

AGREEMENT BETWEEN THE  
WARREN COUNTY BOARD OF CHOSEN FREEHOLDERS  
AND THE  
COMMUNICATIONS WORKERS OF AMERICA  
FOR SUPERVISORY & NON-SUPERVISORY EMPLOYEES  
OF THE WARREN COUNTY  
DEPARTMENT OF HUMAN SERVICES,  
DIVISION OF TEMPORARY ASSISTANCE AND SOCIAL SERVICES

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July 1, 2002 through December 31, 2004

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**PREAMBLE**

This Agreement made and entered into the 16<sup>th</sup> day of May, 2003, by and between the Warren County Board of Chosen Freeholders, hereinafter referred to as the Employer and the Communications Workers of America, AFL-CIO, hereinafter referred to as the Union, is the final and complete understanding between the Employer and the Union on all bargainable issues and as such will serve to promote and maintain a harmonious relationship between the Employer and those of its employees who are subject to this Agreement in order that more efficient and progressive public service be rendered.

**ARTICLE I - Recognition and Scope**

A. The Employer hereby recognizes the Union as the sole and exclusive representative of all full-time and part-time, permanent and provisional employees under this Agreement for the purpose of collective negotiations pursuant to the New Jersey Employer-Employee Relations Act (N.J.S.A. 34:13A-1 et seq.) concerning salary, hours, and other terms and conditions of employment in the negotiating unit as described below:

1. All Supervisory and Non-supervisory employees employed by the County of Warren, Department of Human Services, Division of Temporary Assistance and Social Services in the classified service in any permanent position, including provisional employees, as set forth in Schedule A and Schedule B.

2. Excluded from this Agreement are all managerial executives, confidential, and police employees within the meaning of the Act, employees included in any other collective negotiations unit, and all other employees of the county.

B. Unless otherwise indicated, the terms "employee" and "employees" when used in this Agreement refer to all persons represented by the Union as defined in Schedule A and Schedule B.

C. New titles may be established by the Employer and added to the bargaining unit. The Union will be notified of the initial salary at the time the new titles are established. The job descriptions of such titles shall not be negotiable and shall be the exclusive prerogative of the Employer to determine. The Union may negotiate (but not grieve) the unit placement and initial salary. However, failure of the Employer and the

Union to agree on such placement and salary shall not delay the filling of the position and the payment of the employee(s) serving therein.

## **ARTICLE II - Employer's Rights and Responsibilities**

A. It is mutually understood and agreed that the Employer retains the prerogative of management, including but not limited to the rights of hiring, suspending, disciplining or discharging for proper cause, promoting, transferring and scheduling employees; to determine the standards of service to be offered by its agencies; to take necessary actions in emergencies; to determine the standards of selection for employment; to maintain the efficiency of its operations and the technology of performing its works; to determine the methods, means and personnel by which its operations are to be conducted; to introduce new or different methods of operations; to contract or subcontract for work for services; and to determine the content of job classifications, subject however, in the entirety to civil service regulations and rules promulgated thereunder, and any other applicable law or provisions of this Agreement

B. It is agreed and understood that the Employer's exercise of its management rights and responsibilities shall not be grievable, except to the extent that the Employer may have yielded its exclusive authority over same by an express provision of this Agreement, and then only to the extent such specific and express provisions are in conformance with the Constitution and the laws of New Jersey and of the United States.

## **ARTICLE III - Grievance Procedure**

### **A. Purpose**

1. The purpose of this procedure is to secure, at the lowest possible level, an equitable solution to the problems which may arise affecting the terms and conditions of employment under this Agreement.

2. Nothing herein shall be construed as limiting the right of any employee having a grievance or any authorized Union representative to discuss the matter informally with any appropriate Employer representative.

### **B. Definition**

1. The term "grievance" as used herein means an alleged misinterpretation, misapplication or violation of this Agreement or written rules and regulations, that may

be raised by an individual or the Union at the request of an individual or individuals. The sole remedy available to any employee for any alleged breach of this Agreement or any alleged violation of his rights hereunder shall be pursuant to the grievance and arbitration procedure provided.

2. The term "day" as used herein means working days.

C. Matters Outside the Scope of Grievance Procedure

1. When a grievance involves an alleged violation of rights specified in Civil Service laws and rules for which there are specific appeals to Civil Service, the employee shall present his complaint to Civil Service directly.

2. This grievance procedure shall not serve as an avenue of appeal for matters which must by law or civil service rules be decided by the New Jersey Department of Personnel through its exclusive appeal procedure which shall include, but not be limited to, the following unless same are changed by law:

- a. Removal.
- b. Suspension of more than five (5) days at one time.
- c. Disciplinary demotion indicating a lowering in rank, rate or change.
- d. Layoffs.
- e. Letter removal at end or during working test period.
- f. Classified reviews.
- g. Removal of names from eligible list.
- h. An examination review.

3. The matters which are beyond the scope of this grievance procedure include:

- a. Matters which the Union and/or Employer raised or could have raised during the negotiations that led to this Agreement.
- b. Matters reserved to the Employer's discretion by this Agreement.
- c. Disputes concerning terms and conditions of employment governed by statute or state or federal administrative regulation, incorporated by reference in this Agreement either expressly or by operation of law.

D. Steps of the Grievance Procedure

The following constitutes the sole and exclusive method for resolving grievances between the parties covered by this Agreement and shall be followed in its entirety unless any step is waived by mutual consent:

Step One: A grievance must be filed with the immediate supervisor within twenty (20) days from the date when the act which is the subject of the grievance occurred or within twenty (20) days after the grievant would be expected to know of its occurrence. Failure to act within said twenty (20) days shall be deemed to constitute an abandonment of the grievance.

Step Two: If no agreement is reached within five (5) days of receipt of the grievance by the immediate supervisor, the employee or the Union may present the grievance in writing within five (5) days thereafter to the department head or his designee who shall answer the grievance in writing within five (5) days of receipt of the written grievance.

Step Three: If the Union wishes to appeal the decision of the department head, such appeal shall be presented in writing to the County Administrator within twenty (20) days thereafter. The County Administrator, or designee, shall respond in writing to the grievance within twenty (20) days of its submission.

Step Four: If the grievance is not settled through Steps 1, 2 and 3, the Union shall have the right to submit the dispute to arbitration within ten (10) days pursuant to the rules and regulations of the Public Employment Relations Commission. The cost for the services of the arbitrator shall be borne equally by the County and the Union. Any other expenses, including but not limited to the presentation of witnesses, shall be paid by the parties incurring same.

E. Arbitration

Should the Union wish to move a grievance to arbitration, the parties may have the option of selecting an arbitrator as follows:

1. By selection from the panel of arbitrators maintained by the Public Employment Relations Commission, in accordance with the selection procedures of the Public Employment Relations Commission; or
2. By selection from the panel of arbitrators maintained by the American Arbitration

Association, in accordance with the selection procedures of the American Arbitration Association.

a) The parties shall meet at least ten (10) 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.

b) The arbitrator shall hear the matter on the evidence and within the meaning of this Agreement and/or such rules and regulations as may be in effect by the Merit System Board. The arbitrator shall have the 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 the referenced policies. 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 declaration of opinions, which are not essential in reaching the determination. The decision shall be rendered within thirty (30) days of the hearing.

c) The arbitrator may prescribe an appropriate back pay remedy when he finds a violation of this Agreement, provided such a 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 Employer authority.

d) The decision or award of the arbitrator shall be final and binding on the Employer, the Union and the grievant or grievants to the extent permitted by and in accordance with applicable law and this Agreement.

e) Either party shall have the right to seek judicial review of the matter as prescribed by New Jersey statutes.

f) Employee grievances shall be presented in writing, and to be timely and effective, shall state clearly what the grievance is, identify the contract violation(s), if any, and state what settlement is requested to resolve the grievance. If a grievance is rejected for failure to comply with the foregoing standards, the grievant shall have two (2) days to re-submit the grievance.

g) Grievance resolutions or decision at Step 1 through Step 4 shall not constitute a precedent in any arbitration or other proceeding unless a specific agreement to that effect is made by the authorized representative 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.

F. General

1. In the event a formal charge of misconduct is made by the Employer against an employee, and if he so requests, he shall be entitled to a representative of the Union only as a witness or as an advisor during any subsequent interrogation of the employee concerning such charge. No recording of such procedure shall be made without notification to the employee. There shall be no presumption of guilt. The employee and/or the Union, if present, may request and receive a copy of any recording, if made.

2. The parties agree that a shop steward or other Union representative may be permitted to meet with an employee and the employee's immediate superior in order to adjust grievances without loss of pay, provided such activity does not interrupt the normal operation and business of the public employer.

