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COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND

Legislative Session

1992

Resolution No. CR-49-

1992

Proposed by The Chairman (by request - County Executive)

Introduced by Council Members Pemberton and Bell

Co-Sponsors

Date of Introduction May 19,
1992

RESOLUTION

A RESOLUTION concerning
Compensation and Benefits - Deputy Sheriff's Association

of Prince George's County, Inc.

FOR the purpose of amending the Salary Plan of the County to reflect the terms of a labor agreement by and between Prince George's County and the Deputy Sheriff's Association of Prince George's County, Inc. and to provide adjustments to the deputy sheriff wage scale.

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 terms of said labor agreement and wage scale adjustments for Deputy Sheriffs;

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 May 6, 1992, which is attached hereto and made a part hereof, setting forth a one percent (1%) increase in the base hourly rates effective April 5, 1992; a one percent (1%) increase in base hourly rates effective May 31, 1992; a two percent (2%) increase in base hourly rates effective March 21, 1993; a two percent (2%) increase in base hourly rates effective June 13, 1993; and a two and one-half percent (2 1/2%) increase in base hourly rates effective June 27, 1993 and further establishing workweek, work schedules, meal period, callback pay, holiday pay, overtime, court time compensation, shift differential, acting pay, stand by pay, clothing issue and allowance, TEC pay, payment for unused sick leave, annual leave carryover, disability leave, presidential and union business leave, life and supplemental life insurance, worker's compensation, unemployment insurance, social security, health insurance, retirement and supplemental retirement contributions and

incentive awards for such employees, be and the same is hereby approved.

BE IT FURTHER RESOLVED that the provisions of this Resolution shall supersede the provisions of CB-13-1992.

Adopted this 7th day of July, 1992.

COUNTY COUNCIL OF PRINCE
GEORGE'S COUNTY, MARYLAND

BY:

Richard J. Castaldi
Chairman

ATTEST:

Joyce T. Sweeney
Acting Clerk of the Council

SALARY SCHEDULE W
SCHEDULE OF PAY GRADES - DEPUTY SHERIFFS
(PRIVATE - LIEUTENANT)
PRINCE GEORGE'S COUNTY, MARYLAND
EFFECTIVE JULY 1, 1991 - JUNE 30, 1993
(AS AMENDED FOR FY 92)

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I. UNIFORM WAGE SCALE

On July 2, 1989, the "MIN-MAX" system which had been in effect for all members of the bargaining unit was replaced by the Uniform Wage Scale described below, and reflected in the Scheduled Pay Rates in Section II of this Salary Schedule.

A. DESCRIPTION OF THE UNIFORM WAGE SCALE

For each rank of deputy sheriff in the bargaining unit, there is established a pay grade containing fifteen (15) pay rates (steps) ranging from Step 0 through Step 14: Deputy Sheriff Private - W21; Deputy Sheriff First Class - W22; Deputy Sheriff Corporal - W24; Deputy Sheriff Sergeant - W25; and, Deputy Sheriff Lieutenant - W27. The percentage values of the intervals between steps are 3.5% from Step 0 through Step 11 and 3% for the three remaining intervals from Step 11 through Step 14.

An employee will be eligible to advance to the next step for his/her rank on his/her anniversary date at the rate of one step per year up to and including Step 12, provided that he/she receives at least a satisfactory performance evaluation for the preceding year. After reaching Step 12, an employee will be eligible to advance to Steps 13 and 14 after three years of service at each step (that is, after having completed fifteen and eighteen years of service, respectively), provided that his/her performance for the applicable period has been evaluated as satisfactory.

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.

Upon promotion to the rank of Deputy Sheriff First Class or Deputy Sheriff Corporal, an employee's salary rate shall be increased to that of the corresponding pay step for the promotional grade (that is, an increase equivalent to two (2) three and one-half percent (3.5%) steps). However, deputies promoted to the ranks of Deputy Sheriff First Class or Deputy Sheriff Corporal following the promotional cycles in the Spring, 1992 and 1993, will continue to receive the same rates of pay as they received in their former ranks (except for any subsequent cost of living and/or anniversary increases) until the first full pay period beginning on or after October 1, 1993. On that date, those deputies will be placed at the proper pay grades and steps for their rank. Upon promotion to the rank of Deputy Sheriff Sergeant or Deputy Sheriff Lieutenant, an employee's salary rate shall be increased to

that of the corresponding pay step for the promotional grade (that is, a ten percent (10%) increase).

Deputies covered by this Salary Schedule who are promoted to the rank of Sergeant or Lieutenant during the period from the date of the signing of the Agreement until October 1, 1992 will continue to receive the same rates of pay they received in their former ranks (except for any subsequent cost of living and/or anniversary increases) until the first full pay period beginning on or after October 1, 1992.

