

MEMORANDUM OF UNDERSTANDING

between the
COUNTY OF SAN BENITO



and the
**SERVICE EMPLOYEES
INTERNATIONAL UNION,
AFL-CIO, CLC, LOCAL 521**



representing the
**SAN BENITO COUNTY EMPLOYEES
ASSOCIATION**

for the period

OCTOBER 1, 2013 TO September 30, 2015

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PREAMBLE

Both the County of San Benito and the San Benito County Employees Association/SEIU Local #521, agree that the purpose of this Memorandum of Understanding is to ensure that all County employees be treated with mutual respect, dignity, and fairness. To that end, it is the expressed goal of the County of San Benito to use a system of personnel administration that will be unbiased in the recruitment, examination appointment, training, promotion, transfer, layoff, removal, and discipline of employees.

All rules, practices, and policies will be applied equally and impartially. The County of San Benito recognizes this to be important for the resolution of employee grievances and disputes.

It is the goal of the County of San Benito and San Benito County Employees Association/SEIU Local #521, that it is in our mutual interest to foster harmonious labor management relations and to create a work place environment that is healthy, cooperative, supportive and mutually trusting.

The County and Union further agree that the purpose of the County organization is to provide public service and both further agree that they shall strive to achieve excellence in the provision of services to County residents. All residents/clients of the County organization shall be treated with respect, dignity, and fairness.

This preamble expresses the mutual intent of the parties. It is not subject to the grievance procedure.

**ARTICLE 1.
PARTIES TO THE AGREEMENT**

This Memorandum of Understanding has been executed by a representative of the Board of Supervisors of the County of San Benito and the County Administrative Officer, hereinafter referred to as the County, and by a representative(s) of the San Benito County Employees Association / Service Employees International Union (SEIU), Local 521, CTW –CLC, hereinafter referred to as the Union

**ARTICLE 2.
NON-DISCRIMINATION IN EMPLOYMENT**

No person applying for employment or employed by the County of San Benito shall be unlawfully discriminated against, according to state and federal law, because of race, color, religion, marital status, national origin, ancestry, age (over 40), veterans status, sex (sexual, gender based, pregnancy/childbirth), sexual preference or orientation, pregnancy, parenthood, political affiliation or political belief, physical or mental disability, Union activity or lack thereof, or on any other basis prohibited by applicable Federal and State law.

**ARTICLE 3.
AUTHORIZED AGENTS**

For the purpose of administering the terms and provisions of this Memorandum of Understanding, the following authorized agents have been designated:

- A. County's principal authorized agent shall be the Administrative Officer or his/her duly authorized representative.

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County of San Benito
481 4th Street
Hollister, CA 95023

- B. Union's authorized agent shall be the President, or his/her duly authorized representative.

SEIU Local #521
334 Monterey Street
Salinas, CA 93901

**ARTICLE 4.
RECOGNITION**

The Union is hereby acknowledged as the recognized employee organization for the purpose of meeting and conferring in good faith under the auspices of Section 3500 et seq of the Government Code of the State of California. The job classifications included in the General Unit are listed in Appendix A.

**ARTICLE 5.
MANAGEMENT RIGHTS**

Except as otherwise limited by a specific term and/or right delineated in this Agreement or applicable state or federal laws, including Sections 3500-3511 of the California Government Code, the County has and retains the sole and exclusive rights and functions of management, but not limited to, the following:

1. To determine the nature and extent of services to be performed, as well as the right to determine and implement its public function and responsibility.
2. To manage all facilities and operations of the County including the methods means and personnel by which the County operations are to be conducted.
3. To determine hours of operation and assign work.
4. To establish, modify or change work standards.
5. To direct the work force, including the right to hire, assign, promote, demote or transfer any employee.
6. To determine the location of all work assignments and facilities.
7. To determine the layout and the machinery, equipment or materials to be used.
8. To determine processes, techniques, methods and means of all operations, including changes, allocation and adjustments of any machinery or equipment, except where such impacts employee safety.
9. To determine the size and composition of the work force.
10. To determine policy and procedures affecting the selection and/or training of employees.

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11. To establish, assess and implement employee performance standards, including, but not limited, quality and quantity standards; the assessment of employee performances; and the procedures for said assessment.
12. To control and determine the use and location of County employees, property, material and equipment.
13. To determine appropriate staffing levels.
14. To determine safety, health and property protection measures within the extent of the law.
15. To transfer work from one job site to another or from one location to another.
16. To introduce new, improved or different methods of operations, or to change existing methods.
17. To layoff employees from duty for lack of work, lack of funds or other reasonable and legitimate operational needs and to temporarily furlough employees for budgetary reasons.
18. To reprimand, suspend, discharge or otherwise discipline employees.
19. To establish, determine or eliminate job classifications and assigned salaries.
20. To take all necessary actions to carry out its mission in emergencies.

The County reserves and retains, solely and exclusively, all of the rights, privileges and prerogatives which it would have in the absence of this agreement, except to the extent that such rights, privileges and prerogatives are specifically abridged by express provisions of this agreement.

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| ARTICLE 6. UNION RIGHTS |
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6.1 REPRESENTATION

The Union has the exclusive right to represent employees in the representation unit as specified by state law and pursuant to the County Employer Employee Relations Resolution. The Union will notify the County and maintain such notice during the term of this Agreement of its elected officers and directors as well as its staff employees.

The Union may select up to four (4) persons, in addition to its staff members to act as official representatives and will notify the County as to those individuals so selected.

Official representatives shall represent the Union in jointly scheduled meetings with the County to address matters of mutual concern. Union official representatives who are County employees may utilize time during normal working hours for meeting and conferring with authorized representatives of the County subject to advance scheduling. When practicable, the Union will provide the County with at least seventy-two (72) hours advance notice. Such meetings will normally be scheduled during regular working hours.

6.2 STEWARD PROGRAM

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The Union may appoint regular employees at a work site to serve as official representatives (stewards) where they are employed. The functions of the stewards shall be to inform other bargaining unit employees of their rights and responsibilities under this Agreement, to ascertain that the terms and conditions of this Agreement are being observed and to investigate and assist in the processing of grievances. The union may select up to sixteen (16) stewards county-wide, however, the Union should select no more than four (4) stewards from any one department.

The Union agrees to notify the County in writing of the names and titles of the departmental steward(s) representing employees and shall send a copy of such notice to the Personnel Director within 20 days of a request for such information. Changes to the listing of stewards will be provided by the Union as they occur. Only employees named on the current list will be recognized by the County as stewards of the Union.

Stewards shall be subject to the following:

- A. Stewards shall be authorized a reasonable amount of time off without loss of pay to investigate and present grievances and disciplinary appeal of employees in the department to which the steward(s) are assigned subject to the restriction in I below.
- B. Stewards shall have the right to serve as a representative for employees in grievance matters in accordance with the grievance and disciplinary appeals provisions of the Agreement. No more than one (1) steward may assist in the investigation or processing of a grievance.
- C. Before performing grievance and disciplinary appeal work, the steward will obtain the permission of his/her supervisor and shall report back to his/her supervisor when the grievance or disciplinary work is completed. Where immediate approval is not granted, the supervisor shall inform the steward of the reasons for the denial and establish an alternate time when the steward can reasonably be expected to be released from his/her work assignment.
- D. After receiving approval of his/her immediate supervisor, a steward shall be allowed reasonable time off during working hours, without loss of time or pay, to investigate and present such grievances and appeals. The immediate supervisor will authorize the steward to leave his/her work whenever the supervisor determines that the steward's absence will not interfere with the work of the unit.
- E. When a steward desires to contact an employee, the steward shall first contact the immediate supervisor of that employee, advise of the nature of the business, and obtain release by the supervisor to meet with the employee. When, in the best judgment of the supervisor, the investigation would interfere with the work of the unit, the supervisor will notify the steward when he/she can reasonably expect to contact the employee.
- F. Stewards shall receive no overtime for time spent performing a function of a steward.
- G. Stewards shall not conduct Union business on County time, except as specifically authorized by this Memorandum of Understanding.

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- H. Stewards shall be responsible for the full and prompt performance of their workload.
- I. Stewards may represent employees against whom disciplinary action is pending subject to the following restrictions:
- J. The steward agrees that the issues which gave rise to the proposed disciplinary action are confidential in nature and will not be discussed with other employees, representatives or the news media, or others who do not have a direct need to know the details of the proposed discipline. The County may refuse to recognize or to deal with a steward who violates this confidentiality.
- K. Department management may require that disciplinary representation in a particular disciplinary appeal only be accorded through stewards who are also employees of the same department or by a Union staff representative.

6.3 UNION ACCESS

Authorized Union staff representatives shall have reasonable access to work locations in which employees covered hereby are employed in accordance with the MMBA. Routine contacts not involving the investigation of grievance/disciplinary matters shall take place during non-working hours. Authorized Union staff representatives desiring such access shall first request, in writing, access from the Department Head, Assistant Department Head or Deputy Department Head, at which time the authorized representative shall inform said management representative of the purpose of the visit. Access to the work location may be denied if it is deemed that a visit at that time will interfere with the operations of the department or facility thereof, in which event said management representative will offer an alternative time and/or location. In cases where management denies access to a work location and the issue which gives rise to the request for access is one of employee health or safety, then the department shall provide controlled or escorted access. In the event of denial of access, the Department will, contingent upon written request by the Union, identify in writing the specific reasons for the denial within 7 working days.

Upon request by the County, the Union shall give to each department head, having employees in the unit, and the Personnel Director, a written list of the names of all authorized Union staff representatives, which list shall be kept current by the Union. Access to work locations shall only be granted to Union staff representatives on the current list.

6.4 BULLETIN BOARD

Where such space is available, the County will furnish for the use of the Union, reasonable bulletin board space at reasonable locations. If space is not available on County bulletin boards, the Union may install, at its own expense, bulletin boards at locations approved by the County Administrative Office. Union installed boards shall be of reasonable size and construction as approved by the County Administrative Office. Such bulletin board space shall be used only for the following subjects:

- Union recreational, social, and related news bulletins;
- Scheduled Union meetings;
- Information concerning Union Chapter and/or Union Executive Board elections or the results thereof;

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- Reports of official business of Union including reports of committees or the Board of Directors;
- All material shall clearly state that it is prepared and authorized by the Union;
- No elections materials concerning any Local, State or Federal candidates and/or ballot measures or Union's endorsement of such candidates and ballot measures may be posted on any bulletin board in the County of San Benito; and

The parties agree that notices posted on County bulletin boards shall not contain anything that may reasonably be construed as maligning or derogatory to the County or the Union or its representatives.

6.5 USE OF COUNTY MAIL SYSTEM

The Union may use the County mail system for the following limited purposes:

- To send communications to the Administrative Officer, department heads or other management personnel.
- To send communications to members of the Union Board of Directors and officially designated shop stewards. Such communications shall not be for or include other material to be distributed to general employees.

6.6 DEPARTMENT MEETINGS

Upon agreement regarding an agenda, a department head and his/her designees and designated department Union stewards may meet as needed to discuss issues of mutual concern. Meetings shall be held during the department's normal business hours. The parties to the meetings shall have no authority to change the wages, hours, terms and conditions of this agreement.

6.7 BOARD OF SUPERVISORS MEETINGS

On a case-by-case basis, the County will consider authorizing release time for an employee representative to attend Board of Supervisors meetings when matters within the scope of representation are agendaized for Board action.

6.8 UNION LEAVE OF ABSENCE

The County may grant time off, up to a maximum of five (5) working days, to employees for official Union business, so long as the number of employees absent for Union business does not impose an unreasonable burden on the County. Employees must provide adequate notice to the department. All requests for union leaves must be approved by the employee's department head. The employee's accrued vacation and compensatory leaves must be exhausted prior to granting unpaid leave, in accordance with the Personnel Policies and Procedures for unpaid leaves of absence.

ORGANIZATIONAL SECURITY

6.9 AGENCY SHOP

- 6.9.1 It is the mutual intention of the parties that the provisions of this procedure protect the rights of individual employees without restricting the Union's right to require every bargaining unit employee, except those exempt from these provisions, to pay a fair share of the cost of collective bargaining activities.
- 6.9.2. Except as expressly exempted herein, employees in the bargaining unit who do not maintain membership in good standing in the Union are required, as a condition of continued employment, to pay service fees to the Union, in amounts that do not exceed the periodic dues of the Union for the duration of this Agreement.
- 6.9.3. No employee shall be obligated to pay dues or service fees to the Union until the first of the month following thirty (30) calendar days after the employee first comes into the bargaining unit. The County shall notify the Union of new bargaining unit employees, within thirty (30) calendar days of the date the employee is hired.
- 6.9.4. Any employee who is a member of a bona fide religious body or sect, that has historically held conscientious objections to joining or financially supporting public employee organizations shall not be required to join, maintain membership in, or pay service fees to the Union as a condition of employment. Such exempt unit employees will be required to submit to the Union satisfactory evidence of that person's membership in such a religion, body or sect. Such employee shall be required, in lieu of a service fee required by this Agreement, to pay sums equal to such service fee to a non-religious and non-labor organization exempt from taxation under Section 501(c)(3) of Title 26 of the Internal Revenue Code.
- 6.9.5. Any employee claiming this religious exemption shall, as a condition of continued exemption from the requirement of paying service fees to the Union, furnish the Union and the County with copies of receipts from the charity selected, as proof that such payments have been made, or shall authorize payroll deduction of such payments.
- 6.9.6. During the month of May only of each calendar year, an employee may elect to change their Union dues membership to fee payer or religious exemption status. This provision in no way restricts an employee from initiating Union dues authorization at any time during a calendar year.

6.10 DUES AND FEE SERVICE DEDUCTIONS

- 6.10.1. The Union has the sole and exclusive right to have employee organization membership dues and service fees deducted by the County for employees in the bargaining unit.
- 6.10.2. The County shall deduct, in accordance with the Union's dues and service fee schedule, dues, service fees, or payments to charity in lieu of service fees from the wages of all employees who are members of the bargaining unit.
- 6.10.3. The County shall, without charge, pay to the Union upon deduction all sums so deducted, except that the County shall pay to the designated charity sums deducted in lieu of service fees from the wages of employees who qualify for the religious exemption pursuant to this Agreement.

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- 6.10.4. The County shall upon request from the union, but no more frequent than quarterly, without charge, furnish the Union with an alphabetical list of all employees in the bargaining unit, identifying them by name, months per year in paid status, and annual salary.
- 6.10.5. The County shall notify the Union representative if any member of the bargaining unit revokes a dues, service fee, or payment in lieu of service fee authorization.
- 6.10.6. The County shall deduct and pay to the Union service fees for each bargaining unit employee who is not a Union member in good standing and who is obligated to pay such fees, pursuant to this Agreement. A payroll deduction authorization form shall not be required for such deductions. If an employee fails to meet the obligation to pay dues, service fees, or payments to charity in lieu of service fees, upon notice of such failure in writing by the Union to the County, this shall be considered grounds for the County to terminate the employee. The Union, at its option, may elect to waive its rights to demand termination and instead use the judicial process to compel payment.

6.11 HOLD HARMLESS PROVISION

The Union agrees to defend, indemnify and hold harmless the County and its officers, employees and agents against all claims and liability arising out of any actions taken by the County under this Article, provided that the County has complied with the terms of this Article, and has timely notified the Union of any proceeding, court, or administrative action against the County under this Article.

6.12 DISPUTE RESOLUTION

In the event there is a dispute over the interpretation or administration of these procedures, the Union and County agree to submit the dispute to a neutral hearing officer selected from a list provided by the State Mediation and Conciliation Service. The Hearing Officer shall hold an informal hearing during which the dispute will be heard. Thereafter, the Hearing Officer shall issue a decision, which shall be final and binding. The Union and County agree that review of the Hearing Officers' decision shall be as provided for final arbitration awards pursuant to CCP § 1280, et seq.

6.13 NEW EMPLOYEE ORIENTATION

The County will permit, with release time, an SEIU Representative to address new hires during the County new hire orientation. The Union Representative will be given 15-20 minutes at the conclusion of the orientation session to address bargaining unit employees who wish to remain for a brief informational presentation. The purpose of this setting is to present administrative information to new employees regarding contact information, SEIU programs available to San Benito members and membership information. The parties agree that neither will malign or make derogatory comments of the other as part of the new employee orientation. County has the right to attend this SEIU session.

Subject to departmental approval of release times, the Union may select one (1) steward or Chapter Board member to participate in the presentation.

