) aggregate work day in a calendar year, whichever is applicable. It is understood that no such assignment shall be made except in writing.

ARTICLE X OVERTIME COMPENSATION

Section 1

Employees shall be compensated for overtime as follows:

(a) Employees who are required to work more than 40 hours net per week shall be paid time-and-a-half for all time worked in excess of 40 hours. Notwithstanding this provision, employees with irregular workweeks averaging 40 hours per week shall be paid time-and-a-half for time worked in excess of their scheduled workweek only.

(b) Employees on a 32.5-hour workweek shall be compensated at straight time either in cash or compensatory time off, at the Employer's option, for the first 7.5 hours of overtime per week.

(c) Employees in positions that currently have a 35-hour workweek shall be paid at straight time for the first 5 hours of overtime per week. In lieu of cash, employees may elect compensatory time off if agreeable to the Employer.

Section 2

Paid unworked time shall be considered as time worked for overtime compensation purposes. In addition, approved individual days of unpaid leave for Union business will also be considered as time worked for overtime purposes. There shall be no pyramiding of time or overtime.

Section 3

Employees who are required to work overtime past 7:30 PM shall be entitled to dinner at the Employer's expense, provided the employee has been on duty (whether regular or overtime) for at least four (4) hours. The Employer shall also arrange for meals at intervals of no less than four (4) hours for employees on overtime duty, or as nearly thereto as possible. Effective January 1, 1992, meal allowances shall consist of \$5.75 for breakfast and \$9.00 for dinner, unless a meal is provided by the Employer.

Section 4

Overtime work shall be offered as equitably as possible to employees in the appropriate job functions, utilizing a rotating overtime list whenever practicable. No employee shall be required to work overtime if other qualified employees in the appropriate job functions are available and willing to work. It is understood that the qualifications for performing the work are to be determined solely by the Employer, and where necessary all employees may be required to work a reasonable amount of overtime. Overtime records shall be made available to the Union upon reasonable request.

Section 5

Employees shall be responsible for using compensatory time off with reasonable promptness, by no later than the end of the calendar year in which it is earned. However, employees shall be permitted to carry over compensatory time off for any of the following reasons:

- (a) The time was earned in the month of December;
- (b) The employee was prevented from using his or her comp time because of the pressure of County business or because of approved absence from duty;
- (c) The employee's comp time balance is less than one full working day.

Employees who fail to use their accumulated comp time by the end of the calendar year, unless for a reason as specified above, shall have such comp time scheduled for them at the convenience of the Employer. Employees who resign in good standing with a balance of unused comp time shall be paid at their regular straight-time rate of pay for such time. Official comp time records shall be made available for inspection by employees upon reasonable request.

**ARTICLE XI
REIMBURSEMENT FOR TRAVEL**

Section 1

The Employer agrees to reimburse employees who are required to use their personal vehicles for work at the following rates:

- (a) Effective June 1, 1989: \$0.21 per mile;
- (b) Effective April 1, 1992: \$0.22 per mile;
- (c) Effective January 1, 1993: \$0.24 per mile;
- (d) Effective January 1, 1994: \$0.26 per mile.

Section 2

In the event any employee is required to travel outside Gloucester County in the course of employment, he/she will be reimbursed for necessary meal expenses at a maximum rate of five dollars (\$5.00) for breakfast, seven dollars and fifty cents (\$7.50) for lunch, and ten dollars (\$10.00) for dinner. Nothing herein shall preclude management from allowing a higher rate or including an in-county meal allowance at its sole discretion because of unusual circumstances.

**ARTICLE XII
UNIFORM ALLOWANCES AND TOOLS**

Section 1

(a) The Employer shall continue to provide uniforms for each employee required to wear a uniform in the following departments: Highway, Buildings & Grounds, Parks & Recreation (including Mosquito Control employees), Motor Pool, Communications Center, Engineering, and Animal Shelter.

(b) Uniformed employees of the Highway, Motor Pool, Engineering, and Buildings & Grounds Departments and cooks in the County Jail shall also be supplied annually, in July of each year, with work shoes as agreed by the parties. Effective January 1, 1993, uniformed employees in the Parks & Recreation Department shall also be supplied annually with work shoes. All employees provided with work shoes shall be required to wear the work shoes provided while on duty.

(c) Mosquito Control employees will have coveralls and boots available to them on an as-needed basis.

(d) For uniformed employees of Shady Lane Home, the Employer agrees to provide an annual uniform allowance to each employee of two hundred and fifty dollars (\$250.00), payable in semi-annual installments on or before the second payday of July and the second payday of January. Effective January 1, 1993, the aforementioned allowance for employees of the Shady Lane Home will be increased to three hundred dollars (\$300.00), payable in semi-an-

nual installments as noted above.

(e) Nurses and health aides at the Health Department will each be supplied with two lab coats annually.

Section 2

Except for "craft" personnel, tools required to be used by employees in other job functions shall be supplied by the Employer. Employees shall be responsible for maintenance and retention of issued tools.

Section 3

For all "craft" employees who are required to furnish their own tools on the job, the County will replace or pay the actual value of any tools which may be stolen or destroyed by fire or other catastrophe, up to a maximum of \$1,000, less a deductible of \$100. The County will not be responsible for replacing tools which are broken, worn out, or mislaid by employees. Employees may be required to furnish an inventory of all personally owned tools which are kept on County premises, to be verified by the appropriate supervisor or department head.

Section 4

The County will provide employees with appropriate safety equipment where necessary. Failure of employees to use safety equipment provided will result in the employee being subject to discipline.

Section 5

Cooks and nurses who work in the County Jail shall receive an annual uniform allowance of three hundred dollars (\$300.00), payable in semi-annual installments on or before the second payday of July and the second payday of January. Communications Operators employed by the Sheriff shall receive an annual uniform allowance of four hundred dollars (\$400.00), which shall be likewise payable in semi-annual installments.

ARTICLE XIII EDUCATIONAL ASSISTANCE

Section 1

The Employer agrees to reimburse employees for tuition upon satisfactory completion of courses leading to advancement or improvement of skills in the employee's field or to maintain required licensure or certification, as determined by the Employer. The maximum reimbursement for each employee shall be as follows:

- (a) Effective January 1, 1992: \$475 annually
- (b) Effective January 1, 1993: \$500 annually
- (c) Effective January 1, 1994: \$525 annually

Section 2

Requests for educational assistance shall be submitted to the Employer prior to enrollment, and approval of such payment must be obtained prior to enrollment.

ARTICLE XIV HEALTH BENEFITS

Section 1

The Employer shall continue the following insurance for each eligible employee and his or her family:

(a) Medical. Employees will have the choice of either indemnity or HMO coverage.

(b) Vision care.

(c) Prescription. Effective July 1, 1992, employees will co-pay \$1.00 for each generic prescription and \$4.00 for each name-brand prescription.

For purposes of this section, eligible employees are understood to be all full-time employees and all part-time employees who are regularly scheduled to work an average of at least twenty (20) hours per week.

Section 2

Premium charges for health insurance will be subject to the following conditions:

(a) In the case of a self-funded plan, premiums will reflect the anticipated cost to the Employer of providing the insurance, using actuarial estimates or experience factors.

(b) Employees on active pay status will be required to contribute toward the cost of medical insurance to the extent that the monthly premium for their selected coverage exceeds the applicable premium for the indemnity plan or the U.S. HealthCare HMO plan, whichever is higher.

Section 3

The Employer agrees to provide disability coverage to all eligible employees under the State Temporary Disability Benefits Law. Coverage will be financed by employer-employee contributions as required by law.

Section 4

The Employer shall continue single-coverage dental insurance for each eligible employee, with a maximum cost of \$15 per employee per month. Effective with the expiration date of the current dental insurance contract in 1993, the maximum will be increased to \$18.

Section 5

Employees who terminate their employment or begin unpaid leaves of absence after the fifth day of the month shall have their health benefits continued by the Employer for one calendar month following the month in which the leave begins. Employees on approved leaves of absence may continue coverage thereafter at their own expense by paying the applicable premium charges to the employer four (4) weeks in advance of the coverage month.

Section 6

Insurance coverage will be provided to retirees as follows:

(a) The Employer shall continue medical coverage for employees who retire on pension with at least twenty-five (25) years or more of credited service in the Public Employees' Retirement System, together with their dependents.

(b) The Employer will provide for continuation of prescription benefits to all employees who retire with at least twenty-five (25) years of service with the County. Such coverage shall be limited to employee and spouse only.

Section 7

The Employer reserves the right to change insurance carriers or plans so long as the benefits to be provided are substantially equivalent to those of the existing plan(s).

Section 8

In January of each year, commencing in 1993, employees who are enrolled in the medical or prescription plans pursuant to Section 1 may elect to waive either or both coverages, subject to the following provisions:

(a) Employees will be permitted to waive employer-provided medical coverage only upon furnishing proof of other medical coverage through a spouse's employer or other source.