B. IMPLEMENTATION OF THE UNIFORM WAGE SCALE

FY90. Effective July 2, 1989, employees covered by this Salary Schedule, after receiving the four percent (4%) cost of living adjustment, will be placed on the Uniform Wage Scale at the step for their rank which is immediately above their annual salary.

However, an employee whose salary, when adjusted for the four percent (4%) cost of living adjustment, exceeds the maximum salary payable at his/her rank will be red-circled at that salary, and will continue to be red-circled. Further, an employee who was hired at a rate of pay greater than the entry rate will be placed on the pay scale pursuant to the foregoing rules and will maintain the resultant step differential.

On their anniversary dates during FY90, all deputy sheriffs will receive a one step anniversary increase (either three and one-half percent (3 1/2%) or three percent (3%), depending on their July 2 placement on the Uniform Wage Scale) to the next step on the Uniform Wage Scale unless they are at Step 14.

FY91. On their anniversary dates during FY91, all employees below the step which would be warranted by their years of service will be placed at that step. Employees who are hired at a rate of pay greater than the entry rate will be placed on the pay scale pursuant to this rule so as to maintain the resultant step differential.

II. Scheduled Pay Rates

SCHEDULE W
UNIFORM WAGE SCALE
EFFECTIVE APRIL 5, 1992
FOR DEPUTY SHERIFF UNIT PERSONNEL
PRINCE GEORGE'S COUNTY, MARYLAND

STEP	0	1	2	3	4	5	6	7	8	9
	10	11	12	13	14					
YRS SERVICE	0-1	1	2	3	4	5	6	7	8	9
	10	11	12-14	15-17	18+					
W21										
HOURLY	11.8408	12.2552	12.6842	13.1280	13.5875	14.0630	14.5552			
	15.0648	15.5920	16.1378	16.7026	17.2872	17.8058	18.3400			
	18.8901									
BIWEEKLY	947.26	980.42	1014.74	1050.24	1087.00	1125.04	1164.42	1205.18	1247.36	
	1291.02	1336.21	1382.98	1424.46	1467.20	1511.21				
ANNUAL	24,629	25,491	26,383	27,306	28,262	29,251	30,275			

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31,335 32,431 33,567 34,741 35,957 37,036 38,147 39,291

W22

HOURLY 12.6842 13.1280 13.5875 14.0630 14.5552 15.0648 15.5920
16.1378 16.7026 17.2872 17.8923 18.5185 19.0740 19.6462

20.2356

BIWEEKLY 1014.74 1050.24 1087.00 1125.04 1164.42 1205.18 1247.36 1291.02 1336.21

1382.98 1431.38 1481.48 1525.92 1571.70 1618.85

ANNUAL 26,383 27,306 28,262 29,251 30,275 31,335 32,431
33,567 34,741 35,957 37,216 38,518 39,674 40,864 42,090

W24

HOURLY 13.5875 14.0630 14.5552 15.0648 15.5920 16.1378 16.7026
17.2872 17.8923 18.5185 19.1667 19.8375 20.4326 21.0454

21.6767

BIWEEKLY 1087.00 1125.04 1164.42 1205.18 1247.36 1291.02 1336.21 1382.98 1431.38

1481.48 1533.34 1587.00 1634.61 1683.63 1734.14

ANNUAL 28,262 29,251 30,275 31,335 32,431 33,567 34,741
35,957 37,216 38,518 39,867 41,262 42,500 43,774 45,088

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W25

HOURLY	14.9462	15.4693	16.0107	16.5711	17.1511	17.7514	18.3726
	19.0157	19.6812	20.3701	21.0829	21.8209	22.4755	23.1498

23.8443

BIWEEKLY	1195.70	1237.54	1280.86	1325.69	1372.09	1420.11	1469.81	1521.26	1574.50
	1629.61	1686.63	1745.67	1798.04	1851.98	1907.54			
ANNUAL	31,088	32,176	33,302	34,468	35,674	36,923	38,215		
	39,553	40,937	42,370	43,852	45,387	46,749	48,152	49,596	

W27

HOURLY	16.4409	17.0163	17.6118	18.2283	18.8662	19.5266	20.2100
	20.9174	21.6495	22.4072	23.1913	24.0031	24.7232	25.4648

26.2288

BIWEEKLY	1315.27	1361.30	1408.94	1458.26	1509.30	1562.13	1616.80	1673.39	1731.96
	1792.58	1855.30	1920.25	1977.86	2037.18	2098.30			
ANNUAL	34,197	35,394	36,633	37,915	39,242	40,615	42,037		
	43,508	45,031	46,607	48,238	49,926	51,424	52,967	54,556	

The hourly rates are the January 12, 1992 rates multiplied by 101%. For administrative purposes, the hourly rates are the controlling rates. Biweekly rates are the hourly rates

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multiplied by 80 and rounded to the nearest cent. Annual rates are hourly rates multiplied by 2080 and rounded to the nearest dollar.

