

AGREEMENT

Between

CUMBERLAND COUNTY OFFICE OF EMPLOYMENT AND  
TRAINING

And

LOCAL 2327, UNITED AUTO WORKERS OF AMERICA  
JANUARY 1, 2011 THROUGH DECEMBER 31, 2013

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## **PREAMBLE**

THIS AGREEMENT entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2013 by and between the CUMBERLAND COUNTY OFFICE OF EMPLOYMENT AND TRAINING (hereinafter referred to as the "EMPLOYER" OR "OET") and AMALGAMATED LOCAL 2327, UNITED AUTO WORKERS OF AMERICA, AFL-CIO, (hereinafter referred to as the "UNION").

## **PURPOSE AND INTENT**

The general purpose of this Agreement is to set forth terms and conditions of employment and to promote orderly and peaceful labor relations for the mutual interest of the OET in its capacity as an Employer, the Employees, the Union and the clients who receive employment training and related services through the OET.

The parties recognize that the interests of the community and the employment security of the employees depend upon the Employer's success in establishing proper service to the aforesaid clients who receive employment training and related services provided by and through the OET.

To those ends, the Employer and the Union encourage to the fullest degree friendly and cooperative relations between the respective representatives at all levels and among all employees.

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

## **ARTICLE 1. RECOGNITION OF RIGHTS/LIMITATIONS**

### **1.1 Recognition of Union**

Pursuant to and in accordance with all applicable provisions of the New Jersey Employer – Employees Relations Act, Chapter 303 of the Laws of 1968 (N.J.S.A. 34:13A-1 et seq.), as amended, the Employer does hereby recognize the Union as the sole and exclusive representative of all employees of the OET, excepting that this representation shall not extend to the: Executive Director (OET); Executive Director (WIB); Coordinators - Administrative, Business Services, Technology, Training, Welfare to Work, Youth Program; One-Stop Manager; Administrative Assistants – Finance and Accounting, MIS, Personnel, Contracts, Program Monitor; Administrative Clerk; Coordinator Special Projects; Administrative Clerk (WIB); seasonal workers, whose tenure does not exceed five months, and any other person who is employed in a confidential position by the Employer or otherwise excluded by law from the Bargaining Unit.

### **1.2 Management Rights**

- a. The Employer hereby reserves and retains unto itself those powers, rights, authority, duties and responsibilities conferred upon and vested in it by law including, but not limited to, the right to (1) manage and administer the affairs and operations of Employer, (2) direct its working force and operations and (3) hire, promote, assign and discipline employees in accordance with law. The Employer further reserves the rights, subject to specific limitation of this Agreement, it had prior to its Agreement, including but not limited to the right to: determine the standards of service to be offered by its employees; determine the standards of selection for employment; direct its employees; take disciplinary action; relieve its employees from duty because of lack of work or for any other legitimate reason; maintain the efficiency of its operation; assign and/or determine the amount of overtime to be worked, which overtime work shall be voluntary on the part

of Employees; determine the methods, means and personnel by which its operations are to be conducted; determine the content of work assignments; schedule the hours; take all necessary actions to carry out its mission in emergencies; and exercise complete control and discretion over its organization and the technology of performing its work.

### **1.3 Prohibited Actions**

- a. The Union covenants and agrees that, during the term of this Agreement, neither the Union nor any person acting on its behalf will cause, authorize, or support any strike (e.g., the concerted failure to report for duty, or willful absence of any employees from their positions, or stoppage of work or abstinence in whole or in part, from the full, faithful and proper performance of the employee's duties of employment), work stoppage, slowdown, walkout or other job action or similar concerted action by employees within the Bargaining Unit nor shall any Union Representative engage in any individual action nor conduct which has the purpose of inducing said employees to engage in such prohibited activities against the OET. The Union agrees that such action would constitute a material breach of this Agreement.
- b. In the event of a strike, slowdown, walkout or other job action, it is covenanted and agreed that participation in any such activity by any employee covered under the terms of this Agreement shall be deemed grounds for terminations of employment of such employee or employees, subject, however, to the application of the grievance procedure contained in Article 15 of this Agreement.
- c. The Union will actively discourage and will take whatever affirmative steps are necessary to prevent or terminate any strike, work stoppage, slowdown, walkout or other job action against the OET.

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



## **ARTICLE 2. MAINTENANCE OF STANDARDS**

### **2.1 Other Benefits or Privileges**

With respect to matters not covered by this Agreement, the Employer will not seek to diminish or impair, during the term of this Agreement, any benefit or privilege provided by law, rule or regulation for employees; provided, however, that this Agreement shall be construed consistent with the free exercise of right reserved to the Employer by the Management Rights clause of this Agreement.

### **2.2 Rights Maintained**

The Employer and Employees shall each retain all rights applicable under the New Jersey State and Federal Law.

## **ARTICLE 3. EXISTING LAW**

### **3.1 Rights and Obligations**

All rights, privileges, prerogatives, duties and obligations of parties contained in the New Jersey State Constitution, Title II, Civil Service, of the Revised Statutes of New Jersey, in its present or amended form, shall be contained during the life of this Agreement.

### **3.2 Severability**

In the event any portion of this Agreement shall be in conflict with or contravene said Constitution, the Revised Statutes of any other law of the State of New Jersey, or United States, that portion shall be null and void, and the remainder of this Agreement shall remain in full force and effect.

#### **ARTICLE 4. FULLY BARGAINED PROVISIONS**

This Agreement represents and incorporates the complete and final understanding and settlement by the parties on all negotiable or 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 of contemplation of either or both of the parties at the time they negotiated or signed this Agreement.

## **ARTICLE 5. PROHIBITION OF DISCRIMINATION**

The Employer and the Union agree that there shall be no discrimination or favoritism for reasons of sex, age, nationality, race, religion, marital status, political affiliation, Union membership or Union activities.

## **ARTICLE 6. HEALTH AND SAFETY**

### **6.1 Health and Safety Committee**

The Employer shall endeavor to provide conditions of work that are both safe and healthy in conformity with all federal, state and local laws. To that end, a Safety and Health Committee composed of three representatives each from Employer and the Union shall be created which shall be bi-monthly for the purpose of reviewing health and safety conditions and making recommendations for their improvement. Such Committee shall be responsible for creation of subcommittees to deal with particular problems. The County shall respond within forty-five (45) days to concerns expressed by the Health and Safety Committee or the UAW. Such concerns shall be submitted to the Department Head in writing.

### **6.2 Health or Safety Hazards**

If the Employer is aware of abnormally dangerous safety or health hazards, the employees involved shall be advised of such hazards.

