

**AGREEMENT BETWEEN THE
COUNTY OF UNION
and
UNION COUNCIL NO. 8, I.F.P.T.E.
NEW JERSEY CIVIL SERVICE ASSOCIATION**

EFFECTIVE: JANUARY 1, 2021 THROUGH DECEMBER 31, 2023

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TABLE OF CONTENTS

	Page
ARTICLE 1 RECOGNITION	1
ARTICLE 2 MANAGEMENT RIGHTS	2
ARTICLE 3 PAYROLL DEDUCTIONS OR ASSOCIATION DUES	4
ARTICLE 4 ASSOCIATION BUSINESS	7
ARTICLE 5 WORK SCHEDULES	8
ARTICLE 6 JOB POSTINGS	11
ARTICLE 7 LAYOFFS.....	11
ARTICLE 8 DISCIPLINE.....	12
ARTICLE 9 NO STRIKE OR LOCKOUTS.....	12
ARTICLE 10 GRIEVANCE PROCEDURE.....	13
ARTICLE 11 LONGEVITY	15
ARTICLE 12 VACATIONS	16
ARTICLE 13 SICK LEAVE	20
ARTICLE 14 PERSONAL BUSINESS AND RELIGIOUS LEAVE	23
ARTICLE 15 DEATH IN FAMILY	24
ARTICLE 16 JURY DUTY	24
ARTICLE 17 HOLIDAYS	25
ARTICLE 18 SALARIES	27
ARTICLE 19 OVERTIME.....	32
ARTICLE 20 SHIFT DIFFERENTIAL	35
ARTICLE 21 CALL IN PAY	37
ARTICLE 22 RETENTION OF EXISTING BENEFITS.....	38
ARTICLE 23 NON DISCRIMINATION AND EQUAL EMPLOYMENT	38
ARTICLE 24 LEAVE OF ABSENCE	39
ARTICLE 25 WORK RELATED INJURY	39
ARTICLE 26 MEAL PAY	43
ARTICLE 27 CLOTHING	43

ARTICLE 28 HEALTH BENEFITS.....	47
ARTICLE 29A HEALTH INSURANCE BENEFITS FOR RETIREES.....	52
ARTICLE 29B HEALTH INSURANCE BENEFITS FOR RETIREES.....	54
ARTICLE 30 DURATION.....	56
ARTICLE 31 EDUCATION	56
ARTICLE 32 LABOR MANAGEMENT COMMITTEE	57
ARTICLE 33 PUBLIC SAFETY TELECOMMUNICATORS.....	58
ARTICLE 34 MISCELLANEOUS	60
ARTICLE 35 SAVINGS CLAUSE.....	61
ARTICLE 36 FULLY-BARGAINED AGREEMENT	61
EXHIBIT A SPECIAL TERMS AND CONDITIONS OF EMPLOYMENT FOR LPNS AND SENIOR LPNS EMPLOYED AT CORNERSTONE BEHAVIORAL HEALTH HOSPITAL	63
EXHIBIT B COUNTY OF UNION UNUSED SICK LEAVE PAYMENT REGULATIONS.....	69
EXHIBIT C POLICY GOVERNING FAMILY AND MEDICAL LEAVES.....	74
EXHIBIT D SIDE LETTER AGREEMENT COMPENSATORY TIME/PROSECUTOR’S CLERICAL EMPLOYEES	83
EXHIBIT E SALARY SCHEDULES.....	85
EXHIBIT F EMERGENCY CLOSING POLICY	100
EXHIBIT G JDO ACADEMY CLOTHING ALLOWANCE	103
EXHIBIT H CANCER SCREENING RESOLUTION	104
EXHIBIT I INDIVIDUAL AGREEMENT	105

AGREEMENT

This Agreement made this ___ day of ___, 2023 between THE COUNTY OF UNION, hereinafter called "Employer" and UNION COUNCIL NO. 8, NEW JERSEY CIVIL SERVICE ASSOCIATION, IFPTE, AFL-CIO, hereinafter called the "Association."

Whereas, the parties have carried on collective negotiations for the purpose of developing a contract covering wages, hours of work and other conditions of employment; and,

Whereas, the parties, pursuant thereto, have reached an agreement on the matters hereinafter set forth,

Now, therefore, in consideration of the mutual covenants, obligations and conditions herein contained, the parties hereto agree to and with each other as follows:

ARTICLE 1

RECOGNITION

The Employer hereby recognizes the Association as the exclusive representative for the employees set forth in Unit I of the Public Employment Relations Commission's Certification dated March 13, 1970 and the employees set forth in Unit II of the Public Employment Relations Commission's Certification dated July 2, 1970 and the employees in classifications supplementing Units I and II pursuant to Consent Recognition Agreement dated November 5, 1992, as those units were defined and set forth in the Certification issued by the Public Employment Relations Commission on April 27, 1995 under Docket No. RO-95-168 to include all regularly employed non-supervisory blue collar and white collar employees employed by the County of Union including those in the following departments: Engineering and Public Works, Cornerstone Behavioral Health Hospital of Union County ("CBH"), Law, Administrative Services, Human Services, Finance, Public Safety, County Clerk, Sheriff, Prosecutor, Surrogate,

County Superintendent of Schools, Tax Board and Extension Services, and Parks & Community Renewal, Correctional Services, but excluding employees represented in other negotiations units, police, confidential employees, managerial executives, craft employees, professionals, supervisors within the meaning of the Act, and all non-contractual employees.

ARTICLE 2

MANAGEMENT RIGHTS

Section 1.

The Association recognizes that there are certain functions, responsibilities and management rights exclusively reserved to the Employer. All of the rights, powers, prerogatives and authority possessed by the Employer prior to the signing of this Agreement are retained exclusively by the Employer subject only to such limitations as are specifically provided in this Agreement.

Section 2.

Whenever the term “Employer”, “Department Head” or “Supervisor” shall be used throughout this Agreement, it shall mean and include the County Board of Freeholders and/or the County Manager and/or their designees as specifically may be provided in N.J.S.A. 40:41A-45 et seq. or the Administrative Code of the County of Union. The term “County” is interchangeable with the term “Employer.”

Section 3.

Except as modified, altered or amended by the within Agreement, the County of Union, the Board of Freeholders, the County Manager or other designees shall not be limited in the exercise of their statutory management functions. The County Board of Freeholders, the County Manager or other designees hereby retain and reserve unto themselves, without limitation, all

powers, right, authority, duties and responsibilities conferred and vested in any of them by the laws of the State of New Jersey, the Constitution of the State of New Jersey and the Constitution of the United States of America including but without limitation the following rights, privileges and functions:

- A. The executive management and administrative control of the County of Union, a body politic, and its properties and facilities and the activities of its employees related to their employment.
- B. The right to hire all employees and subject to existing civil service rules and regulations to determine their qualifications and the conditions for their continued employment or their dismissal, or demotion, and to promote and transfer all such employees.
- C. The right to determine schedules of work and the duties, responsibilities and assignments of all employees with respect thereto. This right shall not be used as a form of discipline directed against any employee.

Section 4.

The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board of Freeholders, the County Manager or other designees, the adoption of policies, rules, regulations and practices in furtherance thereof and the use of judgment and discretion in connection therewith shall be limited only by the extent such specific and expressed terms of this Agreement are in conformance with the laws of the State of New Jersey, the Constitution of the State of New Jersey, and the Constitution and laws of the United States.

Section 5.

Nothing contained herein shall be considered to deny or restrict the Board of Freeholders,

the County Manager or other designees, of their rights, responsibilities and authority under Title 40 and 40A, or any other state laws or regulations as they pertain to County Manager form of government.

ARTICLE 3

PAYROLL DEDUCTIONS OR ASSOCIATION DUES

Section 1.

The Employer agrees to deduct from the salaries of employees, dues for the Association when authorized in writing to do so by each employee.

An authorization for deduction of Association membership dues shall be terminated automatically when an employee is removed from the payroll of the County. Where an employee takes a leave of absence without pay for one month or more during any payroll deduction period, there shall be no obligation on the part of the County to collect funds from his salary during such absence. Upon his return to employment at the termination of his leave, the County shall continue to deduct dues from his salary in accordance with the payroll deduction program agreed upon by the parties.

Section 2.

The amount of monthly Association membership dues will be certified by the President of the Association in writing to the Employer, and the amount so certified will be uniform for all members of the Association.

Section 3.

The form permitting the deduction of dues shall provide notice to such employee that he may withdraw from the Association on January 1 and July 1 of each year provided, however, that said employee gives notice of withdrawal to the County of Union thirty (30) days in advance of

his desire to withdraw, in which event a representation fee in lieu of dues may be payable in accordance with the procedures forth in Section 4.

Section 4.

- A. Pursuant to Janus v. American Federation of State, County, and Municipal Employees, Council 31 (AFSCME), 138 S.Ct. 2448 (2018), a representation fee in lieu of dues will only be payable if the employee clearly and affirmatively consents to pay. Unless and until an employee provides said consent, no representation fee or other payment to Council 8 may be deducted from their wages.
- B. If an employee covered under this contract does not become a member of the Association and consents to pay a representation fee in lieu of dues as set forth in Section 4(a) the Association shall furnish the name of such person to the County requesting that the employee, through payroll deduction, pay a representation fee in lieu of dues for services rendered by the Association.
- C. The representation fee, in lieu of dues, shall be in an amount equivalent to the regular membership dues, initiation fees and assessments charged by the majority representative to its own members less the cost of benefits financed through the dues, fees and assessments and available to, or benefit only its members, but in no event shall such fee exceed eighty-five (85%) percent of the regular membership dues, fees and assessments.
- D. Any public employee who clearly and affirmatively consents to pay a representation fee in lieu of dues shall have the right to demand and receive from the majority representative, under proceedings established and maintained by the

Association, which shall be in accordance with appropriate statutory provisions and Court Decisions, a return of any part of that fee paid by him which represents the employee's additional pro rata share of expenditures by the majority representative that is either in aid of activities or causes of a partisan, political or ideological nature only incidentally related to the terms and conditions of employment or applied toward the cost of any other benefits available only to members of the majority representative. The pro rata share subject to refund shall not reflect, however, the cost of support of lobbying activities designed to foster policy goals in collective negotiations and contract administration or to secure for the employees represented advantages in wages, hours and other conditions of employment in addition to those secured through collective negotiations with the public employer.

- E. The mechanics for the deduction of representation fees and the transmission of such fees to the Association will, as nearly as possible, be the same as those used for the deduction and transmission of regular membership dues to the Association.
- F. The Association will continue to notify the County Manager, in writing, of the current annual dues and/or the amount of the representation fee and will from time to time thereafter give to the County at least a sixty (60) day notice, in advance, of any changes in the annual membership or representation fee schedule so that the same can be accommodated by the County within a sufficient time after it receives the notice.
- G. The Association shall indemnify, defend and save the County of Union harmless against any and all claims, demands, suits, or other forms of liability, that shall

arise out of or by reason of the action taken or not taken by the County of Union in reliance upon the representation fee information furnished by the Association or its representatives.

ARTICLE 4

ASSOCIATION BUSINESS

Section 1.

The Association shall advise the Employer in writing of the name of its representatives, the place of employment from which they are designated and the terms for which they are to serve in a representative capacity.

Section 2.

Before any representative may leave his area or place of employment, he shall be required to obtain approval in advance from his Department Head or a Department Head's designated representative.

The Association shall neither solicit members, nor conduct any business on the Employer's property during Employer-assigned working schedules of either the representative of the Association or the employee involved, except for the following:

- A. Collective negotiations.
- B. Time spent conferring with management or employees on specific grievances as specified in the Grievance Procedure, provided that there shall be no unreasonable interference with work assignments, and in the event of a conflict, the work assignments shall have priority.

Section 3.

When an authorized representative is excused from his assigned duties, he shall:

- A. Notify the Supervisor of any Employer facility visited on arrival.
- B. Notify his Supervisor or designated representative upon return to the job.
- C. Record his time out and time in with his Supervisor upon leaving and returning to his job.

Section 4.

The Vice-President shall be granted up to one (1) day per week paid release time to attend to union business with prior notification to his/her Department Head or designee. Such notification shall include both departure and returning time as applicable.

Section 5.

The President of Council 8 shall be permitted to have two (2) days per week solely to attend to union business which shall not be subject to any restrictions. The President shall notify the County as to which days he will need to attend to union business under this Section. This benefit shall be in addition to any union leave granted in any other Article or Section.

ARTICLE 5

WORK SCHEDULES

Section 1.

The Employer shall have the right, for the efficient operation of its facilities, to make changes in the commencement and termination of the daily work schedules and to vary from the daily or weekly work schedules provided, however, upon making permanent changes the Employer shall give to the Association seven (7) calendar days' notice where practicable, and further provided that permanent changes in work schedules shall comply with existing Civil Service Commission Rules.

Section 2.

Unless previously established prior to the terms of this Agreement, the normal work week shall consist of not less than thirty-five (35) hours of work per week. The Employer shall have the right to schedule the hours of work on a departmental basis as it deems appropriate to insure maximum efficiency and productivity of its operations, provided that normal starting times shall not be scheduled earlier than 8:00 a.m., normal quitting times shall not be scheduled later than 5:00 p.m. and that hours worked are consecutive inclusive of an unpaid lunch period. If management determines that flexible hours shall be established in a department, employee preference concerning available work schedules will be accommodated whenever possible consistent with the efficient and productive operations of the department. Conflicts in choice of work schedules which may occur shall be governed by departmental seniority, provided that maximum efficiency and productivity of the department is maintained.

Section 3.

Individual departments may continue those policies or practices which have been established and made applicable to the manner in which shift and post assignments have been made. In the absence of a policy or procedure concerning shift and post assignments, or if a department seeks to change the manner in which it makes shift and post assignments, such shift and post assignments shall be made in accordance with departmental seniority principles, where all other qualifications are equal.

Departments with Union members engaging in shift bidding or overtime bidding should post seniority lists for these purposes.

In the Department of Engineering, Public Works and Facilities, employees shall be entitled to two (2) ten minute breaks – one in the morning and one in the afternoon. Each

division director shall establish when those breaks shall occur.

Section 4.

Where individual departments have already established a policy or practice, prior to January 1, 2005, related to a payroll grace period for employees who report to work late, such policies shall remain in effect. In the absence of a departmental policy, employees who report late for work shall be granted a seven-minute grace period for payroll purposes only, not discipline. If an employee reports to work during this grace period, the employee shall not be docked pay.

Section 5.

The work schedule for the classification of Institutional Attendant/Certified Nursing Assistant shall continue to be extended fifteen (15) minutes at the end of the work shift and the assigned lunch period for each specific shift shall be increased from thirty (30) minutes to forty-five (45) minutes. Effective upon the execution of this Agreement, the following shift hours shall be implemented:

6:45 a.m. to 3:00 p.m. or 7:00 a.m. to 3:15 p.m.

2:45 p.m. to 11:00 p.m. or 3:00 p.m. to 11:15 p.m.

10:45 p.m. to 7:00 a.m. or 11:00 p.m. to 7:15 a.m.

Each Institutional Attendant/Certified Nursing Assistant shall select either the beginning or end of shift overlap. The selection will be in effect for a minimum of six (6) four-week schedules. Thereafter, the Institutional Attendant/Certified Nursing Assistant may select a change in starting time; again, such selection shall be in effect for a minimum of six (6) four-week schedules. In the event that all Institutional Attendants/Certified Nursing Assistants on a shift assigned to one 'unit' select the same start time, a unit reassignment shall be made by the

Director of Nursing, based upon seniority, if there is a conflict, in order to insure resident safety and a complete report for the off-going shift to the on-coming shift.

ARTICLE 6

JOB POSTINGS

The County agrees to post any new job offerings concerning unit employees at least ten (10) days in advance of appointment. Such posting will not apply to extraordinary or emergency circumstances.

ARTICLE 7

LAYOFFS

Section 1.

The County desires to maintain employment as near to a constant level as possible, and in that regard it shall use its best efforts not to lay off any employees covered hereunder during the term of this Agreement. Both parties recognize, however, that the needs of the County and its efficient operation may necessitate reassignment of personnel or the addition to or decrease in the work force.

Section 2.

The parties agree that all hirings, layoffs, separations, promotions, demotions and disciplinary actions shall be in accordance with the Civil Service Commission Rules for the State of New Jersey, as applicable to the County Manager form of government.

Section 3.

The parties agree that the County has the right to assign individuals to fill positions not in their payroll classification for emergency periods. The County will attempt to eliminate emergency situations promptly. In no event shall a payroll classification be filled during an

emergency situation in excess of thirty (30) days. The County Manager agrees to comply with Civil Service Commission Rules if the emergency condition is to extend beyond thirty (30) days subject to the availability of funds. If the emergency condition is to extend beyond thirty (30) days, the County Manager agrees that the individuals who are assigned to a higher classification who continue to perform work in that classification will be compensated within the salary scale of the higher classification subject to the availability of funds, or returned to the performance of duties appropriately assigned to the lesser classification; all of the above shall be in conformance with Civil Service Commission Rules.

ARTICLE 8

DISCIPLINE

All discipline shall be for “Just Cause.” Effective upon execution of this Agreement, records of minor and major discipline will remain on file but will not be used for purposes of further discipline after three (3) years of a clean record on the same or similar issues.

ARTICLE 9

NO STRIKE OR LOCKOUTS

Section 1.

There shall be no lockouts, strikes, work stoppages, or slowdowns of any kind during the life of this Agreement. No officer or representative of the Association shall authorize, institute or condone any such activity. No employee shall participate in any such activity. The County shall have the right to take disciplinary action, including discharge, against any employee participating in a violation of the provisions of this Article.

Section 2.

The Association will not schedule any membership meeting or demonstration which may

have the same effect as a strike or work stoppage. In the event that the Association's members participate in such activities, in violation of this provision, the Association shall notify those members so engaged to cease and desist from such activities and shall instruct the members to return to their normal duties.

ARTICLE 10

GRIEVANCE PROCEDURE

Section 1.

A grievance is hereby defined as any dispute between the parties concerning the application or interpretation of this Agreement with respect to wages, hours of work or other conditions of employment.

Section 2.

The purpose of this Article is to provide for the expeditious and mutually satisfactory settlement of grievances, and to that end, the procedures to be used shall be as follows:

Step 1. An employee with a grievance shall first discuss it with his immediate Supervisor either directly or through the Association's designated representative who shall be an employee of the County for the purpose of resolving the matter informally. A grievance must be presented under the grievance procedure described herein within five (5) working days of the occurrence of the condition giving rise to the grievance. It is understood and agreed that time off the job, be it with or without pay, shall not be counted as "working days" under Step 1 of the Grievance Procedure.

Step 2. If the aggrieved party is not satisfied with the disposition of the grievance at Step 1, or if no decision has been rendered within five (5) working days after the presentation of that grievance at Step 1, the aggrieved party may file a grievance in writing with his

department head or his department head's designee. A hearing on the grievance shall be held between the department head or his department head's designee and the aggrieved party and the Association's designated representative. The department head or the department head's designee will render a final decision in writing within five (5) working days.

In those departments or agencies where the department head functions as the immediate supervisor, the grievance shall be presented at the Step 2 level.

Step 3. If the aggrieved party is not satisfied with the disposition of the grievance at Step 2, or if no decision has been rendered within five (5) working days after presentation of that grievance at Step 2, the aggrieved party may file the grievance and all supporting papers with the County Manager for review. The aggrieved member shall have his or her grievance presented by a designated representative of the Association, and the Association shall have the right to have the grievance presented by the Association's legal representative. If the County Manager and/or designee conducts any hearing, the Association shall be obligated to participate even if the grievant has selected his own attorney.

Step 4. Arbitration In the event a grievance has not been resolved to the satisfaction of the Association at Step 3 and/or within thirty (30) days from the date of the submission of the Step 3 grievance, it may request final and binding arbitration of the grievance. The Association shall make this request by mailing a written notice for arbitration to the New Jersey Public Employment Relations Commission ("PERC"), P.O. Box 429, 495 W. State Street, Trenton, New Jersey 08625-0429. A copy of the notice for arbitration shall also be mailed to the Employer designee, the County Manager and the Director of Personnel. The written notice to PERC shall request that agency to submit duplicate panels of arbitrators to each of the respective parties to this Agreement so that they may exercise their right of selection and file same directly

with PERC pursuant to its rules.

The decision of the arbitrator shall be final and binding upon the parties and shall be in writing setting forth findings of fact, reasons and conclusions on the issue(s) submitted.

No one arbitrator shall have more than one grievance submitted to him, and under consideration by him, at any one time unless the issue is the same or similar. A grievance shall be considered under consideration by an arbitrator until he has rendered his written decision.

In the event of the submission of any matter for arbitration as herein provided, the arbitrator shall have no right or power to alter or modify the terms of this Agreement or to impose upon the parties any obligation or liability not expressly assumed by the parties under the provisions of this Agreement; nor may the arbitrator deprive the parties of any right reserved, expressed or implied, by them for their benefit hereunder.

The cost of the arbitrator shall be paid equally by the parties. Each party shall be responsible for its own cost incurred in arbitration.

ARTICLE 11

LONGEVITY

Section 1.

All employees covered by this Agreement and employed by the County prior to January 1, 1973, shall be entitled to and paid longevity payments and adjustments in accordance with the longevity program adopted by Freeholder Resolution No. 163 in the year 1967 and Amendments and Supplements thereto.

Said longevity payments shall be calculated and paid in accordance with the practices as they existed prior to the effective day of this Agreement.

Section 2.

Any employee who was hired by the County subsequent to January 1, 1973 shall not be entitled to the provisions or benefits of the existing longevity program set forth in this Article.

County employee shall favor the Union County employee based on the year only of hire.

ARTICLE 12

VACATIONS

Section 1. **Vacation Eligibility:**

- A. During the first calendar year of employment, employees shall earn one (1) vacation day for each month of service during the calendar year following the date of employment.
- B. Employees with one to eight years of service shall be entitled to thirteen (13) working days vacation each year.
- C. Employees with eight completed years to ten years of service will be entitled to fourteen (14) working days vacation each year.
- D. Employees with ten completed years to fifteen years of service will be entitled to seventeen (17) working days vacation each year.
- E. Employees with fifteen completed years to twenty years of service will be entitled to nineteen (19) working days vacation each year.
- F. Employees with twenty completed years to twenty-five years of service will be entitled to twenty-two (22) working days vacation each year.
- G. Employees with twenty-five to thirty or more completed years of service will be entitled to the following number of working days vacation each year:

twenty-five years	-	twenty-seven (27) days
twenty-six years	-	twenty-eight (28) days
twenty-seven years	-	twenty-nine (29) days
twenty-eight years	-	thirty (30) days
twenty-nine years	-	thirty-one (31) days
thirty or more years	-	thirty-two (32) days

Section 2.

