



September 20, 2024

FISCAL AND POLICY NOTE

TO: Jennifer A. Jenkins
Council Administrator

Colette R. Gresham, Esq.
Deputy Council Administrator

THRU: Josh Hamlin 
Director of Budget and Policy Analysis

FROM: Roger G. Banegas 
Legislative Budget and Policy Analyst

RE: Policy Analysis and Fiscal Impact Statement
CB-078-2024 Collective Bargaining Agreement – Prince George’s County Police
Civilian Employees Association (PCEA)

CR-070-2024 Compensation and Benefits - Prince George’s County Police Civilian
Employees Association Salary Schedule P

CB-078-2024 (*Proposed and presented by:* The Chair of the Council at the request of the County Executive)

CR-070-2024 (*Proposed and sponsored by:* The County Executive, Jolene Ivey, Calvin S. Hawkins, Thomas E. Dernoga, Ingrid S. Watson, Wala Blegay, Eric C. Olson, and Krystal Oriadha)

Assigned to the Committee of the Whole

Fiscal Summary

Direct Impact:

Expenditures: Additional expenditures of approximately \$4.1 million over fiscal years 2025 and 2026 will be required for salary increases and other compensation adjustments.

Revenues: None.

Indirect Impact:

None.

Legislative Summary:

CB-078-2024¹, proposed by the Chair at the request of the County Executive, was presented on September 10, 2024. **CR-070-2024**², proposed by the Chair at the request of the County Executive and sponsored by Council Members Ivey, Hawkins, Dernoga, Watson, Blegay, Olson, and Oriadha, was introduced on September 10, 2024. Prince George's County, Maryland, and Prince George's County Police Civilian Employees Association (PCEA) have completed labor negotiations for a new labor agreement (Agreement) covering Fiscal Years 2025 and 2026. CB-078-2024 adopts and approves the referenced collective bargaining agreement in accordance with Section 16-233(f) of the Personnel Law, and CR-070-2024³ amends the corresponding Salary Schedule P for employees covered under the agreement.

Current Law/Background:

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.

Resource Personnel:

- Jared M. McCarthy, Acting Director, OHRM
 - Gitana Stewart-Ponder, Deputy Director, OHRM
 - Christina Noone, Administrative Assistant, OHRM
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Discussion/Policy Analysis:

The Agreement between the County and Prince George's County Police Civilian Employees Association (“PCEA”) governs wages and certain other terms and conditions of employment for civilian employees within the Police Department.

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

¹ [CB-078-2024](#)

² [CR-070-2024](#)

- *Cost of Living Increases*
 - FY 2025: covered employees will receive a one-and-one-half percent (1.5%) cost of living adjustment effective January 26, 2025.
 - FY 2026: covered employees will receive a two percent (2.0%) cost of living adjustment effective April 5, 2026.
- *Merit Increases*
 - Covered employees who are otherwise eligible to receive a regular 3.5% merit increase during Fiscal Year 2025 shall receive that merit step on their original hire/rehire date during FY 2025 (July 1, 2024 – June 30, 2025).
 - Covered employees who are otherwise eligible to receive a regular 3.5% merit increase during Fiscal Year 2026 shall receive that merit step on their original hire/rehire date during FY 2026 (July 1, 2025 – June 30, 2026).
- *Shift Differential*
 - This Section was modified to increase the shift differentials from \$2.60 to \$3.00 per hour for the first shift and from \$2.20 to \$2.50 per hour for the third shift.
- *Acting Pay*
 - This section was modified to provide a salary increase of five percent (5%) to employees who are in an acting capacity as Public Safety Emergency Dispatcher I while participating in the OHS/PSC Dispatcher Apprenticeship Program.
- *Standby Compensation*
 - This Section was modified to include Civilian Helicopter Pilots to be compensated for hours they are on Standby. Eligible Civilian Helicopter Pilots will be compensated at the rate of twelve and one-half percent (12.5%) of the employee's base hourly straight-time rate for all hours assigned to a standby roster.
- *TEC Pay*
 - This Section was modified in paragraph D to include certain classes of work and additional disciplines that are eligible to receive Specialization pay of \$750.00 per year. These classes of work now include Forensic Latent Print Examiners and Police Evidence Technicians. Specialization pay is limited to two (2) certifications for a maximum of \$1,500.00 per year. The annual specialization pay pursuant to this Section shall be paid in two installments, one in the pay period including July 1 and one in the pay period including January 1.
- *Work Schedule Modifications*
 - This Section was updated to delete outdated language in paragraph C and add the provisions by which employees can request telework or alternative work schedules. The new language now states: Administrative Procedure 226 sets forth the County's Telework Arrangement Program (TAP) Policy, and Personnel Procedure 229 addresses Alternate Work Schedules. These procedures apply to employees working in the Police Department and Office of Homeland Security. Employees can request either a telework

