

1416

A G R E E M E N T

BETWEEN

THE CAMDEN COUNTY LIBRARY COMMISSION

and

LOCAL 1454, AMERICAN FEDERATION OF
STATE, COUNTY AND MUNICIPAL EMPLOYEES,
DISTRICT COUNCIL 71, AFL-CIO

Effective: January 1, 1994 through December 31, 1996

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PREAMBLE

This Agreement entered into this tenth day of January 1995 by and between the CAMDEN COUNTY LIBRARY COMMISSION, hereinafter called the "Commission" and Local 1454, AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES, District Council 71, AFL-CIO, hereinafter called "Union," has as its purpose the promotion of harmonious relations between the Commission and the Union; the establishment of an equitable, prompt and peaceful procedure for the resolution of differences; and the establishment of rates of pay, hours of work, and other conditions of employment; and to avoid interruptions of and interference with services; and represents the complete and final understanding on all bargainable issues between the Commission and the Union.

ARTICLE I
RECOGNITION

Section A. The Commission recognizes the Union as the sole and exclusive collective bargaining representative of full-time and part-time employees, and hereinafter defined, employed by the Commission in the following job classifications as set forth in the Certification of Representative in PERC Case No. RO-1027:

Assistant Supervisor Building Services
Audio Visual Clerk
Audio Visual Repairer
Building Maintenance Worker
Clerk Typist
Computer Operator
Computer Operator Trainee
Library Assistant
Library Assistant/Typing
Library Clerk Driver
Library Exhibit Artist/Senior Library Assistant
Library Page
Offset Machine Operator
Principal Account Clerk/Typing
Principal Clerk/Typing
Principal Library Assistant/Typing
Senior Audio Visual Clerk
Senior Building Maintenance Worker
Senior Clerk Typist
Senior Library Assistant
Senior Library Assistant/Typing
Telephone Operator/Receptionist/Typing

Section B. All other persons employed by the Commission including, but not limited to:

Assistant Director
Chief Librarian
Library Director
Principal Clerk Typist (Director's secretary)
Supervising Librarian
Supervisor Building Service

Supervising Library Assistant
Student Assistants
Supervisors

(as defined under the Public Employment Relations Act as amended, called "The Act"), are expressly excluded from the bargaining unit covered by this Agreement.

Section C. Recognition hereunder shall not be interpreted as having the effect of abrogating in any way the rights of employees as established under Chapter 303, Laws of 1968, N.J.S.A. 34:13A-1 et seq. or the responsibilities of the Commission under applicable statutes, regulations and ordinances.

Section D. The term "employee" or "employees" as used in this Agreement shall refer only to the individuals employed in the classifications set forth in Article I Section A and shall include males and females.

Section E. The term "full-time employee" shall refer only to an employee who regularly and customarily is scheduled to work at least thirty-five (35) hours per week or more on a year-round basis.

Section F. The term "part-time employee" shall refer only to an employee who regularly and customarily is scheduled to work less than thirty-five (35) hours per week on a year-round and permanent basis.

Section G.

- (1) A "temporary employee" shall refer only to an employee a) who is hired for a period of up to four (4) months and is so informed at the time of hire, or b) who is hired for the duration of a special project or group of assignments, or c) is hired to replace an employee who is on vacation or on any contractual leaves of absence provided herein.
- (2) The four (4) month period may be extended at the option of the Commission to an additional four (4) months or for the entire length of a contractual leave and the said employee shall still be considered a temporary employee.
- (3) Upon the return of the temporarily replaced employee, or the expiration of the temporary employment, the Commission may either terminate the temporary employee or retain the temporary employee in a unit classification as set forth in Article I Section A. In the event the said employee is retained, he/she shall be covered by the terms of this Agreement in the same manner as all newly hired regular full-time and regular part-time employees.

Section H.

- (1) A "casual employee" shall refer only to an employee who is not scheduled to work on a regular and frequent basis by the Commission, but who may be called in from time to time when the Commission deems necessary.

- (2) A casual employee, as defined herein, shall not be covered by the terms and conditions of this Agreement during his/her period of casual employment.

Section I. A "provisional employee" shall refer only to an employee who is not otherwise permanently appointed or assigned to a job classification having yet to be certified or successfully qualify for the position under the terms, requirements and procedures of the New Jersey Department of Personnel.

Section J. A "permanent employee" shall refer only to an employee who has successfully passed an open competitive or promotional examination, has been appointed and has satisfactorily completed the probationary period set forth in this Agreement, or an employee in a non-competitive position who has satisfactorily completed the probationary period hereunder.

Section K. Agency Shop.

- (1) The Commission agrees to deduct the fair share fees from the earnings of those employees who elect not to become members of the Union and transmit the fee to the Union. Thirty (30) days after employment agency shop dues are to be deducted. Ninety (90) days after employment, they are eligible to join the Union and the full amount is to be deducted with notification.
- (2) The deduction shall commence for each employee who elects

not to become a member of the Union during the month following written notice from the Union of the amount of the fair share assessment. A copy of the written notice of the amount of the fair share assessment shall also be furnished to the New Jersey Public Employment Relations Commission.

- (3) The fair share fee for services rendered by the Union shall be in an amount equal to the regular membership dues, initiation fees, and assessments of the Union, less the cost of benefits financed through the dues and available only to members of the Union, but in no event shall the fee exceed eighty-five percent (85%) of the regular membership dues, fees and assessments.
- (4) The sum representing the fair share fee shall not reflect the cost of financial support of political causes of candidates, except to the extent that it is necessary for the Union to engage in lobbying activity designed to foster its policy goals in collective negotiations and contract administration and to secure the employees it represents advances in wages, hours, and other conditions of employment which ordinarily cannot be secured through collective negotiations with the Commission or the County of Camden Government.
- (5) The Union shall establish and maintain a procedure whereby any individual paying the agency fee can challenge the assessment as computed by the Union. This

appeal procedure shall in no way involve the Commission or any other agency of the County of Camden Government or require the Commission or any such agency to take any action other than to hold the fee in escrow pending resolution of the appeal.

- (6) The Union hereby indemnifies, agrees to defend, and saves harmless the Commission and any and all other agencies of the County of Camden Government against any and all claims, demands, suits or other forms of liability that shall arise out of or by reason of action taken by the Commission or any such agency in reliance upon salary deduction authorization cards or the fair share assessment information as furnished by the Union to the Commission or any such agency, or in reliance upon the official notification on the letterhead of the Union and signed by the president of the Union, advising of such changed deduction.

Section L. Director. The term "Director" shall refer to the individual who, at any time during the term of this Agreement, is appointed by the Commission as the Director of the County Library.

ARTICLE II

SENIORITY

Section A. Seniority is defined as an employee's total length of service with the Commission, beginning with his or her date of hire.

Section B. An employee who incurs a break in service with the Employer (as distinguished from an authorized leave of absence) shall not accrue seniority credits for the time he or she was not employed by the Commission.

Section C. The Commission shall maintain an accurate, up-to-date seniority roster showing the date of hire, permanent appointment date, classification and rate of pay of each employee covered by the Agreement, and the Commission shall furnish copies of same to the Union upon reasonable request.