Part-time employees shall receive vacation credit allowance on a pro-rated basis in accordance with Section 1 above.

Section 3.

The County shall have the exclusive right to determine when an employee's vacation shall be scheduled, except as otherwise provided in this Agreement. The County agrees to give reasonable consideration to an employee's wishes in this regard. Where conflicts in choice of dates occur, preference will be governed by Departmental seniority insofar as effective staffing requirements permit.

Section 4.

An employee who has resigned or who has otherwise separated from employment shall be entitled to the vacation allowance for the current year pro-rated upon the number of months worked in a calendar year in which the separation becomes effective, in addition to any unused vacation due for the previous year.

Section 5.

An employee who is retiring on a pension based on length of service shall be entitled to the full vacation for the calendar year in which he retires.

Section 6.

Whenever an employee dies having to his credit any annual vacation leave, there shall be calculated and paid to his estate, a sum of money equal to the compensation figured on his salary rate at the time of his death.

Section 7.

If a paid holiday occurs during the vacation or sick leave, it is not counted as a day of vacation or sick leave.

Section 8.

Employees serving on a leave of absence without pay do not accrue vacation benefits.

Section 9.

If an employee leaves the County's employ for any reason, except as set forth in Section 5 of this Article, before the end of the calendar year after having taken a vacation allowance for the year, he will be charged with the unearned part of his vacation. This charge will be deducted from his final pay check.

Section 10.

Vacations must be taken during the current calendar year unless the Supervisor determines that it cannot be taken because of pressure of work, in which case, unused vacations may be carried into the next succeeding year only.

Section 11.

Employees working in departments which operate multiple shifts per day on a seven (7) day per week basis shall be eligible for a vacation bonus for perfect attendance (no absenteeism or lateness) in the amount of one (1) day per quarter for a total of four (4) days per calendar year with one (1) additional day added for perfect attendance for the entire year. This program shall

be on a calendar year basis.

Section 12.

Individual departments may continue any policies or practices, established prior to January 1, 2005, which have been adopted concerning the manner of distributing vacations to employees. In the absence of a departmental vacation policy, or in such case where a department seeks to change the manner in which employees select vacations, such vacations shall be granted on a departmental seniority basis. If a seniority basis is utilized, a procedure for picking or bidding for vacations shall be established.

In the Department of Engineering, Public Works and Facilities, employees may use up to three (3) individual vacation days on twenty-four (24) hour notice. These “emergency” vacation days may not be used from October through December or during emergent circumstances.

Section 13.

Employees may purchase additional vacation time according to the following schedule:

The value of:

Three (3) days pay for five (5) days vacation

Six (6) days pay for ten (10) days vacation

Nine (9) days pay for fifteen (15) days vacation

To be eligible, employees must have at least one full year in a permanent status. All of the prior years and current years regular vacation time must be utilized prior to the use of purchased vacation time.

Additional vacation purchase and scheduling is subject to the approval of the Department/Division Head based on a unit’s staffing needs.

In order to purchase days, employees must indicate the number of days they wish to

purchase for the upcoming year by December 31 of the preceding year. Purchased time must be used by December 31 of the calendar-year for which it was purchased.

ARTICLE 13

SICK LEAVE

Section 1.

Sick leave may be used by employees who are unable to work because of: (1) personal illness or injury; (2) exposure to contagious disease; (3) care, for a reasonable period of time, of a seriously ill member of the employee's immediate family (defined herein as spouse, child, legal ward, grandchild, foster child, father, mother, legal guardian, grandfather, grandmother, brother, sister, father-in-law, mother-in-law and any other relatives residing in the employee's household); (4) death in the employee's immediate family. Up to five (5) days may be permitted when such absence is caused by the death and attendance at the funeral of a spouse or a child and up to three days will be permitted during the absence from duty of employees when such absence is caused by the death and attendance at the funeral of any other member of the employee's immediate family as defined herein. Sick leave may also be used by a handicapped employee for absences related to the acquisition or use of an aid for the handicapped when the aid is necessary to function on the job. In such cases, reasonable proof may be required by the County.

Section 2.

If an employee is absent for reasons that entitle him to sick leave, his Supervisor shall be notified promptly. Failure to notify the Supervisor may be cause for disciplinary action. Absence without notice for five (5) consecutive days shall constitute a resignation.

Section 3.

Sick leave is earned in the following manner:

- A. New employees shall only receive one (1) working day for the initial month of employment if they begin on the first through eighth day of the calendar month, and one-half working day if they begin on the ninth through the twenty-third day of the month.
- B. After the initial month of employment and up to the end of the first calendar year, employees shall be credited with one working day for each month of service. Thereafter, at the beginning of each calendar year in anticipation of continued employment, employees shall be credited with fifteen working days.
- C. Part-time employees shall be entitled to a proportionate amount of paid sick leave.
- D. Paid sick days shall not accrue during a leave of absence without pay or during a suspension.
- E. Sick leave credits shall not accrue after an employee has resigned or retired although his/her name is being retained on the payroll until exhaustion of vacation or other compensatory leave.
- F. Unused sick leave shall accumulate from year to year without limit.

Section 4.

Any employee who is absent on sick leave for five (5) or more consecutive working days shall be required to submit a physician's certificate as evidence substantiating the illness. The County may require an employee who has been absent because of personal illness, as a condition of his return to work, to be examined by a physician at the expense of the County. In addition, the County in its discretion may require proof of illness of an employee on sick leave whenever such proof is reasonable.

Section 5.

An employee who has been absent on sick leave for a period totaling fifteen (15) days in one calendar year consisting of periods of less than five (5) days, shall submit acceptable medical evidence for any additional sick leave in that year unless such illness is of a chronic or recurring nature causing recurring absences of one day or less in which event only one medical certificate shall be required for every six (6) month period. The medical certificate must specify that the chronic or recurring nature of the illness is likely to cause subsequent absences from employment.

Section 6.

Effective June 1, 2001, the County agrees to introduce a modified program of payment for unused sick leave upon retirement in accordance with the following requirements:

- A. Eligibility for payment under this program requires that an employee must retire with at least twenty-five (25) years of service solely with the County of Union, and must be at least age fifty-five (55), and must have at least one hundred (100) accumulated sick days to his or her credit upon effective date of retirement.
- B. Additional rules and regulations applicable to eligibility for this benefit are attached hereto as Exhibit B and made a part hereof.
- C. Employees who are eligible for this benefit shall be compensated at one-half (1/2) the employee's daily rate of pay for each day of earned and unused sick leave to maximums set forth in Exhibit B.

Section 7.

Sick days may be used on an hourly basis with Department approval. Such approval shall not be unreasonably denied.

Section 8.

Institutional Attendants must provide 2 hours notice for call out.

ARTICLE 14

PERSONAL BUSINESS AND RELIGIOUS LEAVE

Section 1.

Employees who are employed less than one (1) year are entitled to be granted up to three (3) days off for personal business as hereinafter defined or for religious reasons in accordance with the schedule hereinafter set forth; employees who have been employed for more than one (1) year are entitled to be granted up to three (3) days per year without reference to any schedule. Employees must make application for such personal business or religious leave stating the reason for the requested leave as far in advance as possible. The request by the employee shall be directed to his or her Department Head. The leave may only be taken if the Department Head approves and grants said leave, and if for business reasons the applicant must demonstrate that the business purpose could not be scheduled after working hours. The following schedule shall only apply to employees with less than one (1) year of employment:

- A. One (1) day after four (4) months of employment.
- B. One (1) additional day after eight (8) months of employment.
- C. The third (3rd) day may be granted between the tenth (10th) and twelfth (12th) month of employment.

Section 2.

No personal leave shall be applied for, approved or granted, immediately before or after any vacation period, holiday period or weekend, except under extraordinary circumstances.

Section 3.

Leave days, as provided herein, must be used in a one (1) year period and shall not be accumulated from year to year.

Section 4.

Employees who are entitled to a personal day benefit shall be entitled to one “peremptory” use of any given personal day per year. This single peremptory Personal Day shall not be denied or subjected to restrictions within Sections 1 or 2, except where granting the Personal Day would result in a significant impact to an operational justification indicated by the County.

ARTICLE 15

DEATH IN FAMILY

Wages up to five (5) days will be paid during the absence from duty of employees when such absence is caused by the death and attendance at the funeral of a spouse or child, and up to three (3) days will be paid during the absence from duty of employees when such absences are caused by the death and attendance at the funeral of a mother, father, sister, brother, grandparents, grandchildren, mother-in-law, father-in-law, or other relative residing in the employee’s household.

ARTICLE 16

JURY DUTY

Section 1.

An employee summoned for jury duty shall receive his regular pay from the County for such period. Such employee shall report for his regular work while excused from such attendance in court unless it is impossible or unreasonable for him to do so.

Section 2.

Any payment received for jury duty must be returned to the Employer through the employee's department head less allowance for travel and meal expense.

ARTICLE 17

HOLIDAYS

Section 1.

The Employer has designated the following days as holidays for the year 2021:

New Year's Day	Friday, January 1, 2021
Martin Luther King's Birthday	Monday, January 18, 2021
Lincoln's Birthday	Friday, February 12, 2021
Washington's Birthday	Monday, February 15, 2021
Good Friday	Friday, April 2, 2021
Memorial Day	Monday, May 31, 2021
Independence Day	Sunday, July 4, 2021 (Celebrated Monday, July 5, 2021)
Labor Day	Monday, September 6, 2021
Columbus Day	Monday, October 11, 2021
Election Day	Tuesday, November 2, 2021
Veteran's Day	Thursday, November 11, 2021
Thanksgiving Day	Thursday, November 25, 2021
Day After Thanksgiving Day	Friday, November 26, 2021
Christmas Day	Saturday, December 25, 2021 (Celebrated Friday, December 24, 2021)

Section 2.

The Employer has designated the following days as holidays for the year 2022:

New Year's Day	Saturday, January 1, 2022 (Celebrated Friday, December 31, 2021)
Martin Luther King's Birthday	Monday, January 17, 2022
Lincoln's Birthday	Saturday, February 12, 2022 (Celebrated Friday, February 11, 2022)
Washington's Birthday	Monday, February 21, 2022
Good Friday	Friday, April 15, 2022
Memorial Day	Monday, May 30, 2022
Juneteenth	Sunday, June 19, 2022 (Celebrated Friday, June 17, 2022)
Independence Day	Monday, July 4, 2022

Labor Day	Monday, September 5, 2022
Columbus Day	Monday, October 10, 2022
Election Day	Tuesday, November 8, 2022
Veteran's Day	Friday, November 11, 2022
Thanksgiving Day	Thursday, November 24, 2022
Day After Thanksgiving Day	Friday, November 25, 2022
Christmas Day	Sunday, December 25, 2022
	(Celebrated Monday, December 26, 2022)

Section 3.

The Employer has designated the following days as holidays for the year 2023:

New Year's Day	Sunday, January 1, 2023
	(Celebrated Monday, January 2, 2023)
Martin Luther King's Birthday	Monday, January 16, 2023
Lincoln's Birthday	Sunday, February 12, 2023
	(Celebrated Monday, February 13, 2023)
Washington's Birthday	Monday, February 20, 2023
Good Friday	Friday, April 7, 2023
Memorial Day	Monday, May 29, 2023
Juneteenth	Friday, June 16, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Columbus Day	Monday, October 9, 2023
Election Day	Tuesday, November 7, 2023
Veteran's Day	Saturday, November 11, 2023
	(Celebrated Friday, November 10, 2023)
Thanksgiving Day	Thursday, November 23, 2023
Day After Thanksgiving Day	Friday, November 24, 2023
Christmas Day	Monday, December 25, 2023

Section 4.

Employees who are required to work on a regularly scheduled holiday shall be paid for the holiday plus payment at straight time their regular rate of pay for all hours actually worked on the holiday, subject to the overtime provision set forth in this Agreement.

Section 5.

Employees assigned to departments which work a continuous operation of twenty-four (24) hours per day, seven (7) days per week, and who have previously been granted

compensatory time for holidays which fall on a non-working day. shall now receive payment or compensatory time in lieu thereof, at the employee's discretion for such holiday not worked; such election shall be made within two weeks from the date of the holiday.

Compensatory time under this provision of the contract must be taken within the calendar year in which such holiday occurs.

Section 6.

Employees who are absent without pay on the day before or the day after a holiday must present proof of illness or other justifiable explanation of absence for approval by the Employer to be eligible for Holiday pay.

Section 7.

Effective January 1, 2011, the value of 14 Holidays calculated at straight time will be added to the base pay of a Public Safety Telecommunication Trainee, Telecommunicator and the Sr Telecommunicator. County recognized Holidays shall be a regular workday for employees in these titles

ARTICLE 18

SALARIES

Section 1.

Except for adjustments to salary ranges as herein provided, there shall be general wage increases applicable to all classifications covered by this agreement as follows:

- | | | |
|-----------------|---|--|
| January 1, 2021 | - | 2% to base pay (retroactive). |
| January 1, 2022 | - | 2% to base pay (retroactive)
(except as provided in Section 10) |
| January 1, 2023 | - | 2% to base pay. |

See salary guides attached hereto.

Shift Differential for both weekend and second shifts shall be increased by 2% per year.

The number of step increments shall not be increased from their present amount for the duration of the Agreement.

Effective January 1, 2009, renewal fees for all licenses required of employees in the performance of their duties will be paid by the County for the duration of this Agreement.

Mechanics with a Commercial Drivers License ("CDL") who are not currently placed in the proper range shall be adjusted effective the date of the receipt of the license. Employees working in titles that require CDLs must obtain and maintain a CDL as a condition of employment. The County shall pay the cost for obtaining such license. The classifications of Laborer, Sign Maker 2 and Traffic Maintenance Worker shall have the maximum increased by \$1,200.00 for CDL license.

Mechanics assigned to work as Diesel Mechanics shall receive an annual \$798.00 stipend added to base pay for the time assigned effective January 1, 2001.

The stipend added to base pay for a CPA license shall be \$650.00.

Effective January 1, 2001, Senior Security Guards shall receive a \$500.00 stipend added to base pay for completion of the fire training course. All training for Security Guards shall be provided at County expense. When training is conducted during off-duty hours, employees shall be compensated at time and one-half. Effective January 1, 2001, Senior Security Guards with EMT certification shall receive a \$500.00 stipend added to base pay. Senior Security Guards shall receive a \$1,500.00 stipend added to base pay for beeper pay. The Senior Security Guards will not call for overtime. If beeper duty is split between more than one employee, the stipend added to base pay shall be pro-rated, (e.g. 2 employees = \$750.00 each).

Effective January 1, 2009, a Nursing Services Clerk Stipend added to base pay of

\$250.00 for Certification from the National Association of Health Unit Coordinators shall be provided. Recertification must be met every three (3) years for retention of Stipend.

Effective January 1, 2013, any employee holding a hazmat endorsement shall be entitled to a \$500 stipend added to base pay.

Effective January 1, 2013, any employee holding an electrician journeyman title shall be eligible for a \$300 stipend added to base pay.

The County agrees to continue the practice of reimbursement for license renewal and permitting up to 10 hours of paid time off for testing.

The principal is preserved herein that: (1) bargaining unit employees who retire during the year in which the contract is settled and ratified; (2) those employees who are on the active payroll at the time the contract is settled; and (3) employees who are on leaves of absence without pay who subsequently return to active service with the County are entitled to the retroactive pay and benefits negotiated for that contract, exclusive of the period of leave without pay.

Section 2.

The salary rates and ranges for classifications covered hereunder for the term of this Agreement shall be as set forth on Exhibit E. Salary increases where applicable shall be prorated on an hourly basis for part-time employees as set forth in Exhibit E.

Section 3.

During the term of this Agreement adjustments in rates of pay shall be as follows:

- A. Employees hired or who have been promoted and have less than one (1) year of service in the position shall receive their salary increment effective the date of the beginning pay period of the month in which the employee has completed one (1)

year of service in the title hired for or promoted into.

- B. Employees who have more than one (1) year of service in their classification who possess an anniversary date of employment or promotion between January 1, and June 30th shall receive their salary increment as of January 1.
- C. Employees who have more than one (1) year of service in their classification who possess an anniversary date of employment or promotion between July 1 and December 31st shall receive their salary increment as of July 1 except as provided in Section 1.

These provisions shall not be applicable to employees hired on or after September 1, 1995 in the classifications at CBH specified in Section 1 of this Article. Instead, such employees shall receive rate of pay adjustments as provided in Section 1.

- D. Step progression is based on merit consideration, subject to past practice and to the provisions of the performance evaluation system as herein set forth.
- E. No employee shall be paid less than the starting rate or more than a maximum rate for his or her classification.

Section 4. Performance Evaluation

The present practice shall continue as to the employee evaluation system. The exceptional performance bonus is eliminated.

Section 5.

Promotional salary increases shall consist of a minimum of the highest increment of either the new or old title.

Section 6.

Bimonthly pay shall be implemented as follows:

January 1, 2016: Employees eligible for back pay under the 2009 Mastriani award shall receive one week's pay of the two week award.

January 6, 2016: All employees will receive the 1st January pay.

January 25, 2016: All employees will receive the 2nd January pay

February 10, 2016: All employees will receive the 1st February pay

February 29, 2016: All employees will receive the 2nd February pay

Thereafter employees will be paid on the 15th and 30th of each month (or 28th or 29th during the month of February).

January 15, 2017: Employees eligible for back pay under the 2009 Mastriani award shall receive one week's pay in full satisfaction of the two week award.

If an employee separates from service during January or February 2016, i.e., prior to full transition to bi-monthly pay, a calculation will be made of days worked versus days paid provided to determine if any money is owed.

If an employee eligible for the 2009 Mastriani award separates from services prior to January 15, 2017, they will receive the full amount of the award owed upon separation.

Section 7.

Institutional Attendants who are assigned to conduct orientation at CBH shall receive an additional \$1.00 per hour for the time they perform this function. Per diem Institutional Attendants shall receive a rate of \$25.46 per hour for each hour worked.

Section 8.

An Institutional Attendant who performs the duties of a language interpreter shall be paid a stipend of \$2.00 per hour or \$15.00 per shift effective July 1, 2016.

Section 9.

Employees who were actively employed and retired on or before March 26, 2020 shall be

entitled to retroactive pay.

Section 10.

The following job titles will not be subject to the 2% base pay increase affecting all other titles on January 1, 2022, and instead will be subject to a 1% base pay increase effective January 1, 2022 and a new salary guide effective July 1, 2022: Public Safety Telecommunicators, Building Maintenance Workers (40 hr. employee hired after May 1992), Laborer I (40 hr. employee hired after May 1992), Keyboarding Clerk I (40 hr. employee hired after May 1992), and Office Appliance Operator (35 hours).

ARTICLE 19

OVERTIME

Section 1.

The employer agrees that overtime consisting of time and one-half (1½) of straight time pay shall be paid to all employees covered by this Agreement for time worked in excess of forty (40) hours of work per week. The computation of overtime shall include base pay, longevity and shift differential, where applicable.

Section 2.

The Employer further agrees that overtime consisting of straight time shall be paid to all employees covered by this Agreement whose basic work week is less than forty (40) hours of work per week for time actually worked in excess of their basic work week to forty (40) hours of work per week.

Section 3.

Paid time off for vacation, holidays, personal days, bereavement days and sick days shall be counted as standard time worked to determine the total number of hours worked per week for

purposes of computing overtime under this Article.

Section 4.

Employees shall not be paid overtime unless such overtime is authorized by his or her Supervisor.

Section 5.

Overtime shall be equally distributed among employees in their respective departments as is reasonably practical among those capable of performing the work to be done.

Section 6.

There shall be no pyramiding of premium time.

Section 7.

If an employee at CBH is called in to work overtime, the employee shall receive at least four (4) hours pay.

Section 8.

Compensatory time for employees may be instituted at the discretion of individual departments. If compensatory time is offered, such a policy will be consistent with the policy now applicable to white collar workers within the Prosecutor's office, attached hereto as Exhibit D. Once a compensatory time benefit is extended to employees, it shall not be discontinued unless negotiated by the parties.

Clerical employees in the County Prosecutor's Office may elect compensatory time in lieu of overtime provided that accumulated compensatory time does not exceed eighty (80) hours at any given time and is approved by the employee's supervisor. Employees may not accumulate more than 80 hours of compensatory time but such bank may be replenished once time is used and the bank drops below 80 hours. Compensatory time must be utilized within the calendar year

in which it is earned, except for compensatory time earned in the last quarter of the calendar year which may be utilized within the first quarter of the next calendar year. In the event that the compensatory time off cannot be scheduled, overtime will be paid.

Prosecutor staff assigned to Bail Reform and Speedy Trial functions shall be compensated at time and one-half for all hours worked in connection with those programs when required to do so on weekends and holidays, provided they are paid for all work days in the preceding week.

In the Facilities Division, employees will have the ability to replenish their compensatory time back up to forty (40) hours when the staff complement reaches fifty-five percent (55%) of authorized positions. The Division shall provide Council 8 with a roster showing staff complement on a quarterly basis.

Section 9.

If mandatory overtime is offered to security guards and all available security guards are provided with a right of first refusal, then Sheriff's Officers may be used to fill any overtime post left open.

Section 10.

Overtime will be equally distributed amongst employees within the Department of Engineering and Public Works. All Division and Bureau employees will be included on an overtime master list to be posted within each Division or Bureau. The only exception to following the list is if the work to be done requires a special skill or if an emergency exists.

ARTICLE 20

SHIFT DIFFERENTIAL

Section 1.

The Employer agrees to continue to pay shift premiums in the amounts and in accordance with the present practice.

The shift differential for IAs employed at CBH is set forth in Exhibits A and E annexed hereto.

Section 2.

It is understood and agreed by and between the parties that only those employees actually working the second and third shifts or weekends shall receive the shift premiums hereinabove set forth.

Section 3.

Effective January 1, 2008, civilian posts working at the Jail shall receive a shift differential of \$.54 per hour for 4:00 PM-Midnight and Midnight-8:00 AM. There also shall be a weekend differential of \$.56 per hour.

Effective January 1, 2009, civilian posts working at the Jail shall receive a shift differential of \$.55 per hour for 4:00 PM-Midnight and Midnight-8:00 AM. There also shall be a weekend differential of \$.58 per hour.

Effective January 1, 2010, civilian posts working at the Jail shall receive a shift differential of \$.55 per hour for 4:00 PM-Midnight and Midnight-8:00 AM. There also shall be a weekend differential of \$.58 per hour.

Effective January 1, 2011, civilian posts working at the Jail shall receive a shift differential of \$.57 per hour for 4:00 PM-Midnight and Midnight-8:00 AM. There also shall be a

weekend differential of \$.59 per hour.

Any employee working a second, third or weekend shift shall be entitled to this shift differential, which is subject to the increases set forth in Article 19, Salaries. This shall include dispatchers.

