

AGREEMENT

BETWEEN

COUNTY OF MIDDLESEX

And

THE SHERIFF'S OFFICERS OF MIDDLESEX COUNTY

P.B.A. LOCAL 165

JANUARY 1, 2013 TO DECEMBER 31, 2016

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AGREEMENT

THIS AGREEMENT made this day of 2013 between the COUNTY OF MIDDLESEX, a Municipal Corporation, by its Board of Chosen Frecholders, hereinafter known as the Employer, and the POLICEMAN'S BENEVOLENT ASSOCIATION LOCAL NO. 165, hereinafter known as the P.B.A., which includes Sheriff's Officers of the Courts, Transportation, Investigations, Identification, Process Servers, Administrative, Communications, and the Sheriff of Middlesex County as Employer of POLICEMAN'S BENEVOLENT ASSOCIATION LOCAL NO. 165.

PREAMBLE

WHEREAS, it is the intention of the parties of this Agreement to set forth the entire agreement of the parties with respect to matters within the scope of negotiations and all matters and subjects that have been agreed upon between the Employer and the P.B.A. LOCAL 165.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein containment, the parties do mutually covenant and agree as follows:



ARTICLE I: RECOGNITION

Section A. Pursuant to and in accordance with all applicable provisions of the New Jersey Employer-Employee Relations Act and the provisions of Chapter 303 of the Laws of 1968 as amended and supplemented and the Rules and Regulations of the Public Employment Relations Commission, the Employer recognizes the PBA as the exclusive collective bargaining representative for those employees in the defined bargaining unit for the purpose of recognition and collective bargaining with respect to wages, hours, and other terms and conditions of employment.

Section B. The employees included in the defined bargaining unit shall be those Sheriff's Officers or Sheriff's Investigators who are employees of the County of Middlesex, whose job titles are below the rank of Sergeant, and assigned to the Courts, Transportation, Identification, Investigation, Administrative or Process division of the Middlesex County Sheriff's Department.

ARTICLE II: MAINTENANCE OF BENEFITS

Section A. This Agreement shall not be construed to deprive any employee of any previously granted benefits, right, privilege or protection granted by the Laws of the State of New Jersey, Resolutions, Ordinances or Promulgation's of the County of Middlesex, Rules and Regulations of any State Agency, Title 4A inclusive, or any applicable provision of the United States Constitution, the Federal Fair Labor Standards Act of 1985.

ARTICLE III: MAINTENANCE AND MODIFICATION WORK RULES

Section A. All conditions of employment relating to wages, hour of work, and general working conditions contained in the General Orders, Promulgations and Rules and Regulations of the Office of the Sheriff, which are currently in effect, shall be maintained for the life of this Agreement.

Section B. Proposed new rules or modifications of existing rules affecting work conditions as set forth above and otherwise, which are not exclusively within the discretion of management, shall be negotiated with the PBA prior to implementation.

ARTICLE IV: P.B.A. REPRESENTATIVE/ASSOCIATION BUSINESS

Section A. The Sheriff shall grant time off without loss of pay to the Association State Delegate or duly authorized representative to attend any and all State, County Conference or Local association meetings which require attendance if he/she is scheduled for duty the times of such meetings.

Section B. The President or Delegate shall also be granted similar time off to conduct Association business as required by the Association, to attend any Local or State meetings which require attendance if he is scheduled for duty during the times of such meetings. The Sheriff or his designee shall not deny any reasonable request for time off with pay.

Section C. Convention Leave:

1. The Sheriff agrees to grant the necessary time off without loss of pay, including reasonable travel time to the members of the Association selected as Delegates to attend the State Conventions of the New Jersey State Policeman's Benevolent Association as provided under 4A:6-1.13, not more than three (3) to include the State Delegate, President or his designee and One Alternate Delegate.
2. The leave shall be for a period inclusive of the duration of the Convention with a reasonable time allowed to travel to and from the Convention.

Section D. The Sheriff shall permit members of the Association Negotiating Committee to attend collective bargaining sessions during duty hours without loss of pay. The Negotiations Committee shall consist of not more than three (3) members and the Association's Attorney.

Section E. The Sheriff shall permit only the Association reasonable use of all Bulletin Boards located in the respective Sheriff's Department facilities for posting notice concerning Association business and activities dealing with the welfare of the employees, he shall also designate two (2) Boards exclusively for the use of the P.B.A. only.

Section F. Regular, Special, or Emergency Meetings: The P.B.A. President, State Delegate, and/or duly elected Board members shall have their work schedule adjusted so as not to conflict with any regular, special, or emergency meetings provided reasonable notice is given the employer.

Section G. Executive Officers of the Association shall not be transferred from their present job assignments except as necessary for the efficient operation of the department. If the transfer is made for a bonafide managerial reason, when the need for the transfer has ended the employee shall be returned to their original assignment.

ARTICLE VI. RETENTION OF CIVIL RIGHTS

Section A. All employees covered by this Agreement shall retain all rights as set forth within the Constitution of the State of New Jersey and the Constitution of the United States as well as N.J.S.A. 40A:14 – 147 and any other applicable statutes.

ARTICLE VII: TUITION AID POLICY

Section A. The employer further agrees to maintain its assistance for employees attending institutions of higher learning in accordance with the policies procedures established for the Middlesex County tuition aid program, subject to negotiations for each succeeding contract and the availability of funds.

ARTICLE VIII: WAGES AND PAY PERIODS

Section A. **Salaries** -- Exhibit A of Appendix "I" attached hereto sets forth the salary schedule for employees hired prior to January 1, 2013.. This salary schedule provides for Negotiated Wage Increases (NWIs) as follows:

1/1/2013 – 2% increase to all salary rates
1/1/2014 – 2% increase to maximum rate only
1/1/2015 - 2% increase to maximum rate only
1/1/2016 -- 2% increase to maximum rate only

Section B. Exhibit B of Appendix "I" attached hereto sets forth the salary schedule for employees hired on or after January 1, 2013 where the training step and each step thereafter shall be for a period of one (1) year and movement from Step to Step shall be on anniversary date.

Section C. **Step Movement Provision** –

There will be no step movement in calendar year 2013. Effective 1/1/2014 employees not at maximum on salary guide A will maintain their 2013 salary level inclusive of the 2% increase in 2013 and will move to the next higher step above their 2013 salary on their anniversary date. For example, an employee who was at Step 6 in 2013 at a salary of \$74,336.00 will continue to earn \$74,336.00 in 2014 until his/her anniversary date in 2014 when he/she moves to Step 7 at the salary level of \$85,726.00. Employees on salary guide B will move to the next higher step on their anniversary date. In 2015 and 2016 all employees not at maximum will move to the next higher step on their respective salary guides on their anniversary date.

Section D. **Senior Officer Pay** –

1. Employees who have completed 15 years of service with Middlesex County (15 years of service with the Middlesex County Sheriff's Department for those hired after September 6, 2001) shall receive 3% over base salary starting with their 16th year of service.
2. Employees who have completed 20 years with Middlesex County or 20 years with the Middlesex County Sheriff's Department for those hired after September 6, 2001, shall receive an additional 2% over the 15 year base salary starting with their 21st year of service.

Section E. All future salary negotiations must likewise take into account the cost of implementation of step increments and the parties shall advise any Interest Arbitrator who is assigned to such negotiations that the parties agree that the cost of the step increment implementation is a relevant factor which requires consideration of its Economic impact.

Section F. See APPENDIX I for salary schedules for 2013-2016.

