

**MEMORANDUM OF AGREEMENT
REGARDING THE TERMS AND CONDITIONS OF PUBLIC EMPLOYMENT**

BETWEEN

THE COUNTY OF DELAWARE

AND

**THE CIVIL SERVICE EMPLOYEES ASSOCIATION, INC.,
LOCAL 1000, AFSCME, AFL-CIO**

Delaware County Unit 6600

Delaware County Local 813

JANUARY 1, 2023 - DECEMBER 31, 2027

Table of Contents

Appendix A - (Full-time Hourly Labor Grades, Full-time Salaried Labor Grades, Wage and Salary Administration)	50
Appendix B - (Permanent Part-time Salary Schedule)	108
Appendix C - (Positions Excluded from Bargaining Unit)	109
Bargaining Unit (Composition)	1
Bereavement Leave	24
Boot Allowance	26
Building Closure	31
Bulletin Boards	3
Change in Status	14
Compatibility with Law	29
Compensation & Salary Schedules	9, 53
Comp Time Accumulation	12
County's Rights as an Employer	29
County Vehicles	29
Deferred Compensation	25
Demotion	51
Direct Deposit	26
Disability Insurance	25
Discharge and Suspension Review	6
Domestic Partner Health Insurance	17
Dues Deductions	2
Duration of Agreement	2
Employee Benefits	14
Employee Definitions	1
Employee Recognition	26
Employee Status and Rights	4
Experience Differential	50
Grievance Procedure	26
Health Insurance	15
Heavy Equipment Operators	51

Holidays with Pay	18
Hours of Work	8
Inclement Weather Policy	31
Intradepartmental Transfers and Shift Changes	6
Jury Duty	24
Laborers (Compensation)	11, 53
Labor-Management	30
Lay-Offs	5
Longevity Pay	10
Mileage (under Miscellaneous)	30
Minimum Call-In Time	13
Miscellaneous	30
MOA: Assignment of OT for Snow Removal, Etc.	34
MOA: Dept. of Public Works 4 Day Work Week	42, 45
MOA: Dept. of Public Works 4 Day Work Week, Bridge Crew	48
MOA: Labor Management Meetings	40
MOA: SWMC Compost Facility	36
Modified/Limited Duty Joint Committee	26
Non-Discrimination	2
Notice as Provided by Sec. 204-a of Civil Service Law, as Amended	30
Notice of Resignation or Retirement	15
On Call Pay	13
Out-of-Title Work	14
Out of Title: HEO	51
Overtime (Compensation)	11
Overtime (Assignment)	13
Payroll Deductions	2
Pay Periods	14
Personal Leave	23
Personnel Files	32
Physicals – State or Federally Required	30
Position Classifications	4
Premium Pay	10
Pre-Tax Health Insurance Premium	16

Priority of Agreement	2
Probationary Period	5
Prohibition Against Strikes	30
Promotion and Reallocation	51
Promotions	4
Recall	5
Reclassification of Title	51
Recognition	1
Recruitment Difficulties at Minimum Salary	50
Renegotiation	2
Retirement	18
Return to Work After Medical or Injury Leave	22
Right of Organization	2
Right of Representation	2, 27
Savings Bonds (under Miscellaneous)	30
Seniority and Tenure	4
Shift Differential	10
Sick Leave	22
Steps in Wage and Salary Administration	50
Temporary Assignment to Higher Grade Jobs	51
Tool Replacement, Mechanics	26
Travel Pay	13
Tuition Reimbursement	25
Union Status and Rights	2
Union Time	3
Vacations with Pay	20
Work Week	8

A MEMORANDUM OF AGREEMENT REGARDING THE TERMS AND CONDITIONS OF PUBLIC EMPLOYMENT BETWEEN THE COUNTY OF DELAWARE AND THE CIVIL SERVICE EMPLOYEES ASSOCIATION, INC., LOCAL 1000, AFSCME, AFL-CIO.

THE COUNTY OF DELAWARE, a municipal corporation of the State of New York, with offices in the County Office Building, Delhi, New York, hereinafter designated as "the County"; and

THE CIVIL SERVICE EMPLOYEES ASSOCIATION, INC., LOCAL 1000, AFSCME, AFL-CIO, hereinafter referred to as "the Union".

WHEREAS, the parties hereto desire to promote harmonious and cooperative relationships between them in accordance with the policy expressed in the Public Employees Fair Employment Act, Article XIV of the Civil Service Law, Section 200-212, Resolution #42 dated June 12, 1968, creating Delaware County Public Employees Relation Board, and now **THEREFORE**, in consideration of the premises, it is mutually agreed between the parties hereto as follows:

ARTICLE I
RECOGNITION

The County recognizes for the duration of this agreement the Union as the sole and exclusive representative for all employees excluding: [a] All nurses employed in the Public Health Department; [b] All regular fulltime employees in the Sheriff's Department in the titles of Corrections Officer, Deputy Sheriff, Sergeant and 1st Sergeant; [c] All elected officials; [d] All seasonal employees; [e] Part-time employees who work less than an average of twenty-four (24) hours per week; [f] All department heads and County officers; Those full-time positions to be excluded from the bargaining unit are set forth in Appendix C attached hereto and incorporated herein by this reference.

Employee Definitions:

Full-Time Regular Employees: All employees are to be considered full-time regular employees unless they come under one of the following categories:

1. **Part-Time Employees:** Are those employees who for the purpose of defining this bargaining unit only are those employees whose regular work schedule is less than an average of twenty-four (24) hours per work week.
2. **Permanent Part-Time Employees:** Are those employees whose regular work schedule is between twenty-four (24) and thirty-two (32) hours per work week.
3. **Temporary Employees:** Are those employees who are employed for a specified period of time. Temporary employees shall normally be employed for a period not to exceed ninety (90) days but may be retained for a longer period if they are employed in place of an employee on leave of absence.
4. **Seasonal Employees:** A seasonal employee is an employee hired to fill a position where the nature of the service is such that it is not continuous throughout the year but recurs in each successive year.
5. **OET/CDO Workforce:** Are those employees who are employed as participants and those employees paid out of administrative funds under the Workforce Investment Act.

ARTICLE II
DURATION OF AGREEMENT

This agreement shall be effective from **January 1, 2023 until December 31, 2027** inclusive and from year to year thereafter unless either party serves termination notice on the other party by Certified Mail postmarked by June 1st as may correspond to a year of subsequent renewal. Termination may be in whole or in part if so specified.

ARTICLE III
RENEGOTIATION

The parties agree that it is desirable and mutually beneficial that negotiations of a subsequent agreement begin in a timely manner. Therefore, the parties agree to make a good faith effort to commence negotiations for a subsequent agreement by July 1 prior to the date this agreement expires. However, if either party is unable to commence negotiations by the date indicated both parties shall still have the duty to negotiate. If such agreement is not concluded by the first working day in September, either party may request the New York State Public Employees Relations Board to designate a mediator to assist the parties to reach agreement. Either party may request that the New York State Public Employees Relations Board appoint a fact-finding Board in accordance with the rules of PERB.

ARTICLE IV
PRIORITY OF AGREEMENT

1. Where provisions of this Agreement are in conflict with County policy or practices, this Agreement shall govern, except as provided by law.
2. Nothing herein contained shall be construed to deny or restrict any employee any rights **they** may have under Civil Service Law or any other applicable laws and regulations. The rights provided to employees hereunder shall be deemed in addition to those provided elsewhere.

ARTICLE V
UNION STATUS AND RIGHTS

1. **RIGHT OF ORGANIZATION:** Employees shall have the right to join and participate in the Union for the purpose of this Contract.
2. **RIGHT OF REPRESENTATION:** Employees shall have the right to be represented by the Union and to negotiate collectively with the County in the determination of their wages, hours and terms and conditions of employment, and the administration of grievances.
3. **NON-DISCRIMINATION:** The County and the Union will not discriminate against any employee with respect to wages, hours, or terms and conditions of employment by reason of race, creed, color, national origin, age, sex, or marital status, except as such conditions may constitute a bonafide occupational or assignment qualification.
4. **DUES-DEDUCTION:**
 - A. The County agrees to deduct from the salaries of full and part time employee's membership dues for the Union in a manner consistent with the law.
 - B. Delaware County shall deduct bi-weekly from the wages of each employee and remit to the Treasurer of the CSEA, Inc., Capital Station, Box 7125, Albany, New York 12224 membership dues and other authorized deductions. The Union assumes responsibility for the disposition of such funds so deducted once they are turned over to the Union.
5. **PAYROLL DEDUCTION:** The County agrees to provide payroll deductions as specified by CSEA for employees insurance provided through CSEA.

ARTICLE VI
UNION TIME

1. Duly authorized representatives of the Union shall be permitted to transact official Union business directly related to the administration of this Agreement and on County property during the workday, but at a reasonable time and in a reasonable manner that shall not interfere with or interrupt work or the individual duties and responsibilities of such representatives as County employees.
2. The Union shall certify to the County the names of authorized representatives and the Field Staff Representative in the areas in which their representation is effective.
3. When Union representatives meet by agreement with a County representative during the day, such meeting shall be without loss of pay.
4. Subject to reasonable rules with respect to security, safety and operating requirements, representatives of the Union may be granted access to working areas in County facilities during the working hours in such areas of employment covered by this agreement, for the purpose of observing whether the terms of this agreement are being maintained.
Union representatives desiring to conduct Union business during the work day must obtain prior approval of their department head and the head of the department in which they wish to conduct Union business. Approval of such requests shall be dependent on the work requirements of the departments involved, but shall not be unreasonably denied. In requesting permission to conduct Union business, Union representatives shall specify what employee(s) will be involved, and the amount of time required to conduct such business. All such requests shall be in writing and submitted at least two working days in advance of the date requested.
5. **BULLETIN-BOARDS:** The Union shall have the right to post notices of its legitimate activities on Union bulletin boards provided by the County in each County building. No communications posted or mailed shall tend to impugn the good name, justly or unjustly, of any person, organization or group. Notices posted on Union bulletin boards shall be approved in advance by the appropriate department head, not later than two working days after the request for approval has been received by the department head. Holidays, Saturdays and Sundays will not be considered as working days. In the event a disagreement arises between a department head and the Union over the posting of a particular notice, the matter will be referred to the Personnel Officer for a decision. Any notice posted without the approval of a department head or the Personnel Officer may be removed immediately by the County.
6. The County will credit a total of nineteen (19) working days as paid leave time for authorized union delegates to attend C.S.E.A. Board of Directors meetings, annual convention, and official regional meetings. Six (6) of the aforementioned nineteen (19) leave days including fringe benefit costs will be reimbursed to the County by C.S.E.A. The Union President shall notify the appropriate department head and the Personnel Officer at least ten (10) working days in advance of the dates the leave time is to be used. Said notice shall specify the employee(s) to be using the leave, the dates requested off, and the number of paid leave days to be used by each employee. Departmental approval of the time off shall be dependent on the work requirements of the department but shall not be unreasonably denied.

ARTICLE VII
EMPLOYEE STATUS AND RIGHTS

1. **POSITION CLASSIFICATIONS:** No employee shall be appointed or assigned under any title not appropriate to the duties to be performed as determined in the specification for that title under the position classification system for the County of Delaware. There shall be a uniform wage scale for all employees in all County Departments who are classified in the same category and labor grade.

2. **PROMOTIONS:**

- A. Any advancement of an employee from a position in one title to a position in another title for which a higher maximum rate of pay (exclusive of any premium pay) is prescribed shall be deemed a promotion.
- B. Notices of promotion examinations or opportunities are to be posted conspicuously in all offices and departments occupied by eligible employees. The Personnel Office shall provide the President of CSEA **with the appropriate number of copies as requested by the Union President or designee**, of all Civil Service examination announcements and promotion opportunities. The Union President shall be responsible for insuring that notices of promotional opportunities and examination announcements are posted in work sites.
- C. In making promotions, the appointing authority will consider giving the opportunity to senior qualified employees within the department whenever they occur; second opportunity to be given to qualified County employees currently employed in other departments. Vacancies to be filled from outside only after exhausting previous possibilities.
- D. The following shall be applicable to promotions within the non-competitive and labor classes only:
 - 1) Notices of promotional opportunities shall include the title of the position, minimum qualifications, work location, hourly rate or salary range, date announced and the last date applications will be accepted.
 - 2) The last filing date shall be at least fifteen (15) working days from the date the Personnel Office announces the opening.
 - 3) Employees wishing to be considered for a vacancy must file an application for promotion with the Personnel Office after the vacancy is announced and prior to the last filing date. Applications filed at any other time will not be considered. Such applications shall be provided by the Personnel Office and shall include the names of the employee, present title and work location, title and location of position applied for, and qualifications.
 - 4) In making a permanent appointment the appointing officer shall have the right to select any one of the top three (3) applicants with the greatest seniority who meet the minimum qualifications and have the ability and physical fitness to perform the work of the position.
 - 5) Pending a permanent appointment the appointing officer may make a temporary appointment to a vacant non-competitive or labor class position.

3. **SENIORITY AND TENURE**

A. **COMPETITIVE**

Seniority for competitive class employees shall be in accordance with Civil Service Law.

B. **NON-COMPETITIVE AND LABOR CLASS - SENIORITY**

- 1) There shall be two types of Seniority for non-competitive and labor class employees, one for regular full-time employees and one for permanent part-time employees. Unless otherwise provided these two types of seniority shall be exclusive of each other and permanent part-time seniority shall be subordinate to regular full-time seniority.
- 2) Regular full-time seniority shall be the length of continuous service since the date of permanent appointment as a regular full-time employee.

- 3) Permanent part-time seniority shall be the length of continuous service since the date of permanent appointment as a permanent part-time employee. In those instances where permanent part-time employment is immediately preceded by permanent regular full-time employment with no break in service occurring, the date of permanent appointment shall be the date of permanent appointment as a regular full-time employee.
- 4) Seniority shall be by occupational title and department.
- 5) Temporary and part-time employees shall not acquire seniority during such employment.
- 6) Breaks in service - A resignation, dismissal or a change in status to a part-time employee shall constitute a break in service. However, a dismissal which later is reversed shall not constitute a break in service.
- 7) A temporary appointment immediately preceded and followed by a permanent appointment shall not constitute a break in service.
- 8) An authorized leave of absence will not constitute a break in service.
- 9) A layoff followed by a reinstatement within one (1) year will not constitute a break in service.

C. **PROBATIONARY PERIOD**

Probationary period for competitive, non-competitive, and labor class employees shall be in accordance with the Delaware County Civil Service Rules.

D. **LAYOFF COMPETITIVE CLASS**

Layoff procedures for competitive class employees shall be in accordance with Civil Service Law and Delaware County Civil Service Rules.

Employees, regardless of class who are laid off and recalled after a break in service of less than one (1) year and who have not retired within that year, will be restored to their former benefit level. Benefit level would include calculation of leave accrual, health insurance status, longevity, seniority, and labor grade step level at which they left. Leave accruals, including vacation, would be prorated during the first year back.

E. **LAYOFF NON-COMPETITIVE AND LABOR CLASSES**

- 1) Whenever non-competitive or labor class positions are abolished or reduced in rank or salary grade, incumbents shall be laid off or demoted in the inverse order of their seniority by title and department. The County shall give written notice to those employees to be laid off and the president of CSEA at least ten (10) working days prior to the effective date of the layoff. If requested to do so the Personnel Officer shall meet with Union representatives to discuss the layoffs.
- 2) Employees who are notified of an impending layoff may exercise their seniority rights in the same or lower occupational classification in the same department by bumping a less senior employee provided the employee who is doing the bumping has the qualifications and ability to perform the duties of the other occupational classification and is willing to accept the work location of the employee to be bumped.
- 3) An employee who has received a notice of layoff and who wishes to bump must file a written notice of their intent to bump with the Personnel Office. Such notice shall indicate the title(s), shift(s) and location(s) the employee would be willing to accept. An employee who fails to submit a bumping notice within three (3) working days of the effective date of their layoff will lose their right to bump.

F. **RECALL**

- 1) Employees laid off shall retain the right to be recalled for a period of one (1) year from the date of their layoff.
- 2) In the event the work force is to be increased following a layoff the Personnel Officer shall notify the Union president, in writing, of such recall opportunities and shall meet with Union representatives to discuss same if requested to do so.

- 3) Notices of recall opportunities shall be sent to laid off employees at their last known address by certified mail. Such notice shall include the title(s) of available position(s), salary and location. If an employee fails to respond to the notice within ten (10) working days from the date of the mailing of the notice **they** shall lose all recall rights and shall be considered to have quit.
- 4) Employees will be recalled according to seniority with the employee with the greatest seniority who meets the qualifications and has the ability to perform the duties of the position being recalled first.
- 5) Employees, regardless of class who are laid off and recalled after a break in service of less than one (1) year and who have not retired within that year, will be restored to their former benefit level. Benefit level would include calculation of leave accrual, health insurance status, longevity, seniority, and labor grade step level at which **they** left. Leave accruals, including vacation, would be prorated during the first year back.
- 6) Employees who believe their layoff or recall is not in accordance with the provisions of this Article may seek reinstatement through the grievance procedure.

