AGREEMENT

BETWEEN

THE COUNTY OF ONONDAGA

AND

THE ONONDAGA LOCAL 834 OF

CIVIL SERVICE EMPLOYEES ASSOCIATION, INC.

JANUARY 1, 2016 – DECEMBER 31, 2019

Section 204(a) of the Civil Service Law of the State of New York commonly referred to as the Taylor Law requires the following paragraph to be included within any labor agreement executed between a public Employer and its public employees:

> "IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PROMOTE ITS IMPLEMENTATION BY AMENDMENT OR LAW OR BY PROVIDING THE ADDITIONAL FUNDS, THEREFORE, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL."

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Preamble

The County of Onondaga (hereinafter referred to as the "County") and the Onondaga Local 834, Civil Service Employees Association, Inc., (hereinafter referred to as the "Association") declare it to be their mutual policy that in order to promote harmonious labor relations between the County and the employees in the recognized bargaining unit, the principle of collective negotiations is to be employed pursuant to the New York State Public Employees Fair Employment Act. Both parties to this agreement furthermore affirm that such employment in the service of the public is a lifelong career and that the terms and conditions of employment shall be of the highest caliber to attract and maintain for the Employer the best personnel available. We further acknowledge that each employee in the defined bargaining unit should be at all times a dedicated, courteous and efficient servant of and to the public.

The County and the Association agree not to limit employment with the County or membership in the Association and that neither party will discriminate in a manner contrary to law with regard to the application of the terms and conditions of this agreement.

Article 1
Agreement Scope

This agreement constitutes the entire agreement between the County and the Association. During its life neither party will be obligated to collectively negotiate with respect to any subject or matter referred to or covered in said agreement or with respect to any subject or matter not specifically covered in it. In reaching this agreement the County and the Association have considered all matters lawfully subject to collective negotiations.

This agreement may be amended or supplemented only by further written agreement between the parties. A party desiring amendment or supplement will notify the other party in writing stating the circumstances of the amendment or supplement desired, but the other party will not be obligated to discuss or agree to such proposed amendment or supplement.

Article 2
Recognition

The County hereby recognizes the Civil Service Employees Association, Inc., by the Onondaga County Local 834 as the sole and exclusive bargaining agent for all regularly scheduled full-time and part-time employees (except per diem, seasonal, temporary, and casual employees and those employees working in titles designated by the County to be management or confidential) in the defined bargaining unit for the purpose of collective negotiations and the administration of grievances arising thereunder, for the life of this Agreement.

It is mutually agreed that the defined bargaining unit shall include all titles in all County departments listed in Appendix B. The Association affirms that it does not assert the right to strike nor to assist or participate in any strike nor to impose an obligation to conduct, assist or participate in any strike, slowdown or work stoppage.

Pursuant to the Certification of the Public Employment Relations Board dated March 26, 2015 (Certification – CP-1301), the CSEA also represents certain 103 payroll titles. The terms and conditions of employment, and all other benefits for these employees, are separate and are set forth in Appendix L.

Article 3
Management Rights

The Association agrees that the County shall retain complete authority for the policies and administration of all County departments, offices or agencies which it exercises under the provisions of law and the Constitution of the State of New York and/or the United States of America and in fulfilling its rights and responsibilities under this agreement.

The rights and responsibilities of the County include, but are not necessarily limited to the following: (1) to determine the standards of service to be offered by its offices, agencies and departments; (2) to direct, hire, promote, appraise, transfer, assign, retain employees and to suspend, demote, discharge or take disciplinary action against employees; (3) to relieve employees from duties because of lack of work or for other legitimate reasons; (4) to maintain the efficiency of government operations entrusted to them; (5) to determine the methods, means and personnel by which such operations are to be conducted; (6) to take whatever actions may be necessary to carry out the mission, policies or purpose of the department, office or agency concerned; (7) to establish work rules and regulations not inconsistent with the terms of the agreement; (8) to establish specifications for each class of positions and to classify or reclassify and to allocate or reallocate new or existing positions.

The exercise of any such power, right, authority, duty or responsibility by the County in the adoption of such rules and regulations, and policies, as it may deem necessary and as they apply to employees represented by the Association, shall be limited only by the specific and express terms of this agreement.

Article 4
Association Rights

The County shall deduct biweekly from the wages of each employee and remit monthly to the Civil Service Employees Association, Inc., 143 Washington Avenue, Albany, New York, 12210, regular membership dues and/or insurance premiums for those employees authorizing such deductions.

The County further agrees that Onondaga Local 834 of the Civil Service Employees Association, Inc., having been recognized as the exclusive bargaining agent for all full and part-time employees within the defined bargaining unit, shall be entitled to have deductions made on bi-weekly pay dates from the pay of each employee of the bargaining unit, who are not members of the Association, the amount equivalent to the membership dues levied by the Association and remitted monthly to the Civil Service Employees Association, Inc., 143 Washington Avenue, Albany, New York, 12210, in accordance with Section 208.3(b) of the New York State Civil Service Law. The Association affirms that it has adopted such procedure for refund of agency fee deduction as required in Section 208.3(b) of the New York State Civil Service Law.

Membership in the Association shall be voluntary and the County agrees that there shall be no discrimination, interference, restraint, or coercion by the County against any employee because of his/her membership and/or his/her activities in the Association's business.

The County agrees that it will not aid, finance, or promote directly or indirectly any other labor group or organization which has as its primary purpose the representation of public employees under the Public Employees Fair Employment Act in the defined bargaining unit which aid financing or promotion, undermine the Association and its majority status.

Indemnification
The Association shall indemnify, defend and hold the County harmless against any and all claim, demand, suit or liability (monetary or otherwise) and for all legal acts which may occur for compliance with the section.

The Association shall promptly refund to the County any funds received in accordance with this agreement which are in excess of the amount of dues or other deductions which the County has agreed to deduct.

Bulletin Board
The County will provide the Association with bulletin board space on which to post (a) official Association notices and (b) notices required by law. The Association may also post such other matter as the County may expressly and specifically approve. All such notices or other matter will be non-political (in a public political sense) and non-defamatory.

Association Business: Local Representative
The Association shall designate one employee covered by this agreement its local representative who shall have the right on behalf of the Association to confer with County representatives regarding terms and conditions of this agreement. The Association shall notify the County in writing of this representative's designation and authority and any change in either.

Association Business: General Representation
A duly authorized representative of the Association and/or a representative of any association program may visit the County premises by prearrangement with the County Division of Employee Relations at any reasonable time to discharge the Association duties as the collective bargaining representative.

Association Business: Administrative Leave
The County agrees to authorize through the express and written consent of the County Executive or his authorized designee, up to ten (10) individual employees covered by this agreement, administrative leave at the employee's regular rate of compensation for the sole purpose of attending State Association business meetings. Such meetings shall include and are limited to attendance at Association State meetings, State-County Division meetings, Region V meetings and State Board of Director meetings.

Written request for such approved time off shall be forwarded to the County by the duly authorized representative of the Association at least five (5) working days prior to the date of the time requested.

The County reserves the right to refuse administrative leave for any individual at any time with reason being given and agrees to accept a request for replacement of any such individual.

The Association agrees to continue to reimburse the County for wages and for benefit contributions for health insurance, dental insurance, FICA, Worker's Compensation, Unemployment Insurance and New York State Employee Retirement System at the rate determined by the Employer for employees who are authorized administrative leave in accordance with existing procedures. The Employer will provide the Association with an annual statement of the rates it has determined for the benefit contribution.

Association Business: Unit and Local Meetings

The County will, upon written request by the affected employee, attempt to reschedule those Unit Presidents who, because of their regularly scheduled work shift, would be unable to attend Unit or Local meetings. When any such conflict occurs, the affected Unit President shall notify his/her department head or authorized designee at least 72 hours prior to the start of his/her normal work shift. The parties further understand and agree that in complying with this request no additional cost shall be incurred by the County nor shall there be any decrease in the level of service being provided and any denial of said request shall not be grievable.

Association Business: Unit Representative

In consideration of the variety and uniqueness of the many operations, installations, facilities and services provided by the County, the County's departmental administrators and the Union agree to meet for the purpose of establishing, on a department-by-department basis, appropriate ground rules and protocol in order to allow the unit president or his/her designee reasonable time to interview members and investigate matters related to grievances.

Association Notification

The County agrees to notify the Association, through the Division of Employee Relations, of the following on a bimonthly basis:

1. New titles which are recognized as part of the bargaining unit;
2. Number of said positions;
3. Department where said position exist;
4. Name of new employees hired into bargaining unit titles;
5. Department location of said employee;
6. Personnel Resolutions approved by the Onondaga County Legislature.

The County further agrees to provide a list to the Association on a semi-annual basis, stating names, addresses, social security numbers and membership status of all employees covered by the bargaining unit.

Orientation

The County agrees to provide a centralized orientation program for all new employees covered by this agreement. Said employees shall be given a copy of this agreement, a non-controversial fact sheet(s) supplied by the Association describing the Association and its purposes and copies of the Health Benefits and Dental Benefits Booklets.

Association By-Laws

The Association agrees to provide the Director of Employee Relations the most current edition of the mandated CSEA, Inc. constitution no later than March 1st of each contract year.

Article 5
Out of Title Work

Except for temporary assignments of thirty (30) working days or less, employees directed to perform substantial duties of a higher classification not common to their current classification on a regular basis, shall be paid the greater of the rate which is $300 more than their current rate of pay or Step A of the higher classification for the duration of such assignment.

Article 6
Employee Status

A. **Regular Full-Time Employees**

A regular full-time employee is one who occupies a line budget position and who is scheduled and works on a full-time basis for the County and is thereby entitled to all rights and benefits provided under this agreement.

B. **Regular Part-Time Employees**

A regular part-time employee is one who occupies a line budget position and who is scheduled and regularly works at least one half the hours scheduled per week for a regular full-time employee in a similar position.

C. **Academic Year Employee (Onondaga Community College)**

An academic year employee is one who occupies a line budget position and is scheduled and works a full or part-time work schedule as determined by the College limited to those times when the college is in session during the academic year. Such an employee is eligible for benefits based upon their assignment to a full-time or part-time work schedule. Such employees shall be permitted to retain health and dental benefit coverage during those times when the College is not in session provided that the employee continues to contribute the amounts required for enrolled employees for such benefit coverage.

D. **Seniority**

Seniority shall be defined as the date that an employee was first appointed to a regular line item position, full or part-time on the regular payroll (101) and followed by continuous full-time service thereafter with the County in a title recognized by this agreement except as modified by Civil Service Law. This definition shall also apply to the terms "anniversary dates", "initial employment date" or "IED" as may be used in this agreement.

Where two or more employees have the same date, seniority as defined herein shall be determined by the last number of the employee's social security number on file with the Employer; that is, the larger the number, the greater the seniority. In the event that this does not determine seniority, the next to last number and last number shall be used to determine seniority; that is the larger the number, the greater the seniority.

Such seniority shall be applicable in the case of geographic transfer and selection of vacation time to the extent that when all other relevant factors are equal, seniority shall be the determining factor.

Seniority, for all future vacancies, shall be considered for purposes of shift assignment, however, seniority shall not be the determining factor in making such assignments.

Qualifications, experience, skill, and ability to perform the work for government promotion from one classification to another consistent with rules and regulations of the County Personnel Department in its capacity as a Civil Service agent for the County of Onondaga and in full accordance with the State Civil Service Law shall be considered for promotional opportunities. When these factors are equal, seniority shall be the determining factor.

E. Continuous Service (County) shall be broken by any one of the following actions:

1. resignation or quitting not followed by reinstatement within four years from the date of separation;
2. termination or suspension not followed by reinstatement within four years from the date of separation;
3. discharge or retirement;
4. failure to return to work within 10 working days following a leave of absence with or without pay;
5. failure to return to work following notice of recall from layoff within 12 working days;
6. failure to accept reinstatement from a preferred list;
7. failure to be recalled from a preferred eligible list; or
8. failure to be recalled from a layoff list within two (2) years from the date of the layoff.

F. **Rehire Provision**

1. When an employee separates from the County service due to a layoff, transfer of function, or voluntary resignation, and is subsequently rehired within three years from the date of separation, application may be made to the Commissioner of Personnel to approve the prior service and to use the original initial employment date for purposes of salary and/or fringe benefit calculations. The decision to request such approval shall be discretionary with the appointing authority. The appointing authority may decide to request such approval for either fringe benefits, or salary, or both. Any application to approve the prior service shall be made by the employee within thirty days after the employee has returned to work.

2. In the event of a return to employment after three years by an employee who separated from service due to layoff, transfer of function, resignation or the operation of a civil service eligible list and who performed satisfactorily during the prior period of service, application may be made to the department head for approval to credit the amount of prior service in establishing eligibility dates for salary, fringe benefits or both. The decision to approve the application is discretionary with the department head and subject to the approval of the Commissioner of Personnel. Any application to approve the prior service shall be made by the employee within thirty days after employee has returned to work.

Article 7
Work Time

A. **Normal Work Day**

A regular full time employee's normal work day shall not exceed eight (8) consecutive hours in any one twenty-four (24) hour period, except as provided in paragraph (c).

B. **Normal Work Period**

A regular full time employee's normal work period shall not exceed eighty (80) hours in any fourteen (14) day consecutive period and such employee shall be entitled to four (4) days off in such work period, except as provided in paragraph (c).

C. **Administrative and Clerical Employees**

A regular work day for administrative and clerical employees shall not exceed seven (7) work hours in any twenty-four (24) hour period, except for institutional service employees' current hours of work.

A regular work period for administrative and clerical employees shall not exceed seventy (70) hours in any fourteen (14) day consecutive period and such employee shall be entitled to four days off in such work period, except for institutional service employees' current hours of work.

Employees hired by the Department of Long Term Care Services on or after March 6, 1995 in the titles set forth below shall have a regular work day not to exceed seven (7) work hours in any twenty-four (24) hour period, and a regular work period not to exceed seventy (70) hours in any fourteen (14) day consecutive period with such employee being entitled to four (4) days off in such work period.

Accountant II
Account Clerk I
Account Clerk II
Account Clerk Typist I
Clerk I
Clerk II
Clerk III
Medical Records Administrator
Medical Records Technician
Personnel Aide
Storekeeper
Stock Clerk
Stenographer I
Stenographer II
Stenographer III
Typist I
Typist II

Employees hired on or after April 2, 2001 by the institutional service departments (defined as the Department of Long Term Care Services, Department of Correction, Hillbrook Detention Facility, and Department of Emergency Communication) in titles covered by this paragraph may be designated by the Employer, at its discretion, as having a regular work day of either seven (7) or eight (8) hours as defined in (A) and (C) of this Article and a corresponding normal work period of either 70 or 80 hours as defined in (B) or (C) of this Article. The rate of pay for such titles shall be that as designated in Appendix A - Salaries regardless of the designation of work day or work period by the Employer.

D. The Association agrees to meet and confer with County representatives on a department-by-department basis regarding implementation of matters such as 12 hour work days, compressed work weeks, job sharing, flex-time and other areas impacting on this Article. (see Appendix H Guidelines for Flex Time, Compressed Work Week, and Alternate Schedule.)

E. Department of Facilities Management - Evening Custodial Crew

1. Employees assigned to the evening custodial crew prior to May 5, 2001 and working in the titles including but not limited to Custodial Worker I, Custodial Crew Leader and Laborer II in the Department of Facilities Management on the evening shift (currently 5 p.m. to 11 p.m.) shall work a work schedule consisting of a shift length of seven and one-half (7.5) hours including seven hours work within the shift.

2. Employees shall continue to be paid on the basis of a 70 hour pay schedule and shall be eligible to receive shift differential in accordance with Article 15 - Shift Differential of this agreement.

3. Employees assigned to the evening custodial crew on or after May 5, 2001 shall have a normal work day and work period as set forth in paragraphs (A) and (B) of this Article and shall be paid on the basis of an 80 hour pay schedule. Employees shall be eligible to receive shift differential in accordance with Article 15 - Shift Differential of this agreement.

4. It is agreed that the settlement agreement of August 5, 1985 ("Calendar Creep" Agreement) is amended to the extent provided in this section.

F. **Work Schedules**

1. The Employer agrees to post work schedules in advance of the effective date and to provide prior notification of any change made therein to affected employees. In consideration of the variety and uniqueness of the many operations, installations, facilities and services provided by the Employer, the Employer and the Union agree to meet for the purpose of establishing, on a department-by-department basis, appropriate time frames for advance posting and notification of changes in working schedules.

2. Department of Emergency Communications Notice of Work Schedule Change

The Employer agrees that in the event an employee in the Department of Emergency Communications is transferred to a "5/2" work schedule from a different work schedule, notice will be given at least fifteen (15) full calendar days, excluding the day of notification but including the day of reporting to the "5/2" schedule, in advance of the start of the "5/2" schedule whenever practical.

G. **Emergency Condition**

In the event that the County Executive closes county offices or facilities because of weather or other emergency conditions, those employees who are not designated as essential workers should not report to work. Such employees will be paid for their scheduled work day during such closure. Those employees who are designated as essential workers and work during such emergency situations or those employees who have been prior approved by the department head or designee and work during such emergency situations shall be compensated additional straight time pay (or straight compensatory time) equivalent to their scheduled work day (seven or eight hours or pro-rated portion) in connection with the closure.

Article 8
Layoff Procedures

A. **Competitive Class**

Employees occupying positions in the competitive class of the classified service shall be covered under the procedures of the Civil Service Law.

In the event that a competitive class employee has exhausted all rights under such procedures and is to be laid off, the employee may elect to proceed under (5) set forth below.

B. **Non-Competitive and Labor Class**

In the event the Employer finds it necessary to abolish or reduce the number of occupied line budget roster positions, the Employer shall follow the procedures set forth below in order to conduct the displacement or layoff of employees.

The procedures shall be applied in the following order: first, regular full time employees displace regular full time employees; second, regular full time employees displace regular part-time employees; third, regular part-time employees displace regular part-time employees.

1. Seniority - Except for part-time service, seniority shall be defined in accordance with Article 6 of this agreement. Part-time service for purposes of suspension or demotion upon the abolition or reduction of positions (layoff) shall be determined as one half (1/2) of the service required of and calculated for a full-time employee. Eight (8) years part-time continuous 101 service equals four (4) years service for purposes of implementing this section. Employees working 4/5 time will accrue seniority for all time worked, *i.e.,* the ten (10) years 4/5 time continuous service equals eight (8) years service for purposes of implementing this section.

2. For purposes of this Article the term "department" shall also include the department or agency which remains after the consolidation (herein defined as the closing of one department and combining it with another department) of one department with another department.

3. Upon a layoff within this bargaining unit, employees in a temporary or probationary status holding the same class title within the department in which the layoff occurs shall be first laid off, in that order, before any permanent employee within that class title are removed.

4. Thereafter, permanent employees holding the same class title within the department in which layoff occurs shall be laid off in the inverse order of their standing on the seniority list, that is--last in, first out.

5. In the event that the employee pursuant to (4) above is the least senior employee in the same class title in the department and is therefore unable to displace another employee in the same class title pursuant to (4) above, that employee shall have the right to retreat to his/her last held permanent title, if any, within the Non-Competitive or Labor class within his/her department. The retreat process shall continue only within that department until the least senior employee in the last affected job title is displaced and he/she shall be laid off and there shall be no further bumping, retreat or displacement.

6. Employees that are displaced from their class title or that are laid off shall be placed on a recall list for a period not to exceed two (2) years from the date of displacement or layoff.

7. The County shall be liable for any error on an abolition or reduction of positions (layoff) only from the date of the timely filing of a written grievance bringing said error to the County's attention, or in the case of a recall from the timely filing date of a written grievance concerning said error to the date the County notifies the employee to return to work. The County, through the Division of Employee Relations, will supply the Association with the names of those individuals who are being laid off.

8. Recall Procedures - If, during the existence of a valid recall list, a vacancy which is to be filled occurs in a class title within any department or agency under the County's jurisdiction then the laid off or displaced employee in the same class title with the most seniority will be recalled if he/she has the ability to do the work and if not, the next senior employee who has the ability to do the work will be recalled and so on until the recall list is exhausted.

   Displaced employees or laid off employees on a recall list who accept a recall to any vacancy shall be removed from the recall list.

   Laid off employees on a recall list who decline a recall to any vacancy shall be removed from the recall list.

   Displaced employees on a recall list who decline a recall to a vacancy in their original department shall be removed from the recall list.

   Displaced employees on a recall list who decline a recall to a vacancy which is not in their original department shall remain on the recall list.

9. Notification of recall shall be sent to the employee by certified or registered mail to the employee's last address as on file with the Department of Personnel. Failure of the employee to notify the County in writing delivered to the Department of Personnel, following notice of recall from layoff within seven (7) working days from the date of notice shall be considered a refusal and the employee shall be processed as a quit and forfeit any and all recall rights.

10. Recall rights for employees that are displaced or laid off will expire two (2) years from the date the employee was displaced or laid off.

11. Temporary or probationary employees who have been laid off have no recall privileges.

12. The laid off employee, if recalled during the period of his or her valid recall list, shall have his/her previously earned and unused sick leave restored to him/her.

13. Laid off employees on a recall list shall be permitted to use the procedures set forth in Article 9 - Continuous Recruitment Procedure provided that any such employee who fails to survive the evaluation period will be returned to layoff status.

C. **Unclassified Service - Onondaga Community College**

In the event of a reduction in force of Unclassified Service unit positions of Onondaga Community College, temporary employees in the affected position classification will be laid off first then probationary employees, in that order. Thereafter, permanent employees will be laid off from the affected position classification in accordance with their seniority together with their demonstrated ability to do the remaining work available without further training.

When two or more employees have relatively equal education and experience qualifications together with demonstrated knowledge, skills, and abilities to do the remaining work without further training, the employee(s) with the least seniority shall be laid off first.

No laid off employee at the campus shall displace an employee at JOBSPlus, and no laid off employee at JOBSPlus shall displace an employee at the campus.

Seniority is defined in Article 6 herein.

Only permanent employees shall have recall privileges as defined by the following:

Recall Process: Employees who are laid off shall be placed on a recall list for their affected position classification for a period not to exceed two (2) years from the date of layoff. In the event of a recall, employees who are still on the recall list shall be recalled in the inverse order of their layoff, provided they are presently qualified to do the work for which they are recalled without further training. Recall notices shall be sent via certified or registered mail to the employee's last address on file with the College Office of Human Resources it being the employee's responsibility to provide his/her current address to the Office of Human Resources. Employees must notify the Office of Human Resources of their intention to return within five (5) calendar days from the date of receipt of the recall notice. Employees who fail to respond to the recall notice or who decline a recall shall be removed from the recall list.

Article 9
Continuous Recruitment Procedure

I. **Continuous Recruitment**

A. For purposes of this Article, a vacancy shall be defined as any permanent regular payroll position in the Non Competitive/Labor class approved for hiring on a permanent basis except for temporary, grant funded, Grade I or the following:

Custodial Worker I	Nurse Aide I
Food Service Helper I	Park Laborer
Guard	Stock Attendant
Information Aide	

B. **Posting**

The Employer shall post a listing of all Non-Competitive/Labor class positions and their locations that are eligible for bidding under continuous recruitment at all work sites.

Any newly created position or location in the Non Competitive/Labor class shall be posted at all work sites for a period of not less then ten (10) days to establish the appropriate continuous recruitment lists. The Employer shall notify the respective unit presidents of any new position(s) or locations created in the Non Competitive/Labor class.

C. **Bidding**

Employees may submit bids for Non-Competitive/Labor class positions or locations at any time by filing a Job Bid Sheet with the Division of Employee Relations. However, bids must be received in the Division of Employee Relations not later than the close of business on any Friday or be post marked, if mailed, not later than midnight of that same day (Friday) in order to be certified for vacancies requested to be filled during the following business week. In all cases, it shall be the responsibility of the employee to submit a bid(s) for Non-Competitive/Labor class positions.

The bid sheet shall include a section defining department(s)/location(s) the bidder is acceptable to moving to (*i.e.* any open position, a particular department, particular location within a department) and must be completed by the employee.

D. **Awards**

All bidders must meet the qualifications for the vacant positions at the time they submit their bid in order to be placed on a continuous recruitment eligible list. All bidders must complete a current County of Onondaga employment application prior to appointment should they be determined to be the successful bidder. For any position where the requirements and qualifications for the position are not well established, the County through the Department of Personnel, reserves the right to determine such requirements and/or qualifications.

In the event an employee submits a bid and is disqualified or if the requirements or qualifications are changed and thus cause an employee to be disqualified, the Employer shall notify the employee in writing of the disqualification. The Employer shall maintain departmental and County-wide continuous recruitment eligible lists by title. First preference in filling a vacancy shall be given to the most senior qualified employee on the departmental continuous recruitment eligible list established for that title. Second preference in filling a vacancy shall be given to the most senior qualified employee on the County-wide continuous recruitment list established for that title.

All continuous recruitment lists shall be updated by adding the names of employees in accordance with (C) above and by deleting the names of employees upon appointment in accordance with this paragraph.

The Employer shall notify the respective unit president of the department where a vacancy exists for filling under continuous recruitment. The Employer shall post a notice in the department where an appointment to a vacancy has been made from a continuous recruitment list. Updated continuous recruitment lists will be sent to all unit presidents every six (6) months. Updated title deployment listings will be sent to all unit presidents on a yearly basis.

II. **Limitation**

All employees must meet the qualifications to be eligible for the vacancy.

All appointments under this procedure shall be subject to an evaluation period of up to six (6) months. Any employee who is appointed to a vacancy under this Article and who fails to successfully complete the evaluation period shall have the right to return to the position he/she held prior to the appointment.

After a first failure in an evaluation period for a specific title, the employee shall not be eligible to bid on that job title for at least 6 months. After a second failure and beyond, for each failed attempt, the employee must wait at least one (1) year to participate in recruitment for that title. This provision applies to all continuous recruitment titles listed in this Article and for all locations. The waiting period, however, only applies for the specific title, within the same department, for which the employee failed the evaluation.

When an employee is offered a position to a department or location they indicated on the bid sheet would be acceptable, and the appointment is declined, such employee shall have their name removed from the list for the affected title and shall not be eligible to bid on that job title for a period of six (6) months thereafter. It is the responsibility of the employee to re-bid after the six (6) month period.

In instances of a demotion, or a lateral transfer within the department, or the filling of a position to avoid a layoff, the provisions of this Article shall be considered waived for purposes of filling vacant positions.

Any vacancy which is not filled within 45 working days after a continuous recruitment list has been issued, the department shall request a new continuous recruitment list in accordance with this Article if the appointing authority decides to fill the vacancy.

This Article shall be applicable only to employees with permanent status in a bargaining unit position except those that are serving in any probationary status or not on active payroll status (leave without pay, Workers' Compensation, disciplinary suspension, etc.).

Article 10
Regular Compensation Rate

A. **Definition**

The regular compensation rate is that rate reflected in the salary schedule included herein for each employee at each classification, grade and step. Said regular compensation rate does not include any premium compensation as defined herein.

B. **Applicability**

A regular full-time employee's regular compensation rate is that rate as defined above and shall be paid for all worked and accrued hours unless expressly modified by this agreement.