3. Nothing in this Agreement shall be construed as compelling the Union to submit a grievance to arbitration or to represent an employee before the New Jersey Department of Personnel. The Union's decision to request the movement of any grievance at any step shall be final as to the interest of the grievant and the Union.

4. Should a grievance not be satisfactorily resolved or should the Employer not respond in the time as prescribed above; either after initial receipt of the grievance or after movement of the grievance to step two or step three, the grievant and/or the Union may exercise the option within five (5) days to proceed to the next step.

5. The Employer representative at the last hearing shall inform the grievant and/or the Union of the name and position of the next higher level of management to whom the appeal should be presented.

6. If the finding or resolution of a grievance at any step in the grievance procedure is not appealed within the prescribed time said grievance will be considered concluded on the basis of the last answer provided, and there shall be no further appeal or review.

**ARTICLE IV - Working Hours and Work Week**

Section 1: Any employee, given prior emergency approval for overtime by his or her



division head, if authorized by the Employer, shall be paid time and one-half the employee's straight time hourly rate for each hour worked beyond thirty-five (35) hours worked in the employee's normal work week, or at the employer's option, may be provided with compensatory time off at the rate of one and one-half time, all as provided by law. Overtime may be assigned in certain cases by the Employer or his designee. The refusal or failure to approve or assign overtime is not grievable.

Section 2: All employees will work thirty-five (35) hours during the normal workweek, which is listed below:

8:30 A.M. to 4:30 P.M., Monday through Friday, with one hour lunch.

Section 3: Any employee who is called into work outside of the normal work week, shall be compensated at the rate of one and one-half time his regular hourly rate for the actual hours worked, including travel time. Compensation may be in the form of payment or compensatory time, as provided in Section 1.

Section 4: All accumulated compensatory time shall be exhausted at the end of the calendar year within which it is earned. If compensatory time cannot be exhausted by the time period indicated above due to pressure of work, such unused time shall be carried forward into the following calendar year by mutual consent of both the employer and employee. In no case shall transference of compensatory time from one calendar year to the next, be redeemed for cash value. Any carry over of compensatory time must be exhausted in the following year.

Section 5: Upon written request and acceptance by the employee, supervisor and Employer, an employee may schedule or be scheduled on a flexible time arrangement to work outside regular working hours. The total hours of work during the work week will not be altered by flex time, and any hours worked over the regular weekly total shall be compensated in accordance with the provisions of this Article.

#### **ARTICLE V - Holidays**

Section 1: The legal paid holidays which are recognized holidays for the purpose of this Agreement are as follows:

- |                                  |                          |
|----------------------------------|--------------------------|
| 1. New Year's Day                | 8. Labor Day             |
| 2. Martin Luther King's Birthday | 9. Columbus Day          |
| 3. Lincoln's Birthday            | 10. General Election Day |

4. President's Day

5. Good Friday

6. Memorial Day

7. Independence Day

11. Veteran's Day

12. Thanksgiving Day

13. Day after Thanksgiving

14. Christmas Day

Section 2: To be eligible for a paid holiday, an employee must have worked the last scheduled work day before, and the first scheduled work day after, the holiday unless on authorized leave with pay, excluding educational leave with stipend.

Section 3: Whenever any of the holidays enumerated above fall on a Saturday, the previous Friday shall be observed as the official holiday; and whenever any of the holidays enumerated above fall on a Sunday, the following Monday shall be observed as the official holiday.

Section 4: If an employee is required to work on any of the holidays designated under Section 1 of this Article, he/she shall be compensated at the rate of time and one-half for the hours actually worked, in addition to his/her regular day's pay. Compensation may be in payment or compensatory time, as agreed to by the parties.

## **ARTICLE VI - Vacations**

Section 1: Employees may be granted vacation leave as follows:

One (1) working day for each full month of service or major fractions 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.

After twenty-five years of service: Twenty-six (26) working days per year.

After thirty years of service: Twenty-seven (27) working days per year.

After thirty-five years of service: Twenty-eight (28) working days per year.

Service includes all previously determined full-time, temporary, continuous

Warren County Welfare Board service immediately prior to permanent appointment with Warren County Division of Temporary Assistance and Social Services, provided there is no break in service of more than one week.

Section 2: The vacation period for employees shall begin January 1 of each year and continue in effect until December 31 of such year. Annual leave shall be taken subject to the needs of the service during the current vacation period.

Section 3: Annual vacation shall be granted upon prior approval of the Employer or his designee. For vacations of five days or less, a written request shall be presented to the Employer or his designee one (1) week prior to the dates requested. For vacations more than five (5) consecutive days, a written request shall be submitted to the Employer or his designee two (2) weeks prior to the dates requested.

Section 4: Vacation leave is credited in advance at the beginning of the calendar year in anticipation of continued employment for the full year, and may be used on that basis and in accordance with established policy. Vacation allowance must be taken during the current calendar year at such time as permitted or directed by the Employer unless he or she determines it cannot be taken because of pressure of work. Only one (1) year of earned vacation allowances may be carried forward to the next succeeding year. Where an employee has earned vacation in excess of one (1) year allowance as of October 1, the employee will meet with his supervisor to schedule such vacation time as may not be carried into the succeeding calendar year, so that no accrued vacation time will be lost.

Section 5: Employees granted a leave of absence without pay shall have annual vacation leave credits reduced at the same rate as earned during the period of absence. During the year in which a suspension for major discipline or leave without pay occurs, vacation leave shall be prorated to the nearest half-day using 260 yearly employee workdays as a constant.

Section 6: Upon separation from employment for any reason, an employee shall be entitled to vacation allowance for the current year based on using 260 yearly employee workdays as a constant and will be paid for any accumulated vacation time. If upon separation from employment the employee has taken more vacation time than earned up

to that time, an amount shall be deducted from his or her final pay for each day used but not earned.

## **ARTICLE VII - Sick Leave**

Section 1: Sick leave is hereby defined to mean absence from post of duty of an employee because of illness, injury, accident, exposure to contagious disease, maternity leave, or attendance upon a member of the employee's immediate family, who is seriously ill, or requiring the care or attendance of such employee. Immediate family means (father, mother, spouse, child, foster child, sister, brother, stepfather, stepmother, father-in-law, mother-in-law, stepchild and grandparent or other near relatives residing in the employee's household). It shall also include relatives of the employee residing in the employee's household.

With regard to maternity leave the following shall apply. A pregnant employee shall notify the Employer as soon as practical that she is pregnant. The employee shall give reasonable advance notice of the need for maternity leave. Except for reasons of health and safety or inability to perform her job, the pregnant employee shall be permitted to work provided the attending physician approves and so advises in writing. Such employee shall be entitled to the use of earned and accumulated sick leave during the time prior to the expected date of confinement and for one month after the actual date of birth. Additional sick leave beyond the one month shall be granted upon presentation of a doctor's certificate(s) setting forth the necessity therefore.

### Section 2:

(a) Each employee shall be entitled to sick leave credits at the rate of one day per month from the date of employment to the end of the calendar year of hire. If separation from employment occurs before the end of said year and the employee has used more sick leave than appropriate on a pro rata basis, he shall have an amount equal to his daily rate of pay deducted from his final pay for each day of sick leave in excess of the number to which he was entitled. Sick leave shall be prorated to the nearest half-day during the year in which a suspension for major discipline or leave without pay occurs using 260 yearly employee workdays as a constant.

(b) Each employee will be credited with 15 days sick leave annually for each succeeding calendar year of full time employment, which is cumulative. Upon

termination of employment supplemental compensation for accumulated unused sick time is permitted pursuant to the provisions of Section 5 below. If upon termination after a year's service an employee has used more sick leave than that to which he is entitled, he shall have deducted from his final pay an amount equal to his daily rate of pay for each day of sick leave taken in excess of the number of sick leave days to which he is entitled. Sick leave benefits shall be available to both provisional and permanent employees in accordance with law.

Section 3: Each employee is required to notify the Employer Office immediately after 8:30 A.M.. but no later than 9:30 A.M., giving the specific reason for the absence. Failure to give notification without valid reason as required will result in loss of sick leave for that day and may constitute cause for disciplinary action. Failure to report without approval of authorized leave from duty for five consecutive business days shall constitute a resignation pursuant to Civil Service Rules and Regulations. The procedure for notifying the Employer referred to above shall be as follows. The employee shall first call the office reception desk, and after notifying the receptionist shall then request to transfer the call to the employee's supervisor in order to provide any information required by the supervisor or answer any questions which the supervisor may have. The employee's responsibility is limited to asking the receptionist to transfer the call to the supervisor, and if the supervisor cannot be reached, that will not be held against the employee.