(b) Employees who waive medical or prescription coverage shall receive a monthly payment in lieu of insurance, depending upon the type of coverage for which they are otherwise eligible, as set forth below:

Employee-only medical: \$85 per month

Parent/child medical: \$125 per month

Husband/wife medical: \$155 per month

Family medical: \$220 per month

Employee-only prescription: \$10 per month

Family prescription: \$30 per month

(c) Waivers of coverage shall remain in effect unless the employee elects to re-enroll during a subsequent open enrollment period or unless the employee loses his or her alternative coverage (as, for example, by termination of a spouse's employment). An employee who re-enrolls because of a loss of alternative coverage shall resume coverage under the Employer's plan within sixty (60) days after giving notice or as soon thereafter as is permitted under the insurance then in effect.

(d) Waivers of coverage will take effect April 1 following the employee's election. Payments will commence by the end of April and will continue thereafter on a regular basis each month while the waiver of coverage remains in effect.

(e) Those employees who have already waived coverage prior to January 1993 will be deemed eligible for monthly payments as provided above commencing in April 1993.

(f) Employees who have waived coverage but plan to apply for post-retirement medical or prescription coverage pursuant to Section 6 must be re-enrolled in the respective plans not less than one (1) year prior to retirement.

Section 9

Commencing January 1, 1993, the Employer will offer a plan by which employees may set aside a portion of their salaries in the form of flexible spending accounts, pursuant to Section 125 of the Internal Revenue Code, for payment of unreimbursed medical or dependent care expenses. The terms of the plan will be subject to the approval of both the Union and the Employer.

ARTICLE XV CREDIT UNION CHECKOFF

The Employer agrees to make payroll deductions for any employee, upon written request, to be paid to an appropriate credit union as authorized by *N.J.S.A. 40A:9-17*.

ARTICLE XVI VACATION

Section 1

All full-time employees shall be credited with vacation leave based on years of continuous service to the Employer as follows:

(a) During the first calendar month of employment, employees who are hired prior to the 16th day of the month will earn one (1) working day of vacation; all others hired prior to the 24th day of the month will earn one-half (1/2) working day of vacation. During the remainder of the first calendar year, each employee will earn one (1) additional working day of vacation for each additional full month of employment.

(b) Beginning with the second calendar year of employment, employees will be entitled to twelve (12) working days of vacation.

(c) Beginning with the fifth calendar year of employment, employees will be entitled to fifteen (15) working days of vacation.

(d) Beginning with the 12th calendar year of employment, employees will be entitled to twenty (20) working days of vacation.

(e) Beginning with the 20th calendar year of employment, employees will be entitled to twenty-five (25) working days of vacation.

Vacation allowances for part-time employees will be pro-rated.

Section 2

Employees shall be permitted to carry over seven (7) vacation days or fewer from one calendar year to the next, at their option. Additional days may be carried over only if such additional leave was not taken by reason of the pressure of County business. All vacation leave carried over must be used in the succeeding calendar year.

Section 3

Upon the death of an employee, any earned vacation leave not used shall be calculated and paid to the estate. An employee retiring, or otherwise separating, shall be entitled to a pro-rata allowance for the current year in which the separation or retirement becomes effective. Any vacation leave which may have been carried over from the previous year will be included.

Section 4

The Employer may provide a specified period at the beginning of each calendar year for employees to apply for vacation time. Vacation requests submitted during this period will be granted based upon seniority, which shall be defined as length of service to the Employer, and shall be subject to the operational requirements as defined by the Employer. If there is a conflict between employees for utilizing available vacation time, seniority shall prevail. In all other cases where a scheduling conflict arises outside the specified window period, preference will be given to those vacation requests which are submitted first; provided, however, that if two or more requests are received simultaneously, seniority will prevail; and provided further that the granting of such vacation shall be subject to the operational requirements as defined by the Employer. The Employer reserves the right to approve scheduling of vacations in accordance with the provisions of this Article.

ARTICLE XVII HOLIDAYS

Section 1

There shall be a minimum of fourteen (14) holidays per year in accordance with the schedule below:

New Year's Day	King's Birthday	Lincoln's Birthday
Washington's Birthday	Good Friday	Memorial Day
Independence Day	Labor Day	Columbus Day
Election Day	Veterans' Day	Thanksgiving Day
Day after Thanksgiving	Christmas Day	

Additional holidays shall be granted as legally mandated or by determination of the Employer. Holidays that fall on Saturday shall be observed on Friday, and holidays that fall on Sunday shall be observed on Monday.

Section 2

To be eligible for holiday pay, an employee must be on active pay status and must have received payment for his last scheduled day before and first scheduled day after the holiday, or the employee must be on an unpaid Union leave.

Section 3

Employees shall be entitled to compensatory time off at straight time for work performed on non-premium holidays. Such compensatory time off shall be used within sixty (60) calendar days at a time mutually agreeable to the Employer and employee. Work performed on premium holidays (New Year's Day, Independence Day [July 4th], Thanksgiving, and Christmas Day) shall be compensated in cash at time-and-one-half for time worked in addition to straight-time pay for the holiday as such. Christmas Day and New Year's Day shall be reckoned as the actual date on which they occur for the purposes of determining the date of the premium holiday.

Section 4

If a holiday falls on an employee's regular day off, he/she shall be entitled to take a substitute day off within sixty (60) calendar days at a time that is mutually agreeable to the Employer and employee.

Section 5

Notwithstanding Sections 3 and 4 above, cooks and nurses in the County Jail and investigators in the County Medical Examiner's Office, along with nursing staff at the Shady Lane Home who work twelve-hour shifts, will be paid at the applicable rate for holiday work, as well as for unworked holidays, instead of receiving substitute time off.

ARTICLE XVIII

SICK, DISABILITY, AND BEREAVEMENT LEAVE

Section 1

All full-time employees shall be entitled to paid sick leave as follows:

(a) During the first calendar month of employment, employees who are hired prior to the 16th day of the month will earn one (1) sick day; all others hired prior to the 24th day of the month will earn one-half (1/2) sick day.

(b) During the remainder of the first calendar year, each employee will earn one (1) sick day for each additional month of employment.

(c) Thereafter, each employee will be credited with 15 sick days at the beginning of

each calendar year in anticipation of continued employment, to be earned at the rate of one and one-quarter (1 1/4) days per month. Unused sick leave shall accumulate to the employee's credit from year to year. If an employee resigns or otherwise separates from employment, he or she will be liable for any paid sick leave which has been used in excess of the pro-rata entitlement for the year.

Sick leave for part-time employees shall be pro-rated.

Section 2

Sick leave may be used in whole days or in partial days, by hour, at the employee's regular rate of pay in case of personal illness, accident, exposure to contagious disease, or on a short-term basis to care for a member of the employee's immediate family who is seriously ill. "Immediate family" shall consist of father, mother, step-father, step-mother, father-in-law, mother-in-law, grandmother, grandfather, grandchild, spouse, child, foster child, sister, brother, step-sister, step-brother, sister-in-law, brother-in-law, son-in-law, daughter-in-law, and any relative of the employee residing in the employee's household.

Section 3

Reporting of Absence on Sick Leave

(a) If an employee is absent for reasons that entitle the employee to sick leave, the appropriate supervisor shall be notified promptly as of the employee's usual reporting time, except that in the following work situations notice must be given one (1) hour prior to the employee's starting time:

Shady Lane Home
Juvenile Detention Center
Communications Center
Boiler Operators (Buildings & Grounds)

(b) Failure by the employee without sufficient cause to give the required notice may result in denial of sick leave for absence and constitute cause for disciplinary action.

(c) Absence without notice for five (5) consecutive days shall constitute a resignation.

Section 4

Verification of Sick Leave

(a) Should medical evidence be required under the circumstances to verify illness for purposes of granting sick leave, the employee shall be given timely notice on a case-by-case basis. Such evidence shall include a statement certifying that the employee is fit to return to his or her job. Abuse of sick leave shall be cause for disciplinary action.

(b) The Employer may require an employee who has been absent because of personal illness, before returning to duty, to be examined at its expense by a physician chosen by the employee from a panel of physicians designated by the Employer. Such examination shall establish whether the employee is capable of performing his or her normal duties and that his or her return will not jeopardize the health of the employee or other employees.

Section 5

Disability Leave

(a) In case of disability due to illness or injury as a result of, or arising from, an employee's job, the Employer shall provide paid disability leave as follows:

- (1) Four (4) weeks at 100% of base pay;
- (2) Eighteen (18) weeks at 85% of base pay.

Employees shall not be required to use their regular sick leave in such cases, provided the insurance carrier has determined that the disability is job-related. In the event the employee receives periodic Workers' Compensation benefits, disability leave payments will be offset or reduced correspondingly to prevent duplication. After twenty-two (22) weeks of paid disability leave, employees who are so entitled will receive state-mandated Workers' Compensation benefits only.

(b) While on paid disability leave, the employee will accrue vacation and sick leave and will be covered by the health insurance provisions of this Agreement. In no event, however, shall the employee be entitled in any calendar year to more than fifty-two (52) weeks of paid leave inclusive of sick and vacation time. The employee will accrue clothing allowance on a pro-rated basis for the time actually worked during the year.

Section 6

Bereavement Leave

(a) Employees covered under this Agreement shall suffer no loss of regular straight-time pay for absence due to death in the immediate family, up to a maximum of four (4) days annually, but not to exceed three (3) days per instance.

