AGREEMENT

between

COUNTY OF BROOME

and

BROOME COUNTY SHERIFF

and

BROOME COUNTY SHERIFF'S LAW ENFORCEMENT OFFICERS' ASSOCIATION

JANUARY 1,2012-DECEMBER 31,2017

TABLE OF CONTENTS

		PAGE NO.
Article 1	Preamble	1
Article 2	Recognition	1
Article 3	Savings Clause	1
Article 4	Management Rights and Responsibilities	1
Article 5	No Strike Pledge	2
Article 6	PBA Security and Dues Deductions	2
Article 7	Grievances and Arbitration	7
Article 8	Discipline	10
Article 9	Seniority	14
Article 10	Work Force Changes	15
Article 11	Work Hours and Schedules	19
Article 12	Overtime, Premium Pay and Stand-By	22
Article 13	Base Wage, Longevity and Other Emoluments	24
Article 14	Special Emoluments	27
Article 15	Pensions	29
Article 16	Life Insurance	29
Article 17	Health Insurance	30
Article 18	Indemnification	32
Article 19	Holidays	32
Article 20	Vacations	33

Article 21	Paid Leaves of Absence	35
Article 22	Sick Leave	36
Article 23	Service Connected Disability and Death	39
Article 24	Unpaid Leaves of Absence	40
Article 25	General Provisions	41
Article 26	Classifications	42
Article 27	Temporary Employees	43
Article 28	Total Agreement	43
Article 29	Statutory Provision	44
Article 30	Physical Fitness for Sworn Personnel	44
Article 31	Attendance Incentive Program	44
Article 32	Drug Testing	45
Article 33	Term of Agreement	45
Appendix A	List of Employee Titles	47
Appendix B	List of Arbitrators	48
Appendix C	Base Wage Schedules	49

ARTICLE 1
PREAMBLE

1.1 Statement of Purpose

This Agreement entered into by the County of Broome and the Broome County Sheriff (hereinafter referred to as the "Employer") and the Broome County Sheriff s Law Enforcement Officers' Association, **Inc.** (hereinafter referred to as the "PBA") has as its purpose the promotion of harmonious labor relations between the Employer and the PBA, the establishment of an equitable and peaceful procedure for the resolution of differences, and the establishment of rates of pay, hours of work, and other conditions of employment.

ARTICLE 2
RECOGNITION

2.1 Bargaining Unit

The Employer recognizes the PBA as the sole and exclusive bargaining representative for all employees in titles listed in Appendix A, attached hereto and made a part of this Agreement, and for the purpose of negotiating, and establishing salaries, wages, hours of work, all other terms and conditions of employment and the administration of grievances arising thereunder, for the term of this Agreement.

ARTICLE 3
SAVINGS CLAUSE

3.1 If any provision of this Agreement is, or shall, at any time hereafter, be held contrary to law by a court of competent jurisdiction, then such a provision shall not be applicable, performed or enforced, except to the extent permitted by law. All remaining provisions of this Agreement shall continue in effect.

3.2 The waiver of any breach or condition of this Agreement by either party shall not constitute a precedent in the future enforcement of the terms and conditions herein.

ARTICLE 4
MANAGEMENT RIGHTS AND RESPONSIBILITIES

4.1 The Employer retains and reserves unto itself all rights, powers, authority, duties and responsibilities conferred upon and vested in it by the Laws and Constitution of the State of New

York and/or the United States of America subject only to any limitations on such rights, powers, authority, duties and responsibilities set forth in this Agreement. It is mutually understood and agreed that the management of operations and the direction of the working forces, including the right to hire, suspend, discharge for proper cause, promote, demote and transfer and other rights to relieve employees from duty because of lack of work or for other proper and legitimate reasons, is vested and reserved in the Employer, subject to the limitations provided by law and/or the terms of this Agreement.

4.2 The exercise of these rights, powers, authority, duties and responsibilities by the Employer and the adoption of such rules, regulations and policies as it may deem necessary will, as they apply to the employees covered by this Agreement and represented by the PBA be limited only by the specific and express terms of this Agreement.

4.3 It is understood by the parties hereto that the Employer shall have reasonable flexibility in interpreting the provisions of this Agreement.

4.4 The PBA agrees for its members that they will individually and collectively perform loyal and efficient work and service and they will use their influence and best efforts to protect the property and interests of the Employer, its good name, and its service to the public.

4.5 The Union agrees for its members that they will individually and collectively perform loyal and efficient work and service and they will use their influence and best efforts to protect the property and interests of the Employer, its good name, and its service to the public.

ARTICLE 5
NO STRIKE PLEDGE

5.1 The PBA affirms that in accordance with the law, it does not assert any right to engage in a strike against the Employer, or to cause, instigate, encourage or condone a strike, or to impose any obligation upon its members to cause, instigate, encourage or condone a strike.

ARTICLE 6
PBA SECURITY AND DUES DEDUCTIONS

6.1 Pledge Against Coercion

6.1.1 The Employer agrees not to interfere with the rights of the employees to become members of the PBA and that there will be no discrimination, interference, restraint, or coercion practiced by the Employer or any Employer representative against any employee because of his/her PBA membership, or because of such employee's activity in any official capacity on behalf of the PBA or other lawful activity, or for any other cause.

6.2 Aid to Other Unions

6.2.1 The Employer agrees there will be no aid, promotion, or financing of any other labor group, association, or organization which purports to engage in collective bargaining, and that any such activities on the part of the Employer or its subordinate staff for any purpose is prohibited.

6.3 Checkoff of PBA Dues and Other Deductions

6.3.1 All PBA members covered by this Agreement shall tender their membership dues to the PBA by signing the authorization for payroll deduction of PBA dues form provided by the PBA.

6.3.2 The Employer agrees that the PBA has the exclusive right of dues deduction and agrees to deduct such PBA membership dues in accordance with the amount certified by the PBA from the pay of those members who have executed such payroll deductions authorization and to maintain such deductions for the term of this Agreement.

The PBA, having been recognized as the exclusive representative of all employees within the bargaining unit, shall be entitled to have deductions made bi-weekly from the pay of each as an agency shop fee in the amount equivalent to PBA dues. Non-members of the PBA shall be entitled, upon request, to a refund of the amount of their agency shop fee deductions used by the PBA in aid of activities or causes of a political or ideological nature.

It is understood and agreed that the provisions of this Article shall be subject to the requirements of applicable law. The PBA agrees to indemnify and save the Employer harmless from any and all claims, suits, judgments, attachments and from any other form of liability arising out of or resulting from any deduction from wages made in accordance with this Article.

6.3.3 The Employer also agrees that the PBA has the exclusive right of payroll deduction of premiums for all PBA sponsored insurance programs, and will make a separate deduction for such insurance programs which are currently available or will become available to PBA members. The Employer will maintain such deductions in accordance with the terms and conditions appearing on the appropriate authorization form provided by the PBA or appropriate agency approved by the PBA.

6.3.4 Payroll deductions of PBA dues and PBA sponsored insurance programs authorized by the employees shall become effective at the date that the appropriate form, if any, designates, or, if none, when it is signed by the employee. All deductions shall commence no later than the beginning of the payroll period, if practicable.

6.3.5 The aggregate totals of all PBA dues deductions and the aggregate totals of all insurance deductions shall be remitted separately on a regular monthly basis together with a list of names of those employees from whom such deductions have been made to:

BCSLEOA-PBA Dues
CIO Broome County Sheriff's Office
155 Lt. VanWinkle Drive
Binghamton, NY 13905

6.3.6 Any changes in the amount of PBA dues and insurance fees to be deducted must be certified by the PBA in writing and forwarded to the Employer thirty (30) days prior to implementation. Where an employee has no earnings from a paycheck from which deductions have to be made, the Employer shall not be responsible for collecting the dues and any insurance premiums.

6.4 Notification of New Employees

6.4.1 The Employer agrees to submit to the PBA each month a list of any new employees hired, the activity in which they are working or will work, their home address, the status of their employment as to whether they are temporary, seasonal, federally funded, or permanent.

6.5 Access to Premises

6.5.1 The Employer agrees to permit representatives of the PBA, on an exclusive basis, to enter the premises of the Employer with prior approval of the Sheriff or his/her designated representative for the discussion of working conditions, explanation of PBA membership, service and programs with employees, and communicating with other officers and stewards of the PBA. Such approval shall not be unreasonably denied.

6.5.2 The Employer shall provide meeting space to the PBA upon request from the President of the PBA or his/her designee in buildings owned by the Employer subject to availability as determined by the Employer, provided that the PBA agrees to reimburse the Employer for any additional expenses incurred by the Employer which would not have incurred had the space not been available.

6.6 Bulletin Boards

6.6.1 The Employer agrees to provide 3' X 4' bulletin boards for the use of the PBA to post notices and other PBA information. PBA bulletin boards will be located at:

a) Male Locker Room, Highway Patrol
b) Female Locker Room, Highway Patrol
c) Detective Division

All PBA postings shall be initialed by the PBA President and have a time limit established.

PBA bulletin boards shall be separate and distinct from management boards. The PBA agrees to not post any material, which is profane or derogatory to any individual, or post any political material issued by an individual, or by a candidate for public office, or issued by a political party. The above referenced material shall not be posted on any Employer property.

6.7 Printing and Distribution of Agreement

6.7.1 The Employer agrees to provide a copy of this Agreement to all employees in the bargaining unit, the cost to be shared equally by the Employer and the PBA.

6.8 PBA Activities on Employer's Time and Premises

6.8.1 The Employer agrees that during working hours and for reasonable periods of time on the Employer's premises no more than three (3) employees designated as PBA representatives, who shall be known as stewards, and whose names have been submitted to the Sheriff in writing by the PBA, shall be permitted to engage in the following activities without loss of time or pay:

-post PBA notices,

-distribute PBA literature,

-transmit communication authorized by the local PBA or its officers to the Employer or its representatives,

-consult with the Employer, its representative, local PBA officers, or other PBA representatives concerning the enforcement of any provisions of this Agreement,

-sign up employees into the PBA.

6.8.2 Nothing in this section shall be construed to be a limitation upon any lawful and other legitimate PBA activity during non-working hours.

6.8.3 PBA representatives shall provide to the Sheriff on a monthly basis a report of such activities and the amount of time engaged in each.

6.9 Contract Negotiations

6.9.1 The Employer will give time off with no loss of time or pay for four (4) employee members of the PBA contract negotiating committee to participate in contract negotiations. The time off may be given for rest purposes to any employee committee member whose regular work hours do not coincide with the negotiating hours, such time off to be granted without loss of pay. It is

understood and agreed that employees who are not members of the negotiating committee, but who are observers, shall not be entitled to time off with pay.

6.10 PBA Business Leave

6.10.1 The Employer agrees to permit members of the PBA who are elected or designated to attend any convention, conference, meeting or seminars designated by the PBA to attend such functions without Joss of time or pay, up to a maximum of twenty (20) days a year, including travel time, provided that a request for such leave is made by the PBA to the Sheriff or designee, with a copy to the Personnel Officer, no less than five (5) work days prior to the date that the function is scheduled.

6.10.2 In addition to the above, employees who are members of the PBA's Executive Board shall be permitted to attend such meetings if they fall during their regular work hours without loss of time or pay, provided the request for such time off is made by the PBA no later than five (5) work days prior to the date the particular meeting is to be held, such time to be deducted from the twenty (20) days set forth in 6.10.1.

