

4090

12/31/96

**County of Washtenaw and  
the Washtenaw County Probate  
Court - Juvenile Division**

**and**

**AFSCME Local 3052  
Juvenile Court / Detention  
Supervisors**

*Washtenaw County*



**1994 - 1996**

## TABLE OF CONTENTS

ARTICLE	31	ACT OF GOD.....	25
ARTICLE	43	BARGAINING UNIT WORK.....	27
ARTICLE	28	CAR OR MILEAGE ALLOWANCE.....	23
ARTICLE	7	CHAPTER CHAIR.....	4
APPENDIX	B	CLASSIFICATIONS.....	37
ARTICLE	30	COMPENSATORY TIME.....	24
ARTICLE	52	CONFERENCES, WORKSHOPS AND SEMINARS.....	29
ARTICLE	12	CONSOLIDATION OR ELIMINATION OF JOBS.....	8
ARTICLE	38	CONTINUING BENEFITS OF DEDUCTIONS.....	26
ARTICLE	46	CONTRACTING AND SUB-CONTRACTING OF WORK.....	27
ARTICLE	36	CREDIT UNION.....	25
ARTICLE	10	DISCIPLINARY ACTION.....	5
ARTICLE	48	DISTRIBUTION OF AGREEMENT.....	28
ARTICLE	53	DURATION.....	29
ARTICLE	42	EXCLUDED EMPLOYEES.....	26
ARTICLE	17	FUNERAL LEAVE.....	14
ARTICLE	47	GLOSSARY.....	27
ARTICLE	11	GRIEVANCE PROCEDURE.....	7
ARTICLE	41	HEALTH AND SAFETY.....	26
ARTICLE	20	HOLIDAYS.....	15
ARTICLE	24	HOSPITALIZATION—MEDICAL—DENTAL COVERAGE.....	19
ARTICLE	44	INSURANCE.....	27
ARTICLE	34	JURY DUTY.....	25
ARTICLE	13	LAYOFF AND RECALL PROCEDURE.....	9
ARTICLE	15	LEAVE OF ABSENCE.....	10
APPENDIX	D	LETTERS OF UNDERSTANDING.....	37
ARTICLE	25	LIFE INSURANCE.....	20
ARTICLE	3	LIMITATION OF AUTHORITY AND LIABILITY.....	2
ARTICLE	23	LONGEVITY.....	18
ARTICLE	40	LUNCHROOM.....	26
APPENDIX	C	MASTERS RATE.....	37
ARTICLE	35	MILITARY SERVICE.....	25
ARTICLE	49	NOTICE OF TERMINATION.....	28
ARTICLE	32	PARKING.....	25
ARTICLE	18	PERSONAL BUSINESS LEAVE.....	14
ARTICLE	39	PERSONAL TELEPHONE CALLS.....	26
ARTICLE	45	PHYSICALS.....	27
ARTICLE	50	PRONOUNS—Use Of.....	28
		PURPOSE AND INTENT.....	1
ARTICLE	37	RATES FOR NEW JOBS.....	26

ARTICLE	1	RECOGNITION .....	1
ARTICLE	27	RETIREMENT OR PENSION PLAN.....	21
APPENDIX	A	SALARY SCHEDULES .....	31
ARTICLE	5	SENIORITY .....	4
ARTICLE	6	SENIORITY OF OFFICERS AND STEWARDS.....	4
ARTICLE	51	SEPARABILITY AND SAVINGS CLAUSE.....	29
ARTICLE	16	SICK LEAVE .....	13
		SIGNATURE PAGE.....	30
ARTICLE	9	SPECIAL CONFERENCES .....	5
ARTICLE	33	SUCCESSOR CLAUSE.....	25
ARTICLE	21	TEMPORARY ASSIGNMENTS .....	16
ARTICLE	4	TEMPORARY EMPLOYEES .....	3
ARTICLE	29	TUITION REIMBURSEMENT.....	23
ARTICLE	8	UNION BARGAINING COMMITTEE.....	5
ARTICLE	2	UNION SECURITY, REPRESENTATION, DUES AND FEES .....	1
ARTICLE	14	VACANCIES, JOB POSTINGS, BIDDING PROCEDURES,10	
		TRANSFERS .....	11
ARTICLE	19	VACATION .....	15
ARTICLE	22	WAGES AND WORK SCHEDULES.....	16
ARTICLE	26	WORKER'S COMPENSATION—On-the-Job Injury .....	21

## **AGREEMENT**

This Agreement entered into this between the **County of Washtenaw and Washtenaw County Probate Court-Juvenile Division** (hereinafter referred to as the "EMPLOYER") and the **Washtenaw County Supervisory Employees Local 3052**, affiliated with Council #25, AFSCME, AFL-CIO (hereinafter referred to as the "UNION").

### **PURPOSE AND INTENT**

The general purpose of this Agreement is to set forth terms and conditions of employment, and to promote orderly and peaceful labor relations for the mutual interest of the Employer, the employees and the Union.

The parties recognize that the interest of the community and the job security of the employees depend upon the Employer's success in establishing a proper service to the community and the Union's success in rendering proper service to the public.

To these ends the Employer and the Union encourage to the fullest degree of friendly and cooperative relations between the respective representatives at all levels and among all employees.

### **ARTICLE 1**

#### **RECOGNITION - EMPLOYEES COVERED**

Pursuant to and in accordance with all applicable provisions of Act 379 of the Public Acts of 1965, as amended, the Employer does hereby recognize the Union as the exclusive representative for the purpose of collective bargaining in respect to rates of pay, wages, hours of employment, and other conditions of employment for the term of this agreement of all employees of the Employer included in the bargaining unit.

Bargaining unit positions shall not be reclassified or retitled for the purpose of removing same from the bargaining unit without prior agreement between the parties. The bargaining unit shall consist of all employees of the Employer holding positions in classifications designated in Appendix A. New classes may be added hereto by agreement between the parties.

### **ARTICLE 2**

#### **UNION SECURITY, REPRESENTATION, DUES AND FEES**

1. All present employees covered by this Agreement who are members of the Union on the effective date of this Agreement, shall remain members of the Union in good standing as a condition of employment, or pay to the local Union a fee equivalent to dues and initiation fee of the Union as a condition of employment. All present employees covered in this Agreement who are not members of the Union, and all such employees who are hired hereafter, shall become and remain members in good standing of the Union, or pay to the Union a fee equivalent to dues and initiation fees of the Union as a condition of employment.
2. The Employer agrees to deduct from the pay of each employee all dues and/or initiation fees of the Union, and pay such amount deducted to said Union for each and every employee, provided, however, that the Union presents to the Employer authorizations signed by such employee allowing such deductions and payments to the Union.
3. Permanent employees working less than full-time are required to pay dues or fees on a pro-rated basis.
4. The Employer agrees not to enter into any Agreement with another labor organization during the life of this Agreement, with respect to the employees covered by this Agreement; or any agreement or contract with said employees, Individually or collectively, which In any way

conflicts with the terms or provisions of this Agreement, or which In any way affects wages, hours or working conditions of said employees or any Individual employee, or which In any way may be considered a proper subject for collective bargaining. Any such agreement shall be null and void.

5. During negotiations leading to this Agreement, each party had the opportunity to make demands and proposals regarding any lawful subject of collective bargaining. For the life of this Agreement, each party agrees that the other Is not obligated to bargain collectively regarding any subject, whether or not referred to In this Agreement, except by mutual agreement. This shall be true even though such subject may not have been within the contemplation of either or both of the parties at the time they negotiated or signed this Agreement.
6. The Employer parties agree that the employees covered hereby shall have assurance to continuity of employment which Is not subject to termination solely because of a change In the incumbent of the Judge's office.
7.
  - a. The Employer recognizes the right of the Union to designate Chapter Chair, Secretary, two (2) Chief Stewards, one (1) for the Juvenile Court supervisory employees, and one (1) for the Juvenile Detention supervisory employees, from the seniority list of the Washtenaw County Probate Court-Juvenile Division.
  - b. The Steward (or alternate Steward) and the Chapter Chair, at the level specified In the grievance procedure, during their working hours, without loss of time or pay, shall be allowed reasonable time to investigate, process and present grievances to the Employer. The Chapter Secretary shall also be allowed reasonable time to process necessary communications between the Chapter and the County. It should not be the Intent of any Steward to abuse this privilege nor should it be the Intent of any supervisor to deny the Steward, Chapter, or Local officer time off the job to investigate a grievance. Any alleged violations of this Article shall be subject to special conference.
8. There shall be bulletin board space made available to the Union for their announcements.
9. The Union agrees to hold the Employer harmless for any suit or claim of liability arising out of this ankle.

### ARTICLE 3

#### LIMITATION OF AUTHORITY AND LIABILITY

1. No employee, Union member or agent of the Union shall be empowered to call or cause any strike, work stoppage, or cessation of employment of any kind whatsoever.
2. Any Individual employee or group of employees who willfully violate or disregard the grievance and arbitration procedure set forth In Article 11 of this Agreement may be summarily discharged by the Employer.
3. The Employer agrees to allow the proper accredited representative of the Local Union Chapter access to the administrative offices of the Washtenaw County Probate Court-Juvenile Division, for the purpose of policing the terms and conditions of this Agreement.
4. The Union shall have the right, upon reasonable notice to the Director, to examine time sheets at the Washtenaw County Probate Court-Juvenile Division office, and any other records pertaining to the computation of compensation of any employees whose pay Is in dispute, or any other records of the Washtenaw County Probate Court-Juvenile Division, pertaining to a specific grievance.
5. **Management Rights.** The Employer, on its own behalf and behalf of Its electors, hereby retains and reserves unto itself, without limitation, except issues covered by law, all powers, rights, authority, duties and responsibilities conferred upon and vested In It by the laws and the

constitution of the State of Michigan and of the United States. Further, the Employer reserves unto himself/herself all rights which are Inherently and ordinarily vested in and exercised by employers, unless specifically limited by a provision of this Agreement. However, this section shall not be considered to increase any power or r(right In the Union, or to In any way limit or decrease any rights or powers of the Employer's inherent right to manage.

- a. It Is the policy of the Employer to provide equal employment opportunities to qualified persons without regard to race, creed, religion, national origin, physical handicap, sex, sexual preference or partisan political belief, nor does the Employer discriminate because of age, except by regulations applicable to all employees by law. The Employer shall not discriminate against job applicants or staff members because of race, creed, religion, national origin, sex, sexual preference, age or partisan political belief.
- b. Furthermore, discrimination in the foregoing categories an the part of employees will not be tolerated In dealing with the public, and all persons dealing with the Employer will receive equal treatment.
- c. Local 3052 supports the affirmative action plan adopted by the County on June 6, 1984.

#### ARTICLE 4 TEMPORARY EMPLOYEES

A temporary employee of the Washtenaw County Probate County-Juvenile Division Is defined as a person employed In a position that may be full-time or part-time, is limited In duration to six (6) months for (1) a specific project, or (2) augmenting the regular staff to meet the requirements of the Employer that may be occasioned by resignations, dismissals, increased work loads or any other condition that may bring about a staffing shortage for the purpose of relieving permanent staff members, who are absent due to illness, vacation or leave of absence. A temporary positron terminates upon completion of the project or fulfillment of the need. If a temporary employee continues beyond six (6) months, then he/she becomes a regular employee, unless said employee Is filling In for an employee on leave of absence.

- (a) A temporary employee is considered part-time for the purpose of the Washtenaw County Employee Retirement System and is ineligible for participation in that program.
- (b) Temporary employees are not eligible for employees benefits of paid hospitalization medical-surgical insurance, dental insurance, or life insurance. Temporary employees of the Court are covered by Worker's Compensation Insurance, social security provisions and similar legal requirements applicable to employees in general. After thirty (30) days employment, temporary full-time employees shall be eligible to begin to accrue sick, vacation, holiday, and funeral leave benefits.
- (c) A temporary employees is not eligible for merit step salary increase. However, the wage may be reviewed from time to time to reflect comparative wage levels.
- (d) If a temporary employees works less than six (6) months, is qualified for and applies for a permanent position where a vacancy exists, and is appointed to the position, time spent as a temporary employee will be counted toward the probationary period if (n the same position.
- (e) This article shall not apply to temporary detention employees.

## ARTICLE 5 SENIORITY

### Seniority Lists:

1. **Probationary Period** - Employees with no seniority with the Court shall have a probationary period of six (6) months. Employees with seniority with the Court, moving into the bargain(mg unit, shall have a probationary period of one hundred twenty (120) days.
2. **Extension of Probationary Period.** The probationary period may be extended once for not more than thirty (30) calendar days upon the mutual written agreement of the Employer and the employees affected. The Union shall be provided a copy of each such agreement by the Employee,
3. **Union Representation During Probationary Period** - The Union may represent employees during the probationary period for the purpose of collective bargaining with respect to initial determination of their rates of pay, and hours of employment, or other conditions of employment. However, employees disciplined, discharged, or laid off during the probationary shall not have recourse to the terms of this Agreement, except with respect to health and safety measures.
4. **Seniority Status** - Upon successful completion of the probationary period, seniority shall be established from date of hire within the bargaining unit.
5. **Seniority List** - The Employer shall prepare and maintain a seniority list which shall list the name, classification, and anniversary date of each employees with seniority status. The Employer shall submit the seniority list to the Union within thirty (30) days of the signing of this Agreement and monthly thereafter. Separate seniority lists shall be maintained, one (1) for Juvenile Court supervisory employees and one (1) for Juvenile Detention supervisory employees.
6. **Application of Seniority** - The Employer agrees to recognize and apply the principle of seniority as follow:
  - a. In the event of promotions, shift preferences, overtime, vacation days, personal leave transfer to a temporary vacant position, regular days off, layoff, recall, work assignments, and filling vacant positions, bargaining unit seniority shah apply.
  - b. For the computation of all other benefits, seniority is hereby defined as continuous employment from the last date of hire with Washtenaw County.

