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AGREEMENT BETWEEN
CAMDEN COUNTY BOARD OF SOCIAL SERVICES
AND
WELFARE SUPERVISORS' ORGANIZATION

/ Contract Period
July 1, 1986 through
June 30, 1989

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PREAMBLE

This Agreement is entered into between the Camden County Board of Social Services (herein referred to as the Board) and the Welfare Supervisors' Organization (herein referred to as the W.S.O.).

ARTICLE I - RECOGNITION

The Board agrees to recognize the Welfare Supervisors' Organization as the sole and exclusive collective bargaining representative of the employees whose titles are set forth in the Appendix.

ARTICLE II - CONTRACT PERIOD

This Agreement shall remain in full force and effect through June 30, 1989. Negotiations on a successor contract shall commence on March 1, 1989, upon written notice by one party to the other, at least ninety (90) days prior to the expiration date of the Agreement. In the absence of such notification, this Agreement shall continue to an additional term of one year and the parties will be bound by the same terms and conditions thereof.

ARTICLE III - HOURS OF WORK

The normal work week shall consist of thirty-five (35) hours per week, seven (7) hours per day, five (5) days per week,

Monday through Friday. The Director may stagger lunch hours so that the public may be better served. The hours of work shall be from 8:30 a.m. to 4:30 p.m., which includes a one hour lunch period. A bell will be installed to signify common dismissal at the end of the work day at the County Administration Building.

ARTICLE IV - MANAGEMENT RIGHTS

All the powers, rights, prerogatives, duties, responsibilities, and authority that the Board had prior to the signing of this Agreement are retained by the Board except those specifically modified by this Agreement and those which are not contrary to public policy nor any law of the State of New Jersey, or any rules, regulations or directives promulgated by the State Division of Public Welfare, or the State Division of Youth and Family Services.

ARTICLE V - DUES DEDUCTION

The Board will receive from W.S.O. duly executed W.S.O. membership and dues deduction cards from all employees who have signed said cards.

In accordance with the appropriate New Jersey Statutes, the Board, upon receipt of a duly executed authorization-assignment form acceptable to the Board, agrees to deduct each month from the employees covered by this agreement who have executed said form, the established monthly dues of W.S.O. It is further agreed that the Board shall remit such deductions to the W.S.O. prior to the 10th day of the month following the month for which

such deduction is made. Dues shall be \$1.00 per month, or such other amount as may be certified to the Board by the W.S.O. at least thirty (30) days prior to the date on which the deduction of W.S.O. dues is to be made. The W.S.O. dues deducted hereto shall be remitted by the Board to the Treasurer of the W.S.O., together with a list of employees from whose pay deductions were made.

ARTICLE VI - UNION LEAVE

A. Union leave days without pay may be granted under this article in order to allow Association delegates to attend conferences, meetings and conventions. Such union leave may be granted and in determining whether or not the Board should exercise its discretion to allow said leave, the Board should consider the total number of delegates to attend such event and the aggregate total of union days granted during the year and the length of time for any single meeting.

B. The Board agrees to permit an aggregate of twelve (12) Union days to be taken with pay for 1987, an aggregate of twelve (12) Union days to be taken with pay for 1988 and an aggregate of twelve (12) Union days to be taken with pay for 1989.

C. The Association shall provide the Personnel Office with forty-eight (48) hours written notice prior to the paid and unpaid union leave.

ARTICLE VII - LEAVE OF ABSENCE WITHOUT PAY

A. Leaves of absence without pay may be granted at the discretion of the Board to permanent employees for any reason considered good by the Board, for a period not to exceed six (6) months at any one time, and not be in excess of one continuous year, subject to approval by the Department of Civil Service. No further renewal may be granted except upon similar approval for reasons as established by the Civil Service Commission Regulations.

B. In all cases, a letter of request from the employee setting forth the reasons why leave is desired and the dates for the commencing and the terminating of the leave shall be submitted to the Board. No leave of absence without pay shall become effective without prior approval of the Board and/or the Director.

C. Employees granted leaves of absence without pay shall have annual sick leave and vacation leave credit each reduced at the same rate at which it is earned for every full month or major fraction thereof that the employee is on such leave without pay, for the year in which such leave is taken.

ARTICLE VIII - PERSONAL LEAVES OF ABSENCE

Employees in this unit who have continuous employment for at least one year with the Board shall be entitled to a maximum of three (3) personal days leave, with pay in each full calendar year of this agreement. Such leaves shall not be cumulative from year to year.

Personal leaves are granted for personal business such as

emergencies, religious holidays or other times relating to the personal affairs of the employees. Requests for said personal leave shall be made in writing, and approved in advance of the requested date, from the employee's immediate supervisor.

ARTICLE IX - SICK LEAVE

A. Sick leave shall be credited, and may be utilized, under the provisions of Civil Service rules and Agency policy.

B. Sick leave for absences of long duration must be requested by the employee in writing to his/her immediate supervisor. This request must be accompanied by a written and signed statement by a physician prescribing the sick leave and giving the reasons for the sick leave.

C. In all cases of illness, whether for short or long term, the employee is required to notify his superior of the reason for absence by 9:00 a.m. or as soon as possible thereafter on the first day of absence from the office. If the duration of absence exceeds two (2) days, it will be necessary to report on every third day. Failure to report absences on the part of any employee may be cause for disciplinary action. A physician's certificate must be submitted for five (5) or more consecutive days of sick leave.