Effective and retroactive to January 1, 2022, the night shift differential for paving work shall be \$3.00 per hour.

Section 4.

Effective June 1, 2008, Building Maintenance Workers and Security Guards shall receive a weekend differential of \$.56 per hour.

Effective January 1, 2009, Building Maintenance Workers and Security Guards shall receive a weekend differential of \$.58 per hour.

Effective January 1, 2010, Building Maintenance Workers and Security Guards shall receive a weekend differential of \$.58 per hour.

Effective January 1, 2011, Building Maintenance Workers and Security Guards shall receive a weekend differential of \$.59 per hour.

Effective January 1, 2015, Building Maintenance Workers, Security Guards and Building Service Workers shall receive a weekend differential of \$.59 per hour.

Section 5.

During the term of this Agreement, the County shall continue its policy that those employees in the Division of Information Systems who work night shifts, shall receive a Ten Dollar (\$10.00) shift differential per week for working a full week's scheduled night shift.

ARTICLE 21

CALL IN PAY

Section 1.

An employee who is called in to do work in emergencies outside of his or her regular hours shall be guaranteed a minimum of four (4) hours' pay at said employee's prevailing rate of pay under the terms of this Agreement. The prevailing rate of pay shall be in accordance with the terms set forth in the Overtime Article of this Agreement. It is understood and agreed, however, that only time actually worked will be counted as hours worked per week for purposes of computing overtime.

Effective July 1, 2016, employees called in for emergencies shall be guaranteed 4 hours of overtime. Employees called in for emergencies may be required to stay the full 4 hours at the Supervisor's discretion

Section 2.

Employees who receive standby payment will continue to receive the sum of Three Dollar (\$3.00) per hour.

Section 3.

Call-In pay for snow emergencies shall begin from the time of call as long as employees arrive for work within one (1) hour of the call.

In such cases where an employee utilizes sick leave for rest following a snow emergency, use of such sick leave shall not be held against or used against an employee for purposes of determining sick leave abuse or for any other disciplinary reasons.

ARTICLE 22

RETENTION OF EXISTING BENEFITS

Except as otherwise provided herein, all rights, privileges, and benefits which the employees have heretofore enjoyed and are presently enjoying, shall be maintained and continued by the County during the term of this Agreement. The personnel policies and personnel regulations currently in effect shall continue to be applicable, except as otherwise expressly provided herein.

ARTICLE 23

NON DISCRIMINATION AND EQUAL EMPLOYMENT

Section 1.

There shall be no discrimination, interference, or sanction by the County or any of its agents against the employees represented by the Association because of any membership or activity in the Association. The Association or any of its agents shall not intimidate or coerce employees into membership.

Section 2.

The County and the Association hereby agree to continue their practice of not discriminating against any employee or applicant for employment because of race, creed, color, national origin, age, sex, ancestry, religion, marital status, or liability for service in the Armed Forces of the United States in compliance with all applicable Federal and State Statutes, rules and regulations.

ARTICLE 24

LEAVE OF ABSENCE

Leave of absence without pay may be granted to permanent employees for good and substantial reasons such as education or maternity in accordance with the personnel policies of Union County. Requests for leave without pay must be submitted in writing by the employee to his or her Department Head.

Employees serving on leave of absence without pay under circumstances that qualify under The Family and Medical Leave Act of 1993 (FMLA) and the New Jersey Family Leave Act (NJFLA) will have such leave considered to be taken under and in accordance with the applicable provisions of the FMLA or the NJFLA with all current amendments. The County's Policy governing Family and Medical Leaves shall be incorporated as if set forth fully herein, attached hereto as Exhibit C.

While temporary employees may be granted a leave of absence without pay as herein provided in accordance with Civil Service Commission Rules and Regulations, the Employer shall not be responsible to hold a job for the said employee.

ARTICLE 25

WORK RELATED INJURY

If an employee is injured or becomes ill, arising out of and during the course of his employment, the following procedures shall be applicable:

Section 1.

- A. The employee shall notify his Department Head and the Personnel Office of the work related injury or illness.
- B. If the County's Workers Compensation insurance carrier does not dispute the

causal relationship between the employment and the injury or illness, the employee shall be paid his or her full pay up to the first ninety (90) calendar days following the date of the injury or illness and no charge shall be made to the employee's sick leave accumulation provided the employee turns over to the County any checks received for temporary disability benefits. If the employee receives an injury which has been deliberately inflicted on the employee by any person or persons arising out of the employee's employment, the ninety (90) day calendar period herein above shall be extended up to one hundred eighty (180) calendar days.

- C. After the first ninety (90) calendar days or one hundred eighty (180) calendar days, as the case may be, from the date of the injury or illness, as hereinabove defined, the employee shall have the option to charge his or her sick leave accumulation and receive full pay provided the employee turns over all Workers' Compensation temporary disability checks to the County or the employee shall have the option to retain all such Workers' Compensation checks and not receive any additional monies from the County. If the latter option is chosen, there shall be no charge to the employee's sick leave accumulation, and the employee shall be considered as on leave of absence without pay.
- D. If the County's Workers' Compensation insurance carrier disputes the causal relationship between the employment and the sickness or injury then, in that event, in order for an employee to receive any pay from the County he shall be obligated to charge his sick leave accumulation.
- E. If any employee is absent from work for seven (7) days or less, arising out of an

injury or illness, attributable to employment so that the employee is not entitled to receive temporary disability benefits the employee shall not have any charge made against sick leave accumulation so long as the employee substantially proves that the illness or injury arose out of his or her employment.

- F. The County shall provide transportation for the initial visit to a doctor's office or to a hospital for an employee at work who becomes sick or is injured, where such doctor or hospital visit is necessary and no other means of transportation is available.

Section 2. Modified or Light Duty

The County of Union has established a Modified and Light Duty Program in all departments for an employee who receives on-the-job injuries and who, after a medical examination, is determined to be able to perform these specific types of duties as temporary assignments. In certain instances, these assignments could involve "out-of-title" work for a temporary period not to exceed 260 working days or the equivalent of one year.

Modified or light duty assignments are made at the discretion of the employee's Department Head or Designated Agent. In all cases, efforts will be made to place an employee in a modified or light duty assignment status within an employee's own Department or Division. Preference will be given to assignments within an employee's classification, followed by assignments in other classifications.

If the employee and/or the employee's Supervisor feel that a modified or light duty assignment cannot be performed due to a medical reason related to the workers' compensation illness or injury, a medical reexamination will be scheduled. The examining physician will have the final decision on the employee's medical ability to perform a modified or light duty

assignment. If the employee and/or the employee's Supervisor feels that a non-medical circumstance exists which prevents an employee from placement in a modified or light duty assignment, the final decision on the employee's ability to perform the duty will rest with the employee's Department Head and the Risk Management Unit in the Personnel Division.

An employee assigned to a modified or light duty assignment will be considered to be working in a temporary assignment. The workdays and hours will conform to the position assigned in the respective area. Should an employee be assigned to work in another area, it will be the employee's responsibility to provide transportation to that work site. The employee will be compensated at the employee's regular rate while in the modified or light duty assignment and still accrue benefits and seniority accordingly.

Any time off taken while on modified or light duty will be charged accordingly (i.e., vacation, sick, personal business, etc.). If an employee requests a sick day due to the work-related injury while on modified or light duty, he or she must contact his or her Supervisor and the treating care facility immediately. The medical facility will reexamine the employee at that time to determine if there is any additional medical problem.

Should the examining physician determine that the current illness is work related, time off will be charged to workers' compensation. If the illness is not work related, the employee will be charged accordingly.

If an employee does not visit the care facility when required and scheduled, the absence will be charged to the employee's sick time and may be the subject of disciplinary action. Follow-up visits and/or other treatment, relative to the work related injury, will be scheduled early morning or late afternoon in order not to interfere with any employee's work schedule. Any time lost due to these appointments will *not* be charged against an employee's time.

ARTICLE 26

MEAL PAY

Section 1.

Employees who heretofore received meal money will continue to receive a meal allowance. Effective January 1, 2009, bargaining unit employees shall be entitled to receive a meal allowance of \$9.50 per meal when employees are held beyond their regular shift for three (3) or more hours, when they are called in on the same day for overtime and work five (5) or more hours, and when they are asked to work overtime on a Saturday or Sunday without advance notice, or on a “non-scheduled basis.” Employees will be paid meal money for every five (5) consecutive hours of work.

Meal time for “scheduled” overtime shall also be provided. Scheduled overtime shall mean overtime for which an employee receives at least seven (7) days notice.

Section 2.

Security guards on the second and third shift shall be able to send one Guard out to purchase a meal.

ARTICLE 27

CLOTHING

Section 1.

Retroactive to January 1, 2005, the County shall provide an allowance of One Hundred Dollar (\$100.00) per annum towards the purchase of work shoes to employees who received such an allowance in 1994, except Institutional Attendants, and shall also provide that shoe allowance to non-clerical staff in the Bureau of Voice and Print Communications.

Effective January 1, 2006, Department of Public Works employees (road paving and tree

climbers) and all mechanics shall be reimbursed One Hundred Fifty Dollar (\$150.00) per annum towards the purchase of oil/slip resistance boots upon proof of such purchase with a receipt reflecting same.

Section 2.

Effective January 1, 2011, the County will no longer provide uniforms to employees currently receiving same in Engineering, Facilities Management, Motor Vehicles, Public Works, and certain CBH employees. These employees shall receive the following clothing allowance payable in December of each calendar year, with the exception of Motor Vehicles which shall receive this allowance in March, inclusive of shoe allowance and applicable maintenance allowance as follows:

CBH (housekeeping, food service, etc)	\$ 400
Engineering, Facilities	\$ 525
Public Works, & Motor Vehicles	\$ 575

These amounts shall be 50% for part-time employees.

Employees currently receiving uniform allowance shall have their allowance adjusted as follows for 2011:

Security Guards	\$1025
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Effective January 1, 2018, Medical Examiner staff shall receive the same uniform allowance as security guards.

It shall be the responsibility of each individual employee to report for work in the proper uniform attire as required by their respective Department Head. Failure to do so may subject the employee to the disciplinary process.

The County shall continue to provide required County logo patches, silk screening, and/or embroidery.

Section 3.

The County shall provide all Security Guards and Maintenance employees with rain gear and boots. The nature and type of rain gear and boots shall be at the sole discretion of the County.

All employees receiving the aforesaid uniforms and/or jackets are required to wear and to properly maintain such uniforms and/or jackets.

It shall be the responsibility of each individual employee to report for work in the proper uniform attire as required by the Sheriff.

Section 4.

Effective January 1, 2009, the practice of providing two (2) uniforms per year at no cost to Nursing Services Clerks shall continue for the duration of this Agreement.

Employees will be reimbursed for irreparable damage to clothing or glasses which occurs on the job by a person or persons in the care or custody of the employee sustaining the damage. The maximum reimbursement for which the County will be responsible will not exceed Thirty Five Dollar (\$35.00) for clothing per incident and One Hundred Dollar (\$100.00) for glasses per incident.

Section 5.

The County agrees to pay 50% of the cost of prescription safety glasses, where necessary, one time during the contract term for each employee in Facilities Management, Motor Vehicles, Engineering, Public Works and the Sign Shop.

Section 6.

In order to rectify the parties' failure to include a clothing allowance for communication workers in the 2008-2011 CNA, communication workers shall receive a clothing allowance of

\$575.00 retroactive to January 1, 2012. Payment of this uniform allowance shall be in accordance with the County's current practice of providing a clothing allowance to other bargaining unit members.

Section 7.

Effective January 1, 2018, clothing allowance amounts shall be increased by \$50.00 per year.

ARTICLE 28

HEALTH BENEFITS

Section 1.

The drug prescription benefits shall include.

	Co-Pay
Retail Generic (30 day supply)	\$5.00
Retail Preferred Brand (30 day supply)	\$25.00
Retail Non-Preferred (30 day supply)	\$50.00
Mail Order Generic (90 day supply)	\$5.00
Mail Order Preferred Brand (90 day supply)	\$30.00
Mail Order Non-Preferred (90 day supply)	\$60.00

Employees who receive fully paid retirement benefits under the 2008-2011 CNA shall be provided with the Medco Rx or an equivalent plan. The plan shall provide for free mail order prescriptions and 30% co-pay for retail. It is understood that in order to provide the Medco Rx plan, the base Health Plan will be converted from CIGNA ROAP7 to CIGNA ROAP3.

The prescription network known as "Medco" (CCN II Network) will be maintained.

Drug Plan Utilization Modifications:

- Enhanced Concurrent Drug Utilization Review (Refill too soon/stockpiling).
- Preferred Drug Step Therapy (Generic or Preferred Name Brand first) limited to PPI, SSR.I and Intranaseal steroid drugs.
- Clinical Intervention (Statement of medical necessity from MD) limited to Anti-Narcoleptic Agents, Weight Loss and Anti-Neoplastic Agents.

There shall be no flow through of prescription co-payments to the Major Medical portion of the health insurance coverage.

Effective January 1, 2006:

- (a) Retail pharmacy purchases shall be limited to thirty (30) day increments.
- (b) Dispense As Written (DAW) Procedure: Physicians prescribing name brand drugs, when the generic equivalent is available, must justify the DAW to the pharmacy.
- (c) The County will provide sample forms for mail order prescriptions and will distribute them to unit members by mail.

Section 2.

During the term of this Agreement, the County shall continue to contribute the sum of One Hundred Dollar (\$100.00) per employee per year towards the cost of a Disability Plan that provides a weekly benefit of Three Hundred Dollar (\$300.00) for twenty-six weeks. The County shall pay the difference in cost associated with increasing the weekly disability benefit from Two Hundred Seventy Five Dollar (\$275.00) to Three Hundred Dollar (\$300.00).

Section 3.

The Dental Plan in effect for 1982 (herein the base plan) shall be continued during the term of this Agreement at the expense of the County.

Effective January 1, 2006, the annual cap on the employee only basic dental plan benefit level shall be increased to \$2,000.00.

Effective January 1, 2006, employees covered by this Agreement shall have the option to maintain the existing plan or obtain an improved dental plan, either single or family, that provides coverage on an 80/20 percent basis up to \$2,000.00. Employees shall also have an option to select coverage under the Health Plex Plan. Employees who opt for any of these coverages shall pay the full cost difference that exceeds the Employer's cost of the base plan.

Effective January 1, 2017, the annual cap on the employee only basic dental plan shall be increased to \$2,500.00.

Section 4.

The Employer reserves the right to change or modify existing carrier or carriers that provide health benefits, disability benefits, dental benefits or drug prescription benefits at any time during the term of this Agreement, provided that the coverage is substantially similar to the coverage then in effect. The Employer will give reasonable notice to the Association of its intention to change any such carrier before implementation and will meet with representatives of the Association before implementation.

Section 5.

All existing cost containment and co-pay provisions applicable to the hospitalization insurance program shall be maintained, except as follows:

1. The Horizon PPO and Horizon Traditional Plans will be maintained for employees choosing said plan with their cost being the difference between the PPO or Traditional Plan premium, whichever is applicable, and the Direct Access premium in any given year.

2. Effective June 28, 2011, P.L. 2011, Chapter 78, governs the amount of employee contributions. If any of the applicable premium sharing provisions of Chapter 78, P.L. 2011 are repealed, modified, or overturned by a court of competent jurisdiction or by the legislature, the parties agree to meet to negotiate the impact of any such repeal, modification, or court decision. In addition to the premium upon which Council 8 employees Chapter 78 contribution shall be frozen at the 2019 levels. An employee's contribution amount shall not change if the premium increases or if an employee's salary increase moves him/her into a new range. An employee's

contribution amount may change if the employee changes health plans or changes categories of coverage, i.e., moves from family to single or single to family, etc.

3. Effective July 1, 2013, out-of-network benefits shall be \$500.00 Single/ \$1,000.00 all others. The out-of-network reimbursement benefit shall be 150% of CMS (Medicare).

4. The emergency room co-pays shall be \$25.00 per visit (to be waived if admitted).

5. The Third Party Administrator (TPA) is eliminated and the County will no longer reimburse employees for any out-of-network charges.

6. Effective July 1, 2015, the County implemented two (2) additional plans – a high deductible plan with a health savings account (HSA) and an exclusive provider organization (EPO) plan. Employees hired on or after June 30, 2016, shall be required to choose one of these two plans during the first two (2) years of employment. Following the completion of two (2) years of employment, the employee may select any of the County's other plans. All current employees may voluntarily select one of these plans during open enrollment. With regard to the HSA, the County agrees that it will contribute \$1,000.00 towards the deductible for single coverage and \$2,000.00 towards the deductible for family coverage for both current and new employees who elect the HAS.

7. Health Benefit Buy-Out Option: Effective January 1, 2006, the health benefit buy-out option shall be \$5,000.00 annually for employees covered by spouse plan (Family and Husband/Wife) who decline additional health coverage. Also, as of June 1, 2007, the Health Benefit Buyout for Single coverage from another source in the amount of \$1,800.00 shall be effective. Health Benefit Buyout options for Family, Husband/Wife, and Single Coverages shall continue to be offered for the duration of this Agreement. The buy-out will be payable in 26 installments over the next year. Employees opting-out shall retain the right to re-enter the

County Health Benefit Plan on a monthly basis. Upon re-entering the plan, payments for opting-out shall cease; this benefit shall be discontinued if the County becomes self-insured. In order to be eligible for the health-benefit opt-out payment, an employee must opt out of both health and prescription coverage.

8. All employees who made contributions to health insurance will receive the difference between 1.5% of salary and the amount contributed for calendar year 2021.

Example: \$67,554 salary
 Direct Access 1 – Family
 Employee Contribution = \$4416.72
 1.5% of salary = \$1013.31
 Rebate = \$3403.41

Effective January 1, 2023, employee contributions shall revert to those paid for calendar year 2021. The parties agree to reopen the contract for negotiations if the County agrees to any further reduction in contributions for any other negotiations unit during the term of this agreement.

9. In the event the County negotiates an agreement with any other bargaining unit of County employees, providing any health benefit increase more advantageous to employees, the County agrees to reopen negotiations with Council 8 regarding those health insurance benefits which are different from those in this Agreement.

Section 6.

Effective January 1, 2006, an eye care plan shall be implemented for employees only. The County will pay the full cost of the premium associated with this benefit for employees only. Employees may opt to include dependents in the plan, at the employee's expense, with a two (2) year enrollment duration.

Section 7.

The County agrees to continue a program of subsidization of health insurance costs for retirees who were represented by the Association under the terms of the labor contract with the County at the time of retirement. The conditions and requirements for retirees to receive the benefit of this subsidization program are set forth in Article 31B.

Section 8.

The County agrees to notify the Union President when a recommendation regarding any changes to or maintenance of health care providers is to be made by the Finance Committee to the Board of Chosen Freeholders. Such notice will be provided in sufficient time so the Union can review the recommendation before adoption by the full Freeholder Board.

ARTICLE 29A

HEALTH INSURANCE BENEFITS FOR RETIREES

(Employees hired prior to December 19, 2008)

Effective December 18, 2008, there shall be a health benefit plan for employees, covered by the recognition clause of the collective bargaining agreement, subject to the following terms and conditions.

Section 1. Eligibility

Employees must have been actively employed with the County of Union as of December 18, 2008, and must retire on either a disability pension, or retire having reached the age of 55 years and having 25 years or more of service with the County, or reach the age of 62 years or older with at least 15 years of service with the County. Employees who otherwise qualify for coverage but who retire before age 55, shall be entitled to receive coverage under this plan upon reaching age 55. This benefit will only be provided to those retirees meeting the eligibility

requirements who do not have health insurance coverage provided hereunder, and eligible retirees shall cooperate in good faith with the County to verify that they are not eligible to receive such substantially equivalent or better health insurance coverage.

Section 2. Description

This benefit shall consist of coverage under the Horizon Direct Access Health Insurance Plan. Subject to the vested material rights of employees covered hereunder, the County reserves the right to change or modify the plan at any time so long as the modified plan provides substantially equivalent or better coverage to that in effect for the eligible members of the bargaining unit at the time of their retirement provided such coverage remains generally available in the insurance market at commercially reasonable rates.

Section 3 Future Employees

Employees hired after December 18, 2008, the date of approval by the Board of Chosen Freeholders, shall only be eligible for the health benefit subsidy as set forth in the Collective Bargaining Agreement.

Section 4. Cessation of Subsidy

Upon implementation of retiree health benefits provided in Sections 1 and 2 above the County shall be obliged to pay the full cost of health insurance premiums for qualifying retirees hereunder. Those qualifying retirees shall not be eligible for or receive the subsidy provided in the Collective Bargaining Agreement.

Section 5. Health Benefit Buyout Option

Any retiree eligible to receive benefits or then receiving benefits as described above, with either Family or Husband/Wife coverage in any of the available health benefits plans, may voluntarily opt out of that plan providing their spouse has either Family or Husband/Wife

coverage either through the County or through another employer. In return for opting out, the County shall pay to the eligible retiree the sum of \$5,000.00 annually, to be paid in quarterly installments over the next year. The \$5,000.00 sum shall be reduced to \$2,500.00 per annum upon the eligible retiree's reaching Medicare eligibility. The payments will be prorated if less than one year of the benefit is available. Eligible retirees opting out shall retain the right to re-enter the County's health benefit plan on a monthly basis. Upon re-entering the plan, payments for opting out shall cease. This benefit shall be discontinued if the County becomes self-insured.

ARTICLE 29B

HEALTH INSURANCE BENEFITS FOR RETIREES

(Employees hired on or after December 19, 2008)

Effective December 19, 2008, there shall be a health insurance subsidy plan for employees, covered by the recognition clause of the collective bargaining agreement, subject to the following terms and conditions:

Section 1. Eligibility

Employees must have been actively employed for the County of Union on or after December 19, 2008; and must retire on either a disability pension or after having reached the age of 55 years and having 25 years or more of service with the County, or retire and reach the age of 62 years or older with at least 15 years of service where the retirement has been shown to the satisfaction of the employer to have been necessitated by medical illness or disability of the employee. Employees who otherwise qualify for coverage but who retire before age 55 shall be entitled to receive coverage under this plan upon reaching age 55. This benefit will only be provided to those retirees meeting the eligibility requirements who do not have health insurance coverage from another source, and eligible retiree shall cooperate in good faith with the County

to verify that no other source of health insurance is provided for them.

All employees who do not receive retiree health benefits pursuant to Article 29A shall not receive the stipend set forth in this Article 29B and, instead, shall contribute 50% of the cost of premium in retirement.

Section 2. Description

This benefit shall be applied to the Health Insurance Plan which is provided to members of the bargaining unit. The County reserves the right to change or modify plans at any time so long as the modified plan provides substantially similar coverage to that in effect for members of the bargaining unit.

