



THE PRINCE GEORGE'S COUNTY GOVERNMENT
Office of Audits and Investigations

September 19, 2018

MEMORANDUM

TO: Robert J. Williams, Jr.
Council Administrator

William M. Hunt
Deputy Council Administrator

THRU: David H. Van Dyke *DHV*
County Auditor

FROM: Inez N. Claggett *INC*
Senior Legislative Auditor

RE: Fiscal Impact Statement
CB-080-2018 Collective Bargaining Agreement – Prince George's Correctional Officers' Association, Inc. (PGCOA) (Civilian Unit)

CR-061-2018 Compensation and Benefits - Prince George's Correctional Officers' Association, Inc. (PGCOA) (Civilian Unit), Salary Schedule Q

Legislative Summary

CB-080-2018 amends the Collective Bargaining Agreement (the "Agreement") for civilian County employees in Prince George's Correctional Officers' Association, Inc. (PGCOA).

CR-061-2018 amends the salary plan, Salary Schedule Q, for civilian employees within the Prince George's Correctional Officers' Association, Inc. (PGCOA) to reflect wage and benefit modifications effective July 1, 2018 through June 30, 2020.

Background/Current Law

The Prince George's County Charter Section 908 authorizes County employees to participate in the formulation and implementation of personnel policies affecting their employment, and to have the right to organize and bargain collectively through representatives of their own choosing, subject to any procedural regulations provided by the County Council by law.

Assumptions and Methodology

The Agreement between the County and PGCOA governs wages and certain other terms and conditions of employment for approximately 83 employees with an average salary of \$59,774 who are employed as civilian employees within the Department of Corrections.

Details of modifications to the Agreement and Salary Schedule Q are presented in the County Executive's Cover Letter and Settlement Summary for the proposed legislation. Notable modifications to the agreement are as follows:

- Agreement language is modified to remove language references to service fees;
- A study of promotional and career ladder opportunities for Paralegal Assistant I, II and III shall be conducted with a report of recommendations issued in March 2019;
- Agreement language is modified to clarify when a notice of disciplinary action can no longer be issued against a covered employee;
- Agreement language is modified to clarify the timeliness of resolving safety and health issues brought before the Labor-Management Committee;
- A one and three-quarter percent (1.75%) cost of living adjustment (COLA) shall be applied to the hourly rate of pay for covered employees effective the first full pay period beginning in January 2019;
- A one and one-half percent (1.5%) COLA shall be applied to the hourly rate of pay for covered employees effective the first full pay period beginning in January 2020;
- Eligible employees covered by the agreement, and who are eligible to receive a merit increase during fiscal year 2019, shall receive the merit increase on their hire anniversary date occurring during fiscal year 2019;
- Eligible employees covered by the agreement, and who are eligible to receive a merit increase during fiscal year 2020, shall receive the merit increase on their hire anniversary date occurring during fiscal year 2020;
- Effective July 1, 2018, the maximum pay rates shall be adjusted by three and one-half percent (3.5%);
- Effective the first full pay period in January 2019, Salary Schedule Q, grade Q06 will be adjusted to reflect the County minimum wage of \$11.50 per hour, and all other steps and grades will be adjusted accordingly;
- Effective the first full pay period in December 2018, the shift differential for the first and third shift shall increase from \$2.50 to \$2.65, and shall be paid for all paid status hours, to include paid leave hours and holidays, but shall not be used in the computation of retirement deductions and retirement and insurance benefits;

- The uniform allowance increases from \$400 to \$500 and shall be paid in two equal installments (July and January);
- Agreement language modified to define the term “family” as it relates to the administration of bereavement leave.

Fiscal Impact

- Direct Impact

The adoption and enactment of this legislative package is estimated to have a total negative fiscal impact to the County for fiscal year 2019 through FY 2020 of approximately \$347,000 as a result of the changes to the Collective Bargaining Agreement. The major components of this cost by fiscal year are shown in the table below:

	<i>FY 2019</i>	<i>FY 2020</i>	<i>Total</i>
Merit Increase	\$86,822	\$89,101	\$175,923
Cost-of-Living Adjustment	43,411	38,186	81,597
Step Adjustment	0	73,104	73,104
Uniform Allowance Increase	<u>8,300</u>	<u>8,300</u>	16,600
Total	<u>\$138,533</u>	<u>\$208,691</u>	<u>\$347,224</u>

Appropriated in the Current Fiscal Year Budget

Fiscal Year 2019 anticipated costs were provided for in the current fiscal year budget.

Effective Date

The proposed Bill shall be effective forty-five (45) calendar days after it becomes law. The Agreement, unless specifically stated otherwise in a specific provision, shall be retroactively effective to July 1, 2018.

If you require additional information, or have questions about this fiscal impact statement, please call me.