D. All sick leaves are subject to Administrative and/or Board approval and, where appropriate, to approval by the Department of Civil Service.

ARTICLE X - EDUCATIONAL LEAVE

Two (2) employees shall be afforded the opportunity for educational leave for the purposes of pursuing full time studies for a Master's Degree, in accordance with the educational leave provisions of Ruling No. 11, promulgated by the Division of Public Welfare.

Qualified employees may be afforded opportunity for educational leave, with a maximum stipend, grant in aid, tuition, and reimbursable items permitted by Ruling No. 11 of the Division of Public Welfare.

The W.S.O. may select one of its members, who must be an employee of the Camden County Board of Social Services, to serve on the Educational Leave Committee, which has been established by the Board for the purposes of this Article. In the event that the W.S.O. representative is no longer employed by the Board at the time of any Educational Leave Committee meeting, said representative shall not participate in the leave discussions. The W.S.O. representative shall be named and designated by the W.S.O. at the commencement of this contract, and only said employee shall be entitled to participate in the educational leave meetings.

ARTICLE XI - JURY DUTY

All employees shall be entitled to paid leave of absence when summoned for jury duty, except that the employee is expected to return to work after dismissal from jury duty unless said

employee's returning is within one-half hour of dismissal time.

ARTICLE XII - BEREAVEMENT LEAVE

All employees covered by this Agreement shall be entitled to up to a total of three (3) days paid leave per calendar year for bereavement for time lost from work due to the death of any of the following members of the immediate family. Immediate family is defined as father, mother, brothers, sisters, spouse, children, grandparents, grandchildren, parents-in-law, step or foster parents, step or foster brothers, step or foster sisters, legal guardians, and other relatives residing in the employee's household.

Bereavement leave days shall be non-cumulative and may be used only within the calendar year.

ARTICLE XIII - NO STRIKE CLAUSE

1. During the term of this Agreement, the W.S.O. agrees not to engage in or support any strike, work stoppage, slowdown, or other similar action by employees covered by this Agreement.

2. No lockout of employees shall be instituted or supported by the Agency during the term of this Agreement.

3. The W.S.O. recognizes its responsibility as exclusive collective negotiations agent and agrees to represent all employees in the unit without discrimination.

4. These agreements are not intended to limit the freedom of speech or demonstration of the W.S.O. or its members.

ARTICLE XIV - HEALTH INSURANCE COVERAGE

A. The Board agrees to pay for the full cost and provide coverage for eligible employees and their immediate families in accordance with the definition of the insurance carrier for hospital and medical insurance and major medical expenses insurance in accordance with the New Jersey State Health Benefits Plan. Coverage for the employees will be provided in accordance with the provisions of said plan, and will pertain to permanent, provisional or temporary employees.

B. The Board agrees to continue to contract with and to pay the full cost and provide dental insurance coverage for eligible employees and their dependents (as defined by the carrier).

C. By virtue of negotiations, the Board agrees to provide a prescription drug plan with a deductible of \$2.00 per prescription for all eligible employees and their dependents (as defined by the carrier) under the Delaware Valley Prescription Plan. Dependent coverage shall commence on October 1, 1986.

ARTICLE XV - VACATIONS

A. Permanent full time employees shall be granted vacation leave as follows:

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

2. After one (1) year of service through five (5) years of service, twelve (12) working days per year;

3. After five (5) years of service through twelve (12) years of service, fifteen (15) working days per year;

4. After twelve (12) years of service through twenty (20) years of service, twenty (20) working days per year.

5. After twenty (20) years of service, twenty-five (25) working days per year.

6. Vacation time will be credited on January 1st of each year in anticipation of full employment for that calendar year and is to be taken during the calendar year.

B. Vacation time for all employees shall be scheduled and taken within the calendar year it is earned, except that employees may carry over to the following year only twelve (12) unused and accrued vacation days. If the twelve (12) vacation days are carried over into the following year, they must be used at that time. No further accumulations are allowed.

C. The present policy will be continued of granting vacation time by seniority in grade with requests to be submitted in writing within a given time limitation.

D. Provisional or temporary employees shall be granted one (1) working day vacation leave for each full month of service or major fraction thereof during temporary employment. No vacation leaves in excess of the amount actually earned will be approved in anticipation of continued employment.

ARTICLE XVI - HOLIDAYS

The following holidays shall be considered paid holidays

during the duration of this contract.

New Year's Day

Martin Luther King's Birthday

Lincoln's Birthday

Washington's Birthday

Good Friday

Memorial Day

Independence Day

Labor Day

Columbus Day

Election Day

Veterans' Day

Thanksgiving Day

The day after Thanksgiving

Christmas Day

In the event any of the above statutory holidays falls on Sunday, it shall be celebrated on the following Monday.

In the event that any of the above statutory holidays falls on a Saturday, it shall be celebrated on the preceding Friday.

Whenever the work schedule is such that an employee is required to work on a holiday, the employee will be granted a substitute day off with pay as soon thereafter as is convenient.

Additional holidays may be established, from time to time, by a gubernatorial proclamation or by the Camden County Board of Freeholders, by rule, proclamation, or order, as a holiday for public employees in this County, however, the granting of such an

additional holiday by the Board is purely discretionary and the failure to grant such an additional holiday is not subject to the grievance procedure.

