



Cornell University
ILR School

NYS PERB Contract Collection – Metadata Header

This contract is provided by the Martin P. Catherwood Library, ILR School, Cornell University. The information provided is for noncommercial educational use only.

Some variations from the original paper document may have occurred during the digitization process, and some appendices or tables may be absent. Subsequent changes, revisions, and corrections may apply to this document.

For more information about the PERB Contract Collection, see
<http://digitalcommons.ilr.cornell.edu/perbcontracts/>

Or contact us:

Catherwood Library, Ives Hall, Cornell University, Ithaca, NY 14853
607-254-5370 ilrref@cornell.edu

Contract Database Metadata Elements

Title: **Wyoming, County of and Wyoming County Sheriffs Employees Association (2003)**

Employer Name: **Wyoming, County of**

Union: **Wyoming County Sheriffs Employees Association**

Local:

Effective Date: **01/01/03**

Expiration Date: **12/31/05**

PERB ID Number: **8477**

Unit Size: **40**

Number of Pages: **26**

For additional research information and assistance, please visit the Research page of the Catherwood website - <http://www.ilr.cornell.edu/library/research/>

For additional information on the ILR School - <http://www.ilr.cornell.edu/>

**COPY FOR YOUR
INFORMATION**

50/8477

AGREEMENT

Between

The Wyoming County Sheriff's Employees Association

And

The County of Wyoming/Wyoming County Sheriff

January 1, 2003

to

December 31, 2005

RECEIVED

AUG 01 2005

**NYS PUBLIC EMPLOYMENT
RELATIONS BOARD**

40 Employees

ARTICLE I: RECOGNITION	2
ARTICLE II: ASSOCIATION RIGHTS	2
ARTICLE III: MANAGEMENT RIGHTS	3
ARTICLE IV: STRIKES AND LOCKOUTS	4
ARTICLE V: GRIEVANCE PROCEDURE.....	4
ARTICLE VI: PROBATION	7
ARTICLE VII: SENIORITY	8
ARTICLE VIII: LAYOFF, DISPLACEMENT AND RECALL	8
ARTICLE IX: LEAVES WITHOUT PAY	9
ARTICLE X: ASSOCIATION LEAVE.....	10
ARTICLE XI: COMPENSATION	10
Section 11.9: Shift Differential.....	11
Section 11.10: Education Bonus	12
Section 11.11: Tuition Reimbursement	12
ARTICLE XII: WORK DAY/WORK WEEK/OVERTIME	12
ARTICLE XIII: PAID LEAVE	13
Section 13.1: Holidays	13
Section 13.3: Sick Leave.....	13
Section 13.5: Sick Leave Bank	14
Section 13.6: Bereavement Leave.....	15
Section 13.7: Personal Leave.....	15
Section 13.8: Vacation	15
ARTICLE XIV: LONGEVITY	16
ARTICLE XV: MILEAGE REIMBURSEMENTS	17
ARTICLE XVI: INSURANCE AND PENSIONS.....	17
ARTICLE XVII: CREDIT UNION.....	18
ARTICLE XVIII: MISCELLANEOUS	18
ARTICLE XIX: VACATION, HOLIDAY, PERSONAL LEAVE BUY-BACK.....	19
ARTICLE XX: UNIFORM MAINTENANCE AND ALLOWANCE	20
ARTICLE XXI: ENTIRE AGREEMENT.....	20
ARTICLE XXII: SEPARABILITY.....	20
ARTICLE XXIII: DURATION.....	20

PREAMBLE

This is an AGREEMENT entered into the 26th day of April, 2004 by and between the County of Wyoming (sometimes hereinafter referred to as the Employer) and the Sheriff of the County of Wyoming (sometimes hereinafter referred to as the Employer), and joint Employers, and the Wyoming County Sheriff's Employees Association (sometimes hereinafter referred to as the Association).

Whereas, it is the purpose of the parties to promote harmonious and cooperative relationships between the Employers and their Employees, and to protect and serve the public by assuring, at all times, the efficient and uninterrupted operation of the Sheriff's Department, and

Whereas, it is the intent and purpose of the parties to set forth herein their entire agreement covering rates of pay, wages, hours, and other terms and conditions of employment, except as the Agreement may be amended from time-to-time during its term by manual written consent of the parties.

Therefore, it is mutually agreed as follows:

ARTICLE I: RECOGNITION

Section 1.1: The Employer recognizes the Wyoming County Sheriff's Employees' Association (Association) as the sole and exclusive representative for the purpose of collective bargaining with respect to rates of pay, wages, hours of work and other terms and conditions of employment for all permanent full-time clerical employees of the Sheriff's Department and for those in the following titles: Correction Officer, Correction Sergeant, Corrections Captain, Control Room Operator, Civil Clerks and Dispatcher. All other titles shall be excluded unless inclusion is mutually agreed to by the parties or by direction of the Public Employment Relations Board.

ARTICLE II: ASSOCIATION RIGHTS

Section 2.1: The Association shall have the sole and exclusive right, with respect to other employee organizations, to represent all employees in the bargaining unit in any and all proceedings under the Public Employees Fair Employment Act, under any other applicable law, rule, regulations, or statute, or under the terms and conditions of this Agreement, and to designate its own representatives and to appear before any appropriate official of the Employers to effect such representation; to direct, manage and govern its own affairs; to determine those matters which the members wish to negotiate and to pursue all such objectives free from any interference, restraint, coercion or discrimination by the Employers or any of their agents. The Association shall have the sole and exclusive right, with respect to any other employee organizations, to pursue any matter or issue including, but not limited to, the grievance and appeal procedure in this Agreement and to pursue any matter or issue to any court of competent jurisdiction, whichever is appropriate.

Section 2.2: The Association shall have the sole and exclusive right, with respect to other employee organizations to payroll deductions of dues and Association-sponsored insurance premiums for employees covered under this Agreement. Such dues and premiums shall be remitted to the Association, and/or its designated agent, on a monthly basis. The Association agrees that the Employers assume no obligation, financial or otherwise, arising out of the provisions of this Section and that the Association shall indemnify the Employers and hold them harmless from any and all claims, demands, actions, proceedings, or any other form of liability which may arise out of or by reason of the deductions provided for it in this Section. The Association agrees that once the funds deducted are remitted to it, or to any payee designated by it, the disposition of said funds thereafter shall be the sole and exclusive responsibility of the Association.