Section G. Employees employed prior to the execution of the contract, and currently not on the payroll at the Execution date of this Agreement, will not be included in the wage increase, with the exception of the retirees (excluding deferred retirement) and deceased employees, in which case payment will be made to his/her estate, subject to any applicable provisions of law



Section H. Promotion . It is understood that when an officer is advanced in rank, said officer will receive the next pay step in that rank which is greater than the officers present salary, and will be covered by the Superior Officers Agreement.

Section I. Shift Differential

1. It is further understood and agreed to that employees working the second shift shall receive sixty-five cents (\$.65) per hour in addition to their regular straight time rate for the hours worked during the second shift.
2. Employees working the third shift shall receive seventy cents (\$.70) per hour in addition to their regular straight time rate for the hours worked during the third shift.
3. These differential rates will be paid only to the employee scheduled, assigned, and actually working such shifts.

Section J. Hours of Work:

1. It is further agreed to and understood that any changes in hours of work shall be subject to negotiations with the Sheriff with regard to personnel assigned to the following divisions, Court House, Investigations, Identification, Process Servers, Transportation and Administration.
2. A first shift shall be defined to mean the hours of 7:00 a.m. to 5:00 p.m., or any reasonable variation thereof.
3. A second shift shall be defined to mean between the hours of 2:00 p.m. and 1:00 a.m. or any reasonable variation thereof.
4. A third shift shall be defined to mean between the hours of 11:00 p.m. and 9:00 a.m., or any reasonable variation thereof.



5. Sheriff's officers workday shall be subject to an unpaid one-half (1/2) hour lunch period.

ARTICLE IX: DUES – Check-Off

Section A:

1. Upon presentation to the Employer of a P.B.A. dues check-off card signed by individual employees, the Employer will deduct from such employees periodic salaries the amount set forth on said dues check-off authorization. The Employer shall exclusively deduct dues to the P.B.A. and not to any other employee representative.
2. Thereafter, the Employer will, not later than the fifteenth (15) day of the succeeding month, forward a check in the amount of all dues withheld during the preceding month for this purpose to the P.B.A. Representative entitled to receive same.
3. The said P.B.A. Representative shall be appointed by resolution of the P.B.A. and certified to the Employer by the P.B.A.

Section B. Representation Fee in Lieu of Dues:

1. If an employee covered by this Agreement does not become a member of the Union during any membership year (i.e., from January 1 to the following December 31) which is covered in whole or in part by this Agreement, said employee will be required to pay a representation fee to offset the employee's per capita cost of services rendered by the Union as majority representative.

2. Prior to the beginning of each membership year, the union will notify the County in writing of the amount of the membership dues charged by the union to its own members for that membership year. The amount of the representation fee to be paid by non-members shall not exceed eighty-five percent (85%) or the maximum allowed by law of the regular dues, fees, and assessments of the Union and shall be established in compliance with the requirements of N.J.S.A. 34:13A-5.5 et seq.
3. Once during each membership year covered in whole or in part by this agreement, the Union will submit to the County a list of those employees who have not become members of the union for the then current membership year. The County will deduct from the salaries of such employees, in accordance with Paragraph (4), the full amount of the representation fee and promptly will transmit the amount so deducted to the Union.
4. The County will deduct the representation fee in equal installments, as possible, from the paychecks paid to each employee on the aforesaid list during the remainder of the membership year in question and until such time as a new Agreement is executed. The deductions will begin with the first paycheck paid:
 - a. Ten (10) days after receipt of the aforesaid list by the County, or
 - b. Ninety (90) days after the employee begins his or her employment in the bargaining unit position, unless the employee previously served in a bargaining unit position and continued in the employ of the County in a non-bargaining unit position or was on lay-off, in which event the deductions will begin with the first paycheck paid ten (10) days after the resumption of the employment in a bargaining unit position, whichever is

later.

5. Except as otherwise provided in this Article, the mechanics for the deduction of representation fees and the transmission of such fees to the Union will, as nearly as possible, be the same as those used for the deduction and transmission of regular membership dues to the union.
6. The Union will notify the County in writing of any changes in the list provided for in Paragraph (3) and/or the amount of the representation fee, and such changes will be reflected in any deductions made more than (10) days after the County received said notice.
7. The Union agrees to establish and maintain a "demand and return" system whereby employees who are required to pay the representation fee in lieu of dues and demand the return of the "pro-rata share", if any, subject to refund in accordance with the provision of N.J.S.A. 34:13A-5.5 and N.J.S.A. 34:13A-5.6, as amended. The demand and return system shall also provide that employees who pay the representation fee in lieu of dues may obtain review of the amount paid through full and fair proceedings placing the burden of proof on the Union.

ARTICLE X: OVERTIME

Section A. All overtime shall be distributed equally and alphabetically whenever practicable from a list maintained by the Sheriff's Department for the Officers covered under the terms of this Agreement who have been certified by the Police Training Commission.

Section B. For overtime purposes, an emergency cannot be declared until all the provisions of Article X are complied with and until such time as the Overtime list is exhausted and no Officer is obtainable from the Overtime list. Only then will an emergency assignment exist, and provided an emergency has been declared by the Sheriff or his/her designee. If requested within three (3) days, the Sheriff shall report the reasons for the emergency to the P.B.A. The only exception is a situation, which jeopardizes the public health, safety, and welfare as defined by State Law or ordinance.

Section C. All extradition duty shall be distributed equally and alphabetically whenever practicable from a list maintained by the Sheriff's Department for the Officers covered under the terms of this agreement and are assigned to the Investigative Division who have been certified by the Police Training Commission.

Section D. Whenever an Officer refuses overtime, such overtime shall be offered to the next name on the alphabetical list, and the Officer refusing will be considered as having worked the overtime. Any Officer may decline, in writing, any period of Voluntary Overtime offered to him/her without explanation.

Section E. When an Officer works an overtime detail on a weekend (12:00 a.m. Saturday to 12:00 a.m. Monday) and is asked to work another overtime detail on the same weekend, he/she will not be charged with an overtime refusal if said Officer elects not to work the second detail.

Section F. Whenever overtime is required on a given assignment, said overtime shall be offered first to the Officer already working on that job assignment and then the Officer or Officers will be placed in their respective position on the list, and

thereafter, personnel will be selected alphabetically from the list. When an Officer is required to appear in Court for a job related incident, other than during his/her regular duty hour, he/she shall be paid time and one-half (1½) for all hours in Court.

Section G. Overtime shall start and be paid at accumulated 15 minutes provided the regular shift has been completed.

1. When an Officer, upon completion of working a full shift, is required to work a full second shift, he/she will be entitled to a paid 30 minute lunch break on the second shift. Overlapping shifts will be considered a full shift.

Section H. When an Officer is assigned to hospital detail, he/she will be entitled to receive 8½ hours pay per full shift worked at the applicable rate. Additionally, for any hospital details in a hospital located outside the County boundaries, a County vehicle will be provided, if requested, in lieu of mileage reimbursement to and from said hospital.

Section I. Sheriff's Officers, when assigned to work through their normal lunch period, will receive overtime pay, or a later lunch period that must be completed no later than 2 (two) hours before the end of shift.

Section J. Standby or on call time is defined as that period of time during which an Officer is waiting for a possible call back to duty. The Sheriff or his/her designee can make assignment of standby.

1. Compensation for standby time will consist of:
 - a. Four (4) hours or less-overtime pay for four (4) hours.

b. More than four (4) hours to eight (8) hours – overtime pay for eight (8) hours.

c. More than eight (8) hours to twelve (12) hours – overtime pay for twelve (12) hours.

d. Any amount of time in excess of twelve (12) hours will be paid as indicated in the above formula (i.e., four (4) hour increments).

Section K. The Sheriff or his/her designee may assign the standby Officer to other law enforcement duties during the Standby time.