ARTICLE III
HOURS OF WORK

Section A. The regularly scheduled work week throughout the term of this Agreement shall consist of any five (5) days from Monday to Saturday, inclusive.

Section B. The regularly scheduled work week shall consist of thirty-five (35) hours per week which shall include no more than two (2) nights per week. The employer shall have the right to make changes in any employee's work schedule with a thirty (30) day written notice to the affected employee and the Union. An employee may request a schedule adjustment. Such request shall not be unreasonably denied.

Section C. Where the nature of the work involved requires continuous operations on a twelve (12) hour per day, six (6) day per week basis, employees so assigned will have their schedules arranged in a manner which will assure, on a rotation basis, that all employees will have an equal share of Saturdays off, distributed as evenly as possible through the year.

ARTICLE IV

OVERTIME

Section A. "Overtime" refers to any time worked beyond the regular hours of duty, which, for the titles covered by the Agreement, is presently seven (7) hours per day, and is granted only when an employee is ordered to work by a supervisor.

Section B. Employees on a part-time or seasonal basis are not eligible for overtime unless total hours for the week exceed thirty-five (35).

Section C. Overtime shall be compensated at the rate of one and one-half (1 1/2) the employee's regular rate of pay. The employees shall have the option of taking pay or compensatory time. Compensatory time must be taken within ninety (90) days of accrual. Compensatory time not taken within the ninety (90) day limit will be lost. Overtime shall be paid under any of the following conditions:

(1) Employees required by their supervisor to work overtime shall be paid overtime after seven (7) hours in any day or after thirty-five (35) hours in any work week at the rate of time and one and one-half (1 1/2) the employee's hourly rate of pay.

(2) All work performed in excess of the employee's regular hours of duty in any one (1) week except those hours for which time

and one-half or double is compensated shall not be included in the base weekly hours.

(3) Those employees whose regularly scheduled shift of duties requires them to work on a holiday as defined herein shall be paid at the rate of one and one-half (1 1/2) times their regular rate of pay in addition to being paid for the hours worked on the holiday, with the exception of Good Friday. (See Article XX, Section G.)

Section D. Employees working on Sunday will receive seven (7) hours pay for four (4) hours of work provided such work does not fall within the regular shift of duty.

Section E. When employees are assigned to perform work on the 6th consecutive day of their scheduled work week, they shall be compensated at the rate of one and one-half (1 1/2) times their regular rate of pay. When such employees are assigned to work on the 7th consecutive day, they shall be compensated by double their regular rate of pay.

Section F. Overtime shall be paid no later than the second pay period after the overtime is performed.

Section G. Any employee who is requested and returns to work during periods other than his or her regularly scheduled shift shall be paid time and one-half for such work and be guaranteed not

less than four (4) hours pay, regardless of the number of hours actually worked. If the employee's call-in-time work assignment and his or her regular work shift overlap, he or she shall be paid time and one-half for that period worked prior to or after the regular shift. Thereafter, for the balance of his or her regular work shift, he or she shall be paid at the appropriate rate.

Section H. Overtime work shall be distributed as equally as possible among employees within the same classification.

ARTICLE V
RATES OF PAY

Section A. The pay rates for all employees covered by this Agreement shall be increased as set forth in Appendix A. New or additional employees to be hired during the term of this Agreement shall be governed by the pay scale.

Section B. In any case, where a position requires a person with special qualifications, the Commission may make such an adjustment in the hiring rate as it deems necessary to properly and justifiably fill a position.

Section C. The salary authorized under these regulations shall be interpreted as exclusive of any bonus payments or longevity pay, authorized pursuant to statute.

Section D. The pay rates provided for in this Agreement are fixed on the basis of full-time service in a full-time position. If any position is, by action of the Commission, established on a basis of less than full-time service, or if, with the approval of the Commission, the incumbent of any full-time position is accepted for employment on a part-time basis only, the rate of pay provided for the position (unless otherwise stated) shall be proportionately reduced in computing the pay rate payable for part-time service.

Section E. When an employee is promoted or reclassified (so as to assume additional duties or responsibilities, or in recognition of the performance of duties beyond those required by his or her existing title) from one class or title to another having a higher salary, than his or her salary shall be adjusted so that the employee is guaranteed an annual increase of at least 5%. In no event shall such employee's salary be less than that which he or she received in his/her prior title.

Section F. An employee who performs work in a higher paid classification than his or her own shall be certified for such work after he or she has performed such work for three (3) consecutive weeks full time. Employees undergoing on-the-job training will not be considered as performing work in a higher paid classification. Such on-the-job training will not exceed twelve (12) consecutive weeks. Any employee undergoing on-the-job training will be paid at the rate of his or her own classification.

ARTICLE VI
DIFFERENTIAL PAY

Section A. Employees assigned to the second shift, starting 1 P.M. or after, shall be compensated at an additional rate of 10% of the hourly rate for those days on which they are assigned to the second shift, provided such employees regular work day schedule is seven (7) or more hours.

ARTICLE VII
LONGEVITY PAY

Section A. Longevity pay will be granted annually on or about December 1st in a separate check to all classified full-time employees and to permanent part-time employees working twenty (20) hours a week or more for the time covered by the longevity provisions with five (5) or more year's service on the following schedule:

5 years	2%
7 years	3%
10 years	4%
20 years	6%

Section B. Longevity pay will be granted annually on or about December 1st in a separate check to all classified part-time employees working (19) hours a week or less for time covered by the longevity provisions with fifteen (15) or more years of service on the following schedule:

15 years	4%
20 years	6%

Section C. In calculating longevity pay, in the above schedule, such longevity shall not be calculated on annual salary amounts in excess of \$22,000. The employee must be in a paying

status as of July 1st the year longevity is to be paid, if employee subsequently leaves the employ of the Commission by virtue of retirement or in good standing. In computing longevity, the effective date shall be December 31st. If an employee leaves the service of the Commission after July 1st, but prior to December 31st, longevity will be based on his/her length of service as of December 31st of the current year, prorated. If the employee leaves prior to July 1st, no longevity shall be paid. In case of death, longevity will be paid to the employee's estate.

Section D. Length of service as that term is used herein shall be defined as an employee's total length of service with the Commission, beginning with his date of hire.

ARTICLE VIII

SICK LEAVE

Section A. For purposes herein, "sick leave" is defined to mean absence of any employee from duty because of personal illness by reason of which such employee is unable to perform the usual duties of the position, exposure to contagious disease, or a short period of emergency attendance to a member of the immediate family critically ill and requiring the presence of such employee. The need to attend a member of the immediate family must be certified in writing by the attending physician.

Section B. Immediate family is defined as father, mother, spouse, child, foster child, sister, brother, grandmother, grandfather or grandchild of the employee. It shall also include other relatives of the employee residing in the employee's household.

Section C. All permanent and provisional full-time employees shall be entitled to sick leave with pay. All part-time permanent and provisional employees shall be entitled to sick leave with pay on a prorated basis. Temporary employees, casual employees and other employees, including but not limited to those on an hourly or seasonal basis are not eligible for sick leave.

Section D. Sick leave with pay shall accrue at the rate of one (1) working day for each month of service from the date of permanent appointment up to and including December 31st, next following such date of appointment, and fifteen (15) days sick leave with pay for each calendar year thereafter.