(b) For purposes of this section, "immediate family" shall be defined as noted in Section 2 above.

(c) Sick leave may be utilized for bereavement in excess of the bereavement leave provided for in this section.

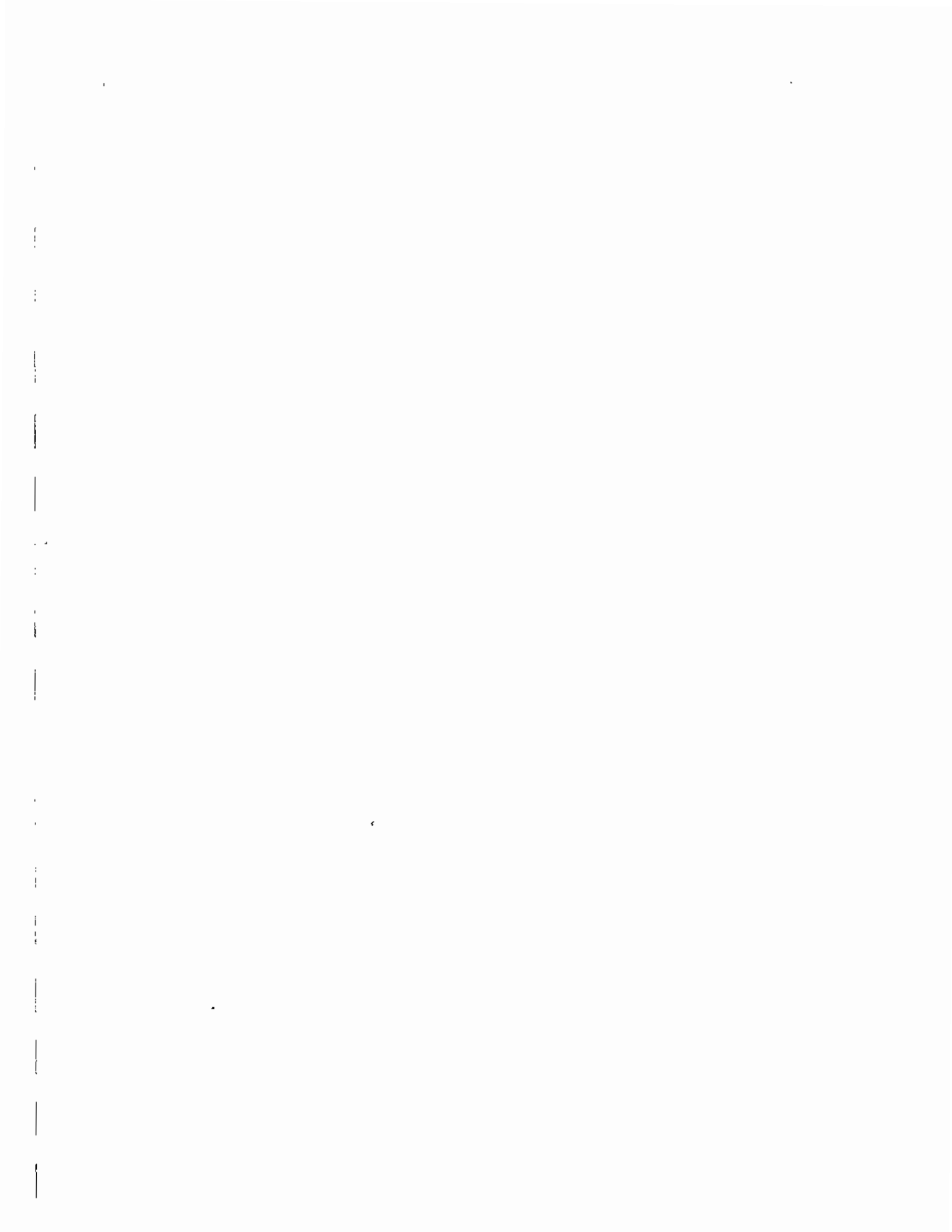
Section 7

In the event an employee requires sick or bereavement leave while on an approved vacation or administrative leave, the employee shall be permitted to substitute such leave accordingly with appropriate verification.

ARTICLE XIX MISCELLANEOUS PAID LEAVE

Section 1

Administrative Leave. Employees shall be allowed two (2) days off with pay annually for personal business that cannot be disposed of outside working hours, except that employees



hired on or after July 1 shall be entitled to only one (1) administrative leave day in the first year of service. Administrative leave shall not be granted on the day before or the day after a holiday or vacation. In its sole discretion, however, the Employer in extraordinary circumstances may waive the aforementioned restriction. Except in cases of emergency, requests for administrative leave shall be submitted at least two (2) working days in advance to the appropriate department head. It is understood that in order to maintain sufficient service levels, management reserves the right to deny a request for administrative leave if services would be interrupted, hindered, or obstructed.

Section 2

Emergency Excusals. In case of adverse weather or other emergency, the Employer may, at its discretion, excuse the employees from work without loss of pay. Employees who are required to work on such days while the rest of the work force is excused shall receive straight-time compensatory time off or cash at the option of the Employer.

Section 3

Jury Duty. Employees called for jury duty shall not suffer loss of pay for such necessary service. Appropriate pay shall not include jury fees.

ARTICLE XX UNPAID LEAVES OF ABSENCE

Section 1

Upon request, an employee may be granted a leave of absence without pay for up to six months where necessary for medical reasons, maternity or paternity, or for other reasons satisfactory to the Employer. Such leave may be extended for an additional six months where circumstances warrant. It is understood that child care leave for care of an infant less than sixty (60) days of age at commencement of such leave is provided in this section.

Section 2

Disability due to pregnancy shall be considered as any other disability in accordance with Federal law.

Section 3

Any employee taking an unpaid leave of absence shall be permitted to continue his/her health benefit coverage for up to nine months after employer-paid coverage ends by pre-paying the monthly premiums at least 30 days before the coverage month.

ARTICLE XXI UNION LEAVE

Section 1

The Employer agrees to allow a total of fifty (50) days aggregate unpaid leave annually for all employees of the County Freeholder Board, Judiciary, Row Officers, and Mosquito Commission who are represented by the Union to participate in Union activities. Such days may be utilized in one-half day increments. If, however, the Local President is a member of the bargaining unit(s) covered by this Agreement, the Employer agrees to allow seventy-five (75) unpaid days, to be used either for training activities or by the Local President at his or her discretion. Requests for Union leave shall be applied for by the Local President. All requests for Union leave must be submitted at least two (2) working days in advance to the appropriate department head. Waiver of the notice requirement may be granted.

Section 2

On request, the Employer shall allow six months unpaid leave for the Local President and one other employee to work in an elective or appointed Union position, provided the request is made at least twenty-one (21) days in advance. Such leaves shall be renewable for an additional six months, with the same notice requirement. Upon the expiration of such leave, full benefits shall be restored to the affected employees.

Section 3

No Union representative shall suffer a loss in pay while attending any jointly agreed Union-Employer meeting, or for reasonable travel time to and from such meetings. It is understood that such joint meeting and travel time is considered work time. This section is not intended to include time other than the regularly scheduled base work day.

ARTICLE XXII GRIEVANCE PROCEDURE

Section 1

The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems which may arise affecting the terms and conditions of employment, consistent with applicable laws, regulations, contractual obligations, operational requirements, and standards of fairness. Nothing herein shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with any appropriate supervisor.

Section 2

The term "grievance" as used herein shall mean an appeal of the interpretation, application, or violation of applicable written policies, written agreements, or administrative decisions affecting the terms and conditions of employment.

Section 3

(a) *Election of remedies.* In the event an appeal is taken by an employee or the Union on behalf of an employee to the State Merit System Board, Division on Civil Rights, court, or other forum provided by law, the appellant (i.e., employee and/or Union) shall waive any right and shall not be entitled to pursue the matter further by means of the grievance procedure set forth herein.

(b) An aggrieved employee may be represented at all stages of the grievance procedure by a representative designated by the Union. If an employee chooses to present a grievance by himself or herself, the Union shall have the right to be present and to state its views at all stages of the grievance procedure.

(c) Failure of the grievant to file or advance a grievance within the prescribed time limits shall constitute forfeiture.

(d) Union representatives shall be afforded reasonable opportunity if necessary, upon request, to process grievances during working hours without loss of regular straight-time pay, provided that permission is obtained in advance from the appropriate department head or his/her designee if time away from the job is required.

(e) Time limits for filing or responding to grievances at any step may be extended by consent of the parties.

Section 4

Step 1

To be viable, the grievance must be filed within twenty-one (21) calendar days of the occurrence that gave rise to the grievance. The grievance shall first be taken to the department head or designee, who shall make an effort to resolve the problem within seven (7) calendar days. At this level, a complaint or grievance shall be in writing, and the response shall also be in writing.

Step 2

If not resolved at the aforementioned level, the grievant shall, within fourteen (14) calendar days after receipt of management's response, submit the grievance in writing to the Personnel Director, who shall render a decision within fourteen (14) calendar days thereafter. If requested, an informal conference will be provided prior to the decision of the Personnel Director or his designee.