## ARTICLE 6 SENIORITY OF OFFICERS AND STEWARDS

The officers of the Local Union, the Chapter Chair, the Chapter Secretary, the Chapter Steward, in that order, shall head the seniority list of the unit, for the purpose of layoff only during the term of their office, provided they are able and qualified to perform the remaining work.

## ARTICLE 7 CHAPTER CHAIR

The Chapter Chair or Steward will be allowed time off from his/her job without loss of time or pay, to investigate grievances at the fourth stop and beyond, attend Board of Commissioner Committee Meetings when requested by the committee, attend special conferences and to prepare for arbitration. The privilege of the Chapter Chair or Steward leaving his/her work during working hours without loss of time or pay is subject to the understanding that the time will be devoted to the proper handling of the above mentioned matters and will not be abused; and the Chapter Chair or Steward will perform his/her regularly assigned work at all times, except when necessary to leave his/her work to handle

matters as provided herein. Any alleged abuse by either party will be a proper subject for a special conference.

## **ARTICLE 8**

### **UNION BARGAINING COMMITTEE**

- A. Employees covered by this Agreement will be represented by the Chapter Chair and one (1) member which constitute the bargaining committee for the Union. In the absence of a regular bargaining committee member an alternate will be allowed to replace the regular committee member. In addition to those two (2), representatives of Local 3052 and Council 25 of the International Union, or both, may participate in the negotiations at the option of the Union.
- B. Members of the bargaining committee who are employees of the County shall suffer no loss of time nor pay for time spent in negotiations. Alternates will be allowed time off only in the event they are needed to replace a regular negotiator.

## **ARTICLE 9**

### **SPECIAL CONFERENCES**

The Union shall meet with representatives of the Employer to discuss and adjust unsettled grievances and deal with other matters which properly come up for discussion. Meetings shall be held at mutually agreed upon times. Employees shall be paid for time lost from regular working hours. Union representatives at such meetings shall normally consist of the Chapter Chair, Chapter Steward and the Staff Representative of Council 25 and/or the International Union, if necessary.

## **ARTICLE 10**

### **DISCIPLINARY ACTION**

- A. The Employer agrees that It will not discharge or discipline employees without just cause.
- B. In any case where an employee displays behavior which is deemed by his/her Employer as inappropriate, or as a result of some action creates undesirable results which requires disciplinary action, the Employer agrees to, where appropriate, follow the following disciplinary sequence.
  - 1. Oral warning.
  - 2. Written Reprimand.
  - 3. Suspension.
  - 4. Removal and Discharge.

However, if in the opinion of either the employee or management, personal problems on the part of the employee are interfering with his/her job performance, referral to the Employee Assistance Program (E.A.P.) may be offered to the employee. Should management deny an employees request for referral to E.A.P. a written statement will be furnished by management within seven calendar days of the denial setting forth the reasons for the denial. If the employee then chooses to utilize the E.A.P., all disciplinary action then pending will be held in abeyance for a period of three months. During that time, the Employer will be authorized to monitor the attendance and maintenance of effort of the employee in treatment. A "release of information" authorization relating to attendance and maintenance of effort will be signed by the employee. In the event that a reasonable rate of attendance and maintenance of effort are not evidenced, upon prior notification to the Union, the three month grace period will immediately cease and the employee will be subject to normal disciplinary measures.



However, nothing in this section shall prevent the Employer from taking immediate and appropriate disciplinary action up to and including discharge should it be required by the circumstances and for just cause.

- C. Should it be necessary to reprimand an employee, the Employer shall attempt to give the reprimand in a way that will not cause embarrassment for the employee before other employees or the public.

**Steps:**

1. **ORAL WARNING:** Upon imposing an oral warning the Employer may place a notation of such warning in the employee's personnel file providing the employee has been given a copy of the same.
2. **WRITTEN REPRIMAND:** The Employer agrees upon imposing a written reprimand, the employee's Union steward or appropriate Union officer will be notified within three (3) working days in writing by the appropriate supervisor of the action taken. The employee shall be given a copy of all disciplinary action and a copy shall be placed in his/her personnel file.
  - (a) The employee shall have the right, if he/she so requests, to be represented by his/her steward or Union officer at the time disciplinary action, excluding oral warning, is imposed. All disciplinary actions oral or written shall be subject to the normal grievance procedure, or the employee may seek such other legal remedies as may be available to him/her upon the employees election.
  - (b) Employees may review their personnel file at reasonable times. Privileged information sought by the Employer at the time of employment is specifically exempt from review.
3. **SUSPENSION, REMOVAL or DISCHARGE:** When an employee has engaged in conduct which could lead to discharge or discipline involving time off, the employee's department head or his/her designated representative will notify the employee of the events giving rise to the disciplinary action. If the employee requests, the department head or designated representative shall meet with the employee to discuss the matter. The employee shall have the opportunity to meet with his/her Union representative on the Employer's premises prior to meeting with the department head and to have his/her Union representative present when he/she meets with the department head. If disciplinary action is taken the employee will be notified in writing with a copy to be given to his/her Union representative.

Should the discharged or disciplined employee consider the discharge or discipline to be improper, a written complaint specifying the reasons therefore and the provisions of the contract violated should be presented through the Chapter Chair within five (5) working days after the written receipt of the notice of the discharge or discipline to the Court Administrator or the designated representative. Either the affected employee or the Court Administrator or representative can request that a meeting be held to discuss the action taken. In the event that a meeting is requested it shall be held within ten (10) working days from the request and the Court Administrator or the designated representative shall give a written answer within five (5) working days following the meeting. If no meeting is requested, the Court administrator or designated representative shall give a written answer within ten (10) working days of receiving the written complaint. If the Court Administrator's decision is not satisfactory to the employee and the Union, the matter shall be referred to the final step of the grievance procedure within thirty (30) calendar days of receipt of the Court Administrator's decision. This section is the exclusive contractual remedy for cases involving discharge and discipline.

In imposing a discharge or discipline on a current charge, the Employer will not base his/her decision upon any prior infractions which occurred more than two (2) years previously, or discharge or discipline an employee for falsification of his/her employment application after a period of two (2) years from his/her date of hire unless such falsification is related to the current charges.

**ARTICLE 11  
GRIEVANCE PROCEDURE**

1. It is agreed that all grievances, disputes or complaints between the Employer and the Union, or any employee or employees, arising under and during the term of this Agreement, shall be settled in accordance with the procedure herein provided.
2. **TIME LIMITATIONS.** Time limits may be extended by mutual agreement in writing. Late appeals at any step maybe filed only upon showing a good cause for delay. Any unanswered grievance or any grievance not appealed within the time limit is deemed closed upon basis of last answer.
3. Should any complaint by an employee arise based upon an event, condition or circumstance allegedly resulting in a violation of an applicable provision of the Agreement, there Shall be a good faith effort on the part of the parties to settle such promptly in conformance with the following procedure:
  - A. **VERBAL DISCUSSION WITH SUPERVISOR**
    - (1) An employee who has a grievance shall attempt to resolve it with his/her supervisor within fifteen (15)calendar days of the incident that created the grievance. The immediate supervisor shall have five (5) work days from the date of discussion to orally inform the employee of the answer.
    - (2) Oral discussion to resolve grievances shall be allowed to move up to the Director/Coordinator in situations where there are multi-levels of department/office supervisors. Every reasonable effort shall be made to solve problems promptly at this point through discussion.
  - B. **FIRST STEP-WRITTEN GRIEVANCE**
    - (1) If the matter is not resolved by discussion with the immediate supervisor, the grievance shall be reduced to writing and shall contain:
      - (a) employees name
      - (b) position and department assigned
      - (c) brief statement of the grievance
      - (d) what should be done to solve the grievance
      - (e) date the employee received the oral answer under Section 3, A, (1)
      - (f) signature of employee
      - (g) date written grievance given to supervisor
    - (2) It is agreed that written grievances in the first step shall be presented to or filed with the aggrieved's immediate supervisor within five (5) working days following verbal discussion.
    - (3) The Supervisor's disposition shall be in writing and shall be returned to the aggrieved or his/her representative within five (5) working days from the time of written presentation.
    - (4) It a satisfactory disposition is not returned by the Supervisor, the Union steward shall appeal to the second step.

**C. SECOND STEP-APPEAL**

- (1) If an agreement cannot be reached, the Union steward shall, within five (5) working days of the preceding disposition, present the grievance in writing to the Department Coordinator.
- (2) The Department Coordinator or his/her designee shall issue a written disposition within five (5) working days of the second step disposition.

**D. THIRD STEP-APPEAL** -- If no agreement can be reached, the Union steward shall, within five (5) working days of the preceding disposition, present the grievance in writing to the Director of Juvenile Court.

**E.** In the event the third step fails to resolve the grievance the employee may make a written request to the Employer for a meeting with Corporation Counsel in an attempt to resolve the matter. When requested such meeting will be held.

**F.** In the event the last step fails to resolve the grievance, it may be referred to Arbitration upon the request of the Union. The Employer shall be notified in writing of such determination within twenty (20) calendar days from the conclusion of Step 3, or the grievance will be considered abandoned.

- (1) The arbitrator shall be chosen and shall operate in the following manner:
  - (a) The parties shall meet to pick a mutually agreeable arbitrator. If the parties fail to agree on an arbitrator, they shall jointly request the American Arbitration Association to proceed with the selection of such arbitration in accordance with its Rules for Voluntary Labor Arbitration then existing.
- (2) The decision of the Arbitrator shall be rendered within thirty (30) days, and shall be final and binding on both parties.
- (3) The arbitrator shall have the sole and exclusive power and jurisdiction to determine whether or not a particular grievance, dispute or complaint is arbitrable under the terms of this Agreement, provided that the Arbitrator shall have no jurisdiction to decide any matter which infringes upon or restricts the judicial authority of the Judge of Washtenaw County Probate-Juvenile Division.
- (4) It is agreed that the Employer and the Union will share equally fees and expenses of the arbitration incurred as the result of any arbitration which may arise pursuant to this Agreement.

**G.** It is agreed that there shall at no time be any strikes or lockouts.

**ARTICLE 12**

**CONSOLIDATION OR ELIMINATION OF JOBS**

If the Employer finds it necessary to consolidate or eliminate jobs within this bargaining unit, notice of the proposed consolidation or elimination shall be given to the Union in writing five (5) days prior to any committee action of the Board of Commissioners if possible and in any event fifteen (15) days prior to implementation. A special conference shall be held within five (5) days of notification to the Union if requested by the Union for the purpose of discussion and explaining the proposed consolidation or elimination. A copy of proposed consolidation or elimination shall be provided to the Union prior to this special conference.

**ARTICLE 13**  
**LAYOFF AND RECALL PROCEDURE**

**Layoff**

- A. The word layoff means a reduction in the work force due to reasons of lack of work, lack of funds or the elimination of a position.
- B. **Notice to the Union:** In the event it becomes necessary for a layoff, the Employer shall meet with the proper Union representatives at least three (3) weeks prior to the effective date of the layoff. At such meeting the Employer shall submit a list of the number of employees scheduled for layoffs, their names, seniority, job titles and work location. At this meeting the Employer will make known to the Union the reason for the layoff.
- C. **Notice of Layoff:** Employees to be laid off will receive at least fourteen (14) calendar days advance notice of the layoff. The Chapter Chairperson will receive notice at the same time the employee receives notice.
- D. **Order of Layoff:** in reducing the work force, the last employee hired within a classification shall be the first employee laid off. For all purposes including layoffs and recall there shall be three separate seniority lists: one (1) for caseworkers, one (1) for clerical employees and one (1) for detention employees except that any employee who previously had seniority in a positron covered by a different seniority list shall be able to use bargaining unit seniority within his/her seniority list or the other seniority list within which he/she had seniority.
- E. Effective January 1, 1983, for financial reasons, a department head, with the approval of the Personnel Director and County Controller/Administrator, may temporarily lay off employees within the department for up to four days in a calendar year. These temporary layoffs shall not exceed two days in any one pay period unless a whole division or department is temporarily laid off. Any of these limitations may be waived by mutual agreement between the Union and the Employer. These temporary layoffs shall not be subject to the usual seniority and bumping set forth in paragraph (d), Order of Layoff, but notice of said layoff along with the reason for the layoff shall be given three weeks in advance to the Union and two weeks in advance to the employees involved. Such layoffs shall not be arbitrary or capricious, nor shall they be for disciplinary reasons. While bargaining unit seniority shall not govern for these layoffs, the Department Head shall attempt to give such layoffs to the least senior person within a classification within a division, on a rotating basis, on a voluntary basis, or by closing down an entire division within a department.