Section E. If any such employee requires none or a portion only of such allowable sick leave for any calendar year, the amount of such leave not taken shall accumulate to his or her credit from year to year, and the employee shall be entitled to such accumulated sick leave with pay if and when needed.

Section F. If any employee is absent for five (5) consecutive working days for any of the reasons set forth in Article VIII Section A, the Commission may require acceptable medical evidence in writing. The nature of the illness and the length of time the employee will be absent should be stated on the doctor's certificate.

Section G. At the discretion of the Director at any time an employee seeking sick leave may be required to submit medical evidence. If sick leave is not approved, the time involved during which the employee was absent shall be charged to vacation credit.

Section H. An employee who does not expect to report to work on any working day for any reason listed in Article VIII Section A,

shall notify the office by telephone or personal messenger within one (1) hour of the beginning hour of the shift assigned. Failure to do so may result in the loss of pay for the period of absence.

Section I. Permanent employees with twenty (20) years or more of continuous service in the Camden County Library and/or Camden County, and who retire at age sixty-five (65) or over, will be entitled to receive pay for one-half (1/2) of accumulated sick leave at retirement. Regulations and guidelines for the administration and entitlement of accumulated sick leave and computation thereof shall follow those set forth in N.J.A.C. 4A:6-3.3.

Section J. Abuse of sick leave may be cause for disciplinary action.

ARTICLE IX

VACATIONS

Section A. All permanent employees and full-time provisional employees shall be entitled to vacation leave based on their anniversary of date of hire as follows:

Date of hire through 23rd month of employment: 1 day per month or 12 days per year

24th month of employment: 13 days per year

36th month of employment: 14 days per year

48th month of employment: 15 days per year

60th month of employment: 16 days per year

72nd month of employment: 17 days per year

84th month of employment: 18 days per year

96th month of employment: 19 days per year

108th month and over: 20 days per year

Section B. Periods of a leave of absence without pay shall be deducted from an employees' total continuous service for purposes of determining the earned seniority credit for vacation leave.

Section C. Permanent part-time employees shall receive vacation credits on a prorated basis.

Section D. If within any calendar year the vacation or any

part thereof is not taken, such vacation or any part thereof not taken may accumulate and shall be granted during the next succeeding calendar year only.

Section E. Vacation requests must be submitted and approved by June 1st of each year. Changes after that date may be made with the employee's supervisor's approval, and notification to the Business Office. The time requirement hereunder may be waived at the Commission's discretion.

Section F. Vacation days may be taken in units of hours.

Section G. If an employee becomes ill or there is a death of a family member covered under Article XVII, Bereavement Leave, the employee shall inform the employer and the vacation time shall be changed to reflect sick leave or bereavement.

Section H. Upon death of employee, any earned vacation time not used shall be calculated and paid to the named beneficiary or to the estate.

ARTICLE X

LEAVES OF ABSENCE

Section A. "Leave of absence" shall be defined as an authorized absence from work with or without pay which is not chargeable to sick leave or vacation leave.

Section B. Permanent employees may request a leave of absence without pay for good cause not to exceed six (6) months.

Section C. All requests for leave of absence without pay must be approved by the Director.

Section D. Employees may return to work prior to the expiration of their approved leave of absence upon making appropriate arrangements with the Director at least fifteen (15) days prior to their anticipated return if leave is three (3) months or less, and at least thirty (30) days if leave is more than three (3) months.

Section E. Request for leave must be made in writing and submitted to the Director via the supervisor or branch librarian in a timely manner as determined by the Director. Documentation must accompany said request, and must include the dates from beginning to termination of such leave if this can be determined.

Section F. The employer agrees to provide leaves of absence with pay for Union business for Local Union Officers and/or Union Delegates. A total of (15) days of such leave shall be granted in each year of this Agreement. Any leave not utilized shall not be carried to succeeding or subsequent years. Additional leave may be granted for specific reasons subject to the approval of the Director. The Union shall request the use of the above stated days time in writing seven (7) days prior to use.

Section G. At the discretion of the Library Director, employees may be granted time off with pay to attend job related meetings or conferences that are sponsored by library-oriented organizations.

ARTICLE XI

MILITARY LEAVE

Section A. Military leave will be granted in accordance with New Jersey State Statutes and Rules and Regulations.

ARTICLE XII
EDUCATIONAL LEAVE

Section A. Permanent full-time employees may request reimbursement for tuition of job related, pre-approved courses designed to improve job skills for which the employee has received a satisfactory grade (C or above). Tuition shall be reimbursed upon completion of the course.

Section B. Full-time employees may choose between one-half day off per week for the duration of the course or the tuition reimbursement.

Section C. An employee is not entitled to be reimbursed when tuition is being paid from another source such as a scholarship.

Section D. The maximum reimbursement per employee per year shall not exceed the per credit hour cost at the State University of Rutgers for two courses.

ARTICLE XIII

EMERGENCY OR SPECIAL LEAVE

Section A. An employee shall be given time off without loss of pay when he or she is required to perform emergency civilian duty in relation to national defense or other emergency declared by the Governor of New Jersey or President of the United States.

ARTICLE XIV
JURY DUTY LEAVE

Section A. Any employee called to jury duty as certified by the Clerk of the Court shall be granted time off without loss of pay, subject to the following conditions:

- (1) The employee must notify his/her supervisor immediately upon receipt of a summons for jury service;
- (2) The employee has not voluntarily sought jury service; and
- (3) The employee submits adequate proof of the time served on jury duty.

Section B. If, on any given day, an employee is attending jury duty, he or she is released by the court prior to 11 o'clock a.m., that employee shall be required to return to work by 12 o'clock noon that day in order to receive pay for that day. An employee will be paid only for the time actually required to serve on jury duty.

ARTICLE XV

COURT APPEARANCE

Section A. Any employee subpoenaed to appear as a witness before a court, legislative committee or quasi-judicial body for actions and/or conduct arising out of his/her employment with the Commission will be excused for the time of the appearance without loss of pay, as long as such appearance is not a consequence of conduct by the employee which violates Article XXIX - Strikes and Lockouts of this Agreement. All other appearances shall be charged to personal time or vacation.

ARTICLE XVI

MEDICAL LEAVE

Section A. An employee who is temporarily either mentally or physically incapacitated to perform his or her duties or for any good reason as determined by the Director may be granted special leave of absence, without pay. Such leave shall be granted at the Director's sole and exclusive discretion. Any employee seeking such special leave shall submit his or her request, in writing, stating the reason why, in his or her opinion, the request should be granted, the date when he or she desires the leave to begin and the probable date of his or her return to duty. Before returning to work, the employee must present a note from the attending physician stating that she/he is fit to perform the job. Any temporary exception must be noted by the physician.

ARTICLE XVII

FAMILY AND MEDICAL LEAVE

Section A. Employees shall be granted leave in accordance with the New Jersey Family Leave Act and the Federal Family and Medical Leave Act of 1993 or their successor legislation.

ARTICLE XVIII

BEREAVEMENT LEAVE

Section A. In the event of death of an employee's spouse, child, parent, brother, sister, brother-in-law, sister-in-law, mother-in-law, father-in-law, or grandchild, the employee shall be granted time off without loss of pay from the day of death up to and including the day of the funeral, but in no event to exceed five (5) working days and notwithstanding the occurrence of the funeral of said relative prior to the expiration of five (5) days.