Section L. When an Officer is called to work on his/her time of off-duty hours, such assignment shall be compensated at an overtime rate with a minimum of four (4) hours.

Section M. Beeper Time:

Sheriff's Officers who, in the sole discretion of the Sheriff, are designated to carry beeper or cell phones shall be compensated at fifteen dollars (\$15.00) a day for each day on call in which the employee is not called out. If called out, the employee shall only receive the call-out pay. Standby pay shall be eliminated for all those who are in fact assigned to carry beepers or cell phones except those employees placed on standby for reasons other than that for which they have been given a beeper or cell phone.

Effective January 1, 2014 designated on call compensation shall be twenty-five dollars (\$25.00) per day.

Section N. When a non-scheduled overtime assignment occurs between the hours of 10:00 p.m. and 4:00 am., the Officer shall be released from his/her scheduled shift for a

period of time not to exceed seven and one-half (7 ½) hours upon completion of an unscheduled overtime.

Section O. All Officers covered under the terms and conditions of the agreement as stated in Article 1 shall be subject to departmental order-in overtime list for replacement Officers assigned to the A.B.C., and D shifts.

Section P. The following is the computation for breaks and lunch payments for Officers working overtime. If the Officers work:

4 hours	they get	15 minutes break
5 hours	they get	½ hour lunch only
6 hours	they get	½ hour lunch + 15 minute break
7-8 hours	they get	½ hour lunch + ½ hour in 2 breaks.

After 8 hours, start cycle again. Example:

If an Officer works 9-11 hours, he gets ½ hour lunch and ½ hour break. If an Officer works 12 hours, he then gets an additional 15 minute break (½ hour lunch + 45 minutes in breaks).

*The above computation does not include hospital details.

ARTICLE XI: UNIFORMS

Section A. New Officers will be issued an adequate uniform issue at the start of their employment to cover their probationary working period.

Section B. Upon completion from a certified Police Training Commission Police Training Academy the New Officer will be supplied the remainder of the issue to complete the remainder of the uniform inventory as described below.

The complete Uniform inventory will be as follows:

1. Three (3) Trousers
2. Three (3) Long Sleeve Shirts
3. Three (3) Short Sleeve Shirts
4. Two (2) Ties
5. One Dress Hat
6. One (1) Uniform Jacket
7. One (1) Hat Badge
8. One (1) Uniform Badge
9. One (1) Identification Card
10. One (1) Raincoat
11. One (1) Name Tag

Section C. Under no circumstances will an Officer be required to wear civilian attire when assigned to outside duty. However, civilian outer garment may be worn, to the overtime assignment if the Officer so desires.

Section F. If at any time it is deemed necessary for the Sheriff to add to or alter the present uniform inventory, the Sheriff will provide the additional issue initially. Thereafter, the Sheriff's Officer will maintain the issue.

Section G. The Employer agrees to provide one-half the cost up to \$200.00 toward the purchase of a bulletproof vest approved by the I.A.C.P. on a voluntary basis. Proof of purchase must be supplied to the Sheriff.

Section H. It is understood and agreed that if an employee does purchase a bulletproof vest, it will be considered as part of the dress code and uniform of the day.

Section I. The Employer shall continue to provide employees with a uniform allowance in the amount of \$1200 per annum.

ARTICLE XII: POLICE EQUIPMENT

Section A. The Standard on-duty weapon shall be a 45 Cal. Semi-Automatic Pistol, when purchased by the employer to replace current sidearm.

Section B. The employer agrees to provide the following equipment to all employees covered by this agreement. Each officer shall be equipped with a walkie-talkie radio with charger.

Section C. All of the items set forth within this section shall be provided without charge to those employees who are covered by this Agreement.

Section D. Qualification and Standards:

At least twice per year or in compliance with the New Jersey State Attorney Generals Standard Guidelines, all employees covered by this agreement must qualify to use the weapons that they have been empowered to carry.

1. The Sheriff shall make provisions to have the employees qualify to use the authorized weapons at an approved firing range that shall be located within the boundaries of the County of Middlesex.
2. The employee shall qualify to use the weapons described herein above during the course of the employee's normal work day and shall not suffer loss of pay or any other benefit covered within this Agreement.

Section E. Off-Duty Weapons:

It is agreed to and understood that Sheriff's Line Officers will be permitted to carry non-issue weapons of any caliber when off-duty if the Officer has qualified on that weapon, and if the Officer qualifies when he/she qualifies with his/her service weapon and if the Officer provides the ammunition needed to qualify with the non-issue weapons.

1. The Officer can qualify at other times on the Officers own time so long as there is no cost to the County.
2. The carrying of weapons both on and off-duty shall be governed by N.J.S.A. 2C:39-6.

ARTICLE XIII. QUALIFICATION FOR EMPLOYMENT

Section A. The Employer shall strive to maintain all minimum standards presently in effect for appointment to the position of Sheriff's Officer, in accordance with New Jersey Department of Personnel Rules and Regulations.

ARTICLE XIV. PERSONNEL FILE

Section A. Employees shall have the right to inspect and review their own personnel file on reasonable notice and at reasonable time upon written request. The employee shall have the right to define, explain or object in writing to anything found in his/her personnel file. Said writing shall become a part of the employee's personnel file.

Section B. In this agreement, there will not be anything to prevent employee from requesting the expunging of any documents or portion of documents in his/her personnel file. Any written denial of this request will be included in the employee's personnel file by the appointing authority after twelve (12) month period of time.



Section C. The Sheriff agrees to provide a copy to the Officer of any material placed in his/her personnel file. Each inspection of the personnel files shall not be for more than 15 minutes during the employee's workday.

Section D. It is understood that the files maintained by the County Personnel Director are the Official personnel files for all Officers.

Section E. No documents shall be entered in a Sheriff's Officers personnel file that fall within the following categories.

1. Any accusation that does not result in a hearing and finding of guilty.
2. Department investigations and/or hearing that do not result in a find of guilty.
3. Department hearings that result in a finding of guilty, but are overturned by New Jersey State Civil Service Commission appeal or judicial review.
4. Any other adverse action against a Sheriff's Officer that is overturned by New Jersey State Civil Service Commission appeal, PERC ruling or judicial review.
5. Any adverse action against a Sheriff's Officer, which is processed through the grievance procedure where such grievance is upheld.
6. Any letter, statement, or report, or other document that implies wrong doing or inefficiency is not substantiated by a hearing and finding of guilty except in cases of written reprimands.
7. The Sheriff retains his right to maintain all documents that fall within the above categories in cases pending final disposition and/or appeal.

- Section F. All personnel file entries concerning oral or written reprimands will be removed from the Officers Personnel File upon written request from the Officer, provided no other same type of incident occurs within 12 months of an oral reprimand and 12 (twelve) months of a written reprimand.
- Section G. Nothing shall be entered in any Sheriff's Officers personnel file, for any reason whatsoever, unless the Officer receives a copy of that document.
- Section H. Any document requested by an Officer, already received by the Officer, can be charged for the copies at the County Rate established for public documents.

ARTICLE XV MEDICAL BENEFITS

Section A – See Appendix IV.

Section B. Payment of Medical Coverage for Retirees Pursuant to N.J.S.A. 40A:9-14.1 and N.J.S.A. 52:14-17:38, the County agrees to provide to a retired employee and his dependents, if any, if such employee has accrued twenty-five (25) years of credit service in a State or Locality administered retirement system, the payment of traditional medical coverage and major medical. This policy is to be based upon resolution authorizing these payments adopted by the Employer on November 16, 1978.

