



Collective Bargaining Agreement

Between

Morrow County

&

Morrow County Employees Local 2479,

Sub-Local 002

AFSCME Council 75

Effective through June 30, 2024

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PREAMBLE

This Agreement is entered into between Morrow County, Oregon, hereinafter referred to as the "County" and Morrow County Employees Local Union 2479, Sub-Local 002 of the American Federation of State, County and Municipal Employees, (AFSCME) Council 75, hereinafter referred to as the "Union".

ARTICLE 1. SCOPE OF AGREEMENT

SECTION 1. BARGAINING UNIT DESCRIPTION

The bargaining unit covered by this Agreement shall consist of all regular and probationary employees, employed for more than twenty (20) hours per week, whose job classification titles appear in the Addendum hereof. Temporary employees shall be excluded.

All employees hired pursuant to any federal, state, or other program whereby an agency other than the County is providing all or a portion of the funding, shall be subject to the provisions of this Agreement only to the extent such coverage is consistent with the agreement between the County and the funding agency.

A part-time employee who is employed less than twenty (20) hours per week shall not be covered under the terms of this Agreement.

A temporary employee under this Article is an employee hired to perform a specific project for a definite period of time not to exceed six (6) months or 1040 hours or to replace a bargaining unit employee who is on leave due to disability, for child care, or for other reason for the duration of such leave. No individual temporary employee may be employed by the County for more than six (6) months in any twelve (12) month period or for no more than 1040 consecutive hours, whichever comes first without the prior written consent of the Union. Employees of any Morrow County Park may be considered a Temporary Employee for up to eleven (11) months without prior written consent.

SECTION 2. STATUTORY DIVISION OF RESPONSIBILITY

It is recognized that there is a statutory division of responsibility among the County Board of Commissioners, County Clerk, Assessor, Treasurer, Tax Collector, Justice Court, Public Works, Public Health, Planning, Accounting, Veterans, Juvenile and District Attorney with respect to administration of the departments covered by this Agreement. Such statutory division of responsibility will control in the event of conflict with any provision of this Agreement.

SECTION 3. RECOGNITION

The County recognizes the Union as the sole and exclusive bargaining agent for all employees in the bargaining unit for the purpose of negotiations with respect to employment relations as defined by ORS 243.650-762.

SECTION 4. NEW POSITIONS

When any new position which is properly in the bargaining unit is established, the County shall designate a job classification and pay rate for the position. The Union shall be notified thirty (30) days and shall be

afforded an opportunity to meet and discuss the matter. If the Union does not agree that the rate set for the classification is proper, the Union may submit the issue as a grievance under the procedures of Article 5. In any event, the County may implement and fill the position when it deems appropriate.

ARTICLE 2. UNION SECURITY

SECTION 1. DUES DEDUCTION

The County agrees to deduct the uniformly required Union membership dues and other authorized fees or assessments twice each month from the pay of those employees who have authorized such deductions in writing. The amounts so deducted shall be given to the local treasurer as designated by the Union with a list of the employees' subject to the deduction.

SECTION 2. MINIMUM WORKDAYS FOR DEDUCTION

For the purpose of calculating months to determine the beginning or end of the payroll deductions called for in this Article, dues or like amounts shall be deducted for any calendar month during which the employee works ten (10) working days or more.

SECTION 3. HOLD HARMLESS

The Union and the employees hereby hold harmless, acquit and forever release Morrow County, their Commissioners and each and all of their individual officials, officers, employees, agents and insurers, and their successors, individually and collectively, and any and all other persons who might be claimed to be liable from any and all claims of every nature and kind whatsoever, known and unknown, suspected or unsuspected, past, present or future which has been or might be asserted against Morrow County arising out of or in connection with this Article.

SECTION 4. BULLETIN BOARDS

The County agrees to provide adequate space on existing bulletin boards for use by the Union. All materials posted thereon by the Union shall be on Union letterhead stationery or otherwise clearly identified as originating from the Union.

SECTION 5. AFSCME REPRESENTATIVES

Upon approval from the appropriate supervisor, bona fide representatives of the Union shall have access to the premises of the County during working hours to conduct Union business. Such business shall not interfere with or interrupt county operations.

SECTION 6. UNION STEWARDS

Employees selected by the Union to act as Union representatives shall be known as "stewards." The names of employees selected as stewards, and the names of their Union representatives who may represent the employees, shall be certified in writing to the County by the local Union, and the individuals so certified shall constitute the Union grievances committee.

SECTION 7. LABOR & MANAGEMENT MEETINGS

The County and the Union each agree to hold labor and management meetings when requested by either party at a mutually convenient time and place to discuss any matters pertinent to maintaining good

employer/employee relationships.

SECTION 8. NEGOTIATING TEAM

Negotiating times will be scheduled by mutual agreement between the Union and management. Up to three bargaining unit members plus one alternate will be released from work without loss of compensation or paid vacation time off to serve on the negotiating committee or bargaining team.

The members of the team must be declared thirty (30) days in advance for scheduling purposes or as other otherwise agreed.

ARTICLE 3. MANAGEMENT RIGHTS

The County retains all the customary, usual and exclusive rights, decision-making prerogatives, functions and authority connected with or in any way incident to its responsibility to manage the affairs of the County or any part of it. The rights of employees in the bargaining unit and the Union hereunder are limited to those specifically set forth in this Agreement, and the County retains all prerogatives, functions, and the rights not specifically limited by the specific terms of this Agreement.

Without limitation, but by way of illustration, the exclusive prerogatives, functions and rights of the County shall include the following:

- A. To determine the services to be rendered to the citizens of the County.
- B. To determine and to follow the County's financial, budgetary and accounting procedures.
- C. To direct and supervise all operations, functions and policies of the departments in which the employees covered by this Agreement are employed, and in the remainder of the County as such employees covered by this Agreement may be affected thereby, so long as such directions and supervision of such operations, functions and policies are consistent with the terms and provisions of this Agreement.
- D. To establish, revise and implement the standards for hiring, classification, promotion, quality of work, safety materials and equipment.
- E. To determine the need for additional educational courses, training programs, on-the-job training, and cross-training, and to assign employees to such duties for such periods to be determined by the County.
- F. To close or liquidate any office, branch, operations or facility, or combination of facilities, or to relocate, reorganize or combine the work of divisions, offices, branches, operations or facilities for budgetary or other reasons.
- G. To manage and direct the work force including, but not limited to, the right to determine the methods, processes and manner of performing work; the right to hire, promote, transfer within the same pay range and retain employees; the right to lay off; the right to abolish positions or reorganize the departments or divisions (subject to Article 2); the right to determine schedules of work; the right to purchase, dispose of and assign equipment or supplies.
- H. To determine the need for a reduction or an increase in the work force and the implementation of any decision with regard thereto.
- I. To implement new and to revise or discard, wholly or in part, old methods, procedures, materials,

equipment, facilities and standards.

