

Employee Group 83 Classified Confidential - Professional

Effective Date: April 4, 2015 Issued Date: 03/23/2015

Job Code & Description	Grade	Step	Hourly Rate
	03R	1: Start	18.98
	03R	2: 1 year (2080)	20.51
	03R	3: 2 year (4160)	21.54
	03R	4: 3 year (6240)	22.59
	03R	5: 4 year (8320)	23.75
	03R	6: 5 year (10,400)	24.91
	03R	7: 10 year (20,800)	25.66
	03R	8: 15 year (31,200)	26.47
	05R	1: Start	20.16
	05R	2: 1 year (2080)	21.74
	05R	3: 2 year (4160)	22.87
	05R	4: 3 year (6240)	23.98
	05R	5: 4 year (8320)	25.17
	05R	6: 5 year (10,400)	26.40
	05R	7: 10 year (20,800)	27.19
	05R	8: 15 year (31,200)	28.06
320010 BUDGET ASSISTANT 160110 RESEARCH ANALYST I	07R	1: Start	21.32
	07R	2: 1 year (2080)	23.08
	07R	3: 2 year (4160)	24.21
	07R	4: 3 year (6240)	25.45
	07R	5: 4 year (8320)	26.71
	07R	6: 5 year (10,400)	28.03
	07R	7: 10 year (20,800)	28.86
	07R	8: 15 year (31,200)	29.79
120110 HUMAN RESOURCES CONSULTANT I	08R	1: Start	21.97
	08R	2: 1 year (2080)	23.78
	08R	3: 2 year (4160)	24.95
	08R	4: 3 year (6240)	26.16
	08R	5: 4 year (8320)	27.49
	08R	6: 5 year (10,400)	28.86
	08R	7: 10 year (20,800)	29.73
	08R	8: 15 year (31,200)	30.69

120111 HUMAN RESOURCES CONSULTANT II	11R	1: Start	24.00
	11R	2: 1 year (2080)	25.96
	11R	3: 2 year (4160)	27.25
	11R	4: 3 year (6240)	28.60
	11R	5: 4 year (8320)	30.05
	11R	6: 5 year (10,400)	31.52
	11R	7: 10 year (20,800)	32.39
	11R	8: 15 year (31,200)	33.54
320011 BUDGET ANALYST	13R	1: Start	25.47
	13R	2: 1 year (2080)	27.53
	13R	3: 2 year (4160)	28.92
	13R	4: 3 year (6240)	30.30
	13R	5: 4 year (8320)	31.83
	13R	6: 5 year (10,400)	33.46
	13R	7: 10 year (20,800)	34.44
	13R	8: 15 year (31,200)	35.53
	14R	1: Start	26.22
	14R	2: 1 year (2080)	28.35
	14R	3: 2 year (4160)	29.75
	14R	4: 3 year (6240)	31.26
	14R	5: 4 year (8320)	32.78
	14R	6: 5 year (10,400)	34.44
	14R	7: 10 year (20,800)	35.45
	14R	8: 15 year (31,200)	36.62
120112 HUMAN RESOURCES CONSULTANT III 120301 RISK ANALYST	015	1: Start	27.01
	015	2: 1 year (2080)	29.19
	015	3: 2 year (4160)	30.62
	015	4: 3 year (6240)	32.17
	015	5: 4 year (8320)	33.76
	015	6: 5 year (10,400)	35.45
	015	7: 10 year (20,800)	36.54
	015	8: 15 year (31,200)	37.74

129997 SELECTION AND VALIDATION SPECIALIST	16R	1: Start	27.73
	16R	2: 1 year (2080)	29.98
	16R	3: 2 year (4160)	31.49
	16R	4: 3 year (6240)	33.05
	16R	5: 4 year (8320)	34.70
	16R	6: 5 year (10,400)	36.44
	16R	7: 10 year (20,800)	37.52
	16R	8: 15 year (31,200)	38.74
320012 SENIOR BUDGET AND MANAGEMENT ANALYST 120610 WORKERS COMPENSATION CLAIMS ADMINISTRATOR	19R	1: Start	30.41
	19R	2: 1 year (2080)	32.82
	19R	3: 2 year (4160)	34.48
	19R	4: 3 year (6240)	36.20
	19R	5: 4 year (8320)	38.01
	19R	6: 5 year (10,400)	39.92
	19R	7: 10 year (20,800)	41.06
	19R	8: 15 year (31,200)	42.43
	20R	1: Start	31.30
	20R	2: 1 year (2080)	33.83
	20R	3: 2 year (4160)	35.53
	20R	4: 3 year (6240)	37.29
	20R	5: 4 year (8320)	39.15
	20R	6: 5 year (10,400)	41.10
	20R	7: 10 year (20,800)	42.31
	20R	8: 15 year (31,200)	43.71
320020 CHIEF BUDGET ANALYST	26R	1: Start	37.35
	26R	2: 1 year (2080)	40.40
	26R	3: 2 year (4160)	42.35
	26R	4: 3 year (6240)	44.51
	26R	5: 4 year (8320)	46.73
	26R	6: 5 year (10,400)	49.05
	26R	7: 10 year (20,800)	50.52
	26R	8: 15 year (31,200)	52.15

BENEFITS:

VACATION

<u>Years of Service</u>	<u>Hours of Vacation</u>
1st year thru 4 year	17 days (.0654)
5 th year thru 7 th year	20 days (.0769)
8th year thru 15th year	24 days (.0923)
16th year thru 19th year	27 days (.1038)
Twenty years and beyond	28 days (.1077)

Vacation accrual rate shall be determined based on calendar years of service for both part-time and full-time employees.