Section 2.3: The Association shall have the right to post notices and communications on a bulletin board maintained on the premises and facilities of the Employer. The Association shall obtain the approval of the Personnel Officer of the County, or his designee, prior to posting notices or communications containing anything other than the agenda, time and place of the Association meetings or Association elections. Such approval shall not be unreasonably withheld.

Section 2.4: The Employers agree that Association Representatives may visit the Employers' facilities, with reasonable advance notice to the Sheriff, for purpose of administration of this Agreement. The Association agrees that such activity shall not interfere with the normal work duties of the employees. The Employers reserve the right to designate a meeting place or to provide a representative to accompany an Association representative where operational requirements do not permit unlimited access.

Section 2.5: Employees who are designated or elected for the purpose of adjusting grievances or assisting in the administration of this Agreement shall be permitted a reasonable amount of free time from their regular duties without loss of pay or leave benefits to fulfill these obligations, which have as their purpose the maintenance of harmonious and cooperative relations between the Employer and the employees and the uninterrupted operation of government. Before engaging in such activity, the employee shall advise the Undersheriff or Sheriff of the need to conduct such business and the estimated length of time that the employee will be engaged in such an activity. The approval of the Undersheriff or Sheriff must be obtained before engaging in such activity; however, such approval shall not be unreasonably withheld. The employee shall report back to the Undersheriff or Sheriff upon the completion of such grievance adjusting or contract administration activity.

Section 2.6: The Employer agrees to provide to the Association a list of all bargaining unit employees containing information including each employee's name, social security number, job classification and date of hire. Additionally, the Employer will provide a similar list each year thereafter and will advise the Association on a quarterly basis of any employees who have been hired or whose employment has terminated.

Section 2.7: The Employer shall deduct regular membership dues or an amount equivalent to membership dues from the wages of all full-time employees. The deductions called for under this section shall be in an amount equal to association membership dues for non-association members and shall be association dues for association members.

ARTICLE III: MANAGEMENT RIGHTS

Section 3.1: The Employers retain the sole and exclusive right to manage their business and services and to direct the working force, including the right to decide the number and location of their business and service operations, the business and service operations to be conducted and rendered, and the methods, processes, and means used in conducting their business and services, and the control of the buildings, real estate, materials, parts, tools, machinery and all equipment which may be used in the operation of the business or in supplying their services; to determine whether and to what extent the work required in operating of their business and supplying their services shall be performed by employees covered by the Agreement; to maintain order and efficiency in their operations, including the sole right to discipline, suspend and discharge employees for cause; to hire, lay off, assign, transfer, promote, demote and determine the qualifications of employees; to determine the schedule of the Department and to determine the starting and quitting time and the number of hours to be worked; subject only to such regulations governing the exercise of these rights as are expressly provided in this Agreement, or provided by law. The Association agrees that the Employer has the right to make decisions unilaterally

regarding whether work will be performed or services will be provided by employees covered by this Agreement, and that the Employers are not required to bargain regarding issues such as subcontracting or other changes in the nature, scope or means of conducting their operations. In return, the Employers agree that they will bargain with the Association upon request, regarding the effects of such a decision if the decision results in the layoff or reduction of hours of bargaining unit employees.

Section 3.2: The above rights of the Employer are not all inclusive, but indicate the type of matters or rights which belong and are inherent to the Employer. Any and all rights, powers, and authorities which the Employers had prior to entering into this Agreement are retained by them except as expressly and specifically abridged, delegated, granted or modified by this Agreement.

ARTICLE IV: STRIKES AND LOCKOUTS

Section 4.1: The Association and the employees covered by this Agreement recognize and agree that the rendering of services to the public cannot, under any circumstances or conditions, be withheld, interrupted, or discontinued during the terms of the Agreement, and that to do so would endanger the public health, safety and welfare.

Section 4.2: Neither the Association, its agents or any employee covered by this Agreement shall, for any reason, cause, authorize, instigate, encourage, condone or participate in any strike, slowdown or work stoppage, including the refusal to perform due to the existence of a labor dispute or picketing at any location or work site of any Employer, or any other interference with or abstinence, in all or in part, from the full, faithful and proper performance of the duties of employment during the term of this Agreement, in the event that such activity does occur, the Association shall exert its best efforts to prevent and terminate the same.

Section 4.3: The Employers agree that they will not engage in any lockout of employees during the term of this Agreement.

ARTICLE V: GRIEVANCE PROCEDURE

Section 5.1: A grievance shall be defined as a dispute between an employee and the Employer regarding the meaning, interpretation or application of the express provisions of this Agreement or any rule or regulation of the Sheriff's Department which affects terms or conditions of employment of employees covered by this Agreement. In the interest of harmonious and efficient employment relationships, the parties encourage employees and their Supervisors to attempt to informally resolve potential grievances before resorting to the procedure described below. Notwithstanding the language of Section 5.1 as it relates to resolving a grievance informally, the employee shall not be barred from filing and resolving any grievance in accordance with this formal procedure contained in this Article V because of his or her failure to attempt to resolve the grievance on an informal basis.

Section 5.2: A grievance shall not be entertained or processed unless presented within the time limits set forth below and in accordance with the grievance form which is attached hereto and made a part of this Agreement. If the Employer does not answer within a specified time limit,

the grievance is deemed denied at that step, and the grievant may proceed to the next step of the procedure. (The time within which a grievant may proceed to the next step in such a case shall be measured from the last day on which the Employers' answer was due.) The term "business day" shall not include weekends or holidays for purposes of computing time limits pursuant to this article.

Section 5.3: The following procedure shall be the sole and exclusive method of resolving disputes between the parties, including disputes involving any form of discipline:

Step 1- If a dispute is not resolved informally, the employee may, with assistance from his Association Steward, within ten (10) business days from the date of the occurrence giving rise to the grievance, or the time such occurrence should reasonably have been known to the employee or the Association, file a grievance by submitting it in writing to the Undersheriff or his designee. The writing shall state the nature of the grievance, the relevant facts, and the remedy desired. The Undersheriff shall give his answer to the Grievant and his Steward in writing within five (5) business days.

Step 2- If the grievance is not resolved in Step 1, the grievant may, within five (5) business days of receipt by him or his Association Steward of Step 1 answer, submit the grievance in writing to the Sheriff or his designee. At the request of either party, a meeting to discuss the grievance may be held. Such a meeting may involve the grievant, the grievant's Association Steward or Representative, the Sheriff, and, at the Sheriff's request, the Undersheriff and/or the grievant's Supervisor. The Sheriff shall give his answer in writing to the employee and his Association Steward or Representative within five (5) business days after the Step 2 filing or the Step 2 meeting, whichever occurs later.

