

AGREEMENT

BETWEEN THE

CAPE MAY COUNTY WELFARE BOARD

AND

UNITED INDEPENDENT UNION, LOCAL #5

covering the period

January 1, 1994 through December 31, 1996

<u>ARTICLE NO.</u>	<u>ARTICLE NAME</u>	<u>PAGE NO.</u>
	PREAMBLE	4
I	RECOGNITION	4
II	MANAGEMENT RIGHTS	4
III	GRIEVANCE PROCEDURE	8
IV	SENIORITY	14
V	UNION REPRESENTATIVES	15
VI	HOURS AND OVERTIME	16
VI	HOLIDAYS	18
VIII	ADMINISTRATIVE DAYS	19
IX	VACATIONS	20
X	HOSPITALIZATION AND INSURANCE	23
XI	SICK LEAVE	24
XII	BEREAVEMENT LEAVE	28
XIII	DRUGFREE WORKPLACE	29
XIV	SALARIES AND COMPENSATION	30
XV	LONGEVITY PLAN	33
XVI	UNIFORM ALLOWANCE AND EQUIPMENT	34
XVII	BULLETIN BOARDS	35
XVIII	WORK RULES	35
XIX	NO STRIKE PLEDGE	35
XX	NON-DISCRIMINATION	37
XXI	DEDUCTIONS FROM SALARIES	38

<u>ARTICLE NO.</u>	<u>ARTICLE NAME</u>	<u>PAGE NO.</u>
XXII	LEAVES OF ABSENCE	40
XXIII	SEPARABILITY AND SAVINGS	42
XXIV	FULL BARGAINED PROVISIONS	42
XXV	TERM AND RENEWAL	43
	SCHEDULE I	43
	APPENDIX A	
	APPENDIX B	
	APPENDIX C	
	APPENDIX D	

PREAMBLE

This Agreement entered into this _____ day of _____, 1994 by and between the CAPE MAY COUNTY WELFARE BOARD, in the State of New Jersey, hereinafter called the WELFARE BOARD, and UNITED INDEPENDENT UNION, LOCAL #5, hereinafter called the UNION, represents the complete and final understanding on all bargainable issues between the WELFARE BOARD and the UNION.

ARTICLE I

RECOGNITION

In accordance with the "Certificate of Representation" of the Public Employment Relations Commission dated December 22, 1994 (Docket No. 94-130), the Welfare Board recognizes the Union as the exclusive Collective Negotiating Agent for all Employees covered in the aforementioned Certification and more specifically by Job Titles as listed in Schedule I excluding all supervisors within the meaning of the Act, managerial executives, confidential employees, and police.

ARTICLE II

MANAGEMENT RIGHTS

A. The Welfare Board 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

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ARTICLE II

MANAGEMENT RIGHTS

A. The Welfare Board hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it prior to the signing of

this Agreement by the Laws and Constitution of the State of New Jersey and of the United States, including, but without limiting the generality of the foregoing, the following rights:

1. To exercise all management functions and responsibilities which the Welfare Board has not expressly modified or restricted by a specific provision of this Agreement;
2. To the Executive Management and Administrative control of the Welfare Board and its properties and facilities and to determine the methods of operation to be offered by its employees and to direct the activities of its employees;
3. To establish and administer policies and procedures related to personnel matters, departmental activities, employee training, departmental and work hire operational functions, performance of services and maintenance of the facilities and equipment of the Welfare Board;
4. To reprimand, suspend, demote, discharge or otherwise discipline employees for cause according to law;
5. To determine the standards of selection of employment consistent with New Jersey Department of Personnel Rules and Regulations and to hire, promote, transfer, assign, reassign, lay-off and recall employees to work and to determine their qualifications and conditions for continued employment or assignment;

6. To determine the number of employees and the duties to be performed, in accordance with New Jersey Department of Personnel Regulations;
 7. To maintain the efficiency of employees in the performance of their duties and to maintain the efficiency of its operations;
 8. To determine staffing patterns and areas worked, to control and regulate the use of facilities, supplies, equipment, materials and other property of the Welfare Board;
 9. To relieve employees from duty because of lack of work, lack of funding, or legal cause in accordance with New Jersey Department of Personnel Regulations;
 10. To determine the amount of overtime to be worked;
 11. To determine the methods, means and personnel by which its operations are to be conducted;
 12. To determine the content of work assignments;
 13. To exercise control and discretion over the organization and the technology of performing its work;
 14. To subcontract for any existing or future service as determined necessary by the Welfare Board;
 15. To make or change Welfare Board rules, regulations, policies, and resolutions as the Welfare Board may from time-to-time deem best for the purposes of maintaining order, safety and/or the effective and efficient operation of the work of the Welfare Board;
- and

16. To generally manage the affairs of the Welfare Board, attain and maintain full operation efficiency and productivity and to direct the work force.

B. In recognition of the rulings of the Courts of New Jersey the parties recognize that the exercise of managerial rights is a responsibility of the Welfare Board on behalf of the taxpayers and that the Welfare Board cannot bargain away or eliminate any of its managerial rights.

C. The exercise of the foregoing powers, rights, authority, duties and responsibilities of the Welfare Board, the adoption of policies, rules, regulations and practices in furtherance thereof and the use of judgment and discretion in connection herewith shall be limited only by the specific and express terms of this agreement and then only to the extent such specific and express terms hereof are in conformance with the Constitution and Laws of New Jersey and of the United States.

D. Nothing contained herein shall be construed to deny or restrict the Welfare Board of its rights, powers, authority, duties and responsibilities under R.S. 44 and R.S. 11 or any other national, state, county or local laws or ordinances.

ARTICLE III

GRIEVANCE PROCEDURE

A. Purpose.

1. The Purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems which may arise affecting the terms and conditions of employment. The parties agree that this procedure will be kept as informal as may be appropriate.

2. 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.

B. Definitions.

The term "grievance" shall mean an allegation that there has been:

1. A misinterpretation or misapplication of the terms of this Agreement which is subject to the grievance procedure outlined herein and shall hereinafter be referred to as a "contractual grievance"; or

2. Inequitable, improper, unjust application or misinterpretation of rules or regulations, existing policy, or orders applicable to the Welfare Board, which shall be processed up to and including the Welfare Board, and shall hereinafter be referred to as a "non-contractual grievance".

The Term "grievance" shall not include any disciplinary matters. All disciplinary matters will be handled under the present procedures of the New Jersey Department of Personnel and in accordance with the rules and regulations of the New Jersey Department of Personnel and will not be processed under the grievance procedure herein.

Depending on the magnitude of the offense, the discipline issued by the Welfare Board shall be either a verbal warning, written reprimand, demotion, suspension or discharge from employment.

C. Presentation of a Grievance.

The Welfare Board agrees that in the presentation of a grievance there shall be no loss of pay for the time spent in presenting the grievance by the grievant and one union representative who is an employee of the Board throughout the grievance procedure.

D. Steps of the Grievance Procedure.

The following constitutes the sole and exclusive method for resolving grievances between the parties covered by this Agreement.