Step 3

If the grievant is not satisfied with the decision of the Personnel Director, the matter may be appealed to the Board of Freeholders within fourteen (14) calendar days after receipt by filing the grievance with the Freeholder Director. The Freeholder Director shall consider the matter and render a written decision on behalf of the Board within twenty-one (21) calendar days. If a hearing is requested at this Step, the Freeholder Director may designate himself or the County Administrator, County Counsel, or other designee to conduct the hearing, which shall be held prior to the Freeholder Director's decision. If the grievant objects to the Director's decision, he/she may request the full Board to review the decision by filing notice

to the Clerk of the Board within fourteen (14) calendar days after receipt. The Board may then consider the matter as a body, but shall not be required to do so unless so moved by one or more members of the Board. If no action is taken by the Board to reject or modify the Director's decision within twenty-one (21) calendar days, the decision shall stand.

Step 4

(a) If the Union is not satisfied with the response to the grievance at the preceding step, either by the Freeholder Director or by the full Board, demand for arbitration may be made by the Union to the Public Employment Relations Commission within thirty (30) calendar days thereafter. Unless agreed otherwise by the parties, the arbitrator shall be selected pursuant to the procedures of the Public Employment Relations Commission.

(b) It is understood that arbitration shall be limited to grievances based upon the interpretation, application, or violation of an expressed provision of this Agreement.

(c) The arbitrator shall not add to, subtract from, or modify the terms of this Agreement.

(d) No more than one grievance or issue may be submitted to a single arbitrator unless otherwise agreed to in writing by the parties.

(e) It is understood that arbitration is limited to the four corners of the Agreement and the arbitrator is not to consider any past practice precedent.

(f) The arbitrator shall issue an award in writing to the parties, which shall be final and binding.

(g) The costs for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel, subsistence expenses, and the cost of the hearing room shall be borne equally by the County and the Union. Any other expenses shall be paid by the party incurring them.

Section 5

Employees of the County Clerk, Surrogate, and Sheriff shall follow the grievance procedure set forth above, with the following exceptions:

(a) Grievances at step 1 shall be presented to the Deputy County Clerk, Undersheriff, or Deputy Surrogate (or their designees) as appropriate.

(b) Grievances at step 2 shall be presented to the County Clerk, Surrogate, or Sheriff (or their designees) as appropriate.

(c) Step 3 shall not apply except where the County Clerk, Surrogate, or Sheriff expressly defers to the Board of Freeholders with respect to the grievance.

ARTICLE XXIII DISCIPLINARY ACTIONS

Section 1

Any employee is entitled upon request to have Union-appointed representation at any disciplinary hearing. Employees who may be required as witnesses at such hearings, as well as the union representative, shall suffer no loss of regular straight-time pay, provided every effort is made to keep the loss of working time to a minimum.

Any employee who has reasonable suspicion to believe that he or she is to be suspended, discharged, or fired shall be entitled to a Union representative at such disciplinary meeting (or at an investigatory interview). It is understood that when the purpose of a meeting is to provide counseling, information, or instruction, representation is not required.

Section 2

It is expressly understood that all employees are obligated to comply conscientiously with all rules and regulations promulgated by the Employer, provided only that such rules and regulations do not conflict with the expressed provisions of the Agreement. It is also understood that matters such as moral turpitude, drunkenness, theft, drug abuse, insubordination, and fighting are reasons for termination.

Section 3

All disciplinary actions (*i.e.*, written reprimands, suspensions, fines, demotions, or discharge) shall be for just cause, provided that demotions or discharges resulting from layoffs or Department of Personnel bumping procedures are not to be considered as disciplinary actions.

A disciplinary grievance involving discharge or suspension, fine, or demotion equivalent to three (3) days or more may be submitted to binding arbitration in accordance with the established grievance procedure, except where pre-empted by an employee's statutory appeal rights to the Department of Personnel. If the grievance involves suspension, fine, or demotion equivalent to less than three (3) days, it may be submitted to advisory arbitration or such other legal forum as may be available.

ARTICLE XXIV PERSONNEL RECORDS

Section 1

Upon reasonable prior request, the non-confidential personnel records of any employee shall be open to the inspection of the employee. Copies of the contents shall be available upon request; any reproduction costs shall be paid by the employee. Any employee who is appointed to a new title or receives a promotion will be given written notice of such new title or promotion, with the effective date thereof.

Section 2

An employee will be given a copy of any disciplinary document which is placed in the employee's non-confidential official personnel record file.

Section 3

The Employer will furnish to the Union on a monthly basis a listing of all new hires, terminations, title changes, and reassignments from one department to another within the bargaining unit(s). Upon reasonable prior request, the Employer will also furnish to the Union a list of home addresses for employees represented by the Union.

ARTICLE XXV BREAKS IN SERVICE

Section 1

Employees who resign will give two weeks' notice, except that the Employer may consent to shorter notice if circumstances reasonably prevent the employee from giving the required notice. An employee may be permitted to rescind his or her resignation for good cause within seventy-two (72) hours after submission.

Section 2

For vacation purposes only, seniority will be defined as length of employment for the same jurisdiction without actual interruption due to resignation, retirement, or removal. For all other purposes, unless otherwise specified in this Agreement, all references to seniority will mean an employee's continuous service from date of hire. Employees who resign in good standing and are subsequently rehired within sixty (60) days will be considered to have no interruption in continuous service.

ARTICLE XXVI JOB OPENINGS

Section 1

All job openings shall be posted on an appropriate bulletin board for a period of at least five (5) working days prior to filling such opening. However, such posting shall not be required in the case of regular appointments to be made from certifications issued by the New Jersey Department of Personnel. Employees may apply for posted positions within the five (5) working days. Nothing herein shall restrict the Employer's right to assign work on an interim basis.

Section 2

The Employer reserves sole determination to make promotional appointments. In all instances, the employees promoted must possess the skill, knowledge, and potential ability to

learn the job within a reasonable period of time, to be determined by the Employer. When qualifications are substantially equal, the Employer will consider seniority before making the appointment.

ARTICLE XXVII LAYOFFS

Section 1

The Employer agrees that the Union shall be given advance written notification if lay-offs are anticipated, stating the reasons for such action. Lay-offs shall be in accordance with Department of Personnel rules and regulations, where applicable.

Section 2

Provisional and unclassified employees who have been employed for more than ninety (90) days shall be entitled to twenty-one (21) days' notice in the event of layoff and shall be laid off and recalled on the basis of "last in, first out" per job title. In the event openings become available, laid-off employees will be eligible for recall in reverse order of layoff for a period of one (1) year from separation.

ARTICLE XXVIII HEALTH AND SAFETY

Section 1

There shall be a Health and Safety Committee composed of a maximum of five (5) members selected by the Employer and five (5) selected by the Union to review occupational safety and health concerns affecting the employees and to discuss possible remedies for such problems. The committee shall meet quarterly or as may be mutually agreed. In the event the Employer schedules a meeting of the Health and Safety Committee during working hours, employee members of the Committee shall suffer no loss of regular straight-time pay.

Section 2

Legal mandates regarding occupational and environmental health and safety incumbent upon the Employer shall continue to be observed.

Section 3

Protective devices required by the Employer for job operations shall be supplied without charge to the employee. Failure of employees to use protective devices provided will result in the employees being subject to discipline. The Employer agrees to take reasonable precautions concerning employees who, as a result of their jobs, are at a special risk of exposure to communicable diseases.

Section 4

Records of the Employer concerning chemicals used on the job by employees, and the result of any chemical test upon employees in the possession of the Employer shall be available for inspection by the Committee. In accordance with law and upon reasonable request and notice to the Employer, the Employer will furnish to the Union health and accident information which may be required by the Union in order to perform its representational duties. Where necessary, the Union will secure appropriate releases from employees involved regarding information affecting them.

ARTICLE XXIX BULLETIN BOARDS

Reasonable space will be provided by the Employer for Union materials to be posted on centrally located bulletin boards at such work sites as shall be mutually agreed upon. This space shall be designated solely for Union use.

ARTICLE XXX LABOR-MANAGEMENT LIAISON

Each party to this Agreement shall designate a representative to meet as necessary in order to promote harmonious labor relations by discussing and resolving problems of mutual concern. The representatives shall meet quarterly or by request of either party if circumstances warrant such a meeting. Such meetings shall be held outside of normal work hours unless mutually designated otherwise.

ARTICLE XXXI SUPPLEMENTAL COMPENSATION FOR RETIREES

Section 1

To qualify for compensation under this article, an employee must be eligible for and qualified to retire under the Pension Plan. In addition, the employee must have remaining an average of not less than eight (8) unused sick days per year for each year of service with the County, with the employee's two (2) worst years to be discarded.

Section 2

The supplemental one-time compensation for retirees will be based upon the following formula:

- (a) The number of unused sick days will be divided in half;

(b) The result in (a) will be multiplied by the value of a day's pay for the employee at retirement;

(c) The resultant figure will be the supplemental compensation benefit, but in no event can such benefit exceed the following maximum dollar amounts:

Effective January 1, 1992: \$5,500.00

Effective January 1, 1993: \$6,000.00

Effective January 1, 1994: \$6,500.00

ARTICLE XXXII EVALUATIONS

Section 1

Each employee may be evaluated in writing at least once per year as management may deem necessary or as required by Department of Personnel rules and regulations or other such legal mandates. Nothing herein is intended to preclude corrective action by the Employer at any time management considers it necessary.