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SCHEDULE W
UNIFORM WAGE SCALE
EFFECTIVE MAY 31, 1992
FOR DEPUTY SHERIFF UNIT PERSONNEL
PRINCE GEORGE'S COUNTY, MARYLAND

STEP	0	1	2	3	4	5	6	7	8	9
	10	11	12	13	14					
YRS SERVICE	0-1	1	2	3	4	5	6	7	8	9
	10	11	12-14	15-17	18+					

W21

HOURLY	11.9592	12.3778	12.8110	13.2593	13.7234	14.2036	14.7008		
	15.2154	15.7479	16.2992	16.8696	17.4601	17.9839	18.5234		
	19.0790								
BIWEEKLY	956.74	990.22	1024.88	1060.74	1097.87	1136.29	1176.06	1217.23	1259.83
	1303.94	1349.57	1396.81	1438.71	1481.87	1526.32	ANNUAL	24,875	25,746
	26,647	27,579	28,545	29,543	30,578	31,648	32,756	33,902	
	35,089	36,317	37,407	38,529	39,684				

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W22

HOURLY	12.8110	13.2593	13.7234	14.2036	14.7008	15.2154	15.7479
	16.2992	16.8696	17.4601	18.0712	18.7037	19.2647	19.8427
	20.4380						

BIWEEKLY	1024.88	1060.74	1097.87	1136.29	1176.06	1217.23	1259.83	1303.94	1349.57
	1396.81	1445.70	1496.30	1541.18	1587.42	1635.04			
ANNUAL	26,647	27,579	28,545	29,543	30,578	31,648	32,756		
	33,902	35,089	36,317	37,588	38,904	40,071	41,273	42,511	

W24

HOURLY	13.7234	14.2036	14.7008	15.2154	15.7479	16.2992	16.8696
	17.4601	18.0712	18.7037	19.3584	20.0359	20.6369	21.2559
	21.8935						

BIWEEKLY	1097.87	1136.29	1176.06	1217.23	1259.83	1303.94	1349.57	1396.81	1445.70
	1496.30	1548.67	1602.87	1650.95	1700.47	1751.48			
ANNUAL	28,545	29,543	30,578	31,648	32,756	33,902	35,089		
	36,317	37,588	38,904	40,265	41,675	42,925	44,212	45,538	

W25

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HOURLY	15.0957	15.6240	16.1708	16.7368	17.3226	17.9289	18.5563
	19.2059	19.8780	20.5738	21.2937	22.0391	22.7003	23.3813
	24.0827						

BIWEEKLY	1207.66	1249.92	1293.66	1338.94	1385.81	1434.31	1484.50	1536.47	1590.24
	1645.90	1703.50	1763.13	1816.02	1870.50	1926.62			

ANNUAL	31,399	32,498	33,635	34,813	36,031	37,292	38,597	
	39,948	41,346	42,794	44,291	45,841	47,217	48,633	50,092

W27

HOURLY	16.6053	17.1865	17.7879	18.4106	19.0549	19.7219	20.4121
	21.1266	21.8660	22.6313	23.4232	24.2431	24.9704	25.7194
	26.4911						

BIWEEKLY	1328.42	1374.92	1423.03	1472.85	1524.39	1577.75	1632.97	1690.13	1749.28
	1810.50	1873.86	1939.45	1997.63	2057.55	2119.29			

ANNUAL	34,539	35,748	36,999	38,294	39,634	41,022	42,457	
	43,943	45,481	47,073	48,720	50,426	51,938	53,496	55,101

The hourly rates are the April 5, 1992 rates multiplied by 101%. For administrative purposes, the hourly rates are the controlling rates. Biweekly rates are the hourly rates multiplied by 80 and rounded to the nearest cent. Annual rates are hourly rates multiplied by 2080 and

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rounded to the nearest dollar.

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SCHEDULE W
UNIFORM WAGE SCALE
EFFECTIVE MARCH 21, 1993
FOR DEPUTY SHERIFF UNIT PERSONNEL
PRINCE GEORGE'S COUNTY, MARYLAND

STEP	0	1	2	3	4	5	6	7	8	9
	10	11	12	13	14					
YRS SERVICE	0-1	1	2	3	4	5	6	7	8	9
	10	11	12-14	15-17	18+					
W21										
HOURLY	12.1984	12.6254	13.0672	13.5245	13.9979	14.4877	14.9948			
	15.5197	16.0629	16.6252	17.2070	17.8093	18.3436	18.8939			
	19.4606									
BIWEEKLY	975.87	1010.03	1045.38	1081.96	1119.83	1159.02	1199.58	1241.58	1285.03	
	1330.02	1376.56	1424.74	1467.49	1511.51	1556.85				
ANNUAL	25,373	26,261	27,180	28,131	29,116	30,134	31,189			
	32,281	33,411	34,580	35,791	37,043	38,155	39,299	40,478		

