



April 18, 2025

FISCAL AND POLICY NOTE

TO: Jennifer A. Jenkins
Council Administrator

Colette 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-025-2025 Collective Bargaining Agreement – Prince George's Correctional
Officers' Association, Inc. (PGCOA) (Civilian Unit)

CR-042-2025 Compensation and Benefits - Prince George's Correctional Officers'
Association (PGCOA) (Civilian Unit), Salary Schedule Q

CB-025-2025 (*Proposed and presented by:* The Chair of the Council at the request of the County Executive)

CR-042-2025 (*Proposed and presented by:* The Chair of the Council at the request of the County Executive)

Assigned to the Committee of the Whole

Fiscal Summary

Direct Impact:

Expenditures: Additional expenditures of approximately \$839,803 over fiscal years 2025 and 2026 will be required for salary increases and other compensation adjustments.

Revenues: No revenue impact.

Indirect Impact:

No indirect impact.

Legislative Summary:

CB-025-2025¹, proposed by the Chair at the request of the County Executive, was presented on April 8, 2025. **CR-042-2025**², proposed by the Chair at the request of the County Executive, and sponsored by Council Members Watson, Harrison, Olson, Oriadha, Fisher, Ivey, Dernoga, and Blegay, was introduced on April 8, 2025. The Collective Bargaining Agreement (CBA) between Prince George's County, Maryland, and Prince George's Correctional Officers' Association (PGCOA) (Civilian Unit) have completed labor negotiations for a new labor agreement (Agreement) covering Fiscal Years 2025 and 2026. CB-025-2025 adopts and approves the referenced collective bargaining agreement in accordance with Section 16-233(f)(25) of the Personnel Law, and CR-042-2025 amends the corresponding Salary Schedule Q for employees covered under the agreement.

Current Law/Background:

The Prince George's County Charter Section 908³ 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.

Resource Personnel:

- Christina Noone, Administrative Assistant, OHRM
- Valerie A. Farrar, Acting Director, OHRM
- Gitana Stewart-Ponder, Deputy Director, OHRM

Discussion/Policy Analysis:

The Agreement between Prince George's County, Maryland and Prince George's Correctional Officers' Association (PGCOA) (Civilian Unit) provides for wages and certain other terms and

¹ [CB-025-2025](#)

² [CR-042-2025](#)

³ [Section 908. - Right to Organize and Bargain Collectively.](#)

conditions of employment for 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 Q are presented in the County Executive's Cover Letter and Settlement Summary for the proposed legislation. Notable modifications to the agreement are as follows:

- *Article 15 – Discipline:*
 - This Article was modified to add clarity to the intent of the language. The language now states “The Employer will not issue a notice of disciplinary action against an employee later than one hundred twenty (120) calendar days after the occurrence (or after the Employer **reasonably should have been** aware of the occurrence) of the alleged infraction or violation of Departmental rules or regulations or of the Personnel Law.
- *Article 17 – Personnel Files*
 - This Article was modified to specify those included in the Director's Office and Internal Affairs who can review or access personnel files.
- *Article 20 – Safety and Health*
 - This Article provides for administrative areas in secure areas to have access to a radio.
- *Article 21 – Training*
 - This Article adds language to allow for cross-training of employees at the Department's discretion.
- *Article 24 – Wages*
 - Cost of Living Adjustments
 - FY 2025: covered employees will receive a two percent (2.0%) cost-of-living adjustment effective the first full pay period in April 2025.
 - FY 2026: covered employees will receive a two percent (2.0%) cost-of-living adjustment effective the first full pay period in April 2026.
 - Merit Increases
 - FY 2025: Employees covered by this agreement who are otherwise eligible to receive a 3.5% merit increase during Fiscal Year 2025 shall receive that merit step on their initial hire date during FY 2025 (July 1, 2024 – June 30, 2025).
 - FY 2026: Employees covered by this agreement who are otherwise eligible to receive a 3.5% merit increase during Fiscal Year 2026 shall receive that merit step on their initial hire date during FY 2026 (July 1, 2025 – June 30, 2026).

- Lump Sum Payments to Top of Grade Employees
 - The County agrees to pay a one-and-a-half percent (1.5%) lump sum payment in FY2025 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 in the first full pay period of August 2024.
 - The County furthermore agrees to pay a one and one-half percent (1.5%) lump sum payment in FY2026 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 in the first full pay period of August 2025.
 - *Article 25 – Callback, Holiday, Shift, Acting and Court Pay*
 - Paragraph C was modified to increase the shift differential to \$3.15 per hour beginning the first full pay period in July 2024 and to \$3.25 per hour beginning the first full pay period in July 2025. Paragraph D was modified to provide terms for employees in an Acting Pay status.
 - *Article 27 – TEC Pay*
 - Paragraph C was added to provide compensation for notary services for a certain number of employees under certain circumstances.
 - At least two (2) and up to three (3) employees covered by this Agreement who are asked to provide notary services for others within the Department and who provide proof that they maintain an active notary status shall receive payment of \$300.00 each year. This payment will be made in July of each fiscal year and will not be included in the employee's base pay for any purposes such as computing holiday pay, annual and sick leave pay, retirement deductions or retirement or insurance benefits. Employees receiving this payment are expected to be available to provide notary services to inmates unaccompanied by sworn officers of the Department.
 - *Article 30 – Discretionary Leave*
 - This Article was updated to remove old language, provide clarity on the years of service and reflect current practice.
 - *Article 42 – Duration*
 - This Article was amended to reflect the effective dates of the Agreement.
 - This Agreement shall become effective on July 1, 2024, unless otherwise stated in specific sections, and shall remain in full force and effect until June 30, 2026.
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Fiscal Impact:

Direct Impact

Enactment of CB-25-2025 and adoption of CR-042-2025 are estimated to have a total adverse fiscal impact on the County for fiscal years 2025 and 2026 of approximately \$839,803 because of the proposed modifications to the salary schedule. As of February 2025, the total number of employees covered by this Collective Bargaining Agreement is 66. The breakdown of the costs of the modifications, as provided by the Office of Management and Budget, is as follows:

	<i><u>FYs 2025/26</u></i>
COLAs, Merit Payments, and Wage Scale Adjustments	\$827,227
TEC Pay	\$1,800
Shift Differentials	\$10,776
Total	\$839,803

Indirect Impact

Enactment of CB-025-2025 and adoption of CR-042-2025 should not have an indirect fiscal impact on the County.

Appropriated in the Current Fiscal Year Budget:

Yes.

Effective Date:

CB-025-2025 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-042-2025 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 email me.