- J. To assign and distribute work and work duties.
- K. To assign shifts, workdays, hours of work and work locations subject to the terms of the Agreement.
- L. To determine the need for and the qualifications of new employees, transfers and promotions.

ARTICLE 4. STRIKES AND LOCKOUTS

SECTION 1. STRIKES

The Union or its members, as individuals or as a group, will not initiate, cause, permit or participate or join in any strike, work stoppage, slowdown, picketing or any other restriction of work at any location in the County during the duration of this agreement. Disciplinary action, including discharge, may be taken by the County against any employee or employees engaged in a violation of this Article, and shall not preclude restrict recourse to any other remedies, including an action for damages, which may be available to the County.

In the event an employee is unable to perform his/her assigned duties because equipment or facilities are not available due to a strike, work stoppage, or slowdown by any other employees, such inability to provide work shall not be deemed a lockout.

SECTION 2. LOCKOUT

There will be no lockout of employees covered by this Agreement by the County as a consequence of any dispute arising during the effective period of this Agreement.

ARTICLE 5. SETTLEMENT OF DISPUTES

SECTION 1. GREIVANCE AND ARBITRATION PROCEDURE

Any dispute which may arise between the parties concerning the application, meaning, or interpretation of this Agreement shall be settled in the following manner:

Step 1 - Informal Discussion.

The affected employee, with or without Union representation will contact their immediate supervisor to meet and discuss alleged contract violation prior to filing a written grievance at step 2.

STEP 2 - Formal Filing

If the issue is unresolved, the Union will submit a written grievance containing the date of occurrence, the act or omission that created the grievance, the Article and Section violated, and the remedy desired within thirty (30) calendar days of the alleged occurrence. Where the issue is not settled at Step 1, the Union shall submit the grievance to the Department Head or designee within thirty (30) calendar days of the alleged occurrence. The Department Head's response shall be due in writing within ten (10) working days of receipt of the grievance.

STEP 3 – Board of Commissioners.

If the grievance remains unresolved, the Union may, within 10 (ten) working days of receiving the Step 2 response (not including the date of response), submit the grievance to the BOC for review. The BOC shall have twenty (20) working days from the date of presentation (not including the date of presentation) in which to respond to the grievance.

STEP 4 - Arbitration.

If the grievance is still unsettled after completion of Step 3, the union may, within ten (10) working days of the written response from the BOC, submit the matter to final and binding arbitration as provided herein. The parties shall first attempt to select an arbitrator who is mutually acceptable. If within ten (10) working days from the request for arbitration the parties are unable to agree upon an arbitrator, the parties shall strike from a list of seven arbitrators. Both the BOC or its designee and the union shall have the right to strike three (3) names from the list. The party requesting arbitration shall strike the first name, and the other party shall then strike one name. The process shall be repeated and the remaining person shall be the arbitrator. The designated arbitrator shall set a time and place for hearing which is agreeable to both parties. Expenses of the arbitrator shall be borne equally by the parties; however, each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim recording of the proceedings, it may cause such a record to be made, provided it pays for the record and makes a copy available without charge to the arbitrator. If the other party desires a copy, both parties shall jointly share the cost of the transcript and all copies. The arbitrator shall have the authority to consider only a claim based upon a specific provision of this Agreement and shall have no authority to add to, modify, or detract from this Agreement.

Any decision of the arbitrator within the scope of this Agreement shall be final and binding upon the parties.

SECTION 2. TIME PERIODS

Time periods specified in this Article may be extended or modified only by mutual consent.

The term "working days" as used herein shall mean those days that the general County offices are open for business.

Failure by the Union to comply with a specified time period shall be considered equivalent to dropping the grievance and the dispute shall not be subject to arbitration as provided herein. If the Union wishes to pursue the grievance despite the time limit default, the grievance may be processed to the BOC. In this instance, the BOC's decision shall be final and binding.

Failure by the County to comply with a specified time period shall constitute rejection of the grievance at that step, thereby automatically moving the grievance to the next step.

SECTION 3. DETERMINATION OF MERIT

The provisions of this Article shall not be interpreted to require that the Union process any grievance through the grievance or arbitration procedure which it believes lacks sufficient merit.

SECTION 4. PROCESSING OF GREIVANCE

Employees will be paid for time spent during their regular working hours meeting with County officials for the purpose of processing grievances or resolving contract administration issues, but will not be paid for meeting time that falls outside their regular working hours. Time off with pay for the purpose of investigating or preparing grievances for arbitration or other third party- hearing will not be allowed. Time off without loss of pay will, however, be allowed when the County requires an employee to attend an arbitration or other third-party hearing on the County's behalf.

ARTICLE 6. PROBATIONARY PERIOD

SECTION 1. NEW EMPLOYEES

Every new employee or current employee hired to fill another position in the bargaining unit that is not a promotion* shall serve a probationary period of six (6) months if in salary range ten (10) or below. Employees in range eleven (11) or higher will serve, a probationary period of twelve (12) months. Upon mutual agreement the probationary period may be extended by six (6) months for employees in salary range ten (10) or below. During the probationary period, the County shall have the right to terminate the employee for any reason, and the employee shall not have recourse to the provisions of Article 5 (the Grievance Procedure) hereof. Except as provided for herein and elsewhere in this Agreement, probationary employees shall be subject to all provisions of this Agreement. Leave and layoff time shall not be credited towards the probationary period.

SECTION 2. PROMOTION OR TRANSFER

An employee selected to fill a job opening that is a promotion or transfer shall have up to six (6) months to demonstrate his/her ability to satisfactorily perform the job. In the event he/she is unable to satisfactorily perform the job within that period, he/she shall have the right to return to his/her last job position with all seniority restored within that classification.

If the employee who was selected to fill the job has not completed his/her initial probationary period, as specified in 6.1 hereof, the above six-month period and the probationary period shall run concurrently.

*A promotion is an appointment to a position in a higher classification.

ARTICLE 7. DISCIPLINE AND DISCHARGE

SECTION 1. TYPES OF DISCIPLINE

Disciplinary actions to be invoked shall be limited to the following: written reprimand, demotion, reduction in pay, suspension without pay, and discharge. Except as provided for in Article 6 hereof, discipline will only be invoked for just cause and be subject to the Grievance Procedure.

SECTION 2. STANDARD

No employee shall be disciplined or discharged except for just cause. Verbal warnings are not considered to be discipline and may not be protested through the grievance procedure.

SECTION 3. PROBATIONARY PERIOD

This article shall not apply to any employee on probation as defined in Article 6 - Probationary Period.

SECTION 4. IMPOSITION

If the County has reason to discipline an employee, it shall make reasonable effort to impose such discipline in a manner that will not unduly embarrass the employee before other employees or the public.