Article 11
Premium Compensation

A. **Definition**

Premium Compensation is that compensation which is in addition to the employee's regular compensation rate. Such compensation shall include but is not limited to: Overtime Compensation Premium, Shift Differential Premium, Holiday Premium, Educational Premium, Longevity Premium, Chronic Care Institutional Differential Premium, and Field Training Officer Premium Compensation (See Article 35).

B. **Applicability**

One or more types of such premium compensation as listed above shall be applicable to all regularly scheduled full-time employees who qualify, therefore, except as limited by this agreement.

C. **Premium Compensation Limitation**

Each type of premium compensation described above shall be considered and computed separately.

D. **Payment**

The County agrees to pay each premium compensation earned by an employee according to its present practices.

Article 12
Overtime Compensation Premium

A. **Definition**

Overtime compensation shall be paid at the rate of one and one-half times (1 1/2) the regular compensation rate (base rate as set forth in Appendix A) plus shift differential premium, if applicable, for hours worked in excess of eight hours in a work day or 40 hours in the defined seven day work week with the following exceptions:

1. Department of Long Term Care Services - Extended Care Division (Van Duyn Home and Hospital) - Overtime shall be paid for hours worked in excess of eight hours in a work day or 80 hours in a fourteen day payroll period;

2. Department of Correction and Department of Parks and Recreation (Park Rangers) - Overtime shall be paid for hours worked in excess of eight hours in a work day or 80 hours in a fourteen day payroll period.

Employees covered under this agreement shall have the option, upon prior written request of and subject to prior authorization by the department head or authorized designee, of receiving compensatory time at the rate of time and one half (pursuant to FMCS Case No. 97-14350 [K. Chase]) in lieu of monetary compensation in accordance with the provisions set forth in this Article except as provided in paragraph B below.

B. **Applicability**

The provisions of this Article shall not be applicable to classification determined to be exempt pursuant to the Federal Fair Labor Standards Act. Such determination shall not be reviewable under Article 27-Grievance and Arbitration Procedure of this agreement. Employees occupying such classifications may

elect straight time cash or straight time compensatory time for time worked in excess of their normal work day or normal work period as defined under Article 7 - Work Time.

Such election shall be subject to the approval of the department head. Approved compensatory time shall be limited to a maximum accrual of 35 or 40 hours depending on the title and be expended upon prior request by the employee and approval of the department head. When the maximum accrual has been reached, all time worked in excess of the normal work day or normal work period shall be compensated at straight time cash payments.

C. **Accountability**

Any unpaid absences shall not be considered as time worked for purpose of computing overtime.

D. **Availability**

Overtime will be made available to the senior qualified employee in the job title which is ordinarily and customarily assigned the work by the Employer on a rotation basis insofar as practical over the period of this agreement.

Departments with the union may establish a policy that takes into account 12-D, which meets the needs of both parties.

E. **Call-In Pay**

The County agrees that any employee covered by this agreement who is called into work for emergency duty shall receive the greater of (a) or (b) as follows:

1. either a minimum of four (4) hours pay at the regular rate of compensation or upon request of the employee and approval of the department head or designee, a minimum of four (4) hours of straight compensatory time;

2. one and one half times the regular compensation rate or compensatory time in accordance with paragraph (A.) of the this article (if classification determined to be non-exempt), or straight time cash or straight time compensatory time in accordance with paragraph (B.) of this article (if classification determined to be exempt), for actual time worked.

The County maintains the right to assign or retain any employee for the duration of the call-in duty.

F. **Compensatory Time Balances**

1. The Employer may apply the following methods to manage compensatory time balances accumulated under (A) or (B) of this Article or the Federal Fair Labor Standards Act.

   a. The Employer may opt to "cash out" (that is to pay the equivalent cash compensation on an hour for hour basis at the then current rate of pay) some or all compensatory time hours at such time or times as it may designate during any calendar year.
   b. The Employer may opt to schedule employees to expend some or all compensatory time in the form of paid absences from work at such time or times as it may designate during the calendar year.
   c. The Employer may opt to allow such accumulated compensatory time balances to remain.

2. In the event that the Employer decides to exercise one of the above options, the Employer shall establish a uniform amount or balance to be applied equitably to compensatory time balances within each department.

3. The Employer shall provide 25 working days advance notice to employees in the event it opts to initiate (1.) (b.) above.

4. Employees shall be able to maintain a minimum compensatory time balance of 35 or 40 hours depending upon the title.

5. Employees may initiate a written request to receive a "cash out" as defined in (1)(a) above of accumulated compensatory time. All such requests shall be subject to the approval of the department head and responded to in writing.

G. **Ordered Overtime**

It is hereby affirmed that the Employer shall maintain the right to compel overtime to be worked by employees in instances where:

1. Voluntary overtime arrangements have been exhausted without rendering a qualified employee available to do the work;
2. In the event of unexpected or emergent situations where the Employer determines that a position or post must be staffed or that an assignment or work must be accomplished.

It is further affirmed that the Employer shall have the right to formulate and implement overtime policies in order to assure staffing and that such policies shall include provisions for the isolated occasion to decline ordered overtime where such declination is both reasonable and justifiable.

Article 13
Holidays and Holiday Premium

A. Effective with the 2009 contract year and thereafter, subject to the limitations as found elsewhere in this agreement the following legal holidays shall be observed by the County of Onondaga as days off with pay.

New Year's Day	Labor Day
Martin Luther King Day	Columbus Day
Lincoln's Birthday	Veteran's Day
Washington's Birthday	Thanksgiving Day
Memorial Day	Day after Thanksgiving Day
Independence Day	Christmas Day

B. When a regularly scheduled staff employee is required to work on a holiday as listed in Section (a), said employee shall be paid his or her regular compensation rate, except for Christmas Day (December 25), New Year's Day (January 1) and Thanksgiving Day, which shall be paid at the rate equal to one and one-half (1 1/2) times the regular rate of compensation, including Institutional Shift Differential Premium when applicable, for such work performed. Employees who work on Christmas Day, New

Year's Day or Thanksgiving Day holidays and who would be otherwise eligible to paid overtime compensation pursuant to Article 12 - Overtime Compensation Premium for work performed on such holidays shall receive an additional four (4) hours compensatory time at their regular rate of compensation.

C. The County agrees that employees who are required to work on a holiday as listed in Section (A) shall be compensated for such holiday by receiving a holiday premium of equivalent straight time cash payment in lieu of the holiday.

D. Any employee whose scheduled day off falls on a holiday or any employee who is required to work on a holiday as defined by Article 13(A) shall have the option of receiving a holiday premium of compensatory time off in lieu of a holiday premium of cash payment.

Employees electing this option for holiday premium of compensatory time must provide the department head or authorized designee written notification stating both the employee's election of the holiday premium of compensatory time option and specifying the date the employee requests to use the holiday premium of compensatory time. The employee's requested date must be a date no later than six weeks following the holiday. The written notification must be provided to the department head or authorized designee no later than five (5) work days prior to the holiday.

If the employee's requested date is denied and an alternative date cannot be mutually agreed to by the employee and the department head or authorized designee, the employee shall then receive a holiday premium of cash payment in lieu of compensatory time as follows:

1. Employee who was scheduled off on the holiday shall receive a holiday premium of straight time cash payment.

2. Employee who worked on the holiday shall receive a holiday premium of straight time and one half (1 1/2) cash payment.

E. **Eligibility**

In order to be eligible for the holiday pay as defined in Section (A) and (C), those employees covered by this agreement must actually work their last scheduled work day prior to the holiday, the holiday when they are required to work, and their first scheduled work day after the holiday unless their absence was scheduled and approved in advance by the department head or authorized designee. All regularly scheduled employees shall be obligated to work no more than seven of the holidays, except for employees of the Department of Emergency Communication which shall be eight (8) of the holidays as of January 1, 2009, as enumerated in Section (A). In instances where an employee was ordered or volunteered to work on an overtime basis on a holiday, the overtime worked shall count as one (1) day toward satisfying the seven holiday obligation set forth above except for employees of the Department of Emergency Communications where this shall not apply as of January 1, 2009. For example, an employee works from 7 a.m. - 3 p.m. on Christmas Day. The employee then works from 3 p.m. - 11 p.m. on an overtime basis on that day. The employee would be credited with one holiday worked for their regularly scheduled hours worked and one holiday worked for the overtime hours worked for a total of two holidays worked toward satisfying the holiday requirement set forth above. In all cases, the employee must work a minimum of four hours on a holiday for this to apply.

F. The County shall determine the calendar date on which the holidays set forth in this Article shall be observed.

When a legal holiday occurs on a Saturday or Sunday, where the department is normally closed for business, the holiday will be observed on the Friday preceding a Saturday holiday, or on the Monday following a Sunday holiday. However, for those departments requiring employees to work 24 hour work schedules and/or seven day per week schedules, the holiday pay set forth in (B) above shall be paid for work performed on the actual calendar date of Christmas Day (December 25), New Year's Day (January 1) and Independence Day (July 4).

For employees who work the night shift, the holiday shall be paid from the evening before the holiday to the morning of the holiday. For example, employees who work from 11 p.m. to 7 a.m., the holiday shall be from 11 p.m. on the evening before the holiday to 7 a.m. on the day of the holiday.

G. **Floating Holidays**

The following holidays shall be considered floating holidays: Lincoln's Birthday and Columbus Day. The parties understand and agree that sections (a), (b), (c) and (d) of this Article shall not apply for purposes of these days. Rather, in accordance with section (f) of this Article, the calendar dates on which the above holidays would be observed shall be considered regularly scheduled work days. In lieu of the benefits set forth in sections (a), (b), (c) and (d) of this Article, employees may elect to implement the holiday premium compensation as provided in section (a) of this Article for the above holidays on any two regularly scheduled work days during the calendar year in which the holidays occur, provided that 72 hours advance request is made to and approval is granted by the appointing authority. The floating holiday concept shall not be applicable to employees working in 24 hour, shift or relief type operations.

Employees hired or reinstated during any calendar year shall be eligible only for those floating holidays which fall subsequently to their date of hire or reinstatement. Employees eligible for terminal leave pursuant to Article 28 of this agreement shall be credited with any unused floating holidays which fall prior to the employee's termination date and debited with any used floating holidays which fall subsequent to the employee's termination date in accordance with the provisions for terminal leave.

Article 14
Longevity Premium

The County shall pay all regularly scheduled full-time employees and part-time employees (on a pro rata basis) who have completed 10, 15, 20 and (commencing January 1, 1970) 25 years, and for each five (5) year interval thereafter of full-time service with the County, a premium of $125.00 in equal installments which are divisible by 26 payroll periods or further subdivisions thereof, during the year in which the employee first becomes eligible for the longevity premium.

Any employee covered by this agreement hired on or after February 15, 1973 shall not be eligible for such longevity premium.

Article 15
Shift Differential

Effective upon adoption of this Agreement by the Onondaga County Legislature and retroactive to the First Full Payroll Period after January 1, 2016, a shift differential premium of $1.10 per hour shall be paid to all employees covered by this Agreement working a work shift between the hours of 3:00 p.m. and 7:00 a.m.

Article 16
Educational Premium Compensation

A. An Educational Premium adjustment in the amount as set forth below shall be paid for one (1) or two (2) complete years of graduate training now in effect for employees in the Social Services and Probation Departments shall be continued for the duration of this agreement.

B. Employees in the Social Services and Probation Departments holding certification from the State of New York as certified Social Workers, shall receive the Educational Premium adjustment for two (2) complete years of graduate training as set forth below.

C. Any employee covered by this agreement hired on or after February 15, 1973 shall not be eligible for such educational premium.

Educational Premium Adjustment

Grade	One (1) Year of Graduate Training	Two (2) Years of Graduate Training
1	304	608
2	318	636
3	332	664
4	351	702
5	378	756
6	412	824
7	445	890
8	486	972
9	530	1,060
10	572	1,144
11	613	1,226
12	654	1,308
13	727	1,454
14	807	1,614
15	890	1,780

Article 17
Vacant

Article 18
Mileage and Parking Reimbursement

A. **Mileage Reimbursement**

Employees who upon the sole direction and requirement of the Employer use their personal vehicle in pursuit of business on behalf of the Employer shall be reimbursed for incurred mileage expenses at the rate established by the U.S. Internal Revenue Service.

B. **Parking Reimbursement**

1. Employees who upon the sole direction and requirement of the Employer use their personal vehicles in pursuit of business on behalf of the Employer on a regular and consistent basis may be eligible for parking reimbursement.

   Eligibility shall be determined on the basis of required use or availability 50 percent or more of the work time in any month for which the reimbursement is claimed.

2. Eligible employees shall be provided with a parking pass or card by the County to be used at a parking facility selected by the County. Eligible employees shall incur no expense, nor be required to submit any claims, when utilizing this option. Eligible employees, at their sole discretion, may elect to "opt-out" of the parking pass or card program established by the County. Should an eligible employee choose to "opt-out", the remaining provisions of this Article and the following shall apply:

   a. The eligible employee must return any County-issued parking pass or card on the last business day of the month in which such election is made;
   b. the "opt-out" provision will commence on the first business day following the month in which such election is made;
   c. eligible employees who "opt-out" shall be solely responsible for securing their own parking arrangements;
   d. eligible employees who "opt-out" shall be reimbursed up to $45 per month via the reimbursement provisions of this Article.
   e. Eligible employees who have opted out of the parking pass or card program may opt back in to the program on the first day of the second month following notification of the desire to opt back in, subject to availability. If no passes or cards are available, the employee will be placed on a waiting list. The waiting period may be set aside if availability permits.

   Reimbursement shall be made to eligible employees at the rate of a one month or a three month basis upon submission of a receipt for such expenses. In the event an employee who has been reimbursed becomes ineligible or separates from employment, the employee shall return the parking permit to the Employer at its request or shall have the balance of the reimbursement returned to the Employer by payroll deduction.

C. **Payment**

The Employer shall not be required to pay claims for mileage and parking reimbursement submitted to the Employer more than sixty (60) calendar days after the month being claimed for reimbursement except in cases where the amount owed is in dispute or where the employee is incapacitated due to illness.

If the Employer provides tax exempt certificates to employees, the Employer shall not be required to pay reimbursement for any sales tax as may be charged to or incurred by employees in relation to parking expenses.

Payment of mileage and parking reimbursements shall be made by means of the payroll system.

D. **Limitation: Parking**

In instances where the work location of employees is changed from a location where parking is provided at no cost or reduced cost to a location where parking is not provided at no cost or reduced cost, the provision or availability of parking at no cost or reduced cost by the Employer at any work location shall not constitute nor create a term and condition of employment for any employee covered by this agreement.

Article 19
Meal Allowance

A. Onondaga Community College employees engaged in snow removal and any employees in Parks, Facilities Management, Transportation, Water Environment Protection, Metropolitan Water Board and Emergency Communications are entitled to a meal allowance at the rate of $8.25 per meal, when called in three (3) hours before, or required to work three (3) hours past the normal shift, [except Department of Transportation, which is two (2) hours before and three (3) hours after].

B. Institutional employees, when called upon to work in an overtime capacity, in addition to their regular duty, will be provided an appropriate meal in accordance with present practices.

C. There will be no deduction for meal breaks in (A) or (B) above when the break does not exceed twenty (20) minutes.

D. The meal allowance will also be applicable to employees set forth in (A) above who work through their appropriate meal period on a scheduled day off or holiday when such work is in excess of an employee's normal schedule provided that:

1. the employees are eligible for an appropriate meal period, and
2. the Employer is unable to provide the appropriate meal period as a result of the work requirements or circumstances at that time.

E. Payment of meal allowances shall be made by means of the payroll system.

Article 20
Children's Protective Unit Compensation

A. Any regularly scheduled full-time employee covered by this agreement who is assigned to the Child Protective Services Unit within the Department of Social Services shall receive the following amounts of compensation for performing on-call assignments (also referred to as "night service") during off-duty hours as scheduled by the department head or his/her authorized designee.

	2008	2009	2010	2011	2012
Week Days- Monday - Friday (Supervisor) 4:00 p.m. M. to 8:00 a.m. F. (Straight Comp. Time for hours worked)	$ 264	$ 272	$ 280	$ 289	$ 299
Weekend Friday to Monday (Supervisor) 4:00 p.m. F. to 8:00 a.m. M. (Straight Comp. Time for hours worked)	$ 312	$ 321	$ 331	$ 342	$ 354

	2008	2009	2010	2011	2012
Evening Coverage Night Service Worker Night Service Workers 1, 2, 3 4:00 p.m. to Midnight	$ 210	$ 216	$ 223	$ 230	$ 238
Evening Coverage Night Service Worker Night Service Workers 4, 5, 6 4:00 p.m. to Mid-F. 8:00 a.m. to Mid-Sat & Sun	$ 252	$ 260	$ 267	$ 276	$ 286

	2008	2009	2010	2011	2012
Overnight Coverage Night Service Worker 7 Midnight to 8:00 a.m.	$ 105	$ 108	$ 111	115	$ 119
Overnight Coverage Night Service Worker 8 Midnight to 8:00 a.m.	$ 105	$ 108	$ 111	115	$ 119

The rates for 2009, 2010, 2011 and 2012 shall be in effect with the commencement of the first full payroll period of each respective contract year.

B. Holidays: Evening Night Service Worker will each be compensated at six (6) hours for providing coverage on one of the official county designated holidays. The overnight Night Service Worker shall be compensated at three (3) hours for each such holiday. Supervisors providing supervisory coverage shall be compensated seven (7) hours for each such holiday.

C. In addition to the compensation for "night service" as noted above, the "night service" worker shall receive overtime compensation at the rate of time and one-half for time actually involved in the physical investigation of a charge other than by telephone.

D. Night service is scheduled on a voluntary basis, and established at the beginning of the calendar year for a 52-week period. In the event that weeks are lacking volunteers or have no volunteers, management has the right to assign coverage for those weeks.

Article 21
Retirement

The County agrees to provide Section 75(i), 41(j) (Sick Leave Credits and Retirement), and Section 41(k) (World War II Veteran Service Credit), of the New York Retirement and Social Security Law for all eligible employees covered by this agreement.

Article 22
Physical Examinations - Water Environment Protection

CONTENT ELIMINATED – SEE APPENDIX N

Article 23
Health and Safety

A. The County shall continue to make reasonable provisions for the health and safety of its employees during the hours of their employment. The County furthermore agrees to provide reasonable and practicable protective devices and equipment necessary to protect the employees from sickness and injury.

B. All employees covered under this agreement shall be entitled to the provisions of the Workers' Compensation Law as provided for within the law. It is expressly agreed that this paragraph shall not be grievable nor arbitrable under Article 27 - Grievance and Arbitration Procedure of this agreement.

C. The right of the County to make and enforce reasonable rules and regulations as it may deem necessary for the purpose of maintaining order, safety and efficiency is recognized by the Civil Service Employees Association provided the same are not inconsistent with the provisions of this agreement.

D. The Employer and Association agree to meet and discuss health and safety issues within the committees established under Article 29 - Joint Labor-Management Program of this agreement.

Article 24
Health and Dental Benefits

Health Benefits

The Employer agrees to provide health benefits coverage to regular full-time and regular part-time employees in the bargaining unit who submit the requisite enrollment card under the Onondaga County Health and Wellness Program (hereinafter "OnPoint Program") developed by the Onondaga County Health Care Coalition.

Effective January 1, 2017, members shall contribute in the amount equal 14% per month of the premium equivalent rates established for the OnPoint Program for both individual and family coverage. The Employer shall collect such contributions by payroll deductions.

Effective January 1, 2018, members shall contribute in the amount equal 16% per month of the premium equivalent rates established for the OnPoint Program for both individual and family coverage. The Employer shall collect such contributions by payroll deductions.

Effective January 1, 2019, members shall contribute in the amount equal 18% per month of the premium equivalent rates established for the OnPoint Program for both individual and family coverage. The Employer shall collect such contributions by payroll deductions.

Effective December 31, 2019 members in salary grades 9 through 15 (inclusive) shall contribute in the amount equal 20% per month of the premium equivalent rates established for the OnPoint Program for both individual and family coverage. The Employer shall collect such contributions by payroll deductions.

The OnPoint Program shall establish eligibility for health benefit coverage on the first day of the fourth month following the date of active employment or application for enrollment. The OnPoint Program shall provide that health benefit coverage shall terminate at the end of the calendar month in which eligibility or employment terminates except in case of the death of an employee while on active payroll status which shall continue to be covered by present OnPoint Program provisions or the layoff of an employee as provided in Article 8 - Layoff Procedures of this agreement or Sections 80 and 81 of the Civil Service Law in which case eligibility shall terminate at the end of the month following the month in which the layoff occurs.

Dental Benefits

The Employer agrees to provide dental benefits coverage to members of the bargaining unit, as set forth below, who submit the requisite enrollment card under the Onondaga County Dental Program (hereinafter the "Program").

Regular full time and regular part-time employees may enroll for individual coverage and shall contribute 35% of the premium or premium equivalent rate established by the Program for individual coverage.

Regular full time employees may enroll for family coverage (including eligible dependants as defined by the Program) and shall contribute 35% of the premium or premium equivalent rate established by the Program for family coverage.

Applicability

A. The County reserves the right to self-insure, alter benefit plans or change the benefit carriers for the Health and Dental Benefit program provided that any new plan or change shall be equivalent in coverage and/or benefits as provided by the above stated plans. The County shall notify the Association not less than 45 calendar days prior to the effective date of such change or alteration.

B. No employee shall be eligible for health or dental benefits provided herein both as an employee and as a dependent or if enrolled as a dependent under any other health or dental benefit program provided by or offered through the Employer.

Article 25
Long Term Disability Benefits

A. The Employer agrees to provide coverage under a group long term disability program to regular full-time employees and regular part-time employees who work at least twenty (20) hours per week and who submit the requisite enrollment card. For purposes of program eligibility, regular full time and regular part-time employees are required to work at least twenty (20) hours per week in order to be eligible to enroll in the program.

B. The Employer reserves the right to self-insure, alter benefit plans or change benefit carriers provided that any new plan or change shall be the same as or improve the coverage or benefits. The Employer shall notify the Association not less than forty-five (45) calendar days prior to the effective date of such change or alteration.

Article 26
Discipline and Discharge Procedure

The following procedures shall be the exclusive procedure utilized for disciplinary and discharge matters for all permanent employees covered by this Agreement and who have satisfactorily completed the initial probationary period with the County as provided by local Civil Service rules and regulations. It is also the intent of this Article to provide for a swift and judicious alternative for handling discipline and discharge matters in lieu of Section 75 and 76 of the New York State Civil Service Law.

Disciplinary action shall include, but is not limited to, oral and written reprimands, suspension, demotion, discharge, fines or any combination thereof or other such penalties as may be deemed appropriate by the Employer. An employee shall be entitled to representation by the CSEA at each step of the discipline and discharge procedure. An employee shall be entitled upon request to have an Association Representative present if, as a result of an investigation, an employee is asked by the Employer to sign a statement for purposes of attesting to or admitting incompetency or misconduct.

Service of the notice of discipline shall be made by personal service to the employee with the Unit President or his/her designee receiving a copy, if present at the time. If service cannot be effectuated by personal service, it shall be made by registered or certified mail, return receipt requested to the employee with a copy sent to the Unit President or his/her designee.

The notice of discipline shall contain a detailed description of the specific acts and conduct for which discipline is being sought including references to date, times and places and shall state any proposed penalty being sought. The notice of discipline shall also state that the employee has the right to appeal the disciplinary action by filing a written grievance through the Union within five (5) work days after receipt of notice of discipline if he/she disagrees with it. No disciplinary proceeding shall be commenced under this Article more than 15 months after the occurrence of the alleged acts and/or conduct complained of and described in the charges provided, however, that such limitation shall not apply where the acts and/or conduct complained of and described in the charges would, if proved in a court of appropriate jurisdiction, constitute a crime.

Employees will be presumed innocent until proven guilty and the burden of proof shall be the Employer's. Employees shall be given the opportunity to resolve the proposed discipline by settlement and to be represented by a Civil Service Employees Association representative, and waive their rights to the procedure as outlined herein. Any settlement agreed upon between the parties shall be reduced to writing with the exception of oral reprimands, which shall be the form set forth in Appendix D and shall be final and binding upon all parties subject to the approval of the Division of Employee Relations with a copy of same to the President of the Civil Service Employees Association, Local 834.

Oral Warning Notations shall lapse in effect and be expunged from the employee's record upon the expiration of twelve (12) calendar months from the date of issuance provided that the employee receives no disciplinary action for the same or similar offense within the twelve (12) month period.

In instances when disciplinary action is to be preferred against a bargaining unit employee, the employee shall not be suspended from employment prior to the completion of the second step of the discipline and discharge procedures contained in Article 27 of the current agreement unless, in the opinion of the department head and the Director of Employee Relations or their authorized designee, the employee presents a danger to the health and/or safety of one's self or another or disrupts the operation of the department where the employee is situated.

Disciplinary action against an employee, except oral reprimands, which shall be issued in accordance with the form attached hereto as Appendix D, may be appealed by filing a written grievance through the Union within five (5) work days after the receipt of such notification by the employee if he/she disagrees with the disciplinary action taken. Said grievance shall be processed by the Union as a Step Two grievance and, if necessary, through the arbitration step. In instances where an employee is suspended or terminated from employment prior to the completion of the third step of the discipline and discharge procedure contained in Article 27, a Step Three Grievance meeting shall be convened by the Employer within five (5) working days after receipt of a Step Two grievance as provided above. The Director of Employee Relations shall render a decision in writing to resolve the matter within seven (7) calendar days after conclusion of the Step Two meeting. Failure to file a grievance within the time frame herein above specified will constitute acceptance of the penalty as proposed by the Employer, by the employee and settle the matter in its entirety.

In instances where an employee has been suspended in excess of 20 working days or discharged as a result of a Step Two decision, the Union may, on behalf of the discharged employee, proceed to arbitration using the following expedited procedure.

i. The Union shall notify he Director of Employee Relations of its intent to proceed to arbitration within five (5) working days after its receipt of the Step Two Decision.

ii. The Union and the Employer shall appoint an arbitrator on a rotation basis from a mutually agreed upon list of five (5) arbitrators. The arbitrator shall be responsible for conducting a hearing within thirty (30) days of appointment.

iii. The arbitrator shall render a written decision within ten (10) working days after the conclusion of the hearing.

This expedited procedure differs only in method of determining an arbitrator and in the time limits for conducting a hearing and rendering a decision. All other procedures and/or obligations of this Article have the same force and effect for this expedited procedure.

Subject to a mutual written agreement between the Civil Service Employees Association, Local 834 and the Division of Employee Relations, the time limits herein above specified may be waived.

The disciplinary arbitrator shall not have jurisdiction of authority to add to, modify, detract from or alter in any way the provisions of this agreement, or any amendments or supplement thereto or to add new provisions to this agreement or any amendment or supplement thereto.

Rather, the disciplinary arbitrator shall be limited to determining guilt or innocence and the appropriateness of the proposed penalty.

If, in any case where an employee has been suspended or discharged pending the outcome of an arbitration proceeding, an arbitrator finds that such suspension or discharge was unwarranted or that the penalty was too severe then the employee shall be reinstated and compensated for all time lost, and all other rights and conditions of employment as may be determined by the arbitrator, less the amount of compensation which he/she may have received on other employment or in the form of any type of State or Federal benefits since his/her suspension or discharge from the public service.

The decision of the Arbitrator shall be final and binding upon all parties.

