

**COLLECTIVE BARGAINING AGREEMENT
BETWEEN
THE EATON COUNTY BOARD OF COMMISSIONERS
AND
THE CAPITOL CITY LODGE NO. 141
OF THE FRATERNAL ORDER OF POLICE
CENTRAL DISPATCH SUPERVISORY UNIT**

OCTOBER 1, 2006 – SEPTEMBER 30, 2009

INDEX

	<u>PAGE</u>
<u>AGREEMENT</u>	1
<u>WITNESSETH</u>	1
<u>ARTICLE 1. RECOGNITION</u>	
Section 1. Collective Bargaining Unit	2
Section 2. Other Agreements	2
<u>ARTICLE 2. BARGAINING COMMITTEE</u>	
Section 1. Bargaining Committee	3
Section 2. Computed as Hours Worked	3
<u>ARTICLE 3. LODGE SECURITY AND CHECKOFF</u>	
Section 1. Agency Shop	4
Section 2. Lodge Membership	4
Section 3. Commencement of Dues	4
Section 4. Compliance	4
Section 5. Maintenance of Membership	4
Section 6. Checkoff	4
Section 7. Refunds	6
Section 8. Objection	6
Section 9. Save Harmless	6
Section 10. Laws - Courts Rulings	6
<u>ARTICLE 4. RIGHTS OF THE BOARD</u>	
Section 1. Management Rights	7
Section 2. Enumerated Rights	7
Section 3. Not Inclusive	7
<u>ARTICLE 5. SALARIES</u>	
Section 1. Schedule	8
Section 2. Payroll Errors	8
<u>ARTICLE 6. GRIEVANCE PROCEDURE</u>	
Section 1. Definition	9
Section 2. Grievance Content	9
Section 3. Time Limits	9
Section 4. Forfeiture	9
Section 5. Day Defined	9
Section 6. Signed Resolution	9
Section 7. Steps of the Grievance Procedure	10
<u>ARTICLE 7. DISCIPLINARY ACTION</u>	
Section 1. Governing Procedures	13
Section 2. Charges	13
Section 3. Specific Section	13
Section 4. Statements	13
Section 5. Representation	13
Section 6. Past Infractions	13
Section 7. Lost Pay or Discharge Grievance	13
Section 8. Discipline Absolute	14
Section 9. Back Wages	14

<u>ARTICLE 7. DISCIPLINARY ACTION (CONTINUED)</u>	<u>PAGE</u>
Section 10. New Hire Probationary Employees	14
Section 11. Just Cause	14
Section 12. Personnel Files	14
Section 13. Suspension	14
<u>ARTICLE 8. HOURS OF WORK AND OVERTIME</u>	
Section 1. Hours of Work	16
Section 2. Schedules of Work	16
Section 3. Pass Days	17
Section 4. Lunch Periods and Rest Breaks	18
Section 5. Overtime	18
Section 6. No Pyramiding	18
Section 7. Court Time	19
Section 8. Changes in Workweek/Workday	19
Section 9. Call Back	19
Section 10. Authorization of Overtime/Call Back	19
Section 11. Layoff in Lieu of Reduced Hours	20
<u>ARTICLE 9. SENIORITY</u>	
Section 1. Definitions	21
Section 2. Seniority List	21
Section 3. Job Probation	21
Section 4. Loss of Seniority	21
Section 5. Probationary Employees	22
Section 6. Seniority Employees Promoted Outside the Bargaining Unit	22
Section 7. Employees With Same Seniority Within Rank	22
Section 8. Temporary and Special Assignments	22
Section 9. Resignations	23
<u>ARTICLE 10. LAYOFF AND RECALL</u>	
Section 1. Order of Layoff	24
Section 2. Notice of Layoff	24
Section 3. Recall Procedure	25
Section 4. Reinstatement	25
Section 5. Voluntary Layoff	25
<u>ARTICLE 11. UNPAID LEAVES OF ABSENCE AND SICK PAY</u>	
Section 1. Good Cause	27
Section 2. Military Leave of Absence	27
Section 3. Other Leaves	27
Section 4. Sick Pay	27
Section 5. Leave for Lodge Meetings	30
Section 6. Family and Medical Leave	30
<u>ARTICLE 12. BEREAVEMENT PAY</u>	
Section 1. Immediate Family	32
Section 2. Grandchild/Grandparent	32

<u>ARTICLE 12. BEREAVEMENT PAY (CONTINUED)</u>	<u>PAGE</u>
Section 3. Compensation	32
Section 4. Intent	32
Section 5. Additional Time	32
<u>ARTICLE 13. HOLIDAY PAY</u>	
Section 1. Recognized Holidays	33
Section 2. Ten Hour Schedule/Twelve Hour Schedule	33
Section 3. Five and Two Schedule.....	33
Section 4. Pro-Ration	34
Section 5. Day of Celebration.....	34
Section 6. Scheduled But Fails to Work.....	35
<u>ARTICLE 14. PERSONAL LEAVE DAYS</u>	
Section 1. Number	36
Section 2. Advance Notice.....	36
Section 3. Payout	36
<u>ARTICLE 15. VACATIONS</u>	
Section 1. Hours Earned Each Payroll	37
Section 2. Computation of Vacation Pay	37
Section 3. Maximum Accumulation/Separation	37
Section 4. Scheduling	38
Section 5. Method of Taking	38
<u>ARTICLE 16. INSURANCE AND PENSION BENEFITS</u>	
Section 1. Health Insurance - Current Employees.....	39
Section 2. Health Insurance – Retirees – Employees Hired Prior to April 1, 2007.....	41
Section 3. Health Insurance – Retirees – Employees Hired After April 1, 2007	46
Section 4. Dental Insurance	47
Section 5. Sickness and Accident Insurance.....	48
Section 6. Life Insurance and Accidental Death and Dismemberment Coverage.....	49
Section 7. Life, Sickness, Dental and Health Insurance Premiums When on Unpaid Status	50
Section 8. Insurance Coverage Changes.....	50
Section 9. Specimen Insurance Contracts.....	50
Section 10. Workers' Compensation	50
Section 11. Pension.....	52
Section 12. Right to Change Carrier.....	53
Section 13. False Arrest & Liability Insurance	53
Section 14. Group Deferred Compensation Plan	53
<u>ARTICLE 17. EQUIPMENT</u>	
Section 1. Equipment.....	54
Section 2. Reporting Defects of Equipment	54
Section 3. Reimbursement of Personal Property in the Line of Duty.....	54
<u>ARTICLE 18. LONGEVITY PAY</u>	
Section 1. Schedule	55
Section 2. Payments Made	55
<u>ARTICLE 18. LONGEVITY PAY (CONTINUED)</u>	<u>PAGE</u>

Section 3. Pro-rated Longevity Payment	55
Section 4. Retirement.....	55
Section 5. Leave.....	55
<u>ARTICLE 19. BULLETIN BOARD</u>	
Section 1. Bulletin Board Space Provided.....	56
Section 2. Copies Provided to Employer	56
<u>ARTICLE 20. STRIKES AND ILLEGAL ACTIVITY</u>	
Section 1. No Strike Pledge	57
Section 2. Disciplinary Action	57
Section 3. No Lock Out	57
<u>ARTICLE 21. SEVERABILITY PROVISION</u>	
Section 1. Savings Clause.....	58
Section 2. Negotiations.....	58
<u>ARTICLE 22. WRITTEN AGREEMENTS</u>	59
<u>ARTICLE 23. COMPLETE AGREEMENT</u>	60
<u>ARTICLE 24. MISCELLANEOUS</u>	
Section 1. Humanitarian Clause.....	61
Section 2. Special Conferences.....	61
Section 3. Equality of Treatment	61
Section 4. Name or Address Changes.....	61
<u>ARTICLE 25. LODGE REPRESENTATION</u>	
Section 1. Representation	62
Section 2. General Rules.....	62
Section 3. Notice to the Employer.....	62
<u>ARTICLE 26. GENDER</u>	63
<u>ARTICLE 27. HEADINGS</u>	64
<u>ARTICLE 28. JURY DUTY LEAVE</u>	65
<u>ARTICLE 29. USE OF PERSONAL VEHICLES</u>	
Section 1. Mileage Allowance	66
Section 2. Mileage for Court Duty.....	66
<u>ARTICLE 30. NEW JOB CLASSIFICATION</u>	
Section 1. Written Notice to the Lodge	67
Section 2. Employer Established Rate.....	67
Section 3. Retroactivity.....	67
<u>ARTICLE 31. FITNESS PROGRAM</u>	68
<u>ARTICLE 32. DURATION</u>	
Section 1. Length of Contract.....	69
Section 2. Amendment/Modification.....	69
<u>APPENDIX "A". SALARY SCHEDULE</u>	
Central Dispatch Department Salary Schedule Supervisory Unit	70
<u>SETTLEMENT</u>	71
MEMORANDUM OF UNDERSTANDING – HEALTH INSURANCE –	
OPTICAL COVERAGE	72

AGREEMENT

THIS AGREEMENT entered into this ____ day of _____, 2007, by and between the EATON COUNTY BOARD OF COMMISSIONERS, hereinafter called the "Employer", and the CAPITOL CITY LODGE #141 OF THE FRATERNAL ORDER OF POLICE, SUPERVISORY UNIT, EATON COUNTY CENTRAL DISPATCH DEPARTMENT, hereinafter called the "Lodge".

WITNESSETH

Pursuant to and in accordance with the applicable provisions of Act 379 of the Public Acts of 1965 and of Act 336, Public Acts of 1947, as amended, the parties hereto have engaged into collective bargaining with respect to the salaries, hours of work, and other conditions of employment for the employees in the job classification of Dispatch Supervisor, and have agreed as follows:

ARTICLE 1

RECOGNITION

Section 1. Collective Bargaining Unit. The Employer agrees that during the life of this Agreement it will not recognize any organization other than the Lodge as the collective bargaining agent for the employees occupying, or who may, during the life of this Agreement, occupy, any of the job classifications set forth in Appendix "A", attached hereto.

Section 2. Other Agreements. The Employer shall not enter into any agreement with one or more of the employees in the bargaining unit or with any other organization which in any way conflicts with the provisions hereof, however the parties may enter into written letters of understanding if properly authorized by their respective agents.

ARTICLE 2

BARGAINING COMMITTEE

Section 1. Bargaining Committee. The Employer agrees to recognize not more than two (2) individuals designated as the Bargaining Committee. The Bargaining Committee members shall be permanent employees in the bargaining unit and shall not be on probationary status. The Lodge retains the right to have up to two (2) non-employee representatives.

The Lodge shall furnish the Board, in writing, a list of its designated Bargaining Committee.

Section 2. Computed As Hours Worked. Employee members of the bargaining committee will be paid by the Employer for time spent in negotiations with the Employer, but only for the straight time hours they would have otherwise worked on a regular work schedule. For the purpose of computing overtime, time spent in negotiations shall be considered as hours worked to the extent of the regular work schedule hours which otherwise would have been worked by the bargaining committee member.

ARTICLE 3

LODGE SECURITY AND CHECKOFF

Section 1. Agency Shop. Employees covered by this Agreement at the time it becomes effective and who are members of the Lodge at that time shall be required, as a condition of continued employment, to continue membership in the Lodge or pay a representation fee to the Lodge for the duration of this Agreement.