Step 3- If the grievance is not resolved in Step 2, the grievant may, within five (5) business days of the Sheriff's answer, submit the grievance to the Chairman of the Board of Supervisors in writing by filing a request for review with the Clerk of the Board of Supervisors. Within ten (10) business days thereafter, the Chairman may, at the request of either party or of his own accord, convene a meeting to discuss the grievance. Such a meeting may involve the grievant, the Association Representative, the Sheriff, and such other persons as the Chairman directs. The Chairman shall give his answer to the grievant and the Association Representative in writing within ten (10) business days after the Step 3 filing or the Step 3 meeting, whichever occurs later.

Step 4- If the grievance is not resolved in Step 3, either the Association or the Employers may submit the dispute to binding arbitration by giving written notice to the other parties within ten (10) business days after the completion of Step 3. Within five (5) business days of such written notice, the parties shall meet to agree upon a mutually acceptable Arbitrator. If the parties are unable to agree upon an Arbitrator to serve, within ten (10) business days thereafter, a request for a panel of seven (7) Arbitrators may be made to the New York State Public Employment Relations Board by either party, from which the Association and the Employers shall alternately cross off one name until one name remains, and such person shall be the Arbitrator. The Arbitrator shall have the

jurisdiction only over disputes arising out of grievances as defined in this Article and discipline and discharge matters and he shall have no power to add to, subtract from, or modify in any way any of the terms in this Agreement. Each arbitration hearing shall deal with not more than one grievance, unless the parties mutually agree otherwise in writing. The fees and expenses of the Arbitrator shall be shared equally by the parties. The decision of the Arbitrator shall be final and binding with regard to issues of discipline and discharge as well as on all other issues involving grievances.

Section 5.4: An employee covered by this Agreement who has successfully completed his/her probationary period shall not be subjected to disciplinary action without just cause. The disciplinary procedures herein shall be used in lieu of the procedures of Sections 75, 76 and 77 of the Civil Service Law. Time limits contained herein may be waived only by mutual, written agreement of the parties. No disciplinary action shall be commenced by the employer more than 12 months after the occurrence of the alleged act(s) for which discipline is being considered provided, however, that such time limitation shall not apply where the act(s) would, if proved in a court of competent jurisdiction, constitute a crime.

If an employee is to be interviewed relative to a matter which may result in disciplinary action, the employee shall be notified that he/she is entitled to have a union representative or attorney of his/her choosing present during the interview. The employee shall be entitled to a reasonable period of time to obtain a union representative or attorney.

In the event that the employee's continued presence on duty would impair the operation of the Sheriff's Office, the Sheriff may suspend the employee without period prior to service of a Notice of Disciplinary Action (Notice) for a period not to exceed thirty (30) days. If discipline is not sustained against the employee, he/she shall be made whole for any losses suffered as a result of the suspension.

Disciplinary actions may consist of written reprimand, suspension for a period not to exceed sixty days, loss of leave credits, demotion or discharge. A Notice shall be served upon the employee by personal service or by registered or certified mail. A copy of the Notice shall be simultaneously provided to the Union president.

The specific act(s) for which discipline is being imposed and the penalty shall be specified in the Notice. The Notice shall include references to dates, times and places to the extent practicable. No later than five days before the departmental hearing or arbitration hearing, the employee shall be entitled to copies of his/her own statements, all statements of witnesses physical evidence gathered during the disciplinary investigation.

The employee shall have the right to use the grievance procedure provided for in this Agreement with the following modifications:

1. The employee may choose to bypass any or all of the first three steps of the grievance procedure.
2. As a final resolution, the employee may choose to submit the matter to arbitration in accordance with the grievance procedure, or to a departmental hearing panel in accordance with this section. The decision of the hearing panel or arbitrator shall be final and binding on both parties. In either case, the burden of proof shall be on the Sheriff.

Departmental hearing panels shall be selected as follows:

The employee or his designee shall randomly select the names of seven department members of equal or higher pay grade, excluding the Sheriff and Undersheriff. In the event that there are not at least seven department members of equal or higher pay grade, all employees in the next lower

pay grade shall be included. Additional pay grades will be included until there are at least seven names. In these cases, at least one member of the hearing panel shall be in a pay grade equal to or higher than the charged employee.

When the list of seven names is compiled, the Sheriff and the employee (or their designees) shall alternately strike names from the list until three names remain. The members whose names remain shall serve as the hearing panel. Prior to opening of the hearing, the members of the panel shall meet to select one member as presiding officer. The hearing panel shall submit a written decision simultaneously to the Sheriff, the employee and the Union within 30 days of the conclusion of the hearing. The written decision must include a finding on each act specified in the Notice. At least two members of the panel must vote guilty in order to sustain an allegation. The panel may amend the penalty to a lesser penalty than was imposed by the Sheriff.

Nothing contained herein shall limit an employee's right to informally resolve a disciplinary matter, and an employee may waive his/her rights under this section. Any settlement agreement shall be in writing, with copies provided to the employee and to the Union president.

Section 5.5: A grievance which affects a substantial number or class of employees, or which the Employers' representatives designated in Step 1 lacks authority to settle, may initially be presented at Step 2 within the time limits set forth in Step 1. Such a grievance shall be reduced to writing and signed and dated by a grievant and the Association President. The writings shall, in addition to the items set forth in Step 1, include a specific description of the class or group of employees affected by the grievance. It is understood that grievances filed pursuant to this Section will be processed only if the facts with respect to all employee alleged to be aggrieved are substantially the same and the issue or issues raised by the grievance are the same to all employees involved.

ARTICLE VI: PROBATION

Section 6.1: An employee shall be considered a probationary employee for a period of six (6) months (or a full-time equivalent thereof) from the last date of hire. If the employee, however, has not completed his or her training within the first six (6) months of employment, but successfully completes six (6) months of employment with the Department, the Employers shall thereafter only remove the employee for failing to pass the required courses or for just cause as provided under Section 6.2 of this Article VI. Where possible without the Employers incurring additional expense, an employee will be provided the opportunity to complete such training within one (1) year. The probationary period shall be extended by the amount of any time lost due to layoff or other unpaid absence or worker's compensation leaves.

