

COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND

Legislative Session _____ 1991 _____

Resolution No. _____ CR-74-1991 _____

Proposed by The Chairman (by request - County Executive)

Introduced by Council Members Bell, Casula, Pemberton,

Castaldi and Del Giudice

Co-Sponsors _____

Date of Introduction _____ July 30, 1991 _____

RESOLUTION

A RESOLUTION concerning

Compensation and Benefits,

Fire Officials

Salary Schedule F-O, Schedule of Pay Grades

FOR the purpose of amending the Salary Plan of the County to reflect the new pay rates, define the workweek, and explain benefits of Fire Officials.

WHEREAS, pursuant to Section 903 of Article IX of the Prince George's County Charter and Section 16-125(a) of the Prince George's County Code, amendments to the County's Salary Plan are to be submitted to the County Council in resolution form; and

WHEREAS, the Salary Plan must at this time be amended by the approval of a salary schedule to reflect the new pay rates for the Fire Officials.

NOW, THEREFORE, BE IT RESOLVED by the County Council of Prince

George's County, Maryland, that the salary schedule submitted and recommended by the County Executive on July 18, 1991, which is attached hereto and made a part hereof, setting forth a seven percent (7%) increase in the base hourly rates effective April 5, 1992; a two percent (2%) wage scale adjustment of the maximum rate effective January 10, 1993; and further establishing the work week and number of productive hours therein, designation of meal periods, leave provisions, incentive awards, unemployment insurance, retirement contributions, uniforms and clothing, educational incentive pay, group health insurance, death and disability payments, life insurance, social security, worker's compensation, unused sick leave payment, for such employees, be and the same is hereby approved.

Adopted this 1st day of October, 1991.

COUNTY COUNCIL OF PRINCE
 GEORGE'S COUNTY, MARYLAND

BY: _____
 Richard J. Castaldi
 Chairman

ATTEST:

 Maurene W. Epps
 Acting Clerk of the Council

SALARY SCHEDULE F-O
SCHEDULE OF PAY GRADES
FIRE OFFICIALS (FIRE MAJOR)
PRINCE GEORGE'S COUNTY, MARYLAND
EFFECTIVE JULY 1, 1991 - JUNE 30, 1993

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I. Scheduled Pay Rates

SALARY SCHEDULE F-O - EFFECTIVE JULY 1, 1991
SCHEDULE OF PAY GRADES - FIRE UNIT PERSONNEL
PRINCE GEORGE'S COUNTY, MARYLAND

<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>
S07	HOURLY	21.9836	36.2943
	BIWKLY	1,758.69	2,903.54
	ANNUAL	45,726	75,492

The hourly rates are the same as those adopted by CR-57-1990 to be effective July 1, 1991. For administrative purposes, the hourly rates are the controlling rates. The hourly rates are the controlling rates. Biweekly rates are hourly rates multiplied by 80. Annual rates are hourly rates multiplied by 2080 and rounded to the nearest dollar.

SALARY SCHEDULE F-O - EFFECTIVE APRIL 5, 1992
SCHEDULE OF PAY GRADES - FIRE UNIT PERSONNEL
PRINCE GEORGE'S COUNTY, MARYLAND

<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>
S07	HOURLY	23.5225	38.8349
	BIWKLY	1,881.80	3,106.79
	ANNUAL	48,927	80,777

The hourly rates are the July 1, 1991 rates multiplied by 107%. The hourly rates are the controlling rates. Biweekly rates are hourly rates multiplied by 80. Annual rates are hourly rates multiplied by 2080 and rounded to the nearest dollar.

SCHEDULE OF PAY GRADES - FIRE UNIT PERSONNEL
PRINCE GEORGE'S COUNTY, MARYLAND

<u>GRADE</u>		<u>MINIMUM</u>	<u>MAXIMUM</u>
S07	HOURLY	23.5225	39.6116
	BIWKLY	1,881.80	3,168.93
	ANNUAL	48,927	82,392

The minimum hourly rates are the April 5, 1992 rates. The maximum hourly rates are the April 5, 1992 rates multiplied by 102%. The hourly rates are the controlling rates. Biweekly rates are hourly rates multiplied by 80. Annual rates are hourly rates multiplied by 2080 and rounded to the nearest dollar.

NOTE: Effective June 5, 1990, the Chief Administrative Officer authorized Deputy Directors (Lieutenant Colonels) and the Director (Fire Chief) to receive all of the benefits of this Salary Schedule F-0, except payment of wages under this Salary Schedule. Lieutenant Colonels and the Chief are, therefore, paid wages at the Deputy Director (G-35) and Director (G-38) pay grades on Salary Schedule "G".

Effective July 2, 1989, the "MIN-MAX" system in effect for employees covered under this Salary Schedule is governed by the following rules:

- A. Employees covered by this Salary Schedule and hired before July 1, 1989 will keep the anniversary dates that they held on July 1, 1989 for as long as they are continuously employed. Employees hired on or after July 1, 1989 will have as their anniversary dates the dates of their initial appointment and those anniversary dates will not be changed while those employees are continuously employed.
- B. Merit steps will have the value of three and one-half percent (3 1/2%).
- C. (1) If, upon the granting of a three and one-half percent (3 1/2%) merit increase, an employee's salary is one percent or less from the applicable maximum rate, the employee will have his/her salary rate adjusted to the applicable maximum rate.