Section 3 Subsidy

Upon implementation of this benefit, the County shall be obliged to subsidize the cost of health insurance premiums for qualifying retirees, as follows:

<u>Category</u>	<u>County's Subsidy</u>
Single, Under 65	\$189.67 per month
Single, Over 65	\$138.39 per month
H/W Under 65 P/C Retiree Family Under 65	\$540.58 per month
H/W Over 65	\$276.77 per month
H/W Retiree Over 65 H/W Spouse Over 65	\$276.77 per month
Family Over 65	\$442.88 per month
Family Retiree Over 65 Family Spouse Over 65	\$477.85 per month
P/C Retiree Over 65	\$338.69 per month

The remaining costs of the County's Hospital Insurance Plan shall be borne by the

retiree.

Section 4. Modification

In the event that the amount of the County's contribution is subsequently reduced or even eliminated, the change in practice shall apply to those persons already retired. Similarly, in the event that the Hospital Insurance Plan is changed or modified in any way, the new plan shall apply to the retirees.

ARTICLE 30

DURATION

This Agreement shall be in effect from January 1, 2021 through December 31, 2023.

If either party desires to change this Agreement, it shall notify the other party in writing at least sixty (60) days before the expiration date of this Agreement. If notice is not given as herein required, this Agreement will automatically be renewed for another year.

ARTICLE 31

EDUCATION

During the term of this Agreement, the County shall continue its policy that all journeymen and craftsmen who take a course germane to their employment with the approval of the Department Head shall receive a tuition reimbursement provided they receive a passing grade in the course of approval.

Nothing set forth herein shall affect the existing practice whereby employees, from time to time, are requested by the Employer to take certain courses at the Employer's expense.

Nothing set forth herein shall affect the existing practice of in-service training whereby the Employer, from time to time, provides seminars and workshops. The Employer agrees that insofar as possible it will furnish in-service programs to personnel on each shift rather than have

personnel report off-duty for those programs.

Effective January 1, 2001, Institutional Attendants/Certified Nursing Assistants employed at CBH shall be afforded the same educational benefits as set forth in the LPN Agreement annexed hereto as Exhibit A. CNA re-certification shall be paid directly to the vendor, provided said vendor is willing to follow the County voucher process.

Effective January 1, 2006, an Eight Thousand Dollar (\$8,000.00) educational fund for job related training shall be established in the Department of Administrative Services.

Effective January 1, 2009, one (1) Certified Nursing Services Clerk per year will be selected by CBH Administration to attend the annual NAHUC Convention, subject to the County EPEC approval process. The County will grant paid leave for attendance and provide reimbursement to the employee for the cost of registration.

ARTICLE 32

LABOR MANAGEMENT COMMITTEE

Section 1.

The County and the Association agree to form a Labor Management Committee for the purpose of discussing mutual concerns. The Committee shall meet four times a year, dates to be mutually agreed upon. The Committee shall consist of six members, three of whom are to be designated by the County Manager and three of whom are to be designated by the President of the Association. The County and the Association shall each submit an agenda of items to be discussed at any such meeting one week in advance to the County Manager and the President of the Association. It is expressly recognized that this Committee shall not have any authority to modify or amend the terms and conditions of the parties' collective negotiations agreement and shall act solely as an advisory body.

Section 2.

Seniority lists of employees covered by this Agreement will be made available to the Association upon reasonable request.

The County will make every effort to provide each employee with a balance of compensatory time, sick time, etc., on a quarterly basis.

If possible, the County agrees to provide a printout demonstrating the difference between full members and agency shop fee payers.

The County agrees to provide the Union with any memos or official documents affecting the terms and conditions of employment for Union employees at least seven (7) days before implementation.

Section 3.

Effective January 1, 2009, the County agrees to pay the Union One Thousand Seven Hundred Dollar (\$1,700.00) per year to cover mailing expenses in lieu of union notifications via paychecks. The Union shall not use inter-office mail for Union business.

Section 4.

The parties agree to form a non-binding committee to review and make recommendations regarding titles and ranges.

ARTICLE 33

PUBLIC SAFETY TELECOMMUNICATORS

- A. Per diems shall be recognized under the contract.
- B. All full time employees shall have a regular shift and schedule consisting of 12 hour shifts (7 am to 7 pm and 7 pm to 7 am); 4 days on/4 days off, rotating through each 4 week cycle, to include 8 hours overtime pay every other 4 week cycle. Payment of this overtime shall

be automatic except for compensatory time requests.

C. Employees shall have the option to choose compensatory time in lieu of overtime for attendance at mandatory meetings or training sessions.

D. Effective August 1, 2020, employees shall be required to participate in 16 hours of training annually ("Training Days"). Effective August 1, 2020, each step on the Public Safety Telecommunicators' salary guide shall be increased by 16 hours at the straight time hourly rate of pay.

E. When working a holiday. Employees shall have the option to be paid or to take another day off in lieu of the holiday.

F. Seniority: Employees shall be permitted to select vacations and shift (*day or night) by seniority. Management shall retain the right to assign employees a given shift in order to meet operational needs and balance experience on all shifts. Shift selection shall be done in October for the upcoming year. Vacation selection shall be done in November and December for the upcoming year. At this time, Employees must schedule at least 96 hours of vacation. Any vacation not picked at that time and subsequently requested will be approved based on staffing needs.

G. A salary guide for Trainees and Telecommunicators is included in Exhibit E. Per Diem Telecommunicators will be paid between \$15 and \$20 an hour, depending upon experience.

H. All employees who are certified training officers in Fire/EMS, Call Taking, and Police shall receive a \$500 annual stipend for each certification.

I. Any employee who is certified as a Pro QA shall receive a \$500 annual stipend.

J. Overtime shifts shall be capped at no more than 16 hours, unless an emergency

exists. If an employee is required to work 18 hours on a given shift, he/she shall be guaranteed 8 hours off between shifts.

The County will take orders for uniforms in September and will distribute them when received.

ARTICLE 34

MISCELLANEOUS

Section 1.

Upon an employee's completion of ten (10) years of service with the County of Union, the Residency requirement shall be waived as to that employee.

Section 2.

The parties agree to adopt and incorporate by reference the current emergency closing policy promulgated by the County in accordance with Exhibit F attached hereto.

Section 3.

Employees working shifts in the jail shall be eligible for the same sick day incentive program as JDOs and CBH employees.

Section 4.

Employees will be granted four (4) hours of paid leave each year for use for cancer screening in accordance with the County Policy on Cancer Screening as set forth in Freeholder Resolution No. 1623A-99 as specified in Exhibit H of this contract.

Section 5.

Employees shall be permitted to take benefit time in hourly increments consistent with the Department's practice of granting such benefit time.

ARTICLE 35

SAVINGS CLAUSE

In the event that any federal or state legislation, governmental regulation or court decision cause invalidation of any Article or Section of this Agreement, all other Articles and Sections not so invalidated shall remain in full force and effect.

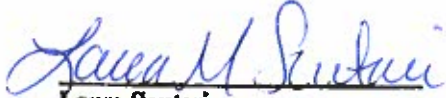
ARTICLE 36

FULLY-BARGAINED AGREEMENT

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

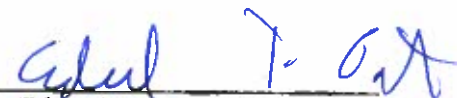
IN WITNESS WHEREOF, the parties have caused the same to be executed by its respective officers or agents on this 28 day of April, 2023.

COUNTY OF UNION



Laura Scutari
Director, Administrative Services
4/25/23


Date

By: 

Edward Oatman
County Manager
4/20/23


Date

APPROVED AS TO FORM:



Kathryn V. Hatfield, Esq
County Attorney
4/25/2023

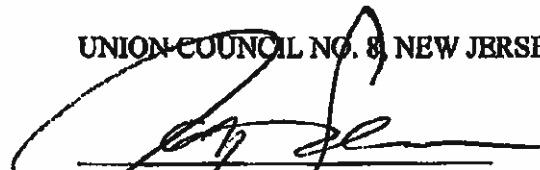
Date

By: 

James Pelletiere
Clerk of the Board
4/28/2023

Date


UNION COUNCIL NO. 8 NEW JERSEY CIVIL SERVICE ASSOCIATION



Joe Salemme, Conventus, LLC
Labor Relations Consultant

5/15/23

Date



Michael Breunig, President

3/13/2023

Date

EXHIBIT A

SPECIAL TERMS AND CONDITIONS OF EMPLOYMENT FOR LPNS AND SENIOR LPNS EMPLOYED AT CORNERSTONE BEHAVIORAL HEALTH HOSPITAL

Notwithstanding anything to the contrary in the parties' collective negotiations agreement, the parties agree that the following terms and conditions shall be implemented and be applicable to bargaining unit employees employed in the titles of LPN and Senior LPN at Cornerstone Behavioral Health. The terms and conditions of the parties' collective bargaining agreement for the period January 1, 1998 through December 31, 2000 are incorporated herein by reference, unless inconsistent with the terms hereinafter set forth.

WAGES

Effective January 1, 2001, LPNs and Senior LPNs will be paid in accordance with the salary schedule attached hereto as Exhibit E.

Effective January 1, 2009, the County will cover the cost of 2 year license renewal for LPN's.

SENIOR LPN DIFFERENTIAL

The Senior LPN differential shall remain at the current amount of \$1,071.00 for the duration of this Agreement.

CHARGE PAY

Effective June 1, 2001, for the duration of this Agreement, take charge pay for LPNs and Senior LPNs shall be \$11.25 per shift for each shift that they are required by the Employer to perform functions normally assigned to a "Head Nurse". This take charge pay is in addition to the normal pay received by the LPN and Senior LPN.

SHIFT HOURS

Effective May 28, 1989, the Employer may in its sole discretion implement the following shift hours:

7:00 a.m. - 3:15 p.m. -- 3:00 p.m. - 11:15 p.m. -- 11:00 P.M. - 7:15 a.m.

SHIFT DIFFERENTIAL

The Employer shall continue to pay shift differentials as illustrated in exhibit "E".

WEEKEND DIFFERENTIAL

The Employer shall continue to pay a weekend differential in the amount of \$3.23 per hour.

LUNCH PERIOD

Upon the effectuation of the change in shift hours as hereinabove set forth, the lunch period shall be increased from the present 30 minutes to 45 minutes. The lunch period shall be duty-free.

FINDERS FEE

During the term of this Agreement, LPNs and Senior LPNs who refer to Cornerstone Behavioral Health an RN or an LPN for employment shall continue to be entitled to receive upon the hiring and continued employment of such referred RN or LPN for a period of at least six consecutive months the following finders fee:

\$300 for a full-time RN

\$200 for a full-time LPN

To be entitled to the finders fee, the referring LPN or Senior LPN must advise both the potential employee and the nurse recruiter of the referral. The referred employee must set forth the name of the referring LPN or Senior LPN in the written employment application.

UNIFORM ALLOWANCE

Effective January 1, 2009, LPNs and Senior LPNs shall be entitled to a uniform allowance of \$390.00 for Full-Time Employees and \$255.00 for Part-Time Employees. This uniform allowance shall remain at the same rate for 2010, and increase by \$50.00 for 2011 for FT employees and \$25.00 for PT employees.

The uniforms are to be within a dress code established by the Administration of Cornerstone Behavioral Health.

The uniform allowance shall be a reimbursement to the employee and shall be paid in a lump sum. No voucher will be needed.

ATTENDANCE BONUS

LPNs, Senior LPNs, as well as CNAs, Institutional Attendants, Dietary, Laundry, Housekeepers and Nursing Services Clerks shall receive one day off with pay per quarter for perfect attendance during that quarter (no absenteeism/call-outs or lateness, with acceptable Time-Card Swiping Routines). An additional day off with pay will be provided to employees with perfect attendance throughout the whole year. Part-time employees shall receive a prorated attendance bonus. This program shall be on a calendar year basis. Instances where an employee calls-out for the day and later requests to change the sick day to another benefit day will not be eligible for an Attendance Bonus. Un-Acceptable Time-Card Swiping Routines shall be defined as any employee who neglects to swipe his/her time card in and/or out 6 times within one quarter; such instances shall be documented during daily payroll procedures. It is the right of CBH management to provide an exception for non-swiping in cases including but not limited to Time clock power failure, new employees who did not receive an ID-badge, Lost ID-badges unable to be replaced due to delays in picture taking unrelated to employee-initiated delays etc.

Employees shall continue to report to the Nursing Office every time they are without their employee ID/Time Card to be "signed in" to facilitate proper documentation for payroll purposes.

FLEX TIME

Effective January 1, 1990, the Employer may develop flexible work schedules within a 37-1/2 hour work week to accommodate the needs of the Employer and individual LPNs and Senior LPNS, provided there is consent of the employee and the Association.

EDUCATION

During the term of this Agreement, the County will continue to cover the cost of tuition, when LPNs, Senior LPNs, CNAs and Institutional Attendants are enrolled in a program leading to an RN license to a maximum of \$2,000.00 per employee per year. The employee must complete one year of service with Cornerstone Behavioral Health to become eligible for this benefit. The employee must maintain a passing grade as required by the course of study at the involved school. The school is to be approved by the Administration of Cornerstone Behavioral Health from amongst accredited schools. Such approval shall not be arbitrarily denied. Tuition reimbursement shall be paid upon completion of the semester, and presentation of the original transcript with passing grade and original receipt of payment. Prior to any reimbursement, the employee is to execute a written tuition reimbursement agreement. Provisions of the agreement will consist of the following:

- (a) After graduation, the employee will provide a written application to request to change job positions.
- (b) Provide a current NJ RN license for verification.
- (c) Attend a scheduled interview for open RN positions available for shift/unit

determined by staffing needs.

- (d) Applicants will be selected based upon interview, demonstrated performance and the availability of open positions.
- (e) Selected applicants will agree to work for Cornerstone Behavioral Health year for year on the shift/unit determined by the staffing needs of the department.
- (f) If the employee breaches the agreement, the employee is to repay the County on a proportional basis with interest a prime rate during a mutually agreed timeframe between Finance and the employee.
- (g) Employees who do not pass the NJ State Nursing Boards and do not receive a license following the completion of school will also be required to repay the County.
- (h) Employees must take the NJ State Boards and pass within a 6 month time period following the completion of school or will be required to repay the County.

Once the tuition agreement is signed, reimbursement shall begin with the following semester. Alternative work schedules to accommodate school attendance will be granted on the basis of staffing needs of the department. The employee must request an alternative work schedule in writing, providing documentation to support the request with beginning and ending dates, within a minimum of 30 days prior to the requested start date. The employee will receive a response in writing documenting the decision.

LPN Seminars for Continuing Education Units: The County will provide up to a maximum of \$300.00 per year per full-time LPN's and up to a maximum of \$200.00 per year for part-time LPN's for this purpose.

BANKING OF HOLIDAYS

Effective June 1, 2001, during the term of this Agreement, LPNs and Senior LPNs will continue to have the option of banking holidays in lieu of pay where the holiday is worked. There shall be no annual carry-over except for Christmas which may be carried over to February 1 of the following year.

Effective June 1, 2001, LPNs and Institutional Attendants at Cornerstone Behavioral Health shall be permitted to bank and carry a minimum of three (3) holidays into the next calendar year. In addition, they may take their Holidays up to 30 days in advance of the Holiday. All Holidays shall be paid at straight time.

PER DIEM STAFF

Effective December 19, 2013, the hospital shall be permitted to hire per diem staff including CNA/IA and LPNs, at an hourly rate with no benefits for weekend coverage.

DONATED LEAVE TIME

When an employee is on a leave of absence and using donated leave time for more than three months, the hospital shall have the right to hire a replacement for that employee on a temporary basis.

EXHIBIT B

COUNTY OF UNION UNUSED SICK LEAVE PAYMENT REGULATIONS

1. **EFFECT ON OTHER RETIREMENT BENEFITS:**

The lump sum supplemental compensation provided herein for accumulated sick days shall in no way affect, increase or decrease any pension or retirement benefits to such retired employee under any other statute.

2. **LIMITATIONS:**

- a) no employee who elects a deferred retirement benefit shall be eligible.
- b) an individual may defer his request for lump sum payment but it must be submitted within one year of the effective date of any retirement.

3. **ELIGIBILITY:**

An employee must retire with at least twenty-five (25) years of service solely with the Employer and must be at least age 55, and must have at least one hundred (100) accumulated sick days to his or her credit upon effective date of retirement to be eligible for this benefit.

4. **DEATH OF AN EMPLOYEE:**

In the event of an employee's death within one year after the effective date of retirement but before payment of the lump sum is made, the payment of the lump sum shall be made to the employee's estate. It should be noted that retirement is contingent upon the employee surviving 30 days after the effective date of retirement.

5. **DISABILITY RETIREMENT:**

County employees who retire as a result of an accidental or ordinary disability retirement,

and who meet all of their applicable regulations will be considered eligible for lump sum sick leave reimbursement upon retirement for unused sick leave. If such employees receive lump sum payment and subsequently reenter County employment, they will not be eligible to have their unused sick leave reinstated to their records. Employees reentering County Service subsequent to an accidental or ordinary disability retirement will begin earning sick leave in a manner similar to a newly hired employee.

6. RETURN TO SERVICE AFTER RETIREMENT:

Any employee who has or shall retire on age and service and who subsequently re-enters County employment will be considered to have incurred a break in service.

7. LEAVE WITHOUT PAY:

In determining an individual's eligibility, leave without pay shall not be counted towards the requirement of 25 years service with the County; prior service with other governmental entities shall also not be counted toward the requirement of 25 years service with the County.

8. COMPUTATION:

a) Sick leave credit shall be computed from the date of employment; or if a break in service has occurred, only from the date of return to employment following the break in service except that an employee who has or shall incur a break in service as a result of separation due to lay-off shall be credited with sick leave accrued before separation and after return to employment.

b) The amount shall be computed at the rate of 1/2 the employee's daily rate of pay for each day of earned and unused accumulated sick leave at the effective date of retirement based upon the average annual compensation received during the last full year

of the employee's active employment prior to the effective date of retirement. Overtime, shift, differential, stipends or other supplemental pay shall not be included in the computation.

c) Effective June 1, 2001, payment for unused accumulated sick leave shall be according to the following schedule:

100-200 accumulated sick days – 50% of the daily rate, maximum of \$10,000

201-300 accumulated sick days – 60% of the daily rate, maximum of \$12,500

301-400 accumulated sick days – 70% of the daily rate, maximum of \$15,000

over 401 accumulated sick days – 80% of the daily rate, maximum of \$18,000

d) In computing the total amount of unused accumulated sick leave pay due, periods of leave of absence without pay shall be excluded in the computation.

e) The lump sum supplemental compensation payment shall be made within 60 days after the date of retirement, if possible.

f) A retiree must be officially off the County's payroll at the time of payment.

9. GENERAL PROCEDURES:

a) An employee who is about to retire should follow the regular procedures concerning retirement. When the employee receives a copy of the official notice of retirement approval issued by the approved pension board or authority, the employee may file a request with the County Personnel Office requesting the supplemental lump sum payment. Those employees who qualify and retire during calendar year 1986 will receive their supplemental payment no later than September 1, 1987, if elected by the employee. Those employees who qualify and retire during calendar year 1987 and thereafter, will receive their supplemental payment 60 days thereafter retirement, if elected by the

employee.

10. EMPLOYEES NOT IN THE CLASSIFIED SERVICE:

a) The eligibility of an employee will be determined by such class title held at any time during the employee's employment with the County of Union. Eligibility of class title will not be approved unless the following standards and guidelines have been adhered to:

- 1) Sick leave days were earned by all employees within that class title on the basis of one working day per month during the remainder of the first calendar year of employment after initial appointment and 15 working days per calendar year thereafter.
- 2) Proof of need of sick leave usage was required when sick leave exceeded at least five consecutive days or a total of 10 days within one calendar year.
- 3) Sick leave was not advanced against anticipated sick leave to be earned in the next or future calendar years.
- 4) Sick leave or some other earned leave was charged for all compensable days when the employee was not working.
- 5) All sick leave was reportable and reported accordingly.
- 6) The time-keeping-procedure required certification of the accuracy of the employees pay time.
- 7) Sick leave records for each employee were maintained from the original date of appointment at one or more central points under the jurisdiction of the appointing authority with proper security and verification for use and

accrual.

- 8) All records are available for inspection.
- 9) Where other types of leave with pay or holidays or days off with pay were granted which were in excess of leave provided to classified employees, a detailed explanation of the character and extent of such practices shall be provided.

**EXHIBIT C
POLICY GOVERNING FAMILY AND MEDICAL LEAVES**

**THE COUNTY OF UNION
FAMILY LEAVE AND MEDICAL
LEAVE ACT POLICY**

I. STATEMENT OF PURPOSE: It is the policy of the County of Union to protect and to promote the stability and economic security of families by providing family and medical leaves of absence to eligible employees. The Family and Medical Leave Act of 1993, 29 U.S.C. §2611 et seq., (the “FMLA”) and the New Jersey Family Leave Act, N.J.S.A. 34:1113-1 et seq. (the “FLA”) provide that eligible employees may take an unpaid leave of absence due to certain qualifying events. All requests for a family or medical leave of absence under either the FMLA or the FLA or both are subject to this policy.

II. SCOPE AND EFFECTIVE DATE: This policy applies to all Union County employees who have worked for the County for at least 12 consecutive months and applies to all applications for a family or medical leave of absence made on or after the date of adoption. Employees who have not been employed by the County for at least 12 consecutive months are not eligible for family or medical leave.

III. ELIGIBILITY AND QUALIFYING EVENTS: You must be an eligible employee (employed by the County for at least 12 consecutive months), have worked a sufficient number of hours, and request to take a leave of absence because of one or more of the qualifying events described below. Generally, temporary and provisional employees will not be eligible for family or medical leave because they will not have completed 12 months of employment or will not have worked a sufficient number of hours in the prior 12 month period.

REASON FOR LEAVE
(Qualifying Events)

ELIGIBILITY
REQUIREMENTS

STATUTE

<p style="text-align: center;">MEDICAL LEAVE</p> <p>Your own serious health condition that prevents you from performing the essential functions of your job.</p>	<p>You must be employed by the County for at least 12 consecutive months and have worked at least 1250 hours during the 12 months immediately prior to starting your leave.</p>	<p style="text-align: center;">Family and Medical Leave Act (“FMLA”)</p>
<p>FAMILY LEAVE ¹</p> <p>1. The birth of your child.</p> <p>2. The placement of a child with you for adoption or foster care.</p> <p>3. To care for a spouse, parent or dependent child who has a serious health condition that leaves them unable to work or attend school.</p>	<p>You must be employed by the County for at least 12 consecutive months and have worked at least 1250 hours (FMLA) or 1000 hours (FLA) during the 12 months immediately prior to starting your leave.</p>	<p style="text-align: center;">Family and Medical Leave Act (“FMLA”) and Family Leave Act (“FLA”)</p>
<p>FAMILY LEAVE ²</p> <p>To care for a parent in-law who has a serious health condition that leaves them unable to work or attend school.</p>	<p>You must be employed by the County for at least 12 consecutive months and have worked at least 1000 hours during the 12 months immediately prior to starting your leave.</p>	<p style="text-align: center;">Family Leave Act (“FLA”)</p>

¹ Leave taken for the birth, adoption or placement of a child in foster care may only be taken within 12 months of the birth, adoption or placement. Under the FMLA, leave must be completed within the first twelve months, whereas, under the FLA, leave must start within the first twelve months following birth, adoption or foster care placement.