4. **INTRADEPARTMENTAL TRANSFERS AND SHIFT CHANGES**

Employees who wish to be transferred to a different unit or shift within **their** department where such a transfer would not involve a promotion, will be required to file an application for transfer with **their** department head. Whenever a vacancy occurs the department head will have the right to select one of the top three (3) employees by seniority, who have filed an application for transfer, and who meet the minimum qualifications of the position, and who have the ability to perform the work.

5. **DISCHARGE AND SUSPENSION REVIEW**

- A. Regular full-time and permanent part-time employees covered by this agreement in the non-competitive and labor classes shall be entitled to the following procedure before discharge or suspension of more than five (5) days in a calendar year. In cases of damage to person or property such as theft, fighting, or patient abuse, employees may be discharged or suspended pending a hearing. The beginning date of a period of proposed suspension shall govern the calendar year in which the period of suspension falls. The proposed starting date of the suspension shall not be unreasonably delayed nor shall it be manipulated in order to avoid this review procedure. Employees qualify for this procedure after completion of two (2) years of continuous full-time or permanent part-time service.
- B. An employee who is notified that **they are** to be discharged or suspended may request a hearing to review **their** discharge or suspension. Said request shall be made no later than ten (10) days following receipt of the notice of discharge or suspension.
- C. The request shall be made in writing and shall be delivered to the County Personnel Officer.
- D. The Personnel Officer shall, within five (5) working days of the receipt of the request, contact the designee of the unit president in order to attempt to mutually agree upon an impartial hearing officer. In the event that the parties are unable to agree upon an impartial hearing officer within five (5) working days, a hearing officer shall be appointed in accordance with the following:
 - 1) Either party shall secure a list of five (5) candidates named by the New York State Public Employees Relation Board as a possible hearing officer.
 - 2) The parties shall meet and will determine by lot which party will first select from said list a candidate to be eliminated as a hearing officer. The other party then selects another candidate to be eliminated. This procedure continues with the parties alternately making selections until only one candidate remains, and **they are** deemed to be the hearing officer appointed by the parties.

- 3) The fees and expenses, if any, of the hearing officer shall be borne equally by the County and the Union.
- 4) Within fifteen (15) working days of the date of **their** selection, the hearing officer shall conduct a formal hearing to review the employee's discharge or suspension. Said time limit may only be extended by mutual agreement of all parties.
- 5) The hearing officer shall notify in writing the employee, designee of the unit president, the employee's department head and the County Personnel Office of the date, time and location of the hearing. Such notification shall be at least five (5) working days prior to the date of the hearing.
- 6) The hearing officer will conduct the hearing under the following guidelines:
 - a) Compliance with technical rules of evidence will not be required.
 - b) The hearing officer shall maintain an official record of all communications, documents, records, exhibits, etc., including any minutes, recordings and/or notes of the testimony given at the hearing. This record shall be available for inspection by the employee's department head, the Personnel Officer, the employee, or other persons authorized in writing by the employee. However, this record shall not be deemed a public record. The aforementioned individuals shall also have the right to copy or have provided, at their expense, copies of any information in the hearing record. Upon the completion of the hearing process the hearing officer shall forward the record of the hearing to the Personnel Officer. The Personnel Officer shall then assume responsibility for maintaining said record.
 - c) The employee shall have the right to have a Union representative, counsel, or any other representative present during the hearing.
 - d) The employee will have the right to confront and cross examine all witnesses called to testify and to call witnesses on **their** own behalf.
- 7) Upon completion of the hearing the hearing officer will submit to the County Personnel Officer along with the hearing record a report of **their** finding and recommendations relative to the employee's discharge or suspension.
- 8) In cases of discharge the hearing officer may recommend that:
 - a) The discharge was justified;
 - b) That the discharge was not justified and that the employee be reinstated with no penalty or punishment;
 - c) That the discharge was too severe a punishment and that the employee be reinstated with the following penalty:
Either:
 - 1] A demotion in grade or title;
 - 2] Suspension without pay for a period not exceeding two (2) months;
 - 3] A fine not exceeding one hundred (\$100.00) dollars to be deducted from the salary of the employee.
- 9) In cases of suspension without pay the hearing officer may recommend that:
 - a) The suspension was justified;
 - b) That the suspension was not justified and that no penalty be imposed;
 - c) That the suspension was too severe a punishment and that the employee be subject to a lesser penalty to be specified by the hearing officer.
- 10) The Personnel Officer shall not be bound to follow the hearing officer's recommendations. After review of the evidence in the hearing record the Personnel Officer may either:
 - a) In cases of discharge:
 - 1] Confirm the discharge;
 - 2] Set aside the discharge and direct that the employee be reinstated with or without back pay;

- b) In the event that **they** find that there was unsatisfactory job performance or misconduct but that the penalty recommended was not appropriate, **they** may substitute either:
 - 1] A fine not to exceed \$100;
 - 2] Suspension without pay not exceeding two (2) months
 - 3] A demotion in grade or title.
- c) In cases of suspension without pay:
 - 1] Confirm the suspension proposed by the department
 - 2] Find that the suspension proposed by the department was too severe a punishment and accept the penalty recommended by the hearing officer or substitute an alternative penalty or no penalty at all.
- 11) The Personnel Officer shall notify the employee and the appropriate department head of **their** decision within five (5) working days of the receipt of the recommendations from the hearing officer.
- 12) The decision of the Personnel Officer shall be final and binding.
- 13) This procedure shall not give an employee any additional rights to appeal under Article 76 of the Civil Service Law or any other laws.

ARTICLE VIII
WORK WEEK - HOURS OF WORK

1. The work week of an employee shall be determined on a recurring seven (7) day basis starting with the first day of a pay period and ending seven (7) days later.
2. Positions will be designated by title in Appendix A as either forty (40), thirty-seven and one half (37.5), thirty-five (35), etc., hours per week.
3. Those employees employed on a thirty-five (35) hour per week basis will work seven (7) hours per day exclusive of meal periods, five (5) days per week. Generally the work schedule for office personnel shall be 9:00 a.m. to 5:00 p.m. with one (1) hour lunch period. However, the scheduling of the seven (7) hour work day may vary where the nature of the work requires different coverage such as the Department of Public Works. However, there shall be a minimum of one-half (½) hour lunch period.
4. Those employees employed on a thirty-seven and one half (37.5) hour per week basis will work seven and one half (7.5) hours per day exclusive of meal periods, five (5) days per week. Generally the work schedule for office personnel shall be between the hours of 7:00 a.m. and 5:00 p.m. However, there shall be a minimum of one-half (½) hour lunch period.
5. Those employees employed on a forty (40) hour per week basis will work eight (8) hours a day exclusive of meal periods, five (5) days per week with a minimum of one-half (½) hour lunch period.
6. The eight (8) hour work day shall normally be scheduled between the hours of 7:00 AM. and 5:00 PM, unless department requires 24/7 coverage.
7. However, the scheduling of the hours to be worked, the starting and quitting time, lunch periods, compensation time and other details of the work week shall be the prerogative of the governing body of Delaware County or the Department Head in each particular department so long as they do not violate any existing Federal or State Law.
8. The established work schedule shall not be changed without reasonable advance notice to the employee except in an emergency when it is necessary to do so to provide for continuation of County services.
9. There shall be no rescheduling of days off or tours of duty for the sole purpose of avoiding the payment of overtime.
10. This provision shall in no way restrict the County's right to modify any schedule that is instituted if such schedule proves to be inefficient or unworkable.

ARTICLE IX
COMPENSATION

1. Compensation of **regular full-time employees** shall be in accordance with the wage structure and wage administration procedures set forth in Appendix A.
2. **Permanent part-time employees** shall be paid an hourly rate in accordance with the salary schedule in Appendix B and their wage shall be administered in accordance with the procedures set forth in Appendix A.
3. **Part-time employees** shall be paid an hourly rate comparable to their experience and background for the work assigned and shall not be entitled to annual increments.
4. **Temporary employees** shall be paid a rate comparable to the minimum of the labor grade for the position they are filling. Temporary employees who have been employed on a temporary permanent part-time or temporary full-time basis for at least six months as of January 1 will receive an increment.
5. OET/CDO Workforce employees who are mandated by federal law to enjoy benefits shall be paid in the same manner as regular full-time employees and shall receive annual increments.
6. Seasonal employees shall be paid a rate comparable to their experience and background for the work assigned and shall not be entitled to annual increments.
7. **Effective January 1, 2023 all employees in the bargaining unit will receive a 7% pay increase or \$4,160 pay increase, whichever is more, over their December 31, 2022 pay, plus increments where due.**
8. **Effective January 1, 2024 all employees in the bargaining unit will receive a 4.25% pay increase over their December 31, 2023 pay, plus increments where due.**
9. **Effective January 1, 2025 all employees in the bargaining unit will receive a 4.25% pay increase over their December 31, 2024 pay, plus increments where due.**
10. **Effective January 1, 2026 all employees in the bargaining unit will receive a 4.25% pay increase over their December 31, 2025 pay, plus increments where due.**
11. **Effective January 1, 2027 all employees in the bargaining unit will receive a 4.25% pay increase over their December 31, 2026 pay, plus increments where due.**
12. Effective 1/1/04 all employees hired after 1/25/95 shall be eligible for a step increase provided that there has been no disciplinary action, counseling memoranda or negative evaluation of that employee during the past calendar year. In the event of a disciplinary action, counseling memorandum or negative evaluation, the department head may recommend and subject to the approval of the Personnel Officer, the employee not be eligible for a new increment until such employee has been without a negative appraisal or disciplinary action for one year. The employee may be eligible for a new increment at the next January cycle. The above determination shall not be subject to the grievance arbitration procedure or the discharge and suspension review procedure of the collective bargaining agreement. Upon the request of the employee or **their** representative, a meeting will be held with the employee, **their** representative, the Personnel Officer and the Department Head within 7 days of notification that no increment will be paid. The decision of the Personnel Officer shall be final and binding. Those employees hired after 1/25/95, shall be eligible for the next step in the salary schedule. No employee hired after 1/25/95 shall be eligible for more than one step increase based upon the years of service between 1/25/95 and the day of settlement.

Entitled employees who received an unsatisfactory evaluation, or who have been counseled regarding unsatisfactory work performance or behavior during the current year may not receive an increment in the ensuing year. The decision on whether an employee does not receive an increment will be made by the Department Head, with the approval of the Personnel Officer. The employee must have been informed that the unacceptable performance or behavior could result in not receiving an increment, at the time of the evaluation or during the counseling session. Any new evaluation procedure will be subject to negotiations as required by the Taylor Law.

13. Hourly rates that appear in the Salaried schedule shall be computed by dividing the base salary and each step by the number of regular work hours in a year rounded to **two decimal places**.
14. In the event the parties have not reached an agreement on salaries by January 1 of any given year, the County shall have the right to adjust the hourly rates that appear in the salaried schedule by dividing the prior year's annual salary by the number of work hours in the upcoming year. The number of work hours will be determined by multiplying the number of normal work days (260, 261 or 262) times the number of normal work hours in a day (8, 7.5 or 7).

In a year where 261 work days exist:

261 days X	8.0 hours/day	= 2088	hours for	40	hours per week positions;
261 days X	7.5 hours/day	= 1957.5	hours for	37.5	hours per week positions;
261 days X	7.0 hours/day	= 1827	hours for	35	hours per week positions.

15. **PREMIUM PAY:** The following premium pay is subject to overtime computation:
 - A. Hourly Department of Public Works personnel employed prior to January 1, 1975, and who are assigned to bridge work, will receive fifteen (.15) cents per hour in addition to their regular hourly rate.
 - B. Hourly Department of Public Works personnel hired subsequent to January 1, 1975, and who are assigned to bridge work, will receive fifteen (.15) cents per hour in addition to their regular hourly rate for hours worked on such assignments.
16. **LONGEVITY PAY:**
 - A. Effective January 1 of the year in which a full-time salaried employee reaches fifteen (15) years of continuous service as a regular full-time or permanent part-time employee, five hundred dollars (\$500) total will be added to **their** annual salary.
 - B. Effective January 1 of the year in which a full-time salaried employee reaches twenty (20) years of continuous service as a regular full-time or permanent part-time employee, an additional five hundred dollars (\$500) will be added to the 15 year longevity amount, for a total of one thousand dollars (\$1000) to be added to **their** annual salary.
 - C. Effective January 1 of the year in which a full-time salaried employee reaches twenty-five (25) years of continuous service as a regular full-time or permanent part-time employee, an additional two hundred and fifty dollars (\$250) will be added to the 20 year longevity amount, for a total of one thousand and two hundred fifty dollars (\$1250) to be added to **their** annual salary.
 - D. Effective January 1 of the year in which a full-time salaried employee reaches thirty (30) years of continuous service as a regular full-time or permanent part-time employee, an additional two hundred and fifty dollars (\$250) will be added to the 25 year longevity amount, for a total of one thousand and five hundred dollars (\$1500) to be added to **their** annual salary.

The longevity amounts will be converted to an hourly rate for full-time hourly employees by dividing the longevity amount by the total number of normal work hours in a given year. Permanent part-time employees will receive a prorated amount of the longevity amount by adding an hourly amount to their hourly rate. The hourly amount to be added will be converted using the same method used for full-time hourly personnel. The longevity amount will not be added to an employees' annual salary or hourly rate in computing raises but will be considered part of their salary or hourly rate for other purposes, i.e. overtime, etc. Longevity amounts are not cumulative.

17. **SHIFT DIFFERENTIAL:**
 - A. Employees in the Building Maintenance Department shall receive seventy-five (75) cents per hour for all hours worked between 6:00 PM. and 11:59 PM, and one dollar (\$1.00) per hour for all hours worked between 12:00 AM and 5:00 AM.
 - B. Communications' Dispatchers and Communications Supervisor Office shall receive seventy-five (75) cents per hour for all hours worked between 3:00 PM and 10:59 PM, and one dollar (\$1.00) per hour for all hours worked between 11:00 PM and 7:00 AM.

18. **LABORERS:** Persons employed as Laborers will be paid in accordance with the hourly schedule contained in Appendix A.

19. **OVERTIME**

A. All hourly rated Department of Public Works employees shall receive time and one-half for all hours worked in excess of eight (8) hours per day or forty (40) hours per week. All salaried employees shall receive compensatory time off according to existing departmental policies for all hours worked in excess of their normal number of hours per week, but will receive time and one-half for all hours over forty (40) hours per week if required by State or Federal Law. Registered Professional Nurses, Head Nurses, Supervising Nurses and other positions requiring the incumbent to be a registered professional nurse will receive time and one half (1 and ½) for all hours worked in excess of forty (40) hours per week.

When it is impracticable to grant compensatory time off, the County may, within a reasonable period of time, pay a salaried employee for overtime work.

B. Except in emergencies no employee shall work overtime unless said overtime is necessary and has been approved by the appropriate department head or **their** designee.

C. Authorized overtime will be assigned to an employee in one-quarter (1/4) hour units only.

Employees will be paid for 15 minute overtime units as follows:

<u>Extra Time Worked</u>	<u>Time Paid</u>
Less than 5 minutes	0
5 minutes or more	15 minutes

Examples:

<u>Extra Time Worked</u>	<u>Time Paid</u>
4 minutes	0
5 minutes	15 minutes
19 minutes	15 minutes
20 minutes	30 minutes
34 minutes	30 minutes
35 minutes	45 minutes
49 minutes	45 minutes
50 minutes	60 minutes

D. Employees will be "docked" for late arrival, utilizing the same quarter (1/4) hour unit principle as overtime assignment, as follows:

<u>Minutes Late</u>	<u>Time Paid From</u>
Less than 5 minutes	Paid from regular starting time
5 - 19 minutes	15 minutes after regular starting time
20 - 34 minutes	30 minutes after regular starting time
35 - 49 minutes	45 minutes after regular starting time
50 - 60 minutes	60 minutes after regular starting time

The parties agree that this procedure shall only be used to determine how employees will be paid for late arrivals. This procedure will not change how arrival times are recorded, i.e. arrival times will be recorded as the actual time an employee arrives at work.

This procedure will not constitute a definition of late arrival, i.e. employees arriving at work less than five minutes after their normal starting time will still be considered late.

E. **The following shall not be considered hours worked for the purpose of computing overtime:**
1) Sick leave, except as hereinafter provided.(see Article X, 9, Sick Leave, Article XVII, for detail)

F. **The following shall be considered hours worked for the purpose of computing overtime:**

- 1) Holidays
- 2) Bereavement in the immediate family as referred to in Article X, Section 11 A..
- 3) One-half bereavement days for co-workers or close friends.
- 4) Vacation
- 5) Administrative Leave
- 6) Personal Time
- 7) Jury Duty
- 8) Military Leave
- 9) Minimum Call In Time
- 10) Compensatory Time
- 11) Sick Leave

Effective January 1, 2019

Full-time employees, who as of January 1 have worked an entire prior calendar year and who have used the equivalent of five (5) days or less sick leave* within the current calendar year, who have less than an equivalent of five (5) days without pay, or who have a combination of sick leave* and days without pay totaling five (5) days or less, will have sick leave counted as time worked for overtime purposes. After the employee exceeds five (5) days of sick leave* for the current calendar year, sick leave will NOT count as time worked for overtime purposes for the remainder of the calendar year. This provision shall not restrict the County's right to ask for a physician's statement for any absence in excess of three (3) days or for a pattern of abuse of sick leave pursuant to Article X, Sick Leave.