(2) If, upon the granting of a three and one-half percent (3 1/2%) merit increase, an employee's salary rate is greater than one percent (1%) but less than three and one-half (3 1/2%) from the applicable maximum rate, the employee upon satisfactory completion of one (1) additional year of service, will have his/her salary rate adjusted to the applicable maximum rate.
- D. The maximum pay rate at each grade will be increased by an additional three and one-half percent (3 1/2%) effective July 1, 1990 and July 1, 1991.
- E. Employees covered by this Salary Schedule who have successfully completed their probationary period before the date this Salary Schedule becomes law will receive the following adjustments to base wages:

1. effective the first pay period beginning on or after January 1, 1990 - two percent (2%)
2. effective the first pay period beginning on or after January 1, 1991 - two percent (2%); and,
3. effective the first pay period beginning on or after January 1, 1993 - two percent (2%).

F. Steps for the purpose of promotions, demotions, discipline, and reallocations shall be at a rate of five percent (5%) and shall be governed by the Personnel Law.

II. Workweek

The workweek is the seven (7) consecutive day period commencing at 12:01 a.m. Sunday, and ending the following Saturday midnight. The standard number of hours in the workweek is 40 productive hours.

III. Designation of Meal Periods

Any employee who works five (5) or more hours in any workday shall receive an unpaid one-half hour meal period in addition to the 40 productive hours.

IV. Leave Provisions

A. Sick Leave

Sick leave may be accumulated from year to year but is not reimbursable if County service ends before such accumulated leave is used, except as specified in Section XVI., Unused Sick Leaved Credit.

All full-time employees earn four and one-half (4 1/2) hours of sick leave each pay period with a periodic adjustment to ensure that each employee earns fifteen days of sick leave each leave year through the duration of County service. Each such day shall constitute eight (8) hours.

Employees who work on a year-round part-time basis for forty (40) or more hours per pay period shall accrue sick leave in proportion to the hours worked during each pay period.

B. Annual Leave

Full-time employees shall earn annual leave on the following basis:

Zero (0) through three (3) years of service
Four (4) hours per pay period.

Four (4) through fifteen (15) years of service
Six (6) hours per pay period with periodic adjustments to
ensure that each employee earns 20 days.

After fifteen (15) years of service and above
Eight (8) hours per pay period .

Employees who work on a year-round part-time basis
for 40 or more hours per pay period shall earn annual leave
in proportion to the hours worked during each pay period.

Annual leave may be accumulated to a maximum of one
hundred fifteen (115) days, however, employees may convert
upon request, any leave in excess of one hundred fifteen
(115) days to sick leave at the end of an annual leave year.

C. Personal Leave

One personal leave day shall be granted to all
employees eligible for annual leave.

D. Administration of Leave

The provisions governing the administration of the
above types of leave as well as other types of leave
(holiday, administrative, military, military leave without
pay, disability, leave without pay, absence without leave,
compensatory) are specified in Division 17 of the Personnel
Law and applicable Administrative Procedures.

V. Incentive Awards

To the extent that funds have been appropriated for
such purpose, employees may be granted incentive awards,
subject to the provisions of Section 16-209 of the Personnel
Law.

VI. Unemployment Insurance

Employees who are separated from County service may be
entitled to unemployment compensation provided they meet
eligibility requirements by Federal and/or State
regulations.

VII. Retirement Contributions

Employees paid in accordance with this Salary Schedule
and who participate in the Fire Pension Plan (FPP) shall pay
retirement contributions to the FPP at the rate of one
percent (1%) of base salary. The County's contribution rate
shall be that amount as established from time to time by the

FPP. Employee contributions shall be made through payroll deductions. If changes/improvements in retirement benefits are made, then contributions may be adjusted accordingly.

VIII. Uniforms and Clothing

To the extent that funds are available for such purpose, Fire Officials may receive a uniform issuance and/or clothing allowance as appropriate. However, during fiscal years 1992 and 1993 (July 1, 1991 through June 30, 1993), Fire Officials will not receive the referenced clothing allowance.

IX. Educational Incentive Pay

Only those employees who are receiving Educational Incentive Pay (EIP) as of June 28, 1980 shall be eligible to continue receiving EIP. In addition, no employee shall receive bi-weekly EIP in excess of the total dollar amount of EIP received for the pay period ending June 28, 1980. Effective July 1, 1988, the definition of compensation as set forth in Section 1 of the Fire Service Pension Plan, as revised and restated effective July 1, 1983, is amended to include education incentive pay (EIP) for retirement pension benefit purposes only.

X. EMT Pay

Effective July 1, 1990, employees covered by this salary schedule who retain their required level of Emergency Medical Technician (EMT) certification will receive EMT pay of thirty-four dollars (\$34.00) per pay period.