ARTICLE XVII - GRIEVANCE PROCEDURE

A. Purpose.

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

2. Nothing herein contained shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with any appropriate member of the Administration, and having the grievance adjusted without the intervention of the W.S.O.

3. It is agreed that the individual employee is entitled to use this grievance procedure and to be represented by the W.S.O. upon his/her request in accordance with the provisions hereof. He/she shall not be coerced, intimidated or suffer any reprisal as a direct or indirect result of such use.

B. Definitions.

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

1. A misinterpretation or misapplication of the terms of this agreement which is subject to the grievance procedure

outlined herein and shall hereinafter be referred to as a "contractual grievance"; or

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

C. Presentation of a Grievance.

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

D. Steps of the Grievance Procedure.

The following constitutes the sole and exclusive method for resolving a grievance between the parties covered by this Agreement:

Step 1

a. The grievant shall institute action under the provisions hereof signed and delivered to his/her Assistant Administrative Supervisor and Immediate Supervisor within ten (10) working days of the occurrence complained of or within ten (10) working days after he/she would reasonably be expected to know of its occurrence. The grievant's signed request for a hearing shall contain a statement of the issue or issues being grieved. Failure to act within said ten (10) days shall be deemed to constitute an abandonment of the grievance. The grievant may be represented by an employee who is a member of the W.S.O.

b. The Assistant Administrative Supervisor, in conjunction with the Immediate Supervisor, shall schedule a hearing and render a written decision within ten (10) working days after receipt of the grievance.

Step 2

a. In the event satisfactory settlement has not been reached, the grievant shall, in writing and signed, file his/her complaint with the Department Head within five (5) working days following the determination at Step 1. The grievant may be represented by an employee who is a member of the W.S.O.

b. The Department Head shall hold a hearing and render a written decision within ten (10) working days after receipt of the complaint.

Step 3

a. In the event satisfactory settlement has not been reached, the grievant shall, in writing and signed, file his/her complaint with the Director of Welfare within five (5) working days following the determination at Step 2. The grievant may be represented by an employee who is a member of the W.S.O.

b. The Director of Welfare or his designee, shall hold a hearing and render a written decision within ten (10) working days after the receipt of the complaint.

Step 4

a. Should the grievant disagree with the decision of the Director, or his designee, the aggrieved may, within five (5) working days, submit to the Board a statement in writing and

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

b. The grievant may be represented by the W.S.O. A minority organization shall not present or process a grievance.

Step 5

a. Any resolved contract grievance (as defined in B.1, Definitions above) except matters involving appointment, promotion or assignment, or matters within the exclusive province of Civil Service, may be appealed to arbitration only by the W.S.O. The W.S.O. must file the request for arbitration within thirty (30) calendar days after the receipt of the Board's decision.

b. Nothing in this Agreement shall be construed as compelling the W.S.O. to submit a grievance to arbitration or to represent an employee before Civil Service. The W.S.O.'s

decision to request the movement of a grievance to arbitration or to terminate the grievance prior to submission to arbitration shall be final as to the interests of the grievant and the W.S.O.

c. Where the grievance involves an alleged violation of individual rights specified in Civil Service Law and rules for which a specific appeal to Civil Service is available, the individual may present his complaint to Civil Service directly. The grievant may pursue the Civil Service procedure or the grievance procedure as herein provided. Once the grievant makes the selection of procedure, such election shall be deemed final and binding and constitute an absolute waiver of the procedure not selected. The election will be made in writing at the appropriate time on the grievance form.

d. The arbitrator shall be selected by agreement between the parties within thirty (30) working days following the execution of this agreement. The arbitrator shall be selected from a list of arbitrators who are the members of the Institute of Management and Labor Relations of Rutgers University and shall be designated as permanent and shall serve during the life of the agreement: or

e. If the parties do not desire a permanent arbitrator, they may have the option of selecting an arbitrator on a case-by-case basis as follows:

- 1) by selection from the list of arbitrators who are members of the Institute of Management and Labor Relations of Rutgers University, in

accordance with the selection procedures of the Institute; or

- 2) 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
- 3) by selection from the panel of arbitrators maintained by the American Arbitration Association, in accordance with the selection procedures of the American Arbitration Association.

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

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

h. The arbitrator may prescribe an appropriate back pay remedy when he finds a violation of this Agreement, provided such remedy is permitted by law and is consistent with the terms of this Agreement, except that he may not make an award which exceeds the Board's authority.

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

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

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

k. The costs of the transcript, if any, will be borne by the party requesting it. If both parties request a transcript, the cost will be shared equally.

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

m. Grievance resolutions or decisions at Steps 1 through 4 shall not constitute a precedent in any arbitration or other proceeding unless a specific agreement to that effect is made by the authorized representatives of both parties. This is not to be construed as limiting the right of either party to introduce relevant evidence, including such grievance resolutions, as to the prior conduct of the other party.

ARTICLE XVIII - CLOTHING ALLOWANCE

The Board shall pay a clothing allowance of \$200.00 per year, for the years of 1987, 1988, and 1989, to those employees classified as Senior and Principal Home Service Aides who wear uniforms in operational duties.