Section 2. Lodge Membership. Employees covered by this Agreement who are not members of the Lodge, shall be required as a condition of continued employment to become members of the Lodge or to pay a representation fee to the Lodge, and such condition shall be required for the duration of this Agreement.

Section 3. Commencement of Dues. Employees promoted into the bargaining unit shall be required as a condition of continued employment to become members of the Lodge or to pay a representation fee to the Lodge for the duration of this Agreement commencing on the first full pay period following the promotion. New employees shall be required to do the same commencing on the first full pay period following the completion of the probationary period.

Section 4. Compliance. Employees shall be deemed to have complied with the terms of this Section if they are not more than sixty (60) days in arrears for membership dues or representation fees, respectively.

Section 5. Maintenance of Membership. The Lodge shall notify an employee who has not paid his dues or representation fee by certified mail with a copy to the Employer. If said employee does not pay the dues or representation fee within (30) days after said notice is received, the Lodge shall notify the Employer by certified mail of this omission. Fifteen days after receipt of notification by the Lodge, the Employer shall terminate said employee.

Section 6. Checkoff. The Employer agrees to deduct the Lodge's dues from the wages of each individual employee in the bargaining unit who voluntarily becomes a member of the Lodge, subject to the following subsections:

(a) The Lodge shall obtain from each of its members a completed checkoff authorization form which shall conform to the respective State and Federal laws concerning that subject or any interpretations made thereof.

(b) All checkoff authorization forms shall be filed with the Employer's Controller's Office who shall return any incomplete or incorrectly completed forms to the Lodge's Treasurer and no check-off shall be made until such deficiency has been corrected.

(c) All other employees covered under this Agreement shall have deducted from their wages a percentage of the membership dues which sum shall be less than one hundred percent (100%) of said dues and which sum shall accurately represent the amount for said employee due the Lodge as their fair share of costs attributable to negotiating the terms of this Agreement, which sum shall include by way of example, but not by way of limitation, State, National, Lodge or other dues or assessments. The fair share representation fee shall be that amount which the Treasurer of the Lodge so notifies the Employer.

(d) The Employer shall checkoff only those obligations that come due at the time of checkoff and will make checkoff deductions only if the employee has enough pay due to cover such obligation and will not be responsible for refund to the employee if the employee has duplicated a checkoff deduction by direct payment to the Lodge.

(e) The Employer's remittance will be deemed correct if the Lodge does not give written notice to the Employer's Controller within (4) calendar weeks after the remittance is sent of its belief, with reasons stated therefore, that the remittance is not correct.

(f) The Lodge shall provide at least thirty (30) days written notice to the Controller, of the Employer, the amount of Lodge dues and/or representation fee to be deducted from the wages of employees in accordance with this Section. Any change in the amounts determined will also be provided to the Controller, in writing, at least thirty (30) days prior to its implementation. Checkoff Authorization Forms signed by each affected employee should accompany any notification of initial dues or representation fees deduction as well as any change in said dues or representation fees deductions.

Section 7. Refunds. In cases where a deduction is made that duplicates a payment that an employee already has made to the Lodge, or where a deduction is not in conformity with the provisions of the Lodge Constitution or By-Laws, refunds to the employees will be the sole responsibility of the Lodge and will be made promptly by the Lodge.

Section 8. Objection. Any employee who has a good faith religious objection to the requirements of this Article due to a tenet of his religion or other reasoned grounds arising out of deep personal convictions shall not be subject to those requirements. The reasonableness of the employee's position shall be subject to the Grievance Procedure.

Section 9. Save Harmless. The Lodge agrees to defend, indemnify, and save the Employer harmless against any and all claims, suits or any form of liability to anyone arising out of any of the provisions of this Article, including deduction from any employee's pay of Lodge dues and/or representation fees, and also including anything done in reliance on any list, notice, certification, or authorization furnished under this Article. The Lodge assumes full responsibility for the disposition of deductions so made once they have been sent to the Lodge.

Section 10. Laws-Court Rulings. The Employer shall be required to make dues and fees deductions only as long as it may legally do so.

ARTICLE 4

RIGHTS OF THE BOARD

Section 1. Management Rights. The management of the business of the Central Dispatch Department is vested exclusively in the County, and the County reserves to itself all management functions including full and exclusive control of the content of work and the direction and supervision of the operation of the Central Dispatch Department business and of the employees of the County.

Section 2. Enumerated Rights. This shall include, among others, the right to hire new employees, to direct the working force, to discipline, suspend, discharge for just cause, to establish classifications, layoff employees because of lack of work, or for other legitimate reasons, to combine or split up departments, to make reasonable rules and regulations not inconsistent with the provisions of this Agreement; to decide on the functions to be performed and what work is to be performed by the County or outside agencies, to subcontract, if necessary, or to establish standards of quality all of which shall be subject to the applicable express provisions of this Agreement.

Section 3. Not Inclusive. The above rights are not all inclusive, but are merely an indication of the type of matters or rights which belong to and are part of the management of the business of the County and the Central Dispatch Department.

ARTICLE 5

SALARIES

Section 1. Schedule. Effective October 1, 2006 up to and including September 30, 2009 the salary schedule set forth in Appendix "A" attached hereto and by this reference made a part hereof shall remain in full force and effect. In no event shall salaries of employees be reduced, unless agreed to by both parties or through collective bargaining.

Section 2. Payroll Errors. Employees must report all payroll errors to the Controller's Office by the end of the second business day following the payday (excluding Saturdays, Sundays and Holidays). If the payroll error was the result of payroll processing and the error is greater than three (3) times the employee's hourly rate, a special paycheck will be issued as soon as possible. If the error was the result of employee negligence, such as not recording work hours properly, not getting appropriate signatures or correct notations on the time card or not reporting the error by the end of the second business day, the error will not be corrected until the employee's next regularly scheduled paycheck.

ARTICLE 6

GRIEVANCE PROCEDURE

Section 1. Definition. For the purpose of this Agreement the term "Grievance" means any dispute regarding the meaning, interpretation, or alleged violation of the terms and provisions of this Agreement, or the Rules and Regulations of the Central Dispatch Department.

Section 2. Grievance Content. All grievances shall be in writing and shall include time, date, alleged contractual violation(s) or written rule(s) or regulation(s) that is the basis of the grievance, the facts that gave rise to the grievance, the remedy desired and the signature of the grievant and/or Lodge representative.

Section 3. Time Limits. The time limits established by the grievance procedure shall be followed by the parties and may only be extended by mutual agreement in writing.

Section 4. Forfeiture. In the event a grievance is not timely filed or advanced from one step of the grievance procedure to the next, the grievance will be considered as permanently denied or settled on the basis of the Employer's last answer. Failure of the Employer to respond to a grievance, at any stage, within the time limits specified, shall be considered a denial of the grievance and the grievance may be processed to the next step, including arbitration, provided the grievance is advanced timely from the last day that the Employer's answer was due.

Section 5. Day Defined. Whenever "day" is used, it shall mean the weekdays of Monday through Friday, inclusive except for scheduled holidays, which shall be excluded. A day shall constitute an entire twenty-four (24) hour period.

Section 6. Signed Resolution. The Grievance Procedure shall stop at any point when the parties involved reach a satisfactory solution to the grievance. This final answer shall be signed by all parties involved or a representative of the parties involved.

Section 7. Steps of the Grievance Procedure:

STEP 1: The aggrieved employee and/or Lodge, shall submit any grievance in writing to the Central Dispatch Director or the Assistant Central Dispatch Director within five (5) days after the grievance might reasonably have become known to exist.

The Central Dispatch Director or the Assistant Central Dispatch Director will acknowledge receipt of the grievance with a signature and by entering the time and date received. If not signed by a Lodge representative, the Central Dispatch Director or Assistant Central Dispatch Director shall provide the representative with a copy.

The Central Dispatch Director or the Assistant Central Dispatch Director shall give a written answer to the aggrieved employee and/or Lodge Steward within three (3) days of his receipt of the complaint.

STEP 2: If the answer of the Central Dispatch Director or the Assistant Central Dispatch Director in Step 1 is unsatisfactory to the grievant and/or Lodge, the grievant and/or Lodge, may within three (3) days of receiving the answer in Step 1, and not thereafter, advance the grievance in writing to the Controller or his designee. The Controller, or his designee, will acknowledge receipt of the grievance with a signature and by entering the time and date received.

The Controller or his designee shall schedule and hold a meeting or give a written answer to the grievant and/or Lodge within five (5) days of his receipt of the complaint. If a meeting is held, the answer is due within five (5) days after the date of the meeting.

STEP 3: If the answer of the Controller and/or his designee in Step 2 is unsatisfactory to the grievant and/or the Lodge, the Lodge may, within three (3) days of receiving the answer in Step 2, and not thereafter, advance the grievance, in writing, to the Grievance Board.

The Grievance Board will be composed of three (3) representatives of the Board of Commissioners. A representative of the Grievance Board will acknowledge receipt of the grievance with a signature and by entering the time and date received.

The Grievance Board shall meet within fourteen (14) days of the receipt of the grievance at Step 3. Both the Employer and Lodge retain the right to be represented by an outside representative at the Grievance Board.

The Grievance Board shall hear the matter and attempt settlement of said grievance. The Grievance Board shall give a written answer to the Lodge within fourteen (14) days of the Grievance Board meeting.

STEP 4.: ARBITRATION. If the answer of the Grievance Board in Step 3 is unsatisfactory and the Lodge wishes to carry the grievance further it must, within thirty (30) days notify the Employer, in writing, that it elects to take the matter to arbitration and simultaneously advance the matter to arbitration under the rules of the American Arbitration Association.

(a) The arbitrator shall be empowered to rule only on a grievance which involves an interpretation or application of this Agreement, or the Rules and Regulations of the Central Dispatch Department.

(b) The arbitrator shall not add to, subtract from, ignore or change any of the provisions of this Agreement.

(c) It shall not be within the jurisdiction of the arbitrator to change an existing wage rate, or to establish a new wage rate, nor to rule on the Employer's rights to manage and direct its work force unless there is contained in the Agreement a specific and explicit limitation of those rights, or to infer from any provision of this Agreement any limitation of those rights.

(d) Each party shall furnish to the arbitrator and to the other party whatever facts or material the arbitrator may require to properly weigh the merits of the case.

(e) The Arbitration Association's administrative fee and other charges as well as the arbitrator's charges for his services and expenses shall be shared equally between the Employer and the Lodge.

(f) The arbitrator's decision, on the arbitrable matter within his jurisdiction, shall be final and binding upon all parties.

(g) Only one grievance shall be presented to an arbitrator in any one hearing, unless the parties mutually agree to combine grievances for the same arbitrator.

ARTICLE 7

DISCIPLINARY ACTION

Section 1. Governing Procedures. In any case where disciplinary action may be taken, the procedures set forth in the section entitled "Discipline" of the Rules and Regulation Books of the Eaton County Central Dispatch Department, as amended from time to time will be followed, except as modified by this Article.

Section 2. Charges. After the appropriate investigation has been completed, any charges resulting in discipline or discharge shall be reduced to writing and a copy shall be furnished, to the employee against whom the charges are brought, and if the employee wishes, to a Union representative.