## ARTICLE 7. HOLIDAYS

### **7.1 Holiday Leave**

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

New Year's Day	Labor Day
Martin Luther King's Birthday	Columbus Day
Lincoln's Birthday	Election Day
President's Day	Veterans Day
Good Friday	Thanksgiving Day
Memorial Day	Thanksgiving Friday
Independence Day	Christmas Day

### **7.2 Declaration of Holiday**

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

**ARTICLE 8. VACATIONS**

**8.1 Vacation Pay**

Full time employees shall be entitled to vacation with pay as follows: for employees with less than one full year of service one (1) working day for each month of service. Vacation days must be accrued and will not be advanced.

After completion of 1 year and up to 5 years ..... 12 days

After completion of 5 years and up to 12 years ..... 15 days

After completion of 12 years and up to 20 years ..... 20 days

After completion of 20 years ..... 25 days

Except for permanent employees, employees cannot take vacation until after ninety (90) days of employment.

**8.2 Carry Over**

Where in any calendar year that vacation or any part thereof is not granted by pressure of work, such vacation period or parts thereof not granted shall accumulate and shall be granted during the next succeeding calendar year. Unused vacation time in excess of five (5) days must be approved for carry over by the County Administrator and/or Human Resources Director.

**8.3 Vacation Day Increments**

Employees may take vacations in periods of one-half (1/2) day increments with the approval of the Employer.

**8.4 Vacation Sign Up**

Employees shall sign up for vacation for the calendar year by the end of January. If there is a conflict in vacation schedules in a particular work unit, senior employees shall have preference to the extent consistent with the needs and requirements of the Employer.

## ARTICLE 9. SICK LEAVE

### **9.1 Sick Leave Pay**

Sick leave with pay may be utilized by employee when she/he is unable to perform their work by reason of personal illness, accident or exposure to contagious disease. During the calendar year in which an employee is first appointed, he/she will accumulate sick leave on the basis of 1¼ days per month of service. Sick leave days shall not be advanced during the first year of employment. Thereafter, an employee shall be entitled to fifteen (15) days sick leave. The leave is credited in advance at the beginning of the year in anticipation of continued employment for the full year and may be used on the basis and in accordance with established policy. Such leave earned but not utilized shall be cumulative.

In accordance with N.J. Civil Service, UAW members are issued fifteen (15) sick leave days each January in anticipation that those members will provide the County with twelve (12) months of continuous service; therefore, a UAW member on any unpaid leave of absence for ten (10) or more working days shall have his/her sick, vacation, and/or holiday leave accrual adjusted to reflect the unpaid term.

### **9.2 Notification**

In all cases of illness, whether of short or long term, the employee is required to notify his/her supervisor of the reason for the absence at the earliest possible time but in no event later than their usual possible reporting time, or other time as required, or necessitated by the Employer. Failure to so notify the Employer may be cause of denial of the use of sick leave for that absence and constitute cause of disciplinary action.

### **9.3 Return to Employment**

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



employment. Such medical certification shall indicate whether the UAW member may return to duty with or without restrictions. If applicable, the medical certification shall define duties which are restricted and the length of time such restrictions shall exist.

#### **9.4 Sick Leave Increments**

Employees may use one-quarter ( $\frac{1}{4}$ ) hour blocks of sick time when scheduling a doctor/dentist appointment and/or leaving work early due to illness.

#### **9.5 Absence Without Notice**

Absence without notice for five (5) consecutive work days for sick or any other reason shall constitute a resignation not in good standing.

## **ARTICLE 10. LEAVES WITH PAY**

### **10.1 General Leave**

Leaves of absence, except as otherwise expanded herein, are to be administered according to the provisions of the New Jersey Administrative Code, Title 4A, Civil Service Commission.

### **10.2 Personal Leave**

Eligible employees within the Bargaining Unit shall be entitled to three (3) days of personal leave of absence with pay each calendar year. Unused personal leave shall be converted to the employee's sick leave accrual effective January 1 of the following year.

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

Personal leave may be scheduled in one-hour, multiple-hour, half-day or daily increments. One-half day leave includes leave for the full morning before or the afternoon subsequent to an assigned alternative lunch period.

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

### **10.3 Recoupment**

To the extent permitted by law, those employees leaving the employ of the OET who have then exceeded the use of personal and vacation leave shall have the compensation for the same deducted on a pro-rated basis from their last employment check.

#### **10.4 Leave for Work-Related Disability**

When an employee is incapacitated and unable to work because of any occupational injury or disease, as evidenced by certificate of a OET-designated physician or other doctor acceptable to the OET, he shall be granted in addition to his annual sick leave with pay or any accumulations thereof, leave of absence with pay for a period of thirty (30) days or so much thereof as may be required, as evidenced by certificate of the OET designated or accepted physician, but not longer than a period of which worker's compensation payments are allowed.

If at the end of such thirty-day period the employee is unable to return to his respective employment, a certificate from the OET-designated or accepted physician shall be presented, certifying to this fact, and the employee may elect, if he or she so desires, to use all or any part of the sick leave and vacation accumulated. In the absence of such election, only worker's compensation payments will be paid to the employee after the disability leave period and accumulated sick leave shall not be affected in any manner.

During the thirty-day disability leave period in which the full salary or wages of any employee is paid by the OET, any compensation payments made to or received by or on behalf of such employee shall be deducted from the amount carried on the payroll for such employee or shall be assigned to the OET by the insurance carrier or the employee.

Whenever the OET designated or accepted physician shall report in writing that the employee is fit to resume his or her duties, such employee shall forthwith report for duty.

Furthermore, if an employee, during the period of his disability is fit to perform "other" light duties, the OET may, at its discretion, allow or require such employee to perform these light duties. The employee's ability to perform such light duties shall be determined by an OET designated physician or other physician acceptable to the County.

Any employee on injury leave, resulting from injury while on duty, shall continue to

accrue sick leave credits while their name remains on the payroll.

### **10.5 Bereavement Leave**

Eligible employees within the Bargaining Unit shall be entitled to a bereavement leave of absence with pay due to a death of a member of said employee's immediate family. Immediate family shall be defined as including an employee's father, mother, son, daughter, husband, wife, grandmother, grandfather, grandchildren, brother, sister, mother-in-law and father-in-law, son-in-law, and daughter-in-law or a relative residing in the same household with said employee. Documentation of relationship shall be submitted to the Employer.

Bereavement Leave, as defined herein, is limited to three (3) days per occurrence for immediate family members, and will not be accumulated beyond the calendar year in which said leave was earned by an individual employee. Said leave shall be requested by the individual employee for time period to commence within one (1) calendar week from the date of death of a member of said employee's immediate family as defined above. Bereavement leave shall be payable only to employees who are in active pay status.