² Leave to care for a parent in-law is available only under the FLA.

IV. DURATION OF LEAVE: Employees can take up to 12 weeks of either family or medical leave, or a combination of each, in any 12 month period. Under the FMLA, eligible employees with qualifying circumstances can take up to 12 weeks of either family or medical leave or some of each, in any 12 month period. Under the FLA, eligible employees with qualifying circumstances can take up to 12 weeks of family leave in any 24 month period. Family leave will run simultaneously under both laws, so employees can take no more than a maximum of 12 weeks of family leave in any twelve month period. Because the FLA does not include medical leave, use of medical leave under the FMLA will not impact the right to take family leave under the FLA.

The 12 month (FMLA) or 24 month (FLA) period begins as of the first day of leave and continues forward for 12 or 24 months. For example, if an employee took 4 weeks of medical leave starting on June 1, 2000, he/she could take up to an additional 8 weeks of medical leave during the remainder of the 12 months through May 31, 2001.

V. DEFINITION OF “SERIOUS HEALTH CONDITION”: A “serious health condition” is defined as an illness, injury, impairment or physical or mental condition that leaves the individual unable to perform the essential functions of his/her job (or leaves a child unable to attend school) and involves one of the following:

- Hospital Care - inpatient care (e.g., overnight stay) in a hospital or other medical care facility including any period of incapacity or treatment in connection with the inpatient care;
- Absence Plus Treatment - a period of incapacity of more than three consecutive calendar days that involves either treatment two or more times by a health care provider or treatment by a health care provider on at least one occasion which results in a regimen of continuing treatment, such as physical therapy or a medication regimen;
- Pregnancy- any period of incapacity due to pregnancy or for prenatal care;
- Chronic Conditions Requiring Treatment - a chronic condition which requires periodic visits for treatment by a health care provider that continues over an extended period and may cause episodic periods of incapacity, such as asthma, diabetes, epilepsy or clinical depression;

- Permanent Long-Term Condition Requiring Supervision - a period of incapacity which is permanent or long-term for which treatment may not be effective, such as strokes or terminal cancer; or
- Multiple Treatments (Non-Chronic Conditions) - a period of absence to receive multiple treatments from a health care provider for restorative surgery after an accident or injury, such as chemotherapy for cancer or dialysis for kidney disease.

“Serious health condition” may include treatment for substance abuse but does not include absences due to an employee’s use or abuse of alcohol or other controlled substances.

“Serious health condition” does not include routine physical, eye, or dental examinations.

VI. ADVANCE NOTICE: In all cases, an employee requesting a family or medical leave must complete a Request for Leave of Absence form, which should be submitted to the County Human Resources Department at least 30 days before the date you want to start your leave. If the need for the leave of absence is unforeseeable (such as a medical emergency), you must notify the County Human Resources Department as soon as possible. If you do not complete and submit the required forms or if you fail to give advanced notice, the County may deny your leave request or delay the commencement of the leave. Any employee who takes a leave of absence without authorization may be considered to have voluntarily quit his/her job through job abandonment.

The County will respond in writing to all requests for leave by completing the Response to Request for Leave of Absence form.

VII. HOW LEAVE MAY BE TAKEN: Generally, leave is taken in consecutive days and/or weeks. Under certain circumstances, however, leave may be taken intermittently or on a reduced leave schedule. Intermittent leave is leave taken in separate blocks of time due to a single qualifying event, such as taking off a ½ day every Thursday to receive chemotherapy treatments. A reduced leave schedule is a leave schedule that reduces your usual number of

working hours per workweek or per workday, such as changing from a full time to a part-time schedule to care for a child recovering from surgery.

If a leave of absence is requested due to the birth or adoption of a child, intermittent or reduced leave only can be taken with the approval of your Department Head. If a leave is requested due to the serious health condition of the employee or an immediate family member, intermittent or reduced leave will be approved only if a health care provider states that the leave is medically necessary, meaning that the proposed intermittent or reduced leave schedule is the best way to accommodate the particular medical condition. Employees requesting an intermittent or reduced leave of absence for a planned medical treatment must work cooperatively with their supervisor and make efforts to schedule the leave and any corresponding treatment to minimize the disruption to County operations.

VIII. MEDICAL CERTIFICATION: If you are requesting a Leave of Absence due to your own serious health condition or the serious health condition of your spouse, parent, parent-in-law, or child, you must submit a Medical Certification form completed and signed by a health care provider. If you do not submit the Medical Certification Form prior to starting a foreseeable leave (or as soon as possible after starting an unforeseen leave), the County will delay or deny the leave. The County may require periodic recertifications from the health care provider. The County also may require, at its own expense, that you submit to a medical examination by a health care provider designated by the County concerning the information stated in the Medical Certification.

IX. SUBSTITUTION OF PAID LEAVE: Under the FMLA and the FLA, leaves of absence are unpaid. In order to assist employees and provide a level of financial security, the County will pay accrued, unused sick time to employees absent on a medical leave or a family

leave to care for an immediate family member, starting from the first day of absence and continuing until either the employee returns or exhausts his/her sick leave benefits. In addition, employees may choose to be paid for their accrued vacation and personal/religious leave following exhaustion of sick leave benefits (or at the start of leave when sick leave benefits are exhausted or not available, such as family leave for birth or adoption). Employees are permitted to hold back up to ten (10) working days of sick leave when taking FMLA leave due to their own serious health condition.

Once all time off benefits are exhausted, leave will be unpaid. Employees on medical leave for their own serious health condition, however, may be eligible for temporary disability benefits, if covered, or workers' compensation (depending on the cause of the serious health condition). Temporary disability benefits and workers' compensation are not available to employees absent on family leave.

Employees do not earn/accrue additional sick leave, personal time and vacation time during an unpaid family or medical leave. If, prior to your leave, you used more paid time off than you accrued as of that time, your negative balance will remain until after you return from your leave and again begin accruing time off benefits. The first benefits you accrue upon return from leave will be credited against your negative balance. Once you pay back any excess vacation or sick time, you will resume accruing sick and vacation time benefits. For example, if you used 12 sick days prior to starting a medical leave of absence, but had only 10 days available (including sick days earned that year and accrued from prior years), you will not be paid for any sick days and will not earn any additional sick days during your medical leave. The first two sick days you earn upon returning from medical leave will be used to pay back the extra two days you took before starting your leave.

Employees will not be paid for holidays occurring during a family or medical leave of absence.

X. CONTINUATION OF BENEFITS: During family or medical leave, the County will continue your group health care benefits at the level and under the conditions that coverage was provided prior to you starting your leave, subject to any benefit changes affecting other employees in similar positions. This means that to the extent you contribute to the cost of your health insurance, you must make arrangements and make timely payment of your share of the premium cost while on leave. If you fail to make timely payments, your health care benefits may be terminated.

Seniority rights will accrue for up to twelve weeks of family leave and/or medical leave, provided you return to work for the County at the scheduled end of the leave. If you do not return, seniority accruals will stop as of your last day of active (paid) employment prior to starting leave.

XI. SPOUSES EMPLOYED BY THE COUNTY: If a husband and wife are both employed by the County in the same department, family leave due to the birth or adoption of a child or to care for a parent with a serious health condition, will be limited to a total of 12 weeks between them. The 12 weeks can be taken entirely by either spouse or split between the two spouses.

XII. RETURN FROM LEAVE: Employees are expected to return to work on their scheduled return to work date. If you need to extend your leave you must submit a written request to your supervisor or the County Division of Personnel Management at least 7 calendar days before your scheduled return to work date. Employees should use a Request for Leave of Absence form to request an extension.

If you wish to return to work prior to the expiration of your approved leave, you must give written notice at least 5 working days prior to your planned return, by submitting a Notice of Intention to Return from Leave form to your supervisor or the County Division of Personnel Management. Before permitting employees to return to work following a medical leave of absence due to their own serious health condition, the County may require that you provide a certificate from your treating health care provider. The certificate must state that you are able to resume working without restrictions or must list any restrictions your health care provider finds relative to your ability to perform the essential functions of the position. If you do not return to work at the expiration of an approved leave, you will be considered to have voluntarily resigned your employment with the County.

XIII. RESTORATION TO POSITION: For most employees, when you return from leave, you will be restored to your prior position. If that position was filled during your leave, you will be assigned to an equivalent job, with equivalent pay, benefits, status, and other terms and conditions of employment. If the position was eliminated during your leave and you would have been laid off had you been working, then you will not be eligible for reinstatement upon completion of your leave of absence.

An additional exception exists for certain “key” employees of the County who may not be guaranteed reinstatement if their absence will cause grievous economic harm to the County. Under the FMLA, you are a “key” employee if you are among the highest paid 10% of County employees. Under the FLA, you are a “key” employee if you are among the highest paid 5% of County employees. If you are a “key” employee, the County will notify you of that fact at the time you request leave.

XIV. COORDINATION OF FMLA AND FLA LEAVES: If your leave qualifies under

both the FMLA and the FLA, the leave will run simultaneously under both laws. Family leave due to the birth or adoption of a child or to care for a parent, child or spouse with a serious medical condition will be limited to 12 weeks because the time off will qualify simultaneously as both FMLA and FLA family leave. Employees should speak to a Human Resources representative to understand how much leave they are eligible to request.

XV. OUTSIDE EMPLOYMENT: Employees are prohibited from accepting new full time employment while absent on an approved family or medical leave of absence. This requirement does not preclude an employee who had a full time job outside of the County prior to starting his/her leave of absence from continuing that employment.

XVI. NON-RETALIATION: No employee will be subject to retaliation or any negative employment action as a result of requesting family or medical leave under this policy or as a result of testifying or reporting any actual violation of this policy or the law.

EXHIBIT D

SIDE LETTER AGREEMENT COMPENSATORY TIME/PROSECUTOR'S CLERICAL EMPLOYEES

By and Between the County of Union (hereinafter the "County") and Union Council No. 8, New Jersey Civil Service Association (hereinafter "Council"), dated this 25th day of November, 2003.

Whereas, the County and Council 8 are parties to a duly executed collective negotiations agreement for the period of January 1, 2001 through December 31, 2004 (hereinafter the "Agreement"); and

Whereas, the parties mutually agreed to enter into negotiations regarding the utilization of compensatory time in lieu of overtime by the clerical employees in the County Prosecutors Office; and

Whereas, the parties did, in fact, enter into such negotiations and in good faith have reached an agreement as described below; and

Whereas, both parties agrees that this Sidebar Agreement will supplement the terms and conditions of employment set forth in the Agreement and that, where inconsistent with the Agreement, this Sidebar Agreement will be controlling; and

Whereas, both parties agree that the terms and conditions of this Sidebar Agreement shall be incorporated into the successor Agreement at such time as the full terms and conditions of the successor Agreement are mutually agreed to by the parties; and

Whereas, the parties agree and acknowledge that this Sidebar Agreement is made without prejudice or precedent to future collective negotiations between the parties;

Now, therefore, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

Clerical employees in the County Prosecutor's Office may choose compensatory time in lieu of overtime providing that accumulated compensatory time does not exceed forty (40) hours per year and is approved by the employee's supervisor. Compensatory time must be utilized within the calendar year in which it is earned, except for compensatory time earned in the last quarter of the calendar year which may be utilized within the first quarter of the next calendar year. In the event that the compensatory time off cannot be scheduled, overtime will be paid.

EXHIBIT E

SALARY SCHEDULES

TITLE	Hrs	Stps	1/1/21 Min	1/1/21 Max	1/1/21 Step	1/1/22 Min	1/1/22 Max	1/1/22 Step	1/1/23 Min	1/1/23 Max	1/1/23 Step
ACCOUNT CLERK AFTER 5/1/92	35	17	32,838	54,381	1,267	33,494	55,469	1,293	34,164	56,578	1,318
ACCOUNT CLERK AFTER 5/1/92	37.5	17	33,824	53,190	1,139	34,500	54,253	1,162	35,190	55,338	1,185
ACCOUNT CLERK AFTER 5/1/92	40	16	35,242	56,086	1,303	35,947	57,208	1,329	36,666	58,352	1,355
ACCOUNT CLERK PRIOR 5/1/92	35	16	36,329	54,121	1,112	37,055	55,203	1,134	37,796	56,307	1,157
ACCOUNT CLERK PRIOR 5/1/92	37.5	15	37,311	54,038	1,115	38,058	55,119	1,137	38,819	56,221	1,160
ACCOUNT CLERK PRIOR 5/1/92	40	15	38,731	55,782	1,137	39,505	56,898	1,160	40,295	58,036	1,183
ACCOUNTING ASSISTANT	35	16	36,628	54,476	1,115	37,361	55,565	1,138	38,108	56,676	1,161
ADMINISTRATIVE CLERK	35	16	43,426	64,702	1,330	44,295	65,996	1,356	45,181	67,316	1,383
ASSISTANT CHIEF CLERK (CO CLERK)	35	16	47,755	69,839	1,380	48,710	71,235	1,408	49,684	72,660	1,436
ASSISTANT COMMUNICATIONS TECHNICIAN	35	16	46,785	65,191	1,150	47,721	66,494	1,173	48,675	67,824	1,197
ASSISTANT COMMUNICATIONS TECHNICIAN	40	16	53,468	74,503	1,315	54,538	75,994	1,341	55,629	77,513	1,368
ASSISTANT HEAD COOK	37.5	15	38,608	56,052	1,163	39,380	57,173	1,186	40,168	58,316	1,210
ASSISTANT PAYROLL SUPERVISOR	35	16	44,595	62,803	1,138	45,487	64,059	1,161	46,397	65,340	1,184
ASSISTANT STOREKEEPER	37.5	13	43,061	65,600	1,734	43,923	66,912	1,768	44,801	68,250	1,804
ASSISTANT SUPERVISING BRIDGE REPAIRER	40	16	44,345	66,921	1,411	45,232	68,260	1,439	46,137	69,625	1,468
ASSISTANT SUPERVISING BRIDGE REPAIRER/MASON	40	17	45,468	68,255	1,340	46,377	69,620	1,367	47,304	71,012	1,395
ASSISTANT SUPERVISING CARPENTER	40	15	54,469	76,925	1,497	55,558	78,464	1,527	56,670	80,033	1,558
ASSISTANT SUPERVISING ELECTRICIAN	40	16	53,665	75,788	1,383	54,738	77,303	1,410	55,833	78,849	1,439
ASSISTANT SUPERVISING MAINTENANCE REPAIRER	40	14	51,748	72,325	1,470	52,783	73,771	1,499	53,838	75,247	1,529
ASSISTANT SUPERVISING MECHANIC	40	15	54,735	77,197	1,497	55,830	78,741	1,527	56,947	80,316	1,558
ASSISTANT SUPERVISING OMNIBUS OPERATOR	37.5	14	42,768	63,537	1,483	43,623	64,807	1,513	44,496	66,103	1,543
ASSISTANT SUPERVISING PAINTER	40	15	54,469	76,925	1,497	55,558	78,464	1,527	56,670	80,033	1,558
ASSISTANT SUPERVISOR ACCOUNTS	35	15	41,266	62,140	1,392	42,091	63,383	1,419	42,933	64,651	1,448
ASSISTANT SUPERVISOR BUILDING SERVICES	37.5	15	41,944	62,925	1,399	42,783	64,184	1,427	43,639	65,467	1,455
ASSISTANT SUPERVISOR BUILDING SERVICES	40	14	43,109	63,410	1,450	43,971	64,678	1,479	44,851	65,972	1,509
ASSISTANT SUPERVISOR TRAFFIC MAINTENANCE	40	16	44,345	66,921	1,411	45,232	68,260	1,439	46,137	69,625	1,468
BRIDGE CONSTRUCTION INSPECTOR	35	14	40,456	60,085	1,402	41,265	61,286	1,430	42,090	62,512	1,459
BRIDGE CONSTRUCTION INSPECTOR	40	15	49,510	71,019	1,434	50,501	72,440	1,463	51,511	73,889	1,492

TITLE	Hrs	Stps	1/1/21 Min	1/1/21 Max	1/1/21 Step	1/1/22 Min	1/1/22 Max	1/1/22 Step	1/1/23 Min	1/1/23 Max	1/1/23 Step
BRIDGE OPERATOR	40	15	41.290	61.095	1.320	42.116	62.317	1.347	42.959	63.563	1.374
BRIDGE REPAIRER	40	16	41.875	64.051	1.386	42.712	65.332	1.414	43.567	66.638	1.442
BUILDING MAINTENANCE WORKER AFTER 5/1/92	40	17	37.373	58.627	1.250	37.747	59.213	1.263	to Step Guide 7/1/22		
BUILDING MAINTENANCE WORKER PRIOR 5/1/92	40	15	40.863	58.321	1.164	41.272	58.905	1.176	to Step Guide 7/1/22		
BUILDING MAINTENANCE WORKER/ASST FOREMAN	37.5	13	38.384	57.450	1.467	39.152	58.599	1.496	39.935	59.771	1.526
BUILDING MAINTENANCE WORKER/SIGN MAKER PRIOR 1/1/03	40	14	44.119	64.613	1.464	45.001	65.905	1.493	45.901	67.223	1.523
BUILDING SERVICE WORKER	40	15	36.442	53.207	1.118	37.171	54.271	1.140	37.915	55.357	1.163
BUYER	37.5	14	40.909	60.731	1.416	41.728	61.946	1.444	42.562	63.184	1.473
CARPENTER	37.5	14	41.577	61.538	1.426	42.409	62.769	1.454	43.257	64.025	1.483
CARPENTER	40	13	48.066	67.544	1.498	49.028	68.895	1.528	50.008	70.273	1.559
CARPENTER/CONSTRUCTION COORD	40	15	53.665	75.788	1.475	54.738	77.303	1.504	55.833	78.849	1.534
CARPENTER/LOCKSMITH	40	14	45.468	66.213	1.482	46.377	67.538	1.511	47.304	68.888	1.542
CARPENTER/MASON	40	13	50.866	71.666	1.600	51.883	73.099	1.632	52.921	74.561	1.665
CARPENTERS HELPER	37.5	13	37.948	55.391	1.342	38.707	56.499	1.369	39.481	57.629	1.396
CARPENTERS HELPER	40	14	40.975	60.875	1.421	41.795	62.092	1.450	42.631	63.334	1.479
CASHIER	35	15	40.146	60.789	1.376	40.949	62.005	1.404	41.768	63.245	1.432
CHIEF CLERK	37.5	13	43.600	66.351	1.750	44.472	67.678	1.785	45.362	69.032	1.821
CHIEF COURT CLERK	35	15	48.957	69.358	1.360	49.936	70.745	1.387	50.935	72.160	1.415
CHIEF PROBATE CLERK	35	15	48.359	68.649	1.353	49.326	70.022	1.380	50.312	71.422	1.407
CHILDRENS SUPERVISOR	40	15	40.173	57.501	1.155	40.977	58.651	1.178	41.796	59.824	1.202
CLASSIFICATION OFFICER 2	40	15	51.957	73.605	1.443	52.996	75.077	1.472	54.056	76.579	1.502
CLERK 1 AFTER 5/1/92	20	1	18,508	30,769	-	18.878	31.385	-	19,256	32,012	-
CLERK 1 AFTER 5/1/92	35	15	32.389	53.846	1.430	33.036	54.922	1.459	33.697	56.021	1.488
CLERK 1 AFTER 5/1/92	37.5	17	33.051	52.289	1.132	33.712	53.335	1.154	34.386	54.402	1.177
CLERK 1 AFTER 5/1/92	40	15	34.793	55.554	1.384	35.488	56.665	1.412	36.198	57.798	1.440
CLERK 1 PRIOR 5/1/92	35	15	35.879	53.584	1.180	36.597	54.655	1.204	37.329	55.748	1.228
CLERK 1 PRIOR 5/1/92	37.5	15	36.542	53.121	1.105	37.273	54.184	1.127	38.018	55.268	1.150
CLERK 1 PRIOR 5/1/92	40	15	38.281	55.248	1.131	39.047	56.353	1.154	39.828	57.480	1.177
CLERK 2 (Former Sr Docket Clk)	35	15	38.576	58.923	1.357	39.347	60.102	1.384	40.134	61.304	1.411
CLERK 2	21	1	23,090	33,922	-	23,552	34,601	-	24,023	35,293	-
CLERK 2	35	16	38.483	56.538	1.128	39.252	57.668	1.151	40.037	58.822	1.174
CLERK 2	37.5	15	38.436	55,377	1,129	39,205	56,485	1,152	39,989	57,614	1,175
CLERK 2	40	15	41.012	58.330	1.155	41.833	59.497	1.178	42.669	60.687	1.201
CLERK 3	35	15	42.614	63.726	1.407	43.467	65.001	1.436	44.336	66.301	1.464
CLERK 3	37.5	13	44.745	66.912	1.705	45.640	68.251	1.739	46.553	69.616	1.774
CLERK 3	40	14	46.982	70.258	1.663	47.922	71.663	1.696	48.880	73.096	1.730
CLERK 3 BI-LI	35	15	42.614	63.726	1.407	43.467	65.001	1.436	44.336	66.301	1.464
CLERK 3 BI-LI	37.5	13	44.745	66.912	1.705	45.640	68.251	1.739	46.553	69.616	1.774