6.10.3 An employee elected to the office of the President of the PBA shall be granted a reasonable amount of time off, as determined by the Sheriff, to carry out the functions of his/her office, without loss of time or pay, for the period of his/her term of office. Such time off shall be requested of the Sheriff or designee in writing on at least twenty-four (24) hours notice. The President shall provide the Sheriff on a monthly basis the amount of time spent during working hours conducting PBA business.

6.11 Joint Labor Relations Committee

6.11.1 To facilitate communications between the parties and to promote a climate conducive to constructive employee relations, a joint labor relations committee shall be established to discuss problems of mutual concern. The size of the committee shall be limited to the least number of representatives to accomplish its objectives; however, in no case shall there be more than three (3) persons representing the PBA. Committee meetings may be held upon the request of either party once each month, but no less than once every three (3) months. The time, date, and location for such meetings shall be made in advance with an agenda being submitted at least one week prior to the mutually agreed upon date. The meeting shall be held at reasonable hours mutually agreed upon by the parties. Employee committee members acting on behalf of the PBA shall suffer no loss of time or pay as a result of attending such meetings during their regular work hours.

6.11.2 Labor relations committee meetings shall be held in good faith. While this committee shall have no power to contravene any provisions of this Agreement, the parties may issue letters of understanding and minutes of meetings at which these understandings were made. Any disagreements growing out of the implementation of memorandum or letters of understanding, or

violations thereof, shall be subject to the grievance procedure. The Employer shall provide minutes of the meeting.

6.12 Joint Safety Committee

6.12.1 The Employer and the PBA agree to establish a joint safety committee consisting of an equal number of Employer and PBA representatives, the total number of which shall be no more than three (3) members. This committee shall promote safety among the employees by discussing accident prevention and developing suitable corrective measures. The Employer shall provide minutes of the meeting.

6.13 Joint Rules and Regulations Committee

6.13.1 The Office of the Sheriff agrees that all present and proposed work rules and regulations of the Sheriff shall be reviewed by a joint committee comprised of no more than three (3) employees designated by the PBA and a comparable number designated by the Sheriff. The Sheriff or designee has the sole right to make final determinations on all rules and regulations following review by the Committee. After such rules and regulations are finalized, they shall be reduced to writing and distributed to all employees. Nothing herein shall be construed to abridge the authority of the Sheriff to promulgate interim orders.

6.13.2 It is understood and agreed that until any new work rules and regulations are adopted by the Employer all employees shall comply with any existing work rule or regulation and orders promulgated by the Sheriff that is not in conflict with the terms of this Agreement, provided they are uniformly applied and uniformly enforced. Any dispute over the reasonableness of and the manner of application of any new rule or regulation will be subject to the grievance procedure. No interim order shall be effective for a period of more than twelve (12) months.

ARTICLE 7
GRIEVANCES AND ARBITRATION

7.1 General

7.1.1 It is the intent of this Article to provide an orderly and expeditious procedure for the processing and settlement of all grievances of employees and disputes between the PBA and the Employer over matters for which no other procedure is provided by this Agreement. It is agreed, therefore, that should any grievance or dispute occur over the meaning, application, or interpretation of the express terms of this Agreement, excluding such matters pertaining to additions of new positions or the discontinuance of existing positions, retirement benefits, disciplinary actions, or transfer or assignment of employees, the grievance and arbitration

procedure set forth in the appropriate sections of this Article shall be the only manner by which such grievances or disputes may be settled.

7.1.2 It is understood that no provision of this Agreement shall be interpreted to require the PBA to process such grievance to any stage of the grievance procedure if the PBA does not consider the grievance to be with merit.

7.2 Matters Relevant to the Grievance Procedure

7.2.1 The time limits set forth in this Article shall be strictly adhered to; however, they may be extended by mutual agreement of the parties in writing.

7.2.2 Any step of the grievance procedure may be waived by mutual agreement in writing, except that in case of group or policy type grievances, the grievance may be submitted directly to the Sheriff.

7.3 PBA Stewards

7.3.1 Employees selected by the PBA to act as PBA representatives shall be known as stewards. The names of employees selected as stewards and the names of other PBA officers and representatives who may also represent employees shall be certified in writing to the Employer by the PBA. Subject to the provisions of 6.8.1 of the Agreement, such PBA stewards and authorized PBA officers shall have the right to investigate and process grievances during their regular working hours without loss of time or pay; however, such employees must notify their immediate supervisor prior to leaving their work assignment.

7.4 Rights of the Parties

7.4.1 Either party shall have access upon request to any written statements or records, which will be presented as evidence by the other party at any arbitration hearing provided by this Agreement in advance of the date of such hearing. In the event either party does not have sufficient time to review such evidence, the hearing shall be adjourned to a later date at the request of either party.

7.4.2 Aggrieved employees, the PBA's representatives, and necessary witnesses shall not suffer any loss of time or pay, or be required to charge leave credits as the result of processing or investigating grievances, or attending grievance hearings during their regular working hours. Reasonable and necessary time spent in processing and investigating grievances, including time spent at arbitration proceedings and any other proceedings that has to do with the administration of this Agreement, during such employees' regular working hours, shall be considered as time worked for all purposes. Travel time necessary shall be treated in the same manner. It is understood and agreed that all grievance hearings shall be scheduled to be held during such employees' regular working hours, or if not possible, as close to their regular work shift as is reasonably possible.

7.4.3 An employee shall not be coerced or intimidated, or suffer any reprisal, either directly or indirectly, including changes that may adversely affect his hours, wages, or working conditions, as the result of his/her exercising of rights guaranteed by this Agreement.

7.4.4 Staff representatives of the PBA may participate at any step of the grievance procedure.

7.5 Grievance Procedure Steps

Step 1 The PBA President or grievance committee of the PBA, with or without the aggrieved employee shall orally present the grievance to the Undersheriff, who shall render his/her decision orally or in writing to the PBA President, or grievance committee of the PBA, within two (2) work days after its presentation to him/her. Such grievance must have been presented at the earliest possible time after its occurrence, but in any event within thirty (30) calendar days of knowledge of its occurrence.

Step 2 If the grievance is not settled at Step 1, the PBA President or his/her designee, or grievance committee of the PBA, shall reduce the matter to writing on a grievance form provided by the PBA and signed by the aggrieved employee, setting forth the facts of the grievance and relief sought, and submit the grievance to the Sheriff within five (5) work days of the receipt of the Undersheriff's decision, or of the date that such decision was due at Step 1. The Sheriff shall investigate the matter, which may include a meeting with the PBA President or his/her designee and the PBA steward, or other authorized representative of the PBA, however, he/she shall, within five (5) work days of receipt of the grievance, render his/her decision in writing to the PBA President or grievance committee of the PBA, whichever the case may be.

Step 3 If the grievance still remains unresolved at Step 2 within the time limits set forth above, or no answer is forthcoming, the grievance may, within ten (10) work days of the date such answer is received or should have been due, be submitted by the PBA President or grievance committee to the Personnel Officer or designee who shall hold a meeting with the PBA grievance committee not later than five (5) work days after the date of receipt of the grievance. For the purpose of this procedure, the PBA grievance committee will consist of no more than three (3) members of the grievance committee, which shall automatically include the PBA President. Any answer or decision on the grievance shall be in writing and be transmitted to the PBA President or his/her designee within five (5) workdays after the date that such meeting was held.

Step 4 If the PBA is not satisfied with the decision at Step 3, or no decision is forthcoming, it may, within fifteen (15) work days of receipt of the Step 3 answer or from the date that such answer would have been due, refer the matter to the arbitration step in the manner set forth in Section 7.6 below.

7.6 Arbitration Procedure

7.6.1 When an unresolved grievance is submitted to arbitration, such notice of demand for arbitration together with a copy of the grievance shall be sent by registered or certified mail to the Personnel Officer for Broome County and the Sheriff. The selection of the arbitrator, who will make the final determination of the grievance, shall be made by the parties in the manner set forth in 7.6.2 below, and from the panel appearing in Appendix "B", attached hereto and made a part of this Agreement.

7.6.2 Each member of the arbitration panel shall be assigned a number in rotation. The first arbitrator who is able to schedule a hearing within twenty (20) calendar days from the date of appointment shall serve as the arbitrator. If unable to do so, the arbitrator's name shall be moved to the bottom of the list. In the event no arbitrator from the panel is available to schedule a hearing as set forth herein, the arbitrator from the panel with the first available date shall serve as the arbitrator. The arbitrator shall be governed by the rules of the American Arbitration Association.

7.6.3 The arbitrator shall be requested to render a decision within fifteen (15) calendar days of the date of the arbitration hearing, or fifteen (15) calendar days of the submission date of any written briefs, should they be requested by either of the parties or the arbitrator. The decision of the arbitrator shall be final and binding upon all the parties; however, the arbitrator shall not have the power to amend, modify, or delete any provision of this Agreement.

7.6.4 The expenses and the fees of the arbitrator shall be shared equally by the parties.

ARTICLE 8
DISCIPLINE

8.1 Exercise of Rights

8.1.1 No employee shall be disciplined or otherwise removed except in accordance with the provisions of this Article. It is understood and agreed that any employee against whom a disciplinary action or measure is proposed may elect to follow Section 75 and 76 of the Civil Service Law or the alternate disciplinary appeals procedure set forth in this Article in lieu thereof An employee's selection of one procedure shall preclude the use of the other, and the rights of the use of the other shall be deemed waived.

8.1.2 Disciplinary actions or measures proposed for imposition against employees shall be limited to the following: oral reprimand, written reprimand, suspension, reduction in rank, fine, loss of leave credits, and discharge. It is understood and agreed that if the Employer has any reason to orally reprimand an employee, it shall be done in a manner that will not duly embarrass the employee before other employees or the public, and that all discipline shall be applied in a progressive manner.

8.1.3 Disciplinary actions or measures may be taken against employees only for misconduct or incompetence. Whenever the Employer seeks imposition of a disciplinary action or measure against an employee, the Employer shall notify the employee and the PBA President in writing of the specific act of misconduct and/or incompetence the employee is alleged to have committed and the proposed penalty. The written notification shall also contain a detailed description of the charges and specifications, which shall include dates, times and places. The notification to the PBA shall be sent at the same time the notice is sent to the employee, or if hand delivered to the employee, within twenty-four (24) hours of the time that the notice is given to the employee.

8.1.4 It is understood and agreed that any employee covered by this Agreement shall be entitled to PBA representation or his/her own attorney at his/her own expense at any stage of a disciplinary proceeding, whether pursuant to Section 75 or the alternate appeals procedure of this Agreement, including any meeting or investigatory conference held where the outcome may result in a disciplinary action.

8.1.5 No employee shall be requested to sign any statement of admission of guilt to be used in a disciplinary proceeding without being advised of the right to have PBA representation present, and permitting a reasonable period of time for such representation to present itself, if such representation is requested. No employee shall be required to take a polygraph examination.

8.1.6 An employee may be suspended without pay for a period not to exceed thirty (30) days prior to his/her instituting an appeal under the appropriate section of this Article, only if the Employer determines there is probable cause to believe that the continued presence of the employee on his/her job assignment represents an actual danger to other persons or property or would severely interfere with the operations of the Department.