arrangement or alternate work schedule pursuant to the terms of these procedures. Such requests shall be addressed in the manner provided for in Administrative Procedure 226 and Personnel Procedure 229, as applicable.

- *Hold Harmless Provision of Article 11 – Supplemental Retirement Benefit*
 - Paragraph L is amended to reflect the current dates of the Agreement.
- *Annual Leave Buy Back*
 - Section 12.2 paragraph B 2. was added to enable eligible employees to receive pay for a certain amount of unencumbered annual leave under certain conditions.
- *Bereavement Leave*
 - Section 12.9 moves stepchild from paragraph B to A and increases the amount of working days an employee may take for bereavement purposes. Seven (7) in the event of the death of an employee’s spouse, child (to include stepchild), parent (to include stepparent), or sibling, and five (5) days in the event of the death of an employee’s grandparent, grandchild, brother- or sister-in-law, mother- or father-in-law, or son- or daughter-in-law, or any member of the employee's household.
- *Clothing and Maintenance Allowance*
 - Section 13.1 paragraph A was modified to add certain employees to receive the annual maintenance allowance, paragraph E provides for the initial issuance of articles of clothing to certain employees who will subsequently receive the allowance to replace the articles of clothing, and paragraph G adds an outer vest carrier and permission to wear an outer vest under certain circumstances.
 - By January 1, 2025, or at the time of hire for employees hired after that date, all Firearms Instructors, Armorers, and Supply Technicians shall be initially issued two (2) pairs of pants and four (4) shirts. Thereafter, Firearms Instructors, Armorers, and Supply Technicians shall use the annual clothing maintenance allowance of four hundred fifty dollars (\$450.00) to replace the issued pants and shirts.
- *Headset Reimbursement*
 - Every other calendar year, the County will reimburse no more than six (6) Firearms Instructors/Armorers up to Seventy-five Dollars (\$75.00) for inner-ear protection meeting minimum industry standards. Reimbursement will require satisfactory proof of purchase.

Fiscal Impact:

Direct Impact

- Enactment of CB-078-2024 and adoption of CR-070-2024 are estimated to have a total adverse fiscal impact to the County for fiscal years 2025 and 2026 of approximately \$4.1 million because of the proposed modifications to the salary schedule. The breakdown of the costs of the modifications, as provided by the Office of Management and Budget, is as follows:

<u>FYs 2025/26</u>	
COLAs, Merits, and Wage Scale Adjustments	\$3,834,956
Shift Differential	\$165,720
Clothing Allowance	\$43,800
Acting Pay	\$20,000
TEC Pay	\$12,000
Standby Pay	\$1,250
Total	\$4,077,726

Indirect Impact

Enactment of CB-078-2024 and adoption of CR-070-2024 should not have an indirect fiscal impact on the County.

Appropriated in the Current Fiscal Year Budget:

Technically, yes. The approved FY 2025 Operating Budget includes \$10.7 million in contingency funds to support potential Countywide salary adjustments for employees. This amount represents a \$7.6 million, or 245.4%, increase over the approved FY 2024 Operating Budget. Given that the Prince George’s County Police Civilian Employees Association is one of the smaller County bargaining units, and its FY 2025 impact accounts for roughly 20 percent of the contingency balance, it is unlikely the contingency funding will cover the total impact of all the agreements covering the current fiscal year.

Effective Date:

CB-078-2024 shall be effective forty-five (45) calendar days after it becomes law and the Agreement, unless specifically stated otherwise in a specific provision, shall be retroactively effective to July 1, 2024.

CR-070-2024 shall take effect on the date it is adopted and that, unless otherwise stated in a specific provision of the Salary Schedule, shall be retroactive to July 1, 2024.

Please email or call me if you require additional information or have questions about this fiscal impact statement.