SECTION 5. DUE PROCESS

In the event the County believes an employee may be subject to discipline greater than a written reprimand, the following procedural due process shall be followed:

- A. The employee shall be notified in writing of the charges or allegations that may subject them to discipline.
- B. The employee shall be notified of the disciplinary sanctions being considered.
- C. The employee will be given an opportunity to refute the charges or allegations either in writing or verbally in an informal hearing.
- D. At their request, the employee will be entitled to Union representation at the informal hearing.
- E. In the event of a reduction in pay, dismissal, suspension, or demotion a written statement shall be given to the employee at the time the action is taken. An electronic copy will be sent to the Local Union Sub-Chapter President and Council Representative within seven (7) days at the request of the employee.

SECTION 6. JUST CAUSE STANDARDS

For the purpose of this Agreement just cause shall be determined in accordance with the following guidelines:

- F. The employee shall have some warning of the consequences of the conduct, unless the conduct is of such a nature that no prior warning is necessary in the eyes of a reasonable person.
- G. If a rule or order is the subject of the alleged misconduct, it must be reasonable and applied evenhandedly, if appropriate.
- H. The County must conduct a reasonable investigation.
- I. It must be determined that the employee is guilty of the alleged misconduct or act.
- J. The discipline must be appropriate based on the severity of the misconduct or the actual or likely impact the misconduct has or would have on the employer's operation.
- K. The employee's past employment record shall be considered, if appropriate, based on the severity of the act.

ARTICLE 8. HOURS OF WORK

SECTION 1. WORK HOURS AND WORKWEEK

The regular hours of work each day shall be consecutive except for a lunch period. The regular work week shall consist of not more than 5 consecutive days.

SECTION 2. MEAL PERIODS

All employees shall be granted a minimum of a 1-hour uncompensated meal period during each work shift of more than five hours. The meal period shall normally be taken between 3 and 5 hours after the start of the work shift.

SECTION 3. REST PERIODS

Each employee shall be allowed a 15-minute rest period during the first four (4) hours of his/her shift, and a 15-minute rest period during the second four (4) hours of his/her shift. Whenever reasonable, rest

periods shall be taken at the middle of each four (4)-hour period.

SECTION 4. MINIMUM HOURS

There shall be no guaranteed number of hours of work per day or per week, nor shall there be a guaranteed minimum level of total monthly or annual compensation.

SECTION 5. REPORTING PAY/INCLEMENT CONDITIONS

When, in the judgment of the County, weather conditions require the closing or curtailing of a county office within the employee's regularly scheduled work day and the employees are ordered home by their Supervisor or Department Head, such employees shall not suffer loss of pay for that day. Should the county office remain closed for additional days, such employees may apply accrued vacation or compensatory time for their regularly scheduled shift.

The County may direct employees to remain at home prior to the beginning of the work shift because of inclement weather, hazardous conditions, or other circumstances when work will not be available. If announcement is provided by telephone prior to the employee leaving home, the employee will be authorized the optional use of accrued vacation, compensatory time, or leave without pay during the period in which the employee's work is curtailed.

If the County has not attempted to notify an employee not to report to work and the employee reports as scheduled, s/he shall be provided a minimum of two (2) hours work or two (2) hours pay.

SECTION 6. FLEX TIME

From time to time, and by voluntary mutual agreement between the employee and the supervisor, an alternative to the regularly scheduled day or work week may be worked. A "flexed" schedule may change the starting and/or ending time of one or more work days and may change the number of hours worked in a day or on several days. A flexed schedule will not, however, change the total number of hours worked in the FLSA established weekly work period for the affected employee.

Notwithstanding the requirements of the overtime article and of ORS 653.268, and as specifically allowed by ORS 653.269, a flexed work schedule shall not result in the payment of overtime.

ARTICLE 9. HOLIDAYS

SECTION 1. RECOGNIZED HOLIDAYS

The following shall be recognized as holidays:

New Year's Day	Labor Day
Martin Luther King Jr. Day	Veterans Day
President's Day	Thanksgiving Day
Memorial Day	Employee Appreciation Day (DAT-NYE)
Independence Day	Christmas Day

Full-time employees shall accrue one floating holiday each fiscal year. Employees may take this holiday at times approved by the employer. Floating holidays may only be denied for a legitimate business

purpose. The floating holiday must be used during the year it was accrued. Part-time employees will have this benefit prorated.

In addition to the above, any day designated by the Board of Commissioners as a holiday for bargaining unit members shall be so observed.

SECTION 2. ELIGIBLE EMPLOYEES

All regular, full-time employees shall receive the day of the holiday observance off with pay or, if required to work on the day of the holiday observance, be paid at the rate of 1 1/2 times the regular hourly rate for all hours worked, in addition to the holiday pay.

Only those employees who work or are on leave with pay on their first regularly scheduled working day before and after the holiday shall be eligible for holiday pay. Holidays that fall on a Sunday shall be observed on the following Monday, and holidays occurring on a Saturday shall be observed on the preceding Friday for employees on a Monday through Friday work schedule.

SECTION 3. PART-TIME EMPLOYEES

Part-time employees will receive pro-rated holiday benefits based on the percentage of the employee's FTE status. Part-time employees will have the opportunity to make up any time lost due to the holiday.

SECTION 4. ALTERNATE FULL-TIME WORK SCHEDULES

A holiday is defined as eight (8) paid hours for all full-time employees. When a full-time employee works an alternative schedule to the standard five eight-hour days (5-8s) working the extra hours on other days within the same work week; or take unpaid leave. If the employee would normally work fewer than eight (8) hours on the scheduled holiday, the hours worked within that work week shall be adjusted so that the holiday shall not cause the employee to exceed forty (40) hours in the work week.

If the employee is not scheduled to work on the day of the holiday observance, the employee shall receive the holiday off on another work day within the same work week as agreed by the employee and supervisor or, if a date cannot be mutually agreed, as assigned by the supervisor. It is understood that if the employee chooses to work the actual holiday, the time-and-a-half holiday pay provisions shall not apply.

ARTICLE 10. SICK LEAVE

SECTION 1. ACCRUAL

Full-time employees shall be credited with 3.7 hours of sick leave for each payroll period worked (approximately one (1) day per month) to a maximum of 960 hours (120 days).

Part-time employees shall receive pro rata sick leave accrual based upon the relationship the employee's regularly scheduled work week bears to forty (40) hours.

SECTION 2. UTILIZATION

Employees who have completed one (1) full calendar month of employment may apply previously credited sick leave towards the following:

- A. Illness or injury when such illness or injury prevents the employees from performing the normal job duties of his/her position or other work which may be available.
- B. Non-emergency medical or dental care, provided such care is approved forty-eight (48) hours in advance.
- C. Quarantine as determined by a County Health Official.
- D. To care for an ill member of the employee's immediate family. The immediate family means any relative who has resided continuously in the employee's household for the past year or other relations as follows: mother, mother-in-law, father, father-in-law, brother, brother-in-law, sister, sister-in-law, son, son-in-law, daughter, daughter-in-law, husband, wife, grandparents, grandchildren, legal guardians in the care of the employee, and minors for whom the employee is the legal guardian.