Step 1

1. The grievant shall institute action under the provisions hereof in writing, signed and delivered to his or her Supervisor within ten (10) working days of the occurrence complained of, or within ten (10) working days after he would reasonably be expected to know of its occurrence. Failure to act within said ten (10) days shall be deemed to constitute an abandonment of the grievance. The grievant, upon request, has the right to be represented by an employee who is a Local Union Officer.

2. The Supervisor shall render a decision in writing within ten (10) working days after receipt of the grievance.

Step 2

1. In the event satisfactory settlement has not been reached, the grievant shall, in writing and signed, file his complaint with the Administrative Supervisor of Social Work or the Administrative Supervisor of Income Maintenance depending upon the grievant's work location and, for those employees not supervised by either of them, then to the Deputy Director. Such filing shall take place within five (5) working days following the determination at Step 1. The grievant, upon request, has the right to be represented by an employee who is a Local Union Officer.

2. The Administrative Supervisor of Social Work, the Administrative Supervisor of Income Maintenance, or the Deputy Director, as the case may be, shall render his/her decision within ten (10) working days after the receipt of the Complaint.

Step 3

1. In the event satisfactory settlement has not been reached, the grievant shall, in writing and signed, file his complaint with the Director of Welfare within five (5) working days following the determination at Step 2. The grievant, upon request, has the right to be represented by an employee who is a Local Union Officer.

2. The Director of Welfare, or his designee, shall render his decision within ten (10) working days after the receipt of the Complaint.

Step 4

1. Should the grievant disagree with the decision of the Director, or his designee, the aggrieved may, within five (5) working days, submit to the Board a statement in writing and signed as to the issues in dispute. In the event the grievant files his statement with the Board at least ten (10) working days prior to a Board meeting, the matter shall be placed on the agenda for that Board meeting. Statements filed less than ten (10) working days before a Board meeting may be heard by the Board at the meeting or at the Board's discretion placed on the agenda for the following meeting. The Board shall review the decision of the Director together with the disputed areas submitted by the grievant. The grievant and/or the Union representative may request an appearance before the Board. The Board will render its decision within eight (8) working days after the Board meeting at which the matter has been reviewed. If the Board's decision involves a non-contractual grievance, the decision of the Board shall be final.

2. The grievant, upon request, has the right to be represented by the Local Union Officer or the International Union Representative, or both. A minority organization shall not present or process grievances.

Step 5

1. Any unresolved contract grievance as defined in "B 1 Definitions" above may be appealed to arbitration.

2. Where the grievance involves an alleged violation of individual employment rights specified in the New Jersey Department of Personnel Law and/or Rules or Regulations for which a specific appeal to the New Jersey Department of Personnel is available or where the dispute involves the discipline of an employee the individual shall present his Complaint to the New Jersey Department of Personnel directly in accordance with its rules. The employee shall pursue the New Jersey Department of Personnel remedy and shall have no rights to grieve any disciplinary action under the grievance procedure provided herein.

3. An Arbitrator shall be selected pursuant to the rules of the Public Employees Relations Commission. The arbitrator shall be bound by the parameters of the grievance definition stated above in this Agreement.

4. The parties shall meet at least ten (10) working days prior to the date of the arbitration hearing to frame the issues to be submitted to the arbitrator and to stipulate the facts of the matter in an effort to expedite the hearing.

5. The decision or award of the arbitrator shall be final and binding on the Welfare Board, the Union, and the grievant or grievants to the extent permitted by and in accordance with applicable law and this agreement.

6. The arbitrator may prescribe an appropriate back pay remedy when he finds a violation of this Agreement, provided such remedy is permitted by law and is consistent with the terms of this

Agreement, except that he may not make an award which exceeds the Welfare Board's authority.

The arbitrator shall have no authority to prescribe a monetary award as a penalty for a violation of this Agreement.

7. The arbitrator shall not have the power to add to, subtract from or modify the provisions of this Agreement and shall confine this decision solely to the interpretation and application of this Agreement. He shall confine himself to the precise issue submitted for arbitration and shall have no authority to determine any other issues not so submitted to him, nor shall he submit observations or declarations of opinions which are not essential in reaching the determination.

8. The costs of the services of the arbitrator shall be borne equally by the Board and the Union. Any other expenses incurred in connection with the arbitration shall be paid by the party incurring the same.

9. The arbitrator shall hold a hearing at a time and place convenient to the parties as expeditiously as possible after his selection and shall issue his decision within thirty (30) days after the close of the hearing.

10. Grievance resolutions or decisions at Steps 1 through 5 shall not constitute a precedent in any arbitration or other proceeding unless a specific agreement to that effect is made by the authorized representatives of both parties. This is not to be

construed as limiting the right of either party to introduce relevant evidence, including such grievance resolution, as to the prior conduct of the other party.

ARTICLE IV

SENIORITY

A. For purpose of accruing benefits payable hereunder, including but not limited to vacations, sick leave, and longevity, Seniority shall be defined as continuous employment with the Welfare Board from date of hire.

B. For purposes of promotions or demotion, Seniority shall be defined as length of service from the date of employee's Certification by the New Jersey Department of Personnel in his or her present title.

C. For purposes of layoff, Seniority shall be defined as employee's length of service from his or her date of initial Certification by the New Jersey Department of Personnel as a Welfare Board employee.

D. The Welfare Board shall utilize experience, ability, aptitude, qualification, attendance record, physical capacity, and the result of the New Jersey Department of Personnel examination as the criteria for promotion of employees to job classifications having a higher rate of pay. When all of the aforementioned items are substantially equal, seniority shall be the deciding factor.

The selection of the employee to be promoted shall be made by the Board in conformity with the New Jersey Department of Personnel Regulations and state law and shall not be subject to review.

ARTICLE V

UNION REPRESENTATIVES

A. Accredited representatives of the Union may enter the Welfare Board facilities or premises at reasonable hours for the purpose of observing working conditions or assisting in the adjustment of grievances. When the Union decides to have its representative enter the Welfare Board facilities or premises, it will request such permission from the appropriate Welfare Board representative and such permission will not be unreasonably withheld, provided there shall be no interference with the normal operations of the business of the Welfare Board or normal duties of Employees.

B. The Welfare Board Employees shall elect an Executive Board and shall furnish the Welfare Board with the names and titles of said Executive Board. A maximum of two (2) Local Officers shall represent the Union in the settlement of Grievances with the Welfare Board and the time related to such discussions shall be kept within reasonable limits and shall conclude prior to 10 a.m. of the work day and may continue after the end of the regularly scheduled work day.

C. Upon written notification to the Welfare Board, the members of the Executive Board may be given leave with pay to attend Union seminars, educational functions or conventions, not to exceed a combined

total of twelve (12) days in any one (1) year in each of the three (3) year periods of this contract as measured from January 1 of each year to December 31 of each year. No more than two (2) employees may take such leave at the same time.

