



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-078-2018 – Collective Bargaining Agreement – Prince George's County Police Civilian
Employees Association

CR-059-2018 – Compensation and Benefits - Prince George's County Police Civilian
Employees Association (PCEA), Salary Schedule P

Legislative Summary

CB-078-2018 amends the Collective Bargaining Agreement (the "Agreement") for civilian employees who are members within the Prince George's County Police Civilian Employees Association (PCEA).

CR-059-2018 amends the salary plan for civilian employees who are members within the Prince George's County Police Civilian Employees Association (PCEA) paid on Salary Schedule P, to reflect wage and benefit modifications effective July 1, 2018 through June 30, 2020.

Background/Current Law

Section 908 of the Prince George's County Charter 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 PCEA governs wages and certain other terms and conditions of employment for approximately 358 employees with an average salary of \$59,208 who are employed within the Department of Homeland Security or the Police Department as civilian employees.

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:

- Agreement language modified to detail the promotional process for Public Safety Emergency Shift Supervisor, and the creation of an eligibility register for certain other positions;
- Agreement language modified to reflect union leave rather than administrative leave, and to clarify personnel who may serve as PCEA representatives during grievance procedures;
- A one and three-quarter percent (1.75%) cost of living adjustment (COLA) shall be effective the first full pay period beginning in January 2019;
- A one and one-half percent (1.50%) COLA shall be 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 the first full pay period in January 2019 grade P05 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 July 1, 2018, the maximum pay rates shall be increased by three and one-half percent (3.5%);
- Agreement language modified to ensure personnel receive compensatory leave hours that are equal to the number of regularly scheduled work hours;
- Agreement language modified to increase the number of holidays that bargaining unit members assigned to work permanent day work positions are entitled to work from four (4) to six (6);
- Effective July 1, 2018, the pay provided to employees who provide on the job training shall increase from \$2.00/per hour to \$2.50/per hour, and to \$3.00 effective July 1, 2019;
- Agreement language was modified pertaining to additional certification pay for cross trained Emergency Dispatchers;

- Agreement language was modified related to the fourteen (14) day notice for a change in work location in certain circumstances;
- Agreement language was amended to clarify the contribution amount for group health insurance related to FY 2019 and 2020;
- Agreement language added to mandate supervisor training upon promotion to a supervisory position;
- Agreement language was modified to include step parent as a criterion when determining leave allowed for bereavement;
- Tow Unit Investigators will be provided three (3) shirts within sixty days of hire, and two (2) shirts on January 1, of each calendar year, that bears a logo or image which identifies the employee as a Tow Unit Investigator.

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 \$1.2 million 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><u>FY 2019</u></i>	<i><u>FY 2020</u></i>	<i><u>Total</u></i>
Cost-of-Living Adjustment	\$186,262	\$168,133	\$354,395
Merit Increase	372,524	392,309	764,833
Step Adjustment	90,577	0	90,577
Total	<u>\$649,363</u>	<u>\$560,442</u>	<u>\$1,209,804</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.