COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND 2001Legislative Session

Resolution No.	CR-42-2001
Proposed by	The Chairman (by request – County Executive)
Introduced by	Council Members Russell, Shapiro, Hendershot and Maloney
Co-Sponsors	
Date of Introduc	on September 11, 2001
	RESOLUTION
A RESOLUTION	concerning
	Compensation and Benefits - Deputy Sheriff's
	Association of Prince George's County, Inc. (Civilian Units)
	Salary Schedule Z
For the purpose of	amending the Salary Plan of the County to reflect the terms of the labor
agreement by and	between Prince George's County, Maryland and the Deputy Sheriff's
Association of Pr	nce George's County, Inc. (Civilian Units) and to add six new grade levels no
previously utilize	in Salary Schedule Z.
WHEREAS	pursuant to Section 903 of Article IX of the Prince George's County Charter
and Section 16-1	(a) of the Prince George's County Code, amendments to the County's Salary
Plan are to be sul	nitted 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 reflec	the terms of the labor agreement by and between Prince George's County,
Maryland and the	Deputy Sheriff's Association of Prince George's County, Inc. (Civilian Units
NOW, THE	EFORE, BE IT RESOLVED by the County Council of Prince George's
County, Marylan	that Salary Schedule Z submitted and recommended by the County Executive
on August 20, 20	1, which is attached hereto and made a part hereof, adding six new grade
levels Z-20, Z-21	Z-22, Z-23, Z-24 and Z-25 to Salary Schedule Z during Fiscal Year 2001 and
setting forth the f	llowing modifications: cost of living increases in Fiscal Years 2002 and 2003
merit increases in	Fiscal Years 2002 and 2003; wage scale adjustments; trainer pay;

compensatory leave and sick leave; and changes to shift differential, holiday pay, clothing

L	allowance, personal leave, file insurance, and health insurance, be and the same is hereby
2	approved.
	Adopted this 11th day of September, 2001
	COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND
	BY: Ronald V. Russell
	Chairman ATTEST:
	Joyce T. Sweeney Clerk of the Council

SALARY SCHEDULE Z

SCHEDULE OF PAY GRADES

DEPUTY SHERIFF'S ASSOCIATION OF PRINCE GEORGE'S COUNTY, INC.

(CIVILIAN UNITS)

PRINCE GEORGE'S COUNTY, MARYLAND

EFFECTIVE JULY 1, 2001 - JUNE 30, 2003

TABLE OF CONTENTS

		PAGE
1.	CIVILIAN UNIFORM WAGE SCALE	1
2.	SCHEDULED PAY RATES	4
3.	COST OF LIVING ADJUSTMENT	18
4.	MERIT INCREASE	18
5.	WORKWEEK	18
6.	WORK SCHEDULES	18
7.	DESIGNATION OF MEAL PERIODS	19
8.	CALLBACK PAY	19
9.	HOLIDAY PAY	19
10.	POLICE MEMORIAL DAY	20
11.	OVERTIME	20
12.	PYRAMIDING	20
13.	COURT TIME COMPENSATION	20
14.	TRAINER PAY	21
15.	SHIFT DIFFERENTIAL	21
16.	ACTING PAY	22
17.	CLOTHING ISSUE AND ALLOWANCE	22
18.	ANNUAL LEAVE	23
19.	COMPENSATORY LEAVE/SICK LEAVE	23
20.	SICK AND ANNUAL LEAVE DISPOSITION UPON SEPARATION	24
21.	PERSONAL LEAVE	25
22.	DISCRETIONARY LEAVE	25
23.	PRESIDENTIAL AND UNION BUSINESS LEAVE	26
24.	ADDITIONAL LEAVE PROVISION	26
25	BLOOD DONATION LEAVE	27

26.	DISABILITY LEAVE	27
27.	BEREAVEMENT LEAVE	27
28.	VOTING LEAVE	28
29.	LIFE INSURANCE	28
30.	WORKER'S COMPENSATION	28
31.	UNEMPLOYMENT INSURANCE	28
32.	SOCIAL SECURITY	28
33.	HEALTH INSURANCE	29
34.	RETIREMENT CONTRIBUTIONS	30
35.	SUPPLEMENTAL RETIREMENT BENEFIT	31
36.	ADMINISTRATION OF EMPLOYEE LEAVE	31
37.	INCENTIVE AWARDS	31
38.	PAY PLAN POLICY STATEMENT	31

1. CIVILIAN UNIFORM WAGE SCALE

DSA Civilians Uniform Wage Scale

G H I J K L M \mathbf{N} \mathbf{o} P O R \mathbf{S} T U Alpha 9 3 5 6 10 11 12 **17** 2 4 13 14 15 16 18 19 20 Step# 21 5 8 9 10 11 12 13 15-17-19-21-23-27 Years <1 18 16 20 22 24 26 of Svc.

A. Pay Plan Description

1. Pay Plan effective July 1, 2001, with additional grades Z20 - Z25 retroactive to October 8, 2000.

2. 21 Step Plan - Described as follows:

- a. Steps A (#1) of grades Z6-Z19 are the same rates as the existing MIN rates which became effective on April 8, 2001 and as further increased by a base wage adjustment of two percent (2%) on July 1, 2001. Steps A (#1) of grades Z20-Z25 have been derived by multiplying the MIN rate of grade Z19 (as further increased by a two percent (2%) base wage adjustment) by five percent (5%) successively through Step A of grade Z25.
- b. Steps B (#2) through Steps N (#14) were derived by multiplying Steps A (#1) successively for grades Z6-Z25 by one hundred three-and-one-half percent (103.5%) through Steps N (#14).
- c. Steps O (#15) through Steps U (#21) were derived by multiplying Steps N (#14) successively for grades Z6-Z25 by one hundred three percent (103%) through Step U (#21).
- 3. Completed years of service for purposes of this pay plan shall be determined by using an employee's date of hire as reflected on the employees Personnel Information Document (PID).

B. Placement and Movement on the Civilian Uniform Wage Scale

- 1. Effective July 1, 2001, after employee salaries as of June 30, 2001 have been increased by two percent (2%), employees will be placed on the Uniform Wage Scale at the step reflecting their new salary, or if no such step exists, at the next step above such new salary. Notwithstanding the above, employees whose annual salary after the two percent (2%) increase exceeds a step on the Uniform Wage Scale by fifty dollars (\$50) or less will be placed on such step.
- 2. During Fiscal year 2002, any employee who has not advanced to the step on the Uniform Wage Scale that would otherwise have been warranted by his/her completed years of service as of January 1, 2002 (minus a two year lag because of the lack of credit toward merit increases during fiscal year 1996 and fiscal year 1997, if applicable) will be placed on that step effective the first full pay period beginning on or after January 1, 2002 (i.e., January 13, 2002). However, an employee whose years of service (after adjustment) would otherwise, as a result of proper placement as described above, warrant his/her advancement by more than a single step, will advance no more than one step on January 1, 2002.
- 3. In addition to the above, on their anniversary dates during Fiscal Year 2002 and subsequent years, employees will advance at the rate of one step per year up to and including Step N (#14). Employees will only advance to Steps O (#15) and above on their anniversary dates provided they have completed the required years of service matching that step (after subtracting two (2) years for lack of credit toward a merit increase during Fiscal Year 1996 and Fiscal Year 1997, if applicable).
- 4. Employees who are placed on the scale at Step O (#15) or above, which step exceeds their years of service will not advance to the next step until warranted by the completed years of service (after adjustment).
 - 5. Employees hired on or after July 1, 1996 will not have to adjust their years of service

after reaching Step N.

- C. <u>Promotions and Demotion</u> Upon promotion or demotion, an employee will be placed at the step of the promotional grade which corresponds to his or her step before promotion or demotion (For example, a one-grade promotion from Z-15 Step H to Z-16 Step H; a two-grade promotion from Z-8 Step M to Z-10 Step M; or a three-grade promotion from Z-10 Step K to Z-13 Step K).
- D. <u>Anniversary Dates</u> Employees covered by this Salary Schedule and hired before July 1, 1997 will keep the anniversary dates that they held on July 1, 1997 for as long as they are continuously employed. Employees hired on or after July 1, 1997 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.
- E. The rules for placement of current employees on the Uniform Wage Scale in subsection A above shall also apply to Investigator I and II and Administrative Assistants I, II, and III who are included in the bargaining unit during Fiscal Year 2001 or 2002.