### **10.6 Jury Duty / Witness Attendance Leave**

- a. Eligible employees within the Bargaining Unit shall be granted leave with pay when they are summoned and perform jury duty as required by law. An employee will not be excused from work for other than the number of days of such jury duty actually performed by an employee. Any salary or wages paid or payable to an employee for such leave shall not be reduced by the amount of compensation received by the employee pursuant to the applicable state statute.
- b. Eligible employees within the Bargaining Unit shall be granted leave with pay when they are subpoenaed to appear as a witness in a judicial, legislative or administrative proceeding. Leave with pay shall not be granted when such appearance is as a named

party to the litigation unless it is related to their capacity as an employee in the agency. Such leave with pay must be approved in advance by the Administrator or their designate. An employee will not be excused from work for other than the number of days of actual attendance by an employee. Any salary or wages paid or payable to an employee for such leave shall not be reduced by the payment of compensation received by the employee pursuant to the applicable state statute.

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

### **10.7 Military Training**

Eligible employees within the Bargaining Unit who are members of the National Guard, naval militia or a reserve component of any of the Armed Forces of the United States required to undergo annual field training or annual active duty for training shall be granted leave with pay for such periods as provided by the applicable statute or regulation and shall not exceed two (2) weeks in length for any given year.

### **10.8 Continuation of Benefits**

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

## ARTICLE 11. LEAVES WITHOUT PAY

### 11.1 Personal Leave Without Pay

- a. Eligible employees within the Bargaining Unit, who otherwise do not qualify for leave under the FMLA/FLA Act, may, for reasons satisfactory to the Employer, be granted a personal leave of absence without pay and without service credit for time absent for period not to exceed six (6) months, provided such leave does not create a hardship for the Employer. An additional period, not to exceed six (6) months of leave, may be granted under the same circumstances by the Employer at its discretion upon re-application by the employee. A provisional employee may, for reasons satisfactory to the Employer, be granted a personal leave of absence without pay and without service credit for time, absent for a period of sixty (60) calendar days provided such leave does not create a hardship for the Employer. Any period of FMLA/FLA leave that has been used immediately prior to and in connection with said leave shall be deducted for the six-month personal leave period. No personal leave of absence without pay shall become effective without prior approval of the Administrator.
- b. A personal leave of absence or an excused absence will not be granted to an employee for the purpose of seeking or accepting employment with another employer, except as may be provided by law.
- c. Personal leaves of absence are granted with the understanding that the employee intends to return to his/her job duties. If an employee fails to return within five (5) consecutive days after the expiration of the leave or excused absence without notification and approval by the Employer, the Employee may be considered to have resigned not in good standing.
- d. Employees on leave without pay for more than two (2) weeks in any month will not

accrue sick and vacation for the period during the leave without pay.

- e. An employee on an approved leave without pay for a period of more than thirty (30) days shall have the option of continuing health benefits at her/his own expense under the group rate as specified under COBRA.
- f. Denial of any request for leave of absence by an employee shall not be the subject of a grievance.

### **11.2 Pregnancy/Disability Leave**

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

### **11.3 Child Care Leave**

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

### **11.4 Active Military Service Leave**

An eligible employee who enters upon active duty with the military or naval service in a time of war or emergency shall be granted a leave of absence for the period of such service and three (3) months thereafter. In case of service-connected illness or wound which prevents said employee from returning to their employment, such leave shall be extended until three (3) months after recovery, but not beyond the expiration of two (2) years after the date of discharge.

### **11.5 Continuation of Service Benefits**

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



## ARTICLE 12. BENEFITS

### **12.1 Health Insurance<sup>1</sup>**

The County shall provide health insurance coverage to employees in accordance with group health plan coverages in the following categories: medical/hospitalization, prescription drugs, dental, and optical. To qualify for coverage, employees must be scheduled to work twenty (20) or more hours per week. All health plan coverage and costs are subject to statutory and regulatory provisions and may be subject to modification as may be required by law, for which changes the County may not be held responsible.

Qualified employees shall have the option of choosing between the following medical benefits plans offered by the County: (1) Horizon Blue Cross Blue Shield of New Jersey Direct Access (D/A) Plan and (2) Horizon Blue Cross Blue Shield of New Jersey Point of Service (POS) Plan.

Employees shall contribute toward their medical benefits in accordance with the requirements of Chapter 78, P.L. 2011 (Chapter 78) and/or any other statutory or regulatory requirements.

A. Illustrative of the plan benefits are the following:

1. For the D/A Plan, the in-network co-insurance maximum shall be 80%, and the out-of-network co-insurance maximum shall be 60%. In-network co-insurance maximum for the POS (managed care) plans shall be 100%, and the out-of-network co-insurance maximum shall be 60%.

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<sup>1</sup> Note: All contributions made prior to the County's implementation of Chapter 78 (01/01/2012) shall have been made in accordance with then existing policy. Should contributions under Chapter 78 expire, employees will be required to make the same percentage contribution last required under Chapter 78 until successor legislation is enacted or a successor contract is negotiated.

2. For the D/A Plan, the in-network co-insurance maximum shall be limited to \$400.00 per individual and \$800.00 per family, and the out-of-network co-insurance maximum shall be limited to \$800.00 per individual and \$1,200.00 per family. For the POS Plan (managed care), the in-network co-insurance maximum shall be limited to \$1,000.00 per individual and \$2,000.00 per family, and the out-of-network co-insurance maximum shall be limited to \$2,000.00 per individual and \$4,000.00 per family.
3. For the D/A Plan, the in-network physician co-pay (office visit) shall be \$20.00, and the specialist physician co-pay shall be \$20.00. The in-network physician co-pay (office visit) for the POS Plan (managed care) shall be \$10.00, and the specialist physician co-pay shall be \$15.00.
4. For the D/A Plan, the emergency room visit co-pay shall be \$50.00. For the POS Plan (managed care), the emergency room facility co-pay shall be \$35.00.
5. Prescription plan benefits shall be available to employees and to qualified dependents for prescription fills as ordered by qualified medical providers. Prescription fills shall be available at the retail pharmacies for fills under industry standards and plan restrictions. The plan requires an employee co-pay of \$10.00 for generic drug prescriptions and a \$25.00 co-pay for name brand prescriptions. The prescription plan co-pay for single-source name brand drugs with no generic equivalent is \$25.00. The stated co-pay shall cover up to a thirty (30) day retail supply of the prescription. Where the mail order prescription plan is available and utilized, the stated co-pay shall cover up to a ninety (90) day supply of the prescription. Employees shall contribute toward their prescription benefits in accordance with the requirement of Chapter 78.