ARTICLE XIX - AUTOMOBILE LIABILITY INSURANCE

The employer shall pay \$250.00 per year, for the year of 1987 and \$275.00 for the years of 1988 and 1989, towards an automobile insurance premium for Supervisors of Property and Resources, Supervisors of Data Entry Machine Operations, Social Work Supervisors, Income Maintenance Supervisors, Accountants, Senior Investigators, Principal Home Service Aides, Senior Home Service Aides, Public Health Nurses, Graduate Nurses, and Supervisors of Tabulating Machine Operations provided that the employee is authorized and required to use his/her automobile in the performance of his/her duties for field contact and employee shows proof of proper insurance coverage and proof of payment of such coverage, to the employer prior to payment of the above contractual amount and continuing proof at the request of the Board. In order to qualify for said payment, the employee must be insured in the following amounts of coverage: \$100/300,000 for public liability -- \$10,000 for property damage -- \$1,000 medical.

If the employee is unable to obtain the required amount of

insurance and presents written proof of his/her inability to be insured by such amount, then in that event the Board will endeavor to obtain such coverage. If the Board is unable to obtain such coverage, the said employee must maintain minimum insurance coverage established by the State of New Jersey, and the employer shall then pay \$140.00 towards such premium.

ARTICLE XX - SENIORITY AND JOB OPENINGS

In the event of a job opening or vacancy, the employee eligible therefore shall be notified in writing of said opening with a notice of salary range and job description.

Seniority, which is defined as continuous unbroken service with the Board, in a supervisory position, will be given consideration by the Board, with respect to promotions, however, service will be considered unbroken for the purposes of this clause, if an employee who has served continuously with the Board for at least one (1) year should resign his/her position and be rehired by said Board within three (3) months of said resignation.

If in the sole opinion of the Director there are two or more employees with equal qualifications and ability to perform the work, the employee with the greatest seniority will be given preference.

All promotions and promotional policies are subject to the New Jersey Civil Service Law, Rules and Regulations.

The following factors shall be used in evaluating eligibility for appointment:

- a. Performance evaluations in the job title from which the appointment is being made.
- b. Seniority.
- c. Previous education or work experience relative to the particular job opening.

ARTICLE XXI - EQUIPMENT AND SUPPLIES

It is recognized that good employee morale and pleasant working conditions are important factors in the consideration of the services to be rendered to the public. Where possible, subject to the discretion of the Board and budgetary commitments, sufficient furniture, equipment, supplies, and telephone service will be provided to all employees.

ARTICLE XXII - TEMPORARY DISABILITY

By virtue of the fact that Senate Bill 875 was enacted into law and said Senate Bill provided for the implementation of the Temporary Disability Benefits Law for Public Employees, it is agreed that as of the effective date of said amendment to the Temporary Disability Benefits Law, which is January 1, 1981, the Board shall implement such provisions by covering the employees under the Temporary Disability Benefits Law of the State of New Jersey, and it is understood that said Law requires contributions from both employer and employee.

ARTICLE XXIII - MILEAGE

Those supervisory personnel who are required to use their automobiles for official use shall be reimbursed for said use at the rate of \$.20 per mile, subject to a maximum monthly allowance of \$110.00. Those affected employees will be required to maintain a daily log containing mileage and specific locations visited. Authorization for automobile use must be obtained, in advance, from the immediate superior.

ARTICLE XXIV - SAVINGS CLAUSE

If any provisions of this Agreement should be held invalid by operation of law or regulation by any tribunal of competent jurisdiction, or if compliance with or enforcement of any provision should be restrained by such tribunal or appropriate administrative agency pending a final determination as to its validity, such provision shall be inoperative but all other provisions shall not be affected thereby and shall continue in full force and effect.

ARTICLE XXV - OVERTIME

All employees represented by the W.S.O. shall be compensated at 1-1/2 times their regular straight time hourly rate of pay for all hours worked beyond their normal work week of 35 hours. All overtime must be approved by the Director, Deputy Director, or designee, in advance.

ARTICLE XXVI - BREAKS

Each employee herein represented shall be entitled to one (1) fifteen (15) minute break for each half-day period of work (morning and afternoon). Unused break time shall not be credited or accumulated in any way by the employee.

ARTICLE XXVII - SUPERVISORY AUTHORITY

Supervisors shall be recognized as part of the management of the Board. They are also responsible for recommending disciplinary action for any of the reasons specified in the New Jersey Civil Service Rules and Regulations. Such recommendations shall be given serious consideration by the Administration of the Board.

A supervisor shall have the responsibility for interviewing applicants from within the Agency when a vacancy is posted on the bulletin board to fill a vacancy in his/her unit. The supervisor's recommendation will then be considered by the Administration in the process of making a final selection from the list of qualified applicants who have responded to the posting.

ARTICLE XXVIII - RE-ASSIGNMENTS

When a re-assignment is contemplated, a notice shall be posted for five (5) working days on the Personnel Notices bulletin board, which are located in each building. Those Supervisors who may be interested in the assignment or re-assignment shall contact the Personnel Office indicating their desire.

ARTICLE XXIX - LONGEVITY

A. Longevity payments will be made each year of this contract to employees covered by this contract in accordance with the schedule outlined below. Said payments will be made not later than five (5) working days after December 1, 1986, December 1, 1987 and December 1, 1988 in a separate check issued to eligible employees. In order to be eligible for longevity payments employees must have a minimum of five (5) years of continuous full time service in the year longevity is to be paid, regardless of when the employee's actual anniversary date falls making him/her eligible for longevity.