*Excluding documented extended illnesses of three or more contiguous days with documentation.

G. Hourly rated employees, employed in the County Department of Public Works, who are required to work on Independence Day, Thanksgiving Day, Christmas Day and/or New Year's Day, on other than regularly scheduled work assignments, shall be compensated at one and one-half (1 and ½) times their regular hourly rate for such hours worked. Such compensation shall be in addition to their regular straight time Holiday pay.

H. Salaried employees may accumulate a maximum of two weeks compensatory time. Any compensatory time earned in excess of two weeks shall, at the discretion of the department, be paid in the pay period it is earned, or be used no later than in the following pay period.

I. Hourly employees may accrue up to a maximum of forty (40) hours (i.e., 26.67 hours overtime at time and a half (1½) as compensatory time within a calendar year. Once an employee exceeds forty (40) hours compensatory time, the remainder will be paid as overtime.

Any employee desiring to accrue compensatory time shall notify **their** department's administration no later than close of business on the Friday of the first full week in December the year before it is to take effect. New employees shall inform their department's administration at the time of hire. If an employee does not contact their department's administration by the prescribed deadline, **they** will be paid for all overtime. The decision to accrue compensatory time cannot be changed during the year. For those who choose to accrue compensatory time, the first extra hours earned will go toward compensatory time until 40 hours is reached.

Compensatory time can be carried over from one year to the next year but the maximum amount of compensatory time accumulated at any one time will be 40 hours. If an employee carries over any compensatory time, the difference between the amount carried over and 40 hours will come out of the first extra hours earned for the year (i.e., employee carries over 25 hours will only

accrue an additional 15 hours to equal 40 hours, no additional hours can be accrued during current year). Employees can begin using compensatory time as they earn it in accordance with the following rules:

- 1) It must be approved by **their** supervisor prior to its use;
- 2) It can only be used in no less than fifteen (15) minute increments.

20. **MINIMUM CALL IN TIME** - Employees who have completed their work day and who have left their work site and who are then called back to work will be paid for a minimum of four (4) hours or they will be granted a minimum of four (4) hours compensatory time. Such guaranteed minimum call in pay will not apply to an uninterrupted extension of the normal work day or where an employee is called in prior to the commencement of **their** normal work day and such call in work extends into the starting time of **their** next regularly scheduled work day. All four hour minimum call in time will be considered time worked for computing overtime.
21. **OVERTIME ASSIGNMENT** - The County agrees to develop written procedures and schedules for the assignment of overtime associated with snow removal and sanding and salting operations in the Department of Public Works. Such procedures will provide that:
 - A. Documentation of those individuals desiring overtime is maintained;
 - B. Records of employee refusal of overtime and attempts to call persons in are maintained;
 - C. Assignment of overtime is done on a rotational basis, so that overtime is distributed in a relatively equal manner.
 - D. Notwithstanding any other provision of this article or any other provision of this agreement under no circumstances shall an employee be paid more than time and one-half for any hours worked.
22. **ON-CALL PAY** - Employees in the Social Services, Mental Health, Probation Department, Office for the Aging, and Public Health Titles (Public Health Program Manager, Special Education Coordinator and Program Coordinator) who are on-call will receive the following hourly on-call rates:
 - \$1.50 per hour for a weekday
 - \$1.75 per hour for a weekend day
 - \$2.00 per hour for a holiday
 - A. For purposes of computing on-call pay:
 - 1) A day shall be a twenty-four (24) hour period starting at 12 a.m.;
 - 2) Weekend days are Saturdays and Sundays;
 - 3) Holidays shall be those days observed by the County as holidays. December 25th and January 1st shall also merit holiday on-call pay when these dates are not observed as holidays by the County.
 - B. Employees will have the option of receiving compensatory time instead of pay if the department head agrees. Compensatory time will be calculated by dividing the hourly on-call rate by the employee's hourly rate, and rounding to the nearest quarter hour.
 - C. Employees will not receive the four (4) hour minimum call-in pay if they are called in during the time they are on-call.
 - D. Employees who do not respond to a call during an on-call period will not be paid on-call pay for that period. The County has the right to discipline employees who do not respond to calls during an on-call period. Hours on-call will not be considered as hours worked for the purposes of computing overtime. However, when an employee is called in to work all hours actually worked will be used in determining eligibility for overtime.
 - E. On call pay will cease during the hours the employee is drawing their regular rate of pay or overtime.
23. **TRAVEL PAY:** Travel required by the employer will be considered time worked. The parties agree that this section shall not be interpreted to mean that employees will be paid for travel that would normally be required for commuting to work. The parties agree to form a joint committee to develop guidelines to implement this section.

24. **PAY PERIODS:** A system of twenty-six (26) pay periods per year, is agreed to and shall be continued.
25. **OUT-OF-TITLE WORK:** Employees who are temporarily assigned to work in a higher job classification will be paid a salary equivalent to the salary they would have received if they had been promoted to the higher classification subject to the following conditions:
 - A. Employees must be assigned to the higher duties in writing by the Department Head with the approval in writing by the Personnel Officer.
 - B. Employees are assigned to the higher classification for at least three (3) consecutive work days.
 - C. At the end of the temporary assignment the employee's salary will be reduced to the salary **they were** receiving previously.
 - D. Employees will be paid the higher out of title rate for hours actually worked and not for paid leave time used during the time they work out of title.
 - E. Use of paid leave time during the time an employee is working out of title will not break the consecutive workdays.

ARTICLE X
EMPLOYEE BENEFITS

1. The following employees are entitled to the benefits delineated in this Article:
 - A. All regular full-time employees.
 - B. Temporary employees who are employed for more than six (6) months.
 - C. Permanent part-time employees will receive pro-rated benefits as specified in this Article.
2. **CHANGE IN STATUS**
 - A. Full-time employees changing to a part time status will lose all previously accrued longevity and benefits including accumulated sick leave.
 - B. Full-time employees changing to permanent part-time status will retain previously accrued benefits.
 - C. Except as herein indicated, effective upon ratification of the agreement by both parties, the following shall apply to employees who retire under the NYS Retirement System and who must be off the payroll for one day, and who are then re-employed by the County within seven (7) calendar days of their retirement date:
 - 1) These employees will retain the same status they were at the time they retired for the purpose of computing their contribution to the health insurance.
 - 2) These employees will be re-credited with any sick leave not applied under Option 41J.
 - 3) These employees will be re-credited with any other paid leave time for which they were not paid or had not used at the time of their retirement.
 - 4) These employees will be re-credited with prior service for the purposes of entitlement to longevity and for calculating vacation allowance.
 - D. **Employees who have retired as a Status 1 or Status 2 employee and are re-employed by the County more than seven (7) calendar days after their retirement date will be considered Status 2 employees.**
Employees who have retired as a Status 3 employee and are re-employed by the County more than seven (7) calendar days after their retirement date will be considered Status 3 employees.

3. A day for the purpose of computing sick leave, vacation, bereavement, personal days, etc., shall be as follows:
 - A. A day for those full-time employees employed on a 35 hour per week basis shall be seven (7) hours.
 - B. A day for those full-time employees employed on a 40 hour per week basis shall be eight (8) hours.
 - C. A day for those full-time employees employed on a 37.5 hour per week basis shall be seven and one half (7.5) hours.
 - D. A day for permanent part-time employees shall be based on the hours per day should the position be full time. The following are examples of what the day would be based on the title of the position:

Examples: Account Clerk	35 Hour Week = 7.0 Hours
Building Maintenance Aide	40 Hour Week = 8.0 Hours
Home Health Aide	37.5 Hour Week = 7.5 Hours

4. **NOTICE OF RESIGNATION OR RETIREMENT**

- A. Except in an emergency employees are required to give ten (10) working days, (80, 75, or 70 regular hours if fulltime), advance notice of their resignation or retirement. Paid leave time shall not be counted as part of the ten (10) days.
- B. Employees who fail to give the required ten (10) working days notice will have their entitlement to any unused paid leave time reduced by one (1) day for each day their notice is deficient.

5. **HEALTH INSURANCE**

- A. The County will maintain a health insurance plan and a prescription drug plan with a \$5.00 generic and \$10.00 brand name co-pay. Because of the unknown status of health insurance options that have been available to the County since 2011, the County may research alternative health insurance and prescription plans. A health insurance committee will be formed consisting of Union representatives and County administration.
- B. Except as hereinafter indicated, contributions to the cost of health insurance for employees hired by the County before January 25, 1995, whether or not the employee has or is eligible for health insurance coverage, hereinafter referred to as "**Status 1 employees**", will be determined as follows:

Full-time Employees

- 1) The County's contribution toward the cost of health insurance, for full-time Status 1 employees, shall be 90% of the cost of an individual plan with or without prescription, or 90% of the cost of a two-person plan with or without prescription or a combination thereof, or 90% of the cost of a family plan with or without prescription or a combination thereof.
- 2) A full-time Status 1 employee's contribution to the cost of health insurance shall be the difference between the cost of the plan the employee selects and the County's contribution to the cost.

Permanent Part-time Employees

- 1) The County's contribution toward the cost of health insurance, for permanent part-time Status 1 employees, shall be 90% of the cost of an individual plan with or without prescription.
- 2) A permanent part-time Status 1 employee's contribution toward the cost of health insurance shall be the difference between the cost of the plan the employee selects and the County's contribution to the cost of individual coverage.

- C. Except as hereinafter indicated, contributions to the cost of health insurance for employees hired by the County on or after January 25, 1995, hereinafter referred to as "**Status 2 employees**", will be determined as follows:

Full-time Employees

- 1) The County's contribution toward the cost of health insurance, for full-time Status 2 employees, shall be 80% of the mid-cost individual or two-person or family plan with or without prescription or a combination thereof. **Effective July 1, 2023, the County's contribution toward the cost of health insurance, for full-time Status 2 employees, shall be 85% of the mid-cost individual or two-person or family plan with or without prescription or a combination thereof.**
- 2) A full-time Status 2 employee's contribution to the cost of health insurance shall be the difference between the cost of the plan the employee selects and the County's contribution to the same type mid-cost coverage.

Permanent Part-time Employees

- 1) The County's contribution toward the cost of health insurance, for permanent part-time Status 2 employees, shall be 80% of the mid-cost individual plan with or without prescription. **Effective July 1, 2023, the County's contribution toward the cost of health insurance, for permanent part-time Status 2 employees, shall be 85% of the mid-cost individual plan with or without prescription.**
- 2) A permanent part-time Status 2 employee's contribution toward the cost of health insurance shall be the difference between the cost of the plan the employee selects and the County's contribution to the same mid-cost individual coverage.

- D. Except as hereinafter indicated, contributions to the cost of health insurance for employees hired by the County **on or after July 1, 2023**, whether or not the employee has or is eligible for health insurance coverage, hereinafter referred to as "**Status 3 employees**", will be determined as follows:

Full-time and Permanent Part-time Employees will only have one health insurance plan to choose from, currently Excellus BC/BS Simply Blue 25, or a similar plan.

Full-time Employees

- 1) The County's contribution toward the cost of health insurance, for full-time **Status 3 employees**, shall be 85% of the individual or two-person or family plan with or without prescription or a combination thereof.
- 2) A full-time **Status 3 employee's** contribution to the cost of health insurance shall be the difference between the cost of the level of coverage the employee selects and the County's contribution to the same level of coverage.

Permanent Part-time Employees

- 1) The County's contribution toward the cost of health insurance, for permanent part-time **Status 3 employees**, shall be 85% of the individual plan with or without prescription.
- 2) A permanent part-time **Status 3 employee's** contribution toward the cost of health insurance shall be the difference between the cost of the level of coverage the employee selects and the County's contribution to the same individual coverage.

- E. The County will continue a premium only pre-tax program pursuant to Section 125 of the Internal Revenue Code for as long as such program is permitted under law. During the life of the contract, the parties will review the pre-tax program to determine if additional items should be added such as child care and unreimbursed medical expenses.

- F. Except as outlined in the Change in Status section, C, (1) above (status at time of retirement), current employees who leave the employment of the County as a Status 1 or Status 2 employee, and then who are re-employed by the County, shall be considered Status 2 employees. Except as outlined in the Change in Status section, C, (1) above (status at time of retirement), current employees who leave the employment of the County as a Status 3 employee, and then who are re-employed by the County, shall be considered Status 3 employees.

- G. The County will not pay for double prescription coverage for any employee regardless of their date of employment. The County will continue to pay for double coverage-for those employees who had such double coverage as of May 11, 1989 but will not pay for such double coverage for any other employee. This provision will be implemented as follows: where two employees are eligible to be a dependent on the other's health insurance policy, at the option of the employees, one employee will elect family coverage with the other employee carried as a dependent, or each may elect individual coverage. In the event an employee becomes ineligible for coverage, as the policy holder or as a covered dependent of a policy holder, due to such factors as termination of employment, change in employment status to a position where coverage is not available or divorce, continued coverage will be made available to eligible employees without regard to reopening status, and with no lapse in coverage or disallowance for pre-existing conditions.
- H. Permanent part-time employees who elect to add dependent coverage at the time they become full-time will not be required to wait until the next reopening to add their dependents.
- I. The County will pay its share of the cost of health insurance during such time as an employee is working or receiving paid leave.
 Except as otherwise provided employees who go without pay for more than fifteen (15) consecutive working days must assume the cost of their health insurance at such time as the coverage paid for by the County ceases. The Personnel Office shall notify such employees when they must assume the cost of their health insurance.
- J. In addition, for those employees with less than six (6) months of accumulated sick leave who become disabled on or off the job, and who file a disability or worker's compensation leave request, the County will continue to pay the cost of health insurance up to a maximum of six (6) months for an off-the job disability or up to a maximum of twelve (12) months for a worker's compensation disability. The six (6) or twelve (12) month limit shall include any time during which an employee is receiving paid sick leave, and shall be for any one injury or illness.
- K. During the duration of this agreement the County shall have the right to change health insurance plans and/or carriers provided any new plan adopted must provide the same or improved benefits as the plan in effect at the time this agreement is executed. A change in health insurance plans and/or carriers could include a self-funded plan. Prior to any new plan being adopted the Union will be given the opportunity to review the proposed plan and reject same if it does not provide the same benefits as contained in the existing plan.
- L. The County will continue to provide an optional dental plan for as long as the County can obtain such a plan through a carrier.
- 1) If an employee elects the dental plan instead of the prescription plan, and the dental plan costs more than the prescription plan, the employee will pay 100% of the additional cost of the dental plan.
 - 2) If an employee elects to have both the prescription and free-standing dental plans, the employee will pay 100% of the cost of the dental plan.
 - 3) An employee can only change **their** election regarding prescription or dental plan on January 1st of each year.
- M. **Domestic Partners**: Except as hereinafter indicated, the County will provide domestic partner coverage under those health insurance plans offered by the County which will provide domestic partner coverage with no increase in premiums subject to the following:
- 1) The addition or continuation of a domestic partner to an employee's health insurance policy will not result in any additional cost to the County. If the addition/continuation of a domestic partner to an employee's policy results in a change from an individual to a family policy or to a two person policy, the employee will pay one hundred percent (100%) of the additional cost resulting from such a change.
 - 2) Children of a domestic partner are not eligible for coverage under our employee's health insurance plan unless there is a court order requiring such coverage or the child is the biological child of the employee or the employee has adopted the child. Documentation of

these circumstances must be submitted to the Personnel Office before the children of a domestic partner can be covered by the employee's health insurance plan.

- 3) Except as herein indicated all matters related to eligibility for and documentation of domestic partner status shall be handled in the same manner as established in the Employee Benefits Division of the New York State Department of Civil Service for state employees. It is the responsibility of the employee to submit the required documentation in a timely manner. Failure to do so will result in the disqualification of an individual as a domestic partner under this provision.

N. Health Insurance - Retirees: Employees who retire directly from County service under the New York State Retirement System and who have health insurance through the County at the time of their retirement, will be allowed to purchase, at the retiree's expense, a health insurance plan and/or prescription offered by the County.

- 1) This provision shall:
 - a) Not apply to former County employees who retired prior to the ratification/approval of the agreement by both parties except for those retirees who retired previously but who are still on a County policy under COBRA.
 - b) Only apply at the time of the employee's retirement. If an employee continues health insurance through the County at the time of their retirement but subsequently discontinues such coverage, they will not be eligible to rejoin a County plan.
- 2) If a retiree fails to submit their required contribution on a timely basis, they will be dropped from the County plan and will not be eligible to rejoin such plan.
- 3) The right to purchase health insurance through the County will be applicable during the life of the retiree and shall not extend to dependents after the retiree's death except if required by COBRA or other Federal or State law.
- 4) The County will notify all retirees and the Union of any termination of coverage for all retirees at least six months prior to the effective date of such termination. This six month notice requirement shall not be applicable to termination of coverage for an individual retiree due to non-payment of premium.
- 5) Retirees shall be treated in the same manner as active employees in regard to health insurance.
- 6) Nothing in this provision shall prevent or limit the right of the County to place retirees and/or surviving dependents in a separately rated sub-group.