ARTICLE VI

HOURS AND OVERTIME

A. Hours.

Normal hours of work for all employees are not to exceed thirty-five (35) hours a week. One (1) unpaid hour each day shall be allowed for lunch. The normal work hours for employees hereunder shall be from 8:30 a.m. to 4:30 p.m. each day. There also shall be a fifteen (15) minute break in the morning which shall be scheduled between 10:00 a.m. and 10:30 a.m. at the direction of the Board.

B. Overtime.

(1) All hours worked by an employee in excess of the normal thirty-five (35) hour week shall constitute overtime.

(2) Upon notice, employees shall be required to perform compulsory overtime for which they will receive cash payment at time and one-half or at the employee's election, compensatory time off on a time and one-half basis.

(3) Upon request, employees may perform voluntary overtime for which they will receive time-off on an hour for hour basis or at the employee's election cash payment at time and one-half.

(4) No overtime shall be worked by an employee unless specifically directed or authorized by the Welfare Director or his designee.

C. Call in Pay.

If the Building Maintenance Worker is called in on an emergency he or she shall be paid a minimum of three (3) hours at the overtime rate of time and one-half.

D. Stand by Pay.

At the Board's discretion, the Board may direct and designate Social Workers to be available and on call outside of their scheduled work week. These on-call assignments shall be for periods of one (1) week. These Social Workers shall be immediately and readily available to perform any assigned duty within their job classification, before or after their regular work schedule, during the one (1) week period. When such a system is implemented, Social Workers will be requested to stand by on a voluntary basis, if insufficient employees volunteer, then in such event, all Social Workers will be assigned such on-call responsibility on a rotation basis. Each Social Worker shall have one pager for his/her disposal for the one week scheduled period. For each assigned week of on-call duty, the assigned Social Worker will be entitled to take two compensatory days off which shall be taken during the calendar year except during the month of December and such compensatory days off are subject to seventy-two (72) hours prior written approval of the Social Worker's supervisor. Compensatory days off earned during the calendar month of December can be carried over and taken during the first calendar quarter in the next year with the prior

authorization as provided above. The employee may elect to take cash in place of this compensatory time off. In the event an employee is actually called in to perform assigned duties during off-duty hours during any on-call assignment period, the employee will be paid time and one-half for all hours actually worked. No compensation is payable for telephone advice which does not actually require reporting for work.

ARTICLE VII

HOLIDAYS

A. The following Holidays shall be recognized:

- | | |
|----------------------------------|--------------------------|
| 1. New Year's Day | 8. Labor Day |
| 2. Martin Luther King's Birthday | 9. Columbus Day |
| 3. Lincoln's Birthday | 10. Veteran's Day |
| 4. Washington's Birthday | 11. General Election Day |
| 5. Good Friday | 12. Thanksgiving Day |
| 6. Memorial Day | 13. Christmas Day |
| 7. Independence Day | |

B. In order to be eligible for holiday pay an employee must work the last work day prior to the holiday and the first work day following the holiday unless the employee has received the prior approval of the Welfare Board to be absent on either such day and except for a bona fide authorized absence as determined by the Director of the Welfare Board in his/her absolute discretion.

C. In the event an employee is requested to work on the recognized Holidays as noted in this Article, he shall be paid at the rate of time

and one-half for such hours that are worked on the Holiday in addition to his regular Holiday pay. Holiday pay is the rate for which a person works during his normal course of duties.

D. In addition to the aforementioned Holidays, the Board will grant a Holiday when the Governor, in his role as Chief Executive of the State of New Jersey, declares a Holiday by Proclamation or when the Board of Chosen Freeholders of Cape May County declares a non-working day for all County Employees.

E. Those Holidays that fall on Saturday shall be celebrated on the preceding Friday. Those Holidays that fall on Sunday shall be celebrated on the following Monday.

F. The parties acknowledge that the Board of Chosen Freeholders of the County of Cape May has promulgated a Weather Emergency Policy for County operations and agencies and the parties agree to abide by same in its current or any amended form.

ARTICLE VIII

ADMINISTRATIVE DAYS

Full-time employees shall receive three (3) Administrative Days Leave with pay per calendar year under the following conditions:

Requests for Administrative Leave may be granted by the Welfare Board upon request made by the employee to his/her immediate supervisor or his/her designee made as soon as possible but in all cases prior to the employee's normal starting time. Said request shall be granted at the discretion of the supervisor or his/her designee so long as the

employee's absence can be permitted without interfering with the proper conduct of the Welfare Board.

Administrative Leave days shall not accumulate, but must be used in the calendar year. Administrative Leave Days are earned on a pro-rated basis. New employees shall only receive one (1) Administrative Leave Day for each four (4) full months of employment during their initial year of employment. Employees hired during the first fifteen (15) days of the month receive credit for the month of hire. Employees hired on the sixteenth (16) day of the month or thereafter receive no credit for the month of hire. Thereafter, at the beginning of each calendar year, in anticipation of continued employment, employees shall be credited with three (3) Administrative Leave Days. An employee who leaves Welfare Board service before the end of a calendar year shall have his or her Administrative Leave Days pro-rated, based upon time earned. An employee shall reimburse the Welfare Board for paid Administrative Leave Days used in excess of his or her pro-rated entitlement.

ARTICLE IX

VACATIONS

A. Full-time. Employees may be granted vacation leave as follows:

One (1) working day for each month of service or major fraction thereof during the first year;

After one year of service through five years of service, twelve (12) working days per year;

After five years of service through twelve years of service, fifteen (15) working days per year;

After twelve years of service through twenty years of service, twenty (20) working days per year.

After twenty years of service, twenty-five (25) working days per year.

Service includes all temporary continuous service immediately prior to permanent appointment with the Welfare Board or other County office provided there is no break in service of more than one week. Any increase in vacation days based on years of continuous County service will be credited at the beginning of the calendar year in which the employee attains it with anticipation that his/her employment will be continuous throughout the calendar year.

B. Part-time. Employees will earn vacation leave on a prorated basis in accordance with the regulations.

C. Employees Resigning or Retiring shall be granted vacation leave prorated on the basis of current annual allowance divided by 12, multiplied by the months of service completed within the particular year.

D. Accumulation of Vacation - where in any calendar year the vacation leave or any part thereof is not granted by reason of pressure of work, such leaves of absence or parts thereof not granted shall accumulate and shall be granted during the next succeeding calendar year only.

E. Vacation for Veterans - a returning veteran shall be entitled to full vacation time for the year of return and for the year preceding, provided the latter can be taken during the year of return.

F. Deceased Employees - whenever any employee in the classified service dies, payment shall be made to the estate of such deceased employee for all earned and unused vacation leave, within the limits set forth in D above, based on the last approved compensation rate for the deceased employee.

G. Scheduling of Vacations - all vacations shall be granted, so far as practicable in accordance with the desires of the employee. Employees shall submit written vacation requests to his/her immediate supervisor prior to May 1st of each year or if said vacation shall be taken prior to May 1st, then at least seven (7) work days prior to the commencement of the proposed vacation. The Welfare Board supervisor shall determine and approve the dates and times of vacation to be taken by the employees and shall determine how many employees hereunder can be off at the same time. In no event shall any vacation be granted unless the written vacation request was made at least seven (7) work days prior to the commencement of the proposed vacation.

