



# THE PRINCE GEORGE'S COUNTY GOVERNMENT

## Office of Audits and Investigations


March 15, 2022

### FISCAL AND POLICY NOTE

TO: Robert J. Williams, Jr.  
Council Administrator

William M. Hunt  
Deputy Council Administrator

THRU: Josh Hamlin   
Director of Budget and Policy Analysis

FROM: Isabel Williams   
Senior Legislative Budget and Policy Analyst

RE: Policy Analysis and Fiscal Impact Statement  
CB-016-2022, Collective Bargaining Agreement – Deputy Sheriff's Association  
Civilian Employees

CR-015-2022, Compensation and Benefits – Deputy Sheriff's Association  
Civilian Employees, Salary Schedule Z

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**CB-016-2022** (*Proposed by: The Chair of the Council at the request of the County Executive*)

**CR-015-2022** (*Proposed by: The Chair of the Council at the request of the County Executive*)

Assigned to the Committee of the Whole

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### Fiscal Summary

#### Direct Impact:

*Expenditures:* \$431,272 in additional expenditures will be required related to salary increases and hazard pay provisions.

*Revenues:* No impact.

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**Indirect Impact:**

None.

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**Legislative Summary:**

CB-016-2022, proposed by the Chair at the request of the County Executive, was introduced on March 8, 2022, and referred to the Committee of Whole (COW). CR-015-2022, proposed by the Chair at the request of the County Executive, was introduced on March 8, 2022, and referred to the COW. Prince George's County, Maryland (County) and the Deputy Sheriff's Association of Prince George's County, Inc. (DSA) Civilian Unit, have completed labor negotiations for a new labor agreement (Agreement) covering Fiscal Years 2021 and 2022. CB-016-2022 amends the Collective Bargaining Agreement (the "Agreement") for civilian County employees in the Deputy Sheriff's Associations of Prince George's County, Inc. CR-015-2022 amends the salary plan, Salary Schedule Z, for civilian employees in the County in the Deputy Sheriff's Associations of Prince George's County, Inc. to reflect wage and benefit modifications effective July 1, 2020 through June 30, 2022.

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**Current Law/Background:**

The Prince George's County Charter Section 908 authorizes County employees to participate in the formulation and implementation of personnel policies affecting their employment, and to have the right to organize and bargain collectively through representatives of their own choosing, subject to any procedural regulations provided by the County Council by law.

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**Resource Personnel:**

- Christina Noone, Administrative Assistant, Office of Human Resources Management
  - Shawn Y. Stokes, Director, Office of Human Resources Management
  - Angela Beasley, Esq., Deputy Director, Office of Human Resources Management
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**Discussion/Policy Analysis:**

The Agreement between the County and the Deputy Sheriff's Association of Prince George's County, Inc. (DSA) Civilian Unit governs wages and certain other terms and conditions of employment for civilian employees within the DSA.

Details of modifications to the Agreement and Salary Schedule Z are presented in the County Executive's Cover Letter and Settlement Summary for the proposed legislation. Notable modifications to the agreement are as follows:

- The agreement language is modified to remove language references to service fees pursuant to a 2018 Supreme Court ruling;
- Absent a wage reopener, employees covered by the agreement will not receive cost of living adjustment (COLA) increase in FY 2021 or FY 2022;
- Eligible employees covered by the agreement and who are eligible to receive a merit increase during fiscal year 2021, shall receive that merit increase effective the last full pay period in FY 2022. There will be no retroactive payment for the Fiscal Year 2021 merit increase;
- Eligible employees covered by the agreement, and who are eligible to receive a merit increase during fiscal year 2022, shall receive the merit increase on their hire anniversary date occurring during fiscal year 2022;
- Effective the first full pay period of January 2022, the maximum pay rates shall be adjusted by three and one-half percent (3.5%) and employees who are at maximum on that date will have their salaries raised by three and one-half percent (3.5%) on that date;
- Essential Public Facing employees represented by the Union that reported to work from September 27, 2020 through April 24, 2021, will be entitled to receive \$350 per pay period of COVID-19 Hazard Pay. For an employee to receive the \$350 COVID-19 Hazard Pay, an employee must have worked 75% of their scheduled hours. If an employee worked less than 75% of their scheduled hours, the COVID-19 Hazard Pay shall be prorated accordingly. Telework hours do not qualify for this provision. This provision is conditioned upon approval by the County Council.
- Essential Non-Public Facing employees represented by the Union that report to work from September 27, 2020 through April 24, 2021, will be entitled to receive \$200 per pay period of COVID-19 Hazard Pay. For an employee to receive the \$200 COVID-19 Hazard Pay, an employee must have worked 75% of their scheduled hours. If an employee worked less than 75% of their scheduled hours, the COVID-19 Hazard Pay shall be prorated accordingly. **Telework hours do not qualify for this provision.** This provision is conditioned upon approval by the County Council.
- A provision was added to increase the maximum amount of union business leave hours from 250 to 500 per fiscal year.
- A provision was added to clarify language for the observations of Police Memorial Day.

- Article 6 adds a section to provide for a lump sum payment for employees who maintain NCIC Instructor Certification to be able to train others.
- A provision was added stating that the union will be provided with ten days' notice of changes to the General Orders of SOP to be able to review and provide comment and provides for a bulletin board space to post communications.
- The County and DSA agree to the formation of a Joint Committee on Performance Appraisals. The Committee shall be comprised of an equal number of Union and management representatives, but no more than four (4) from each party. The Committee will explore best practices for a fair and equitable performance appraisal system which is appropriate for the type of work performed by DSA bargaining unit members. The Joint Committee may also look at pay for performance systems in use in other jurisdictions. The Committee will issue its findings and recommendations to the DSA President, the Sheriff, and the Director of OHRM by January 31, 2022.

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**Fiscal Impact:**

*Direct Impact*

As noted above, implementation of the new agreement and salary schedule will require additional expenditures due to merit increases and hazard pay. A detailed fiscal impact statement will be provided by the Office of Management and Budget.

<u><b>FY 2022</b></u>	
Merit Increase	\$140,182
Hazard Pay	\$277,500
Additional Hours	\$12,190
NCIC Pay	\$1,400
<b>Total</b>	<b>\$431,272</b>

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**Appropriated in the Current Fiscal Year Budget:**

FY 2021 and FY 2022 anticipated costs were provided for in the FY 2022 general fund budget.

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**Effective Date:**

The proposed Bill shall be effective forty-five (45) calendar days after it becomes law. The Agreement, unless specifically stated otherwise in a specific provision, shall be retroactively effective to July 1, 2020.

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If you require additional information, or have questions about this fiscal impact statement, please call me.