**ARTICLE 7.
SAFETY**

7.1 WORK ENVIRONMENT

The County recognizes its obligation to provide a safe place of employment for its employees. To assist in accomplishing this goal, it is agreed that the County reserves the right to adopt reasonable departmental rules and regulations, which become effective when posted.

The Union agrees that it is the duty of all employees to comply with all reasonable rules and regulations and to be alert to all unsafe places, equipment and conditions and to report any such unsafe practices or conditions to their immediate supervisor.

7.2 COUNTY-WIDE HEALTH AND SAFETY COMMITTEE

The County-wide Safety Committee shall consist of one Department Safety Representative (DSR) from each department. If a department has multiple locations, there may be more than one DSR. DSR's shall be appointed from all employee groups. The Union may participate in the selection process. Paid Union officers may attend the safety committee meetings.

7.3 SAFETY EQUIPMENT AND CLOTHING

The County shall supply employees with any safety equipment, tools, or clothing required by the State of California, Department of Labor, Division of Occupational Health Safety. County will pay \$50.00 per year for rain gear.

Each employee required by the County to wear safety footwear shall be required to purchase and wear OSHA-approved safety footwear and shall receive a two-hundred dollar (\$200) maximum allowance per year that may be used for more than one pair of safety footwear. The allowance shall be paid at the end of June of each year to those employees in classes requiring safety footwear.

7.4 ALCOHOL AND DRUG ABUSE POLICY

The County and the Union shall assemble an ad hoc committee to meet within forty-five (45) calendar days of approval of this Agreement to evaluate and recommend mutually agreeable revisions to this policy.

7.5 PROFESSIONALISM IN THE WORKPLACE

All employees, including peers and supervisors, are expected to interact in a professional manner and with respect in the workplace. Unprofessional conduct will not be tolerated. Actions of individuals directed towards an employee which are intended to intimidate and create a risk to the health and safety of the employee may be cause for disciplinary action.

Examples of unprofessional conduct may include swearing, shouting, criticizing or humiliating another individual for underperformance in front of peers or coworkers, etc.

**ARTICLE 8.
COMPENSATION**

8.1 GENERAL SALARY INCREASES

There will be no salary increases conferred during the term of this agreement.

Notwithstanding the foregoing, effective upon the first full pay period following ratification by the Union and approval by the Board of Supervisors on its regular agenda in accordance with the Brown Act, employees' pay rates shall be restored to the rates that were in effect as of February 1, 2014 prior to imposition of the 1.5% pay reduction authorized by the Board of Supervisors in Resolution 2014-5.

8.2 OUT-OF-CLASSIFICATION PAY

Employees assigned by the Department Head or his/her designee, in writing, to perform substantially all of the duties of a higher level classification shall receive an additional five (5%) percent of base pay after they have worked twenty (20) consecutive days out-of-class. Payment shall be made for that period of time that the employee actually is assigned and working out of classification, commencing with the twenty-first (21st) consecutive working day. If it is necessary to order out-of classification work orally, the assignment shall be confirmed in writing within two (2) days.

8.3 STAND-BY PAY:

Standby compensation shall provide for payment of forty dollars (\$40.00) for each weekday of standby (5:00 pm to 8:00 am) and sixty dollars (\$60.00) for each weekend day and holiday of standby (24 hours). Employees assigned standby for a portion of a standby shift shall be compensated proportionally.

When assigned to standby duty by the department head or designee, employees must be responsive and reachable by phone and must report to the call within one hour from initial phone contact. In addition, the employee must refrain from activities that might impair his or her ability to perform his or her assigned duties if called in for duty.

All standby duty schedules shall be posted at least thirty (30) calendar days in advance of effective date of the schedule. Once posted, any schedule changes with less than fourteen (14) days notice require notification to the affected employees. Emergency changes may be ordered without any advance notice.

8.4 BILINGUAL PAY:

8.4.1 Eligible employees shall continue to be paid at the Fifty Dollar (\$50.00) per month rate. It is understood that, relative to incidental bilingual contacts, Unit employees shall endeavor to communicate with non-English speaking persons to the best of their ability without the additional compensation.

8.4.2 Individuals who can pass the bilingual competency test and who use bilingual skills 33% of the time or more shall be eligible for pay. The County may, in its discretion, limit the number of individuals receiving bilingual pay to specified numbers within each department. Should the County limit the number of individuals to receive bilingual pay,

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the individuals who use the bilingual skills 33% or more of the time and who take and
pass the proficiency test shall receive the compensation.

8.4.3 The union and County agree to reconvene a joint management/labor bilingual committee (two members to be selected by the Union and two members to be appointed by the County) The Committee will review, discuss and make recommendations for a tiered compensation program for bilingual County employees. These meetings will commence no later than April 1, 2008. All final decisions pertaining to the committee's recommendations shall be reviewed by the County Administrative Officer prior to Board of Supervisors approval.

8.5 G STEP

For employees hired on or after October 1, 2014, Step G is eliminated. Those employees will only be eligible to move from Steps A through F. Employees hired before October 1, 2014 will continue to retain or move through Step G.

8.6 LONGEVITY

1. At the completion of the 20th year of service, two and one-half (2.5%) percent added to base salary. Employees with continuous service to San Benito County hired by October 6, 1987 are eligible for this differential.
2. At the completion of the 25th year of service, a total of five (5%) percent added to base salary. Employees with continuous service to San Benito County hired by October 6, 1982 are eligible for this differential.
3. At the completion of the 30th year of service, a total of seven and one-half (7.5%) percent added to base salary. Employees with continuous service to San Benito County hired by October 6, 1977 are eligible for this differential.

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|---|
| <p style="text-align: center;">ARTICLE 9. INSURANCE BENEFITS</p> |
|---|

9.1 MEDICAL INSURANCE:

9.1.1 Medical Insurance Plan Options

The County currently offers to eligible employees CalPERS Plans.

9.1.2 Eligibility

Employees occupying permanent part-time positions, who work a minimum of twenty (20), but less than forty (40) hours per week, and their dependents shall be entitled to participate in the County-sponsored health plans. Permanent part-time employees hired on or before January 1, 2002 shall continue to receive the same County contribution to their health insurance premiums as full-time employees. However, permanent part-time employees hired after January 1, 2002 shall pay a proportionate share of the gross monthly premium rounding to the nearest one-quarter time: i.e., either fifty percent (50%) or seventy-five percent (75%) of the gross monthly premium. In either case cited above, the County contribution shall be based on

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the full-time equivalent designation of the position on the Schedule of Authorized Positions
adopted by the Board of Supervisors, not on the specific number of hours worked.

9.1.3 PEMHCA Minimum

The County will provide the PEMHCA minimum monthly contribution of \$119 to employees to cover the premium. This amount may change during the term of this agreement, only if the PEMHCA minimum changes during the term of this agreement. This provision shall take effect as soon as administratively possible.

9.1.4 Additional County Contribution

Pursuant to Section 125 of the Internal Revenue Code, the County will place an additional contribution for employees after providing the PEMHCA minimum, on a pre-tax basis into the IRS Section 125 Plan for use toward the payment of medical premiums. To receive this contribution, all County employees must maintain health care coverage through a County health care plan. Therefore, the following monthly amounts will be contributed towards employee medical premiums, depending on the level of coverage:

| | |
|-----------|-------------------|
| \$431.00 | Employee Only |
| \$931.00 | Employee Plus One |
| \$1196.00 | Family |

Based on the contribution of the PEHMCA minimum and the additional County contribution to be used as premiums, the total County contribution is as follows:

| | |
|------------|-------------------|
| \$550.00 | Employee Only |
| \$1050.00 | Employee Plus One |
| \$1,315.00 | Family |

This County's contribution is frozen at this rate and any changes in contribution in the future are subject to successor MOU negotiations and impasse procedures and final authorization by the Board of Supervisors.

This provision shall take effect as soon as administratively possible.

9.1.5 PREMIUM CONVERSION

The County Agrees to continue to provide employees with an option to pay their insurance premium contributions on a pre-tax basis, as provided in the Internal Revenue Code.

9.1.6 EMPLOYEE OPT-OUT OF MEDICAL COVERAGE

Employees who have alternate medical insurance will have the option of selecting no medical coverage (through the County). The County will provide employees opting for no medical coverage with the option of receiving payment of a portion of what would otherwise be the County contribution. An eligible employee selecting this "cash in lieu of" option shall receive a taxable payment of \$150 monthly (pro-rated into biweekly installments of \$69.23).

To be eligible for the cash incentive, the employee must work a full-time schedule in an authorized full-time position and change from any level of health plan coverage to no coverage, or if a new employee, choose no coverage.

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Whenever the employee changes to, or opts for, no coverage, the employee shall provide proof of current alternate coverage and sign a waiver stating that he or she does have alternative coverage and that he or she understands that he or she will no longer receive coverage through a County-sponsored health plan.

If the employee later decides to re-enter a County-sponsored health plan, he or she must meet such requirements and conditions for approval as may be required by the health plan provider or enroll during the annual open enrollment period for PERS provided health plans.

Procedures for exercising this option and for re-entering the County-sponsored health plans shall be established by the County.

9.2 DENTAL INSURANCE:

The County will maintain in effect the Delta Dental Insurance Program. The County will contribute thirty dollars (\$30.00) per full-time regular employee per month for those employees electing to participate in the dental insurance program. Permanent part-time employees (who work a minimum of twenty hours per week) hired after October 1, 2007 shall pay a proportionate share of the gross monthly premium, rounding to the nearest one-quarter time (same conditions as the medical insurance). The following enhancements will be made to the County's current dental plan under Delta Dental effective January 1, 2008.

1. The County will provide a dental open enrollment for alternating even years, beginning for the coverage year 2008.
2. The County's plan will increase the annual maximum benefit per enrollee from \$1,250 to \$1,500.
3. The plan will provide orthodontia coverage to enrollees.
4. Implement a PPO (network) plan. When using a dentist in the network, the \$50 annual deductible for members is waived. No change if using dentists out-of-network.

9.3 RETIREE HEALTH INSURANCE

The provisions set forth below shall take effect as soon as administratively possible.

9.3.1 Employees hired on or before December 31, 2009

9.3.1.1 PEMHCA Minimum

The County will provide the PEMHCA minimum monthly contribution of \$119 to retirees to cover the premium. This amount may change during the term of this agreement, only if the PEMHCA minimum changes during the term of this agreement.

9.3.1.2 Additional County Contribution Towards Premiums

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The County will make the following additional contributions towards the payment of retirees' medical premiums:

| | |
|-----------|------------------|
| \$431.00 | Retiree Only |
| \$931.00 | Retiree Plus One |
| \$1196.00 | Family |

Based on the contribution of the PEHMCA minimum and the additional County contribution to be used as premiums, the total County contribution at this time is as follows:

| | |
|------------|------------------|
| \$550.00 | Retiree Only |
| \$1050.00 | Retiree Plus One |
| \$1,315.00 | Family |

This County's contribution is frozen at this rate and any changes in contribution in the future are subject to successor MOU negotiations and impasse procedures and final authorization by the Board of Supervisors

9.3.2 Employees Hired On or After January 1, 2010 and On or Before September 30, 2013

- a) Those employees who retire from the County and meet eligibility requirements for § 22893 Tier Two retiree medical insurance coverage shall receive contributions from the County as provided for by statute.
- b) The County and the Union shall meet and confer to discuss elimination of the § 22893 Tier Two program based on a CalPERS schedule for employees hired on or after January 1, 2010 and alternatives to such retiree medical coverage, with such meet and confer session to begin no later than May 6, 2014.

9.3.3 Employees Hired on or after October 1, 2013

For those employees hired on or after October 1, 2013 who meet the eligibility requirements for retiree medical contributions (five (5) years of service with the County and ten (10) years of service under CalPERS), the County will contribute to retirees hired on or after October 1, 2013 the \$119 PEMHCA minimum monthly contribution towards health insurance upon retirement. This amount may change during the term of this agreement, only if the PEMHCA minimum changes during the term of this agreement. The County's contribution to the retiree ends upon the death of the retiree.

9.4 INSURANCE COMMITTEE:

The Union and County agree to continue to participate in the joint insurance committee and to

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make appropriate recommendations to the Union and County regarding possible changes in insurance coverage during the term of this agreement. Implementation of any changes will be subject to the meet and confer process.

9.5 LIFE INSURANCE:

The County shall maintain life insurance coverage for unit employees at Twenty-Thousand Dollars (\$20,000) per employee. In addition, it is possible for the employee to purchase additional insurance at the employee's expense.

9.6 IRS-125 PROGRAM:

The County shall maintain the IRS-125 Program in effect for the term of this agreement.

9.7 VISION INSURANCE:

The County agrees to provide MES Vision Insurance to all full-time regular employees effective January 1, 2008. The County agrees to pay the premium for coverage for the employee only and to maintain a vision insurance plan during the term of this agreement. The County agrees to pay for any increase in the premium for employee only coverage for vision care benefits during the term of this agreement. Employees may elect to pay for vision coverage for eligible dependents through voluntary payroll deductions and will be responsible for any increases during the term of this agreement.

9.8 LIABILITY OF EMPLOYEE FOR INEGLIGIBLE DEPENDENTS:

Employees shall be liable for full payment for all services received by ineligible dependents and for any contributions made on the dependent's behalf by the County. It is the responsibility of each employee to notify Human Resources upon any enrolled dependent(s) becoming ineligible.

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| ARTICLE 10. OVERTIME |
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The County overtime practices shall be as follows:

10.1 OVERTIME DEFINED:

Overtime is any work in excess of forty (40) hours per week. For the purpose of calculating overtime, all paid time off shall be considered hours worked.

10.1.1 Unless regularly scheduled, overtime hours worked between 10:00 p.m. and 6:00 a.m. shall be compensated at time and one half.

10.2 OVERTIME COMPENSATION:

10.2.1 Overtime for FLSA-exempt employees shall be compensated with compensatory time off at the rate of one and one half (1-1/2) hours for every hour worked. Non-FLSA exempt employees may elect in writing to be compensated with compensatory time off instead of payment at the rate of one and one half (1-1/2) times the hourly rate of pay. However, the maximum accrual of compensatory time off shall be sixty (60) hours. Employees with the maximum compensatory time off accrual shall be paid for any overtime worked. For

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the purpose of calculating overtime, all time worked will be rounded up to the next twelve
(12) minutes on a daily basis.

10.2.2 Employees having more than sixty (60) hours accrued on the effective date of this Memorandum of Understanding shall use the amount accrued as their CTO maximum until CTO usage has dropped their accrual to or below the sixty (60) hour limit. Thereafter, the sixty (60) hour limit shall apply.

10.2.3 Individuals required to adjust their schedule within a work period shall, to the extent operationally possible, be given a choice of the day and time during which their schedules shall be adjusted. Such choice shall be subject to Departmental approval, but shall not be unreasonably denied. If necessary, departments may schedule the hours adjustment.

10.3 OVERTIME COMPENSATION- STANDBY PERSONNEL:

In addition to the daily rate provided for standby, pursuant to section 8.4, individuals assigned to standby who receive telephone calls while on standby shall receive overtime compensation pursuant to this section for the actual time worked in excess of forty (40) hours per week. Individuals receiving telephone calls between the hours of 6:00 am and 10:00 pm shall have all time rounded up to the nearest ten (10) minutes. If, however, telephone calls are received between the hours of 10:00 pm and 6:00 am, employees shall have all time worked rounded up to the nearest thirty (30) minutes.

10.4 MINIMUM CALL-BACK COMPENSATION:

Employees called into work for hours not contiguous to their regular work schedule shall receive a minimum of two (2) hours compensation for each call in.

10.5 COMPENSATORY TIME OFF:

County departments wishing to order the use of Accrued Compensatory Time Off shall:

10.5.1 Order the use in writing.

10.5.2 Give the employee thirty (30) calendar days to use the amount of time required to be taken off in accordance with normal approval processes.

10.5.3 The department shall order specific days off only if the employee does not schedule time off pursuant to 10.5.2 above.

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| ARTICLE 11. TRAVEL AND TRAINING |
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Compensation for travel time and County ordered training or any other job activity shall be carried out in accordance with the County Travel Policy.

Effective immediately, employees required to travel overnight on County business shall receive a flat rate of not less than \$30.00 per day for meals. This flat rate to be determined through the meet and confer process.

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For travel of more than 100 miles, the County may, taking into account starting and finishing times, etc. authorize, on a case by case basis, overnight stays for one (1) day seminars.