In the event an employee fails to report for work after a vacation request has been denied, such employee shall be deemed to be on unauthorized absence and shall be subject to discipline.

In the event an employee exhausts all vacation leave entitlements and thereafter is absent from work without prior authorization, then such employee shall be subject to discipline.

H. Accrual of Vacation Days - the amount of vacation days as set forth above shall be credited in advance at the beginning of each year, before such days are earned, in anticipation of the employee's continued employment for the full year.

The amount of vacation days as set forth above is earned by the employee on a monthly pro rata basis. In the event the employee's employment with the Welfare Board should terminate before the end of the year and more vacation days have been used by the employee than have been earned on a pro rata basis, the per diem rate of pay for each of the excess days shall be deducted from the employee's final pay.

I. Vacation Transfer. In the event of a documented catastrophic illness which results in an employee exhausting all sick leave, administrative leave and vacation leave, employees may transfer to the credit of such affected employee up to two (2) vacation leave days from those accrued to the credit of an employee for carryover vacation.

ARTICLE X

Section 1. HOSPITALIZATION AND INSURANCE

A. The Welfare Board shall continue to provide enrollment in the Group Insurance Programs contracted for by the Cape May County Board of Chosen Freeholders for all permanent or provisional employees and their dependents subject to the same provisions, terms and conditions as are applicable to the general category employees of the County of Cape May. New employees will be eligible for enrollment after the employee has been on the payroll for two (2) continuous months.

B. In the event an employee during the course of his/her employment comes into contact with a person or persons who have a contagious disease, then the Welfare Board will provide such periodic medical examinations as may be determined by the Welfare Board's designated doctor to be necessary to monitor and care for the employee. In the event the Welfare Board directs an employee to attend a medical examination during work hours then the employee shall not lose any leave time.

Section 2 . LEGAL REPRESENTATION

The Welfare Board, upon request of an employee, will provide for the defense of any employee in any legal action or proceeding arising out of and directly related to any act or omission which occurred while the employee was acting within the scope of assigned Welfare Board duties. This duty to provide for the defense shall not arise where such action or proceeding is brought by or on behalf of the Welfare Board.

ARTICLE XI

SICK LEAVE

A. Service Credit for Sick Leave.

1. All employees shall be entitled to sick leave with pay as specified hereunder.

2. Sick leave means the absence of an employee from duty because of illness, injury, maternity leave (during the period of actual incapacitation as shown by a physician's certificate), exposure to contagious disease, necessary attendance upon a member of the

immediate family seriously ill, death in the immediate family or other relatives living in the employee's household. Taking Sick Leave for any other purpose constitutes an abuse of Sick Leave.

B. Amount of Sick Leave

1. The minimum sick leave with pay shall accrue to any full-time employee on the basis of one (1) working day per month during the remainder of the first calendar year of employment after initial appointment; and fifteen (15) working days in every calendar year thereafter.

2. Any amount of sick leave allowance not used in any calendar year shall accumulate to the employee's credit from year to year, to be used if and when needed for such purpose.

3. Employees may be credited with fifteen (15) working days sick leave at the beginning of the calendar year and may be permitted to use sick leave for the reasons defined above.

4. The employee must reimburse the Welfare Board within one (1) year in cases where sick time is credited in advance, taken with pay, but not actually earned by the employee. The Welfare Board reserves the right to take appropriate action to recover monies uncollected.

In the event an employee owes the Welfare Board money for time credited, taken, but not actually earned, the Welfare Board reserves the right to withhold from the employee's pay monies by way of reimbursement to the Welfare Board as a result of owed time.

Where an employee is no longer in the employ of the Welfare Board, the Welfare Board reserves the right to apply all or part of the employee's wages from the employee's last paycheck by way of reimbursement of owed time.

5. Temporary, provisional and permanent part-time employees shall be granted sick leave credit on a proportionate basis in accordance with New Jersey Department of Personnel regulations.

C. Reporting of Absence on Sick Leave.

1. If an employee is absent for reasons that entitle him to sick leave, whether of short or long duration, the employee is required to notify his/her supervisor of the reason for absence prior to the employee's normal starting time on the first day of absence from the office. If the duration of absence exceeds two (2) days, it will be necessary to report on every third day unless the employee's supervisor requires more frequent reporting.

2. Failure to so notify his/her supervisor may be cause of denial of the use of sick leave for that absence and constitute cause for disciplinary action.

3. Absence without notice for five (5) consecutive days shall constitute a resignation not in good standing.

4. Sick Leave for absences in excess of ten continuous working days must be requested by the employee in writing to his/her immediate supervisor. This request must be accompanied by a written and signed statement by a physician setting forth the

reason for the sick leave and probable date of return to employment.

D. Verification of Sick Leave.

(a) An employee who has been absent on sick leave for five (5) or more consecutive working days may be required to submit acceptable medical evidence substantiating the illness.

1. An employee who has been absent on sick leave for periods totaling more than fifteen (15) days in one calendar year consisting of periods of less than five (5) days shall have his or her sick leave record reviewed by the Welfare Board and thereafter may be required to submit acceptable medical evidence for any additional sick leave in that year. In cases where an illness is of a chronic or recurring nature causing recurring absences of one day or less, only one submission of such proof shall be necessary for a period of six (6) months.

2. The Welfare Board may require proof of illness of an employee on sick leave, whenever such requirement appears reasonable and further may adopt such other sick leave verification procedures as it may deem appropriate. Abuse of sick leave shall be cause of disciplinary action.

(b) In case of leave of absence due to exposure to contagious disease, a certificate from the Board of Health of the employee's municipality of residence shall be required prior to the employee's return to work.

(c) The Welfare Board may require an employee who has been absent because of personal illness, as a condition of his return to work, to be examined, at the expense of the Welfare Board, by a physician designated by the Welfare Board. Such examination shall establish whether the employee is capable of performing his normal duties and that his return to work will not jeopardize the health or safety of other employees.

E. Sick Leave Payment at Retirement.

All employees who retire from the Public Employee's Retirement System on July 1, 1980 and thereafter shall be entitled to receive a lump sum payment for unused accumulated sick leave. This shall be computed at the rate of one-half (1/2) of the eligible employee's daily rate of pay for each day of earned and accumulated sick leave based upon the average annual compensation received during the last year of employment prior to the effective date of retirement, provided that such payment shall not exceed Twelve Thousand (\$12,000.00) Dollars.

ARTICLE XII

BEREAVEMENT LEAVE

Employees shall be granted special bereavement leave with pay in the event of death in the employee's immediate family as follows:

(a) Three (3) days per death in the case of the death of a spouse, child, mother, father, stepmother, stepfather or stepchild.

(b) Three (3) days per calendar year in the case of the death of a grandchild, sister, brother, father-in-law, mother-in-law, sister-in-

law, brother-in-law, daughter-in-law, son-in-law, grandmother, grandfather, grandmother-in-law or grandfather-in-law.

