

SETTLEMENT SUMMARY

PRINCE GEORGE'S CORRECTIONAL OFFICERS' ASSOCIATION, INC. (CIVILIAN UNIT)

AND

PRINCE GEORGE'S COUNTY, MARYLAND

FISCAL YEARS 2023 & 2024

The following is a complete summary of modifications to the wages and benefits agreed to by the Prince George's Correctional Officers' Association, Inc., (Civilian Unit) ("Union") and Prince George's County, Maryland ("County"), which are included in the parties new collective bargaining agreement ("CBA"). This CBA is effective for Fiscal Year 2023 and Fiscal Year 2024 and covers Civilian employees within the Department of Corrections. For easy reference, the Article and Section(s) within the new CBA where each modification appears is identified.

ARTICLE 24 – WAGES

➤ **This Article was modified to reflect provisions for Cost of Living increases, Merit increases, a Wage Reopener provision, a COVID-19 Hazard Pay provision, maximum pay scale adjustments and a Minimum Wage adjustment.**

A. Cost of Living Adjustments (COLA)

FY 2023 -- Employees covered by this agreement will receive a **3.0% cost-of-living** increase to their hourly rate of pay effective the first full pay period in **November 2022**.

FY 2024 -- Employees covered by this agreement will receive a **4.25% cost-of-living** increase to their hourly rate of pay effective the first full pay period in **February 2024**.

B. Merit Increases

1. **Employees covered by this agreement who are otherwise eligible to receive a 3.5% merit increase during Fiscal Year 2023 shall receive that merit step on their initial hire date during FY 2023 (July 1, 2022 – June 30, 2023).**

2. **Employees covered by this agreement who are otherwise eligible to receive a 3.5% merit increase during Fiscal Year 2023 shall receive that merit step on their initial hire date during FY 2024 (July 1, 2023 – June 30, 2024).**

C. Wage Reopener

The County agrees to a wage reopener with the PGCOA Civilian Unit with regard to cost-of-living adjustments if any other County bargaining unit receives one or more COLAs in negotiations with the County (excluding interest arbitration) that are more than this bargaining unit's cost-of-living adjustments for any part of FY2023 or FY2024.

D. Wage Scale

8. Effective July 1, 2022, the maximum pay rates will be increased by three and one-half percent (3.5%).

9. Effective July 1, 2023, the maximum pay rates will be increased by three and one-half percent (3.5%).

10. Effective July 1, 2022, Salary Schedule Q will be adjusted at Q06 to reflect the State minimum wage of \$12.50 per hour. All other minimums for each grade from Q06 to Q22 will be adjusted accordingly, based on 5% increments between levels. Similar adjustments will be made, upward only, if the State minimum wage or the County minimum wage go higher than \$12.50. Currently, the minimum wages in Maryland are set to go to \$13.25 on 1/1/23 and \$14.00 on 1/1/24.

E. COVID-19 Hazard Pay

If Prince George's County receives additional State or federal funding that is allocated for bargaining unit pay (including wages, salaries, or specialty pay) in connection with the COVID-19 pandemic, the parties agree to reopen negotiations concerning potential COVID-19 hazard pay, with any agreement related to that pay to be set forth in a side letter to the main CBA. In addition, if the County agrees to pay COVID-19 hazard pay to any of its bargaining units in connection with negotiations for FY2023 or FY2024 collective-bargaining agreements, the County agrees to pay COVID-19 hazard pay for the same duration to employees covered by this Agreement.

ARTICLE 25 – CALLBACK, HOLIDAY, SHIFT, ACTING AND COURT PAY

➤ **This Article was modified to increase the shift differential to \$3.00 per hour beginning the first full pay period in July 2022.**

C. Shift Differential

Effective the first full pay period in ~~December 2018~~ **July 2022**, a shift differential of ~~two dollars and sixty-five cents (\$2.65)~~ **three dollars (\$3.00) per hour** shall be paid for all non-overtime hours worked on the first (1st) shift (i.e., the night – 11 p.m. to 7.m. or equivalent) and on the third (3rd) shift (i.e., the evening shift – 3 p.m. to 11 p.m. or equivalent) The shift differential rate shall include employees specifically assigned on a permanent or rotating basis.