6. The County dental plan level shall be 50/50 of covered benefit limits. Employees shall contribute toward their dental benefits in accordance with the requirement of Chapter 78.
7. The County shall continue optical coverage equivalent to or better than the current Plan, with employee contributions governed by Chapter 78.
8. The County shall have the right to substitute insurance carriers or plan to implement a self-insured health benefits plan that provides eligible employees and eligible family members with benefits that are equivalent to or better than the benefits provided under the D/A Plan or POS Plan (whichever is being replaced) now in effect as modified above.
9. In the event that the County seeks to make any subsequent changes in the delivery of health care benefits during the remainder of this Agreement, the County agrees to provide the Union with at a minimum of thirty (30) days of notice before any such change is to take place, in order to permit the Union and the County to meet and discuss the proposed change and the effect of such change on bargaining unit employees, upon request.
10. When an employee has dependent(s) covered under the County Health Benefits Plan and such dependent(s) subsequently become ineligible to participate in the County Health Benefits Plan due to age, death, divorce, (or) otherwise, the employee shall, within thirty (30) days of the event triggering the dependent's ineligibility, notify the County Department of Personnel & Human Resources of the change in coverage. If the Employee fails to give said notification, the employee may be required to reimburse the County for expenditures made relating to the insurance coverage of

said dependent(s) during the period of ineligibility. Moreover, the employee's failure to provide timely notice is grounds for discipline.

11. When unit members who are married and both employed by the County in UAW Local #2327 covered positions and participating in the County's health insurance benefits they shall be reimbursed for out-of-pocket expenses incurred upon submission of supporting documentation. The maximum annual reimbursement is as follows:

Individual In-Network - \$200.00

Family In-Network - \$400.00

Individual Out-of-Network - \$600.00

Family Out-of-Network - \$1,200.00.

#### **12.2 Prescription Drug Program**

See 12.1 hereinabove, which is incorporated herein.

#### **12.3 Dental Plan**

See 12.1 hereinabove, which is incorporated herein.

#### **12.4 Eye Care Program**

See 12.1 hereinabove, which is incorporated herein.

#### **12.5 Life Insurance**

Employer shall provide full-time employees with life insurance coverage. The County Employee Group Life Insurance Policy Death Benefit shall be in the amount of \$7,500.00, except that the Benefit shall be in the amount of \$15,000.00 for Bruce Firus and Carol D'Amato. This benefit shall terminate for each employee upon the end of his/her employment with the County.

When an authorized Leave of Absence without pay due to illness or other emergency

leave is granted, life insurance shall be continued for the first thirty (30) days of said leave.

When an employee is injured on the job, life insurance benefits may be continued by the County at its discretion for a period not to exceed one year from the date of injury provided said injury is recognized as eligible for worker's compensation.

### **12.6 Mileage Reimbursement / Certificate of Insurance**

Any employee within the Bargaining Unit authorized and required by the Employer to utilize her/his privately owned vehicle for official business shall be reimbursed at the rate of forty cents (\$.40) per mile upon submission of an itemized voucher for same. The Employer shall provide to an employee, upon request, a copy of its existing Certificate of Liability insurance covering any affected employee's privately owned vehicle when said vehicle is used on a regular basis for the business of Employer.

### **12.7 Tuition Assistance**

The OET will pay for the amount of job related courses taken under the following conditions:

1. Requests are made to and approved by the Administrator.
2. Courses are related to job responsibilities.
3. A limit of *\$1,750/year* maximum for undergraduate and *\$3,250/year* maximum graduate. (Reimbursement per credit hour shall not exceed \$135/undergraduate course and \$260/graduate course).
4. Employees will be responsible for the cost of books.
5. Course must be completed with at least a "C" Average. A copy of the transcript must be submitted to Employee's supervisor and the personnel office of the OET upon completion of course.

### **12.8 Temporary Disability Insurance**

Eligible employees within the Bargaining Unit shall continue to receive the benefit of

participation in the New Jersey Temporary Disability Insurance Plan for public employees subject to the provisions of the aforescribed plan and any rules and regulations promulgated thereunder.

### **12.9 Unemployment Compensation**

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

### **12.10 Retirement Benefits**

- a. A permanent employee who enters retirement, as defined herein below, and has to her/his credit any earned and unused accumulated sick leave, shall be entitled to receive fifty percent (50%) of her/his accumulated sick time as severance pay, said payment not to exceed \$10,000. This payment shall be paid in a lump sum after the effective date of retirement, or at a mutually agreed time within reason as agreed between the retired employee and the Employer. For the purpose of this sub-article 12.10a "retirement" shall be defined as and be limited to any of the following occurrences: (1) age fifty-five (55) with twenty-five (25) years of service with the Employer; (2) age sixty-five (65) without regard to years of service; and/or, (3) permanent disability as determined by the Social Security Administration.
- b. The County shall provide health benefit coverage for employees retiring from County employment and to their eligible spouses, subject to a twenty percent (20%) premium co-pay, as provided below.
  1. To be eligible, the retiring employee must:

- a. Retire from active employment with Cumberland County under the N.J. State Pension Program; and
  - b. Be eligible and/or enrolled in the County's Health Benefits Plan; and
  - c. Have at least twenty-five (25) years of employment service with Cumberland County if a non-veteran, or at least twenty (20) years of employment service with Cumberland County if a veteran.
2. The following retired Employees shall be excluded from eligibility even though they would otherwise qualify:
- a. Employees who, although they meet the age eligibility requirement of the Federal Medicare Program, are not covered by the Federal Program.
  - b. Employees who are covered under a like or similar coverage under another group program covering the Employee or his/her spouse, until such time as the employee shall lose such coverage because of a qualifying event (loss of employment resulting in loss of coverage; death of spouse; etc.), providing the employee notifies the County of such event in writing within thirty (30) days of the event.
3. Any County policy provisions that impose eligibility restrictions for retiree health benefits based on an employee's date of hire shall not apply to Unit members.

### **12.11 Deferred Compensation**

Full-time employees are eligible to enroll in the Employer's Deferred Compensation Plan through the County's approved providers. The Deferred Compensation Plan shall be administered in accordance with state and federal law.

## ARTICLE 13. PERSONNEL

### **13.1 Seniority**

- a. Seniority once an employee becomes a permanent employee is defined as an employee's total length of continuous service with the Employer, beginning with their original date of hire, provided that such service was not interrupted except by authorized leave of absence and except as modified by the N.J. Civil Service Commission (Formerly N.J. Department of Personnel). Employees promoted to positions outside this Agreement shall maintain their seniority in prior position for a period of one (1) year.
- b. If a question arises concerning two or more employees who were hired on the same date, preference shall be given in accordance with N.J. Civil Service Commission Rules and Regulations or in alphabetical order, whichever is applicable.

### **13.2 Job Postings**

Job postings, appointments, promotions and transfers shall be made in accordance with Civil Service rules and regulations (4A:4-2.3). If all qualifications are otherwise equal, the determining factor in filling a job posting shall be employee seniority.