**ARTICLE 12.
VEHICLE MAINTENANCE**

12.1 The County will adequately service and maintain vehicles utilized by County employees. Employees with a good faith doubt about the safety of a vehicle, which they are required to operate, shall have the right to ask first, department management, and secondarily, the Administrative Officer, to review the condition of the vehicle. If the issue is still unresolved, the matter shall revert to the formal grievance procedure.

**ARTICLE 13.
MILEAGE/INSURANCE DEDUCTIBLE REIMBURSEMENT**

The County's mileage reimbursement rate shall be equal to that allowable under IRS regulations. Thereafter, the rate shall be maintained at whatever amount is provided for by the IRS.

The deductible amount covered by the employee's insurance which becomes an actual expense to the employee because of an accident while on County business, shall be reimbursed by the County. Necessary tolls and parking fees are also reimbursable. Claims for deductible reimbursements shall be documented. All reimbursements are subject to written verification that the accident occurred while the employee was conducting County business and was not the result of gross negligence on the part of the employee.

**ARTICLE 14.
LEAVES**

14.1 SICK LEAVE

For employees hired on or after October 1, 2014, sick leave is forfeited upon resignation or termination, except that if the employee is retiring under the PERS, the employee can cash out 25% of their sick leave. This 25% cap will only apply in the event that all other management, executive, safety and non-represented bargaining units agree to an equal reduction from 50% to 25%.

Employees hired before October 1, 2014 will maintain the option to cash-out 50% of sick leave at retirement, in accordance with the County Personnel Policies and Procedures. All other sick leave shall be as provided for in the County Personnel Policies and Procedures and shall remain unchanged for the term of this agreement.

14.2 HOLIDAYS

The following holidays are recognized as County holidays for pay purposes and all regular and probationary employees have these days off, except as otherwise provided:

1. New Year's Day
2. Martin Luther King's Birthday

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3. Presidents' Day
4. Memorial Day
5. Independence Day
6. Labor Day
7. Veterans' Day
8. Thanksgiving Day
9. The Day After Thanksgiving
10. Christmas Day
11. Three Floating Holidays

Floating holidays are to be taken or lost by the end of each calendar year, at the employees' discretion, subject to the staffing needs of the department.

14.2.1 Holiday Closure

Non-essential County departments shall close effective 12 noon on December 24, 2014 through December 31, 2014 for purposes of cost savings and efficiency. Employees shall be paid for the closure days equivalent to 4 days, including the Holidays. There shall be no change in admin time use for Christmas Eve and New Year's Eve.

Essential departments that are unable to close during the above mentioned time period shall be given 4 floating days to use 2 weeks prior to December 24th or during the month of January 2015, at the employees' discretion, upon supervisory approval. No employee shall lose the float days as a result of denying time off requests. There shall be no change in admin time use for Christmas Eve and New Year's Eve.

14.3 VACATION

Vacation credit for eligible employees is earned each month on a proportionate basis based on the percent of time or number of hours on pay status for that month at a rate determined by the length of qualifying service. Employees must be on pay status at least one-half of the working hours of a month to earn vacation credits for that month.

Accrual: Vacation credit will be earned by an eligible employee on pay status beginning the first of the month during which the required qualifying service is completed, at the following rates:

1. For full-time employees having the less than (4) completed years of qualifying service, 3.08 hours per pay period (80 hours per year).
2. For full-time employees having four (4) but less than ten (10) completed years of qualifying service, 4.62 hours per pay period (120 hours per year) .
3. For full-time employees having ten (10) but less than fifteen (15) completed years of service, 5.85 hours per pay period (152 hours per year).

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4. For full-time employees having more than fifteen (15) completed years of qualifying service, 6.46 hours per pay period (168 hours per year).

14.4 BEREAVEMENT LEAVE

Individuals attending to a death in the immediate family shall be allowed up to five (5) days of bereavement leave. An immediate family member is defined as a spouse, registered domestic partner, mother, father, grandmother, grandfather, daughter, son, granddaughter, grandson, sister, or brother and step-relatives and in-laws of the same categories. Bereavement leave is in addition to an employee's accrued sick leave and vacation leave.

Department Heads have discretion to allow more than five (5) days when exceptional circumstances warrant additional leave. If approved, employees must use other accrued leave or take the additional days unpaid.

14.5 MATERNITY LEAVE

Pregnant employees shall have the option of retaining ten (10) days of paid leave prior to being granted a leave of absence without pay. This provision is optional.

The County will follow all applicable state and federal laws regarding maternity and paternity leave. Additional leave granted after the employee has exhausted leave required by state and federal law is at the County's discretion.

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| ARTICLE 15. GRIEVANCE PROCEDURE |
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15.1 GRIEVANCE DEFINED

For purposes of this grievance procedure, a grievance is defined as any dispute between the County of San Benito (hereinafter "County") and employee or the Union regarding the interpretation or application of the Memorandum of Understanding (MOU), Supplemental MOUs, the County Personnel Policies and Procedures Handbook, provisions of the County Personnel Ordinance and State and Federal law.

There shall be no restraint, interference, coercion, discrimination or reprisals against any employee for exercise of any rights under the grievance procedure.

A copy of the approved grievance form is attached (Appendix C).

15.2 STEP 1: APPEAL TO IMMEDIATE SUPERVISOR

- 15.2.1 An employee may present the grievance orally either directly or through his/her Union representative to the employee's immediate supervisor within ten (10) working days following the event or events on which the grievance is based. The immediate supervisor shall make whatever investigation necessary to obtain the facts pertaining to the grievance. Within five (5) working days after receiving the oral grievance, the immediate supervisor shall give the employee a reply.

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15.2.2 If the employee is not satisfied with the reply of his/her immediate supervisor, the employee may appeal the grievance to Step II.

15.3 STEP II: APPEAL TO DEPARTMENT HEAD

- 15.3.1 If the employee desires to appeal the grievance to Step II, the grievance shall be reduced to writing, on forms provided, and presented to the Department Head or his/her designee within five (5) working days following the receipt of the immediate supervisor's oral reply.
- 15.3.2 The written grievance shall contain a complete statement of the grievance, and alleged facts upon which the grievance is based, the reasons for the appeal, the remedy requested, and the specific rules, regulations or statute claimed to have been violated, if any. The grievance shall be signed and dated by the employee.
- 15.3.3 The Department Head or his/her designee may arrange, or the Union may request, a meeting between the Department Head or his/her designee, the employee, and the appropriate Union representative and attempt to resolve the grievance informally. In any event, the Department Head or his/her designee shall give a written decision to the employee within ten (10) working days following receipt of the written appeal to Step II.
- 15.3.4 If the employee is not satisfied with the decision he/she may appeal the grievance to Step III.

15.4 STEP III: APPEAL TO PERSONNEL OFFICER

- 15.4.1 If the employee desires to appeal the grievance to Step III, the employee shall complete the appropriate appeal section of the grievance form, sign the appeal, and present the grievance to the Personnel Officer within five (5) working days following receipt of the written decision at Step II. For purposes of this procedure the Personnel Officer shall be the County Administrative Officer, or his/her designee.
- 15.4.2 If the employee or the Union has a reasonable basis to believe that pursuing a grievance through Step II would be futile, the employee or the appropriate Union representative may file a written grievance directly with the Personnel Officer.
- 15.4.3 Within ten (10) working days after receipt of the grievance or appeal to Step III, the Personnel Officer shall hold a meeting with the employee, the appropriate Union representative and/or the appropriate supervisor to discuss the matter to hopefully reach an early resolution of the dispute. In any event, a written decision shall be given the employee or the appropriate Union representative within five (5) working days following the meeting.
- 15.4.4 If the Union is not satisfied with the decision of the Personnel Officer, the appropriate representative of the Union may appeal the grievance to Step IV - Arbitration.

15.5 STEP IV: ARBITRATION

- 15.5.1 If the grievance has been properly processed through the previous steps of the procedure and not resolved, the appropriate Union representative may appeal the grievance to arbitration. The Union representative shall notify the Personnel Officer, in

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writing, within thirty (30) calendar days following receipt by the employee of the written
answer at Step III.

- 15.5.2 Within fourteen (14) calendar days following the receipt of the notice of appeal to Step IV, a meeting shall be arranged by the Personnel Officer with the appropriate Union representative to prepare a joint statement of the issue, or issues, to be presented to the arbitrator. If the parties are unable to agree upon the issue, or issues, each party will prepare its statement of the issue, or issues, and jointly submit the separate statement of issue, or issues, to the arbitrator for determination.
- 15.5.3 The parties may mutually agree upon the selection of the arbitrator or shall jointly request the California State Mediation and Conciliation Service to provide a list of seven (7) persons qualified to act as arbitrators.
- 15.5.4 Absent the parties reaching a stipulation as to an arbitrator, within five (5) working days following receipt of the above-referenced list, the parties shall meet to select the arbitrator. The right to strike the first name shall be determined by lot and the parties shall alternatively strike one (1) name from the list until only one (1) name remains, and that person shall be the arbitrator.
- 15.5.5 The arbitrator shall hold a hearing on the issue, or issues, submitted, or as determined by the arbitrator if the parties have not mutually agreed upon the issue, or issues, and render a written opinion and reasons for the opinion as soon after the hearing as possible. The conduct of the arbitration proceedings shall be governed by California Code of Civil Procedure Section 1280 et seq. Except as provided in the paragraph 15.5.7 below, the arbitrator's opinion shall be final and binding on both parties, and shall be limited to the issue, or issues, involved. In any grievance arbitration, the parties to the grievance may be represented by an attorney at the arbitration hearing unless otherwise mutually agreed. Either party may elect to have representation by legal counsel for those arbitration hearings where there is the potential for contempt as set forth under the Stipulated Order and Judgment.
- 15.5.6 In the event the opinion contains a monetary award which exceeds One Thousand Dollars (\$1000.00), the opinion shall be advisory only to the County Board of Supervisors. The Board of Supervisors may, within fourteen (14) calendar days of receipt of the award, elect to review the award and issue a decision adopting or rejecting or modifying the award. The Board's review under this paragraph shall be pursuant to the procedures set forth under Government Code Section 11517 et seq. If the Board does not elect to review the opinion within the fourteen (14) calendar days, the opinion shall be deemed final and binding on the parties. A final decision under this provision shall be reviewable under Code of Civil Procedure Section 1094.5.
- 15.5.7 The opinion shall be sent to the Personnel Officer and to the employee or appropriate representative of the Union.
- 15.5.8 The parties agree each party shall pay for the time and expenses of its representatives and witnesses and shall contribute equally to the fee and expenses of the arbitrator and arbitration hearing.
- 15.5.9 Witnesses who are employees and on duty at the time of a scheduled appearance before the arbitrator shall be released from duty without loss of compensation for the

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time required to testify. No overtime payments shall be made because of scheduled
appearances.

- 15.5.10 Individual grievants shall be released from duty without loss of pay for the time of the arbitration hearing. One spokesperson shall be permitted to be present without loss of compensation for grievances filed by the Union.
- 15.5.11 The parties agree that the time limits set forth herein are of the essence of this procedure and are to be strictly complied with. Failure to comply with the time limits set forth in Section 15.4 herein, will authorize the arbitrator to order either a default judgment against the County or a dismissal with prejudice against the Union. Time limits may be extended only by written mutual agreement of the parties.

15.6 DISCIPLINARY GRIEVANCES – (APPEALS OF DISCIPLINARY ACTION)

- 15.6.1 Employee appeals of disciplinary actions shall be governed by applicable County Personnel Policies and Procedures Handbook and State law. During the term of this procedure, an employee challenging discipline shall have the option of choosing between the arbitration provisions of this grievance procedure, or appeal to the County Board of Supervisors. Any employee who wishes to preserve the right of appeal to the Board must comply with the time requirements for filing such appeal as specified in the County Personnel Policies and Procedures Handbook. For employees who elect to appeal through this grievance procedure, the provisions of this grievance procedure, beginning at Step IV, shall apply.
- 15.6.2 At the Personnel Officer's request, the employee shall confirm his/her election of remedies in writing to the County.

15.7 GENERAL PROVISIONS OF GRIEVANCE PROCEDURES

- 15.7.1 The Union agrees that it will not initiate or pursue any other avenue of redress on any matter properly within the scope of representation, except where the law does not require the exhaustion of administrative remedies, until the provisions of this grievance procedure, including arbitration, have been utilized and completed.
- 15.7.2 Working days as used in this Article shall be defined as the regularly scheduled working days of the employee, or the authorized representative of the Union, filing or appealing the grievance and the regularly scheduled working days of the appropriate representative of the County responsible for replying to the grievance.
- 15.7.3 If a party petitions to compel arbitration, vacate or confirm an arbitration award, then the prevailing party in such litigation shall be entitled to reasonable attorneys' fees. This provision contemplates the prevailing party being either the petitioner or respondent in such litigation, including those situations in which the County is represented by the County Counsel's office.

The parties hereby agree that an arbitrator's award issued pursuant to this grievance procedure shall be considered a judgment as if the award is confirmed pursuant to Section 1285 et seq. of the Code of Civil Procedure.

**ARTICLE 16.
IRS 414-H2 PROVISION**

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The County shall maintain in effect the IRS 414-H2 Provision allowing for a tax deferral of the employee-paid PERS contributions.

**ARTICLE 17.
LIGHT DUTY**

When, due to job related injury or illness, an employee is unable to perform his/her normal duties, the employee may work in a light/limited duty capacity if the department determines such work is available. Employees may work light/limited duty only upon the authorization of the employees attending physician or a properly appointed County physician, and only to the extent that the employees illness or injury is not further aggravated by working in this capacity nor is a hazard created for other employees. If light/limited duty is available and the employee is cleared by an attending physician to perform such work, he/she shall be required to accept light/limited duty. The shift worked by the employee shall be determined in accordance with the best interest of the department.

**ARTICLE 18.
STANDBY DUTY**

All standby duty schedules shall be posted at least thirty (30) calendar days in advance of the effective date of the schedule. Once posted, any schedule changes with less than fourteen (14) days notice require notification to the affected employees. Emergency changes may be ordered without any advance notice.

**ARTICLE 19.
SUB-CONTRACTING**

Not less than thirty (30) days prior to any final decision on sub-contracting or assignment of volunteers to do unit work, the County will notify the Union of its intent to sub-contract. Upon request, the County will meet with the Union to explain the reasons that sub-contracting is being considered, and to discuss the impact of the sub-contracting on unit members. Nothing herein should be construed to restrict the County's right to sub-contract out unit work after meeting and conferring with the Union on the impact of the sub-contracting.

**ARTICLE 20.
UNIFORMS - SHERIFF'S DEPARTMENT PERSONNEL**

Newly hired employees in the Sheriff's Department, required to wear uniforms, will have the uniform provided by the County. The uniform allowance shall be sixty-six dollars monthly for eligible employees. Uniform items to be provided are:

- 1) 2 pairs of pants (Poly-Wool)
- 2) 2 long-sleeve shirts
- 3) 2 short-sleeve shirts
- 4) 1 tie
- 5) 1 pants belt with brass colored buckle
- 6) 1 name badge
- 7) 1 jacket

**ARTICLE 21.
GROOMING STANDARDS**

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The County and Union acknowledge that the grooming standards as contained in the Department Manual remain in effect.

**ARTICLE 22.
PAYDAYS**

- 26.1 The County shall provide for distribution of employee paychecks on a biweekly schedule. An annual payroll schedule will be made available to employees by the Auditor's Office.
- 26.2 The County will continue to make available direct deposit with all banks that are willing to participate.

**ARTICLE 23.
FLEXIBLE WORK HOURS**

Upon the recommendation of the Department Head and the approval of the Board of Supervisors, flexible work hour programs may be implemented for various groups of county employees (for example, 4/10 work schedules). Such flexible work hour programs will be implemented only upon approval of the Department Head and Board and following any required meet and confer between the County and Union.

Employees can submit a request to a department head for a flex hour schedule in their department. The proposal should meet the operational needs and efficiency in running the department. The Department Head will give final approval to the flex hour schedule. If the request is denied, the Department Head shall give a written explanation as to why the proposal does not meet the operational needs and efficiency in running the Department. Denial of the request may be appealed to the CAO but will not be subject to the binding arbitration procedures in the MOU.