Section 4:

(a) A certificate from a licensed physician in attendance may be required as sufficient proof of need of leave of absence or the need of the employee's attendance upon a member of the employee's immediate family. Where an employee is absent from duty due to illness less than five days at one time, the Employer may require production of the physician's certificate. However, in the event of absence from duty due to illness for five consecutive working days or more at one time, the employee shall be required to submit an application for leave of absence form signed by a physician to justify payment of sick leave.

(b) Employees, absent on sick leave for periods totaling fifteen (15) days in one calendar year, consisting of periods of less than five days, shall submit acceptable

medical evidence for any additional sick leave in that year, unless such illness is of a chronic or recurring nature requiring recurring absences of one day or less, in which case only one certificate shall be necessary for a period of six months.

Section 5: Unused Sick Leave.

A permanent employee who enters retirement (other than deferred retirement) from the employer's service and has to his credit any earned and unused accumulated sick leave shall be entitled to receive supplemental compensation for such earned and unused accumulated sick leave, subject to the provisions of the retirement system. The supplemental compensation to be paid shall be computed at the rate of one-half of the eligible employee's daily rate of pay for each day of earned and unused accumulated sick leave, based upon the average annual compensation received during the last year of his employment prior to the effective date of his retirement provided, however, that no such supplemental compensation payment shall exceed \$15,000. This supplemental compensation payment shall be paid in a lump sum after the effective date of retirement, or at the option of the employee, on quarterly dates: January 1, April 1, July 1 and October 1, with payments beginning on the quarterly date next following the date of retirement.

The foregoing reference to the option of the employee is predicated upon the employee notifying the Employer of his intention to retire by no later than October 1 of the calendar year prior to the calendar year in which retirement shall be effected. If such notification does not occur until subsequent to said October 1 date, then the aforesaid option shall be the Employer's rather than the employee's.

Section 6: The Employer has created and maintains a Sick Leave Donation Program which is reviewed for renewal each year. The Employer agrees to continue this annual review and may continue the program as a prerogative of the Employer.

**ARTICLE VIII - Personal Leaves**

Section 1: Jury Duty. Each employee shall be allowed leave with differential pay, if required for jury duty. When granted said leave, an employee shall receive the difference between the pay received for jury duty and the employee's wages for the leave period. A written request for such leave shall be given by the employee to his supervisor

at least two (2) weeks in advance. Time spent on jury duty is not chargeable to vacation. In the event an employee is excused from jury duty prior to one-half (1/2) the employee's workday having been concluded, such employee shall promptly report to work for the balance of the workday. The definition of one-half day recognizes the second half of the day beginning at 1:00 PM. If the jury duty is in a Warren County court, and the employee is released by 11:30 AM or sooner, he/she shall report to work by 1:00 PM. If the jury duty is in a court with a driving time from the agency of up to one hour, and if the employee is released by 10:30 AM, he/she shall report to work by 1:00 PM. If the jury duty is in a court with a driving time over one hour away from the agency, if the employee is released by 9:30 AM, he/she shall report for work by 1:00 PM. Should circumstances prevent the employee from returning to work as indicated, the employee shall notify his/her supervisor of said circumstances. Employees must obtain a certificate from the County Clerk's Office certifying the number of days the employee served on jury duty and submit the certificate to the Employer's Office.

Section 2: Military Leave: Shall be in accordance with County policy. The County Personnel Department shall be notified in advance of any assigned employee military leave.

Section 3: Personal Days

1. Employees covered by this Agreement shall be entitled to three (3) days of personal leave of absence with pay beginning with the first full year of employment.

2. Personal leave may be used for emergencies, observation of religious or other days of celebration (but not holidays as defined herein), personal business, or other personal affairs such as death in the employee's immediate family, but not limited thereto.

3. Newly hired employees shall receive prorated personal leave in half-day increments in their first calendar year of employment. Prorated personal leave in half-day increments shall be calculated for an employee who has been on a leave of absence without pay, was suspended for major discipline reasons or retires within a calendar year using 260 yearly employee workdays as a constant.

4. Personal leave must be requested not less than three (3) days in advance, except in case of an emergency, and is subject to approval of the employee's supervisor.

The request may be granted provided there is no interference with the proper conduct of the government function involved.

5. Such personal leave credit shall not accumulate. Unused balance in any year shall be canceled at the end of the calendar year. Upon termination of employment for any reason, if more personal leave has been exhausted than has been earned, an adjustment shall be made in the employee's final paycheck.

Section 4: Disability leave for work-connected injury shall be provided to eligible employees, pursuant to N.J.S.A. 11:24A-1 et seq.

Section 5: Aggregate Time Off of 15 days for Union Activities. During any calendar year, the Union may designate and request Union Leave for Union members for conventions or meetings provided in N.J.S.A. 38:23-2, and any amendments thereto. All days granted under the provisions of this paragraph shall be paid leave days. No more than three (3) union members may be granted day(s) off at any one time. All requests for leave will be made in writing two weeks before the leave is to commence. If, in the opinion of the Employer or his designee, the employee's absence from duty on Union business will impede or unduly interfere with the conduct of normal business, then the Employer or his designee may, upon written notice to the employee, deny said leave. The denial of leave is non-grievable.

Section 6: Bereavement Leave. An employee shall be granted Bereavement Leave for a maximum of five (5) working days per year and said Bereavement Leave shall not be cumulative. Up to three (3) working days may be taken for a first degree relative. One day may be taken for a second degree relative. A first degree relative is defined as: spouse, child, stepchild, foster child, brother, sister, mother, father, grandfather, grandmother, grandchildren, mother-in-law, or father-in-law, son-in-law, daughter-in-law, or other persons sharing the same living quarters. A second degree relative is defined as: uncle, aunt, niece, nephew, cousin, sister-in-law, brother-in-law. The taking of Bereavement Leave may be charged to sick or vacation

Section 7: Other Leaves. Employees subject to the Agreement shall receive leave of absence, without pay, if entitled thereto, at the discretion of the Director of the Division of Temporary Assistance and Social Services and in accordance with the provisions of N.J.S.A. 11A:6-1 et seq., the Civil Service Code.



## ARTICLE IX - Hospital and Medical Insurance

A. All employees after three (3) full calendar months of continuous service are eligible for hospitalization, major medical benefits, dental benefits and prescription benefits in accordance with the new Plan Design recommended by the Warren County Health Care Task Force (incorporated herein by reference), with the following revisions: Plan 1 will be deleted as an option (and thus the employee contributions associated with Plan are also deleted).

Chiropractic – The Alignis network will be in effect April 1, 2003 for 12 months. If the Union is not satisfied with the Alignis network upon completion of the first 12 months of Alignis network coverage, the Union shall be entitled to re-opener negotiations with regard to chiropractic coverage. The Union must request re-opener negotiations in writing by no later than 30 days after completion of the first 12 months of Alignis network coverage.

Plan II deductibles shall be \$200/\$400.

Plan II maximum out-of-network out-of-pocket shall be as follows:

For employees whose base salary is less than \$25,000 - \$400/\$1,200.

For employees whose base salary is \$25,000 or more - \$800/2,400.

Penalty for non-compliance with Pre-Certification/Utilization Review requirements shall be as follows:

For employees whose base salary is less than \$25,000 - \$300.

For employees whose base salary is \$25,000 or more - \$500.

There shall be a negotiations re-opener with respect to medical benefits. A Warren County Employee Healthcare Information Group shall be formed comprised of representative membership of all bargaining units and CWA Local 1071 agrees to designate a member to attend and participate in all scheduled meetings of said healthcare information group. Re-opener negotiations shall commence no later than thirty (30) days after medical re-opener negotiations between Warren County and AFSCME Local 3287 are resolved.

Retirees – Future retirees who meet the requirements for medical benefits will receive the same benefits that were in effect at the time of their retirement. Future retirees' maximum out-of-network out-of-pocket will be based on their base salary at the

time they retire, until age 65. At the age 65 the retiree will be covered by the County's retirement Medicare supplement plan. Future retirees will continue prescription coverage. At age 65 through the Medicare supplement plan, prescriptions will be subject to a co-pay of \$5 for generic, \$10 for preferred, and \$15 for non-preferred. Mail order prescriptions (90 days) will be subject to co-pays of \$10/\$20/\$30. Dental coverage for future retirees will cease at age 65. However if an employee wishes to continue dental coverage they may do so by making COBRA payments in compliance with the County's dental plan for a maximum of eighteen (18) months, after which said benefit will no longer be available.

There will be no payments by employees to enable coverage waiver option. This does not preclude coverage waiver option if otherwise legally permissible.

B. The Employer shall pay current hospital and major medical premiums under the aforesaid policy for employees and their dependents who retire after January 1, 1975, with:

1. Twenty-five (25) years of full-time County service, or
2. Fifteen (15) years of full-time County service and age 62, or
3. Are separated from full-time County service on a disability pension.