(c) If additional days are required for bereavement purposes, the employee may charge such additional days in excess of those provided in paragraphs (a) and (b) above to sick leave, vacation leave and administrative leave days.

(d) Bereavement leave is for the purposes of attending the funeral of the decedent and/or making the funeral arrangements relating thereof.

ARTICLE XIII

DRUG-FREE WORKPLACE

A drug-free workplace, free from use of non-medically prescribed controlled substances, is vital to the Welfare Board, to the safety of our work place, to the productivity of our employees, and to the interests of the general public. For these reasons, the Welfare Board has implemented a drug policy and practices oriented toward maintaining a drug-free work environment.

The use, possession, sale or distribution of non-medically prescribed controlled substances on Welfare Board premises (including parking lots and recreation areas or in any Welfare Board work environment) is prohibited. "Work environment" includes situations where an employee is representing the Welfare Board whether on a citizen related call or participating in a business meeting off-premises. A violation of this provision of the Welfare Board's drug policy is not considered a medical issue and normally results in dismissal from the

Welfare Board. The Welfare Board's drug policy also prohibits employees affected by any non-medically prescribed controlled substances from Welfare Board premises or other work environments. Consideration is given to the safety of any employee asked to leave our premises due to an impairment (e.g. ability to drive, etc.).

The Welfare Board reviews employees off-the-job drug-related incidents such as arrests for use, possession, sale or distribution of drugs to make a determination if the incident could result in an adverse or potentially adverse impact to the Welfare Board and/or to our employees. The results of the review will determine the appropriate course of action for the Welfare Board to take including dismissal, rehabilitation or other actions.

In appropriate circumstances, the Welfare Board may require employees suspected of being under the influence of drugs to submit to drug testing. Drug testing will only be required and administered in accordance with the provisions of Federal and State law.

ARTICLE XIV

SALARIES AND COMPENSATION

A. Effective as of January 1, 1994, the compensation guide in effect on December 31, 1993 shall be increased by one-half (.50%) percent. This new January 1, 1994 Compensation Guide appears as Appendix A attached hereto. Effective January 1, 1994, the Welfare Board agrees to add a thirteenth step to the January 1, 1994 Compensation Guide which appears as Appendix A attached hereto. All

employees shall receive their anniversary date step increase on the date on which they normally would have received such anniversary date increase. Employees shall receive only one anniversary date step increase during the period January 1, 1994 through December 31, 1994. Also, on January 1, 1994, all employees who are at the maximum step of their range and who have not received an anniversary date step movement for a period of eighteen (18) months or more, shall be moved to the next step including the new Thirteenth Step.

B. Effective January 1, 1995, the compensation guide in effect on December 31, 1994 shall be increased by one-half (.50%) percent. This new January 1, 1995 Compensation Guide appears as Appendix B attached hereto. All employees shall receive their anniversary date step increase on the date on which they normally would have received such anniversary date increase. Employees shall receive only one anniversary date step increase during the period January 1, 1995 through December 31, 1995. Also, on January 1, 1995, all employees who are at the maximum step of their range and who have not received an anniversary date step movement for a period of eighteen (18) months or more, shall be moved to the next step.

C. Effective January 1, 1996, the compensation guide in effect on December 31, 1995 shall be increased by one-half (.50%) percent. This new January 1, 1996 Compensation Guide appears as Appendix C attached hereto. Effective January 1, 1996, the Welfare Board agrees to add a fourteenth step to the January 1, 1996 Compensation Guide which appears as Appendix C attached hereto. All employees shall receive their

anniversary date step increase on the date on which they normally would have received such anniversary date increase. Employees shall receive only one anniversary date step increase during the period January 1, 1996 through December 31, 1996. Also, on January 1, 1996, all employees who are at the maximum step of their range and who have not received an anniversary date step movement for a period of eighteen (18) months or more, shall be moved to the next step, including the new Fourteenth Step.

D. Effective October 1, 1996, the compensation guide in effect on September 30, 1996 shall be increased by one-half (.50%) percent. This new October 1, 1996 Compensation Guide appears as Appendix D attached hereto. All employees shall receive their anniversary date step increase on the date on which they normally would have received such anniversary date increase. Employees shall receive only one anniversary date step increase during the period January 1, 1996 through December 31, 1996. Also, on October 1, 1996, all employees who are at the maximum step of their range and who have not received an anniversary date step movement for a period of eighteen (18) months or more, shall be moved to the next step.

E. It should be noted that movement to the Ninth, Tenth, Eleventh and Twelfth Steps during the terms of this agreement are available only to employees having been at the Eighth or subsequent Steps for a period of eighteen (18) months without receiving an anniversary date step movement. For example: an employee moved to the Ninth Step shall not be entitled to move to the Tenth Step until the employee has been at the

Ninth Step without an anniversary step movement for a period of eighteen (18) months. Movement to the Eleventh, Twelfth, Thirteenth and Fourteenth Steps is likewise governed. It is the intent of the parties that anniversary step movements for employees who have reached the Eighth Step of Compensation Guides created hereunder shall only occur after periods of eighteen (18) months.

ARTICLE XV

LONGEVITY

A. For all employees employed on October 17, 1984, the following Longevity Plan shall be continued, based upon Employees' length of continuous and uninterrupted service with the Cape May County Welfare Board. This Plan will operate in conjunction with the quarterly annual increment system:

A.	5 years of service	2%
B.	10 " "	4%
C.	15 " "	6%
D.	20 " "	8%
E.	25 " "	10%
F.	30 " "	12%
G.	35 " "	14%
H.	40 " "	16%

Longevity pay based upon employees current base salary.

B. For all employees employed after October 17, 1984, no longevity plan shall be provided unless an employee is hired or rehired by or

transferred into the Welfare Board from another agency of the County of Cape May, and such employee was entitled to longevity pay at the County Agency from which he/she was transferred. Such employee shall receive the same amount of credited time for longevity purposes at the Welfare Board as the employee was credited at the County Agency from which he/she was transferred.

No employment or employment with another employer other than another agency of the County of Cape May constitutes a break in service, and thereafter no longevity shall apply.

ARTICLE XVI

UNIFORM ALLOWANCE AND EQUIPMENT

A. Uniform Allowance. The Welfare Board agrees to pay those employees in the title Building Service Worker the sum of \$100.00 in April and \$100.00 in November of each year for the purpose of the employee purchasing and wearing suitable uniforms to work. To be eligible for such payments, this employee must, in fact, be attired in the uniform while working.

B. Equipment. Insofar as it is practicable and economically feasible, the Board will attempt to acquire vehicles with light color seat covers and with air conditioning so long as such vehicles are available for purchase under the state contract purchase plan. This applies to all new vehicles purchased after the execution of this agreement.

ARTICLE XVII

BULLETIN BOARDS

Bulletin Boards shall be made available by the Welfare Board. These Bulletin Boards may be utilized by the Union for the purpose of posting official Union announcements and other information related to the official business of the Union which is of a non-controversial nature. The Union agrees that it will not post material which may be profane, derogatory to any individual, or constitute election campaign or political material of any kind. The Welfare Director or his representative may have removed from the Bulletin Board any material which does not conform to the intent and provisions of this Article.