ARTICLE XVI, LONGEVITY

Section A. In accordance with the Longevity resolution as amended by the Board of Chosen Freeholders, all eligible employees are entitled to receive longevity based upon their base salaries (maximum base \$30,000.00) as of December 31st of the previous calendar year starting with the completion of the 8th year of service as follows:

9 through 15 years of service -	4%	\$1200.00
16 through 20 years of service -	6%	\$1800.00
21 years and over -	8%	\$2400.00

Section B. Employees hired on or after January 1, 2013 shall not be eligible for longevity benefits.

Effective January 1, 2014 the longevity values of \$1200.00 at the 9th year, \$1800.00 at the 16th year and \$2400.00 at the 21st year shall be adjusted by any percentage wage increases agreed upon by the parties for employees hired prior to January 1, 2013. The adjusted longevity values shall then be added to base pay in accordance with present practice but shall not be used in determining senior officer pay. Upon implementation of this section, the other sections of the longevity article shall be deemed void.

ARTICLE XVII. HOLIDAYS

Section A. The present Holiday schedule in effect is to be adhered to, and also to be observed are any other holidays declared by legally constituted authorities of the County, State and Federal Government, provided said Holiday has been recognized by the Board of Freeholders.

New Year's Day

Martin Luther King's Birthday

Lincoln's Birthday
Good Friday
Independence Day
Columbus Day
Veteran's Day
Christmas Day

Washington's Birthday
Memorial Day
Labor Day
Election Day
Thanksgiving Day
Friday following Thanksgiving

Section B. If a holiday falls during an employee's vacation or bereavement time, he/she shall be granted an additional day off with pay.

Section C. Paid Holiday occurring during a period of sick leave shall not be charged to sick leave.

Section D. Employees ordered and scheduled to work by the Sheriff or his/her Section Designee on Thanksgiving Day, Christmas Day, or New Years Day shall be paid their regular day's pay plus an additional rate of double time pay for the hours worked.

Section E. No vacation leave or personal days shall be granted without the express approval of an employee's department head immediately before or after any holiday period.

Section F. All work performed on a holiday shall be compensated at a rate equal to two and one-half times ($2 \frac{1}{2} X$) the rate of pay which would apply on a normal workday. The eight (8) hours regular day's pay shall always count toward the $2 \frac{1}{2} X$ rate of pay. Specific examples are as follows:

- a. Employee scheduled to work seven and one half ($7 \frac{1}{2}$) hours on a holiday who actually works seven and one half ($7 \frac{1}{2}$) hours.

$7 \frac{1}{2}$ hours (regular pay @ straight time)	= $7 \frac{1}{2}$ hours
$7 \frac{1}{2}$ hours @ $1 \frac{1}{2} X$	= <u>$11 \frac{1}{4}$ hours</u>
TOTAL PAY	= $18 \frac{3}{4}$ hours

- b. Employee scheduled to work seven and one half hours on a holiday that actually works 15 hours.

7 ½ hours @ straight time pay	= 7 ½ hours
7 ½ hours @ 1 ½ X	= 11 ¼ hours
7 ½ hours @ 2 ½ X	= <u>18 ¾ hours</u>
TOTAL PAY	= 37 ½ hours

- c. Employees not scheduled to work because of a holiday that is called in to perform 2 hours work.

7 ½ hours @ straight time pay	= 7 ½ hours
4 hours (min. call-back) @ 1 ½ X	= <u>6 hours</u>
TOTAL PAY	= 13 ½ hours

- c. Employees not scheduled to work because of a holiday who is called in to perform 10 hours of work:

7 ½ hours @ straight time pay	= 7 ½ hours
7 ½ hours @ 1 ½ X	= 11 ¼ hours
2 hours @ 2 ½ X	= <u>5 hours</u>
TOTAL PAY	= 23 ¾ hours

ARTICLE XVIII. PERSONAL DAYS

Section A. In addition all employees shall have four (4) personal holidays to be used for any purpose whatsoever. Personal holidays may be taken on separate days or consecutively, however, the employee should, whenever possible, give the Employer one (1) day notice for each personal holiday to be taken. New employees shall accrue one (1) personal holiday at the end of each third month of employment and severance pay shall be calculated considering personal holidays on the basis of one accrued personal holiday per third month of employment completed in the year said employment is terminated. Personal holidays may not be accumulated annually.

ARTICLE XIX. BEREAVEMENT

- Section A. All employees shall be eligible to receive a maximum of five (5) working days leave with full pay in the event of the death of his/her spouse or child.
- Section B. All employees shall be eligible to receive a maximum of five (5) working days leave with full pay in the event of the death of his/her parent.
- Section C. All employees shall be eligible to receive a maximum of three (3) working days leave with full pay in the event of the death of his/her current son-in-law, current daughter-in-law, current mother-in-law, current father-in-law, brother, current brother-in-law, sister, current sister-in-law, grandparent, grandchildren, aunts, uncles, or other relative living in the immediate household, such leave being separate and distinct from any other leave of time.
- Section D. All employees shall be eligible to receive a reasonable amount of time off with full pay for the purpose of travel time if the funeral is out of state. Such time off is subject to prior approval of the Sheriff, such leave being separate and distinct from any other leave of time.
- Section E. It is understood and agreed that this Bereavement Leave will be communicated to the department head by the employee and said employee shall be granted three (3), four (4) or five (5) days leave of absence (as stated above) consisting of three (3), four (4) or five (5) working days next following the day of death. The employee compensated for time lost during said period from his/her regularly scheduled work, not to exceed three (3), four (4) or five (5) days of bereavement leave where it applies.
- Section F. The time of Bereavement leave will be granted to be taken within a five (5) day period at the discretion of the employee with a prior notification to his/her

Department Head. It is further understood that there will be no fragmentation of the bereavement leave. The leave must be taken by the designated days once the option is taken.

ARTICLE XX. VACATION

Section A. A New employee shall be granted vacation leave only at a rate of one (1) day per month on a month-to month basis until completion of one (1) full year of employment. Upon completion of said year, a pro-rata number of vacation days shall be credited to the employee for the balance of the calendar year ending December 31st.

Section B. If separation occurs before the end of the year and more vacation days have been taken than is appropriate, the per diem rate of pay for the excess days shall be deducted from the final pay.

Section C. All employees shall be granted vacation leave based upon the following schedule.

YEARS OF SERVICE

Less than one year

One to five years

Six to Nine years

Ten to twelve years

Thirteen to twenty years

Twenty-first year or more

AMOUNT OF VACATION

one working day for each month of service

twelve working days during each year of service.

fifteen working days during each year of service.

sixteen working days during each year of service

Twenty working days during each year of service

Twenty-five working days during each year of service



It is understood that when reference is made to "six to nine years, etc., six means the start of the sixth year, etc.

Section D. Vacation time accumulation will be based on the New Jersey State Civil Service Commission Ruling now in effect. When selecting vacation time seniority will be a primary consideration of selection.

Section E. Employees must submit vacation preferences by April 15th of each year with first and second choices. Failure to timely submit such request shall result in the employee receiving left over vacation time. Timely requests for the same vacation shall be resolved by seniority and staffing needs.

ARTICLE XXI. SICK LEAVE

Section A. FMLA Act of 1993 N.J.S.A. 34:11B-1 et seq. shall apply as per the County Personnel Policy.

Section B.

1. A new employee shall earn sick leave at a rate of one and one-quarter (1 ¼) days per month on a month-to-month basis until completion of one (1) full year of employment. Upon completion of said year, a pro-rata number of sick days shall be credited to the employee for the balance of the calendar year ending December 31st.
2. If termination occurs before the end of the year and more sick leave has been taken than earned, the per diem rate of pay for the excess days shall be deducted from the final pay.
3. Sick leave shall accumulate year-to-year with an additional fifteen (15) days credited to the employee at the beginning of each successive calendar year.