**Recall Procedure**

When the working force is increased after a layoff, the last employee laid off within a classification shall be the first employee recalled. The employee shall be recalled to a position within the bargaining unit, and with the same pay grade and step as that from which the employee was laid off.

Notice of recall shall be sent to the employee at his/her last known address by registered or certified mail. If an employee fails to report his/her intentions within ten (10) calendar days from the date of return receipt, the employee shall be considered a quit. In proper cases, exceptions may be made with the consent of the Employer.

## ARTICLE 14

### VACANCIES, JOB POSTINGS, BIDDING PROCEDURES, TRANSFERS

**SECTION 1.** A vacancy exists when a new classification is created, if any employee dies, quits, is rightfully discharged or is transferred. In the event the Employer determines to fill such vacancy, it will be published by being posted by the Director on the Union bulletin board in the staff lounge and in detention for seven calendar days. In filling a vacant position, the Employer shall give first consideration to promotion of qualified employees within the bargaining unit. Any employee in the bargaining unit desiring to fill the vacancy shall make application to the Director of Court Services and to his/her Department Coordinator in writing to request transfer to the new position or vacancy. Promotion shall be based on an evaluation of past performance and who previously had seniority in a position covered by a different seniority list shall be able to use bargaining unit seniority within his/her seniority list or the other seniority list within which he/she had seniority. Capacity for the vacant position. When these factors are relatively equal for two or more employees, seniority shall be considered.

**SECTION 2.** If no trainee or regular employee makes application for the position, or is found to be qualified, the Employer may fill such position from non-employees.

**SECTION 3.** When an employee agrees to assume a position higher than his/her own classification, either on a temporary or promotional basis, a special conference shall be held to determine the rate of compensation if necessary. Should an employee decide not to assume the higher position, he/she shall do so without prejudice by the Employer.

**SECTION 4.** An employee receiving a promotion or transfer within the bargaining unit shall serve the prescribed probationary period. In the event that at the conclusion of that probationary period the employee is found not qualified for the position or does not desire to continue in his/her new position, that employee shall revert back to the previous classification held without loss of seniority.

## ARTICLE 15

### LEAVE OF ABSENCE

**SECTION 1a.** Leave of absence shall be granted for the following reasons provided the eligibility requirements are met:

- (1) Illness leave. (Physical or Mental).
- (2) Prolonged Illness in the immediate family.
- (3) Maternity Leave.
- (4) Public or Union Service leave.

**SECTION 1b.** The following leaves may be granted at the discretion of the Employer:

- (1) Educational leave.
- (2) Personal leave.

**SECTION 2. Illness Leave.**

- (a) Application for illness leave must be made in writing and accompanied by a written statement from the employee's physician. Such leave shall be granted in up to ninety (90) day segments, or lesser segments as determined by the employee's doctor, up to a period of one (1) year. A doctor's statement may be requested at each ninety (90) day interval, and reviewed by the Employer. Illness leave shall be granted without loss of

seniority for a period of one (1) year, and may be extended upon approval of the Employer.

- (b) An employee may elect to use accumulated sick leave before beginning an illness leave of absence.

### **SECTION 3. Maternity Leave.**

Employees shall be allowed to take up to one (1) year leave of absence due to pregnancy. Maternity leave shall be granted without loss of seniority or classification for a period of one (1) year and may be extended upon approval of the Employer. Upon knowledge of pregnancy the employee shall furnish the Employer with verification from a physician, indicating the approximate date of delivery and stating any restrictions on the nature of work she may be able to do and the length of time she may be allowed to work.

An employee may elect to use accumulated sick leave before beginning a maternity leave of absence.

### **SECTION 4. Prolonged Illness In the Immediate Family.**

- (a) Application for leave for prolonged illness in the immediate family must be made in writing and must be accompanied by a statement from the doctor certifying the necessity of such leave. Such leave shall be granted in up to 90-day segments, up to a period of one (1) year. A doctor's statement may be requested at each ninety (90) day period of leave and reviewed by the Employer.

For purposes of this article the term immediate family is defined as the parent, spouse, sibling, child, grandparent, grandchild, or someone with whom the employee has a legal guardian relationship, or a related member in an employee's household.

### **SECTION 5. Educational Leave.**

- (a) An educational leave may be granted by the Employer to an employee who wishes to improve his/her work skills. Educational leaves when granted shall be without loss of seniority for a period of up to one (1) year and may be extended upon approval of the Employer.
- (b) An employee must have one year of continuous full-time employment in the bargaining unit to be eligible for an educational leave.

### **SECTION 6. Public or Union Service Leave.**

- (a) A leave of absence for the purpose of performing public or union service shall be granted without loss of seniority for a period of up to one (1) year.
- (b) Members elected to attend a function of the Council, such as conventions or educational conferences, shall be allowed time off with pay to attend such conferences and/or conventions. This allowance entitles two members to one day each, with pay, to attend such functions. One member of the Union elected to attend a function of the International Union, such as a convention held every other year, shall be entitled to time off, with pay, to attend such convention. This allowance entitles the member to one (1) week (five working days) with pay, to attend such convention.
- (c) An employee must have one (1) year of seniority in the bargaining unit to qualify for a public or Union service leave.

**SECTION 7. Personal Leave.**

- (a) Leaves of absence for personal reasons must be requested in writing and may be granted by the Employer for periods of up to three (3) months. An employee must have one (1) year of employment with the Court to be eligible for personal leave.
- (b) **Child Care Leave.** An employee who becomes a parent, either by birth or adoption, may be granted by the Employer a leave of absence of up to six (6) months from the date of birth or initial adoption. An employee shall suffer no loss of seniority during his/her leave. Child care leaves may be taken if granted in one month segments.
- (c) **Hardship Leaves.** A member of the bargaining unit not eligible for a personal leave may be granted a leave, without pay, for up to three (3) months for "hardship" reasons.
- (d) **Paternity Leave.** Paternity leave shall be granted at the rate of five (5) days per pregnancy and taken at the discretion of the employee with the approval of the immediate supervisor. Such leave shall be vacation leave, sick leave, compensatory time, or leave without pay.

**SECTION 8. General Policies.**

- (a) All leaves of absence shall be requested in writing. Requests for leaves shall be made as far in advance as possible to allow for a smooth transition in departmental scheduling. One month is considered sufficient time for the Employer to schedule.
- (b) No member of the bargaining unit shall apply for a leave of absence for the purpose of gaining employment with another employer. Disciplinary action up to and including discharge may be imposed upon an employee who, while on leave, accepts a job with another employer as a substitute when the reasons for leave no longer exist. No employee shall take a full time comparable job while on leave.
- (c) All leaves in this article shall be without pay except as specifically provided for.
- (d) The amount of sick time and vacation accrued by the employee before the effective date of leave shall be maintained. No additional time shall be accrued during the leave and none may be taken during the leave. An employee may elect to use accumulated sick leave or vacation leave before beginning a medical leave of absence.
- (e) During a leave both the Employer's, if any, and the employee's contributions to the employee's retirement plan are discontinued as benefits do not accrue. Accrued benefits are not forfeited.
- (f) All leaves of absence without pay shall, except as otherwise specified (in terms of segments), be for a period of no less than three (3) calendar months. Thereafter an employee may utilize the leave granted in either ninety (90) day segments (unless otherwise specified), or whatever the employee determines, up to and including the maximum time remaining.
- (g) Upon an employee's desire to return, he/she shall notify the Employer of such desire in writing, specifying the date he/she intends to return, and in any event at least a thirty (30) day advance notification must be given to the Employer. The employee shall be returned to work on the specified date in the same position they had upon the granting of their initial leave.
- (h) Extensions of any leave beyond the limits specified in the above section may be granted by the Employer.
- (i) An employee's seniority date shall be his/her original date of hire minus the time on the leave of absence without pay for the purpose of computing any benefits under this agreement. Employees shall continue to accrue seniority during a leave of absence however for the purpose of layoff and recall.

- (j) Temporary employees may be used by the Employer to fill the vacancy created by a leave of absence granted under this article. The temporary employee filling such vacancy shall be continued in such capacity during the entire specified period of leave. If the temporary employee continues to serve in a position under the Employer for a period longer than specified or extended leave then such temporary employee shall become permanent and be entitled to seniority reverting back to his/her first day worked, with all benefits he/she otherwise would have accrued. The Employer will advise the Union Chapter Chairperson, in writing, of such temporary employees starting date, the nature of their employment, who they are replacing, and the date of anticipated severance if the temporary employee is to be severed.
- (k) Employees on leave due to illness, pregnancy (maternity), prolonged illness in the immediate family, and child care leave shall continue to receive dental coverage, life insurance and hospitalization coverage with the Employer continuing to pay the full cost of such dental, life insurance and hospitalization up to six (6) months as are in effect for the benefit of the employees while on such leaves.
- (l) Provided the insurance carriers permit employees whose leaves extend beyond a six (6) month period shall be allowed to participate in the dental, group life and hospitalization coverage at their own cost. It shall be incumbent upon employees to notify the Employer of their desire to do so and make arrangements with the Employer accordingly.

#### ARTICLE 16 SICK LEAVE

Employees covered by this Agreement shall accrue one work day with pay as sick leave for each completed month of service.

- (A) Unused sick leave shall be accumulated without limit, and in the event an employee is terminated, resigns from service or retires or dies, he/she shall receive payment for all accumulated sick leave at one-half (1/2) the regular rate of pay at the time of separation.
- (B) Employees absent from work on legal holidays during sick leave for disability arising from injuries sustained in the course of their employment, or on special leave of absence with pay, shall continue to accumulate sick leave at the regularly prescribed rate during such absence as though they were employed.
- (C) An employee eligible for sick leave with pay may use such sick leave, upon approval of his/her Department Coordinator, for absence:
  - (1) due to personal illness, dental care, or physical incapacity caused by factors over which the employee has no reasonable control.
  - (2) due to exposure to contagious disease by which the health of others would be endangered by attendance at work. A physician's statement recommending absence from work shall be requested.
  - (3) due to illness of the employees legal dependents who require the care of the employee.
    - (a) The term "Legal dependents" as used herein shall mean the employees spouse, children, and other persons solely dependent on the employee for support.
    - (b) The term "immediate family" as used in this section shall mean spouse, children, brothers, sisters, parents, grandparents, mother-in-law, father-in-law, legal dependents, brother-in-law, and sister-in-law.



- (D) A physician's certificate of the employee's inability to work, or ability to return to work may be required.
  - (1) If it is necessary to be absent on sick leave in excess of five (5) days.
  - (2) When an employee is ready to return to work following a prolonged absence.
- (E) When an employee finds it necessary to be absent for any reason, the employee shall cause the facts to be reported to his/her supervisor and/or department coordinator as soon as possible. Failure to do so may be cause for denial of sick leave with pay for the period of absence.
- (F) For court employees, absence for a fraction of a day that is chargeable to sick leave in accordance with these provisions shall be charged proportionately in an amount not smaller than one (1) hour, but need not be charged until at least one-half (1/2) day is accumulated. Detention employees shall be charged in an amount not smaller than one-half day.
- (G) Sick leave is provided for protection against loss of income in event of unavoidable absence resulting from illness, injury, or death in the family.
- (H) Sick leave will not be charged for absence caused by accident or illness whereby Worker's Compensation Insurance Payments are received by the employee.
- (I) Detention employees shall notify the Court at least one hour prior to their starting time for the use of sick leave.

#### **ARTICLE 17 FUNERAL LEAVE**

An employee shall be allowed three (3) working days, with pay, as funeral leave days, not to be deducted from sick leave or annual leave, for death in the immediate family. The immediate family is defined as spouse, parent, sibling, child, grandchild, grandparent, aunt, uncle, niece, nephew and parents and grandparents of employee's minor children, or someone with whom the employee has a legal guardian relationship or a related member in an employee's household and all such relatives of one's spouse. An additional two (2) funeral leave days with pay shall be granted in the event of the death of a spouse, parent or child of the employee or employee's spouse. An employee shall be allowed three (3) working days with pay, as funeral leave days, not to be deducted from sick leave or annual leave, for death of a declared significant other. A significant other is defined as one unrelated person living in the employee's household, who has the same type of relationship to the employee as a spouse, but does not have a marriage license. Declared means written notification to the Human Resources Department prior to the time of death. Any employee selected to be a pallbearer for a deceased employee will be allowed one (1) funeral leave day, with pay, not to be deducted from his/her sick leave or annual leave. The Chapter Chairperson, or her/his representative, shall be allowed one (1) funeral leave day, with pay, in the event of a death of a member of the Union who is a member of the bargaining unit, for the exclusive purpose of attending the funeral.

#### **ARTICLE 18 PERSONAL BUSINESS LEAVE**

Employees shall be allowed to utilize five (5) vacation days as personal business days, which may be taken one (1) day at a time. The employees utilizing vacation as personal business time must notify his/her supervisor at least three (3) days in advance when possible, but in any event no later than the starting time of the employee's regular shift.