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W22

HOURLY	13.0672	13.5245	13.9979	14.4877	14.9948	15.5197	16.0629
	16.6252	17.2070	17.8093	18.4326	19.0778	19.6500	20.2396
	20.8468						

BIWEEKLY	1045.38	1081.96	1119.83	1159.02	1199.58	1241.58	1285.03	1330.02	1376.56
	1424.74	1474.61	1526.22	1572.00	1619.17	1667.74			
ANNUAL	27,180	28,131	29,116	30,134	31,189	32,281	33,411		
	34,580	35,791	37,043	38,340	39,682	40,872	42,098	43,361	

W24

HOURLY	13.9979	14.4877	14.9948	15.5197	16.0629	16.6252	17.2070
	17.8093	18.4326	19.0778	19.7456	20.4366	21.0496	21.6810
	22.3314						

BIWEEKLY	1119.83	1159.02	1199.58	1241.58	1285.03	1330.02	1376.56	1424.74	1474.61
	1526.22	1579.65	1634.93	1683.97	1734.48	1786.51			
ANNUAL	29,116	30,134	31,189	32,281	33,411	34,580	35,791		
	37,043	38,340	39,682	41,071	42,508	43,783	45,096	46,449	

W25

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HOURLY	15.3976	15.9365	16.4942	17.0715	17.6691	18.2875	18.9274
	19.5900	20.2756	20.9853	21.7196	22.4799	23.1543	23.8489
	24.5644						

BIWEEKLY	1231.81	1274.92	1319.54	1365.72	1413.53	1463.00	1514.19	1567.20	1622.05
	1678.82	1737.57	1798.39	1852.34	1907.91	1965.15			

ANNUAL	32,027	33,148	34,308	35,509	36,752	38,038	39,369	
	40,747	42,173	43,649	45,177	46,758	48,161	49,606	51,094

W27

HOURLY	16.9374	17.5302	18.1437	18.7788	19.4360	20.1163	20.8203
	21.5491	22.3033	23.0839	23.8917	24.7280	25.4698	26.2338
	27.0209						

BIWEEKLY	1354.99	1402.42	1451.50	1502.30	1554.88	1609.30	1665.62	1723.93	1784.26
	1846.71	1911.34	1978.24	2037.58	2098.70	2161.67			

ANNUAL	35,230	36,463	37,739	39,060	40,427	41,842	43,306	
	44,822	46,391	48,015	49,695	51,434	52,977	54,566	56,203

The hourly rates are the May 31, 1992 rates multiplied by 102%. For administrative purposes, the hourly rates are the controlling rates. Biweekly rates are the hourly rates multiplied by 80 and rounded to the nearest cent. Annual rates are hourly rates multiplied by 2080 and

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rounded to the nearest dollar.

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SCHEDULE W
UNIFORM WAGE SCALE
EFFECTIVE JUNE 13, 1993
FOR DEPUTY SHERIFF UNIT PERSONNEL
PRINCE GEORGE'S COUNTY, MARYLAND

STEP	0	1	2	3	4	5	6	7	8	9
	10	11	12	13	14					
YRS SERVICE	0-1	1	2	3	4	5	6	7	8	9
	10	11	12-14	15-17	18+					
W21										
HOURLY	12.4424	12.8779	13.3285	13.7950	14.2779	14.7775	15.2947			
	15.8301	16.3842	16.9577	17.5511	18.1655	18.7105	19.2718			
	19.8498									
BIWEEKLY	995.39	1030.23	1066.28	1103.60	1142.23	1182.20	1223.58	1266.41	1310.74	
	1356.62	1404.09	1453.24	1496.84	1541.74	1587.98				
ANNUAL	25,880	26,786	27,723	28,694	29,698	30,737	31,813			

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32,927 34,079 35,272 36,506 37,784 38,918 40,085 41,288

W22

HOURLY 13.3285 13.7950 14.2779 14.7775 15.2947 15.8301 16.3842
16.9577 17.5511 18.1655 18.8013 19.4594 20.0430 20.6444

21.2637

BIWEEKLY 1066.28 1103.60 1142.23 1182.20 1223.58 1266.41 1310.74 1356.62 1404.09
1453.24 1504.10 1556.75 1603.44 1651.55 1701.10

ANNUAL 27,723 28,694 29,698 30,737 31,813 32,927 34,079
35,272 36,506 37,784 39,107 40,476 41,689 42,940 44,228

W24

HOURLY 14.2779 14.7775 15.2947 15.8301 16.3842 16.9577 17.5511
18.1655 18.8013 19.4594 20.1405 20.8453 21.4706 22.1146

22.7780

BIWEEKLY 1142.23 1182.20 1223.58 1266.41 1310.74 1356.62 1404.09 1453.24 1504.10
1556.75 1611.24 1667.62 1717.65 1769.17 1822.24