4. All other proper and authorized leaves as provided in the rules of the New Jersey State Civil Service Commission shall be recognized and constitute part of this agreement.

Section C.

1. Days lost due to injury or illness arising out of or caused by County employment for which the employee has a claim for Workman Compensation, which has been approved by the appropriate County authorities or sustained by an appropriate Court of competent jurisdiction, shall not be charged to sick leave.
2. During the time that the Personnel Office is determining whether the injury or illness results from the working conditions, an employee may take any accumulated sick leave. In the event a leave of pay is granted, the sick leave used by the employee will be reaccredited to the employee and the sick leave injury will be retroactive to the date which is determined by the Insurance Carrier or Court, if applicable.
3. Furthermore, all of the requirements of N.J.S.A. 34:15-1 shall govern and control the injury leave and Compensation Benefits including the requirement for reimbursement and the basis for not granting an injury leave as more fully set forth in the Codified General Resolutions of the County of Middlesex.

Section D. The County agrees the following shall apply. An employee who requests a leave without pay for reason of disability due to pregnancy shall be granted leave under same conditions as those applicable to such employees for sick leave or leave without pay. The County may request acceptable medical evidence that the employee is unable to perform her work because of disability due to the



pregnancy. All other terms of N.J.A.C. 4A:6-1.8 shall also apply.

ARTICLE XXII. ACCUMULATED SICK TIME PAYOFF UPON RETIREMENT

Section A. Employees covered under the terms of this Agreement shall be entitled, upon retirement, to receive a lump sum payment, as supplemental compensation one-half payment for every full day of Middlesex County earned and unused accumulated sick leave (not to exceed \$15,000.00) which is credited to him/her on the employment records and certified by the appointing authority on the effective date of his/her retirement. This policy will be administered in accordance with the Resolution adopted by the Board of Chosen Freeholders authorizing same.

ARTICLE XXIII. MILITARY LEAVE

Section A. Any employee of the County who is a member of the National Guard, Naval Militia, Air National Guard, or a reserve component of any of the Armed Forces of the United States, and is required to engage in field training, shall be granted a military leave of absence with pay for a period of such training as is authorized by law. Such leave of absence shall be in addition to vacation.

**ARTICLE XXIV. ADHERENCE TO NEW JERSEY STATE
CIVIL SERVICE COMMISSION**

Section A. The Employer and the Association understand and agree that all rules promulgated by the New Jersey State Civil Service Commission concerning any matter whatsoever not specifically covered in this Agreement shall be binding upon both.



ARTICLE XXV. GRIEVANCE PROCEDURE

Section A. The purpose of the grievance procedure shall be to settle all grievances between the Sheriff and the Association as quickly as possible so as to insure efficiency and promote employees morale.

Section B. A grievance is defined as any dispute between the parties concerning the application or interpretation of final agreement reached through these negotiations, or any complaint by an employee as to any action or non-action taken toward him which adversely affects any right arising out of his employment.

Section C. All Grievances shall be processed as follows:

1. They shall be discussed with the employee(s) involved and the Association P.B.A. Representatives with the immediate Superior, designated by the Sheriff. Such immediate Superior shall make the answer within three (3) days to the Local.
2. If the grievances are not settled through Step 1, the same shall be reduced to writing by the Association or the Grievant and submitted to the Sheriff or any person designated by him/her, and the answer to such grievance shall be made in writing with a copy to the local within five (5) days of their submission.
3. If the grievances are not settled by Steps 1 and 2, then the PBA shall have the right to submit such grievances to the Personnel Director. A written answer to said grievance should be served upon the PBA within five (5) calendar days after submission.

Section D. If the grievances are not settled by Steps 1, 2 and 3, then the Association within ten (10) working days after the written decision (Step 3) shall have the right to submit only such grievances which are claimed violations, misinterpretations, or misapplication of the terms of this Agreement and the referenced policies directly affecting them (the Association) to an arbitrator appointed by the parties from the Arbitration Panel maintained by the New Jersey Public Relations Commission. The Arbitrator appointed shall have full power to hear the grievance and make a decision, which decision shall neither modify, add to, nor subtract from the terms of the agreement and referenced policies. The decision shall be rendered within thirty (30) days after completion of the hearing and shall be binding on both parties. The 30-day time limit may be extended as needed upon request by the Arbitrator. The cost of the Arbitrator and his expenses shall be borne equally by both parties unless otherwise noted.

Section E. Nothing herein shall prevent any employee (Officer) from processing his own grievance providing the local representative is aware of the grievance, in writing prior to the First Step of the Grievance Procedure except that only the PBA may pursue a grievance to arbitration.

Section F. The P.B.A. President and a representative designated by the President shall have the right and the authority to appear with any member of the bargaining unit who has filed a grievance throughout any stage of the grievance procedure or hearings of any nature upon request.



- Section G. The P.B.A. President, his designated representative, and the grievant, shall not suffer loss of any benefits under this agreement while participating in any stage of the grievance procedure.
- Section H. Any employee covered by this Agreement who has been summoned by the Office of the Sheriff shall have the right to have his P.B.A. representative present. The term "Office of the Sheriff" shall include the following individuals: The Sheriff, the Under Sheriff Department Heads, or any individual appointed or designated by the Sheriff to possess supervisory or managerial functions.
- Section I. The duly elected P.B.A. President and/or State Delegate shall be excused from their normal duty assignments to process grievances or to attend to Union Business during regular working hours. Proper and sufficient notice is to be given to his immediate supervisor by the P.B.A. President and/or State Delegate.
- Section J. Grievances must be initially filed within thirty (30) days of the incident, or the employee's knowledge of such incident. Any retroactive settlement will be made as of the date of filing of such grievance.
- Section K. On all hearings, the P.B.A. President or his designee plus the employee will be present. Employer does not have the right to hold a meeting or a hearing without the presence of the P.B.A. President or his designee, unless employee does not request such presence.

ARTICLE XXVI. EMPLOYEE RIGHTS:

Section A. Postings of Jobs.

All job vacancies in the Sheriff's Department shall be posted on the necessary bulletin boards for a period of at least two (2) weeks.

1. Written application for these jobs or vacancies will be submitted on the forms provided by the employer and distributed as follows:
 - a. One copy to be retained by the Officer applying
 - b. One copy to Department Head
 - c. One copy to the Sheriff
 - d. One copy to the Bargaining Unit only.

Section B. 1. The Sheriff agrees the following requirements and rating system will be utilized in determining the selection of an applicant for a Job Posting.

These qualities are not listed in a priority order:

- a. Attendance Record
 - b. Demonstrated Ability
 - c. Disciplinary Record
 - d. Employee Attendance
 - e. Past Experience
 - f. Seniority
2. The applicant selected will be notified in writing and assigned within two (2) weeks following termination of the posting period.
 3. The employer has the right to temporarily fill a new job or vacancy pending results of the posting.
 4. Expired posted notices will be retained by the employer for three (3) months.
 5. Upon request of the Officer who has been denied reassignment, the employer will advise said employee the reason for denial in writing within two (2) weeks.
 6. It shall be the sole right of the Sheriff of the County of Middlesex to re-assign employees between units of the Department provided that such re-assignments are in accordance with the recognized New Jersey State Civil Service Commission procedures. In furtherance thereof, when a re-assignment is interpreted to mean a change in work, hours off, or days off, the employee affected shall be notified no less than five (5) work days prior to the re-assignment in order to enable the employee to arrange for an orderly change. The section shall not apply in cases of extreme emergency. Extreme Emergency is defined as a declaration of said condition by the Sheriff of Middlesex County.