Employees at their option may charge two (2) of their personal leave days to sick rather than vacation.

**ARTICLE 19  
VACATION**

1. All employees covered by this Agreement shall be allowed vacation leave with pay in accordance with the following plan:

0-2 years	15 days	(1 per month)
3-4 years	18 days	(1 per month)
5-7 years	21 days	(1 3/4 per month)
Over 7 years	24 days	(2 per month)
2. An employee shall accrue and be eligible to use vacation leave during the probationary period.
3. Absence on account of sickness, off-the-job injury, or disability in excess of that herein authorized for such purposes may, at the request of the employee, and within the discretion of the Director, be charged against vacation leave allowance.
4. Employees are encouraged to take yearly vacations. In no case will an employee accrue more than twice the amount of annual vacation to which he/she is entitled as of 1/1. If the amount of accrued vacation exceeds twice the amount of the annual vacation to which the person is entitled as of 12/31, any accrued days beyond twice the annual amount shall be lost.
5. If a regular pay day falls during an employee's vacation, and he/she is to be on vacation for two (2) weeks or longer, he/she may request to receive that check in advance before going on vacation, providing the request is received by the payroll office ten (10) days prior to the payday the vacation check is desired.
6. An employee shall file a written request prior to taking vacation.
7. In the case of detention home employees, scheduling of vacations will be worked out on a departmental basis, giving preference to seniority as to the choice of time of vacation. Vacation days will be permitted at any time mutually agreeable to the Employer and employee in such a manner that no shortage in staff exists.

**ARTICLE 20  
HOLIDAYS**

The paid holidays are designated as follows:

New Year's Day (1/1) and one-half (1/2) day before\*  
Martin Luther King Day (The Third Monday in January)  
Lincoln's Birthday (2/12)  
Washington's Birthday (Third Monday in February)  
Good Friday (12-5 p.m.)  
Memorial Day (Last Monday in May)  
July 4th  
Labor Day (First Monday in September)  
Columbus Day (Second Monday in October)  
Veteran's Day (November 11)  
Thanksgiving Day (Fourth Thursday in November)\*\*  
Christmas Day (12/25) and one-half (1/2) day before)\*

\*The one-half (1/2) day off before New Year's and Christmas Day applies only when holidays fall on Tuesday, Wednesday, Thursday, or Friday, except in 1990 only, in which there will be a full day off on the day before Christmas and the day before New Year's.

\*\*1989 - and thereafter - exchange Lincoln's birthday (2/12) for the day after Thanksgiving (the Friday following the fourth Thursday in November)

Should a holiday fall on Saturday, Friday shall be considered as the holiday. Should a holiday fall on Sunday, Monday shall be considered as the holiday. Employees will be paid their current rate based on their regular scheduled work days for said holidays.

When a holiday falls on Saturday or Sunday, detention employees required to work will be paid at the rate of time and one-half (1 1/2) for the actual holiday and the designated day off.

Detention employees scheduled to work a legal holiday or an Act of God situation shall be paid at the rate of time and one-half (1 1/2), in addition to the holiday pay.

Detention employees scheduled to work on a holiday, the day preceding a holiday and/or the day following a holiday, must report to work according to their schedule or be on an authorized absence which began not in excess of thirty (30) days prior to the holiday in order to receive credit for the holiday.

All detention employees scheduled to work the midnight and day shifts on Christmas Eve and New Year's Eve shall be paid at the rate of time and one-half for four (4) hours worked in addition to the holiday pay.

All detention employees scheduled to work the afternoon shift on Christmas Eve and New Year's Eve shall be paid at the rate of time and one-half for all hours worked, in addition to the holiday pay.

All detention employees scheduled to work Easter Sunday shall be paid at the rate of time and one-half for all hours worked in addition to the holiday pay.

## **ARTICLE 21 TEMPORARY ASSIGNMENTS**

Temporary assignments for the purpose of filling vacancies of employees who are on annual leaves (vacation), sick leaves or any leaves of absence covered in Article 16, may be granted by the department head to the senior employee who meets the minimum requirements for such job where practical. Such employee will receive the rate of higher classification for all hours worked while filling such vacancy. In each instance for a vacancy to exist, the department head must so declare in writing and designate the employee to fill that vacancy. If not declared as a temporary assignment and filled according to the provisions of this clause, the Chapter Chairperson and Director shall meet to resolve the issue. Employees shall be paid at the higher rate of pay no later than three weeks after the employee has assumed the temporary assignment.

If an employee is designated to fill in for an administrator, he/she will receive a 9% increase above his/her regular rate while performing the administrator's function.

## **ARTICLE 22 WAGES AND WORK SCHEDULES**

**STARTING RATE ON INITIAL EMPLOYMENT.** Original appointment to any position shall normally be made at the base rate, and advancement from the base rate (Step 1) to the maximum rate within a salary range shall be by successive steps. Upon recommendation of the Director, the Employer may approve initial compensation at a rate higher than the base rate in the salary schedule for the class, when the needs of the Court make such action necessary, provided that any such applicant's experience and ability over and above the minimum qualifications specified for the class are

commensurate with grade and step recommended, and provided that such action is within the salary appropriations.

**STARTING RATE ON RETURN FROM MILITARY SERVICE.** Any employee who leaves or has left the Employer to enter the active service of the armed forces of the United States, and who subsequently is reinstated to a position previously held by him/her shall be entitled to receive compensation at the step rate by which he/she would have been entitled had his/her service not been interrupted by service in the armed forces.

**RECOMMENDATIONS FOR INCREASE ADVANCEMENT WITHIN GRADE.** The Director shall recommend in writing to the Employer the increase advancement in salary of each employee covered by this Agreement who has met the requirements for salary increase. Movement shall be on an employee's anniversary date and shall be based on satisfactory service. If the employees disagree, it shall be subject to the grievance procedure.

**REQUIREMENTS AS TO CONTINUITY OF SERVICE.** Service requirements for advancement within compensation schedules, and for other purposes as specified, shall include the requirement of continuous service, which means employment in the Washtenaw County Probate Court-Juvenile Division, without break or interruption. Leaves of absence with pay, and leaves of absence without pay of less than thirty (30) days, shall not interrupt continuous service, nor be deducted therefrom. Absences on leave without pay in excess of thirty (30) days, except for extended service with the armed forces of the United States, shall be deducted in computing total service, but shall not serve to interrupt continuous services. All absences without pay in excess of two (2) working days shall be deducted from continuity of service for the purpose of this Section.

**PAY PERIOD.** All employees covered by this Agreement shall be paid in full every other Friday for earnings through the previous Saturday. No more than seven (7) days' pay shall be withheld from an employee. Each employee shall be provided with an itemized statement of his/her earnings and of all deductions made for any purpose, upon request of individual employees or Union representatives.

**WORK WEEK.** It is agreed that the normal work week for court employees shall be seven and one-half (7 1/2) hours per day, thirty seven and one-half (37 1/2) hours per week. It is agreed that the normal work week for detention employees shall be eight (8) hours per day, 40 hours per week. All hours worked in excess of 40 hours per week shall be compensated at the rate of time and one-half (1/2) in cash or compensatory time at the discretion of the Employer.

**DETENTION EMPLOYEES.** From time to time work in excess of the normal work week shall be required. Detention employees covered by this agreement shall assist the department as required as a normal part of their work responsibility.

**SHIFT DIFFERENTIAL.** Detention employees shall receive the following shift differential:

Afternoon shift - 30cents

Midnight shift - 30cents

**COMPUTATION OF BENEFITS.** All hours paid to an employee shall be considered as hours worked for the purpose of computing any benefits under this agreement.

All regular full-time employees shall receive all benefits on a prorata basis, commensurate with the number of hours worked. In order to qualify for payment of premium on hospitalization, dental

Insurance or life insurance an employee must average thirty (30) hours or more per week. Employees working less than thirty (30) hours per week shall be afforded the opportunity, at the employee's expense, of participating in the group insurance plans.

The Employer agrees to pay one-half (1/2) of the premium for hospitalization and dental insurance for those employees who work at least half-time (18.75 hours) but less than thirty (30) hours per week.

**TYPING TRANSCRIPTS.** When employees are authorized and required to type transcripts by the Court Administrator, they shall receive \$1.75 per original page and 30 cents per copy, if there is a retained attorney in addition to their regular pay for time spent during the regular work day. When employees are authorized and required to type transcripts on their own time, they shall receive \$1.75 per original page and 30 cents per copy.

**ARTICLE 23  
LONGEVITY**

- A. All employees covered by this Agreement in the active pay status of the Employer as of October 1 or any year shall be entitled to receive longevity pay for length of continuous service with the Employer according to the following paragraphs and schedule of payment.
- B. Longevity pay shall be computed as a percentage of Form W-2 Gross Earnings, exclusive of any amount for prior longevity payments, for the calendar year preceding the year of payment in accordance with the following schedule of payment:

CONTINUOUS SERVICE	PERCENTAGE OF FORM W-2 GROSS EARNINGS
5 or more and less than 10 YEARS	3%
10 or more and less than 15 years	5%
15 or more and less than 20 years	7%
20 or more years	9%

- C. Following completion of five (5) years of continuous full or at least 50% part-time active pay status by October 1 of any year and in subsequent years of such service, each employee shall receive annual longevity payments as provided in the schedule.
- D. To be eligible for longevity payment subsequent to the first payment, an employee must have completed continuous active pay status equal to the service required by original eligibility plus a minimum of one additional year of such continuous active pay status for each payment.
- E. Payment to employees who become eligible by October 1 of any year shall be paid no later than December 15 in each year.
- F. For purposes of this section, continuous service means service calculated from the employee's hiring date as a regular employee in active pay status either in or out of this Bargaining Unit. Continuous service shall be broken by:
  - 1) Quitting
  - 2) Discharge for cause
  - 3) Removal from active pay status
  - 4) Retirement
  - 5) Layoff
- G. Should an employee leave employment with the County for any reason, the employee's longevity will be paid on a prorated basis for each completed month of service with the County from October 1.

**ARTICLE 24**  
**HOSPITALIZATION-MEDICAL-DENTAL COVERAGE INSURANCE**

**Effective July 1, 1995**

The County will establish and make available a Health Care Reimbursement Account and a Premium Reduction Account which enables an employee to pay for health care costs which are not covered by other health and dental plans and/or the premium cost to purchase health coverage on a salary reduction basis.

**For all employees hired prior to January 1, 1995:**

- (a) The Employer agrees to continue in full force and effect the existing Blue Cross-Blue Shield coverage on behalf of employees qualified for same.
- (b) The Employer agrees to pay the full premium for hospitalization-medical coverage for all full-time employees and employees working thirty (30) hours or more per week, and his/her family, the plan to be Blue Cross-Blue Shield, MVF I, Master Medical IMB-OB. This coverage shall be applied to all employees covered by the terms of this Agreement.
- (c) The Employer agrees to pay the full premium for hospitalization-medical coverage for the employee and his/her family during an employee's absence as a result of any injury, illness, or maternity, for the first six (6) months.
- (d) **Effective 1/1/1995**, Continue the same benefits with the County paying the full premium for the present benefits and for a \$3.00, co-pay preferred Rx prescription drug rider (maintenance drug rider);
- (e) The County will pay the full premium for the following dental benefits:  
100% of treatment costs for Preventive, Diagnostic (except Radiographs) and Emergency Palliative (Class I) services and 50% of the balance of Class I benefits paid by Delta and 50% of treatment costs paid by Delta on Class II benefits, with a \$750 maximum per person per contract year, plus Orthodontic benefits at 50% of treatment costs on Class III (Orthodontic) benefits, with a \$600 lifetime maximum per person.
- (f) Those employees who have insurance coverage elsewhere and elect not to be covered under the County hospitalization insurance plan for a period of one year, shall receive a payment of \$500 to be payable to the employee at the end of the one-year period. It is understood that if both a husband and wife are employed by Washtenaw County and are eligible for full insurance benefits, only one shall be covered and no special payment shall be received. The employee shall provide proof of coverage annually in order to activate payment.

**Effective 1/1/1996**

- (d) Continue the same benefits with the County paying the full premium for the present benefits and for a \$5.00, co-pay preferred Rx prescription drug rider (maintenance drug rider).