Section 3. Specific Section. Such charges and specifications shall cite the specific sections of Rules and Regulations and/or appropriate law or ordinance which the member is alleged to have violated.

Section 4. Statements. No employee shall be required to make any statements concerning the alleged offense prior to consultation with a Lodge representative; provided that a statement may be required within twenty-four (24) hours (one day) of the request for a statement.

Any employee who is to be questioned shall be permitted Lodge representation by a Lodge representative during questioning and may be granted up to twenty-four (24) hours (one day) to arrange for such representation. After such time, the questioning may take place, with or without representation.

Section 5. Representation. At the time the discipline is imposed, the employee, whom the charges have been made against, may be represented by a Lodge representative.

Section 6. Past Infractions. In imposing any discipline on a current charge, the Employer will not base his decision upon any prior offenses which occurred more than eighteen (18) months previously unless directly related to the current charge.

Section 7. Lost Pay or Discharge Grievance. An employee who receives disciplinary action resulting in lost pay or is discharged may file a grievance under the terms of the

Grievance Procedure set out in Article 6, beginning at Step 3 of the Grievance Procedure. All other grievances concerning discipline may be filed at Step 2 of the Grievance Procedure.

Section 8. Discipline Absolute. If an employee who is disciplined fails to file a grievance within the time specified in the Grievance Procedure or if, upon the hearing of his grievance, is found to have been properly disciplined then his discipline shall be absolute as of the date of his discipline.

Section 9. Back Wages. If it is found that the employee should not have been disciplined, or that the penalty assessed him was too severe, then the employee's grievance shall be settled as shall be determined by the Employer and the Lodge, and the employee's payroll and personnel records shall be adjusted accordingly. If the employee is exonerated of the charges causing the suspension, he shall be compensated for all back wages due to the suspension. Such wages shall be based on regular base pay hours and not include overtime, except for wage adjustments under FLSA related to the adoption of the twelve (12) hour shifts.

Section 10. New Hire Probationary Employees. New hire probationary employees, which are employees not previously belonging to the Supervisory or Non-Supervisory Units of the Eaton County Central Dispatch Department, shall not be entitled to the benefits and procedures herein provided in case of disciplinary action, except as provided for in the Department Rules and Regulations. Such employees shall not be entitled to a Lodge representative.

Section 11. Just Cause. All disciplinary action will be for just cause.

Section 12. Personnel Files. The employee shall have the right to review his personnel file at any reasonable time and may place written statements in his personnel file pursuant to Act 337, Public Acts of 1978, and as amended.

Section 13. Suspension. The Employer reserves the right to suspend employees. This suspension may take the form of a suspension from regular duties and temporary assignment to other duties, suspension from all duties with pay, or suspension from all duties without pay. Prior to the resolution of a disciplinary case at the departmental level, suspension without pay

will only be used in cases where the Employer, within his sole discretion, feels the circumstances are of a serious nature.

ARTICLE 8

HOURS OF WORK AND OVERTIME

Section 1. Hours of Work. (a) The Employer shall have the following rights:

(i) To schedule the work of unit employees to meet the needs of the Central Dispatch Department. General shift changes and rotations will be posted a least one (1) month in advance.

(ii) To establish shift starting and quitting times. The Lodge will be notified in advance of general changes in starting and quitting times.

(iii) To change the number of hours which comprise the normal workday of shift, and the number of days or shifts which comprise the normal workweek, including the right to change the number of days off during any particular period of time.

(iv) To require overtime work.

(v) To schedule on a bi-weekly basis, i.e., eighty (80) hours of work in a two week period.

(b) Shift Preference. Non-probationary employees will be given shift preference based on seniority within rank. Prior to any shift preference selections, the Employer may assign a probationary employee or an employee subject to temporary assignment (under the terms of Article 9, Section 8, of the Central Dispatch Non-Supervisory Unit) to any shift for training.

Shift selections will be conducted in as close to six (6) month intervals as will facilitate an orderly procedure by which the selections may be processed in advance. Shift rotations will be on a quarterly basis.

Section 2. Schedules of Work.

(a) Employees will be given reasonable notice of any individual shift changes.

(b) Employees will not be regularly scheduled with less than ten (10) hours between shifts. If an employee is ordered to work a schedule with less than ten (10) hours between shifts, in violation of the intent of the above sentence, he shall be paid time and one half for such hours between shifts.

Section 3. Pass Days.

(a) Employees receive pass days in lieu of weekends off. In a calendar year there are fifty-two (52) Saturdays and fifty-two (52) Sundays for a total of one hundred four (104) weekend days. Additionally there are twelve (12) holidays recognized in this contract. This is a total of one hundred sixteen (116) days which an employee who works a Monday - Friday schedule would normally be off work each year. The Employer's right in Section 1 to change work schedules is expressly limited to schedules which normally allow a total of at least one hundred sixteen (116) days off per year. Permissible examples, assuming twelve (12) holidays (this list is not all inclusive):

- (1) Five (5) workdays per week plus the twelve (12) credited holidays as recognized in Article 13, Section 1. The workday shall be eight (8) hours (a one hour unpaid meal period shall be allowed near the middle of the scheduled work shift). A one half hour paid meal period may be granted by the Employer, for any employee working on a continuous assignment.
- (2) Four (4) ten hour days and three (3) days off with no credited holidays. The workday shall be ten (10) hours including a one half hour paid meal period.
- (3) Six (6) twelve hour days, plus one (1) eight hour day within a fourteen (14) day period with no credited holidays. The workdays shall be twelve (12) hours or eight (8) hours including a one half hour paid meal period.

(b) The preceding paragraph (a) is subject to the minimum requirement that each employee shall receive eight (8) pass days (i.e. days off) during each twenty-eight (28) day pay period.

(c) The preceding paragraph (a) is also subject to the requirement that no employee shall be regularly scheduled for more than twelve (12) hours per day.

(d) Additional pass days shall not be granted if an employee works on a pass day or a holiday and is compensated accordingly.

Section 4. Lunch Periods and Rest Breaks. Members of the bargaining unit shall receive two (2) fifteen (15) minute paid rest breaks and a lunch break during each scheduled workday subject to the provisions of (3)(a)(1) and (3)(a)(2). The Employer and the employee both recognize that due to the demands and responsibilities of the assignment, it is not always possible to take the rest breaks and lunch period at a convenient or set time. However, members are encouraged to take their rest breaks and lunch periods when possible.

Employees will take their rest breaks and paid lunch periods in the employee's assigned work area. If another supervisor is scheduled as additional supervisory staff, a supervisor may leave the work area to pick up lunch for other employees. Rest breaks and lunch periods not taken will not accumulate.

Section 5. Overtime. An employee covered by this Agreement who is required by the Department to work time in excess of his regular scheduled hours in any scheduled pay period shall receive additional pay at the rate of time and one half (1 1/2) his hourly rate (salary divided by 2,080 hours) for all such hours.

(a) Nothing herein shall prohibit the employee from electing to accept compensatory time off in lieu of overtime pay which is also earned at the rate of one and one half (1 1/2) times the hours worked.

(b) Such accumulated compensatory time must be taken in at least one quarter (1/4) hour increments at a time mutually agreeable between the Employer and the employee.

(c) Such compensatory time may be accumulated to a maximum of one hundred sixty (160) hours. Accumulated compensatory time may be paid to an employee, minimum of forty hours, upon written request by the employee. Such written request must be received by the Employer at least two (2) weeks prior to the appropriate pay period. Unused compensatory time shall be paid to the employee upon separation or retirement.

Section 6. No Pyramiding. There shall be no pyramiding of overtime or premium pay. Hours paid for at overtime or premium rate shall not be used again in the computation of other

overtime compensation. If more than one (1) type of overtime or premium compensation is applicable to the same hours of work, the higher rate of compensation only shall apply.

Section 7. Court Time. Any employee of the bargaining unit who is required to attend court or appear before a Commission during off duty time, which results in them working in excess of the regular workday or in excess of eighty (80) hours in a bi-weekly pay period, will be considered on duty and will be paid overtime under the following circumstances. Employees have the option to be paid overtime or take compensatory time, both of which shall be at time and one-half.

(a) In criminal cases arising out of the employee's official performance, where the employee is not a defendant.

(b) In civil cases related to the employee's official performance where the employee is not the plaintiff and has received a valid subpoena or has been instructed by the Employer to appear. In such cases, and also when attending civil court as a part of a regularly scheduled duty shift, all available fees shall be accepted by the employee and turned over to the Employer. An employee of the bargaining unit who is required to attend court as described above, while on duty, will attend court in a regular duty status.

Section 8. Changes in Workweek/Workday. All changes, pursuant to Section 1 (c) in the workweek or workday or any change involving a combination of the length of workday or workweek will be discussed with the Lodge before the change is implemented.

Section 9. Call Back. If an employee is called back to work (including court time) during scheduled off duty time, he will be compensated for a minimum of two (2) hours in which case he shall be paid for all hours or portion thereof worked. Provisions of this Section are not applicable when call back works into the start of an employee's regular shift. In this case, overtime will be paid.

Section 10. Authorization of Overtime/Call Back. Overtime and call back must be authorized by the Employer or its designated representative before it will be paid.

Section 11. Layoff in Lieu of Reduced Hours. An average of forty (40) hours of work per week shall be maintained if possible. If necessary, junior employees will be laid off so that senior employees may maintain an average of forty (40) hours of work per week unless agreement to the contrary is reached by a special conference, which may be initiated by either party.

ARTICLE 9

SENIORITY

Section 1. Definitions. (a) County seniority shall be defined as continuous length of service with the Employer from date of last hire. It shall equal the time actually spent on the active payroll, plus approved leaves of absence, unless otherwise provided in this Agreement. A permanent full-time employee will begin to accumulate seniority upon the expiration of his probationary period, at which time his name will be placed on the seniority list as of his last date of hire as a full-time employee of the Department.

(b) Seniority within rank shall be defined as continuous length of service within the current rank. It shall equal the time actually spent in rank on the active payroll, plus approved leaves of absence, unless otherwise provided in this agreement.

Section 2. Seniority List. A seniority list shall be prepared and a copy posted on the bulletin board. It shall be revised and kept current by the Employer.

Section 3. Job Probation. Following the granting of a promotion the successful employee shall have a twelve (12) month probationary period, during which he may be returned to his previous rank at the Employer's discretion subject to just cause for the return or the employee may voluntarily return to his previous rank.

During the probationary period, the employee shall receive the rate of pay of the rank to which he has been promoted.

Section 4. Loss of Seniority. Seniority shall be lost and employment relationship shall end under the following conditions:

- (a) By quit or discharge for cause.
- (b) Failure to return to work upon recall from a layoff.
- (c) Failure to return to work at the expiration of a leave of absence.
- (d) Laid off for more than two (2) years or the length of his seniority, whichever is less.
- (e) Retirement.

The seniority of an employee that has been lost under the above provisions may be restored in full or in part by mutual agreement between the Employer, the employee and the Lodge.

Section 5. Probationary Employees. All new employees, as opposed to promoted employees, shall be on probation for nine (9) months from their date of hire. During this period an employee shall be considered as a temporary employee for the purposes of probation.