TITLE	Hrs	Stps	1/1/21 Min	1/1/21 Max	1/1/21 Step	1/1/22 Min	1/1/22 Max	1/1/22 Step	1/1/23 Min	1/1/23 Max	1/1/23 Step
CLERK 4 (CO CLERK)	35	15	50.938	72.162	1.415	51.957	73.605	1.443	52.996	75.077	1.472
CLERK 4	37.5	14	50.938	75.770	1.774	51.957	77.286	1.809	52.996	78.831	1.845
CLERK 4	40	14	50.938	79.559	2.044	51.957	81.150	2.085	52.996	82.773	2.127
CLERK DRIVER	35	15	40.764	58.340	1.172	41.580	59.507	1.195	42.411	60.697	1.219
CLERK DRIVER	37.5	15	39.333	56.445	1.141	40.120	57.573	1.164	40.922	58.725	1.187
CLERK DRIVER	40	15	41.960	59.932	1.198	42.800	61.131	1.222	43.656	62.353	1.247
CLERK STENOGRAPHER 1 AFTER 5/1/92	35	18	33.962	55.717	1.209	34.642	56.831	1.233	35.334	57.968	1.257
CLERK STENOGRAPHER 1 AFTER 5/1/92	37.5	15	34.720	58.877	1.610	35.414	60.054	1.643	36.123	61.255	1.676
CLERK STENOGRAPHER 1 AFTER 5/1/92	40	17	36.363	57.425	1.239	37.090	58.574	1.264	37.832	59.745	1.289
CLERK STENOGRAPHER 1 PRIOR 5/1/92	35	16	37.454	55.455	1.125	38.203	56.564	1.148	38.967	57.696	1.171
CLERK STENOGRAPHER 1 PRIOR 5/1/92	37.5	15	38.210	55.107	1.126	38.974	56.209	1.149	39.754	57.333	1.172
CLERK STENOGRAPHER 1 PRIOR 5/1/92	40	15	39.854	57.121	1.151	40.651	58.263	1.174	41.464	59.429	1.198
CLERK STENOGRAPHER 2	35	16	38.576	56.780	1.138	39.347	57.916	1.161	40.134	59.074	1.184
CLERK STENOGRAPHER 2	37.5	15	39.333	56.445	1.141	40.120	57.573	1.164	40.922	58.725	1.187
CLERK STENOGRAPHER 2	40	14	40.754	60.604	1.418	41.569	61.816	1.446	42.400	63.053	1.475
CLERK STENOGRAPHER 3	35	15	42.614	63.726	1.407	43.467	65.001	1.436	44.336	66.301	1.464
CLERK STENOGRAPHER 3	37.5	13	44.745	66.912	1.705	45.640	68.251	1.739	46.553	69.616	1.774
CLERK STENOGRAPHER 3	40	14	46.982	70.258	1.663	47.922	71.663	1.696	48.880	73.096	1.730
CLERK STENOGRAPHER 4	35	15	42.160	65.795	1.576	43.003	67.111	1.607	43.863	68.453	1.639
CLERK TRANSCRIBER AFTER 5/1/92	35	17	33.513	55.180	1.275	34.183	56.284	1.300	34.867	57.410	1.326
CLERK TRANSCRIBER AFTER 5/1/92	37.5	15	34.496	58.589	1.606	35.186	59.761	1.638	35.890	60.956	1.671
CLERK TRANSCRIBER AFTER 5/1/92	40	16	35.914	56.890	1.311	36.632	58.028	1.337	37.365	59.189	1.364
CLERK TRANSCRIBER PRIOR 5/1/92	35	16	37.002	54.919	1.120	37.742	56.018	1.142	38.497	57.138	1.165
CLERK TRANSCRIBER PRIOR 5/1/92	37.5	15	37.988	54.844	1.124	38.748	55.940	1.146	39.523	57.059	1.169
CLERK TRANSCRIBER PRIOR 5/1/92	40	15	39.407	56.586	1.145	40.195	57.718	1.168	40.999	58.872	1.192
COMMUNICATIONS TECHNICIAN 1	35	13	50.137	71.958	1.679	51.140	73.397	1.712	52.163	74.865	1.746
COMMUNICATIONS TECHNICIAN 1	40	13	53.039	74.688	1.665	54.100	76.182	1.699	55.182	77.705	1.733
COMMUNICATIONS TECHNICIAN 2	40	13	55.691	78.422	1.749	56.805	79.991	1.784	57.941	81.590	1.819
COMMUNICATIONS TECHNICIAN 3	40	13	58.476	82.343	1.836	59.645	83.990	1.873	60.838	85.670	1.910
COMMUNITY SERVICE AIDE	35	15	34.798	54.469	1.311	35.494	55.558	1.338	36.204	56.670	1.364
COMMUNITY YOUTH WORKER	40	15	37.691	54.857	1.144	38.445	55.954	1.167	39.214	57.073	1.191
COMPUTER OPERATOR	35	15	40.598	59.187	1.239	41.410	60.371	1.264	42.238	61.579	1.289
COMPUTER OPERATOR	37.5	15	43.119	63.364	1.350	43.981	64.632	1.377	44.861	65.924	1.404
COMPUTER OPERATOR	40	17	42.996	60.858	1.051	43.856	62.075	1.072	44.733	63.316	1.093
COMPUTER OPERATOR	35	15	38.299	56.552	1.217	39.065	57.683	1.241	39.846	58.836	1.266

TITLE	Hrs	Stps	1/1/21 Min	1/1/21 Max	1/1/21 Step	1/1/22 Min	1/1/22 Max	1/1/22 Step	1/1/23 Min	1/1/23 Max	1/1/23 Step
TRAINEE											
COMPUTER OPERATOR TRAINEE	40	15	40.703	58.216	1.168	41.517	59.381	1.191	42.347	60.568	1.215
COOK	37.5	15	35.604	51.595	1.066	36.317	52.627	1.087	37.043	53.680	1.109
COOK	40	18	40.973	60.884	1.106	41.793	62.101	1.128	42.629	63.343	1.151
COORDINATOR OF VOLUNTEERS	35	16	37.571	57.249	1.230	38.323	58.394	1.254	39.089	59.562	1.280
CUSTOMER SERVICE REPRESENTATIVE	35	10	39.407	50.900	1.149	40.195	51.918	1.172	40.999	52.957	1.196
DATA CONTROL CLERK	35	15	34.983	52.516	1.169	35.683	53.567	1.192	36.396	54.638	1.216
DATA CONTROL CLERK	37.5	16	38.436	55.377	1.059	39.205	56.485	1.080	39.989	57.614	1.102
DATA CONTROL CLERK	40	17	37.384	54.185	988	38.132	55.269	1.008	38.894	56.375	1.028
DATA ENTRY OPERATOR 1	35	16	36.550	54.386	1.115	37.281	55.473	1.137	38.027	56.583	1.160
DATA ENTRY OPERATOR 1	37.5	16	38.541	55.338	1.050	39.312	56.445	1.071	40.098	57.574	1.092
DATA ENTRY OPERATOR 1	40	13	38.953	56.058	1.316	39.733	57.179	1.342	40.527	58.323	1.369
DATA ENTRY OPERATOR 2	35	16	37.563	55.589	1.127	38.314	56.701	1.149	39.080	57.835	1.172
DATA ENTRY OPERATOR 2	37.5	15	42.624	61.551	1.262	43.476	62.782	1.287	44.346	64.038	1.313
DATA ENTRY OPERATOR 3 (ADM/FINANCE)	35	15	38.362	58.669	1.354	39.130	59.842	1.381	39.912	61.039	1.408
DATA ENTRY OPERATOR 3	35	15	37.160	57.238	1.339	37.903	58.383	1.365	38.661	59.550	1.393
DATA ENTRY OPERATOR 3	37.5	14	46.707	67.633	1.495	47.641	68.985	1.525	48.594	70.365	1.555
DATA ENTRY OPERATOR 4 (PROS)	35	15	49.458	69.916	1.364	50.448	71.315	1.391	51.457	72.741	1.419
DATA ENTRY OPERATOR 4	35	15	37.899	58.117	1.348	38.657	59.279	1.375	39.430	60.465	1.402
DATA ENTRY OPERATOR 4	37.5	15	49.513	70.498	1.399	50.503	71.908	1.427	51.513	73.346	1.456
DATA PROCESSING PROGRAMMER (PROS)	35	15	39.414	62.081	1.511	40.202	63.322	1.541	41.006	64.589	1.572
DATA PROCESSING PROGRAMMER TRAINEE	35	15	39.412	59.917	1.367	40.201	61.115	1.394	41.005	62.338	1.422
DATA PROCESSING PROGRAMMER TRAINEE	40	15	45.043	68.476	1.562	45.944	69.845	1.593	46.863	71.242	1.625
DIETICIAN HELPER	37.5	15	37.146	54.761	1.174	37.889	55.857	1.198	38.647	56.974	1.222
DRAFTING TECHNICIAN	35	15	40.567	57.799	1.149	41.379	58.955	1.172	42.206	60.134	1.195
DRIVER (JTPA)	40	16	26.310	48.793	1.405	27.040	49.769	1.421	29.390	50.764	1.353
ELECTRICIAN	37.5	13	40.064	61.743	1.668	40.865	62.978	1.701	41.683	64.237	1.735
ELECTRICIAN	40	14	46.587	67.557	1.498	47.519	68.908	1.528	48.469	70.286	1.558
ELECTRICIAN/HEATING & AIR COND MECHANIC	40	14	46.587	67.557	1.498	47.519	68.908	1.528	48.469	70.286	1.558
ELECTRICIANS HELPER	40	14	43.218	63.543	1.452	44.083	64.814	1.481	44.964	66.110	1.510
ENGINEERING AIDE	35	15	39.894	56.998	1.140	40.692	58.138	1.163	41.506	59.300	1.186
ENGINEERING AIDE/TRAFFIC	40	15	45.592	65.140	1.303	46.504	66.442	1.329	47.434	67.771	1.356
EQUIPMENT OPERATOR	40	16	43.446	66.435	1.437	44.314	67.764	1.466	45.201	69.119	1.495
EXECUTION CLERK	35	16	38.576	56.780	1.138	39.347	57.916	1.161	40.134	59.074	1.184
FOOD SERVICE WORKER AFTER 5/1/92	37.5	17	26.640	46.912	1.192	27.173	47.850	1.216	27.716	48.807	1.241
FOOD SERVICE WORKER PRIOR 5/1/92	37.5	15	34.164	49.882	1.048	34.847	50.879	1.069	35.544	51.897	1.090
FOOD SERVICE	37.5	15	35.133	52.497	1.158	35.835	53.547	1.181	36.552	54.618	1.204

TITLE	Hrs	Stps	1/1/21 Min	1/1/21 Max	1/1/21 Step	1/1/22 Min	1/1/22 Max	1/1/22 Step	1/1/23 Min	1/1/23 Max	1/1/23 Step
WORKER/SUPERVISOR											
GLAZIER	40	14	44,346	64,880	1,467	45,233	66,177	1,496	46,138	67,501	1,526
HEAD COOK	37.5	14	39,506	58,452	1,353	40,296	59,621	1,380	41,102	60,814	1,408
HEAD COOK	40	14	46,196	67,086	1,492	47,120	68,428	1,522	48,062	69,796	1,552
HEALTH INSURANCE BENEFITS CLERK	37.5	14	40,234	59,930	1,407	41,039	61,129	1,435	41,859	62,351	1,464
HEATING & AIR CONDITIONING MECHANIC	40	13	43,052	63,354	1,562	43,913	64,621	1,593	44,791	65,913	1,625
HEAVY EQUIPMENT OPERATOR	40	14	44,793	68,041	1,661	45,689	69,401	1,694	46,603	70,789	1,728
HEAVY EQUIPMENT OPERATOR/INSPECTOR MOSQUITO EXTERM	40	14	44,793	65,410	1,473	45,689	66,718	1,502	46,603	68,053	1,532
HEAVY EQUIPMENT OPERATOR/TRACTOR TRAILER	40	16	45,830	69,276	1,465	46,747	70,661	1,495	47,682	72,074	1,525
INSPECTOR MOSQUITO EXTERMINATION	35	14	41,694	61,550	1,418	42,528	62,781	1,447	43,379	64,037	1,476
INSPECTOR MOSQUITO EXTERMINATION	40	14	47,650	70,344	1,621	48,603	71,751	1,653	49,575	73,186	1,687
INSPECTOR ROAD OPENINGS	35	14	41,694	61,550	1,418	42,528	62,781	1,447	43,379	64,037	1,476
INSPECTOR TRAINEE MOSQUITO EXTERMINATION 40	40	14	44,944	67,638	1,621	45,843	68,991	1,653	46,759	70,371	1,687
INSTITUTIONAL ATTENDANT (PER DIEM)	1	1	27.56	27.56	-	28.11	28.11	-	28.67	28.67	-
INSTITUTIONAL ATTENDANT AFTER 5/1/92	22.5	18	19,498	31,095	644	19,888	31,717	657	20,286	32,351	670
INSTITUTIONAL ATTENDANT AFTER 5/1/92	30	18	25,997	41,460	859	26,517	42,289	876	27,048	43,135	894
INSTITUTIONAL ATTENDANT AFTER 5/1/92	37.5	18	32,497	51,825	1,074	33,147	52,861	1,095	33,810	53,918	1,117
INSTITUTIONAL ATTENDANT PRIOR 5/1/92	37.5	15	38,064	55,059	1,133	38,825	56,160	1,156	39,602	57,283	1,179
INVENTORY CONTROL CLERK	35	15	42,391	63,460	1,405	43,239	64,729	1,433	44,104	66,024	1,461
INVENTORY CONTROL CLERK	40	14	41,900	61,975	1,434	42,738	63,214	1,463	43,593	64,478	1,492
INVESTIGATOR CONSUMER PROTECTION	37.5	13	28,261	43,585	1,179	28,826	44,457	1,202	29,403	45,346	1,226
INVESTIGATOR COUNTY ADJUSTER	35	15	39,470	59,987	1,368	40,259	61,187	1,395	41,064	62,411	1,423
INVESTIGATOR COUNTY MEDICAL EXAMINER (PER DIEM)	1	1	160.32	160.32	-	163.53	163.53	-	166.80	166.80	-
INVESTIGATOR COUNTY MEDICAL EXAMINER	40	13	44,346	67,292	1,765	45,233	68,637	1,800	46,138	70,010	1,836
JUVENILE DETENTION OFFICER (PART TIME)	1	1	20.63	29.67	-	21.04	30.26	-	21.46	30.87	-
JUVENILE DETENTION OFFICER	40	15	42,884	61,692	1,254	43,741	62,926	1,279	44,616	64,185	1,305
KEYBOARDING CLERK 1 AFTER 5/1/92	16	1	15,011	24,860	-	15,312	25,358	-	15,618	25,865	-
KEYBOARDING CLERK 1 AFTER 5/1/92	21	1	19,702	32,629	-	20,096	33,281	-	20,498	33,947	-
KEYBOARDING CLERK 1 AFTER 5/1/92	30	1	28,147	46,613	-	28,710	47,545	-	29,284	48,496	-
KEYBOARDING CLERK 1	35	17	32,838	54,381	1,267	33,494	55,469	1,293	34,164	56,578	1,318

TITLE	Hrs	Stps	1/1/21 Min	1/1/21 Max	1/1/21 Step	1/1/22 Min	1/1/22 Max	1/1/22 Step	1/1/23 Min	1/1/23 Max	1/1/23 Step
AFTER 5/1/92											
KEYBOARDING CLERK 1 AFTER 5/1/92	37.5	16	33.824	54.298	1.280	34.500	55.384	1.305	35.190	56.492	1.331
KEYBOARDING CLERK 1 AFTER 5/1/92	40	14	35.242	56.086	1.489	35.594	56.647	1.504	to Step Guide 7/1/22		
KEYBOARDING CLERK 1 BI-LI AFTER 5/1/92	35	17	32.838	54.381	1.267	33.494	55.469	1.293	34.164	56.578	1.318
KEYBOARDING CLERK 1 BI-LI AFTER 5/1/92	40	14	35.242	56.086	1.489	35.594	56.647	1.504	to Step Guide 7/1/22		
KEYBOARDING CLERK 1 BI-LI PRIOR 5/1/92	35	14	36.329	54.121	1.271	37.055	55.203	1.296	37.796	56.307	1.322
KEYBOARDING CLERK 1 BI-LI PRIOR 5/1/92	40	14	38.731	55.782	1.218	39.505	56.898	1.242	40.295	58.036	1.267
KEYBOARDING CLERK 1 PRIOR 5/1/92	35	14	36.329	54.121	1.271	37.055	55.203	1.296	37.796	56.307	1.322
KEYBOARDING CLERK 1 PRIOR 5/1/92	37.5	13	37.311	57.755	1.573	38.058	58.910	1.604	38.819	60.089	1.636
KEYBOARDING CLERK 1 PRIOR 5/1/92	40	13	38.731	55.782	1.312	39.505	56.898	1.338	40.295	58.036	1.365
KEYBOARDING CLERK 1/ELECTION CLERK	35	16	37.202	55.230	1.127	37.946	56.335	1.149	38.705	57.461	1.172
KEYBOARDING CLERK 2	35	16	37.676	55.720	1.128	38.430	56.835	1.150	39.198	57.971	1.173
KEYBOARDING CLERK 2	37.5	15	38.436	55.377	1.129	39.205	56.485	1.152	39.989	57.614	1.175
KEYBOARDING CLERK 2	40	15	41.279	58.571	1.153	42.104	59.743	1.176	42.946	60.938	1.199
KEYBOARDING CLERK 2/ADM ASST (SHERIFF)	35	16	43.426	64.702	1.330	44.295	65.996	1.356	45.181	67.316	1.383
KEYBOARDING CLERK 2/ELECTION CLERK (CO CLERK)	35	15	39.332	56.443	1.141	40.119	57.572	1.164	40.921	58.724	1.187
KEYBOARDING CLERK 2/OFFICE MANAGER	35	16	47.755	69.839	1.380	48.710	71.235	1.408	49.684	72.660	1.436
KEYBOARDING CLERK 2/RESERVATION SPCLST (PARKS)	35	16	47.755	69.837	1.380	48.710	71.234	1.408	49.684	72.659	1.436
KEYBOARDING CLERK 3	35	15	42.614	63.726	1.407	43.467	65.001	1.436	44.336	66.301	1.464
KEYBOARDING CLERK 3	37.5	13	44.745	66.912	1.705	45.640	68.251	1.739	46.553	69.616	1.774
KEYBOARDING CLERK 3	40	14	46.982	70.258	1.663	47.922	71.663	1.696	48.880	73.096	1.730
KEYBOARDING CLERK 4	35	15	41.266	65.795	1.635	42.091	67.111	1.668	42.933	68.453	1.701
KEYBOARDING CLERK 4/FORMS DESIGN TECH 1	35	15	42.160	65.795	1.576	43.003	67.111	1.607	43.863	68.453	1.639
LABORATORY ASSISTANT	37.5	15	38.756	55.398	1.109	39.532	56.506	1.132	40.322	57.636	1.154
LABORATORY TECHNICIAN	37.5	14	39.109	57.144	1.288	39.892	58.287	1.314	40.689	59.452	1.340
LABORER 1 AFTER 5/1/92	12	1	11.447	18.450	-	11.676	18.819	-	11.910	19.195	-
LABORER 1 AFTER 5/1/92	37.5	16	34.943	61.103	1.635	35.642	62.325	1.668	36.355	63.572	1.701
LABORER 1 AFTER 5/1/92	40	18	38.159	61.499	1.297	38.541	62.114	1.310	to Step Guide 7/1/22		
LABORER 1 PRIOR 5/1/92	37.5	16	38.436	57.315	1.180	39.205	58.461	1.204	39.989	59.630	1.228
LABORER 1 PRIOR 5/1/92	40	16	41.649	61.194	1.222	42.482	62.418	1.246	43.331	63.666	1.271
LAUNDRY WORKER	37.5	15	37.418	54.163	1.116	38.166	55.246	1.139	38.929	56.351	1.161
LEGAL STENOGRAPHER	35	16	38.576	56.780	1.138	39.347	57.916	1.161	40.134	59.074	1.184
LIBRARY ASSISTANT	37.5	15	38.571	55.537	1.131	39.343	56.648	1.154	40.130	57.781	1.177
LINEN ROOM ATTENDANT	37.5	16	24.907	47.844	1.434	25.405	48.800	1.462	27.554	49.776	1.405

TITLE	Hrs	Stps	1/1/21 Min	1/1/21 Max	1/1/21 Step	1/1/22 Min	1/1/22 Max	1/1/22 Step	1/1/23 Min	1/1/23 Max	1/1/23 Step
MAIL CLERK	37.5	15	37.311	54.038	1.115	38.058	55.119	1.137	38.819	56.221	1.160
MAIL CLERK	40	15	38.731	55.782	1.137	39.505	56.898	1.160	40.295	58.036	1.183
MAINTENANCE REPAIRER	37.5	14	40.006	58.216	1.301	40.806	59.381	1.327	41.622	60.568	1.353
MAINTENANCE REPAIRER	40	15	41.334	59.849	1.234	42.160	61.046	1.259	43.004	62.267	1.284
MAINTENANCE REPAIRER WELDER	40	14	44.346	64.880	1.467	45.233	66.177	1.496	46.138	67.501	1.526
MASON	40	14	44.449	64.998	1.468	45.338	66.298	1.497	46.245	67.624	1.527
MASON/PLASTERER	37.5	14	40.006	59.185	1.370	40.806	60.369	1.397	41.622	61.576	1.425
MASON/PLASTERER	40	15	46.624	66.336	1.314	47.556	67.662	1.340	48.507	69.016	1.367
MECHANIC (CDL)	40	18	46.359	69.714	1.297	47.287	71.108	1.323	48.232	72.530	1.350
MECHANIC	37.5	14	40.006	58.216	1.301	40.806	59.381	1.327	41.622	60.568	1.353
MECHANIC	40	17	44.346	67.314	1.351	45.233	68.661	1.378	46.138	70.034	1.406
MECHANIC HYDRAULICS	40	17	44.347	67.314	1.351	45.234	68.661	1.378	46.139	70.034	1.406
MECHANICS HELPER	40	15	37.377	54.171	1.120	38.125	55.255	1.142	38.888	56.360	1.165
MECHANICS HELPER/TRUCK DRIVER	40	15	42.547	63.097	1.370	43.398	64.359	1.397	44.266	65.646	1.425
MEDICAL RECORDS CLERK	37.5	15	39.109	56.178	1.138	39.892	57.302	1.161	40.689	58.448	1.184
MEDICAL TRANSCRIBER	35	16	38.351	56.522	1.136	39.118	57.653	1.158	39.900	58.806	1.182
MEDICAL TRANSCRIBER	37.5	15	38.210	55.107	1.126	38.974	56.209	1.149	39.754	57.333	1.172
MEDICAL TRANSCRIBER	40	15	40.754	58.192	1.163	41.569	59.355	1.186	42.400	60.542	1.209
MESSENGER	35	16	37.111	55.048	1.121	37.853	56.149	1.143	38.610	57.272	1.166
MESSENGER	37.5	15	37.311	54.038	1.115	38.058	55.119	1.137	38.819	56.221	1.160
MESSENGER	40	15	39.391	56.571	1.145	40.179	57.703	1.168	40.982	58.857	1.192
MESSENGER/DELIVERY WORK	40	15	41.650	61.677	1.335	42.483	62.911	1.362	43.332	64.169	1.389
MOTOR BROOM DRIVER	40	16	43.446	66.435	1.437	44.314	67.764	1.466	45.201	69.119	1.495
MOTOR VEHICLE OPERATOR I	37.5	16	40.321	59.270	1.184	41.127	60.455	1.208	41.950	61.664	1.232
MOTOR VEHICLE OPERATOR I	40	15	43.009	63.221	1.347	43.870	64.485	1.374	44.747	65.775	1.402
NURSING SERVICES CLERK PRIOR 9/1/95	37.5	15	39.188	56.119	1.129	39.972	57.241	1.151	40.772	58.386	1.174
OCCUPATIONAL THERAPY AIDE	37.5	15	39.109	56.178	1.138	39.892	57.302	1.161	40.689	58.448	1.184
OCCUPATIONAL THERAPY ASST	37.5	14	40.680	60.466	1.413	41.494	61.675	1.442	42.323	62.909	1.470
OFFICE APPLIANCE OPERATOR	40	17	37.532	58.893	1.257	38.283	60.071	1.282	39.049	61.272	1.307
OFFICE APPLIANCE OPERATOR AFTER 5/1/92 (PROS)	35	17	33,191	54,802	1,271	33,854	55,899	1,297	34,532	57,016	1,323
OFFICE APPLIANCE OPERATOR AFTER 5/1/92	35	17	32,838	54,381	1,267	33,166	54,925	1,280	to Step Guide 7/1/22		
OFFICE APPLIANCE OPERATOR PRIOR 5/1/92 (PROS)	35	16	36,681	54,541	1,116	37,415	55,631	1,139	38,163	56,744	1,161
OFFICE APPLIANCE OPERATOR PRIOR 5/1/92	35	16	36,329	54,121	1,112	37,055	55,203	1,134	37,796	56,307	1,157
OMNIBUS OPERATOR	37.5	14	41.485	60.900	1.387	42.315	62.118	1.414	43.161	63.360	1.443
PAINTER	37.5	13	40.795	60.931	1.549	41.611	62.150	1.580	42.443	63.393	1.612