SECTION 3. PHYSICIAN CERTIFICATION

If the County has a reasonable cause for concern, they may require a physician's certification of an employee's ability to perform their job. When the County requires this certification, they will pay costs not covered by the employee's insurance and the employee will be paid as if working.

SECTION 4. EMPLOYEE NOTIFICATION

In the event an employee suffers from sickness and is unable to perform his/her duties, he/she shall notify his/her supervisor (or in the supervisor's absence the Department head or HR Director) of his/her expected absence, and the nature and expected length thereof, within fifteen (15) minutes of the scheduled start of his/her regular work shift. If due to physical incapacity or other cause the employee is unable to provide the above-specified notice, he/she shall cause a spouse or other responsible party to provide the notice on his/her behalf or, if such is not possible, do so at the earliest available opportunity.

SECTION 5. LIMITATIONS

Except as allowed by the County's pension plan, all sick leave benefits shall terminate and/or be forfeited upon termination of employment for any reason.

No County employee shall be entitled to sick leave pay while absent from duty due to the following causes:

- A. Disability arising from any sickness or injury purposely inflicted.
- B. Sickness or disability sustained while on leave of absence without pay.
- C. Inability to properly perform required duties because of intoxication.
- D. Injury or illness for which the employee is or should be eligible for industrial insurance benefits by reason of employment with an employer other than the County.
- E. An on-the-job injury or illness for which the employee is eligible for workers' compensation benefits. However, if such time loss injury is for less than fourteen (14) days, the employee shall be eligible for sick leave benefits for the day of the injury and the following two (2) days.

All employees are insured under a group policy for occupational accidents which result in injury or disease that is directly related to the employees' work. Benefits include medical treatment and care, as well as disability compensation pay during time lost from job.

In the event of extended physical disability due to an occupational accident or disease, the employee will receive workers' compensation insurance benefits and during this time will be considered to be on disability leave from County services. The disability leave will be without wages from the County, but the County will continue to provide group coverage premiums for life, long-term disability, and medical insurance for a maximum period of three (3) months from the time of the disabling circumstance. In accordance with state and federal law, the employee may continue health insurance coverage on a self-pay basis.

If it is established that an employee, incapacitated by reason of occupational injury or disease, may safely resume some form of work but is not physically able to perform the duties of his/her previous position, he/she shall be reinstated in other work that he/she is able to perform if such is available. If the employee refuses such assignment, the County's obligation to retain the employee is ended.

ARTICLE 11. VACATIONS

SECTION 1. ACCRUAL & ELIGIBILITY

Vacation shall accrue in accordance with the following table:

<u>Years of Service</u>	<u>Hours accrued for each pay period</u>	<u>Approx. annual equivalent for full-time employees</u>
0-4	3.70	12 days
5-9	4.32	14 days
10-14	4.93	16 days
15-19	5.54	18 days
20+	6.16	20 days

All service credited for vacation accrual purposes must be continuous. In all cases the actual accrual will be based upon hours accrued per pay period, not annual equivalent. Holiday, Vacation and Sick Leave time, provided it was compensated as if worked, will count as hours worked for purposes of this Section.

Vacation credit shall not be granted to employees during their first six (6) months of service. Upon successful completion of such period, the employee shall, however, have 48 hours of vacation time credited to his/her account.

Part-time employees shall receive pro rata vacation accrual based upon the relationship the employee's regularly scheduled work week bears to forty (40) hours.

SECTION 2. SCHEDULING

Employees shall be permitted to request either a split or single vacation. Whenever possible, consistent with the judgment of the supervisor as to the needs and requirements for vacation relief, employees may schedule their vacation times. Subject to such requirements, vacation time shall be scheduled between employees on the basis of department seniority; provided, however, each employee will be permitted to

exercise seniority once each year. The County shall have the final determination of vacation times based on operations and the availability of vacation relief. To utilize vacation, an employee shall notify his/her supervisor of his/her scheduling request in writing on a form furnished by the County at least two (2) weeks but not more than six (6) months prior to the start of the requested vacation. The supervisor will approve or deny the request within five (5) working days of receipt thereof. However, by mutual agreement between an employee and his/her supervisor, vacation may be taken without such advance notice.

SECTION 3. WORKING DURING VACATION PERIOD

Any employee who is required to work during vacation period shall be paid for all hours worked at a rate of one and one half (1 1/2) times their regular rate of pay for the entire period of the originally scheduled vacation; provided, however, such vacation had been previously approved in advance in accordance with the provisions of Section 11.2. The employee's vacation with pay shall be rescheduled to a future period. If an employee is offered and accepts voluntary work during their scheduled vacation, the work shall not be subject to the foregoing provisions.

SECTION 4. TERMINATION OR DEATH

Upon termination or death of a regular, full-time employee who has completed at least six (6) months of employment, compensation for all accumulated vacation shall be paid to the employee or his/her heirs.

SECTION 5. MAXIMUM ACCRUAL

Employees shall not be allowed to maintain an accrued vacation balance of more than two hundred and fifty-six (256) hours.

Specifically, once an employee has accumulated two hundred and fifty-six (256) hours, no additional vacation time shall be credited to the employee's account until he or she has taken vacation. However, if the employee has not been able to take vacation due to operational conditions, the County may provide the employee with a written waiver to the above restriction for the period of time, normally not to exceed one month, while such conditions remain in effect.

ARTICLE 12. LEAVES WITHOUT PAY

SECTION 1. FAMILY MEDICAL LEAVE

The parties recognize that state and federal law provides for paid and/or non-paid leaves to care for children and other family members. Any disputes regarding the benefits provided under those laws may be pursued through Steps 1 through 3 of the grievance procedures, Article 5 hereof, but shall not be pursued to Step 4, arbitration, or otherwise serve as the basis of a claim of a violation of this Agreement.

SECTION 2. OTHER LEAVES

Leaves of absence for reasons other than the above may be allowed at employer's discretion.

SECTION 3. LEAVE CONDITIONS

While on leave of two weeks or more, an employee shall maintain previously accumulated leave time, but shall not continue to accrue seniority. The employee shall not receive County-paid benefits but may, subject to such restrictions as the carrier may impose, continue to receive medical insurance coverage on a self-pay basis.

ARTICLE 13. LEAVES WITH PAY

SECTION 1. JURY DUTY

Regular, full-time employees shall be granted leave with full pay, computed on the basis of the employee's regularly scheduled work days, at straight-time rate, any time they are required to report for jury duty or jury service.