**ARTICLE 24.
RETIREMENT**

29.1 "Classic" Employees

For employees hired prior to January 1, 2013, or were members of CalPERS or a retirement system that has reciprocity with CalPERS, the County shall continue to provide the 2% at 55 PERS retirement program for Miscellaneous Employees and the 2% at 50 PERS retirement option for Safety Employees. As soon as administratively possible, these miscellaneous employees shall contribute 5% towards the employee CalPERS contribution. Effective the pay period that includes May 1, 2014, these miscellaneous employees shall contribute an additional 2% towards the employee CalPERS contribution.

29.2 "New" Employees

For employees hired on or after January 1, 2013, and prior to that date were not members of CalPERS or a retirement system that has reciprocity with CalPERS, the County shall provide the retirement program in conformance with the requirements of California Public Employees' Pension Reform Act of 2013 ("PEPRA"), Gov. Code § 7522 et seq., as may be amended. As of FY 2013/2014, Miscellaneous

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Employees will receive the 2% at 62 retirement benefit. As per the letter from CalPERS to the County, dated December 19, 2012, these miscellaneous employees will contribute 6.5% towards the employee CalPERS contribution. This amount may change during the term of this agreement, only if the CalPERS increases the employee contribution for "new members" as defined by PEPRA during the term of this agreement.

**ARTICLE 25.
ADVANCED NOTICE**

Whenever the County changes county wide personnel policies regarding matters within the scope of representation, the Union will be given written notice at least thirty (30) calendar days, absent emergency, before the effective date of changes regarding wages, hours and other terms and conditions of employment. Upon notice, the Union has ten (10) calendar days to request a meet and confer with the County before the change becomes effective on the proposed date. If the Union provides this notice, the parties must meet within 20 calendar days of the notice and parties commit not to delay the process.

**ARTICLE 26.
REST PERIODS**

- 1) One (1) duty-free rest period of not more than fifteen (15) minutes shall be normally granted during each four (4) hours of continuous work. A part-time employee shall normally be granted one fifteen (15) minute rest period for each work period of four (4) hours or more.
- 2) The department head shall establish reasonable rules governing the taking of such relief or rest periods. Rest periods will be taken away from the immediate work area when the employee works in a public contact office, and where the department head can reasonably provide such separate area.
- 3) Rest periods shall not be taken at the beginning or end of a work period, combined with a meal period or accumulated for use at a later time.
- 4) A rest period shall count as fifteen (15) minutes of time worked for calculation of pay.

It is the responsibility of each employee to take this rest period. Employees should report to the supervisor if, for any reason, an employee believes that they are unable to take a rest period.

**ARTICLE 27.
HIRING PROCEDURES/PROMOTIONS**

The County shall provide to all departments existing policies/procedures on the posting of vacancies and promotional opportunities.

**ARTICLE 28.
SERVICE CREDIT PART-TIME EMPLOYEES**

In accordance with existing rules, permanent part-time employees shall receive pro-rated service time credit for County seniority purposes.

**ARTICLE 29.
TUITION REIMBURSEMENT**

The County has developed a tuition reimbursement program for Unit employees. The program includes:

- 34.1 Maximum reimbursement of up to Seven Hundred Fifty Dollars (\$750.00) per eligible employee per fiscal year.
- 34.2 Reimbursement for job related, pre-approved courses from accredited educational institutions.
- 34.3 Reimbursement upon successful course completion.

The Administrative Policy outlining the details of the program is available in the Administrative Offices.

**ARTICLE 30.
PROBATIONARY PERIODS**

All employees hired into Correctional Officer, Juvenile Institution Officer and Communications Dispatcher classifications shall serve an initial probationary period of twelve (12) months. During the probationary period, an employee may be rejected at any time by the Department Head of the employee without cause and without the right of appeal. Timing of the performance evaluations during the probationary period shall be in accordance with the performance evaluation section of the Personnel Policies and Procedures.

**ARTICLE 31.
PEACEFUL PERFORMANCE**

The Union agrees that during the term of this Memorandum of Understanding neither it nor the employees it represents will engage in, encourage, sanction, support, any job or other actions which would involve suspension of or interference with normal work of the department or other County departments.

In the event of any job actions as described above, the Union will immediately notify involved employees that the action(s) is in violation of this section, and direct them to cease the action(s).

**ARTICLE 32.
FULL UNDERSTANDING, MODIFICATION & WAIVER**

This Memorandum of Understanding sets forth the full and entire understanding of the parties regarding the matters set forth herein, and any other prior or existing understanding or agreements by the parties, whether formal or informal, regarding any such matters are hereby superseded or terminated in their entirety.

It is agreed and understood that each party hereto voluntarily and unqualifiedly waives its right to negotiate, and agrees that the other party shall not be required to negotiate, with respect to any matter covered herein during the term of this Memorandum of Understanding. Nothing in this paragraph shall preclude the parties from jointly agreeing to meet and confer on any issue(s) within the scope of representation during the term of this Agreement.

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AND SEIU LOCAL 521 / SAN BENITO COUNTY EMPLOYEES ASSOCIATION

No agreement, alteration, understanding, variation, waiver, or modification of any of the term or provisions contained herein shall in any manner be binding upon the parties hereto unless made and executed in writing by all parties hereto, and if required, approved and implemented by County Board of Supervisors and San Benito County Employees Association. The waiver of any breach, term, or condition of this Memorandum of Understanding by either party shall not constitute a precedent in the future enforcement of all its terms and provisions.

**ARTICLE 33.
SAVINGS PROVISION**

If any provisions of this Memorandum of Understanding are held to be contrary to law by a court of competent jurisdiction, such provisions will not be deemed valid and subsisting except to the extent permitted by law or an agency of the State, but all other provisions will continue in full force and effect.

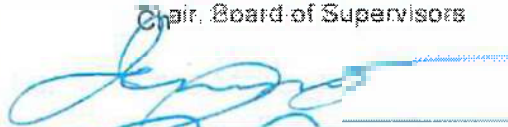



**ARTICLE 34.
TERM OF MOU**

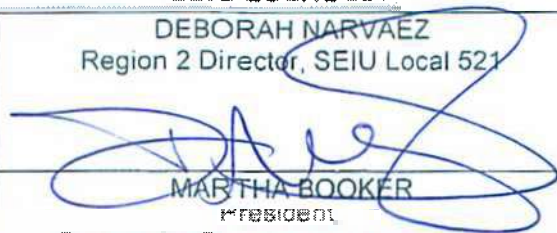


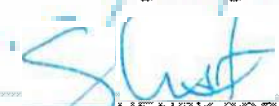

This Memorandum of Understanding represents the entire Agreement between the County and San Benito County Employees Association/SEIU Local #521 on subjects contained herein and shall become in full force and effect, unless otherwise noted, on October 1, 2013, and shall continue in full force and effect until midnight September 30, 2015, and will thereafter continue in effect until the parties reach agreement on a successor Agreement or the Board of Supervisors takes action to modify the benefits provided hereunder. The Union shall present the County with its requests for negotiations on the items within the scope of representation no later than July 1, 2015. The County and Union shall begin the meet and confer process no later than July 15, 2015.

10/1/13 - 9/30/15 MOU BETWEEN SAN BENITO COUNTY
AND SEIU LOCAL 521 / SAN BENITO COUNTY EMPLOYEES ASSOCIATION

IN WITNESS WHEREOF,

the parties hereto have caused this Memorandum of Understanding to be executed by affixing their signatures below.

| |
|---|
| COUNTY OF SAN BENITO JERRY MUENZER Chair, Board of Supervisors  |
| RAY ESPINOSA County Administrative Officer  |
| DANIA TORRES WONG Chief Labor Negotiator  |
| MATTHEW GRANGER County Counsel  |
| |

| |
|---|
| SEIU LOCAL 521 DEBORAH NARVAEZ Region 2 Director, SEIU Local 521  |
| MARTHA BOOKER PRESIDENT San Benito Chapter, SEIU Local 521  |
| DENISE QUINTANA Vice President San Benito Chapter, SEIU Local 521  |
| SUZY CASTON Negotiating Team  |
| HENRY SORIA Representative, SEIU Local 521  |

GENERAL UNIT EMPLOYEES CLASS TITLE AND PAY PLAN EFFECTIVE 3/18/14

| <u>Unit</u> | <u>Job Classification Title</u> | <u>RANGE NO.</u> | <u>STEP A</u> | <u>STEP B</u> | <u>STEP C</u> | <u>STEP D</u> | <u>STEP E</u> | <u>STEP F</u> | <u>Annual Min.</u> | <u>Annual Max.</u> |
|-------------|---|------------------|---------------|---------------|---------------|---------------|---------------|---------------|--------------------|--------------------|
| G | Account Clerk I | 9.1 | 2,289 | 2,403 | 2,523 | 2,650 | 2,781 | 2,921 | 27,468 | 35,052 |
| G | Account Clerk II | 11.1 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 30,276 | 38,652 |
| G | Account Clerk III | 13.1 | 2,781 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 33,372 | 42,612 |
| G | Account Clerk Supervisor | 17.6 | 3,333 | 3,500 | 3,675 | 3,859 | 4,052 | 4,255 | 39,996 | 51,060 |
| G | Accountant I | 17.8 | 3,500 | 3,675 | 3,859 | 4,052 | 4,255 | 4,468 | 42,000 | 53,616 |
| G | Accountant II | 20.8 | 4,052 | 4,255 | 4,468 | 4,692 | 4,927 | 5,173 | 48,624 | 62,076 |
| G | Accounting Appraiser Technician | 15.7 | 3,158 | 3,317 | 3,483 | 3,657 | 3,840 | 4,032 | 37,896 | 48,384 |
| G | Accounting Technician | 15.1 | 3,068 | 3,221 | 3,381 | 3,551 | 3,729 | 3,916 | 36,816 | 46,992 |
| G | Agricultural Aide | 10.0 | 2,391 | 2,511 | 2,637 | 2,767 | 2,907 | 3,053 | 28,692 | 36,636 |
| G | Agricultural Biologist-Inspector I | 15.0 | 3,053 | 3,205 | 3,365 | 3,534 | 3,711 | 3,897 | 36,636 | 46,764 |
| G | Agricultural Biologist-Inspector II | 18.0 | 3,534 | 3,711 | 3,897 | 4,092 | 4,297 | 4,512 | 42,408 | 54,144 |
| G | Agricultural Biologist-Inspector III | 20.0 | 3,897 | 4,092 | 4,297 | 4,512 | 4,738 | 4,975 | 46,764 | 59,700 |
| G | Agricultural Biologist-Inspector Senior | 22.3 | 4,360 | 4,578 | 4,807 | 5,048 | 5,301 | 5,566 | 52,320 | 66,792 |
| G | Agricultural Technician | 14.0 | 2,907 | 3,053 | 3,205 | 3,365 | 3,534 | 3,711 | 34,884 | 44,532 |
| G | Appraiser I | 16.9 | 3,349 | 3,517 | 3,693 | 3,878 | 4,072 | 4,276 | 40,188 | 51,312 |
| G | Appraiser II | 19.9 | 3,878 | 4,072 | 4,276 | 4,490 | 4,715 | 4,951 | 46,536 | 59,412 |
| G | Appraiser III | 22.9 | 4,490 | 4,715 | 4,951 | 5,198 | 5,458 | 5,732 | 53,880 | 68,784 |
| G | Architectural Engineer | 26.3 | 5,301 | 5,353 | 5,620 | 5,902 | 6,197 | 6,508 | 63,612 | 78,096 |
| G | Assessment Clerk I | 9.1 | 2,289 | 2,403 | 2,523 | 2,650 | 2,781 | 2,921 | 27,468 | 35,052 |
| G | Assessment Clerk II | 11.1 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 30,276 | 38,652 |
| G | Assessment Clerk III | 13.1 | 2,781 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 33,372 | 42,612 |
| G | Auditor-Appraiser I | 17.8 | 3,500 | 3,675 | 3,859 | 4,052 | 4,255 | 4,468 | 42,000 | 53,616 |
| G | Auditor-Appraiser II | 20.8 | 4,052 | 4,255 | 4,468 | 4,692 | 4,927 | 5,173 | 48,624 | 62,076 |
| G | Auditor-Appraiser III | 23.8 | 4,692 | 4,927 | 5,173 | 5,431 | 5,704 | 5,989 | 56,304 | 71,868 |
| G | Building & Grounds Maintenance Supervisor | 18.1 | 3,551 | 3,729 | 3,916 | 4,112 | 4,318 | 4,534 | 42,612 | 54,408 |
| G | Building Inspector I | 18.4 | 3,603 | 3,783 | 3,973 | 4,172 | 4,381 | 4,600 | 43,236 | 55,200 |
| G | Building Inspector II | 20.4 | 3,973 | 4,172 | 4,381 | 4,600 | 4,831 | 5,073 | 47,676 | 60,876 |
| G | Building Inspector III | 22.4 | 4,381 | 4,600 | 4,831 | 5,073 | 5,327 | 5,593 | 52,572 | 67,116 |
| G | Buildings & Grounds Maintenance Worker I | 13.1 | 2,781 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 33,372 | 42,612 |
| G | Buildings & Grounds Maintenance Worker II | 15.1 | 3,068 | 3,221 | 3,381 | 3,551 | 3,729 | 3,916 | 36,816 | 46,992 |

GENERAL UNIT EMPLOYEES CLASS TITLE AND PAY PLAN EFFECTIVE 3/18/14

| <u>Unit</u> | <u>Job Classification Title</u> | <u>RANGE NO.</u> | <u>STEP A</u> | <u>STEP B</u> | <u>STEP C</u> | <u>STEP D</u> | <u>STEP E</u> | <u>STEP F</u> | <u>Annual Min.</u> | <u>Annual Max.</u> |
|-------------|--|------------------|---------------|---------------|---------------|---------------|---------------|---------------|--------------------|--------------------|
| G | Cat Works Supervisor | 22.1 | 4,318 | 4,534 | 4,761 | 4,999 | 5,249 | 5,512 | 51,816 | 66,144 |
| G | Child Support Accounting Specialist | 18.1 | 3,551 | 3,729 | 3,916 | 4,112 | 4,318 | 4,534 | 42,612 | 54,408 |
| G | Child Support Attorney I | 24.2 | 4,784 | 5,023 | 5,275 | 5,539 | 5,816 | 6,107 | 57,408 | 73,284 |
| G | Child Support Attorney II | 27.2 | 5,539 | 5,816 | 6,107 | 6,413 | 6,735 | 7,071 | 66,468 | 84,852 |
| G | Child Support Attorney III | 30.2 | 6,413 | 6,735 | 7,071 | 7,426 | 7,798 | 8,189 | 76,956 | 98,268 |
| G | Child Support Compliance Officer | 17.6 | 3,466 | 3,639 | 3,821 | 4,012 | 4,213 | 4,424 | 41,592 | 53,088 |
| G | Child Support Special Programs Coordinator | 17.6 | 3,466 | 3,639 | 3,821 | 4,012 | 4,213 | 4,424 | 41,592 | 53,088 |
| G | Child Support Specialist I | 13.6 | 2,851 | 2,993 | 3,143 | 3,301 | 3,466 | 3,639 | 34,212 | 43,668 |
| G | Child Support Specialist II | 15.6 | 3,143 | 3,301 | 3,466 | 3,639 | 3,821 | 4,012 | 37,716 | 48,144 |
| G | Child Support Specialist III | 17.6 | 3,466 | 3,639 | 3,821 | 4,012 | 4,213 | 4,424 | 41,592 | 53,088 |
| G | Child Support Supervisor | 20.6 | 4,012 | 4,213 | 4,424 | 4,646 | 4,879 | 5,123 | 48,144 | 61,476 |
| G | Civil Clerk | 13.1 | 2,781 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 33,372 | 42,612 |
| G | Code Enforcement Officer I | 18.4 | 3,603 | 3,783 | 3,973 | 4,172 | 4,381 | 4,600 | 43,236 | 55,200 |
| G | Code Enforcement Officer II | 20.4 | 3,973 | 4,172 | 4,381 | 4,600 | 4,831 | 5,073 | 47,676 | 60,876 |
| G | Code Enforcement Officer III | 22.4 | 4,381 | 4,600 | 4,831 | 5,073 | 5,327 | 5,593 | 52,572 | 67,116 |
| G | Community Health Nurse I | 20.8 | 4,052 | 4,255 | 4,468 | 4,692 | 4,927 | 5,173 | 48,624 | 62,076 |
| G | Community Health Nurse II | 22.7 | 4,446 | 4,669 | 4,903 | 5,148 | 5,405 | 5,676 | 53,352 | 68,112 |
| G | Community Health Nurse III | 24.7 | 4,903 | 5,148 | 5,405 | 5,676 | 5,960 | 6,258 | 58,836 | 75,096 |
| G | Community Health Nurse IV | 25.7 | 5,148 | 5,405 | 5,676 | 5,960 | 6,258 | 6,572 | 61,776 | 78,864 |
| G | Computer Mapping Specialist I | 14.8 | 3,023 | 3,173 | 3,333 | 3,500 | 3,675 | 3,859 | 36,276 | 46,308 |
| G | Computer Mapping Specialist II | 17.8 | 3,500 | 3,675 | 3,859 | 4,052 | 4,255 | 4,468 | 42,000 | 53,616 |
| G | Computer Mapping Specialist III | 20.8 | 4,052 | 4,255 | 4,468 | 4,692 | 4,927 | 5,173 | 48,624 | 62,076 |
| G | Corrections Technician | 13.6 | 2,851 | 2,993 | 3,143 | 3,301 | 3,466 | 3,639 | 34,212 | 43,668 |
| G | County Service Area Coordinator | 25.4 | 5,073 | 5,327 | 5,593 | 5,873 | 6,167 | 6,476 | 60,876 | 77,712 |
| G | Custodian | 10.2 | 2,415 | 2,535 | 2,663 | 2,795 | 2,935 | 3,083 | 28,980 | 36,996 |
| G | Deputy County Clerk-Recorder-Elections I | 9.1 | 2,289 | 2,403 | 2,523 | 2,650 | 2,781 | 2,921 | 27,468 | 35,052 |
| G | Deputy County Clerk-Recorder-Elections II | 11.1 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 30,276 | 38,652 |
| G | Deputy County Clerk-Recorder-Elections III | 13.1 | 2,781 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 33,372 | 42,612 |
| G | Deputy Tax Collector I | 9.1 | 2,289 | 2,403 | 2,523 | 2,650 | 2,781 | 2,921 | 27,468 | 35,052 |
| G | Deputy Tax Collector II | 11.1 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 30,276 | 38,652 |
| G | Deputy Tax Collector III | 13.1 | 2,781 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 33,372 | 42,612 |