TITLE	Hrs	Stps	1/1/21 Min	1/1/21 Max	1/1/21 Step	1/1/22 Min	1/1/22 Max	1/1/22 Step	1/1/23 Min	1/1/23 Max	1/1/23 Step
PAINTER	40	14	44,346	64,880	1,467	45,233	66,177	1,496	46,138	67,501	1,526
PARKING ATTENDANT	40	15	39,740	56,989	1,150	40,535	58,129	1,173	41,346	59,291	1,196
PAYROLL CLERK	35	15	37,428	54,063	1,109	38,177	55,144	1,131	38,940	56,247	1,154
PAYROLL SUPERVISOR	35	15	45,250	64,519	1,285	46,155	65,810	1,310	47,078	67,126	1,337
PAYROLL SUPERVISOR	37.5	14	45,726	66,461	1,481	46,641	67,791	1,511	47,574	69,146	1,541
PERSONNEL ASSISTANT	37.5	14	45,469	66,163	1,478	46,378	67,486	1,508	47,306	68,836	1,538
PHYSICAL THERAPY AIDE	37.5	15	39,109	56,178	1,138	39,892	57,302	1,161	40,689	58,448	1,184
PHYSICAL THERAPY ASSISTANT	37.5	14	40,680	60,466	1,413	41,494	61,675	1,442	42,323	62,909	1,470
PLUMBER & STEAMFITTER	37.5	14	42,478	62,600	1,437	43,327	63,852	1,466	44,194	65,129	1,495
POLICE SIGNAL TECHNICIAN	40	18	40,680	60,102	1,079	41,494	61,304	1,101	42,323	62,530	1,123
PRINCIPAL ACCOUNT CLERK	35	15	42,614	63,726	1,407	43,467	65,001	1,436	44,336	66,301	1,464
PRINCIPAL ACCOUNT CLERK	37.5	14	44,745	66,912	1,583	45,640	68,251	1,615	46,553	69,616	1,647
PRINCIPAL ACCOUNT CLERK	40	14	46,982	70,258	1,663	47,922	71,663	1,696	48,880	73,096	1,730
PRINCIPAL ACCOUNT CLERK STENOGRAPHY	35	15	42,614	63,726	1,407	43,467	65,001	1,436	44,336	66,301	1,464
PRINCIPAL ACCOUNT CLERK STENOGRAPHY	37.5	14	44,745	66,912	1,583	45,640	68,251	1,615	46,553	69,616	1,647
PRINCIPAL ACCOUNT CLERK STENOGRAPHY	40	14	46,982	70,258	1,663	47,922	71,663	1,696	48,880	73,096	1,730
PRINCIPAL BUYER	37.5	15	48,095	69,283	1,413	49,057	70,669	1,441	50,038	72,082	1,470
PRINCIPAL CASHIER	35	15	45,530	68,051	1,501	46,441	69,412	1,531	47,370	70,801	1,562
PRINCIPAL CLERK TRANSCRIBER	35	15	42,614	63,726	1,407	43,467	65,001	1,436	44,336	66,301	1,464
PRINCIPAL CLERK TRANSCRIBER	37.5	14	44,745	66,912	1,583	45,640	68,251	1,615	46,553	69,616	1,647
PRINCIPAL CLERK TRANSCRIBER	40	14	46,982	70,258	1,663	47,922	71,663	1,696	48,880	73,096	1,730
PRINCIPAL COURT CLERK PROBATE	35	16	44,691	66,199	1,344	45,585	67,523	1,371	46,497	68,874	1,399
PRINCIPAL DATA CONTROL CLERK	35	15	38,576	58,923	1,357	39,347	60,102	1,384	40,134	61,304	1,411
PRINCIPAL DATA CONTROL CLERK	40	14	41,434	60,875	1,389	42,263	62,092	1,416	43,108	63,334	1,445
PRINCIPAL DRAFTING TECHNICIAN	35	16	43,960	65,328	1,336	44,839	66,635	1,362	45,736	67,967	1,389
PRINCIPAL ENGINEERING AIDE	35	14	44,391	64,761	1,455	45,278	66,056	1,484	46,184	67,377	1,514
PRINCIPAL LEGAL STENOGRAPHER	35	15	41,266	62,125	1,391	42,091	63,368	1,418	42,933	64,635	1,447
PRINCIPAL LIBRARY ASSISTANT	37.5	14	44,319	64,795	1,463	45,205	66,091	1,492	46,110	67,413	1,522
PRINCIPAL MEDICAL RECORDS CLERK	37.5	14	43,125	63,373	1,446	43,988	64,641	1,475	44,867	65,933	1,505
PRINCIPAL PAYROLL CLERK	35	9	46,017	60,241	1,580	46,938	61,445	1,612	47,877	62,674	1,644
PRINCIPAL PAYROLL CLERK	37.5	14	40,909	60,731	1,416	41,728	61,946	1,444	42,562	63,184	1,473
PRINCIPAL PURCHASING ASSISTANT	35	12	46,753	73,756	2,250	47,689	75,231	2,295	48,642	76,736	2,341
PRINCIPAL PURCHASING ASSISTANT	37.5	14	47,558	68,647	1,506	48,509	70,020	1,536	49,479	71,420	1,567
PRINTING MACHINE OPERATOR 1 AFTER 5/1/92	35	17	32,838	54,381	1,267	33,494	55,469	1,293	34,164	56,578	1,318

TITLE	Hrs	Stps	1/1/21 Min	1/1/21 Max	1/1/21 Step	1/1/22 Min	1/1/22 Max	1/1/22 Step	1/1/23 Min	1/1/23 Max	1/1/23 Step
PRINTING MACHINE OPERATOR 1 PRIOR 5/1/92	35	16	36.329	54.121	1.112	37.055	55.203	1.134	37.796	56.307	1.157
PRINTING MACHINE OPERATOR 2	35	16	41.266	62.125	1.304	42.091	63.368	1.330	42.933	64.635	1.356
PROBATE ASSISTANT	35	15	40.598	61.322	1.382	41.410	62.548	1.409	42.238	63.799	1.437
PROBATE CLERK	35	15	42.614	63.726	1.407	43.467	65.001	1.436	44.336	66.301	1.464
PROBATE CLERK TYPING	35	15	42.614	63.726	1.407	43.467	65.001	1.436	44.336	66.301	1.464
PROGRAM DEVELOPMENT AIDE	35	16	37.563	55.589	1.127	38.314	56.701	1.149	39.080	57.835	1.172
PROGRAM MONITOR	35	19	34.798	54.469	1.035	35.494	55.558	1.056	36.204	56.670	1.077
PROGRAM SPECIALIST 2	35	15	39.800	60.191	1.359	40.596	61.395	1.387	41.408	62.623	1.414
PROGRAM SPECIALIST 3	35	16	29.216	52.084	1.429	29.800	53.126	1.458	30.396	54.189	1.487
PROPERTY CLERK	35	15	38.576	58.923	1.357	39.347	60.102	1.384	40.134	61.304	1.411
PROPERTY CLERK/KEYBOARDING CLERK 1	35	15	41.716	62.659	1.396	42.550	63.912	1.424	43.401	65.190	1.453
PUBLIC SAFETY TELECOMMUNICATOR TRAINEE	40	1	39.379	39.379	-	40.166	40.166	-	40.969	40.969	-
PURCHASING ASSISTANT	35	16	38,576	56,780	1.138	39,347	57,916	1.161	40,134	59,074	1,184
PURCHASING ASSISTANT	37.5	14	38.129	56.897	1.341	38.891	58.035	1.367	39.669	59.196	1.395
RECEPTIONIST AFTER 5/1/92	35	17	32.838	54.381	1.267	33.494	55.469	1.293	34.164	56.578	1.318
RECEPTIONIST AFTER 5/1/92	40	17	36.363	57.425	1.239	37.090	58.574	1.264	37.832	59.745	1.289
RECEPTIONIST PRIOR 5/1/92	35	16	36.329	54.121	1.112	37.055	55.203	1.134	37.796	56.307	1.157
RECEPTIONIST PRIOR 5/1/92	40	15	39,854	57,121	1.151	40,651	58,263	1.174	41,464	59,429	1,198
RECORDS SUPPORT TECHNICIAN 1	35	16	36.501	54.325	1.114	37.231	55.412	1.136	37.975	56.520	1.159
RECORDS SUPPORT TECHNICIAN 1	40	16	41,715	62,086	1,273	42,549	63,328	1,299	43,400	64,594	1,325
RECORDS SUPPORT TECHNICIAN 2 (CO CLERK)	35	15	39,966	57,254	1,153	40,765	58,399	1,176	41,580	59,567	1,199
RECORDS SUPPORT TECHNICIAN 2	35	16	39.022	57.320	1.144	39.802	58.467	1.167	40.598	59.636	1.190
RECORDS SUPPORT TECHNICIAN 3	35	16	44,691	66,199	1,344	45,585	67,523	1,371	46,497	68,874	1,399
RECORDS SUPPORT TECHNICIAN 4	35	15	51,957	73,605	1,443	52,996	75,077	1,472	54,056	76,579	1,502
RECREATION AIDE	35	15	34.798	54.469	1.311	35.494	55.558	1.338	36.204	56.670	1.364
RECREATION AIDE	37.5	15	39,109	56,178	1,138	39,892	57,302	1,161	40,689	58,448	1,184
RECREATION THERAPY AIDE	37.5	15	39.109	56.178	1.138	39.892	57.302	1.161	40.689	58.448	1.184
RECYCLING PROGRAM AIDE	28	1	30,141	44,575	-	30,744	45,467	-	31,359	46,376	-
RECYCLING PROGRAM AIDE	35	16	37.676	55.719	1.128	38.430	56.834	1.150	39.198	57.970	1.173
ROAD INSPECTOR	35	14	40.456	60.085	1.402	41.265	61.286	1.430	42.090	62.512	1.459
ROAD REPAIRER 1	40	17	42,323	62,313	1,176	43,170	63,560	1,199	44,033	64,831	1,223
ROAD REPAIRER 2	40	15	45,660	65,430	1,318	46,573	66,738	1,344	47,505	68,073	1,371
ROAD REPAIRER 3	40	16	46,090	68,702	1,413	47,012	70,076	1,442	47,952	71,478	1,470
SECRETARIAL ASSISTANT	37.5	18	45,017	72,014	1,500	45,918	73,454	1,530	46,836	74,924	1,560
SECRETARIAL ASSISTANT AFTER 1/1/73	35	18	43.706	69.916	1.456	44.581	71.315	1.485	45.472	72.741	1.515

TITLE	Hrs	Stps	1/1/21 Min	1/1/21 Max	1/1/21 Step	1/1/22 Min	1/1/22 Max	1/1/22 Step	1/1/23 Min	1/1/23 Max	1/1/23 Step
SECRETARIAL ASSISTANT PRIOR 1/1/73	35	19	50.381	77.855	1.446	51.388	79.412	1.475	52.416	81.000	1.504
SECRETARIAL ASSISTANT PRIOR 1/1/78 (OPER SVC)	35	19	51.690	79.208	1.448	52.724	80.792	1.477	53.779	82.408	1.507
SECRETARIAL ASSISTANT STENOGRAPHY AFTER 1/1/78	35	18	43.706	69.916	1.456	44.581	71.315	1.485	45.472	72.741	1.515
SECRETARIAL ASSISTANT STENOGRAPHY PRIOR 1/1/78	35	18	48.734	75.897	1.509	49.709	77.415	1.539	50.703	78.963	1.570
SECRETARIAL ASSISTANT TRANSCRIBING	35	18	45.422	71.956	1.474	46.331	73.395	1.504	47.257	74.863	1.534
SECURITY GUARD	21	1	20.864	29.919	-	21.281	30.518	-	21.707	31.128	-
SECURITY GUARD	40	15	39.740	56.989	1.150	40.535	58.129	1.173	41.346	59.291	1.196
SENIOR ACCOUNT CLERK	35	16	37.563	55.589	1.127	38.314	56.701	1.149	39.080	57.835	1.172
SENIOR ACCOUNT CLERK	37.5	14	39.333	58.242	1.351	40.120	59.407	1.378	40.922	60.595	1.405
SENIOR ACCOUNT CLERK	40	15	39.964	57.255	1.153	40.764	58.400	1.176	41.579	59.568	1.199
SENIOR ACCOUNTANT	37.5	14	44.948	65.540	1.471	45.847	66.851	1.500	46.764	68.188	1.530
SENIOR BUILDING MAINTENANCE WORKER	40	15	43.575	61.239	1.178	44.447	62.463	1.201	45.336	63.713	1.225
SENIOR BUYER	37.5	14	43.890	64.281	1.456	44.768	65.567	1.486	45.664	66.878	1.515
SENIOR CARPENTER	37.5	14	45.027	65.228	1.443	45.928	66.533	1.472	46.846	67.864	1.501
SENIOR CARPENTER	40	15	47.713	68.881	1.411	48.667	70.258	1.439	49.640	71.663	1.468
SENIOR CASHIER	35	15	42.837	64.849	1.467	43.694	66.145	1.497	44.568	67.468	1.527
SENIOR CITIZEN PROGRAM AIDE	15	1	9.360	18.713	-	10.140	19.087	-	11.021	19.468	-
SENIOR CITIZEN PROGRAM AIDE	20	1	12.480	24.950	-	13.520	25.449	-	14.695	25.958	-
SENIOR CLERK TRANSCRIBER	35	16	39.740	57.939	1.137	40.535	59.098	1.160	41.346	60.280	1.183
SENIOR CLERK TRANSCRIBER	37.5	15	44.347	61.518	1.145	45.234	62.748	1.168	46.139	64.003	1.191
SENIOR CLERK TRANSCRIBER	40	15	40.891	58.330	1.163	41.709	59.497	1.186	42.543	60.687	1.210
SENIOR CLERK TRANSCRIBER BI-LI (PROS)	35	16	38.351	56.522	1.136	39.118	57.653	1.158	39.900	58.806	1.182
SENIOR COMMUNICATIONS TECHNICIAN	35	15	57.927	81.228	1.553	59.086	82.852	1.584	60.268	84.509	1.616
SENIOR COMMUNITY SERVICE AIDE	35	14	42.255	61.102	1.346	43.100	62.324	1.373	43.962	63.571	1.401
SENIOR COMPUTER OPERATOR	35	16	43.291	64.529	1.327	44.157	65.820	1.354	45.040	67.136	1.381
SENIOR COOK	37.5	14	37.656	54.920	1.233	38.409	56.019	1.258	39.177	57.139	1.283
SENIOR COOK	40	14	42.074	61.634	1.397	42.916	62.866	1.425	43.774	64.124	1.454
SENIOR COURT CLERK PROBATE	35	16	43.960	65.328	1.336	44.839	66.635	1.362	45.736	67.967	1.389
SENIOR CUSTOMER SERVICE REPRESENTATIVE	35	15	41.377	56.178	987	42.205	57.302	1.006	43.049	58.448	1.027
SENIOR DATA CONTROL CLERK	35	16	37.340	55.322	1.124	38.086	56.428	1.146	38.848	57.557	1.169
SENIOR DRAFTING TECHNICIAN (JTPA)	35	15	43.043	60.732	1.179	43.904	61.947	1.203	44.782	63.186	1.227
SENIOR DRIVER	40	17	33.313	54.873	1.268	33.979	55.970	1.294	34.659	57.090	1.319
SENIOR ELECTRICIAN	37.5	15	46.750	67.151	1.360	47.685	68.494	1.387	48.639	69.864	1.415
SENIOR ELECTRICIAN	40	15	49.959	71.557	1.440	50.958	72.989	1.469	51.977	74.448	1.498

TITLE	Hrs	Stps	1/1/21 Min	1/1/21 Max	1/1/21 Step	1/1/22 Min	1/1/22 Max	1/1/22 Step	1/1/23 Min	1/1/23 Max	1/1/23 Step
SENIOR ENGINEERING AIDE	35	15	42.365	59.935	1.171	43.213	61.134	1.195	44.077	62.357	1.219
SENIOR FOOD SERVICE WORKER	37.5	15	36.439	52.377	1.063	37.168	53.424	1.084	37.911	54.493	1.105
SENIOR INSPECTOR MOSQUITO EXTERMINATION	35	14	46.667	67.441	1.484	47.600	68.790	1.514	48.552	70.166	1.544
SENIOR INVESTIGATOR CONSUMER PROTECTION	37.5	16	35.709	53.493	1.111	36.424	54.563	1.134	37.152	55.654	1.156
SENIOR INVESTIGATOR COUNTY ADJUSTER	35	15	40.747	61.507	1.384	41.562	62.737	1.412	42.393	63.992	1.440
SENIOR INVESTIGATOR COUNTY MEDICAL EXAMINER	35	16	47.441	71.949	1.532	48.390	73.388	1.562	49.357	74.856	1.594
SENIOR INVESTIGATOR COUNTY MEDICAL EXAMINER	40	16	48.781	74.021	1.577	49.756	75.501	1.609	50.752	77.011	1.641
SENIOR JUVENILE DETENTION OFFICER	40	14	45.578	66.347	1.483	46.490	67.674	1.513	47.419	69.027	1.543
SENIOR LAUNDRY WORKER	37.5	12	39.379	61.990	1.884	40.166	63.230	1.922	40.970	64.494	1.960
SENIOR LEGAL STENOGRAPHER	35	15	39.470	59.987	1.368	40.259	61.187	1.395	41.064	62.411	1.423
SENIOR LIBRARY ASSISTANT	37.5	13	38.906	58.313	1.493	39.684	59.479	1.523	40.478	60.669	1.553
SENIOR MAIL CLERK	40	15	40.883	58.346	1.164	41.701	59.513	1.187	42.535	60.704	1.211
SENIOR MAINTENANCE REPAIRER	37.5	14	41.577	61.534	1.425	42.409	62.765	1.454	43.257	64.020	1.483
SENIOR MAINTENANCE REPAIRER	40	15	47.713	68.881	1.411	48.667	70.258	1.439	49.640	71.663	1.468
SENIOR MAINTENANCE REPAIRER CARPENTER	35	15	46.286	66.482	1.346	47.212	67.812	1.373	48.156	69.168	1.401
SENIOR MAINTENANCE REPAIRER CARPENTER	37.5	14	41.577	61.534	1.425	42.409	62.765	1.454	43.257	64.020	1.483
SENIOR MAINTENANCE REPAIRER CARPENTER	40	15	47.713	68.881	1.411	48.667	70.258	1.439	49.640	71.663	1.468
SENIOR MAINTENANCE REPAIRER PAINTER	37.5	14	41.577	61.534	1.425	42.409	62.765	1.454	43.257	64.020	1.483
SENIOR MASON	40	15	47.714	68.881	1.411	48.668	70.258	1.439	49.641	71.663	1.468
SENIOR MECHANIC (CDL)	40	18	48.600	72.392	1.322	49.572	73.840	1.348	50.564	75.317	1.375
SENIOR MECHANIC	37.5	14	41.577	61.534	1.425	42.409	62.765	1.454	43.257	64.020	1.483
SENIOR MECHANIC	40	18	46.587	69.994	1.300	47.519	71.394	1.326	48.469	72.822	1.353
SENIOR MEDICAL RECORDS CLERK	37.5	13	39.333	58.863	1.502	40.120	60.040	1.532	40.922	61.241	1.563
SENIOR MEDICAL TRANSCRIBER	35	16	40.313	58.862	1.159	41.119	60.039	1.182	41.942	61.240	1.206
SENIOR MESSENGER	40	16	43.426	64.702	1.330	44.295	65.996	1.356	45.181	67.316	1.383
SENIOR OCCUPATIONAL THERAPY AIDE	37.5	15	41.681	58.987	1.154	42.515	60.167	1.177	43.365	61.370	1.200
SENIOR OFFICE APPLIANCE OPERATOR	35	16	39.022	57.320	1.144	39.802	58.467	1.167	40.598	59.636	1.190
SENIOR PAINTER	37.5	14	42.597	62.748	1.439	43.449	64.002	1.468	44.318	65.283	1.497
SENIOR PAINTER	40	15	47.713	68.881	1.411	48.667	70.258	1.439	49.640	71.663	1.468
SENIOR PAYROLL CLERK	35	13	38.771	58.091	1.486	39.546	59.253	1.516	40.337	60.438	1.546
SENIOR PAYROLL CLERK	37.5	14	40.234	59.930	1.407	41.039	61.129	1.435	41.859	62.351	1.464
SENIOR PHYSICAL THERAPY AIDE	37.5	15	41.681	58.987	1.154	42.515	60.167	1.177	43.365	61.370	1.200
SENIOR PLANNING AIDE	35	15	40.172	60.351	1.345	40.976	61.558	1.372	41.795	62.789	1.400