ARTICLE XVIII

WORK RULE

A. The Welfare Board may adopt and post or otherwise disseminate such rules and regulations as it may desire, provided that the same are not contrary to this Agreement and further provided that the Union shall have the right to grieve with reference to the same within five (5) days after the same are posted or disseminated and/or a copy sent to the Union.

ARTICLE XIX

NO STRIKE PLEDGE

A. The Union covenants and agrees that during the lifetime 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 an employee from his position, or stoppage of work or absenteeism in whole or part, from the full, faithful, and proper performance of the employee's duties of employment), work stoppage, slowdown, walkout or other job action against the Welfare Board. 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 Union Member shall entitle the Welfare Board to invoke the following:

Such activity shall be deemed grounds for termination of employment of such employee or employees, subject, however, to the application of the Civil Service Law.

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 Welfare Board.

D. Nothing contained herein shall be construed to limit or restrict the Welfare Board 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.

E. Nothing contained herein shall restrict employees on their off-duty hours from participating in informational picketing or otherwise exercising their right of free speech.

ARTICLE XX

NON-DISCRIMINATION

A. There shall be no discrimination by the Welfare Board or the Union against an employee on account of race, color, creed, sex, age, or national origin, and any other category as indicated by Department of Personnel Rules and Regulations.

B. There shall be no discrimination, interference, restraint, or coercion by the Welfare Board or any of its representatives against any of the employees covered under this Agreement because of their membership or non-membership in the Union or because of any lawful activities by such employees on behalf of the Union.

C. The Union, its members and agents, shall not discriminate against, interfere with, restrain or coerce any employee covered by this Agreement who are not members of the Union.

ARTICLE XXI

DEDUCTIONS FROM SALARIES

PART A: CHECKOFF

Section 1. The Welfare Board agrees to deduct Union membership dues each month from the pay of those employees who request in writing that such deductions be made. The amounts deducted shall be certified

to the Welfare Board by the Treasurer of the Union, and the aggregate deductions of all employees shall be remitted monthly to the Treasurer of the Union, together with a list of all employees for whom deductions were made.

Section 2. Any revocation of the aforesaid authorization to deduct dues shall be made by the employee, in writing and in duplicate, with the original sent to the Union and a copy to the Welfare Board, and in accordance with the provisions of *N.J.S.A. 52:14-15.9e*, as may be amended. Such revocation shall be effective to all deductions as of January 1 or July 1, next succeeding the date of which such revocation is filed.

Section 3. The Union shall indemnify, defend, and save the Welfare Board harmless against any and all claims, demands, suits or other forms of liability that shall arise out of or by reason of action taken by notice of the Union to the Welfare Board or in reliance upon the notification of the Union.

PART B: AGENCY SHOP

Section 1. The Welfare Board agrees to deduct the fair share fee from the earnings of those employees who elect not to become members of the Union and to transmit the fee to the majority representative.

Section 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 must also be furnished to the New Jersey Public Employment Relations Commission.

Section 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 (85%) percent of the regular membership dues, fees and assessments.

Section 4. The Union shall establish and maintain a procedure whereby any employee can challenge the assessment as computed by the Union as provided for by law. This appeal procedure shall in no way involve the Welfare Board or require the Welfare Board to take any action other than to hold the fee in escrow pending resolution of the appeal.

Section 5. The Union shall indemnify, defend, and save the Welfare Board harmless 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 Welfare Board in reliance upon salary deduction authorization cards or the fair share assessment information as furnished by the Union to the Welfare Board or in reliance upon the notification of the Union.

ARTICLE XXII

LEAVES OF ABSENCES

Pregnancy - Disability Leave (Materity Leave)

A. Permanent employees covered by this contract shall be entitled to pregnancy - disability leave as hereinafter set forth and consistent with New Jersey Department of Personnel Regulations.

B. Pregnancy - Permanent employees who request leave with or without pay for reason of disability due to pregnancy shall be granted leave under the same terms and conditions as those applicable to such employees for sick leave or leave without pay. Request for such leave must be made by the employee in writing to the Welfare Board.

C. The Welfare Board may request acceptable medical evidence that the employee is unable to perform her work due to disability because of pregnancy.

D. An employee may use accrued leave time (e.g. sick, vacation, personal days) for pregnancy - disability purposes, however, the employee shall not be required to exhaust accrued sick leave before taking a leave without pay for pregnancy.

E. Child care leave for adoptive parents which is only granted as a leave without pay, may be granted by the Welfare Board under the same terms and conditions applicable to all other personal leaves without pay.

Leaves of Absence Without Pay - General

All employees covered by this Agreement, upon written application setting forth the reason, may be granted a leave of absence without pay

for a maximum period of one (1) year by the Welfare Board with the approval of the New Jersey Department of Personnel. Further, leave in exceptional situations may be granted by the Welfare Board with the approval of the New Jersey Department of Personnel, where it is in the public interest.

Military Leave

Leave of absence for military service will be granted in accord with applicable State and Federal Law.

Employment During Leave Period

Employees may not be gainfully employed during the period of such leaves. Falsification of the reason for leave, or failure to return promptly at the expiration of a leave shall be considered reason for summary discharge. Leaves shall be granted or denied in writing.

Family Leave Act

Notwithstanding the provisions of this Article, the parties acknowledge that the New Jersey Family Leave Act became effective on May 4, 1990 and the Federal Medical and Family Leave Act of 1992 became effective on January 1, 1994, when the prior collective bargaining agreement expired. The parties agree that in the event any provisions of this Article or of this Agreement are inconsistent with the provisions of the New Jersey Family Leave Act and the Federal Medical and Family Leave Act, the provisions of the Act shall prevail and supersede the provisions of this Article or this Agreement.

ARTICLE XXIII

SEPARABILITY AND SAVINGS

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

ARTICLE XXIV

FULLY BARGAINED PROVISIONS

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

The parties acknowledge that this Agreement represents and incorporates all terms and conditions of employment applicable on the effective date of this Agreement to employees covered by this Agreement as established by the Welfare Board's administrative procedures, practices in force and past practices incorporated in this Agreement. Unless otherwise provided in this Agreement, no prior administrative

procedures, practice or past practices shall be interpreted or applied so as to enlarge or otherwise conflict with the express terms of this Agreement.

ARTICLE XXV

TERM AND RENEWAL

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.

This Agreement shall continue in full force and effect from year-to-year thereafter unless one party or the other gives notice, in writing, pursuant to N.J.A.S. 19:12-2.1.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals this 27th day of December, 1994.