Section C. A forty-eight (48) hour written notice will be issued in the event of work schedule changes. In case of an emergency, only the Sheriff or his designee has the authority to make changes necessary, and as soon as possible, report the reasons for these changes to the Association in writing. In cases of non-Sheriff declared emergency, and where less than forty-eight (48) hours written notice is given, the time worked shall be considered and paid as overtime.

Section D. Transfer Benefits:
When an Officer is transferred and/or reassigned to another section or department, he/she shall retain his/her accumulated sick leave, vacation, unused personal days and County seniority without prejudice.

Section E. Pay Day:
Whenever possible, all paychecks and other disbursement checks or drafts shall be received on the Thursday of each pay period before 3:00 P.M.

Section F. Sick Day Call In:
Any employee who is covered by this Agreement who is ill shall notify the employer no later than one (1) hour prior to the employee's scheduled reporting time.

Section G. Rest Periods.
All members of the bargaining unit shall receive two (2) fifteen (15) minute rest breaks during the scheduled tour of duty. Said time may be added to Officers lunch break, only at such time where the exigencies of their performance of duty prevent them from a normal rest period and a superior grants the tacking of.

Section H. Extradition Duty:

Any member of this bargaining unit who is assigned to extradition duty shall receive twenty-five dollars (\$25.00) per diem for reimbursement of food and shall additionally be reimbursed for lodging expenses and travel expenses. It is understood that the employee will submit the required receipts containing the details of all claimed expenses.

It is further understood that a pro-rata-per diem payment will be made as follows:

- | | | |
|----|------------------------------------|-----------|
| 1. | Four hours or less – or one meal | = \$25.00 |
| 2. | Four to six hours – or two meals | = \$30.00 |
| 3. | Six to eight hours –or three meals | = \$40.00 |

Section I. Clock-In:

The employee will be required to clock-in and clock-out, only at the beginning and end of each shift. The employer agrees to provide two (2) time clocks for the Sheriff's Officers Courts to be located at a mutually agreed upon location(s).

Section J. False Arrest Insurance:

The employer shall continue to provide false arrest insurance at the same levels as previously provided. It is understood that the employer may choose to provide the insurance in any form at its discretion including self-insurance. Any such change in the level of coverage of such insurance shall be negotiated to the extent required by law. Employee shall have the option to select an attorney of his/her choice, in accordance with the procedures established in the County Personnel and subject to the current County attorney rate.

Section K. In-Service Training:

1. All in service educational training shall be held during normal working hours. In the event that said training must be held after the regularly scheduled work day, each attending employee shall be compensated at the rate of time and one-half of their regular hourly rate. Excluded from this clause are the Basic Police Training Course Requirement and any other voluntary special training courses. Shifts may be changed to accommodate these Training Courses.
2. The Sheriff agrees to maintain on the Department bulletin board copies of the course schedules, which are currently being offered at the Middlesex County Police Academy.
4. The Sheriff agrees to provide and maintain on an annual basis the minimum required in service training to all employee's covered in this agreement as listed in Article 1 in the following – C.P.R., C.I.M. and Hazmat response.

Section L. Court House Security:

Whenever, the security of the Court House is at issue both parties will meet and discuss the security measures that will be implemented for the period of time

necessary. Whenever possible Court Officers will be given the assignment. This clause will also apply to the Non-Court Officers in the performance of their duties. It is understood that the final assigning authority will be the Sheriff or his designee.

Section M. Transfer to Sheriff's Officer Title:

It is agreed that a transfer to Sheriff's Officer from another Middlesex County Government Law enforcement title and department shall be affected under the following conditions:

1. Transfer will be subject to New Jersey State Civil Service Commission Rules and Regulations and mutual agreement of Department Heads concerned.
2. Start of new employment will take place immediately after leaving former employment.
3. Middlesex County benefits earned, such as sick days, vacation, personal days and longevity will be transferred with the employee.
4. Salary in the new position will be two step less than it would have been had he/she started in the Sheriff's Department originally.
5. County employees transferring with a break in service will start at the minimum of the range.
6. Employees transferring from Municipal, State or Federal employment will start at the minimum of the range.
7. Items 1 through 5 applies only to transfers from another Middlesex County law enforcement department.
8. The transferring officer shall not have seniority over any incumbent based upon his/her service with the other department.

Section N. The Sheriff agrees that the Field Training Officers assigned to each section within the Sheriff's Department shall receive an additional one half (1/2) hour per day at the overtime rate for the time that they are assigned to familiarize a recruit upon completion of the Police Academy. The employee will be required to submit for



the compensation via a form created similar to the present differential forms.

ARTICLE XXVII: SHERIFF'S INVESTIGATIONS

Section A. In an effort to insure that departmental investigations are conducted in a manner which is conducive to good order and discipline, the following rules are hereby adopted.

1. The interrogation of an officer or investigator shall be at a reasonable hour, preferably when the officer or investigator is on duty, unless the exigencies of the investigation dictate otherwise.
2. The interrogations shall take place at a location designated by the Sheriff or his Designee.
3. The officer or investigator shall be informed of the nature of the investigation before any interrogation commences. Sufficient information to reasonably apprise the officer or investigator of the allegations should be provided. If the officer or investigator is a potential target of the investigation, he/she shall be advised.
4. The questioning shall be reasonable in length. Fifteen (15) minutes time shall be provided for personal necessities, meals, telephone calls, and rest periods at the end of every two (2) hours.
5. The officer or investigator shall not be subject to any offensive language, nor shall he/she be threatened with transfer, dismissal, or other disciplinary punishment. No promise of reward shall be made as inducement to answering questions.
6. At every stage of the proceedings, the Employer shall afford an opportunity for an officer or investigator, if he/she so requests, to consult with counsel and/or his PBA Representative before being questioned concerning a violation of the Rules and Regulations. However, such request shall not delay the interrogation beyond one (1) hour for consultation with his/her attorney or PBA representative. At no time will a co-target of an investigation be allowed to represent another co-target during questioning or during a Hearing. All parties will be responsible for arriving at the investigation site in a reasonable time.
7. In cases other than departmental investigation, if an officer or investigator is under arrest or if he is suspect or target of a criminal investigation, he shall be given his rights pursuant to the current decisions of the United States Supreme Court.

8. Nothing herein shall be construed to deprive the Administration or its Officers of the ability to conduct the routine and daily operations of the Sheriff's Department.

9. When, in the judgment of the Sheriff or the Sheriff's designee, an officer is involved in a critical incident, he/she shall be removed immediately from the area or as soon thereafter as possible if, in the judgment of the Sheriff or the Sheriff's designee, medical treatment or evaluation is requested and required. Such request shall not be unreasonably denied.

Section B. In the event any Officer shall be suspended, regardless of the duration of such suspension, he shall be entitled upon request to a hearing as soon as possible after the suspension by the Sheriff or his designee. The Officer shall be entitled to legal representation throughout said hearing.

ARTICLE XVIII, TRANSPORTATION OF PRISONERS

Section A. The policy in the transporting of prisoners in a vehicle is that not less than two (2) Officers are assigned. Policy also stipulates that not more than three (3) prisoners will be transported in a Manufacturers Standard Police Package Sedan. If there is more than one (1) prisoner, the Officers are instructed to cuff the hand-to-hand, thereby eliminating the possibility of any escape or harm to the Officers. In the case of one prisoner being transported, he/she is either cuffed behind the back or to a Belly-chain with leg irons.

Section B. Additionally, each vehicle is equipped with a screen, which separates the prisoners from the Sheriff's Officers. In the event that more than (3) prisoners are transported in a van, a back-up car will be assigned with two (2) Officers to follow the van.