5 years to 7 years	- 2% of annual pay - \$ 600.00 maximum
7 years 1 day to 10 years	- 3% of annual pay - \$ 800.00 maximum
10 years 1 day to 15 years	- 5% of annual pay - \$1000.00 maximum
15 years 1 day to 20 years	- 6% of annual pay - \$1200.00 maximum
20 years 1 day or more	- 7% of annual pay - \$1400.00 maximum

B. For time actually worked, any employee retiring during the course of the year shall be entitled to longevity to be paid on a prorated basis and employees who do not work the entire year for any other reasons will likewise be entitled to longevity on a prorated basis.

C. In calculating longevity pay, providing there has been no break in service, the time an employee has served with the Agency under C.E.T.A. or similar Federal program or any grant program and is subsequently hired by the Camden County Board of Social Services, shall be counted.

D. In calculating longevity pay, continuous service with the Agency only, will be considered. However, employees who are laid off by the Agency and later recalled within two (2) years will not be considered to have a break in their employment for the purposes of this Article.

ARTICLE XXX - SALARIES

1. Effective January 1, 1987, all employees shall have their base salary adjusted step to step in accordance with the appropriate compensation schedule in effect January 1, 1987 which represents approximately a six percent (6%) increase over the compensation schedule which was in effect January 1, 1986.

2. Effective July 1, 1987, all employees shall have their base salary adjusted step to step in accordance with the appropriate compensation schedule in effect July 1, 1987 which represents approximately a five percent (5%) increase over the compensation schedule which was in effect January 1, 1987.

3. Effective July 1, 1988, all employees shall have their base salary adjusted step to step in accordance with the appropriate compensation schedule in effect July 1, 1988 which represents approximately a five percent (5%) increase over the compensation schedule which was in effect July 1, 1987.

4. Effective January 1, 1987, all employees in range 13 and below shall receive a one range increase on a step to step basis on the compensation schedule in effect January 1, 1987.

5. Effective January 1, 1987, Senior Home Service Aides

shall be moved from range 9 to range 13 on a step to step basis. Principal Home Service Aides shall be moved from range 12 to range 15 on a step to step basis.

6. All employees in range 14 or below who have at least one year of continuous service with the Board as of January 1, 1987, shall receive a one-time cash payment of \$250.00 for the year of 1987, and said payment shall be received within the first five (5) working days after March 1, 1987.

7. Annual merit increments shall be given during each calendar year of this agreement on each employee's anniversary date to those employees who are not at the maximum step of the salary range and whose performance continues to be at least satisfactory. The quarterly increment system is continued heretofore and shall be exercised in the following manner:

- a. Employees hired in January, February, and March will receive an increment on April 1 of the following year.
- b. Employees hired in April, May and June will receive an increment on July 1 of the following year.
- c. Employees hired in July, August and September will receive an increment on October 1 of the following year.
- d. Employees hired in October, November and December will receive an increment on January 1 of the second year following date of hire.

8. Any employee who receives a promotion or reclassification in which the salary adjustment equals two or more increments in the old range will receive a new anniversary date. The new anniversary date will be assigned on the basis of the effective date of such action in the same manner as indicated above for newly hired employees.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 7th day of October, 1986.

WELFARE SUPERVISORS' ORGANIZATION

CAMDEN COUNTY BOARD OF SOCIAL SERVICES

John H. Pustford
Regina Lorusso
W. Alton

Edward D. McQuinn
William R. Bortie
Helen Segal
Pat J. Maguire

WELFARE SUPERVISORS ORGANIZATION

1-1-87 SALARY RANGES

<u>TITLES</u>	<u>RANGES</u>	<u>SALARY RANGE</u>
Accounting Assistant	14	\$15927.43 - 23090.83
Asst. Supv. Rec. Biling. Span.	14	\$15927.43 - 23090.83
Child Support Supervisor	23	\$24709.45 - 35832.71
Coor. Child Supp. Paternity Prog.	24	\$25945.37 - 37615.84
Data Processing Programmer	20	\$21343.31 - 30953.43
Graduate Nurse	18	\$19359.76 - 28068.44
Income Maint. Supervisor	23	\$24709.45 - 35832.71
Legal Stenographer	14	\$15927.43 - 23090.83
Paralegal Specialist	20	\$21343.31 - 30953.43
Principal Account Clerk	14	\$15927.43 - 23090.83
Prin. Account Clerk Typ.	14	\$15927.43 - 23090.83
Principal Clerk	13	\$15169.09 - 21994.19
Prin. Clerk Biling. Span.	13	\$15169.09 - 21994.19
Principal Clerk Typist	14	\$15927.43 - 23090.83
Prin. Clerk Typist Biling. Span.	14	\$15927.43 - 23090.83
Principal Data Control Clerk	14	\$15927.43 - 23090.83
Prin. Data Entry Mach. Oper.	14	\$15927.43 - 23090.83
Principal Home Serv. Aide	15	\$16723.37 - 24240.79
Senior Home Serv. Aide	13	\$15169.09 - 21994.19
Senior Investigator	23	\$24709.45 - 35832.71
Senior Training Technician	21	\$22411.10 - 32504.04
Social Service Assistant	17	\$18436.85 - 26743.04
Social Work Supervisor	23	\$24709.45 - 35832.71
Supervising Account Clerk	16	\$17558.64 - 25462.52