CAPE MAY COUNTY WELFARE BOARD

ATTEST:

By

Nina Senlik

Joseph B. Fahy
Joseph B. Fahy, ACSW
Director

UNITED INDEPENDENT UNION, LOCAL #5

ATTEST:

By

[Signature] 12/29/94

Joseph M. Ladd 12-29-94

cncwb\agree.uju

SCHEDULE I

**JOB TITLES AND RANGES UTILIZED BY THE CAPE MAY COUNTY
WELFARE BOARD FOR EMPLOYEES IN THE BARGAINING UNIT**

<u>TITLES</u>	<u>RANGE</u>
Income Maintenance Aide	5
Receptionist/Typing Clerk	5
Clerk/Typist	5
Account Clerk	5
Data Entry Machine Operator	5
Social Service Worker	5
Telephone Operator	6
Sr. Clerk Typist	8
Sr. Building Service Worker	8
Sr. Acct. Clerk/Typing	8
Sr. Account Clerk	8
Sr. Receptionist/Typing	8
Sr. Telephone Operator	9
Sr. Data Entry Machine Operator	9
Social Service Technician	11
Principal Clerk/Typist	12
Principal Account Clerk	12
Income Maintenance Technician	13
Principal Datta Entry Machine Operation	13
Sr. Maintenance Repairer	13
Accounting Assistant	13
Income Maintenance Worker	16
Principal Maintenance Repairer	16
Graduate Nurse	17
Social Worker	18
Investigator	18
Investigator/Process Server	18
Income Maintenance Specialist	19

Cape May County Welfare Board
Wage Guide

As of January 1, 1994 to December 31, 1994

Range	Increase	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	AS OF 1/1/94 Step 10	AS OF 7/1/94 Step 11	AS OF 1/1/94 Step 12	AS OF 01/01/94 Step 13
5	551.00	11,027	11,578	12,129	17,680	13,231	13,782	14,333	14,884	15,435	15,986	16,537	17,088	17,639
6	579.00	11,578	12,157	12,736	13,315	13,894	14,473	15,052	15,631	16,210	16,789	17,368	17,947	18,526
7	608.00	12,157	12,765	13,373	13,981	14,589	15,197	15,805	16,413	17,021	17,629	18,237	18,845	19,453
8	638.00	12,765	13,403	14,041	14,679	15,317	15,955	16,593	17,231	17,869	18,507	19,145	19,783	20,421
9	670.00	13,403	14,073	14,743	15,413	16,083	16,753	17,423	18,093	18,763	19,433	20,103	20,773	21,443
10	704.00	14,073	14,777	15,481	16,185	16,889	17,593	18,297	19,001	19,705	20,409	21,113	21,817	22,521
11	739.00	14,777	15,516	16,255	16,994	17,733	18,472	19,211	19,950	20,689	21,428	22,167	22,906	23,645
12	776.00	15,516	16,292	17,068	17,844	18,620	19,396	20,172	20,948	21,724	22,500	23,276	24,052	24,828
13	815.00	16,292	17,107	17,922	18,737	19,552	20,367	21,182	21,997	22,812	23,627	24,442	25,257	26,072
14	855.00	17,107	17,962	18,817	19,672	20,527	21,382	22,237	23,092	23,947	24,802	25,657	26,512	27,367
15	898.00	17,962	18,860	19,758	20,656	21,554	22,452	23,350	24,248	25,146	26,044	26,942	27,840	28,738
16	943.00	18,860	19,803	20,746	21,689	22,632	23,575	24,518	25,461	26,404	27,347	28,290	29,233	30,176
17	990.00	19,803	20,793	21,783	22,773	23,763	24,753	25,743	26,733	27,723	28,713	29,703	30,693	31,683
18	1,040.00	20,793	21,833	22,873	23,913	24,953	25,993	27,033	28,073	29,113	30,153	31,193	32,233	33,273
19	1,092.00	21,833	22,925	24,017	25,109	26,201	27,293	28,385	29,477	30,569	31,661	32,753	33,845	34,937
20	1,146.00	22,925	24,011	25,217	26,363	27,509	28,655	29,801	30,947	32,093	33,239	34,385	35,531	36,677

Cape May County Welfare Board
Wage Guide

As of January 1, 1995 to December 31, 1995

Range	Increase	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	AS OF 1/1/94 Step 10	AS OF 7/1/94 Step 11	AS OF 1/1/94 Step 12	AS OF 01/01/94 Step 13
5	554.00	11,087	11,636	12,190	12,744	13,298	13,852	14,406	14,960	15,514	16,068	16,622	17,176	17,730
6	582.00	11,636	12,218	12,800	13,382	13,964	14,546	15,128	15,710	16,292	16,874	17,456	18,038	18,620
7	611.00	12,218	12,829	13,440	14,051	14,662	15,273	15,884	16,495	17,106	17,717	18,328	18,939	19,550
8	641.00	12,829	13,470	14,111	14,752	15,393	16,034	16,675	17,316	17,957	18,598	19,239	19,880	20,521
9	674.00	13,470	14,144	14,818	15,492	16,166	16,840	17,514	18,188	18,862	19,536	20,210	20,884	21,558
10	707.00	14,144	14,851	15,558	16,265	16,972	17,679	18,386	19,093	19,800	20,507	21,214	21,921	22,628
11	743.00	14,851	15,594	16,337	17,080	17,823	18,566	19,309	20,052	20,795	21,538	22,281	23,024	23,767
12	780.00	15,594	16,374	17,154	17,934	18,714	19,494	20,274	21,054	21,834	22,614	23,394	24,174	24,954
13	819.00	16,374	17,193	18,012	18,831	19,650	20,469	21,288	22,107	22,926	23,745	24,564	25,383	26,202
14	860.00	17,193	18,053	18,913	19,773	20,633	21,493	22,353	23,213	24,073	24,933	25,793	26,653	27,511
15	901.00	18,053	18,956	19,859	20,762	21,665	22,568	23,471	24,374	25,277	26,180	27,083	27,986	28,889
16	948.00	18,956	19,904	20,852	21,800	22,748	23,696	24,644	25,592	26,540	27,488	28,436	29,384	30,332
17	995.00	19,904	20,899	21,894	22,889	23,884	24,879	25,874	26,869	27,864	28,859	29,854	30,849	31,844
18	1,045.00	20,899	21,944	22,989	24,034	25,079	26,124	27,169	28,214	29,259	30,304	31,349	32,394	33,439
19	1,097.00	21,944	23,041	24,138	25,235	26,332	27,429	28,526	29,623	30,720	31,817	32,914	34,011	35,108
20	1,152.00	23,041	24,191	25,345	26,497	27,649	28,801	29,953	31,105	32,257	33,409	34,561	35,713	36,865