Section C. It is further agreed to and understood that Sheriff's Officers assigned to the transport of prisoners from one station to another and/or court for processing shall be provided with throw-away gloves and face mask when it is deemed necessary, and will also be provided with any other attire deemed both reasonable and appropriate.

ARTICLE XXIX, SHERIFF'S DEPARTMENT VEHICLES

Section A. The employer agrees to provide suitable police package equipped vehicles only for the Sheriff's Department service. These vehicles will be under and in concert with U.S. Automobile Manufacturers Standards to insure safety, health, and comfort of the operative while in performance of their duties.

Section B. The employer will keep vehicles in a high state of repair during the period the vehicles are being utilized by the Sheriff's Department.

Section C. At no time will an Officer of the Department be mandated to operate a vehicle, which is not fully safe to use and not in the best interest of the department, of the Officer and the general public.

ARTICLE XXX, SEPARABILITY AND SAVINGS CLAUSE

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



Section B. The employer and the P.B.A. shall renegotiate a replacement provision that shall supersede the invalid provision. Said renegotiating shall commence no later than fifteen (15) days following the termination of the invalid provision.

ARTICLE XXXI, SAVINGS CLAUSE

Section A. It is mutually understood and agreed that all benefits currently enjoyed by employees shall remain in effect and become part of this Agreement.

ARTICLE XXXII, MANAGEMENT RIGHTS

Section A. All of the rights, power and authority possessed by the Employer prior to the signing of this Agreement are retained exclusively by the Employer only to such limitations as are specifically provided in this Agreement.

ARTICLE XXXIII, NO STRIKE-NO LOCKOUT

Section A. Neither the employer nor the PBA nor any of the employees covered by this Agreement shall instigate, sponsor, promote, engage in or condone any strike, concerted work stoppage, lock-out or any other intentional interruption or work as set forth under the laws of the State of New Jersey.

ARTICLE XXXIV, NON-DISCRIMINATION CLAUSE

Section A. The County of Middlesex is committed to basing judgments concerning employees solely on their qualification, abilities, and performance. Neither party to this Agreement shall discriminate against any employee because of race, sex, age, nationality, religion, marital status, handicap or political affiliation. Also, the



employer will not discriminate against any employee because of his/her exercise of his/her right to form, join, organize, or support the P.B.A., or to refrain from any such activity.

Section B. Any such alleged discrimination may be pursued under the grievance and arbitration provisions of this Agreement.

ARTICLE XXXV, JUST CAUSE

Section A. No Officer shall be discharged, disciplined, reprimanded, reduced in rank, compensation, or deprived of any occupational advantage or given an adverse evaluation of his or her services without just cause. Any such action asserted by the County, or any agent or representative thereof, shall be subject to the grievance procedure herein set forth if recourse is not provided for under N.J.S.A. Title 11A.

ARTICLE XXXVI, DURATION OF CONTRACT

Section A. It is hereby agreed that this Agreement shall remain in full force and effect from January 1, 2013 until December 31, 2016.

Section B. Any economic terms and conditions in this Agreement that have been negotiated for the contractual years 2013 shall be retroactive to January 1 of 2013, unless expressly stated to commence at a later date.

Section C. This agreement shall be reopened for 2017 contract negotiations by either party upon notice in writing at least sixty (60) days and no more than one-hundred twenty (120) days prior to December 31, 2016.

Section D. All of the provisions of this Agreement shall remain in full force and effect until a successor collective bargaining agreement is negotiated.



APPENDIX I

EXHIBIT A

**SALARY SCHEDULE FOR ALL SHERIFF'S OFFICERS
HIRED PRIOR TO JANUARY 1, 2013**

	1/1/13	1/1/2014	1/1/2015	1/1/2016
Training (6 months)	37,173	37,173	37,173	37,173
Step 1 (6 months)	45,007	45,007	45,007	45,007
Step 2	50,581	50,581	50,581	50,581
Step 3	56,155	56,155	56,155	56,155
Step 4	61,729	61,729	61,729	61,729
Step 5	67,303	67,303	67,303	67,303
Step 6	72,878	72,878	72,878	72,878
Step 7	84,045	85,726	87,440	89,189
Sr. Pay Start of 16 th	86,566	88,298	90,064	91,865
Sr. Pay Start of 21 st	88,297	90,063	91,865	93,702

EXHIBIT B

SALARY SCHEDULE FOR ALL
SHERIFF'S OFFICERS HIRED ON OR AFTER JANUARY 1, 2013

	1/1/2013	1/1/2014	1/1/2015	1/1/2016
Training (1 year)	38,750	38,750	38,750	38,750
Step 1 (1 yr.)	45,000	45,000	45,000	45,000
Step 2	48,739	48,739	48,739	48,739
Step 3	52,478	52,478	52,478	52,478
Step 4	55,660	55,660	55,660	55,660
Step 5	59,035	59,035	59,035	59,035
Step 6	62,614	62,614	62,614	62,614
Step 7	66,410	66,410	66,410	66,410
Step 8	70,436	70,436	70,436	70,436
Step 9	74,707	74,707	74,707	74,707
Step 10	79,236	79,236	79,236	79,236
Step 11	84,045	84,045	84,045	84,045
Sr. Pay Start of 16th	86,566	86,566	86,566	86,566
Sr. Pay Start of 21 st	88,297	90,063	90,063	90,063

APPENDIX II
Addendum to the Contract Between
Medical Benefits

A. 1. The County and the Union hereby agrees that the County may withdraw from the New Jersey State Health Benefits Program, SHBP, and provide health benefits through a self-insured program which shall be known as the Middlesex County Joint Insurance Fund, MCJIF, with benefit levels for participants and their dependents equal to or greater than those currently enjoyed in the SHBP, this includes the indemnity (traditional plan), PPO, and the various HMO options currently available all of which shall continue to be available to all current employees. Employees hired on or after July 1, 1993 who select an HMO option shall be restricted to those three HMO's with the largest County employees enrollment.

a. No reduction of benefits or increase in premiums shall result solely from this switch into the MCJIF for the employees, retirees, or their eligible dependents for the duration of this agreement. If any reduction of benefits or increase in premiums shall result from the switch in health plans for any employee, retiree, or eligible dependents, then Middlesex County agrees to fully indemnify such employees, retiree or eligible dependent for the costs of any medical treatment previously covered but subsequently denied coverage due to such switch.

b. The Database and Percentile Cut-off point used to establish Usual and Customary Fee Rates shall be equal to or greater than those used by the SHBP.

c. Employees and their eligible dependents that are enrolled in the health plan will continue to be covered, and the County will pay their premiums for the duration of this agreement.

d. The County will continue the current practice by which employees who retire and who have completed twenty-five (25) years of service credit in a State administered Retirement System in the State of New Jersey, or who retire on a disability pension, and their eligible dependents are provided continued medical insurance benefits in any of the plans with the premiums paid for by the County.

e. The County agrees to provide coverage under the self-insurance drug prescription program for all retired employees and their dependents that are eligible for continuation of medical benefits. Co-pays shall be the same as are paid by the employees.

f. If the Third Party Administrator should fail to pay any properly filed claim for any covered service within four weeks after it receives said plan, then the County shall pay such claim within thirty days (30) after the County receives written notice from the employee or his/her representative of the outstanding claim accompanied by supporting documentation.

g. The County further agrees that the alternate for its member on the fund Commissioners Board shall be a Union Representative selected by CUREM with all rights and privileges as are afforded all such Alternate. Additionally, there shall be a non-voting ex-official member selected by the Council of Middlesex Law Enforcement Officers.

h. This agreement shall be addend med to the contract currently in place and shall supersede the current language with reference to the SHBP, subject to ratification of the parties. This agreement shall become effective immediately after all parties ratify it. The union representatives agree to seek ratification of this agreement no later than April 10, 1995. In the event the County switch in health benefits affects and retiree, then during any lapse of health benefits coverage, he shall be provided with the costs of maintaining supplemental coverage, or indemnified directly from the County for any medical treatment which he or his eligible dependent incur.