ANNUAL 29,698 30,737 31,813 32,927 34,079 35,272 36,506
37,784 39,107 40,476 41,892 43,358 44,659 45,998 47,378

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W25

HOURLY	15.7056	16.2552	16.8241	17.4129	18.0225	18.6533	19.3059
	19.9818	20.6811	21.4050	22.1540	22.9295	23.6174	24.3259

25.0557

BIWEEKLY	1256.45	1300.42	1345.93	1393.03	1441.80	1492.26	1544.47	1598.54	1654.49
	1712.40	1772.32	1834.36	1889.39	1946.07	2004.46			
ANNUAL	32,668	33,811	34,994	36,219	37,487	38,799	40,156		
	41,562	43,017	44,522	46,080	47,693	49,124	50,598	52,116	

W27

HOURLY	17.2761	17.8808	18.5066	19.1544	19.8247	20.1586	21.2367
	21.9801	22.7494	23.5456	24.3695	25.2226	25.9792	26.7585

27.5613

BIWEEKLY	1382.09	1430.46	1480.53	1532.35	1585.98	1641.49	1698.94	1758.41	1819.95
	1883.65	1949.56	2017.81	2078.34	2140.68	2204.90			
ANNUAL	35,934	37,192	38,494	39,841	41,235	42,679	44,172		
	45,719	47,319	48,975	50,689	52,463	54,037	55,658	57,328	

The hourly rates are the March 21, 1993 rates multiplied by 102%. For administrative purposes, the hourly rates are the controlling rates. Biweekly rates are the hourly rates multiplied by

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80 and rounded to the nearest cent. Annual rates are hourly rates multiplied by 2080 and rounded to the nearest dollar.

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SCHEDULE W
UNIFORM WAGE SCALE
EFFECTIVE JUNE 27, 1993
FOR DEPUTY SHERIFF UNIT PERSONNEL
PRINCE GEORGE'S COUNTY, MARYLAND

STEP	0	1	2	3	4	5	6	7	8	9
	10	11	12	13	14					
YRS SERVICE	0-1	1	2	3	4	5	6	7	8	9
	10	11	12-14	15-17	18+					

W21

HOURLY	12.7535	13.1998	13.6617	14.1399	14.6348	15.1469	15.6771			
	16.2259	16.7938	17.3816	17.9899	18.6196	19.1783	19.7536			
	20.3460									
BIWEEKLY	1020.28	1055.98	1092.94	1131.19	1170.78	1211.75	1254.17	1298.07	1343.50	
	1390.53	1439.19	1489.57	1534.26	1580.29	1627.68				
ANNUAL	26,527	27,456	28,416	29,411	30,440	31,506	32,608			
	33,750	34,931	36,154	37,419	38,729	39,891	41,087	42,320		

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W22

HOURLY	13.6617	14.1399	14.6348	15.1469	15.6771	16.2259	16.7938
	17.3816	17.9899	18.6196	19.2713	19.9459	20.5441	21.1605
	21.7953						

BIWEEKLY	1092.94	1131.19	1170.78	1211.75	1254.17	1298.07	1343.50	1390.53	1439.19
	1489.57	1541.70	1595.67	1643.53	1692.84	1743.62			
ANNUAL	28,416	29,411	30,440	31,506	32,608	33,750	34,931		
	36,154	37,419	38,729	40,084	41,487	42,732	44,014	45,334	

W24

HOURLY	14.6348	15.1469	15.6771	16.2259	16.7938	17.3816	17.9899
	18.6196	19.2713	19.9459	20.6440	21.3664	22.0074	22.6675
	23.3475						

BIWEEKLY	1170.78	1211.75	1254.17	1298.07	1343.50	1390.53	1439.19	1489.57	1541.70
	1595.67	1651.52	1709.31	1760.59	1813.40	1867.80			
ANNUAL	30,440	31,506	32,608	33,750	34,931	36,154	37,419		
	38,729	40,084	41,487	42,940	44,442	45,775	47,148	48,563	

W25

//LAND//

2080 and rounded to the nearest dollar.

III. 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 a workweek for full-time employees shall be forty (40) hours.

IV. Work Schedules

Work schedules mean written schedules of the required daily hours of work within a workweek prescribed by an appointing authority as established by Charter for individual employees and/or various groups or units of employees under the appointing authority's jurisdiction as approved pursuant to Section 16-114 of the Personnel Law.

V. Designation of Meal Periods

Any employee who works five (5) or more hours in any workday shall receive a one-half (1/2) hour meal period.