Article 27
Grievance and Arbitration Procedure

I. General

A. It is the intent of this Article to promote and provide for a mutually satisfactory procedure for the peaceful settlement of grievances arising out of the interpretation or application of the terms of this agreement. The Employer and Union encourage prompt resolution of employment problems through discussion and dialogue between the employee(s) and their immediate supervisor prior to the initiation of a written grievance, whenever possible.

B. Every employee shall have the right to present his/her grievance to the County free from interference, coercion, restraint, discrimination or reprisal, and shall have the right to be represented by a Civil Service Employees Association unit representative, provided however, that an employee may not be represented by any person(s) representing any other labor organization. The Association shall have the right to submit class action grievances.

C. Probationary Employees - It is agreed by and between the parties that any employee covered by this agreement working in a Probationary status may be discharged at the sole discretion of the County and shall not have the right to relief pursuant to the grievance procedure as contained herein.

D. The time limits set forth in the Article are of the essence. They may, however, be extended by mutual written agreement of the parties. Such time limitations can be raised at any Step throughout the grievance procedure.

The failure of the grievant to proceed within the time limit set forth shall terminate the grievance at that step. The failure of the County to answer within the time limit set forth will advance the grievance to the immediate next step of the grievance procedure, upon written notice to the Employer representative at the next step of the grievance procedure.

E. The employee shall have the option to utilize the Preliminary Step or proceed directly to Step One.

II. As used herein, the following terms shall be defined as follows:

A. County shall mean County of Onondaga.

B. Employee shall mean any person employed by the County of Onondaga and described in the bargaining unit pursuant to Article 2 of this agreement.

C. Immediate supervisor shall be that person of the next higher level of authority, regardless of titles, who normally assigns, supervises, evaluates or approves the employee's work. The County may designate the Immediate Supervisor in a particular department if it so desires.

D. Department Head means the person so designated pursuant to Charter, Local Law, Administrative Rule and/or Code or by resolution of the County Legislature as the head of a department.

E. Authorized designee means the person so designated by the department head within his/her department, institution, division, bureau and/or other administrative units for the purpose of handling grievances.

F. Work day means all days other than Saturday, Sunday or legal holidays as celebrated by the County. Saturdays, Sundays and Legal holidays shall be excluded in computing the number of legal days in which action must be taken in any step of the grievance procedure.

G. Grievance means a claimed violation, misinterpretation or an inequitable application of a specific and express term of this agreement. All grievances must be filed in writing; must set forth the facts giving rise to the grievance in sufficient detail to allow the Employer to investigate the matter and render a response; and must set forth the Article(s) and sections(s) of the contract that are alleged to have been violated, misinterpreted or inequitably applied.

H. Class action grievance means a claimed violation, misinterpretation or an inequitable application of a specific and express term of this agreement that affects employees in more than one department.

I. Civil Service Employees Association Unit Representative means a person designated by the President of Civil Service Employees Association, Local 834.

Preliminary Step

An alleged grievance may be discussed verbally between the employee(s) and their union representative and the local or immediate supervisor prior to the initiation of a written grievance, however, the time limits for initiating a written grievance shall continue unless otherwise agreed.

Step 1:

A. In the event that the grievance is not adjusted under the Preliminary Step, the aggrieved employee or grievance representative or unit president or their designee may file a written grievance within ten (10) working days after the grievant becomes aware of the event constituting the alleged grievance for a review with the department head or his/her authorized designee and provided that the Preliminary Step has been initiated.

The department head or authorized designee shall meet with the grievant and union representative to review the alleged grievance. The grievant and union representative shall attend the meeting and present facts and oral or written statements pertaining to the alleged grievance. The department head or designee shall provide a written answer to the alleged grievance within twenty (20) working days after receipt of the grievance.

B. In the event that the employee(s) opt to proceed directly to Step One and the Preliminary Step is not held, the aggrieved employee or grievance representative or unit president or their designee may file a written grievance within ten (10) working days after the grievant becomes aware of the event constituting the alleged grievance for ~~a~~ review with the department head or his/her authorized designee.

The department head or authorized designee shall meet with the grievant and union representative to review the alleged grievance. The grievant and union representative shall attend the meeting and present facts and oral or written statements pertaining to the alleged grievance. The department head or designee shall provide a written answer to the alleged grievance within twenty (20) working days after the meeting to review the alleged grievance.

Step 2:

In the event that the grievance is not adjusted under Step 1 and the Union decides to proceed, the Union shall file the written grievance with the Division of Employee Relations within ten (10) working days from the date of the Step 1 answer.

A class action grievance shall be initiated in writing at this step by the CSEA Local 834 President or his/her written designee within ten (10) working days after being aware of the event constituting the alleged class action grievance.

Thereafter, the Director of Employee Relations or authorized designee shall meet with the aggrieved employee, their union representative and Labor Relations Specialist, if any, within twenty (20) working days after the notification from Step 1. Within ten (10) working days after the conclusion of the Step 2 meeting, the Director of Employee Relations or authorized designee shall render his decision in writing with copies to the grievant, Local President and Unit President to resolve the matter.

Step 3:

1. Any grievance arising under Article 26 - Discipline and Discharge Procedure or Article 27 - Grievance and Arbitration Procedure of this agreement which is unresolved after Step 2 of this Article and which is to be further appealed by the Union under Step 3 of this Article shall be processed instead, upon mutual written agreement of the parties, according to the Grievance Triage Arbitration Procedure (hereinafter "GTAP") set forth in Appendix I of this agreement in lieu of paragraph (2) below. Absent such agreement, the grievance shall be processed as provided in (2) below.

2. A. In the event the grievance is not adjusted at the conclusion of Step 2, the Association may request in writing with a copy to the Division of Employee Relations the appointment of the arbitrator from the American Arbitration Association, Public Employment Relations Board and/or Federal Mediation & Conciliation Service within fifteen (15) working days after receipt of the decision rendered at the conclusion of Step 2.

   B. It is understood by the parties that the cost of such arbitration shall be borne equally by the parties.

   C. The arbitrator shall not have jurisdiction or authority to add to, modify, detract from, or alter in any way the provisions of the agreement or any amendment or supplement thereto or to add new provisions of this agreement or any amendment or supplement thereto.

   D. If the grievance concerns matters not covered by this agreement or the procedures contained herein have not been adhered to, said grievance shall be returned to the parties without decision.

   E. The findings, conclusions, and recommendations of the arbitrator for resolution of the grievance shall be binding on all parties to the proceeding. Awards may not be retroactive beyond thirty (30) calendar days prior to the initiation of the alleged grievance with the County.

   F. The arbitrator's decision shall be rendered in accordance with the time limits of the arbitration administration agency selected.

Article 28
Employee Leave Benefits

All regular full-time employees and regular part-time employees on a pro rated basis covered by this agreement shall be entitled to the following leave benefits set forth in this Article.

HOURS OF WORK

The basic work week for employees in County departments and agencies and those covered under special regulations is a 35 hour work week from 8:30 a.m. to 4:30 p.m. each business day Monday through Friday. Some departments and institutions work a 40 hour work week. Some departments also participate in a flex-time project (see Appendix H) where starting times may be 8:00, 8:30 or 9:00 a.m.

In departments where a deviation from the stated work hours is required schedules are determined at the discretion of the department head.

Daily time records showing actual hours worked by each employee shall be maintained. In the absence of mechanized time recording equipment, each department will use designated daily sign-in sheets.

LUNCH PERIOD

Employees not covered by special regulations shall be granted a one (1) hour lunch period each full working day, said lunch hour to be taken according to a schedule determined by the department head.

Lunch hours should not be taken before 11:00 a.m. nor after 2:00 p.m.

REST BREAK

Each department head shall grant one (1) work break not to exceed fifteen (15) minutes during one (1) working day. Timing of the break is at the discretion of the department head.

VACATION LEAVE

Vacation leave shall be earned by full-time employees, and by part-time employees on a pro rata basis in accordance with the Leave Accrual Chart set forth in Appendix E.

Vacation leave shall be fully earned, credited and available for use on the employee's anniversary date.

At the completion of one (1) full year of employment, a new employee has earned eleven (11) days of vacation leave. If desired, the employee may use five (5) days of this first year's entitlement upon completion of six (6) months of service, then leave the remaining six (6) days to be used after the employee's first anniversary date.

Employees may accumulate and carry over unused vacation credits into the following anniversary year not to exceed a total accumulation of thirty (30) vacation leave days, subject to the approval of the department head. Vacation leave days in excess of 30 days on the employee's anniversary date shall be canceled but may be converted to sick leave subject to the approval of the department head.

Limitations:

If an observed legal holiday falls within an employee's vacation period, such day will not be charged against accumulated vacation leave credits.

Vacation leave credits will not be earned or accumulated during any month where an employee is absent without pay more than 50% of the working days.

Any vacation leave use shall be subject to approval by the department head. To assure continuation of essential public services, no more than one third (1/3) of the staff of any department or division may be granted vacation at the same time, except upon approval of the County Executive.

To insure fairness to each employee, where all other things are equal, a vacation schedule shall be established with an employee's length of continuous service in County employment as the criterion for scheduling preference. In the absence of an existing departmental vacation policy, vacation scheduling shall be based upon a rotational system by seniority for each vacation leave request. Vacation leave requests must consist of at least one (1) work day up to ten (10) consecutive work days.

NOTE: When leave time is requested and approved, and the employee is on such approved leave, all such days off must be charged to the approved leave category and may not be converted to any other leave category during such leave except in cases of death in the employee's immediate family as defined herein under Bereavement Leave. In such cases, up to four (4) days of vacation leave may be converted to bereavement leave.

PERSONAL LEAVE

After one (1) full year of continuous employment, and on each succeeding anniversary date, regular full-time employees on the permanent (101) payroll earn three (3) days of personal leave to be used for religious observance or personal business. Part-time employees on the permanent (101) payroll earn personal leave on a pro rata basis. (Refer to the Leave Accrual Chart set forth in Appendix E. Personal Leave may be granted only with the approval of the department head, or their designee, upon written request of the employee. In the case of a bona fide emergency, Personal Leave requests may be granted only with the approval of the department head, or their designee, and submitted in writing upon return to work.

Personal leave credits may not accumulate. Any credits remaining unused on the employee's anniversary date may be converted into sick leave subject to the approval of the department head.

Personal leave is not earned during any month where an employee is absent without pay more than 50% of the working days.

TERMINAL LEAVE

Upon resignation or retirement, an employee will receive a lump sum cash payment up to a maximum of twenty-one (21) days of earned and unused vacation, eligible floating holidays, personal leave, and compensatory time credits provided that notice of resignation or retirement is on file in the Personnel Department at least two (2) weeks prior to the employee's last day of work. Entitlement for lump sum payment is figured from the employee's last anniversary date and must be certified by the Department of Personnel. The terminal leave entitlement for vacation leave and personal leave are calculated using the Leave Accrual Chart set forth in Appendix E. The total lump sum payment may not exceed twenty-one (21) days and employees may not be retained on the payroll in budgeted items following the last day of work in order to use any uncompensated credits.

When an employee is reinstated from resignation within one (1) year of such resignation, any unused sick leave credits, if any, which remained at the time of resignation shall be restored to the employee upon reinstatement.

Upon reinstatement, the employee shall then become eligible to begin earning new vacation, personal and sick leave days.

In the event of death of an employee while on active payroll status, the Employer shall pay in a lump sum cash payment all earned and unused vacation, eligible floating holidays, personal leave and compensatory time credits to the estate of the employee.

SICK LEAVE

Full time employees on the permanent (101) payroll earn sick leave credits in accordance with the Leave Accrual Chart set forth in Appendix E limited to ten (10) days per year and subject to the provisions set forth below. Regular part-time employees on the permanent (101) payroll earn sick leave credits on a pro-rata basis in accordance with the Leave Accrual Chart set forth in Appendix E and subject to the provisions set forth below.

Sick leave shall not be used until an employee has completed six (6) payroll periods of continuous service.

Sick leave credits shall not be earned unless the employee is on full pay status for at least fifty percent (50%) of the working days during the payroll period. Days during which the employee is using accumulated sick leave credits shall not be considered as days on full pay status for purposes of earning sick leave.

Unused sick leave credits shall accumulate but only up to a maximum of one hundred sixty-five (165) days. Upon attaining the maximum accumulation, sick leave is no longer earned. Upon retirement, an employee who is eligible for a retirement benefit may elect to apply unused accumulated sick leave credits to his or her years of service for purposes of increasing the retirement benefit. Such credits may not be used for purposes of becoming eligible for a retirement benefit.

When an employee must be absent on sick leave, the employee shall report same to the department head as near as possible to the normal starting time. Departments which require replacement for absent employees may require earlier notification time.

In case of failure to report, unless for reasons satisfactory to the department head, the absence shall not be deducted from sick leave credits but shall be considered as time off without pay.

Sick leave credits may be used by the employee in units of days, half days, or hours when the employee is incapacitated or unable to perform the duties of his or her position by reason of sickness, injury, temporary disability, or for dental or medical visits which may not be accomplished after working hours.

Sick leave credits, not to exceed a total of ten (10) days in any calendar year, may be used for verified serious illness in the employee's immediate family requiring care and attendance by the employee. Immediate family shall include spouse, parent, child, brother, sister, or any other relatives who are actual members of the employee's household.

A physician's statement verifying the employee's incapacity or inability to perform the job duties shall be required upon the request of the department head in case of:

A. absence of three (3) consecutive work days or more;
B. sick leave taken on day(s) where paid leave credits or absence(s) have been previously requested and disapproved;
C. for sick leave taken on their last scheduled work day prior to a holiday or vacation day, the holiday when they are required to work except as provided in (D) below, and their first scheduled work day after a vacation day or holiday;
D. sick leave taken on more than one holiday in a calendar year on which the employee is scheduled and required to work;
E. unverified absence in excess of seven (7) days (or the equivalent in hours) in a calendar year except for employees who have one hundred and sixty-five (165) days of sick leave and for employees scheduled on a twelve (12) hour shift schedule in which case shall be in excess of six (6) days or 72 hours.

Further verification of illness may be requested at the department head's discretion if the attending physician's statement is considered incomplete. If the employee fails to submit sufficient proof of illness when required to do so, or if in the department head's judgment the submitted proof does not justify the employee's absence, such absence shall be considered time off without pay.

Upon return from sick leave of thirty (30) days or more, the employee shall submit to the department head a physician's statement attesting to the employee's recovery and physical fitness to perform the duties of his or her assignment.

When sick leave credits have been exhausted, absence for illness may be charged against annual leave, personal leave or compensatory time credits at the employee's option, but thereafter shall be absence without pay.

Whenever possible, such as for scheduled hospital or office visits, requests for sick leave are to be made in written form and approved by the department head in advance of the date leave is to be taken.

EXTENDED SICK LEAVE

Employees with five (5) or more years of satisfactory service may receive additional sick leave with full pay in the case of verified serious and protracted illness, after all other credits have been exhausted.

Such additional sick leave may be granted at the discretion of the department head and with the approval of the Commissioner of Personnel and shall be up to one (1) calendar month for those having five (5) years and up to ten (10) years employment, two (2) calendar months for an employee with ten (10) to fifteen (15) years of service, and maximum of three (3) calendar months for an employee with fifteen (15) or more years of service. Extended sick leave may be utilized by eligible employees for the total entitlement as listed above, however, the entitlement may be granted only once during the employee's tenure.

For example, an employee who is entitled to one (1) month and uses only two (2) weeks may, at the department head's discretion, use the remaining two (2) weeks at some future date if necessary, however, such employee will not be eligible for additional extended sick leave after ten (10) to fifteen (15) years of service.

Calculation of remaining extended sick leave credits is based on the number of work days in the calendar month(s) originally requested.

BEREAVEMENT LEAVE

For employees on the permanent (101) payroll leave of absence with pay because of death in an employee's immediate family may be granted for up to four (4) working days. Immediate family includes spouse, parent, child, brother, sister, a person occupying the position of a parent or child, or a close relative who is an actual member of the employee's household. The four (4) working day leave period for immediate family bereavement may be extended by one (1) day utilizing Personal Leave, Vacation Leave or Comp Time, without any restriction from other contractual provisions, MOAs, or departmental policies applicable for said leaves. The additional leave day must be contiguous except by special permission related to a separation in time for services. Requests for this additional leave day must be made in advance, inasmuch as practical. Additional accrued leave to be used for the purpose of bereavement may be requested and approved in accordance with the other provisions of this Agreement.

Leave with pay of two (2) working days may be granted to employees in the event of death of grandparents and in-laws. Effective January 1, 2009, grandchildren shall be covered by this paragraph.

Leave with pay of one (1) working day may be granted to employees in the event of death of other near relatives such as the employee's aunts, uncles, first cousins.

NOTE: Aunts, uncles, cousins, grandchildren and grandparents of an employee's spouse are not considered near relatives for purposes of granting bereavement leave.

JURY DUTY AND COURT ATTENDANCE

Upon showing of proof five (5) days in advance of a call to jury duty or to attend court pursuant to a subpoena or other court order not as a party to the litigation, an employee scheduled to work shall be granted leave with pay for such purpose by the department head, less any per diem compensation received by the employee in connection with the performance of jury duty. Such leave with pay shall be applied, regardless of shift assignment, in units of days or half days, depending on the schedule of jury duty service. Employees who are placed on an "on-call" status by the jury shall be required to report for work if so scheduled and shall be released for jury duty in the event the employee is summoned. Employees who are scheduled to work Saturdays and Sundays will have their work schedules adjusted to work Monday through Friday during jury duty except in instances of bona fide emergencies where the employee is needed to work and cannot be replaced.

CIVIL SERVICE EXAMINATIONS

Employees with permanent Civil Service status on the (101) payroll shall be allowed time off with pay to take open competitive or promotional examinations held for any positions under the jurisdiction of the Commissioner of Personnel, if such examination is scheduled during the employee's regular work hours.

A provisional employee shall be allowed time off with pay to take the examination for the position in which he or she is serving provisionally, if such examination is scheduled during the employee's regular work hours.

Employees will not be required to work eight (8) hours immediately preceding the examination, but shall instead be rescheduled to provide for this time off.

CHILD BIRTH LEAVE

Employees shall be entitled to a leave of absence without pay for childbirth as follows:

An employee covered by this agreement shall be granted childbirth leave provided written notification is submitted to the supervisor, at least four (4) weeks prior to the anticipated departure, stating the probable date of departure and duration of leave. Such leave shall be granted for a period of up to six (6) months, and upon further written request by the employee, the department head may extend the leave for an additional six (6) months. In no case shall the total period of leave exceed twelve (12) months.

In no case shall the employee be required to leave prior to childbirth unless in the opinion of the department head, the performance or attendance of the employee becomes unsatisfactory.

Accumulated sick leave credits may be used for any time during pregnancy, delivery, or recovery, when sickness or disability would prevent the employee from performing the normal duties at work. The provisions governing use of such leave pursuant to the Sick Leave Section of this agreement shall apply when sick leave is used for this purpose.

Granting of childbirth leave shall not prevent the abolition of a position, and/or termination of an employee due to reorganization, lack of funds or other reason unrelated to childbirth.

EMERGENCY SERVICE PROVIDERS

A. Employees who are members of a volunteer fire department and/or ambulance squadron shall be eligible for excused tardiness and absences attributable to the provision of emergency services in a volunteer fire department and/or ambulance squadron without charge to leave accruals upon prior certification by the department head. Certification of employees shall be in the discretion of the department head upon submission of proper written documentation establishing the current and continuing membership of the employee in a volunteer fire department and/or ambulance squadron.

B. **Absence or Tardiness**

In the event a certified employee is absent from work or reports for work beyond the scheduled reporting times due to the provision of emergency service, employees shall report such absence or tardiness as soon as possible to the department head. The employee shall upon returning to work submit an official written statement from the officer in charge of the fire department or ambulance squadron stating the employee's name, time of alarm, time of release, and a description of the emergency verifying the absence or tardiness. Upon approval of the department head such absence or tardiness shall be excused without charge to leave accruals.

C. **Release from Work**

In the event a certified employee receives a call to respond to an emergency while the employee is at work, the employee shall be released from work upon approval of the department head. The employee shall upon returning to work submit an official written statement from the officer in charge of the fire department or ambulance squadron stating the employee's name, time of alarm, time of release and a description of the emergency verifying the release or absence. Upon approval of the department head such release or absence shall be excused without charge to leave accruals.

Article 29
Joint Labor Management Program

With the express purpose of fostering a harmonious relationship, the administration of the employees covered by this agreement in their respective departments and agencies and the duly authorized representative of the Association shall establish a Joint Labor-Management Program for the purpose of providing communication and discussion for attempted resolution of employment problems between the respective administrators and the employees.

Article 30
Productivity - Efficiency Clause

The Civil Service Employees Association and the County recognize the paramount importance of delivering the public service in the most efficient, effective and courteous manner.

The Civil Service Employees Association recognizes the County's rights and responsibility to establish and/or revise performance standards or norms notwithstanding the existence of prior performance levels, norms or standards. Such standards developed by usual work measurement procedures may be used to deem acceptable work performance levels, prepare work schedules and to measure the performance of each employee or group of employees.

Experience indicates that it is important to involve employees in the process of implementing such procedures and the Civil Service Employees Association agrees to appoint an appropriate committee to meet with the Division of Employee Relations for the purpose of assisting in the development and implementation of such procedures.

Article 31
On-Call

Employees are "on-call" when they are assigned and required by the Employer to be available for immediate recall and to be prepared to return to work within the designated period of time or perform work during off-duty hours. "Immediate recall" shall mean the time of response required by the Employer to the call or page. The period of time for recall response and return to work shall be determined by the Employer.

On-call assignments which presently exist absent an agreement or any subsequent on-call assignments which are required by the Employer, shall be covered by written agreements between the Union and the County which provide for:

1. the terms and conditions of the on-call assignments with respect to time spent on call;
2. the terms and conditions of any work performed during such assignment which may not be covered by this agreement

C. All such written Agreements shall be drawn in accordance with the Guidelines for Written Agreements for On-Call set forth in Appendix G of this agreement.

D. Employees who may be contacted to perform snow removal or to respond to an emergency shall be excluded from the provisions of this Article.

Article 32
Employee Property Damage

All departments shall utilize a process for reviewing employee property damage claims not inconsistent with that established by the County Executive and Onondaga County Legislature.

Article 33
Probation Department Premium Compensation

The Employer and Union recognize the special and unique working conditions and training required of Probation Officers and Probation Supervisors as well as the value of experience gained through continuity of performance on the job in capacities which exceed regular or usual expectations. In relation to these factors, the following premium compensation is established.

A. Enhanced Supervision Premium Compensation - Members of the Probation Department in the title of Probation Officer who are assigned by the Employer to perform Enhanced Supervision Hours shall be paid a premium compensation of one and one-half times their regular rate of compensation limited to 7 hours per month worked between the hours of 6:00 p.m. and 12:00 midnight on a Friday and/or Saturday or additional hours or special assignments as may be authorized by the Commissioner of Probation provided, however, that a minimum of 14 hours of Enhanced Supervision Hours are actually worked. Probation Supervisors shall also be eligible for such premium compensation when assigned by the Employer to special details comprised of Enhanced Supervision Hours.

B. Compensatory Time Redemption. Members of the Probation Department in the titles of Probation Officer Trainee, Probation Officer and Probation Supervisor shall be eligible to redeem accumulated compensatory time that is earned in accordance with Article 12 - Overtime Premium Compensation of this Agreement for straight time cash payment at their regular rate of compensation. Applications for payment must be made by eligible members on or before October 15th of each calendar year. Payments shall be made by the Employer on or before December 15th of each calendar year. The maximum cash payment permitted for any member shall be $750 per calendar year unless otherwise approved by the Employer. The Employer reserves the right to redeem accumulated compensatory time earned by members as provided in Article 12 - Overtime Compensation Premium of this Agreement.

Article 34
Tardiness/Attendance Rule

Tardiness will not be tolerated and will result in a loss of pay for FLSA non-exempt employees and in a deduction of accrued leave (vacation leave, personal leave, compensatory time in that order) for FLSA exempt employees unless or until accrued leave time is exhausted in accordance with the following schedule:

Tardy:	Loss of:
0 min. through 7* min.	accumulated/payroll period = 0
8 min. through 22* min.	accumulated/payroll period = 15 min.
23 min. through 37* min.	accumulated/payroll period = 30 min.
38 min. through 52* min.	accumulated/payroll period = 45 min.
53 min. through 60* min.	accumulated/payroll period = 60 min.

*Cumulative per/day/payroll period.

In excess of 60 minutes shall be computed as noted above. In addition to the loss of pay, employee tardiness will be subject to review for disciplinary action up to and including discharge.

Tardiness due to snow storms, natural disasters or other major calamities, if supported by reasons acceptable to the department head, may be excused and will not result in loss of pay or disciplinary action for the period of tardiness or absence.

Article 35
Field Training Officer Premium Compensation

A. In the event that an employee in the title of Campus Security Officers, Correction Officers, Public Safety Telecommunicator, Public Safety Dispatcher, Sr. Correction Officers or Supervisor of Dispatch Operations are assigned by the Employer to perform the duties commonly referred to as Field Training Officer (hereinafter "FTO") the following shall apply.

B. The rate of compensation for each day (an 8-hour shift) that an employee is assigned as FTO shall be two (2) hours of compensatory straight time.

C. For Correction Officers, Sr. Correction Officers, and Campus Security Officers the rate of compensation for each day (an 8-hour shift) that an employee is assigned as FTO shall be one (1) hour of compensatory pay (straight time) or pay, in the sole discretion of the department.

Article 36
Conformity to Law

This agreement and its component provisions are subordinate to any present or future Federal or New York laws and regulations. If any Federal or New York law or regulation, or the final decisions of any Federal or New York court or administrative agency affects any provisions of this agreement, each such provision will be deemed amended to the extent necessary to comply with such law, regulation or decision, but otherwise this agreement will not be affected.

Article 37
Ratification of Agreement

It is understood between the parties that no provisions contained within this agreement are binding upon either party until this agreement has been reduced to writing, ratified by the Association and duly approved, ratified and executed by the Onondaga County Legislature. It is further understood between the parties that the Onondaga County Legislature reserves the right to approve or reject any provisions of this agreement together with the whole thereof.

Article 38
Civil Service Promotional Examination Fees

Effective January 1, 2009, fees charged for promotional civil service examinations administered by the Onondaga County Personnel Department shall be limited to $10 per examination limited to two (2) such examination in a calendar year for members of the bargaining unit.

Article 39
Probation Department Clothing Allowance

Employees in the title of Probation Officer and Probation Supervisor who are issued a firearm by the Employer shall be paid a clothing allowance in the amount of $100 per year effective as of the 2009 contract year.

Article 40
Terms of Agreement

The terms of this Agreement and each of its provisions unless otherwise provided shall be effective as of the date of adoption of this Agreement by the Onondaga County Legislature and continue in full force from January 1, 2016 through December 31, 2019. All benefits contained herein are retroactive to the first full pay period of 2016 for all hours worked.