WELFARE SUPERVISORS ORGANIZATION

1-1-87 SALARY RANGES

<u>TITLES</u>	<u>RANGES</u>	<u>SALARY RANGE</u>
Supervising Clerk	16	\$17558.64 - 25462.52
Supv. Clerk Biling. Span.	16	\$17558.64 - 25462.52
Supv. Central Mail Room & Inventory Control	18	\$19359.76 - 28068.44
Supervising Data Cont. Clerk	16	\$17558.64 - 25462.52
Supv. Data Ent. Mach. Oper.	16	\$17558.64 - 25462.52
Supervisor of Accounts	18	\$19359.76 - 28068.44
Supv. of Prop. & Resources	23	\$24709.45 - 35832.71
Supv. of Tab. Machine Oper.	20	\$21343.31 - 30953.43
Supv. Recept. Biling. Span.	16	\$17558.64 - 25462.52
Supervising Tele. Operator	14	\$15927.43 - 23090.83

WELFARE SUPERVISORS ORGANIZATION

7-1-87 SALARY RANGES

<u>TITLES</u>	<u>RANGES</u>	<u>SALARY RANGE</u>
Accounting Assistant	14	\$16723.80 - 24309.04
Asst. Supv. Rec. Billing. Span.	14	\$16723.80 - 24309.04
Child Support Supervisor	23	\$25944.92 - 37723.22
Coor. Child Supp. Paternity Prog.	24	\$27242.63 - 39600.37
Data Processing Programmer	20	\$22410.48 - 32586.53
Graduate Nurse	18	\$20327.74 - 29549.27
Income Maint. Supervisor	23	\$25944.92 - 37723.22
Legal Stenographer	14	\$16723.80 - 24309.04
Paralegal Specialist	20	\$22410.48 - 32586.53
Principal Account Clerk	14	\$16723.80 - 24309.04
Prin. Account Clerk Typ.	14	\$16723.80 - 24309.04
Principal Clerk	13	\$15927.54 - 23154.57
Prin. Clerk Billing. Span.	13	\$15927.54 - 23154.57
Principal Clerk Typist	14	\$16723.80 - 24309.04
Prin. Clerk Typist Billing. Span.	14	\$16723.80 - 24309.04
Principal Data Control Clerk	14	\$16723.80 - 24309.04
Prin. Data Entry Mach. Oper.	14	\$16723.80 - 24309.04
Principal Home Serv. Aide	15	\$17559.53 - 25519.65
Senior Home Serv. Aide	13	\$15927.54 - 23154.57
Senior Investigator	23	\$25944.92 - 37723.22
Senior Training Technician	21	\$23531.66 - 34218.96
Social Service Assistant	17	\$19358.69 - 28154.02
Social Work Supervisor	23	\$25944.92 - 37723.22
Supervising Account Clerk	16	\$18436.67 - 26805.91

WELFARE SUPERVISORS ORGANIZATION

7-1-87 SALARY RANGES

<u>TITLES</u>	<u>RANGES</u>	<u>SALARY RANGE</u>
Supervising Clerk	16	\$18436.67 - 26805.91
Supv. Clerk Biling. Span.	16	\$18436.67 - 26805.91
Supv. Central Mail Room & Inventory Control	18	\$20327.74 - 29549.27
Supervising Data Cont. Clerk	16	\$18436.67 - 26805.91
Supv. Data Ent. Mach. Oper.	16	\$18436.67 - 26805.91
Supervisor of Accounts	18	\$20327.74 - 29549.27
Supv. of Prop. & Resources	23	\$25944.92 - 37723.22
Supv. of Tab. Machine Oper.	20	\$22410.48 - 32586.53
Supv. Recept. Biling. Span.	16	\$18436.67 - 26805.91
Supervising Tele. Operator	14	\$16723.80 - 24309.04

WELFARE SUPERVISORS ORGANIZATION

7-1-88 SALARY RANGES

<u>TITLES</u>	<u>RANGES</u>	<u>SALARY RANGES</u>
Accounting Assistant	14	\$17559.99 - 25457.64
Asst. Supv. Rec. Billing. Span.	14	\$17559.99 - 25457.64
Child Support Supervisor	23	\$27242.17 - 39505.56
Coor. Child Supp. Paternity Prog.	24	\$28604.77 - 41471.46
Data Processing Programmer	20	\$23531.00 - 34126.16
Graduate Nurse	18	\$21344.13 - 30945.45
Income Maint. Supervisor	23	\$27242.17 - 39505.56
Legal Stenographer	14	\$17559.99 - 25457.64
Paralegal Specialist	20	\$23531.00 - 34126.16
Principal Account Clerk	14	\$17559.99 - 25457.64
Prin. Account Clerk Typ.	14	\$17559.99 - 25457.64
Principal Clerk	13	\$16723.92 - 24248.60
Prin. Clerk Billing. Span.	13	\$16723.92 - 24248.60
Prncipal Clerk Typist	14	\$17559.99 - 25457.64
Prin. Clerk Typist Billing. Span.	14	\$17559.99 - 25457.64
Prncipal Data Control Clerk	14	\$17559.99 - 25457.64
Prin. Data Entry Mach. Oper.	14	\$17559.99 - 25457.64
Principal Home Serv. Aide	15	\$18437.51 - 26725.47
Senior Home Serv. Aide	13	\$16723.92 - 24248.60
Senior Investigator	23	\$27242.17 - 39505.56
Senior Training Technician	21	\$24708.24 - 35835.71
Social Service Assistant	17	\$20326.62 - 29484.20
Social Work Supervisor	23	\$27242.17 - 39505.56
Supervising Account Clerk	16	\$19358.40 - 28072.43