VACATION CASH IN

Employees may request compensation in cash for up to one week of unused vacation within each calendar year. Payment will be at the discretion of the Department Head and additionally, limited by the availability of funds in the Department's Budget. Such election must be made in writing on or before December 1 of each calendar year

HOLIDAY ELIGIBILITY

In order to be eligible for holiday with pay, an employee must be employed as of the date of the holiday and have paid hours, excluding overtime, on the payroll for that pay period. Paid hours include hours actually worked, vacation time used, compensatory time used, paid leave and sick leave.

Effective June 1, 2013: Temporary employees are no longer eligible for holiday pay.

2015 HEALTH INSURANCE

Single: The Employer will contribute \$398.88 - \$553.26 per month for the 2015 single insurance contribution depending on the employee's plan choice.

The City will contribute \$85 each month into a VEBA/HRA for full-time employees choosing the SINGLE Open Access Deductible plan. Enrollment is automatic.

Family: The Employer will contribute \$748.22 - \$1,300.53 per month for the 2015 family insurance contribution depending on the employee's plan choice.

The City will contribute \$45 each month into a VEBA/HRA for full-time employees choosing the FAMILY Open Access Deductible plan. Enrollment is automatic.

OVERTIME

Grade 11 or below shall receive overtime compensation in accordance with the Fair Labor Standards Act (FLSA) only after 40 hours worked (not paid) per week.

Effective January 1, 2013: Eliminated compensatory time or overtime pay for professional employees in Grade 12 and above. Professional employees in Grade 12 or above may be awarded administrative leave in increments of one-half day (four hours), separate from other forms of leave. Employees may earn a maximum of 80 hours of administrative leave time. (See Article 3.13)

REINSTATEMENT AFTER LAYOFF

Two years

SEVERANCE PAY

Effective January 1, 2013:

If an employee requests severance pay and if the employee meets the eligibility requirements set forth in Article 22 of the contract, he/she will be granted severance pay in an amount equal to a maximum as shown below based on the number of sick leave credits accumulated and minimum years of service:

<u>10 years of service & accrued sick leave hours:</u>	<u>Severance pay amount</u>
600	\$ 6,000
700	\$ 7,000
800	\$ 8,000
900	\$ 9,000
1000	\$10,000
1100	\$11,000
1200	\$12,000
1300	\$13,000
1400	\$14,000
1500	\$15,000
1600	\$16,000
1700	\$17,000

*For employees hired or transferred to the City after 2/27/98, any time spent working for the I.S.D. #625 will not count toward their length of service for severance pay.

For any employee who is eligible to receive severance from the City, the City will contribute 105% of the full amount of their severance payment to a Post Employment Health Plan (PEHP) in lieu of any cash payment to the employee. (Payment made in February of the year following year of retirement.)

Any employee who is eligible to receive Severance from the City under Article 22 shall have his/her accrued but unused vacation contributed to a Post Employment Health Plan (PEHP) in lieu of cash payment to the employee. Such amounts shall be made at the time of retirement.

CALL-IN PAY

When an employee is called to work, he/she shall receive two (2) hours pay if not put to work. If he/she is called to work and commences work, he/she shall be guaranteed four (4) hours pay, or one and one-half 1.5 times the employee’s normal hourly rate for the actual number of hours worked, whichever is greater.

OUT OF TITLE

After ten (10) consecutive days

FUNERAL LEAVE

Three (3) days of such leave to attend the funeral of the employee’s grandparent or grandchild.

Leave with pay for such period of time as the Head of the Department deems necessary, on account of death of the employee’s mother, father, spouse, child, brother, sister, mother-in-law, father-in-law, or other person who is a member of the household.

UNION LEAVE

Any employee elected or appointed to a full-time paid position by the exclusive representative may be granted a leave of absence without pay for not more than one (1) year for the purpose of conducting the duties of the exclusive representative.

SICK LEAVE FOR DEPENDENT CARE

In the case of a serious illness or disability of an employee's child, parent or household member, the head of the department shall grant leave with pay in order for the employee to care for or make arrangements for the care of such sick or disabled persons. Such paid leave shall be drawn from the employee's accumulated sick leave credits. Use of such sick leave shall be limited to 40 hours per incident.

SICK LEAVE ACCRUAL

Effective January 1, 2006: Sick leave shall accumulate at the rate of .0539 of a working hour for each full hour on the payroll, excluding overtime. 14 days per year.

SICK LEAVE CONVERSION

Employees with more than 180 days of accumulated sick leave may convert a maximum of ten (10) days of sick for five (5) days of vacation within an IRS payroll reporting year.

POST EMPLOYMENT HEALTH PLAN

Employees with at least one (1) year of service shall be eligible for an Employer contribution of \$260 into a Post Employment Health Plan account. To be paid by April 1 of the following year. (See Article 25 for eligibility requirements.)

LIFE INSURANCE

\$50,000 for all eligible employees.