Such payment shall continue until the death of the employee.

C. Upon the death of an employee or a retired employee who is a member of the hospitalization and major medical benefits plan, (whether paid for by the Employer or the employee), the surviving spouse may continue in the plan by paying the monthly premium. If the surviving spouse shall thereafter remarry, the coverage shall cease immediately. If the surviving spouse is or shall thereafter be employed elsewhere and is covered by another medical benefits plan, the County's coverage shall cease immediately. In the event of the death of an active covered employee, the employee's surviving covered dependents shall receive six (6) additional full months of coverage paid for by County, subject to the above-stated provisions regarding remarriage and coverage provided by employment elsewhere.

D. Medicare Part B. Premium Reimbursement for employees sixty-five (65) years or older shall be paid by the Employer until retirement.

E. The employer shall provide an optical plan under which employees shall

be entitled to the following once every full twelve (12) calendar month period:

- a. \$35.00 reimbursement toward an eye examination
- b. \$35.00 reimbursement toward the purchase of corrective lens

F. The Employer reserves the right to change insurance carriers provided that in the aggregate substantially similar benefits are furnished. The Union will be notified of any such planned change.

#### **ARTICLE X - Group Life Insurance**

Group Life Insurance benefits shall be provided in accordance with statute and the rules and regulations of the Public Employees Retirement System of New Jersey.

#### **ARTICLE XI - Pensions**

Pensions and retirement benefits shall be provided to employees of the Employer covered by this Agreement pursuant to the provisions of the statutes and laws of the State of New Jersey.

#### **ARTICLE XII – Salaries & Wages**

Section 1: Effective July 1, 2002 through December 31, 2002 a new Schedule 02 shall be in effect. Schedule 02 shall represent a 1.75% general wage increase over Schedule 01 for all employees.

Section 2: Effective on January 1, 2003 through December 31, 2003 a new Schedule 03 shall be in effect. Schedule 03 shall represent a 3.5% general wage increase over schedule 02 for all employees.

Section 3: Effective on January 1, 2004 through December 31, 2004 a new Schedule 04 shall be in effect. Schedule 04 shall represent a 1.65% general wage increase over schedule 03 for all employees.

Section 4: On January 1, 2004 employees who are not a maximum of the salary range shall receive a merit increment.

Section 5: Salary adjustments resulting from promotion, reclassification or demotion will be accomplished in the following manner:

Any employee who is promoted or reclassified to another title with a

higher salary range shall have his/her salary adjusted so that it provides an increase in pay of one increment of the present salary range plus the amount (if necessary) to adjust and equalize the employee's salary to the proper step of the new salary range.

Any employee who is demoted or being appointed to another title with a lower salary range shall have his/her salary adjusted so that it provides a deduction of one increment of the present salary range less any additional amount (if necessary) to adjust and equalize the employee's salary to the proper step of the title to which he/she is being reassigned. If beneficial to the employee, an alternate procedure may used in which the employee's salary is reconstructed on the basis of the employee's previous employment record.

### **ARTICLE XIII – Longevity**

Current language modified to reflect the below:

Effective with the calendar year 2003, the longevity payment schedule shall be:

Eligibility for longevity begins after the completion of 10 years of service.

1. Completion of 10 through 14 years of service: \$500
2. Completion of 15 through 19 years of service: \$750
3. Completion of 20 through 24 years of service: \$1,000
4. Completion of 25 through 29 years of service: \$1,250
5. Completion of 30 years of service and more: \$1,500

For the calendar year 2002, the previous longevity schedule of \$300 after ten years plus an additional \$25 per year up to a maximum of \$750 upon completion of 28 years of service shall be in effect.

All longevity payments shall be paid no later than December fifteenth in the year which they occur. Any employee who works in a calendar year and leaves the employ of the County prior to the aforementioned date of longevity disbursement shall receive a prorated longevity payment based on the number of applicable service months earned in said year prior to their date of departure.

### **ARTICLE XIV - General Provisions**

A. This Agreement represents and incorporates the complete and final understanding and settlement by the parties of all negotiable issues, which were or could

have been the subject for collective negotiations. The parties acknowledge that during the negotiations that resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law in the area of collective negotiations, and that the understanding and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Employer and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to, bargain or negotiate with respect to any subject or matter not specifically referred to or covered in this Agreement, even though such subjects or matters may not have been within the knowledge or contemplation of either or both parties at the time they negotiated or signed this Agreement, subject to the provisions of Article 25.

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

C. If any provision of this Agreement or applications of this Agreement to any employee or employees covered hereunder is held invalid by operation of law, by legislative act, or by a Court or other tribunal of competent jurisdiction, such provisions shall be inoperative but all other provisions contained herein shall not be affected thereby and shall continue in full force and effect.

D. When used in this Agreement, terms of the masculine gender shall be deemed to include the feminine gender and vice versa, unless a different interpretation is clearly intended from the context in which such term is used. Singular words shall be deemed to include the plural, and vice versa, unless a different interpretation is clearly intended from the context in which used.

## **ARTICLE XV - Payroll Deductions**

### Section 1: For Union Dues

(a) Upon request, the Employer agrees to deduct from the salaries of those of its employees who authorize it, Union membership dues. Authorization must be in writing and comply with the provisions of N.J.S.A. 53:14-15.9e of the Statutes of New Jersey. Deductions shall be made in compliance with law each pay period, and monies

collected, together with records of any corrections, shall be transmitted to the treasurer of the Union by the first of each month following collection.

(b) If, during the life of this Agreement, there shall be any change in the rate of membership dues, the Union shall furnish to the Employer written notice prior to the effective date of such change, and shall furnish to the Employer a certified copy of the Resolution, indicating dues changes and the effective date of such changes.

(c) The Union will provide the necessary dues deduction forms and will secure the signatures of its members on the forms, and deliver the signed forms to the Employer or his designee. The Union shall indemnify, defend and hold harmless Warren County against any and all claims, demands, suits or other forms of liability that shall arise out of, or by reason of the action taken by the Employer in reliance upon salary deduction authorization cards submitted by the Union.

Section 2: For Other Purposes.

Upon request, the Employer agrees to provide for payroll deductions from salaries of those of its employees who authorize it, for payment for any future benefit plan sponsored by the Union, (for example, for credit union membership, private group disability plan). Such deductions are contingent upon the union providing appropriate written request from participants at least 30 days prior to the start of the deductions. Agreement is also contingent upon the ability of the payroll data processing system being able to process said deductions.

The Union shall indemnify, defend and hold harmless Warren County against any and all claims, demands, suits or other forms of liability that shall arise out of, or by reason of the action taken by the Employer in reliance upon salary deduction authorizations submitted by the Union.

**ARTICLE XVI - Transportation Allowance**

A. Whenever an individual employee is authorized to use his privately owned vehicle on County business, the Employer shall reimburse the employee at the rate per mile calculated in accordance with the mileage reimbursement rate as posted in the annual Internal Revenue Service Bulletin. This rate shall be updated annually and commence January 1, of the new calendar year after the rate has been promulgated.

B. Employees who do not hold a valid and current driver's license shall not drive. Authorization for such use is predicated on the individual maintaining basic automobile insurance and current registration.

C. Employees who are required to drive as part of their work duties for the County must hold and maintain a valid and current driver's license. In the event such employee has a driver's license suspended or revoked, the employee will be subject to placement in another position, if available, not requiring a driver's license or, if another position is not available, termination.

#### **ARTICLE XVII - Employee Automobile Insurance**

A. The Employer agrees to maintain in full force and effect liability insurance on all vehicles owned by the Employer. This insurance will provide for coverage to anyone driving a vehicle owned by the Employer with permission.

B. The Employer shall also provide for insurance to provide for an umbrella policy over and above the coverage of an individual employee's private automobile liability insurance coverage to cover those situations in which an individual is authorized to use his own vehicle for any business of the Employer.

C. The Employer will provide the Union with a copy of the County Automobile Insurance Policy and advise the Union in the future of any significant changes in the Policy.

#### **ARTICLE XVIII - Tuition Reimbursement**

A. All employees covered by this Agreement shall be eligible to receive financial reimbursement for job-related, career development courses in the following areas:

1. Matriculating undergraduate/graduate degree.
2. Business/Vocational/Technical courses.
3. Career development courses such as seminars and continuing education courses which will aid the employee in his employment. The foregoing decision of job-relatedness is discretionary with the Employer.

B. Reimbursement will be contingent upon:

1. By no later than the first day of the course, an interested employee must submit a written request for course work. The request must be presented to the employee's department head for initial approval and to the County Administrator and

Personnel Division for final approval and authorization that funds are available. The employee will be notified as to the approval or disapproval of his application within two (2) weeks. Within four (4) weeks after completion of the course work, the employee shall submit to the County Administrator and Personnel Department, via the department head, certification of successful completion of the course work on the proper form. Payment will be made to the employee after approval by the County Administrator and Personnel Division and after the employee has completed and signed the proper voucher form.