2. SCHEDULED PAY RATES

SALARY SCHEDULE Z DEPUTY SHERIFF'S ASSOCIATION (CIVILIAN UNITS)

EFFECTIVE OCTOBER 8, 2000

PRINCE GEORGE'S COUNTY, MARYLAND

(Adding six new grade levels)

GRADE	MIN	MAX	L1	L2	L3	L4	L5	L6
Z20								
HOURLY	15.5259	24.1669	24.8918	25.6387	26.4078	27.1999	28.0160	28.7165
BIWEEKLY	1242.07	1933.35	1991.35	2051.10	2112.63	2175.99	2241.28	2297.32
ANNUAL	32,294	50,267	51,775	53,328	54,928	56,576	58,273	59,730
Z21								
HOURLY	16.3022	25.3753	26.1364	26.9206	27.7282	28.5599	29.4168	30.1523
BIWEEKLY	1304.18	3 2030.02	2090.91	2153.65	2218.26	2284.79	2353.34	2412.18
ANNUAL	33,909	52,781	54,364	55,995	57,675	59,405	61,187	62,717
Z22								
HOURLY	17.1173	26.6440	27.4432	28.2667	29.1146	29.9879	30.8876	31.6599
BIWEEKLY	1369.39	2131.52	2195.46	2261.33	2329.17	2399.03	2471.01	2532.79
ANNUAL	35,604	55,420	57,082	58,795	60,558	62,375	64,246	65,853
Z23								
HOURLY	17.9732	2 27.9762	28.8154	29.6800	30.5703	31.4873	32.4320	33.2429
BIWEEKLY	1437.86	2238.10	2305.23	2374.40	2445.63	2518.99	2594.56	2659.43
ANNUAL	37,384	58,191	59,936	61,734	63,586	65,494	67,459	69,145
Z24								
HOURLY	18.8719		30.2562	31.1640	32.0989	33.0617	34.0536	34.9050
BIWEEKLY	1509.75		2420.49	2493.12	2567.91	2644.94	2724.29	2792.40
ANNUAL	39,253	61,100	62,933	64,821	66,766	68,768	70,832	72,602
Z25								
HOURLY	19.8155	30.8438	31.7690	32.7222	33.7038	34.7148	35.7563	36.6503
BIWEEKLY	1585.24		2541.52	2617.77	2696.30	2777.18	2860.50	2932.02
ANNUAL	41,216		66,079	68,062	70,104	72,207	74,373	76,233
	,	,		, -	, -	, -	•	,

SALARY SCHEDULE Z DEPUTY SHERIFF'S ASSOCIATION (CIVILIAN UNITS)

EFFECTIVE APRIL 8, 2001

PRINCE GEORGE'S COUNTY, MARYLAND

(Adding six new grade levels)

GRADE	MIN	MAX	L1	L2	L3	L4	L5	L6
Z20								
HOURLY	15.7588							
BIWEEKLY	1260.71							
ANNUAL	32,778	50,803	52,552	54,128	55,752	57,425	59,147	60,626
Z21								
HOURLY	16.5468	25.6456	26.5285	27.3245	28.1442	28.9884	29.8580	30.6045
BIWEEKLY	1323.74	2051.65	2122.28	2185.96	2251.53	2319.07	2388.64	2448.36
ANNUAL	34,417			56,835	58,540	60,296	62,105	63,657
Z22								
HOURLY	17.3741	26.9279	27.8549	28.6907	29.5514	30.4378	31.3509	32.1347
BIWEEKLY	1389.93	2154.23	2228.39	2295.26	2364.11	2435.02	2508.07	2570.78
ANNUAL	36,138	56,010	57,938	59,677	61,467	63,311	65,210	66,840
Z23								
HOURLY	18.2428	28.2743	29.2476	30.1252	31.0290	31.9597	32.9185	33.7415
BIWEEKLY	1459.42	2261.94	2339.81	2410.02	2482.32	2556.77	2633.48	2699.32
ANNUAL	37,945	58,810	60,835	62,660	64,540	66,476	68,470	70,182
Z24								
HOURLY	19.1549	29.6880	30.7100	31.6315	32.5804	33.5577	34.5644	35.4286
BIWEEKLY	1532.40	2375.04	2456.80	2530.52	2606.43	2684.61	2765.15	2834.28
ANNUAL	39,842	61,751	63,877	65,793	67,767	69,800	71,894	73,691
Z25								
HOURLY	20.1127	31.1724	32.2455	33.2131	34.2094	35.2355	36.2926	37.2000
BIWEEKLY	1609.02	2493.79	2579.64	2657.05	2736.75	2818.84	2903.41	2976.00
ANNUAL	41,834	64,839	67,071	69,083	71,156	73,290	75,489	77,376

SALARY SCHEDULE Z DEPUTY SHERIFF'S ASSOCIATION (CIVILIAN UNITS) UNIFORM WAGE SCALE EFFECTIVE JULY 1, 2001 PRINCE GEORGE'S COUNTY MARYLAND

Step (alpha) Step # Yrs Service GRADE	1	B 2 1	C 3 2	D 4 3	E 5 4	F 6 5	G 7 6	H 8 7	I 9 8	J 10 9	K 11 10	L 12 11	M 13 12	N 14 13	O 15 15-16	P 16 17-18	Q 17 19-20	R 18 21-22	S 19 23-24	T 20 25-26	U 21 27+
Z06 HOURLY BIWEEKLY ANNUAL	649.49	8.4027 672.22 17,478	695.75	9.0012 720.10 18,723	745.30	9.6423 771.39 20,056	798.39	10.3291 826.33 21,485	855.25	885.18	916.17	948.23	981.42	12.6971 1015.77 26,410	1046.24	1077.63	1109.96	1143.26	1177.55	1212.88	1249.27
Z07 HOURLY BIWEEKLY ANNUAL	8.5243 681.95 17,731	8.8227 705.82 18,351	730.52	9.4511 756.09 19,658	782.55	-	10.4786 838.29 21,795	10.8453 867.63 22,558	897.99	929.42	961.95	995.62	1030.47	1066.54	1098.53	1131.49	1165.43	1200.40	1236.41	1273.50	1311.70
Z08 HOURLY BIWEEKLY ANNUAL	716.06	9.2640 741.12 19,269		9.9238 793.90 20,642	821.69	850.45	11.0027 880.22 22,886	911.02	942.91	975.91	1010.07	1045.42	1082.01	1119.88	1153.48	1188.08	1223.72	1260.44	1298.25	1337.20	1377.31
Z09 HOURLY BIWEEKLY ANNUAL	9.3982 751.85 19,548	9.7271 778.17 20,232	805.41	10.4199 833.59 21,673	862.77	892.97	924.22	956.57	990.05	1024.70	1060.56	1097.68	1136.10	14.6983 1175.87 30,573	1211.14	1247.48	1284.90	1323.45	1363.15	1404.05	1446.17
Z10 HOURLY BIWEEKLY ANNUAL		817.08	845.68	10.9409 875.27 22,757	905.91	937.62	970.43	1004.40	1039.55	1075.94	1113.59	1152.57	1192.91	1234.66	1271.70	1309.85	1349.15	1389.62	1431.31	1474.25	1518.48
Z11 HOURLY BIWEEKLY ANNUAL	828.90	857.91	887.94	11.4877 919.02 23,894	951.18	984.47	1018.93	1054.59	1091.50	1129.71	1169.25	1210.17	1252.53	1296.36	1335.26	1375.31	1416.57	1459.07	1502.84	1547.93	1594.37
Z12 HOURLY BIWEEKLY ANNUAL	870.35	900.82	932.34	12.0622 964.98 25,089	998.75	1033.71	1069.89	1107.33	1146.09	1186.20	1227.72	1270.69	1315.16	1361.20	1402.03	1444.09	1487.41	1532.04	1578.00	1625.34	1674.10
Z13 HOURLY BIWEEKLY ANNUAL	913.86	945.85	978.95	12.6652 1013.22 26,344	1048.68	1085.38	1123.37	1162.69	1203.38	1245.50	1289.09	1334.21	1380.91	1429.24	1472.12	1516.28	1561.77	1608.62	1656.88		1757.79