ONONDAGA COUNTY EMPLOYEES
BARGAINING UNIT, LOCAL 834
CIVIL SERVICE EMPLOYEES ASSOCIATION

President, Local 834/Chairperson

Labor Relations Specialist, CSEA

Labor Relations Specialist, CSEA

FOR THE COUNTY OF ONONDAGA

Joanne M. Mahoney
County Executive

~~Director of Personnel Administration~~
Deputy Commissioner, Personnel

APPROVED AS TO FORM:

COUNTY ATTORNEY

DATED THIS: 4/26/2017

DAY OF 2017 AT SYRACUSE, NEW YORK

APPENDIX A
SALARIES

1. RATES OF PAY

a. The parties agree that for purposes of compensation and computation regarding the terms of this agreement, the hourly rates of pay shown on Hourly Schedule 2016, 2017, 2018 and 2019 shall be applied to all employees in titles designated as non-exempt under the Federal Fair Labor Standards Act respective of their hourly work schedule except as provided in (b) and (c) of this section. For purposes of compensation and computation regarding the terms of this agreement, the bi-weekly salary shown on Bi-Weekly Salary Schedule 2016, 2017, 2018 and 2019 shall be applied to all employees in titles designated as exempt under the Federal Fair Labor Standards Act except as provided in (b) and (c) of this section.

The annual rates of pay illustrate a suggested base annual salary without premium compensation applications.

Method of payment (either hourly rate or bi-weekly salary) shall not affect the eligibility of employees for premium compensation according to the terms of this agreement.

b. The Bi-Weekly Salary Schedule 2016, 2017, 2018 and 2019 shall be applied to employees currently paid on a bi-weekly salary basis for purposes of compensation and computation regarding the terms of this agreement. The annual rates of pay illustrate a suggested base annual salary without premium compensation applications.

c. The OCC Annual Salary Schedule 2016, 2017, 2018 and 2019 shall be applied to employees of Onondaga Community College for purposes of compensation and computation regarding the terms of this agreement.

2. HOURLY SCHEDULES

a. 2016 Effective upon the adoption of this Agreement by the Onondaga County Legislature retroactive to the first full payroll period after January 1, 2016 the following Hourly Schedule 2016 shall apply to employees as provided in paragraph 1(a) of this Appendix.

b. 2017 Effective upon the commencement of the first full payroll period after January 1, 2017, the following Hourly Schedule 2017 shall apply to employees as provided in paragraph 1(a) of this Appendix.

c. 2018 Effective upon the commencement of the first full payroll period after January 1, 2018, the following Hourly Schedule 2018 shall apply to employees as provided in paragraph 1(a) of this Appendix.

d. 2019 Effective upon the commencement of the first full payroll period after January 1, 2019, the following Hourly Schedule 2019 shall apply to employees as provided in paragraph 1(a) of this Appendix.

3. BI-WEEKLY SALARY SCHEDULES

a. 2016 Effective upon the adoption of this Agreement by the Onondaga County Legislature retroactive to the first full payroll period after January 1, 2016 the following Hourly Schedule 2016 shall apply to employees as provided in paragraph 1(a) of this Appendix.

b. 2017 Effective upon the commencement of the first full payroll period after January 1, 2017, the following Hourly Schedule 2017 shall apply to employees as provided in paragraph 1(a) of this Appendix.

c. 2018 Effective upon the commencement of the first full payroll period after January 1, 2018, the following Hourly Schedule 2018 shall apply to employees as provided in paragraph 1(a) of this Appendix.

d. 2019 Effective upon the commencement of the first full payroll period after January 1, 2019, the following Hourly Schedule 2019 shall apply to employees as provided in paragraph 1(a) of this Appendix.

4. OCC ANNUAL SALARY SCHEDULES

a. 2016 Effective upon the adoption of this Agreement by the Onondaga County Legislature retroactive to the first full payroll period after January 1, 2016 the following Hourly Schedule 2016 shall apply to employees as provided in paragraph 1(a) of this Appendix.

b. 2017 Effective upon the commencement of the first full payroll period after January 1, 2017, the following Hourly Schedule 2017 shall apply to employees as provided in paragraph 1(a) of this Appendix.

c. 2018 Effective upon the commencement of the first full payroll period after January 1, 2018, the following Hourly Schedule 2018 shall apply to employees as provided in paragraph 1(a) of this Appendix.

d. 2019 Effective upon the commencement of the first full payroll period after January 1, 2019, the following Hourly Schedule 2019 shall apply to employees as provided in paragraph 1(a) of this Appendix.

5. a. NEW HIRE EMPLOYEES

Employees who are hired into a bargaining unit title shall be placed into Column A of the Salary Schedule in effect at the time of their hire. Lateral advancement from Step A to Step 2, Step 2 to Step 3 and Step 3 to Step Z within the Salary Schedules in effect shall be based upon the following:

-upon successful completion of one (1) year of satisfactory service – Step 2
-upon successful completion of two (2) years of satisfactory service – Step 3
-upon successful completion of three (3) years of satisfactory service – Step Z

b. ADVANCED STEP HIRING

The Employer shall have the right to slot new hire employees into steps other than step A for purposes of competition in recruitment or to take into account skill or experience for the position. All slotting provided in this section shall be subject to the approval of the Commissioner of Personnel.

6. PROMOTIONAL PROCEDURE

An employee who is promoted within the bargaining unit from a lower classification to a higher classification shall be slotted into the first step of the higher classification which provides at least $300 more than the rate the employee is earning at the time of promotion. This slotting applies only to the regular rate of compensation and is not compounded by any form of premium compensation. Upon successful completion of the probationary period or one (1) year of satisfactory service in the higher classification whichever occurs first the employee shall be slotted into the step in the higher classification corresponding to the step held in the lower classification at the time of promotion. Thereafter, lateral advancement shall be based upon successful completion of one (1) year of satisfactory service in order to be eligible to move to the next immediate step within the Salary Schedule in effect.

7. It is agreed that all slotting, lateral advancement and rate changes provided in Section 5 and Section 6 of this Appendix shall become effective at the beginning of the first full pay period after eligibility date.

2016 CSEA HOURLY SALARY SCHEDULE effective the first full pay period after January 1, 2016

GRADE		A	2	3	Z
1	ANNUAL*	28063	29014	29964	30945
	70 BI-W	15.4193	15.9416	16.4636	17.0029
	80 BI-W	13.4915	13.9485	14.4053	14.8773
2	ANNUAL*	29245	30236	31228	32258
	70 BI-W	16.0686	16.6130	17.1583	17.7242
	80 BI-W	14.0607	14.5373	15.0143	15.5096
3	ANNUAL*	30447	31481	32514	33594
	70 BI-W	16.7289	17.2971	17.8651	18.4580
	80 BI-W	14.6372	15.1339	15.6311	16.1499
4	ANNUAL*	32030	33118	34208	35352
	70 BI-W	17.5987	18.1968	18.7956	19.4243
	80 BI-W	15.3981	15.9215	16.4454	16.9958
5	ANNUAL*	34375	35547	36717	37958
	70 BI-W	18.8874	19.5311	20.1744	20.8559
	80 BI-W	16.5269	17.0901	17.6531	18.2497
6	ANNUAL*	37308	38582	39856	41217
	70 BI-W	20.4990	21.1991	21.8991	22.6469
	80 BI-W	17.9376	18.5502	19.1625	19.8168
7	ANNUAL*	40090	41461	42832	44307
	70 BI-W	22.0273	22.7810	23.5342	24.3447
	80 BI-W	19.2727	19.9318	20.5914	21.3009
8	ANNUAL*	43600	45094	46588	48208
	70 BI-W	23.9560	24.7768	25.5980	26.4878
	80 BI-W	20.9628	21.6811	22.3997	23.1786
9	ANNUAL*	47362	48988	50614	52388
	70 BI-W	26.0233	26.9164	27.8100	28.7848
	80 BI-W	22.7707	23.5524	24.3342	25.1873
10	ANNUAL*	50896	52646	54395	56315
	70 BI-W	27.9650	28.9262	29.8875	30.9424
	80 BI-W	24.4684	25.3095	26.1507	27.0734
11	ANNUAL*	54408	56280	58152	60217
	70 BI-W	29.8944	30.9232	31.9519	33.0860
	80 BI-W	26.1586	27.0592	27.9592	28.9520
12	ANNUAL*	57939	59934	61930	64140
	70 BI-W	31.8344	32.9308	34.0277	35.2417
	80 BI-W	27.8563	28.8163	29.7755	30.8380

2017 CSEA HOURLY SALARY SCHEDULE effective the first full pay period after January 1, 2017

GRADE		A	2	3	Z
1	ANNUAL*	28624	29594	30563	31564
	70 BI-W	15.7277	16.2604	16.7929	17.3430
	80 BI-W	13.7613	14.2275	14.6934	15.1748
2	ANNUAL*	29830	30840	31853	32903
	70 BI-W	16.3900	16.9453	17.5015	18.0787
	80 BI-W	14.3419	14.8280	15.3146	15.8198
3	ANNUAL*	31056	32110	33165	34266
	70 BI-W	17.0635	17.6430	18.2224	18.8272
	80 BI-W	14.9299	15.4366	15.9437	16.4729
4	ANNUAL*	32670	33780	34892	36059
	70 BI-W	17.9507	18.5607	19.1715	19.8128
	80 BI-W	15.7061	16.2399	16.7743	17.3357
5	ANNUAL*	35062	36257	37452	38717
	70 BI-W	19.2651	19.9217	20.5779	21.2730
	80 BI-W	16.8574	17.4319	18.0062	18.6147
6	ANNUAL*	38054	39354	40654	42042
	70 BI-W	20.9090	21.6231	22.3371	23.0998
	80 BI-W	18.2964	18.9212	19.5458	20.2131
7	ANNUAL*	40891	42291	43689	45194
	70 BI-W	22.4678	23.2366	24.0049	24.8316
	80 BI-W	19.6582	20.3304	21.0032	21.7269
8	ANNUAL*	44472	45996	47520	49172
	70 BI-W	24.4351	25.2723	26.1100	27.0176
	80 BI-W	21.3821	22.1147	22.8477	23.6422
9	ANNUAL*	48310	49968	51626	53436
	70 BI-W	26.5438	27.4547	28.3662	29.3605
	80 BI-W	23.2261	24.0234	24.8209	25.6910
10	ANNUAL*	51914	53699	55483	57441
	70 BI-W	28.5243	29.5047	30.4853	31.5612
	80 BI-W	24.9578	25.8157	26.6737	27.6149
11	ANNUAL*	55496	57406	59315	61421
	70 BI-W	30.4923	31.5417	32.5909	33.7477
	80 BI-W	26.6818	27.6004	28.5184	29.5310
12	ANNUAL*	59097	61133	63169	65423
	70 BI-W	32.4711	33.5894	34.7083	35.9465
	80 BI-W	28.4134	29.3926	30.3710	31.4548

13	ANNUAL*	64175	66390	68604	71070
	70 BI-W	35.2612	36.4779	37.6945	39.0494
	80 BI-W	30.8543	31.9189	32.9834	34.1690
14	ANNUAL*	70977	73429	75881	78626
	70 BI-W	38.9982	40.3455	41.6928	43.0213
	80 BI-W	34.1226	35.3016	36.4809	37.8007
15	ANNUAL*	78052	80752	83452	86487
	70 BI-W	42.8858	44.3691	45.8529	47.5205
	80 BI-W	37.5258	38.8236	40.1218	41.5814

13	ANNUAL*	65459	67718	69976	72491
	70 BI-W	35.9664	37.2075	38.4484	39.8304
	80 BI-W	31.4714	32.5573	33.6431	34.8524
14	ANNUAL*	72396	74897	77399	80199
	70 BI-W	39.7782	41.1524	42.5267	44.0653
	80 BI-W	34.8051	36.0076	37.2105	38.5567
15	ANNUAL*	79613	82367	85121	88217
	70 BI-W	43.7435	45.2565	46.7700	48.4709
	80 BI-W	38.2763	39.6001	40.9242	42.4130

2018 CSEA HOURLY SALARY SCHEDULE effective the first full pay period after January 1, 2018

GRADE		A	2	3	Z
1	ANNUAL*	29197	30186	31174	32196
	70 BI-W	16.0423	16.5856	17.1288	17.6899
	80 BI-W	14.0365	14.5121	14.9873	15.4783
2	ANNUAL*	30426	31457	32490	33561
	70 BI-W	16.7178	17.2842	17.8515	18.4403
	80 BI-W	14.6287	15.1246	15.6209	16.1362
3	ANNUAL*	31677	32753	33828	34951
	70 BI-W	17.4048	17.9959	18.5868	19.2037
	80 BI-W	15.2285	15.7453	16.2626	16.8024
4	ANNUAL*	33324	34456	35590	36781
	70 BI-W	18.0397	18.9319	19.5549	20.2091
	80 BI-W	16.0202	16.5647	17.1098	17.6824
5	ANNUAL*	35764	36983	38201	39491
	70 BI-W	19.6504	20.3201	20.9895	21.6985
	80 BI-W	17.1945	17.7805	18.3663	18.9870
6	ANNUAL*	38816	40141	41467	42882
	70 BI-W	21.3272	22.0556	22.7838	23.5618
	80 BI-W	18.6623	19.2996	19.9367	20.6174
7	ANNUAL*	41709	43136	44563	46097
	70 BI-W	22.9172	23.7013	24.4850	25.3282
	80 BI-W	20.0514	20.7370	21.4233	22.1614
8	ANNUAL*	45361	46915	48471	50156
	70 BI-W	24.9238	25.7777	26.6322	27.5580
	80 BI-W	21.8097	22.5570	23.3047	24.1150

2019 CSEA HOURLY SALARY SCHEDULE effective the first full pay period after January 1, 2019

GRADE		A	2	3	Z
1	ANNUAL*	29781	30789	31798	32840
	70 BI-W	16.3631	16.9173	17.4714	18.0437
	80 BI-W	14.3172	14.8023	15.2870	15.7879
2	ANNUAL*	31035	32086	33139	34233
	70 BI-W	17.0522	17.6299	18.2085	18.8091
	80 BI-W	14.9213	15.4271	15.9333	16.4589
3	ANNUAL*	32310	33408	34504	35650
	70 BI-W	17.7529	18.3558	18.9585	19.5878
	80 BI-W	15.5331	16.0602	16.5879	17.1384
4	ANNUAL*	33990	35145	36302	37516
	70 BI-W	18.6759	19.3105	19.9460	20.6133
	80 BI-W	16.3406	16.8960	17.4520	18.0360
5	ANNUAL*	36479	37722	38965	40281
	70 BI-W	20.0434	20.7265	21.4093	22.1325
	80 BI-W	17.5384	18.1361	18.7336	19.3667
6	ANNUAL*	39592	40944	42296	43740
	70 BI-W	21.7537	22.4967	23.2395	24.0330
	80 BI-W	19.0355	19.6856	20.3354	21.0297
7	ANNUAL*	42543	43999	45454	47019
	70 BI-W	23.3755	24.1753	24.9747	25.8348
	80 BI-W	20.4524	21.1517	21.8518	22.6046
8	ANNUAL*	46269	47854	49440	51159
	70 BI-W	25.4223	26.2933	27.1648	28.1092
	80 BI-W	22.2459	23.0081	23.7708	24.5973

9	**ANNUAL***	49276	50967	52659	54505	**9**	**ANNUAL***	50261	51986	53712	55595
	70 BI-W	27.0747	28.0038	28.9335	29.9477		**70 BI-W**	27.6162	28.5639	29.5122	30.5467
	80 BI-W	23.6906	24.5039	25.3173	26.2048		**80 BI-W**	24.1644	24.9940	25.8236	26.7289
10	**ANNUAL***	52953	54773	56593	58590	**10**	**ANNUAL***	54012	55868	57725	59762
	70 BI-W	29.0948	30.0948	31.0950	32.1924		**70 BI-W**	29.6767	30.6967	31.7169	32.8362
	80 BI-W	25.4570	26.3320	27.2072	28.1672		**80 BI-W**	25.9661	26.8586	27.7513	28.7305
11	**ANNUAL***	56606	58554	60502	62649	**11**	**ANNUAL***	57738	59725	61712	63902
	70 BI-W	31.1021	32.1725	33.2427	34.4227		**70 BI-W**	31.7241	32.8160	33.9076	35.1112
	80 BI-W	27.2154	28.1524	29.0888	30.1216		**80 BI-W**	27.7597	28.7154	29.6706	30.7240
12	**ANNUAL***	60279	62355	64433	66731	**12**	**ANNUAL***	61485	63602	65721	68066
	70 BI-W	33.1205	34.2612	35.4025	36.6654		**70 BI-W**	33.7829	34.9464	36.1106	37.3987
	80 BI-W	28.9817	29.9805	30.9784	32.0839		**80 BI-W**	29.5613	30.5801	31.5980	32.7256
13	**ANNUAL***	66768	69072	71376	73941	**13**	**ANNUAL***	68103	70453	72803	75420
	70 BI-W	36.6857	37.9517	39.2174	40.6270		**70 BI-W**	37.4194	38.7107	40.0017	41.4395
	80 BI-W	32.1008	33.2084	34.3160	35.5494		**80 BI-W**	32.7428	33.8726	35.0023	36.2604
14	**ANNUAL***	73844	76395	78947	81803	**14**	**ANNUAL***	75321	77923	80525	83439
	70 BI-W	40.5738	41.9754	43.3772	44.9466		**70 BI-W**	41.3853	42.8149	44.2447	45.8455
	80 BI-W	35.5012	36.7278	37.9547	39.3278		**80 BI-W**	36.2112	37.4624	38.7138	40.1144
15	**ANNUAL***	81205	84014	86824	89981	**15**	**ANNUAL***	82830	85694	88560	91781
	70 BI-W	44.6184	46.1616	47.7054	49.4403		**70 BI-W**	45.5108	47.0848	48.6595	50.4291
	80 BI-W	39.0418	40.3921	41.7427	43.2613		**80 BI-W**	39.8226	41.1999	42.5776	44.1265

2016 CSEA BI-WKLY SALARY SCHEDULE effective the first full pay period after January 1, 2016

GRADE		A	2	3	Z
1	ANNUAL*	28063	29014	29964	30945
	70 BI-W	1079.38	1115.92	1152.49	1190.21
	80 BI-W	1079.38	1115.92	1152.49	1190.21
2	ANNUAL*	29245	30236	31228	32258
	70 BI-W	1124.88	1163.02	1201.13	1240.75
	80 BI-W	1124.88	1163.02	1201.13	1240.75
3	ANNUAL*	30447	31481	32514	33594
	70 BI-W	1171.03	1210.79	1250.55	1292.05
	80 BI-W	1171.03	1210.79	1250.55	1292.05
4	ANNUAL*	32030	33118	34208	35352
	70 BI-W	1231.91	1273.80	1315.70	1359.68
	80 BI-W	1231.91	1273.80	1315.70	1359.68
5	ANNUAL*	34375	35547	36717	37958
	70 BI-W	1322.14	1367.22	1412.24	1460.01
	80 BI-W	1322.14	1367.22	1412.24	1460.01
6	ANNUAL*	37308	38582	39856	41217
	70 BI-W	1435.04	1484.02	1533.02	1585.38
	80 BI-W	1435.04	1484.02	1533.02	1585.38
7	ANNUAL*	40090	41461	42832	44307
	70 BI-W	1541.87	1594.63	1647.37	1704.10
	80 BI-W	1541.87	1594.63	1647.37	1704.10
8	ANNUAL*	43600	45094	46588	48208
	70 BI-W	1677.03	1734.50	1791.97	1854.29
	80 BI-W	1677.03	1734.50	1791.97	1854.29
9	ANNUAL*	47362	48988	50614	52388
	70 BI-W	1821.65	1884.17	1946.73	2014.96
	80 BI-W	1821.65	1884.17	1946.73	2014.96
10	ANNUAL*	50896	52646	54395	56315
	70 BI-W	1957.54	2024.87	2092.12	2165.98
	80 BI-W	1957.54	2024.87	2092.12	2165.98
11	ANNUAL*	54408	56280	58152	60217
	70 BI-W	2092.72	2164.76	2236.76	2316.13
	80 BI-W	2092.72	2164.76	2236.76	2316.13
12	ANNUAL*	57939	59934	61930	64140
	70 BI-W	2228.52	2305.25	2382.03	2467.03
	80 BI-W	2228.52	2305.25	2382.03	2467.03

2017 CSEA BI-WKLY SALARY SCHEDULE effective the first full pay period after January 1, 2017

GRADE		A	2	3	Z
1	ANNUAL*	28624	29594	30563	31564
	70 BI-W	1100.97	1138.24	1175.54	1214.01
	80 BI-W	1100.97	1138.24	1175.54	1214.01
2	ANNUAL*	29830	30840	31853	32903
	70 BI-W	1147.38	1186.28	1225.15	1265.57
	80 BI-W	1147.38	1186.28	1225.15	1265.57
3	ANNUAL*	31056	32110	33165	34266
	70 BI-W	1194.45	1235.01	1275.56	1317.89
	80 BI-W	1194.45	1235.01	1275.56	1317.89
4	ANNUAL*	32670	33780	34892	36059
	70 BI-W	1256.55	1299.28	1342.01	1386.87
	80 BI-W	1256.55	1299.28	1342.01	1386.87
5	ANNUAL*	35062	36257	37452	38717
	70 BI-W	1348.58	1394.56	1440.48	1489.21
	80 BI-W	1348.58	1394.56	1440.48	1489.21
6	ANNUAL*	38054	39354	40654	42042
	70 BI-W	1463.74	1513.70	1563.68	1617.09
	80 BI-W	1463.74	1513.70	1563.68	1617.09
7	ANNUAL*	40891	42291	43689	45194
	70 BI-W	1572.71	1626.52	1680.32	1738.18
	80 BI-W	1572.71	1626.52	1680.32	1738.18
8	ANNUAL*	44472	45996	47520	49172
	70 BI-W	1710.57	1769.19	1827.81	1891.38
	80 BI-W	1710.57	1769.19	1827.81	1891.38
9	ANNUAL*	48310	49968	51626	53436
	70 BI-W	1858.08	1921.85	1985.66	2055.26
	80 BI-W	1858.08	1921.85	1985.66	2055.26
10	ANNUAL*	51914	53699	55483	57441
	70 BI-W	1996.69	2065.37	2133.96	2209.30
	80 BI-W	1996.69	2065.37	2133.96	2209.30
11	ANNUAL*	55496	57406	59315	61421
	70 BI-W	2134.57	2208.06	2281.50	2362.45
	80 BI-W	2134.57	2208.06	2281.50	2362.45
12	ANNUAL*	59097	61133	63169	65423
	70 BI-W	2273.09	2351.36	2429.67	2516.37
	80 BI-W	2273.09	2351.36	2429.67	2516.37

13	ANNUAL*	64175	66390	68604	71070
	70 BI-W	2468.35	2553.51	2638.69	2733.54
	80 BI-W	2468.35	2553.51	2638.69	2733.54
14	ANNUAL*	70977	73429	75881	78626
	70 BI-W	2729.86	2824.20	2918.48	3024.09
	80 BI-W	2729.86	2824.20	2918.48	3024.09
15	ANNUAL*	78052	80752	83452	86487
	70 BI-W	3002.05	3105.92	3209.77	3326.52
	80 BI-W	3002.05	3105.92	3209.77	3326.52

13	ANNUAL*	65459	67718	69976	72491
	70 BI-W	2517.72	2604.58	2691.46	2788.21
	80 BI-W	2517.72	2604.58	2691.46	2788.21
14	ANNUAL*	72396	74897	77399	80199
	70 BI-W	2784.46	2880.68	2976.85	3084.57
	80 BI-W	2784.46	2880.68	2976.85	3084.57
15	ANNUAL*	79613	82367	85121	88217
	70 BI-W	3062.09	3168.04	3273.97	3393.05
	80 BI-W	3062.09	3168.04	3273.97	3393.05

2018 CSEA BI-WKLY SALARY SCHEDULE effective the first full pay period after January 1, 2018

GRADE		A	2	3	Z
1	ANNUAL*	29197	30186	31174	32196
	70 BI-W	1122.99	1161.00	1199.05	1238.29
	80 BI-W	1122.99	1161.00	1199.05	1238.29
2	ANNUAL*	30426	31457	32490	33561
	70 BI-W	1170.33	1210.01	1249.65	1290.88
	80 BI-W	1170.33	1210.01	1249.65	1290.88
3	ANNUAL*	31677	32753	33828	34951
	70 BI-W	1218.34	1259.71	1301.07	1344.25
	80 BI-W	1218.34	1259.71	1301.07	1344.25
4	ANNUAL*	33324	34456	35590	36781
	70 BI-W	1281.68	1325.27	1368.85	1414.61
	80 BI-W	1281.68	1325.27	1368.85	1414.61
5	ANNUAL*	35764	36983	38201	39491
	70 BI-W	1375.55	1422.45	1469.29	1518.99
	80 BI-W	1375.55	1422.45	1469.29	1518.99
6	ANNUAL*	38816	40141	41467	42882
	70 BI-W	1493.01	1543.97	1594.95	1649.43
	80 BI-W	1493.01	1543.97	1594.95	1649.43
7	ANNUAL*	41709	43136	44563	46097
	70 BI-W	1604.16	1659.05	1713.93	1772.94
	80 BI-W	1604.16	1659.05	1713.93	1772.94
8	ANNUAL*	45361	46915	48471	50156
	70 BI-W	1744.78	1804.57	1864.37	1929.21
	80 BI-W	1744.78	1804.57	1864.37	1929.21

2019 CSEA BI-WKLY SALARY SCHEDULE effective the first full pay period after January 1, 2019

GRADE		A	2	3	Z
1	ANNUAL*	29781	30789	31798	32840
	70 BI-W	1145.45	1184.22	1223.03	1263.06
	80 BI-W	1145.45	1184.22	1223.03	1263.06
2	ANNUAL*	31035	32086	33139	34233
	70 BI-W	1193.74	1234.21	1274.64	1316.70
	80 BI-W	1193.74	1234.21	1274.64	1316.70
3	ANNUAL*	32310	33408	34504	35650
	70 BI-W	1242.71	1284.90	1327.09	1371.14
	80 BI-W	1242.71	1284.90	1327.09	1371.14
4	ANNUAL*	33990	35145	36302	37516
	70 BI-W	1307.31	1351.78	1396.23	1442.90
	80 BI-W	1307.31	1351.78	1396.23	1442.90
5	ANNUAL*	36479	37722	38965	40281
	70 BI-W	1403.06	1450.90	1498.68	1549.37
	80 BI-W	1403.06	1450.90	1498.68	1549.37
6	ANNUAL*	39592	40944	42296	43740
	70 BI-W	1522.87	1574.85	1626.85	1682.42
	80 BI-W	1522.87	1574.85	1626.85	1682.42
7	ANNUAL*	42543	43999	45454	47019
	70 BI-W	1636.24	1692.23	1748.21	1808.40
	80 BI-W	1636.24	1692.23	1748.21	1808.40
8	ANNUAL*	46269	47854	49440	51159
	70 BI-W	1779.68	1840.66	1901.66	1967.79
	80 BI-W	1779.68	1840.66	1901.66	1967.79