In the event the County's ability and right to provide health benefits to retirees with twenty-five (25) years or more service credit in a State of New Jersey administered pension plan is legally challenged in P.E.R.C., or a Court of competent jurisdiction, then the County will litigate at its own expense its rights and ability to continue providing health benefits to retirees with twenty-five (25) years or more service credit in State of New Jersey administered pension plan.

In the event it is subsequently determined by a court of complete jurisdiction that the County of Middlesex is prohibited from providing the aforesaid benefits, then the parties shall immediately enter into negotiations on the medical benefits provision only of the collective bargaining agreement. If the parties are unable to amicably agree upon an alternate medical benefits provision to the collective bargaining agreement, the County of Middlesex will agree to reapply for membership in the SHBP and will agree to enter the SHBP upon the necessary approvals.

This agreement shall remain in full force and effect through December 31, 2004.



APPENDIX IV.
MEDICAL BENEFITS

A. Vision Care

The County shall reimburse costs of vision care for its employees who have been continuously employed for more than sixty (60) days to the extent set forth below. The vision care allowance shall be limited to payments every other year or not more than once every two calendar years. This benefit shall not be cumulative.

Eye Examination	\$50.00
Lenses and Frames	<u>\$90.00</u>
Maximum	\$140.00

B. Dental Coverage

The County shall provide, an appropriate dental care plan whose benefits and provisions shall be the substantial equivalent of the dental care plan in place for employees as of December 31, 1998. In the event the County wishes to alter, amend or replace the current dental care plan it shall give thirty days' notice to the Union representative of such proposed change and make available to such representative a full schedule of benefits and costs of the proposed program. In the event of objection to such County action the parties shall enter into good faith negotiations regarding the adoption of any new dental plan with due regard for competitive availability of equivalent plans, relative costs and benefits and ease of administration of benefits.

1. Employee contributions to premiums for the approved dental care plan shall continue at the same level and frequency as provided for in the collective bargaining contract in effect on December 31, 1998. Any annual increase in said contributions shall not exceed 14.99% of previous annual premium.

2. The County is not and shall not be required to provide Dental Expense Coverage to current or future retirees unless otherwise agreed to by a collective bargaining agreement.

C. Health and Hospitalization Insurance

1. Eligibility

All County employees on the County payroll for not less than sixty (60) days or on July 1, 1999 whichever shall be later, and their eligible dependents shall be eligible to enroll in any of the County offered medical insurance plans subject only to the provisions and limitations specifically set out in this contract. Employees who enroll in any medical insurance program shall do so in writing on a form promulgated by the Personnel Department acknowledging the offered programs and their selection of a specific plan.

2. Level of Benefits

The County, through the Middlesex County Joint Insurance Fund, MCJIF, shall continue to provide to all eligible employees and qualified dependants on the payroll as of September 6, 2001 the (3) HMO options, as available on January 1, 1999 equivalent to the pre-existing plans, a POS and Traditional Indemnity Coverage. The parties recognize the significantly greater premium costs of Traditional Indemnity Coverage and thereby agree that only employees and their dependents who as of September 6, 2001 were enrolled in the Traditional Indemnity Plan shall be permitted to continue such coverage. If any such employee or eligible subscriber shifts medical coverage to any other plan they shall not be permitted subsequently to re-enter the Traditional Indemnity plan at a later date. Employees and their eligible dependents enrolled in any other medical care plan as of September 6, 2001 may not subsequently enroll in the Traditional Indemnity Plan. In the event the County desires to re-enter the State Health Benefits plan (SHBP) of New Jersey it must provide thirty (30) days notice to the Union and enter into negotiations regarding the applications of this contract.

3. Employee Contribution to Premium Costs

a. Health care contributions for medical, prescription, dental and vision benefits shall be consistent with that required by P.L. 2010 ch. 2 and P.L. 2011 ch. 78 and by the contribution schedule set forth below for employees hired after September 6, 2001 whichever contribution requirement is higher.

b. Employees who enter County service or become eligible for medical insurance coverage after September 6, 2001 (referred to as “new hires” and “new employees”) shall be entitled to the same level of benefits and will be permitted to enroll in all available health care options described in C., 2 above except new hires may not enroll in the Traditional Indemnity Coverage plan which shall not be offered to new employees.

c. New employees, as defined above, whose annual base salary is \$25,000 or less shall not be required to contribute to premium payment for health insurance coverage under this section of the contract but will be subject to the provisions of P.L. 2010 ch. 2 and P.L. 2011 ch. 78.

d. New employees, as defined above earning an annual base salary in excess of \$25,000 shall be required to contribute towards premiums paid on their behalf upon the following schedule during the term of this contract. The only exception shall be in a case where an employee’s raise or promotion moves them beyond \$25,000 but less than the amount of the required premium contribution in which case their net pay shall not be less than their pay prior to the pay increase or promotion.

<u>Salary Level</u>	<u>% of Costs of Selected Plan</u>	<u>Annual Ceiling of Contributions</u>
\$25,001-\$30,000	25%	\$400
\$30,001-\$35,000	35%	\$650
\$35,001-\$40,000	45%	\$900



\$40,001-\$45,000	55%	\$1,250
\$45,001-\$50,000	65%	\$1,500
\$50,001 +	75%	\$1,750

e. The costs of premiums for the respective plans selected by the employee and their eligible dependents shall be determined by the County on an annual basis with notice to each effected employee with the first paycheck of each calendar year. Such computations shall be based on rated costs provided by the plan administration. Employee contributions shall be determined and any adjustment thereto shall be made annually as of the first pay period of each calendar year. The County may not increase or alter an employee's required contribution at any other time.

4. Prescription Coverage

The County shall continue its 1998 level of prescription coverage for all present and future employees for the term of this contract. Eligible employees and their dependents shall be required to make co-payment of \$3.00 for generic drugs and \$5.00 for brand name drugs prescribed by duly licensed physician. Effective in the 3rd or 4th quarter of 2013 there shall be a \$5.00 co-pay per generic drug and a \$10.00 co-pay per brand name drug.

Retirement Benefits

a. Retired County employees and qualified dependents shall continue all benefits due them under the terms of the contract in force as of December 31, 1998 including prescription coverage as herein defined. Retired County employees may not have their benefits reduced or costs increased except upon some act of the Legislature of New Jersey, the Congress of the United States or an order of a Court of competent jurisdiction.

b. The County shall continue to provide fully paid medical benefits to employees who honorably retire after twenty five (25) years of credited public service as described by state statutes and criteria of the New Jersey Civil Service Commission; and employees who qualify for

and are approved by New Jersey Civil Service Commission for receipt of disability retirement benefits. Consistent with Section a, this benefit is subject to P.L. 2011 c. 78 and any other applicable law.

c. Retired employees as described in paragraph 2 above shall be entitled to the same level of prescription benefits as active employees. Retired employees shall not be entitled to dental benefit unless so offered by the County at some later date at the County's discretion and terms.

6. Administration

In the event a third party administrator fails to pay any appropriate and fully completed claim for a covered service within sixty (60) days the effected employee may apply to the County to pay such claim upon adequate submission of supporting documentation. When the County deems such claim properly completed it shall make payment therein within an additional thirty (30) days. As part of such application the County may require the execution of binding assignment or subrogation agreement from the employee to the extent of payments made on the employee's behalf.