6. RETIREMENT

- A. Except as hereinafter provided, the County will continue to participate in the non-Contributory 1/60th New York State Retirement Plan retroactive to 1938. Eligibility of employees covered by this agreement shall be governed by the rules and regulations of the New York State Retirement System.
- B. Employees employed on or after July 27, 1976 are covered by retirement plans mandated by the New York State Retirement System, and must, as required by the New York State Retirement System contribute to the cost of said plan.
- C. In addition to the above retirement coverage, the County agrees to continue the provisions of Option 41J, available under the New York State Retirement System the cost of which will be wholly paid by the County.
- D. The County will continue retirement plan 75i for Tier 1 and Tier 2 members.

7. HOLIDAYS WITH PAY

- A. All full-time employees who have been on the County payroll for the previous thirty (30) consecutive days, who work the last scheduled working day prior to and the first scheduled working day after any of the following eleven and one half (11 ½) holidays shall receive their regular pay for those eleven and one half (11 ½) days, subject to the following conditions as outlined in letters "D", "E", "F", "G", "H", "I", "J", and "K".

- B. The eleven and one half (11 ½) holidays referred to above are as follows:
- 1) New Year's Day
Presidents Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Christmas Day
Two and one half (2 ½) Floating Holidays
 - 2) Two and one half (2 ½) Floating Holidays to be taken on dates selected by the employee subject to the approval of the appropriate department head.
 - 3) One half (½) Floating Holiday. Employees who have not used this will be considered for preference to use it either the day before Christmas or the day before New Year's Day. For employees working a 40 hour work week this equals 4 hours, for employees working a 37.5 hour work week this equals 3.75 hours, for employees working a 35 hour work week this equals 3.5 hours. Unused holiday time must be taken by no later than January 31 of the following calendar year or an employee shall be compensated for such holidays in accordance with subparagraph "H".
 - 4) Where employees' work week is Tuesday through Saturday, and when holidays fall on a Monday, the County will provide those employees with the option of a "floating holiday" instead of holiday pay. These "floating holidays" are to be taken on a date selected by the employee subject to the approval of the appropriate department head and may not be used prior to being earned, i.e. they can only be used following the Monday on which the holiday is normally observed.
- C. Permanent part-time employees shall receive the following six (6) paid holidays a year:
- 1) New Year's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day
- D. In those departments where it is necessary to maintain operations, such as the Department of Public Works, etc., a compensatory day will be granted at a time agreeable to both the employee and the department head for those employees required to work on the holiday.
- E. Absences on the last scheduled working day prior to and the first scheduled working day after the holiday will be excused provided the employee presents a reason satisfactory to the department head.
- F. Employees who have been requested to report for essential work on a holiday and who have accepted the assignment and who then fail to report without satisfactory reason to perform such work, shall not receive holiday pay.
- G. In applying this procedure, when any of the above enumerated holidays fall on Saturday or Sunday and the State or Federal Government observes another day, it shall be the policy of Delaware County to do likewise, except as otherwise stated in this Agreement.
- H. Further in applying this policy, it shall be the prerogative of Delaware County to pay any employee a sum equal to the amount **they** would have received had **they** worked on the holiday, in addition to **their** regular pay, in lieu of giving a compensatory day off. Employees regularly scheduled for work on the Holidays mentioned, shall receive regular straight time pay for hours worked but shall be given another compensable day for the Holiday.

- I. When one of the aforementioned holidays falls within the regularly scheduled vacation period of an employee who is eligible to receive such holiday pay and **they are** absent from work because of such approved vacation, **they** shall receive a compensatory day off or pay for the day as above set forth.
- J. Generally all holidays falling on Saturday shall be taken on Friday and all holidays falling on Sunday shall be taken on Monday.
- K. In addition to the holidays designated in paragraph "B" the County may, without prejudice and without the establishment of precedent, designate any other holiday or grant time at its own discretion. Employees who are required to work on such designated holidays, shall receive compensatory time off or pay for the same.
All holidays earned in a calendar year must be used by January 31 of the following calendar year or an employee shall be compensated for such holidays in accordance with subparagraph "H".
- L. Employees may not accumulate more than four (4) holidays except with the written permission of **their** department head.
However, employees will not lose holiday pay except if an employee refuses to be scheduled for a holiday prior to exceeding the four (4) holiday limit.
- M. Notwithstanding any other provisions of this Article, employees who work on Independence Day (July 4), Thanksgiving Day, Christmas Day (December 25) and/or New Year's Day (January 1) shall receive time and one-half for all hours worked on those days.

8. **VACATIONS WITH PAY**

- A. The following vacation plan shall be implemented effective January 1, 1998.
- B. Vacations will be granted to all employees covered by this agreement who work the required period before being eligible for a vacation.
- C. Hereinafter, the vacation plan for full-time employees shall be as follows:
 - 1) One (1) year but less than seven years of continuous service, ten (10) working days.
 - 2) January 1st of the year in which an employee reaches seven (7) years of continuous service, fifteen (15) working days.
 - 3) January 1st of the year in which an employee reaches fourteen (14) years of continuous service, twenty (20) working days.
- D. Hereinafter, the vacation plan for permanent part-time employees shall be as follows:
 - 1) One (1) year but less than seven (7) years of continuous service, five (5) working days.
 - 2) January 1st of the year in which an employee reaches seven (7) years of continuous service, eight (8) working days.
 - 3) January 1st of the year in which an employee reaches fourteen (14) years of continuous service, twelve (12) working days.
- E. January 1st of each year shall be the date on which employees qualify for vacation pay allowance as hereinafter provided.
- F. Vacation eligibility shall be established as follows:
 - 1) To be eligible to receive a full vacation, an employee must have worked during at least sixty (60%) percent of the pay periods during the calendar year prior to the established eligibility date of January 1st.
 - 2) An employee who does not meet the requirements of one (1) above may receive a pro-rated vacation if the absence was caused by circumstances beyond **their** control.
 - 3) Employees entering the employ of Delaware County throughout the year shall have their first year's vacation prorated as of the January 1st date following their date of employment. Such amount shall be the allowable paid vacation time to be taken during the ensuing calendar year.
 - 4) Pro-rated vacations shall be computed on the basis of 1/52 of their regular vacation allowance for each week that the employee did work in the employ of Delaware County during **their** qualifying period.

- G. Employees terminated, for any reason, prior to December 31st of their beginning year of employment, shall not be entitled to paid vacation days.
- H. After one full calendar year of employment, employees may, upon their written request and with their department head's approval, carry over ten (10) accrued vacation days from the current vacation year to the succeeding vacation year.
- I. In situations where departmental work requirements make it difficult for an employee to use **their** vacation time, the employee may request that they be allowed to carry over additional vacation days, or that they be paid for all or part of any unused vacation days in excess of ten (10) days. Such requests will be subject to the approval of the Department Head and the Personnel Officer. However, except as herein after provided, employees will not be allowed to carry over more than twenty (20) vacation days from year to year.
It is understood that payments for accrued vacation time in lieu of an employee's taking time off shall only be made on an exception basis and only under the circumstances described herein. Such payments shall not be made to supplement an employee's annual salary.
- J. Employees who have not been given any opportunities to use their vacation time shall have the right to carry over all unused vacation time to the succeeding year, and will not be required to accept payment in lieu of time off.
- K. Employees will lose unused vacation time in excess of ten (10) days if they were given an opportunity to use this vacation and they refused to use it.
- L. Employees who resign or are discharged prior to January 1st of any year shall not be eligible for a pro-rated vacation allowance for the calendar year in which they resign or are discharged. Employees with at least one (1) year of full or permanent part-time service may take any unused vacation allowance credited to them as of the previous January 1st.
- M. Employees who retire, or the estates of those employees who die, shall receive a vacation allowance based on the time **they are** in service at the rate of 1/52 of **their** applicable vacation pay for each week in which **they** worked within the year prior to the applicable eligibility date of the particular vacation year. All earned vacation must be taken prior to retirement.
- N. Scheduling of vacation shall be the function of the County of Delaware through the various department heads, however, whenever practical, seniority shall be respected in the selection of vacation time. However, except as hereinafter provided, in the event a conflict in scheduling occurs, seniority shall be the determining factor provided both requests are made at least two (2) months in advance of the vacation dates requested.
Application of seniority to vacation selection in all departments shall be restricted to two consecutive weeks during the three month period of June, July and August and to two consecutive weeks during the two month period of November and December.
However, nothing in this provision shall prevent the approval of more than two consecutive weeks during these specified periods if there is no conflict in scheduling and work requirements allow for such approval.
Approval of vacation requests shall not be rescinded except for unforeseen circumstances when it is absolutely necessary to do so to insure that vital work requirements are met. Departments will make a good faith effort to avoid rescinding such approval.
- O. The following procedure shall apply to all departments:
- 1) Requests for use of vacation time shall be submitted in writing at least two months in advance of the dates requested.
 - 2) Employees will be notified in writing if their request is approved or denied no later than ten (10) working days from the date the request was submitted. Reasons for denial will be given.
 - 3) Vacation requests submitted less than two (2) months in advance may be approved at the discretion of the department head. All such requests will be approved or denied in writing as soon as practical, however, no reason need be given for a denial.
- P. Vacation days may be taken in not less than one quarter (1/4) hour units except those employees who receive a pro-rated vacation may use whatever fraction of a day results from such pro-rating.

9. SICK LEAVE: Beginning January 1, 2011:

- A. Full-time employees shall be granted one (1) day of sick leave for each month of employment accumulative to one hundred eighty (180) days.
- B. Permanent Part-time employees shall be granted sick hours as follows:
 - 1) Four (4) hours of sick leave for each month of employment accumulative to eighty-three (83) days, if their position would be a 40 hour work week at full time.
 - 2) Three and one half (3.5) hours of sick leave for each month of employment accumulative to eighty-three (83) days, if their position would be a 35 hour work week at full time.
 - 3) Three and three quarter (3.75) hours of sick leave for each month of employment accumulative to eighty-three (83) days, if their position would be a 37.5 hour work week at full time.
- C. Employees may use sick time to attend to members of their immediate family whose illness requires the care of the employee. The definition of immediate family shall be the same as the definition contained in the Bereavement section (#11. A) of this Article. The use of sick leave for the care of members of immediate family shall be subject to the same provisions as use of sick leave for employee illness. The County may require a signed statement from the employee indicating what member of **their** immediate family they cared for and why they had to care for the family member for absences of three days or more.
- D. Employees shall be required to call in to notify the County of **their** illness and absence before the work day commences if physically possible. The employee's supervisor may make reasonable written rules as to how such notice is to be given and it shall not be unreasonable to require notice of at least two (2) hours.
- E. Except as otherwise provided, the County may require a doctor's certificate for any absence in excess of three (3) days. In addition, the County may require a doctor's certificate for any absence if an employee has established a pattern of abusing sick leave such as repeatedly using sick leave on the day before and after a regular day off or the day before and after a paid leave.

Any employee, returning to work following a paid medical leave, unpaid medical leave, Family and Medical Leave Act leave for disability, disability leave, Workers Compensation leave in excess of three days, must be able to perform the duties of the respective position, with or without reasonable accommodation in order to return to work. Therefore, the employee must provide the employer with the appropriate documentation from the medical provider to substantiate fitness for duty at full performance with or without reasonable accommodation. Should a reasonable accommodation be recommended by the medical provider, the employee must furnish the employer with medical documentation by a qualified medical provider, which substantiates the ability of the employee to perform the duties of **their** position. At the request of the employer, the employee shall provide an explanation for the requested accommodation and to provide information as to alternative accommodations. To ensure the safety of the employee and **their** work environment, the employee may be requested to provide the employer with authorization permitting the employer to discuss with the medical provider the details and circumstances of the disability, as well as any request for accommodation thereof. The employee has a right to be present any time the County has a conversation with the medical provider.

The employee shall engage, in good faith, in the "interactive process" required by the Americans with Disabilities Act and the New York State Human Rights Law. Should the employee fail to participate in good faith in the interactive process or fail to supply requested medical documentation, or execute appropriate authorizations for the release of medical records as requested by the employer, the request for accommodations may be deemed abandoned and the employer may be within its lawful rights to refuse reemployment or reinstatement to the employee, as appropriate, until the requirements are met.

- F. Employees will be allowed to use sick leave in a minimum of one-quarter hour units. The use of sick leave will not result in an employee being paid for more time than their normal workday, i.e. an employee whose normal workday is eight (8) hours, works seven (7) hours and fifty (50) minutes and goes home sick ten (10) minutes early, will only be paid for eight hours, i.e. 7 and 3/4 hours work and 1/4 hour sick.
- G. Sick leave may be used for the employee and the employee's immediate family for regular medical checkups, on-going treatment, diagnostic testing, dental or vision care. In using sick leave for other than personal illness as referred to in this paragraph, only the amount of time needed to complete an examination, test or procedure and associated travel time will be used.
- H. Standard forms provided by the Personnel Office should be used for all required documentation of sick time.
- I. Employees who are scheduled to work on a holiday and who call in sick may be required to provide documentation for that absence.
- J. Employees who call in sick on a day when County Buildings have been closed by the Chairman of the Board or **their** designee or on those days where weather conditions have resulted in poor road conditions, may be required to provide documentation for that absence.
- K. Any required documentation or doctor's certificates must be received in the Personnel Office within twenty (20) calendar days from the day the sick time is taken or fifteen (15) calendar days after the employee returns to work, if time off is continuous for ten (10) or more work days.
- L. An employee who has reached their maximum number of sick days (180) on 12/31 of a given year, and does not use the number of days they would be eligible to earn during the next year, and is not at the maximum number of sick days at the end of that year will have their sick time adjusted to the maximum number of sick days

10. **PERSONAL LEAVE**

- A. Personal leave is leave with pay for personal business and is to be taken with departmental approval so as not to interfere with the proper operations of government. Employees requesting the use of personal leave will not be required to give any reason other than personal provided they request the personal leave at least two (2) working days in advance, i.e., employee requests Friday off, if the request is made on or before Tuesday, no reason need be given, if the employee requests Friday off and the request is made on or after Wednesday, the department head may require the employee to give a reason.
- B. Personal leave will not be accumulative from year to year.
- C. Personal leave may be taken in a minimum of one quarter (1/4) hour increments.
- D. Full-time employees who have been in the service of Delaware County for at least eight (8) weeks as of January 1, will be credited with three (3) personal days. Permanent part-time employees who have been in the service of Delaware County as a permanent part-time employee for at least eight (8) weeks as of January 1, will be credited with one (1) personal day.
- E. Those full-time employees who enter the employment of Delaware County throughout the year shall have their first year's personal leave prorated on the basis of 3/12 of a day for each full month remaining in the calendar year. Computation and crediting of such personal leave shall not begin until the first day of the calendar month following eight (8) weeks of employment.
- F. Permanent part-time employees who enter the employment of Delaware County as a permanent part-time employee or are reclassified as a permanent part-time employee throughout the year shall have their first year's personal leave prorated on the basis of one-fourth (1/4th) day for each full three (3) month period remaining in the calendar year from the date of employment or reclassification. Computation and crediting of such personal leave shall not begin until the first day of the calendar month following eight (8) weeks of employment or eight (8) weeks following reclassification.

11. BEREAVEMENT

- A. Full-time employees shall be entitled to three (3) days paid bereavement per occurrence for the death of a mother, father, child, spouse, domestic partner (only with proper documentation as specified by NYS Health Insurance Coverage Requirements), brother, sister, grandparent and grandchildren. Family members in this section shall include step-relatives.
- B. Full-time employees shall be entitled to three (3) bereavement days per calendar year (not per occurrence) for the death of the following: father-in-law, mother-in-law, sister-in-law, brother-in-law, son-in-law, daughter-in-law, grandparents-in-law, niece, nephew, aunt, uncle and great grandparents. Family members in this section shall include step-relatives.
Examples for full-time employees: Mother and grandparent die in the same year: total six (6) days bereavement. Mother, father, and grandparent die in the same year: total nine (9) days bereavement. Grandparent and mother-in-law die in the same year: total six (6) days bereavement.
- C. Permanent part-time employees shall be entitled to two (2) days paid bereavement leave per calendar year for death occurring as outlined in A. and B. above.
- D. Full-time employees will be granted time with pay not to exceed three (3) one-half (½) days per calendar year to attend the death related event(s) of co-workers or close personal friends. Permanent part-time employees will be granted one (1) one-half (½) such days.
- E. Two of the one-half (½) days of bereavement for co-workers and close friends may be used in conjunction with one another in order to receive one (1) full paid day off for any one (1) death related event.
- F. Bereavement shall not be accumulative.
- G. Bereavement time may be taken in one hour increments.
- H. Use of bereavement time will be documented with a qualifying death announcement.

12. JURY DUTY

- A. Employees who are summoned for jury duty during **their** regular working hours, will be reimbursed by the County for the difference between **their** jury pay and **their** regular straight time hourly pay. In no case will reimbursement be in excess of eight (8) hours per day nor will the total reimbursement be in excess of thirty (30) scheduled working days per calendar year.
- B. When less than one hour exists between the start of an employee's workday and the time an employee is required to report for jury duty, the employee shall not be required to report to work and will be paid jury duty for this time. However, the employee must advise the department that they will not be reporting to work as soon as the employee becomes aware of the start time for jury duty.

When less than one hour exists between the time an employee is released from jury duty and the end of an employee's normal workday, the employee shall not be required to report to work and the employee will be paid jury duty for this time.