WELFARE SUPERVISORS ORGANIZATION

7-1-88 SALARY RANGES

<u>TITLES</u>	<u>RANGES</u>	<u>SALARY RANGE</u>
Supervising Clerk	16	\$19358.40 - 28072.43
Supv. Clerk Biling. Span.	16	\$19358.40 - 28072.43
Supv. Central Mail Room & Inventory Control	18	\$21344.13 - 30945.45
Supervising Data Cont. Clerk	16	\$19358.40 - 28072.43
Supv. Data Ent. Mach. Oper.	16	\$19358.40 - 28072.43
Supervisor of Accounts	18	\$21344.13 - 30945.45
Supv. of Prop. & Resources	23	\$27242.17 - 39505.56
Supv. of Tab. Machine Oper.	20	\$23531.00 - 34126.16
Supv. Recept. Biling. Span.	16	\$19358.40 - 28072.43
Supervising Tele. Oper.	14	\$17559.99 - 25457.64

COMPENSATION SCHEDULE
 JANUARY, 1987

RANGE	INCR	1	2	3	4	5	6	7	8	9	10
3	465.06	9313.20	9778.27	10243.33	10708.40	11173.46	11638.52	12103.59	12568.65	13033.72	13498.78
4	498.28	9778.27	10266.55	10754.82	11243.10	11731.38	12219.66	12707.94	13196.22	13684.49	14172.77
5	513.31	10266.55	10779.85	11293.16	11806.46	12319.77	12833.07	13346.38	13859.68	14372.99	14886.29
6	540.17	10779.85	11320.02	11860.18	12400.35	12940.51	13480.68	14020.84	14561.01	15101.17	15641.34
7	566.99	11320.02	11867.01	12454.00	13021.00	13587.99	14154.99	14721.98	15288.97	15855.97	16422.96
8	595.60	11867.01	12482.61	13078.22	13673.82	14269.42	14865.03	15460.63	16056.23	16651.84	17247.44
9	624.22	12482.61	13106.84	13731.06	14355.28	14979.51	15603.73	16227.95	16852.18	17476.40	18100.62
10	654.63	13106.84	13761.47	14416.11	15070.74	15725.38	16380.01	17034.65	17689.28	18343.91	18998.55
11	686.82	13761.47	14448.29	15135.10	15821.92	16508.74	17195.55	17882.37	18569.19	19256.00	19942.82
12	720.80	14448.29	15169.09	15889.89	16610.69	17331.49	18052.29	18773.09	19493.89	20214.69	20935.49
13	758.35	15169.09	15927.43	16685.78	17444.12	18202.47	18960.81	19719.16	20477.50	21235.85	21994.19
14	795.93	15927.43	16723.37	17519.30	18315.23	19111.16	19907.10	20703.03	21498.96	22294.90	23090.83
15	835.27	16723.37	17558.64	18393.90	19229.17	20064.44	20899.71	21734.98	22570.25	23405.52	24240.79
16	878.21	17558.64	18436.85	19315.06	20193.27	21071.48	21949.69	22827.90	23706.11	24584.31	25462.52
17	922.91	18436.85	19359.76	20282.67	21205.58	22128.49	23051.40	23974.31	24897.22	25820.13	26743.04
18	967.63	19359.76	20327.39	21295.02	22262.65	23230.28	24197.91	25165.54	26133.18	27100.81	28068.44
19	1015.93	20327.39	21343.31	22359.24	23375.16	24391.09	25407.01	26422.94	27438.86	28454.79	29470.71
20	1067.79	21343.31	22411.10	23478.89	24546.68	25614.48	26682.27	27750.06	28817.85	29885.64	30953.43
21	1121.44	22411.10	23532.54	24653.98	25775.42	26896.85	28018.29	29139.73	30261.17	31382.60	32504.04
22	1176.91	23532.54	24709.45	25886.36	27063.26	28240.17	29417.08	30593.99	31770.89	32947.80	34124.71
23	1235.92	24709.45	25945.37	27181.28	28417.20	29653.12	30889.04	32124.95	33360.87	34596.79	35832.71
24	1296.72	25945.37	27242.08	28538.80	29835.52	31132.24	32428.96	33725.68	35022.40	36319.12	37615.84