Step (alpha) Step # Yrs Service	1	B 2 1	C 3 2	D 4 3	E 5 4	F 6 5	G 7 6	H 8 7	I 9 8	J 10 9	K 11 10	L 12 11	M 13 12	N 14 13	O 15 15-16	P 16 17-18	Q 17 19-20	R 18 21-22	S 19 23-24	T 20 25-26	U 21 27+
Z14 HOURLY BIWEEKLY ANNUAL	959.56	12.4143 993.14 25,822	1027.90	1063.88	1101.12	1139.65	1179.54	1220.83	1263.56	1307.78	1353.55	1400.93	1449.96	1500.71	1545.73	1592.10	1639.86	1689.06	1739.73	1791.92	1845.68
Z15 HOURLY BIWEEKLY ANNUAL	1007.54	13.0350 1042.80 27,113	1079.30	1117.08	1156.17	1196.64	1238.52	1281.87	1326.74	1373.17	1421.23	1470.98	1522.46	1575.75	1623.02	1671.71	1721.86	1773.52	1826.72	1881.53	1937.97
Z16 HOURLY BIWEEKLY ANNUAL	1057.93	13.6869 1094.96 28,469	1133.28	1172.94	1214.00	1256.49	1300.46	1345.98	1393.09	1441.85	1492.31	1544.54	1598.60	1654.55	1704.19	1755.31	1807.97	1862.21	1918.08	1975.62	2034.89
Z17 HOURLY BIWEEKLY ANNUAL	1110.81	14.3711 1149.69 29,892	1189.93	1231.58	1274.68	1319.30	1365.47	1413.26	1462.73	1513.92	1566.91	1621.75	1678.51	1737.26	1789.38	1843.06	1898.35	1955.30	2013.96	2074.38	2136.61
Z18 HOURLY BIWEEKLY ANNUAL	1166.35	15.0896 1207.17 31,386	1249.42	1293.15	1338.41	1385.26	1433.74	1483.92	1535.86	1589.61	1645.25	1702.84	1762.43	1824.12	1878.84	1935.21	1993.26	2053.06	2114.65	2178.09	2243.44
Z19 HOURLY BIWEEKLY ANNUAL	1224.69	15.8444 1267.55 32,956	1311.91	1357.83	1405.35	1454.54	1505.45	1558.14	1612.68	1669.12	1727.54	1788.00	1850.58	1915.35	1972.81	2032.00	2092.96	2155.75	2220.42	2287.03	2355.64
Z20 HOURLY BIWEEKLY ANNUAL	1285.92	16.6366 1330.93 34,604	1377.51	1425.72	1475.62	1527.27	1580.72	1636.05	1693.31	1752.57	1813.91	1877.40	1943.11	2011.12	2071.45	2133.60	2197.60	2263.53	2331.44	2401.38	2473.42
Z21 HOURLY BIWEEKLY ANNUAL	1350.22	17.4685 1397.48 36,334	1446.39	1497.01	1549.41	1603.64	1659.76	1717.86	1777.98	1840.21	1904.62	1971.28	2040.27	2111.68	2175.03	2240.28	2307.49	2376.72	2448.02	2521.46	2597.10
Z22 HOURLY BIWEEKLY ANNUAL	1417.73	18.3418 1467.35 38,151	1518.70	1571.86	1626.87	1683.81	1742.75	1803.74	1866.88	1932.22	1999.84	2069.84	2142.28	2217.26	2283.78	2352.29	2422.86	2495.55	2570.41	2647.53	2726.95

Step (alpha) Step # Yrs Service	1	B 2 1	C 3 2	D 4 3	E 5 4	F 6 5	G 7 6	H 8 7	I 9 8	J 10 9	K 11 10	L 12 11	M 13 12	N 14 13	O 15 15-16	P 16 17-18	Q 17 19-20	R 18 21-22	S 19 23-24	T 20 25-26	U 21 27+
Z23 HOURLY BIWEEKLY ANNUAL				1650.45		1768.00	1829.88	1893.93		2028.83	2099.83	2173.33	-	2328.12	2397.97	2469.91	2544.00		2698.93		35.7912 2863.30 74,446
Z24 HOURLY BIWEEKLY ANNUAL		-				1856.40	1921.38	1988.62	-	2130.26	2204.82	2281.99	2361.86	30.5566 2444.53 63,558	2517.86	2593.40					
Z25 HOURLY BIWEEKLY ANNUAL			1758.09				2017.45	2088.06	2161.14		2315.07	2396.10		32.0845 2566.76 66,736							

These rates, which were derived from the April 8, 2001 minimum rates for grades Z6 through Z19, were multiplied by 102%. For administrative purposes, the hourly rates are the controlling rates. Biweekly rates are the hourly rates multiplied by 80. Annual rates are the hourly rates multiplied by 2,080 and rounded to the nearest dollar

SALARY SCHEDULE Z DEPUTY SHERIFF'S ASSOCIATION (CIVILIAN UNITS) UNIFORM WAGE SCALE EFFECTIVE APRIL 7, 2002 PRINCE GEORGE'S COUNTY MARYLAND

Step (alpha) Step # Yrs Service GRADE	1	B 2 1	C 3 2	D 4 3	E 5 4	F 6 5	G 7 6	H 8 7	I 9 8	J 10 9	K 11 10	L 12 11	M 13 12	N 14 13	O 15 15-16	P 16 17-18	Q 17 19-20	R 18 21-22	S 19 23-24	T 20 25-26	U 21 27+
Z06 HOURLY BIWEEKLY ANNUAL	8.1998 655.98 17,056	678.94	8.7838 702.70 18,270	9.0912 727.30 18,910			806.37	834.59	863.80	894.04	925.33	957.71	991.23	1025.93	13.2088 1056.70 27,474	1088.41	1121.06	1154.69	1189.33	1225.01	1261.76
Z07 HOURLY BIWEEKLY ANNUAL	688.77	8.9109 712.87 18,535	9.2228 737.82 19,183	9.5456 763.65 19,855	9.8797 790.38 20,550	10.2255 818.04 21,269	846.67	876.30	906.97	938.72	971.57	1005.58	1040.77	1077.20	13.8690 1109.52 28,847	1142.80	1177.09	1212.40	1248.77	1286.23	1324.82
Z08 HOURLY BIWEEKLY ANNUAL	9.0402 723.22 18,804	9.3566 748.53 19,462	9.6841 774.73 20,143	801.84	829.91	858.95	889.02	920.13	952.34	985.67	1020.17	1055.87	1092.83	1131.08	14.5626 1165.01 30,290	1199.96	1235.96	1273.04	1311.23	1350.57	1391.09
Z09 HOURLY BIWEEKLY ANNUAL	759.37	9.8244 785.95 20,435	10.1682 813.46 21,150	841.93	871.40	901.90	933.46	966.13	999.95	1034.95	1071.17	1108.66	1147.46	1187.63	15.2907 1223.25 31,805	1259.95	1297.75	1336.68	1376.78	1418.09	1460.63
Z10 HOURLY BIWEEKLY ANNUAL		825.25	10.6767 854.13 22,207	884.03	914.97	946.99	980.14	1014.44	1049.95	1086.70	1124.73	1164.09	1204.84	1247.01	1284.42	1322.95	1362.64	1403.52	1445.62	1488.99	1533.66
Z11 HOURLY BIWEEKLY ANNUAL	837.19	866.49	11.2102 896.82 23,317	928.21	960.69	994.32	1029.12	1065.14	1102.42	1141.00	1180.94	1222.27	1265.05	1309.33	1348.61	1389.07	1430.74	1473.66	1517.87	1563.41	1610.31
Z12 HOURLY BIWEEKLY ANNUAL	879.06	909.82	11.7709 941.67 24,483	974.63	1008.74	1044.04	1080.59	1118.41	1157.55	1198.06	1240.00	1283.40	1328.32	1374.81	1416.05	1458.53	1502.29	1547.36	1593.78	1641.59	1690.84
Z13 HOURLY BIWEEKLY ANNUAL	923.00	955.31	12.3593 988.74 25,707	1023.35	1059.17	1096.24	1134.60	1174.32	1215.42	1257.96	1301.98	1347.55	1394.72	1443.53	1486.84	1531.45	1577.39	1624.71	1673.45	1723.65	1775.36