VI. Callback Pay

An employee who is called back to work from off-duty, and who does in fact perform duties on behalf of the Prince George's County Sheriff's Department during his/her normal off-duty hours, shall be paid for a minimum of three (3) hours at one and one-half (1 1/2) times his/her regular rate of pay. This provision shall not apply to administrative hearings or disciplinary procedures.

VII. Holiday Pay

Eligible employees shall receive straight time pay for each designated holiday on which they perform no work.

Employees eligible for holiday pay who work on a holiday shall be paid at one and one-half (1 1/2) times their regular rate of pay for each hour worked (except overtime) in addition to the holiday pay described above, but shall not receive another day off. Any overtime performed by an employee on a holiday shall be compensated in accordance with the regular overtime rate (i.e., no pyramiding). In the event that a holiday falls on the employee's regular day off, the employee shall have the option of receiving an extra day's pay at straight time or another day off.

VIII. Overtime

All full-time employees shall be eligible for overtime pay, provided, however, that employees in the Civil Process

Section shall only be eligible for overtime pay on their assigned duty days when their supervisor directs the performance of specific tasks which require work beyond the assigned duty day hours.

If employees in the Civil Process Section are assigned to regular shift work, they shall be eligible for overtime in the same manner as other employees.

When an employee works more than eighty (80) hours in a pay period pursuant to the direction of his supervisor, said employee shall receive overtime pay at one and one-half (1 1/2) times his hourly base rate for all hours worked in excess of eighty (80) hours in said pay period. As an alternative, at the request of the employee and with the approval of the County, the employee may earn compensatory leave at the rate of one and one-half (1 1/2) hours for each hour worked.

IX. Court Time Compensation

If, as a result of actions taken during the course of employment with the Department, an employee covered by this Salary Schedule is scheduled to appear in Court on the employee's day off, the employee will be paid a minimum of three (3) hours pay at the overtime rate.

X. Pyramiding

There shall be no pyramiding of overtime and other premium rates; that is, only one overtime or premium rate will be paid for the same hours worked.

XI. Shift Differential

1. Effective the first full pay period beginning on or after July 1, 1989, a shift differential of one dollar fifteen cents (\$1.15) per hour shall be paid for all time worked on the first shift (i.e., the night shift - 11 p.m. to 7 a.m. or equivalent) to each employee specifically assigned (on a permanent or rotating basis) to work the first shift.

2. The shift differential for the first shift shall be adjusted to one dollar thirty five cents (\$1.35) per hour effective the first full pay period beginning on or after July 1, 1990 and to one dollar fifty-five cent (\$1.55) per hour effective the first full pay period beginning on or after July 1, 1991.

3. Effective the first full pay period beginning on or after July 1, 1989, a shift differential of ninety cents (90¢) per hour shall be paid for all time worked on the third shift (i.e., the evening shift - 3 p.m. to 11 p.m. or equivalent) to each employee specifically assigned (on a permanent or rotating

basis) to work the third shift.

4. The shift differential for the third shift shall be adjusted to one dollar five cents (\$1.05) per hour effective the first full pay period beginning on or after July 1, 1990 and to one dollar twenty cents (\$1.20) per hour effective the first full pay period beginning on or after July 1, 1991.

5. No shift differential will be considered to be part of the employee's base rate, nor shall it be applied to pay for nonproductive hours such as holiday pay and annual and sick leave pay, nor shall it be used for the purpose of computing retirement deductions or for retirement or insurance benefits.

6. Any employee who works the second shift (i.e., the day shift) shall not be entitled to a shift differential.

7. Any employee assigned to the Civil Process Section shall not be entitled to a shift differential except on assigned duty days.

8. When the hours worked fall within the third and first shifts, the employee shall be paid for all such hours at the shift differential rate which coincides with the majority of the hours worked, except that if exactly half the hours worked are in each of the third and first shifts, the higher differential rate shall apply for the entire number of hours worked.

XII. Acting Pay

When an employee below the rank of Captain is directed to assume, and does in fact assume, the duties of a Sergeant (or higher rank) in an acting capacity for a period of fourteen (14) consecutive days or more (including scheduled days off and approved holiday), beginning with the 15th day, he/she shall be paid at a rate of pay which is equivalent to a two-step increase or the minimum necessary to place the employee at the entry level rate of the higher rank, whichever is greater, and shall continue to be paid at that rate until relieved of the position by the person for whom he/she is acting, or by a person of rank equal to that position, or by a superior authority. He/she shall resume receiving acting pay after being on annual, sick or administrative leave status, if he/she had been acting in such higher rank immediately prior to taking such approved leave.