**For employees hired on January 1, 1995 and thereafter:**

- (a) The Employer agrees to pay the full premium for hospitalization-medical coverage for all full-time employees and employees working thirty (30) hours or more per week, and his/her family, the plan to be Blue Shield CMM 250. This coverage shall be applied for these employees for the first three (3) years of employment.
- (b) Employees hired on January 1, 1995 and thereafter, will be given the option to "buy up" to the Blue Cross/Blue Shield MVF I, Master Medical IMB-OB plan by paying the difference in premium costs, during the first three years of employment, through payroll deduction.
- (c) The Employer agrees to pay the full premium for hospitalization-medical coverage under Blue Shield CMM 250 for the employee and his/her family during the first three (3) years of employment during the employee's absence as a result of any injury, illness, or maternity for the first (6) months.
- (d) **Effective 1/1/1995 -->** Continue the same benefits with the County paying the full premium for the present benefits and for a \$3.00, co-pay preferred Rx prescription drug rider (maintenance drug rider);

- (e) The County will pay the full premium for the following dental benefits:  
100% of treatment costs for Preventive, Diagnostic (except Radiographs) and emergency Palliative (Class I) services and 50% of the balance of Class I benefits paid by Delta and 50% of treatment costs paid by Delta on Class II benefits with a \$750 maximum per person per contract year, plus Orthodontic benefits at 50% of treatment costs on Class III (Orthodontic) benefits, with a \$600 lifetime maximum per person.
- (f) Upon the fourth year of employment, the employee shall be removed from Blue Shield CMM 250 and the Employer agrees to pay the full premium for hospitalization-medical coverage for all full-time employees and employees working thirty (30) hours or more per week, and his/her family, under the plan Blue Cross-Blue Shield, MVF I, Master Medical IMB-OB.
- (g) The Employer agrees to pay the full premium for hospitalization-medical coverage under Blue Cross/Blue Shield MVF I, Master Medical IMB-OB from the fourth year and thereafter, if any employee's absence is the result of any injury, illness, or maternity for the first six (6) months.
- (h) Those Employees who have insurance coverage elsewhere and elect not to be covered under the County hospitalization insurance plan for a period of one year, shall receive a payment of \$500 to be payable to the employee at the end of the one-year period. It is understood that if both a husband and wife are employed by Washtenaw County and are eligible for the same full insurance benefits, only one shall be covered and no special payment shall be received. The employee shall provide proof of coverage annually in order to activate payment.

**Effective 1/1/1996:**

- (d) Continue the same benefits with the County paying the full premium for the present benefits and for a \$5.00, co-pay preferred Rx prescription drug rider (maintenance drug rider).

**ARTICLE 25  
LIFE INSURANCE**

The Employer agrees to pay full cost of premiums for Life Insurance for permanent salaried and hourly-rated employees who work thirty (30) hours or more per week. This insurance also provides accidental death and dismemberment coverage. Coverage is effective six (6) months following hire. The amount of Life insurance is based on one (1) times the annual base salary including longevity payments but excluding overtime payments adjusted to the next higher \$500 (if not already a multiple of 500).

Examples:

1. All employees earning \$8,000 or less are insured for \$8,000.
2. All employees earning \$8,001-\$8,500 are insured for \$8,500; \$8,501-\$9,000 for \$9,000; \$9,001-\$9,500 for \$9,500, etc.

As of August 1, 1986, the maximum shall be increased to \$40,000.

The Employer agrees to provide a supplemental life insurance program for those employees who are desirous of participating. Any employee desiring to participate in such supplemental life insurance will be allowed to do so at the employee's expense and the County agrees that the expense for said insurance or the monthly premium may be deducted through payroll deduction upon authorization of the employee.

## ARTICLE 26

### WORKER'S COMPENSATION - On-The-Job Injury

- (a) Effective January 1, 1995, each employee will be covered by the applicable Worker's Compensation laws and the Employer further agrees that an employee eligible for Worker's Compensation will receive, in addition to his/her Worker's Compensation, an amount to be paid by the Employer sufficient to make up the difference between Worker's Compensation and his/her regular weekly income, for a period not to exceed six (6) months.
- (b) Effective January 1, 1995, an employee on Worker's Compensation for a period longer than six (6) months will be allowed to utilize any accrued sick leave and/or vacation to supplement his/her Worker's Compensation, in an amount sufficient to maintain his/her regular weekly income until said benefits are exhausted. When doing so, employees will be considered full-time employees and eligible for full medical insurance benefits.

## ARTICLE 27

### RETIREMENT OR PENSION PLAN

There exists two (2) retirement plans for employees within the bargaining unit.

1. The Washtenaw County Retirement System; and
2. The Washtenaw County 401(a) Money Purchase Pension Plan.

Employees who were employed on August 28, 1986 will continue to be member of the Washtenaw County Retirement System unless they exercise their option to withdrawn from said system and exercise an option to participate in the Washtenaw County 401(a) Money Purchase Pension Plan. This option must be exercised by December 31, 1986.

Employees who are hired on or after August 29, 1986 shall be part of the Washtenaw County 401(a) Money Purchase Pension Plan.

#### *The Washtenaw County Retirement System*

Deductions are made each pay day for deposit to the Washtenaw County Retirement System. Deductions start at the beginning of an employee's services with the Employer and equal three (3) percent of the first \$4,200 of his/her annual compensation and five (5) percent of the portion of his/her annual compensation in excess of \$4,200. Effective January 1, 1987, employees' contributions will be increased to six (6) percent of total compensation.

Benefits are based on salary and length of service, being equal to one and two tenths (1.2) percent of final average salary up to \$4,200, one and seven tenths (1.7) percent of salary above \$4,200, multiplied by the number of years of service upon retirement. The result of this computation is the amount of annual retirement benefit. Effective January 1, 1987, the multiplier shall be increased to two (2) percent of final average compensation times the number of years of service upon retirement with a maximum of seventy-five (75) percent of the final average compensation, for all those employees who retire, terminate membership in the plan or terminate county employment on or after January 1, 1987.

Final Average Compensation is the average of the compensation paid the employee by the Employer during the period of five (5) consecutive years of service which produces the highest average. The five (5) consecutive years must be within your last ten (10) years of credited service.

Benefits are payable upon normal retirement at any time after age sixty (60). Any employee who works until retirement and is over sixty (60) must have eight (8) years of service to qualify for pension.



Any employee who leaves before age sixty (60) and has eight (8) years of service credit may leave his/her pension contributions in the fund and begin drawing pension benefits at age sixty (60).

Employees may retire at age fifty-five (55) with reduced benefits providing he/she has twenty-five (25) or more years of service. Employees must retire at age seventy (70) unless extension of service is granted.

In the event employment with the Employer is severed for any reason before an employee qualifies for retirement benefits, a refund of all contributions made by the employee, plus interest compounded annually, will be made on request.

Deferred retirees will be allowed to participate, at their own expense in the County Blue Cross/Blue Shield program, once they are placed on the County retirement rolls.

The Employer agrees to pay the premium for Blue Cross and Blue Shield hospitalization insurance presently in effect for regular County employees, for retirees from the age of their 62nd birthday until they reach their 65th birthday.

The Employer agrees to pay premiums for Blue Cross-Blue Shield Medical Supplement insurance and for \$2,000 of life insurance for employees retiring. The Employer also agrees to pay the Blue Cross and Blue Shield for the retiree's spouse when it pays for the retiree's medical insurance.

A Retirement Commission administers the Retirement System and any questions about retirement should be directed to the Chair of the Retirement Commission in writing.

If an employee is absent because of illness or off-the-job injury and verifies same to the Employer, the Employer shall continue to make the required contributions to the present Pension Fund under which the employees are covered for a period of four (4) weeks. If an employee is injured on the job, the Employer shall continue to pay the required contributions until such employee returns to work; however, such contributions shall not be paid for a period of more than twelve (12) months.

***The Washtenaw County 401(s) Money Pension Plan***

The provisions of the Washtenaw County 401(a) Money Purchase Pension Plan as set forth in the "Washtenaw County OPTION C RETIREMENT PLAN Primary Features of 401(a) 'Money Purchase' Pension Plan" and the "Washtenaw County Money Purchase Pension Plan" both adopted by the Washtenaw County Board of Commissioners on December 19, 1984, are incorporated herein and made a part thereof. Effective January 1, 1987, both the employee's and Employer's contribution rate shall be increased to six (6) percent.

A committee shall be established outside of negotiations to study the following: early retirement programs/options, including but not limited to: (1) 25 years and out, (2) employees who opted out of Plan A and are currently in MPPP have the option of reverting back to Plan A, and (3) any early retirement options or programs offered to employees. The committee will begin not later than thirty (30) days after ratification of the contract. The findings of the committee shall be subject to future negotiations. The Juvenile Court / Detention Supervisory employees shall have one (1) representative on the committee.

**ARTICLE 28  
CAR OR MILEAGE ALLOWANCE**

Effective January 1, 1995, the Employer agrees to reimburse employees for use of their personal cars while on assignment, at the rate allowed by the Internal Revenue Service (IRS). All changes in this allowance shall become effective with the effective date given by the IRS.

The County of Washtenaw Standardized Travel Regulations Policy shall remain in effect for the life of this contract.

**ARTICLE 29  
TUITION REIMBURSEMENT**

Any staff member who endeavors to improve his/her skills and job performance by study or training will be encouraged to do so through financial assistance from the Employer.

**ELIGIBLE STAFF:** Any person having employment status as a permanent, full-time employee of Washtenaw County Juvenile Court is eligible for financial assistance under this Tuition Reimbursement program. Further, staff members must have held employment status as a permanent, full-time employee for Washtenaw County Juvenile Court for a period of no less than six (6) consecutive months on the date of Starting an approved course.

**COURSES APPROVED:** Eligible staff shall receive tuition reimbursement provided that the course work meets one of the following conditions:

The course is directly related to the assigned duties of the staff member in his/her present position and a direct application of knowledge to be gained in the course can be clearly stated,  
**OR**

The course is in preparation for a related degree or possible future duties that may be assigned the staff his/her present position or is a course that would qualify her/him for a promotion in the bargaining unit or into other County positions. Appropriate courses are those necessary to complete a degree or elective courses which will be accepted by the relevant institution toward procurement of a degree.

The above criterion is subject to the requirements as stipulated below.

A grade of "C" or better, or if no grades are given for the course, certification of completion of course requirements, is necessary and copy of evidence is to be presented to the Personnel Director, in conjunction with proof of total payment for tuition, in order to receive any tuition reimbursement from Washtenaw County.

**NOTE:** Courses, conferences, seminars, in-service training, and other programs whereby staff members are sent by the Court, or attendance by the staff member is beneficial to his/her position, and all costs of attending such programs are paid by the Employer, are not subject to provisions of this Tuition Reimbursement Program.

**APPROVAL:** The approving body for courses under the Tuition Reimbursement program shall consist of the Personnel Director and the head of the department in which the course applicant is employed. Tie votes may be decided by the appropriate Committee of the Board of Commissioners.

**RESPONSIBILITY:** The Personnel Director is assigned as the Coordinator of the Tuition Reimbursement program.

#### **GENERAL:**

1. The first course each term can be on the Employer's time but time off for the second course must be taken either as vacation or compensatory time.
2. Courses must be approved in writing by the approving body prior to starting classes.
3. Course work and related reports must be completed within six (6) months from starting classes.
4. The Court expects that an employee will continue employment for at least one (1) year following completion of classes or a program of study. If a voluntary quit occurs, the employee will be expected to repay to Washtenaw County the full amount received from the County. If such payment is not made, said amount shall be withheld from the employee's final pay check.
5. Reimbursement under this program shall be 50% of tuition only upon satisfactory completion of an approved course. Books, supplies, transportation, or other costs of attending classes are not to be paid by the County.
6. Any stipend, grant, scholarship, etc. which contributes toward the tuition payment shall be deducted on a pro-rata basis from the County's assistance payment.
7. Reimbursement shall be limited to six (6) credit hours per term.

#### **PROCEDURE:**

1. Each course applicant shall complete and sign an Application for Approval of Reimbursement for Tuition Form. Adequate answers must be provided to each question. Copies of the form may be obtained in the County Personnel Office. Three (3) copies are to be submitted to the County Personnel Office.
2. The department head and the Personnel Director may meet with the course applicant, discuss the proposed course, and approve or reject the application.
3. Upon conditional approval, the course applicant shall receive the third copy of the approved application, and the Personnel Office shall retain the first and second copies. In addition, one (1) financial assistance verification form shall be requested with respect to each course being applied for.
4. Where additional course work, diploma, degree or license becomes necessary as a condition of employment, the Employer shall, under the provisions of this plan, pay fifty (50%) for the necessary courses.
5. Upon successful completion of the course, and presentation of satisfactory evidence of course completion, including the grade received, together with proof of payment of tuition, the second copy of the Application for Approval or Reimbursement for Tuition will be approved by the Personnel Director for payment and forwarded to the County Controller who shall make payment to the employee.
6. The first copy, with evidence of course completion, as outlined in 5., above, shall be entered in the personnel folder of the staff member and retained as a permanent record.

### **ARTICLE 30 COMPENSATORY TIME**

1. Casework supervisors and Juvenile register be compensated with compensatory time on a straight-time basis for hours worked in excess of 40 hours in a work week. Time earned and taken (flexed) within a pay period shall not be subject to the 40-hour requirement.
2. Detention supervisors be compensated as provided for in Article 22, Wages and Work Schedule. They will receive compensation at the rate of time and one-half in cash or

compensatory time at the discretion of the employer for hours worked in excess of 40 in any work week. Employees shall be allowed to accumulate up to a five (5) day compensatory time bank.

**ARTICLE 31  
ACT OF GOD**

If the Probate and/or Juvenile Judge declares that the Court Cannot be Opened or operated in its usual manner due to weather conditions, natural disaster, civil disturbance, or any other officially declared emergency, an employee shall not be subject to any deduction in pay and the time lost will not be taken from any accumulated annual, sick or compensatory time.