### **13.3 Reduction in Force**

Effective upon signing of the Collective Bargaining Agreement, the Employer agrees that in the event it determines that a reduction in the work force or involuntary transfers of bargaining unit employees should be implemented, it will provide the Union with advance notice before any such proposed changes are scheduled to take effect, and that the Employer will meet with the Union to discuss the proposed change(s), alternatives to the proposed change(s), and minimizing the effect on senior employees and to discuss the effects of such change(s) on bargaining unit employees.



#### **13.4 Discharge**

The Union shall be notified of employees who are discharged.

#### **13.5 Seniority Rights**

Employees who are promoted from positions within Bargaining Unit to positions outside the Bargaining Unit shall retain their seniority rights for a period of one (1) year.

#### **13.6 Subcontract Work**

If it is necessary to subcontract work, the Union shall be notified in advance of the subcontract which would result in layoffs in order to discuss the reasons for subcontracting.

## **ARTICLE 14. UNION REPRESENTATION**

### **14.1 Designation of Stewards/Alternates**

There shall be two (2) duly selected representatives of the Union from the membership of the Bargaining Unit; hereafter each called "Steward" to be elected by the membership. The designation of Stewards shall be solely at the Union's discretion.

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

The Union will provide the Employer with the names of all Stewards and will promptly notify the Employer of any changes in said designations during the term of this Agreement.

### **14.2 Access to Employees by Union Representatives**

Union representatives will have appropriate and reasonable access to employees within the Bargaining Unit for the purpose of administering the Collective Bargaining Agreement and/or related Union business providing that said activity is confined to non-working hours (prior to and after the scheduled work day, lunch and break periods) unless prior approval is obtained from the appropriate representative of the Employer. Such permission shall not be unreasonably withheld.

The Union shall be permitted to conduct meetings with the employees at the work location maintained by Employer, provided that space is available and approval is obtained in advance of the date and time of said meeting from the Administrator.

The Union shall have access to bulletin boards prominently located in the general workings areas of all locations maintained by Employer. The Union may post any appropriate material pertaining to Union business, providing that said materials are not profane, obscene, defamatory, political or derogatory in nature. Materials shall be posted or removed only by a

Steward.

In order to properly administer the Collective Bargaining Agreement, Stewards may utilize telephone and inter office mail systems with the approval of the Administrator. Such permission will not be unreasonably withheld.

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

Union representatives may visit County facilities for purposes of administering this Agreement provided they sign in advance and contact the appropriate supervisor. There shall be no undue interference with work.

#### **14.3 Leave for Union Representatives**

- a. A Steward shall be permitted during working hours without loss of pay to investigate and process a grievance on behalf of an employee in the Bargaining Unit and/or represent said employee at a grievance proceeding provided that same does not interfere with the work assignment of said Steward.
- b. A Steward shall be permitted during working hours without loss of pay to attend approved conferences with appropriate representatives of Employer concerning the administration of the Collective Bargaining Agreement provided that same do not interfere with the work assignment of said Steward.
- c. Two Members designated by the Union shall be permitted during working hours without loss of pay to attend the UAW International Constitutional Convention which is held once in a four year period as designated by the International Office. Written notice by the

Union, specifying the individual(s) affected shall be provided to the Employer no less than thirty (30) days prior to the commencement of said Convention. Confirmation of attendance at the Convention shall, upon request, be submitted by the Union. Said leave may be inclusive of the duration of the Convention within a reasonable time allowed for time to travel to and from said Convention; however, said leave shall not exceed seven working days for each member designated to attend the Convention.

- d. Stewards shall be allowed nine (9) days total paid leave by the Employer per year to attend the UAW Local 2327 Joint Counsel meeting. The nine (9) days total specified in this sub-article may be allocated at the discretion of the Union among its Stewards. Written notice by the Union, specifying the individuals affected, shall be provided to the Employer at least seven (7) days prior to the Meeting date. A certificate of attendance to said Meeting shall, upon request, be submitted to the Union representative in attendance.
- e. Employee(s) appointed by the Union shall upon written request from the Union be permitted to receive a leave of absence without pay to perform union activities for a period not to exceed one year. While on such leave, employee(s) will continue to accrue seniority and receive PERS credit pursuant to Chapter 368, P.L. 2005 and Division of Pension regulations regarding leave for union service. The Union shall be responsible for the cost of the Employer's portion of the pension contributions during the leave of absence period. The Union shall also be responsible for the cost of the Employer's costs associated with the employee's health benefits coverage during the leave of absence period if said employee is enrolled in a County health benefits plan. Such leave may be extended for additional time periods by agreement of the parties. No more than one (1) employee shall be granted such leave of absence at one time.

#### **14.4 Check-Off Dues**

Upon receipt of written authorization from employees the County shall deduct regular union dues initiation fees and assessments. If allowable by law, the County shall, upon receipt of written authorization from an employee, deduct contributions as set forth in such authorization for the Martin Luther King fund and/or the Local 2327 Credit Union.

Employees who have not signed and submitted to the County a written authorization allowing the deduction of regular Union dues, initiation fees and assessments shall be required to pay to the Union a representation fee in lieu of dues in an amount not to exceed 85% of such regular membership dues, fees and assessments.

Deductions shall be made in the last pay of the month and shall be forwarded to the Union no later than the 10<sup>th</sup> day of the following month. The normal monthly dues applicable to employees covered under this Agreement as of its effective date are 1.15% of the employee's salary.

#### **14.5 Payroll Deduction of Representation Fee**

A pro-rata representation fee shall be deducted from all non-members, part-time pool employees on the following basis:  $(0.85) \times (1.15) \times (\text{number of non-overtime hours worked that pay period}) = \text{pro-rate representation fee that pay period}$ . No initiation fee shall be assessed to such employees. In the event, however, that a part-time pool employee becomes a Union member, regular union dues shall be assessed.

The union agrees to indemnify and save the County harmless from any suit or liability arising because of action taken or not taken by County pursuant to this Article.

#### **14.6 UAW V-Cap Deduction**

During the life of this Agreement, the County agrees to deduct from the pay of each employee voluntary contributions to UAW V-CAP, provided that each such employee executes

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

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

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

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

The County further agrees to furnish UAW V -CAP with the name, address, Social Security number, and date of last Authorization of those employees for whom deductions have been made. The County further agrees to furnish UAW V-CAP with a monthly and year-to-date report of each such employee's deductions. This information shall be furnished along with each

remittance on a floppy disk or magnetic tape, in ACSII or some other common format conveniently available to the County's accounting systems.

## **ARTICLE 15. GRIEVANCE PROCEDURE**

### **15.1 Purpose**

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. The parties agree that this procedure will be kept as informal as may be appropriate. Nothing herein contained shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with any appropriate member of the administration, and having the grievance adjusted without the intervention of the Union. There shall be no meeting of management which results in disciplinary action unless the employee has been given the right to have a Union representative present with him.