An eligible employee shall endorse any jury fee (excluding mileage and meal allowances to the County as a condition to the receipt of jury pay. If an employee is excused or dismissed from jury duty or service prior to noon, he/she shall promptly report for work. Any employee required to appear in court in connection with or arising from his/her duties with the County shall also be subject to the above provision, except that any employee appearing on behalf of an action against the County or on behalf of the Union shall receive such time off but shall not be compensated therefore.

SECTION 2. MILITARY/SERVICE LEAVE

Regular employees who enter the Armed Forces of the United States or who report for active or training duty with the National Guard or any reserve component of the Armed Forces shall be entitled to re-employment, seniority, and compensation rights in accordance with the Military Selective Service Act of 1967, as amended, Section 408.290 of the Oregon Revised Statutes, or any other applicable state and federal laws.

SECTION 3. BEREAVEMENT LEAVE

In the event of a death in the employee's immediate family, an employee may be granted leave of absence with pay and benefits not to exceed forty (40) hours. Part-time employees shall receive pro rata Bereavement Leave based upon the relationship of the employee's regularly scheduled work week bears to forty (40) hours. The immediate family means any relative who has resided continuously in the employee's household for the past year or other relations as follows: mother, mother-in-law, father, father-in-law, brother, brother-in-law, sister, sister-in-law, son, son-in-law, daughter, daughter-in-law, husband, wife, grandparents, grandchildren, legal guardians in the care of the employee, and minors for whom the employee is the legal guardian.

ARTICLE 14. COMPENSATION

SECTION 1. WAGE SCHEDULES

Employees shall be compensated in accordance with the wage schedule attached as an addendum to this agreement, and which is hereby incorporated into and made a part of this agreement.

Effective July 1, 2021, the salary schedule will be increased by 3%. Effective July 1, 2022, the salary schedule will be increased by 3%. Effective July 1, 2023, the salary schedule will be increased by 2.5%.

SECTION 2. PAYCHECKS

Pay checks shall be issued every two weeks, on Thursdays. Expense reimbursement shall not be subject to withholding taxes.

SECTION 3. STEP PLAN

For the duration of this Agreement, new employee shall be hired at not less than the minimum rate (Step A) established for their classification. Employees will move one step on the salary schedule after one year of service and satisfactory performance evaluation. Employees hired on or after July 1, 1999 will advance one step every two years thereafter. Employees hired before July 1, 1999 shall continue to move annually on the salary scale. If an employee is promoted prior to their one-year anniversary with the County, they will move up one step after one year of service in the new position and a satisfactory performance evaluation.

SECTION 4. RETIREMENT

The County agrees to maintain its existing retirement plan, subject to the terms and conditions thereof as it applies to employees in the bargaining unit, as follows:

The formula for determining retirement benefits shall be 3% times years of membership, times average monthly earnings for employees hired before December 31, 1994. The formula for determining retirement benefits shall be 2.4% times years of membership, times average monthly earnings for employees hired after December 31, 1994.

All eligible County employees hired on or after July 1, 2020 will be offered the Defined Contribution Retirement Plan. The plan is funded through Employee and County contributions at the rate of: Employee to contribute 6% and the County to contribute 9% for a total of 15%. All newly hired employees will become eligible on the first day of the month following 6 months from the date of hire. When the sum of the months of employment equal 60 months, the employee will be 100% vested.

The County will retain the existing Defined Benefit Retirement Plan for all current employees who were hired before July 1, 2020.

SECTION 5. ON-CALL PAY

On-call shall be defined as periods of time outside the normal work schedule during which qualified employees, approved by the BOC, are required to remain available to respond to emergency situations. An on-call employee's movements are restricted as follows:

A. An employee shall be considered "on-call" when specifically required to be available for work, either in person or by electronic or other means, outside his/her working hours, as mandated by the employee's position.

B. The employee may not consume any substance (including alcohol) that has known mind or function altering effects while on call.

Periods of on-call shall normally be in blocks of sixty (60) hours for week days (fifteen (15) hours per day for the time from 5:00 p.m. until 8:00 a.m., Monday through Thursday) or sixty- three (63) hours for weekends (5:00 p.m. Friday to 8:00 a.m. Monday). The department supervisor shall be responsible for creating and posting a schedule indicating the times that qualified employees are assigned to on-call duty. The standby schedule shall be posted two (2) weeks in advance. Changes in scheduling thereafter may be made by the department supervisor to respond to emergencies. Trading of scheduled on-call duty shall only be permitted with the advance approval of the supervisor.

Employees that are subject to being on-call shall be compensated at the rate of \$2.00 per hour for every hour of time they are scheduled to be on call.

In addition to the on-call compensation, union employees required to physically report to a work location during a period of on-call shall also receive overtime compensation pursuant to the call-out provisions of the union contract.

Notwithstanding Section 15.3 No Pyramiding of this Agreement, employees who are on-call during a holiday shall receive their on-call pay in addition to their holiday pay.

Employees are not eligible for on-call pay as provided for in this section during the lunch hour. If employees are called away from their lunch period to respond to an emergency, they shall be compensated in accordance with wage and hour law and the overtime provisions of this agreement.

SECTION 6. WORKING OUT OF CLASSIFICATION PAY

Work out of classification pay will be the greater of:

1. The classification salary base rate of pay of the higher-level position, or
2. 5% above the employee's regular base rate of pay.

ARTICLE 15. OVERTIME

SECTION 1. DEFINITION

The County may require employees to work overtime on any day, at any hour, and for so long a period of time as is specified.

All overtime shall be pre-authorized by a supervisor except in the case of an emergency. In the event of an emergency and the employee is unable to obtain approval prior to working overtime, the employee shall be required to notify their supervisor at the earliest opportunity.

Employees shall be compensated at the rate of time-and-one-half (1 1/2) for work under the following conditions:

- A. Except as provided for elsewhere in this Agreement, all work performed in excess of eight (8) hours (5/8 schedule) or ten (10) hours (4/10 schedule) in any work day; or
- B. All work performed in excess of forty (40) hours in any work week.

Paid leave hours will count as hours worked for purposes of this section.

SECTION 2. CALLOUT

Callout, to be defined as overtime work performed during hours not immediately prior to or after regularly scheduled working hours, shall be two (2) hours or the actual number of hours worked, whichever is greater, at the overtime rate.

SECTION 3. NO PYRAMIDING

In no event shall compensation be received twice for the same hours.

SECTION 4. FORM OF COMPENSATION

Compensation for authorized overtime, callout and holiday work shall be paid in the form of compensatory time off, or in pay. Compensatory time off shall be scheduled by mutual agreement. Overtime must be recorded by the end of the next work date after the authorized overtime occurred. Compensatory time off accrued by reason of authorized overtime work may not be accrued beyond eighty (80) hours, unless mutually agreed upon in writing between the department head, the BOC, and the employee. Upon promotion, all accrued compensatory time will be retained.