8.2 Alternate Disciplinary Appeals Procedure

8.2.1 Any employee against whom disciplinary charges are brought shall have the right to appeal such action. Upon receipt of such notification, an employee shall have ten (10) work days to file with the Sheriff a written response to the charges, a copy of which shall be sent to the PBA. The employee, in his/her response, may deny the charges, may admit to the charges and accept the penalty proposed, or admit the charges but reject the penalty proposed. Should the employee deny the charges, or admit the charges but reject the penalty proposed, he/she shall also include in the response whether he/she desires to process the matter under Section 75 and 76 of the Civil Service Law or the PBA Procedures set forth in this Article. In addition, the employee will indicate whether he/she will be represented by the PBA or his/her own private attorney.

8.2.2 In any case where an employee, in his/her response to the charges, either denies the charges brought against him/her or disagrees with the penalty proposed, a meeting shall be convened by the Sheriff within **ten (10)** calendar days of receipt of the response, such meeting to include the PBA President or his/her designee and the employee. Unless the matter is settled at the meeting, the

Sheriff shall give his decision in writing within five (5) calendar days of the date the meeting was held.

8.2.3 Disciplinary matters may be settled at any time following the service of a notification of discipline. The terms of any settlement proposed shall be reduced to writing. An employee offered such a settlement shall be given a reasonable opportunity to consult with his/her PBA representative or his/her own attorney as well as to have him/her present at the time he/she executes such settlement. Both the employee and the PBA representative shall be provided with copies of the settlement at the time such settlement is made.

8.2.4 If a disciplinary matter is not settled or otherwise resolved, the employee may, within ten (10) work days of receipt of the Sheriff's response, appeal to arbitration as provided for under Article 7.6 of this Agreement, or request a Civil Service hearing, whichever procedure he/she had previously elected.

8.2.5 Disciplinary matters that are not otherwise settled or resolved and which the employee desires to move to arbitration shall be entitled to an expedited procedure for the selection of a disciplinary arbitrator to hear such matters. Each member of the panel shall be assigned a number in rotation, and in the event of a disciplinary matter, the first arbitrator on the panel in the order of appearance who is available to conduct a hearing within ten (10) calendar days shall serve as the arbitrator.

8.2.6 In accordance with the timetable set forth above, disciplinary arbitrators shall be required to render a decision within thirty (30) calendar days of the date of the close of the hearing, or within thirty (30) calendar days after receipt of a transcript, if either party elects to have such a transcript made. It is understood, however, that any party wishing to have such a transcript made of the hearing may provide for one at its own expense, but shall provide copies to both the arbitrator and the other party.

8.2.7 Disciplinary arbitrators shall confine themselves to determinations of guilt or innocence and whether a proposed penalty or punishment is appropriate. The burden of proof shall rest with the Employer. The decision of the disciplinary arbitrator shall be served upon the employee, the Sheriff, and the PBA, if the employee has chosen to be represented by the PBA, and shall be final and binding as to the question of guilt or innocence. The disciplinary arbitrator shall also recommend a penalty or punishment to be imposed in the event of a finding of guilt, including whether there was probable cause for a summary suspension. Upon receipt of the decision of the disciplinary arbitrator, the Sheriff shall determine the penalty or punishment to be imposed; however, should such determination be more than the recommendation of the disciplinary arbitrator, the employee may seek review of such determination pursuant to Article 78 of the CPLR, but solely upon the grounds that the penalty or punishment the Sheriff seeks to impose is excessive.

8.2.8 No recording devices of any kind shall be used during any disciplinary proceedings unless the use of such device is agreed upon by the parties and each party receives a copy of the tape.

8.2.9 All fees and expenses of the arbitrator shall be divided equally between the Employer and the PBA, or the employee and the Employer, if not represented by the PBA.

8.3 Limitations

8.3.1 No employee shall be brought up on charges or be disciplined for acts which occurred more than one (1) year prior to the service of such notification of discipline, except acts which would constitute a crime.

8.4 PBA's Rights on Disciplinary Matters

8.4.1 The PBA steward, and the PBA President or his/her designee, as well as the disciplined employee and necessary employee witnesses, shall suffer no loss of time or pay, or be required to charge any accrued leave credits during such employee's regular working hours, to attend disciplinary hearings and arbitration proceedings. Reasonable and necessary time spent by the PBA steward and/or the PBA President or his/her designee in processing and investigating a disciplinary matter, during such employee's regular working hours shall also be considered as time worked for all purposes with no loss in time or pay or accrued leave credits.

8.4.2 When representing an employee in a disciplinary matter, the PBA shall be entitled to copies of all written reports and records in the custody of the Employer which will be relied upon by the Employer in pursuing the charges against the employee and the issuing of a penalty within ten (10) calendar days of demand for such by the PBA.

8.4.3 PBA representatives may be present and participate at disciplinary grievance meetings, Section 75 hearings, and arbitration proceedings.

8.5 Disciplinary Transfers

8.5.1 Work shifts, job assignments, transfers or re-assignments to other units shall not be made for the purpose of imposing discipline, except in cases where criminal charges are pending against an employee, the effect of which, in the opinion of the Sheriff, may seriously affect the employee's ability to carry out the responsibility of his/her job if he/she were allowed to remain on that job.

8.6 Personnel Records

8.6.1 An employee, upon written request to the Sheriff or his/her designee, shall be given a reasonable opportunity to review his/her official personnel file maintained by the Office of the Sheriff. This file shall contain his/her original application for employment and any and all job evaluations, commendations, disciplinary actions, if any, and any other record of actions, which

have taken place during his/her employment with the Office of the Sheriff. Upon review of the file, an employee may request and shall be provided with copies of all documents, which he/she had not previously been given. Any problems with counseling memoranda will be referred to the Labor Management Committee.

8.6.2 No letter of criticism, poor evaluation, disciplinary action, or any other document, which could effect an employee's job security, may be placed in an employee's official personnel file without the employee first having an opportunity to review such action. Should an employee, upon review of such documents, disagree with all or part of any such document, he/she shall have the right to seek removal of any part or all of the document by filing a grievance under the Grievance and Arbitration Procedure of this Agreement.

8.7 Either party shall have access upon request to any written statements or records, which will be presented as evidence by the other party at any arbitration hearing provided by this Agreement in advance of the date of such hearing. In the event either party does not have sufficient time to review such evidence, the hearing shall be adjourned to a later date at the request of either party.

ARTICLE 9
SENIORITY

9.1 Definition of Seniority

9.1.1 For the purposes of any bidding required by this Agreement only, seniority shall mean an employee's total length of service in his/her job classification or rank which shall include all temporary and provisional service in the classification or rank.

9.2 Probationary Employees

9.2.1 Every new employee who is hired to fill a position on a permanent basis shall be subject to a probationary period of not more than **seventy-eight (78)** weeks unless a longer period is permitted by the Civil Service Law, in addition to any mandatory training period. Upon the satisfactory completion of the probationary period, such employee shall be notified in writing of such successful completion, and he/she shall be entered on the seniority list retroactive to his/her initial date of hire.

9.2.2 While an employee is serving his/her probationary period, but after no less than eight (8) weeks, exclusive of the mandated training period, the Employer must notify such probationary employee of any weakness that may have been observed in such employee's work which, if not corrected, could be cause to terminate the employee's service prior to the expiration of his/her probationary period. Such notification shall be in writing, shall indicate that his/her work needs

improvement, and that his/her supervisor will counsel him/her on this matter. A copy of this notification shall be forwarded to the PBA. Failure of the Employer to provide this notice shall not prevent the Employer from exercising any rights under the Agreement, law, rule or regulation with respect to the probationary employee.

9.2.3 Probationary employees shall have the right to PBA representation for all purposes of this Agreement, except disciplinary matters.

9.3 Seniority Lists

9.3.1 Upon request once a year, the Employer shall furnish to the PBA an up-to-date seniority list showing the continuous service of each permanent employee. The seniority list will show the names of such employees, their job classification, and their last date of hire.

9.4 Breaks in Continuous Service

9.4.1 For the purpose of seniority, an employee's continuous service record shall be broken only by a voluntary resignation, a dismissal, failure to return to work when recalled from a layoff, and retirement; however, should such an employee be rehired within one (1) year of his/her date of leaving service to work in any capacity of work that is normally performed by employees covered by this Agreement, then the break in continuous service shall be removed from his/her record, subtracting the period of non-service.
9.4.2 An employee's seniority will continue to accrue during any period of absence brought about as a result of a service incurred disability or any other paid leave. Unpaid leaves of absence and disciplinary suspension greater than ten (10) days shall not cancel an employee's seniority, but such time shall not be counted.

ARTICLE 10
WORK FORCE CHANGES

10.1 Promotion and Filling of Vacancies in Non-Competitive Titles

10.1.1 Whenever an opportunity for promotion to a higher paying position occurs, or a job opening or vacancy occurs in any existing or new job classification not requiring a Civil Service competitive examination, a notice of such job opportunity, vacancy, or opening must be posted on all Department bulletin boards, stating all the pertinent information with regard to the minimum qualifications for the job. The posting shall include such information as the job title, nature of the job, the rate of pay, and what special job requirements, if any, employees must meet in order to qualify. Such notification shall be posted for no less than fourteen (14) calendar days.

10.1.2 Employees who wish to apply and be considered for the open position must submit written application to the Sheriff during the posting period. Applications not reaching the Sheriff by the expiration deadline date shall not be considered for the position and must be disqualified.

10.1.3 The Sheriff shall fill such job opening or vacancy only from among those employees who have applied who meet the job requirements set forth in the job opportunity notification and have the ability to do the job. If more than one (1) employee applies for the position, and if the ability to do the job is equal among them, the employees with the greatest seniority as defined in 9.1.1 of this Agreement shall be selected.

10.1.4 The Sheriff shall make his selection to fill posted open and vacant positions within ten (10) calendar days of the expiration of the bidding period. Upon making the selections, the Employer shall, within five (5) work days of the selection, post a notice listing those employees who had applied for the position and those employees who were selected, and such notice shall remain posted for a period of ten (10) calendar days.

10.2 The position of Deputy Sheriff Detective shall be a promotional examination as classified and established by Civil Service. All previous Deputy Sheriffs prior to the position being classified and assigned to the Detective Division, shall be unaffected by this change. All conditions of the employees in the new competitive position and the employees currently assigned shall be the same.

All present assignments which include, but are not limited to the following, shall be at the complete discretion of the Sheriff:

1. Training
2. K-9
3. Warrants
4. Juvenile
5. School Resource Officer/Community Policing

Should the Sheriff decide to create a new assignment expected to exceed **ninety (90)** days and not listed above, he/she shall notify the PBA President ten (10) work days (except in an emergency) prior to any position being filled, and such assignment shall be amended to the present list. Further, if an assignment opportunity occurs, the Sheriff shall post such opportunity for a period of fourteen (14) calendar days. The posting shall include assignment information and requirements. The Sheriff shall select, at his/her discretion, from those employees who have applied in writing to fill the vacancy. The Sheriff's decision shall be non-arbitrable.

10.3 Training Programs

10.3.1 The Office of the Sheriff will continue to provide annual in service training to law enforcement personnel. Whenever any training program is made available for employees to participate, a notice of such available training program must be posted on all bulletin boards for no less than fourteen (14) calendar days so that all interested employees may have an opportunity to apply for such training. In the event that posting for fourteen (14) days is impractical, the PBA will not unreasonably deny a request to shorten such posting period.