Section 2

Employees shall be informed of evaluation criteria as soon as developed by the Employer and informed of any subsequent changes in evaluation criteria.

Section 3

The completed evaluation shall be shown to the employee for review, and such employee shall affix his/her signature. Such signature shall not indicate agreement or disagreement with the contents of the evaluation. A copy will be furnished to the employee concerned.

Section 4

If requested, the supervisor or manager shall provide a conference to the employee in order to discuss the evaluation and improvement goals where applicable.

Section 5

If the employee disagrees with the evaluation, he/she may request a reconsideration and/or note exceptions to the official record.

Section 6

Appeal of the evaluation may be made through the grievance procedure, except that final and binding determination shall reside with the chief administrator. If the evaluation is a primary or contributing factor in any adverse action, the employee shall have such appeal rights as provided by law or this Agreement.

**ARTICLE XXXIII
MANAGEMENT RIGHTS**

Section 1

The Employer hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties, and responsibilities conferred upon and vested in it prior to the signing of this Agreement by the laws and Constitution of the State of New Jersey and of the United States, including, but without limiting the generality of the foregoing, the following rights:

(a) The executive management and administrative control of the County Government and its properties and facilities and activities of its employees by utilizing personnel, methods, and means of the most appropriate and efficient manner possible as may from time to time be determined by the Employer.

(b) To make rules of procedure and conduct, to introduce and use new and improved methods and equipment, to contract out for goods and services, to decide the number of employees needed for any particular time and to be in sole charge of the quality and quantity of the work required.

(c) The right of management to make, maintain, and amend such reasonable rules and regulations as it may from time to time deem best for the purpose of maintaining order, safety, and/or the effective operation of the County after advance notice thereof to the employees and to require compliance by the employees is recognized.

(d) To hire all employees, and subject to the provisions of law, to determine their qualifications and conditions of continued employment, or assignment, and to promote and transfer employees.

(e) To suspend, demote, discharge or take any other appropriate disciplinary action against any employee for good and just cause according to law.

(f) To lay off employees in the event of lack of work or funds or under conditions where continuation of such work would be inefficient and non-productive or for other legitimate reason.

(g) To subcontract any of the work performed by employees covered by this Agreement for reasons of economy or other legitimate business reasons provided the Union is consulted sixty (60) days in advance.

Section 2

In the exercise of the foregoing powers, rights, authority, duties, and responsibilities of the Employer, the adoption of policies, rules, regulations, and practices and the furtherance thereof, and the use of judgment and discretion in connection therewith, shall be limited only by the specific and express terms of this Agreement and then only to the extent such specific and express terms hereof are in conformance with the Constitution and laws of New Jersey and of the United States.

Section 3

Nothing contained herein shall be construed to deny or restrict the Employer of its rights, responsibilities, and authority under R.S. 40A, or any other national, state, county or local laws or regulations.

ARTICLE XXXIV MAINTENANCE OF OPERATIONS

Section 1

It is recognized that the need for continued and uninterrupted operation of the County's departments and agencies is of paramount importance to the citizens of the community and that there should be no interference with such operations.

Section 2

The Union covenants and agrees that neither the Union nor any person acting in its behalf, will cause, authorize, engage in, sanction, assist or support, nor will any of its members take part in, any strike, work stoppage, slowdown, walkout or other job action against the Employer during the term of this Agreement. It is understood that employees who participate in such activities may be subject to disciplinary action.

Section 3

Nothing contained in this Agreement shall be construed to limit or restrict the Employer in its right to seek and obtain such judicial relief as it may be entitled to have in law or in equity for injunction or damages, or both, in the event of such breach by the Union or its members.

ARTICLE XXXV MILITARY LEAVE

Employees in the military service, including the New Jersey National Guard or United States Armed Forces Reserves, shall be entitled to such leave provisions as may be required by law. Employees with weekend military obligations whose normal work schedule requires them to work on some or all weekends may have their weekend work schedule amended by the Employer during such weeks so that there will be no conflict and the County and military obligations may both be met without any additional cost to the Employer.

**ARTICLE XXXVI
INDEMNIFICATION**

The Employer will indemnify an employee for damages resulting from any tort claim or any civil violation of state or federal law arising out of the employee's job, if, in the opinion of the Employer, the acts committed by the employee upon which the damages are based did not constitute fraud, malice, willful misconduct, or intentional wrongdoing.

**ARTICLE XXXVII
FEDERAL AND STATE LAWS – SEVERABILITY**

If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held invalid by operation of law or by a court or other tribunal of competent jurisdiction, such provision shall be inoperative, but all other provisions shall not be affected thereby and shall continue in full force and effect.

**ARTICLE XXXVIII
FULLY-BARGAINED CLAUSE**

Section 1

This Agreement represents and incorporates the complete and final understanding and settlement by the parties of all bargainable issues which were or could have been the subject of negotiations. During the term of this Agreement, neither party will be required to negotiate with respect to any such matter whether or not covered by this Agreement, and whether or not within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement.

Section 2

This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties.

**ARTICLE XXXIX
TERM OF AGREEMENT**

This Agreement shall be effective immediately on the date of signing below and shall continue in full force and effect through December 31, 1994. Negotiations shall be reopened at the request of either party with respect to Article VI (Salaries and Wages) only, provided notice is given to the other party in writing no sooner than October 1, 1993 nor later than October 31, 1993. The parties shall commence negotiations on a successor Agreement pursuant

to regulations of the Public Employment Relations Commission.

IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to affix their signatures this _____ day of _____, 1992.

FOR THE UNION

Carl E. Day
Richard A. Dann
Robert E. Lynch

FOR THE EMPLOYER

J. Mauer
Joseph J. Hoffman
Donald Dugan
James H. [Signature]

APPENDIX I
SALARY SCHEDULE A
Effective January 12, 1992

Scale	Incr.	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Longevity	
												A	B
00	397.56	13,252	13,650	14,047	14,445	14,842	15,240	15,637	16,035	16,432	16,830	364	464
01	430.01	14,334	14,764	15,194	15,624	16,054	16,484	16,914	17,344	17,774	18,204	394	502
02	447.30	14,910	15,357	15,804	16,252	16,699	17,146	17,594	18,041	18,488	18,936	410	522
03	465.37	15,512	15,978	16,443	16,908	17,374	17,839	18,304	18,770	19,235	19,701	427	543
04	484.26	16,142	16,626	17,111	17,595	18,079	18,563	19,048	19,532	20,016	20,500	444	565
05	504.16	16,805	17,310	17,814	18,318	18,822	19,326	19,830	20,335	20,839	21,343	462	588
06	525.15	17,505	18,030	18,555	19,080	19,606	20,131	20,656	21,181	21,706	22,231	481	613
07	547.14	18,238	18,785	19,332	19,880	20,427	20,974	21,521	22,068	22,615	23,162	502	638
08	570.18	19,006	19,576	20,146	20,717	21,287	21,857	22,427	22,997	23,568	24,138	523	665
10	594.38	19,813	20,407	21,001	21,596	22,190	22,784	23,379	23,973	24,568	25,162	545	693
11	619.69	20,656	21,276	21,896	22,516	23,135	23,755	24,375	24,994	25,614	26,234	568	723
12	646.47	21,549	22,195	22,842	23,488	24,135	24,781	25,428	26,074	26,721	27,367	593	754
13	674.40	22,480	23,154	23,829	24,503	25,178	25,852	26,526	27,201	27,875	28,550	618	787
14	703.82	23,461	24,165	24,868	25,572	26,276	26,980	27,684	28,387	29,091	29,795	645	821
15	734.74	24,491	25,226	25,961	26,696	27,430	28,165	28,900	29,634	30,369	31,104	674	857
16	767.19	25,573	26,340	27,107	27,874	28,642	29,409	30,176	30,943	31,710	32,478	703	895
17	801.32	26,711	27,512	28,313	29,115	29,916	30,717	31,518	32,320	33,121	33,922	735	935
18	837.05	27,902	28,739	29,576	30,413	31,250	32,087	32,924	33,761	34,598	35,435	767	977
19	874.54	29,151	30,026	30,900	31,775	32,650	33,524	34,399	35,273	36,148	37,022	802	1,020
20	914.01	30,467	31,381	32,295	33,209	34,123	35,037	35,951	36,865	37,779	38,693	838	1,066
21	955.34	31,845	32,800	33,755	34,711	35,666	36,622	37,577	38,532	39,488	40,443	876	1,115
22	998.85	33,295	34,294	35,293	36,291	37,290	38,289	39,288	40,287	41,286	42,284	916	1,165
23	1,044.44	34,815	35,859	36,903	37,948	38,992	40,037	41,081	42,126	43,170	44,215	957	1,219
24	1,092.34	36,411	37,504	38,596	39,689	40,781	41,873	42,966	44,058	45,150	46,243	1,001	1,274
25	1,142.75	38,092	39,235	40,377	41,520	42,663	43,806	44,948	46,091	47,234	48,377	1,048	1,333
26	1,195.55	39,852	41,047	42,243	43,438	44,634	45,830	47,025	48,221	49,416	50,612	1,096	1,395
27	1,250.89	41,696	42,947	44,198	45,449	46,700	47,951	49,202	50,453	51,703	52,954	1,147	1,459