XIII. Stand By Pay

A deputy sheriff who is directed by management to stand by during the deputy sheriff's off-duty hours and who does stand by as directed shall receive one hour of pay at the straight time rate for every eight (8) hours the deputy stands by,

provided, however, a deputy who is called back to active duty while on stand by shall receive no stand by pay for up to a sixteen (16) hour period of time that the employee was on stand by.

XIV. Clothing Issue

New employees shall receive an original uniform issue of appropriate clothing and leather goods. Upon assignment to any special unit requiring a uniform different from the original uniform reference above, a special issuance of clothing required for that assignment will be made. The initial issue of uniform items required because of an official change in uniform directed by the Office of the Sheriff will also be provided. All other responsibilities for uniform procurement and upkeep are the employee's, including the responsibility for replacing worn or ill-fitting uniform items.

XV. Clothing Allowance

1. Effective July 1, 1989, employees covered by this Salary Schedule shall receive a clothing allowance of eight hundred seventy-five dollars (\$875) per fiscal year for the procurement, care, and upkeep of clothing and leather goods. The clothing allowance shall be adjusted to nine hundred twenty-five dollars (\$925) effective July 1, 1990 and to nine hundred seventy-five dollars (\$975) effective July 1, 1991. This clothing allowance is not considered part of the employee's base pay, and will be paid in two equal installments in December and June, of each fiscal year covered by this Salary Schedule. Notwithstanding the foregoing, during FY92 employees will receive a clothing allowance of four hundred eighty-seven dollars and fifty cents (\$487.50) instead of nine hundred seventy-five dollars (\$975.00), and the same amount (\$487.50) will be payable in FY93.

2. If an employee arrives or leaves during the fiscal year, his allowance shall be prorated.

XVI. TEC Pay

Deputy Sheriffs who are regularly and permanently assigned as members and alternates of the SST (not to exceed a total of fifteen (15)) and as canine handlers (not to exceed a total of two (2)), shall receive a supplemental payment of four hundred dollars (\$400) per fiscal year. This payment shall be increased to a total of five hundred dollars (\$500) per fiscal year in the second year of this Salary Schedule, and to a total of six hundred dollars (\$600) per fiscal year in the third year of the Salary Schedule. Payment shall be made in two equal installments in December and June of each fiscal year and shall not be considered as part of the employee's base wage for purposes of computation of overtime, retirement, or any other purposes. Qualifying deputies shall be those assigned to the units referenced above as of the first day of the month in which the payments are to be made. Deputies simultaneously assigned to more than one unit referenced above shall receive only one supplemental payment in accordance with this provision.

XVII. Payment for Unused Sick Leave

Upon termination of County employment for non-disciplinary reasons (including retirement or death), bargaining unit employees shall be offered the option of receiving a lump sum payment for their sick leave balance, or applying such sick leave for credit under the retirement or pension plan, or retaining a 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, the numerator of which shall be the number of years of actual service and the denominator of which shall be twenty (20). However, if a Deputy Sheriff with less than twenty (20) years of actual service terminates employment as a result of death or disability he shall receive a fifty percent (50%) cashout of unused sick leave regardless of years of service.

Employees who terminate employment for reasons not beyond their control, to be eligible for the payment of unused sick leave referenced above, must provide two (2) weeks notice to the Sheriff's Department of such intent to terminate. This notice requirement shall not apply to death, retirement or other non-disciplinary terminations which are beyond the control of the employee.

XVIII. Annual Leave Carryover

1. A maximum of nine hundred twenty (920) hours of accumulated annual leave may be carried over from one leave year to the next by an employee covered by this Salary Schedule.

2. When taking annual leave, employees covered by this Salary Schedule must use compensatory time they have accumulated prior to using annual leave.

XIX. Disability Leave

The Department will designate a member of management to make injury on the job determinations. Specifically, where an employee claims injury on the job and is unable to work, management will review the claim as soon as possible but not later than ten (10) working days after the claim was made. In cases where injury on the job is clearly indicated, the employee will be placed on disability leave immediately. Where the illness or injury subsequently is determined to be non-service connected or of such a nature as not to require the employee to remain off of work, the employee will be returned to work but not backcharged sick or annual leave for the period of time the employee was on disability leave. In cases where injury on the job is not clearly indicated, the process outlined in Administrative Procedure 284 (Administration of Employee Leave) will be followed.

XX. Union President Leave and Leave Bank

Subject to the conditions set forth herein, the President of the DSA and employees covered by this Salary Schedule may be granted at the request of the DSA administrative leave for

official DSA business for the purpose of attending workshops, conventions, conferences and seminars, and the DSA President, or his/her designee, will be granted administrative leave for the administration of the Agreement and for conducting DSA business. Where leave is requested for employees covered by this Salary Schedule to attend workshops, conventions, conferences and seminars, the President of the DSA must deliver to the Office of the Sheriff a written request for the leave at least ten (10) working days before the leave is to begin. The written notice must specify at a minimum the employees for whom the leave is requested, the duration of the leave, and a brief description of the nature of the event for which the leave is requested.