Except as hereinafter indicated, employees will be allowed reasonable travel time and time to change clothing prior to reporting for jury duty or prior to reporting for work following jury duty as follows:

- 1) When an employee is required to report to jury duty during their normal work day.
- 2) When an employee's workday ends shortly before the time they must report for jury duty.
- 3) When an employee's work day begins shortly, or has already begun, after they are released from jury duty.

Time to change clothing will normally be limited to thirty (30) minutes and be applicable when an employee wears a uniform or other work clothes not appropriate for jury duty.

When an employee's normal meal period occurs immediately preceding the time they are to report to jury duty, such mealtime will be subtracted from any time allowed for travel and changing clothes, i.e. an employee is scheduled to report to jury duty at 1:00 pm and they normally are scheduled for lunch between noon and 1:00 pm. Travel time is estimated at

thirty (30) minutes or less and thirty (30) minutes is allowed to change clothes. In this situation, the employee is not paid jury duty between noon and 1:00 pm and no additional time can be charged to jury duty prior to 1:00 pm.

In the event an employee wants to take additional time off to prepare for jury duty, or they did not want to return to work following the completion of jury duty, and their department head has approved the additional time off, the employee must use other paid leave time to cover this time.

C. Jury Duty served on a voluntary basis is not reimbursable.

D. Employees must submit evidence, from Court, as to the days or part days they serve.

13. **STATE DISABILITY INSURANCE**

A. The County agrees to continue a State Disability Insurance Plan to cover off-the-job disabilities on a contributory basis. Except as hereinafter provided, employees will contribute one-half (½) of one (1%) percent of wages paid, but not to exceed sixty (\$.60) cents per week. The County will pay the remaining cost.

B. The County shall have the right to self-insure Off-the-job Disability provided any plan instituted shall provide the same benefits as the current plan. Prior to instituting a self-insured plan, the Union shall be given the opportunity to review said plan to insure that the benefits are the same as the current plan.

C. Joint Off the Job Disability Review Committee

The parties agree to form a joint committee to review the County's Off the Job Disability Plan (OJDP).

1) Joint Committee Composition: A reasonable number of representatives from all participating unions and management. Union representatives will be appointed by the CSEA Unit President.

2) a) To consider a self-insured plan which mirrors the existing OJDP. This provision shall not limit the County's rights to self-insure the existing OJDP pursuant to subparagraph "b".

b) To consider an extended sickleave plan as an alternative to the existing OJDP.

c) To develop recommendations regarding "a" or "b" and submit same to the County and participating unions for consideration.

3) Any recommendations made by the Joint Committee shall not be binding on the County or the Union. Such recommendations will be submitted to the CSEA Unit President and the Personnel Officer for consideration.

4) Neither Union or County representatives shall be obligated to support such recommendations. It is also understood that there is no prior implied commitment or expectation that either the Board of Supervisors or the Union shall approve any recommendations of the Joint Committee.

14. **DEFERRED COMPENSATION**

The County will continue to provide a deferred compensation plan. The County shall have the right to change plans and/or carriers provided any new plan shall be comparable to the current plan.

15. **TUITION REIMBURSEMENT**

A. The County may at its discretion during the duration of this agreement institute a Tuition Reimbursement Program for employees of the Social Services Department. The scope and details of the program shall be determined by the County based on its training needs and the availability of funds.

B. The County shall provide the Union with the details of any program instituted and post notices of the program at various locations in the Social Services Department. Selection of participants will be made by the County based on the candidate's qualifications, work performance, and the training needs of the Social Services Department. Whenever practical, current employees will be given preference in participating in the program and due consideration will be given to any candidates recommended by the Union. However, final selection of participants will be made by the County based on the candidates' qualifications, work performance and the personnel needs of the County.

16. **TOOL REPLACEMENT, MECHANICS, PUBLIC WORKS**
 The Public Works Department will replace personal tools used by mechanics on the job as follows:
- A. Employees must provide the Public Works Department with an annual inventory of personal tools.
 - B. Inventory must be updated as tools are added or deleted.
 - C. Inventory subject to review and check by the Department.
 - D. Will only replace tools needed to perform work as determined by the Department. Any tools that will not be replaced will be designated as such on the inventory.
 - E. Will only replace tools on an employee's inventory (except those designated as not replaceable).
 - F. Will only replace those tools lost through theft at the job site. There must be a reasonable indication that a theft occurred.
17. **BOOT ALLOWANCE**
 Effective January 1, 2020, The County will reimburse employees in the Building Maintenance and Department of Public Works Departments (including Solid Waste Management Center & Compost Facility), up to \$75.00 per year (based on documentation of purchase/sales receipt) for work footwear. Excluded positions and titles will be determined by the Department Head, Personnel Officer and Union.
18. **EMPLOYEE RECOGNITION**
- A. The County shall continue an employee recognition program as approved by the Board of Supervisors. The County will not be required to negotiate with the union over specific programs provided individual employees to be recognized do not receive anything with a monetary value exceeding \$50.00.
 - B. The County will determine the scope and details of employee recognition programs but shall provide the Union with information concerning any programs instituted and shall post notices of same at various locations in applicable departments. Selection of employees to be recognized shall be at the sole discretion of the County; however, well-defined criteria shall be applied uniformly and equitably in the selection of employees to be recognized.
19. **DIRECT DEPOSIT** The County shall continue to provide direct deposit of employees' paychecks.
20. **MODIFIED/LIMITED DUTY JOINT COMMITTEE** The parties agree to form a joint committee to consider developing a modified/limited duty program for employees receiving workers compensation.

ARTICLE XI **GRIEVANCE PROCEDURE**

1. **EMPLOYEE PROTECTION**
 Nothing contained in this Agreement shall be construed to deny to any employee **their** rights under Section 15 of the New York Civil Rights Law or under applicable Civil Service laws and regulations.
2. **FORMAL ACTION**
- A. An employee has the right to C.S.E.A. representation during formal disciplinary procedures including reprimands. When a request for representation is made, no such formal action shall be taken with respect to the employee until there has been a reasonable opportunity for such representative to be present. This right to union representation does not include normal progress performance and evaluation interviews or observations.
 - B. If the County suspends or discharges an employee they will notify the employee by letter of the effective date of the proposed action as well as the length of any proposed action. This letter shall also specify the reasons for such action.
 - C. Meetings regarding disciplinary matters shall be an attempt to foster discussion leading to a resolution of the relevant issues.
 - D. The County shall advise employees of the nature of meetings with management at the beginning of such meetings.
 - E. All disciplinary actions for any alleged infraction shall be made with due regard for individual privacy.

3. **RULES AND REGULATIONS**

Rules and regulations governing the personal standards of conduct of employees shall be reasonable and uniform county-wide.

4. **RIGHTS TO REPRESENTATION**

Every employee shall have the right to present **their** grievance to the County, free from interference, coercion, restraint, discrimination or reprisal, and shall have the right to be represented at all stages thereof.

5. **GRIEVANCE PROCEDURE** (definitions)

A. A grievance is a claim made by an employee or group of employees of an issue arising from the terms and conditions of employment or any violation, misrepresentation or inequitable application of the Agreement or law.

B. The term Supervisor shall mean any administrative or supervisory personnel responsible for the areas in which the alleged grievances arises.

C. The aggrieved party shall mean any person or group of persons in the negotiating unit filing a grievance.

D. Party in interest shall mean any party named in grievance who is not the aggrieved party.

E. Grievance Committee is the committee created and constituted by the Union.

PROCEDURES

1. Except for informal decisions at Level #1, all decisions shall be rendered in writing at each step of the grievance procedure, setting forth findings of fact, conclusions and supporting reasons therefore. Each decision shall be promptly transmitted to the chairperson of the Union grievance committee, or the Unit President or **their** designee within the time limits hereafter specified.
2. If a common grievance affects a group of employees in more than one building or in more than one department, it may be submitted directly at Level #2.
3. All reasonable efforts shall be made to avoid unreasonable interruptions of work schedules. Employees involved in any grievance procedure shall not be penalized loss of pay or any leave credits.
4. The County and Union agree to make available any and all materials and relevant documents, other than communication and memorandum and records concerning the alleged grievance.
5. Except when at Level #1, the Union shall have the right at all levels of the grievance to confront and to cross-examine all witnesses called, to testify and to call witnesses on their behalf and to be furnished with a copy of any minutes made at each and every level of the grievance procedure. The Union will pay the cost of the copy of such minutes.
6. All documents and records dealing with the processing of a grievance shall be filed separately from the personal file of the participants.
7. The Personnel Officer shall be responsible for the accumulation and maintenance of an official grievance record which shall consist of a written grievance, all exhibits, transcripts, communications, minutes and/or notes of testimony and all written decisions at all levels.
8. The official grievance record shall be made available for inspection, and/or copying by the aggrieved party, **their** representatives, administrators and the County, but shall not be deemed as a public record.
9. The aggrieved employee or group of employees shall have the right to process a grievance personally or through a Union representative or through a representative of their own choice at Level 1 only. Only the Union shall have the right to appeal a grievance to Level 2 and above.
10. In appealing a grievance to Level 2 and above, the Union shall use a standard grievance form developed by the Union. The Union will provide the Personnel Office with a list of individuals authorized to appeal a grievance on behalf of the Union indicating at what level each individual is authorized to appeal. The County shall not be required to process a grievance that is not made on a standard form and signed by the individual authorized by the Union to appeal said grievance to the applicable level.

TIME LIMITS

1. The time limits specified for either party may be extended only by mutual agreement.
2. If a decision at one level is not appealed to the next level of the procedure within the time limit specified, the grievance will be deemed to be discontinued and further appeal shall be barred.
3. Failure at any level of the grievance procedure to communicate a decision to the aggrieved party and/or **their** representatives within the specified time limit, shall permit the lodging of an appeal at the next level of the procedure within the time that would have been allotted had the decision been communicated by the final day.
4. All decisions and appeals from one level to the next shall be delivered by Return Receipt Requested mail or be hand delivered, signed for and dated.

LEVELS

LEVEL 1 - SUPERVISOR

1. Within a period of twenty (20) work days after the occurrence of a grievance, an aggrieved employee will first discuss an alleged grievance with **their** immediate supervisor and attempt to resolve the problem informally.
2. An informal settlement at Level 1 between the aggrieved employee and their supervisor shall not set any precedents and must be consistent with all terms and conditions of employment contained in this agreement and established past practices. Such informal settlement may be overridden by the Department Head, Personnel Officer or the Union.
3. In the event that resolution is not attained informally within twenty-five (25) work days after the occurrence of the grievance, the grievance shall be presented, by the Union, in writing to the Department Head with a copy to the Personnel Office.

LEVEL 2 - DEPARTMENT HEAD

Within ten (10) working days of receipt of the written grievance, the Department Head shall deliver to the Union, **their** decision in the matter with a copy to the Personnel Office.

LEVEL 3 - COUNTY REPRESENTATIVE

1. If the Department Head's decision is not satisfactory to the Union and/or the Personnel Officer, the Union must submit the grievance in writing to the Personnel Officer within five (5) working days of the receipt of the Department Head's decision or within five (5) working days of the receipt of a notice from the Personnel Officer that **they disagree** with the Department Head's decision.
2. Within fifteen (15) working days of receipt of the written grievance, the Personnel Officer shall deliver, to the Union, **their** decision in the matter with a copy to the Department Head.

LEVEL 4 - ARBITRATION

If the Personnel Officer's decision in the matter is not satisfactory to Union, the Union may submit a letter of intent to appeal the grievance to arbitration within ten (10) working days of the receipt of the Personnel Officer's decision. The parties will attempt to mutually agree upon an arbitrator. In the event the parties are unable to agree upon an impartial arbitrator within ten (10) working days after its referral to arbitration, then an appointment shall be made in accordance with the following:

1. Either party shall secure a list of five (5) candidates to be named by the New York State Public Employees Relation Board as a possible arbitrator.
2. The parties shall meet and the party requesting arbitration selects from said list the candidate to be eliminated as an arbitrator, then the other party makes a selection from said list as to a candidate to be eliminated as an arbitrator. This continues with the parties alternately making selections until only one (1) candidate remains and **they are** deemed to be the arbitrator appointed by the parties.
3. If the arbitrator's decision denies the grievance in its entirety, the party filing the grievance shall pay all of the fees and expenses of the arbitrator. If the arbitrator's decision upholds the grievance in its entirety, the party against whom the grievance was filed shall pay all of the fees and expenses of the arbitrator. If the arbitrator's decision does not either deny or uphold the grievance in its entirety, the

fees and expenses of the arbitrator shall be borne equally by the parties. The arbitrator shall include in **their** decision which party or parties shall pay **their** fees and expenses as herein provided. The Union and the County shall bear the expense of their respective witnesses and other expenses they may incur.

4. The decision of the arbitrator shall be final and binding, but the arbitrator shall have no jurisdiction, power or authority to amend, modify, supplement, vary or disregard any provisions of the Agreement. Nothing herein shall be construed to allow the arbitrator to usurp or otherwise derogate the power and authority given by law to the County.
5. The decision of the arbitrator and a statement of reasons for decision shall be furnished by the arbitrator, in writing, to both the Delaware County Unit of CSEA and the Delaware County Personnel Office.

ARTICLE XII **COMPATIBILITY WITH LAW**

This agreement shall be construed so as to be compatible with all Federal, State and Local Laws and the invalidity of any provisions of this Agreement by reason of any such existing law shall not affect the validity of the surviving provisions. If the enactment of legislation, or a determination by a Court of final jurisdiction (whether in a proceeding between the parties or controlling by reason of the facts) renders any portion of the Agreement invalid or unenforceable, such legislation or decision shall not affect the validity of the surviving portions of this agreement, which shall remain in full force and effect as if such invalid portion thereof had not been included therein. In the event that the current laws are so modified to permit greater security than presently permitted by law, the County and the Union will negotiate concerning possible amendments to this Agreement in accordance with such modified legislation.

ARTICLE XIII **COUNTY RIGHTS AS AN EMPLOYER**

1. The County's entering into this Agreement in no way, either explicitly or implicitly, diminished its relationship as employer to its employees nor the County's rights and employees' duties such relationship entails.
2. The County retains all of its rights as an employer, including, but not limited to, the right to assign work as required, including that which requires overtime, their right to supervise as required, and the right to discipline where necessary, subject to the provisions of this Agreement, the Civil Service Law of the State of New York, and any other Federal, State or Local law.
3. To those employees assigned a county vehicle or those seeking the use of a county owned vehicle, the county expressly reserves the right to determine when employees may be permitted use of a vehicle either on a temporary or 24 hour basis. The County, through its Human Resources and Insurance Committee, shall have the right to unilaterally determine who is eligible to use a county vehicle and may discontinue use of said vehicle, and discontinue the permission of those employees to drive a county vehicle for any purpose. The determination of the Human Resources and Insurance Committee will be final. It is further understood that the employees will be permitted use of a vehicle during the work day and to and from home, only for as long as such use is for a legitimate governmental business reason. No person employed by the county shall have a right to use a vehicle owned by the county. No claim regarding use of a vehicle based upon "past practice" or similar argument shall be applicable or honored by the parties. The County shall retain the unfettered right to terminate permission of any employee for the use of a county vehicle.

Where there is evidence which establishes that the employee has abused or misused the county vehicle, permission may be withdrawn immediately and the county reserves the right to assess costs

and expenses for any damage caused by said employee. The decision by the County to terminate an employee's permission to use a county vehicle on a temporary or 24 hour basis, shall not be subject to the grievance arbitration procedures of the Collective Bargaining Agreement as provided in Article XI of said contract.

ARTICLE XIV
PROHIBITION AGAINST STRIKES

Neither the Union nor the employees it represents shall engage in any strikes against the County, nor shall the Union cause, instigate, encourage or condone such a strike. Resolution of all disputes arising from the employer-employee relationship between the County and the Union shall be resolved in accordance with the provisions of this Agreement and the Taylor Law of the State of New York.

ARTICLE XV
NOTICE AS PROVIDED BY SEC. 204-a
OF CIVIL SERVICE LAW, AS AMENDED

It is agreed by and between the parties that any provision of this Agreement requiring legislative action by the Board of Supervisors to permit its implementation by providing the additional funds therefore, shall not become effective until such approval has been given.

ARTICLE XVI
WAGE STRUCTURE - LABOR GRADES, INCREMENTS, MINIMUM
AND MAXIMUM WAGE, ADMINISTRATIVE PROCEDURE

Attached hereto as part of this agreement and marked Appendix A is a schedule of labor grades, increments, minimum and maximum wages and administrative procedures.

ARTICLE XVII
LABOR/MANAGEMENT RELATIONS, MISCELLANEOUS

1. **LABOR/MANAGEMENT RELATIONS**

The parties to this agreement agree to the principle of maintaining open lines in communication between employees and employer to promote a harmonious and cooperative relationship, and to meet and discuss problems with the objective of resolving such problems.