ARTICLE 16. SENIORITY

SECTION 1. DEFINITION

County Seniority is the length of continuous unbroken service, by a regular employee with Morrow County since the employee's last date of hire. An approved non-paid leave of absence that is for two weeks or less in duration shall not affect an employee's seniority date. The period of any such leave which is for more than two consecutive weeks in duration shall not be counted in determining an employee's seniority.

Classification Seniority is the length of continuous unbroken service by an employee within their department and classification of current assignment plus any higher paid class within the department since the employee's last date of hire. An approved non-paid leave of absence shall be treated in the same manner as is provided for in County Seniority above.

SECTION 2. LOSS OF SENIORITY

Employment shall be terminated and all seniority shall be lost for any of the following reasons:

- A. If the employee resigns.
- B. If the employee is discharged.
- C. If the employee retires.
- D. If the employee is laid off for a period in excess of 18 months.
- E. If the employee is absent from work for twenty-five (25) consecutive, hours from the start of the shift missed (i.e., one (1) hour into the shift of the second consecutive workday missed) without notifying his/her supervisor or without being excused in advance by his/her supervisor, unless it can be affirmatively shown that it was impossible for the employee to give such notice.
- F. Failure to notify the County of availability to return to work within two (2) working days after receipt of a notice of recall from a layoff, or failure to report to work upon the date specified in the recall notice.
- G. Securing other employment during a leave of absence, unless agreed to in advance by the supervisor.
- H. While on layoff, failure to register in person or by mail with the supervisor or designee upon change of address, telephone number, and at least once every six (6) months during the period of layoff signifying his/her availability for recall.
- I. No represented employee shall accrue union/bargaining unit seniority if they accept anon- represented County position.

SECTION 3. SENIORITY LIST

Once each year, the County shall post on the work-area bulletin board a seniority list which shall show County Seniority and Classification Seniority.

ARTICLE 17. REDUCTION IN FORCE

SECTION 1. LAYOFF

In the event of a layoff of employees, said employees shall be laid off in inverse order of classification seniority within the County department, and their classification affected by the layoff County shall provide to the Union a minimum of thirty (30) days' notice of intent to lay off employees.

SECTION 2. BUMPING

Only in the event of a layoff shall employees have bumping rights. An employee displaced from his/her job by reason of a layoff shall be entitled to bump or displace an employee in an equal or lower job classification within the affected department provided the displacing employee has greater seniority with the County and has the knowledge and skills to perform the job to which he/she proposes to bump.

The determination as to "knowledge and skills" shall not be subject to grievance arbitration.

SECTION 3. RECALL

Employees shall be recalled from layoff in accordance with the same standards as were employed in making the original layoff determination. Such recall shall be in the inverse order of their layoff

No new employee shall be hired in a classification within the department affected by the layoff until all employees in the classification in the department are recalled.

Recall rights and seniority shall terminate 18 months after the employee's layoff

Notice of recall shall be sent by certified mail, return receipt requested, and marked "Deliver to Addressee Only," to the employee's last-known address on file with the County. If the recall notice is returned to the County without having been delivered, the County shall be under no further obligation to recall that employee. The County shall not require an employee to return from layoff less than fourteen (14) days from the date that the recall notice was sent.

ARTICLE 18. INSURANCE

SECTION 1. MEDICAL

The insurance plan shall be the Regence BlueCross BlueShield of Oregon medical plan Copay Plan F RX7 Preferred Provider (PPP) with a \$500 deductible and with Alternative Care rider, and vision coverage endorsement or such other coverage that is substantially comparable.

The County agrees to pay 92.5% of the premium cost of the medical insurance plan specified above for all full-time employees who elect coverage and enrolled dependents. The County will pay 92.5% of the prorated premium for part-time employees based on the number of hours the employee works per year (so if the employee works 80% of the time, the County will pay 92.5% of 80% of the premium).

If the above referenced insurance plan is not available, the County shall immediately confer with the Union for the purpose of securing a replacement plan. The parties recognize that the County cannot guarantee any specific medical plan or benefit level. However, the County guarantees that it will maintain at a minimum, its current level of monthly dollar contribution toward insurance premiums. In addition, the County will maintain the 92.5% premium cost share during the contract.

SECTION 2. DENTAL

The insurance plan shall be Oregon Dental Service (ODS) Dental Plan II, or such other coverage that is substantially comparable, if available.

The County agrees to pay 92.5% of the premium cost of the dental insurance plan specified above for all full-time employees who elect coverage and enrolled dependents. The County will pay 92.5% of the pro-rated premium for part-time employees based on the number of hours the employee works per year.

If the above referenced insurance plan is not available, the County shall immediately confer with the Union for the purpose of securing a replacement plan. The parties recognize that the County cannot guarantee any specific dental plan or benefit level. However, the County guarantees that it will maintain at a minimum, its current level of monthly dollar contribution toward insurance premiums. In addition, the County will maintain the 92.5% premium cost share during the contract.

SECTION 3. LIFE INSURANCE

The County agrees to continue to provide the existing or an equivalent in the aggregate life insurance plan for each employee.

SECTION 4. LONG TERM DISABILITY

The County agrees to continue to provide the existing or equivalent in aggregate long-term disability insurance plan.

SECTION 5. SECTION 125 PAYROLL DEDUCTION

As allowed by the Internal Revenue Service Code, the County will continue to provide a Section 125 deduction program whereby employees shall have the opportunity to pay for their portion of the above specified insurance programs with untaxed earnings.

SECTION 6. PLAN CHANGES

Whenever the County seeks to make a change in the plans as specified above, they will seek input from the bargaining unit.

To this end, the Union will appoint two-member representatives to the Morrow County Employee Insurance Benefit Committee, with one of the members from the Public Health Department.

SECTION 7. AIR MEDICAL TRANSPORT INSURANCE

The County will purchase a standard annual family membership to an air medical transportation insurance plan for each employee in the bargaining unit. Initial policy application is to be made by the individual employees and will become effective as provided for in the policy. The County's commitment

is limited to the cost of the premium. Any costs not covered by the insurance are the responsibility of the employee.

ARTICLE 19. GENERAL PROVISIONS

SECTION 1. PERSONNEL FILES

An employee shall be provided a copy of any document that is to be placed in his/her personnel file and shall have the right to review the contents of, and to obtain a copy of, items that are in their file. Employees will be required to sign any adverse material placed in their personnel file.

Employees may add written responses to evaluations because they are not subject to the grievance procedure.

SECTION 2. JOB OPENINGS

Whenever there is a job opening, notice of such opening will be posted on the County website for a period of one (1) week prior to the closing deadline, to provide employees the opportunity to submit written application for that job.

SECTION 3. NON-DISCRIMINATION

The parties agree that there will be no discrimination based on race, color, gender, national origin, religion, marital status, age, prior industrial injury, or mental/physical disability, or other protected class unrelated to job performance.

The parties further agree that equal employment opportunity will be provided in all aspects of the employer-employee relationship including, but not limited to, recruitment, hiring, promotions, layoff, termination, demotions, transfers, training, rates of pay, fringe benefits, use of facilities, and other terms, conditions and privileges of employment.