Until a new employee has completed the probationary period described herein, he may be laid off, disciplined, or discharged without regard to this Agreement and without recourse to the Grievance Procedure. The Employer shall have no obligation to re-employ an employee who is laid off or discharged during his probationary period. However, the Lodge will represent such employees for the purpose of collective bargaining in respect to their rates of pay, hours and other conditions of employment.

Section 6. Seniority Employees Promoted Outside the Bargaining Unit. If an employee is promoted outside this bargaining unit and returns, after continuous service in Central Dispatch, the employee shall only retain his seniority previously earned in this bargaining unit.

Section 7. Employees With Same Seniority Within Rank. As between two (2) or more employees who have the same seniority within a rank, the employee with the longer seniority with the County shall be deemed senior within rank. If both date of rank and seniority with the County are the same, then seniority shall be determined by the drawing of names.

Section 8. Temporary and Special Assignments.

(a) Temporary Assignments. If an employee is temporarily assigned to fill a higher position, by being given at least 24 hours advance notice, the employee will be paid at the level of the pay scale that represents at least a five percent (5%) increase over their current pay scale for all assigned hours worked. The Employer shall make assignments to temporary vacancies in higher positions based on all appropriate factors, one of which shall be seniority. When the vacant higher position is no longer temporary, but permanent, the Employer shall follow the

Rules and Regulations currently used by the Central Dispatch Department to fill the permanent vacancy.

(b) Training Assignment.

(i) Unit Employees. Any employee who has been designated by the department as a trainer and is actively training a probationary bargaining unit employee shall receive an additional compensation equivalent to three quarters (3/4) hour pay per shift for each shift assigned to that duty.

(ii) Dispatchers. A supervisor who is actively involved in the supervision of training new probationary dispatchers and who completes a weekly or monthly review and written evaluation consistent with the Eaton County Central Dispatch Department's training program shall receive additional compensation equivalent to one (1) hour of pay of each weekly (or monthly) written evaluation. By way of example, the current weekly review and written evaluation is called a Weekly Summary Report.

Section 9. Resignations. The Employer, the Lodge, and its members, recognize that due to the demands and responsibilities of the Central Dispatch assignments, that employees who desire to terminate their employment with the Employer, should give at least four (4) weeks written notice of termination of employment to the Employer, unless there are circumstances which do not permit such advance notice.

ARTICLE 10

LAYOFF AND RECALL

Section 1. Order of Layoff. When the Employer determines that layoffs are necessary due to reduced finances, reduced workload, or programmatic changes, he shall layoff employees according to which program area of the Department can best afford the reduction in personnel. Any laid off employee shall then have the option of bumping an employee of less seniority within rank (as defined in Article 9, Section 7) or agreeing to the layoff. Such bumping shall continue in the manner described until the least senior employee in the unit is laid off.

An employee who is bumped is considered laid off for the purpose of this article.

Bumping shall occur according to seniority within rank (as defined in Article 9, Section 7). Any employee utilizing the displacement rights provided by this Article and subsections thereof, must be able to perform the required work. (It is understood by the parties that the individual must meet the minimum qualifications for said position). If a laid off employee does not meet the minimum qualifications at the time of layoff to allow him to exercise his bumping rights, but subsequently takes the necessary steps through training, etc., to meet those minimum qualifications, he may at the conclusion of the necessary training, etc., exercise his bumping rights. An employee who has bumped into a new position shall be removed from that position and re-enter the bumping system if he has not demonstrated an ability to perform the new duties satisfactorily within thirty (30) days.

If an employee is, by exercise of his seniority within rank, unable to displace anyone in the unit, he may utilize previously earned seniority to displace an employee with less previously earned departmental seniority as defined in the Non-Supervisory Central Dispatch Unit pursuant to Article 9, Section 5, of that collective bargaining Agreement.

Section 2. Notice of Layoff. The Employer shall give written notice to the employee and Lodge of any proposed layoff. Such notice shall be submitted at least two (2) calendar weeks before the effective date thereof unless there are circumstances which do not allow such advance notice.

Section 3. Recall Procedure. When the working force is increased after a layoff, employees will be recalled in inverse order of layoff, within rank. Notice of recall shall be sent to the employee at the last known address by registered mail or certified mail. If an employee fails to report for work within one (1) week from date of receipt of notice of recall, he shall be considered to have quit. It shall be the responsibility of the employee to make the Employer aware of their current address.

Section 4. Reinstatement. When applicable positions become available, any employee demoted or laid off from the bargaining unit shall be reinstated to the rank held prior to the demotion or layoff without being required to take a promotional examination. No new promotions shall be made to any applicable rank until all such employees have been reinstated, have refused promotion, or have quit.

Section 5. Voluntary Layoff. (a) In the event of layoffs, the Employer shall post the anticipated duration and number of employees to be subject to layoff for the purpose of determining whether any employees in the bargaining unit desire to participate in a voluntary layoff by signing the posting. In the event the number of employees indicating a willingness to participate in a voluntary layoff exceeds the number of positions subject to layoff, the Employer shall grant the requests on the basis of seniority within rank; affording to the most senior employee the first option.

(b) Voluntary layoffs shall be subject to the approval of the Central Dispatch Director or his Designee based on the operational needs of the Department. An employee(s) who is approved for voluntary layoff shall not be able to exercise the bumping provisions described in this Article, unless the period of layoff exceeds the periods described in the posting.

(c) The Employer retains the right to call the voluntary layoff employee back to work with two (2) weeks notice at any time prior to the expiration of the voluntary layoff, subject to the operational needs of the Department. Should the employee decline to return to work, his employment shall be terminated.

(d) If an employee should volunteer for such layoff for the time specified by the Employer, and the layoff should extend beyond the time period so specified, the employee(s) in question shall be recalled and, if layoffs are still necessary, they will proceed in the manner outlined above. The voluntary layoff employee subject to recall may notify the Employer at the time that he does not wish to return to work, and will be terminated from employment.

(e) If the Employer does not secure any layoff by voluntary action, or if the number of volunteers for layoff status does not equal the number of positions subject to layoff, the provisions of Section 1, above, will be applicable.

(f) Employees that are placed upon layoff status as volunteers will be subject to the provisions of Article 9, Section 1 and 4 regarding seniority, and Article 16, Section 7, regarding insurance benefits.

ARTICLE 11

UNPAID LEAVES OF ABSENCE AND SICK PAY

Section 1. Good Cause. Leave of absence may be granted by the Employer for good cause, during which the employee shall continue to accumulate seniority.

Section 2. Military Leave of Absence. Application for military service leave of absence shall be made to the Central Dispatch Director in writing as soon as the employee is notified of acceptance in military service and, in any event, not less than two (2) weeks prior to the employee's departure. The Employer and the Lodge agree that the matter of leave of absence for an employee during the period of his military service with the Armed Forces of the United States and of his reinstatement thereafter shall be governed by applicable statutes. An employee in military service shall retain any unused sick leave or vacation time accrued and rights under such provisions shall be governed by applicable Federal and State law.

Section 3. Other Leaves. Leaves for sickness, disability, or injury of an employee other than those governed by Worker's Compensation or covered under the Employer's sickness and accident program may be granted upon receipt of notice by the Employer and will be for a fixed period with the obligation on the employee to report any change of conditions or request a continuation.

Employees requesting such leave, or continuation of same, within reasonable limits may be requested to present a supporting certificate of a physician. An employee returning from such leave may be required to pass a physical examination given by a physician approved by the Employer.

Section 4. Sick Pay.

(a) Employees Hired Prior to January 1, 1991. All full time unit employees shall be eligible to accumulate sick leave hours at the rate of three (3) hours per pay period for each

completed eighty (80) hours of service (pro-rated for pay periods with less than eighty (80) hours of completed service). Any sick leave hours accumulated in excess of five hundred (500) hours shall be compensated for to the employee at their current rate of pay. Such compensation will be made on the first pay day in December.

Upon retirement or separation from employment with the Department, a full time non-probationary employee shall be paid for only seventy five percent (75%) of their accumulated sick leave hours. In the event of the death of an employee, the designated beneficiary shall receive seventy five percent (75%) of their unused sick leave hours in a lump sum payment. The amount for each such hour being paid for will be based upon the employee's most recent rate, or an average of their most recent five (5) year pay rate, whichever is higher.

(b) Employees Hired, Promoted, or Transferred into the Unit After January 1, 1991. All full-time unit employees shall be eligible to accumulate sick leave hours at the rate of three (3) hours each pay period for each completed eighty (80) hours of service (pro-rated for pay periods with less than eighty (80) hours of completed service). Employees hired from outside the county shall commence earning sick leave hours, at such rate, only after they have completed six (6) months of continuous employment. Employees from the Department promoted to a position in the unit shall be eligible to earn sick leave immediately. Any sick leave hours accumulated in excess of five hundred (500) hours shall be compensated for to the employee at their current rate of pay. Such compensation will be made on the first pay day in December.

Any employee who retires and is immediately eligible for retirement benefits as defined by the Municipal Employees' Retirement System shall be paid for only fifty percent (50%) of their accumulated sick leave hours. In the event of the death of a non-probationary employee, the designated beneficiary shall receive fifty percent (50%) of their unused sick leave hours in a lump sum payment. The amount for each such hour being paid for will be based upon the

employee's most recent rate, or an average of their most recent five (5) year pay rate, whichever is higher.

(c) Critical Illness in Family. It is understood that accumulated sick leave may be used in cases of critical illness in an employee's immediate family for a period of three (3) days or less. "Immediate Family" is defined as the spouse, child, brother, sister, parents or grandparents of the employee or the employee's spouse. An employee who uses sick leave days for any such critical illness shall notify the Employer in advance of taking such leave and shall upon request furnish reasonable proof of the necessity of such leave.

(d) Sick leave shall not run concurrently with vacation leave and no sick leave shall be taken as vacation leave.

(e) It is clearly understood that sick leave days are meant to compensate employees who are off work because of bona fide critical illness in the immediate family. The Employer shall not be required to pay sick benefits to employees who violate this understanding and such employees will be disciplined up to and including discharge.

(f) Except as provided otherwise in this Article, an employee excused from work under this Article shall receive sick pay for the number of regularly scheduled hours per day according to the work schedule the employee is assigned to at the time the sick day is used. Sick time shall not be used in less than one half (1/2) hour increments.

(g) An Employer may require verification, including a physician's certificate to verify the necessity of sick leave and/or to verify that an employee is able to return to work.

(h) An employee who is sick and does not have any accumulated sick leave hours banked, may use compensatory time or vacation time in place of sick time.

Section 5. Leave for Lodge Meetings. Employees who want to attend meetings of the Lodge shall be allowed time off without pay to attend such meetings, subject to the following guidelines:

- (a) Only one (1) employee may be gone at any one time.
- (b) No employee may be gone more than three (3) days in any calendar year, and
- (c) The combined total of all leave days for all employees shall not exceed six (6) days per calendar year.

Section 6. Family and Medical Leave. The Family and Medical Leave Act requires those Employers with 50 or more employees to allow employees to take an unpaid leave of absence for up to 12 weeks per calendar year. The leave may be taken for the birth of a child, placement of a foster care child in the employee's home, adoption of a child or to care for a seriously ill immediate family member. Immediate family members include child, spouse or parents.