GENERAL UNIT EMPLOYEES CLASS TITLE AND PAY PLAN EFFECTIVE 3/18/14

| <u>Unit</u> | <u>Job Classification Title</u> | <u>RANGE NO.</u> | <u>STEP A</u> | <u>STEP B</u> | <u>STEP C</u> | <u>STEP D</u> | <u>STEP E</u> | <u>STEP F</u> | <u>Annual Min.</u> | <u>Annual Max.</u> |
|-------------|--|------------------|---------------|---------------|---------------|---------------|---------------|---------------|--------------------|--------------------|
| G | Deputy Treasurer-Public Administrator I | 9.1 | 2,289 | 2,403 | 2,523 | 2,650 | 2,781 | 2,921 | 27,468 | 35,052 |
| G | Deputy Treasurer-Public Administrator II | 11.1 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 30,276 | 38,652 |
| G | Deputy Treasurer-Public Administrator III | 13.1 | 2,781 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 33,372 | 42,612 |
| G | Elections Coordinator | 17.1 | 3,381 | 3,551 | 3,729 | 3,916 | 4,112 | 4,318 | 40,572 | 51,816 |
| G | Elections Coordinator- Bilingual | 17.1 | 3,381 | 3,551 | 3,729 | 3,916 | 4,112 | 4,318 | 40,572 | 51,816 |
| G | Eligibility Supervisor I | 18.1 | 3,551 | 3,729 | 3,916 | 4,112 | 4,318 | 4,534 | 42,612 | 54,408 |
| G | Eligibility Worker I | 11.1 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 30,276 | 38,652 |
| G | Eligibility Worker II | 13.1 | 2,781 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 33,372 | 42,612 |
| G | Eligibility Worker III | 15.1 | 3,068 | 3,221 | 3,381 | 3,551 | 3,729 | 3,916 | 36,816 | 46,992 |
| G | Emergency Services Specialist | 23.0 | 4,512 | 4,738 | 4,975 | 5,223 | 5,485 | 5,760 | 54,144 | 69,120 |
| G | Employment & Training Services Counselor I | 14.1 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 3,729 | 35,052 | 44,748 |
| G | Employment & Training Services Counselor II | 16.1 | 3,221 | 3,381 | 3,551 | 3,729 | 3,916 | 4,112 | 38,652 | 49,344 |
| G | Employment & Training Services Counselor III | 18.1 | 3,551 | 3,729 | 3,916 | 4,112 | 4,318 | 4,534 | 42,612 | 54,408 |
| G | Employment & Training Supervisor | 22.1 | 4,318 | 4,534 | 4,761 | 4,999 | 5,249 | 5,512 | 51,816 | 66,144 |
| G | Employment & Training Worker I | 14.1 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 3,729 | 35,052 | 44,748 |
| G | Employment & Training Worker II | 16.1 | 3,221 | 3,381 | 3,551 | 3,729 | 3,916 | 4,112 | 38,652 | 49,344 |
| G | Employment & Training Worker III | 18.1 | 3,551 | 3,729 | 3,916 | 4,112 | 4,318 | 4,534 | 42,612 | 54,408 |
| G | Employment Services/Computer Specialist | 18.1 | 3,551 | 3,729 | 3,916 | 4,112 | 4,318 | 4,534 | 42,612 | 54,408 |
| G | Engineer I | 23.3 | 4,578 | 4,807 | 5,048 | 5,301 | 5,566 | 5,844 | 54,936 | 70,128 |
| G | Engineer II | 26.3 | 5,301 | 5,566 | 5,844 | 6,137 | 6,444 | 6,768 | 63,612 | 81,216 |
| G | Engineering Technician | 19.8 | 3,859 | 4,052 | 4,255 | 4,468 | 4,692 | 4,927 | 46,308 | 59,124 |
| G | Environmental Health Specialist I | 21.7 | 4,234 | 4,446 | 4,669 | 4,903 | 5,148 | 5,405 | 50,808 | 64,860 |
| G | Environmental Health Specialist II | 24.7 | 4,903 | 5,148 | 5,405 | 5,676 | 5,960 | 6,258 | 58,836 | 75,096 |
| G | Environmental Health Specialist III | 27.7 | 5,676 | 5,960 | 6,258 | 6,572 | 6,901 | 7,246 | 68,112 | 86,952 |
| G | Family Support Compliance Officer | 17.6 | 3,466 | 3,639 | 3,821 | 4,012 | 4,213 | 4,424 | 41,592 | 53,088 |
| G | Food Service Assistant | 11.1 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 30,276 | 38,652 |
| G | Food Service Supervisor | 14.0 | 2,907 | 3,053 | 3,205 | 3,365 | 3,534 | 3,711 | 34,884 | 44,532 |
| G | Geographic Information Systems Analyst | 23.8 | 4,692 | 4,927 | 5,173 | 5,431 | 5,704 | 5,989 | 56,304 | 71,868 |
| G | Health Assistant | 11.1 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 30,276 | 38,652 |
| G | Health Education Associate I | 16.9 | 3,349 | 3,517 | 3,693 | 3,878 | 4,072 | 4,276 | 40,188 | 51,312 |

GENERAL UNIT EMPLOYEES CLASS TITLE AND PAY PLAN EFFECTIVE 3/18/14

| <u>Unit</u> | <u>Job Classification Title</u> | <u>RANGE NO.</u> | <u>STEP A</u> | <u>STEP B</u> | <u>STEP C</u> | <u>STEP D</u> | <u>STEP E</u> | <u>STEP F</u> | <u>Annual Min.</u> | <u>Annual Max.</u> |
|-------------|---------------------------------------|------------------|---------------|---------------|---------------|---------------|---------------|---------------|--------------------|--------------------|
| G | Health Education Associate II | 19.9 | 3,878 | 4,072 | 4,276 | 4,490 | 4,715 | 4,951 | 46,536 | 59,412 |
| G | Health Education Program Coordinator | 22.9 | 4,490 | 4,715 | 4,951 | 5,198 | 5,458 | 5,732 | 53,880 | 68,784 |
| G | Heavy Equipment Mechanic Assistant | 12.4 | 2,689 | 2,823 | 2,963 | 3,113 | 3,269 | 3,432 | 32,268 | 41,184 |
| G | Heavy Equipment Mechanic I | 15.4 | 3,113 | 3,269 | 3,432 | 3,603 | 3,783 | 3,973 | 37,356 | 47,676 |
| G | Heavy Equipment Mechanic II | 18.4 | 3,603 | 3,783 | 3,973 | 4,172 | 4,381 | 4,600 | 43,236 | 55,200 |
| G | Heavy Equipment Mechanic III | 20.4 | 3,973 | 4,172 | 4,381 | 4,600 | 4,831 | 5,073 | 47,676 | 60,876 |
| G | Housing Programs Coordinator | 23.8 | 4,692 | 4,927 | 5,173 | 5,431 | 5,704 | 5,989 | 56,304 | 71,868 |
| G | Insect Detection Trapper | 11.1 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 30,276 | 38,652 |
| G | Integrated Case Worker I | 15.1 | 3,068 | 3,221 | 3,381 | 3,551 | 3,729 | 3,916 | 36,816 | 46,992 |
| G | Integrated Case Worker II | 17.1 | 3,381 | 3,551 | 3,729 | 3,916 | 4,112 | 4,318 | 40,572 | 51,816 |
| G | Integrated Case Worker III | 19.1 | 3,729 | 3,916 | 4,112 | 4,318 | 4,534 | 4,761 | 44,748 | 57,132 |
| G | Investigative Assistant | 14.1 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 3,729 | 35,052 | 44,748 |
| G | Legal Clerk I | 9.1 | 2,289 | 2,403 | 2,523 | 2,650 | 2,781 | 2,921 | 27,468 | 35,052 |
| G | Legal Clerk II | 11.1 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 30,276 | 38,652 |
| G | Legal Secretary I | 13.1 | 2,781 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 33,372 | 42,612 |
| G | Legal Secretary II | 15.1 | 3,068 | 3,221 | 3,381 | 3,551 | 3,729 | 3,916 | 36,816 | 46,992 |
| G | Librarian I | 17.8 | 3,500 | 3,675 | 3,859 | 4,052 | 4,255 | 4,468 | 42,000 | 53,616 |
| G | Librarian II | 19.8 | 3,859 | 4,052 | 4,255 | 4,468 | 4,692 | 4,927 | 46,308 | 59,124 |
| G | Library Assistant I | 10.2 | 2,415 | 2,535 | 2,663 | 2,795 | 2,935 | 3,083 | 28,980 | 36,996 |
| G | Library Assistant II | 12.1 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 3,381 | 31,800 | 40,572 |
| G | Library Technician | 15.1 | 3,068 | 3,221 | 3,381 | 3,551 | 3,729 | 3,916 | 36,816 | 46,992 |
| G | Mental Health Case Manager I | 16.9 | 3,349 | 3,517 | 3,693 | 3,878 | 4,072 | 4,276 | 40,188 | 51,312 |
| G | Mental Health Case Manager II | 18.8 | 3,675 | 3,859 | 4,052 | 4,255 | 4,468 | 4,692 | 44,100 | 56,304 |
| G | Mental Health Case Manager Supervisor | 20.8 | 4,052 | 4,255 | 4,468 | 4,692 | 4,927 | 5,173 | 48,624 | 62,076 |
| G | Mental Health Clinician I | 24.7 | 4,903 | 5,148 | 5,405 | 5,676 | 5,960 | 6,258 | 58,836 | 75,096 |
| G | Mental Health Clinician II | 25.7 | 5,148 | 5,405 | 5,676 | 5,960 | 6,258 | 6,572 | 61,776 | 78,864 |
| G | Mental Health Nurse I | 22.7 | 4,446 | 4,669 | 4,903 | 5,148 | 5,405 | 5,676 | 53,352 | 68,112 |
| G | Mental Health Nurse II | 24.7 | 4,903 | 5,148 | 5,405 | 5,676 | 5,960 | 6,258 | 58,836 | 75,096 |
| G | Multi-Service Officer | 20.3 | 3,954 | 4,152 | 4,360 | 4,578 | 4,807 | 5,048 | 47,448 | 60,576 |
| G | Occupational Therapist I | 24.7 | 4,903 | 5,148 | 5,405 | 5,676 | 5,960 | 6,258 | 58,836 | 75,096 |

GENERAL UNIT EMPLOYEES CLASS TITLE AND PAY PLAN EFFECTIVE 3/18/14

| <u>Unit</u> | <u>Job Classification Title</u> | <u>RANGE NO.</u> | <u>STEP A</u> | <u>STEP B</u> | <u>STEP C</u> | <u>STEP D</u> | <u>STEP E</u> | <u>STEP F</u> | <u>Annual Min.</u> | <u>Annual Max.</u> |
|-------------|--|------------------|---------------|---------------|---------------|---------------|---------------|---------------|--------------------|--------------------|
| G | Occupational Therapist II | 27.0 | 5,485 | 5,760 | 6,047 | 6,351 | 6,669 | 7,003 | 65,820 | 84,036 |
| G | Office Assistant I | 7.1 | 2,076 | 2,179 | 2,289 | 2,403 | 2,523 | 2,650 | 24,912 | 31,800 |
| G | Office Assistant II | 9.1 | 2,289 | 2,403 | 2,523 | 2,650 | 2,781 | 2,921 | 27,468 | 35,052 |
| G | Office Assistant III | 11.1 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 30,276 | 38,652 |
| G | Office Services Supervisor | 15.1 | 3,068 | 3,221 | 3,381 | 3,551 | 3,729 | 3,916 | 36,816 | 46,992 |
| G | Paralegal | 16.0 | 3,205 | 3,365 | 3,534 | 3,711 | 3,897 | 4,092 | 38,460 | 49,104 |
| G | Parks & Grounds Worker I | 10.1 | 2,403 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 28,836 | 36,816 |
| G | Parks & Grounds Worker II | 12.1 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 3,381 | 31,800 | 40,572 |
| G | Physical Therapist I | 24.7 | 4,903 | 5,148 | 5,405 | 5,676 | 5,960 | 6,258 | 58,836 | 75,096 |
| G | Physical Therapist II | 27.0 | 5,485 | 5,760 | 6,047 | 6,351 | 6,669 | 7,003 | 65,820 | 84,036 |
| G | Planner - Assistant | 20.8 | 4,052 | 4,255 | 4,468 | 4,692 | 4,927 | 5,173 | 48,624 | 62,076 |
| G | Planner - Associate | 23.8 | 4,692 | 4,927 | 5,173 | 5,431 | 5,704 | 5,989 | 56,304 | 71,868 |
| G | Planner - Senior | 26.8 | 5,431 | 5,704 | 5,989 | 6,289 | 6,604 | 6,935 | 65,172 | 83,220 |
| G | Planning Technician | 15.4 | 3,113 | 3,269 | 3,432 | 3,603 | 3,783 | 3,973 | 37,356 | 47,676 |
| G | Probation Aide | 13.6 | 2,851 | 2,993 | 3,143 | 3,301 | 3,466 | 3,639 | 34,212 | 43,668 |
| G | Property Title and Identification Technician | 13.6 | 2,851 | 2,993 | 3,143 | 3,301 | 3,466 | 3,639 | 34,212 | 43,668 |
| G | Property Tax Specialist | 17.1 | 3,381 | 3,551 | 3,729 | 3,916 | 4,112 | 4,318 | 40,572 | 51,816 |
| G | Public Authority Employment Coordinator | 16.9 | 3,349 | 3,517 | 3,693 | 3,878 | 4,072 | 4,276 | 40,188 | 51,312 |
| G | Public Health Nurse I | 22.7 | 4,446 | 4,669 | 4,903 | 5,148 | 5,405 | 5,676 | 53,352 | 68,112 |
| G | Public Health Nurse II | 24.7 | 4,903 | 5,148 | 5,405 | 5,676 | 5,960 | 6,258 | 58,836 | 75,096 |
| G | Public Health Nurse III | 25.7 | 5,148 | 5,405 | 5,676 | 5,960 | 6,258 | 6,572 | 61,776 | 78,864 |
| G | Public Health Nurse IV | 27.0 | 5,485 | 5,760 | 6,047 | 6,351 | 6,669 | 7,003 | 65,820 | 84,036 |
| G | Recycling & Resource Recovery Coordinator | 23.8 | 4,692 | 4,927 | 5,173 | 5,431 | 5,704 | 5,989 | 56,304 | 71,868 |
| G | Road Maintenance Supervisor | 19.4 | 3,783 | 3,973 | 4,172 | 4,381 | 4,600 | 4,831 | 45,396 | 57,972 |
| G | Road Maintenance Worker I | 11.4 | 2,559 | 2,689 | 2,823 | 2,963 | 3,113 | 3,269 | 30,708 | 39,228 |
| G | Road Maintenance Worker II | 13.4 | 2,823 | 2,963 | 3,113 | 3,269 | 3,432 | 3,603 | 33,876 | 43,236 |
| G | Road Maintenance Worker III | 15.4 | 3,113 | 3,269 | 3,432 | 3,603 | 3,783 | 3,973 | 37,356 | 47,676 |
| G | Screeener | 11.1 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 30,276 | 38,652 |
| G | Secretary I | 13.1 | 2,781 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 33,372 | 42,612 |
| G | Secretary II | 15.1 | 3,068 | 3,221 | 3,381 | 3,551 | 3,729 | 3,916 | 36,816 | 46,992 |