SALARY SCHEDULE B

Effective January 10, 1993

Scale	Incr.	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Longevity		
												A	B	C
00	417.44	13,915	14,332	14,749	15,167	15,584	16,002	16,419	16,837	17,254	17,672	417	557	696
01	451.51	15,050	15,502	15,953	16,405	16,856	17,308	17,759	18,211	18,662	19,114	452	602	753
02	469.66	15,655	16,125	16,595	17,064	17,534	18,004	18,473	18,943	19,413	19,882	470	626	783
03	488.64	16,288	16,777	17,265	17,754	18,242	18,731	19,220	19,708	20,197	20,686	489	652	814
04	508.48	16,949	17,458	17,966	18,475	18,983	19,492	20,000	20,509	21,017	21,525	508	678	847
05	529.37	17,646	18,175	18,705	19,234	19,763	20,293	20,822	21,351	21,881	22,410	529	706	882
06	551.41	18,380	18,932	19,483	20,034	20,586	21,137	21,689	22,240	22,792	23,343	551	735	919
07	574.50	19,150	19,725	20,299	20,874	21,448	22,023	22,597	23,172	23,746	24,321	575	766	958
08	598.69	19,956	20,555	21,154	21,752	22,351	22,950	23,549	24,147	24,746	25,345	599	798	998
10	624.10	20,803	21,427	22,051	22,676	23,300	23,924	24,548	25,172	25,796	26,420	624	832	1,040
11	650.68	21,689	22,340	22,991	23,641	24,292	24,943	25,593	26,244	26,895	27,545	651	868	1,084
12	678.79	22,626	23,305	23,984	24,663	25,342	26,020	26,699	27,378	28,057	28,735	679	905	1,131
13	708.12	23,604	24,312	25,020	25,728	26,436	27,145	27,853	28,561	29,269	29,977	708	944	1,180
14	739.01	24,634	25,373	26,112	26,851	27,590	28,329	29,068	29,807	30,546	31,285	739	985	1,232
15	771.48	25,716	26,487	27,259	28,030	28,802	29,573	30,345	31,116	31,888	32,659	771	1,029	1,286
16	805.55	26,852	27,657	28,463	29,268	30,074	30,879	31,685	32,490	33,296	34,101	806	1,074	1,343
17	841.38	28,046	28,887	29,729	30,570	31,412	32,253	33,094	33,936	34,777	35,619	841	1,122	1,402
18	878.90	29,297	30,176	31,055	31,933	32,812	33,691	34,570	35,449	36,328	37,207	879	1,172	1,465
19	918.27	30,609	31,527	32,445	33,364	34,282	35,200	36,119	37,037	37,955	38,873	918	1,224	1,530
20	959.71	31,990	32,950	33,910	34,869	35,829	36,789	37,749	38,708	39,668	40,628	960	1,280	1,600
21	1,003.11	33,437	34,440	35,443	36,446	37,449	38,453	39,456	40,459	41,462	42,465	1,003	1,337	1,672
22	1,048.79	34,960	36,008	37,057	38,106	39,155	40,204	41,252	42,301	43,350	44,399	1,049	1,398	1,748
23	1,096.66	36,555	37,652	38,749	39,845	40,942	42,039	43,135	44,232	45,329	46,425	1,097	1,462	1,828
24	1,146.96	38,232	39,379	40,526	41,673	42,820	43,967	45,114	46,261	47,408	48,555	1,147	1,529	1,912
25	1,199.89	39,996	41,196	42,396	43,596	44,796	45,996	47,196	48,396	49,596	50,795	1,200	1,600	2,000
26	1,255.33	41,844	43,100	44,355	45,610	46,866	48,121	49,376	50,632	51,887	53,142	1,255	1,674	2,092
27	1,313.43	43,781	45,095	46,408	47,721	49,035	50,348	51,662	52,975	54,289	55,602	1,313	1,751	2,189

APPENDIX II

TITLES AND SCALES

The first column indicates the scale number for each listed title. Those marked with an asterisk (*) are to be increased one scale as of January 10, 1993. The second column is the number of hours in a full-time workweek. The third column indicates whether the title is used for part-time positions.

02	32.5	Y	Account Clerk	17	35	N	Assistant Nutrition Program
03	35	N	Account Clerk				Coordinator WIC Program
03	32.5	Y	Account Clerk Typing	15	32.5	N	Assistant Planner
04	35	N	Account Clerk Typing	13	32.5	N	Assistant Program Coordinator Non-
15	32.5	N	Accountant				Emergency Transportation
11	32.5	N	Accounting Assistant	18	35	N	Assistant Public Health Nurse
18	32.5	N	Administrative Analyst				Supervisor
19	35	N	Administrative Analyst	18	32.5	N	Assistant Purchasing Agent
12*	32.5	N	Administrative Clerk	13	40	N	Assistant Supervising Bridge
13*	35	N	Administrative Clerk				Repairer
12*	32.5	N	Administrative Secretary	13	40	N	Assistant Supervising Mechanic
14	35	N	Administrative Secretary	15	35	N	Assistant Supervising Road
04	32.5	N	Admitting Clerk Typing				Inspector
05	32.5	N	Advertising and Sales Clerk	12	40	N	Assistant Supervisor Parks
15	32.5	N	Analyst Grant Applications	13	40	N	Assistant Supervisor Roads
03	40	N	Animal Attendant	15	35	N	Assistant Supervisor Traffic Signal
14	40	N	Animal Control Officer	10	40	N	Boiler Operator
10	40	N	Animal Control Officer Trainee	02	32.5	N	Bookkeeping Machine Operator
12	40	N	Animal Health Technician	02	32.5	N	Bookkeeping Machine Operator Typing
12	32.5	N	Arbitration Administrator	14	35	N	Bridge Construction Inspector/Road
10	32.5	N	Assignment Clerk Family Court				Inspector
10	32.5	N	Assignment Clerk Typing	07	40	N	Bridge Repairer
12	40	N	Assistant Animal Control Officer	22	32.5	N	Budget Officer
12	35	N	Assistant Building Superintendent	02	35	Y	Building Maintenance Worker
22	35	N	Assistant Chief Sanitary Inspector	04	40	Y	Building Maintenance Worker
22	35	N	Assistant Chief Sanitary Inspector	01	35	Y	Building Service Worker
			Environmental Sanitation	02	40	N	Building Service Worker
13	32.5	N	Assistant Civil Case Manager	04	40	N	Building Service Worker/
14	40	N	Assistant Communications Technician				Groundskeeper
13	32.5	N	Assistant County Superintendent of	15	35	N	Building Superintendent
			Weights and Measures	14	32.5	N	Buyer
17	32.5	N	Assistant Director Office of the	10	32.5	N	Calendar Coordinator
			Handicapped	11	35	N	Carpenter
13	32.5	N	Assistant District Recycling	04	32.5	N	Cashier
			Coordinator	05	35	N	Cashier
18	35	N	Assistant Engineer Highways	05	32.5	N	Cashier Typing
15	35	N	Assistant Maintenance Supervisor	06	35	N	Cashier Typing
13	32.5	N	Assistant Manager Mobile Meals	06	32.5	N	Chauffer
			Program	18	32.5	N	Chemist Water Analysis