The employee must have worked the 12 months prior to the request for unpaid leave and must have worked at least 1250 hours in that 12 month period to qualify for this unpaid leave of absence. The employee is required to give a 30 day notice of their intent to use the leave, whenever foreseeable. The proper forms may be obtained from the Employer. In the event that the leave is being requested for the care of an immediate family member, it will be required to have a physician's statement certifying the necessity for such leave. In the event that the leave is for the birth of a child, any time off under the County's Short Term Disability Plan is included as part of the 12 weeks allowed under the Family and Medical Leave Act.

Although the law indicates that an employee is entitled to a 12 week unpaid leave of absence, the County has the right to, and may require its employees to use their accumulated sick

leave (where applicable) or annual leave. However, this does not extend the leave beyond the 12 weeks.

The Employer is also required to continue all health insurances as though an employee is actively working for a maximum of 12 weeks. However, the Employer does have the right to collect premiums for the health insurances in the event an employee does not return to work at the end of their 12 week leave, unless medically not able to return.

ARTICLE 12

BEREAVEMENT PAY

Section 1. Immediate Family. When death occurs in an employee's immediate family, i.e., spouse, parent, parent of current spouse, child or step-child, brother or sister, the employee on request will be excused for up to three (3) normally scheduled working days immediately following the date of death and through the day of the funeral, provided he attends the funeral.

Step-parents, step-brothers and step-sisters shall also be included above if the step-relationship began before the employee reached his 19th birthday.

Section 2. Grandchild/Grandparent. An employee who is absent from work due to the death of a grandchild or grandparent shall receive one (1) day of paid funeral leave for the date of the funeral.

Section 3. Compensation. An employee excused from work under this Article shall receive the amount of wages he would have earned by working during straight-time hours on such scheduled days of work for which he is excused.

Section 4. Intent. Bereavement pay is meant to compensate an employee who needs to be off work because of the death of a member of his immediate family (as defined in this Article). Time off will be granted only when it is consistent with this purpose.

Section 5. Additional Time. Additional bereavement leave may be granted either without pay, or with pay deductible from any accumulated leave time for good cause shown.

ARTICLE 13

HOLIDAY PAY

Section 1. Recognized Holidays. The following days shall be considered Holidays for the purpose of this Agreement:

New Year's Day	Veteran's Day
President's Day	Thanksgiving Day
Easter	Day After Thanksgiving
Memorial Day	Christmas Eve Day
Independence Day	Christmas Day
Labor Day	New Year's Eve Day

Section 2. Ten Hour Schedule/Twelve Hour Schedule. Employees covered by this Agreement scheduled pursuant to Article 8, Section 3(a) (2) and 3(a) (3) shall receive two (2) times his regular pay for all hours worked on the above holidays if they are required to work, and in fact do work, on such holiday.

Section 3. Five and Two Schedule.

(a) Employees covered by this Agreement scheduled pursuant to Article 8, Section 3(a) (1) shall receive holiday compensation for the above holidays according to the following:

(i) If an employee is scheduled to work on one of the holidays listed above the Employer reserves the right to give the employee the day off with pay in lieu of any other pay for this day.

(ii) If an employee is scheduled to work on one of the holidays listed above, and in fact does work on one of the holidays listed above, he shall receive two (2) times his regular pay for all hours worked on the holiday.

(iii) If an employee does not work on a holiday because the holiday falls on a pass day, he shall receive a compensatory day off at a time mutually convenient to both the employee and the Employer.

(iv) If an employee is not scheduled to work on a holiday because the holiday falls on a pass day, but is required to work or is called in to work he shall receive time and one half (1 1/2) for all overtime hours worked on his pass day and shall also receive compensatory time off at a time mutually convenient to both the employee and the Employer for all hours worked on his pass day.

(b) Eligibility. In order to qualify for such holiday pay, each employee must work the full number of scheduled work hours on his last scheduled workday prior to each such holiday and the full number of scheduled work hours on his first scheduled workday after each such holiday.

An employee who fails to work the full number of hours on the first scheduled workday prior to or immediately after the holiday because of approved, paid for leave such as sick leave, vacation leave, funeral leave, etc. shall receive holiday pay.

The requirement that employees work the day before and the day after the holiday may be waived by the Employer in its discretion providing that the employee must receive written permission to be absent prior to the holiday in order to be eligible for holiday pay.

Section 4. Pro-Ration. Holiday pay shall be pro-rated to those employees only working part of the holiday for that part worked.

Section 5. Day of Celebration. The above holidays shall be observed on the same days as the Courthouse by employees scheduled to work according to Article 8, Section 3(a)(1).

The above holidays shall be observed on their traditional date of celebration by employees scheduled to work according to Article 8, Section 3(a)(2) and 3(a)(3).

Section 6. Scheduled But Fails to Work. If an employee is scheduled to work on a holiday but fails to report for work, he shall forfeit his holiday pay.

ARTICLE 14
PERSONAL LEAVE DAYS

Section 1. Number. All employees who have completed their probationary period shall be eligible for three (3) personal leave days per calendar year. If an employee becomes eligible for personal leave days in the first half of the year, he shall receive three (3) days in that year. If an employee becomes eligible for personal leave days in the second half of the calendar year, he shall receive one (1) day in that year, and three (3) days thereafter for each subsequent year.

Section 2. Advance Notice. An employee must request a personal leave day at least one (1) week in advance except in emergencies and, if the needs of the Employer will permit, it shall be granted on a first request basis. If the needs of the Employer do not permit it, the employee shall elect another day.

Section 3. Payout. Personal leave days may not be carried over to subsequent years. Unused personal leave days as of December 31st of any year shall be paid for to the employee at their current rate of pay, based on their eight (8) or twelve (12) hour schedule.

ARTICLE 15

VACATIONS

Section 1. Hours Earned Each Payroll. Employees shall earn vacation with pay according to the following schedule:

<u>Continuous Service</u>	<u>Hours Earned Each Payroll Period (80 Hours) of Paid Service</u>
0 through 4 years	3.1 hours = 2 weeks/year = 80 hours
5 through 9 years	4.6 hours = 3 weeks/year = 120 hours
10 or more years	6.2 hours = 4 weeks/year = 160 hours

After an employee has completed four (4) years of employment, at the beginning of his fifth (5th) year, he will accrue 4.6 hours per pay period. When an employee has completed nine (9) years of employment, at the beginning of his tenth (10th) year, he will accrue 6.2 hours per pay period.

Vacation leave may be used only after the pay period in which it is earned.

Section 2. Computation of Vacation Pay. Vacation pay shall be computed on the basis of the employees current straight time rate at the time the vacation is taken.

Section 3. Maximum Accumulation/Separation. Vacation credits may be accumulated to a maximum of two hundred and forty (240) hours. Upon retirement or separation from employment with the Department, an employee shall be paid for their unused vacation hours, up to a maximum payout of no more than two hundred and forty (240) hours. In the event of the death of an employee, their designated beneficiary shall receive their unused vacation hours in a lump sum payment. The amount for each such hour being paid for will be based upon the employee's most recent rate, or an average of their most recent five (5) year pay rate, whichever is higher.

Section 4. Scheduling. Vacations will be scheduled by the Employer at mutually convenient times subject to the need for having particular employees on particular jobs at particular times. Seniority within rank will be honored, to the extent possible, in meeting employee requirements for particular vacation periods, but seniority within rank shall defer, when necessary, to the Employer's needs. It is expressly understood that employees with more than two (2) weeks of vacation credits may be required to postpone the taking of more than two (2) weeks until other vacation requests are satisfied. Scheduling shall be arranged on or before a vacation posting date to be mutually determined by the parties.

Section 5. Method of Taking.

(a) Vacation hours shall be paid time off and vacation shall be taken in a minimum of one quarter (1/4) hour increments. Such days must be scheduled with the prior approval of the Employer.

(b) If an employee schedules a vacation day or a vacation week, and one of those vacation days falls on a holiday, the employee shall receive an additional eight (8) or twelve (12) hour paid day off (depending on the normal shift of the employee). No employee may utilize a single vacation day for a holiday more than three times per calendar year. Such days must be scheduled with prior approval of the Employer.

ARTICLE 16

INSURANCE AND PENSION BENEFITS

Section 1. Health Insurance - Current Employees.

(a) Coverage.

The Employer shall continue to provide health insurance for each employee and his family. Coverage for eligible employees shall begin on the first day of the month following thirty (30) days of employment or the first day following their date of employment that allows them to have continuous coverage from previous employment. Coverage for promoted employees shall be continuous. Coverage ends upon an employee's separation from employment.

All eligible regular full-time employees shall be covered by a health insurance plan, which is currently the Blue Cross and Blue Shield of Michigan Community Blue PPO Plan. This plan currently includes a \$20.00 office visit co-pay, a \$20.00 urgent care co-pay and \$75.00 emergency room co-pay. The Plan also includes a three-tiered prescription drug benefit administered by Blue Cross and Blue Shield as outlined in the Certificate of Coverage (\$10.00 for generic drugs, \$20.00 for brand-name medications on Community Blue PPO's Preferred Drug List and \$30.00 for covered brand-name medications not on Community Blue PPO's Preferred Drug List). If optical coverage is provided to any County employees, the bargaining unit members shall receive the same coverage.

An employee, whose spouse has comparable group health insurance from another source, must secure coverage for the spouse from that group. The comparable coverage must also cost the spouse less than \$600.00 annually (\$900.00 effective January 1, 2009). The spouse may be covered by the Employer's group health coverage upon becoming ineligible to be covered by the other source or if the alternate coverage does not continue to be comparable to the coverage

provided by the Employer. When a spouse has coverage, as described above, any other eligible family members will be covered according to the Order of Benefit Determination Rules, i.e., coverage is the coverage plan of the parent whose birthday is earlier in the calendar year.

If an employee does not agree with the County's determination of comparable coverage, they may submit the issue for an independent third party review. The independent party will be mutually agreed to by the Union and the County. The decision made by the independent third party shall be final and binding on all parties and not subject to the Grievance Procedure.

(b) Premiums. Effective May 1, 2007, all employees eligible for health insurance will pay five percent (5%) of their health insurance premium (such payment will not be made by employees who waive health insurance coverage pursuant to (c) of this Section) according to the following schedule:

Single coverage - \$19.81/month

Double coverage - \$44.58/month

Family coverage - \$55.47/month

Effective January 1, 2008, the monthly amount shall be increased by \$15.00 or six and one quarter percent (6 ¼%) of the premium, whichever is less.

Effective January 1, 2009, the monthly amount paid in 2008 shall be increased by \$15.00 or seven and one half percent (7 ½%) of the premium, whichever is less.

Effective January 1, 2006, the County shall offer a health plan, which will not require any premium share payment by employees. Such plan will be completely voluntary.

(c) Payment in Lieu of Coverage. A regular, full-time employee who is eligible for insurance via another source and who executes an affidavit to that effect may elect not to be covered by the health insurance provided under this Article. The decision to waive coverage shall be made once per calendar year, during the 30 day period prior to January 1st of each year.