GENERAL UNIT EMPLOYEES CLASS TITLE AND PAY PLAN EFFECTIVE 3/18/14

| <u>Unit</u> | <u>Job Classification Title</u> | <u>RANGE NO.</u> | <u>STEP A</u> | <u>STEP B</u> | <u>STEP C</u> | <u>STEP D</u> | <u>STEP E</u> | <u>STEP F</u> | <u>Annual Min.</u> | <u>Annual Max.</u> |
|-------------|-----------------------------------|------------------|---------------|---------------|---------------|---------------|---------------|---------------|--------------------|--------------------|
| G | Sheriff's Records Specialist I | 9.1 | 2,289 | 2,403 | 2,523 | 2,650 | 2,781 | 2,921 | 27,468 | 35,052 |
| G | Sheriff's Records Specialist II | 11.1 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 30,276 | 38,652 |
| G | Sheriff's Records Specialist III | 13.1 | 2,781 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 33,372 | 42,612 |
| G | Social Work Supervisor I | 23.8 | 4,692 | 4,927 | 5,173 | 5,431 | 5,704 | 5,989 | 56,304 | 71,868 |
| G | Social Work Supervisor II | 25.8 | 5,173 | 5,431 | 5,704 | 5,989 | 6,289 | 6,604 | 62,076 | 79,248 |
| G | Social Worker I | 15.9 | 3,189 | 3,349 | 3,517 | 3,693 | 3,878 | 4,072 | 38,268 | 48,864 |
| G | Social Worker II | 18.8 | 3,675 | 3,859 | 4,052 | 4,255 | 4,468 | 4,692 | 44,100 | 56,304 |
| G | Social Worker III | 21.8 | 4,255 | 4,468 | 4,692 | 4,927 | 5,173 | 5,431 | 51,060 | 65,172 |
| G | Social Worker IV | 22.8 | 4,468 | 4,692 | 4,927 | 5,173 | 5,431 | 5,704 | 53,616 | 68,448 |
| G | Substance Abuse Counselor | 18.8 | 3,675 | 3,859 | 4,052 | 4,255 | 4,468 | 4,692 | 44,100 | 56,304 |
| G | Substance Abuse Program Therapist | 24.7 | 4,903 | 5,148 | 5,405 | 5,676 | 5,960 | 6,258 | 58,836 | 75,096 |
| G | Supervising Appraiser | 25.8 | 5,173 | 5,431 | 5,704 | 5,989 | 6,289 | 6,604 | 62,076 | 79,248 |
| G | Supervising Auditor-Appraiser | 25.8 | 5,173 | 5,431 | 5,704 | 5,989 | 6,289 | 6,604 | 62,076 | 79,248 |
| G | Supervising Public Health Nurse | 27.7 | 5,676 | 5,960 | 6,258 | 6,572 | 6,901 | 7,246 | 68,112 | 86,952 |
| G | Tax Collector's Office Manager | 17.1 | 3,381 | 3,551 | 3,729 | 3,916 | 4,112 | 4,318 | 40,572 | 51,816 |
| G | Transportation Planner I | 18.3 | 3,585 | 3,765 | 3,954 | 4,152 | 4,360 | 4,578 | 43,020 | 54,936 |
| G | Transportation Planner II | 20.8 | 4,052 | 4,255 | 4,468 | 4,692 | 4,927 | 5,173 | 48,624 | 62,076 |
| G | Transportation Planner III | 23.8 | 4,692 | 4,927 | 5,173 | 5,431 | 5,704 | 5,989 | 56,304 | 71,868 |
| G | Treasurer's Office Manager | 17.1 | 3,381 | 3,551 | 3,729 | 3,916 | 4,112 | 4,318 | 40,572 | 51,816 |
| G | Vector Control Technician I | 15.0 | 3,053 | 3,205 | 3,365 | 3,534 | 3,711 | 3,897 | 36,636 | 46,764 |
| G | Vector Control Technician II | 18.0 | 3,534 | 3,711 | 3,897 | 4,092 | 4,297 | 4,512 | 42,408 | 54,144 |
| G | Victim-Witness Advocate I | 14.0 | 2,907 | 3,053 | 3,205 | 3,365 | 3,534 | 3,711 | 34,884 | 44,532 |
| G | Victim-Witness Advocate II | 15.9 | 3,189 | 3,349 | 3,517 | 3,693 | 3,878 | 4,072 | 38,268 | 48,864 |
| G | Vocational Assistant | 11.1 | 2,523 | 2,650 | 2,781 | 2,921 | 3,068 | 3,221 | 30,276 | 38,652 |
| G | Welfare Fraud Investigator I | 18.8 | 3,675 | 3,859 | 4,052 | 4,255 | 4,468 | 4,692 | 44,100 | 56,304 |
| G | Welfare Fraud Investigator II | 20.8 | 4,052 | 4,255 | 4,468 | 4,692 | 4,927 | 5,173 | 48,624 | 62,076 |
| G | Work Crew Supervisor | 14.1 | 2,921 | 3,068 | 3,221 | 3,381 | 3,551 | 3,729 | 36,052 | 44,748 |

G STEP MATRIX - Monthly

| Range | Step A Monthly | Step B Monthly | Step C Monthly | Step D Monthly | Step E Monthly | Step F Monthly |
|-------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 1.0 | \$1,539 | \$1,619 | \$1,699 | \$1,784 | \$1,874 | \$1,966 |
| 1.1 | \$1,547 | \$1,627 | \$1,707 | \$1,793 | \$1,883 | \$1,976 |
| 1.2 | \$1,555 | \$1,635 | \$1,715 | \$1,802 | \$1,892 | \$1,986 |
| 1.3 | \$1,563 | \$1,643 | \$1,723 | \$1,811 | \$1,901 | \$1,996 |
| 1.4 | \$1,571 | \$1,651 | \$1,731 | \$1,820 | \$1,910 | \$2,006 |
| 1.5 | \$1,579 | \$1,659 | \$1,739 | \$1,829 | \$1,919 | \$2,016 |
| 1.6 | \$1,587 | \$1,667 | \$1,748 | \$1,838 | \$1,928 | \$2,026 |
| 1.7 | \$1,595 | \$1,675 | \$1,757 | \$1,847 | \$1,937 | \$2,036 |
| 1.8 | \$1,603 | \$1,683 | \$1,766 | \$1,856 | \$1,946 | \$2,046 |
| 1.9 | \$1,611 | \$1,691 | \$1,775 | \$1,865 | \$1,956 | \$2,056 |
| 2.0 | \$1,619 | \$1,699 | \$1,784 | \$1,874 | \$1,966 | \$2,066 |
| 2.1 | \$1,627 | \$1,707 | \$1,793 | \$1,883 | \$1,976 | \$2,076 |
| 2.2 | \$1,635 | \$1,715 | \$1,802 | \$1,892 | \$1,986 | \$2,086 |
| 2.3 | \$1,643 | \$1,723 | \$1,811 | \$1,901 | \$1,996 | \$2,096 |
| 2.4 | \$1,651 | \$1,731 | \$1,820 | \$1,910 | \$2,006 | \$2,106 |
| 2.5 | \$1,659 | \$1,739 | \$1,829 | \$1,919 | \$2,016 | \$2,116 |
| 2.6 | \$1,667 | \$1,748 | \$1,838 | \$1,928 | \$2,026 | \$2,126 |
| 2.7 | \$1,675 | \$1,757 | \$1,847 | \$1,937 | \$2,036 | \$2,136 |
| 2.8 | \$1,683 | \$1,766 | \$1,856 | \$1,946 | \$2,046 | \$2,146 |
| 2.9 | \$1,691 | \$1,775 | \$1,865 | \$1,966 | \$2,056 | \$2,157 |
| 3.0 | \$1,699 | \$1,784 | \$1,874 | \$1,966 | \$2,066 | \$2,168 |
| 3.1 | \$1,707 | \$1,793 | \$1,883 | \$1,976 | \$2,076 | \$2,179 |
| 3.2 | \$1,715 | \$1,802 | \$1,892 | \$1,986 | \$2,086 | \$2,190 |
| 3.3 | \$1,723 | \$1,811 | \$1,901 | \$1,996 | \$2,096 | \$2,201 |
| 3.4 | \$1,731 | \$1,820 | \$1,910 | \$2,006 | \$2,106 | \$2,212 |
| 3.5 | \$1,739 | \$1,829 | \$1,919 | \$2,016 | \$2,116 | \$2,223 |
| 3.6 | \$1,748 | \$1,838 | \$1,928 | \$2,026 | \$2,126 | \$2,234 |
| 3.7 | \$1,757 | \$1,847 | \$1,937 | \$2,036 | \$2,136 | \$2,245 |
| 3.8 | \$1,766 | \$1,856 | \$1,946 | \$2,046 | \$2,146 | \$2,256 |
| 3.9 | \$1,775 | \$1,865 | \$1,956 | \$2,056 | \$2,157 | \$2,267 |
| 4.0 | \$1,784 | \$1,874 | \$1,966 | \$2,066 | \$2,168 | \$2,278 |
| 4.1 | \$1,793 | \$1,883 | \$1,976 | \$2,076 | \$2,179 | \$2,289 |
| 4.2 | \$1,802 | \$1,892 | \$1,986 | \$2,086 | \$2,190 | \$2,300 |
| 4.3 | \$1,811 | \$1,901 | \$1,996 | \$2,096 | \$2,201 | \$2,311 |
| 4.4 | \$1,820 | \$1,910 | \$2,006 | \$2,106 | \$2,212 | \$2,322 |
| 4.5 | \$1,829 | \$1,919 | \$2,016 | \$2,116 | \$2,223 | \$2,333 |
| 4.6 | \$1,838 | \$1,928 | \$2,026 | \$2,126 | \$2,234 | \$2,344 |
| 4.7 | \$1,847 | \$1,937 | \$2,036 | \$2,136 | \$2,245 | \$2,355 |
| 4.8 | \$1,856 | \$1,946 | \$2,046 | \$2,146 | \$2,256 | \$2,367 |
| 4.9 | \$1,865 | \$1,956 | \$2,056 | \$2,157 | \$2,267 | \$2,379 |
| 5.0 | \$1,874 | \$1,966 | \$2,066 | \$2,168 | \$2,278 | \$2,391 |
| 5.1 | \$1,883 | \$1,976 | \$2,076 | \$2,179 | \$2,289 | \$2,403 |
| 5.2 | \$1,892 | \$1,986 | \$2,086 | \$2,190 | \$2,300 | \$2,415 |

| G STEP MATRIX - Monthly | | | | | | |
|-------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Range | Step A Monthly | Step B Monthly | Step C Monthly | Step D Monthly | Step E Monthly | Step F Monthly |
| 5.3 | \$1,901 | \$1,996 | \$2,096 | \$2,201 | \$2,311 | \$2,427 |
| 5.4 | \$1,910 | \$2,006 | \$2,106 | \$2,212 | \$2,322 | \$2,439 |
| 5.5 | \$1,919 | \$2,016 | \$2,116 | \$2,223 | \$2,333 | \$2,451 |
| 5.6 | \$1,928 | \$2,026 | \$2,126 | \$2,234 | \$2,344 | \$2,463 |
| 5.7 | \$1,937 | \$2,036 | \$2,136 | \$2,245 | \$2,355 | \$2,475 |
| 5.8 | \$1,946 | \$2,046 | \$2,146 | \$2,256 | \$2,367 | \$2,487 |
| 5.9 | \$1,956 | \$2,056 | \$2,157 | \$2,267 | \$2,379 | \$2,499 |
| 6.0 | \$1,966 | \$2,066 | \$2,168 | \$2,278 | \$2,391 | \$2,511 |
| 6.1 | \$1,976 | \$2,076 | \$2,179 | \$2,289 | \$2,403 | \$2,523 |
| 6.2 | \$1,986 | \$2,086 | \$2,190 | \$2,300 | \$2,415 | \$2,535 |
| 6.3 | \$1,996 | \$2,096 | \$2,201 | \$2,311 | \$2,427 | \$2,547 |
| 6.4 | \$2,006 | \$2,106 | \$2,212 | \$2,322 | \$2,439 | \$2,559 |
| 6.5 | \$2,016 | \$2,116 | \$2,223 | \$2,333 | \$2,451 | \$2,572 |
| 6.6 | \$2,026 | \$2,126 | \$2,234 | \$2,344 | \$2,463 | \$2,585 |
| 6.7 | \$2,036 | \$2,136 | \$2,245 | \$2,355 | \$2,475 | \$2,598 |
| 6.8 | \$2,046 | \$2,146 | \$2,256 | \$2,367 | \$2,487 | \$2,611 |
| 6.9 | \$2,056 | \$2,157 | \$2,267 | \$2,379 | \$2,499 | \$2,624 |
| 7.0 | \$2,066 | \$2,168 | \$2,278 | \$2,391 | \$2,511 | \$2,637 |
| 7.1 | \$2,076 | \$2,179 | \$2,289 | \$2,403 | \$2,523 | \$2,650 |
| 7.2 | \$2,086 | \$2,190 | \$2,300 | \$2,415 | \$2,535 | \$2,663 |
| 7.3 | \$2,096 | \$2,201 | \$2,311 | \$2,427 | \$2,547 | \$2,676 |
| 7.4 | \$2,106 | \$2,212 | \$2,322 | \$2,439 | \$2,559 | \$2,689 |
| 7.5 | \$2,116 | \$2,223 | \$2,333 | \$2,451 | \$2,572 | \$2,702 |
| 7.6 | \$2,126 | \$2,234 | \$2,344 | \$2,463 | \$2,585 | \$2,715 |
| 7.7 | \$2,136 | \$2,245 | \$2,355 | \$2,475 | \$2,598 | \$2,728 |
| 7.8 | \$2,146 | \$2,256 | \$2,367 | \$2,487 | \$2,611 | \$2,741 |
| 7.9 | \$2,157 | \$2,267 | \$2,379 | \$2,499 | \$2,624 | \$2,754 |
| 8.0 | \$2,168 | \$2,278 | \$2,391 | \$2,511 | \$2,637 | \$2,767 |
| 8.1 | \$2,179 | \$2,289 | \$2,403 | \$2,523 | \$2,650 | \$2,781 |
| 8.2 | \$2,190 | \$2,300 | \$2,415 | \$2,535 | \$2,663 | \$2,795 |
| 8.3 | \$2,201 | \$2,311 | \$2,427 | \$2,547 | \$2,676 | \$2,809 |
| 8.4 | \$2,212 | \$2,322 | \$2,439 | \$2,559 | \$2,689 | \$2,823 |
| 8.5 | \$2,223 | \$2,333 | \$2,451 | \$2,572 | \$2,702 | \$2,837 |
| 8.6 | \$2,234 | \$2,344 | \$2,463 | \$2,585 | \$2,715 | \$2,851 |
| 8.7 | \$2,245 | \$2,355 | \$2,475 | \$2,598 | \$2,728 | \$2,865 |
| 8.8 | \$2,256 | \$2,367 | \$2,487 | \$2,611 | \$2,741 | \$2,879 |
| 8.9 | \$2,267 | \$2,379 | \$2,499 | \$2,624 | \$2,754 | \$2,893 |
| 9.0 | \$2,278 | \$2,391 | \$2,511 | \$2,637 | \$2,767 | \$2,907 |
| 9.1 | \$2,289 | \$2,403 | \$2,523 | \$2,650 | \$2,781 | \$2,921 |
| 9.2 | \$2,300 | \$2,415 | \$2,535 | \$2,663 | \$2,795 | \$2,935 |
| 9.3 | \$2,311 | \$2,427 | \$2,547 | \$2,676 | \$2,809 | \$2,949 |
| 9.4 | \$2,322 | \$2,439 | \$2,559 | \$2,689 | \$2,823 | \$2,963 |
| 9.5 | \$2,333 | \$2,451 | \$2,572 | \$2,702 | \$2,837 | \$2,978 |