9	**ANNUAL***	49276	50967	52659	54505	**9**	**ANNUAL***	50261	51986	53712	55595
	70 BI-W	1895.24	1960.29	2025.37	2096.37		**70 BI-W**	1933.14	1999.50	2065.88	2138.30
	80 BI-W	1895.24	1960.29	2025.37	2096.37		**80 BI-W**	1933.14	1999.50	2065.88	2138.30
10	**ANNUAL***	52953	54773	56593	58590	**10**	**ANNUAL***	54012	55868	57725	59762
	70 BI-W	2036.62	2106.68	2176.64	2253.49		**70 BI-W**	2077.35	2148.81	2220.17	2298.56
	80 BI-W	2036.62	2106.68	2176.64	2253.49		**80 BI-W**	2077.35	2148.81	2220.17	2298.56
11	**ANNUAL***	56606	58554	60502	62649	**11**	**ANNUAL***	57738	59725	61712	63902
	70 BI-W	2177.26	2252.22	2327.13	2409.70		**70 BI-W**	2220.81	2297.26	2373.67	2457.89
	80 BI-W	2177.26	2252.22	2327.13	2409.70		**80 BI-W**	2220.81	2297.26	2373.67	2457.89
12	**ANNUAL***	60279	62355	64433	66731	**12**	**ANNUAL***	61485	63602	65721	68066
	70 BI-W	2318.55	2398.39	2478.26	2566.70		**70 BI-W**	2364.92	2446.36	2527.83	2618.03
	80 BI-W	2318.55	2398.39	2478.26	2566.70		**80 BI-W**	2364.92	2446.36	2527.83	2618.03
13	**ANNUAL***	66768	69072	71376	73941	**13**	**ANNUAL***	68103	70453	72803	75420
	70 BI-W	2568.07	2656.67	2745.29	2843.97		**70 BI-W**	2619.43	2709.80	2800.20	2900.85
	80 BI-W	2568.07	2656.67	2745.29	2843.97		**80 BI-W**	2619.43	2709.80	2800.20	2900.85
14	**ANNUAL***	73844	76395	78947	81803	**14**	**ANNUAL***	75321	77923	80525	83439
	70 BI-W	2840.15	2938.29	3036.39	3146.26		**70 BI-W**	2896.95	2997.06	3097.12	3209.19
	80 BI-W	2840.15	2938.29	3036.39	3146.26		**80 BI-W**	2896.95	2997.06	3097.12	3209.19
15	**ANNUAL***	81205	84014	86824	89981	**15**	**ANNUAL***	82830	85694	88560	91781
	70 BI-W	3123.33	3231.40	3339.45	3460.91		**70 BI-W**	3185.80	3296.03	3406.24	3530.13
	80 BI-W	3123.33	3231.40	3339.45	3460.91		**80 BI-W**	3185.80	3296.03	3406.24	3530.13

OCC ANNUAL SALARY SCHEDULES

ONONDAGA COMMUNITY COLLEGE
CSEA SALARY 2016 (2% Increase)

GRADE		A	2	3	Z
01	ANNUAL	28,167	29,122	30,075	31,060
02	ANNUAL	29,357	30,352	31,348	32,383
03	ANNUAL	30,557	31,593	32,632	33,717
04	ANNUAL	32,147	33,241	34,335	35,484
05	ANNUAL	34,504	35,681	36,856	38,102
06	ANNUAL	37,449	38,727	40,007	41,373
07	ANNUAL	40,239	41,616	42,991	44,470
08	ANNUAL	43,766	45,267	46,767	48,396

ONONDAGA COMMUNITY COLLEGE
CSEA SALARY 2017 (2.0% Increase)

GRADE		A	2	3	Z
01	ANNUAL	28,731	29,704	30,676	31,681
02	ANNUAL	29,944	30,959	31,975	33,031
03	ANNUAL	31,168	32,225	33,284	34,391
04	ANNUAL	32,790	33,906	35,022	36,193
05	ANNUAL	35,194	36,394	37,593	38,864
06	ANNUAL	38,198	39,502	40,808	42,201
07	ANNUAL	41,044	42,448	43,851	45,359
08	ANNUAL	44,641	46,172	47,702	49,364

09	ANNUAL	47,541	49,173	50,806	52,588
10	ANNUAL	51,089	52,845	54,601	56,526
11	ANNUAL	54,523	56,496	58,377	60,449
12	ANNUAL	58,159	60,161	62,166	64,386
13	ANNUAL	64,420	66,642	68,864	71,341
14	ANNUAL	71,243	73,705	76,167	78,923
15	ANNUAL	78,349	81,059	83,772	86,820

09	ANNUAL	48,492	50,157	51,822	53,640
10	ANNUAL	52,111	53,902	55,693	57,657
11	ANNUAL	55,614	57,626	59,544	61,658
12	ANNUAL	59,323	61,364	63,409	65,674
13	ANNUAL	65,709	67,975	70,242	72,768
14	ANNUAL	72,668	75,179	77,691	80,501
15	ANNUAL	79,916	82,681	85,447	88,557

ONONDAGA COMMUNITY COLLEGE
CSEA SALARY 2018 (2% Increase)

GRADE		A	2	3	Z
01	ANNUAL	29,306	30,298	31,290	32,315
02	ANNUAL	30,543	31,578	32,615	33,692
03	ANNUAL	31,791	32,870	33,950	35,079
04	ANNUAL	33,446	34,584	35,722	36,917
05	ANNUAL	35,898	37,122	38,345	39,641
06	ANNUAL	38,962	40,292	41,624	43,045
07	ANNUAL	41,865	43,297	44,728	46,266
08	ANNUAL	45,534	47,095	48,656	50,351
09	ANNUAL	49,462	51,160	52,858	54,713
10	ANNUAL	53,153	54,980	56,807	58,810
11	ANNUAL	56,726	58,779	60,735	62,891
12	ANNUAL	60,509	62,591	64,677	66,987
13	ANNUAL	67,023	69,335	71,647	74,223
14	ANNUAL	74,121	76,683	79,245	82,111
15	ANNUAL	81,514	84,335	87,156	90,328

ONONDAGA COMMUNITY COLLEGE
CSEA SALARY 2019 (2.0% Increase)

GRADE		A	2	3	Z
01	ANNUAL	29,892	30,904	31,915	32,961
02	ANNUAL	31,154	32,210	33,267	34,365
03	ANNUAL	32,427	33,527	34,629	35,780
04	ANNUAL	34,115	35,276	36,437	37,655
05	ANNUAL	36,616	37,864	39,112	40,434
06	ANNUAL	39,741	41,098	42,457	43,906
07	ANNUAL	42,702	44,163	45,623	47,192
08	ANNUAL	46,444	48,037	49,629	51,358
09	ANNUAL	50,451	52,183	53,916	55,807
10	ANNUAL	54,216	56,080	57,943	59,986
11	ANNUAL	57,861	59,954	61,950	64,149
12	ANNUAL	61,720	63,843	65,971	68,327
13	ANNUAL	68,364	70,721	73,080	75,708
14	ANNUAL	75,604	78,216	80,830	83,753
15	ANNUAL	83,145	86,021	88,899	92,135

UNIONS 11 & 12 CIVIL SERVICE EMPLOYEES ASSOCIATION (HOURLY & BI-WEEKLY SALARIED)

JOB TITLE	TITLE NO	GRADE	OT ELIG	WK PRD	JC	UNION	SALARY TYPE
ACCOUNT CLERK I	02000	04	NE	70	C	11	HOURLY
ACCOUNT CLERK II	02020	07	NE	70	C	11	HOURLY
ACCOUNT CLERK III	02050	08	NE	70	C	11	HOURLY
ACCOUNT CLERK-TYPIST I	02010	04	NE	70	C	11	HOURLY
ACCOUNT CLERK-TYPIST II	02030	07	NE	70	C	11	HOURLY
ACCOUNT CLERK-TYPIST III	02040	08	NE	70	C	11	HOURLY
ACCOUNTANT I	02300	09	EX	70	C	12	SALARIED
ACCOUNTANT II	02310	11	EX	70	C	12	SALARIED
ACCOUNTING SUPERVISOR, GRADE B	30250	11	EX	70	C	12	SALARIED
ADMINISTRATIVE AIDE	07140	07	NE	70	C	11	HOURLY
ADMINISTRATIVE ANALYSIS AIDE (SOCIAL SERVICES)	30130	08	NE	70	C	11	HOURLY
ADMINISTRATIVE ANALYST (SOCIAL SERVICES)	30140	11	EX	70	C	12	SALARIED
ADMINISTRATIVE ANALYST I	07130	09	NE	70	C	11	HOURLY
ADMINISTRATIVE ANALYST II	07160	11	EX	70	C	12	SALARIED
ADMINISTRATIVE ASSISTANT	07110	09	NE	70	C	11	HOURLY
ARCHITECT I	10460	11	EX	70	C	12	SALARIED
ARCHITECT II	10500	13	EX	70	C	12	SALARIED
ARCHIVIST/LIBRARIAN	07630	11	EX	70	C	12	SALARIED
ASSISTANT DIRECTOR OF EMERGENCY MEDICAL SERVICES	23202	10	EX	70	C	12	SALARIED
ASSISTANT FOOD SERVICE MANAGER	71210	08	NE	80	C	11	HOURLY
ASSISTANT HOME ECONOMIST	39020	07	NE	70	C	11	HOURLY
ASSISTANT REGISTRAR OF VITAL STATISTICS	00500	09	NE	70	C	11	HOURLY
ASSISTANT SWIMMING FACILITY MANAGER	38710	03	NE	80	C	11	HOURLY
ASSISTANT WELFARE ATTORNEY	50200	15	EX	70	C	12	SALARIED
ATHLETIC FIELD SPECIALIST	38280	11	NE	80	C	11	HOURLY
AUDIO-VISUAL AIDE	65380	02	NE	70	NC	11	HOURLY
AUDIO-VISUAL SPECIALIST	07010	08	NE	70	C	11	HOURLY
AUDITOR (PAYROLL)	02430	13	EX	70	C	12	SALARIED
AUDITOR I	02400	09	EX	70	C	12	SALARIED
AUDITOR II	02410	11	EX	70	C	12	SALARIED
AUDITOR III	02420	13	EX	70	C	12	SALARIED
AUTOMOTIVE MECHANIC CREW LEADER	61040	09	NE	80	C	11	HOURLY
AUTOMOTIVE MECHANIC HELPER	61020	04	NE	80	L	11	HOURLY

BOOKBI[illegible]R	60300	07	NE	70	NC	11	[illegible]URLY
BRIDGE CONSTRUCTION SUPERVISOR	63040	10	NE	80	C	11	HOURLY
BRIDGE MAINTENANCE CREW LEADER	63020	09	NE	80	C	11	HOURLY
BUILDING MAINTENANCE AND OPERATIONS ASSISTANT	10540	10	NE	70	C	11	HOURLY
BUILDING MAINTENANCE SUPERVISOR	63290	12	EX	80	C	12	SALARIED
BUILDING MAINTENANCE SUPERVISOR (HVAC)	63210	12	EX	70	C	12	SALARIED
BUYER I	05290	09	NE	70	C	11	HOURLY
BUYER II	05300	11	NE	70	C	11	HOURLY
BUYER III	05430	13	EX	60	C	12	SALARIED
CAMPUS SECURITY OFFICER	40940	09	NE	70	C	11	HOURLY
CASE SUPERVISOR "A"	30060	13	EX	70	C	12	SALARIED
CASE SUPERVISOR "B"	30040	11	EX	70	C	12	SALARIED
CASE WORKER	30010	09	NE	70	C	11	HOURLY
CASE WORKER (MINORITY GROUP SPECIALIST)	30690	09	NE	70	C	11	HOURLY
CASEWORK SUPERVISOR	44080	13	EX	80	C	12	SALARIED
CASEWORKER (SPANISH SPEAKING)	30510	09	NE	70	C	11	HOURLY
CASHIER	02100	06	NE	70	C	11	HOURLY
CENTRAL STORES AND MAIL MANAGER	09160	08	NE	70	C	11	HOURLY
CHIEF HELICOPTER PILOT	62180	13	NE	80	NC	12	SALARIED
CHILD CARE SUPERVISOR	25370	09	NE	70	C	11	HOURLY
CHILD CARE WORKER I	25350	05	NE	70	C	11	HOURLY
CHILD CARE WORKER II	25360	07	NE	70	C	11	HOURLY
CHILD SUPPORT ENFORCEMENT SUPERVISOR	30640	11	NE	70	C	11	HOURLY
CIVIL ENGINEER I	10200	11	NE	70	C	11	HOURLY
CIVIL ENGINEER II	10210	13	NE	70	C	11	HOURLY
CIVIL ENGINEER III	10220	15	EX	70	C	12	SALARIED
CIVIL ENGINEER/LAND SURVEYOR	10250	15	NE	70	C	11	HOURLY
CLERK I	00100	02	NE	70	C	11	HOURLY
CLERK II	00110	05	NE	70	C	11	HOURLY
CLERK II (B/W SALY)	80370	05	NE	70	C	12	SALARIED
CLERK III	00120	07	NE	70	C	11	HOURLY
CLIENT EMPLOYMENT SERVICES MANAGER	04870	12	NE	70	C	11	HOURLY
CLINICAL PSYCHOLOGIST	25030	15	EX	70	C	12	SALARIED
CLOSED CIRCUIT TELEVISION ATTENDANT	09670	07	NE	80	NC	11	HOURLY
CLOSED CIRCUIT TELEVISION OPERATOR	09680	09	NE	80	C	11	HOURLY
CODES ENFORCEMENT OFFICER	42290	11	NE	80	C	11	HOURLY
COMMUNICABLE DISEASE INVESTIGATOR	23050	09	NE	70	C	11	HOURLY

COMMU ABLE DISEASE INVESTIGATOR II	23060	11	NE	70	C	11	URLY
COMMUNITY HEALTH COUNSELOR	30341	09	NE	70	C	11	HOURLY
COMMUNITY SERVICES AIDE	00040	01	NE	70	L	11	HOURLY
COMMUNITY SERVICES WORKER	30000	07	NE	70	C	11	HOURLY
COMMUNITY SUPPORT WORKER	30490	07	NE	70	C	11	HOURLY
COMPUTER EQUIPMENT MAINTENANCE SPECIALIST	03330	07	NE	70	C	11	HOURLY
COMPUTER EVIDENCE SPECIALIST I	21810	12	NE	70	C	11	HOURLY
COMPUTER EVIDENCE SPECIALIST II	21812	13	NE	70	C	11	HOURLY
COMPUTER EVIDENCE SPECIALIST III	21814	14	EX	70	C	12	SALARIED
COMPUTER OPERATIONS SHIFT SUPERVISOR	03400	12	NE	70	C	11	HOURLY
COMPUTER REPAIR TECHNICIAN	03410	09	NE	70	C	11	HOURLY
COMPUTER TECHNICAL SPECIALIST	03340	12	EX	70	C	12	SALARIED
CONSOLE OPERATOR	03660	10	NE	70	C	11	HOURLY
CONTROL CLERK	03690	08	NE	70	C	11	HOURLY
COOK I	71050	06	NE	80	NC	11	HOURLY
COOK II	71060	07	NE	80	NC	11	HOURLY
COORDINATOR OF ELIGIBILITY INVESTIGATIONS	40140	13	EX	70	C	12	SALARIED
COORDINATOR, WATER QUALITY MANAGEMENT AGENCY	15050	13	EX	70	C	12	SALARIED
CORRECTION COUNSELOR 1	30380	09	NE	80	C	11	HOURLY
CORRECTION COUNSELOR 2	30390	11	NE	80	C	11	HOURLY
CORRECTION LIEUTENANT	44070	12	NE	80	C	11	HOURLY
CORRECTION OFFICER	44050	08	NE	80	C	11	HOURLY
CORRECTION OFFICER TRAINEE	44040	07	NE	80	C	11	HOURLY
CORRECTION SERGENT	44060	11	NE	80	C	11	HOURLY
CRIME ANALYST	21840	08	NE	70	C	11	HOURLY
CURATOR OF ANIMALS	69180	10	NE	80	C	11	HOURLY
CUSTODIAL CREW LEADER	70050	07	NE	80	C	11	HOURLY
CUSTODIAL CREW LEADER (70)	80320	07	NE	70	C	11	HOURLY
CUSTODIAL SUPERVISOR	70110	10	NE	80	C	11	HOURLY
CUSTODIAL WORKER I	70020	02	NE	80	L	11	HOURLY
CUSTODIAL WORKER I (70)	80300	02	NE	70	L	11	HOURLY
CUSTODIAL WORKER II	70030	03	NE	80	L	11	HOURLY
DATA BASE ADMINISTRATOR	03333	15	EX	70	C	12	SALARIED
DATA ENTRY EQUIPMENT OPERATOR	03100	04	NE	70	C	11	HOURLY
DATA ENTRY SUPERVISOR	03110	08	NE	70	C	11	HOURLY
DATA PROCESSING TRAINING COORDINATOR	03730	14	EX	70	C	12	SALARIED
DELINQUENT TAX CLERK	02170	10	NE	70	C	11	HOURLY

DETENTI HOME AIDE	31090	05	NE	80	NC	11	RLY
DETENTION HOME COUNSELOR I	31100	09	NE	80	C	11	HOURLY
DETENTION HOME COUNSELOR II	31110	11	NE	80	C	11	HOURLY
DETENTION HOME SOCIAL WORK ASSISTANT	31080	09	NE	70	C	11	HOURLY
DIET TECHNICIAN	71120	07	NE	80	C	11	HOURLY
DIETITIAN	71110	10	NE	80	C	11	HOURLY
DNA VALIDATION SPECIALIST	22145	14	E	80	C	12	SALARIED
DRAFTING TECHNICIAN II	10060	08	NE	70	C	11	HOURLY
DRIVER MESSENGER (70)	80330	04	NE	70	NC	11	HOURLY
DRIVER-MESSENGER	62010	04	NE	80	NC	11	HOURLY
DUPLICATING MACHINE OPERATOR I	03190	04	NE	70	NC	11	HOURLY
DUPLICATING MACHINE OPERATOR II	03200	07	NE	70	NC	11	HOURLY
EDUCATION PROGRAM SUPERVISOR	44220	11	NE	80	C	11	HOURLY
EDUCATION SPECIALIST (HANDICAPPED CHILDREN)	23510	11	EX	70	C	12	SALARIED
ELDERLY SERVICES COORDINATOR	30750	09	NE	70	C	11	HOURLY
ELECTIONS ASSISTANT 2	00250	06	NE	70	UN	11	HOURLY
ELECTIONS ASSISTANT 3	00255	08	NE	70	UN	11	HOURLY
ELECTIONS CLERK I	00210	03	NE	70	UN	11	HOURLY
ELECTIONS CLERK II	00220	05	NE	70	UN	11	HOURLY
ELECTIONS CLERK III	00230	07	NE	70	UN	11	HOURLY
ELECTIONS SUPERVISOR	00260	11	EX	70	UN	12	SALARIED
ELECTRICAL MAINTENANCE COORDINATOR	61680	12	NE	80	C	11	HOURLY
ELECTRICAL MAINTENANCE WORKER	61326	11	NE	80	C	11	HOURLY
ELECTRONIC EQUIPMENT TECHNICIAN	61000	10	NE	80	C	11	HOURLY
EMPLOYEE BENEFITS CLAIMS CLERK	05090	08	NE	70	C	11	HOURLY
EMPLOYMENT AND TRAINING PROGRAM PLANNING SPECIALIST	04540	12	EX	70	C	12	SALARIED
EMPLOYMENT SERVICES SPECIALIST I	04510	09	NE	70	C	11	HOURLY
ENGINEERING AIDE I	10100	05	N	70	C	11	HOURLY
ENGINEERING AIDE II	10110	07	NE	70	C	11	HOURLY
ENGINEERING AIDE III	10120	09	NE	70	C	11	HOURLY
ENTERPRISE DESIGN SPECIALIST	03525	14	E	70	C	12	SALARIED
ENTERPRISE FUNCTIONAL LEAD	03960	14	E	70	C	12	SALARIED
ENTERPRISE SUPPORT SPECIALIST	03536	12	E	70	C	12	SALARIED
ENVIRONMENTAL HEALTH AIDE	42480	06	NE	70	C	11	HOURLY
ENVIRONMENTAL HEALTH TECHNICIAN I	42510	08	NE	70	C	11	HOURLY
ENVIRONMENTAL HEALTH TECHNICIAN II	42520	09	NE	70	C	11	HOURLY
EXHIBITS ARTIST	06990	09	NE	80	NC	11	HOURLY

FAMILY RT LEGAL LIASION	50245	12	E	70	C	11	URLY
FINANCIAL AIDE EXAMINER	09730	07	NE	70	C	11	HOURLY
FINGERPRINT TECHNICIAN	40610	03	NE	70	C	11	HOURLY
FIRE INVESTIGATOR	42180	10	NE	80	C	11	HOURLY
FIREARMS EXAMINER I	21850	11	NE	70	C	11	HOURLY
FIREARMS EXAMINER II	21853	12	NE	70	C	11	HOURLY
FIREARMS EXAMINER III	21855	13	EX	70	C	12	SALARIED
FIREARMS TECHNICIAN	22088	10	NE	70	C	11	HOURLY
FOOD SERVICE HELPER I	71010	02	NE	80	L	11	HOURLY
FOOD SERVICE HELPER II	71020	04	NE	80	L	11	HOURLY
FOOD SERVICE SUPERVISOR	71090	09	NE	80	NC	11	HOURLY
FORENSIC ATTENDANT	22418	05	NE	80	C	11	HOURLY
FORENSIC AUTOPSY TECHNICIAN I	22530	07	NE	80	C	11	HOURLY
FORESENIC AUTOPSHY TECHNICIAN II	22560	08	NE	80	C	11	HOURLY
FORENSIC CHEMIST I (CRIMINALISTICS)	22172	11	EX	70	C	12	SALARIED
FORENSIC CHEMIST I (TOXICOLOGY)	22183	11	EX	70	C	12	SALARIED
FORENSIC CHEMIST II (CRIMINALISTICS)	22174	12	EX	70	C	12	SALARIED
FORENSIC CHEMIST II (TOXICOLOGY)	22185	12	EX	70	C	12	SALARIED
FORENSIC CHEMIST III (CRIMINALISTICS)	22176	13	EX	70	C	12	SALARIED
FORENSIC CHEMIST III (TOXICOLOGY)	22187	13	EX	70	C	12	SALARIED
FORENSIC INVESTIGATOR	22412	10	NE	80	C	11	HOURLY
FORENSIC INVESTIGATOR I	22580	10	NE	80	C	11	HOURLY
FORENSIC INVESTIGATOR II	22590	11	NE	80	C	11	HOURLY
FORENSIC SCIENTIST (BIOLOGY) I	21915	12	EX	70	C	12	SALARIED
FORENSIC SCIENTIST (BIOLOGY) II	21912	13	EX	70	C	12	SALARIED
FORENSIC SCIENTIST (BIOLOGY) III	21910	14	EX	70	C	12	SALARIED
GEOGRAPHIC INFORMATION SYSTEMS SPECIALIST	15300	11	EX	70	C	12	SALARIED
GEOGRAPHIC INFORMATION SYSTEMS SPECIALIST II	15310	13	EX	70	C	12	SALARIED
GRAPHICS TECHNICIAN	07000	09	NE	70	NC	11	HOURLY
GROUNDS CREW LEADER	63110	07	NE	70	C	11	HOURLY
GROUNDS SUPERVISOR	63180	11	NE	70	C	11	HOURLY
GROUNDSKEEPER	60180	06	NE	80	L	11	HOURLY
GUARD	60090	02	NE	80	L	11	HOURLY
HATCHERY AIDE I	60500	05	NE	80	NC	11	HOURLY
HATCHERY AIDE II	60420	07	NE	80	NC	11	HOURLY
HATCHERY OPERATIONS SUPERVISOR	60490	09	NE	80	C	11	HOURLY
HEAD WASTEWATER TREATMENT PLANT OPERATOR	61547	13	NE	80	C	11	HOURLY

HEALTH VICES WORKER	21340	03	NE	80	L	11	URLY
HEAVY EQUIPMENT MECHANIC CREW LEADER	61110	11	NE	80	C	11	HOURLY
HEAVY EQUIPMENT MECHANIC I	61070	08	NE	80	NC	11	HOURLY
HEAVY EQUIPMENT MECHANIC II	61080	09	NE	80	NC	11	HOURLY
HELICOPTER REPAIR WORKER	61900	13	NE	80	NC	11	HOURLY
HELP DESK OPERATOR	03675	08	NE	70	C	11	HOURLY
HELP DESK SUPERVISOR	03685	10	NE	70	C	11	HOURLY
HIGHWAY CONSTRUCTION CREW LEADER	63030	09	NE	80	C	11	HOURLY
HIGHWAY SECTION CREW LEADER	63050	11	NE	80	C	11	HOURLY
HIGHWAY SHIFT SUPERVISOR	62195	09	NE	80	C	11	HOURLY
HOME ECONOMIST	39010	10	NE	70	C	11	HOURLY
HOUSING COORDINATOR	31310	09	NE	70	C	11	HOURLY
HOUSING PROGRAM COORDINATOR	42380	14	EX	70	C	12	SALARIED
HOUSING REHABILITATION AIDE	06720	06	NE	70	C	11	HOURLY
HOUSING REHABILITATION INSPECTOR	42190	09	NE	70	C	11	HOURLY
HOUSING REHABILITATION SPECIALIST	06690	09	NE	70	C	11	HOURLY
HOUSING REHABILITATION SUPERVISOR	06700	11	EX	70	C	12	SALARIED
HUMAN RIGHTS SPECIALIST	30990	10	NE	70	C	11	HOURLY
INCOME MAINTENANCE SPECIALIST	30470	09	NE	70	C	11	HOURLY
INCOME MAINTENANCE SUPERVISOR I	30550	11	EX	70	C	12	SALARIED
INCOME MAINTENANCE SUPERVISOR II	30560	13	EX	70	C	12	SALARIED
INCOME MAINTENANCE WORKER	30460	07	NE	70	C	11	HOURLY
INCOME MAINTENANCE WORKER (SPANISH SPEAKING)	30464	07	NE	70	C	11	HOURLY
INFORMATION AIDE	60070	02	NE	70	L	11	HOURLY
INFORMATION SYSTEMS COORDINATOR	03640	12	NE	70	C	11	HOURLY
INSTRUMENTATION CREW LEADER	60540	11	NE	80	C	11	HOURLY
INSTRUMENTATION MAINTENANCE COORDINATOR	61940	12	NE	80	C	11	HOURLY
INSTRUMENTATION MECHANIC	61750	09	NE	80	NC	11	HOURLY
INSTRUMENTATION MECHANIC (WATER ENVIRONMENT PROTECTION)	61777	09	NE	80	NC	11	HOURLY
INSTRUMENTATION/ELECTRICAL ENGINEER	61980	13	EX	70	C	12	SALARIED
INVENTORY CONTROL SUPERVISOR	00020	08	NE	70	C	11	HOURLY
JUNIOR ENTERPRISE SUPPORT SPECIALIST	03532	10	NE	70	C	11	HOURLY
JUNIOR SYSTEMS ADMINISTRATOR	03445	10	NE	70	C	12	SALARIED
LABOR CREW LEADER	63010	08	NE	80	NC	11	HOURLY
LABORATORY HELPER	22000	01	NE	70	L	11	HOURLY
LABORATORY TECHNICIAN	22033	08	NE	70	C	11	HOURLY
LABORATORY WORKER	22020	04	NE	70	C	11	HOURLY