2. **MISCELLANEOUS**

- A. The County will provide the Union with a reasonable amount of information relative to employees covered by this agreement on a periodic basis if and when the County can obtain a computer program to accomplish this with minimal cost to the County in terms of money and time.
- B. If requested, reasonable information shall include bargaining unit member's name, address, SS#, title or title code, and membership status for those items that the program can provide.
- C. The County agrees to continue the present U.S. Savings Bond Payroll deduction plan, unless prohibitive by applicable rule or law changes.
- D. All paychecks for County employees will be placed in individual envelopes.
- E. County employees shall be reimbursed for the use of personal cars for necessary travel for County business at a rate established by the Delaware County Board of Supervisors; however, such rate shall not be less than twenty-three (23) cents per mile. A change in mileage shall apply to all Delaware County employees when such change is enacted by Resolution by the Board of Supervisors.
- F. An employee will be allowed two (2) hours per calendar year, paid off-duty, for a State or Federal required physical. Employee's health insurance will be billed for the physical. Employer will pay any costs, including co-pay if applicable, not covered by employee's health insurance.

4. **INCLEMENT WEATHER**

Employees who do not report to work because of inclement weather or closure of County roads due to weather conditions may elect to go without pay, or use available comp time first and then any unused personal, vacation or holiday time. Sick leave will **not** be used for this purpose, unless documentation is provided. Employees who do not have paid leave time to use will be required to go without pay.

If an employee is unable to report to work at their normal starting time because of inclement weather or closure of County roads due to weather conditions, and the employee obtains permission from their Department Head or the Department Head's designee, the employee will be permitted to make up for a late arrival of less than thirty (30) minutes by shortening their meal period and/or break time by a corresponding amount of time. Late arrivals shall not be made up by the extension of the employee's workday nor shall an employee be allowed to work at home due to inclement weather except where a Department Head has determined that it is essential that an employee's work be completed on the day in question and the Department Head has personally authorized such work. Such make up time shall be allowed no later than the employee's next scheduled workday. Make-up time shall not be allowed if such time will result in the payment of time and one half (1 and ½) on the day the time is made up. Make-up time shall be limited to a maximum of three (3) occurrences in a calendar year.

Employees who report to work more than thirty (30) minutes late, or who have already been allowed to make up for late arrivals three (3) times in a calendar year or who cannot make up time pursuant to the previous paragraph, will be required to use paid leave time to cover the time they are late or to go without pay for all or part of the time. Paid leave time will be used in a minimum of fifteen (15) minute units. Available comp time will be used first and then any unused personal, vacation or holiday time.

Department Heads shall determine those employees who may be released early in the event of inclement weather or the closure of County roads. Within the department's work requirements, an effort will be made to accommodate requests from employees who desire to leave work early. However, nothing in this provision shall be interpreted as requiring the early release of any one employee or group of employees.

5. **BUILDING CLOSURE**

In the event an employee's office/work site is closed, by the Chairman of the Board of Supervisors or **their** designee, due to a weather emergency or other unforeseen reason such as a power outage, an employee shall suffer no loss of wages due to such closure. At the discretion of the Chairman of the Board, or **their** designee, all or only selected offices/worksites may be closed. However, the Public Works Department, the Maintenance Department and the Sheriff's Department shall automatically be exempted from such closure. Closure of a County road by the Sheriff shall not constitute or require the closure of an employee's office/work site.

In the event County Buildings are closed by the Chairman of the Board of Supervisors or **their** designee, due to a weather or other unforeseen emergency, all employees who must remain at work or come to work to ensure adequate coverage of County services will be paid at time and a half (1 ½) until the buildings are reopened.

Employees who are personally directed by their Department Head or **their** designee or who are specifically required, by previously established written departmental policy or standard departmental operating procedures, to report to work or remain at work when their office/worksites has been closed by the County, shall receive time and one half for the hours they are required to work by such directive, policy or procedure.

Employees who with the approval of their Department Head or **their** designee **elect** to report to work or remain at work, or those employees who are in the field at the time their office/worksite is closed, and are not aware of such closure, shall be paid for the time they work beyond the closure of their office/worksite but will not receive any additional compensation or paid leave time for the hours they continue to work.

6. **PERSONNEL FILES:**

A. **Official Personnel File:** Only one personnel file will be designated as an employee's official personnel file. Such designation shall be made by the Personnel Officer on a department by department basis and may be either the personnel file maintained in the employee's department or the personnel file maintained in the Personnel Office.

B. **Content of Official File:** The official personnel file will include but not be limited to:

- 1) Documents related to routine personnel transactions such as employment, promotions, transfers, terminations, etc. documents related to health insurance coverage, withholding, disability claims, retirement and similar items will be maintained in the Personnel Office
- 2)* Correspondence to the employee
- 3)* Formal and informal performance evaluations, work audits, and similar documentation of an employee's work performance
- 4)* Written counseling memoranda, warnings, documentation of verbal counseling and warnings, notices of disciplinary interviews/meetings, documentation of discipline imposed and similar documentation
- 5)* Correspondence reporting incidents involving employee misconduct, incompetency, failure to follow proper procedures/policies or similar conduct
- 6)* Commendations for good performance

*These documents will hereinafter be referred to as performance documents.

C. **Procedures for Placing Documents in the Personnel File:**

Except as hereinafter indicated, documents will be placed in an employee's official personnel file within five work days from the date of the event that resulted in the document being produced. Documents related to an on-going investigation of a complaint and/or incident need not be placed in an employee's file until such time as such investigation is complete and the complaint/incident has been substantiated to the satisfaction of the department head. Investigations will not be prolonged unnecessarily to avoid the placement of documents in the official personnel file.

No performance document will be placed in an employee's official personnel file unless the employee is given a copy of said document.

Performance documents that are to be placed in an employee's official personnel file must be signed and dated by the employee solely for the purpose of acknowledging receipt of same and that the employee is aware that said document is to be placed in their file. Performance documents will contain the following statement: "Your signature on this document only indicates that you have received same and not that you are in agreement with its contents."

Where the prior reading and acknowledgment of performance documents is not possible, two copies shall be forwarded to the employee, by certified mail, return receipt requested. The employee shall acknowledge that **they have** received the material **by signing** one copy and returning that copy to the employer for filing.

Performance documents to be placed in an employee's official personnel file will contain the notation "To Personnel File".

If an employee refuses to sign a performance document, the following statement will be added to the document and signed and dated by the appropriate County representative: "I hereby certify that the employee named above has been given a copy of this document on this date but refused to sign the document." The Union President and the Personnel Officer shall be notified of the refusal.

D. Employee Review of Personnel File:

Employees shall have the right to review their official personnel file and/or any other personnel file maintained by the County upon reasonable advance written notice to their Department Head and/or Personnel Office. However, this right shall not be abused.

A designated representative of the employer will be present during the review of a personnel file.

No materials will be removed from their personnel file by the employee.

An employee will be provided a copy of any performance document in their file at no charge if such document was not given to the employee previously. An employee may be charged twenty-five (25) cents per page for a copy of any performance document they had received previously or any other non-performance document in their file. Multiple copies of the same document need not be provided.

Such review shall not include any reports, memorandum or other documents related to pre-employment recommendations/investigations.

Employees have the right to place in their personnel file a written response of reasonable length to anything they consider adverse to them. A County representative will sign and date such responses. Employees will be required to sign and date a record showing the review of their file.

E. Disciplinary Proceedings:

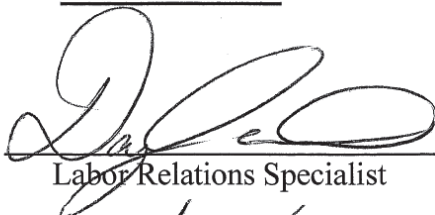
Only performance documents contained in the official personnel file can be admitted as evidence in any disciplinary proceeding. However, this provision shall in no way limit the County's right to charge an employee and present testimony on any particular issue.

F. The procedures contained in this provision having to do with employee review of their personnel file, and the placement of new documents in an employee's personnel file will be effective upon ratification of the agreement by the parties.

During the eighteen (18) month period following ratification of this agreement, the County will review existing personnel files for current employees and bring them into compliance with agreement, i.e. establish one official personnel file, ensure that documents that should be signed by employees are signed, etc.

IN WITNESS HEREOF, the parties hereto have set forth their signature on the dates noted hereafter.

**CIVIL SERVICE EMPLOYEES
ASSOCIATION**

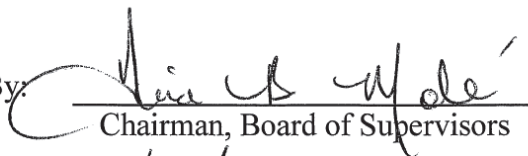
By: 
Labor Relations Specialist

Date: 11/29/2023

By: 
Unit President

Date: 11/29/2023

COUNTY OF DELAWARE

By: 
Chairman, Board of Supervisors

Date: 11/29/23

**MEMORANDUM OF AGREEMENT REGARDING
ASSIGNMENT OF OVERTIME IN ASSOCIATION WITH
SNOW REMOVAL, SANDING AND SALTING OPERATIONS IN THE
DELAWARE COUNTY DEPARTMENT OF PUBLIC WORKS**

The parties agree to use the following procedures to distribute overtime associated with snow removal, sanding and salting operations in the Department of Public Works on a temporary basis as hereinafter specified.

1. The procedures contained herein shall supplement letter "c" of Section #20, Overtime Assignment of Article IX, Compensation of the current collective bargaining agreement between the parties.
2. Duration/Sunset Provision: This agreement shall only apply to the distribution of overtime associated with snow removal, sanding and salting operations that occur during the period of October 1 to April 30 and shall not continue beyond May 1 of any ensuing year despite Section 209 a, 1, e of the Taylor Law except by mutual agreement of the parties.
3. All other applicable provisions of the current collective bargaining agreement between the parties and departmental policies and procedures will remain in effect and unchanged unless specifically modified by this agreement.
4. Both parties enter into this agreement without prejudice. No precedents will be set, no practices will be established nor will either party limit or modify any of the rights they had prior to entering into this agreement. Once this agreement expires, there shall be a return to the status quo that existed prior to the parties entering into this agreement.
5. Procedures for distribution of overtime:
 - A. For the purposes of this agreement "snow overtime" refers to overtime hours worked as the result of snow removal, sanding and salting activities; "other overtime" refers to overtime hours worked as the result of other than snow removal, sanding and salting activities; "total overtime" refers to the total hours of snow and other overtime. The basis for the equal distribution of overtime shall be the number of hours worked and not the dollar amount earned for such work.
 - B. Except as hereinafter specified, assignment of snow overtime shall be done on a rotational basis and in such a manner that the total overtime worked from May 1 to April 30 of the following year is relatively equal. Snow removal, sanding and salting schedules/assignments for the winter season shall take into consideration other overtime worked since May 1. Initial crew assignments and the rotation of crews may be changed as required to ensure the relative equal distribution of total overtime.
 - C. Nothing in this agreement shall require the equal distribution of other overtime among employees.
 - D. Nothing in this agreement shall require the equal distribution of snow overtime between employees assigned to outside patrols and employees assigned to Delhi.
 - E. Nothing in this agreement shall require the assignment of snow overtime to the following employees:
 - 1) County Solid Waste Management Personnel
 - 2) Engineering Personnel
 - 3) Office Personnel
 - 4) Maintenance Personnel
 - F. Nothing in this agreement shall require that Mechanics and other shop personnel be assigned snow removal, sanding and salting operations during their normal work hours. Automotive Mechanics and other Shop Personnel will not regularly be assigned to snow removal during their off hours and will only be used at the discretion of the Commissioner of Public Works.


- G. Nothing in this agreement shall prevent the Department of Public Works from assigning snow removal, sanding and salting operations to any employee to ensure adequate staffing in any given situation where, in the judgment of the Department of Public Works, weather conditions and available staff warrant such assignment.
- H. Employees who fail to respond to three (3) calls during a winter season shall have their names removed from the call list for that season. The Commissioner of Public Works may at their sole discretion excuse a failure to respond to a call-in provided: (1) the employee has a good record of regularly responding to call-ins during the previous two winter seasons and (2) the employee can demonstrate to the satisfaction of the Commissioner that they did not respond to the call-in because of circumstances beyond their control such as an unforeseen medical emergency. In order to be excused, a failure to respond to a call-in for medical reasons, whether it be due to the personal illness of the employee or to ensure that the medical needs of others are met, must be documented by a doctor's certificate.

The Commissioner shall be limited to excusing one failure to respond to a call-in per employee per winter season, i.e. October 1 to April 30th.

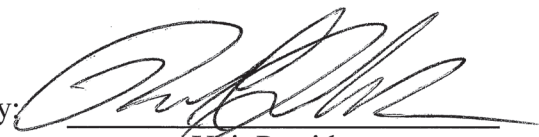
The Department will attempt to contact an employee two times before the employee is recorded as failing to respond.

Employees will only be considered as failing to respond to a call-in during the period they are scheduled to be on call.

**CIVIL SERVICE EMPLOYEES
ASSOCIATION**

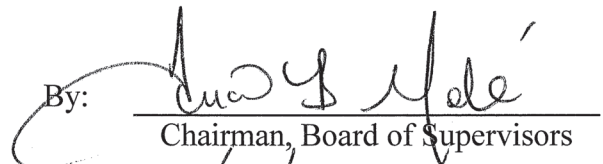
By: 
Labor Relations Specialist

Date: 11/29/2023

By: 
Unit President

Date: 11/29/2023

COUNTY OF DELAWARE

By: 
Chairman, Board of Supervisors

Date: 11/29/23

**MEMORANDUM OF AGREEMENT
REGARDING
WORK WEEK IN THE
SOLID WASTE MANAGEMENT CENTER
COMPOSTING FACILITY**

The Public Works Department will institute a varied work week for employees working in the Composting Facility at the Solid Waste Management Center. The Composting Facility will be in operation 10 hours a day, seven days a week with the following procedures:

Article VIII Work Week:

1. Four Day Week Schedule: The Public Works Department will institute a four day work week with ten hour days at the Composting Facility located at the Solid Waste Management Center.
2. Participating Employees: The following positions will be placed on a four day work week schedule:
 - A. All HEOs
 - B. All MEOs
 - C. All Laborers
 - D. All Compost Equipment Operators
 - E. All Compost Crew Supervisors
3. Schedule:
 - A. Work week:
 - 1) The employees in the following positions are on a ten (10) hour four day work week:
 - a) HEOs
 - b) MEOs
 - c) Laborers
 - d) Compost Equipment Operators
 - e) Compost Crew Supervisors

There will be two (2) work week schedules for these positions: Sunday through Wednesday and Wednesday through Saturday.

- 2) The employees in the following positions are on an eight (8) hour five day work week
 - a) Building Maintenance Mechanics I and II
 - b) Assistant Building Maintenance Mechanics
 - c) Building Maintenance Aides

There will be two (2) work week schedules for the maintenance positions: Sunday through Thursday and Tuesday through Saturday. The County shall have the option of changing the work week for employees in the maintenance titles to Monday through Friday and Tuesday through Saturday provided:

- a) The affected employees are given at least ten (10) working days notice, and
- b) The duration of the change is for a minimum of a two (2) month period.

Should the Monday through Friday/Tuesday through Saturday schedule be used, the schedules will be rotated on a monthly basis in order for the weekend schedule to be shared equally among the employees.

B. Work day:

- 1) Employees on a 10 hour four day work week:
6:00 AM to 4:30 PM
- 2) Employees on an 8 hour five day work week:
7:00 AM to 3:30 PM
- 3) All employees will be entitled to one half (½) hour lunch period and one break in the morning and one break in the afternoon per current practice. Delaware County reserves the right to stagger lunch and break times to provide continuous operations during the work day.

Article VII Employee Status and Rights

Transfers

When a vacancy exists in the Sunday through Thursday or Tuesday through Saturday five (5) day work week of the maintenance employees, or the Sunday through Wednesday/Wednesday through Saturday four (4) day work week of the laborers and/or equipment operators, the department head will have the right to select one of the top three (3) Department of Public Work employees by seniority, who have filed an application for transfer, who meet the minimum qualifications of the position, who have the ability to perform the work. Skill level, past job performance and the efficiency of the facility's operation may be used as basis for the department head's decision.

All other transfers will be in accordance with Article VII, Section 4. Intradepartmental Transfers and Shift Changes.

Article IX Compensation

Overtime, Section 18

Participating hourly employees on the ten (10) hour four day work week will receive time and one half for all hours worked in excess of ten (10) hours per day or in excess of forty (40) hours per week.

Participating hourly employees on the 8 hour five day work week will receive time and one half for all hours worked in excess of eight (8) hours per day or in excess of forty (40) hours per week.

Salaried employees will continue to receive payment or compensatory time as provided in the agreement.

Article X Employee Benefits

1. §7. Holidays With Pay

§7.B.4, modified to add: "Where a holiday falls on an employee's scheduled day off, the County will provide the employee with the option of a "floating holiday" instead of holiday pay. These employees follow the same rules as stipulated in the CSEA contract for employees whose work week is Tuesday through Saturday. All rules pertaining to option and use of floating holiday are in accordance with Article X, §7.B.4 of the CSEA contract. The employee's decision to use a Floating Holiday or be paid for the holiday must be stated in writing at the beginning of the year. Delaware County will provide forms to the employees for this purpose. These Floating Holidays will be earned at 10 hours each if the employee is scheduled to work a four (4) day, ten (10) hour work week." Holidays credited on January 1 of each year in accordance with §7.B.1, will be earned at 10 hours each if the employee is scheduled to work a ten (10) hour four (4) day work week.