Section 6.2: Upon successful completion of probation, an employee may be disciplined or discharged only for just cause.

Section 6.3: An employee who assumes a new job title shall serve a probationary period of six (6) months in the new job title (plus any time lost due to layoff or other unpaid absence or worker's compensation leaves) or until the employee has successfully completed the qualifying training required for the job title if such training has not been completed within the six (6) month period. If the employee's performance during such probationary period is unsatisfactory, he may be returned to his former status.

ARTICLE VII: SENIORITY

Section 7.1: Departmental seniority shall be defined as the length of continuous, full-time service within the Sheriff's Department since the employee's date of hire, less any adjustments due to layoff, or to leaves of absence or other absences from duty of six (6) months or more. Job title seniority shall be defined as the length of continuous, full-time service within a job title since the employee's date of appointment to that job title, less any adjustments due to layoff, or to leaves of absence or other absences from duty of six (6) months or more. Continuous service shall be defined as the last period during which an employee has continually had seniority. Application of seniority is limited to those specific Articles and Sections of this Agreement in which its application is referenced. The relative seniority of two or more employees hired or appointed on the same date shall be in the order of their hiring or appointment by the hiring or appointing officer.

Section 7.2: An employee shall lose his or her seniority only upon the following:

1. Resignation;
2. Discharge;
3. Retirement;
4. Failure to return from recall to employment within ten (10) working days after mailing of a letter of recall by certified mail, return receipt requested to the employee's last known address;
5. Failure to report to work on the next scheduled shift after the termination of an authorized leave of absence, unless otherwise agreed by the Sheriff;
6. Layoff for a period exceeding two years;
7. Taking gainful employment while on voluntary leave of absence, which employment is inconsistent with the basis upon which leave was granted, unless, after request, the Sheriff refuses to take back the employee prior to the expiration of leave granted.

ARTICLE VIII: LAYOFF, DISPLACEMENT AND RECALL

Section 8.1: In the event of a layoff, employees shall be laid off on a basis of job title seniority, as defined in Section 7.1. The employee with the least seniority in each affected job title shall be the first to be laid off. If additional layoffs within a job title are necessary, such layoffs shall occur in accordance with an ascending order of job title seniority until the total number of employees required to decrease the workforce is established.

Section 8.2: Any employee who is laid off may, by written notice to the Sheriff within five (5) working days after notice of layoff, displace the employee with the least departmental seniority in a lower job title in which the laid off employee has previously served, or which is in direct line of promotion, provided the lay off employee:

- a. is qualified to serve in the job title (or can reasonably be expected to re-qualify within a reasonable period of time) and is legally able to perform in the title pending such qualification. If such an employee can not legally perform in a title which he previously served, the employee shall be laid off. However, the employee shall be allowed to exercise his right to be recalled; provided he still has seniority, if he re-qualifies while on layoff, by giving the Sheriff ten (10) business days written notice that he or she wishes to be recalled. The Employers agree to sponsor the laid off employee for any training necessary to re-qualify but not to pay for the cost of any training required;
- b. has the ability to perform the duties involved; and
- c. has greater departmental seniority than the employee that he is displacing.

Section 8.3: Recall shall be in the inverse order of layoff. An employee shall be notified of his or her recall by certified mail, return receipt requested, at his or her last known address.

Section 8.4: All temporary, casual, irregular, and part-time employees within a job title shall be laid off prior to the layoff of any full-time employee within the job title. It is recognized, however, that even in a time of layoff, the Department may require the services of some non-full-time employees. In such event, a laid off full-time employee shall have the right to occupy, if he desires, any non-full-time positions (up to forty (40) hours per week) subject to the qualification and ability language of Section 8.2 of this Article.

ARTICLE IX: LEAVES WITHOUT PAY

Section 9.1: The Sheriff may, in his discretion, grant leaves of absence without pay for periods not exceeding one (1) year. The Sheriff shall not unreasonably withhold his approval of a request to leave under this Article. (It is understood that denial of such a request for any legitimate business reason is not unreasonable.)

Section 9.2 A physician's statement as to the fitness of an employee for the performance of his duties may be required prior to the granting of leave, if the leave is for reasons related to the employee's health, and may be required prior to the employee's return to duty regardless of the reason for leave. Leaves of absence shall not be granted to employees to accept remunerative employment elsewhere.

Section 9.3: An employee on leave of absence may be allowed to reduce the period of leave without pay by the use of any accumulated personal leave or vacation leave. Additionally, in cases of leave due to illness or injury of the employee, the employee may be allowed to use

accumulated sick leave to reduce the period of unpaid leave during the days when the employee is ill or injured.

Section 9.4: While on unpaid leaves of absence, an employee shall not earn or accrue benefits. An employee may, however, at his/her option, continue coverage in the group health insurance programs described in the Agreement, if permitted by the insurance carrier, by paying the applicable premiums for the coverage he/she desires.

Section 9.5: An employee returning from a leave of absence shall give written notice to the sheriff at least two (2), but not more than four (4) weeks before his/her return. An employee who returns from a leave of absence and has complied with the provisions of this Article, shall be returned to his or her former title unless there has been a layoff or elimination of the employee's position and such employee is unable to displace another employee in the title and/or shift from which he or she is being laid off.

ARTICLE X: ASSOCIATION LEAVE

Section 10.1: The Employers agree to grant a total of eight (8) work days per year without loss of pay or leave benefits to the President of the Association or his designee for the purpose of attending conventions, workshops and/or other meetings of the Association or its affiliates. The Association agrees to provide the Sheriff with at least two (2) weeks notice prior to the date that the President or his designee will use a day(s) of the paid leave provided herein. Expenses incurred by the employee while attending one or more of the aforementioned events shall be the responsibility of the employee. If the employee needs additional days off, the employee shall have the right to use accumulated personal and/or vacation leave.

ARTICLE XI: COMPENSATION

Section 11.1: Each employee covered under this Agreement shall be paid in accordance with the wage and salary schedules attached hereto as Appendix A-1 (effective January 1, 2003); Appendix A-2 (effective January 1, 2004); and Appendix A-3 (effective January 1, 2005).

Section 11.2: Where an employee is entitled to shift differential such differential shall be included in the employee's pay when the employee is using time off in accordance with the Agreement. When an employee is receiving shift differential and is requested to work the day shift on a temporary basis, the employee shall continue to receive the differential for a period not to exceed ten (10) days.