### **15.2 Definition**

The term "Grievance" means any complaint, dispute or controversy concerning the interpretation, application or operation of this Agreement. Only one subject matter can be conferred in any one grievance and the article number must be specified on the Grievance Form.

Where the grievance involves an alleged violation of rights and privileges specified in Civil Service law and rules for which there is specific appeal to Civil Service, this matter shall be presented to Civil Service directly.

The Employer and the Union agree in conjunction with the Grievance Procedure that each will give reasonable consideration to request of the other party for meetings to discuss grievances pending at any step of the grievance procedure.

Any grievance, dispute or complaint that might arise between the parties shall be settled as set forth in the following:

### **15.3 Employee Grievances**

Step 1. The grievance shall be taken up with the employee's Administrative Supervisor,



in writing within five (5) working days of the occurrence or within five (5) working days after he would reasonably be expected to know of its occurrence. Failure to act within said five (5) days shall be deemed to constitute an abandonment of the grievance. Upon proper presentation of a grievance, the Supervisor shall then attempt to adjust the matter and shall respond within five (5) working days.

Step 2. If the grievance has not been settled, it shall be presented in writing, by the Union and the employee to the Department Head within five (5) working days following the determination of Step 1. The Department Head shall meet with the Union and/or employee and respond in writing within five (5) working days after the receipt of the grievance.

Step 3. If the grievance still remains unadjusted, it shall be presented by the Union and the employee to the Personnel Committee of the Board of Freeholders in writing within five (5) working days after the response from the Department Head is due. A hearing may be requested before the Personnel Director. The Employer's Personnel Director will render a decision within twenty (20) working days.

The Union shall have thirty (30) days after this period to submit the grievance to the Public Employment Relations Commission (PERC) to be handled in accordance with the normal rules and regulations. The decision of the arbitrator shall be final and binding upon both parties. The arbitrator shall have no authority to render an award which goes beyond the provisions of this Agreement. The fees and expenses for the Arbitrator shall be shared equally between the parties.

Should employees elect to proceed under this Article they shall not have the right then to proceed on the same grievance within the Civil Service Rules and Regulations. If the employee proceeds under the Civil Service Rules and Regulations he shall have not rights under this Article.

#### **15.4 Employer Grievances**

If the Employer has a grievance against the Union it shall present its grievance to the Union in writing within five (5) working days of the occurrence or within five (5) working days after it would reasonably be expected to know of its occurrence. Failure to act within the said five (5) days shall be deemed to constitute an abandonment of the grievance.

The Union shall respond to Employer within five (5) working days. If the grievance remains unadjusted it shall be presented at a meeting of employer's representatives and representatives of the Union.

The Union shall render its decision within ten (10) working days.

The Employer shall have thirty (30) days after this period to submit the grievance to the Public Employment Relations Commission (PERC). The decision of the arbitrator shall be final and binding upon both parties. The arbitrator shall have no authority to render and award which goes beyond the provisions of this Agreement. The fees and expenses for the arbitrator shall be shared equally by the parties.

## **ARTICLE 16. HOURS OF WORK / CLOSINGS**

### **16.1 Hours of Work**

- a. Except as set forth herein, the workweek for employees within the Bargaining Unit shall consist of thirty-five (35) hours, consisting of five (5) seven-hour work days, Monday through Friday. The workweek for bus drivers shall be forty (40) hours, scheduled at the discretion of the Employer.
- b. Employees shall receive two (2) rest periods during each workday, a fifteen-minute period during the morning and a fifteen-minute period during the afternoon.
- c. Employees shall receive an unpaid one-hour lunch period during each workday.
- d. Whenever a skeleton crew is necessary to staff the office during an emergency or other partial closing, volunteers will be sought. Compensation for serving as an approved skeleton crew member shall consist of compensatory time off on an hour-for-hour basis.

### **16.2 Closing Due to Inclement Weather or Emergency**

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

**ARTICLE 17. SALARY AND COMPENSATION**

**17.1 Wage Increase**

Employees shall be paid in accordance with the Compensation Schedule attached hereto as Appendix "A". A list of Job Titles and Classifications with the corresponding Job Grade shall accompany the Compensation Schedule. Employees shall move up one step within their respective Grade for each year of service under this Agreement.

**17.2 Longevity**

Longevity pay will be paid in the following manner:

- 5 -9 years of service..... \$200.00 each year
- 10 -14 years of service ..... \$300.00 each year
- 15 -19 years of service ..... \$400.00 each year
- 20 -24 years of service ..... \$500.00 each year
- 25 years of service and thereafter .... \$600.00 each year

Longevity will be paid in the first pay period in the anniversary month of the Employee(s) minus all standard payroll deductions.

**17.3 Overtime**

Employees may be required to work in excess of the hours designated as the normal workweek for their class title. Any employee who is authorized or required to work beyond thirty-five (35) hours per week / 7 hours per day for their class title shall be compensated at one and one-half times (1½ x) the regular pay. Instead of overtime pay, employees may elect to take compensatory time off at the rate of one and one-half times (1½ x) if specifically approved by the supervisor. The compensatory time must be taken within thirty (30) days of the accrual. With respect to bus drivers, this overtime pay provision shall apply only when the bus driver is authorized or required to work beyond forty (40) hours per week / eight (8) hours per day.

Holidays, personal, vacation and sick days shall be treated as time worked for purposes of calculating overtime.

#### **17.4 Working Out of Classification**

Employee(s) working full time out of classification for two (2) consecutive work days shall, commencing with the third (3<sup>rd</sup>) consecutive work day, be paid at the higher rate of pay of the two respective classifications if the employee is substantially performing the duties of the higher classification. "Classification" as utilized in this Article 17.4 shall be as set forth in Article 17.1 and Appendix "A", attached to and incorporated into this Agreement.

#### **17.5 Promotions**

Upon promotion, employee shall move to the next higher grade on the Compensation Schedule (Appendix "A") so long as the next grade is at least equivalent to the amount employee would have received if he/she moved to the next step within the same grade, but if not then to the next higher grade.

#### **17.6 Hourly Rate**

A UAW member's hourly rate shall be determined by dividing the member's annual salary by the scheduled number of hours to be worked in the particular year of this Agreement.

#### **17.7 Friday Pay Day**

Pay day shall be every other Friday. This provision will be implemented when uniformity is achieved among the County's negotiated agreements.

## **ARTICLE 18. TERM OF AGREEMENT**

### **18.1 Term**

This Agreement shall be in effect from January 1, 2011 until December 31, 2013.

### **18.2 Negotiation of Successor Agreement**

Within ninety (90) days of the expiration of this Agreement, the parties shall commence negotiations regarding the terms and conditions of a new Agreement. If the Public Employment Relations Commission should modify the aforescribed time period in which the parties are obligated to commence negotiations, the time period so modified shall apply herein.