13*	32.5	N	Chief Clerk	03	32.5	N	Data Entry Machine Operator
17	32.5	N	Chief Court Clerk	04	35	N	Data Entry Machine Operator
17	40	N	Chief Inspector Mosquito Extermination	21	32.5	N	Data Processing Coordinator
17	32.5	N	Chief Probate Clerk	17	32.5	N	Data Processing Programmer
23	35	N	Chief Sanitary Inspector	13	32.5	N	Deputy Clerk of the Superior Court Special Civil Part
23	35	N	Chief Sanitary Inspector Environmental Sanitation	14	32.5	N	Deputy County Superintendent of Weights & Measures
01	32.5	Y	Clerk	16	32.5	N	Deputy Work Release Administrator
02	35	N	Clerk	18	32.5	N	Diet Counselor
03	32.5	Y	Clerk Stenographer	16	40	N	Dietitian
04	35	N	Clerk Stenographer	19	32.5	N	Director of Social Rehabilitation Services
02	32.5	Y	Clerk Transcriber	21	32.5	N	Director Office of the Handicapped
03	35	N	Clerk Transcriber	16	32.5	N	District Recycling Coordinator
02	32.5	Y	Clerk Typist	02	32.5	Y	Docket Clerk
03	35	N	Clerk Typist	03	35	Y	Docket Clerk
03	32.5	N	Clerk Typist/Interpreter Bilingual in Spanish and English	03	32.5	N	Docket Clerk Typing
04	35	N	Clerk Typist/Interpreter Bilingual in Spanish and English	04	35	N	Docket Clerk Typing
03	35	Y	Clinic Attendant	08	32.5	N	Drafting Technician
07	40	N	Communications Operator	07	35	N	Drafting Technician
15	40	N	Communications Technician	21	32.5	N	Education and Training Coordinator
05	32.5	N	Community Service Aide Typing	11	35	N	Electrician
07	32.5	N	Composing Machine Operator	13	40	N	Electronics Repairer
07	32.5	N	Computer Operator	12	40	Y	Emergency Medical Technician Dispatcher
17	32.5	N	Confidential Assistant to the Director of Economic Development	14	32.5	N	Employment Counselor
21	32.5	N	Confidential Assistant to the Director of Government Services	13	32.5	N	Employment Specialist
05	40	N	Cook	07	32.5	N	Employment Test Monitor
12	32.5	N	Coordinator Child Placement Review	07	35	Y	Engineering Aide
08	32.5	N	Coordinator Juvenile Conference Committees	27	35	N	Environmental Health Coordinator
19	32.5	N	Coordinator of Public Transportation	15	35	N	Environmental Health Specialist
20	32.5	N	Coordinator of Special Transportation	17	35	N	Environmental Health Specialist Hazardous Substances
15	40	N	Coordinator of Volunteers	16	32.5	N	Environmental Specialist Educational Programs
17	32.5	N	Coordinator Vocational Services	13	40	N	Equipment Operator Mosquito Extermination
22	35	N	County Alcoholism Coordinator/Employee Assistance Counselor	11	32.5	N	Examiner Education Credentials
07	40	Y	County Park Ranger	07	32.5	N	Execution Clerk
00	35	Y	Court Aide Judiciary	08	32.5	N	Execution Clerk Typing
00	35	Y	Court Attendant	15	32.5	N	Executive Assistant
08	32.5	N	Court Clerk	16	40	N	Executive Housekeeper
10	32.5	N	Court Clerk/Principal Clerk Stenographer	15	32.5	N	Field Representative County Board of Taxation
				16	35	N	Field Representative Disease Control

12	35	N	Field Representative Health Education	13	32.5	N	Job Developer
10	32.5	N	Field Representative Industrial and Real Estate Development	04	32.5	N	Jury Panel Clerk
12	35	N	Field Representative Narcotics Education	07	40	Y	Juvenile Detention Officer
21	32.5	N	Fiscal Officer	14	32.5	N	Laboratory Technician
22	35	N	Fiscal Officer	03	35	Y	Laborer
23	35	N	Fiscal Officer/Senior Administrative Analyst	05	40	Y	Laborer
14	40	N	Food Service Manager	16	35	N	Land Surveyor
02	40	Y	Food Service Worker	17	32.5	N	Landscape Architect
12	32.5	N	Four-H Program Assistant	02	40	N	Laundry Worker
18	40	N	General Supervisor Mosquito Extermination	05	32.5	N	Legal Stenographer
21	40	Y	Graduate Nurse	04	32.5	N	Library Page
15	35	Y	Graduate Nurse Public Health	01	32.5	N	Mail Clerk
02	35	Y	Groundskeeper	06	35	Y	Maintenance Repairer
04	40	Y	Groundskeeper	07	35	N	Maintenance Repairer Painter
12	40	N	Head Cook	18	35	N	Maintenance Superintendent
22	40	N	Head Nurse	16	35	N	Maintenance Supervisor
07	35	N	Health Aide	16	32.5	N	Management Specialist
08	35	N	Health Aide Bilingual in Spanish and English	22	40	N	Manager Animal Control Facility
21	35	N	Health Educator	22	32.5	N	Manager Mobile Meals Program
21	35	N	Health Educator Bilingual in Spanish and English	12	40	N	Mechanic
07	32.5	N	Health Insurance Benefits Clerk Typing	06	40	N	Mechanic's Helper
12	40	N	Heavy Equipment Operator	19	35	N	Medical Social Worker
15	40	N	Heavy Equipment Operator Mosquito Extermination	17	32.5	N	Mental Health Administrator
16	40	N	Heavy Equipment Operator Mosquito Extermination/Mechanic	01	32.5	Y	Messenger
02	32.5	Y	Index Clerk	02	32.5	N	Microfilm Machine Operator
03	32.5	N	Index Clerk Typing	10	32.5	N	Microfilm Systems Supervisor
22	35	N	Industrial Hygienist	05	32.5	Y	Museum Attendant
16	32.5	N	Industrial Representative	16	32.5	N	Museum Curator
08	40	N	Inspector Mosquito Extermination	21	35	Y	Nurse Practitioner Obstetrics and Gynecology
10	35	N	Inspector Road Openings	21	35	N	Nurse Practitioner Pediatrics
07	40	N	Inspector Trainee Mosquito Extermination	22	35	N	Nutrition Program Coordinator WIC Program
03	40	Y	Institutional Attendant	08	40	N	Occupational Therapy Aide
08	32.5	N	Investigator Consumer Protection	06	32.5	Y	Omnibus Operator
17	32.5	Y	Investigator County Medical Examiner's Office	11	35	N	Painter
10	35	N	Investigator Probation	15	32.5	N	Paralegal Specialist
12	32.5	N	Investigator Public Works	14	40	N	Park Naturalist
				03	32.5	N	Payroll Clerk Typing
				12	32.5	N	Payroll Supervisor
				11	32.5	N	Photographer
				07	32.5	Y	Planning Aide
				11	35	N	Plumber
				14	40	N	Practical Nurse
				07	32.5	N	Principal Account Clerk
				08	35	N	Principal Account Clerk
				10	32.5	N	Principal Account Clerk Stenography
				11	35	N	Principal Account Clerk Stenography

08	32.5	N	Principal Account Clerk Typing	13	32.5	N	Program Monitor
10	35	N	Principal Account Clerk Typing	16	35	N	Program Specialist Alcohol Abuse Activities
19	32.5	N	Principal Accountant	19	35	N	Program Specialist Special Child Health Services
07	32.5	N	Principal Bookkeeping Machine Operator Typing	20	32.5	N	Project Administrator On the Job Training
10	32.5	N	Principal Cashier Typing	13	35	N	Project Coordinator Construction
11	35	N	Principal Cashier Typing	13	32.5	Y	Project Coordinator Crime Prevention Program
06	32.5	N	Principal Clerk	19	32.5	N	Project Director Nutrition Program for the Elderly
07	35	N	Principal Clerk	10	35	N	Public Health Investigator
08	32.5	N	Principal Clerk Stenographer	15	35	N	Public Health Laboratory Technician
10	35	N	Principal Clerk Stenographer	16	35	Y	Public Health Nurse
07	32.5	N	Principal Clerk Transcriber	20	35	N	Public Health Nurse Supervisor
08	35	N	Principal Clerk Transcriber	23	35	N	Public Health Nutritionist
07	32.5	Y	Principal Clerk Typist	12	32.5	N	Public Information Officer
08	35	N	Principal Clerk Typist	03	32.5	N	Purchasing Assistant
08	32.5	N	Principal Data Entry Machine Operator	04	32.5	N	Purchasing Assistant Typing
10	35	N	Principal Data Entry Machine Operator	18	40	N	Radio Technician
07	32.5	N	Principal Docket Clerk	03	32.5	N	Receptionist Typing
08	35	N	Principal Docket Clerk	04	35	N	Receptionist Typing
08	32.5	N	Principal Docket Clerk Typing	04	32.5	N	Receptionist/Senior Clerk Transcriber
10	35	N	Principal Docket Clerk Typing	05	35	N	Receptionist/Senior Clerk Transcriber
13	35	N	Principal Drafting Technician	03	32.5	N	Receptionist/Telephone Operator
23	35	N	Principal Engineer	04	35	N	Receptionist/Telephone Operator
13	35	N	Principal Engineering Aide	02	32.5	N	Recorder Operator Courts
08	32.5	N	Principal Engineering Clerk	11	32.5	N	Recreation Program Coordinator
07	32.5	N	Principal Index Clerk	16	32.5	N	Recreation Program Specialist
07	32.5	N	Principal Microfilm Machine Operator	18	32.5	N	Recreation Supervisor
08	32.5	N	Principal Payroll Clerk	18	32.5	N	Recreation Supervisor Handicapped Program
21	32.5	N	Principal Planner	08	40	Y	Recreation Therapy Aide
21	32.5	N	Principal Planner Data Management	06	32.5	N	Research Aide
21	32.5	N	Principal Planner Solid Waste Management	13	32.5	N	Research Assistant
21	32.5	N	Principal Planner Transportation	13	32.5	N	Research Assistant Criminal Information
12	32.5	N	Principal Planning Aide	13	35	N	Road Inspector
08	32.5	N	Principal Purchasing Assistant Typing	17	35	N	Sanitary Inspector
21	35	N	Principal Sanitary Inspector	13	35	N	Sanitary Inspector Trainee
07	32.5	N	Probate Clerk	04	32.5	N	Sanitary Landfill Caretaker
16	32.5	N	Program Analyst	03	40	N	Seamstress
16	32.5	N	Program Development Specialist Aging (Note 1)	11	32.5	N	Secretarial Assistant III
16	32.5	N	Program Development Specialist Community Service	11	32.5	N	Secretarial Assistant Typing
15	32.5	N	Program Development Specialist Criminal Justice	12	35	N	Secretarial Assistant Typing