COMPENSATION SCHEDULE
JULY, 1987

RANGE	INCR	1	2	3	4	5	6	7	8	9	10
3	488.32	9778.86	10267.18	10755.50	11243.82	11732.13	12220.45	12708.77	13197.09	13685.40	14173.72
4	517.58	10267.18	10779.87	11297.45	11815.02	12332.60	12850.17	13367.75	13885.32	14402.90	14920.47
5	544.10	10779.87	11318.84	11862.95	12407.05	12951.15	13495.26	14039.36	14583.46	15127.57	15671.67
6	572.58	11318.84	11886.02	12458.59	13031.17	13603.74	14176.32	14748.89	15321.47	15894.04	16466.62
7	601.01	11886.02	12481.36	13082.37	13683.39	14284.40	14885.41	15486.43	16087.44	16688.46	17289.47
8	631.34	12481.36	13106.74	13738.08	14369.42	15000.76	15632.10	16263.44	16894.78	17526.12	18157.46
9	661.68	13106.74	13762.18	14423.86	15085.53	15747.21	16408.89	17070.56	17732.24	18393.92	19055.59
10	693.91	13762.18	14449.54	15143.46	15837.37	16531.28	17225.20	17919.11	18613.02	19306.93	20000.85
11	728.03	14449.54	15170.70	15898.73	16626.75	17354.78	18082.80	18810.83	19538.85	20266.88	20994.91
12	764.05	15170.70	15927.54	16691.59	17455.64	18219.69	18983.73	19747.78	20511.83	21275.88	22039.93
13	803.85	15927.54	16723.80	17527.65	18331.50	19135.34	19939.19	20743.03	21546.88	22350.73	23154.57
14	843.69	16723.80	17559.53	18403.22	19246.91	20090.60	20934.29	21777.98	22621.67	23465.36	24309.04
15	885.39	17559.53	18436.57	19321.95	20207.34	21092.72	21978.11	22863.49	23748.88	24634.27	25519.65
16	930.90	18436.57	19358.69	20289.59	21220.49	22151.40	23082.30	24013.20	24944.10	25875.01	26805.91
17	978.28	19358.69	20327.74	21306.03	22284.31	23262.60	24240.88	25219.17	26197.45	27175.74	28154.02
18	1025.69	20327.74	21343.76	22369.45	23395.14	24420.82	25446.51	26472.20	27497.89	28523.58	29549.27
19	1076.88	21343.76	22410.48	23487.36	24564.24	25641.12	26718.00	27794.88	28871.76	29948.64	31025.52
20	1131.86	22410.48	23531.66	24663.52	25795.38	26927.23	28059.09	29190.95	30322.81	31454.67	32586.53
21	1188.72	23531.66	24709.17	25897.89	27086.62	28275.34	29464.06	30652.79	31841.51	33030.23	34218.96
22	1247.52	24709.17	25944.92	27192.44	28439.96	29687.49	30935.01	32182.53	33430.05	34677.57	35925.10
23	1310.07	25944.92	27242.63	28552.71	29862.78	31172.85	32482.92	33793.00	35103.07	36413.14	37723.22
24	1374.52	27242.63	28604.19	29978.71	31353.23	32727.76	34102.28	35476.80	36851.32	38225.85	39600.37

COMPENSATION SCHEDULE
JULY, 1988

RANGE	INCR	1	2	3	4	5	6	7	8	9	10
3	512.73	10267.81	10780.54	11293.27	11806.01	12318.74	12831.47	13344.21	13856.94	14369.67	14882.41
4	538.33	10780.54	11318.87	11857.19	12395.52	12933.85	13472.17	14010.50	14548.83	15087.15	15625.48
5	565.92	11318.87	11884.78	12450.70	13016.62	13582.54	14148.46	14714.38	15280.30	15846.22	16412.13
6	595.53	11884.78	12480.32	13075.85	13671.38	14266.91	14862.45	15457.98	16053.51	16649.04	17244.58
7	625.11	12480.32	13105.43	13730.54	14355.65	14980.76	15605.87	16230.98	16856.09	17481.20	18106.32
8	656.65	13105.43	13762.08	14418.73	15075.39	15732.04	16388.69	17045.34	17702.00	18358.65	19015.30
9	688.21	13762.08	14450.29	15138.49	15826.70	16514.91	17203.11	17891.32	18579.52	19267.73	19955.94
10	721.73	14450.29	15172.02	15893.76	16615.49	17337.23	18058.96	18780.70	19502.43	20224.17	20945.90
11	757.22	15172.02	15929.24	16686.45	17443.67	18200.88	18958.10	19715.31	20472.53	21229.74	21986.96
12	794.68	15929.24	16723.92	17518.60	18313.28	19107.97	19902.65	20697.33	21492.01	22286.69	23081.38
13	836.08	16723.92	17559.99	18396.07	19232.15	20068.22	20904.30	21740.37	22576.45	23412.52	24248.60
14	877.52	17559.99	18437.51	19315.03	20192.54	21070.06	21947.57	22825.09	23702.61	24580.12	25457.64
15	920.88	18437.51	19358.40	20279.28	21200.16	22121.05	23041.93	23962.82	24883.70	25804.59	26725.47
16	968.23	19358.40	20326.62	21294.85	22263.07	23231.30	24199.53	25167.75	26135.98	27104.21	28072.43
17	1017.51	20326.62	21344.13	22361.64	23379.15	24396.66	25414.16	26431.67	27449.18	28466.69	29484.20
18	1066.81	21344.13	22410.94	23477.76	24544.57	25611.39	26678.20	27745.01	28811.83	29878.64	30945.45
19	1120.06	22410.94	23531.00	24651.06	25771.12	26891.17	28011.23	29131.29	30251.35	31371.40	32491.46
20	1177.24	23531.00	24708.24	25895.48	27062.72	28239.96	29417.20	30594.44	31771.68	32948.92	34126.16
21	1236.38	24708.24	25944.63	27181.01	28417.40	29653.78	30890.17	32126.55	33362.94	34599.32	35835.71
22	1297.54	25944.63	27242.17	28539.71	29837.25	31134.79	32432.33	33729.87	35027.41	36324.95	37622.49
23	1362.60	27242.17	28604.77	29967.36	31329.96	32692.56	34055.16	35417.76	36780.36	38142.96	39505.56
24	1429.63	28604.77	30034.40	31464.03	32893.66	34323.30	35752.93	37182.56	38612.20	40041.83	41471.46