Step (alpha) Step # Yrs Service	1	B 2 1	C 3 2	D 4 3	E 5 4	F 6 5	G 7 6	H 8 7	I 9 8	J 10 9	K 11 10	L 12 11	M 13 12	N 14 13	O 15 15-16	P 16 17-18	Q 17 19-20	R 18 21-22	S 19 23-24	T 20 25-26	U 21 27+
Z14 HOURLY BIWEEKLY ANNUAL	969.15	1003.07	1038.18	1074.52	1112.13	14.3881 1151.05 29,927	1191.34	1233.04	1276.19	1320.86	1367.09	1414.94	1464.46	1515.72	1561.19	1608.02	1656.26	1705.95	1757.13	1809.84	1864.14
Z15 HOURLY BIWEEKLY ANNUAL	1017.62	1053.23	1090.09	1128.25	1167.74	15.1076 1208.61 31,424	1250.91	1294.69	1340.00	1386.90	1435.45	1485.69	1537.69	1591.51	1639.25	1688.43	1739.08	1791.25	1844.99	1900.34	1957.35
Z16 HOURLY BIWEEKLY ANNUAL	1068.51	1105.90	1144.61	1184.67	1226.14	15.8631 1269.05 32,995	1313.47	1359.44	1407.02	1456.27	1507.23	1559.99	1614.59	1671.10	1721.23	1772.87	1826.05	1880.84	1937.26	1995.38	2055.24
Z17 HOURLY BIWEEKLY ANNUAL	1121.92	1161.19	1201.83	1243.89	1287.43	16.6561 1332.49 34,645	1379.13	1427.40	1477.36	1529.06	1582.58	1637.97	1695.30	1754.63	1807.27	1861.49	1917.34	1974.86	2034.10	2095.13	2157.98
Z18 HOURLY BIWEEKLY ANNUAL	1178.01	1219.24	1261.92	1306.08	1351.80	17.4889 1399.11 36,377	1448.08	1498.76	1551.22	1605.51	1661.70	1719.86	1780.06	1842.36	1897.63	1954.56	2013.20	2073.59	2135.80	2199.88	2265.87
Z19 HOURLY BIWEEKLY ANNUAL	1236.93	1280.22	1325.03	1371.41	1419.41	18.3636 1469.09 38,196	1520.51	1573.72	1628.80	1685.81	1744.82	1805.88	1869.09	1934.51	1992.54	2052.32	2113.89	2177.31	2242.62	2309.90	2379.20
Z20 HOURLY BIWEEKLY ANNUAL	1298.78	1344.23	1391.28	1439.98	1490.38	19.2817 1542.54 40,106	1596.53	1652.41	1710.24	1770.10	1832.05	1896.18	1962.54	2031.23	2092.17	2154.93	2219.58	2286.17	2354.75	2425.40	2498.16
Z21 HOURLY BIWEEKLY ANNUAL	1363.72	1411.45	1460.85	1511.98	1564.90	20.2459 1619.67 42,111	1676.36	1735.03	1795.76	1858.61	1923.66	1990.99	2060.68	2132.80	2196.78	2262.69	2330.57	2400.48	2472.50	2546.67	2623.07
Z22 HOURLY BIWEEKLY ANNUAL	1431.90	1482.02	1533.89	1587.58	1643.14	21.2582 1700.65 44,217	1760.18	1821.78	1885.54	1951.54	2019.84	2090.54	2163.70	2239.43	2306.62	2375.82	2447.09	2520.50	2596.12	2674.00	2754.22

Step (alpha)	Α	В	С	D	E	F	G	Н	I	J	K	L	M	N	0	P	Q	R	S	T	U
Step #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
Yrs Service	<1	1	2	3	4	5	6	7	8	9	10	11	12	13	15-16	17-18	19-20	21-22	23-24	25-26	27+
Z23																					
HOURLY	18.7937	19.4515	20.1323	20.8369	21.5662	22.3211	23.1023	23.9109	24.7478	25.6139	26.5104	27.4383	28.3986	29.3926	30.2743	31.1826	32.1181	33.0816	34.0740	35.0963	36.1492
BIWEEKLY	1503.50	1556.12	1610.59	1666.96	1725.30	1785.68	1848.18	1912.87	1979.82	2049.11	2120.83	2195.06	2271.89	2351.41	2421.95	2494.61	2569.44	2646.53	2725.92	2807.70	2891.93
ANNUAL	39,091	40,459	41,875	43,341	44,858	46,428	48,053	49,735	51,475	53,277	55,142	57,072	59,069	61,137	62,971	64,860	66,806	68,810	70,874	73,000	75,190
Z24 HOURLY BIWEEKLY ANNUAL					1811.56	23.4371 1874.97 48,749	1940.59	2008.51	2078.81	2151.57	2226.87	2304.81	2385.48	2468.97	2543.04		2697.91				37.9565 3036.52 78,950
Z25 HOURLY BIWEEKLY ANNUAL			1775.67		1902.14	24.6090 1968.72 51,187	2037.62	2108.94		2259.15	2338.22	2420.06	2504.76	2592.43					3005.33	3095.49	39.8545 3188.36 82,897

These rates are the July 1, 2001 rates multiplied by 101%. For administrative purposes, the hourly rates are the controlling rates. Biweekly rates are the hourly rates multiplied by 2,080 and rounded to the nearest dollar.

SALARY SCHEDULE Z DEPUTY SHERIFF'S ASSOCIATION (CIVILIAN UNITS) UNIFORM WAGE SCALE EFFECTIVE JULY 14, 2002 PRINCE GEORGE'S COUNTY MARYLAND

Step (alpha) Step # Yrs Service GRADE	1	B 2 1	C 3 2	D 4 3	E 5 4	F 6 5	G 7 6	H 8 7	I 9 8	J 10 9	K 11 10	L 12 11	M 13 12	N 14 13	O 15 15-16	P 16 17-18	Q 17 19-20	R 18 21-22	S 19 23-24	T 20 25-26	U 21 27+
Z06 HOURLY BIWEEKLY ANNUAL	8.3638 669.10 17,397	8.6565 692.52 18,006	8.9595 716.76 18,636	741.84	9.5976 767.81 19,963	9.9335 794.68 20,662	822.50	851.28	881.08	911.92	943.83	976.87	1011.06	1046.45	1077.84	1110.17	1143.48	1177.78	1213.12	15.6189 1249.51 32,487	1287.00
Z07 HOURLY BIWEEKLY ANNUAL	8.7818 702.54 18,266	9.0891 727.13 18,905	9.4073 752.58 19,567	9.7365 778.92 20,252	806.18	834.40	863.60	893.83	925.11	957.49	991.01	1025.69	1061.59	1098.75	1131.71	1165.66	1200.63	1236.65	1273.75		16.8915 1351.32 35,134
Z08 HOURLY BIWEEKLY ANNUAL	9.2210 737.68 19,180	763.50		817.88	846.51	876.13	906.80	938.54	971.39	1005.38	1040.57	1076.99	1114.69	1153.70	1188.31	1223.96	1260.68	1298.50	1337.46	17.2197 1377.58 35,817	1418.91
Z09 HOURLY BIWEEKLY ANNUAL		801.67	829.73	858.77	888.83	919.93	952.13	985.46	1019.95	1055.65	1092.59	1130.83	1170.41	1211.38	1247.72	1285.15	1323.71	1363.42	1404.32	18.0806 1446.45 37,608	1489.84
Z10 HOURLY BIWEEKLY ANNUAL	813.29	841.75	871.22	901.71	933.27	965.93	999.74	1034.73	1070.95	1108.43	1147.22	1187.38	1228.94	1271.95	1310.11	1349.41	1389.89	1431.59	1474.54	18.9847 1518.77 39,488	
Z11 HOURLY BIWEEKLY ANNUAL	853.93	883.82	914.76	946.77	979.91	1014.21	1049.70	1086.44	1124.47	1163.82	1204.56	1246.72	1290.35	1335.51	1375.58	1416.85	1459.35	1503.13	1548.23	19.9334 1594.67 41,462	1642.51
Z12 HOURLY BIWEEKLY ANNUAL	896.64	928.02	960.50		1028.91	1064.93	1102.20	1140.77	1180.70	1222.03	1264.80	1309.06	1354.88	1402.30	1444.37	1487.70	1532.33	1578.30	1625.65		21.5582 1724.66 44,841
Z13 HOURLY BIWEEKLY ANNUAL	941.46	974.41	1008.52	1043.82	1080.35	1118.16	1157.30	1197.80	1239.73	1283.12	1328.02	1374.51	1422.61	1472.40	1516.58	1562.07	1608.94	1657.20	1706.92	21.9766 1758.13 45,711	1810.87