A waiver agreement drafted by the County shall be executed by the employee. In the event the employee elects to forego health insurance, the County shall pay the employee the amount of \$100.00 monthly (up to \$1,200.00 per year) directly as taxable compensation. The payment shall be made on a monthly basis, on the first payday of the month following coverage. New hires may opt for the health waiver upon hiring into the County.

The provisions of the sub-section (b) shall not apply to a husband and wife who are both employees of Eaton County. Those employees shall not be permitted to have double health insurance coverage.

An employee losing health insurance coverage from another source shall notify the County Personnel Department in time so that the employee and dependents, where appropriate, can be re-enrolled in a health care plan beginning the first day of the month following alternate coverage. No pre-existing condition requirement has to be met in this situation. The employee shall be paid through the month in which they were covered under the waiver. Payment to be made the first payday of the month following coverage.

Section 2. Health Insurance – Retirees – Employee Hired Prior to April 1, 2007.

(a) Eligibility. The Employer agrees to provide the same health insurance coverage referred to in Section 1 of this Article for all eligible retirees with the Employer paying the appropriate health insurance premiums. Retirees are required to apply for Medicare (Parts A and B) when they are eligible to do so. The County health care will supplement Medicare Parts A and B.

(1) An eligible employee is one who:

(i) Has twenty-five (25) years of service with Eaton County (prior military service time or any other type of MERS service credit purchased before September 30, 2000 in

accordance with MERS policy can be included in the 25 year requirement); and is at least fifty five (55) years of age; and has not had any lapse in group health coverage; or

(ii) Is retired due to a duty disability as determined by MERS, or

(iii) Is an employee who retires with twenty-five (25) years of service (as defined in (2) (i) above); and has not attained the age of (55); and who maintains group health coverage.

When said employee reaches age 55, he becomes eligible for the Employer's paid group health coverage as provided herein, provided, the employee can document continuous group health coverage from the date of retirement. It is the expressed intent of the parties that years of service (25 years of Eaton County Service) be rewarded.

(2) For those employees who become a part of the bargaining unit after September 30, 2000, an eligible employee is one who:

(i) Has twenty-five (25) years of service with Eaton County (prior military service time purchased in accordance with MERS policy can be included in the 25 year requirement); or has twenty-five (25) years of service under MERS; and has purchased prior service credit before September 30, 2000; and is at least fifty five (55) years of age; and has not had any lapse in group health coverage, or

(ii) Is retired due to duty disability as determined by MERS, or

(iii) Is an employee who retires with twenty-five (25) years of service (as defined in (2) (i) above); and has not attained the age of (55); and who maintains group health coverage.

When said employee reaches age 55, he becomes eligible for the Employer's paid group health coverage as provided herein, provided, the employee can document continuous group health coverage from the date of retirement. It is the expressed intent of the parties that years of service (25 years of Eaton County service) be rewarded.

(b) Working Elsewhere After Retirement. An eligible retiree, past or present, may be employed elsewhere after retirement. If such eligible retiree's employment is with another Employer providing comparable group health coverage, he must secure coverage from that group. The comparable coverage must also cost less than \$600.00 annually (\$900.00 effective January 1, 2009). The retiree may then return to the Employer's group health coverage upon his separation from the other Employer.

If an employee does not agree with the County's determination of comparable coverage, they may submit the issue for an independent third party review. The independent third party will be mutually agreed to by the Union and the County. The decision made by the independent third party shall be final and binding on all parties and not subject to the Grievance Procedure.

(c) Alternate Coverage. An eligible retiree, past or present whose spouse has comparable group health insurance coverage from another source must secure coverage for the spouse from that group. The comparable coverage must also cost the spouse less than \$600.00 annually (\$900.00 effective January 1, 2009). The spouse may then be covered by the Employer's group health coverage upon becoming ineligible to be covered by the other source or if the alternate coverage does not continue to be comparable to the coverage provided by the Employer.

If an employee does not agree with the County's determination of comparable coverage, they may submit the issue for an independent third party review. The independent third party will be mutually agreed to by the Union and the County. The decision made by the independent third party shall be final and binding on all parties and not subject to the Grievance Procedure.

(d) Spouse Coverage.

(1) An eligible employee may include health insurance coverage for his spouse under the following conditions:

(i) From the date of the employee's eligibility for paid health insurance up until the annual open enrollment period for group health coverage, the Employer will pay 50% of the premium difference required to include the spouse with the employee paying the remaining 50% of the premium difference.

(ii) For the next twelve month period, the Employer will be responsible for paying 60% of the premium difference required to include the spouse with the employee paying the remaining 40% of the premium difference.

(iii) For the next twelve month period the Employer will be responsible for paying 70% of the premium difference required to include the spouse with the employee paying the remaining 30% of the premium difference.

(iv) For the next twelve month period the Employer will be responsible for paying 80% of the premium difference to include the spouse with the employee paying the remaining 20% of the premium difference.

(v) For the next twelve month period the Employer will pay 90% of the premium difference required to include the spouse with the employee paying 10% of the premium difference.

(vi) The Employer will be responsible for the entire premium payments made thereafter.

(2) An employee whose spouse is not immediately covered from the date of the employee's eligibility for paid health insurance because of alternate coverage as specified in (c) above, and who subsequently becomes eligible shall enter the Employer's payment schedule based on the date of the employee's eligibility for paid health insurance.

(3) For all employees hired after October 1, 2000, spouses may continue to be covered by the Employer's health insurance plan at the employee's expense.

(4) In the event of the employee's death, the spouse (at time of retirement) may continue coverage as described in this Section at the Employer's expense. For all employees hired after October 1, 2000, the coverage shall be provided at the spouse's expense.

(5) If an employee acquires a spouse after the effective date of retirement, this spouse may secure County health insurance coverage at the employee's expense. It is the intent of the parties that this option apply only to the first new spouse after retirement.

(e) Continuation of Employer's Group Health Coverage. Any employee who retires and is not eligible for health insurance coverage as described herein and (1) who is immediately eligible for retirement benefits under MERS or (2) is retired due to non-duty disability as determined by MERS may remain on the Employer's health insurance plan by paying the full amount of the premium on a pre-paid quarterly basis. Procedure for such payment will be established by the Employer.

(f) Payment in Lieu of Coverage. An eligible retiree as of January 1 of any year, who is eligible for health insurance via another source and who executes an affidavit to that effect may elect not to be covered by the health insurance provided under this Article. The decision to waive coverage shall be made once per calendar year. A waiver agreement drafted by the County shall be executed by the retiree. In the event the retiree elects to forego health insurance, the County shall pay an amount up to twelve hundred dollars (\$1,200.00) directly to the retiree as taxable compensation. The payment shall be made on an annual basis, as soon as possible after the end of the calendar year. A retiree is eligible for full payment if they have been eligible for County paid health insurance for the prior twelve (12) month period and a new retiree is eligible for a pro-rated payment if they are eligible for County paid health insurance and have retired within the preceding twelve month period.

The provisions of this Sub-section (f) shall not apply to a husband and wife who are both retirees (or one employee and one retiree) of the County or of any of the Courts of Eaton County.

A retiree losing health insurance coverage from another source shall notify the County Personnel Department in time so that the retiree and dependents, where appropriate, can be re-enrolled in a health care plan beginning the first day of the month following alternate coverage. No pre-existing condition requirement has to be met in this situation. The retiree shall be paid a pro-rated payment. Said payment shall be based on the number of months of full time service credited to a retiree from the preceding January 1. Payment shall be made as soon as possible after the end of the calendar year.

Retirees eligible for payment in lieu of health insurance and who become deceased shall have a pro-rated payment made to their beneficiary (as determined by MERS). Said payment shall be made as soon as possible after the retiree's death and shall be based on the number of months of full time service credited to the retiree from the preceding January 1.

A retiree who obtains health insurance coverage from another source, and elects not to be covered by the County's health insurance shall be paid a pro-rated payment. Said payment shall be based on the number of months of full time service credited to a retiree from the time they obtained the alternate coverage until January 1. Payment shall be made as soon as possible after the end of the calendar year.

(g) Health Care Savings Program. The County has established a Health Care Savings Program (HCSP) through the Municipal Employees' Retirement System (MERS). Any accumulated leave time available to be paid to an employee upon their separation from or retirement from the County may, at the employee's option, be converted into a HCSP in accordance with MERS Policy.

Section 3. Health Insurance – Retirees – Employees Hired After April 1, 2007. Any employee hired after April 1, 2007, will not be eligible for County paid retiree health insurance. The County has established a Health Care Savings Program (HCSP) through the Municipal Employees Retirement System (MERS). Employees will be required to contribute 1% of their salary into their HCSP, which will be a pre-tax deduction. In addition, the County will contribute an amount equal to 2% of the employee's salary into their HCSP. An employee is also able to contribute an additional portion of their salary into the HCSP over and above the mandatory 1%, up to 10%, which will also be a pre-tax deduction. The County will match the additional contribution by the employee for any amount over 2% and up to 4%.

Any money contributed by the employee, both on a mandatory or voluntary basis, will remain in the employee's account to use for allowable health related activities upon their retirement or termination of employment with the County. In the event of an employee's death, the vesting provisions described below shall apply to the funds in the employee's account. These funds shall remain available for use by the employee's spouse and/or legal dependents under the same terms and conditions for all other individuals enrolled in the County's HCSP. In the event the employee has no spouse or legal dependents, the County shall pay the appropriate amount to the employee's beneficiary in a lump sum payment.

The HCSP has a vesting period. If an employee terminates employment prior to 5 years of service they will receive only their contributions. An employee with 5 years of service, but less than 10 years of service, shall receive both their contributions and fifty percent (50%) of the County's contributions upon their termination of employment from the County. An employee with 10 years of service or more shall receive both their contributions and the County's contributions upon their retirement or termination of employment from the County.

Any leave time accumulated, but not used (available), which is eligible to be paid to an employee upon their separation from or retirement from the County may, at the employee's option, be converted into their HCSP in accordance with MERS Policy.

Section 4. Dental Insurance. All employees and their families shall be covered by a Dental Plan. Dental Services will be provided with the employee paying 50% of claims and the Plan paying 50% of the claims up to a maximum of \$1,200 per covered person per year.

The Employer agrees to offer dental insurance to retirees upon retirement, if available through the County's current dental carrier. The cost of the coverage will be paid for by the employee.

Section 5. Sickness and Accident Insurance.

(a) Coverage. The County provides S & A insurance coverage for all regular full time employees. The coverage will be applicable to non-work related disabilities (including pregnancies) which are covered by Health Insurance and disable an employee from performing their employment duties. The coverage is available only for employees who are temporarily disabled and have a physician's excuse indicating a projected return to work date. If an employee fails to return to work or returns to work from a disability leave and resigns prior to the completion of ninety (90) days of employment they shall be required to reimburse the County for any disability benefits received during their leave, unless the reason for not returning or not completing the ninety (90) day period is that the employee is eligible for another disability leave, workers' compensation or Family Medical Leave Act. During the time an employee is off of work on the Sickness and Accident Program, they shall have no other employment. The coverage shall provide the following:

66 2/3% of basic weekly earnings to a maximum of \$425 for 26 weeks maximum, commencing the first day if an accident and the eighth day if an illness. Increases (not

reductions) of the weekly maximum benefit approved in the County Plan shall be applicable to the members of the bargaining unit.