Add new §7.B.5: "If the holiday and the County observed day differ, and the employee's normal scheduled work week falls on both days, the employee will observe the holiday, not the County observed day. (Ex. Christmas falls on a Sunday, the County observes Monday as the holiday. Where the employee's work week schedule is Sunday through Wednesday, the employee would observe Sunday as the holiday and work Monday.)"

2. Other Paid Leave Time

Employees on the ten (10) hour four day work week:

- A. Replace §9.A with: “Full-time employees shall be granted eight (8) hours of sick leave for each month of employment accumulative to one hundred eighty (180) days.”
- B. Replace the first sentence of §10.D with: “Full-time employees who have been in the service of Delaware County for at least eight (8) weeks as of January 1, will be credited with twenty-four (24) hours of personal time.”
- C. Replace §8.C with the following:
“Hereinafter, the vacation plan for full-time employees shall be as follows:
 - 1) One (1) year but less than seven years of continuous service, eighty (80) hours.
 - 2) January 1st of the year in which an employee reaches seven (7) years of continuous service, one hundred twenty (120) hours.
 - 3) January 1st of the year in which an employee reaches fourteen (14) years of continuous service, one hundred sixty (160) hours.”
- D. Sick Leave, Vacation, and Personal Time will be used in quarter (¼) hour units; i.e. in order to be paid for a full ten (10) hour day, an employee must use ten (10) hours of paid leave time.
- E. §9.F: A ten (10) hour sick day shall be considered one day for the purposes of determining the number of sick days used.
- F. Holidays and Bereavement days for death occurring in the immediate family will be paid on a full ten (10) hour basis. Each of the three one half days to attend the funerals of co-workers or close friends will be paid on a five hour basis. Employees will not be required to use additional hours to be paid for a full ten (10) hour holiday or bereavement day or a one half (½) bereavement day.
- G. §12.A: Jury Duty - Modified to indicate that in no case will reimbursement be in excess of ten (10) hours per day nor will total reimbursement be in excess of thirty (30) scheduled working days per calendar year. For days that are considered a normal day off during the week, employees will not be compensated for jury duty occurring on those days.

Article XI Grievance Procedure,

For the purposes of this article, work days shall mean the normal scheduled work days for the grievant in the Department of Public Works compost facility.

Article VII Employee Status and Rights, Promotions, Layoffs and Recalls:

- 1. §2.D.2: Promotions: For the purposes of this article, where the scheduled work week of the vacant position is four (4) ten hour days, workdays shall mean twenty-one (21) calendar days for a Department of Public Works compost facility employee scheduled for a four day week.
- 2. §3.E & F: Layoffs and Recalls: For the purposes of this article, where the abolished position(s) normal scheduled work weeks are four (4) ten hour days, working days shall mean the laid off employees normal scheduled work days for a Department of Public Works compost facility employee scheduled for a four day week. For recall, employee must respond within fourteen (14) calendar days from the date of the notice.

Article VII Employee Status and Rights, Discharge and Review:

For employees who work the ten (10) hour four day work week:

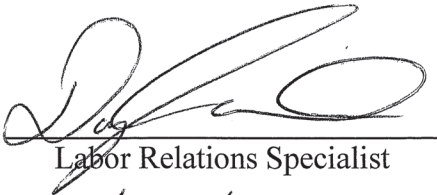
Change first paragraph to read “forty (40) hours” instead of “five (5) days in a calendar year.”

All other provisions of the agreement and departmental policies and procedures will remain in effect and unchanged unless specifically modified by this agreement.


Any modification of the terms of the four (4) or five (5) day work week shall be subject to negotiations between the parties, i.e. the County and CSEA.

This agreement shall run concurrently with the Agreement by and between the County of Delaware and the CSEA, Local 1000 AFSCME, AFL-CIO.

**CIVIL SERVICE EMPLOYEES
ASSOCIATION**

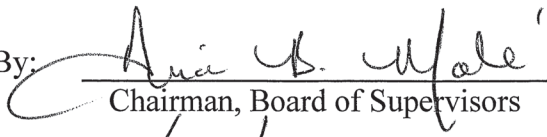
By: 
Labor Relations Specialist

Date: 11/29/2023

By: 
Unit President

Date: 11/29/2023

COUNTY OF DELAWARE

By: 
Chairman, Board of Supervisors

Date: 11/29/23

**MEMORANDUM OF AGREEMENT
REGARDING LABOR MANAGEMENT MEETINGS**


The parties agree to the following regarding the establishment of Labor Management Meetings:

1. County-wide Labor Management meetings will be held on a one year trial basis. The parties may mutually agree to extend these meetings beyond the one year trial period, however, despite such extension, either party shall have the right to unilaterally discontinue the meetings at anytime after the one year trial period.
2. Purpose/Powers
 - A. To discuss specific problems or potential problems in an informal manner in an attempt to resolve or avoid such problems.
 - B. The committee shall not have the authority to negotiate or bargain over mandatory or non-mandatory subjects of negotiation.
 - C. All decisions or agreements reached by the committee
 - 1) Shall not be binding on either party
 - 2) Shall not set any precedents
 - 3) Shall not themselves be subject to the grievance procedure. However such agreements or decisions shall not effect the nature of the issues over which agreements or decisions were reached, i.e. an agreement on a particular issue does not effect whether that issue is grievable or not. No agreement or decision by the committee shall preclude either party from pursuing a grievance regarding the issues.
3. Composition of the Committee
 - A. County Regular Members
 - 1) Personnel Officer or **their** designee
 - 2) Department Heads or their designees involved in a particular issue under discussion
 - B. Union Regular Members
 - 1) Union President or **their** designee
 - 2) Other Union officials or unit members designated by the Union President
 - C. Others
 - 1) Other supervisory and regular staff directly involved in particular issues under discussion
 - D. Participation in Labor Management meetings shall be limited to a reasonable number of individuals to minimize the disruption of work requirements.
4. Meeting Schedules


The committee will meet quarterly on a regular meeting date mutually agreed to by the committee, provided either party requests such a meeting. Such requests will be submitted in writing at least ten (10) working days prior to the regular meeting day and shall include a proposed agenda and the names of individuals proposed to attend the meeting.

The committee may meet at such other times as is mutually agreeable.
5. Attendance of individual employees will be subject to their department work requirements, however a good faith effort will be made to release those employees considered essential to the discussions taking place.
- Employees attending meetings during their normal work day will not lose pay. Employees are expected to return to work as soon after the conclusion of a meeting as possible.
6. Each party will keep their own notes, and records of meetings, with no recording devices allowed.
7. Each party will designate one person to coordinate the scheduling of meetings and to submit proposed agendas.

**CIVIL SERVICE EMPLOYEES
ASSOCIATION**

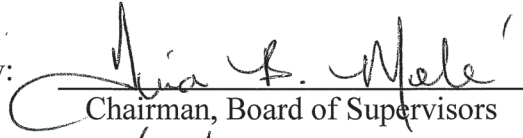
By: 
Labor Relations Specialist

Date: 11/29/2023

By: 
Unit President

Date: 11/29/2023

COUNTY OF DELAWARE

By: 
Chairman, Board of Supervisors

Date: 11/29/23

**MEMORANDUM OF AGREEMENT
REGARDING
FOUR DAY WORK WEEK IN THE
DEPARTMENT OF PUBLIC WORKS**

The Department of Public Works will institute a four day work week as herein specified subject to the following:

1. The four day work week is subject to annual approval by the Board of Supervisors and employees of the Department of Public Works except that Department of Public Works employees excluded from the four day work week schedule shall not vote on approval or disapproval of the four day work week and employees not specified in another four day work week MOA.
2. The annual vote, provided for in "1", above by the Board of Supervisors and Department of Public Works employees shall be limited to approving or disapproving the four day work week as herein provided, i.e. the Board of Supervisors and Department of Public Works employees cannot, between themselves, modify the terms of the four day work week as herein contained. Any modification of the terms of the four day work week shall be subject to negotiations between the parties, i.e. the County and CSEA.
3. Sunset Provision: In the event the Board of Supervisors or Department of Public Works employees do not approve the four day work week in two consecutive years, this agreement shall become null and void and shall not continue into succeeding years despite Section 209a (1e) of the Civil Service Law.

Article VIII, Work Week - Hours of Work:

1. Duration of Four Day Week Schedule:

The Department of Public Works will institute a four day work week with ten hour days for all staff except those assigned to the County landfill, and a four day work week with three nine (9) hour days and one eight (8) hour day for the office staff. Duration of the four day work week to be determined by Board Resolution.

2. Participating Employees: All Department of Public Works employees in the bargaining unit will be placed on a four day work week schedule except as follows:

- A. Engineering staff as designated by the Department of Public Works
- B. Personnel assigned to the County landfill

3. Schedule

Office Staff:

- A. Work week: Monday through Thursday or Tuesday through Friday.
- B. Work day: Employees shall work three nine (9) hour days and one eight (8) hour day.
- C. Friday, Saturday and Sunday, or Saturday, Sunday and Monday shall be considered participating employees' days off for the purposes of administering the terms of the agreement.
- D. The office of the Department of Public Works will be open Monday through Friday. Staff work weeks for the office staff must be rotated to ensure coverage on each of the five work days.
- E. Employees scheduled to work Monday through Thursday will work nine (9) hours Monday through Wednesday and eight (8) hours on Thursday. Employees scheduled to work Tuesday through Friday will work nine (9) hours Tuesday through Thursday and eight (8) hours on Friday.

All other staff:

- A. Work week: Monday through Thursday
- B. Work day: 6:00 AM to 4:30 PM with one half hour lunch period and one break in the morning and one break in the afternoon per current practice. However, the County shall have the option of changing to a 6:30 AM to 5:00 PM schedule provided the County gives affected employees at least five working days advance notice of the change in starting and quitting times.
- C. Friday, Saturday and Sunday shall be considered participating employees' days off for the purposes of administering the terms of the agreement.

4. Compensation, Overtime, Article IX Compensation

- A. Participating hourly employees will receive time and one half for all hours worked in excess of ten (10) hours per day or in excess of forty (40) hours per week.
- B. Salaried employees will continue to receive payment or compensatory time as provided in the agreement.

5. Paid Leave Time, Article X, Employee Benefits

- A. Sick Leave, Vacation, and Personal Time will be used in quarter ($\frac{1}{4}$) hour units, i.e. in order to be paid for a full ten (10) hour day, an employee must use ten (10) hours of paid leave time. For office staff this would be nine (9) or eight (8) hours.
- B. Employees may elect not to use additional paid leave time in order to be paid for ten (10) hours, i.e. they may elect to be paid for only eight (8) hours. For office staff this would be nine (9) or eight (8) or may elect to be paid for only seven (7) hours.
- C. A ten (10) hour sick day shall be considered one day for the purposes of determining the number of sick days used.
- D. Employees who elect to be paid for eight (8) hours of paid leave time and go without pay for two hours instead of being paid for a full ten (10) hour day shall not be considered as going without pay.
- E. Holidays and Bereavement days for death occurring in the immediate family will be paid on a full ten (10) hour basis. The three one half days to attend the funerals of co-workers or close friends will be paid on a five hour basis. Employees will not be required to use additional hours to be paid for a full ten (10) hour holiday or bereavement day or a one half ($\frac{1}{2}$) bereavement day.
- F. Jury Duty - Modified to indicate that in no case will reimbursement be in excess of ten (10) hours per day nor will total reimbursement be in excess of thirty (30) scheduled working days per calendar year. Whereas Friday is considered a normal day off, employees will not be compensated for jury duty occurring on Friday.
- G. The office staff may not change their schedule in order to receive additional benefits.
Example 1: Employee is scheduled to work eight hours (8) on Thursday. Employee requests and receives permission to take a floating holiday. Employee's Thursday schedule cannot be changed to a nine (9) hour day in order to receive an additional hour of leave time.
Example 2: Employee's four day schedule is Monday through Thursday. Employee wants a Monday off. Employee may not trade schedules with a Tuesday through Friday employee in order to avoid having to use benefit time for the Monday.

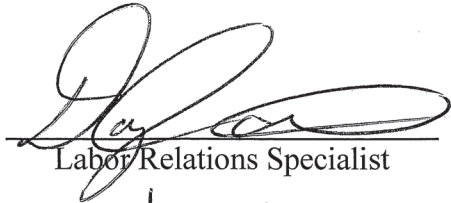
6. Article XI, Grievance Procedure, Article VII Promotions, Article VII Employee Status and Rights, Layoffs and Recalls: For the purposes of these articles, workdays shall mean Monday through Thursday for: Department of Public Works employee scheduled for a four day week.

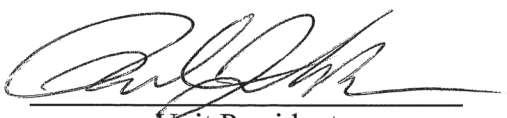
7. Article VII Employee Status and Rights, Discharge and Review: Change first paragraph to read "forty (40) hours" instead of "five (5) days" in a calendar year for any Department of Public Works employee scheduled for a four day week.

8. All other provisions of the agreement and departmental policies and procedures will remain in effect and unchanged unless specifically modified by this agreement.

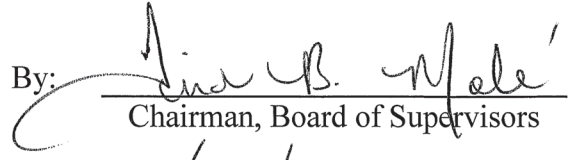
9. Both parties enter into this agreement without prejudice. No precedents will be set, no practices will be established nor will either party limit or modify any of the rights they had prior to entering into this agreement. Once this agreement expires, there shall be a return to the status quo that existed prior to the parties entering into the agreement.

**CIVIL SERVICE EMPLOYEES
ASSOCIATION**

By: 
Labor Relations Specialist
Date: 11/29/2023

By: 
Unit President
Date: 11/29/2023

COUNTY OF DELAWARE

By: 
Chairman, Board of Supervisors
Date: 11/29/23

**MEMORANDUM OF AGREEMENT REGARDING
FOUR DAY WORK WEEK IN THE
DEPARTMENT OF PUBLIC WORKS AUTOMOTIVE MAINTENANCE SHOP**

The Department of Public Works will institute a four day work week as herein specified subject to the following:

1. The four day work week is subject to annual approval by the Board of Supervisors and employees of the Department of Public Works Automotive Maintenance Shop except that Department of Public Works employees excluded from the four day work week schedule shall not vote on approval or disapproval of the four day work week and employees not specified in another four day work week MOA.
2. The annual vote, provided for in "1", above, by the Board of Supervisors and Department of Public Works Automotive Maintenance Shop employees shall be limited to approving or disapproving the four day work week as herein provided, i.e. the Board of Supervisors and Department of Public Works Automotive Maintenance Shop employees cannot, between themselves, modify the terms of the four day work week as herein contained. Any modification of the terms of the four day work week shall be subject to negotiations between the parties, i.e. the County and CSEA.
3. Sunset Provision: This Agreement is in effect for a trial period from April 30, 2012 through October 27, 2012. Thereafter it shall run concurrent with the Department of Public Works Four Day Work Week. In the event the Board of Supervisors or Department of Public Works Automotive Maintenance Shop employees do not approve the four day work week in two consecutive years, this agreement shall become null and void and shall not continue into succeeding years despite Section 209a (1e) of the Civil Service Law.

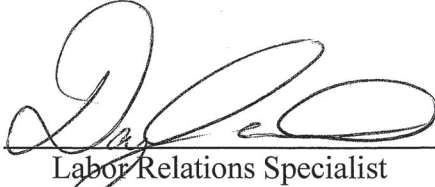
Article VIII, Work Week – Hours of Work:

1. Duration of Four Day Week Schedule:
The Department of Public Works will institute a four day work week with ten hour days for all staff in the Automotive Maintenance Shop except those assigned to the County landfill. The duration of the four day work week to be determined by Board Resolution.
2. Participating Employees:
All Department of Public Works employees in the Automotive Maintenance Shop except personnel assigned to the County landfill will be placed on a four day work week schedule. Adequate staffing to cover all aspects of the Department of Public Works Automotive Maintenance Shop shall include, but not limited to:
 - A. Parts Clerks
 - B. Senior Automotive Mechanics
 - C. Automotive Mechanics
 - D. Motor Equipment Maintenance Supervisor
3. Schedule:
Work Week: Monday through Thursday or Tuesday through Friday.
 - A. Work day: 6:00 am to 4:30 pm with one half hour lunch period and one break in the morning and one break in the afternoon per current practice. However, the County shall have the option of changing to a 6:30 am to 5:00 pm schedule provided the County gives affected employees at least five working days advance notice of the change in starting and quitting times.
 - B. Days off: Friday, Saturday, Sunday or Saturday, Sunday, Monday shall be considered days off for the purposes of administering the terms of the agreement.