Section 11.3: All employees covered by this Agreement shall be paid biweekly. All deductions shall be updated for each pay period on the employee's paycheck stubs, or in other written form.

Section 11.4: Subject to 12.6 an employee shall become eligible for a step increment under the Wyoming County Salary Plan on January 1 of each year, if such employee has been continuously employed by the county since prior to January 1, 1971. An employee hired, or rehired after loss of seniority, on or after January 1, 1971 shall become eligible for such increment upon his anniversary date of hire.

Section 11.5: If an employee is appointed or promoted to a position of higher grade, he shall receive an increase in salary; upon such appointment or promotion, which is equivalent to the full increment payable in the position to which he is appointed or promoted, or shall be paid the minimum salary of the grade of the position to which he is appointed or promoted, whichever results in the higher annual salary, but shall not be eligible for additional annual increments until promotional anniversaries.

Section 11.6: Annual salary increments are established to provide orderly salary administration. An employee otherwise eligible for a step increment under 12.4 shall receive such increment unless such employee's work has been unsatisfactory during the most recent preceding period required for eligibility, in the opinion of the employee's Department Head. If an employee is due to an increment, the pay change will become effective on the beginning of the pay period which commences nearest to the increment date. Any employee who receives an unsatisfactory evaluation and is denied an increment shall be allowed to seek redress in accordance of Article V of this Agreement. If an employee does not seek redress of a denial of an increment or if an arbitrator upholds the denial of an increment, an employee's work will be reviewed at least once near the midpoint of the employee's current eligibility period by this Department Head or other designated Employers representative or within a reasonable period from the date of occurrence of the problem and shall be specifically and conscientiously rated and advised upon any deficiencies in all aspects of the job which have an effect on the employee's work record and receipt of the next increment. The employee shall be given an opportunity to demonstrate improved performance and if denied an increment, shall be provided with the reasons for such denial in writing upon request.

Section 11.7: Any employee required to work in a higher classification shall receive an additional hour of pay for each day worked in such classification.

Section 11.8: Employees of the Sheriff's Department shall be reimbursed for all reasonable and necessary expenses including meals and lodging when such employee is on approved business of the Sheriff's Department outside Wyoming County.

Section 11.9: Shift Differential

Any employee in the Sheriff's Department who works a 3:00 PM to 11:00 PM shift shall receive a shift differential of forty-five cents (\$.45) per hour and any employee who works an 11:00 PM to 7:00 AM shift shall receive a shift differential of fifty-five cents (\$.55) per hour for all such hours worked. The increase in shift differential shall be effective January 1, 1998.

Effective upon ratification of the 2003-2005 Agreement, any employee who works a 3:00 PM to 11:00 PM shift shall receive a shift differential of seventy cents (\$.70) per hour and any employee who works an 11:00 PM to 7:00 AM shift shall receive a shift differential of eighty cents (\$.80) per hour for all such hours worked.

Effective January 1, 2005, any employee who works a 3:00 PM to 11:00 PM shift, and any employee who works an 11:00 PM to 7:00 AM shift shall receive a shift differential of one dollar (\$1.00) per hour for all such hours worked.

Section 11.10: Education Bonus

Employees will receive an educational bonus (not accumulative) payable in the last paycheck of each year for the highest degree held as set forth by the table:

<u>Degree Held</u>	<u>Amount Payable</u>
Associate's	\$200
Bachelor's	\$400
Master's	\$500

The annual bonus for the associate's degree is payable only to employees hired prior to 1/1/91. The employee shall provide the employer with proof of the highest degree obtained.

Section 11.11: Tuition Reimbursement

Employees who enroll in an accredited degree granting institution to pursue a work related degree or who enroll to take specific work related courses shall be reimbursed for 50% of the tuition and fees only. Such reimbursement is limited to an annual maximum of \$2500. It is the employee's responsibility to obtain prior approval for the courses of study and the Employer will not unreasonably withhold such approval. To qualify for the reimbursement the employee must have obtained a grade of B or higher.

ARTICLE XII: WORK DAY/WORK WEEK/OVERTIME

Section 12.1: The normal work week shall consist of forty (40) hours per week for full time employees of the Sheriff's Department.

Section 12.2:

- a. All employees in the Bargaining Unit shall be compensated at the rate of time and one half (1-1/2) their regular hourly rate for each hour or part thereof worked over forty (40) hours per week or, with the Employers' approval, shall receive paid compensatory time off at time and one half (1-1/2) for each hour or part thereof worked over forty (40) hours per week. The maximum hours of compensatory time which may be accrued by an employee for use shall be governed by the Fair Labor Standards Act as amended. All overtime hours worked above the maximum accumulations allowed by the aforementioned law shall be paid in accordance with guidelines for overtime as set forth in this Subdivision (a).
- b. Overtime will be offered to regular full-time employees prior to offering it to part-time employees or employees outside the Bargaining Unit. Any opening which arises within 48 hours of the work schedule which is to be manned will first be offered as overtime to full-time employees and then such work will be offered to part-time employees.
- c. Hours normally worked will not be altered to avoid payment of overtime. Notwithstanding any other provision of this agreement, when an employee is requested to work two (2) consecutive shifts, such employee shall, for the second shift, be compensated at time and one half (1-1/2) his/her hourly rate or compensatory

time off at time and one half (1-1/2), at the employee's discretion. The employee shall be granted such time or compensation within thirty (30) days. Holidays and vacation shall be counted as days worked in computation of overtime. An employee who is called to work outside his/her normal working hours shall be guaranteed a minimum of two (2) hours pay. This section does not apply for early call out of fewer than four (4) hours before the start of the regular shift.

ARTICLE XIII: PAID LEAVE

Section 13.1: Holidays

Effective January 1, 1991, employees shall receive the following nine (9) paid holidays per year: New Year's Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day and Christmas Day. Any such holidays falling on a Sunday shall be observed on the following Monday. Any such holiday falling on a Saturday shall be observed on the preceding Friday. Staggered shift workers, or those who must work on the holiday, shall be given a compensatory day, or shall be paid for such day, at the election of the Employees. Holiday pay shall be for all employees who work the majority of their shift on the Holiday.

Section 13.2: Holidays

Employees hired on or after 1/1/91 shall be entitled to six (6) holidays in their first year of employment; seven (7) in their second year of employment; eight (8) holidays in their third year of employment and nine (9) holidays in their fourth and subsequent years.