Step (alpha) Step # Yrs Service	1	B 2 1	C 3 2	D 4 3	E 5 4	F 6 5	G 7 6	H 8 7	I 9 8	J 10 9	K 11 10	L 12 11	M 13 12	N 14 13	O 15 15-16	P 16 17-18	Q 17 19-20	R 18 21-22	S 19 23-24	T 20 25-26	U 21 27+
Z14 HOURLY BIWEEKLY ANNUAL	988.54	12.7892 1023.14 26,602	1058.95	1096.01	1134.37	1174.07	1215.17	1257.70	1301.72	1347.28	1394.43	1443.23	1493.75	1546.03	1592.41	1640.18	1689.39	1740.07	1792.27	1846.04	1901.42
Z15 HOURLY BIWEEKLY ANNUAL	1037.97	13.4287 1074.30 27,932	1111.90	1150.81	1191.09	1232.78	1275.93	1320.58	1366.80	1414.64	1464.16	1515.40	1568.44	1623.34	1672.04	1722.20	1773.86	1827.08	1881.89	1938.35	1996.50
Z16 HOURLY BIWEEKLY ANNUAL	1089.88	14.1003 1128.02 29,329	1167.50	1208.37	1250.66	1294.43	1339.74	1386.63	1435.16	1485.39	1537.38	1591.19	1646.88	1704.52	1755.66	1808.33	1862.57	1918.45	1976.01	2035.29	2096.34
Z17 HOURLY BIWEEKLY ANNUAL	1144.36	14.8051 1184.41 30,795	1225.87	1268.77	1313.18	1359.14	1406.71	1455.94	1506.90	1559.64	1614.23	1670.73	1729.21	1789.73	1843.42	1898.72	1955.68	2014.35	2074.78	2137.03	2201.14
Z18 HOURLY BIWEEKLY ANNUAL	1201.57	15.5454 1243.63 32,334	1287.16	1332.21	1378.83	1427.09	1477.04	1528.74	1582.24	1637.62	1694.94	1754.26	1815.66	1879.21	1935.58	1993.65	2053.46	2115.07	2178.52	2243.87	2311.19
Z19 HOURLY BIWEEKLY ANNUAL	1261.67	16.3229 1305.83 33,952	1351.53	1398.84	1447.80	1498.47	1550.92	1605.20	1661.38	1719.53	1779.71	1842.00	1906.47	1973.20	2032.39	2093.37	2156.17	2220.85	2287.48	2356.10	2426.78
Z20 HOURLY BIWEEKLY ANNUAL	1324.75	17.1390 1371.12 35,649	1419.11	1468.78	1520.18	1573.39	1628.46	1685.46	1744.45	1805.50	1868.69	1934.10	2001.79	2071.86	2134.01	2198.03	2263.97	2331.89	2401.85	2473.90	2548.12
Z21 HOURLY BIWEEKLY ANNUAL	1391.00	17.9960 1439.68 37,432	1490.07	1542.22	1596.20	1652.07	1709.89	1769.73	1831.68	1895.78	1962.14	2030.81	2101.89	2175.46	2240.72	2307.94	2377.18	2448.49	2521.95	2597.61	2675.54
Z22 HOURLY BIWEEKLY ANNUAL	1460.54	18.8958 1511.66 39,303	1564.57	1619.33	1676.01	1734.67	1795.38	1858.22	1923.25	1990.57	2060.24	2132.35	2206.98	2284.22	2352.75	2423.33	2496.03	2570.91	2648.04	2727.48	2809.31

Step (a	lpha)	Α	В	С	D	E	F	G	Н	I	J	K	L	M	N	0	P	Q	R	S	T	U
Step #		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
Yrs Sei	rvice	<1	1	2	3	4	5	6	7	8	9	10	11	12	13	15-16	17-18	19-20	21-22	23-24	25-26	27+
Z23																						
HOURL	_Y	19.1696	19.8405	20.5350	21.2537	21.9976	22.7675	23.5643	24.3891	25.2427	26.1262	27.0406	27.9870	28.9666	29.9804	30.8798	31.8062	32.7604	33.7432	34.7555	35.7982	36.8721
BIWEE	KLY	1533.57	1587.24	1642.80	1700.29	1759.81	1821.40	1885.15	1951.13	2019.42	2090.10	2163.25	2238.96	2317.33	2398.43	2470.39	2544.50	2620.83	2699.46	2780.44	2863.86	2949.77
ANNU/	٩L	39,873	41,268	42,713	44,208	45,755	47,356	49,014	50,729	52,505	54,343	56,244	58,213	60,251	62,359	64,230	66,157	68,142	70,186	72,291	74,460	76,694
Z24																						
HOURL		20.1280	20.8325	21.5617	22.3163	23.0974	23.9058	24.7425	25.6085	26.5048	27.4325	28.3926	29.3863	30.4149	31.4794	32.4238	33.3965	34.3984	35.4303	36.4932	37.5880	38.7157
BIWEE		1610.24	1666.60	1724.93	1785.31	1847.79	1912.46	1979.40	2048.68	2120.38	2194.60	2271.41	2350.91	2433.19	2518.35	2593.90	2671.72	2751.87	2834.43	2919.46	3007.04	3097.25
ANNU/	٩L	41,866	43,332	44,848	46,418	48,043	49,724	51,464	53,266	55,130	57,060	59,057	61,124	63,263	65,477	67,441	69,465	71,549	73,695	75,906	78,183	80,529
Z25																						
HOURL	_Y	21.1345	21.8742	22.6398	23.4322	24.2523	25.1012	25.9797	26.8890	27.8301	28.8042	29.8123	30.8557	31.9357	33.0534	34.0450	35.0664	36.1184	37.2019	38.3180	39.4675	40.6516
BIWEE	KLY	1690.76	1749.94	1811.18	1874.58	1940.19	2008.09	2078.38	2151.12	2226.41	2304.33	2384.98	2468.46	2554.86	2644.28	2723.60	2805.31	2889.47	2976.15	3065.44	3157.40	3252.12
ANNU/	٩L	43,960	45,498	47,091	48,739	50,445	52,210	54,038	55,929	57,887	59,913	62,010	64,180	66,426	68,751	70,814	72,938	75,126	77,380	79,701	82,092	84,555

These rates are the April 7, 2002 rates multiplied by 102%. For administrative purposes, the hourly rates are the controlling rates. Biweekly rates are the hourly rates multiplied by 2,080 and rounded to the nearest dollar.