Section B. In the event of death of any employee's grandparent or relative residing in the employee's household, the employee shall be granted time off without loss of pay from the day of death up to and including the day of the funeral, but in no event to exceed three (3) working days and notwithstanding the occurrence of the funeral of said relative prior to the expiration of three (3) days.

Section C. Employees should notify their supervisors as soon as possible when such leave is needed.

ARTICLE XIX

PERSONAL LEAVE

Section A. All full-time employees shall be entitled to three (3) personal leave days per year, after the first year of such full-time employment, for necessary and important personal reasons.

Section B. Necessary important reasons shall include but not be limited to: property settlement, religious holidays, christening, marriage in immediate family, or the accomplishment of personal business which can only be carried out on the day for which leave is sought.

Section C. Permanent part-time employees will be entitled to personal business days, prorated, for emergencies not covered by other provisions, with approval from the Director.

Section D. Personal days shall not normally be taken in conjunction with vacation or sick leave and must be taken in the year given. Personal days are not cumulative and may not be carried to succeeding or subsequent years.

Section E. Requests for personal leave must be submitted to the Director for approval, which approval shall not be unreasonably withheld, at least three (3) days in advance of the leave day(s)

sought.

Section E. Recognizing that emergencies arise which do not allow for advance notification, an employee may request a personal business day by notifying his or her immediate supervisor of the nature of the emergency. Such emergency shall be limited to those that either endanger life or health, such as a failure in the heating system during winter months; make transportation to work impossible, such as dead battery; or a family event of an important nature, such as a birth. Repair of household appliance, installation of furnishings and the like do not constitute an emergency, and must be arranged on the employee's own time.

Section G. Personal business days may be taken in units of hours.

ARTICLE XX

HOLIDAYS

Section A. The following days are recognized as paid holidays:

New Year's Day	Columbus Day
Martin Luther King Day	General Election Day
Washington's Birthday	Veteran's Day
Good Friday	Thanksgiving Day
Memorial Day	Christmas Eve (1/2)
July 4th (Independence Day)	Christmas Day
Labor Day	

Section B. All employees shall be entitled, as an additional holiday, to a day off for their birthday. Such holiday must be taken within seven (7) days of the employee's actual birthday with the approval of the employee's supervisor.

Section C. Employees shall be entitled to an additional one-half (1/2) holiday, at the employee's option. provided such time is approved in advance by the employee's supervisor.

Section D. Holidays recognized in Section A which fall on Saturday shall be celebrated on the preceding Friday. Holidays which fall on Sunday shall be celebrated on the following Monday. When a holiday falls on a Saturday, employees whose work week is

Monday through Friday will receive Friday as the holiday. Those who are normally scheduled to work on Saturday will receive Saturday as the holiday. When a holiday falls on a Sunday, employees whose work week is Monday through Friday will receive Monday as the holiday. Those who are normally scheduled to work on Sunday will receive Sunday (7 hours) as the holiday.

Section E. Should an official holiday fall within an employee's vacation period, employee may, at his/her option, celebrate the holiday immediately following his/her vacation.

Section F. It is specifically understood that there shall be only one day of celebration in the event that holidays are celebrated on a day other than the actual date of said holiday, and no additional pay shall be received because of the adjustment on the date of celebration.

Section G. With the signing of this agreement, the library will be open on Good Friday. Employees who voluntarily work on Good Friday will receive time and one half and be entitled to a floating holiday, to be used within six (6) weeks before or after Good Friday. Employees wishing to work on Good Friday will be scheduled on the basis of seniority within their department/branch. Employees must notify the supervisor of their intended floating holiday date no later than two (2) weeks prior to the date.

ARTICLE XXI

RELIGIOUS HOLIDAYS

Section A. Employees may use personal days, vacation days, or compensatory time for the observation of established religious holidays, other than those listed as paid holidays.

Section B. In the event that personal days, vacation days and compensatory time have been exhausted, absence for religious observance will be charged to the employee as leave without pay.

ARTICLE XXII

INCLEMENT WEATHER

Section A. All employees will be expected to report as scheduled unless notified that the Library will be closed because of inclement weather, in which case the employees will receive their regular pay, if they were scheduled to work.

Section B. There shall be no shift differential for employees assigned to evening hours on such days unless the employee actually worked on such day.

Section C. If an employee cannot report to work because of severe weather conditions, the time lost from work will be charged against personal business.

Section D. In the event that no personal days remain, the time lost from work will be charged to vacation or as time off without pay, at the employee's option.

Section E. If an employee is unable to report for work, the employee must call in to report the absence to the supervisor as soon as possible on the work day.

Section F. If an emergency closing falls on an employee's

vacation day or prearranged personal business day, the time will still be charged to arranged leave. If the library closes for part of a day because of inclement weather or other emergency, sick time or emergency personal leave will be charged only for the time the library was open.

ARTICLE XXIII

INSURANCE

Section A. The County may continue its self-insurance program or utilize an insurance carrier so long as substantially similar benefits as exist under the 1989/90 contract are provided, except as provided below.

1. The prescription co-pay shall be four dollars (\$4.00) per prescription.
2. Employees and their dependents are encouraged to use generic prescription drugs. If a drug is on the state formulary list and the doctor does not specify that only a brand name may be used, the pharmacist will substitute the generic equivalent, if available. If the doctor specifies "dispense as written", the pharmacist must dispense whatever is specified and the participant shall pay only the co-pay. If the participant, however, specifically requests a brand name, the participant shall pay the difference in price between the generic and the non-generic prescription drug in addition to the co-pay.
3. Employees are encouraged to utilize the services of "Preferred Providers." The County will be responsible for designating such "Preferred Providers." This program is strictly voluntary and shall not reduce the level of benefits currently provided pursuant to the County's self-insured program.

- a. Employees will be advised by the County of the designated "Preferred Providers" and may sign up on a voluntary basis at any time during the calendar year for one full year. At the end of the year, an employee may opt out of the "Preferred Providers" as designated by the County insurance plan.
 - b. Certain other "Preferred Providers" as designated by the County may be made available to enrolled and non-enrolled employees on a voluntary case-by-case basis.
 - c. Notwithstanding the provisions of (a) above, employees may opt out of a "Preferred Provider" program during the period of open enrollment in order to enroll in an HMO program.
4. a. In the event any participant covered by the County's self-insured health benefits program contemplates any of the elective (non-emergency) surgical procedures set forth below, a second opinion by another qualified doctor is mandatory and must be submitted. If no second opinion is submitted the County will only pay for fifty percent (50%) of the total cost of said surgery and all related treatment services. Participants contemplating elective surgery which requires a second opinion must contact the administrator of the County's self-insured benefits program to

arrange for said second opinion, which shall be provided at no additional cost to the participant.