10.4 Promotion and Filling of Vacancies in Competitive Titles

10.4.1 It is understood and agreed that the selection of employees for filling promotional opportunities to higher paying jobs, vacancies, or new job openings occurring within the bargaining unit in job titles designated as competitive by the Broome County Department of Personnel shall be made in accordance with the Law from an appropriate Civil Service eligibility list, except that more specifically:

1. Candidates from within the bargaining unit on an established promotional list shall be given preference before any other candidates may be considered,

2. Selection of candidates from the promotional list shall be made before any consideration may be given to names appearing on any other list, provided such other list is not older than four (4) years,

3. Upon the exhaustion of the promotional list and the absence of any other established Civil Service eligibility list, provisional appointments to fill such competitive positions with the bargaining unit shall be made from among other employees who have indicated a desire to be considered for those positions in accordance with the procedures set forth in Article 10.1 of this Agreement,

4. Nothing herein shall be construed to contravene the one and three rule of the New York State Civil Service Law.

10.4.2 If any employee selected to fill a position on a provisional basis is found to be unable to carry out the responsibilities of the position for which he/she was selected, or if the employee voluntarily relinquishes such position, then such employee shall be restored to his/her former position or assignment.

10.5 Out-of-Title-Assignment

10.5.1 Whenever it becomes necessary to temporarily fill a vacancy in a higher classification or assignment created by reason of illness, vacation, leave of absence or any other reason, with an employee in a lower classification or assignment, the filling of such temporary vacancy shall be

made initially from among those employees in the immediate unit the temporary vacancy occurred. The assignment shall be made by selecting from among those employees whose ability to do the job is equal, the employee with the greatest seniority as defined in 9.1.1 of the Agreement.

10.5.2 When an employee is assigned to fill a temporary vacancy in a higher classification or assignment, the order shall be in writing with the approval of the Personnel Officer. Such employee will have his/her salary adjusted to the rate of the higher classification subject to the following conditions:

(a) The employee must be assigned in the higher classification an accumulated period of ten (10) working days to qualify. Such ten (10) days must be within a one year time period.

(b) Except for those employees assigned to a higher classification on a regular and continuing basis, the employee must be assigned in writing for a period in excess of two (2) days.

(c) The employee's salary will be adjusted on the same basis as is set forth in the first paragraph above. Said adjustment will cease upon completion of the written assignment.

10.6 Lay-Off and Notification

10.6.1 It is understood and agreed that in the event the Employer plans to lay off employees in this bargaining unit for any reason, the Employer will notify the PBA in writing of its plans at least thirty (30) days prior to the date that such action is proposed to commence. Upon notification to the PBA of such impending plans, a meeting shall be arranged between the parties within five (5) calendar days of such notification to review the anticipated lay off, the effect it will have on employees within the bargaining unit, the community at large, and the discussion of alternative measures, if any.

10.6.2 Such lay-off shall be accomplished by laying off first all provisional employees in the inverse order of seniority and secondly, all probationary employees in the inverse order of seniority. If further lay-offs are necessary, then permanent employees shall be laid off in classification in the inverse order of their seniority, subject only to the appropriate provisions of State law applicable to veterans and to any other provisions of this Agreement that may apply.

10.7 Displacement Rights of Competitive Class Employees

10.7.1 When a permanent employee within any competitive classification or title is laid off due to a reduction in the work force, he/she may displace another employee serving in the same job classification or title, or lower classification or title in direct line or promotion, providing the displacing employee has greater seniority than the employee whom he/she displaces.

10.8 Recall Rights

10.8.1 Laid off employees shall be placed on appropriate recall lists in order of their seniority. The recall rights of employees shall expire after a period equal to their seniority, but in no case less than four (4) years from the date of lay-off. Written notice of expiration of recall rights shall be sent by registered or certified mail to the employee's last known address.

10.8.2 When the work force is increased after a lay-off, employees shall be recalled according to their seniority from the appropriate list, such notice of recall being sent to each employee being recalled at his/her last known address by registered or certified mail. The PBA shall be notified at the same time the employees are being notified. Any employee who fails to report to work within ten (!0) calendar days from the date of mailing of notice of recall, shall be considered a quit, unless extenuating circumstances as determined by the Sheriff, make it impossible for an employee to comply. It is understood that no new employees will be hired until all employees on lay-off have been recalled.

ARTICLE 11
WORK HOURS AND SCHEDULES

11.1 Regular Work Hours

11.1.1 The regular hours of work each day shall be consecutive, which shall include lunch periods.

11.2 Work Week and Work Shift

11.2.1 The regular workweek for the Highway Patrol Division shall consist of four (4) consecutive days on and two (2) consecutive days off, with the exception of Division Heads.

11.2.2 Except as otherwise provided herein, the regular workweek for Detective Division employees shall be five (5) consecutive days on and two (2) consecutive days off.

11.2.3 Employees of the Detective Division may be assigned to work one work shift on Saturdays and Sundays. Such an employee who is required to work one work shift on both Saturday and Sunday within the same weekend shall be given the Monday before and the Friday after the weekend worked as days off.

11.2.4 Employees of the Detective Division may be assigned to work one work shift on holidays.

11.2.5 Employees of the Detective Division shall be assigned work duties on weekends and holidays on a rotating basis.

11.2.6 Detective pay - Employees assigned to the Detective Bureau by the Sheriff who are required to work weekends and/or holidays or on call Detective Sergeants, shall be paid as follows;

1/1/12	1/1/13	1/1/14	1/1/15	1/1/16	1/1/17
$1,650.00/yr	**$1,650.00/yr**	**$1,650.00/yr**	**$1,675.00/yr**	**$1,700.00/yr**	**$1,725.00/yr**

Assignments lasting less than a year, or some portion of a year, shall be pro-rated appropriately. Detectives required to work the weekend shall be available via pager, cellular phone and/or dispatch. Detectives so assigned shall take an Employer vehicle home for weekends on duty.

11.2.7 The regular work day or work shift for all employees shall consist of eight (8) consecutive hours within a twenty-four (24) hour period, commencing from the employee's regular starting time, which shall include a paid lunch period of one-half (1/2) hour. All employees shall be scheduled to work on a regular work shift, which shall have a regular starting and quitting time.

11.2.8 The regular work shift for Lieutenants **assigned to detectives** shall be 8:00 am to 4:00 pm. **Except as otherwise provided herein, the regular workweek for the Highway Patrol Lieutenant shall be five (5) consecutive days on and (2) consecutive days off.** •

11.2.9 Canine Unit

All K-9 Officers will be paid from the time they sign on prior to the beginning of their shift until the time they sign off at the end of their shift. It is assumed the sign on will be fifteen (15) minutes before the employee reports for briefing.

All K-9 Officers will leave the highway office one-half (1/2) hour prior to the official end of their shift to go home and will sign off when arriving home. It is assumed the sign off will occur fifteen (15) minutes after leaving the **Sheriff's Office**.

All K-9 Officers will continue to have a vehicle available to transport the canine to and from work.

All K-9 Officers will receive one (I) "floating day" off per quarter to be used in the calendar year. Such day cannot be carried over and will be lost if not used prior to the end of the year.

11.3 Work Schedules

11.3.1 Work schedules showing all employees' work shifts and work days shall be maintained by the various units of the Office of the Sheriff and posted on appropriate bulletin boards at all times.

11.3.2 An employee's regularly scheduled work shift may not be changed for the purpose of recalling such employee to work on another work shift, which either begins at the end of the employee's regular work shift or at any other time, unless twenty-four (24) hours notice is given.

11.3.3 It is understood and agreed that the basic work week and work shift scheduling that will be in force as of the effective date of this Agreement shall not be changed unless the changes are mutually agreed upon by the Sheriff and the PBA.

"A" Line: 11:00PM to 7:00AM
"B" Line: 7:00AM to 3:00PM
"C" Line: 3:00PM to 11:00PM

11.3.4 All employees within Highway Patrol who work in a shift operation shall be allowed to bid on existing work shifts on the basis of seniority. Such work shifts shall be re-bid once every four (4) months. This bidding procedure shall be conducted from November 1st to November 30th for the period January 1st through April 30th, March 1st to March 31st for the period May 1st through August 31st and July 1st to July 31st for the period September 1st through December 31st. The Sheriff shall be responsible for the determination of the number of work shift slots on each shift, which are available in each Division.

11.3.5 Any shift vacancies which occur during the first **sixty (60)** calendar days of a bid period shall be bid once at the end of the above referenced **sixty (60)** days. That one time bid shall be by seniority as defined in Article 9.1.1.

Any vacancy that occurs **sixty**-one (61) days after the bid period shall not be bid until the next regular bidding period.

11.3.6 Probationary employees shall not have the right to bid during their probationary period and the Sheriff shall have the right to assign them as he/she sees fit.

Further, any vacancy that the Sheriff desires to fill and that is not filled by a probationary or not filled in accordance with 11.3.4 and 11.3.5 shall be filled by the Sheriff using an inverse order of seniority (not on probation).

11.4 Substitutions

11.4.1 The practice of substitution where one employee voluntarily works for another shall be permitted, provided that such substitution does not impose additional cost to the **Sheriff's Office**, is within rank only, the supervising officer under whose jurisdiction the substitution will occur is notified in advance, and the request is approved by the shift supervisor. Neither the Employer nor the Department shall be held responsible for enforcing any agreement made between employees.

11.5 Work Report

11.5.1 In the event that a public or personal transportation breakdown or severe storm makes it impossible for employees to report to work, such failure to report for work may be charged to vacation leave credits or be taken without pay.

ARTICLE 12
OVERTIME, PREMIUM PAY AND STAND-BY

12.1 Overtime Distribution

12.1.1 Overtime work shall be offered equally to employees working within the same job classification.

12.1.2 On each occasion, the opportunity to work overtime shall be offered to the employee within the job classification and location on a rotation basis. Employees who are offered overtime work on this basis but decline should be considered to have worked for the purpose of determining equal distribution of overtime.

12.1.3 Overtime work shall be offered on a voluntary basis. In the event no one volunteers, the Sheriff or designee may assign overtime. Such assignments shall be made in order of rotating inverse seniority.

12.2 Overtime Premium Pay

12.2.1 Time and one-half (1.5X) the employee's regular rate of pay shall be paid for all work performed in excess of eight (8) hours in any work day, before or after any regular scheduled work shift, or for work performed on any scheduled day off, except for normal shift rotation changes.

12.2.2 Any employee required to work four (4) hours of overtime following his/her regular full work day shall be granted one-half (1/2) hour off with pay at the overtime rate for the purpose of eating, and an additional one-half (1/2) hour off with pay for each subsequent four (4) hour period of overtime to be followed by additional overtime. This provision is intended only to apply to overtime work following regular working hours.

12.2.3 All mandatory in-service training such as firearms instruction and qualification, training films and seminars held on or off premises after or prior to an employee's regular work shift or on a scheduled day off from work shall be considered overtime and shall be paid at time and one-half (1.5X) rate.

An employee's regularly scheduled work schedule or shift may be changed to enable that employee to attend any approved voluntary training or specialized training needs applicable in the performance of his/her job. This alteration of work schedule or shift will not result in any overtime payment for this training.

12.2.4 Time during which an employee is absent from work because of vacation, holidays, sick leave, compensatory time off, or other paid leave benefit shall be considered as time worked for the purpose of computing overtime.

12.3 Court Time

12.3.1 Employees who are required to appear in any court or other regulatory or administrative agency in connection with their assigned duties at any time other than during their regular scheduled work shift shall be paid time and one-half (1.5X) their regular straight time rate of pay for all hours worked, including travel time, with a minimum guarantee of four (4) hours at the time and one-half (1.5X) rate of pay.