SECTION 4. SAFETY

Employees will not be disciplined for refusing to work under conditions in which a bona fide, unsafe working condition exists. Employees shall report such conditions immediately upon discovery to their supervisor, safety committee or HR Director and the County will take appropriate action, if any.

SECTION 5. MILEAGE REIMBURSEMENT

Employees who drive on County business shall be required to have a valid Oregon driver's license and insurance coverage as required by state law. Travel of employees on official business shall, whenever possible and practical, be by County-owned vehicle. Travel is reimbursed for private auto use on work related matters according to the published IRS rate, with prior department Head approval. Employees who have a county vehicle available to them, and choose to use their private auto for personal convenience will be reimbursed at 50% of the published IRS rate, with prior Department Head approval. Employees must furnish a record of where, when and why they traveled on business in order to receive the mileage allowance. The employee will be responsible for ensuring that sufficient accident and injury insurance coverage exists on their private auto to cover the employees' liability for accident or injury.

ARTICLE 20. SAVINGS CLAUSE

Should any article, section, or portion thereof of this Agreement be held unlawful and unenforceable by any court of competent jurisdiction, or any administrative agency having jurisdiction over the subject matter, such decision shall apply only to the specific article, section, or portion thereof directly specified in the decision. Upon the issuance of any such decision, the parties agree immediately to negotiate a substitute, if possible, for the invalidated article, section, or portion thereof. All other portions of this Agreement, and the Agreement as a whole, shall continue without interruption for the term thereof.

ARTICLE 21. EFFECTIVE DATES

Except where otherwise specifically stated, this Agreement shall become effective on the date of signing, or July 1, 2021 whichever date is later, and shall remain in full force and effect through June 30, 2024. It shall be automatically renewed from year to year thereafter unless either party shall notify the other in writing not later than sixty (60) days prior to the expiration of subsequent anniversary date that it wishes to modify this Agreement for any reason.

EXECUTION OF AGREEMENT

This agreement is executed this 1st day of Sept. 2021, by and between Morrow County and AFSCME Local 2479, Sub Local 002.

SIGNATURES

MORROW COUNTY


Don Russell, Commissioner

X 
Jim Doherty, Commissioner

X 
Melissa Lindsay, Commissioner

AFSCME

X 
Darren Holden, Council Representative

X 
Theresa Crawford, Local President

APPENDIX A: SALARY SCALES

GENERAL SCALE		COLA 3.000%						
2021 - 2022								
	\$2,386.430							
RANGE	POSITION	O	A	B	C	D	E	F
1		1	\$2,386	\$2,506	\$2,631	\$2,763	\$2,901	\$3,046
	Transportation Driver							
2		2	\$2,506	\$2,631	\$2,763	\$2,901	\$3,046	\$3,198
	Janitor							
3		3	\$2,631	\$2,763	\$2,901	\$3,046	\$3,198	\$3,358
	Office Support Veterans							
	Transportation Dispatcher							
	Deputy Clerk							
4		4	\$2,763	\$2,901	\$3,046	\$3,198	\$3,358	\$3,526
	Fixed Route Driver							
	Translator							
	Health Promoter							
	Justice Court Clerk 1							
5		5	\$2,901	\$3,046	\$3,198	\$3,358	\$3,526	\$3,702
	Fair Secretary							
6		6	\$3,046	\$3,198	\$3,358	\$3,526	\$3,702	\$3,887
	Office Assistant							
	Planning Office Assistant							
	Accounting Clerk							
	Healthy Families Home Visitor							
	Road Office Support							
7		7	\$3,198	\$3,358	\$3,526	\$3,702	\$3,887	\$4,082
	Assessment & Tax Clerk							
	Care Coordinator							
	Healthy Families Home Visitor Bilingual							
	Office Assistant Bilingual							
8		8	\$3,358	\$3,526	\$3,702	\$3,887	\$4,082	\$4,286
	Planning Outreach Coordinator							
	Juvenile Office Support Specialist							
	Appraiser Trainee							
	Justice Court Clerk 2							
	Chief Deputy Clerk							
	Planning Office Manager							
9		9	\$3,526	\$3,702	\$3,887	\$4,082	\$4,286	\$4,500
	Assessment & Tax Office Specialist							
	Public Works Administrative Assistant							
	Accounting Technician							
10		10	\$3,702	\$3,887	\$4,082	\$4,286	\$4,500	\$4,725
	Legal Secretary							
	Vererans Service Officer							
	Maintenance Assistant							
	Public Helth. Offc. Mgr./Billing Super.							
11		11	\$3,887	\$4,082	\$4,286	\$4,500	\$4,725	\$4,961
	DD Case Manager							
	Victims Advocate							
12		12	\$4,082	\$4,286	\$4,500	\$4,725	\$4,961	\$5,209
	Planner I							
	Compliance Planner 1							
	Maintenance Associate							
	Juvenile Probation Counselor							
	Support Enforcement Officer							
13		13	\$4,286	\$4,500	\$4,725	\$4,961	\$5,209	\$5,470
	Appraiser I							
	GIS Planning Tech.							
	CD Coordinator/Emergency Coordinator							
	Staff Accountant							
	Deputy Asses./Tax Collector							
14		14	\$4,500	\$4,725	\$4,961	\$5,209	\$5,470	\$5,743
15		15	\$4,725	\$4,961	\$5,209	\$5,470	\$5,743	\$6,030
	Appraiser II							
	Associate Planner							
	Planner II/Associate Planner							
16		16	\$4,961	\$5,209	\$5,470	\$5,743	\$6,030	\$6,332
	RN							
	Community Health Nurse							
	Data Analyst (Assr.)							
17		17	\$5,209	\$5,470	\$5,743	\$6,030	\$6,332	\$6,649
18		18	\$5,470	\$5,743	\$6,030	\$6,332	\$6,649	\$6,981
	Lead Appraiser							
19		19	\$5,743	\$6,030	\$6,332	\$6,649	\$6,981	\$7,330
	Systems Admin./Network Man.							
pre 7/1/99 (moves annually on scale)		post 7/1/99 (moves alternating years on scale)						