**ARTICLE 32  
PARKING**

Current parking arrangements at the Juvenile Court shall remain in effect and unchanged throughout the life of this contract.

**ARTICLE 33  
SUCCESSOR CLAUSE**

This Agreement shall be binding upon the Employer's successors, assignees, purchaser, lessee or transferees, whether such succession, assignment or transfer be effected voluntarily or by the operation of law; and in the event of the Employer's merger or consolidation with another employer, this Agreement shall be binding upon the merged or consolidated employer.

**ARTICLE 34  
JURY DUTY**

An employee who serves on jury duty or is subpoenaed as a witness will be paid the difference between that portion of his/her pay for jury duty or witness duty which presents a five (5) day work week and his/her regular pay. Mileage shall not be deducted from the portion which the County pays the employee.

**ARTICLE 35  
MILITARY SERVICE**

Any employee on the seniority list inducted into the Military, Naval, Marine or air service under provisions of any Federal Selective Service Training Statute and amendments thereto, or any similar act in time of national emergency, respectively, shall upon termination of such service, be re-employed in accordance with the provision of such laws.

**ARTICLE 36  
CREDIT UNION**

The Employer agrees to deduct from each employee who so authorizes it in writing, a specified sum each and every payroll, and to remit this sum to the Huron Valley Area Credit Union not less frequently than monthly. The employee may revoke at any time this authorization and assigned by filing with the Employer and the Credit Union, a statement in writing that he/she does not want the

Employer to continue making such deductions provided that such revocation shall not be effective for ten (10) days from the date it is received by both the Employer and the Credit Union.

**ARTICLE 37  
RATES FOR NEW JOBS**

When a new job, change in job or change in job title is being considered the Personnel Director shall notify the Union of the job title and rate structure prior to its going to the Ways and Means Committee or becoming effective. in the event the Union requests, within one (1) week of notification, the rate shall be subject to negotiations. it the Employer determines that an emergency exists, it shall set the rate without prior notification or negotiations with the Union. Subsequent to the effective date of the rate, the Employer shall notify the Union of the rate. if the Union requests, within one (1) week of the notification, the rate shall be the subject of negotiations and if a different rate is agreed upon, it shall be retroactively applied.

**ARTICLE 38  
CONTINUING BENEFITS OR DEDUCTIONS**

All options for payroll deduction allowed by the Employer prior to the Agreement shall continue for the life of this contract, i.e., Group Car insurance, Credit Union, etc.

**ARTICLE 39  
PERSONAL TELEPHONE CALLS**

The Employer agrees that employees will be allowed to make and receive necessary phone calls on the Employers phones but such calls should be held to a minimum time and number. The employees shall not be required to pay for local calls.

**ARTICLE 40  
LUNCHROOM**

The Employer agrees to continue the present lunchroom facility at the Juvenile Court or a substantially equivalent lunchroom.

**ARTICLE 41  
HEALTH AND SAFETY**

Should an employee feel that his/her work requires him/her to work under unsafe conditions, he/she shall report the conditions to his/her department coordinator and higher steward for the proper action. if the matter is not adjusted satisfactorily, a special conference will be held.

**ARTICLE 42  
EXCLUDED EMPLOYEES**

The Employer will supply twice a year, in January and July, a list of all County employees with a designation of their bargaining unit, if any, and department. If AFSCME Local 3052 questions any of the employees excluded from their bargaining units it shall be the subject to a special conference.

**ARTICLE 43  
BARGAINING UNIT WORK**

Bargaining unit work shall not be transferred to department coordinator for the purpose of eliminating positions within the bargaining unit.

**ARTICLE 44  
INSURANCE**

- A. The Employer shall be liable for or carry or pay the full premium for any liability insurance covering employees for all liabilities they incur in the scope of their regular employment. Said liability insurance is in the amount of \$1,000,000.00.

If an employee suffers property damage or loss of property in the course of his/her employment, he/she shall file a claim with the Employer. The claim must state the facts concerning the loss, if the loss is due to other than the employee's negligence, the Employer shall reimburse the employee for the loss not otherwise compensated. In no event shall there be any reimbursement in excess of \$100.00 per occurrence.

- B. **Unemployment Compensation.** The Employer shall provide to the employees, unemployment compensation as required by law. The Employer shall notify the employees as to procedure they are to use, upon advising them of any layoff contemplated, in order that they may properly apply for unemployment compensation.

**ARTICLE 45  
PHYSICALS**

The Employer agrees to provide for the annual physical examination required for detention employees by the State licensing board.

**ARTICLE 46  
CONTRACTING AND SUB-CONTRACTING OF WORK**

During the term of this Agreement the Employer shall not contract out or sub-contract any work that would result in a layoff to employees.

**ARTICLE 47  
GLOSSARY**

**ANNIVERSARY DATE:** The date of hire or the date an employee assumes a new job title and duties. Change of job title within a grade, or demotion, do not change this date. However, an employee on an approved leave shall have a new anniversary date which shall be the old anniversary date minus the length of time on leave which shall reflect a reduction of credit months equal to the length of time on leave.

**DEMOTION:** When an employee moves from one classification to a job classification of a lower pay grade.

**HIRE DATE:** Hire date (s the most recent date of hire with the County).

**INCREMENT DATE (ANNUAL):** Corresponds to anniversary date.

**JOB TITLE:** References to job title in general or to specific job titles shall apply to all employees within that title.

**PROMOTION:** When an employee moves from their existing job classification to a job which has a higher pay grade. A promotion results in the equivalent of a two-step increase from the current pay scale unless this is not possible within the pay scale of the new position.

**RECLASSIFICATION:** The changing at the pay grade of an existing job title because of change of duties of the job or where a change of grade is found necessary because of market conditions for persons with the required skills. If a job is reclassified down, it should be without loss of pay, with the understanding that if the position is vacated, it will go to the new grade.

**SENIORITY DATE.** Seniority date and date of hire are one and the same except as provided for elsewhere in this agreement.

**STEP INCREASE:** Represents movement within a pay grade at annual intervals. However, an employee may be denied his/her step increase for documented unsatisfactory job performance.

**TERMINATION DATE:** The date an employee separates from County employment as a result of resignation, retirement or discharge.

**TRANSFERS:** A transfer occurs when an employee moves from one department to another. Involuntary transfers shall not result in loss of pay to an employee.

**TRANSFERS WITHIN SAME CLASSIFICATION:** When an employee is transferred from one job to another job which both have the same classification, the anniversary date does not change as a result of the transfer.

#### **ARTICLE 48**

##### **DISTRIBUTION OF AGREEMENT**

The Employer agrees to give to each employee a copy of this Agreement within four (4) weeks after the final draft has been approved and signed, and to provide a copy of the same Agreement to all new employees as part of the County Orientation. Each unit's contract cover shall be of distinct color.

#### **ARTICLE 49**

##### **NOTICE OF TERMINATION**

Employees should give at least two weeks notice of termination.

#### **ARTICLE 50**

##### **PRONOUNS - Use Of**

When the male gender is used in this Agreement it shall be applied equally to the female gender.

**ARTICLE 51  
SEPARABILITY AND SAVINGS CLAUSE**

1. If any Article or Section of this contract, or of any riders thereto should be held invalid by operation of law, or by any tribunal or competent jurisdiction, or if compliance with or enforcement of any Article or Section should be restrained by such tribunal pending a final determination as to its validity, the remainder of this contract and of any rider thereto, or the application of such Article or Section to persons or circumstances other than those as to which it has been held invalid or as to which compliance with or enforcement of has been restrained, shall not be affected thereby.
2. In the event that any Article or Section is held invalid or enforcement of or compliance with which has been restrained, as above set forth, the parties affected thereby shall enter into immediate collective bargaining negotiations upon the request of the Union for the purpose of arriving at a mutually satisfactory replacement for such Article or Section during the period of invalidity or restraint.

**ARTICLE 52  
CONFERENCES, WORKSHOPS AND SEMINARS**

improvement of the worth of staff members of Washtenaw County by the efforts of each is encouraged. Each staff member is encouraged to train himself/herself in skills that will increase his/her value to the County.

Employees are encouraged to attend conferences, workshops or seminars in which the training is directly related to the employee's assigned duties or the training is required to maintain a professional license or registration.

Requests for approval to attend educational conferences, workshops and seminars shall be made to the department in accordance with policies and guidelines developed by the department head.

Employees shall be allowed time off with pay to attend approved conferences, workshops or seminars. Reimbursement for expenses are subject to budgetary allocations and the discretion of the department head.

**ARTICLE 53  
DURATION**

1. This Agreement shall be in full force and effect from January 1, 1994, except as otherwise noted, to and including December 31, 1996 and said Agreement shall continue, but if either party desires to negotiate changes or revisions in this Agreement, either party may serve upon the other a notice at least sixty (60) days prior to the date of expiration.
2. It is further provided that where no such cancellation or termination notice is served and the parties desire to continue said Agreement, but also desire to negotiate changes or revisions in this Agreement, either party may serve upon the other a notice at least sixty (60) days prior to or of any subsequent contract year advising that such party desires to continue this Agreement, but also desires to revise or change terms or conditions of such Agreement.
3. In the advent of an inadvertent failure by either party to give the notice set forth in Section 1 and 2 of this Article, such party may give such notice at any time prior to the termination of the automatic renewal date of this Agreement. if a notice is given in accordance with the



provisions of this Section, the expiration date of this Agreement shall be the sixty-first (61st) day following such notice.

4. In the event of war, declaration of emergency, or imposition of civilian control during the life of this contract, either party may reopen the same upon sixty (60) days' written notice, and request re-negotiation of matters dealing with wages and hours. if governmental approval of revisions should become necessary, all parties will cooperate to the utmost to attain such approval.
5. The parties agree that the notice provided herein shall be accepted by all parties as compliance with the notice requirements of applicable law.

**SIGNATURE PAGE**

IN WITNESS WHEREOF, the parties hereto have hereunto set their hand and seals the day and year above written.

**FOR THE UNION**

Washtenaw County Supervisory Employees  
Local 3052, Council No. 25, AFSCME, AFL-CIO

By: *Cheryl McNeary*  
Counsel 25 Staff Representative

**FOR THE EMPLOYER**

By: *Nancy C. Fran*  
Nancy Francis, Probate Judge

By: *James E. Newhouse*  
James Newhouse, President, Local 3052

**FOR THE COUNTY**

By: *Grace Shackman*  
Grace Shackman, Chair  
Washtenaw County Board of Commissioners

By: *Richard Laster*  
Richard Laster, Chapter Chair

Attested to:

By: *Peggy M. Haines*  
Peggy M. Haines  
Washtenaw County Clerk / Register

**APPENDIX A  
SALARY SCHEDULE**

**SCHEDULE T  
EFFECTIVE 1/1/95 FOR 24 - JUVENILE COURT SUPERVISORS**

STEPS GRADES	1	2	3	4	5	6	7	8
70	\$21,450 \$825.00 \$11.00	\$22,484 \$864.75 \$11.53	\$23,498 \$903.75 \$12.05	\$24,531 \$943.50 \$12.58	\$25,545 \$982.50 \$13.10	\$26,579 \$1,022.25 \$13.63	\$27,573 \$1,060.50 \$14.14	\$28,568 \$1,098.75 \$14.65
71	\$23,049 \$886.50 \$11.82	\$24,141 \$928.50 \$12.38	\$25,253 \$971.25 \$12.95	\$26,345 \$1,013.25 \$13.51	\$27,456 \$1,056.00 \$14.08	\$28,548 \$1,098.00 \$14.64	\$29,640 \$1,140.00 \$15.20	\$30,713 \$1,181.25 \$15.75
72	\$24,746 \$951.75 \$12.69	\$25,935 \$997.50 \$13.30	\$27,125 \$1,043.25 \$13.91	\$28,314 \$1,089.00 \$14.52	\$29,504 \$1,134.75 \$15.13	\$30,674 \$1,179.75 \$15.73	\$31,844 \$1,224.75 \$16.33	\$32,994 \$1,269.00 \$16.92
73	\$26,579 \$1,022.25 \$13.63	\$27,866 \$1,071.75 \$14.29	\$29,153 \$1,121.25 \$14.95	\$30,420 \$1,170.00 \$15.60	\$31,707 \$1,219.50 \$16.26	\$32,975 \$1,268.25 \$16.91	\$34,242 \$1,317.00 \$17.56	\$35,471 \$1,364.25 \$18.19
74	\$28,568 \$1,098.75 \$14.65	\$29,952 \$1,152.00 \$15.36	\$31,317 \$1,204.50 \$16.06	\$32,702 \$1,257.75 \$16.77	\$34,086 \$1,311.00 \$17.48	\$35,451 \$1,363.50 \$18.18	\$36,816 \$1,416.00 \$18.88	\$38,123 \$1,466.25 \$19.55
75	\$30,713 \$1,181.25 \$15.75	\$32,195 \$1,238.25 \$16.51	\$33,677 \$1,295.25 \$17.27	\$35,159 \$1,352.25 \$18.03	\$36,641 \$1,409.25 \$18.79	\$38,123 \$1,466.25 \$19.55	\$39,585 \$1,522.50 \$20.30	\$41,009 \$1,577.25 \$21.03
76	\$33,014 \$1,269.75 \$16.93	\$34,613 \$1,331.25 \$17.75	\$36,212 \$1,392.75 \$18.57	\$37,811 \$1,454.25 \$19.39	\$39,410 \$1,515.75 \$20.21	\$41,009 \$1,577.25 \$21.03	\$42,569 \$1,637.25 \$21.83	\$44,090 \$1,695.75 \$22.61
77	\$35,490 \$1,365.00 \$18.20	\$37,206 \$1,431.00 \$19.08	\$38,922 \$1,497.00 \$19.96	\$40,658 \$1,563.75 \$20.85	\$42,374 \$1,629.75 \$21.73	\$44,109 \$1,696.50 \$22.62	\$45,786 \$1,761.00 \$23.48	\$47,424 \$1,824.00 \$24.32
78	\$38,162 \$1,467.75 \$19.57	\$40,014 \$1,539.00 \$20.52	\$41,867 \$1,610.25 \$21.47	\$43,739 \$1,682.25 \$22.43	\$45,591 \$1,753.50 \$23.38	\$47,444 \$1,824.75 \$24.33	\$49,238 \$1,893.75 \$25.25	\$51,012 \$1,962.00 \$26.16
79	\$41,028 \$1,578.00 \$21.04	\$43,037 \$1,655.25 \$22.07	\$45,045 \$1,732.50 \$23.10	\$47,034 \$1,809.00 \$24.12	\$49,043 \$1,886.25 \$25.15	\$51,032 \$1,962.75 \$26.17	\$52,982 \$2,037.75 \$27.17	\$54,893 \$2,111.25 \$28.15
80	\$44,148 \$1,698.00 \$22.64	\$46,293 \$1,780.50 \$23.74	\$48,458 \$1,863.75 \$24.85	\$50,603 \$1,946.25 \$25.95	\$52,767 \$2,029.50 \$27.06	\$54,912 \$2,112.00 \$28.16	\$56,999 \$2,192.25 \$29.23	\$59,066 \$2,271.75 \$30.29