12.3.2 Employees subject to court duty shall be compensated for their use of their personal automobiles at the IRS rate for all miles driven both from and returning to their point of origin.

12.4 Call Out Time

12.4.1 Employees called out for emergency duty in addition to or outside of their regular scheduled work shift shall be paid time and one-half (1.5X) their regular straight time rate of pay, with a minimum guarantee of four (4) hours.

12.4.2 In any cases where the call out work assignment and the employees' regular work shift overlap, the employees shall be paid the call out rate for the guaranteed minimum of four (4) hours in addition to being paid for their entire regular work shift at their regular rate of pay.

12.5 Compensatory Time

In lieu of overtime payment as provided for in 12.2 of this agreement, an employee may elect to receive paid time off at the rate of time and one half (1.5x). (i.e., one hour of worked overtime equals one and one half (1.5) hours of paid time off or compensatory time). The decision to accept compensatory time is solely that of the employee.

Employees may have no more than forty (40) hours of accumulated compensatory time available for use at one time. Employees will schedule and use compensatory time as they would vacation. All compensatory time not used within the rolling calendar year (December 1st of the preceding year through November 30th of the following year) will be paid during one of the December payrolls that year.

Employees requesting to take accrued compensatory time off with reasonable notice shall be permitted to take it so long as the time off does not unduly disrupt the operations of the Office of the Sheriff. Undue disruption includes, but is not limited to, requesting a compensatory day off when the employee has previously been denied that day as a vacation or sick day, affecting minimum staffing levels, or affecting increased staffing levels when deemed necessary based on intelligence or caseload factors. The denial of a compensatory day due to aforementioned reasons will not be grievable.

An officer's decision or anticipated decision to take compensatory time versus cash payment shall not be considered as a factor in making overtime assignments in accordance with 12.1.2 above.

On or about November 16, 2015, Section 12.5 will be reviewed by the PBA and the Sheriff. If at any time during the life of this contract an issue occurs with compensation time, both parties agree to address the issue and come to a mutually agreeable resolution. In the event the two parties cannot reach an agreeable resolution, the parties will select a hearing officer to hear this matter whose decision will be binding on both parties. Notwithstanding the language contained herein, this article 12.5 permitting compensatory time shall no longer be applicable on December 1, 2017 (payments shall be made in December 2017 for unused compensatory time accumulated December 1, 2016-November 30, 2017 according to section 12.5).

ARTICLE 13
BASE WAGE, LONGEVITY AND OTHER EMOLUMENTS

13.1.1 Base Wage Schedule - Employees shall be paid in accordance with "Appendix C," attached hereto and made a part of this Agreement.

13.1.2 Each full-time employee shall receive a performance step on his/her anniversary date in title, provided that he/she has received a satisfactory performance evaluation. For the purposes of this salary plan, the term "anniversary date in title" shall mean the day upon which the employee assumed the duties and responsibilities of a particular title, whether on a temporary, provisional, probationary or permanent basis, as reflected in his/her New Employee Data Form/Employee Change in Status Form on file in the Department of Personnel.

13.1.3 Each unsatisfactory performance evaluation shall be accompanied by counseling, along with appropriate documentation which shall be transmitted to the employee during the course of the twelve (12) month period preceding his/her anniversary date in title.

13.1.4 Each employee who receives an unsatisfactory performance evaluation may utilize the following procedure:

1) Upon written request from the employee within thirty (30) days after receipt of an unsatisfactory performance evaluation, the department head and the employee shall meet as soon as practicable to review the said performance evaluation. Within ten (10) days after the said meeting, the department head shall provide to the employee a written determination, which shall either affirm or reverse the said performance evaluation and state the reasons therefor.

2) Upon written request from the employee within ten (10) days after receipt of a determination affirming his/her unsatisfactory performance evaluation, the Personnel Officer and the employee shall meet as soon as practicable to review the said performance evaluation. Within ten (10) days after the said meeting, the Personnel Officer shall provide to the employee a written decision, which shall either affirm or reverse the said performance evaluation and state the reasons therefor.

3) Upon written request from the employee within ten (10) days after receipt of a decision from the Personnel Officer affirming his/her unsatisfactory performance evaluation, the Personnel Committee and the employee shall meet as soon as practicable to review the said performance evaluation. The Committee shall consider the unsatisfactory performance evaluation, the determination of the department head, the decision of the Personnel Officer and such other materials submitted by the parties, including oral testimony, which it deems relevant to the inquiry. The burden of proving unsatisfactory performance shall be upon the Employer. Within thirty (30) days after the said meeting the Committee shall issue to the parties a decision, which shall either affirm or reverse the said performance evaluation and state the reasons therefor.

4) Each employee who utilizes this procedure shall have the right to be represented by the PBA throughout the proceeding.

5) An employee who is denied a performance step increment after exhausting the above appeals, may submit the dispute to the grievance procedure outlined in Article 7 - Grievances and Arbitration.

13.1.5 It is understood that unless otherwise authorized by the County Legislature, the Sheriff, or others empowered to hire employees, must hire employees at the minimum of the range established for the position as set forth in the Base Wage Schedule in Appendix "C," attached hereto and made a part of this Agreement.

13.2 Promotions

13.2.1 When an employee is promoted to a position having a higher rate of pay, on the effective date of such promotion his/her Base Wage will be increased to the Base Wage for the higher paying classification.

13.3 Pay Days

13.3.1 Employees will be paid on the same day every other week. Should a holiday fall on such a day, then the preceding day shall be the pay day.

13.3.2 Employees who work shifts that end prior to the beginning of the regular business day of the Employer shall be paid prior to their leaving the premises upon the completion of their regular tour of duty, if practicable, as determined by the Sheriff.

13.4 Longevity Service Pay

13.4.1 Each employee shall receive, in addition to his/her Base Wage, longevity pay as follows: **Employees hired after the ratification of this contract (1/26/15) will be eligible for longevity payments after thirteen (13) years of service.**

Continuous Years Completed	1/1/12	1/1/13	1/1/14
After Years 5-9	$ 500.00	$ 500.00	$ 500.00
After Years 10-14	$ 650.00	$ 650.00	$ 650.00
After Years 15-19	$ 950.00	$ 950.00	$ 950.00
After Years 20+	$1,150.00	$1,150.00	$1,150.00

Continuous Years Completed	**1/1/15**	**1/1/16**	**1/1/17**
After Years 5-8	**$ 500.00**	**$ 525.00**	**$ 550.00**
After Years 9-12	**$ 650.00**	**$ 675.00**	**$ 700.00**
After Years 13-16	**$ 950.00**	**$ 975.00**	**$1,000.00**
After Years 17-20	**$1,150.00**	**$1,175.00**	**$1,200.00**
After 20+	**$1,350.00**	**$1,375.00**	**$1,400.00**

13.4.2 The above payments shall be annual payments. Employees who have completed the required amount of continuous regular service in each calendar year shall receive the specified longevity pay in November of that same year.

13.4.3 An authorized or unauthorized absence without pay shall not be used in the computation of years of continuous service for the purposes set forth above.

13.5 Shift Differential Pay

13.5.1 Shift differential shall be paid as follows:

	1/1/12	**1/1/13**	**1/1/14**
"A" Line- 11:00 p.m. to 7:00 a.m.	**$1.25/hr**	**$1.25/hr**	**$1.25/hr**
"C" Line- 3:00 p.m. to 11:00 p.m.	**$1.05/hr**	**$1.05hr**	**$1.05/hr**

	1/1/15	**1/1/16**	**1/1/17**
"A" Line- 11:00 p.m. to 7:00 a.m.	**$1.30/hr**	**$1.35/hr**	**$1.40/hr**
"C" Line- 3:00 p.m. to 11:00 p.m.	**$1.10/hr**	**$1.15/hr**	**$1.20/hr**

13.6 Pre-Shift Reporting Pay

Employees regularly required to report to work at least fifteen (15) minutes prior to the starting hour of their shift shall be compensated for this time at their regular rate of pay. (ie: 15 minutes = 1/4 of the hourly rate) Any employee not reporting for the pre-shift report shall not receive pay for this time.

13.7 Education Pay

13.7.1 Any employee who possesses or completes a degree from an accredited college, in a job related field, will receive an annual payment that will be paid as follows:

	1/1/12	1/1/13	1/1/14	1/1/15	1/1/16	1/1/17
Associate's Degree	**$450.00**	**$450.00**	**$450.00**	**$475.00**	**$475.00**	**$500.00**
Bachelor's Degree	**$650.00**	**$650.00**	**$650.00**	**$675.00**	**$675.00**	**$700.00**
Master's Degree	**$850.00**	**$850.00**	**$850.00**	**$875.00**	**$875.00**	**$900.00**

ARTICLE 14
SPECIAL EMOLUMENTS

14.1 Travel Allowances

14.1.1 All employees who are required to travel to other distant areas in the performance of their official duties shall be reimbursed for all hotel lodging, meals, road tolls, and other incidental expenses incurred that is related to such trip, in accordance with current County Accounting Rules of Procedure.

14.1.2 Employees who are required by the Department to use their own personal automobile on any official business, including court time, will be reimbursed for such use at the current IRS rate.

14.2 Uniforms and Equipment

14.2.1 The Quartermaster shall issue such uniforms, accessories and equipment as it may require employees to use in the performance of their duties, including such replacement parts thereof as may reasonably be necessary, provided however, that nothing in this section shall excuse an employee from being accountable for such uniforms and equipment as required by the rules and regulations established by the Sheriff s Office. The Employer shall continue its policy of cleaning and maintaining necessary repairs to uniforms as it is in effect upon the execution of this Agreement.

14.2.2 Shoe polish, saddle soap and shoe polisher shall be available at the Public Safety Facility.

14.2.3 The Sheriff or designee may authorize an employee to use excess or out of date ammunition for target practice, as long as such ammunition shall not be a safety and/or health hazard to that employee.

14.2.4 Protective body armor shall be provided to all employees at no cost. All body armor shall be replaced every five (5) years from its issue date to the employee.

14.3 Non-Uniformed Personnel

14.3.1 Employees assigned as Detectives to the Detective Division shall be issued firearms, holster, ammunition, and in addition, shall be paid each year a clothing maintenance allowance as follows:

1/1/12	1/1/13	1/1/14	1/1/15	1/1/16	1/1/17
$675.00	**$675.00**	**$675.00**	**$700.00**	**$700.00**	**$725.00**

The clothing maintenance allowance shall be paid in the first pay period in December of each year. In cases where uniformed employees are temporarily assigned to do plain clothes work, a pro-rated (1/12) supplemental payment shall be paid each month for clothing maintenance from the following annual amounts:

1/1/12	1/1/13	1/1/14	1/1/15	1/1/16	1/1/17
$675.00	**$675.00**	**$675.00**	**$700.00**	**$700.00**	**$725.00**

Nothing herein shall be construed to permit plain clothes employees to draw from the Quartermaster any items other than those specifically listed herein **unless authorized by the Sheriff.**

Employees covered under 14.3.1 shall submit receipts for reimbursement of clothing and dry cleaning not to exceed the contractually agreed upon amount unless authorized by the Sheriff.

14.3.2 All employees who are periodically requested by the Sheriff to qualify in the use of firearms will be supplied ammunition for use at firing ranges sufficient to provide for at least one usage every six (6) months, the number of rounds to be established by the Sheriff.