ELECTIVE PROCEDURES REQUIRING SECOND OPINION

1. Bunionectomy
2. Cataract Removal
3. D & C (Dilation & Curettage)
4. Hemorrhoidectomy
5. Herniorrhaphy
6. Hysterectomy
7. Knee surgery
8. Spinal & Vertebral Surgery
9. Ligation & Stripping of Varicose Veins
10. Mastectomy or other Breast Surgery
11. Prostatectomy
12. Submucous Resection
13. Tonsillectomy and/or Adenoidectomy

- b. All hospitalizations of a non-emergency nature must be pre-certified to verify the necessity of, and authorize the length of, an overnight hospital stay before a participant enters the hospital. Participants or their attending physicians must contact the Pre-certifying Administrator to arrange for this precertification. Denial decisions by the Certification Administrator may be appealed to the County Director on Insurance who shall be bound by the employee's doctor, which doctor will have the final say as to the necessity and length of hospital stay for the selected procedure. If any employee does not follow this procedure, the County's self-insurance plan will only pay fifty percent (50%) of the costs associated with the selected procedure.

5. All of the elective (non-emergency) minor surgical procedures set forth below will be considered as covered benefits under the County's self-insured health benefits program only when performed on an out-patient basis unless the participant's doctor certifies in advance to the program's administrator, and in writing that special medical circumstances require that the procedure be performed in a hospital.

PROCEDURES WHICH MUST BE PERFORMED ON AN OUTPATIENT BASIS

1. Tonsillectomy and/or Adenoidectomy
2. Simple hernia repair
3. Excision of skin lesions and cysts
4. Minor gynecological procedures
5. Cataract Removal
6. Dilation and Curettage
7. Tubal Ligation
8. Knee Surgery
9. Bunionectomy
10. Submucous Resection
11. Biopsies
12. Correction of Hammer Toes
13. Removal of Foreign Body
14. Vasectomies
15. Bronchoscopy
16. Laryngoscopy
17. Minor Fractures

6. Where a participant is required by his/her doctor to undergo diagnostic tests prior to surgery being performed, to be considered a covered benefit under the County's self-insured health benefits program, such pre-admission testing must be performed on an out-patient basis unless the participant's doctor certifies in advance to the program's administrator, and in writing that special medical circumstances require that the procedure be performed in a

hospital.

7. There will be no benefits paid under the County's self-insured health benefits program for any treatment provided in a hospital emergency room except where the treating doctor certifies in writing that such treatment was necessitated by an accident or life saving emergency.

8. Participants in the County's self-insured health benefits program are encouraged to carefully review all bills they receive for covered benefits under the program. If a participant discovers an error in a bill submitted to the Administrator for payment under the program which results in an overcharge to the County, the participant shall either advise the Administrator in writing of the error in question or contact the provider directly and have the bill corrected. Upon the submission of acceptable written documentation, the participant shall be entitled to a refund of fifty percent (50%) of the amount saved as a result of the correction of the error up to a maximum of \$100.00 per bill.

9. When any payment is made under the County's self-insured health benefits program, the County shall be subrogated to all the rights of recovery of the participants against any third party. Participants will be required to enter into subrogation agreements to this effect as appropriate.

10. Effective upon date of signing, Mental Health and Substance Abuse benefits under the County's self-insured health benefits program will be covered at a rate of 90/10 co-

insurance for both in-patient and out-patient treatment, with each type of treatment covered equally.

11. Effective upon date of signing, benefits for chiropractic care under the County's self-insured health benefits program will be limited to a maximum of 12 visits per year unless a physician's order requires otherwise.

12. Effective upon date of signing, the County's self-insured health benefits program will change from a coordination of benefits program to a maintenance of benefits program. The new maintenance of benefits will apply when the self-insured plan is secondary for any dependents medical claim or retirees claim. Maintenance of benefits means that the self-insurance plan pays the balance of the claim up to the amount that the self-insured plan would normally cover--as if it were the primary plan.

13. All new employees hired after the signing of this Agreement shall be required to pay a portion of the premium cost for the health care and prescription coverage selected in accordance with the following schedule:

<u>Years of Employment</u>	<u>Percentage of Co-Pay</u>
1	20%
2	16%
3	12%
4	8%
5	4%
6	0%

The amount paid by any employee shall not exceed five percent (5%) of gross salary.

14. All participants currently retired from the County and

those who retired from the County through December 31, 1994 with less than twenty-five (25) years of service with the County, but more than five (5) years of service with the County, shall continue to receive all health benefits in accordance with Section A above, and at the same cost to the participant as currently exists as of the effective date of this Agreement. All such employees who retire from the County with five (5) years of service or less with the County as of their date of retirement shall be entitled to receive all health benefits as set forth in Section A above at a cost of fifty percent (50%) of the actual cost for the type of coverage selected by participants as established by the County and adjusted on an annual basis. Any participant who is ineligible for retirement and who ceases to be employed by the County for any reason other than termination for disciplinary reasons may purchase health benefits for a period not to exceed 120 days at a cost of fifty percent (50%) of the County's actual cost.

All employees who retire from the County after December 31, 1994, shall be entitled to receive all health and prescription benefits as set forth in Section A above at a cost for the actual type of coverage selected by the participant as set forth in the following schedule, with the premium cost established by the County and adjusted on an annual basis:

<u>Years of County Service</u>	<u>Participant Co-Pay</u>
0 up to 5 years	COBRA coverage only
5 up to 10 years	15%
10 up to 25 years	10%
25 or more years	0%

Section B. The County will reimburse an employee on active pay status for the premium cost of the Medicare Plan when the employee or his spouse reaches age sixty-five (65).

Section C. The County will pay health insurance premiums for a plan providing benefits as required in Section A above for a County employee who has retired after twenty-five (25) years of service with the County.

Section D. During the term of this Agreement, there shall be no change in the Group Hospital Medical Plan presently maintained and paid for by the Commission on behalf of the employees, except in the case of a new plan that is the equivalent or better.

Section E. All new employees are to be advised of the Hospital Plan at the time of hire.

Section F. Any employee covered by this agreement may choose, in writing, during the enrollment period, to participate in the "optional health benefits program." Participation in this program is totally voluntary and is intended for those employees who are covered by health insurance coverage through a working spouse or who choose not to maintain the County's health coverage.

1. If an employee chooses to participate in this program and selects one of the options set forth below, the employee shall receive the monetary incentive specified.
2. Employees who opt to participate in this program must do so for a minimum of one (1) year at a time. If an employee chooses to participate and then the spouse's coverage is terminated, upon proper verification of termination, the County will immediately and retroactively to the date of cessation of the spouse's coverage restore the employee, his or her spouse or dependents to coverage under the Self-Insurance Plan for the remainder of that year. If the employee desires to reinstate HMO coverage he or she will be required to wait until the next open enrollment. Where an employee participates in the program for less than one (1) full year, the County shall be entitled, through payroll deduction, to recoup the prorated balance of the incentive paid. The employee shall authorize the payroll deductions, in writing, at such time as the employee opts to participate in the program.

3. Optional Health Benefits Program:

Employee's Current

<u>County Coverage</u>	<u>Option</u>	<u>Incentive</u>
1) Employee & Spouse Drop County coverage	Spouse's plan covers employee and spouse.	\$400 per yr

- 2) Employee & Spouse Drop County coverage \$200 per yr
for spouse. Spouse
covered under spouse's
plan.
- 3) Family (Employee, Drop all County coverage \$500 per yr
Spouse & Employee, spouse and
Children children covered under
spouse's plan.
4. Family (Employee, Drop County coverage \$200 per yr
Spouse & for spouse. Spouse
Children covered under spouse's plan.
Employee and children continue
under County plan.
5. Family (Employee, Drop County coverage \$300 per yr
Spouse & for spouse and children
Children Spouse and children
covered under spouse's
plan. Employee continues
under County plan.