XI. Group Health Insurance

A. Effective with contributions in June, 1991, for coverage beginning on July 1, 1991, the County shall contribute eighty percent (80%) to the cost of the County's Managed Care health insurance program for any employee who elects to participate in the program. Participating employees shall contribute the remaining twenty percent (20%).

Effective with contributions in June, 1992, for coverage beginning on July 1, 1992, the County shall contribute seventy-five percent (75%) to the cost of the County's Managed Care health insurance program for any employee who elects to participate in the program. Participating employees shall contribute the remaining twenty-five percent (25%).

B. Effective with contributions in June, 1991, for coverage beginning on July 1, 1991, the County shall contribute eighty percent (80%) to the cost of a prepaid group health plan or Health Maintenance Organization (HMO) for any employee who elects to participate in the program. Participating employees shall contribute the remaining twenty percent (20%).

Effective with contributions in June, 1993, for coverage beginning on July 1, 1993, the County shall contribute seventy-five percent (75%) to the cost of a prepaid group health plan or Health Maintenance Organization (HMO) for any employee who elects to participate in the program. Participating employees shall contribute the remaining twenty-five percent (25%).

C. Employees who retire on or after the dates of coverage indicated in paragraphs A. and B., above, will pay the contribution rates indicated for the type of coverage they have elected (i.e., those who participate in the County's Managed Care health insurance program and retire on or after July 1, 1991 or July 1, 1992 will pay twenty percent (20%) or twenty-five percent (25%), respectively; those who participate in a prepaid group health plan or a Health Maintenance Organization (HMO) and retire on or after July 1, 1991 or July 1, 1993 will pay twenty percent (20%) or twenty-five percent (25%), respectively.)

D. The County shall contribute ninety percent (90%) to the cost of the County's prescription and optical care program for any employee who elects to participate in that program. The participating employee shall contribute the remaining ten percent (10%).

E. A Dental Plan is available for employees. The employee pays the entire cost.

XII. Death and Disability Payments

A. Any condition or impairment of health of any person employed by Prince George's County, Maryland, as a Firefighter caused by lung disease, heart disease or hypertension resulting in total or partial disability or death, shall be presumed to be a service-connected disability and to have been suffered in the line of duty and as a result of his/her employment.

B. Any such employee whose disability results from a condition or impairment of health caused by lung disease, heart disease or hypertension, shall receive such benefits as the employee may be entitled to under any existing or hereinafter created retirement or employee benefit system.

C. It is the intention of this Section for any such County employee who suffers from a condition or impairment of health caused by lung disease, heart disease or hypertension to receive full service-connected disability benefits from any retirement or employee benefit system unless evidence is produced which shall demonstrate to a reasonable degree of medical certainty that the employee's impairment of health or disability is not related to his/her employment.

D. This Section shall apply to all pending claims for service-connected disability benefits irrespective of the time when the condition or impairment of health shall have first become manifested.

XIII. Life Insurance

The County shall pay one hundred percent (100%) of the monthly premium for the County life insurance coverage as authorized and in accordance with Section 16-212 of the Personnel Law. The maximum life insurance coverage for employees covered by this Salary Schedule under the County Basic group term life insurance policy shall be increased from one hundred thousand dollars (\$100,000) to one hundred fifty thousand dollars (\$150,000).

The five thousand dollar (\$5,000) accidental death insurance policy the County maintains for employees covered by this Salary Schedule shall be payable in the amount of fifty thousand dollars (\$50,000) to an employee's designated beneficiary should the employee be killed in the line of duty.

XIV. Social Security

Effective January 1, 1991, the County and each employee paid in accordance with this Salary Schedule shall make contributions to the Social Security fund at 7.65% of the first \$51,300, and 1.45% of the remainder up to \$125,000 paid in wages per employee per calendar year. Employee contributions shall be made through payroll deductions.

Subsequent changes in the Social Security tax rate and/or the taxable wage base as enacted through Federal legislation shall be applied in computing Social Security contributions by the County and each employee.

XV. Worker's Compensation

The County will provide at its own cost all benefits due to an employee pursuant to the Maryland Worker's Compensation Law, Article 101, Annotated Code of Maryland.

XVI. Unused Sick Leave Payment

Upon termination of County employment for non-disciplinary reasons (including retirement or death), Fire Officials shall be offered the option of receiving a lump sum payment for their sick leave balance, or the right to retain this sick leave balance in the event of return to County service. Employees who elect to receive payment for their unused sick leave shall be entitled to a lump sum cash payment calculated by the following formula: multiply the total number of sick leave hours accrued as of the date of termination by the employee's final base hourly rate of pay and divide the resultant product by two (2). The number so obtained shall be further multiplied by a fraction of the numerator of which shall be the number of years actual service and the denominator of which shall be twenty (20). However, if a Fire Officials with less than 20 years of actual service terminates employment as a result of death or disability, he/she shall receive a 50% cash out of unused sick leave regardless of years of service.

XVII. Pay Plan Policy Statement

It is the policy of the County that benefits afforded to employees in the Salary Plan are governed by the specific salary schedule to which an employee is currently assigned. If an employee is transferred, promoted, demoted, or in any other way moves from one salary schedule to another, any benefits unique to or expressly a function of the former salary schedule are not carried over.