14.3.3 The Employer will assume the responsibility and cost of maintaining any and all weapons issued by the Sheriff.

ARTICLE 15
PENSIONS

15.1 Coverage

15.1.1 The Employer agrees to provide coverage for all employees employed prior to July 1, 1976 who are eligible under the New York State Retirement System Plan 89-a. The cost of such coverage shall be borne in its entirety by the Employer. In addition, the Employer further agrees to provide the benefits of the accumulated sick leave conversion provision (Section 41-j) at no cost to the employee.

15.1.2 Employees hired after July 1, 1976 will be subject to the provisions of the 1976 Pension Reform Act.

15.1.3 The Employer provides twenty-five (25) years, one-half pay (89-m) retirement plan under the New York State Retirement System for law enforcement personnel.

15.1.4 The Employer shall provide the special retirement plan for Sheriffs, Undersheriffs and Deputy Sheriffs as set forth in Article 14-B, Section 552 (20 year retirement), of the New York State Local Employees Retirement System.

ARTICLE 16
LIFE INSURANCE

16.1 Coverage

16.1.1 Employees covered by this Agreement whose annual salary exceeds two thousand dollars ($2,000.00) and who appears on a regular Employer salary budget line item, or who works a minimum of twenty (20) hours per week and whose salary appears on a regular Employer salary budget line item, shall be entitled for coverage for an amount of five thousand dollars ($5,000.00).

16.1.2 In addition, any employee covered by this Agreement who is a member of any of the various State retirement plans is entitled to the death benefits as provided for in the law.

ARTICLE 17
HEALTH INSURANCE

17.1 Health Insurance

17.1.1

All full-time employees and retirees shall be eligible for coverage for themselves and their eligible dependents under a health insurance plan that provides health insurance benefits at a level equal to or greater than formerly provided by the Statewide Health Plan, plus Metropolitan Major Medical options. A summary of coverage shall be made available to each employee and retiree in handbook form. The contribution **of employees hired before the ratification of this Contract (1/26/15)** towards the health insurance premium cost for individual or family/dependent coverage shall be as follows:

1/1/12	1/1/13	1/1/14	1/1/15	1/1/16	1/1/17
15%	**15%**	**15%**	**17%**	**18%**	**19%**

For 2015, 2016, and 2017, full time current employees will pay a health insurance contribution to their premium that shall not exceed 12% of their base salary provided that the cap will not result in an employee paying less than 15% contribution to their health insurance premium. This clause shall not apply to retiree health insurance contributions. This clause expires on December 31, 2017 regardless of whether a new contract has been negotiated. If there is not a new collective bargaining agreement in place starting January 1, 2018, the employee shall pay the percentage indicated in this collective bargaining agreement for the year 2017 but will not be subject to the then expired cap listed in this clause.

Employees hired after the ratification of this contract (1/26/15) will contribute 22%.

Employees hired after the ratification of this contract (1/26/15) who elect health insurance will be signed up for the Advantage Plan. Those employees shall remain on the Advantage Plan until they have reached five (5) years of service. Once they have reached five (5) years of service, those employees may elect a different health plan during the next open enrollment period if they choose to do so.

An employee who retires on or after January 1, 2005 shall contribute toward the health insurance premium cost for individual or family/dependent coverage in an amount equivalent to that paid by active employees, as agreed to in future contracts.

17.1.2 A pre-admission certification program shall be made part of the Broome County Health Plan.

17.1.3 It is understood and agreed that coverage under the Health Insurance Plan will continue to be provided to the surviving legal spouse and dependent children under the age as required under federal or state law of any Deputy Sheriff who is killed while in the performance of his/her duties with the Sheriff's Office, the full cost of which to be borne by the Employer, as long as such surviving legal spouse remains unmarried.

17.1.4 The PBA agrees to meet with the Employer and other bargaining units in the review/revision of the health benefits plan. This reopening of the contract will be on the issue of health benefits only.

17.1.5 The prescription card co-pay levels shall be as follows:

Non-generic prescriptions:	$15.00 per prescription
Generic prescriptions:	$10.00 per prescription
Mail order maintenance prescriptions:	Two (2) times the retail co-pay for Three (3) Months supply per prescription*

*e.g., $15.00 per prescription, employee pays $30.00 for 3 months supply.

Effective May 1, 2011, the prescription co-pay levels shall be as follows:

Generic prescriptions:	$ 5.00 per prescription
Formulary brand prescriptions:	$20.00 per prescription
Non-formulary brand prescriptions	$35.00 per prescription
Mail order maintenance prescriptions:	Two (2) times the retail co-pay for a 90 day supply per prescription*

*e.g., $20.00 per prescription, employee pays $40.00 for a 90 day supply.

There shall be a thirty (30) day maximum supply for a prescription, other than for mail order maintenance prescriptions.

17.1.6 As a one-time only retirement incentive for 2015, 2016, and 2017, full time employees who choose to retire will continue to pay the agreed upon health insurance contribution to their retiree health premium (17%, 18%, and 19% respectively) for as long as they continuously maintain retiree health benefits immediately upon retirement. This clause expires on December 31, 2017 regardless of whether a new contract has been negotiated. Starting January 1, 2018, section 17.1.6 shall expire and retiring employees shall be covered under section 17.1.5 of this contract and shall pay the same contribution toward the health insurance premium cost for individual or family/dependent coverage in an amount equivalent to that paid by active employees as agreed to in this and future contracts as defined under 17.1.5.

ARTICLE 18
INDEMNIFICATION

18.1 False Arrest Claims

18.1.1 The Employer shall save harmless, provide for the defense, and indemnify an employee from financial loss arising out of any claim, demand, suit or judgment by reason of alleged negligence or other act by such employee, provided that the employee, at the time the damages were sustained, was acting in the discharge of his/her duties, whether on or off duty, and within the general scope of his/her employment and that such damages did not result from the willful and wrongful acts or gross negligence of such employee. Such employee must, however, within five (5) calendar days from the date he/she is served with any summons, process, notice, demand or pleading, deliver such documents, or certified copies thereof, to the Sheriff. It is understood that upon receipt of such documents by the Sheriff, all matters pertaining to the representation of such employee shall be assumed by the County Attorney, or his/her authorized representative.

ARTICLE 19
HOLIDAYS

19.1 Recognized and Observed Holidays

19.1.1 The following days shall be recognized and observed as floating holidays:

1. Martin Luther King Jr. Birthday
2. Lincoln's Birthday
3. Washington's Birthday
4. Columbus Day
5. Election Day
6. Day after Thanksgiving

Employees working on the above days will receive their regular rate of pay and will receive a day off in lieu of working the above-mentioned days. Employees will not be allowed to carry over the time from year to year, but they shall use the days during the current work year, subject to the approval of the supervisor and such approval shall not be unreasonably denied.

19.1.2 The following days shall be recognized and observed as paid holidays:

1. New Year's Day
2. Memorial Day
3. Independence Day

4. Labor Day
5. Veteran's Day
6. Thanksgiving Day
7. Christmas Day

Employees required to work an actual holiday listed above will receive the regular holiday pay for the day plus time and one-half (1.5X) for all hours worked except as provided for in 19.1.1 above.

19.1.3 When a legal holiday falls on a Saturday, the preceding Friday will be considered a holiday with pay. When a holiday falls on a Sunday, the following Monday will be considered a holiday with pay.

19.2 Observance of the above stated holidays shall be in accordance with the observance prescribed by the Broome County Department of Personnel.

19.3 Employees required to work Easter Sunday, Yom Kippur, or other religious holidays shall be permitted to attend religious services if practicable, provided a request for such time off is made in writing at least five (5) calendar days in advance of the holiday, such time to be deducted from accrued vacation or without pay, at the direction of the employee.

ARTICLE 20
VACATIONS

20.1 Vacation Allowance and Eligibility

20.1.1

Before January 1, 2015, please reference the 2009-2011 CBA for vacation allotments. Effective January 1, 2015, vacation allotments are as follows:

Employees with less than one (1) year of service as of January 1st shall receive one (1) day per month of service as vacation.

Employees with one (1) year but less than five (5) years of service shall receive twelve (12) days of vacation.

Employees with five (5) to **thir**teen (13) years of service shall receive eighteen (18) days of vacation.

Employees with **four**teen (14) to **seven**teen (17) years of service shall receive twenty (20) days of vacation.

Employees with **eighteen (18)** to **nineteen (19)** years of service shall receive twenty-one (21) days of vacation.

Employees with **at least** twenty (20) years of service shall receive twenty-**four (24)** days of vacation.

20.1.2 The vacation year shall be January 1st to December 31st each year. Vacation earned in one year is eligible to be taken the following year.

20.1.3 An employee who has completed one (1) year of continuous full time service shall be entitled to a carry over of one (1) week only of accrued vacation. After five (5) years of continuous service, an employee shall be entitled to carry over two (2) weeks accrued vacation, subject to the approval of the **Sheriff** or his/her designee. Carry over requests shall be made at least three (3) months in advance of the calendar year.

20.1.4 An unauthorized absence of one (1) year or less or an authorized absence without pay shall not result in an interruption of said years of continuous employment, but shall in no event be used in computation of the said years of continuous employment as set forth above.

20.2 Choice of Vacation Periods

20.2.1 An employee will be granted the amount of his/her vacation credits accumulated upon completion of the necessary continuous service time set forth in the schedule appearing in 20.1 above, except that should •circumstances make it necessary for the Sheriff to limit the number of employees on vacation at the same time the employee with the greater seniority shall be given his/her choice of vacation periods in the event of conflicts.

20.2.2 Vacation schedules shall be posted in each operating unit once every four (4) months. The vacation bid periods shall be January to April, May to August and September to December. Vacation bids shall be conducted from December 1st to December 31st each year for the ensuing January 1st to April 30th, from April 1st to April 30th each year for the period May 1st to August 31st and from August 1st to August 31st each year for the period September 1st to December 31st. Employees may split their vacation periods into two (2) or more segments.

Employees will be notified in writing if their request is approved or denied no later than ten (10) business days from the date the bidding was closed. Reasons for denial will be given.

20.2.3 Unscheduled vacation requests may be granted by the Sheriff. Such vacation shall be granted on a first come first serve basis, except requests for emergency vacation leave.

20.3 Computation of Time and Pay

20.3.1 For employees who normally are not scheduled to work on holidays on a 5/2 work schedule, when a recognized and observed holiday, falls during their vacation period, it will not be charged against the employees' vacation credits.
20.3.2 All paid leave, including sick leave, with the exception of General Municipal Law §207(c) leave, shall be considered as time worked in determining vacation credit entitlement. Leaves of absence without pay shall not be credited for vacation credit purposes, except if such leave of absence is for PBA business as provided for under the terms of this Agreement, and such leave does not exceed three (3) months in any calendar year.

20.3.3 Vacation pay shall be calculated at the employee's regular rate of pay in effect for the position the employee holds at the time he/she takes his/her vacation, which shall also include any shift differential, or any other emolument he/she may be entitled to on a regular basis.

20.4 Transfer Rights and Separation

20.4.1 If an employee is transferred to another department within Employer service outside of jurisdiction of this bargaining unit, all vacation credits the employee may have accumulated under the provision of this Agreement shall be transferred with him/her to his/her new job.

20.4.2 An employee who is discharged, resigns, retires, or is laid off prior to taking his/her accrued vacation shall be compensated in cash for all of his/her accumulated vacation credits. In the event of a death of any employee, the employee's estate will receive full payment of all such deceased employee's unused vacation credits.