Coverage for eligible employees will begin on the first day of the month following 30 days of continuous employment. The County shall pay the entire premium cost for all such coverage.

An employee may use accumulated sick leave, annual leave, personal leave, or compensatory time to make up the difference between the S & A rate of compensation and the employee's normal rate of pay.

Before returning to work, the employee must present a doctor's certificate that they can perform all the duties of the position to which they are returning.

The Employer shall continue to pay the cost of life, sickness, dental and Employer portion of the health insurance premiums for the length of the disability.

The employee shall continue to pay the cost of the employee portion of the health insurance premiums for the length of the disability.

(b) Limited Duty. At times, an employee who has suffered a disability is physically able and qualified to perform limited duties while recuperating from such disability. Based upon the request of the employee and the Employer's judgment relative to need, availability, costs and physical limitation, such employee may be utilized for limited duty. The employee may be assigned to work any shift as determined by the Employer.

Employees being considered for limited duty must present either a physician's statement of physical ability to perform limited duty or medical examination report by the Employer's designated physician to the Employer and present proper medical certification.

When an employee is approved for normal duty by the appropriate physician he shall immediately notify the Employer and present proper medical certification.

Section 6. Life Insurance and Accidental Death and Dismemberment Coverage. The County provides life insurance coverage (\$30,000) and accidental death and dismemberment insurance coverage (\$30,000) for all regular full time employees. Coverage for employees shall begin on the first day of the month following 30 days of employment. The County shall pay the entire premium costs for all such coverage. An employee may convert the County policy to a personal policy when they terminate their employment, if permitted by the insurance carrier.

Section 7. Life, Sickness, Dental and Health Insurance Premiums When on Unpaid Status. An employee on an unpaid sick leave of sixty (60) calendar days or more, or an employee on layoff of thirty (30) calendar days or more, or off work and entitled to Workers' Compensation for twenty-six (26) weeks or more, shall pay full cost of life, sickness, dental and health insurance premiums.

Section 8. Insurance Coverage Changes. If an employee wishes to make any change to their health insurance coverage such as an addition of a dependent, deletion of a dependent, etc. the Employer must be notified, in writing within three (3) weeks of the occurrence. If the notice of the addition of dependents is not made within the three (3) week period, the addition will not be able to be effective until the next open enrollment period, which is January 1 of every year.

Section 9. Specimen Insurance Contracts. Specimen insurance contracts including eligibility requirements and benefit schedules are available for inspection on request.

Section 10. Workers' Compensation.

(a) Guidelines. The County currently also provides Workers' Compensation coverage.

A work related injury must be immediately reported to the employee's Supervisor and the Personnel Office so that the appropriate forms can be completed. Arrangements can then be

made by the Personnel Office for the employee to receive medical care from a County designated physician.

If an injury occurs after 5:00 p.m. or on a weekend, emergency medical treatment may be received from other than a County designated physician. However, if the physician who treated an employee for an emergency indicates time off work or follow-up care is necessary, arrangements must be made to see the County physician. These arrangements will also be made by the Personnel Office for the employee.

After ten (10) days from the inception of medical care, an employee may treat with a physician of his own choice but he must first notify the Personnel Office of the name of the physician and his intentions to treat with such physician. The County after receiving such notice may file a Notice of Objection with the Bureau of Workers' Compensation if it so desires.

Failure to follow these procedures will result in the denial and refusal of payment of medical bills where treatment has been sought outside the proper guidelines.

Any initial time off and any extensions thereof due to a Workers' Compensation leave must be approved in writing by a physician.

(b) Supplement. When an employee is off work and entitled to Workers' Compensation payments the County will provide the difference in pay between an employee's regular pay and the Workers' Compensation benefit for a period not to exceed one (1) year.

(c) Limited Duty. At times, an employee who has suffered a work related accident, injury, or illness is physically able and qualified to perform limited duties while recuperating from such accident, injury, or illness. Based upon the Department Head's judgment relative to need, availability, costs and physical limitations, such employee may be utilized for limited duty. Limited duty may also include part time work. The employee may be assigned to any shift, as determined by the Department Head.

Employees being considered for limited duty must present either a physician's statement of physical ability to perform limited duty or a medical examination report by the Employer's designated physician to the Department Head.

When an employee is approved for normal duty by the appropriate physician he shall immediately notify the Department Head and present proper medical certification.

Section 11. Pension.

(a) Continuation of the Municipal Employees' Retirement System (MERS). The Employer agrees to continue to apply the Municipal Employees' Retirement System (MERS) to employees in the bargaining unit represented by the Lodge for the duration of this agreement as set forth in the plan, the terms and conditions of which are binding on the parties as though fully set forth herein, with the same benefits as presently in effect.

(b) Employees Contribution. The employees' contribution rate to their Retirement Plan shall be 15.2%.

(c) Benefit Program E-2 and 3.2% Multiplier. The plan for all unit employees shall include Benefit Program E-2. The employee computed contribution rate to support Benefit Program E-2 is 3.8% as evidenced by the valuation and letter dated April 18, 1994 from Gabriel, Roeder, Smith and Company.

The plan for all unit employees shall be the 3.2% Multiplier Benefit Program (credited service at time of termination of employment multiplied by 3.2% of final average compensation, to a maximum of 80% of final average compensation). The employee computed contribution rate to support the 3.2% Multiplier Benefit Program is 4.7% as evidenced by the Settlement Agreement between the Employer, the Lodge and MERS dated December 18, 1997, which is hereby incorporated by reference.

(d) Benefit Program F50/25. The plan shall provide for no reduction in pension for those employees who retire and are less than 60, but at least 50 years of age with 25 years or more of credited service (Benefit Program F50/25). The employee computed contribution rate to support Benefit Program F50/25 is .9% as evidenced by the valuation and letter dated April 18, 1994 from Gabriel, Roeder, Smith and Company.

(e) Benefit Program FAC-3. The plan for all unit employees shall include a Benefit Program FAC-3, which provides for the final average compensation being computed on the highest thirty six (36) consecutive months of earnings, divided by three (3).

(f) No matter respecting the Pension Plan shall be subject to the Grievance Procedure of this Agreement.

Section 12. Right to Change Carrier. The Employer reserves the right to change insurance carriers, provided that comparable benefits can be provided to the employees. In the event that the parties cannot agree on comparability, it may be grieved by the Lodge.

Section 13. False Arrest & Liability Insurance. The Employer shall provide liability insurance in the amount of Five Hundred Thousand Dollars (\$500,000), combined single limit with an excess insurance limit of liability of One Million Dollars (\$1,000,000) against liability for acts of an employee while he is acting within the scope of his authority. A copy of the policy will be furnished to the Lodge Bargaining Committee upon request.

The Employer will provide to the employee such legal assistance as will be required when civil action is brought against an employee as a result of the acts occurring when and while said employee is acting within the scope of his authority; provided that notification is immediately given to the Employer that service of process was made upon the employee.

Section 14. Group Deferred Compensation Plan. The employees are eligible for a group deferred compensation plan provided by the Employer. There are three open enrollment periods each year, those being January, May and September.

ARTICLE 17

EQUIPMENT

Section 1. Equipment. The Employer will establish an Equipment Committee composed of the Central Dispatch Director (or his representative) and two (2) members of the Board of Commissioners. The Steward shall also be a member, but without a vote. The Committee shall meet from time to time or when called by either party for the purpose of reviewing matters concerning adequacy of equipment of the Central Dispatch Department. The Committee shall report to the Board of Commissioners its determinations and recommendations.

Section 2. Reporting Defects of Equipment. Employees shall immediately, or at the end of their shift, report all defects of equipment. Such reports shall be made electronically using a format specified by policy or procedure of the Employer. The Employer shall not ask or require any employee to use equipment that has been reported to be in an unsafe operating condition until same has been approved as being safe by the Central Dispatch Director or his representative.

Section 3. Reimbursement of Personal Property in the Line of Duty. The Employer agrees to financially compensate an employee for loss of, or damage to, certain personal property in the line of duty, where such personal property is determined to be necessary to the performance of the employee's duties. Requests for reimbursement shall be submitted to the Central Dispatch Director in writing, accompanied by proper documentation. Properly documented requests for reimbursement involving eyeglasses, and watches (under \$50.00), will automatically be honored. Other personal property claims will be reviewed by the Central Dispatch Director, and will be paid, negotiated, or denied, on the basis of reasonableness.

ARTICLE 18
LONGEVITY PAY

Section 1. Schedule. All regular full-time employees as of December 1, of any year shall be entitled to receive longevity pay for length of continuous service with the Employer according to the following schedule:

<u>Years of Continuous Service</u>	<u>Annual Benefit</u> (Effective 2007)
At least 5 years but less than 10 years	\$300
At least 10 years but less than 15 years	\$600
At least 15 years but less than 20 years	\$900
20 years or more	\$1,200

Section 2. Payments Made. Longevity payments shall be made on the first pay day in December.

Section 3. Pro-Rated Longevity Payment. Longevity pay shall be pro-rated depending on the number of months in the year during which an employee has been in each category (e.g., an employee hired on September 1 shall receive \$75 {3/12 of \$300} in the December following the completion of his fourth year of service, and \$375 { $\$300 + 3/12$ of the \$300 difference between annual benefits} in the December following the completion of his ninth year of service, etc.).

Section 4. Retirement. Employees who are eligible for longevity payments and who retire on a regular or disability basis shall be paid a pro-rated payment. Said payment shall be based on the number of months of full-time service credited to an employee from the preceding December 1.

Section 5. Leave. Eligible employees on unpaid leaves of absence or unpaid disability leave for a period of more than thirty (30) days shall have their longevity payment pro-rated based upon the deduction of unpaid hours after the first thirty (30) days of unpaid leave.

ARTICLE 19

BULLETIN BOARD

Section 1. Bulletin Board Space Provided. The Employer shall provide bulletin board space which may be used by the Lodge for posting notices relating to Lodge affairs. This space shall be in the office in Charlotte.

Section 2. Copies Provided to Employer. The Lodge shall have all notices posted on the Bulletin Board signed by a Union Officer or Steward, and provide the Employer a copy prior to posting. Nothing shall be posted which is defamatory or impairs the operation of the Department or which constitutes partisan political campaign material.

ARTICLE 20

STRIKES AND ILLEGAL ACTIVITY

Section 1. No Strike Pledge. Neither the Lodge nor any employee shall, either directly or indirectly, cause, attempt to cause, or participate in any strike of any sort whatsoever, either directly or indirectly, any complete or partial stoppage of work, walkout, slowdown, or refusal to do reasonably assigned work or interfere in any manner with any of the normal operations of the County or in any conduct which causes or results in such interference.

Section 2. Disciplinary Action. The Employer retains the right to reprimand, suspend, demote, or discharge employees engaging in a strike. Such disciplinary action on the part of the Employer shall not be construed as a violation by the Employer of any provision in this Agreement.

Section 3. No Lock Out. The Employer agrees not to lock out its employees.

ARTICLE 21

SEVERABILITY PROVISION

Section 1. Savings Clause. Should any part hereof or any provision herein contained be rendered or declared illegal by reason of existing or subsequently enacted legislation or by a decree by a Court of competent jurisdiction or an unfair labor practice by final decision, such invalidation of such part or portion of this Agreement shall not invalidate the remaining portions thereof.