Cape May County Welfare Board
Wage Guide

As of January 1, 1996 to September 30, 1996

Range	Inc	AS OF													
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14
5	557	11,117	11,494	12,251	12,808	13,365	13,922	14,479	15,036	15,593	16,150	16,707	17,264	17,821	18,378
6	585	11,694	12,279	12,864	13,449	14,034	14,619	15,204	15,789	16,374	16,959	17,544	18,129	18,714	19,299
7	614	12,279	12,893	13,507	14,121	14,735	15,349	15,963	16,577	17,191	17,805	18,419	19,033	19,647	20,261
8	645	12,893	13,538	14,183	14,828	15,473	16,118	16,763	17,408	18,053	18,698	19,343	19,988	20,633	21,278
9	677	13,548	14,215	14,892	15,569	16,246	16,923	17,600	18,277	18,954	19,631	20,308	20,985	21,662	22,339
10	711	14,215	14,926	15,637	16,348	17,059	17,770	18,481	19,192	19,903	20,614	21,325	22,036	22,747	23,458
11	746	14,926	15,672	16,418	17,164	17,910	18,656	19,402	20,148	20,894	21,640	22,386	23,132	23,878	24,624
12	784	15,672	16,456	17,240	18,024	18,808	19,592	20,376	21,160	21,944	22,728	23,512	24,296	25,080	25,864
13	823	16,456	17,279	18,102	18,925	19,748	20,571	21,394	22,217	23,040	23,863	24,686	25,509	26,332	27,155
14	864	17,279	18,143	19,007	19,871	20,735	21,599	22,463	23,327	24,191	25,055	25,919	26,783	27,647	28,511
15	907	18,143	19,050	19,957	20,864	21,771	22,678	23,585	24,492	25,399	26,306	27,213	28,120	29,027	29,934
16	953	19,050	20,003	20,956	21,909	22,862	23,815	24,768	25,721	26,674	27,627	28,580	29,533	30,486	31,439
17	1000	20,003	21,003	22,003	23,003	24,003	25,003	26,003	27,003	28,003	29,003	30,003	31,003	32,003	33,003
18	1050	21,003	22,053	23,103	24,153	25,203	26,253	27,303	28,353	29,403	30,453	31,503	32,553	33,603	34,653
19	1103	22,053	23,156	24,259	25,362	26,465	27,568	28,671	29,774	30,877	31,980	33,083	34,186	35,289	36,392
20	1158	23,156	24,314	25,472	26,630	27,788	28,946	30,104	31,262	32,420	33,578	34,736	35,894	37,052	38,210

Cape May County Welfare Board
Wage Guide

As of January 1, 1994 to December 31, 1994

Range	Increase	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	AS of 1/1/94	AS of 7/1/94	AS of 1/1/94	AS of 01/01/94
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13
5	551.00	11,027	11,578	12,129	12,680	13,231	13,782	14,333	14,884	15,435	15,986	16,537	17,088	17,639
6	579.00	11,578	12,157	12,736	13,315	13,894	14,473	15,052	15,631	16,210	16,789	17,368	17,947	18,526
7	608.00	12,157	12,765	13,373	13,981	14,589	15,197	15,805	16,413	17,021	17,629	18,237	18,845	19,453
8	638.00	12,765	13,403	14,041	14,679	15,317	15,955	16,593	17,231	17,869	18,507	19,145	19,783	20,421
9	670.00	13,403	14,073	14,743	15,413	16,083	16,753	17,423	18,093	18,763	19,433	20,103	20,773	21,443
10	704.00	14,073	14,777	15,481	16,185	16,889	17,593	18,297	19,001	19,705	20,409	21,113	21,817	22,521
11	739.00	14,777	15,516	16,255	16,994	17,733	18,472	19,211	19,950	20,689	21,428	22,167	22,906	23,645
12	776.00	15,516	16,292	17,068	17,844	18,620	19,396	20,172	20,948	21,724	22,500	23,276	24,052	24,828
13	815.00	16,292	17,107	17,922	18,737	19,552	20,367	21,182	21,997	22,812	23,627	24,442	25,257	26,072
14	855.00	17,107	17,962	18,817	19,672	20,527	21,382	22,237	23,092	23,947	24,802	25,657	26,512	27,367
15	898.00	17,962	18,860	19,758	20,656	21,554	22,452	23,350	24,248	25,146	26,044	26,942	27,840	28,738
16	943.00	18,860	19,803	20,746	21,689	22,632	23,575	24,518	25,461	26,404	27,347	28,290	29,233	30,176
17	990.00	19,803	20,793	21,783	22,773	23,763	24,753	25,743	26,733	27,723	28,713	29,703	30,693	31,683
18	1,040.00	20,793	21,833	22,873	23,913	24,953	25,993	27,033	28,073	29,113	30,153	31,193	32,233	33,273
19	1,092.00	21,833	22,925	24,017	25,109	26,201	27,293	28,385	29,477	30,569	31,661	32,753	33,845	34,937
20	1,146.00	22,925	24,071	25,217	26,363	27,509	28,655	29,801	30,947	32,093	33,239	34,385	35,531	36,677

Cape May County Welfare Board
 Wage Guide

As of October 1, 1996 to December 31, 1996

Range	Inv	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	AS OF 1/1/90 Step 10	AS OF 7/1/91 Step 11	AS OF 1/1/93 Step 12	AS OF 01/01/94 Step 13	AS OF 01/01/96 Step 14
5	500	11,193	11,733	12,313	12,873	13,433	13,993	14,553	15,113	15,673	16,233	16,793	17,353	17,913	18,473
6	505	11,753	12,313	12,929	13,517	14,105	14,693	15,281	15,869	16,457	17,045	17,633	18,221	18,809	19,397
7	617	12,341	12,958	13,575	14,192	14,809	15,426	16,043	16,660	17,277	17,894	18,511	19,128	19,745	20,362
8	645	12,958	13,606	14,254	14,902	15,550	16,198	16,846	17,494	18,142	18,790	19,438	20,086	20,734	21,382
9	680	13,606	14,286	14,966	15,646	16,326	17,006	17,686	18,366	19,046	19,726	20,406	21,086	21,766	22,446
10	714	14,286	15,000	15,714	16,428	17,142	17,856	18,570	19,284	19,998	20,712	21,426	22,140	22,854	23,568
11	750	15,000	15,750	16,500	17,250	18,000	18,750	19,500	20,250	21,000	21,750	22,500	23,250	24,000	24,750
12	788	15,750	16,538	17,326	18,114	18,902	19,690	20,478	21,266	22,054	22,842	23,630	24,418	25,206	25,994
13	827	16,538	17,365	18,192	19,019	19,846	20,673	21,500	22,327	23,154	23,981	24,808	25,635	26,462	27,289
14	868	17,365	18,233	19,101	19,969	20,837	21,705	22,573	23,441	24,309	25,177	26,045	26,913	27,781	28,649
15	912	18,233	19,145	20,057	20,969	21,881	22,793	23,705	24,617	25,529	26,441	27,353	28,265	29,177	30,089
16	957	19,145	20,107	21,059	22,011	22,973	23,930	24,887	25,844	26,801	27,758	28,715	29,672	30,629	31,586
17	1005	20,107	21,107	22,112	23,117	24,122	25,127	26,132	27,137	28,142	29,147	30,152	31,157	32,162	33,167
18	1055	21,107	22,162	23,217	24,272	25,327	26,382	27,437	28,492	29,547	30,602	31,657	32,712	33,767	34,822
19	1108	22,162	23,270	24,378	25,486	26,594	27,702	28,810	29,918	31,026	32,134	33,242	34,350	35,458	36,566
20	1164	23,270	24,434	25,598	26,762	27,926	29,090	30,254	31,418	32,582	33,746	34,910	36,074	37,238	38,402