04	32.5	Y	Senior Account Clerk	14	40	N	Senior Emergency Medical Technician Dispatcher
05	32.5	Y	Senior Account Clerk Typing				
06	35	N	Senior Account Clerk Typing	15	32.5	N	Senior Employment Specialist
05	32.5	N	Senior Account Clerk/Telephone Operator	10	32.5	N	Senior Employment Test Monitor
06	35	N	Senior Account Clerk/Telephone Operator	18	35	N	Senior Engineer
17	32.5	N	Senior Accountant	20	35	N	Senior Engineer Hydraulic
20	40	N	Senior Administrative Analyst	11	35	N	Senior Engineering Aide
05	40	N	Senior Animal Attendant	19	35	N	Senior Environmental Health Specialist Hazardous Substances
12	40	N	Senior Boiler Operator	11	32.5	N	Senior Execution Clerk
04	32.5	N	Senior Bookkeeping Machine Operator	18	35	N	Senior Field Representative Disease Control
04	32.5	N	Senior Bookkeeping Machine Operator Typing	18	35	N	Senior Field Representative Health Education
17	35	N	Senior Bridge Construction Inspector/Senior Road Inspector	06	40	N	Senior Groundskeeper
10	40	N	Senior Bridge Repairer	04	32.5	N	Senior Index Clerk
04	35	N	Senior Building Maintenance Worker	05	32.5	N	Senior Index Clerk Typing
06	40	N	Senior Building Maintenance Worker	12	40	N	Senior Inspector Mosquito Extermination
04	35	N	Senior Building Service Worker	12	35	N	Senior Inspector Road Openings
13	35	N	Senior Carpenter	04	40	Y	Senior Institutional Attendant
07	32.5	N	Senior Cashier Typing	12	32.5	N	Senior Investigator Consumer Protection
08	35	N	Senior Cashier Typing				
02	32.5	N	Senior Citizen Program Aide	17	32.5	Y	Senior Investigator County Medical Examiner's Office (Note 2)
03	32.5	N	Senior Clerk	13	35	N	Senior Investigator Probation
04	35	N	Senior Clerk	10	40	Y	Senior Juvenile Detention Officer
05	32.5	N	Senior Clerk Stenographer	19	32.5	N	Senior Landscape Architect
06	35	N	Senior Clerk Stenographer	03	40	N	Senior Laundry Worker
04	32.5	N	Senior Clerk Transcriber	07	32.5	N	Senior Legal Stenographer
05	35	N	Senior Clerk Transcriber	08	35	N	Senior Maintenance Repairer
04	32.5	N	Senior Clerk Typist	13	40	N	Senior Mechanic
05	35	N	Senior Clerk Typist	05	32.5	N	Senior Medical Record Clerk
08	32.5	N	Senior Communications Operator	20	40	N	Senior Medical Social Worker
17	40	N	Senior Communications Technician	07	32.5	N	Senior Medical Stenographer
08	32.5	N	Senior Community Service Aide Typing	04	32.5	N	Senior Microfilm Machine Operator
07	40	N	Senior Cook	11	40	N	Senior Occupational Therapy Aide
10	40	N	Senior County Park Ranger	04	32.5	Y	Senior Payroll Clerk
11	32.5	N	Senior Court Clerk	05	32.5	N	Senior Payroll Clerk Typing
05	32.5	N	Senior Data Entry Machine Operator	17	32.5	N	Senior Planner
06	35	N	Senior Data Entry Machine Operator	17	32.5	N	Senior Planner Community Development Program
04	32.5	N	Senior Docket Clerk				
05	35	N	Senior Docket Clerk	17	32.5	N	Senior Planner Transportation
05	32.5	N	Senior Docket Clerk Typing	10	32.5	N	Senior Planning Aide
06	35	N	Senior Docket Clerk Typing	13	35	N	Senior Plumber
11	35	N	Senior Drafting Technician	16	40	Y	Senior Practical Nurse
13	35	N	Senior Electrician	10	32.5	N	Senior Probate Clerk
				18	32.5	N	Senior Program Analyst

19	32.5	N	Senior Program Development Specialist Community Service	12*	35	N	Supervising Account Clerk Typing
12	35	N	Senior Public Health Investigator	15	40	N	Supervising Animal Control Officer
16	35	N	Senior Public Health Nurse	11	32.5	N	Supervising Bookkeeping Machine Operator
06	32.5	N	Senior Purchasing Assistant Typing	19	35	N	Supervising Bridge Construction Inspector/Supervising Road Inspector
04	32.5	N	Senior Receptionist	15	40	N	Supervising Bridge Repairer
05	35	N	Senior Receptionist	11*	32.5	N	Supervising Clerk Stenographer
05	32.5	N	Senior Receptionist Typing	12*	35	N	Supervising Clerk Stenographer
06	35	N	Senior Receptionist Typing	10*	32.5	N	Supervising Clerk Typist
05	32.5	N	Senior Receptionist/Telephone Operator	11*	35	N	Supervising Clerk Typist
06	35	N	Senior Receptionist/Telephone Operator	14	40	N	Supervising County Park Ranger
11	40	N	Senior Recreation Therapy Aide	16	40	N	Supervising Emergency Medical Technician Dispatcher
15	35	N	Senior Road Inspector	18	32.5	N	Supervising Employment Specialist
19	35	N	Senior Sanitary Inspector	26	35	N	Supervising Engineer
17	40	N	Senior Social Worker Juvenile Rehabilitation	26	35	N	Supervising Engineer Bridges
03	40	N	Senior Stock Clerk	15	35	N	Supervising Engineering Aide
10	40	N	Senior Storekeeper	18	40	N	Supervising Heavy Equipment Operator
05	32.5	N	Senior Telephone Operator	18	40	N	Supervising Heavy Equipment Operator Mosquito Extermination
06	32.5	N	Senior Telephone Operator Typing	10	32.5	N	Supervising Index Clerk
08	35	N	Senior Traffic Maintenance Worker	10*	32.5	N	Supervising Index Clerk Typing
13	35	N	Senior Traffic Signal Electrician	07	40	N	Supervising Institutional Attendant
05	32.5	N	Senior Word Processing Operator	12	40	N	Supervising Juvenile Detention Officer
00	35	Y	Sergeant-at-Arms	11	35	N	Supervising Maintenance Repairer
03	32.5	Y	Site Manager Nutrition Program for the Elderly	15	40	N	Supervising Mechanic
17	32.5	N	Social Rehabilitation Therapist Penal Institution	23	32.5	N	Supervising Planner
13	40	N	Social Service Assistant	19	35	N	Supervising Road Inspector
11	32.5	N	Social Service Assistant Typing	12	32.5	N	Supervising Telephone Operator
18	35	N	Social Worker Health	07	35	N	Supervisor Building Service
15	40	N	Social Worker Institutions	07	40	N	Supervisor Building Service
15	40	N	Social Worker Juvenile Rehabilitation	16	32.5	N	Supervisor Job Development
15	32.5	N	Specification Writer Purchasing	11	32.5	N	Supervisor of Accounts
01	40	N	Stock Clerk	13	32.5	N	Supervisor of Data Entry Machine Operations
06	35	N	Storekeeper	14	35	N	Supervisor of Data Entry Machine Operations
08	40	N	Storekeeper	12	32.5	N	Supervisor of Records
08	40	N	Storekeeper Automotive	14	40	N	Supervisor Parks
10*	32.5	N	Supervising Account Clerk	11	40	N	Supervisor Recreation Maintenance
11*	35	N	Supervising Account Clerk	15	40	N	Supervisor Roads
11*	32.5	N	Supervising Account Clerk Stenography	14	35	N	Supervisor Traffic Maintenance
12*	35	N	Supervising Account Clerk Stenography	17	35	N	Supervisor Traffic Signal
11*	32.5	N	Supervising Account Clerk Typing	15	32.5	N	Systems Coordinator

15	32.5	Y	Tax Research Examiner and Investigator
15	32.5	N	Teacher Juvenile Facilities
15	32.5	N	Teacher Special Education
03	32.5	Y	Telephone Operator
04	32.5	N	Telephone Operator Typing
14	40	N	Telephone System Installer and Repairer
15	35	N	Traffic Analyst
26	35	N	Traffic Engineer
10	35	N	Traffic Investigator
06	35	N	Traffic Maintenance Worker
11	35	N	Traffic Signal Electrician
08	35	N	Traffic Signal Repairer
11	32.5	N	Trainee Weights and Measures
07	40	N	Tree Climber
07	40	N	Truck Driver
04	40	N	Ward Clerk
12	40	N	Welder
03	32.5	N	Word Processing Operator
04	35	N	Word Processing Operator
19	32.5	N	Work Release Administrator
10	40	N	Youth Group Worker
17	32.5	N	Youth Opportunity Coordinator
20	32.5	N	Youth Services Counselor

Note 1. Scale 13 prior to May 1, 1992.

Note 2. The starting salary for this title is step 3.