ARTICLE 21
PAID LEAVES OF ABSENCE

21.1 Bereavement Leave of Absence

21.1.1 The Employer agrees to grant a bereavement leave in the event of a death in the immediate family of an employee. The employee shall be entitled, when such leave is so required, to the next three (3) work days with regular pay to arrange for or attend the funeral and burial. Immediate family shall be deemed to be husband, wife, children, step-children, mother, father, step-mother, step-father, brother, sister, grandparent, grandchild, son or daughter-in-law, mother-in-law, or father in-law, of the employee. One (1) work day bereavement leave will be allowed to attend the funeral and/or burial of a sister-in-law, brother-in-law, and grandparents of employee's spouse. One work day bereavement leave will also be allowed to attend the funeral and/or burial of the aunt or uncle of the employee. The bereavement time to which an employee shall be entitled shall not be deducted from sick leave or vacation time.

21.1.2 In the event of a death in the immediate family of an employee that occurs while such employee is on vacation, such employee, upon request, shall be granted the option of extending

his/her vacation time for the additional period provided under 21.1.1, provided, however, that certified proof of such death is forthcoming as properly attested to by the attending physician or other authority acceptable to the Employer.

21.2 Civic Duty

21.2.1 Employees required to appear before any court or other public body on any matter not related to their work assignments, and which they are not personally involved as a plaintiff or defendant, shall, upon presentation of a valid subpoena or other appropriate order, be granted such leave of absence with no loss of pay or time for the period necessary as determined by the Sheriff, with no deduction being made from any other leave benefit.

21.3 Blood Donation

21.3.1 Employees who are to donate blood for any purpose shall, upon written request, be granted such leave of absence with no loss of time or pay for the period requested as determined by the Sheriff, with no deduction made from any other leave benefit.

21.4 Civil Service Examinations

21.4.1 Employees shall be permitted the necessary time off as determined by the Sheriff, without any loss of time or pay, during their regular work hours so that they may participate in any open competitive or promotional Civil Service examination held by the Broome County Department of Personnel. Such time off shall be granted, provided the request for such time off is submitted at least two (2) weeks before the examination is scheduled to be held and further provided that necessary staffing requirements as determined by the Sheriff are met.

21.5 Military Service Leave and A Drill

21.5.1 Military leaves of absence shall be governed by the New York State Military Law.

21.5.2 A permanent employee granted full time military leave of absence pursuant to the Military Law shall, upon returning to employment with the Employer within ninety (90) days following the date of his military discharge, be reinstated at the same salary he/she would have received, including annual increments, had he/she been able to remain on the job.

ARTICLE 22
SICK LEAVE

22.1 Allowance and Eligibility

22.1.1 Employees contracting or incurring any non-service connected sickness or disability, including pregnancy and maternity care where a certified disability exists, who are quarantined by

health authorities, or who must make medical, optician or dental visits during his/her regular working hours, shall be entitled to receive sick leave at full pay for all such absences. Such leave, not to exceed ten (10) work days in any one calendar year, may be used also in the event of illness in the immediate family of such employee (the employee's spouse, parent, children, grandparents) where their presence is necessary. When the absence is pursuant to the Family and Medical Leave Act, the employee shall be required to use accumulated sick leave. In such cases the above ten (10) day limitation shall not apply.

22.1.2 Each permanent employee covered by this Agreement shall after one (1) month of continuous service, be entitled to accumulated sick leave as hereinafter provided from the time of their employment, except that temporary employees without permanent status shall not be entitled to such benefit until completion of one (1) year of continuous service.

22.1.3 Employees shall accumulate sick leave credits at the rate of one (1) working day per month for each month of employment for as long as the employee is employed with the Sheriff's Office. No credit for sick leave shall be accumulated by an employee for any month such employee has not been on full pay status at least fifty (50%) percent of the working days of the calendar month.

22.1.4 It is understood and agreed that an employee will not be required to produce a physician's certification of illness as a condition of payment of sick leave, if such employee is absent from work as the result of such illness for a period of up to three (3) consecutive days or more. When an employee is absent more than three (3) consecutive days, the Employer may require, within three (3) work days of the employee's return to work, a statement from the employee's physician indicating the nature of the illness and the employee's fitness to return to work. Notwithstanding the foregoing, if the Employer has reason to believe that an employee is abusing his/her sick leave privilege, he/she may require proof of illness prior to charging any absence to sick leave credits.

22.1.5 In the event the Employer has good reason to believe that an employee is no longer physically able to continue in his/her regular duties, the Employer may require a full physical examination by the physician elected by the Employer and at the Employer's expense. Should a disagreement arise between the Employer's physician and the employee's physician over the physical fitness of an employee to continue in his/her job duties, then a third physician, mutually agreed upon and selected by the two (2) physicians, shall make the final determination. The full cost of the service of the third physician shall be shared equally by the Employer and the employee.

22.1.6 The fraudulent use of sick leave shall be grounds for disciplinary action.

22.2 Extended Sick Leave

22.2.1 Extended sick leave without pay may be authorized for employees who, because of extended illnesses, have exhausted all of their sick leave credits and all other paid leave benefits provided by this Agreement. Such extended sick leave may be granted to employees provided that the employee's physician has submitted a statement certifying the nature of the employee's illness

and the expected length of time the employee will be disabled, such document to be filed with the Sheriff within seven (7) calendar days of the employee being informed by his physician of said disability. The maximum period of time that extended sick leave may be granted may not exceed one (1) year, subject to the approval of the Sheriff and Personnel Officer.

22.3 Sick Leave Loan Bank

The parties agree to meet to discuss issues related to splitting the sick leave loan bank which covers Local 2012 and this PBA.

22.3.1 There shall be established a mandatory sick leave loan bank to be administered by the PBA. Upon the completion of one year of regular full-time service, employees shall become members of the sick leave loan bank by forwarding two (2) of their accumulated sick leave days to the sick leave loan bank, and one (1) day each year thereafter. Such days shall be forwarded to the PBA in January of each year.

22.3.2 In the instance of prolonged illness, and upon the approval of the PBA of an application with adequate justification, which shall include verification by a physician, a member whose paid time has been exhausted shall be entitled to draw up to one hundred (100) days against the sick leave loan bank, after serving a waiting period as described below:

Each approved application for the sick leave loan bank must serve a thirty (30) day waiting period. The waiting period shall start with the first day off due to that illness, and may be any combination of paid or unpaid time off.

22.3.3 A balance in the sick leave loan bank remaining on December 31st of each year shall be carried over to the sick leave loan bank for the following year.

22.4 Maternity Leave

22.4.1 Sick leave pay shall be granted by the Employer to any pregnant employee for any period of time the employee is disabled up to the maximum allowance provided by this Agreement, or law, "it being required by the Employer that notification of the existence of the pregnancy is reported by the employee by the end of the fourth month of pregnancy. The notification shall include a physician's statement of what the approximate date of delivery will be and the approximate length of time she will be able to continue to work."

22.5 Unused Sick Leave Conversion

22.5.1 Employees shall have the privilege of unused sick leave conversion as outlined in Section 41-j of the New York State Retirement and Social Security Law, the cost of which shall be borne by the Employer.

22.6 Transfer of Sick Leave Credits

22.6.1 In any case of transfer to another County Department, an employee's sick leave accruals shall be transferred with the employee, and such employee shall receive credit for such accruals in the department to which he/she is transferred.

ARTICLE 23
SERVICE CONNECTED DISABILITY AND DEATH

23.1 Service Connected Illness and Disability

23.1.1 All bargaining unit employees necessarily absent from duty as the result of a job related injury or illness who are eligible for coverage under 207(c) of the General Municipal Law shall continue to receive their full salary at the usual time and shall assign the full amount of any weekly compensation award they may receive from the Employer. Such employees shall continue receiving their full salaries with no deductions being made from sick leave or any other leave credits they may have accrued for the duration of their absence, or until they are adjudged to be permanently unable to resume their normal duties and are eligible for a disability retirement. It is understood that any dispute arising over whether such employees have been incapacitated as the result of a job related injury or illness shall not be subject to the grievance procedure of this Agreement, but be processed in accordance with the law with any final determination being made by the appropriate authority.

23.1.2 All other employees who are necessarily absent from duty because of a job related injury or illness and who are eligible for coverage under the Workers' Compensation Law of the State of New York shall:

1. Be allowed to draw accrued leave credits; and

2. Upon exhausting all accrued leave credits, be allowed to draw upon the sick leave loan bank; and

3. Upon exhausting all leave under (1) and (2) above, may be allowed an unpaid leave of absence for a period up to one (1) year.

23.1.3 If it is subsequently determined that any employee covered by this Agreement was not entitled to coverage under 207(c) above without charge to leave credits for any period for which such coverage was granted as the result of it being found that the disability claimed from such injury or illness was not job related, or was primarily due to some pre-existing medical condition, because the claim for benefit was successfully controverted by the Employer, such employee shall

be required to make reimbursement for such paid leave from current or subsequent accumulations of leave credits at a rate and in a manner determined by the Employer.

23.1.4 Employees who draw leave credits as provided in 23.1.2 (1) and (2) shall be entitled to restoration of such credits, including those used for absences of less than one (1) full day, as are used during a period of absence for which an award of compensation has been made and credited to the Employer as reimbursement for wages paid.

ARTICLE 24
UNPAID LEAVES OF ABSENCE

24.1 Eligibility, Purpose and Application

24.1.1 Employees shall be eligible for leaves of absence without pay after their completion of at least one (1) year of employment. Except as may be otherwise stated elsewhere in this Agreement, such leaves may be granted for periods not to exceed one (1) year for any reasonable purpose, and may be extended or renewed for additional periods upon request. **Broome County recognizes the Family Medical Leave Act of 1993, which provides up to 12 weeks of unpaid leave in a 12 month period for qualifying employees.**

24.1.2 Any request for a leave of absence without pay must be submitted by the employee on a form prescribed by the Department of Personnel to the Sheriff stating the reason for the leave of absence and the period of time desired. Such requests shall be submitted at least thirty (30) days prior to the proposed commencement date of the leave. If approved by the Sheriff, the application shall be submitted to the Department of Personnel.

24.1.3 Employees granted a leave of absence without pay shall continue to accrue seniority while on such leave, except as may otherwise be provided elsewhere in this Agreement. Upon completion of any authorized leave of absence, such employees shall be returned to the position they held at the time the leave of absence was requested.

24.1.4 The failure of an employee to return to his/her position within ten (10) work days following the expiration of a leave of absence, or extension thereof, shall constitute a resignation which, for purpose of determining eligibility for reinstatement, shall he deemed to be effective as of the date of the commencement of such leave of absence. Nothing herein shall be deemed to excuse the unauthorized absence of an employee of his/her failure to return to his/her position upon the expiration of an authorized leave of absence, and any such failure may be regarded as misconduct in an appropriate disciplinary proceeding.

24.2 Educational Leave

24.2.1 An Educational leave of absence without pay for the purpose of acquiring additional education and training that will increase the usefulness and efficiency of the employee in his/her position may be granted for any period up to one (1) year, as provided by Section 24.1.2 herein.

24.2.2 Special short term educational leaves of absence without pay for periods up to thirty (30) work days in any calendar year may be granted to employees to attend approved conferences, seminars, briefing sessions, or other functions of a similar nature intended to improve or upgrade the individual employee's professional skill and ability, as provided by Section 24.1.2 herein.

24.3 Public Service Leave

24.3.1 In accordance with provisions of 24.1.2 of this Agreement, any employee may request an unpaid leave of absence so that he/she may hold any public post or elective office which will take him/her away from his/her job with the Office of the Sheriff on a full time basis for the period of time necessary to serve in the position to which he/she was appointed or elected.

