





October 4, 2024

FISCAL AND POLICY NOTE

TO: Jennifer A. Jenkins
Council Administrator

Collette R. Gresham, Esq.
Deputy Council Administrator

THRU: Josh Hamlin 
Director of Budget and Policy Analysis

FROM: Roger G. Banegas 
Legislative Budget and Policy Analyst

RE: Policy Analysis and Fiscal Impact Statement
CB-102-2024 Collective Bargaining Agreement – Deputy Sheriff’s Association of Prince George’s County, Inc. (Civilian Units)

CR-089-2024 Compensation and Benefits - Deputy Sheriff’s Association of Prince George’s County, Inc. (Civilian Employees), Salary Schedule Z

CB-102-2024 (*Proposed and presented by:* The Chair of the Council at the request of the County Executive)

CR-089-2024 (*Proposed and sponsored by:* The County Executive, Council Members Ivey, Watson, Olson, Blegay, Oriadha, Dernoga, and Hawkins)

Assigned to the Committee of the Whole

Fiscal Summary

Direct Impact:

Expenditures: Additional expenditures of approximately \$573,475 over fiscal years 2025 and 2026 will be required due to salary increases and other compensation adjustments.

Revenues: No revenue impact.

Indirect Impact:

None.

Legislative Summary:

CB-102-2024¹, proposed by the Chair at the request of the County Executive, was introduced on September 24, 2024, and referred to the Committee of the Whole. **CR-089-2024**², proposed by the Chair at the request of the County Executive and sponsored by Council Members Ivey, Watson, Olson, Blegay, Oriadha, Dernoga, and Hawkins, was introduced on September 24, and referred to Committee of the Whole. Prince George's County, Maryland, and Deputy Sheriff's Association of Prince George's County, Inc. (Civilian Units) have completed labor negotiations for a new labor agreement (Agreement) covering Fiscal Years 2025 and 2026. CB-102-2024 adopts and approves the referenced collective bargaining agreement in accordance with Section 16-233(f)(21) of the Personnel Law, and CR-089-2024 amends the corresponding Salary Schedule Z for employees covered under the agreement.

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. "Protective Service Employees" shall be defined as sworn police officers, uniformed firefighters, correctional officers and deputy sheriffs.

Resource Personnel:

- Christina Noone, Administrative Assistant, OHRM
 - Jared M. McCarthy, Acting Director, OHRM
 - Gitana Stewart-Ponder, Deputy Director, OHRM
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Discussion/Policy Analysis:

The Agreement between the County and Deputy Sheriff's Association of Prince George's County, Inc. (Civilian Units) provides for wages and certain other terms and conditions of employment for

¹ [CB-102-2024](#)

² [CR-089-2024](#)

personnel classifications certified by the Prince George’s County Public Employee Relations Board and as amended by the Office of Human Resources Management from time to time.

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:

- *Cost of Living Adjustments*
 - FY 2025: covered employees will receive a two percent (2.0%) cost of living adjustment effective April 6, 2025.
 - FY 2026: covered employees will receive a two percent (2.0%) cost of living adjustment effective April 5, 2026.
- *Merit Increases*
 - Eligible employees covered by this Agreement will receive a regular merit increase on their initial hire/rehire anniversary date in FY 2025.
 - Eligible employees covered by this Agreement between July 1, 2025, through June 30, 2026, will receive a merit increase on their initial hire/rehire anniversary date in FY 2026.
- *Top of Grade Lump Sum Payments*
 - The Department agrees to pay a 1% (one percent) lump sum payment in FY 2025 to top of grade bargaining unit members who are actively employed by the Department on July 1, 2024. This calculation shall be made based on the employee’s base salary paid the first full pay period following July 1, 2024. This payment will be effective the first full pay period of August 2024.
 - The Department agrees to pay a 1% (one percent) lump sum payment in FY 2026 to top of grade bargaining unit members who are actively employed by the Department on July 1, 2025. This calculation shall be made based on the employee’s base salary paid the first full pay period following July 1, 2025. This payment will be effective the first full pay period of August 2025.
- *Acting Pay*
 - 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 ten (10) consecutive days or more (including scheduled days off, approved sick leave of two (2) days or less and approved holidays), he/she shall be paid at a rate of pay ten percent (10%) above the employee’s current salary or the minimum necessary to place the employee at the entry level rate of the grade of the acting position, 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.
- *Trainer Pay*
 - Effective the first full pay period in July 2024, employees who are assigned to provide on-the-job training for employees, designed to be five (5) days or more in

duration and excluding training provided by the immediate supervisor of the employee receiving the training, will receive a payment of three dollars (\$3.00) per hour. Bargaining unit employees who are asked to conduct a training session that is outside of their regular job responsibilities will receive Trainer pay for the duration of the class sessions.

- *Clothing Issuance and Allowance*
 - Effective the first full pay period following July 1, 2024, the annual uniform maintenance allowance will be increased to eight hundred fifty dollars (\$850.00) for Security Officers. These allowances will be paid in a single payment in July of each year.
 - Uniforms will be provided for the Mail Courier and effective the first full pay period following July 1, 2024, the Mail Courier will receive an annual uniform allowance of eight hundred fifty dollars (\$850.00). Thereafter, this allowance will be paid in a single payment in July of each year.

 - *Leave Buyout*
 - The program of paying for annual leave shall terminate effective June 30, 2026.

 - *Equipment Reimbursement*
 - On the first occasion, the reimbursement shall be limited to no more than \$400.00. On the second occasion, the reimbursement shall be limited to no more than \$600.00. Thereafter, employees shall reimburse the Department for the actual cost of repair or replacement of the lost or damaged equipment. Under no circumstances will employees be charged more than the depreciated value of the lost or damaged equipment. Employees who are required to reimburse the Department for lost or damaged items remain subject to the disciplinary process where necessary
 - Reimbursement shall either be through direct payments or payroll deductions. Failure to make payment or provide written authorization of payroll deductions shall result in disciplinary action. If the reimbursement exceeds Fifty Dollars (\$50.00), the County and the employee may agree to a payment plan wherein no single payment or payroll deduction exceeds Fifty Dollars (\$50.00).

 - *Discretionary Leave Benefit*
 - Employees covered by this Agreement shall be eligible for discretionary leave per wage reporting year based on years of service with the Office of the Sheriff and/or Prince George's County as follows:
 - Three to six years of employment 10 hours
 - Seven to nine years of employment 18 hours
 - 10 or more years of employment 26 hours
 - 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.
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Fiscal Impact:

- *Direct Impact*

Enactment of CB-102-2024 and adoption of CR-089-2024 are estimated to have a total adverse fiscal impact to the County for fiscal years 2025 and 2026 of approximately \$573,475 because of the proposed modifications to the salary schedule. The breakdown of the costs of the modifications, as provided by the Office of Management and Budget, is as follows:

<i>FYs 2025/26</i>	
COLAs and Merit Increases	\$541,475
Equipment and Supplies Pay	\$25,200
Trainer Pay	\$3,600
Clothing Allowance	\$3,200
Total	\$573,475

- *Indirect Impact*

Enactment of CB-102-2024 and adoption of CR-089-2024 should not have an indirect fiscal impact on the County.

- *Appropriated in the Current Fiscal Year Budget:*

Yes.

Effective Date:

CB-102-2024 shall be effective forty-five (45) calendar days after it becomes law and the Agreement, unless specifically stated otherwise in a specific provision, shall be retroactively effective to July 1, 2024.

CR-089-2024 shall take effect on the date it is adopted, and unless otherwise stated in a specific provision, shall be retroactive to July 1, 2024.

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