This Agreement between the Cumberland County Office of Employment and Training and Amalgamated Local 2327, United Auto Workers of America, AFL-CIO, has been recommended by the duly designated representatives of the OET, for approval by the Cumberland County Board of Chosen Freeholders, and, has been executed by the duly designated representatives of Amalgamated Local 2327, United Auto Workers of America, AFL-CIO this 31<sup>ST</sup> day of October, 2013.

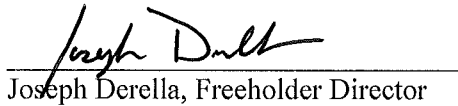
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CUMBERLAND COUNTY OFFICE OF EMPLOYMENT AND TRAINING



Dante Rieti, Director

Approved By:  
THE COUNTY OF CUMBERLAND



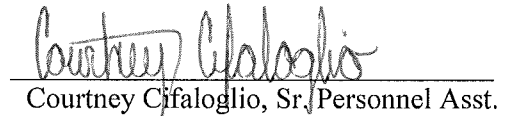
Joseph Derella, Freeholder Director



Ken Mecouch, County Administrator

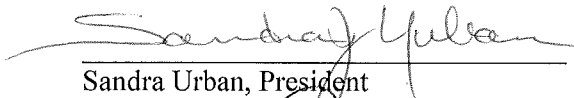


Craig Atkinson, HR/Personnel Director



Courtney Cifaloglio, Sr. Personnel Asst.

THE UNITED AUTO WORKERS OF AMERICA, LOCAL 2327:



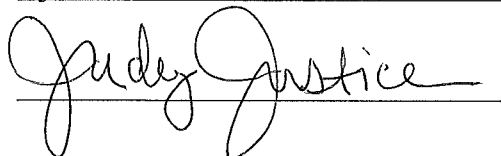
Sandra Urban, President



Bruce Johnson



Sherri LaTourrette



Judy Justice

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**APPENDIX "A"**



Office of Employment and Training		2010 Salary	2011 Increase 0% of Current Salary	2011 Salary	2012 Increase 2% of 2010 Salary	2012 Salary	2013 Increase 2% of 2010 Salary	2013 Salary
Employee Name	Employee Position							
1	Tim Andrews	Employment Counselor	\$39,138	\$0	\$39,138	\$783	\$39,921	\$40,704
2	Susan Benevento	Principal Clerk	\$37,215	\$0	\$37,215	\$744	\$37,959	\$38,704
3	Cindy Bullock	Employment Services Aide	\$35,373	\$0	\$35,373	\$707	\$36,080	\$36,788
4	Max Cineus	Instructor Employment & Training	\$31,544	\$0	\$31,544	\$631	\$32,175	\$32,806
5	Luz Cordero	Building Service Worker	\$25,157	\$0	\$25,157	\$503	\$25,660	\$26,163
6	Carole D'Amato	Instructor Employment & Training	\$48,560	\$0	\$48,560	\$971	\$49,531	\$50,502
7	Merigie Dillon	Employment Counselor	\$45,786	\$0	\$45,786	\$916	\$46,702	\$47,617
8	Bruce Firus	Computer Service Technician	\$45,786	\$0	\$45,786	\$916	\$46,702	\$47,617
9	Miriam Flores	Senior Employment Specialist	\$50,314	\$0	\$50,314	\$1,006	\$51,320	\$52,327
10	Carol Giles (Digue)	Building Service Worker (P/T-10.0/week)	\$7,204	\$0	\$7,204	\$144	\$7,348	\$7,492
11	Donna Hamlet-Pretlow	Senior Employment Specialist	\$63,663	\$0	\$63,663	\$1,273	\$64,936	\$66,210
12	Judy Justice	Employment Counselor	\$49,522	\$0	\$49,522	\$990	\$50,512	\$51,503
13	Rob Kwap	Senior Employment Specialist	\$48,379	\$0	\$48,379	\$968	\$49,347	\$50,314
14	Sherri LaTourrette	Employment Counselor	\$47,617	\$0	\$47,617	\$952	\$48,569	\$49,522
15	Sonia Lorenzana	Employment Counselor	\$51,503	\$0	\$51,503	\$1,030	\$52,533	\$53,563
16	David Merritt	Instructor Employment & Training	\$38,378	\$0	\$38,378	\$768	\$39,146	\$39,913
17	Larry Millbourne	Employment Specialist	\$39,618	\$0	\$39,618	\$792	\$40,410	\$41,203
18	Sherri Orr	Employment Counselor	\$47,617	\$0	\$47,617	\$952	\$48,569	\$49,522
19	Mildred Pacheco	Employment Specialist	\$36,629	\$0	\$36,629	\$733	\$37,362	\$38,094
20	Lorraine Pitts	Senior Clerk/Telephone Operator	\$39,731	\$0	\$39,731	\$795	\$40,526	\$41,320
21	Hazel Rodriguez	Employment Services Aide	\$38,259	\$0	\$38,259	\$765	\$39,024	\$39,789
22	Migdalia Santiago	Employment Counselor	\$36,185	\$0	\$36,185	\$724	\$36,909	\$37,632
23	Maureen Scarpa	Principal Clerk	\$50,930	\$0	\$50,930	\$1,019	\$51,949	\$52,967
24	Lenore Sharp	Employment Specialist	\$36,629	\$0	\$36,629	\$733	\$37,362	\$38,094
25	Michelle Slaney-Mills	Employment Specialist	\$35,220	\$0	\$35,220	\$704	\$35,924	\$36,629
26	Louise Smith	Senior Employment Specialist	\$46,518	\$0	\$46,518	\$930	\$47,448	\$48,379
27	Donna Steever	Employment Specialist	\$46,348	\$0	\$46,348	\$927	\$47,275	\$48,202
28	Delilah Taylor	Employment Counselor	\$47,617	\$0	\$47,617	\$952	\$48,569	\$49,522
29	Jeannie Tetrault	Instructor Employment & Training	\$46,692	\$0	\$46,692	\$934	\$47,626	\$48,560
30	Linda Valentine	Senior Clerk	\$38,203	\$0	\$38,203	\$764	\$38,967	\$39,731
31	Ivonne Walker	Employment Specialist	\$39,618	\$0	\$39,618	\$792	\$40,410	\$41,203
32	Ruth Williams	Instructor Employment & Training	\$39,913	\$0	\$39,913	\$798	\$40,711	\$41,510
33	Sherman Miller	Omni Bus Operator	\$24,813	\$0	\$24,813	\$496	\$25,309	\$25,806
34	George Johnson	Omni Bus Operator	\$32,652	\$0	\$32,652	\$653	\$33,305	\$33,958
35	Dewey Vasser	Omni Bus Operator	\$38,198	\$0	\$38,198	\$764	\$38,962	\$39,726
36	Philly Spinelli	Employment Counselor	\$47,617	\$0	\$47,617	\$952	\$48,569	\$49,522
37	Jack Catling *	Omni Bus Operator (PT-17.5/week)	\$10,773	N/A	N/A	\$215	\$10,988	\$11,204
38	Joseph McCullough*	Omni Bus Operator (PT-17.5/week)	\$9,646	N/A	N/A	\$193	\$9,839	\$10,032
39	Sam Sheets*	Omni Bus Operator (PT-17.5/week)	\$9,646	N/A	N/A	\$193	\$9,839	\$10,032
40	Alonzo Wade*	Omni Bus Operator (PT-17.5/week)	\$9,646	N/A	N/A	\$193	\$9,839	\$10,032
<b>TOTAL WAGES</b>			\$1,513,857	\$0	\$1,474,146	\$30,277	\$1,544,134	\$1,574,411
		Fringe @ .4871 (increase @ .1738)	\$737,400			\$5,262		\$10,524
		Indirect Costs @ .016 (increase @ .015)	\$24,222			\$484		\$969
<b>GRAND TOTAL WAGES, FRINGE, &amp; INDIRECT COSTS</b>			\$2,275,478			\$36,024		\$72,047
<b>METHOD OF PAYMENT</b>								
Using Current Available Reserves						\$23,290		\$23,290
Using Known Additional Revenue (Health Careers Sub-Grant Enrollments)						\$12,734		\$12,734
Using Anticipated Additional Revenue (Health & Adv. Mfg. Sub-Grant Enrollments & Placements)						\$0		\$0
Unfunded Balance						(\$0)		(\$757)