Section 2. Negotiations. The parties agree to enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement for any part hereof contained which has been declared illegal as referred to in Section 1.

ARTICLE 22

WRITTEN AGREEMENTS

There are no understandings or agreements or past practices which are binding either upon the Employer or the Lodge other than the written agreements enumerated or referred to in this Agreement. No further agreement shall be binding on either the Employer or the Lodge until it has been reduced to writing and signed by both the Employer and the Lodge.

ARTICLE 23

COMPLETE AGREEMENT

It is hereby agreed that this Agreement is the complete understanding between the parties. Any subject whether discussed during negotiations or not shall not be negotiated during the life of this Agreement, except by mutual agreement by the Employer and the Lodge.

ARTICLE 24

MISCELLANEOUS

Section 1. Humanitarian Clause. Should an employee, covered by this Agreement, become physically or mentally handicapped to the extent that he cannot perform his regular job, the Employer will make a reasonable effort to place the employee in a position either in or out of the bargaining unit that he is physically and mentally able to perform.

Section 2. Special Conferences. Special conferences for important matters, including safety, will be arranged between the Lodge and the Employer or its designated representative at mutually convenient times and places when there are important matters to discuss. Such meetings shall be between one (1) or more representatives of the Employer and one (1) or more representatives of the Lodge. Arrangements for such special conferences shall be made in advance and an agenda of the matters to be taken up at the meeting shall be presented at the time the conference is requested. Matters taken up in special conference shall be confined to those included in the agenda, unless both parties agree to include other items. Up to two (2) employee representatives will be compensated for scheduled work hours lost while in attendance at these joint meetings. Conferences shall be held on a weekday.

Section 3. Equality of Treatment. It is agreed by the Employer and the Lodge that the County is obligated, legally and morally, to provide equality of opportunity, consideration and treatment of all members of the Lodge and to establish policies and regulations that will insure such equality of opportunity, consideration and treatment of all members employed by the County in all phases of the employment process.

Section 4. Name or Address Change. An employee shall notify the Employer in writing of any change in last name or street address promptly and , in any event, within five (5) days after such change has been made. The Employer shall be entitled to rely upon an employee's last name and street address shown on his record for all purposes involving his employment.

ARTICLE 25

LODGE REPRESENTATION

Section 1. Representation. Employees shall be represented by one (1) Steward or one (1) Alternate Steward. During periods of absence of the Steward, the Alternate Steward shall represent the employees.

Section 2. General Rules. The authority of the Steward or Alternate, is limited to the investigation and presentation of grievances and request for special conferences during his working hours, without loss of time or pay, upon having received permission from the Central Dispatch Director. The Central Dispatch Director shall grant permission within a reasonable time, after the first hour of the shift, for such Steward to leave his work for these purposes subject to overriding work consideration. The privilege of such Steward leaving his work during hours without loss of time or pay is subject to the understanding that the time will be devoted to the proper processing of grievances and will not be abused. Abuse of such privilege is proper grounds for discipline up to and including discharge. The Steward and Alternate, may be required to record time spent. All such Stewards will perform their regular duties in addition to the handling of grievances as provided herein.

Section 3. Notice to the Employer. The Lodge will furnish the Employer with the names of its Stewards and Officers who are employed within the unit and changes as they may occur from time to time in such personnel so that the Employer may at all times be advised as to the authority of the individual representatives of the Lodge with which it may be dealing.

ARTICLE 26

GENDER

The use of the male gender herein shall include the female, and vice versa.

ARTICLE 27

HEADINGS

Any headings used in the Agreement are for description purposes only and neither add to nor subtract from the language of the Articles or Sections they head.

ARTICLE 28

JURY DUTY LEAVE

Employees required to appear for jury qualification or jury service and who have been notified of such subsequent to their hire date shall be granted leave with regular pay; however, any money earned as a juror, except the money received for mileage and meals, shall be turned over to the County. Such hours shall not be counted for computing overtime or other premium pay. To the extent possible, the Employer will attempt to adjust an employee's schedule to accommodate their being selected for jury duty. To qualify for jury duty pay, an employee must give immediate notice to his supervisor when notified of his selection by showing his Notice of Jury Duty, and must report for work immediately upon his release from jury service each day.

ARTICLE 29

USE OF PERSONAL VEHICLES

Section 1. Mileage Allowance. Employees who are authorized to use their own personal automobile in the performance of their duties shall receive mileage reimbursement based on the most current available rate, and any updates thereof, set by the Internal Revenue Service. The Employer reserves the right to require an employee to use a County vehicle, if available.

Nothing in this Section prohibits the Employer from permitting an employee to utilize his own vehicle without reimbursement where it is the employee's preference to do so.

Section 2. Mileage for Court Duty. Mileage for Court Duty shall not include the round trip distance the employee regularly drives from his home to his work site and back home again.

ARTICLE 30

NEW JOB CLASSIFICATION

Section 1. Written Notice to the Lodge. In the event the Employer establishes a new classification which cannot be properly placed in the existing classification and rate structure, the Lodge will be notified in writing.

Section 2. Employer Established Rate. The Employer will, after written notice to the Lodge, establish a rate for the new classification, which shall be considered temporary for a period of thirty (30) days following the date of notification to the Lodge. During this period, the Lodge may request in writing a meeting with the Employer to review the temporary rate. If a rate cannot be agreed upon, the Lodge can appeal the rate to Mediation and Factfinding through the Michigan Employment Relations Commission. Such appeal shall preclude submission of a new classification wage rate to arbitration.

Section 3. Retroactivity. If a new rate is agreed upon, it shall be applied retroactive to the first day the employee began work on the job unless otherwise agreed to. If no written request is filed within the thirty (30) day period, the rate shall become permanent at the end of such period.

ARTICLE 31

FITNESS PROGRAM

The Employer shall make available to interested employees a voluntary physical fitness program.

A voluntary Physical Fitness Program Committee shall be established consisting of one representative from the bargaining unit, one dispatcher and the Central Dispatch Director or his designee. Meetings will be held at the request of either party. Any equipment purchased pursuant to this Article will remain in the Central Dispatch Building.

ARTICLE 32

DURATION

Section 1. Length of Contract. This Agreement shall remain in full force and effect until September 30, 2009, at 11:59 p.m. and shall become automatically renewable from year to year thereafter, unless either party wishes to terminate, modify or change this Agreement, in which event notification of such must be given to the other party in writing one hundred twenty (120) days prior to the expiration date of this Agreement, or any anniversary thereof.

Section 2. Amendment/Modification. Upon mutual agreement of the parties, this contract may be amended or modified in writing at any time during its term by properly authorized representatives of each party.

IN WITNESS HEREOF, parties hereto have set their hands and seals this _____ day of _____, 2007.

**CAPITOL CITY LODGE NO. 141 OF THE
FRATERNAL ORDER OF POLICE,**

**EATON COUNTY BOARD OF
COMMISSIONERS**

BY: _____
Robert Stahelin

Joseph Brehler, Chairman

Thomas L. Krug, Executive Director

M. Frances Fuller, Clerk

Steven T. Lett, Attorney

APPENDIX A
CENTRAL DISPATCH DEPARTMENT SALARY SCHEDULE
SUPERVISORY UNIT

EFFECTIVE OCTOBER 1, 2006

	<u>ENTRY</u>	<u>1 YEAR</u>	<u>2 YEARS</u>	<u>3 YEARS</u>	<u>4 YEARS</u>
Dispatch Supervisor (12 Hour Shift)	\$42,326	\$44,624	\$45,481	\$47,550	\$49,618
Dispatch Supervisor (8 Hour Shift)	\$43,385	\$45,737	\$46,618	\$48,740	\$50,857

EFFECTIVE MAY 1, 2007

	<u>ENTRY</u>	<u>1 YEAR</u>	<u>2 YEARS</u>	<u>3 YEARS</u>	<u>4 YEARS</u>
Dispatch Supervisor (12 Hour Shift)	\$42,749	\$45,070	\$45,936	\$48,026	\$50,114
Dispatch Supervisor (8 Hour Shift)	\$43,819	\$46,194	\$47,084	\$49,227	\$51,366

EFFECTIVE OCTOBER 1, 2007

	<u>ENTRY</u>	<u>1 YEAR</u>	<u>2 YEARS</u>	<u>3 YEARS</u>	<u>4 YEARS</u>
Dispatch Supervisor (12 Hour Shift)	\$43,818	\$46,197	\$47,084	\$49,227	\$51,367
Dispatch Supervisor (8 Hour Shift)	\$44,914	\$47,349	\$48,261	\$50,458	\$52,650

EFFECTIVE OCTOBER 1, 2008

	<u>ENTRY</u>	<u>1 YEAR</u>	<u>2 YEARS</u>	<u>3 YEARS</u>	<u>4 YEARS</u>
Dispatch Supervisor (12 Hour Shift)	\$44,913	\$47,352	\$48,261	\$50,458	\$52,650
Dispatch Supervisor (8 Hour Shift)	\$46,037	\$48,533	\$49,468	\$51,719	\$53,966

The Dispatch Supervisor (12 Hour Shift) pay scale reflects a twelve (12 hour shift schedule (forty four (44) hours per week and thirty six (36) hours per week in a two (2) week pay period). Dispatch Supervisors working this schedule shall be paid overtime for the hours in excess of forty (40) hours in the forty four (44) hour week based on Employer compensated hours in that period (including holidays, vacation, sick leave, personal leave and compensatory time).

The Dispatch Supervisory (8 Hour Shift) reflects an eight (8) hour shift schedule (forty (40) hours per week and eighty (80) hours in a two (2) week pay period).

All overtime for the twelve (12) hour shift employees above eighty hours in a pay period or forty four (44) hours in the FLSA week shall be based on the hourly rate of the eight (8) hour shift schedule.

The 8 Hour Shift rate of pay shall be used for the payout of all accumulated leave time.

SETTLEMENT

All provisions of the contract shall be effective upon signing or as soon as reasonably possible, unless otherwise stated.

MEMORANDUM OF UNDERSTANDING BETWEEN
THE COUNTY OF EATON
AND
THE FRATERNAL ORDER OF POLICE
CAPITOL CITY LODGE #141, DISPATCH SUPERVISOR DIVISION
HEALTH INSURANCE – OPTICAL COVERAGE

The County of Eaton and the Capitol City Lodge No. 141 of the Fraternal Order of Police Dispatch Supervisor Division hereby agree to the following:

Optical coverage will be included as part of the County's Health Insurance program at the employee's expense. The current monthly rates are as follows:

Single - \$3.40
Double - \$7.64
Family - \$9.49

The monthly rates shall be adjusted every January 1st by the County's insurance carrier. The optical coverage is contingent upon all seven of the County's collective bargaining units as well as the non-union employees agreeing to pay the appropriate premium.

Agreed to this _____ day of _____, 2007.

For the County of Eaton:

For the Union:

Joseph Brehler, Chairman
Board of Commissioners

Robert Stahelin
President

Date _____

Date _____

M. Francis Fuller, Clerk

Thomas L. Krug, Executive Director

Date _____

Date _____

Steven T. Lett, Attorney

Date _____