The incentive shall be paid to the employee no later than (1) month after the effective date of the option.

4. Effective upon date of signing, the incentive paid pursuant to paragraph three above shall be increased to fifty percent (50%) of the actual premium cost for the employee's coverage.

5. Effective upon date of signing, the incentive payments provided pursuant to paragraph three above shall be paid in equal monthly payments and appropriate deductions shall be made from the gross incentive amount.
6. Effective upon date of signing, the optional health benefits program provided above shall be available to all new employees on their hire date and shall be available to all current and prospective retirees under the same terms and conditions applicable to active employees.
7. Effective upon date of signing the optional health benefits program set forth above shall be extended to the County's self-funded prescription program and employees who drop such coverage shall be entitled to an incentive of fifty percent (50%) of the annual premium cost, paid in equal monthly installments, under the same terms and conditions as are applicable to participation in the remainder of the optional health benefits program.

ARTICLE XXIV

FRINGE BENEFITS

Section A. Temporary Disability: When an employee is injured on duty, he or she shall receive Worker's Compensation due him or her plus the difference between the amount received as compensation to him or her and his or her net salary, not gross, during the period of temporary disability only, up to a maximum of forty-five (45) working days. Thereafter, in the event of continued temporary disability beyond the forty-five (45) day period, the employee shall receive Worker's Compensation and his or her salary during the period of temporary disability only; which difference shall be charged against his/her sick leave and provided further that the employee signs a form authorizing the Commission to charge the time lost to sick leave.

Section B. Coffee Break: Full-time employees scheduled for a 7-hour day will be entitled to one 15-minute coffee break for each 3.5 hours worked. This shall not be accruable.

Section C. Dental Plan: The Commission shall pay monthly to Local 1454, AFSCME, the amount of \$12.50 per employee, to include all employees who work twenty (20) hours or more per week. The dental plan shall continue for the duration of this Agreement under the terms and conditions set forth in the original Agreement with

the John D. Kernan Dental Plan. All new employees shall become eligible for the plan after ninety (90) days. The Commission shall have the right to have the Union Dental Plan fund account audited at its option.

Section D. Employee pension contributions and the payment of loans to the pension program will be deducted in equal payments from the first two (2) salary payments to an employee in each month.

Section E. Regardless of medical coverage, employees who work three and one-half (3 1/2) hours or more a day at a VDT shall have an eye examination annually and, if it is determined by the examining doctor, shall be fitted for work glasses. All costs as set forth below shall be paid by the employer. Examinations and glasses shall be obtained at the Camden Optometric Clinic. Employees must submit requests for eye examinations to their supervisors for approval before scheduling an appointment.

Annual Examination	\$35.00
Glasses (frames and lenses)	
Single	\$50.00
Double	\$75.00

Section F. Employees under this bargaining unit shall be covered by New Jersey State Disability.

ARTICLE XXV

WORK RULES

Section A. The Commission may establish reasonable and necessary rules of work and conduct for employees as to the conditions of employment not included in this Agreement. Such rules shall be equitably applied and enforced and posted on employees' bulletin boards no later than ten (10) days prior to their effective date. The location of such employees' bulletin boards are to be established by mutual agreement of the parties hereto.

Section B. Management shall inform the Union of any changes in working conditions that affect any employee under the bargaining unit concurrently with notice to the employee.

ARTICLE XXVI

SAFETY AND HEALTH

Section A. The Commission shall, at all times, maintain safe and healthful working conditions, and tools or devices reasonably necessary in order to insure the safety and health of employees.

Section B. The Commission and the Union shall each designate a Safety Committee member. It shall be their joint responsibility to investigate and correct unsafe and unhealthful conditions. They shall meet periodically, as necessary to review conditions in general and to make recommendations to either/or both parties. The Safety Committee member representing the Union shall be permitted reasonable opportunity to visit work locations throughout the Commission facilities, where employees, covered by this Agreement, perform their duties, for the purpose of investigating safety and health conditions, during working hours, with no loss of pay, for periods not to exceed three (3) hours per week for any given week.

Section C. The Safety Committee member, who represents the Union, will notify the Director prior to making such inspections.

ARTICLE XXVII

EQUAL TREATMENT

Section A. The Commission agrees that there shall be no discrimination or favoritism for reasons of sex, age, nationality, race, religion, marital status, political affiliation, staff association membership or activities.

ARTICLE XXVIII

GRIEVANCE PROCEDURES

Section A. Any grievance or dispute that might arise between the parties in reference to the application of or the meaning, or the interpretation of this Agreement shall be settled in the following manner:

Step 1: The aggrieved employee, Grievance Committee or the Union, at the request of the employee, shall take up the grievance or dispute with the Director within five (5) working days of its occurrence. Failure to act within said five (5) days shall be deemed to constitute an abandonment of the grievance. The Director shall respond to the employee, Grievance Committee or Representative in writing within five (5) days of his or her receipt of the notice of the grievance.

Step 2: If the grievance still remains unadjusted it shall be presented by the Union, Grievance Committee or employee to the Commission in writing within seven (7) working days after the response from the Director was due. The Commission shall respond in writing within five (5) working days after its next regularly scheduled meeting. From June 21 to the day following Labor Day, the Commission shall respond within thirty (30) days after the grievance has been presented. If the grievance remains unsettled, the Union may elect to pursue

further steps described in Step 3.

Step 3: If the grievance remains unsettled, the Union may, within fifteen (15) working days after the reply of the Commission is due, by written notice to the Chairman of the Commission, request mediation by the Camden County Labor Relations Committee. The Camden County Labor Relations Committee shall render a decision in writing within fifteen (15) working days from the date of the hearing.

Step 4: If the grievance remains unsettled, the Representative may within fifteen (15) working days after the reply of the Commission is due, with notice to the Chairman, take those further steps permitted pursuant to rules and regulations established by the Public Employment Relations Commission under the provisions of Chapter 303, Laws of 1968.

Section B. Upon notice to and authorization of the Director, representatives of the Union will be permitted to visit with employees during work hours at their work stations for the purpose of discussing Union representation matters. Such notice shall be made by the Union representative prior to the visit. Requests shall not be unreasonably denied so long as requests do not interfere with the normal business operations of the Library. Requests shall be denied summarily upon failure of the Union representative to provide the foregoing notice or upon the failure

of the Union's representatives to secure authorization of the Administrative Office.

Section C. Nothing herein shall prevent the parties from mutually agreeing to extend or contract the time limits for processing the grievance at any step in the grievance process.

ARTICLE XXIX

JOB POSTING

Section A. The Commission shall post its notice of job vacancies and/or newly created positions for a period of five (5) days on the staff bulletin board. Notice will be posted at all library sites and a copy will be sent to the Union president.

ARTICLE XXX

STRIKES AND LOCKOUTS

Section A. The Union hereby covenants and agrees that during the term of this Agreement, neither the Union nor any person acting in its behalf will cause, authorize, or support, nor will any of its members take part in any strike (i.e., the concerted failure to report for duty or willful absence of any employee from his position, or stoppage of work, or absence in whole or in part, from the full, faithful and proper performance of the employees' duties of employment), work stoppage, a slow-down, walk-out or other illegal job action against the Commission. The Union agrees that such actions would constitute a material breach of this Agreement.