2. The student must maintain a "C" grade or better for an undergraduate course and a "B" grade or better for a graduate course to be eligible for reimbursement. In courses where only a "Pass" or "Fail" grade are given, the student must achieve a "Pass". Where the student has the option of selecting either "Pass/Fail" or a letter grade system, the student must elect the letter grade system.

3. Courses shall be taken outside the employee's normal working hours and shall not interfere with the individual's responsibilities of employment. If leave time is needed for travel to a course, up to four (4) hours of available release time per week may be granted with the supervisor's approval, so long as said release time hours are made up with in the pay period during which they occur.

4. Reimbursement will be the lesser of the actual expenses or the current tuition rate at Rutgers, the State University of New Jersey. Employees are responsible for their travel expenses, fees and books.

5. Priority will be given to employees attending colleges within the State of New Jersey.

6. A maximum of fifteen (15) credits per calendar year may be taken by employees.

7. An employee must be a permanent full-time employee of the Employer to be entitled to financial reimbursement. As an exception to the foregoing, an employee who has been employed for more than one (1) year by the Employer, even though not yet "permanent" due to Civil Service procedures, will be eligible for this benefit, provided that if the employee cannot continue employment with the Employer for at least one (1) year pursuant to the provisions of subsection 8 below due to the failure of Civil Service to



make the employee "permanent", in that event the employee will be required to repay the Employer the financial value of the tuition reimbursement that has not been repaid via said work commitment.

8. Employees must sign a service agreement commitment that they will continue employment with the Employer for at least one (1) year following the tuition reimbursement. If the employee terminates employment before completion of the agreement, he must repay the Employer the financial value of the tuition reimbursement that has not been repaid via the above work commitment.

9. The following annual amount will be appropriated by the Employer for the employees of the Division of Temporary Assistance and Social Services: \$15,000. Reimbursement to eligible employees will be on a "first come, first served" basis until such time as the appropriation is depleted.

#### **ARTICLE XIX - Temporary Disability Benefits**

##### Section 1: Temporary Disability Insurance Coverage

The Employer will continue to implement participation in the State Temporary Disability Program.

#### **ARTICLE XX - Out of Title Work**

Employee or Union claims that assigned job duties do not conform with approved State Department of Personnel job specifications for a particular title shall be processed as classification appeals in accordance with N.J.A.C. 4A: 3-3.9 et. seq.

#### **ARTICLE XXI - Health and Safety**

Health and safety are concerns of both the Employer and the Union. Accordingly, both parties mutually recognize the need for a safe and healthful work environment for all employees covered by this Agreement. The Employer therefore agrees to comply with all applicable federal and/or State laws and regulations governing health and safety. The Employer will allow one (1) represented employee to participate in the County-wide Safety Advisory Coalition on Employer paid time.

#### **ARTICLE XXII - Employee Notification**

A. The parties agree that the Employer has the right to make reasonable rules and regulations. The Employer will first give the Union sufficient notice of its proposal and the Union then will make a timely demand to negotiate. Proposed new rules or

modifications of existing rules governing working conditions shall be negotiated with the Union before they are established and the Union agrees to negotiate the same in good faith.

B. In the event the Employer and the Union disagree and are at impasse concerning the proposed new rule or regulation governing working conditions, the parties agree that the Employer may unilaterally implement the rules and regulations change provided the impasse procedure of mediation through the Public Employment Relations Commission has first been exhausted.

C. All rules and regulations promulgated by the Employer for the proper and efficient operation of the Public Services shall be duly and conspicuously posted and dated.

#### **ARTICLE XXIII - Agency Shop**

Section 1: Any employee in the negotiating unit who does not join the Union within thirty (30) days from the execution of this Agreement, or any new employee who does not join the Union within thirty (30) days of initial employment within the negotiating unit, and any employee previously employed within the unit who returns and who does not join the Union within ten (10) days of reentry into employment within the unit, shall pay a representation fee in lieu of dues to the Union by payroll deduction. The representation fee shall be an amount equal to no more than 60% of the regular Union membership dues, fees and assessments as certified to the Employer by the Union. The Union may revise its certification of the amount of representation fee upon sixty (60) days written notice to the Employer to reflect changes in the regular union membership dues, fees and assessments. In order for this Article to become effective, the Union must provide to the Employer and to the employees referred to above, sufficient evidence that it has complied with the statutory requirements to establish an interval procedure for non-members who seek to challenge the appropriateness of the representation fee. The Union shall comply with Chapter 477, Public Laws of 1979 in all respects.

Section 2: With respect to representation fee deductions, the Union shall indemnify, defend and hold the Employer 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 Employer pursuant to the above provisions concerning representation fee.

Section 3: The Employer will endeavor to inform new employees hired after the date this Agreement is signed of the above noted provisions. However, it shall be the responsibility of the Union to contact new employees to address Union membership and to inform the new employees of the representation fee for those who choose not to join the Union.

#### **ARTICLE XXIV - No Strike Pledge**

A. The Union assures and pledges to the Employer that its goals and purposes are such that it does not condone strikes or threats thereof by public employees or work stoppages, slowdowns, or any other such actions which would interfere with service to the public or violate the Constitution or laws of the State of New Jersey; and the Union and the employees agree that they will not initiate nor participate in such activities nor encourage members of the unit to initiate or participate in the same; and the Union will not support anyone acting contrary to this provision.

B. The Employer agrees that there shall be no lockout of employees during the term of this Agreement.

C. Any violation of this Article shall constitute a material breach of this Agreement and shall serve as grounds for disciplinary action including discharge. Nothing stated elsewhere in this Article shall alter the party's rights to seek judicial relief in law or in equity.

#### **ARTICLE XXV - Duration**

A. Except as otherwise provided herein, the terms and effects of this Agreement shall be in force commencing TBA, and shall remain in effect and full force through TBA. Any changes in salary or other economic benefits will apply only to those employees in the employ of the County as of the date of the signing of this Agreement or who retired (within the meaning of PERS) from the County or who died or who were on layoff after June 30, 2002, and prior to the signing of this Agreement.

B. It shall be automatically renewed from year to year thereafter unless either party shall give written notice sixty (60) days prior to the expiration date of its desire to modify this Agreement. In the event that such notice is given, negotiations shall begin no later than thirty (30) days prior to the expiration date. This Agreement shall remain in full force and be effective during the periods of negotiations.

C. Copies of this Agreement when executed shall be distributed to all employees of the Employer. The expense for printing and distribution of the Agreement shall be shared equally by the Union and the Employer. The parties agree to use 8 ½ by 11 commercially Xeroxed format.

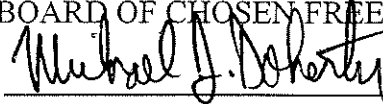
IN WITNESS WHEREOF, the parties have hereunto subscribed their hands and seals the day and year first above written.

ATTEST:



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WARREN COUNTY  
BOARD OF CHOSEN FREEHOLDERS



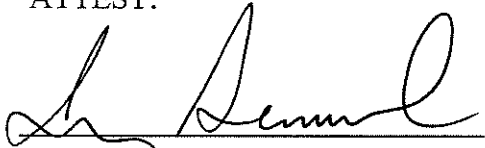
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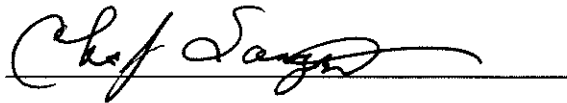
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ATTEST:



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COMMUNICATIONS WORKERS OF  
AMERICA, AFL-CIO



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SCHEDULE "A"

Account Clerk  
Clerk Transcriber  
Clerk Typist  
Data Entry Machine Operator  
Human Services Specialist I  
Human Services Specialist II  
Human Services Specialist III  
Principal Account Clerk  
Principal Clerk Transcriber  
Principal Data Control Clerk  
Senior Account Clerk  
Senior Clerk Transcriber  
Senior Data Control Clerk  
Senior Data Entry Machine Operator  
Social Service Aide  
Social Worker  
Supervising Account Clerk  
Supervising Data Control Clerk (1/1/2000)

but excluding therefrom managerial executives, supervisors within the meaning of the Act, confidential employees (which includes the Administrative Secretary of the Employer) and Fiscal Officer.