GENERAL SCALE		COLA 3.000%						
2022 - 2023								
	\$2,458.02							
RANGE	POSITION	O	A	B	C	D	E	F
1	1	\$2,458	\$2,581	\$2,710	\$2,845	\$2,988	\$3,137	
	Transportation Driver							
2	2	\$2,581	\$2,710	\$2,845	\$2,988	\$3,137	\$3,294	
	Janitor							
3	3	\$2,710	\$2,845	\$2,988	\$3,137	\$3,294	\$3,459	
	Office Support Veterans							
	Transportation Dispatcher							
	Deputy Clerk							
4	4	\$2,845	\$2,988	\$3,137	\$3,294	\$3,459	\$3,632	
	Fixed Route Driver							
	Translator							
	Health Promoter							
	Justice Court Clerk 1							
5	5	\$2,988	\$3,137	\$3,294	\$3,459	\$3,632	\$3,813	
	Fair Secretary							
6	6	\$3,137	\$3,294	\$3,459	\$3,632	\$3,813	\$4,004	
	Office Assistant							
	Planning Office Assistant							
	Accounting Clerk							
	Healthy Families Home Visitor							
	Road Office Support							
7	7	\$3,294	\$3,459	\$3,632	\$3,813	\$4,004	\$4,204	
	Assessment & Tax Clerk							
	Care Coordinator							
	Healthy Families Home Visitor Bilingual							
	Office Assistant Bilingual							
8	8	\$3,459	\$3,632	\$3,813	\$4,004	\$4,204	\$4,414	
	Planning Outreach Coordinator							
	Juvenile Office Support Specialist							
	Appraiser Trainee							
	Justice Court Clerk 2							
	Chief Deputy Clerk							
	Planning Office Manager							
9	9	\$3,632	\$3,813	\$4,004	\$4,204	\$4,414	\$4,635	
	Assessment & Tax Office Specialist							
	Public Works Administrative Assistant							
	Accounting Technician							
10	10	\$3,813	\$4,004	\$4,204	\$4,414	\$4,635	\$4,867	
	Legal Secretary							
	Vererans Service Officer							
	Maintenance Assistant							
	Public Helth. Offc. Mgr./Billing Super.							
11	11	\$4,004	\$4,204	\$4,414	\$4,635	\$4,867	\$5,110	
	DD Case Manager							
	Victims Advocate							
12	12	\$4,204	\$4,414	\$4,635	\$4,867	\$5,110	\$5,366	
	Planner I							
	Compliance Planner 1							
	Maintenance Associate							
	Juvenile Probation Counselor							
	Support Enforcement Officer							
13	13	\$4,414	\$4,635	\$4,867	\$5,110	\$5,366	\$5,634	
	Appraiser I							
	GIS Planning Tech.							
	CD Coordinator/Emergency Coordinator							
	Staff Accountant							
	Deputy Asses./Tax Collector							
14	14	\$4,635	\$4,867	\$5,110	\$5,366	\$5,634	\$5,916	
15	15	\$4,867	\$5,110	\$5,366	\$5,634	\$5,916	\$6,211	
	Appraiser II							
	Associate Planner							
	Planner II/Associate Planner							
16	16	\$5,110	\$5,366	\$5,634	\$5,916	\$6,211	\$6,522	
	RN							
	Community Health Nurse							
	Data Analyst (Assr.)							
17	17	\$5,366	\$5,634	\$5,916	\$6,211	\$6,522	\$6,848	
18	18	\$5,634	\$5,916	\$6,211	\$6,522	\$6,848	\$7,190	
	Lead Appraiser							
19	19	\$5,916	\$6,211	\$6,522	\$6,848	\$7,190	\$7,550	
	Systems Admin./Network Man.							
pre 7/1/99 (moves annually on scale)		post 7/1/99 (moves alternating years on scale)						

GENERAL SCALE		COLA 2.500%						
2023- 2024								
	\$2,519.47							
RANGE	POSITION	O A	B	C	D	E	F	
1		1	\$2,519	\$2,645	\$2,778	\$2,917	\$3,062	\$3,216
	Transportation Driver							
2		2	\$2,645	\$2,778	\$2,917	\$3,062	\$3,216	\$3,376
	Janitor							
3		3	\$2,778	\$2,917	\$3,062	\$3,216	\$3,376	\$3,545
	Office Support Veterans							
	Transportation Dispatcher							
	Deputy Clerk							
4		4	\$2,917	\$3,062	\$3,216	\$3,376	\$3,545	\$3,722
	Fixed Route Driver							
	Translator							
	Health Promoter							
	Justice Court Clerk 1							
5		5	\$3,062	\$3,216	\$3,376	\$3,545	\$3,722	\$3,909
	Fair Secretary							
6		6	\$3,216	\$3,376	\$3,545	\$3,722	\$3,909	\$4,104
	Office Assistant							
	Planning Office Assistant							
	Accounting Clerk							
	Healthy Families Home Visitor							
	Road Office Support							
7		7	\$3,376	\$3,545	\$3,722	\$3,909	\$4,104	\$4,309
	Assessment & Tax Clerk							
	Care Coordinator							
	Healthy Families Home Visitor Bilingual							
	Office Assistant Bilingual							
8		8	\$3,545	\$3,722	\$3,909	\$4,104	\$4,309	\$4,525
	Planning Outreach Coordinator							
	Juvenile Office Support Specialist							
	Appraiser Trainee							
	Justice Court Clerk 2							
	Chief Deputy Clerk							
	Planning Office Manager							
9		9	\$3,722	\$3,909	\$4,104	\$4,309	\$4,525	\$4,751
	Assessment & Tax Office Specialist							
	Public Works Administrative Assistant							
	Accounting Technician							
10		10	\$3,909	\$4,104	\$4,309	\$4,525	\$4,751	\$4,988
	Legal Secretary							
	Vererans Service Officer							
	Maintenance Assistant							
	Public Helth. Offc. Mgr./Billing Super.							
11		11	\$4,104	\$4,309	\$4,525	\$4,751	\$4,988	\$5,238
	DD Case Manager							
	Victims Advocate							
12		12	\$4,309	\$4,525	\$4,751	\$4,988	\$5,238	\$5,500
	Planner I							
	Compliance Planner 1							
	Maintenance Associate							
	Juvenile Probation Counselor							
	Support Enforcement Officer							
13		13	\$4,525	\$4,751	\$4,988	\$5,238	\$5,500	\$5,775
	Appraiser I							
	GIS Planning Tech.							
	CD Coordinator/Emergency Coordinator							
	Staff Accountant							
	Deputy Asses./Tax Collector							
14		14	\$4,751	\$4,988	\$5,238	\$5,500	\$5,775	\$6,063
15		15	\$4,988	\$5,238	\$5,500	\$5,775	\$6,063	\$6,367
	Appraiser II							
	Associate Planner							
	Planner II/Associate Planner							
16		16	\$5,238	\$5,500	\$5,775	\$6,063	\$6,367	\$6,685
	RN							
	Community Health Nurse							
	Data Analyst (Assr.)							
17		17	\$5,500	\$5,775	\$6,063	\$6,367	\$6,685	\$7,019
18		18	\$5,775	\$6,063	\$6,367	\$6,685	\$7,019	\$7,370
	Lead Appraiser							
19		19	\$6,063	\$6,367	\$6,685	\$7,019	\$7,370	\$7,739
	Systems Admin./Network Man.							
pre 7/1/99 (moves annually on scale)			post 7/1/99 (moves alternating years on scale)					