Section B. The Union agrees that it will make a reasonable effort to prevent its members from participating in any strike, work stoppage, slow-down or other activity aforementioned or supporting any such activity by any other employee or group of employees of the Commission and that the Union shall take such other steps as may be necessary under the circumstances to have the employees return to work or discontinue the job action.

Section C. Nothing contained in this Agreement shall be construed to limit or restrict the Commission 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.

Section D. The Commission agrees that it will not engage in the lockout of any of its employees.

ARTICLE XXXI
MANAGEMENT RIGHTS

Section A. The Commission 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, without limiting the generality of the foregoing, the following rights:

(1) To engage in the executive management and administrative control of the Library and its properties, facilities and the 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 Commission.

(2) To make rules of procedure and conduct, to use improved methods and equipment, to determine work schedules and shifts, 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.

(3) 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 purposes of maintaining order, safety and/or

the effective operation of the Library after advance notice thereof to the employees to require compliance by the employees.

(4) 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.

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

(6) 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.

(7) The Commission reserves the right with regard to all other conditions of employment not reserved to make such changes as it deems desirable and necessary for the efficient and effective operation of the Library.

Section B. In the exercise of the foregoing powers, rights, authority, duties and responsibilities of the Commission, the adoption of policies, rules, regulations and practices and the furtherance thereof, and the use of judgement and discretion in

connection therewith, shall be limited only to 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 C. Nothing contained herein shall be construed to deny or restrict the Commission in the exercise of any of its rights, responsibilities and authority under any national, state, county or local laws or regulations.

ARTICLE XXXII

GENERAL PROVISIONS

Section A. The Commission and the Union agree to establish a "Union-Management Liaison Committee."

Section B. The Union shall be entitled to assign no more than two (2) Union members to the Committee.

Section C. The Committee will meet at mutually agreed upon times, but not less than quarterly.

Section D. At least three (3) work days prior to the scheduled meeting, the Union members of the Committee shall submit an agenda to the members of the committee designated by the Commission outlining the issues to be discussed.

Section E. It is understood that any discussion and/or recommendation of the Committee is non-binding on any party or individual and is solely advisory.

ARTICLE XXXIII

CONFERENCES

Section A. Employees, as defined in Article I, may be granted time off, at the sole discretion of the Director of the Library, to attend library-related meetings.

Section B. Such attendance at library-related conferences will be on a rotational basis.

Section C. All employees interested will be granted time off without loss of pay to attend some part of a state or regional library-related conference. To the extent that the budget allows, all or part of the expenses for said library-related conference will be paid by the Commission.

Section D. Attendance at other library-related meeting will be granted as the schedule permits, at the sole discretion of the Director of the Library.

Section E. Employees holding office or committee assignments in library-related organizations will be given priority where conflicts in schedule arise.

Section F. Budget permitting, registration fees will be

reimbursed at the membership rate.

ARTICLE XXXIV

SEPARABILITY

Section A. In the event that any provision of this Agreement shall, at any time, be declared invalid or void by any court of competent jurisdiction or by any legislative enactment or by Federal or State Statute enacted subsequent to the effective date of this Agreement, such decision, legislative enactment or statute shall not invalidate the entire Agreement, it being the express intention of the parties hereto that all other provisions not declared invalid or void shall remain in full force and effect.

Section B. In the event that any decision, legislative enactment or statute shall have the effect of invalidating or voiding any provision of this Agreement, the parties hereto shall meet solely for the purpose of negotiating with respect to the matter covered by the provision which may have been so declared invalid or void no later than sixty (60) days after the effective date of the legislation.

ARTICLE XXXV

FULLY-BARGAINED AGREEMENT

Section A. 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 parties at the time they negotiated or signed this Agreement.

ARTICLE XXXVI

DURATION/TERMINATION

Section A. This Agreement shall be in full force and effect as of January 1, 1994 and shall remain in effect to and including December 31, 1996, without any reopening date. This Agreement shall continue in full force and effect from year to year thereafter unless either party notifies the other in writing within the time periods set forth herein. To commence negotiations for a successor agreement, either party shall notify the other in writing, no sooner than one hundred and twenty (120) days prior to the expiration date of this Agreement, of a desire to change, modify or terminate this Agreement.

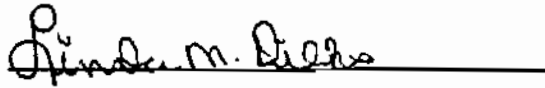
Section B. Notwithstanding Paragraph A hereof, salary increases as set forth in Article V Section A, and annexed in Appendix A, shall be effective retroactive to Pay Period #1, 1994.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals at the Camden County Library, Camden County, New Jersey on this tenth day of January 1995.

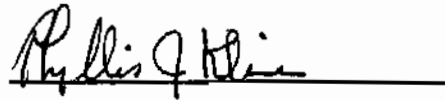
LOCAL 1454

AFSCME COUNCIL 71

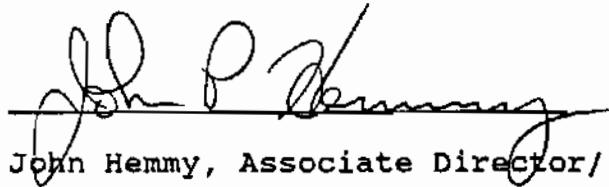
CAMDEN COUNTY LIBRARY

A handwritten signature in cursive script, reading "Linda M. Dilks", written over a horizontal line.

Linda Dilks, President

A handwritten signature in cursive script, reading "Phyllis Kline", written over a horizontal line.

Phyllis Kline, President

A handwritten signature in cursive script, reading "John P. Hemmy", written over a horizontal line.

John Hemmy, Associate Director/
Staff Representative

APPENDIX A

SALARIES

1. As of pay period #1, 1994, the entire scale will be increased by one and one-half percent (1.5%).

2. As of pay period #5, 1994 (February 13, 1994), every employee will move up a step, which represents a three percent (3%) increase.