ARTICLE 27 – TEC PAY

➤ **This Article was modified to increase the TEC pay for civilian CISM Team members \$600.00 each fiscal year in July.**

Any Civilian member who is trained and qualified as a part of the CISM Team in the Department of Corrections is entitled to receive TEC Pay each fiscal year in July in the amount of ~~four hundred fifty dollars (\$450.00)~~ **six hundred dollars (\$600.00) to mirror which aligns with the provision in Article 31 of the PGOA Correctional Officers CBA.**

ARTICLE 30 - DISCRETIONARY LEAVE

- **This Article was modified to decrease the years of service for eligibility of the specified hours of discretionary leave.**

Beginning with the ~~2012~~ **2023** leave year, employees covered by this Agreement with ~~five (5)~~ **three (3)** or more years of service shall be eligible for eight (hours of discretionary leave per leave year plus an additional eight (8) hours of discretionary leave (for a total of sixteen (16) hours) after ~~ten (10)~~ **seven (7)** years of service. Eight (8) additional hours of discretionary leave (for a total of twenty-four (24) hours) will be granted after ~~fifteen (15)~~ **ten (10)** years of service. Discretionary leave may be taken in increments of four (4) hours, and must be approved in advance, and any unused discretionary leave cannot be carried over from one year to the next.

ARTICLE 42 -- DURATION AND REOPENER

- **This Article was amended to reflect the effective dates of the Agreement.**

This Agreement shall become effective on July 1, 2022, unless otherwise stated in specific sections, and shall remain in full force and effect until June 30, 2024. This Agreement shall be automatically renewed from year to year after June 30, 2024, unless either party shall notify the other in writing no later than October 1, 2023 (or October 1st of any subsequent year thereafter in the case of an automatic renewal) that it desires to terminate, modify or amend this Agreement.

ATTACHMENT B - CLASSES OF WORK

- **This Attachment was modified to add three (3) positions to the Q Salary Schedule from the G Salary Schedule which will be done via separate legislation to amend the Classification Plan of the County. Language was also added to ensure provisions of the Labor Code were being followed with regard to civilian employees becoming members of the PGCOA civilian bargaining unit.**

UNIT 1 – Civilian Employees and Professional Employees

- Administrative Aide I, II, III, IV
- Supply/Property Clerk I, II, III, IV
- Supply Technician
- Accountant I, II
- Administrative Assistant I, II
- Budget/Management Analyst I, II
- Correctional Treatment Coordinator I, II
- Crew Supervisor I, II, III
- Executive Administrative Aide (except when those positions are assigned to the offices of the Director; the Deputy Director, Bureau of Operations; and the Deputy Director, Bureau of Administration)
- Investigator I, II
- Personnel Analyst I, II
- Social Worker I, II

- Account Clerk I, II, III, IV
- Accounting Technician
- Assistant Correctional Treatment Coordinator I, II
- Data Entry Operator I, II
- General Clerk I, II, III, IV
- Laboratory Assistant I, II
- Paralegal Assistant I, II, III
- Personnel Aide I, II, III
- Public Safety Aide I, II, III
- Supply Manager I, II
- **IT Project Coordinator I, II**
- **Instructor I, II**
- **Procurement Officer I, II**

Pursuant to Sections 13A-106(b) and 13A-113(a) of the Labor Code, the Appointing Authority shall apply due consideration in determining and ensuring that the civilian employees of the Prince George’s County Department of Corrections become members of the PGCOA civilian bargaining unit unless such employees are “elected officials, management level employees, confidential employees, and officials appointed pursuant to law to a policy-making position,” as defined by Section 13A-102(h) of the Labor Code.