LABORE	60100	01	NE	80	L	11	URLY
LABORER II	60110	03	NE	80	L	11	HOURLY
LABORER II (70)	80340	03	NE	70	L	11	HOURLY
LATENT PRINT EXAMINER I	21830	11	NE	70	C	11	HOURLY
LATENT PRINT EXAMINER II	21833	12	NE	70	C	11	HOURLY
LATENT PRINT EXAMINER III	21835	13	EX	70	C	12	SALARIED
LEGAL SECRETARY I	01160	06	NE	70	C	11	HOURLY
LEGAL SECRETARY II	01170	08	NE	70	C	11	HOURLY
LEISURE TIME ACTIVITIES DIRECTOR	22280	09	NE	80	C	11	HOURLY
LEISURE TIME ACTIVITIES LEADER	22290	06	NE	80	C	11	HOURLY
LIBRARIAN ASSISTANT	07660	08	NE	70	C	11	HOURLY
LIBRARIAN I	07680	09	EX	70	C	12	SALARIED
LIBRARIAN II	07760	11	EX	70	C	12	SALARIED
LIBRARIAN III	07770	13	EX	70	C	12	SALARIED
LIBRARY CLERK I	07840	02	NE	70	C	11	HOURLY
LIBRARY CLERK II	07810	05	NE	70	C	11	HOURLY
LIBRARY CLERK III	07820	07	NE	70	C	11	HOURLY
LIBRARY MEDIA SPECIALIST (OCC)	07830	11	EX	70	C	12	SALARIED
LIFEGUARD	38100	01	NE	80	C	11	HOURLY
LITERACY COORDINATOR	07665	08	NE	70	C	11	HOURLY
LOCAL AREA NETWORK TECHNICAL SUPPORT SPECIALIST	03745	10	NE	70	C	11	HOURLY
LOCKSMITH	61310	09	NE	70	N	11	HOURLY
MAIL ROOM CLERK	09100	05	NE	70	C	11	HOURLY
MAILROOM SUPERVISOR	09010	07	NE	70	C	11	HOURLY
MAINTENANCE CARPENTER	61380	07	NE	80	NC	11	HOURLY
MAINTENANCE CARPENTER CREW LEADER	61390	09	NE	80	NC	11	HOURLY
MAINTENANCE ELECTRICIAN	61330	09	NE	80	NC	11	HOURLY
MAINTENANCE ELECTRICIAN CREW LEADER	61420	11	NE	80	C	11	HOURLY
MAINTENANCE HELPER	60130	04	NE	80	L	11	HOURLY
MAINTENANCE MECHANIC	60170	09	NE	80	NC	11	HOURLY
MAINTENANCE PAINTER CREW LEADER	61370	09	NE	80	NC	11	HOURLY
MAINTENANCE PAINTER II	61360	07	NE	80	NC	11	HOURLY
MAINTENANCE WORKER I	60140	05	NE	80	NC	11	HOURLY
MAINTENANCE WORKER II	60150	09	NE	80	NC	11	HOURLY
MANAGEMENT INFORMATION SYSTEMS TRAINER (SOCIAL SERVICES)	30030	10	EX	70	C	12	SALARIED
MASON	61170	08	NE	80	NC	11	HOURLY
MATERIALS MANAGEMENT COORDINATOR	00030	10	NE	70	C	11	HOURLY

MECHAN L ENGINEER	61525	13	EX	70	C	12	S ARIED
MECHANICAL MAINTENANCE COORDINATOR	61690	12	NE	80	C	11	HOURLY
MEDIA DEVELOPMENT SPECIALIST	09030	09	NE	70	C	11	HOURLY
MEDICAL RECORDS ADMINISTRATOR	07620	10	NE	70	C	11	HOURLY
MEDICAL RECORDS TECHNICIAN	07610	09	NE	70	C	11	HOURLY
MEDICAL TRANSCRIPTIONIST	01250	08	NE	70	C	11	HOURLY
MESSENGER	60050	01	NE	70	L	11	HOURLY
MICROGRAPHICS SYSTEMS ANALYST	03870	14	EX	70	C	12	SALARIED
MORGUE ATTENDANT	22410	05	NE	80	L	11	HOURLY
MORGUE TECHNICIAN	22490	07	NE	80	C	11	HOURLY
MOTOR EQUIPMENT DISPATCHER	60210	04	NE	80	NC	11	HOURLY
MOTOR EQUIPMENT OPERATOR I	62100	05	NE	80	NC	11	HOURLY
MOTOR EQUIPMENT OPERATOR II	62120	06	NE	80	NC	11	HOURLY
MOTOR EQUIPMENT OPERATOR III	62140	07	NE	80	NC	11	HOURLY
NAVIGATION PATROL OFFICER	40985	07	NE	80	C	11	HOURLY
NETWORK ADMINISTRATOR	03755	12	EX	70	C	12	SALARIED
NETWORK COORDINATOR	03750	10	NE	70	C	11	HOURLY
NURSE AIDE I	20460	02	NE	80	L	11	HOURLY
NURSE AIDE II	20470	04	NE	80	NC	11	HOURLY
NUTRITION ASSISTANT	71040	07	NE	70	C	11	HOURLY
NUTRITION SERVICES COORDINATOR	71130	12	NE	70	C	11	HOURLY
NUTRITIONIST	71140	10	EX	70	C	12	SALARIED
OCCUPATIONAL THERAPIST I	22350	10	EX	70	C	12	SALARIED
OCCUPATIONAL THERAPIST II	22360	12	EX	70	C	12	SALARIED
OCCUPATIONAL THERAPY ASSISTANT	22340	06	NE	70	C	11	HOURLY
OFFICE AUTOMATION ANALYST	04920	14	NE	70	C	11	HOURLY
OFFICE AUTOMATION SUPPORT TECHNICIAN	04900	08	NE	70	C	11	HOURLY
OPERATIONS LIBRARIAN	03530	10	NE	70	C	11	HOURLY
OUTREACH WORKER (HEALTH)	23020	04	NE	70	L	11	HOURLY
PARALEGAL	50560	10	NE	70	C	11	HOURLY
PARK LABOR CREW LEADER	63000	08	NE	80	NC	11	HOURLY
PARK LABORER	62990	03	NE	80	L	11	HOURLY
PARK MAINTENANCE CREW LEADER	63100	10	NE	80	NC	11	HOURLY
PARK NATURALIST I	38910	09	NE	80	C	11	HOURLY
PARK NATURALIST II	38900	10	NE	80	C	11	HOURLY
PARK RANGER I	40850	07	NE	80	C	11	HOURLY
PARK RANGER II	40860	09	NE	80	C	11	HOURLY

PARK SU VISOR	63125	09	NE	80	C	11	URLY
PARKS INTERPRETER I	38814	05	NE	80	C	11	HOURLY
PARKS INTERPRETER II	38815	07	NE	80	C	11	HOURLY
PAYROLL ASSISTANT	02120	08	NE	70	C	11	HOURLY
PERIPHERAL EQUIPMENT OPERATOR	03650	08	NE	70	C	11	HOURLY
PERSONNEL AIDE	04230	06	NE	70	C	11	HOURLY
PERSONNEL SERVICES AIDE	04260	07	NE	70	C	11	HOURLY
PHLEBOTOMIST	20070	04	NE	70	C	11	HOURLY
PHOTOCOPY MACHINE OPERATOR	03230	04	NE	70	NC	11	HOURLY
PHOTOGRAPHIC TECHNICIAN	21890	07	NE	70	C	11	HOURLY
PHYSICAL THERAPIST ASSISTANT	22390	06	NE	70	C	11	HOURLY
PHYSICAL THERAPIST I	22300	12	EX	70	C	12	SALARIED
PHYSICAL THERAPIST II	22310	13	EX	70	C	12	SALARIED
PHYSICAL THERAPY AIDE	22380	04	NE	70	L	11	HOURLY
PLANNER I	15100	11	EX	70	C	12	SALARIED
PLANNER II	15110	13	EX	70	C	12	SALARIED
PLANNER III	15120	14	EX	70	C	12	SALARIED
PLUMBING CONTROL SUPERVISOR	61500	14	EX	70	C	12	SALARIED
PLUMBING INSPECTOR I	42100	09	NE	70	C	11	HOURLY
PLUMBING INSPECTOR II	42110	13	EX	70	C	12	SALARIED
PLUMBING MAINTENANCE WORKER	61324	11	NE	80	NC	11	HOURLY
PRINCIPAL WASTEWATER TREATMENT PLANT OPERATOR	61548	11	NE	80	C	11	HOURLY
PROBATION ASSISTANT	43150	07	NE	70	C	11	HOURLY
PROBATION OFFICER	43110	11	NE	70	C	11	HOURLY
PROBATION OFFICER (MINORITY GROUP SPECIALIST)	43050	11	NE	70	C	11	HOURLY
PROBATION OFFICER (SPANISH SPEAKING)	43113	11	NE	70	C	11	HOURLY
PROBATION SUPERVISOR	43120	13	EX	70	C	12	SALARIED
PROBATION TRAINEE	43100	09	NE	70	C	11	HOURLY
PROBATION TRAINEE (MINORITY GROUP SPECIALIST)	43060	09	NE	70	C	11	HOURLY
PROBATION TRAINEE (SPANISH SPEAKING)	43090	09	NE	70	C	11	HOURLY
PROGRAM ASSISTANT (EMERGENCY MANAGEMENT)	41310	10	NE	70	C	11	HOURLY
PROGRAM ASSISTANT (HEALTH)	04325	11	NE	70	C	11	HOURLY
PROGRAM ASSISTANT (WEP)	41360	09	NE	70	C	11	HOURLY
PROGRAM COORDINATOR (EDUCATION/HANDICAPPED CHILDREN)	21320	14	EX	70	C	12	SALARIED
PROGRAM COORDINATOR (EMERGENCY MANAGEMENT)	41350	10	NE	70	C	11	HOURLY
PROGRAM COORDINATOR (HEALTH)	23490	12	EX	70	C	12	SALARIED
PROGRAM COORDINATOR (HEALTHY START)	23450	13	EX	70	C	12	SALARIED

PROGRA[illegible]ORDINATOR (RUNAWAY & HOMELESS YOUTH)	07101	10	NE	70	C	11	[illegible]RLY
PROGRAM COORDINATOR (STORMWATER MANAGEMENT)	61774	13	EX	70	C	12	SALARIED
PROGRAM COORDINATOR (W. I. C.)	21330	13	EX	70	C	12	SALARIED
PROGRAM EVALUATION ASSISTANT	07350	11	NE	70	C	11	HOURLY
PROGRAM MANAGER-ALCOHOL AND DRUG ABUSE SERVICES	25490	15	EX	70	C	12	SALARIED
PROGRAM MANAGER-MENTAL HEALTH SERVICES	25500	15	EX	70	C	12	SALARIED
PROGRAM MONITOR	07220	09	NE	70	C	11	HOURLY
PROGRAMMER ANALYST	03510	14	NE	70	C	11	HOURLY
PROGRAMMER I	03430	10	NE	70	C	11	HOURLY
PROGRAMMER II	03440	12	NE	70	C	11	HOURLY
PROGRAMMER TRAINEE	03420	08	NE	70	C	11	HOURLY
PROJECT COORDINATOR (COMMUNITY DEVELOPMENT)	63565	12	EX	70	C	12	SALARIED
PROJECT DIRECTOR (COMMUNITY SERVICES)	30770	14	EX	70	C	12	SALARIED
PROJECT DIRECTOR (EISEP)	30740	12	EX	70	C	12	SALARIED
PROJECT DIRECTOR (MCOA SENIOR EMPLOYMENT PROGRAM)	30590	10	EX	70	C	12	SALARIED
PROJECT DIRECTOR (MCOA SENIOR NUTRITION PROGRAM)	30480	13	EX	70	C	12	SALARIED
PSYCHIATRIC SOCIAL WORK ASSISTANT	30270	09	NE	70	C	11	HOURLY
PSYCHIATRIC SOCIAL WORKER I	30300	11	EX	70	C	12	SALARIED
PSYCHIATRIC SOCIAL WORKER I (CLINIC)	30302	11	EX	70	C	12	SALARIED
PSYCHIATRIC SOCIAL WORKER II	30310	13	EX	70	C	12	SALARIED
PSYCHIATRIC SOCIAL WORKER II (CLINIC)	30315	13	EX	70	C	12	SALARIED
PUBLIC HEALTH ASSISTANT	23030	03	NE	70	C	11	HOURLY
PUBLIC HEALTH DENTAL HYGIENIST I	24060	09	NE	70	C	11	HOURLY
PUBLIC HEALTH EDUCATION SUPERVISOR	21140	11	EX	70	C	12	SALARIED
PUBLIC HEALTH EDUCATOR	23480	09	EX	70	C	12	SALARIED
PUBLIC HEALTH ENGINEER I	10350	11	EX	70	C	12	SALARIED
PUBLIC HEALTH ENGINEER II	10360	13	EX	70	C	12	SALARIED
PUBLIC HEALTH ENGINEER III	10370	15	EX	70	C	12	SALARIED
PUBLIC HEALTH SOCIAL WORK ASSISTANT	30330	09	NE	70	C	11	HOURLY
PUBLIC HEALTH SOCIAL WORK ASSISTANT (SPANISH SPEAKING)	30331	09	NE	70	C	11	HOURLY
PUBLIC HEALTH SOCIAL WORK SUPERVISOR	30360	12	EX	70	C	12	SALARIED
PUBLIC HEALTH SOCIAL WORKER I	30340	11	EX	70	C	12	SALARIED
PUBLIC INFORMATION SPECIALIST	04040	11	NE	70	C	11	HOURLY
PUBLIC SAFETY DISPATCHER	45042	09	NE	80	C	12	SALARIED
PUBLIC SAFETY SHIFT SUPERVISOR	45048	12	NE	80	C	12	SALARIED
PUBLIC SAFETY TELECOMMUNICATOR	45050	07	NE	80	C	12	SALARIED
PUMP MAINTENANCE WORKER	60610	06	NE	80	NC	11	HOURLY

PUMP ST[illegible]ON MAINTENANCE SUPERVISOR	60850	12	NE	80	C	11	[illegible]RLY
PUMP STATION MAINTENANCE WORKER I	60830	05	NE	80	NC	11	HOURLY
PUMP STATION MAINTENANCE WORKER II	60840	08	NE	80	NC	11	HOURLY
PURCHASING CLERK	05280	06	NE	70	C	11	HOURLY
PURCHASING CONTRACT CLERK	05340	07	NE	70	C	11	HOURLY
QUESTIONED DOCUMENT EXAMINER I	21950	11	NE	70	C	11	HOURLY
QUESTIONED DOCUMENT EXAMINER II	21953	12	NE	70	C	11	HOURLY
QUESTIONED DOCUMENT EXAMINER III	21955	13	EX	70	C	12	SALARIED
RECORD CLEARANCE SUPERVISOR	00150	08	NE	70	C	11	HOURLY
RECORDING CLERK	00130	05	NE	70	C	11	HOURLY
RECORDING SUPERVISOR	00140	09	NE	70	C	11	HOURLY
RECORDS PRESERVATION ASSISTANT	03260	07	NE	70	C	11	HOURLY
RECORDS PRESERVATION SUPERVISOR	03270	09	NE	70	C	11	HOURLY
RECREATION SUPERVISOR	38320	10	NE	80	C	11	HOURLY
REPRODUCTION SERVICES SUPERVISOR	03210	10	NE	70	C	11	HOURLY
RESEARCH AIDE	04090	07	NE	70	C	11	HOURLY
RESEARCH TECHNICIAN I	04100	09	NE	70	C	11	HOURLY
RESEARCH TECHNICIAN II	04110	11	EX	70	C	12	SALARIED
RESOURCE ANALYST	02220	08	NE	70	C	11	HOURLY
RIGHT OF WAY AGENT	06100	12	EX	70	C	12	SALARIED
SAFETY OFFICER	42130	11	NE	70	C	11	HOURLY
SAFETY TRAINING INSTRUCTOR	42120	09	NE	70	C	11	HOURLY
SANITARIAN I	42550	10	EX	70	C	12	SALARIED
SANITARIAN II	42560	12	EX	70	C	12	SALARIED
SANITARIAN III	42570	14	EX	70	C	12	SALARIED
SANITARY BIOCHEMIST	22190	10	NE	70	C	11	HOURLY
SANITARY CHEMIST I	22110	11	NE	70	C	11	HOURLY
SANITARY CHEMIST II	22120	13	EX	70	C	12	SALARIED
SANITARY ENGINEER I	10300	11	EX	70	C	12	SALARIED
SANITARY ENGINEER II	10310	13	EX	70	C	12	SALARIED
SANITARY TECHNICIAN	22210	07	NE	70	C	11	HOURLY
SECURITY SYSTEMS MAINTENANCE SPECIALIST	60177	11	NE	80	C	11	HOURLY
SENIOR CASEWORKER	30020	10	NE	70	C	11	HOURLY
SENIOR CORRECTION OFFICER	44150	09	NE	80	C	11	HOURLY
SENIOR DIETITIAN	71111	13	EX	80	C	12	SALARIED
SENIOR ENTERPRISE DESIGN SPECIALIST	03980	15	EX	70	C	12	SALARIED
SENIOR FORENSIC AUTOPSY TECHNICIAN	22510	09	NE	80	C	11	HOURLY

SENIOR F[illegible]ENSIC INVESTIGATOR	22570	12	NE	80	C	11	[illegible]URLY
SENIOR MEDIA DEVELOPMENT SPECIALIST	09033	11	EX	70	C	12	SALARIED
SENIOR MOTOR EQUIPMENT DISPATCHER	60215	07	NE	70	C	11	HOURLY
SENIOR NETWORK ADMINISTRATOR	03753	14	EX	70	C	12	SALARIED
SENIOR NUTRITIONIST	71180	12	EX	70	C	12	SALARIED
SENIOR OFFICE AUTOMATION ANALYST	04930	15	EX	70	C	12	SALARIED
SENIOR PROGRAMMER ANALYST	03513	15	EX	70	C	12	SALARIED
SENIOR PSYCHIATRIC SOCIAL WORKER ASSISTANT	30440	10	EX	70	C	12	SALARIED
SENIOR RECREATION LEADER	38420	08	NE	80	C	11	HOURLY
SENIOR RESOURCE ANALYST	02222	10	NE	70	C	11	HOURLY
SENIOR SANITARY TECHNICIAN	22220	09	NE	70	C	11	HOURLY
SENIOR SUPPORT ENFORCEMENT OFFICER	30220	09	NE	70	C	11	HOURLY
SENIOR SYSTEMS ADMINISTRATOR	03925	14	EX	70	C	12	SALARIED
SENIOR SYSTEMS PROGRAMMER	03840	15	EX	70	C	12	SALARIED
SENIOR WASTEWATER TREATMENT PLANT OPERATOR	61549	09	NE	80	C	11	HOURLY
SENIOR WELFARE FRAUD INVESTIGATOR	30670	11	NE	70	C	11	HOURLY
SENIOR ZOO ATTENDANT	69230	09	NE	80	C	11	HOURLY
SEWER MAINTENANCE CREW LEADER	63320	10	NE	80	C	11	HOURLY
SEWER MAINTENANCE SUPERVISOR	63340	12	NE	80	C	11	HOURLY
SEWER MAINTENANCE WORKER I	60650	05	NE	80	NC	11	HOURLY
SEWER MAINTENANCE WORKER II	60660	08	NE	80	NC	11	HOURLY
SOCIAL SERVICES EXAMINER I	30610	07	NE	70	C	11	HOURLY
SPECIAL EDUCATION TRANSPORTATION COORDINATOR	23580	12	EX	70	C	12	SALARIED
SPECIALIST, SERVICES FOR THE AGING	30880	10	NE	70	C	11	HOURLY
SPECIFICATION WRITER	05370	12	EX	70	C	12	SALARIED
SPECIFICATION WRITER II	05360	13	EX	70	C	12	SALARIED
STENOGRAPHER I	01100	04	NE	70	C	11	HOURLY
STENOGRAPHER II	01110	06	NE	70	C	11	HOURLY
STENOGRAPHER III	01120	07	NE	70	C	11	HOURLY
STOCK ATTENDANT	60030	02	NE	70	L	11	HOURLY
STOCK CLERK	05400	04	NE	70	C	11	HOURLY
STOREKEEPER	05410	07	NE	70	C	11	HOURLY
STREAM MAINTENANCE CREW LEADER	60600	10	NE	80	C	11	HOURLY
STREAM MAINTENANCE SUPERVISOR	63350	12	NE	80	C	11	HOURLY
STREAM MAINTENANCE WORKER I	60580	05	NE	80	NC	11	HOURLY
STREAM MAINTENANCE WORKER II	60590	08	NE	80	NC	11	HOURLY
STUDENT ASSISTANCE COUNSELOR	25460	12	EX	70	C	12	SALARIED

STUDENT SISTANCE PROGRAM SUPERVISOR	25450	13	EX	70	C	12	S RIED
SUPERVISING SOCIAL SERVICES INVESTIGATOR	40130	12	NE	70	C	11	HOURLY
SUPERVISOR OF DISPATCH OPERATIONS	45045	10	NE	80	C	12	SALARIED
SUPPORT ENFORCEMENT OFFICER	30210	08	NE	70	C	11	HOURLY
SWIMMING FACILITY MANAGER	38700	05	NE	80	C	11	HOURLY
SWITCHBOARD OPERATOR	03300	04	NE	70	C	11	HOURLY
SYSTEMS ACCOUNTANT	02290	09	EX	70	C	12	SALARIED
SYSTEMS ACCOUNTING MANAGER	02160	13	EX	70	C	12	SALARIED
SYSTEMS ADMINISTRATOR	03775	12	EX	70	C	12	SALARIED
SYSTEMS ANALYST	03450	14	NE	70	C	11	HOURLY
SYSTEMS LIBRARIAN	07880	13	EX	70	C	12	SALARIED
SYSTEMS PROGRAMMER	03590	14	EX	70	C	12	SALARIED
TAX ABSTRACT CLERK	02180	10	NE	70	C	11	HOURLY
TAX CLERK	02140	05	NE	70	C	11	HOURLY
TAX MAP SUPERVISOR	15230	13	NE	80	C	11	HOURLY
TAX MAP TECHNICIAN I	15200	06	NE	70	C	11	HOURLY
TAX MAP TECHNICIAN II	15210	11	NE	80	C	11	HOURLY
TEACHER	31200	12	EX	70	C	12	SALARIED
TEACHER (LANGUAGE ARTS/SOCIAL STUDIES)	31240	10	EX	70	C	12	SALARIED
TEACHER (MATH/SCIENCE)	31230	10	EX	70	C	12	SALARIED
TECHNICAL ASSISTANT	99970	06	NE	70	U	11	HOURLY
TECHNICAL SPECIALIST	99960	07	NE	70	U	11	HOURLY
TELEPHONE TECHNICIAN	03290	07	NE	70	C	11	HOURLY
TIRE SERVICE MECHANIC	61010	06	NE	80	NC	11	HOURLY
TRAFFIC SIGNAL REPAIR SUPERVISOR	63590	10	NE	80	C	11	HOURLY
TRAFFIC SIGNAL REPAIR WORKER I	63900	06	NE	80	NC	11	HOURLY
TRAFFIC SIGNAL REPAIR WORKER II	63910	08	NE	80	NC	11	HOURLY
TRAINING SUPERVISOR	30160	12	NE	70	C	11	HOURLY
TRAINING UNIT ASSISTANT	30165	04	NE	70	C	11	HOURLY
TRANSPORTATION OPERATIONS OFFICER	10650	09	NE	70	C	11	HOURLY
TYPIST I	01000	03	NE	70	C	11	HOURLY
TYPIST II	01010	05	NE	70	C	11	HOURLY
UNDERGROUND FACILITIES LOCATOR	61780	08	NE	80	NC	11	HOURLY
VAULT ATTENDANT	60000	03	NE	70	L	11	HOURLY
VETERANS EDUCATION AIDE	09630	07	NE	70	C	11	HOURLY
VETERANS SERVICE OFFICER	39090	09	NE	70	C	11	HOURLY
VETERINARY TECHNICIAN	69260	07	NE	80	C	11	HOURLY

VICTIM A STANCE COORDINATOR	08357	08	NE	70	C	11	URLY
VISITOR CENTER ATTENDANT	38812	03	NE	80	L	11	HOURLY
VISITOR CENTER SUPERVISOR	38810	04	NE	80	C	11	HOURLY
VOLUNTEER SERVICES SUPERVISOR	30200	08	NE	80	C	11	HOURLY
VOTING MACHINE CUSTODIAN	69350	07	NE	70	UN	11	HOURLY
WARD CLERK	00090	04	NE	70	C	11	HOURLY
WASTEWATER TECHNICIAN I	61820	08	NE	80	C	11	HOURLY
WASTEWATER TECHNICIAN II	61810	10	NE	80	C	11	HOURLY
WASTERWATER TREATMENT PLANT CONSTRUCTION INSPECTOR I	61535	12	NE	80	C	11	HOURLY
WASTEWATER TREATMENT PLANT CONSTRUCTION INSPECTOR II	61536	14	NE	80	C	11	HOURLY
WASTEWATER TREATMENT PLANT MAINTENANCE CREW LEADER	61537	11	NE	80	C	11	HOURLY
WASTEWATER TREATMENT PLANT MAINTENANCE HELPER (INSTRU/ELEC)	61538	05	NE	80	N	11	HOURLY
WASTEWATER TREATMENT PLANT MAINTENANCE HELPER (MECHANICAL)	61539	05	NE	80	NC	11	HOURLY
WASTEWATER TREATMENT PLANT MAINTENANCE MECHANIC	61542	09	NE	80	NC	11	HOURLY
WASTEWATER TREATMENT PLANT MAINTENANCE WORKER (INSTRU/ELEC)	61543	07	NE	80	NC	11	HOURLY
WASTEWATER TREATMENT PLANT MAINTENANCE WORKER (MECHANICAL)	61544	07	NE	80	NC	11	HOURLY
WASTEWATER TREATMENT PLANT OPERATOR	61545	08	NE	80	C	11	HOURLY
WATER PLANT ELECTRICIAN	61740	11	NE	80	NC	11	HOURLY
WATER PLANT LABORATORY TECHNICIAN	22270	08	NE	80	C	11	HOURLY
WATER PLANT MAINTENANCE OPERATOR	65700	08	NE	80	C	11	HOURLY
WATER PLANT OPERATOR I (TYPE A PLANT)	61710	08	NE	80	C	11	HOURLY
WATER PLANT OPERATOR I (TYPE B PLANT)	61830	08	NE	80	C	11	HOURLY
WATER PLANT TRAINEE	61700	06	NE	80	C	11	HOURLY
WATER SYSTEMS CHEMIST I	22150	11	EX	80	C	12	SALARIED
WATER SYSTEMS CHEMIST II	22160	13	EX	80	C	12	SALARIED
WATER SYSTEMS CONSTRUCTION ENGINEER	10660	13	EX	70	C	12	SALARIED
WEB DESIGN SPECIALIST	03970	14	EX	70	C	12	SALARIED
WEB SITE ADMINISTRATOR	03544	13	NE	70	C	11	HOURLY
WEIGHTS AND MEASURES INSPECTOR	42010	08	NE	70	C	11	HOURLY
WELDER	61150	08	NE	80	NC	11	HOURLY
WELFARE FRAUD INVESTIGATOR	30650	10	NE	70	C	11	HOURLY
WIC ASSISTANT	23040	04	NE	70	C	11	HOURLY
WIC ASSISTANT (SPANISH SPEAKING)	23033	04	NE	70	C	11	HOURLY
YOUTH COUNSELOR I	07180	09	NE	70	C	11	HOURLY
ZOO ATTENDANT	60550	05	NE	80	NC	11	HOURLY

APPENDIX C

Settlement Agreement

of August 5, 1985

("Calendar Creep" Agreement)

Incorporation Herein By Reference

With the Same Force and Effect

As Though Set Forth In Full

In this Contract

APPENDIX D
ORAL WARNING NOTATION

_____
Date

EMPLOYEE'S NAME: _____
Last First Middle

DEPARTMENT: _____ JOB TITLE: _____

WORK LOCATION: _____

IMMEDIATE SUPERVISOR: _____ JOB TITLE: _____

DATE OF FIRST ORAL WARNING: _____

DESCRIBE INFRACTION FOR WHICH ORAL WARNING WAS GIVEN: _____

_____

_____

_____

_____

WORK RULE(S) EXPLAINED: (No.)_____

I have read this WARNING.