Section 13.3: Sick Leave

All employees who have completed their probationary period shall be allowed to accumulate sick leave at the rate of one (1) day per month from his or her original date of hire, to a total of one hundred seventy-five (175) days. Any employee requesting sick leave during three (3) or more consecutive days shall be required to supply a statement for a physician licensed under Article 131 of the Education Law. Sick leave shall be defined as absence for reasons of illness or injury, or dental or medical appointment of the employee. Other than cases of emergency, sick leave shall be granted by prior arrangement with the Sheriff or his designee. When an employee is entitled to worker's compensation insurance for any period during which the employee is covered by sick leave and elects to use sick leave, the employee shall be re-credited with accrued sick leave in an amount proportionate to the value of any worker's compensation payments received and retained by the Employers. An employee forfeits accrual sick days for any month during which there have been two (2) or more unexcused absences. An unexcused absence shall be defined as failure to report for work as assigned. Bargaining Unit employees who do not use sick leave during the period from January 1 through December 31 in any year shall be credited with an additional day of vacation for use in the fiscal year following the fiscal year in which the employee does not use sick leave.

Section 13.4: Sick Leave

Employees hired on or after 1/1/91 shall be entitled to 5/6 of a sick day per month in the first three years of employment. Beginning in the fourth year and all subsequent years of employment such employees shall receive 6/6 of a day per month.

Section 13.5: Sick Leave Bank

- a. Effective January 1, 1980, each employee covered under this contract shall contribute one (1) day of that employee's accumulated sick leave to the sick leave bank. Additionally, any employee hired on or after the date set forth above will be required to contribute one (1) sick leave day to the sick leave bank. The County shall match the amount contributed by the employees.
- b. Additionally, each employee may be required to contribute another one (1) sick leave day to the bank. The decision on whether or not said contribution is needed shall be vested with the Association Committee.
- c. An employee may borrow from the bank after having exhausted all other accruals (sick leave, vacation, etc.). No employee shall be allowed to borrow more than twice the amount of his accumulated sick leave that he had prior to his illness.
- d. The Chairman of the Board of Supervisors or his designee and the President of the Wyoming County Sheriff's Employees Association shall approve all applications to the bank.
- e. The bank shall be administered by the County and periodic reports covering its functioning shall be issued to each party.
- f. When an employee who has borrowed from the bank returns to work, he shall repay the bank at the rate of one-half of the amount of sick leave he earns, until the total amount borrowed is repaid. If an employee resigns or otherwise terminates or is terminated from employment, or dies, before having repaid the amount borrowed, the monetary value of the amount owed to the bank shall be deducted from any accumulated compensatory time, vacation leave, holiday time, or other such benefit to which the employee, or his/her estate, may be entitled.
- g. After approval as herein above provided, an employee may use such bank days as they occur, not to exceed allowable sick bank days.
- h. No sick leave which has been contributed to the bank shall be considered unused sick leave for purposes of computing service credit upon retirement.
- i. Employees may not borrow sick leave for use during absence due to an illness or injury arising out of and in the course of employment.

Section 13.6: Bereavement Leave

Bereavement Leave not exceeding three (3) days per death shall be granted to an employee on account of the death of a parent, spouse, child of an employee, spouse's parents, employee's grandparents, daughter-in-law, son-in-law, brother-in-law, or sister-in-law. Such leave shall be deducted from the employee's accumulated sick days or personal days. When an employee does not have personal leave or sick days, they shall be allowed to charge vacation leave.

Section 13.7: Personal Leave

All employees of the Employers covered hereunder shall receive four (4) personal leave days per year. All employees hired after 1/1/91 shall be entitled to three (3) personal leave days for the first three years of employment. Beginning in the fourth year of employment, and all subsequent years, such employees shall be entitled to four (4) personal leave days. No such personal leave shall be taken on a holiday or on a day before or on a day after a holiday or vacation day without prior consent of the employee's Department Head. To be eligible for compensation under this Section, an employee must give at least forty-eight (48) hours notification of intent to use a personal leave day, unless due to the emergency nature of the reason for leave, it is impossible to give such notice. In any event, an employee must so notify his/her Department Head at least one (1) hour before his/her scheduled starting time.

Section 13.8: Vacation

- a. A basic vacation shall be allowed to each bargaining unit employee who has completed twelve (12) months of continuous service from his or her original date of hire, consisting of one (1) day per month and accruing up to a total not to exceed fifty (50) days. All employees hired on or after 1/1/91 shall accrue vacation in the second and third years of employment at the rate of 5/6 of a day per month in the second and third years of employment and 6/6 in the fourth and subsequent years of employment and be entitled to the same vacation privileges as employees hired prior to 1/1/91. An employee shall take his/her vacation at a time mutually agreed with the Sheriff or his designated representative. An employee shall request a time for vacation at least one (1) month in advance, and shall be advised no later than two (2) weeks thereafter whether the requested time is approved or not approved. Where optimum performance of services and efficient operation will not be adversely affected, eligible employees shall be allowed to take two (2) weeks vacation in succession. Where the Employers determine that employees are required on the job, priority among competing requests for vacation shall be made on the basis of seniority.
- b. Eligible bargaining unit employees shall also be allowed a seniority vacation leave in accordance with the following schedule:

Continuous Years of Service	Days in Addition to Basic Vacation
10 Years	5 Working Days

15 Years

10 Working Days

Seniority vacation, where applicable, shall be taken under the same terms and conditions as basic vacation

- c. An employee who resigns or otherwise terminates his/her employment with the Employers, except due to dismissal for just cause, shall be entitled to the monetary value of accumulated and unused vacation time standing to his credit at the time of his separation from employment. In case of death in service, the same shall be paid to the legal representative of his/her estate or to his/her beneficiaries, as permitted by law. (The maximum amount of vacation which can be accumulated is fifty (50) days pursuant to Subsection (a) above plus five (5) days, in the case of ten (10) to fifteen (15) year employees, or ten (10) days in case of an employee with fifteen (15) or more years of service, pursuant to Subsection (b) above.) Notwithstanding the foregoing, no vacation leave shall be allowed to any employee until he/she has completed twelve (12) months of continuous employment.
- d. Upon agreement between an employee and the Sheriff or designee, an employee shall be permitted to receive vacation pay without taking the vacation for which he/she is eligible.
- e. Notwithstanding any other provision of this agreement, employees may submit requests for vacation of three days or fewer at any time. Such requests will be subject to approval by the Sheriff or his/her designee.