SCHEDULE T  
EFFECTIVE 1/1/96 FOR 24 - JUVENILE COURT SUPERVISORS  
75 HOUR EMPLOYEES

STEPS GRADES	1	2	3	4	5	6	7	8
70	\$21,879 \$841.50 \$11.22	\$22,932 \$882.00 \$11.76	\$23,966 \$921.75 \$12.29	\$25,019 \$962.25 \$12.83	\$26,052 \$1,002.00 \$13.36	\$27,105 \$1,042.50 \$13.90	\$28,119 \$1,081.50 \$14.42	\$29,133 \$1,120.50 \$14.94
71	\$23,517 \$904.50 \$12.06	\$24,629 \$947.25 \$12.63	\$25,760 \$990.75 \$13.21	\$26,871 \$1,033.50 \$13.78	\$28,002 \$1,077.00 \$14.36	\$29,114 \$1,119.75 \$14.93	\$30,225 \$1,162.50 \$15.50	\$31,337 \$1,205.25 \$16.07
72	\$25,233 \$970.50 \$12.94	\$26,462 \$1,017.75 \$13.57	\$27,671 \$1,064.25 \$14.19	\$28,880 \$1,110.75 \$14.81	\$30,089 \$1,157.25 \$15.43	\$31,278 \$1,203.00 \$16.04	\$32,487 \$1,249.50 \$16.66	\$33,657 \$1,294.50 \$17.26
73	\$27,105 \$1,042.50 \$13.90	\$28,431 \$1,093.50 \$14.58	\$29,738 \$1,143.75 \$15.25	\$31,025 \$1,193.25 \$15.91	\$32,351 \$1,244.25 \$16.59	\$33,638 \$1,293.75 \$17.25	\$34,925 \$1,343.25 \$17.91	\$36,173 \$1,391.25 \$18.55
74	\$29,133 \$1,120.50 \$14.94	\$30,557 \$1,175.25 \$15.67	\$31,941 \$1,228.50 \$16.38	\$33,365 \$1,283.25 \$17.11	\$34,769 \$1,337.25 \$17.83	\$36,153 \$1,390.50 \$18.54	\$37,557 \$1,444.50 \$19.26	\$38,883 \$1,495.50 \$19.94
75	\$31,337 \$1,205.25 \$16.07	\$32,838 \$1,263.00 \$16.84	\$34,359 \$1,321.50 \$17.62	\$35,861 \$1,379.25 \$18.39	\$37,382 \$1,437.75 \$19.17	\$38,883 \$1,495.50 \$19.94	\$40,385 \$1,553.25 \$20.71	\$41,828 \$1,608.75 \$21.45
76	\$33,677 \$1,295.25 \$17.27	\$35,315 \$1,358.25 \$18.11	\$36,933 \$1,420.50 \$18.94	\$38,571 \$1,483.50 \$19.78	\$40,190 \$1,545.75 \$20.61	\$41,828 \$1,608.75 \$21.45	\$43,427 \$1,670.25 \$22.27	\$44,967 \$1,729.50 \$23.06
77	\$36,192 \$1,392.00 \$18.56	\$37,947 \$1,459.50 \$19.46	\$39,702 \$1,527.00 \$20.36	\$41,477 \$1,595.25 \$21.27	\$43,212 \$1,662.00 \$22.16	\$44,987 \$1,730.25 \$23.07	\$46,703 \$1,796.25 \$23.95	\$48,380 \$1,860.75 \$24.81
78	\$38,922 \$1,497.00 \$19.96	\$40,814 \$1,569.75 \$20.93	\$42,705 \$1,642.50 \$21.90	\$44,616 \$1,716.00 \$22.88	\$46,508 \$1,788.75 \$23.85	\$48,399 \$1,861.50 \$24.82	\$50,232 \$1,932.00 \$25.76	\$52,026 \$2,001.00 \$26.68
79	\$41,847 \$1,609.50 \$21.46	\$43,895 \$1,688.25 \$22.51	\$45,942 \$1,767.00 \$23.56	\$47,970 \$1,845.00 \$24.60	\$50,018 \$1,923.75 \$25.65	\$52,046 \$2,001.75 \$26.69	\$54,035 \$2,078.25 \$27.71	\$55,985 \$2,153.25 \$28.71
80	\$45,026 \$1,731.75 \$23.09	\$47,210 \$1,815.75 \$24.21	\$49,433 \$1,901.25 \$25.35	\$51,617 \$1,985.25 \$26.47	\$53,820 \$2,070.00 \$27.60	\$56,004 \$2,154.00 \$28.72	\$58,130 \$2,235.75 \$29.81	\$60,255 \$2,317.50 \$30.90

SCHEDULE T  
EFFECTIVE 7/1/96 FOR 24 - JUVENILE COURT SUPERVISORS  
75 HOUR EMPLOYEES

STEPS GRADES	1	2	3	4	5	6	7	8
70	\$22,308 \$858.00 \$11.44	\$23,400 \$900.00 \$12.00	\$24,453 \$940.50 \$12.54	\$25,526 \$981.75 \$13.09	\$26,579 \$1,022.25 \$13.63	\$27,651 \$1,063.50 \$14.18	\$28,685 \$1,103.25 \$14.71	\$29,718 \$1,143.00 \$15.24
71	\$23,985 \$922.50 \$12.30	\$25,116 \$966.00 \$12.88	\$26,267 \$1,010.25 \$13.47	\$27,417 \$1,054.50 \$14.06	\$28,568 \$1,098.75 \$14.65	\$29,699 \$1,142.25 \$15.23	\$30,830 \$1,185.75 \$15.81	\$31,961 \$1,229.25 \$16.39
72	\$25,740 \$990.00 \$13.20	\$26,988 \$1,038.00 \$13.84	\$28,217 \$1,085.25 \$14.47	\$29,465 \$1,133.25 \$15.11	\$30,693 \$1,180.50 \$15.74	\$31,902 \$1,227.00 \$16.36	\$33,131 \$1,274.25 \$16.99	\$34,340 \$1,320.75 \$17.61
73	\$27,651 \$1,063.50 \$14.18	\$28,997 \$1,115.25 \$14.87	\$30,342 \$1,167.00 \$15.56	\$31,649 \$1,217.25 \$16.23	\$32,994 \$1,269.00 \$16.92	\$34,320 \$1,320.00 \$17.60	\$35,627 \$1,370.25 \$18.27	\$36,894 \$1,419.00 \$18.92
74	\$29,718 \$1,143.00 \$15.24	\$31,161 \$1,198.50 \$15.98	\$32,584 \$1,253.25 \$16.71	\$34,028 \$1,308.75 \$17.45	\$35,471 \$1,364.25 \$18.19	\$36,875 \$1,418.25 \$18.91	\$38,318 \$1,473.75 \$19.65	\$39,663 \$1,525.50 \$20.34
75	\$31,961 \$1,229.25 \$16.39	\$33,501 \$1,288.50 \$17.18	\$35,042 \$1,347.75 \$17.97	\$36,582 \$1,407.00 \$18.76	\$38,123 \$1,466.25 \$19.55	\$39,663 \$1,525.50 \$20.34	\$41,184 \$1,584.00 \$21.12	\$42,666 \$1,641.00 \$21.88
76	\$34,359 \$1,321.50 \$17.62	\$36,017 \$1,385.25 \$18.47	\$37,674 \$1,449.00 \$19.32	\$39,351 \$1,513.50 \$20.18	\$40,989 \$1,576.50 \$21.02	\$42,666 \$1,641.00 \$21.88	\$44,304 \$1,704.00 \$22.72	\$45,864 \$1,764.00 \$23.52
77	\$36,914 \$1,419.75 \$18.93	\$38,708 \$1,488.75 \$19.85	\$40,502 \$1,557.75 \$20.77	\$42,315 \$1,627.50 \$21.70	\$44,070 \$1,695.00 \$22.60	\$45,884 \$1,764.75 \$23.53	\$47,639 \$1,832.25 \$24.43	\$49,355 \$1,898.25 \$25.31
78	\$39,702 \$1,527.00 \$20.36	\$41,633 \$1,601.25 \$21.35	\$43,563 \$1,675.50 \$22.34	\$45,513 \$1,750.50 \$23.34	\$47,444 \$1,824.75 \$24.33	\$49,374 \$1,899.00 \$25.32	\$51,246 \$1,971.00 \$26.28	\$53,060 \$2,040.75 \$27.21
79	\$42,686 \$1,641.75 \$21.89	\$44,772 \$1,722.00 \$22.96	\$46,859 \$1,802.25 \$24.03	\$48,926 \$1,881.75 \$25.09	\$51,012 \$1,962.00 \$26.16	\$53,079 \$2,041.50 \$27.22	\$55,107 \$2,119.50 \$28.26	\$57,096 \$2,196.00 \$29.28
80	\$45,923 \$1,766.25 \$23.55	\$48,146 \$1,851.75 \$24.69	\$50,427 \$1,939.50 \$25.86	\$52,650 \$2,025.00 \$27.00	\$54,893 \$2,111.25 \$28.15	\$57,116 \$2,196.75 \$29.29	\$59,300 \$2,280.75 \$30.41	\$61,464 \$2,364.00 \$31.52