TITLE	Hrs	Stps	1/1/21 Min	1/1/21 Max	1/1/21 Step	1/1/22 Min	1/1/22 Max	1/1/22 Step	1/1/23 Min	1/1/23 Max	1/1/23 Step
SENIOR PROBATE CLERK	35	16	45.405	66.913	1.344	46.313	68.251	1.371	47.239	69.616	1.399
SENIOR PURCHASING ASSISTANT	35	17	41.861	60.697	1.108	42.698	61.911	1.130	43.552	63.150	1.153
SENIOR RECEPTIONIST	35	15	38.576	58.923	1.357	39.347	60.102	1.384	40.134	61.304	1.411
SENIOR RECREATION THERAPY AIDE	37.5	15	40.234	57.512	1.152	41.039	58.662	1.175	41.859	59.835	1.198
SENIOR SECURITY GUARD	40	15	40.191	57.828	1.176	40.995	58.984	1.199	41.814	60.164	1.223
SENIOR STOCK CLERK	37.5	14	39.557	57.683	1.295	40.349	58.836	1.321	41.156	60.013	1.347
SENIOR STOREKEEPER	37.5	15	49.260	70.329	1.405	50.246	71.735	1.433	51.251	73.170	1.461
SENIOR TELEPHONE OPERATOR	35	16	40.051	58.219	1.135	40.852	59.383	1.158	41.669	60.571	1.181
SENIOR TELEPHONE OPERATOR	37.5	15	44.388	61.518	1.142	45.276	62.748	1.165	46.182	64.003	1.188
SENIOR TRAFFIC ANALYST	35	14	42.048	61.442	1.385	42.889	62.671	1.413	43.747	63.924	1.441
SENIOR TRAFFIC ENUMERATOR	40	14	42.048	61.442	1.385	42.889	62.671	1.413	43.747	63.924	1.441
SENIOR TRAFFIC MAINTENANCE WORKER	40	17	46.927	67.465	1.208	47.865	68.814	1.232	48.823	70.190	1.257
SENIOR WELDER	40	14	47.271	68.962	1.549	48.216	70.341	1.580	49.181	71.748	1.612
SEWER REPAIRER 1	40	16	43.940	65.102	1.323	44.818	66.404	1.349	45.715	67.732	1.376
SEWER REPAIRER 2	40	16	45.043	66.205	1.323	45.944	67.529	1.349	46.863	68.880	1.376
SIGN MAKER 2	40	15	47.800	70.257	1.497	48.756	71.663	1.527	49.731	73.096	1.558
SIGN MAKER 3	40	17	48.792	71.958	1.363	49.768	73.397	1.390	50.763	74.865	1.418
SIGN MAKER 4	40	14	54.301	75.663	1.526	55.387	77.176	1.556	56.495	78.720	1.587
SIGN MAKER WOOD AND METAL	40	14	44.119	64.613	1.464	45.001	65.905	1.493	45.901	67.223	1.523
SOCIAL SERVICE ASSISTANT	35	15	38.576	58.923	1.357	39.347	60.102	1.384	40.134	61.304	1.411
STOCK CLERK	35	15	37.760	54.574	1.121	38.515	55.666	1.143	39.285	56.779	1.166
STOCK CLERK	37.5	15	40.458	58.431	1.198	41.267	59.599	1.222	42.093	60.791	1.247
STOCK CLERK	40	15	40.822	62.289	1.431	41.638	63.534	1.460	42.471	64.805	1.489
STOCK CLERK/ASST STOREKEEPER	37.5	13	43.061	65.600	1.734	43.923	66.912	1.768	44.801	68.250	1.804
STOCK HANDLER	35	14	36.138	52.530	1.171	36.861	53.581	1.194	37.598	54.653	1.218
STOCK HANDLER	37.5	15	38.064	55.059	1.133	38.825	56.160	1.156	39.602	57.283	1.179
STOCK HANDLER	40	15	41.649	59.257	1.174	42.482	60.442	1.197	43.331	61.651	1.221
STOCK HANDLER/LABORER	37.5	15	40.744	58.148	1.160	41.559	59.311	1.184	42.390	60.497	1.207
STOREKEEPER	37.5	12	44.051	68.406	2.030	44.932	69.775	2.070	45.830	71.170	2.112
SUPERVISING ACCOUNT CLERK	35	15	41.266	65.795	1.635	42.091	67.111	1.668	42.933	68.453	1.701
SUPERVISING ACCOUNT CLERK	37.5	15	43.009	65.795	1.519	43.870	67.111	1.549	44.747	68.453	1.580
SUPERVISING ACCOUNT CLERK	40	14	44.052	65.795	1.553	44.933	67.111	1.584	45.831	68.453	1.616
SUPERVISING CASHIER	35	16	53.305	77.535	1.514	54.372	79.085	1.545	55.459	80.667	1.576
SUPERVISING CLERK TRANSCRIBER	35	15	41.781	65.795	1.601	42.616	67.111	1.633	43.469	68.453	1.666
SUPERVISING DATA CONTROL CLERK	35	15	50.938	72.162	1.415	51.957	73.605	1.443	52.996	75.077	1.472
SUPERVISING DRAFTING TECHNICIAN	35	14	46.639	67.060	1.459	47.572	68.401	1.488	48.523	69.769	1.518

TITLE	Hrs	Stps	1/1/21 Min	1/1/21 Max	1/1/21 Step	1/1/22 Min	1/1/22 Max	1/1/22 Step	1/1/23 Min	1/1/23 Max	1/1/23 Step
SUPERVISING ENGINEERING AIDE	35	15	49.460	69.916	1.364	50.449	71.315	1.391	51.458	72.741	1.419
SUPERVISING HEALTH INSURANCE BENEFITS CLERK	35	14	45.462	66.570	1.508	46.371	67.901	1.538	47.299	69.259	1.569
SUPERVISING HEALTH INSURANCE BENEFITS CLERK	37.5	14	47.643	68.743	1.507	48.596	70.118	1.537	49.568	71.520	1.568
SUPERVISING OMNIBUS OPERATOR	37.5	13	44.051	66.173	1.702	44.932	67.497	1.736	45.830	68.847	1.771
SUPERVISING PROPERTY CLERK	35	15	40.504	65.795	1.686	41.314	67.111	1.720	42.140	68.453	1.754
SUPERVISING RECEPTIONIST	35	16	45.991	67.755	1.360	46.911	69.110	1.387	47.850	70.492	1.415
SUPERVISING TELEPHONE OPERATOR	35	16	45.991	67.755	1.360	46.911	69.110	1.387	47.850	70.492	1.415
SUPERVISING TELEPHONE OPERATOR	37.5	13	45.789	68,243	1.727	46.705	69,608	1.762	47,639	71,000	1,797
SUPERVISOR OF ACCOUNTS	35	15	42,391	63,460	1,405	43,239	64,729	1,433	44,104	66,024	1,461
SUPERVISOR OF ACCOUNTS/OFFICE MGR	35	16	48,751	72,980	1,514	49,726	74,439	1,545	50,720	75,928	1,576
SUPERVISOR OF CENTRAL MAILING ROOM	40	16	43,801	65,318	1,345	44,677	66,625	1,372	45,570	67,957	1,399
SUPERVISOR OF ELECTRONICS REPAIR	37.5	18	48,601	72,392	1,322	49,573	73,840	1,348	50,565	75,317	1,375
TECHNICIAN MANAGEMENT INFORMATION SYSTEMS	35	16	43,960	65,328	1,336	44,839	66,635	1,362	45,736	67,967	1,389
TELEPHONE OPERATOR AFTER 5/1/92	35	18	33,738	55,447	1,206	34,413	56,555	1,230	35,101	57,687	1,255
TELEPHONE OPERATOR AFTER 5/1/92	37.5	15	34,496	58,589	1,606	35,186	59,761	1,638	35,890	60,956	1,671
TELEPHONE OPERATOR PRIOR 5/1/92	35	16	37,229	55,180	1,122	37,974	56,284	1,144	38,733	57,410	1,167
TELEPHONE OPERATOR PRIOR 5/1/92	37.5	15	37,988	54,844	1,124	38,748	55,940	1,146	39,523	57,059	1,169
TELEPHONE SYSTEM INSTALLER REPAIRER	35	15	40,937	57,039	1,073	41,755	58,180	1,095	42,590	59,343	1,117
TELEPHONE SYSTEM INSTALLER REPAIRER	40	15	46,784	65,191	1,227	47,719	66,494	1,252	48,674	67,824	1,277
TRAFFIC ANALYST	40	15	40,234	59,930	1,313	41,039	61,129	1,339	41,859	62,351	1,366
TRAFFIC ENUMERATOR	40	15	40,234	59,930	1,313	41,039	61,129	1,339	41,859	62,351	1,366
TRAFFIC MAINTENANCE WORKER	40	18	42,323	64,252	1,218	43,170	65,537	1,243	44,033	66,848	1,267
TRAFFIC SAFETY COORDINATOR	35	15	36,468	55,020	1,237	37,198	56,120	1,262	37,942	57,243	1,287
TRUCK DRIVER	37.5	15	39,333	56,445	1,141	40,120	57,573	1,164	40,922	58,725	1,187
TRUCK DRIVER	40	17	42,547	63,097	1,209	43,398	64,359	1,233	44,266	65,646	1,258
WELDER	40	14	45,019	65,678	1,476	45,920	66,991	1,505	46,838	68,331	1,535
X-RAY TECHNICIAN	37.5	14	41,356	61,261	1,422	42,184	62,487	1,450	43,027	63,736	1,479
YOUTH WORKER	40	15	42,884	61,678	1,253	43,741	62,912	1,278	44,616	64,170	1,304

STEP GUIDES

Public Safety Telecommunicator				
	2%	1%	New Guide	2%
Step	1/1/2021	1/1/2022	7/1/2022	1/1/2023
1	42,344	42,768	45,704	46,618
2	45,311	45,764	47,554	48,505
3	48,278	48,761	49,404	50,392
4	51,244	51,756	51,254	52,279
5	54,211	54,753	53,104	54,166
6	57,178	57,749	54,954	56,053
7	60,143	60,745	56,804	57,940
8			58,654	59,827
9			60,504	61,714
10			62,354	63,601
11			64,204	65,488
12			66,054	67,375
13			67,904	69,262

Senior Public Safety Telecommunicator			
	2%	2%	2%
Step	1/1/2021	1/1/2022	1/1/2023
1	41,342	42,169	43,012
2	44,326	45,213	46,117
3	47,311	48,257	49,222
4	50,295	51,301	52,327
5	53,280	54,346	55,433
6	56,265	57,390	58,538
7	59,251	60,436	61,645
8	62,415	63,664	64,937

Building Maintenance Worker after 5/1/92 - 40hrs		
	New Guide	2%
Step	7/1/2022	1/1/2023
Min	41,000	41,820
1	42,538	43,389
2	44,076	44,958
3	45,614	46,526
4	47,152	48,095
5	48,690	49,664
6	50,228	51,233
7	51,766	52,801
8	53,304	54,370
9	54,842	55,939
10	56,380	57,508
11	57,918	59,076
12	59,456	60,645
13	60,994	62,214

Keyboarding Clerk 1 after 5/1/92 - 40hrs		
	New Guide	2%
Step	7/1/2022	1/1/2023
Min	40,000	40,800
1	41,289	42,115
2	42,578	43,430
3	43,867	44,744
4	45,156	46,059
5	46,445	47,374
6	47,734	48,689
7	49,023	50,003
8	50,312	51,318
9	51,601	52,633
10	52,890	53,948
11	54,179	55,263
12	55,468	56,577

Laborer 1 after 5/1/92 - 40hrs		
	New Guide	2%
Step	7/1/2022	1/1/2023
Min	40,004	40,804
1	41,718	42,552
2	43,432	44,301
3	45,146	46,049
4	46,860	47,797
5	48,574	49,545
6	50,288	51,294
7	52,002	53,042
8	53,716	54,790
9	55,430	56,539
10	57,144	58,287
11	58,858	60,035
12	60,572	61,783
13	62,286	63,532
14	64,000	65,280

Office Appliance Operator after 5/1/92- 35hrs		
	New Guide	2%
Step	7/1/2022	1/1/2023
Min	40,000	40,800
1	41,250	42,075
2	42,500	43,350
3	43,750	44,625
4	45,000	45,900
5	46,250	47,175
6	47,500	48,450
7	48,750	49,725
8	50,000	51,000
9	51,250	52,275
10	52,500	53,550
11	53,750	54,825
12	55,000	56,100
13	56,250	57,375
14	57,500	58,650

EXHIBIT F

EMERGENCY CLOSING POLICY

UNION COUNTY BOARD OF CHOSEN FREEHOLDERS RESOLUTION NO. 391-01

4/11/2001

WHEREAS, on occasion it has been determined by the County Manager that County Offices should be closed due to a snow emergency, with the exception of 24 day per week facilities or operations, and those divisions directly involved in snow removal operations; and

WHEREAS, the Union County Board of Chosen Freeholders adopted official Policies in 1984 and 1993 and 2000 pertaining to snow emergency closing as they affect overtime, sick time, vacation time and other personnel matters; and

WHEREAS, the Union County Board of Chosen Freeholders now desires to rescind those policies and adopt a new policy that shall pertain to the closing of all County of Union offices due to an emergency, not limited to snow, effective January 1, 2001.

NOW, THEREFORE, BE IT RESOLVED by the Union County Board of Chosen Freeholders that the policy for a declared emergency day as it effects overtime, sick time, vacation time and compensation shall be as follows:

24HOUR FACILITIES:

- Employees who report and work between the hours of 12:00 a.m. and 11:59 p.m. shall receive one additional day's pay, or part thereof based upon actual hours worked, at straight time.
- Employees who call in but do not report for work due to the emergency shall have no change or charge to sick time or personal time.
- Employees who are on an approved leave of absence prior to the declared emergency day shall not receive any credit for additional time off.
- Employees who call in sick on the emergency day shall not receive any credit for additional time off.

- Employees who have a scheduled day off shall not receive any credit for additional time off.

RECORD OF VOTE															
FREEHOLDER	Aye	Nay	Abs	Pass	Res.	Sec	NP	FREEHOLDER	Aye	Nay	Abs	Pass	Res.	Sec	NP
ESTRADA	X				X			STENDER							
HOLMES							X	SULLIVAN	X						
RUOTOLO	X					X		MINGO <i>VICE-CHAIRMAN</i>							X
SCANLON	X														
SCUTARI	X				X			MIRABELLA <i>CHAIRMAN</i>	X						
APPROVED AS TO FORM					I hereby certify the above to be a true copy of a resolution adopted by the Board of chosen Freeholders of the County of Union on the date above mentioned.										
COUNTY ATTORNEY															

NON-24 — HOUR FACILITIES REQUIRED TO WORK DUE TO THE EMERGENCY DAY

- Employees who report and work between the hours of 12:00 a.m. and 11:59 p.m. shall receive one additional day pay, or part thereof based upon actual hours worked, at straight time.
- Employees who do not report to work due to the emergency shall have no change to sick time or personal time.
- Employees who are on an approved leave of absence prior to the declared emergency day shall not receive any credit for additional time off.
- Employees who call in sick on the emergency day shall not receive any credit for additional time off.
- Employees who have a scheduled day off shall not receive any credit for additional time off.

NON 24 HOUR FACILITIES

- Employees who report and are required to work shall receive compensatory time for time actually worked.
- Employees who report to work and are subsequently sent home should not receive any credit for additional time off.
- Employees who do not report to work due to the emergency shall have no charge to sick time or personal time.

- Employees who are on an approved leave of absence prior to the declared emergency day shall not receive any credit for additional time off.
- Employees who call in sick on the emergency day shall not receive any credit for additional time off.
- Employees who have a scheduled day off shall not receive any credit for additional time off.

BE IT FURTHER RESOLVED that Union County Board of Chosen Freeholders recognizes the importance of maintaining all County operations during severe snow, and other emergency conditions to the greatest extent possible.

BE IT FURTHER RESOLVED that the County Manager shall only be authorized to declare a snow or other emergency closing in the future if the Governor declares a State of Emergency affecting the County of Union.

EXHIBIT G

JDO ACADEMY CLOTHING ALLOWANCE

Required Equipment for COTA [Sea Girt]

2 pair Trousers [Uniform of the Day]: Dickies Traditional	\$70.00
Work Pants Lot #874H	
Black Plain Toed Shoes	Annual Reimbursement
Athletic Shoes	\$75.00
Sufficient Underwear and handkerchiefs For 5 nights	Personal Items
Dress Socks [black]	Personal Items
Athletic Socks [white]	Personal Items
Cotton Sweat Suit [Stenciling Required]	\$60.00
Crew Neck Tee Shirts [Stenciling Required]	\$55.00
Mouth Piece	\$10.00
Gym Shorts [stenciling required]	\$55.00
Athletic Supporter [Male]	Personal Items
Athletic Bra [Female]	Personal Items
Black Leather Belt, silver buckle	\$25.00
White Sheets [2]	Personal Items
Blankets [white]	Personal Items
Pillow	Personal Item
Pillow Cases	Personal Items
Towels [bath and hand]	Personal Items
Laundry bag	\$10.00
Pajamas	Personal Items
Shoe Polish & Brush	\$10.00
Flashlights, Hangars, Water Bottle, Shower Slippers	\$25.00
Personal Hygiene Items	Personal Items
Est Total Out of Pocket:	\$300.00 - \$350.00

EXHIBIT H CANCER SCREENING RESOLUTION

12/9/99

WHEREAS the Board of Chosen Freeholders of the County of Union desires to establish a Cancer Screening Policy for the County's employees effective January 1, 2000, and

WHEREAS, pursuant to this Policy, employees will be granted four (4) hours of paid leave each year for use for cancer screening, and

WHEREAS, the four (4) hours of paid leave will not be counted toward the employee's sick, personal or vacation time, and

WHEREAS, in order to be paid for such leave, an employee must submit a medical certification verifying that the employee was absent from work for the purpose of cancer screening. The medical certification must be signed by the physician or other qualified medical personnel performing the cancer screening. Failure to submit such a certification may result in forfeiture of time; and

WHEREAS, employees will be given one (1) four (4) hour block of time annually to be used for cancer screening. Employees may not break this block of time into smaller hourly increments; and

WHEREAS, employees will be responsible for the cost, if any, of the cancer screening; and

WHEREAS, the County seeks to offer this benefit to its exclusionary and represented employees:

NOW, THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Union that it hereby adopts this policy for exclusionary employees and authorizes and directs the Director of Administrative Services to engage in collective negotiations with the various exclusive bargaining representatives for the purpose of providing such units with the benefits associated with the County's Cancer Screening Policy.

NO SUFFICIENCY OF FUNDS REQUIRED

11/23/99 12/9/99

RECORD OF VOTE															
FREEHOLDER	Aye	Nay	Abs	Pass	Res.	Sec	NP	FREEHOLDER	Aye	Nay	Abs	Pass	Res.	Sec.	NP
GONCALVES	X							SCANLON	X				X		
HOLMES	X							STENDER							X
MINGO	X							SULLIVAN VICE-CHAIRMAN	X				X		
MIRABELLA	X						X	SCUTARI CHAIRMAN	X						
FUOTOLO	X														

APPROVED AS TO FORM

C.U.
COUNTY ATTORNEY

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Union on the date mentioned.

[Signature]

EXHIBIT I

INDIVIDUAL AGREEMENT

THIS AGREEMENT made this ___ day of _____, 2008, by and between the **County of Union** (herein the “**County**”) and _____, (herein the “**Employee**”), with the approval and consent of **Union Council No. 8** (hereinafter “**Co8**”)

Insert Name of Individual Employee

WHEREAS, the County and Co8 are parties to a collective bargaining agreement (“CBA”) covering the period January 1, 2008 through December 31, 2011; and

WHEREAS, the Employee is a member of the Co8 bargaining unit covered by the CBA; and

WHEREAS, in order to obtain the agreement to enter into the CBA, the Co8 agreed to a zero percent increase to base pay for calendar years 2008 and 2010 and other agreements as more particularly set forth in the Memorandum of Agreement dated December 18, 2008, attached hereto as Appendix A (herein the “Memorandum”); and

WHEREAS, the Co8 and Employee only agreed to said zero percent increases based upon the assurances from the County and the Co8 that the retiree health insurance benefits set forth in the Memorandum were fully vested and would not be subsequently eliminated, modified or otherwise limited, except in accordance with the terms of said Memorandum; and

WHEREAS, all parties hereto acknowledge that the Employee has relied to his or her detriment upon the aforesaid assurances and that the elimination, modification or other limitation upon the bargained-for retiree health insurance benefits, except in accordance with the terms and conditions of the Memorandum, would constitute immediate, irreparable and substantial harm to the Employee and his/her dependents; and

WHEREAS, the County and Co8 agree that the development of the guarantees set forth in this Agreement were bargained for in good faith within the meaning of the New Jersey Employer-Employee Relations Act, N.J.S.A. 34:13A-1 *et seq.* (herein the “Act”);

NOW, THEREFORE, in consideration of the mutual covenants, promises, and undertakings herein set forth the parties agree as follows:

WITNESSETH:

1. The County and the Co8 agree that the retiree health insurance benefits set forth in the Memorandum will not be changed except in accordance with the terms and conditions of the Memorandum.

2. The County and Co8 agree that the retiree health insurance benefits set forth in the Memorandum may only be changed as to the Employee and his/her eligible dependents with the written consent of the Employee.

3. The County and Co8 agree that any future collective bargaining agreement, sidebar agreement or other agreement or contract into which they may enter, whether written or oral, will be subject to the terms and conditions of this Agreement and the Memorandum of Agreement and that any provision of such future agreement which purports to change any terms or conditions of this Agreement shall be unenforceable as against the Employee and his/her dependents unless the Employee provides his/her written consent for such change(s).

4. The parties hereto agree that good and valuable consideration was provided for the covenants and guarantees set forth in this Agreement by all parties hereto and it is the intent of all such parties that this Agreement be fully enforceable according to its plain language which all parties agree is to be construed in favor of the Employee and against the County and the Co8.

5. This Agreement and its interpretation and performance shall be governed by the laws of the State of New Jersey without giving effect to its conflicts of law rules.

6. All parties are bound by this Agreement and each of its provisions. Anyone who succeeds to their rights and responsibilities, such as their successors and assigns, as well as the Employee's heirs and the executor of his/her estate, also are bound. This Agreement is made for the benefit of all the parties hereto and all who succeed to their rights and responsibilities, and expressly includes their officials, employees, agents, attorneys, successors and assigns.

7. This Agreement embodies the entire agreement between the parties hereto and supersedes any prior or contemporaneous agreement, representation or understanding, whether written or oral. This Agreement may not be modified except by written instrument executed by all the parties hereto.

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]

WHEREFORE THE PARTIES HERETO SET THEIR HANDS THIS ____ DAY OF _____, 2009.

COUNTY OF UNION

By: George W. Devanney
George W. Devanney
County Manager

ATTEST

Council No. 8

By: _____
Ed Lozinski
President

ATTEST

Employee Signature
_____, Employee
Print Name

ATTEST