SALARY SCHEDULE Z DEPUTY SHERIFF'S ASSOCIATION (CIVILIAN UNITS) UNIFORM WAGE SCALE EFFECTIVE JANUARY 12, 2003 PRINCE GEORGE'S COUNTY MARYLAND

Step (alpha) Step # Yrs Service GRADE	1	B 2 1	C 3 2	D 4 3	E 5 4	F 6 5	G 7 6	H 8 7	I 9 8	J 10 9	K 11 10	L 12 11	M 13 12	N 14 13	O 15 15-16	P 16 17-18	Q 17 19-20	R 18 21-22	S 19 23-24	T 20 25-26	U 21 27+
Z06 HOURLY BIWEEKLY ANNUAL	8.4474 675.79 17,571	699.45	9.0491 723.93 18,822	9.3658 749.26 19,481	9.6936 775.49 20,163	10.0329 802.63 20,868	830.72	859.80	889.89	921.04	953.27	986.64	1021.17	1056.91	1088.62	1121.28	1154.91	1189.56	1225.25	15.7751 1262.01 32,812	1299.87
Z07 HOURLY BIWEEKLY ANNUAL	8.8696 709.57 18,449	9.1800 734.40 19,094	9.5013 760.11 19,763	786.71	814.25	842.74	872.24	902.77	934.37	967.07	1000.92	1035.95	1072.21	1109.73	1143.02	1177.32	1212.63	1249.01	1286.48	16.5635 1325.08 34,452	1364.83
Z08 HOURLY BIWEEKLY ANNUAL	9.3132 745.06 19,372	9.6392 771.14 20,050	9.9766 798.12 20,751	10.3257 826.06 21,478	854.97	884.90	915.87	947.92	981.10	1015.44	1050.98	1087.76	1125.83	1165.24	1200.20	1236.20	1273.29	1311.49	1350.83	17.3919 1391.36 36,175	1433.10
Z09 HOURLY BIWEEKLY ANNUAL	9.7788 782.31 20,340	809.69		867.36	897.71	929.13	961.65	995.31	1030.15	1066.20	1103.52	1142.14	1182.12	1223.49	1260.20	1298.00	1336.94	1377.05	1418.36	18.2614 1460.91 37,984	1504.74
Z10 HOURLY BIWEEKLY ANNUAL	821.42	850.17	879.93	910.72	942.60	975.59	1009.74	1045.08	1081.66	1119.51	1158.70	1199.25	1241.22	1284.67	1323.21	1362.90	1403.79	1445.90	1489.28	19.1745 1533.96 39,883	1579.98
Z11 HOURLY BIWEEKLY ANNUAL	862.47	11.1582 892.66 23,209	11.5488 923.90 24,021	956.24	989.71	1024.35	1060.20	1097.31	1135.71	1175.46	1216.60	1259.18	1303.26	1348.87	1389.34	1431.02	1473.95	1518.17	1563.71	20.1328 1610.62 41,876	1658.94
Z12 HOURLY BIWEEKLY ANNUAL	905.60	937.30	970.11	1004.06	1039.20	1075.57	1113.22	1152.18	1192.51	1234.25	1277.45	1322.16	1368.43	1416.33	1458.82	1502.58	1547.66	1594.09	1641.91	21.1396 1691.17 43,970	1741.90
Z13 HOURLY BIWEEKLY ANNUAL	950.88	984.16	1018.60	1054.25	1091.15	1129.34	1168.87	1209.78	1252.12	1295.95	1341.30	1388.25	1436.84	1487.13	1531.74	1577.69	1625.03	1673.78	1723.99	22.1964 1775.71 46,168	1828.98

Step (alpha) Step # Yrs Service	1	B 2 1	C 3 2	D 4 3	E 5 4	F 6 5	G 7 6	H 8 7	I 9 8	J 10 9	K 11 10	L 12 11	M 13 12	N 14 13	O 15 15-16	P 16 17-18	Q 17 19-20	R 18 21-22	S 19 23-24	T 20 25-26	U 21 27+
Z14 HOURLY BIWEEKLY ANNUAL	998.42	1033.37	1069.54	1106.97	1145.71	1185.81	1227.32	1270.27	1314.73	1360.75	1408.37	1457.67	1508.69	1561.49	20.1042 1608.33 41,817	1656.58	1706.28	1757.47	1810.19	1864.50	1920.44
Z15 HOURLY BIWEEKLY ANNUAL	1048.35	1085.04	1123.02	1162.32	1203.00	1245.11	1288.69	1333.79	1380.47	1428.79	1478.80	1530.55	1584.12	1639.57	21.1094 1688.76 43,908	1739.42	1791.60	1845.35	1900.71	1957.73	2016.46
Z16 HOURLY BIWEEKLY ANNUAL	1100.78	1139.30	1179.18	1220.45	1263.17	1307.38	1353.13	1400.49	1449.51	1500.24	1552.75	1607.10	1663.35	1721.57	22.1652 1773.21 46,104	1826.41	1881.20	1937.64	1995.77	2055.64	2117.31
Z17 HOURLY BIWEEKLY ANNUAL	1155.80	1196.26	1238.12	1281.46	1326.31	1372.73	1420.78	1470.50	1521.97	1575.24	1630.37	1687.44	1746.50	1807.62	23.2732 1861.85 48,408	1917.71	1975.24	2034.50	2095.53	2158.40	2223.15
Z18 HOURLY BIWEEKLY ANNUAL	1213.59	1256.06	1300.03	1345.53	1392.62	1441.36	1491.81	1544.02	1598.07	1654.00	1711.89	1771.80	1833.82	1898.00	24.4368 1954.94 50,828	2013.59	2074.00	2136.22	2200.30	2266.31	2334.30
Z19 HOURLY BIWEEKLY ANNUAL	1274.29	1318.89	1365.05	1412.83	1462.27	1513.45	1566.42	1621.25	1677.99	1736.72	1797.51	1860.42	1925.54	1992.93	25.6590 2052.72 53,371	2114.30	2177.73	2243.06	2310.35	2379.66	2451.05
Z20 HOURLY BIWEEKLY ANNUAL	1338.00	1384.83	1433.30	1483.46	1535.39	1589.12	1644.74	1702.31	1761.89	1823.56	1887.38	1953.44	2021.81	2092.57	26.9419 2155.35 56,039	2220.01	2286.61	2355.21	2425.87	2498.64	2573.60
Z21 HOURLY BIWEEKLY ANNUAL	1404.91	1454.08	1504.97	1557.64	1612.16	1668.59	1726.99	1787.43	1849.99	1914.74	1981.76	2051.12	2122.91	2197.21	28.2891 2263.13 58,841	2331.02	2400.95	2472.98	2547.17	2623.58	2702.29
Z22 HOURLY BIWEEKLY ANNUAL	1475.15	1526.78	1580.21	1635.52	1692.77	1752.01	1813.33	1876.80	1942.49	2010.47	2080.84	2153.67	2229.05	2307.07	29.7035 2376.28 61,783	2447.57	2520.99	2596.62	2674.52	2754.76	2837.40

Step (alpha)	Α	В	С	D	E	F	G	Н	I	J	K	L	M	N	0	Р	Q	R	S	Т	U
Step #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
Yrs Service	<1	1	2	3	4	5	6	7	8	9	10	11	12	13	15-16	17-18	19-20	21-22	23-24	25-26	27+
Z23																					
HOURLY	19.3613	20.0389	20.7403	21.4662	22.2175	22.9952	23.8000	24.6330	25.4951	26.3875	27.3110	28.2669	29.2563	30.2802	31.1886	32.1243	33.0880	34.0807	35.1031	36.1562	37.2409
BIWEEKLY	1548.90	1603.12	1659.22	1717.30	1777.40	1839.61	1904.00	1970.64	2039.61	2111.00	2184.88	2261.35	2340.50	2422.42	2495.09	2569.94	2647.04	2726.45	2808.25	2892.49	2979.27
ANNUAL	40.272	41.681	43.140	44.650	46.212	47.830	49.504	51,237	53,030	54,886	56,807	58,795	60,853	62,983	64,872	66.819	68.823	70.888	73.014	75.205	77.461
	,	,	,	,	,	,	,	,	,	,	,	,	,	,	,	,	,	,	,	,	,
Z24																					
	20.3293	21.0409	21 7773	22 5395	23 3284	24 1449	24 9899	25 8646	26 7698	27 7068	28 6765	29 6802	30 7190	31 7942	32 7480	33 7304	34 7424	35 7846	36 8582	37 9639	39 1028
BIWEEKLY		1683.27	_			_											_				
ANNUAL	42,285	43,765	45,297	46,882	48,523	50,221	51,979	53,798	55,681	57,630	59,647	61,735	63,896	66,132	68,116	70,159	72,264	74,432	76,665	78,965	81,334
705																					
Z25																					
HOURLY	21.3459	22.0930	22.8662	23.6665	24.4949	25.3522	26.2395	27.1579	28.1084	29.0922	30.1104	31.1643	32.2550	33.3840	34.3855	35.4171	36.4796	37.5740	38.7012	39.8622	41.0581
BIWEEKLY	1707.67	1767.44	1829.30	1893.32	1959.59	2028.17	2099.16	2172.63	2248.67	2327.38	2408.83	2493.14	2580.40	2670.72	2750.84	2833.36	2918.37	3005.92	3096.09	3188.98	3284.65
ANNUAL	44,399	45,953	47,562	49,226	50,949	52,733	54,578	56,488	58,465	60,512	62,630	64,822	67,090	69,439	71,522	73,667	75,878	78,154	80,498	82,913	85,401