3. As of January 1, 1995, the entire salary scale will be increased by 3.9%.

4. As of January 1, 1996, the entire salary scale will be increased by 3.9%.

NOTE: The entire salary package represents a 12.3% pay increase over a 3-year period.

up 1.5 and upstep

	1	2	3	4	5	6	7	8	9	10	11	12	13
1894													
Page	6.1648	6.3497	6.5403	6.7365	6.9385	7.1467	7.3611	7.5819	7.8094	8.0437	8.2850	8.5335	8.7895
I	8.1001	8.3432	8.5934	8.8512	9.1168	9.3903	9.6720	9.9621	10.2610	10.5689	10.8859	11.2125	11.5489
II	8.5052	8.7603	9.0231	9.2938	9.5727	9.8598	10.1556	10.4603	10.7741	11.0973	11.4302	11.7731	12.1263
III	8.9304	9.1983	9.4743	9.7585	10.0512	10.3528	10.6634	10.9833	11.3128	11.6522	12.0018	12.3618	12.7326
IV	9.3770	9.6582	9.9480	10.2464	10.5539	10.8704	11.1966	11.5324	11.8784	12.2348	12.5917	12.9798	13.3692
V	9.8458	10.1412	10.4454	10.7588	11.0815	11.4140	11.7563	12.1091	12.4723	12.8466	13.2319	13.6288	14.0377
VI	10.3381	10.6482	10.9677	11.2966	11.6356	11.9846	12.3442	12.7145	13.0959	13.4888	13.8935	14.3103	14.7396
VII	10.8550	11.1806	11.5161	11.8615	12.2174	12.5839	12.9614	13.3503	13.7507	14.1633	14.5882	15.0259	15.4766
VIII	11.3977	11.7397	12.0918	12.4546	12.8283	13.2131	13.6094	14.0178	14.4383	14.8715	15.3176	15.7772	16.2505
IX	11.9676	12.3287	12.6964	13.0774	13.4697	13.8737	14.2900	14.7186	15.1602	15.6150	16.0835	16.5659	17.0629

GRADE TITLE

Page

I Audio Visual Clerk, Building Maintenance Worker, Clerk Typist, Library Assistant, Library Clerk Driver, Offset Machine Operator, Telephone Operator/Receptionist

III Computer Operator

VI Library Exhibit Artist/Senior Library Assistant, Senior Audio Visual Clerk, Senior Building Maintenance Worker, Senior Clerk Typist, Senior Library Assistant

IX Assistant Supervisor Building Services, Principal Account Clerk, Principal Clerk, Principal Library Assistant

ujp 3.9

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Page	6.4052	6.5974	6.7953	6.9992	7.2091	7.4254	7.6482	7.8776	8.1140	8.3574	8.6082	8.8663	9.1323
I	8.4180	8.6886	8.9285	9.1964	9.4724	9.7565	10.0492	10.3506	10.6612	10.9811	11.3104	11.6498	11.9993
II	8.8369	9.1019	9.3750	9.6563	9.9460	10.2443	10.5517	10.8682	11.1943	11.5301	11.8760	12.2322	12.5992
III	9.2787	9.5571	9.8438	10.1391	10.4432	10.7566	11.0793	11.4117	11.7540	12.1066	12.4698	12.8439	13.2292
IV	9.7427	10.0349	10.3360	10.6460	10.9655	11.2944	11.6332	11.9822	12.3417	12.7120	13.0828	13.4860	13.8906
V	10.2298	10.5367	10.8527	11.1784	11.5136	11.8591	12.2148	12.5813	12.9587	13.3476	13.7480	14.1603	14.5851
VI	10.7413	11.0634	11.3954	11.7372	12.0893	12.4520	12.8257	13.2104	13.6067	14.0149	14.4354	14.8684	15.3144
VII	11.2784	11.6167	11.9652	12.3241	12.6938	13.0746	13.4669	13.8710	14.2870	14.7157	15.1571	15.6119	16.0802
VIII	11.8423	12.1975	12.5634	12.9403	13.3286	13.7284	14.1402	14.5645	15.0014	15.4515	15.9150	16.3925	16.8842
IX	12.4943	12.8074	13.1916	13.5874	13.9950	14.4148	14.8473	15.2926	15.7515	16.2239	16.7107	17.2120	17.7283

GRADE

Page

TITLE

Page

I Audio Visual Clerk, Building Maintenance Worker, Clerk Typist, Library Assistant, Library Clerk Driver, Offset Machine Operator, Telephone Operator/Receptionist

III Computer Operator

VI Library Exhibit Artist/Senior Library Assistant, Senior Audio Visual Clerk, Senior Building Maintenance Worker, Senior Clerk Typist, Senior Library Assistant

IX Assistant Supervisor Building Services, Principal Account Clerk, Principal Clerk, Principal Library Assistant

up 3.9%

1996	1	2	3	4	5	6	7	8	9	10	11	12	13
Page	6,6550	6,8547	7,0603	7,2721	7,4903	7,7150	7,9464	8,1849	8,4304	8,6833	8,9439	9,2121	9,4885
I	8,7442	9,0067	9,2768	9,5551	9,8418	10,1370	10,4412	10,7543	11,0770	11,4093	11,7515	12,1041	12,4673
II	9,1815	9,4569	9,7407	10,0329	10,3339	10,6439	10,9632	11,2921	11,6309	11,9798	12,3392	12,7093	13,0906
III	9,6405	9,9298	10,2277	10,5345	10,8505	11,1761	11,5114	11,8567	12,2124	12,5788	12,9562	13,3448	13,7452
IV	10,1226	10,4263	10,7391	11,0612	11,3931	11,7349	12,0869	12,4495	12,8230	13,2077	13,5930	14,0120	14,4323
V	10,6288	10,9476	11,2760	11,6143	11,9627	12,3216	12,6912	13,0720	13,4641	13,8681	14,2842	14,7126	15,1540
VI	11,1602	11,4949	11,8398	12,1950	12,5608	12,9376	13,3259	13,7256	14,1373	14,5615	14,9983	15,4482	15,9117
VII	11,7182	12,0697	12,4319	12,8047	13,1889	13,5846	13,9922	14,4119	14,8442	15,2896	15,7483	16,2207	16,7074
VIII	12,3041	12,6732	13,0533	13,4450	13,8484	14,2638	14,6917	15,1325	15,5864	16,0541	16,5356	17,0318	17,5427
IX	12,9192	13,3069	13,7061	14,1173	14,5408	14,9770	15,4263	15,8891	16,3658	16,8567	17,3625	17,8833	18,4198

GRADE TITLE

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JOHN D. KERNAN, D.M.D., P.A.

1800 DAVIS STREET
FERRY OFFICE BUILDING
CAMDEN, NEW JERSEY 08104
609-962-6106
215-629-0588

March 23, 1994

Echelon Library Association
Echelon Urban Center
Laurel Road
Voorhees, NJ 08043

Re: Renewal- Dental Benefit Contract

Dear Linda:

In accordance with our conversation concerning the renewal of the dental benefit contract between the Echelon Library Association and John D. Kernan, D.M.D., I am pleased to inform you that there will be no increase in the Prepayment for the term of the contract.

The contract term would be for three years with the effective date of June 1, 1994 and terminating on May 31, 1997.

There is a modest increase in a few of the surcharges to cover the expense of taking precautions to control the risks of transmission against infectious diseases in compliance with OSHA regulations.

The estimated cost to meet these requirements is \$10.00 per patient visit.


We prefer to raise the Surcharges rather than impose the \$10.00 charge on to our plan members.

We would welcome the opportunity to review the dental benefit with the Library Association if you feel it would be beneficial.

We thank you for your confidence in our dental plan and look forward to providing your group with quality, professional services, in a prompt and efficient manner, in the future.

If I can be of assistance to you at any time with the dental plan, you need only to contact me.

Sincerely,


Rita M. Harms, Administrative Assistant

JOHN D. KERNAN, D.M.D. & ASSOCIATES

BASIC PLAN
PLAN COSTS AND PREPAYMENT

THE PLAN COSTS AND PREPAYMENTS (UNDER ARTICLE III, SECTION I
OF THE PROVIDER AGREEMENT) PER MONTH WILL BE:

\$12.50 PER ELIGIBLE MEMBER FOR A COMPOSITE PLAN