ARTICLE XIV: LONGEVITY

Section 14.1: Longevity

The Employers agree to continue longevity pay increments to be awarded each year to all qualified employees. Said increments to be awarded for increased skills and ability acquired by length of time in County Service in addition to scheduled increments and other special salary raises, if any, according to the following schedule:

Continuous Years of Service	Per Annum
7	\$300.00
10	\$400.00
15	\$600.00
20	\$800.00
25	\$850.00
30	\$1000.00

Said increment shall be awarded to qualified employees commencing with the first pay period following qualification. Said payment in the first year of qualification to be prorated over the remaining pay periods in the calendar year to constitute the full amount of the increment. In

subsequent years of qualification, the increment shall be prorated over the entire calendar year. Alternatively, the employee may elect to receive the increment in a lump sum payment in the pay period immediately preceding Christmas providing appropriate notice of such election is given to the Sheriff or his designated representative by December 15th of the prior calendar year. Consecutive service shall mean continuous and uninterrupted employment for the County of Wyoming, except that no person shall be disqualified by absences which were bona fide sick leave, military leave, sabbatical leave, or leave of absence granted by the appropriate Department Head. An employee shall be qualified for the increment herein granted in the calendar year in which his/her employment reached the necessary span of years to qualify.

ARTICLE XV: MILEAGE REIMBURSEMENTS

Section 15.1: The Employers shall reimburse employees for mileage, when entitled thereto, at a rate authorized as a deduction for business mileage by the Internal Revenue Service. Any change in the rate of mileage reimbursement will be effective either on the announcement date of retroactive change by the Internal Revenue Service or on the effective date of any prospectively announced change by the Internal Revenue Service, whichever is later.

ARTICLE XVI: INSURANCE AND PENSIONS

Section 16.1: The Employers agree to pay for the cost of single or family health insurance coverage for participating bargaining unit employees. Such payment by the employer shall be \$330.00 per month for family health insurance coverage and \$125.00 per month for single health insurance coverage. An employee selecting health insurance coverage with monthly costs in excess of these amounts shall be responsible for the applicable co-payment through payroll deduction. The per month employer contribution shall at all times exceed one hundred percent (100%) of the cost of at least one HMO product.

The employer contributions to health insurance as set forth herein shall be recalculated each year during the life of this contract based on the average cost of participating HMOs but in no event shall the employer contribution decrease below \$330.00 per month for family coverage and \$125.00 for single coverage.

For purposes of this Section, the "employee" is a person averaging twenty (20) hours or more per week.

The parties agree to establish a single provider health insurance plan. All benefits shall be equal to or better than those currently offered. The single health insurance plan shall be developed through the Joint Labor Management Health Insurance Committee, and there will be no added cost to the employee.

Section 16.2: The Employer will maintain the current retirement benefits now provided which include the Section 75-g Career Retirement plan, for eligible employees, and two (2) riders to the retirement program now available under New York State Retirement System, consisting of: (1) increased service credit for unused accrued sick leave upon retirement, and (2) a guaranteed minimum death benefit of three (3) times an employee's annual rate of pay, not to exceed any

statutory maximum; and the Section 89-a Optional Retirement Plan for Sheriffs, Undersheriffs and Regular Deputies), as presently constituted, for employees already covered thereby and for any employee who becomes eligible in the future and properly elects such coverage. Eligible employees shall receive the benefits of Section 89-p of the Retirement and Social Security Law (25 year, half-pay plan) provided that the employee properly elects such coverage.

Section 16.3: An employee who actually incurs a higher rate for liability insurance because the employee is required to use a personal car on County business than were the car not so used, shall be entitled to County payment of such additional cost in accordance with the following procedure: The Employee shall obtain certification from the Sheriff that the personal car is actually required for use upon County business and shall submit such certification together with a letter from the employee's insurance carrier specifying the additional premium resulting from such use to a designated County insurance representative who shall approve the same after any investigation deemed proper by such representative.

Section 16.4: Repudiation: Full time employees electing to repudiate health insurance coverage will receive an annual rebate in lieu of such coverage in the last paycheck of December in the amount of \$350 for single coverage and \$750 for family coverage.

ARTICLE XVII: CREDIT UNION

Section 17.1: Upon receipt of a suitable written authorization on a form developed by the Employers, the Employers shall deduct from the wages of an employee, and shall remit to a properly constituted Credit Union, designated amounts from an employee's first paycheck each month in which the authorization is effective. The employee shall designate such amount only in five dollar (\$5.00) increments, and the authorization shall be effective for at least six (6) months, or such longer period as required by law.

ARTICLE XVIII: MISCELLANEOUS

Section 18.1: The Employers agree that they will not downgrade the salary grade in which a particular job classification is placed without bilateral agreement with the Association. The Employers agree that they will not upgrade the salary grade in which a particular job classification is placed without prior negotiations with the Association. The President of the Wyoming County Sheriff's Employees Association shall be notified in writing at least twenty (20) work days in advance of any intended change in salary grade, and shall be given the opportunity to confer with designated representatives of the Employers prior to implementation of any change.

Section 18.2: Any person hired by the Employers who does not have experience or demonstrated ability in a particular position shall be paid only the minimum rate of pay for the grade in which such employee is hired. If a new employee is paid more than the minimum rate without experience or demonstrated ability, the Employers shall raise the rate paid to other such employees performing the same job in that grade to the rate of pay being received by the new employee.

Section 18.3: Upon at least five (5) calendar days advance written notice to the Sheriff or his designee, an employee shall be entitled to review his personnel file in the presence of an appropriate representative of the County to the extent provided by law. No adverse comment by the Employers' representative concerning the employee's performance in his job, shall be placed in the employee's personnel file without notification to the employee. Adverse comments concerning the employee's performance in his/her job may not be considered in connection with discipline after a period of three (3) years. Upon written request, an adverse comment contained in the requesting employee's personnel file which is more than three (3) years old shall be removed. Furthermore, within thirty (30) days after the date the employee receives an adverse comment, an employee shall be allowed to answer the aforementioned adverse comment concerning his/her work performance and have such written answer attached to the adverse comment.

Section 18.4: The use of the masculine gender in any provision of this Agreement is intended to include female gender, and no discrimination on the basis of sex is intended by the parties.

Section 18.5: To the extent that the Wyoming County Salary Plan presently in effect is inconsistent with the express terms of the Agreement, the terms of this Agreement shall prevail as to those employees within the bargaining unit described in Article I.