These rates are the July 14, 2002 rates multiplied by 101%. For administrative purposes, the hourly rates are the controlling rates. Biweekly rates are the hourly rates multiplied by 80. Annual rates are the hourly rates multiplied by 2,080 and rounded to the nearest dollar.

3. COST OF LIVING ADJUSTMENT

- A. <u>FY2002</u> Employees covered by this Salary Schedule will receive a two percent (2%) increase to their base wages effective the first full pay period beginning on or after July 1, 2001.
- B. <u>FY2002</u> Employees covered by this Salary Schedule will receive a one percent (1%) increase to their base wages effective the first full pay period beginning on or after April 1, 2002.
- C. <u>FY2003</u> Employees covered by this Salary Schedule will receive a two percent (2%) increase to their base wages effective the first full pay period beginning on or after July 1, 2002.
- D. <u>FY2003</u> Employees covered by this Salary Schedule will receive a one percent (1%) increase to their base wages effective the first full pay period beginning on or after January 1, 2003.

4. MERIT INCREASE

- A. <u>FY2002</u> Employees covered by this Salary Schedule who are otherwise eligible to receive a merit increase during the period from July 1, 2001 through June 30, 2002, will receive it.
- B. <u>FY2003</u> Employees covered by this Salary Schedule who are otherwise eligible to receive a merit increase during the period from July 1, 2002 through June 30, 2003, will receive it.

5. 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.

6. 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.

7. DESIGNATION OF MEAL PERIODS

A. Except for employees assigned to rotating shift work schedules, any employee who works five (5) or more hours in any workday shall receive an unpaid one-half hour meal period during that workday.

B. Employees assigned to rotating shift work schedules averaging 40 - 42 productive hours shall be eligible for a meal period, as defined by the appointing authority, within the productive workday.

8. CALLBACK PAY

An employee who is called back to work from off-duty and who does in fact perform duties on behalf of the Sheriff of Prince George's County, Maryland (Sheriff) 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.

9. HOLIDAY PAY

- A. Eligible employees shall receive straight time pay for each designated holidays on which they are scheduled to work but on which they perform no work.
- B. Employees eligible for holiday pay who work on a holiday shall be paid at two times their regular rate of pay for each hour worked (except overtime) and 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 receive another day off.

- C. All employees must be in pay status for the entire regular workday before and the entire regular workday after a holiday in order to receive holiday pay.
- D. Employees covered by this Salary Schedule will observe regular County holidays on the same dates as the Courts observe them even when the County's date of observance is different. Whenever Christmas Day, New Year's Day or Independence Day falls on a weekend and is celebrated by the County on the preceding Friday or following Monday, employees who work either on the day the holiday falls or on the day it is celebrated shall be entitled to holiday pay. Employees who work both the day the holiday falls on and the day it is celebrated shall be entitled to holiday pay only as to the first such day scheduled to work.

10. POLICE MEMORIAL DAY

Employees covered by this Salary Schedule who work on Police Memorial Day (i.e., May 15 of each year) will be compensated pursuant to Section 9, Holiday Pay, above.

11. OVERTIME

When an employee works more than forty (40) hours in a work week pursuant to the direction of his/her supervisor, the employee shall receive overtime pay at one and one-half (1 1/2) times his/her hourly base rate for all hours worked in excess of forty (40) hours in that work week. 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.

12. 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.

13. COURT TIME COMPENSATION

If, as a result of actions taken during the course of employment with the Sheriff, 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.

14. TRAINER PAY

Employees who are assigned to provide on-the-job training (which is designed to be one month or more in duration) for employees will receive a payment of twenty-five cents (\$.25) per hour.

15. SHIFT DIFFERENTIAL

- A. Effective July 1, 2001, a shift differential of one dollar and fifteen cents (\$1.15) per hour shall be paid for all time worked on the first (1st) 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 (1st) shift. Effective July 14, 2002, the first (1st) shift differential will be increased to one dollar and thirty cents (\$1.30) per hour.
- B. Effective July 1, 2001, a shift differential of ninety cents (\$.90) per hour shall be paid for all time worked on the third (3rd) 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 (3rd) shift. Effective July 14, 2002, the third (3rd) shift differential will be increased to one dollar and five cents (\$1.05) per hour.
- C. No shift differential will be considered to be part of the employee's base rate, nor shall it be applied to pay for non-productive 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.
- D. Any employee who works the second (2nd) shift (i.e., the day shift) shall not be entitled to a shift differential.

E. When the hours worked fall within the third (3rd) and first (1st) 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.

16. ACTING PAY

- A. When an employee is directed to assume, and does in fact assume, the duties of any other position with a higher grade in an acting capacity for a period of fourteen (14) consecutive days or more (including scheduled days off and approved holidays), beginning with the fifteenth (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 grade, 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 equal grade 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.
- B. Where management elects to assign an employee to work in an acting capacity as described above, the employer shall not schedule work to circumvent the provisions of this section. This section shall not apply to an employee in a training work assignment. Employees shall have all training work assignments explained to them fully.

17. CLOTHING ISSUE AND ALLOWANCE

- A. The Sheriff will continue to issue uniforms to employees covered by this Salary Schedule who are required to wear them and to replace worn and unserviceable uniforms. Employees will continue to maintain their uniforms by cleaning and making minor repairs.
- B. During Fiscal Year 2002, a three hundred dollar (\$300.00) uniform maintenance allowance will be provided to Public Safety Aides and Intake Technicians. During Fiscal Year 2003, the

uniform maintenance allowance will be increased to three hundred fifty dollars (\$350.00). The allowance will be paid in a single payment in July.

18. ANNUAL LEAVE

- A. A maximum of three hundred sixty (360) hours of accumulated annual leave earned beginning with the first pay period in the 1997 leave year (i.e., January 5, 1997) may be carried over from one leave year to the next by an employee (i.e., new annual leave) covered by this Salary Schedule.
- B. An employee shall be allowed to carry over annual leave earned as of the last full pay period in leave year 1996 (i.e., old annual leave) even if such accumulated amount is in excess of the maximum allowed in Subsection A, above.
- C. Effective beginning with the 1997 leave year, employees who are over the three hundred sixty (360) hours limit at the end of that leave year will be able to convert any annual leave in excess of three hundred sixty (360) hours to new sick leave.
- D. Employees covered by this Salary Schedule must use compensatory time they have accumulated prior to using annual leave.

19. COMPENSATORY LEAVE/SICK LEAVE

- A. Effective July 1, 2001, employees will have the option to use accumulated County (non-FLSA) Compensatory Leave in lieu of sick leave when the employee's accrued sick leave has been exhausted.
- B. Effective July 1, 2001, those employees who have been advanced sick leave, and have not reimbursed the County for such advanced sick leave as of June 30, 2001, may use their accumulated County (non-FLSA) Compensatory Leave to offset any such advanced sick leave remaining.