G STEP MATRIX - Monthly

| Range | Step A Monthly | Step B Monthly | Step C Monthly | Step D Monthly | Step E Monthly | Step F Monthly |
|-------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 9.6 | \$2,344 | \$2,463 | \$2,585 | \$2,715 | \$2,851 | \$2,993 |
| 9.7 | \$2,355 | \$2,475 | \$2,598 | \$2,728 | \$2,865 | \$3,008 |
| 9.8 | \$2,367 | \$2,487 | \$2,611 | \$2,741 | \$2,879 | \$3,023 |
| 9.9 | \$2,379 | \$2,499 | \$2,624 | \$2,754 | \$2,893 | \$3,038 |
| 10.0 | \$2,391 | \$2,511 | \$2,637 | \$2,767 | \$2,907 | \$3,053 |
| 10.1 | \$2,403 | \$2,523 | \$2,650 | \$2,781 | \$2,921 | \$3,068 |
| 10.2 | \$2,415 | \$2,535 | \$2,663 | \$2,795 | \$2,935 | \$3,083 |
| 10.3 | \$2,427 | \$2,547 | \$2,676 | \$2,809 | \$2,949 | \$3,098 |
| 10.4 | \$2,439 | \$2,559 | \$2,689 | \$2,823 | \$2,963 | \$3,113 |
| 10.5 | \$2,451 | \$2,572 | \$2,702 | \$2,837 | \$2,978 | \$3,128 |
| 10.6 | \$2,463 | \$2,585 | \$2,715 | \$2,861 | \$2,993 | \$3,143 |
| 10.7 | \$2,475 | \$2,598 | \$2,728 | \$2,865 | \$3,008 | \$3,158 |
| 10.8 | \$2,487 | \$2,611 | \$2,741 | \$2,879 | \$3,023 | \$3,173 |
| 10.9 | \$2,499 | \$2,624 | \$2,754 | \$2,893 | \$3,038 | \$3,189 |
| 11.0 | \$2,511 | \$2,637 | \$2,767 | \$2,907 | \$3,053 | \$3,205 |
| 11.1 | \$2,523 | \$2,650 | \$2,781 | \$2,921 | \$3,068 | \$3,221 |
| 11.2 | \$2,535 | \$2,663 | \$2,795 | \$2,935 | \$3,083 | \$3,237 |
| 11.3 | \$2,547 | \$2,676 | \$2,809 | \$2,949 | \$3,098 | \$3,253 |
| 11.4 | \$2,559 | \$2,689 | \$2,823 | \$2,963 | \$3,113 | \$3,269 |
| 11.5 | \$2,572 | \$2,702 | \$2,837 | \$2,978 | \$3,128 | \$3,285 |
| 11.6 | \$2,585 | \$2,715 | \$2,851 | \$2,993 | \$3,143 | \$3,301 |
| 11.7 | \$2,598 | \$2,728 | \$2,865 | \$3,008 | \$3,158 | \$3,317 |
| 11.8 | \$2,611 | \$2,741 | \$2,879 | \$3,023 | \$3,173 | \$3,333 |
| 11.9 | \$2,624 | \$2,754 | \$2,893 | \$3,038 | \$3,189 | \$3,349 |
| 12.0 | \$2,637 | \$2,767 | \$2,907 | \$3,053 | \$3,205 | \$3,365 |
| 12.1 | \$2,650 | \$2,781 | \$2,921 | \$3,068 | \$3,221 | \$3,381 |
| 12.2 | \$2,663 | \$2,795 | \$2,935 | \$3,083 | \$3,237 | \$3,398 |
| 12.3 | \$2,676 | \$2,809 | \$2,949 | \$3,098 | \$3,253 | \$3,415 |
| 12.4 | \$2,689 | \$2,823 | \$2,963 | \$3,113 | \$3,269 | \$3,432 |
| 12.5 | \$2,702 | \$2,837 | \$2,978 | \$3,128 | \$3,285 | \$3,449 |
| 12.6 | \$2,715 | \$2,851 | \$2,993 | \$3,143 | \$3,301 | \$3,466 |
| 12.7 | \$2,728 | \$2,865 | \$3,008 | \$3,158 | \$3,317 | \$3,483 |
| 12.8 | \$2,741 | \$2,879 | \$3,023 | \$3,173 | \$3,333 | \$3,500 |
| 12.9 | \$2,754 | \$2,893 | \$3,038 | \$3,189 | \$3,349 | \$3,517 |
| 13.0 | \$2,767 | \$2,907 | \$3,053 | \$3,205 | \$3,365 | \$3,534 |
| 13.1 | \$2,781 | \$2,921 | \$3,068 | \$3,221 | \$3,381 | \$3,551 |
| 13.2 | \$2,795 | \$2,935 | \$3,083 | \$3,237 | \$3,398 | \$3,568 |
| 13.3 | \$2,609 | \$2,949 | \$3,098 | \$3,253 | \$3,415 | \$3,585 |
| 13.4 | \$2,823 | \$2,963 | \$3,113 | \$3,269 | \$3,432 | \$3,603 |
| 13.5 | \$2,837 | \$2,978 | \$3,128 | \$3,285 | \$3,449 | \$3,621 |
| 13.6 | \$2,651 | \$2,993 | \$3,143 | \$3,301 | \$3,466 | \$3,639 |
| 13.7 | \$2,865 | \$3,008 | \$3,158 | \$3,317 | \$3,483 | \$3,657 |
| 13.8 | \$2,879 | \$3,023 | \$3,173 | \$3,333 | \$3,500 | \$3,675 |

G STEP MATRIX - Monthly

| Range | Step A Monthly | Step B Monthly | Step C Monthly | Step D Monthly | Step E Monthly | Step F Monthly |
|-------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 13.9 | \$2,893 | \$3,038 | \$3,189 | \$3,349 | \$3,517 | \$3,693 |
| 14.0 | \$2,907 | \$3,053 | \$3,205 | \$3,365 | \$3,534 | \$3,711 |
| 14.1 | \$2,921 | \$3,068 | \$3,221 | \$3,381 | \$3,551 | \$3,729 |
| 14.2 | \$2,935 | \$3,083 | \$3,237 | \$3,398 | \$3,568 | \$3,747 |
| 14.3 | \$2,949 | \$3,098 | \$3,253 | \$3,415 | \$3,585 | \$3,765 |
| 14.4 | \$2,963 | \$3,113 | \$3,269 | \$3,432 | \$3,603 | \$3,783 |
| 14.5 | \$2,978 | \$3,128 | \$3,285 | \$3,449 | \$3,621 | \$3,802 |
| 14.6 | \$2,993 | \$3,143 | \$3,301 | \$3,466 | \$3,639 | \$3,821 |
| 14.7 | \$3,008 | \$3,158 | \$3,317 | \$3,483 | \$3,657 | \$3,840 |
| 14.8 | \$3,023 | \$3,173 | \$3,333 | \$3,500 | \$3,675 | \$3,859 |
| 14.9 | \$3,038 | \$3,189 | \$3,349 | \$3,517 | \$3,693 | \$3,878 |
| 15.0 | \$3,053 | \$3,205 | \$3,365 | \$3,534 | \$3,711 | \$3,897 |
| 15.1 | \$3,068 | \$3,221 | \$3,381 | \$3,551 | \$3,729 | \$3,916 |
| 15.2 | \$3,083 | \$3,232 | \$3,398 | \$3,568 | \$3,747 | \$3,935 |
| 15.3 | \$3,098 | \$3,253 | \$3,415 | \$3,585 | \$3,765 | \$3,954 |
| 15.4 | \$3,113 | \$3,269 | \$3,432 | \$3,603 | \$3,783 | \$3,973 |
| 15.5 | \$3,128 | \$3,285 | \$3,449 | \$3,621 | \$3,802 | \$3,992 |
| 15.6 | \$3,143 | \$3,301 | \$3,466 | \$3,639 | \$3,821 | \$4,012 |
| 15.7 | \$3,158 | \$3,317 | \$3,483 | \$3,657 | \$3,840 | \$4,032 |
| 15.8 | \$3,173 | \$3,333 | \$3,500 | \$3,675 | \$3,859 | \$4,052 |
| 15.9 | \$3,189 | \$3,349 | \$3,517 | \$3,693 | \$3,878 | \$4,072 |
| 16.0 | \$3,205 | \$3,365 | \$3,534 | \$3,711 | \$3,897 | \$4,092 |
| 16.1 | \$3,221 | \$3,381 | \$3,551 | \$3,729 | \$3,916 | \$4,112 |
| 16.2 | \$3,237 | \$3,398 | \$3,568 | \$3,747 | \$3,935 | \$4,132 |
| 16.3 | \$3,253 | \$3,415 | \$3,585 | \$3,765 | \$3,954 | \$4,152 |
| 16.4 | \$3,269 | \$3,432 | \$3,603 | \$3,783 | \$3,973 | \$4,172 |
| 16.5 | \$3,285 | \$3,449 | \$3,621 | \$3,802 | \$3,992 | \$4,192 |
| 16.6 | \$3,301 | \$3,466 | \$3,639 | \$3,821 | \$4,012 | \$4,213 |
| 16.7 | \$3,317 | \$3,483 | \$3,657 | \$3,840 | \$4,032 | \$4,234 |
| 16.8 | \$3,333 | \$3,500 | \$3,675 | \$3,859 | \$4,052 | \$4,255 |
| 16.9 | \$3,349 | \$3,517 | \$3,693 | \$3,878 | \$4,072 | \$4,276 |
| 17.0 | \$3,365 | \$3,534 | \$3,711 | \$3,897 | \$4,092 | \$4,297 |
| 17.1 | \$3,381 | \$3,551 | \$3,729 | \$3,916 | \$4,112 | \$4,318 |
| 17.2 | \$3,398 | \$3,568 | \$3,747 | \$3,935 | \$4,132 | \$4,339 |
| 17.3 | \$3,415 | \$3,585 | \$3,765 | \$3,954 | \$4,152 | \$4,360 |
| 17.4 | \$3,432 | \$3,603 | \$3,783 | \$3,973 | \$4,172 | \$4,381 |
| 17.5 | \$3,449 | \$3,621 | \$3,802 | \$3,992 | \$4,192 | \$4,402 |
| 17.6 | \$3,466 | \$3,639 | \$3,821 | \$4,012 | \$4,213 | \$4,424 |
| 17.7 | \$3,483 | \$3,657 | \$3,840 | \$4,032 | \$4,234 | \$4,446 |
| 17.8 | \$3,500 | \$3,675 | \$3,859 | \$4,052 | \$4,255 | \$4,468 |
| 17.9 | \$3,517 | \$3,693 | \$3,878 | \$4,072 | \$4,276 | \$4,490 |
| 18.0 | \$3,534 | \$3,711 | \$3,897 | \$4,092 | \$4,297 | \$4,512 |
| 18.1 | \$3,551 | \$3,729 | \$3,916 | \$4,112 | \$4,318 | \$4,534 |

G STEP MATRIX - Monthly

| Range | Step A Monthly | Step B Monthly | Step C Monthly | Step D Monthly | Step E Monthly | Step F Monthly |
|-------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 18.2 | \$3,568 | \$3,747 | \$3,935 | \$4,132 | \$4,339 | \$4,556 |
| 18.3 | \$3,585 | \$3,765 | \$3,954 | \$4,152 | \$4,360 | \$4,578 |
| 18.4 | \$3,603 | \$3,783 | \$3,973 | \$4,172 | \$4,381 | \$4,600 |
| 18.5 | \$3,621 | \$3,802 | \$3,992 | \$4,192 | \$4,402 | \$4,623 |
| 18.6 | \$3,639 | \$3,821 | \$4,012 | \$4,213 | \$4,424 | \$4,646 |
| 18.7 | \$3,657 | \$3,840 | \$4,032 | \$4,234 | \$4,446 | \$4,669 |
| 18.8 | \$3,675 | \$3,859 | \$4,052 | \$4,255 | \$4,468 | \$4,692 |
| 18.9 | \$3,693 | \$3,878 | \$4,072 | \$4,276 | \$4,490 | \$4,715 |
| 19.0 | \$3,711 | \$3,897 | \$4,092 | \$4,297 | \$4,512 | \$4,738 |
| 19.1 | \$3,729 | \$3,916 | \$4,112 | \$4,318 | \$4,534 | \$4,761 |
| 19.2 | \$3,747 | \$3,935 | \$4,132 | \$4,339 | \$4,556 | \$4,784 |
| 19.3 | \$3,765 | \$3,954 | \$4,152 | \$4,360 | \$4,578 | \$4,807 |
| 19.4 | \$3,783 | \$3,973 | \$4,172 | \$4,381 | \$4,600 | \$4,831 |
| 19.5 | \$3,802 | \$3,992 | \$4,192 | \$4,402 | \$4,623 | \$4,855 |
| 19.6 | \$3,821 | \$4,012 | \$4,213 | \$4,424 | \$4,646 | \$4,879 |
| 19.7 | \$3,840 | \$4,032 | \$4,234 | \$4,446 | \$4,669 | \$4,903 |
| 19.8 | \$3,859 | \$4,052 | \$4,255 | \$4,468 | \$4,692 | \$4,927 |
| 19.9 | \$3,878 | \$4,072 | \$4,276 | \$4,490 | \$4,715 | \$4,951 |
| 20.0 | \$3,897 | \$4,092 | \$4,297 | \$4,512 | \$4,738 | \$4,975 |
| 20.1 | \$3,916 | \$4,112 | \$4,318 | \$4,534 | \$4,761 | \$4,999 |
| 20.2 | \$3,935 | \$4,132 | \$4,339 | \$4,556 | \$4,784 | \$5,023 |
| 20.3 | \$3,954 | \$4,152 | \$4,360 | \$4,578 | \$4,807 | \$5,048 |
| 20.4 | \$3,973 | \$4,172 | \$4,381 | \$4,600 | \$4,831 | \$5,073 |
| 20.5 | \$3,992 | \$4,192 | \$4,402 | \$4,623 | \$4,855 | \$5,098 |
| 20.6 | \$4,012 | \$4,213 | \$4,424 | \$4,646 | \$4,879 | \$5,123 |
| 20.7 | \$4,032 | \$4,234 | \$4,446 | \$4,669 | \$4,903 | \$5,148 |
| 20.8 | \$4,052 | \$4,255 | \$4,468 | \$4,692 | \$4,927 | \$5,173 |
| 20.9 | \$4,072 | \$4,276 | \$4,490 | \$4,715 | \$4,951 | \$5,198 |
| 21.0 | \$4,092 | \$4,297 | \$4,512 | \$4,738 | \$4,975 | \$5,223 |
| 21.1 | \$4,112 | \$4,318 | \$4,534 | \$4,761 | \$4,999 | \$5,249 |
| 21.2 | \$4,132 | \$4,339 | \$4,556 | \$4,784 | \$5,023 | \$5,275 |
| 21.3 | \$4,152 | \$4,360 | \$4,578 | \$4,807 | \$5,048 | \$5,301 |
| 21.4 | \$4,172 | \$4,381 | \$4,600 | \$4,831 | \$5,073 | \$5,327 |
| 21.5 | \$4,192 | \$4,402 | \$4,623 | \$4,855 | \$5,098 | \$5,353 |
| 21.6 | \$4,213 | \$4,424 | \$4,646 | \$4,879 | \$5,123 | \$5,379 |
| 21.7 | \$4,234 | \$4,446 | \$4,669 | \$4,903 | \$5,148 | \$5,405 |
| 21.8 | \$4,255 | \$4,468 | \$4,692 | \$4,927 | \$5,173 | \$5,431 |
| 21.9 | \$4,276 | \$4,490 | \$4,715 | \$4,951 | \$5,198 | \$5,458 |
| 22.0 | \$4,297 | \$4,512 | \$4,738 | \$4,975 | \$5,223 | \$5,485 |
| 22.1 | \$4,318 | \$4,534 | \$4,761 | \$4,999 | \$5,249 | \$5,512 |
| 22.2 | \$4,339 | \$4,556 | \$4,784 | \$5,023 | \$5,275 | \$5,539 |
| 22.3 | \$4,360 | \$4,578 | \$4,807 | \$5,048 | \$5,301 | \$5,566 |
| 22.4 | \$4,381 | \$4,600 | \$4,831 | \$5,073 | \$5,327 | \$5,593 |