Employee Signature: _____

Supervisor Signature:_____

Employee Comments:_____

_____

_____

The employee named herein has refused to sign this notice. I do, therefore, attest that said discussion did take place on

_____
(Date)

_____ _____
Witness Signature Supervisor Signature

APPENDIX E
LEAVE ACCRUAL CHART

EMPLOYEE SCHEDULE	VACATION LEAVE										SICK LEAVE		PERSONAL LEAVE	
(Per 2 week Period)	less than 5 yrs. 11 days		5 but less than 10 yrs 16 days		10 but less than 15 yrs 17 days		more than 15 yrs 21 days		completion of 16 yrs. 22 days		10 DAYS MAX.		3 days	
	Per PP	Annual	Per PP	Annual	Per PP	Annual	Per PP	Annual	Per PP	Annual	Per PP	Annual	Per PP	Annual
70 HOURS														
1/2 time (35 hours)	1.49	38.74	2.16	56.16	2.29	59.54	2.83	73.58	2.97	77.22	1.35	35.10	.41	10.66
3/5 time (42 hours)	1.78	46.28	2.59	67.34	2.75	71.50	3.40	88.40	3.56	92.56	1.62	42.12	.49	12.74
7/10 time (49 hours)	2.08	54.08	3.02	78.52	3.21	83.46	3.96	102.96	4.15	107.90	1.89	49.14	.57	14.82
4/5 time (56 hours)	2.37	61.62	3.45	89.70	3.67	95.42	4.53	117.78	4.74	123.24	2.16	56.16	65	16.90
9/10 time (63 hours)	2.67	69.42	3.88	100.88	4.12	107.12	5.09	132.34	5.34	138.84	2.43	63.18	.73	18.98
Full Time (70 hours)	2.97	77.00	4.31	112.00	4.58	119.00	5.66	147.00	5.93	154.00	2.70	70.00	.81	21.00
80 HOURS														
1/2 time (40 hours)	1.70	44.20	2.47	64.22	2.62	68.12	3.24	84.24	3.39	88.14	1.54	40.04	.47	12.22
3/5 time (48 hours)	2.04	53.04	2.96	76.96	3.14	81.64	3.88	100.88	4.07	105.82	1.85	48.10	.56	14.56
7/10 time (56 hours)	2.37	61.62	3.45	89.70	3.67	95.42	4.53	117.78	4.74	123.24	2.16	56.16	.65	16.90
4/5 time (64 hours)	2.71	70.46	3.94	102.44	4.19	108.94	5.18	134.68	5.42	140.92	2.47	64.22	.74	19.24
9/10 time (72 hours)	3.05	79.30	4.44	115.44	4.71	122.46	5.82	151.32	6.10	158.60	2.77	72.00	.84	21.84
Full Time (80 hours)	3.39	88.00	4.93	128.00	5.24	136.00	6.47	168.00	6.77	176.00	3.08	80.00	.93	24.00

Note: Minimum leave time increment shall be 15 minutes (.25)

.25 = 15 minutes .50 = 30 minutes .75 = 45 minutes

CSEA-ACC/negotia/JSC

APPENDIX F

COUNTY OF ONONDAGA
MONTHLY PARKING METER LOG SHEET

_____please staple in this area _____

MONTH/YEAR: _____ EMPLOYEE NAME:_____ DEPT. & AGENCY_____

DATE	LOCATION	AMOUNT incl. $.00
	TOTAL AMOUNT:	

APPENDIX G

GUIDELINES FOR WRITTEN AGREEMENTS FOR ON-CALL

1. Agreements are to specify the means by which an employee who is assigned by the Employer to be on call is to be contacted (e.g., pager, cell phone, contact telephone number) as determined by the Employer. In the event that a contact telephone number system is used, the employee shall be required to provide an updated telephone number to be reached and prompt notice to the Employer of any change in the telephone number.

2. Agreements are to specify the time of response required by the Employer to the call or page and the period of time for recall response and return to work as determined by the Employer.

3. Agreements are to state parameters for the days and hours that on call is to be performed as determined by the Employer as well as the schedules that employees will work to provide the required coverage.

4. Agreements are to state the compensation (including but not limited to compensatory time, cash, use of vehicles, work schedules, etc.) to be accorded to employees for the time they are on call and the compensation (as defined herein) that they are to be accorded for work performed when called in to work

5. Agreements are to provide for a system for equitable distribution of on-call assignments, insofar as practical, among those qualified employees required by the Employer to be assigned on call.

6. Agreements are to be presented by the Union to the affected employees for ratification vote in order to become effective.

7. Agreements approved by the affected membership must have the signatures of the following persons in order to become effective. For the Union: the CSEA Unit President, CSEA Local 834 President, CSEA Labor Relations Specialist. For the Employer: The Department Head, the Director of Employee Relations.

For the Union

Richard K McCormack 2/21/07

For the Employer

Peter Troiano 2/7/07

APPENDIX H

AGREEMENT

GUIDELINES FOR FLEX TIME, COMPRESSED WORK WEEK AND ALTERNATIVE SCHEDULING

The County of Onondaga (hereinafter "Employer") and the Civil Service Employees Association, Onondaga Local 834 (hereinafter "Union") do hereby agree to abide by the following guidelines in fashioning agreements to participate in flex-time, compressed work week and other alternative scheduling arrangements.

1. All such agreements must meet service delivery or business needs of the Employer. All such agreements must meet employee needs for work schedule flexibility while maintaining reliability and dependability in reporting and being present for work.

2. Agreements are to state the hours to be covered by the agreements including the work day, work week, or core hours that must be worked.

3. Agreements are to state how overtime compensation is to be earned and hours eligible for shift differential premium, if any, where either would vary from that required under the collective bargaining agreement.

4. Agreements are to state how holidays are to be observed or scheduled and how holiday premium compensation is to be applied where either would vary from that required under the collective bargaining agreement.

5. Agreements are to provide for the administration of employee leave benefits (i.e., sick leave, vacation leave, and personal leave) in accordance with the Accrual Chart in Appendix B of the collective bargaining agreement as well as other leave benefits (for example, bereavement leave, leave for jury duty and court attendance) at the levels set forth under the collective bargaining agreement.

6. Agreements are to provide for the scheduling of rest breaks and meal breaks at the levels set forth under the collective bargaining agreement.

7. Agreements are to state if they exist as a "pilot" or "trial" basis or as a renewal of an existing agreement.

8. Agreements are to contain provisions enabling either party to withdraw from the agreement upon a reasonable number of business days notice to the other party. Such notice must be in writing.

9. Agreements are to provide specific effective dates and termination or renewal dates.

10. Agreements must have the signature of the following persons in order to become effective. For the Union: the CSEA Unit President, CSEA Local 834 President, CSEA Labor Relations Specialist. For the Employer: The Department Head, the Director of Employee Relations.

11. Any decision by the Employer to allow or disallow the participation of any employee or group of employees in a flex-time, compressed work week or alternative scheduling program shall not be grievable nor arbitrable under any provision of the collective bargaining agreement.

For the Union

12/21/07

For the Employer

12/7/07

APPENDIX I

GRIEVANCE TRIAGE ARBITRATION PROCEDURE

1. Any grievance arising under Article 26 – Discipline and Discharge Procedure or Article 27 – Grievance and Arbitration Procedure of the _____ collective bargaining agreement (hereinafter "CBA") which is unresolved after Step 2 of Article 27 and which is to be further appealed by the Union under Step 3 of Article 27 shall be processed instead, upon mutual written agreement of the parties, according to the Grievance Triage Arbitration Procedure (hereinafter "GTAP") set forth herein in lieu of Step 3 of Article 27.

2. The Union shall notify the Employer in writing within ten (10) days after receipt of the Answer rendered in Step 2 of Article 27 if it intents to submit the unresolved grievance to arbitration. The Employer and Union shall confer on processing the grievance under Step 3 of Article 27 or the GTAP. In the event that an agreement on a procedure cannot be reached, the matter shall proceed under Step 3 of Article 27. Any agreement to process the grievance under the GTAP shall be in writing and shall foreclose the processing of that grievance under Step 3 of Article 27.

3. All grievances processed under the GTAP shall be heard by a single Triage Arbitrator, who shall be mutually selected by the parties. At the Triage phase, the Union shall be represented by a Labor Relations Specialist and the Employer by Employee Relations staff. The parties shall present all relevant information, documents and argument to the Triage Arbitrator.

4. The Triage Arbitrator shall have complete authority to sustain or deny the grievance, or to suggest and accomplish resolution of the grievance. If the Triage Arbitrator determines that an evidentiary hearing is necessary, the grievance shall be scheduled for expedited arbitration before the Triage Arbitrator for the next available hearing date. The Triage Arbitrator shall discuss with the parties the specific issue to be arbitrated, and specify witnesses who shall testify at the expedited arbitration.

5. The parties may provide legal counsel at the expedited arbitration. All relevant facts and documents shall be stipulated to at the expedited arbitration, and witnesses may be presented upon the approval of the Triage Arbitrator. Except in exceptional cases, there will be no written briefs filed; verbal closing statements will be allowed. The Triage Arbitrator shall take notice of all relevant arbitration decisions. The Triage Arbitrator shall render a written Award no later than thirty (30) days after the close of the hearing.

6. In exceptional cases, at the request of the Triage Arbitrator, an outside ad hoc arbitrator may be employed to hear and determine a specific grievance or issue, as agreed upon the parties.

7. The Triage Arbitrator shall have full authority to resolve all procedural and substantive contractual issues including issues involving disclosure of information between the parties at either the Triage phase or the Expedited Arbitration phase of the GTAP. The Triage arbitrator shall have the authority to remand a grievance to Step Two of the grievance and arbitration procedure for further review by the parties. The Triage Arbitrator shall not have jurisdiction or authority to add to, modify, detract from, or alter in any way the provisions of the agreement or any amendment or supplement thereto or to add new provisions of this agreement or any amendment or supplement thereto. If the grievance concerns matters not covered by this agreement or the procedures contained herein have not been adhered to, said grievance shall be returned to the parties without decision. The findings, conclusions, and recommendations of the Triage Arbitrator for resolution of the grievance shall be binding on all parties to the proceeding. Awards may not be retroactive beyond thirty (30) calendar days prior to the initiation of the alleged grievance with the County.

8. The Triage Arbitrator shall be available for a specified number of days in each month to review and resolve grievances and to study and issue Awards, as agreed upon by the parties. All fees and expenses of the Triage Arbitrator shall be divided equally between the parties as provided in Article 27 – Grievance and Arbitration Procedure – Step 3(B) of the collective bargaining agreement. The parties agree that the Triage Arbitrator shall be paid the fee agreed upon with the Triage Arbitrator for such arbitration services.

9. The GTAP procedure is subject to renewal or amendment by mutual agreement of the parties as of January 1 of each contract year. Furthermore, at any time prior to December 31 of each contract year, either party may terminate the GTAP procedure upon 30 days written notice to the other party.

For the County

5/12/05

For the Union

5/12/05

APPENDIX J

AGREEMENT

This Agreement made on this _____ day of _____, 2008 by and between the **COUNTY OF ONONDAGA** (hereinafter Employer") and the **CIVIL SERVICE EMPLOYEES ASSOCIATION, INC., LOCAL 834** (hereinafter Union").

WHEREAS, the Employer and Union are parties to a collective bargaining agreement for 2005-2007 (hereinafter "CSEA Agreement") covering a bargaining unit consisting of the titles set forth therein; and

WHEREAS, the Employer and Union are parties to a collective bargaining agreement for 2004-2007 (hereinafter "LPN Agreement") covering a bargaining unit of employees holding the title of Licensed Practical Nurse; and

WHEREAS, the parties are desirous of combining the separate bargaining units into one bargaining unit;

NOW, THEREFORE, IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. The title of Licensed Practical Nurse shall be included in the CSEA Agreement.

2. Employees in full-time status and part-time status covered by the LPN Agreement shall be covered by CSEA Agreement except as provided in (5) below.

3. The Union agrees to relinquish any and all rights to represent any and all employees in per diem status in the title of Licensed Practical Nurse covered by the LPN Agreement or as may be otherwise employed by the Employer.

4. The Union agrees to execute the LPN Agreement forthwith and that this Agreement shall not become effective until such execution is accomplished.

5. The following provisions of the LPN Agreement shall be continued by the Employer and Union under the CSEA Agreement unless and until modifications to those provisions are agreed upon by the Employer and Union:

Article 10	Overtime Compensation Premium
Article 11	Institutional Shift Differential Premium
Article 12	Chronic Care Differential Premium
Article 13	Institutional Staff Assignment Differential Premium
Article 14	Onondaga County Justice Center/Onondaga County Correctional Facility Premium Compensation
Article 15	Holiday Premium Compensation
Article 17	Saturday/Sunday Differential Premium Compensation
Article 18	Mileage and Parking Reimbursement
Article 22	Employee Leave Benefits
Article 24	Long Term Disability Benefits
Article 25	Attendance Premium
Appendix B	Accrual Tables

6. It is agreed by and between the Employer and Union that the presently existing LPN bargaining unit is in all respects considered defunct.

For the Union:

/ /

CSEA Unit President-Van Duyn Unit

/ /

CSEA Local 834 President

/ /

CSEA Labor Relations Specialist

For the Employer:

/ /

Director of Employee Relations

ARTICLE 10
OVERTIME COMPENSATION PREMIUM

A. Institutional Overtime Compensation Premium
Overtime compensation premium shall be paid at the rate of time and one-half the regular compensation rate for hours worked in excess of eight (8) hours in any work day or in excess of eighty (80) hours in any fourteen (14) day pay period, for all regularly scheduled full-time employees covered by this agreement who are regularly employed in the Department of Long Term Care Services - Van Duyn Division or Health Department – Correctional Health Services. Such employees shall have the option of receiving straight compensatory time in lieu of monetary compensation as set forth in and subject to Article 22, Compensatory Time of this agreement.

B. Accountability
With the approval of the Administration, the following paid accruals shall be considered as time worked for the purposes of computing overtime: holidays, vacations, personal days and sick leave days. The above accruals shall be counted separately and are not to be compounded as hours worked. The holiday accrual, whether worked or not, shall be counted only once. Unpaid absences shall not be considered as time worked.

C. Limitations
There shall be no pyramiding of overtime.

ARTICLE 11
INSTITUTIONAL SHIFT DIFFERENTIAL PREMIUM

A. Definition
An institutional shift differential premium of ten percent (10%) of the employee's regular compensation rate as defined herein shall be paid for all second and third shifts (i.e., 3:00-11:00, 11:00-7:00 or 4:00-12:00, 12:00-8:00) worked.

B. Applicability
Such shift differential shall be applicable to all employees covered by this agreement and employed at Van Duyn Home and Hospital, the Onondaga County Correctional Facility (Jamesville Penitentiary) or the Onondaga County Justice Center.

C. Limitations
Said shift differential shall not be used in computing overtime compensation premium for regularly scheduled full-time employees.

ARTICLE 12
CHRONIC CARE DIFFERENTIAL PREMIUM

The County agrees to pay a chronic care differential premium of two-hundred forty dollars ($240) per annum to all regularly scheduled full-time members of the bargaining unit and upon a pro rata basis to all regularly scheduled part-time members of the bargaining unit.

The parties agree that said premium has been added into all wage rates set forth in Appendix A of this agreement.

ARTICLE 13
INSTITUTIONAL STAFF ASSIGNMENT DIFFERENTIAL PREMIUM

1. Department of Long Term Care Services (Van Duyn)

In the event that the Employer requires a Licensed Practical Nurse (hereinafter "LPN") to function over a period of time in an acting supervisory capacity with responsibility for care of a nursing unit (hereinafter "in charge"), the Employer shall pay a premium differential as follows:

a. For purposes of his section, the term "nursing unit" is defined as 3C, 3D, 3A, 3B, 4C, 4D, 4A, 4B, 5C, 5D, 5A, 5B, 6C, 6D, 6A, 6B, 7C or 7D.

1. This paragraph shall apply to all LPNs who were at Step F of Salary Schedule C set forth in the 1992 – 1995 collective bargaining agreement as of December 31, 1998. The premium differential shall be $16.00 per full shift.

2. This paragraph shall apply to all LPNs not covered in paragraph (1) above.

a. When an LPN is assigned in charge of a nursing unit, the premium differential shall be $8.00 per full shift.
b. When an LPN is assigned in charge of both C and D or A and B (for example 3C and 3D or 4A and 4B) during the evening (3 PM – 11 PM) shift and no other LPN is assigned to that nursing unit, the premium differential shall be $24.00 per full shift.

2. Health Department

When a LPN is assigned in charge in accordance with present practices, the premium differential shall be $16.00 per full shift.

3. All scheduling and assignments must be approved in advance by the institutional administration. In doing so, the Employer shall endeavor to make such scheduling on the day shift on an equitable basis insofar as practical and consistent with quality patient care and good nursing practice.

ARTICLE 14
ONONDAGA COUNTY JUSTICE CENTER/ONONDAGA COUNTY CORRECTIONAL FACILITY PREMIUM COMPENSATION

In recognition of the special and unique working conditions related to the field of correctional services, and the enhancement of recruitment and retention capabilities all of which are readily distinguished from and unlike those existing in other areas of nursing practice, the Employer agrees to pay a premium to employees who are assigned to work at the Onondaga County Justice Center or the Onondaga County Correctional Facility in the title of Licensed Practical Nurse. The premium shall be $1,450. The premium shall be payable to regular full time employees in equal installments which are divisible by twenty-six (26) and on a hourly pro-rata basis to regular part time employees and per deim employees.

ARTICLE 15
HOLIDAY PREMIUM COMPENSATION

A. For employees who work the 11:00 p.m. to 7:00 a.m. shift, the holiday shall be from 11:00 p.m. on the evening of the holiday to 7:00 a.m. on the date of the holiday.

A regularly scheduled full-time staff employee covered by this agreement shall be paid his or her regular compensation rate, including institutional shift differential premium when applicable, for such work performed on a countywide holiday except for Christmas Day, defined as the hours of 11:00 PM on December 24 through 11:00 PM on December 25, Thanksgiving Day or New Year's Day, defined as the hours of 3:00 PM December 31 through 3:00 PM January 1 holidays which shall be paid at a rate equal to one and one-half times the regular rate of compensation for such work performed on these holidays.

In order to be eligible for the holiday premium, employees covered by this agreement must actually work the last scheduled work day prior to the holiday, the holiday when required to work, and the first scheduled work day after the holiday, unless otherwise excused by the appropriate authority or his authorized designee.

Employees shall have the option of receiving straight compensatory time or straight time cash payment of the holiday premium compensation. Employees should indicate to the appropriate Nursing Administrator of the option selected in advance of the holiday. Employees at the Department of Long Term Care Services - Van Duyn Division may utilize existing scheduling procedures for purposes of the expending earned holiday compensatory time within the limitations of Article 22 - Compensatory Time (i.e., twelve weeks).

B. Limitation

All regularly scheduled full-time and part-time employees shall be obligated to work no more than seven of the holidays as enumerated in Section (A).

C. Regular Part-Time Employees

A regularly scheduled part-time employee, as defined herein, shall receive holiday compensation equal to one and one-half his regular rate of compensation, for hours worked on said holiday.

D. Department of Long Term Care Services - Community Services Division/Health Department Public Health Floating Holiday Premium

The following holidays shall be considered floating holidays: Lincoln's Birthday and Columbus Day. The parties understand and agree that the calendar dates on which the above holidays would be observed shall be considered regularly scheduled work days. Employees may elect to implement the holiday premium compensation as provided in this Article for the above holidays on any two regularly scheduled work days during the calendar year in which the holidays occur, provided that 72 hour advance request is made to and approval is granted by the appointing authority. The floating holiday concept shall not be applicable to employees working in 24 hour, shift or relief type operations. Any balance of floating holidays remaining at the end of a calendar year which were properly requested for use but

denied by the Employer shall be converted to sick leave. Otherwise such a balance shall be forfeited by the employee.

ARTICLE 17
SATURDAY/SUNDAY DIFFERENTIAL PREMIUM COMPENSATION

The Employer agrees to pay regular full-time and regular part-time employees a differential of 5% of the regular compensation rate for all hours between 11:00 p.m. Friday through 11:00 p.m. Sunday as expressly limited to the following circumstances:

A. **For employees of the Department of Long Term Care Services - Community Services Division when such hours are part of the regular work schedule and not on an overtime basis.**

B. For employees of the Department of Long Term Care Services - Van Duyn Division and Health Department Correctional Health Services (Justice Center/Corrections) when such hours are worked on a third weekend in a schedule cycle and not on an overtime basis.

ARTICLE 18
MILEAGE AND PARKING REIMBURSEMENT

A. Employees who qualify as field service personnel may be eligible for mileage and/or parking reimbursement as set forth below. Field service personnel are defined as those employees who at the direction and requirement of the Employer use their personal vehicle in pursuit of business on behalf of the Employer as a usual, regular and customary part and requirement of their job duties.

B. Mileage Reimbursement

Field service employees defined above shall be reimbursed for incurred mileage expenses at the rate of twenty four cents ($.24) per mile. The parties agree to continuously monitor the effect of gasoline prices and resolve to meet and confer on prospective adjustments in the mileage reimbursement rate.

C. Parking Reimbursement

The Employer will reimburse field service employees defined above and those employees assigned to work at the Onondaga County Justice Center for incurred parking expenses up to the rate established for the Public Safety Building/Everson Lot B. Reimbursement shall be made to eligible employees on a one month or a three month basis upon submission of a receipt for such expenses. In the event an employee who has been reimbursed becomes ineligible for parking reimbursement or separates from employment, the employee shall return the parking permit to the Employer at its request or shall have the balance of the reimbursement returned to the Employer by payroll deduction.

The Employer shall not be required to pay claims for mileage and parking reimbursement submitted to the Employer more than sixty (60) calendar days after the month being claimed for reimbursement.

ARTICLE 22
EMPLOYEE LEAVE BENEFITS

Except as limited or modified by this agreement, employees covered by this agreement pursuant to Article 5 (B) and (C) shall be entitled to the following leave benefits. When leave time is requested and approved, and the employee is on such approved leave, all such days off must be charged to the approved leave category and may not be converted to any other leave category during such leave.

Personal Leave

After one (1) full year of continuous service and yearly thereafter, a regular full-time employee shall earn three (3) days of personal leave as set forth in the Accrual Table (Appendix B). Said leave must be approved at least seventy-two (72) hours in advance by the department head or his/her authorized designee, except in cases of bona fide emergencies. A written request to use personal leave shall be made by the employee to the Department Head or authorized designee at least seventy-two hours in advance of the date and time requested, except in cases of emergencies. The request shall state the date and time requested. All personal leave use shall be subject to the approval of the Employer.

Personal leave shall be taken in units of one (1) hour or greater. Personal leave credits shall not accumulate. Any credits remaining unused on the employee's anniversary date shall be canceled, or upon written request of the employee to the department head shall be converted into sick leave.

Personal leave shall not be earned during any pay period where an employee is absent without pay more than 50% of the working hours.

Jury Duty and Court Attendance

Upon showing of proof five (5) days in advance of a call to jury duty or to attend court pursuant to a subpoena or other court order not as a party to the litigation, an employee scheduled to work shall be granted leave with pay for such purpose by the department head, less any per diem compensation received by the employee in connection with the performance of jury duty. Such leave with pay shall be applied, regardless of shift assignment, in units of days or half days, depending on the schedule of jury duty service. Employees who are placed on an "on-call" status by the jury shall be required to report for work if so scheduled and shall be released for jury duty in the event the employee is summoned.

Bereavement Leave

Regular full-time employees shall be granted leaves of absence with pay because of death in an employee's immediate family for up to four (4) working days. Immediate family is limited to spouse, parent, child, brother, sister, a person occupying the position of parent or child, or a close relative who is an actual member of the employee's household.

Leave with pay of two (2) working days may be granted to employees in the event of death of the employee's in-laws, grandparents, and grandchildren.

Leave with pay of one (1) working day may be granted to full-time employees in the event of death of other near relatives, limited to the employee's aunts and uncles.

Aunts, uncles, cousins and grandparents of an employee's spouse shall not be considered near relatives for purposes of granting bereavement leave.

Vacation Leave

Vacation leave shall be earned by full-time employees, and by part-time employees on a pro rata basis as set forth in the Accrual Table (Appendix B).

At the completion of one (1) full year of employment, a new employee has earned eleven (11) days of vacation leave. If desired, the employee may use five (5) days of this first year's entitlement upon completion of six (6) months of service, then leave the remaining six (6) days to be used after the employee's first anniversary date.

Vacation leave shall not be fully earned, credited or used until the employee's anniversary date.

Employees may accumulate and carry over unused vacation credits from a current anniversary year into the following anniversary year not to exceed a total accumulation of thirty (30) vacation leave days, subject to the approval of the department head. Vacation leave days in excess of 30 days on the employee's anniversary date shall be canceled but may be converted to sick leave upon written request to the department head.

Limitations:

If an observed legal holiday falls within an employee's vacation period, such day will not be charged against accumulated vacation leave credits.

Vacation leave credits shall not be earned or accumulated during any pay period where an employee is absent without pay more than 50% of the working hours.

Any vacation leave use shall be subject to approval by the department head.

To insure fairness to each employee, where all other things are equal, a vacation schedule shall be established with an employee's length of continuous service in County employment as the criterion for scheduling preference. Regular full-time employees shall be given first preference in vacation scheduling; regular part-time employees shall be scheduled thereafter.

NOTE: When leave is requested and approved, and the employee is on such approved leave, all such days off must be charged to the approved leave category and may not be converted to any other leave category during such leave.

Sick Leave

All regular full-time employees and part-time employees on a pro-rata basis hired on or after August 8, 1990 shall earn sick leave credits limited to nine (9) days per calendar year as set forth in the Accrual Table (Appendix B).

Sick leave credits may be used by the employee in units of days, half days, or hours when the employee is incapacitated or unable to perform the duties of his or her position by reason of sickness, injury, temporary disability, or for dental or medical visits which may not be accomplished after working hours.

Sick leave credits shall not be used until an employee has completed six (6) pay periods of continuous service. Sick leave credits shall not be earned unless the employee is on full pay status

for at least 50% of the working hours during the pay period. Days during which the employee is using accumulated sick leave credits shall not be considered as days on full pay status for purposes of earning sick leave.

Unused sick leave credits shall accumulate up to a maximum of 165 days. Upon attaining the maximum accumulation, sick leave is no longer earned.