20. SICK AND ANNUAL LEAVE DISPOSITION UPON SEPARATION

- A. Effective beginning with the 1997 leave year (i.e. January 5, 1997), the annual and sick leave balances accumulated by an employee shall, upon the employee's separation from employment, be liquidated in the following manner.
- 1. The employee may elect to retain all or any portion of the employee's sick and annual leave balances credited to the employee's leave record for the period of time equal to the employee's eligibility for reappointment as determined in accordance with Section 16-148(a)(8);
- 2. The employee may elect to apply all or any portion of the employee's sick and annual leave balances to employment elsewhere, provided another employer has agreed to accept accumulated sick or annul leave balances for credit on behalf of the employee;
- 3. The employee may elect to receive cash payment for all or any portion of the employee's annual leave balance in an amount equal to the total number of unused annul leave hours multiplied by the employee's final base hourly rate of pay, subject to the following:

Upon separation from employment, employees who participate in the Maryland State Retirement Systems (MSRS) may elect to receive a cash payment for the remainder of their annual leave hours that were accumulated as of the end of the 1996 leave year OR up to 360 hours of accumulated annual leave, whichever is greater. Any remaining amount would be converted to sick leave and could be applied to purchase MSRS pension credit at the applicable rate.

4. For all or any portion of the employee's sick leave balance earned as of the end of the last full pay period of the 1996 leave year, the employee may elect to receive as payment in an amount equal to the total number of unused sick leave hours multiplied by one-half of the employee's base hourly rate of pay as of January 4, 1997. Sick leave earned beginning the first pay period of the 1997 leave year is not subject to cash payment to the employee upon separation.

- 5. For individuals who participate in the MSRS plan, sick leave earned beginning with the first pay period in the 1997 leave year (i.e. new sick leave) is not subject to cash payment but may be used to purchase MSRS pension credit at the applicable rate. In addition, any old sick leave cashed out under paragraph 4 may be used to purchase MSRS pension credit at the applicable rate.
- 6. Notwithstanding any provision in this Section to the contrary, an employee who is involuntarily separated from employment with the County for disciplinary reasons is not entitled to any payment for unused sick leave.
- 7. Notwithstanding any provision in this Section to the contrary, an employee who has been separated from employment under a separation-disability action pursuant to Section 16-189 of the Personnel Law and who is not eligible for a disability retirement shall forfeit any sick leave hours accumulated at the time of the employee's separation.

21. PERSONAL LEAVE

Twenty-four (24) hours of paid personal leave per wage reporting year -- including the four (4) hours granted in lieu of General Election Day -- shall be granted to each employee eligible for annual leave. Personal leave shall be requested and approved in advance of use. There shall be no accumulation of personal leave days, and unused personal leave shall be forfeited at the end of the leave year or upon termination of employment.

22. DISCRETIONARY LEAVE

Employees covered by this Salary Schedule with three (3) or more years of service shall be eligible for eight (8) hours of discretionary leave per wage reporting year plus an additional eight (8) hours of discretionary leave (for a total of sixteen (16) hours) after seven (7) years of service. Eight (8) additional hours of discretionary leave (for a total of twenty-four (24) will be granted after ten (10) years of service. Discretionary leave may be taken in increments of four (4) hours, must be requested and approved in advance, and unused discretionary leave cannot be carried over from one year to the next.

23. PRESIDENTIAL AND UNION BUSINESS LEAVE

A. 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 designee, will be granted administrative leave for the administration of the Salary Schedule 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.

B. The County will provide two hundred fifty (250) 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 two hundred fifty (250) hours has been used up during a fiscal year, and any unused balance of the two hundred fifty (250) 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 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.

24. ADDITIONAL LEAVE PROVISION

A. 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 receive one hour of compensatory leave for each shift hour work (not to exceed twelve (12) hours per employee per twenty-four (24) hour period).

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

25. BLOOD DONATION LEAVE

Employees may be granted up to four (4) hours of leave with pay for the purpose of participation in a blood donor program and for subsequent recuperation on the day they donate blood. The Employer may request verification of such donation.

26. DISABILITY LEAVE

- A. Disability leave will be administered in accordance with the Personnel Law and Administrative Procedure 284 (Administration of Employee Leave).
- B. For good cause shown, the Personnel Officer may grant up to two (2) additional ninety (90) day periods of disability leave to an employee covered by this salary schedule who has petitioned the Sheriff and has received the Sheriff's recommendation for additional leave.

27. BEREAVEMENT LEAVE

Bereavement leave policies shall be administered in accordance with the Personnel Law, except that the first two days will be charged to administrative leave. However, a total of three days will be charged to administrative leave upon the death of the employee's parent, spouse or

child.

28. VOTING LEAVE

Employees who are registered voters may be granted up to two (2) hours administrative leave with pay for the purpose of voting in State, County and Federal primary and general elections if the employee would otherwise be prevented from voting because of his/her work schedule.

29. LIFE INSURANCE

- A. 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.
- B. Effective July 1, 2001, in addition to any other life insurance or death benefit provided by the County, the County shall pay a death benefit of fifteen thousand dollars (\$15,000) upon the death of any employee covered by this Salary Schedule whose death results from an accidental personal injury arising out of and in the course of his/her employment.

30. 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, Title 9 of the Maryland Labor and Employment Code Annotated.

31. 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.

32. SOCIAL SECURITY

A. Effective January 1, 2001, 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 \$80,400 and 1.45% of the remainder paid in wages per employee per calendar year. Employee contributions shall be made through payroll deductions.

B. 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.

33. HEALTH INSURANCE

- A. The Employer shall contribute seventy-five percent (75%) to the cost of the point of service health insurance plan for any employee who elects to participate in the program. Participating employees shall contribute the remaining twenty-five percent (25%).
- B. 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%).
- C. Employees who provide proof of other medical coverage may choose to receive a credit instead of enrolling in a medical plan with the County.
- D. The Employer shall contribute ninety percent (90%) to the County's deductible prescription and optical care programs for any employee covered by this Agreement who elects to participate in either program. The participating employee shall contribute the remaining ten percent (10%). Employees who choose not to enroll in the Prescription Drug Plan may choose to receive a credit instead.
- E. Two Dental Plans are available to employees, the cost of which is paid by the employee if the employees elects to enroll in either of the Plans.
- F. Employees may choose to enroll in a Long-Term Disability Program offering fifty percent (50%) or sixty percent (60%) of annual salary up to normal social security retirement age.

Employees will pay the full cost of whichever option is chosen.

- G. Employees may contribute up to \$5,000 in a dependent flexible spending account and up to \$3,000 in a medical flexible spending account.
- H. Group Life Insurance under the Beneflex Program. The County shall pay one hundred percent (100%) of the monthly premium for County life insurance for each employee in the amount of two (2) times the employee's annual salary up to a maximum amount of One Hundred Thousand Dollars (\$100,000). Employees may choose to increase their life insurance from one to four times their annual salary up to a total of Seven Hundred Thousand Dollars (\$700,000) including the base amount provided by the County. Employees will pay for the increased coverage at rates based on their age. Employees may choose to reduce their life insurance to one times their annual salary and receive a credit.

34. RETIREMENT CONTRIBUTIONS

- A. Employees paid in accordance with this Salary Schedule and who are eligible for enrollment in the Maryland State Employees' 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.
- B. Effective January 1, 1980, current participants in the Employees' Retirement System may transfer to the Employees' Pension System, which is non-contributory up to the Social Security Wage Base.
- C. All classified employees hired on or after January 1, 1980, must enroll in the Employees' Pension System.
- D. 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.

35. SUPPLEMENTAL RETIREMENT BENEFIT

A. Employees covered by this Salary Schedule will participate in the Supplemental Pension Plan for General Schedule Employees in accordance with the provisions of that plan.

B. In accordance with CR-41-1995, any employee separating from County service on or after July 6, 1995, shall not be eligible for the Discontinued Service Benefit.

36. 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, etc.) are specified in Division 17 of the Personnel Law and Administrative Procedure 284.

37. 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.

38. 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.