SCHEDULE U  
EFFECTIVE 1/1/95 FOR 24 - JUVENILE DETENTION SUPERVISORS  
80 HOUR EMPLOYEES

STEPS GRADES	1	2	3	4	5	6	7	8
70	\$21,653 \$832.80 \$10.41	\$22,693 \$872.80 \$10.91	\$23,733 \$912.80 \$11.41	\$24,752 \$952.00 \$11.90	\$25,792 \$992.00 \$12.40	\$26,832 \$1,032.00 \$12.90	\$27,851 \$1,071.20 \$13.39	\$28,850 \$1,109.60 \$13.87
71	\$23,275 \$895.20 \$11.19	\$24,378 \$937.60 \$11.72	\$25,501 \$980.80 \$12.26	\$26,603 \$1,023.20 \$12.79	\$27,706 \$1,065.60 \$13.32	\$28,829 \$1,108.80 \$13.86	\$29,931 \$1,151.20 \$14.39	\$30,992 \$1,192.00 \$14.90
72	\$25,002 \$961.60 \$12.02	\$26,187 \$1,007.20 \$12.59	\$27,394 \$1,053.60 \$13.17	\$28,579 \$1,099.20 \$13.74	\$29,786 \$1,145.60 \$14.32	\$30,971 \$1,191.20 \$14.89	\$32,157 \$1,236.80 \$15.46	\$33,301 \$1,280.80 \$16.01
73	\$26,832 \$1,032.00 \$12.90	\$28,142 \$1,082.40 \$13.53	\$29,432 \$1,132.00 \$14.15	\$30,722 \$1,181.60 \$14.77	\$32,011 \$1,231.20 \$15.39	\$33,301 \$1,280.80 \$16.01	\$34,570 \$1,329.60 \$16.62	\$35,818 \$1,377.60 \$17.22
74	\$28,850 \$1,109.60 \$13.87	\$30,264 \$1,164.00 \$14.55	\$31,637 \$1,216.80 \$15.21	\$33,030 \$1,270.40 \$15.88	\$34,403 \$1,323.20 \$16.54	\$35,818 \$1,377.60 \$17.22	\$37,170 \$1,429.60 \$17.87	\$38,501 \$1,480.80 \$18.51
75	\$30,992 \$1,192.00 \$14.90	\$32,510 \$1,250.40 \$15.63	\$34,008 \$1,308.00 \$16.35	\$35,506 \$1,365.60 \$17.07	\$37,003 \$1,423.20 \$17.79	\$38,501 \$1,480.80 \$18.51	\$39,978 \$1,537.60 \$19.22	\$41,413 \$1,592.80 \$19.91
76	\$33,322 \$1,281.60 \$16.02	\$34,944 \$1,344.00 \$16.80	\$36,546 \$1,405.60 \$17.57	\$38,168 \$1,468.00 \$18.35	\$39,790 \$1,530.40 \$19.13	\$41,413 \$1,592.80 \$19.91	\$42,994 \$1,653.60 \$20.67	\$44,533 \$1,712.80 \$21.41
77	\$35,838 \$1,378.40 \$17.23	\$37,565 \$1,444.80 \$18.06	\$39,312 \$1,512.00 \$18.90	\$41,059 \$1,579.20 \$19.74	\$42,786 \$1,645.60 \$20.57	\$44,533 \$1,712.80 \$21.41	\$46,238 \$1,778.40 \$22.23	\$47,882 \$1,841.60 \$23.02
78	\$38,522 \$1,481.60 \$18.52	\$40,414 \$1,554.40 \$19.43	\$42,286 \$1,626.40 \$20.33	\$44,158 \$1,698.40 \$21.23	\$46,030 \$1,770.40 \$22.13	\$47,902 \$1,842.40 \$23.03	\$49,733 \$1,912.80 \$23.91	\$51,522 \$1,981.60 \$24.77
79	\$41,434 \$1,593.60 \$19.92	\$43,451 \$1,671.20 \$20.89	\$45,490 \$1,749.60 \$21.87	\$47,507 \$1,827.20 \$22.84	\$49,525 \$1,904.80 \$23.81	\$51,542 \$1,982.40 \$24.78	\$53,498 \$2,057.60 \$25.72	\$55,411 \$2,131.20 \$26.64
80	\$44,574 \$1,714.40 \$21.43	\$46,738 \$1,797.60 \$22.47	\$48,922 \$1,881.60 \$23.52	\$51,106 \$1,965.60 \$24.57	\$53,289 \$2,048.80 \$25.61	\$55,453 \$2,132.80 \$26.66	\$57,554 \$2,213.60 \$27.67	\$59,634 \$2,293.60 \$28.67

SCHEDULE U  
EFFECTIVE 1/1/96 FOR 24 - JUVENILE DETENTION SUPERVISORS  
80 HOUR EMPLOYEES

STEPS GRADES	1	2	3	4	5	6	7	8
70	\$22,090 \$849.60 \$10.62	\$23,150 \$890.40 \$11.13	\$24,211 \$931.20 \$11.64	\$25,251 \$971.20 \$12.14	\$26,312 \$1,012.00 \$12.65	\$27,373 \$1,052.80 \$13.16	\$28,413 \$1,092.80 \$13.66	\$29,432 \$1,132.00 \$14.15
71	\$23,733 \$912.80 \$11.41	\$24,856 \$956.00 \$11.95	\$26,021 \$1,000.80 \$12.51	\$27,144 \$1,044.00 \$13.05	\$28,267 \$1,087.20 \$13.59	\$29,411 \$1,131.20 \$14.14	\$30,534 \$1,174.40 \$14.68	\$31,616 \$1,216.00 \$15.20
72	\$25,501 \$980.80 \$12.26	\$26,707 \$1,027.20 \$12.84	\$27,934 \$1,074.40 \$13.43	\$29,141 \$1,120.80 \$14.01	\$30,389 \$1,168.80 \$14.61	\$31,595 \$1,215.20 \$15.19	\$32,802 \$1,261.60 \$15.77	\$33,966 \$1,306.40 \$16.33
73	\$27,373 \$1,052.80 \$13.16	\$28,704 \$1,104.00 \$13.80	\$30,014 \$1,154.40 \$14.43	\$31,346 \$1,205.60 \$15.07	\$32,656 \$1,256.00 \$15.70	\$33,966 \$1,306.40 \$16.33	\$35,256 \$1,356.00 \$16.95	\$36,525 \$1,404.80 \$17.56
74	\$29,432 \$1,132.00 \$14.15	\$30,867 \$1,187.20 \$14.84	\$32,261 \$1,240.80 \$15.51	\$33,696 \$1,296.00 \$16.20	\$35,090 \$1,349.60 \$16.87	\$36,525 \$1,404.80 \$17.56	\$37,918 \$1,458.40 \$18.23	\$39,270 \$1,510.40 \$18.88
75	\$31,616 \$1,216.00 \$15.20	\$33,155 \$1,275.20 \$15.94	\$34,694 \$1,334.40 \$16.68	\$36,213 \$1,392.80 \$17.41	\$37,752 \$1,452.00 \$18.15	\$39,270 \$1,510.40 \$18.88	\$40,768 \$1,568.00 \$19.60	\$42,245 \$1,624.80 \$20.31
76	\$33,987 \$1,307.20 \$16.34	\$35,651 \$1,371.20 \$17.14	\$37,274 \$1,433.60 \$17.92	\$38,938 \$1,497.60 \$18.72	\$40,581 \$1,560.80 \$19.51	\$42,245 \$1,624.80 \$20.31	\$43,846 \$1,686.40 \$21.08	\$45,427 \$1,747.20 \$21.84
77	\$36,546 \$1,405.60 \$17.57	\$38,314 \$1,473.60 \$18.42	\$40,102 \$1,542.40 \$19.28	\$41,870 \$1,610.40 \$20.13	\$43,638 \$1,678.40 \$20.98	\$45,427 \$1,747.20 \$21.84	\$47,154 \$1,813.60 \$22.67	\$48,838 \$1,878.40 \$23.48
78	\$39,291 \$1,511.20 \$18.89	\$41,226 \$1,585.60 \$19.82	\$43,139 \$1,659.20 \$20.74	\$45,032 \$1,732.00 \$21.65	\$46,946 \$1,805.60 \$22.57	\$48,859 \$1,879.20 \$23.49	\$50,731 \$1,951.20 \$24.39	\$52,562 \$2,021.60 \$25.27
79	\$42,266 \$1,625.60 \$20.32	\$44,325 \$1,704.80 \$21.31	\$46,405 \$1,784.80 \$22.31	\$48,464 \$1,864.00 \$23.30	\$50,523 \$1,943.20 \$24.29	\$52,582 \$2,022.40 \$25.28	\$54,558 \$2,098.40 \$26.23	\$56,514 \$2,173.60 \$27.17
80	\$45,469 \$1,748.80 \$21.86	\$47,674 \$1,833.60 \$22.92	\$49,899 \$1,919.20 \$23.99	\$52,125 \$2,004.80 \$25.06	\$54,330 \$2,089.60 \$26.12	\$56,555 \$2,175.20 \$27.19	\$58,698 \$2,257.60 \$28.22	\$60,819 \$2,339.20 \$29.24

SCHEDULE U  
EFFECTIVE 7/1/96 FOR 24 - JUVENILE DETENTION SUPERVISORS  
80  
80 HOUR EMPLOYEES

STEPS GRADES	1	2	3	4	5	6	7	8
70	\$22,526 \$866.40 \$10.83	\$23,608 \$908.00 \$11.35	\$24,690 \$949.60 \$11.87	\$25,750 \$990.40 \$12.38	\$26,832 \$1,032.00 \$12.90	\$27,914 \$1,073.60 \$13.42	\$28,974 \$1,114.40 \$13.93	\$30,014 \$1,154.40 \$14.43
71	\$24,211 \$931.20 \$11.64	\$25,355 \$975.20 \$12.19	\$26,541 \$1,020.80 \$12.76	\$27,685 \$1,064.80 \$13.31	\$28,829 \$1,108.80 \$13.86	\$29,994 \$1,153.60 \$14.42	\$31,138 \$1,197.60 \$14.97	\$32,240 \$1,240.00 \$15.50
72	\$26,021 \$1,000.80 \$12.51	\$27,248 \$1,048.00 \$13.10	\$28,496 \$1,096.00 \$13.70	\$29,723 \$1,143.20 \$14.29	\$30,992 \$1,192.00 \$14.90	\$32,219 \$1,239.20 \$15.49	\$33,467 \$1,287.20 \$16.09	\$34,653 \$1,332.80 \$16.66
73	\$27,914 \$1,073.60 \$13.42	\$29,286 \$1,126.40 \$14.08	\$30,618 \$1,177.60 \$14.72	\$31,970 \$1,229.60 \$15.37	\$33,301 \$1,280.80 \$16.01	\$34,653 \$1,332.80 \$16.66	\$35,963 \$1,383.20 \$17.29	\$37,253 \$1,432.80 \$17.91
74	\$30,014 \$1,154.40 \$14.43	\$31,491 \$1,211.20 \$15.14	\$32,906 \$1,265.60 \$15.82	\$34,362 \$1,321.60 \$16.52	\$35,797 \$1,376.80 \$17.21	\$37,253 \$1,432.80 \$17.91	\$38,667 \$1,487.20 \$18.59	\$40,061 \$1,540.80 \$19.26
75	\$32,240 \$1,240.00 \$15.50	\$33,821 \$1,300.80 \$16.26	\$35,381 \$1,360.80 \$17.01	\$36,941 \$1,420.80 \$17.76	\$38,501 \$1,480.80 \$18.51	\$40,061 \$1,540.80 \$19.26	\$41,579 \$1,599.20 \$19.99	\$43,098 \$1,657.60 \$20.72
76	\$34,674 \$1,333.60 \$16.67	\$36,358 \$1,398.40 \$17.48	\$38,022 \$1,462.40 \$18.28	\$39,707 \$1,527.20 \$19.09	\$41,392 \$1,592.00 \$19.90	\$43,098 \$1,657.60 \$20.72	\$44,720 \$1,720.00 \$21.50	\$46,342 \$1,782.40 \$22.28
77	\$37,274 \$1,433.60 \$17.92	\$39,083 \$1,503.20 \$18.79	\$40,914 \$1,573.60 \$19.67	\$42,702 \$1,642.40 \$20.53	\$44,512 \$1,712.00 \$21.40	\$46,342 \$1,782.40 \$22.28	\$48,090 \$1,849.60 \$23.12	\$49,816 \$1,916.00 \$23.95
78	\$40,082 \$1,541.60 \$19.27	\$42,058 \$1,617.60 \$20.22	\$43,992 \$1,692.00 \$21.15	\$45,926 \$1,766.40 \$22.08	\$47,882 \$1,841.60 \$23.02	\$49,837 \$1,916.80 \$23.96	\$51,750 \$1,990.40 \$24.88	\$53,622 \$2,062.40 \$25.78
79	\$43,118 \$1,658.40 \$20.73	\$45,219 \$1,739.20 \$21.74	\$47,341 \$1,820.80 \$22.76	\$49,442 \$1,901.60 \$23.77	\$51,542 \$1,982.40 \$24.78	\$53,643 \$2,063.20 \$25.79	\$55,640 \$2,140.00 \$26.75	\$57,637 \$2,216.80 \$27.71
80	\$46,384 \$1,784.00 \$22.30	\$48,630 \$1,870.40 \$23.38	\$50,898 \$1,957.60 \$24.47	\$53,165 \$2,044.80 \$25.56	\$55,411 \$2,131.20 \$26.64	\$57,678 \$2,218.40 \$27.73	\$59,862 \$2,302.40 \$28.78	\$62,026 \$2,385.60 \$29.82

**APPENDIX B  
CLASSIFICATIONS**

**JUVENILE COURT**

**Grade 73**

Chief Clerk - Juvenile Court

**Grade 74**

Juvenile Register - Probate Court

**Grade 77**

Casework Supervisor - Juvenile Court  
Casework / Community Outreach Supervisor

**Grade 78**

Senior Caseworker Supervisor

**JUVENILE DETENTION**

**Grade 76**

Youth Counselor Coordinator -  
Juvenile Court

**APPENDIX C  
MASTERS RATE**

Those employees in Caseworker Supervisor and Placement and Detention Coordinator positions with a Master's Degree in Social Work (MSW) or an MA degree in the Behavior Sciences, upon reaching the last step in their grade, will be eligible, upon receipt of Master's Degree in Social Work or Behavioral Sciences, to receive an additional salary supplement equivalent to 5% of step 1 in their grade, to be added to their salary. Salary supplement payment is not an "automatic", but must be earned upon satisfactory job performance as noted in their job evaluation for the preceding (6) month period immediately before their anniversary date.

**APPENDIX D  
LETTERS OF UNDERSTANDING**

1. Temporary layoffs
2. Employees having equal seniority
3. Permanent panel of arbitrators
4. Temporary Reclassifications, Juvenile Court Supervisors