SCHEDULE "B"  
(Supervisor Titles)

Data Processing Coordinator  
Human Services Specialist IV  
Social Work Supervisor

PENTAMATION - HUMAN RESOURCES  
DATE: 05/15/03  
TIME: 12:31:16  
SELECTION CRITERIA: shdtable.code="01D"

WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

PAGE NUMBER: 1  
UPDSCH13

SCHEDULE 01D DESCRIPTION EFF 7/1/02-12/31/02  
H/S S STEP 12 RANGE 41 CONTRACT DAYS 260 HOURS/DAY 7.50

R A N G E

STEP	RANGE 1	RANGE 2	RANGE 3	RANGE 4	RANGE 5	RANGE 6	RANGE 7
1	.00	.00	.00	.00	.00	.00	.00
2	.00	.00	.00	.00	.00	.00	.00
3	.00	.00	.00	.00	.00	.00	.00
4	.00	.00	.00	.00	.00	.00	.00
5	.00	.00	.00	.00	.00	.00	.00
6	.00	.00	.00	.00	.00	.00	.00
7	.00	.00	.00	.00	.00	.00	.00
8	.00	.00	.00	.00	.00	.00	.00
9	.00	.00	.00	.00	.00	.00	.00
10	.00	.00	.00	.00	.00	.00	.00
11	.00	.00	.00	.00	.00	.00	.00
12	.00	.00	.00	.00	.00	.00	.00

WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

R A N G E

STEP	RANGE 8	RANGE 9	RANGE 10	RANGE 11	RANGE 12	RANGE 13	RANGE 14
1	19,455.00	20,428.00	21,449.00	22,522.00	23,648.00	24,830.00	26,072.00
2	20,428.00	21,449.00	22,522.00	23,648.00	24,830.00	26,072.00	27,375.00
3	21,401.00	22,471.00	23,594.00	24,774.00	26,013.00	27,313.00	28,679.00
4	22,373.00	23,492.00	24,667.00	25,900.00	27,195.00	28,555.00	29,982.00
5	23,346.00	24,513.00	25,739.00	27,026.00	28,377.00	29,796.00	31,286.00
6	24,319.00	25,535.00	26,812.00	28,152.00	29,560.00	31,038.00	32,590.00
7	25,292.00	26,556.00	27,884.00	29,278.00	30,742.00	32,279.00	33,893.00
8	26,264.00	27,578.00	28,956.00	30,404.00	31,925.00	33,521.00	35,197.00
9	27,237.00	28,599.00	30,029.00	31,530.00	33,107.00	34,762.00	36,500.00
10	28,210.00	29,620.00	31,101.00	32,656.00	34,289.00	36,004.00	37,804.00
11	29,183.00	30,642.00	32,174.00	33,783.00	35,472.00	37,245.00	39,097.00
12	30,155.00	31,663.00	33,246.00	34,909.00	36,654.00	38,487.00	40,411.00



WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

R A N G E

STEP	RANGE 15	RANGE 16	RANGE 17	RANGE 18	RANGE 19	RANGE 20	RANGE 21
1	27,375.00	28,744.00	30,181.00	31,690.00	33,275.00	34,939.00	36,685.00
2	28,744.00	30,181.00	31,690.00	33,275.00	34,939.00	36,685.00	38,520.00
3	30,113.00	31,618.00	33,199.00	34,859.00	36,602.00	38,432.00	40,354.00
4	31,482.00	33,056.00	34,708.00	36,444.00	38,266.00	40,179.00	42,188.00
5	32,850.00	34,493.00	36,217.00	38,028.00	39,930.00	41,926.00	44,023.00
6	34,219.00	35,930.00	37,727.00	39,613.00	41,594.00	43,673.00	45,857.00
7	35,588.00	37,367.00	39,236.00	41,197.00	43,257.00	45,420.00	47,691.00
8	36,957.00	38,804.00	40,745.00	42,782.00	44,921.00	47,167.00	49,525.00
9	38,325.00	40,242.00	42,254.00	44,366.00	46,585.00	48,914.00	51,360.00
10	39,694.00	41,679.00	43,763.00	45,951.00	48,248.00	50,661.00	53,194.00
11	41,063.00	43,116.00	45,272.00	47,535.00	49,912.00	52,408.00	55,028.00
12	42,432.00	44,553.00	46,781.00	49,120.00	51,576.00	54,155.00	56,862.00

WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

R A N G E

STEP	RANGE 22	RANGE 23	RANGE 24	RANGE 25	RANGE 26	RANGE 27	RANGE 28
1	38,520.00	40,446.00	42,468.00	44,591.00	46,821.00	49,162.00	51,620.00
2	40,446.00	42,468.00	44,591.00	46,821.00	49,162.00	51,620.00	54,201.00
3	42,372.00	44,490.00	46,715.00	49,051.00	51,503.00	54,078.00	56,782.00
4	44,298.00	46,513.00	48,838.00	51,280.00	53,844.00	56,536.00	59,363.00
5	46,224.00	48,535.00	50,962.00	53,510.00	56,185.00	58,994.00	61,944.00
6	48,150.00	50,557.00	53,085.00	55,739.00	58,526.00	61,453.00	64,525.00
7	50,076.00	52,579.00	55,208.00	57,969.00	60,867.00	63,911.00	67,106.00
8	52,002.00	54,602.00	57,332.00	60,198.00	63,208.00	66,369.00	69,687.00
9	53,928.00	56,624.00	59,455.00	62,428.00	65,549.00	68,827.00	72,268.00
10	55,854.00	58,646.00	61,579.00	64,658.00	67,890.00	71,285.00	74,849.00
11	57,780.00	60,669.00	63,702.00	66,887.00	70,231.00	73,743.00	77,430.00
12	59,706.00	62,691.00	65,825.00	69,117.00	72,573.00	76,201.00	80,011.00

WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

		R A N G E											
STEP	RANGE	29	30	31	32	33	34	35					
1	54,201.00	56,911.00	59,757.00	62,745.00	65,882.00	69,176.00	72,635.00	76,266.00					
2	56,911.00	59,757.00	62,745.00	65,882.00	69,176.00	72,635.00	76,094.00	79,898.00					
3	59,621.00	62,602.00	65,732.00	69,019.00	72,470.00	75,764.00	79,552.00	83,530.00					
4	62,331.00	65,448.00	68,720.00	72,156.00	75,294.00	79,058.00	83,011.00	87,162.00					
5	65,041.00	68,293.00	71,708.00	74,696.00	78,431.00	82,352.00	86,470.00	90,793.00					
6	67,751.00	71,139.00	74,696.00	77,684.00	81,568.00	85,646.00	89,929.00	94,425.00					
7	70,462.00	73,985.00	77,684.00	80,672.00	84,705.00	88,940.00	93,388.00	98,057.00					
8	73,172.00	76,830.00	80,672.00	83,659.00	87,842.00	92,235.00	96,846.00	101,688.00					
9	75,882.00	79,676.00	83,659.00	86,647.00	90,980.00	95,529.00	100,305.00	105,320.00					
10	78,592.00	82,521.00	86,647.00	89,635.00	94,117.00	98,823.00	103,764.00	108,952.00					
11	81,302.00	85,367.00	89,635.00	92,623.00	97,254.00	102,117.00	107,223.00	112,584.00					
12	84,012.00	88,212.00	92,623.00	97,254.00	102,117.00	107,223.00	112,584.00						

R A N G E

STEP	RANGE 36	RANGE 37	RANGE 38	RANGE 39	RANGE 40	RANGE 41
1	76,266.00	80,080.00	84,084.00	88,288.00	92,702.00	97,337.00
2	80,080.00	84,084.00	88,288.00	92,702.00	97,337.00	102,204.00
3	83,893.00	88,088.00	92,492.00	97,117.00	101,973.00	107,071.00
4	87,705.00	92,092.00	96,696.00	101,531.00	106,608.00	111,938.00
5	91,520.00	96,096.00	100,901.00	105,946.00	111,243.00	116,805.00
6	95,333.00	100,100.00	105,105.00	110,360.00	115,878.00	121,672.00
7	99,146.00	104,104.00	109,309.00	114,774.00	120,513.00	126,539.00
8	102,960.00	108,108.00	113,513.00	119,189.00	125,148.00	131,406.00
9	106,773.00	112,112.00	117,717.00	123,603.00	129,783.00	136,272.00
10	110,586.00	116,116.00	121,921.00	128,018.00	134,418.00	141,139.00
11	114,400.00	120,120.00	126,126.00	132,432.00	139,054.00	146,006.00
12	118,213.00	124,124.00	130,330.00	136,846.00	143,689.00	148,279.00

PENTAMATION - HUMAN RESOURCES  
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UPDSCH13

WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

SCHEDULE 03C DESCRIPTION EFF 1/1/03-12/31/03  
H/S S STEP 12 RANGE 41 CONTRACT DAYS 260 HOURS/DAY 7.50

R A N G E

STEP	RANGE 1	RANGE 2	RANGE 3	RANGE 4	RANGE 5	RANGE 6	RANGE 7
1	.00	.00	.00	.00	.00	.00	.00
2	.00	.00	.00	.00	.00	.00	.00
3	.00	.00	.00	.00	.00	.00	.00
4	.00	.00	.00	.00	.00	.00	.00
5	.00	.00	.00	.00	.00	.00	.00
6	.00	.00	.00	.00	.00	.00	.00
7	.00	.00	.00	.00	.00	.00	.00
8	.00	.00	.00	.00	.00	.00	.00
9	.00	.00	.00	.00	.00	.00	.00
10	.00	.00	.00	.00	.00	.00	.00
11	.00	.00	.00	.00	.00	.00	.00
12	.00	.00	.00	.00	.00	.00	.00

WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

R A N G E

STEP	RANGE 8	RANGE 9	RANGE 10	RANGE 11	RANGE 12	RANGE 13	RANGE 14
1	20,136.00	21,143.00	22,200.00	23,310.00	24,476.00	25,699.00	26,985.00
2	21,143.00	22,200.00	23,310.00	24,476.00	25,699.00	26,985.00	28,333.00
3	22,150.00	23,257.00	24,420.00	25,641.00	26,923.00	28,269.00	29,683.00
4	23,156.00	24,314.00	25,530.00	26,807.00	28,147.00	29,554.00	31,031.00
5	24,163.00	25,371.00	26,640.00	27,972.00	29,370.00	30,839.00	32,381.00
6	25,170.00	26,429.00	27,750.00	29,137.00	30,595.00	32,124.00	33,731.00
7	26,177.00	27,485.00	28,860.00	30,303.00	31,818.00	33,409.00	35,079.00
8	27,183.00	28,543.00	29,959.00	31,468.00	33,042.00	34,694.00	36,429.00
9	28,190.00	29,600.00	31,080.00	32,634.00	34,266.00	35,979.00	37,778.00
10	29,197.00	30,657.00	32,190.00	33,799.00	35,489.00	37,264.00	39,127.00
11	30,204.00	31,714.00	33,300.00	34,965.00	36,714.00	38,549.00	40,465.00
12	31,210.00	32,771.00	34,410.00	36,131.00	37,937.00	39,834.00	41,825.00

PENTAMATION - HUMAN RESOURCES  
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WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

PAGE NUMBER: 3  
UPDSCH13

R A N G E

STEP	RANGE 15	RANGE 16	RANGE 17	RANGE 18	RANGE 19	RANGE 20	RANGE 21
1	28,333.00	29,750.00	31,237.00	32,799.00	34,440.00	36,162.00	37,969.00
2	29,750.00	31,237.00	32,799.00	34,440.00	36,162.00	37,969.00	39,868.00
3	31,167.00	32,725.00	34,361.00	36,079.00	37,883.00	39,777.00	41,766.00
4	32,584.00	34,213.00	35,923.00	37,720.00	39,605.00	41,585.00	43,665.00
5	34,000.00	35,700.00	37,485.00	39,359.00	41,328.00	43,393.00	45,564.00
6	35,417.00	37,188.00	39,047.00	40,999.00	43,050.00	45,202.00	47,462.00
7	36,834.00	38,675.00	40,609.00	42,639.00	44,771.00	47,010.00	49,360.00
8	38,251.00	40,162.00	42,171.00	44,279.00	46,493.00	48,818.00	51,258.00
9	39,666.00	41,650.00	43,733.00	45,919.00	48,215.00	50,626.00	53,158.00
10	41,083.00	43,138.00	45,295.00	47,559.00	49,937.00	52,434.00	55,056.00
11	42,500.00	44,625.00	46,857.00	49,199.00	51,659.00	54,242.00	56,954.00
12	43,917.00	46,112.00	48,418.00	50,839.00	53,381.00	56,050.00	58,852.00

WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

	R A N G E											
STEP	RANGE 22	RANGE 23	RANGE 24	RANGE 25	RANGE 26	RANGE 27	RANGE 28					
1	39,868.00	41,862.00	43,954.00	46,152.00	48,460.00	50,883.00	53,427.00					
2	41,862.00	43,954.00	46,152.00	48,460.00	50,883.00	53,427.00	56,098.00					
3	43,855.00	46,047.00	48,350.00	50,768.00	53,306.00	55,971.00	58,769.00					
4	45,848.00	48,141.00	50,547.00	53,075.00	55,729.00	58,515.00	61,441.00					
5	47,842.00	50,234.00	52,746.00	55,383.00	58,151.00	61,059.00	64,112.00					
6	49,835.00	52,327.00	54,943.00	57,690.00	60,574.00	63,604.00	66,783.00					
7	51,829.00	54,419.00	57,140.00	59,998.00	62,997.00	66,148.00	69,455.00					
8	53,822.00	56,513.00	59,339.00	62,305.00	65,420.00	68,692.00	72,126.00					
9	55,815.00	58,606.00	61,536.00	64,613.00	67,843.00	71,236.00	74,797.00					
10	57,809.00	60,699.00	63,734.00	66,921.00	70,266.00	73,780.00	77,469.00					
11	59,802.00	62,792.00	65,932.00	69,228.00	72,689.00	76,324.00	80,140.00					
12	61,796.00	64,885.00	68,129.00	71,536.00	75,113.00	78,868.00	82,811.00					



PENTAMATION - HUMAN RESOURCES

DATE: 05/15/03

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SELECTION CRITERIA: shdtable.code="03C"

WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

R A N G E

STEP	RANGE 29	RANGE 30	RANGE 31	RANGE 32	RANGE 33	RANGE 34	RANGE 35
1	56,098.00	58,903.00	61,849.00	64,941.00	68,188.00	71,597.00	75,177.00
2	58,903.00	61,849.00	64,941.00	68,188.00	71,597.00	75,177.00	78,935.00
3	61,708.00	64,793.00	68,033.00	71,435.00	75,006.00	78,757.00	82,694.00
4	64,513.00	67,739.00	71,125.00	74,681.00	78,416.00	82,336.00	86,454.00
5	67,317.00	70,683.00	74,218.00	77,929.00	81,825.00	85,916.00	90,213.00
6	70,122.00	73,629.00	77,310.00	81,176.00	85,234.00	89,496.00	93,971.00
7	72,928.00	76,574.00	80,403.00	84,423.00	88,644.00	93,077.00	97,730.00
8	75,733.00	79,519.00	83,496.00	87,670.00	92,053.00	96,657.00	101,489.00
9	78,538.00	82,465.00	86,587.00	90,916.00	95,463.00	100,236.00	105,247.00
10	81,343.00	85,409.00	89,680.00	94,164.00	98,873.00	103,816.00	109,006.00
11	84,148.00	88,355.00	92,772.00	97,411.00	102,282.00	107,396.00	112,765.00
12	86,952.00	91,299.00	95,865.00	100,658.00	105,691.00	110,976.00	116,524.00

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WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

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	R A N G E											
STEP	RANGE 36	RANGE 37	RANGE 38	RANGE 39	RANGE 40	RANGE 41						
1	78,935.00	82,883.00	87,027.00	91,378.00	95,947.00	100,744.00						
2	82,883.00	87,027.00	91,378.00	95,947.00	100,744.00	105,781.00						
3	86,829.00	91,171.00	95,729.00	100,516.00	105,542.00	110,818.00						
4	90,776.00	95,315.00	100,080.00	105,085.00	110,339.00	115,856.00						
5	94,723.00	99,459.00	104,433.00	109,654.00	115,137.00	120,893.00						
6	98,670.00	103,604.00	108,784.00	114,223.00	119,934.00	125,931.00						
7	102,616.00	107,748.00	113,135.00	118,791.00	124,731.00	130,968.00						
8	106,564.00	111,892.00	117,486.00	123,361.00	129,528.00	136,005.00						
9	110,510.00	116,036.00	121,837.00	127,929.00	134,325.00	141,042.00						
10	114,457.00	120,180.00	126,188.00	132,499.00	139,123.00	146,079.00						
11	118,404.00	124,324.00	130,540.00	137,067.00	143,921.00	151,116.00						
12	122,350.00	128,468.00	134,892.00	141,636.00	148,718.00	49,969.00						



WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

R A N G E

STEP	RANGE 8	RANGE 9	RANGE 10	RANGE 11	RANGE 12	RANGE 13	RANGE 14
1	20,468.00	21,492.00	22,566.00	23,695.00	24,880.00	26,123.00	27,430.00
2	21,492.00	22,566.00	23,695.00	24,880.00	26,123.00	27,430.00	28,800.00
3	22,515.00	23,641.00	24,823.00	26,064.00	27,367.00	28,735.00	30,173.00
4	23,538.00	24,715.00	25,951.00	27,249.00	28,611.00	30,042.00	31,543.00
5	24,562.00	25,790.00	27,080.00	28,434.00	29,855.00	31,348.00	32,915.00
6	25,585.00	26,865.00	28,208.00	29,618.00	31,100.00	32,654.00	34,288.00
7	26,609.00	27,939.00	29,336.00	30,803.00	32,343.00	33,960.00	35,658.00
8	27,632.00	29,014.00	30,463.00	31,987.00	33,587.00	35,266.00	37,030.00
9	28,655.00	30,088.00	31,593.00	33,172.00	34,831.00	36,573.00	38,401.00
10	29,679.00	31,163.00	32,721.00	34,357.00	36,075.00	37,879.00	39,773.00
11	30,702.00	32,237.00	33,849.00	35,542.00	37,320.00	39,185.00	41,133.00
12	31,725.00	33,312.00	34,978.00	36,727.00	38,563.00	40,491.00	42,515.00

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WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

	R A N G E										
STEP	RANGE 15	RANGE 16	RANGE 17	RANGE 18	RANGE 19	RANGE 20	RANGE 21				
1	28,800.00	30,241.00	31,752.00	33,340.00	35,008.00	36,759.00	38,595.00				
2	30,241.00	31,752.00	33,340.00	35,008.00	36,759.00	38,595.00	40,526.00				
3	31,681.00	33,265.00	34,928.00	36,674.00	38,508.00	40,433.00	42,455.00				
4	33,122.00	34,778.00	36,516.00	38,342.00	40,258.00	42,271.00	44,385.00				
5	34,561.00	36,289.00	38,104.00	40,008.00	42,010.00	44,109.00	46,316.00				
6	36,001.00	37,802.00	39,691.00	41,675.00	43,760.00	45,948.00	48,245.00				
7	37,442.00	39,313.00	41,279.00	43,343.00	45,510.00	47,786.00	50,174.00				
8	38,882.00	40,825.00	42,867.00	45,010.00	47,260.00	49,624.00	52,104.00				
9	40,320.00	42,337.00	44,455.00	46,677.00	49,011.00	51,461.00	54,035.00				
10	41,761.00	43,850.00	46,042.00	48,344.00	50,761.00	53,299.00	55,964.00				
11	43,201.00	45,361.00	47,630.00	50,011.00	52,511.00	55,137.00	57,894.00				
12	44,642.00	46,873.00	49,217.00	51,678.00	54,262.00	56,975.00	59,823.00				

R A N G E

STEP	RANGE 22	RANGE 23	RANGE 24	RANGE 25	RANGE 26	RANGE 27	RANGE 28
1	40,526.00	42,553.00	44,679.00	46,914.00	49,260.00	51,723.00	54,309.00
2	42,553.00	44,679.00	46,914.00	49,260.00	51,723.00	54,309.00	57,024.00
3	44,579.00	46,807.00	49,148.00	51,606.00	54,186.00	56,895.00	59,739.00
4	46,604.00	48,935.00	51,381.00	53,951.00	56,649.00	59,481.00	62,455.00
5	48,631.00	51,063.00	53,616.00	56,297.00	59,110.00	62,066.00	65,170.00
6	50,657.00	53,190.00	55,850.00	58,642.00	61,573.00	64,653.00	67,885.00
7	52,684.00	55,317.00	58,083.00	60,988.00	64,036.00	67,239.00	70,601.00
8	54,710.00	57,445.00	60,318.00	63,333.00	66,499.00	69,825.00	73,316.00
9	56,736.00	59,573.00	62,551.00	65,679.00	68,962.00	72,411.00	76,031.00
10	58,763.00	61,701.00	64,786.00	68,025.00	71,425.00	74,997.00	78,747.00
11	60,789.00	63,828.00	67,020.00	70,370.00	73,888.00	77,583.00	81,462.00
12	62,816.00	65,956.00	69,253.00	72,716.00	76,352.00	80,169.00	84,177.00

WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

R A N G E

STEP	RANGE 29	RANGE 30	RANGE 31	RANGE 32	RANGE 33	RANGE 34	RANGE 35
1	57,024.00	59,875.00	62,870.00	66,013.00	69,313.00	72,778.00	76,417.00
2	59,875.00	62,870.00	66,013.00	69,313.00	72,778.00	76,417.00	80,237.00
3	62,726.00	65,862.00	69,156.00	72,614.00	76,244.00	80,056.00	84,058.00
4	65,577.00	68,857.00	72,299.00	75,913.00	79,710.00	83,695.00	87,880.00
5	68,428.00	71,849.00	75,443.00	79,215.00	83,175.00	87,334.00	91,702.00
6	71,279.00	74,844.00	78,586.00	82,515.00	86,640.00	90,973.00	95,522.00
7	74,131.00	77,837.00	81,730.00	85,816.00	90,107.00	94,613.00	99,343.00
8	76,983.00	80,831.00	84,874.00	89,117.00	93,572.00	98,252.00	103,164.00
9	79,834.00	83,826.00	88,016.00	92,416.00	97,038.00	101,890.00	106,984.00
10	82,685.00	86,818.00	91,160.00	95,718.00	100,504.00	105,529.00	110,805.00
11	85,536.00	89,813.00	94,303.00	99,018.00	103,970.00	109,168.00	114,626.00
12	88,387.00	92,805.00	97,447.00	102,319.00	107,435.00	112,807.00	118,447.00

WARREN COUNTY WELFARE BOARD  
SALARY SCHEDULE

R A N G E

STEP	RANGE 36	RANGE 37	RANGE 38	RANGE 39	RANGE 40	RANGE 41
1	80,237.00	84,251.00	88,463.00	92,886.00	97,530.00	102,406.00
2	84,251.00	88,463.00	92,886.00	97,530.00	102,406.00	107,526.00
3	88,262.00	92,675.00	97,309.00	102,175.00	107,283.00	112,647.00
4	92,274.00	96,888.00	101,731.00	106,819.00	112,160.00	117,768.00
5	96,286.00	101,100.00	106,156.00	111,463.00	117,037.00	122,888.00
6	100,298.00	105,313.00	110,579.00	116,108.00	121,913.00	128,009.00
7	104,309.00	109,526.00	115,002.00	120,751.00	126,789.00	133,129.00
8	108,322.00	113,738.00	119,425.00	125,396.00	131,665.00	138,249.00
9	112,333.00	117,951.00	123,847.00	130,040.00	136,541.00	143,369.00
10	116,346.00	122,163.00	128,270.00	134,685.00	141,419.00	148,489.00
11	120,358.00	126,375.00	132,694.00	139,329.00	146,296.00	153,609.00
12	124,369.00	130,588.00	137,118.00	143,973.00	151,172.00	158,793.00



## CURRENT RANGES AND TITLES FOR SELECTED TASS EMPLOYEES

NAME	TITLE	RANGE
Henry Dinger	Director	33
Bonnie Deering	Deputy Director	29
Position of Administrative Supervisor of Income Maintenance previously created in TASS		26
George Schindler	Fiscal Officer	25
Denise Ritter	Administrative Secretary	21
Human Service Specialist 4		22
Human Service Specialist 3		19
Human Service Specialist 2		16
Human Service Specialist 1		14

5/6/03

**THE BOARD OF CHOSEN FREEHOLDERS  
OF THE COUNTY OF WARREN**

Wayne Dumont, Jr., Administration Building  
165 County Route 519 South  
Belvidere, NJ 07823

**RESOLUTION 617-05**

On motion by **Mr. DiMaio**, seconded by **Mr. Chamberlain**, the following resolution was considered by the Board of Chosen Freeholders of the County of Warren at a meeting held October 12, 2005.

**RESOLUTION AUTHORIZING THE DIRECTOR OF THE BOARD TO  
EXECUTE AN AGREEMENT BETWEEN THE BOARD OF CHOSEN  
FREEHOLDERS OF THE COUNTY OF WARREN AND THE  
COMMUNICATION WORKERS OF AMERICA LOCAL 1071  
FOR THE PERIOD JANUARY 1, 2005 THROUGH DECEMBER 31, 2007**

**WHEREAS**, the Warren County Board of Chosen Freeholders and representatives of the Communication Workers of America, Local 1071 have completed labor negotiations and have agreed to the terms and conditions of employment,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Warren that the Director of the Board is hereby authorized and directed to execute an agreement between the Board of Chosen Freeholders of the County of Warren and the Communication Workers of America, Local 1071 for the period January 1, 2005 through December 31, 2007.

**ROLL CALL: Mr. Chamberlain no, Mr. DiMaio no, Mr. Gardner no**

I hereby certify the above to be a true copy of a resolution considered but not adopted by the Board of Chosen Freeholders of the County of Warren on the date above mentioned.

  
\_\_\_\_\_  
Steve Marvin

Clerk

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