When an employee is absent on sick leave, the employee shall report same to the department head or his/her authorized designee at least one-half (1/2) hour prior to the normal starting time. Departments which require replacement for absent employees may require earlier notification time. In cases of failing to report, unless due to a bona fide emergency due to illness, said absence shall be considered as time off without pay unless excused by the department head.

Sick leave credits may be used by the employee in units of days, half days or hours.

Sick leave credits, not to exceed a total of five (5) days in any calendar year, may be used for verified, serious illness in the employee's immediate family requiring care and attendance by the employee. Immediate family shall include spouse, parent, child, brother, sister, or any other relatives who are actual members of the employee's household.

A physician's statement verifying the employee's incapacity or inability to perform the job duties shall be required upon the request of the department head in case of:

a) absence of three (3) consecutive work days or more;
b) sick leave taken on day(s) where paid leave credits or absence(s) have been previously requested and disapproved;
c) for sick leave taken immediately preceding or following vacation days or holidays;
d) sick leave taken on more than one holiday in a calendar year on which the employee is scheduled and required to work;
e) unverified absence in excess of seven (7) days (or equivalent in hours) in a calendar year.

Further verification of illness may be requested at the department head's discretion if the attending physician's statement is considered incomplete. If the employee fails to submit sufficient proof of illness when required to do so, or in the department head's judgment the submitted proof does not justify the employee's absence, such absence shall be considered time off without pay.

The Employer shall have the right to require a physician's statement verifying the employee's incapacity or inability to perform the job duties in cases of absence when paid leave credits or absences have been previously requested and disapproved providing that the Employer has warned the employee that further occurrence(s) would require a physician's statement verifying such absence. If the employee fails to submit sufficient proof of illness when required to do so, or if in the department head's judgment the submitted proof does not justify the employee's absence, such absence shall be considered time off without pay.

Upon return from sick leave of thirty (30) days or more, the employee shall submit to the department head a physician's statement attesting to the employee's recovery and physical fitness to perform the duties of his or her assignment.

When sick leave credits have been exhausted, absence for illness may be charged against annual leave, personal leave or compensatory time credits at the employee's options, but thereafter shall be absence without pay.

Whenever possible, such as for scheduled hospital or office visits, requests for sick leave are to be made in written form and approved by the department head in advance of the date leave is to be taken.
An employee who is injured in the line of duty and who is entitled to sick leave may use accumulated sick leave credits in lieu of receiving benefits under the Worker's Compensation Law for all or part of the period of disability. After such sick leave use, the employee shall then receive Worker's Compensation benefits if still eligible.

The department head of any employee who elects to use sick leave benefits in lieu of Worker's Compensation benefits shall submit a written request to the Worker's Compensation Board requesting that the County of Onondaga be reimbursed out of any award for lost time at the compensation rate, for the period of sick leave used where the employee was eligible for compensation.

Upon receipt of such reimbursement, the employee shall be restored with such sick leave credits as are equivalent to the value of his or her wages reimbursed.

Childbirth Leave

A regular full-time employee and part-time employee may be entitled to a leave of absence without pay for childbirth as follows:

An employee covered by this agreement may be granted childbirth leave provided written notification is submitted to the supervisor at least four (4) weeks prior to the anticipated departure, stating the probable date of departure and duration of leave requested. Such leave may be granted for a period of up to six (6) months, an upon further written request by the employee indicating special circumstances for an extension, the department head may extend the leave for an additional six (6) months. In no case shall the total period of leave exceed twelve (12) months.

In no case shall the employee be required to leave prior to childbirth unless in the opinion of the department head, her performance or her attendance becomes unsatisfactory.

Accumulated sick leave credits may be used for any period of time when verified sickness or disability would prevent the employee from performing the normal duties at work. The provisions governing use of such leave pursuant to the Sick Leave section of this agreement shall apply when sick leave is used for this purpose.

Granting of childbirth leave shall not prevent the abolition of a position and/or termination of an employee due to reorganization, lack of funds or other reason unrelated to childbirth.

Terminal Leave

Upon resignation or retirement, a regular full-time employee or part-time employee shall receive a lump sum cash payment up to a maximum of twenty-one (21) days of earned and unused vacation credits, compensatory time, and personal leave credits provided that notice of resignation or retirement is on file in the Personnel Department at least two weeks prior to the employee's last day of work.

Entitlement for a lump sum payment is figured from the employee's last anniversary date and must be certified by the Department of Personnel. The terminal leave entitlement is calculated based on the Accrual Table (Appendix B).

The total lump sum payment may not exceed twenty-one (21) days and employees may not be retained on the payroll in budgeted items following the last day of work in order to use any uncompensated leave credits.

Should an employee be reinstated from resignation within one year of such resignation, any unused sick leave credits, if any, which remained at the time of resignation shall be restored to the employee upon reinstatement. Upon reinstatement, the employee shall then become eligible to begin earning new vacation, personal and sick leave days.

Extended Sick Leave

Regular full-time employees with five or more years of satisfactory service may receive additional sick leave with full pay in the case of verified, serious and protracted illness, after all other leave credits have been exhausted. Such additional sick leave may be granted at the discretion of the department head and with the approval of the Commissioner of Personnel and shall be up to one calendar month for those having five years and up to ten years employment, two calendar months for an employee with ten to fifteen years of service and a maximum of three calendar months for an employee with fifteen or more years of service. Extended sick leave may be utilized by eligible employees for the total entitlement as listed above, however, the entitlement may be granted only once during the employee's tenure.

A regular full-time employee may receive only one entitlement during that employee's tenure. An employee who does not use the full entitlement for which he/she is eligible, may use the balance at a future date if necessary.

Compensatory Time

Employees shall have the option, upon prior written request of and subject to prior authorization by the department head or authorized designee, of receiving compensatory time in accordance with the provisions set forth in Article 14 - Holiday Premium Compensation and Article 10 - Overtime Compensation Premium.

Employees opting for compensatory time shall be able to accrue a maximum of thirty (30) hours. Compensatory time must be expended within twelve (12) weeks from the date in which the compensatory time is earned upon prior written request to and approval of the department head or authorized designee. If compensatory time is not requested, authorized or used upon expiration of the twelve (12) week period straight time cash payment will be made to the employee.

Rest/Meal Break

A request by an employee for one fifteen (15) minute rest break and/or one thirty (30) minute meal break, when conditions so allow will not be unreasonably denied by the Supervisor. The timing of the rest/meal break shall be at the discretion of the Supervisor. The practice of combining meal and rest breaks on the evening and night shifts shall continue when conditions so allow.

ARTICLE 24
LONG TERM DISABILITY BENEFITS

A. The Employer agrees to provide coverage under a group long term disability program to regular full-time employees who submit the requisite enrollment card.

B. The Employer reserves the right to self-insure, alter benefit plans or change benefit carriers provided that any new plan or change shall be the same as or improve the coverage or benefits.

ARTICLE 25
ATTENDANCE PREMIUM

A. As an incentive for employees of this unit to further improve attendance, to further reduce absentee rates and to continue to foster high standards of productivity and accountability among said employees, the County agrees to grant to all regularly scheduled full-time employees and part-time employees on a pro rata basis covered by this agreement an Attendance Premium according to the following schedule:

0 hours used in one year = $300
more than 0 - 8 hours used in one year = $253
more than 8 - 16 hours used in one year = $210
more than 16 - 24 hours used in one year = $171
more than 24 - 32 hours used in one year = $136

B. Computation of eligibility of said bonus shall occur as soon as practical in the fiscal year subsequent to the fiscal year in which said bonus is earned. Payment shall be made by the Employer in a separate check to be issued on or before March 1 of each contract year.

C. Employees must be hired and on the payroll in the fiscal year prior to the fiscal year for which the Premium is to be earned

D. Any employee who fails to maintain active payroll status during the course of any fiscal year in which he/she is eligible for the Attendance Premium shall be deemed ineligible for said Premium for that year.

ACCRUAL TABLE

EMPLOYEE SCHEDULE	VACATION LEAVE						SICK LEAVE		PERSONAL LEAVE	
(Per 2 week Period)	11 days		16 days		21 days		10 days		9 days		3 days	
	1st anniversary - 4th anniversary		5th anniversary - 14th anniversary		15th anniversary – thereafter							
FULL TIME (80 hours)	3.39	88.00	4.93	128.00	6.47	168.00	3.08	80.00	2.77	72.00	.93	24.00
	hours per pay period	hours per year	hours per pay period	hours per year	hours per pay period	hours per year	hours per pay period	hours per year	hours per pay period	hours per year	hours per pay period	hours per year

PART TIME	11 days		16 days		21 days		10 days		9 days		3 days	
1/2 time (40hours)	1.70	44.20	2.47	64.22	3.24	84.24	1.54	40.04	1.39	36.14	.47	12.22
3/5 time (48hours)	2.04	53.04	2.96	76.96	3.88	100.88	1.85	48.10	1.67	43.42	.56	14.56
7/10 time (56hours)	2.37	61.62	3.45	89.70	4.53	117.78	2.16	56.16	1.94	50.44	.65	16.90
4/5 time (64hours)	2.71	70.46	3.94	102.44	5.18	134.68	2.47	64.22	2.22	57.72	.74	19.24
9/10 time (72hours)	3.05	79.30	4.44	115.44	5.82	151.32	2.77	72.02	2.50	65.00	.84	21.84
	hours per pay period	hours per year	hours per pay period	hours per year	hours per pay period	hours per year	hours per pay period	hours per year	hours per pay period	hours per year	hours per pay period	hours per year

Note: Leave time may not be used in increments of less than 15 minutes (.25)
.25 = 15 minutes .50 = 30 minutes .75 = 45 minutes

APPENDIX K

AGREEMENT

This Agreement made this 19th day of June, 2016 by between the **COUNTY OF ONONDAGA** ("Employer") and the **CIVIL SERVICE EMPLOYEES ASSOCIATION, LOCAL 834** ("Union").

WHEREAS, the Employer and Union have engaged in collective bargaining negotiations over the provisions of supplemental pay for those unit members who participate in the Active Shooter Program of the Employer and,

WHEREAS, the Employer and Union have reached agreement on an Active Shooter Supplemental Pay Framework Agreement and to set forth that agreement herein.

NOW, THEREFORE, is agreed by the Employer and Union as follows:

ACTIVE SHOOTER SUPPLEMENTAL PAY FRAMEWORK FOR AGREEMENT

1. An Active Shooter Event Participant (hereinafter "Participant") is a person who has been placed on the Active Shooter roster by the Employer, responds to and engages in a rapid intervention to an active shooter event and sustains an injury or illness during such response and engagement including but not limited to being deployed on a contact team or rescue team in order to be considered for supplemental pay.

2. Supplemental pay is strictly limited in application to injuries or illnesses sustained by a Participant during the course of their actual activation and participation in an active shooter event.

3. A claim filed by a Participant for supplemental pay for an illness or injury sustained during their participation in an active shooter event must also be found to be compensable for wage replacement benefits under the Workers Compensation Law and processes in order to be eligible for supplemental pay. A claim filed by a Participant for an injury or illness sustained during their participation in an active shooter event that is not found to be compensable for wage replacement benefits under the Workers Compensation Law and processes shall also be ineligible for supplemental pay.

4. Supplemental Pay shall be paid in the amount, after taxes, withholdings, and other required deductions, of the difference between the wage replacement benefit amount paid by Workers Compensation and the net amount paid to the Participant for regular hours worked in the last check issued by the Employer prior to the active shooter event where the Participant sustained the illness or injury.

5. The amount payable in paragraph 4 above shall be offset by any long-term disability benefits or short-term disability benefits provided by the Employer and payable to the Participant that are not offset by any Worker Compensation benefits paid to the Participant.

6. The Employer agrees to pay the supplemental pay for the period of time during which the Participant is eligible for wage replacement benefits under Workers Compensation which shall be limited and shall not exceed the 52 full pay periods immediately following the date of the illness or injury sustained by the Participant during the active shooter event.

7. The determination of the Workers Compensation process as to the eligibility or ineligibility of the claim for benefits shall also be the determination for eligibility for supplemental pay or for ineligibility for supplemental pay. The determination shall not be subject to the grievance and arbitration procedure of the present collective bargaining agreement or any successor agreement thereto.

8. Participants shall be required to participate in all modified duty programs, return to work programs, progressive rehabilitation programs or part-time work that may be offered by the Employer. The failure or refusal of a Participant to participate in such programs or part-time work shall cause supplemental pay to cease immediately and shall not be subject to the grievance and arbitration procedure of the present collective bargaining agreement or any successor agreement thereto.

9. Participants eligible for supplemental pay shall have health benefits and dental benefits continue during the period they receive supplemental pay. The Participant shall be required to pay all employee contribution amounts required by the health benefit plan, dental benefit plan or collective bargaining agreement.

10. This Agreement is subject to renewal or amendment by mutual agreement of the parties as of January 1 of each contract year. Furthermore, at any time prior to December 31 of each contract year, either party may terminate this Agreement upon 30 days written notice to the other party. The Employer and Union agree to meet at least annually to review the Active Shooter Supplemental Pay Program and this Agreement.

FOR THE UNION

FOR THE EMPLOYER

12/12/13

APPENDIX L

1. Purpose

The purpose of this Appendix is to set forth the applicable contractual terms and conditions of employment upon which the parties have reached an agreement, and it is also the purpose of this Agreement to provide for a procedure to resolve disputes and adjust grievances between the parties. Only the benefits and terms listed in this Appendix apply to the covered 103 titles. No other contractual provisions shall apply.

2. Union Representative Status

Pursuant to the Certification of the Public Employment Relations Board dated March 26, 2015, the Union represents the following County employees (Certification – CP-1301):

Included:
Scheduled Librarian Assistant
Scheduled Librarian 1
Scheduled Library Clerk
Lifeguard
Swim Facility Manager
Park Ranger 1
Information Aide (assigned to the Department of Parks and Recreation to perform seasonal campground-related administrative duties)
Administrative Assistant (the HEAP Coordinator)

Excluded:
All other employees on the 103 payroll, including all on call employees on the 103 payroll.

3. No Strike

The Association affirms that it does not assert that the included employees assert the right to strike nor to assist or participate in any strike nor to impose an obligation to conduct, assist or participate in any strike, slowdown or work stoppage.

4. Management Rights

FULL TEXT OF Article 3 "Management Rights" clause to be added in final draft.

5. Leaves of Absence

Those employees who qualify for coverage under the Family Medical and Leave Act of 1993 shall be subject to the policies and procedures of the County for the granting of such leaves.

6. Jury Duty/Court Attendance

An employee who receives a notice for jury duty will immediately provide a copy of such notice to his/her immediate supervisor and cooperate in any request for a deferral of such service, if the County believes such a deferral is appropriate for work load requirement purposes. An employee who serves on jury duty shall be entitled to the benefits provided under law for regularly scheduled work days. An employee who receives a subpoena to appear in a court or administrative proceeding shall immediately provide his/her supervisor with a copy of the subpoena, and the employee shall be allowed the necessary time off, without pay or benefits, to appear in the proceeding. In all cases of jury duty or court attendance, the employee shall appear for his/her normally scheduled work hours whenever

attendance is not required by the court, and in the case of jury duty, such employee shall not be entitled to receive a jury duty fee if his/her earnings for working during that day exceeds the statutory fee.

7. Bereavement

In the event of the death of an employee's immediate family member (spouse, parent, child, brother, sister, a person occupying the position of a parent or child, or a close relative who is an actual member of the employee's household), the employee shall be allowed time off without pay for the purpose of attending the funeral and for any necessary travel. The employee must provide as much notice as practicable for the need for the time off.

8. Time and Attendance Requirements

Tardiness will not be tolerated and may be subject to disciplinary action. Each employee shall accurately account for his/her working time by use of the means and methods provided by the County (time cards, time clock, etc.).

9. Compensation

The 103 employees covered by this Appendix are paid at the A step for whatever grade their title corresponds to. They do not receive step advancements.

10. Health Insurance

Health insurance and individual dental options available to CSEA unit members shall be available to the 103 employees covered by this Appendix, provided the employees pay the full cost of coverage.

11. Paid Time Off (PTO)

Scheduled Librarian Assistants, Scheduled Librarian 1, and Scheduled Library Clerk in the OCPL shall earn, on an annual basis, 8 hours of paid time off (PTO). In order to earn the PTO employees in the above titles must work a minimum of 500 hours in the prior calendar year. This benefit does not accrue and must be used within the calendar year for which it is granted.

12. Seniority

Seniority shall be defined as the earliest date of appointment to the 103 payroll with continuous service. Continuous service means regular appointment without any break or scheduling without a refusal to report. Continuous service shall be broken by any of the following:

- resignation or quitting
- termination
- suspension not followed by reinstatement within 1 year
- retirement
- failure to return to work within 10 days of a leave of absence.

Seniority shall be applicable in case of geographic transfer, usage of PTO when applicable (this applies to Library titles only), and shift assignment/selection and shall be the determining factor in those situations.

13. Complete Agreement

It is agreed that both parties have had the full opportunity to negotiate over those items which are the subject of mandatory collective bargaining under the law. Therefore, both parties

agree that negotiations will not be reopened on any item during the collective bargaining agreement, whether or not such item is contained herein or whether or not such item was discussed during negotiations between the parties, and the County retains and reserves all of its rights and prerogatives with respect to such matters, as may be provided under law and under the Management Rights provisions of this Appendix. It is understood and agreed by both Parties that this Appendix represents the complete agreement between them and may only be modified, amended, added to or deleted from by express signed written agreement of both parties and only where both parties have given their prior consent to engage in discussions which may or may not result in any such change.

14. Grievance Procedure

A. An employee who has completed the probationary period and who believes that his/her rights under a specific provision of this Appendix or who has been suspended without pay or terminated from employment may file a grievance in writing with his/her immediate supervisor. A grievance under this procedure shall be the exclusive method of resolving such claimed violations, and a condition precedent to the processing of a grievance shall be its written submission by the employee and/or the union representative within 10 calendar days following the act or omission giving rise to the grievance. The written grievance shall specify the contract provision, rule or policy allegedly violated, or the employee's basis for claiming that a suspension or termination is unfair and the grievance shall contain all relevant information concerning time, place, individuals involved, witnesses and any statements allegedly made.

B. Upon receipt of a written grievance which is timely filed, the Department Head or designee will review the same and will meet with the employee (who may request the presence of a Union representative). Such meeting shall be held within two calendar weeks, unless the Department Head is unavailable to meet, in which case the meeting will be held as soon thereafter as practicable. Within two calendar weeks following the meeting, the County shall issue a decision in writing to the employee, and provide a copy to the Union (regardless of whether the Union representative was in attendance at the grievance meeting).

C. If the employee filing the grievance is not satisfied with the decision of the County under Paragraph B above, he/she may, with the consent of the Union, file an appeal in writing to the County's Employee Relations Officer (ERO), provided that the written appeal must be received by the ERO within 10 calendar days following the date of the initial decision, or the grievance shall be deemed settled. The ERO shall review the grievance materials and shall schedule a further meeting with the employee and/or his/her Union representative. The ERO will issue a decision within 30 calendar days following the meeting. The decision of the ERO shall be final and binding, except as provided in Paragraph D below.

D. Discharge and discipline of 103 employees will continue as has been the practice in the County. In matters involving discipline, a copy of all disciplinary actions will be sent to the Unit President on the same date they are served on the unit member. In all cases, however, the employee's time to file a grievance challenging his/her discipline or termination as provided in Paragraph A, above, shall be computed from the date the disciplinary action or termination notice is served on the employee. If the grievance involves the suspension or termination of a non-probationary employee, the employee,

with the consent of the Union, may appeal the decision of the ERO to the County's Director of Employee Relations. Such appeals must be received by the Director within 10 calendar days following the date of the decision of the ERO or the matter shall be considered settled. Within three calendar weeks following receipt of a timely appeal, the Director, or his/her designee (other than the ERO) shall review the grievance materials and meet with the employee or his/her Union representative, or both, to review the appeal. Within two calendar weeks following the meeting, the Director or his/her designee shall issue a decision which shall be final and binding on the County, Union and employee.

E. This process shall be the exclusive remedy available for violations of the Appendix or any matters involving discipline and discharge.

F. The use of this grievance procedure shall not preclude the informal adjustment of other grievances or day-to-day work issues between supervision and employees, provided that no such informal resolution shall constitute a binding interpretation of this Agreement or a modification of County written work rules or policies.

G. The pendency of a grievance under this Appendix shall not operate to restrict the County's right to take the action being contested by the employee.

APPENDIX M

ADDENDUM TO THE
JULY 27, 2016
TENTATIVE SETTLEMENT AGREEMENT
Between
Onondaga County
and the
CSEA, Local 1000 AFSCME, AFL-CIO, Onondaga County Unit, Local 834

The following memorandum is an addendum to the Tentative Settlement Agreement reached by the above-referenced parties on July 27, 2016 for the collective bargaining agreement covering the period January 1, 2016 through December 31, 2019. The purpose of this addendum is to clarify qualification for retroactive payments provided for in the tentative settlement agreement. This Addendum is a clarification only and does not in any way modify the terms of the tentative settlement agreement reached by the parties.

1. Criteria for Retroactive Pay: An employee will be eligible for the retroactive payment specified in the July 27, 2016 Tentative Settlement Agreement if the employee is on the active payroll as of the date of ratification of this agreement by the Union.

Dated: August 08, 2016

FOR THE CSEA:

Kathy Zabinski
Cynthia Broadfoot
CSEA LRS 8/8/16

FOR THE COUNTY:

Carl Hummel

261123 2879557v1

APPENDIX N

COUNTY OF ONONDAGA • DEPARTMENT OF PERSONNEL
John H. Mulroy Civic Center
421 Montgomery Street, 13th Floor
Syracuse, New York 13202-2959

DUAN OWENS
COMMISSIONER

• (315) 435-3537 • Fax 435-8272 • e-mail – peweb1@ongov.net • web address – www.ongov.net

March 9, 2017

Kathy Zabinski
CSEA Local 834 President
5815 Heritage Landing Drive
E. Syracuse, NY 13057

Re: Collective Bargaining Agreement Appendix

Dear Kathy:

This letter serves to provide information to CSEA members as an appendix to the Collective Bargaining Agreement pursuant to the elimination of Article 22 – Physical Examinations ("WEP"). The parties have agreed that the terms of Article 22 are no longer necessary for the following reasons:

1. The underlying purpose of the testing is no longer present as certain dangerous materials used at WEP have long since been removed.

2. Although there are still certain risk factors at WEP, the Department's compliance with State and Federal laws (ex. PESH, OSHA) through testing, training, providing of PPE, etc. meets its obligation to its employees with regard to safety.

3. The County will further meet this obligation by providing enhanced training related to risk factors during its annual "Right-to-Know" training sessions.

Lastly, Article 22 will remain in the Collective Bargaining Agreement as a placeholder with language directing the reader to this appendix for relevant information.

Sincerely,

Carl Hummel
Deputy Commissioner
CH/aen

AGREED & CONFIRMED

For the Union

LRS

LRS

For the Employer

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COUNTY OF ONONDAGA • DEPARTMENT OF PERSONNEL
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March 9, 2017

Kathy Zabinski
CSEA Local 834 President
5815 Heritage Landing Drive
E. Syracuse, NY 13057

Re: One-Time Incentive for Retiree Health

Dear Kathy:

Pursuant to our discussion regarding the preparation of the new (2016-2019) Collective Bargaining Agreement ("CBA") document, this letter will serve to include the language below as part of the terms and conditions of the Agreement, for the relevant period, as an appendix to the CBA.

The included language is as follows:

ONE-TIME INCENTATIVE FOR RETIREE HEALTH

A. Although the practice of the parties is for retired employees to receive discretionary health benefits which are subject to change pursuant to legislative authorization/resolution, as a limited, special incentive for ratification of the 2016-2019 Agreement, employees who provide an irrevocable notice of retirement by no later than October 1, 2016 and who actually retire by December 31, 2016 shall be guaranteed a 12% contribution rate toward the retiree PER (Note: 12% applies up to Medicare eligibility). Inclusion of this provision in the Agreement does not establish a precedent or otherwise create a mandatory subject of bargaining.

B. Those employees retiring under this incentive shall not be subject to the Terminal Leave payout limitations set forth in Article 28.

C. Eligibility: In order to be eligible to participate in this incentive, employees much meet the eligibility requirement for County retiree health by December 31, 2016 and must be:

- Be vested in the State's retirement system;
- Be at least age 55
- Have 10 years of County service (Tiers 5 and up)
- Have 5 years of County service (Tiers 1-4)

Sincerely,

Carl Hummel
Deputy Commissioner
CH/aen

AGREED & CONFIRMED

For the Union

For the Employer

C:\Users\todd.webb\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\VO3V20CP\Zabinski Kathy On-Time Inc for Retiree Health.docx

COUNTY OF ONONDAGA 1 DEPARTMENT OF PERSONNEL
John H. Mulroy Civic Center
421 Montgomery Street, 13th Floor
Syracuse, New York 13202-2959

ELAINE L. WALTER
COMMISSIONER

(315) 435-3537 • Fax 435-8272 • e-mail-peweb1@ongov.net • web address – www.ongov.net

April 4, 2006

Local President
CSEA Local 834
5815 Heritage Landing Dr.
East Syracuse, NY 13057

Re: Onondaga Community College – Meal Allowance

Dear Local President:

This will confirm our agreement to eliminate the restriction of ". . . engaged in snow removal . . ." as set forth in Article 17 – Meal Allowance of the collective bargaining agreement and applicable to unit members employed at Onondaga Community College. The elimination of this restriction is conditioned and shall take effect upon the satisfactory resolution of all outstanding grievances filed by or on behalf of such unit members and reaching a mutual understanding of how the provisions of Article 17 are to be applied to such unit members in order to prevent future disputes.

Sincerely,

Peter Troiano
Director of Employee Relations

Agreed and Confirmed:

2/21/07
Local President
CSEA Local 834

2/21/07
Richard McCormack
Labor Relations Specialist
CSEA Local 834

COUNTY OF ONONDAGA

DEPARTMENT OF PERSONNEL
DIVISION OF EMPLOYEE RELATIONS
JOHN H. MULROY CIVIC CENTER
421 MONTGOMERY STREET - 15TH FLOOR
SYRACUSE, NEW YORK 13202
315-435-3455

NICHOLAS J. PIRRO
COUNTY EXECUTIVE

PETER TROIANO
DIRECTOR

March 17, 1994

Norman Lefebvre, President
CSEA Local 834
5815 Heritage Landing Drive
East Syracuse, NY 13057

RE: Salary Plan

Dear Norm:

This will confirm our agreement to print the portion of the Onondaga County Salary Plan pertaining to this bargaining unit in the booklet containing the collective bargaining agreement. This is intended by the Employer and Union to provide employees and other users of the contract booklet with a convenient place to locate and access this information.

In doing so, it is expressly agreed that the Onondaga County Salary Plan is not incorporated in any way as an article, appendix or any other part of the collective bargaining agreement nor is it a supplemental agreement or amendment to the collective bargaining agreement. Further, it is expressly agreed that any and all rights of the Employer to allocate or reallocate the salary grade of any title or position shall not be affected or waived by providing this convenience.

Sincerely,

Peter Troiano

Peter Troiano
Director of Employee Relations

Agreed and Confirmed:

Norman Lefebvre 03/17/94

Norman Lefebvre
President, CSEA Local 834

PT/db