Section 18.6: The Employers shall notify the President of the Wyoming County Sheriff's Employees Association, in writing, of all jobs filled on an emergency basis.

Section 18.7: If a member retires or is on a leave of absence the Employer will continue to permit the member to remain in the group insurance plan, at the employee's own cost, if permitted under the regulations of the insurance carrier.

ARTICLE XIX: VACATION, HOLIDAY, PERSONAL LEAVE BUY-BACK

Section 19.1: An employee may elect to sell back three (3) or six (6) days of personal leave vacation or holidays to the Joint Employer at the aforementioned rate of one day's pay for each day. The type of days which the employee will sell back to the Joint Employer is the decision of the employee except that should an employee elect the three (3) day package, at least one (1) of those days must be a personal leave day or holiday. In concomitant manner, should an employee elect the six (6) day package, at least two (2) of those days must be either personal days or holidays or a combination of those leave days. If the employee elects either the three (3) day or the six (6) day package, he/she shall inform the Joint Employer in writing of the types of leave he/she is willing to sell back and the number of days of each type of leave. An employee shall notify the Joint Employer by April 1st of each fiscal year of his/her decision to sell back either a three (3) day or a six (6) day package option shall receive his/her monies in the separate check noted in Section 1 above on the second pay day in November of each year.

Section 19.2: An employee may revoke his/her commitment regarding the three (3) or six (6) day sell back program only in the case of an emergency which occurs prior to the payment of monies established in this provision.

Section 19.3: The monies received by an employee in accordance with the provisions of this Article are paid to the employee over and above his/her annual salary and shall not influence that annual salary and/or its payment in any way.

ARTICLE XX: UNIFORM MAINTENANCE AND ALLOWANCE

Section 20.1: Each uniformed employee covered under this contract shall receive a uniform maintenance allowance of \$125 per year. Such allowance, which shall be used for the cleaning and repair of uniforms, shall be given to each employee over and above the annual uniform allowance to which each employee is entitled for the purchase of uniforms. Each employee shall receive the maintenance allowance in the second pay day of December of each year in a separate check.

ARTICLE XXI: ENTIRE AGREEMENT

Section 21.1: The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the parties, for the duration of this Agreement, voluntarily and unqualifiedly waive the right and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or covered in this Agreement, or with respect to any subject or matter not specifically referred to or covered in this Agreement, even though such subjects or matters may not have been within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement. This document constitutes the entire Agreement between the parties and may be amended only by the mutual written agreement of the parties. Such amendment shall be dated and signed by the parties and shall be incorporated into this Agreement.

ARTICLE XXII: SEPARABILITY

Section 22.1: If an Article of this Agreement or part thereof is found to be illegal or unenforceable by a court of competent jurisdiction, such Article or part thereof shall not be enforced except to the extent permitted by law. In such event, all other provisions of this Agreement shall continue in full force and effect. Furthermore, the parties agree to meet as soon as practicable following such a determination to negotiate a replacement for said Article or part thereof. However, if the parties are unable to agree upon such a replacement within thirty (30) business days following commencement of such negotiations, then the matter shall be postponed until the commencement of negotiations for a new Agreement.

ARTICLE XXIII: DURATION

Section 23.1: This agreement shall be effective on January 1, 2003, except as otherwise stated in the agreement, and continue in full force and effect until the 31st day of December, 2005.

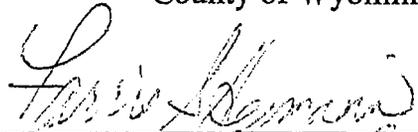
IN WITNESS WHEREOF the duly authorized representative of each party have set their hands
this _____ day of _____, 2004.

Dated: 4-26-04



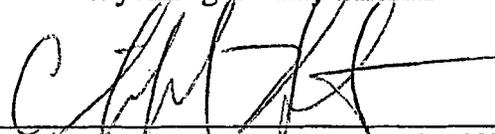
Chairman of the Board of Supervisors
County of Wyoming

Dated: APR 27 2004



Wyoming County Sheriff

Dated: 4/28/04



President, Wyoming County Sheriff's
Employees Association

**WYOMING COUNTY S.E.A.
SALARY SCHEDULE**

**Appendix A-1
Hourly Rates
effective January 1, 2003**

Grade/Title	Cadet	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Grade 1 Civil Clerk Control Room Operator	10.31	12.30	13.71	13.39	13.67	13.99	14.29	14.59
Grade 2 Dispatcher	10.31	13.67	14.00	14.36	14.73	15.08	15.39	15.70
Grade 3 Programs Director (Chaplain) Corrections Officer	12.72	14.37	14.79	15.20	15.61	16.03	16.38	16.73
Grade 6 Corrections Sergeant	n/a	16.39	16.89	17.37	17.87	18.38	18.86	19.36
Grade 8 Corrections Captain	n/a	17.38	18.39	18.86	19.36	19.86	20.36	20.85

**Appendix A-2
Hourly Rates
effective January 1, 2004**

Grade/Title	Cadet	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Grade 1 Civil Clerk Control Room Operator	10.31	13.30	13.61	13.89	14.17	14.49	14.79	15.09
Grade 2 Dispatcher	10.81	14.17	14.50	14.86	15.23	15.58	15.89	16.20
Grade 3 Programs Director (Chaplain) Corrections Officer	13.22	14.87	15.29	15.70	16.11	16.53	16.88	17.23
Grade 6 Corrections Sergeant	n/a	16.89	17.39	17.87	18.37	18.88	19.36	19.86
Grade 8 Corrections Captain	n/a	18.38	18.89	19.36	19.86	20.36	20.86	21.35

**Appendix A-3
Hourly Rates
effective January 1, 2005**

Grade/Title	Cadet	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Grade 1 Civil Clerk Control Room Operator	11.31	13.80	14.11	14.39	14.67	14.99	15.29	15.59
Grade 2 Dispatcher	11.31	14.67	15.00	15.36	15.73	16.08	16.39	16.70
Grade 3 Programs Director (Chaplain) Corrections Officer	13.72	15.37	15.79	16.20	16.61	17.03	17.38	17.73
Grade 6 Corrections Sergeant	n/a	17.39	17.89	18.37	18.87	19.38	19.86	20.36
Grade 8 Corrections Captain	n/a	18.88	19.39	19.86	20.36	20.86	21.36	21.85

Cadets: Newly hired employee shall receive the cadet rate of pay for their first six months and then advance to Step 1 of the grade.