The County will provide five hundred (500) hours of administrative leave per fiscal year covered by this Salary Schedule for attendance at workshops, conventions, conferences and seminars. No administrative leave will be granted pursuant to this section when the five hundred (500) hours has been used up during a fiscal year, and any unused balance of the five hundred (500) hours of administrative leave at the close of the fiscal year may not be carried forward for use during the next fiscal year. All requests for administrative leave pursuant to this provision are subject to the subject to the approval of the Sheriff or the Sheriff's designee. The parties agree that the DSA will not request administrative leave under this section for business or activities that are detrimental to the Department.

XXI. Additional Leave Provision

When the County Executive closes the County offices for an entire day or any portion thereof, because of extreme inclement weather, other emergencies producing hazardous conditions, or for any other reason, essential employees covered by this Salary Schedule will report to their established work sites and will be paid straight-time wages for hours worked on their regular work shifts. In addition, such employees who work their full regularly scheduled shift during the twenty-four (24) hour period beginning at 6:00 a.m. of the day of the full or partial closing shall be entitled to the number of hours of compensatory leave (not to exceed eight (8) hours per employee per twenty-four (24) hour period) equal to the number of hours of administrative leave granted to nonessential County employees. For purposes of this subsection, the County workday will be considered ended at 5:00 p.m.

If the employee is directed by the Employer to work any number of hours over and above the employee's regularly scheduled work shift during the aforementioned (24) hour period, the employee shall not be entitled to any additional grant of compensatory leave by virtue of the full or partial closing. Rather, the appropriate premium rate, if any, shall

apply to such hours.

Compensatory leave earned pursuant to this subsection shall be used in accordance with all applicable rules and regulations.

XXII. Life Insurance

The Employer shall pay 100% of the monthly premium for the life insurance coverage for full-time employees in the amount of two (2) times the employee's annual salary. The County shall pay a death benefit of \$5,000 upon the death of any County employee whose death results from an accidental personal injury arising out of and in the course of his/her employment.

XXIII. Supplemental Life Insurance Benefit

Effective July 1, 1989, employees covered by this Salary Schedule will be provided with a supplemental life insurance benefit equal to fifty (50) times the employee's monthly salary up to a maximum of \$200,000. The supplemental life insurance benefits provided under this provision shall continue as long as the employee is actively employed.

XXIV. 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.

XXV. Unemployment Insurance

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

XXVI. Social Security

Effective January 1, 1992, the County and each employee paid in accordance with this Salary Schedule shall make contributions to the Social Security fund of 7.65% of the first \$53,400 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.

XXVII. Health Insurance

1. Effective with the contribution in June, 1991 for coverage effective in July, 1991, 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 that program. Participating employees shall contribute the remaining twenty five percent (25%).

2. For those employees who elect to enroll in a pre-paid health plan or Health Maintenance Organization (HMO), the Employer's contribution shall be equal to the Employer's dollar contribution to the health insurance program in paragraph 1 above.

3. The Employer shall contribute ninety percent (90%) to the County's deductible prescription and optical care programs for any employee who elects to participate in either program. The participating employee shall contribute the remaining ten percent (10%).

4. A Dental Plan is available to employees. The employee pays the entire cost.

XXVIII. Retirement Contributions

1. Employees paid in accordance with this Salary Schedule and who are eligible for enrollment in the Maryland State Employee's Retirement Systems shall pay retirement contributions at the rate of five percent (5%) or seven percent (7%) of base salary, depending on plan option selected.

2. Effective January 1, 1980, current participants in the Employee's Retirement System may transfer to the Employee's Pension System, which is non-contributory up to the Social Security Wage Base.

3. All classified employees hired on or after January 1, 1980, must enroll in the Employee's Pension System.

4. The County's contribution rate shall be that amount as established from time to time by the State. Employee contributions (where applicable) shall be made through payroll deductions. If changes/improvements in retirement benefits are made, then contributions may be adjusted accordingly.

XXIX. Supplemental Retirement Contributions

Employees covered by this Salary Schedule participate in a supplemental retirement benefit program, jointly funded through County and employee contributions. The cost of funding the supplemental retirement benefit will be shared by the employee and the County through regular contributions each pay period. The County shall contribute seventy-five percent (75%) of the total cost of providing the employee's benefit, and the

employee shall contribute, through payroll deduction, the remaining twenty-five percent (25%).

XXX. Administration of Employee Leave

The provisions governing the administration of all types of leave (holiday, annual, sick, administrative, military, military leave without pay, disability, leave without pay, absence without leave, compensatory, personal) are specified in Division 17 of the Personnel Law and Administrative Procedure 284.

XXXI. 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.

XXXII. 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.