24.4 Employment Opportunity Leave

24.4.1 Employees in the competitive class shall be granted unpaid leaves of absence not to exceed one (1) year during such periods in which they are serving the Employer on other jobs on a temporary or provisional basis in the competitive class, or where such employees are required to serve a probationary period in order to qualify for permanent appointment to a competitive class position, and for trial periods as may be required for permanent promotion to a higher competitive classification, as provided by Section 24.1.2 herein.

24.5 PBA Leave

24.5.1 Employees elected to any PBA office or selected by the PBA to do work which takes them from their employment with the Broome County Sheriff's Office, at the written request of the PBA, may be granted a leave of absence for the period of time requested by the PBA. Such leaves of absence may be extended or renewed, as provided by Section 24.1.2, herein.

ARTICLE 25
GENERAL PROVISIONS

25.1 Non-Discrimination

25.1.1 The Employer understands that the provisions of this Agreement shall be applied to all employees without discrimination as to their age, sex, marital status, race, color, creed, national origin, or political affiliation.

25.2 Political Activity

25.2.1 Subject to the provisions of any applicable federal, state, or local laws and rule, regulation, or interim order promulgated by the Sheriff, employees shall have every right to be delegates or

representatives of any political party or movement and to take active part in the affairs of such political party or movement, including the nomination or election of candidates for public office, which shall not preclude their own candidacy.

25.3 Partially Disabled Employees

25.3.1 The Employer agrees to make a good faith effort to assist permanently partially disabled employees who have become so as the result of non-service connected illnesses and who so request, in securing other employment with the Employer.

25.4 Personal Damages

25.4.1 The Employer agrees to either replace or pay the replacement value of any article of personal property of an employee that is damaged or destroyed, including clothing, eye glasses, time pieces, and dentures, which happened as a result of an incident directly related to such employees carrying out the duties of his/her job, provided an appropriate report is submitted by the employee.

25.5 Part Time Work

25.5.1 The Employer agrees that no employee will be restricted in any way from maintaining part-time employment with any other Employer, whether or not such work is related to police work, except only as may be prohibited by State, Federal or local law, or any rule or regulation promulgated by the Sheriff. **The employee must notify the Sheriff in writing in advance of accepting such part-time employment.**

25.6 Polygraph Tests

25.6.1 It is understood and agreed that no employee will be required by the Employer to take a polygraph test, except that nothing herein shall preclude an employee from voluntarily taking such a test.

ARTICLE 26
CLASSIFICATIONS

26.1 Notification

26.1.1 Within thirty (30) calendar days of the execution of this Agreement, the Employer shall provide to the PBA a complete list of all job titles and job classifications together with their appropriate specifications.

26.1.2 If the Employer creates, funds and fills a new title (accepted into Appendix A) as approved by the County Legislature and the PBA disputes the annual rate of salary for the position, the following conditions shall be met:

1. The PBA must notify the Sheriff of its intent to dispute the established rate of pay within ten (10) days of the title being approved by the Legislature.

2. If a timely notice of appeal is given by the PBA, the parties shall meet and confer on the annual rate of pay. All other terms and conditions shall be dictated by the current labor agreement.

3. Failure to reach agreement shall make the dispute eligible for the impasse procedures, embodied in the Taylor Law.

ARTICLE 27
TEMPORARY EMPLOYEES

27.1 Temporary Employees

27.1.1 Employees filling a position on a temporary appointment during a leave of absence shall be entitled to full benefits granted to permanent employees where such position is filled will reasonably be expected to become a permanent appointment.

27.1.2 Temporary employees employed on a regular full-time basis for four (4) consecutive months shall become eligible for holiday pay and for inclusion in the Employer sponsored health plan.

27.1.3 Temporary employees employed on a regular full-time basis for six (6) consecutive months shall become eligible for sick leave benefits in the same manner as other full-time employees.

ARTICLE 28
TOTAL AGREEMENT

28.1 Scope

28.1.1 The foregoing Agreement constitutes the entire understanding between the parties and no verbal statements or other amendments, except an amendment mutually agreed upon by the parties in writing and signed by the appropriate authorized representatives of the Employer and the PBA, and which is annexed hereto and designated as an amendment to this Agreement, shall supersede or vary the provisions of this Agreement. It is agreed, however, that during the term of this Agreement

neither party shall be obligated to negotiate with respect to any subject or matter whether or not covered by this Agreement, except by mutual agreement.

ARTICLE 29
STATUTORY PROVISION

29.1 It is understood by and between the parties that any provision of this Agreement requiring legislative action to permit its implementation by amendment of law or by providing the additional funds therefore shall not become effective until the appropriate legislative body has given approval.

ARTICLE 30
PHYSICAL FITNESS FOR SWORN PERSONNEL

The parties agree that physical fitness is of great importance.

All sworn personnel hired on or after January 1, 1991 may be required to take and pass a performance physical test to the extent required by applicable laws and regulations.

A fund of three thousand dollars ($3,000.00) will be established to encourage physical fitness programs and passage on the physical fitness test. The parties will establish a committee to determine methods to encourage fitness among the personnel. The committee will be made up of two (2) representatives of the bargaining unit, an equal number of representatives of the Office of the Sheriff and one (1) neutral party if needed. The fund of money will be used by the committee in establishing fitness programs.

ARTICLE 31
ATTENDANCE INCENTIVE PROGRAM

31.1 Upon **retirement, employees hired prior to December 31, 2014,** shall have the option of applying the maximum unused sick leave pursuant to Section 41-j of the New York State Retirement and Social Security Law, or be paid for his/her sick leave in full upon his/her retirement from employment.
Upon retirement, employees hired after December 31, 2014, shall have the option of applying the maximum unused sick leave pursuant to Section 41-j of the New York State Retirement and Social Security Law, or be paid for his/her sick leave at a rate of 55% upon his/her retirement from employment.

ARTICLE 32
DRUG TESTING

32.1 The parties agree to abide by the Broome County Drug and Alcohol Testing Policy for Law Enforcement Officers. All aspects of urine analysis, drug and alcohol testing, collection and chain of custody procedures shall be conducted in strict accordance with the Broome County Drug and Alcohol Testing Policy for Law Enforcement Officers and the Federal Department of Health and Human Services Standards, to include cutoff levels for initial and confirmatory drug testing, as outlined in 49 CFR Part 40.

32.2 Any officer who has been involved in a work-related shooting of another person must undergo drug and alcohol testing immediately following the shooting incident. The officer will remain on administrative leave with pay until such time as the test results are received, the officer is cleared of any wrongdoing, and the officer is cleared to return to duty by the Sheriff of his designee.

ARTICLE 33
TERM OF AGREEMENT

33.1 Term of Agreement

33.1.1
The Agreement shall be effective January 1, 2012 through December 31, 2017. It shall be reviewed automatically from year to year thereafter, unless either party shall notify the other, in writing, prior to June 1, 2017 that they desire to modify this Agreement.

33.1.2 In the event that either party exercises their right as set forth above, and such notice is given, negotiations will commence at a mutually convenient date, but no later than thirty (30) calendar days after receipt of such notification by either party, it being understood that all the provisions of this Agreement will continue to remain in effect during the period of negotiations.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE SET THEIR HAND THIS

2nd DAY OF October, 2015.

FOR BROOME COUNTY SHERIFF'S LAW ENFORCEMENT OFFICERS' ASSOCIATION

DEBORAH PHELPS, President

FOR THE COUNTY OF BROOME

DEBRA PRESTON, County Executive

FOR THE BROOME COUNTY SHERIFF

DAVID E. HARDER, Sheriff

RECEIVED
OCT 02 2015
BROOME COUNTY
DEPARTMENT OF PERSONNEL

APPENDIX A

LIST OF EMPLOYEE TITLES

DEPUTY SHERIFF

DEPUTY SHERIFF DETECTIVE

DEPUTY SHERIFF SERGEANT

DEPUTY SHERIFF DETECTIVE SERGEANT

DEPUTY SHERIFF LIEUTENANT

APPENDIX B

LIST OF ARBITRATORS

1) Dana Eishen
2) **Dennis Campagna**
3) **Jeffrey Selchick**

The County and PBA may make changes to this list of arbitrators based upon mutual agreement. Both parties are committed to maintaining an active list of at least three arbitrators should one become unavailable or disqualified for any reason.

APPENDIX C

BASE WAGE SCHEDULES

Wages:

2014: January 1, 2.85%, March 1, 2.55% (retroactively paid when applicable)
2015: COLA* increase not to exceed 2.5%, but no less than 2%
2016: COLA* increase not to exceed 2.5%, but no less than 2.125%
2017: COLA* increase not to exceed 2.75%, but no less than 2.25%

*** COLA increase shall be equal to the calculated Northeast CPI-U (All Urban Consumers) from the twelve month period of July through June of the preceding two years calculated out to the 100th place value.**

Hired before 1/1/15

Step	Title	1/1/2012	1/1/2013	1/1/2014	3/1/2014	1/1/2015
1	Starting Deputy Sheriff	$ 45,093	$ 45,093	$ 46,378	$ 47,561	$ 48,512
2	After 1 Year Deputy Sheriff	$ 50,669	$ 50,669	$ 52,113	$ 53,442	$ 54,511
3	After 2 Years Deputy Sheriff	$ 56,240	$ 56,240	$ 57,843	$ 59,318	$ 60,504
4	After 3 Years Deputy Sheriff	$ 61,819	$ 61,819	$ 63,581	$ 65,202	$ 66,506
	Deputy Sheriff Detective	$ 63,983	$ 63,983	$ 65,807	$ 67,485	$ 68,834
	Deputy Sheriff Sergeant	$ 67,193	$ 67,193	$ 69,108	$ 70,870	$ 72,288
	Deputy Sheriff Detective Sergeant	$ 69,545	$ 69,545	$ 71,527	$ 73,351	$ 74,818
	Deputy Sheriff Lieutenant	$ 71,619	$ 71,619	$ 73,660	$ 75,538	$ 77,049

Hired on or after 1/1/15

Step	Title	1/1/2012	1/1/2013	1/1/2014	3/1/2014	1/1/2015
1	Starting Deputy Sheriff	$ 45,093	$ 45,093	$ 46,378	$ 47,561	$ 48,512
2	After 2 Year Deputy Sheriff	$ 50,669	$ 50,669	$ 52,113	$ 53,442	$ 54,511
3	After 3 Years Deputy Sheriff	$ 56,240	$ 56,240	$ 57,843	$ 59,318	$ 60,504
4	After 4 Years Deputy Sheriff	$ 61,819	$ 61,819	$ 63,581	$ 65,202	$ 66,506
	Deputy Sheriff Detective	$ 63,983	$ 63,983	$ 65,807	$ 67,485	$ 68,834
	Deputy Sheriff Sergeant	$ 67,193	$ 67,193	$ 69,108	$ 70,870	$ 72,288
	Deputy Sheriff Detective Sergeant	$ 69,545	$ 69,545	$ 71,527	$ 73,351	$ 74,818
	Deputy Sheriff Lieutenant	$ 71,619	$ 71,619	$ 73,660	$ 75,538	$ 77,049

During the first quarter of 2015, a one time payment will be made to active employees equal to 1% of the difference between 2014 overtime earnings and the overtime earnings of the previous year should the previous year's overtime earnings be higher than those of 2014.

RESIDENCY REQUIRED IN BROOME COUNTY