G STEP MATRIX - Monthly

| Range | Step A Monthly | Step B Monthly | Step C Monthly | Step D Monthly | Step E Monthly | Step F Monthly |
|-------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 22.5 | \$4,402 | \$4,623 | \$4,855 | \$5,098 | \$5,353 | \$5,620 |
| 22.6 | \$4,424 | \$4,646 | \$4,879 | \$5,123 | \$5,379 | \$5,648 |
| 22.7 | \$4,446 | \$4,669 | \$4,903 | \$5,148 | \$5,405 | \$5,676 |
| 22.8 | \$4,468 | \$4,692 | \$4,927 | \$5,173 | \$5,431 | \$5,704 |
| 22.9 | \$4,490 | \$4,715 | \$4,951 | \$5,198 | \$5,458 | \$5,732 |
| 23.0 | \$4,512 | \$4,738 | \$4,975 | \$5,223 | \$5,485 | \$5,760 |
| 23.1 | \$4,534 | \$4,761 | \$4,999 | \$5,249 | \$5,512 | \$5,788 |
| 23.2 | \$4,556 | \$4,784 | \$5,023 | \$5,275 | \$5,539 | \$5,816 |
| 23.3 | \$4,578 | \$4,807 | \$5,048 | \$5,301 | \$5,566 | \$5,844 |
| 23.4 | \$4,600 | \$4,831 | \$5,073 | \$5,327 | \$5,593 | \$5,873 |
| 23.5 | \$4,623 | \$4,855 | \$5,098 | \$5,353 | \$5,620 | \$5,902 |
| 23.6 | \$4,646 | \$4,879 | \$5,123 | \$5,379 | \$5,648 | \$5,931 |
| 23.7 | \$4,669 | \$4,903 | \$5,148 | \$5,405 | \$5,676 | \$5,960 |
| 23.8 | \$4,692 | \$4,927 | \$5,173 | \$5,431 | \$5,704 | \$5,989 |
| 23.9 | \$4,715 | \$4,951 | \$5,198 | \$5,458 | \$5,732 | \$6,018 |
| 24.0 | \$4,738 | \$4,975 | \$5,223 | \$5,485 | \$5,760 | \$6,047 |
| 24.1 | \$4,761 | \$4,999 | \$5,249 | \$5,512 | \$5,788 | \$6,077 |
| 24.2 | \$4,784 | \$5,023 | \$5,275 | \$5,539 | \$5,816 | \$6,107 |
| 24.3 | \$4,807 | \$5,048 | \$5,301 | \$5,566 | \$5,844 | \$6,137 |
| 24.4 | \$4,831 | \$5,073 | \$5,327 | \$5,593 | \$5,873 | \$6,167 |
| 24.5 | \$4,855 | \$5,098 | \$5,353 | \$5,620 | \$5,902 | \$6,197 |
| 24.6 | \$4,879 | \$5,123 | \$5,379 | \$5,648 | \$5,931 | \$6,227 |
| 24.7 | \$4,903 | \$5,148 | \$5,405 | \$5,676 | \$5,960 | \$6,258 |
| 24.8 | \$4,927 | \$5,173 | \$5,431 | \$5,704 | \$5,989 | \$6,289 |
| 24.9 | \$4,951 | \$5,198 | \$5,458 | \$5,732 | \$6,018 | \$6,320 |
| 25.0 | \$4,975 | \$5,223 | \$5,485 | \$5,760 | \$6,047 | \$6,351 |
| 25.1 | \$4,999 | \$5,249 | \$5,512 | \$5,788 | \$6,077 | \$6,382 |
| 25.2 | \$5,023 | \$5,275 | \$5,539 | \$5,816 | \$6,107 | \$6,413 |
| 25.3 | \$5,048 | \$5,301 | \$5,566 | \$5,844 | \$6,137 | \$6,444 |
| 25.4 | \$5,073 | \$5,327 | \$5,593 | \$5,873 | \$6,167 | \$6,476 |
| 25.5 | \$5,098 | \$5,353 | \$5,620 | \$5,902 | \$6,197 | \$6,508 |
| 25.6 | \$5,123 | \$5,379 | \$5,648 | \$6,931 | \$6,227 | \$6,540 |
| 25.7 | \$5,148 | \$5,405 | \$5,676 | \$5,960 | \$6,258 | \$6,572 |
| 25.8 | \$5,173 | \$5,431 | \$5,704 | \$5,989 | \$6,289 | \$6,604 |
| 25.9 | \$5,198 | \$5,458 | \$5,732 | \$6,018 | \$6,320 | \$6,636 |
| 26.0 | \$5,223 | \$5,485 | \$5,760 | \$6,047 | \$6,351 | \$6,669 |
| 26.1 | \$5,249 | \$5,512 | \$5,788 | \$6,077 | \$6,382 | \$6,702 |
| 26.2 | \$5,275 | \$5,539 | \$5,816 | \$6,107 | \$6,413 | \$6,735 |
| 26.3 | \$5,301 | \$5,566 | \$5,844 | \$6,137 | \$6,444 | \$6,768 |
| 26.4 | \$5,327 | \$5,593 | \$5,873 | \$6,167 | \$6,476 | \$6,801 |
| 26.5 | \$5,353 | \$5,620 | \$5,902 | \$6,197 | \$6,508 | \$6,834 |
| 26.6 | \$5,379 | \$5,648 | \$5,931 | \$6,227 | \$6,540 | \$6,867 |
| 26.7 | \$5,405 | \$5,676 | \$5,960 | \$6,258 | \$6,572 | \$6,901 |

G STEP MATRIX - Monthly

| Range | Step A Monthly | Step B Monthly | Step C Monthly | Step D Monthly | Step E Monthly | Step F Monthly |
|-------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 26.8 | \$5,431 | \$5,704 | \$5,989 | \$6,289 | \$6,604 | \$6,935 |
| 26.9 | \$5,458 | \$5,732 | \$6,018 | \$6,320 | \$6,636 | \$6,969 |
| 27.0 | \$5,485 | \$5,760 | \$6,047 | \$6,351 | \$6,669 | \$7,003 |
| 27.1 | \$5,512 | \$5,788 | \$6,077 | \$6,382 | \$6,702 | \$7,037 |
| 27.2 | \$5,539 | \$5,816 | \$6,107 | \$6,413 | \$6,735 | \$7,071 |
| 27.3 | \$5,566 | \$5,844 | \$6,137 | \$6,444 | \$6,768 | \$7,106 |
| 27.4 | \$5,593 | \$5,873 | \$6,167 | \$6,476 | \$6,801 | \$7,141 |
| 27.5 | \$5,620 | \$5,902 | \$6,197 | \$6,508 | \$6,834 | \$7,176 |
| 27.6 | \$5,648 | \$5,931 | \$6,227 | \$6,540 | \$6,867 | \$7,211 |
| 27.7 | \$5,676 | \$5,960 | \$6,258 | \$6,572 | \$6,901 | \$7,246 |
| 27.8 | \$5,704 | \$5,989 | \$6,289 | \$6,604 | \$6,935 | \$7,282 |
| 27.9 | \$5,732 | \$6,018 | \$6,320 | \$6,636 | \$6,969 | \$7,318 |
| 28.0 | \$5,760 | \$6,047 | \$6,351 | \$6,669 | \$7,003 | \$7,354 |
| 28.1 | \$5,788 | \$6,077 | \$6,382 | \$6,702 | \$7,037 | \$7,390 |
| 28.2 | \$5,816 | \$6,107 | \$6,413 | \$6,735 | \$7,071 | \$7,426 |
| 28.3 | \$5,844 | \$6,137 | \$6,444 | \$6,768 | \$7,106 | \$7,462 |
| 28.4 | \$5,873 | \$6,167 | \$6,476 | \$6,801 | \$7,141 | \$7,499 |
| 28.5 | \$5,902 | \$6,197 | \$6,508 | \$6,834 | \$7,176 | \$7,536 |
| 28.6 | \$5,931 | \$6,227 | \$6,540 | \$6,867 | \$7,211 | \$7,573 |
| 28.7 | \$5,960 | \$6,258 | \$6,572 | \$6,901 | \$7,246 | \$7,610 |
| 28.8 | \$5,989 | \$6,289 | \$6,604 | \$6,935 | \$7,282 | \$7,647 |
| 28.9 | \$6,018 | \$6,320 | \$6,636 | \$6,969 | \$7,318 | \$7,684 |
| 29.0 | \$6,047 | \$6,351 | \$6,669 | \$7,003 | \$7,354 | \$7,722 |
| 29.1 | \$6,077 | \$6,382 | \$6,702 | \$7,037 | \$7,390 | \$7,760 |
| 29.2 | \$6,107 | \$6,413 | \$6,735 | \$7,071 | \$7,426 | \$7,798 |
| 29.3 | \$6,137 | \$6,444 | \$6,768 | \$7,106 | \$7,462 | \$7,836 |
| 29.4 | \$6,167 | \$6,476 | \$6,801 | \$7,141 | \$7,499 | \$7,874 |
| 29.5 | \$6,197 | \$6,508 | \$6,834 | \$7,176 | \$7,536 | \$7,913 |
| 29.6 | \$6,227 | \$6,540 | \$6,867 | \$7,211 | \$7,573 | \$7,952 |
| 29.7 | \$6,258 | \$6,572 | \$6,901 | \$7,246 | \$7,610 | \$7,991 |
| 29.8 | \$6,289 | \$6,604 | \$6,935 | \$7,282 | \$7,647 | \$8,030 |
| 29.9 | \$6,320 | \$6,636 | \$6,969 | \$7,318 | \$7,684 | \$8,069 |
| 30.0 | \$6,351 | \$6,669 | \$7,003 | \$7,354 | \$7,722 | \$8,109 |
| 30.1 | \$6,382 | \$6,702 | \$7,037 | \$7,390 | \$7,760 | \$8,149 |
| 30.2 | \$6,413 | \$6,735 | \$7,071 | \$7,426 | \$7,798 | \$8,189 |
| 30.3 | \$6,444 | \$6,768 | \$7,106 | \$7,462 | \$7,836 | \$8,229 |
| 30.4 | \$6,476 | \$6,801 | \$7,141 | \$7,499 | \$7,874 | \$8,269 |
| 30.5 | \$6,508 | \$6,834 | \$7,176 | \$7,536 | \$7,913 | \$8,310 |
| 30.6 | \$6,540 | \$6,867 | \$7,211 | \$7,573 | \$7,952 | \$8,351 |
| 30.7 | \$6,572 | \$6,901 | \$7,246 | \$7,610 | \$7,991 | \$8,392 |
| 30.8 | \$6,604 | \$6,935 | \$7,282 | \$7,647 | \$8,030 | \$8,433 |
| 30.9 | \$6,636 | \$6,969 | \$7,318 | \$7,684 | \$8,069 | \$8,474 |



GRIEVANCE

CED/Case# _____

DATE: _____

Discipline

Certified Mail: _____

Facsimile: _____

Grievant's Name: _____

Address: _____

Home Phone: _____ Work Phone: _____ Ext. _____

Employer (County, School District, City, etc): _____

Department: _____ Classification: _____

Dept. Head: _____ Immediate Supervisor: _____

Approximate Date Grievable Action Occurred: _____

1. STATEMENT OF GRIEVANCE: _____

2. WHO IS GRIEVANCE BROUGHT AGAINST?: _____

3. SECTION OF THE CONTRACT VIOLATED OR, WHEN APPLICABLE, MEMORANDUM, RULE, LAW, REGULATION, POLICY VIOLATED, IMPROPERLY INTERPRETED OR MISAPPLIED, OR ANY OTHER RULE, REGULATION, POLICY OR SECTION OF THE AGREEMENT APPLICABLE TO SAID ACT, INCLUDING BUT NOT LIMITED TO: _____

CORRECTIVE REMEDY: Make whole, including but not limited to: _____

INFORMAL ATTEMPT AT RESOLUTION: _____

GRIEVANT: _____ DATE: _____

STEWARD: _____ DATE: _____

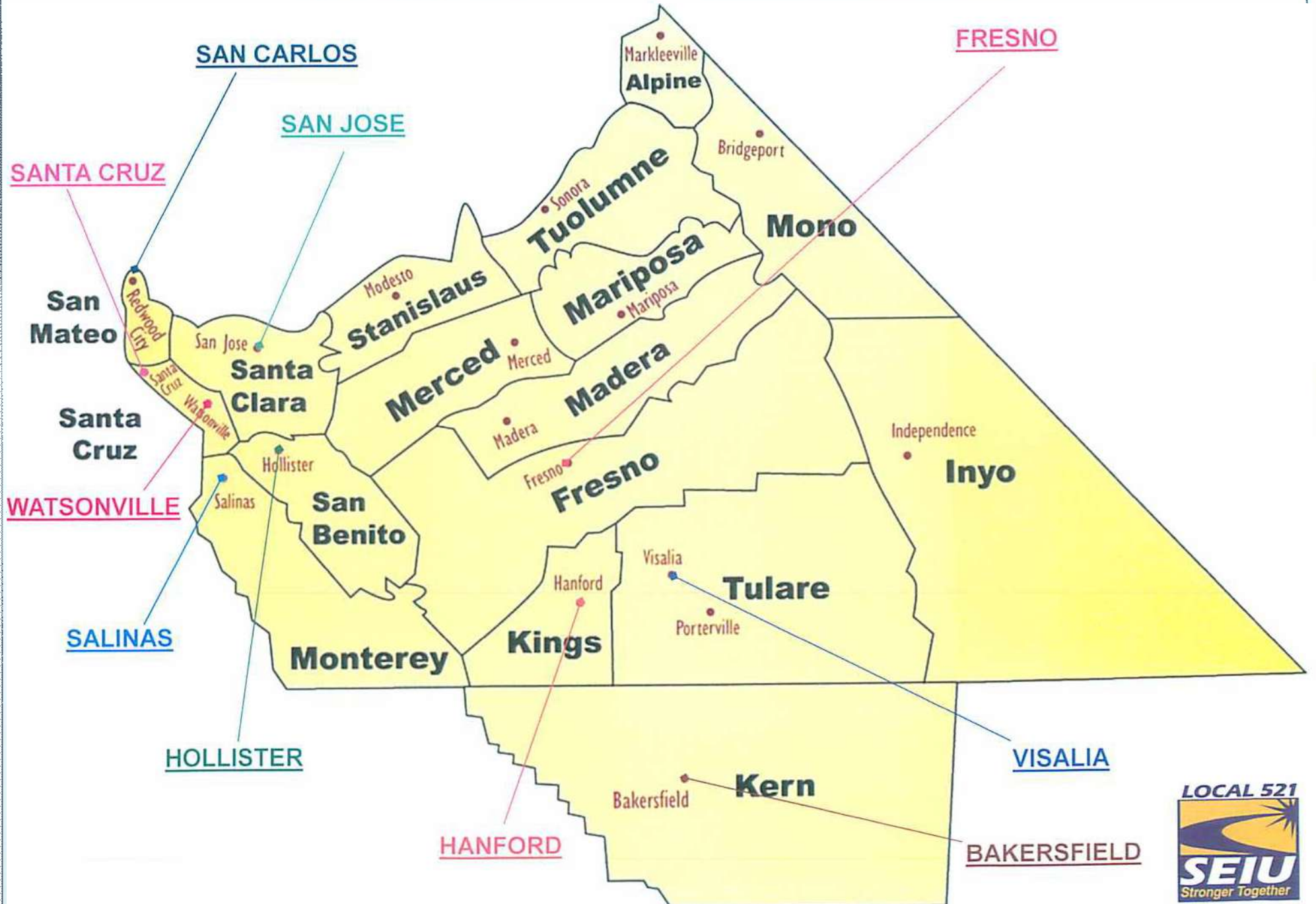
WORKSITE ORGANIZER: _____ DATE: _____

SECRETARY/ADMIN/OC: _____ DATE: _____

GRIEVANCE RESOLUTION: _____

_____ DATE: _____

SEIU Local 521 Counties & REGIONAL OFFICES





SEIU 521 Offices

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F: (831) 757-1863

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