NOTES: \* Start date as PT Employee was after 1-1-12. New 2012 Wage rate will be retroactive to their start date in 2012 and based on hourly rate (Full-Time Salary divided by 8 times hours worked). Both the 1-1-2012 and 1-1-2013 increases of 2% are based on current base salary (i.e., the 2010 salary base.)

Cumberland County Office of Employment and Training

Job Titles and Classifications

UAW 2327 Collective Bargaining Unit Represented Staff

<u>Job Title</u>	<u>NJ CSC Code</u>	<u>Job Grade</u>
Building Service Worker	00938	1
Senior Receptionist	03552@	2
Building Maintenance Worker	00929	3
Omnibus Driver	05594	5
Employment Services Aide	02240	7
Employment Services Aide/Employment Test Monitor	02240/06190	7
Data Entry Machine Operator	04649	8
Clerk 2 (Senior Clerk)	03247	8
Keyboarding Clerk 2/Telephone Operator (Senior Clerk Typist/Telephone Operator)	05204	8
Employment Specialist	01731	9
Job Developer	02217	12
Clerk 3 (Principal Clerk)	02773	13
Instructor Employment & Training	04517	14
Computer Service Technician	07605	16
Employment Counselor	01729	16
Senior Employment Specialist	04367	21

Note: Titles listed are current title names as established by the NJ Civil Service Commission.

Any title names in parentheses refer to previous title names that are no longer in use.

# PROPOSED TO APPENDIX A

OPTION D

Cumberland County Office of Employment and Training

PROPOSED Compensation Schedule

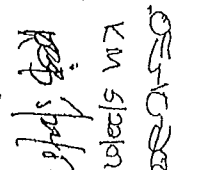
Collective Bargaining Unit Represented Staff

Effective: January 1, 2007 to December 31, 2010

(Schedule Represents a 1% Increase to 2006 Base and a 4.0% Increase per Step)

1 of 1

GRADE	START	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25		
1	18,382	19,117	19,882	20,677	21,504	22,365	23,259	24,189	25,157	26,163	27,210																	
2	19,301	20,073	20,876	21,711	22,580	23,483	24,422	25,399	26,415	27,471	28,570																	
3	20,220	21,029	21,870	22,745	23,655	24,601	25,585	26,608	27,673	28,780	29,931																	
4	21,139	21,985	22,864	23,779	24,730	25,719	26,748	27,818	28,931	30,088	31,291																	
5	22,058	22,941	23,858	24,813	25,805	26,837	27,911	29,027	30,188	31,396	32,652	33,958	35,316															
6	22,978	23,897	24,852	25,847	26,880	27,956	29,074	30,237	31,446	32,704	34,012	35,373																
7	23,897	24,852	25,847	26,880	27,956	29,074	30,237	31,446	32,704	34,012	35,373																	
8	24,816	25,808	26,841	27,914	29,031	30,192	31,400	32,658	33,962	35,320	36,733																	
9	25,735	26,784	27,835	28,948	30,106	31,310	32,568	33,885	35,220	36,629	38,094	39,618	41,202															
10	26,654	27,720	28,829	29,982	31,181	32,429	33,726	35,075	36,478	37,937	39,454																	
11	27,573	28,676	29,823	31,016	32,257	33,547	34,889	36,284	37,736	39,245	40,815																	
12	28,492	29,632	30,817	32,050	33,332	34,685	36,082	37,534	38,993	40,553	42,175																	
13	29,411	30,588	31,811	33,084	34,407	35,785	37,215	38,703	40,251	41,861	43,536																	
14	30,330	31,544	32,805	34,117	35,482	36,901	38,378	39,913	41,509	43,169	44,896																	
15	31,249	32,499	33,799	35,151	36,557	38,020	39,540	41,122	42,767	44,478	46,257																	
16	32,169	33,455	34,793	36,185	37,633	39,138	40,703	42,332	44,025	45,785	47,617																	
17	33,088	34,411	35,788	37,219	38,705	40,256	41,866	43,541	45,283	47,094	48,978																	
18	34,007	35,367	36,762	38,253	39,783	41,374	43,029	44,750	46,541	48,402	50,338																	
19	34,926	36,323	37,766	39,287	40,858	42,483	44,192	45,980	47,798	49,710	51,699																	
20	35,845	37,279	38,778	40,321	41,933	43,611	45,355	47,169	49,056	51,018	53,059																	
21	36,764	38,235	39,764	41,355	43,009	44,729	46,518	48,379	50,314	52,327	54,420																	
22	37,683	39,190	40,758	42,388	44,084	45,847	47,681	49,588	51,572	53,635	55,780																	
23	38,602	40,146	41,752	43,422	45,159	46,965	48,844	50,798	52,830	54,943	57,141																	
24	39,521	41,102	42,746	44,456	46,234	48,084	50,007	52,007	54,088	56,251	58,501																	
25	40,440	42,058	43,740	45,490	47,310	49,202	51,170	53,217	55,345	57,559	59,862																	


  
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