4. Compensation, Overtime, Article IX Compensation
Participating hourly employees will receive time and one half for all hours worked in excess of ten (10) hours per day or in excess of forty (40) hours per week.
Salaried employees will continue to receive payment or compensatory time as provided in the agreement.
5. Paid Leave Time, Article X, Employee Benefits
 - A. Sick Leave, Vacation and Personal Time will be used in quarter ($\frac{1}{4}$) hour units, i.e. in order to be paid for a full ten (10) hour day, an employee must use ten (10) hours of paid leave time.
 - B. Employees may elect not to use additional paid leave time in order to be paid for ten (10) hours, i.e. they may elect to be paid for only eight (8) hours.
 - C. A ten (10) hour sick day shall be considered one day for the purposes of determining the number of sick days used.
 - D. Employees who elect to be paid for eight (8) hours of paid leave time and go without pay for two hours instead of being paid for a full ten (10) hour day shall not be considered as going without pay.
 - E. Holidays and Bereavement days for death occurring in the immediate family will be paid on a full ten (10) hour basis. The three one half days to attend the funerals of co-workers or close friends will be paid on a five hour basis. Employees will not be required to use additional hours to be paid for a full ten (10) hour holiday or bereavement day or a one half ($\frac{1}{2}$) bereavement day.
 - F. Jury Duty - Modified to indicate that in no case will reimbursement be in excess of ten (10) hours per day nor will total reimbursement be in excess of thirty (30) scheduled working days per calendar year. Whereas Friday or Monday is considered a normal day off, employees will not be compensated for jury duty occurring on Friday or Monday, depending on the schedule.
 - G. Employees may not trade schedules in order to avoid having to use benefit time. For example, an employee's four day schedule is Monday through Thursday. The employee wants a Monday off. The employee may not trade schedules with a Tuesday through Friday employee in order to avoid having to use benefit time for Monday.
6. Article XI, Grievance Procedure, Article VII Promotions, Article VII Employee Status and Rights, Layoffs and Recalls: For the purposes of these articles, workdays shall mean Monday through Thursday or Tuesday through Friday for a Department of Public Works Automotive Maintenance Shop employee scheduled for a four day week.
7. Article VII Employee Status and Rights, Discharge and Review: Change first paragraph to read forty (40) hours in a calendar year for any Department of Public Works employee scheduled for a four day week.
8. All other provisions of the agreement and departmental policies and procedures will remain in effect and unchanged unless specifically modified by this agreement.

9. Both parties enter into this agreement without prejudice. No precedents will be set, no practices will be established nor will either party limit or modify any of the rights they had prior to entering into this agreement. Once this agreement expires, there shall be a return to the status quo that existed prior to the parties entering into the agreement.

**CIVIL SERVICE EMPLOYEES
ASSOCIATION**

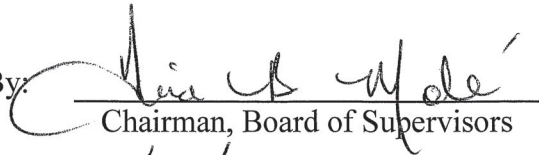
By: 
Labor Relations Specialist

Date: 11/29/2023

By: 
Unit President

Date: 11/29/2023

COUNTY OF DELAWARE

By: 
Chairman, Board of Supervisors

Date: 11/29/23

**MEMORANDUM OF AGREEMENT
REGARDING
FOUR DAY WORK WEEK IN THE
DEPARTMENT OF PUBLIC WORKS BRIDGE CREW**

The Department of Public Works will institute a four day work week as herein specified subject to the following:

1. The four day work week is subject to annual approval by the Board of Supervisors and employees of the Department of Public Works except that Department of Public Works employees excluded from the four day work week schedule shall not vote on approval or disapproval of the four day work week and employees not specified in another four day work week MOA.
2. The annual vote, provided for in "1", above by the Board of Supervisors and Department of Public Works Bridge Crew employees shall be limited to approving or disapproving the four day work week as herein provided, i.e. the Board of Supervisors and Department of Public Works Bridge Crew employees cannot, between themselves, modify the terms of the four day work week as herein contained. Any modification of the terms of the four day work week shall be subject to negotiations between the parties, i.e. the County and CSEA.
3. Sunset Provision: In the event the Board of Supervisors or Department of Public Works Bridge Crew employees do not approve the four day work week in two consecutive years, this agreement shall become null and void and shall not continue into succeeding years despite Section 209a (1e) of the Civil Service Law.

Article VIII, Work Week - Hours of Work:

1. Duration of Four Day Week Schedule:

The Department of Public Works will institute a four day work week with ten hour days for all staff except those assigned to the County landfill, and a four day work week with three nine (9) hour days and one eight (8) hour day for the office staff. Duration of the four day work week to be determined by Board Resolution.

2. Participating Employees: All Department of Public Works Bridge Crew employees in the bargaining unit will be placed on a four day work week schedule except as follows:

- A. Engineering staff as designated by the Department of Public Works
- B. Personnel assigned to the County landfill

3. Schedule

All Bridge Crew staff:

- A. Work week: Monday through Thursday
- B. Work day: 6:00 AM to 4:30 PM with one half hour lunch period and one break in the morning and one break in the afternoon per current practice. However, the County shall have the option of changing to a 6:30 AM to 5:00 PM schedule provided the County gives affected employees at least five working days advance notice of the change in starting and quitting times.
- C. Friday, Saturday and Sunday shall be considered participating employees' days off for the purposes of administering the terms of the agreement.

4. Compensation, Overtime, Article IX Compensation

- A. Participating hourly employees will receive time and one half for all hours worked in excess of ten (10) hours per day or in excess of forty (40) hours per week.
- B. Salaried employees will continue to receive payment or compensatory time as provided in the agreement.


5. Paid Leave Time, Article X, Employee Benefits

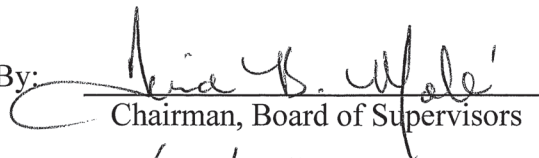
- A. Sick Leave, Vacation, and Personal Time will be used in quarter ($\frac{1}{4}$) hour units, i.e. in order to be paid for a full ten (10) hour day, an employee must use ten (10) hours of paid leave time.

- B. Employees may elect not to use additional paid leave time in order to be paid for ten (10) hours, i.e. they may elect to be paid for only eight (8) hours.
 - C. A ten (10) hour sick day shall be considered one day for the purposes of determining the number of sick days used.
 - D. Employees who elect to be paid for eight (8) hours of paid leave time and go without pay for two hours instead of being paid for a full ten (10) hour day shall not be considered as going without pay.
 - E. Holidays and Bereavement days for death occurring in the immediate family will be paid on a full ten (10) hour basis. The three one half days to attend the funerals of co-workers or close friends will be paid on a five hour basis. Employees will not be required to use additional hours to be paid for a full ten (10) hour holiday or bereavement day or a one half (½) bereavement day.
 - F. Jury Duty - Modified to indicate that in no case will reimbursement be in excess of ten (10) hours per day nor will total reimbursement be in excess of thirty (30) scheduled working days per calendar year. Whereas Friday is considered a normal day off, employees will not be compensated for jury duty occurring on Friday.
6. Article XI, Grievance Procedure, Article VII Promotions, Article VII Employee Status and Rights, Layoffs and Recalls: For the purposes of these articles, workdays shall mean Monday through Thursday for Department of Public Works Bridge Crew employee scheduled for a four day week.
 7. Article VII Employee Status and Rights, Discharge and Review: Change first paragraph to read “forty (40) hours” instead of “five (5) days” in a calendar year for any Department of Public Works Bridge Crew employee scheduled for a four day week.
 8. All other provisions of the agreement and departmental policies and procedures will remain in effect and unchanged unless specifically modified by this agreement.
 9. Both parties enter into this agreement without prejudice. No precedents will be set, no practices will be established nor will either party limit or modify any of the rights they had prior to entering into this agreement. Once this agreement expires, there shall be a return to the status quo that existed prior to the parties entering into the agreement.

**CIVIL SERVICE EMPLOYEES
ASSOCIATION**

COUNTY OF DELAWARE

By: 
Labor Relations Specialist

By: 
Chairman, Board of Supervisors

Date: 11/29/2023

Date: 11/29/23

By: 
Unit President

Date: 11/29/2023

APPENDIX A
WAGE AND SALARY ADMINISTRATION

1. Each labor grade represents an occupational classification or a group of occupational classifications that have been evaluated as having similar weighted values and have therefore been assigned to such labor grades for purposes of administering the terms of the Wage and Salary Structure.
2. Minimum and maximum salaries for each labor grade have been established; progression steps within each labor grade based on a yearly basis, unless otherwise stated, have also been established.
3. The procedure for administering the Wage and Salary Structure is as follows:

A. **EXPERIENCE DIFFERENTIAL**

In those areas, where recruitment of experienced personnel is difficult, persons with verifiable experience in that particular field may, at the discretion of the Personnel Officer, be placed on the existing increment schedule as follows:

One but less than two year's experience -----	Step 1
Two but less than three year's experience ---	Step 2
Three but less than four year's experience --	Step 3
Four but less than five year's experience ---	Step 4
Five or more years of experience -----	Step 5

B. **RECRUITMENT DIFFICULTIES AT MINIMUM SALARY**

In those areas where the job market changes rapidly, and where the supply of qualified personnel is limited, and where it is determined that qualified personnel with or without experience can not be recruited at the minimum salary established for the position, the Personnel Officer may authorize recruitment above the minimum salary. If persons are recruited above the minimum, then the salaries of all current employees in that classification will be brought up to the level of the new recruit.

C. **STEPS IN WAGE AND SALARY ADMINISTRATION**

Employees employed as of January 1 shall have the salary they are receiving as of December 31 adjusted as follows:

- 1) The first change in salary shall be the amount between their present salary and the next step in their progression.
- 2) Subsequent changes in salary shall be the amount noted in the wage and salary structure based on the steps of progression.

- D. Personnel employed prior to July 1st of any calendar year, shall be considered for a "step" increase on the January 1st date, following their employment, as having had one (1) year of service. Personnel employed after July 1st of any calendar year, shall on the January 1st date, following their employment, receive one-half (½) of the regular "step" increase, and one-half (½) of the regular "step" increase on the following July 1st. They shall advance to the next regular "step" on the January 1st date following.
- E. Except in the case of promotion from one labor grade to another, employees who are off step will not be placed on step until January 1st, of each year.
- F. Employees who are below the maximum of their labor grade but above the step preceding the maximum shall receive only the amount of increase to place them at the maximum at the time their increase by "step" is due.
- G. Employees who are at the maximum of their labor grade shall receive negotiated increases only.
- H. Employees who are receiving, as of December 31st, a rate in excess of their labor grades, shall receive negotiated increases only, unless and until they advance to a labor grade in which their rate of pay properly falls.

- I. Employees, regardless of their length of service, who have not reached the maximum of their labor grade, shall follow the regular procedure for reaching the maximum of their labor grade.
- J. **DEMOTION** In cases of demotion from a higher labor grade, an employee will be placed on the step in the lower labor grade as follows:
- 1) Where the employee had served in the lower position immediately before being promoted to the higher position, the employee will be placed on the step they would have been on if they had continued to serve in the lower position and had not been promoted.
 - 2) Where the employee did not serve in the lower grade position prior to serving in the higher position, the employee will be placed on the step in the lower position that they would have been on if they had served in the lower position instead of the higher position.
- K. **RECLASSIFICATION** If an employee's position is reclassified to a title in a lower labor grade through no fault of the employee and the employee's rate of pay at the time of reclassification exceeds the maximum of the lower labor grade the employee shall, during the period of incumbency, retain the rate of pay **they were** receiving in the higher rated title but will not receive any increments **they** would have received in the higher rated title.
- L. **PROMOTION AND REALLOCATION**
- 1) If an employee is promoted to another position in a higher labor grade, or if an employee's current position is reallocated to a higher labor grade, the employee will be placed on a step in the higher labor grade which will result in an increase in their salary of not less than four percent (4%).
 - 2) If the promotion or reallocation occurs on January 1 (the date when COLA raises and increments are normally granted), the previous year's salary schedule and the employee's salary on December 31st plus any increment due on January 1 will be used in calculating the 4% increase, i.e. COLA increases will be applied after the 4% increase is calculated.
 - 3) In calculating the 4% increase in hourly rate for promotion to **Heavy Equipment Operator, thirty (.30) cents will not be subtracted from the rate for this title.**
- M. **TEMPORARY ASSIGNMENTS TO HIGHER GRADE JOBS** In the event of an employee being appointed to a higher level job on a temporary basis, to replace an employee on an authorized leave of absence, the employee's salary while in the higher level job will be determined in the same manner as a promotion. At the end of the temporary employment and return of the employee to **their** former classification, the employee's salary will be computed as if the person had remained in **their** former classification.
- N. **HEAVY EQUIPMENT OPERATOR**
- 1) Except as hereafter indicated, the first year of employment as an HEO is considered a training period with a reduced rate of thirty cents (\$.30) less per hour than the base rate for HEO. Individuals promoted to an HEO, on or after the date the 1998-2001 agreement is ratified by both parties, will have the time they received out of title pay, for the title to which they are promoted, subtracted from the one year training period as follows: one week will be subtracted for each week or any portion of a week in which the employee received out of title pay, limited to the two year period immediately preceding the date of promotion. To be eligible for this training rate an individual must possess a valid CDL B New York State Operators license or higher level license. Individuals who do not possess the appropriate driver's license shall be paid at the rate they were being paid prior to the time they entered the training program, until such time as they obtain the appropriate driver's license.

- 2) Individuals in the training period will receive general increases but no increments.
 - 3) Prior to completion of the training period, HEO trainees will be expected to demonstrate the ability to satisfactorily operate and maintain heavy equipment including a field performance test.
 - 4) Upon successful completion of the one (1) year training period, individuals will be placed on the base rate for HEO on **their** anniversary date. Thereafter **they** will receive regular step increases.
- O. Cooks employed in the Sheriff's Department may be placed on a ten (10) hour per day, four (4) days per week schedule at the discretion of the Sheriff provided the cooks affected by such a change have approved such a change by majority vote. While on a 10 hour day 4 day week schedule, terms and conditions of employment shall be determined in the same manner as Department of Public Works employees on the same schedule.
- P. If during the life of the contract, an error in the calculation of the rates contained in the various salary schedules is discovered, both parties will be notified of such error and said rates will be corrected based on Article IX. If an error results in an employee being overpaid, the employees rate of pay will be adjusted at the time the error is discovered, however no retroactive adjustment to the employees rate of pay will be made. If an error results in an employee being underpaid, a retroactive adjustment in the employee's rate of pay will be made.

Salaried 2023

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
3 Annual		38,436	38,788	39,138	39,485	39,836	40,185		40 Cleaner
	40	18.48	18.65	18.82	18.98	19.15	19.32		40 Custodial Worker
	35	21.12	21.31	21.50	21.70	21.89	22.08		40 Food Service Helper
	37.5	19.71	19.89	20.07	20.25	20.43	20.61		40 Laborer (infirmary) 40 Laundry Worker 40 Seamstress
4 Annual		38,629	38,977	39,327	39,677	40,029	40,378		35 Assessment Records Clerk Trainee
	40	18.57	18.74	18.91	19.08	19.24	19.41		35 Chauffeur
	35	21.22	21.42	21.61	21.80	21.99	22.19		35 Clerk
	37.5	19.81	19.99	20.17	20.35	20.53	20.71		35 Telephone Switchboard Operator 35 Typist
5 Annual		39,220	39,571	39,923	40,273	40,622	40,972		35 Leisure Time Activities Aide
	40	18.86	19.02	19.19	19.36	19.53	19.70		40 Nurses Aide
	35	21.55	21.74	21.94	22.13	22.32	22.51		35 Offset Printing Machine Operator Trainee
	37.5	20.11	20.29	20.47	20.65	20.83	21.01		
6 Annual		39,618	39,967	40,319	40,667	41,018	41,370		35 Account Clerk
	40	19.05	19.21	19.38	19.55	19.72	19.89		35 Account Clerk Typist
	35	21.77	21.96	22.15	22.34	22.54	22.73		35 Community Services Worker
	37.5	20.32	20.50	20.68	20.85	21.03	21.22		35 Data Base Clerk 35 Tax and Title Searcher 35 Youth Counselor 37.5 Home Health Aide
6.1 Annual		39,702	40,051	40,399	40,751	41,102	41,452		
	40	19.09	19.26	19.42	19.59	19.76	19.93		
	35	21.81	22.01	22.20	22.39	22.58	22.78		
	37.5	20.36	20.54	20.72	20.90	21.08	21.26		
7 Annual		40,013	40,365	40,713	41,066	41,414	41,762		35 Medical Audit Clerk
	40	19.24	19.41	19.57	19.74	19.91	20.08		35 Medical Billing Clerk
	35	21.99	22.18	22.37	22.56	22.75	22.95		35 Medical Records Clerk
	37.5	20.52	20.70	20.88	21.06	21.24	21.42		40 Occupational Therapy Aide 40 Physical Therapy Aide 35 Receptionist 40 Rehabilitation Technician 35 Senior Clerk 35 Senior Typist 35 Stenographer
8 Annual		40,602	40,952	41,300	41,653	42,012	42,381		35 Assessment Records Clerk
	40	19.52	19.69	19.86	20.03	20.20	20.38		40 Building Maintenance Aide
	35	22.31	22.50	22.69	22.89	23.08	23.29		35 Motor Vehicle License Clerk
	37.5	20.82	21.00	21.18	21.36	21.54	21.73		35 Offset Printing Machine Operator 35 Patients Agent 35 Purchasing Clerk 35 Senior Account Clerk 35 Senior Account Clerk Typist 35 Senior Community Services Worker 35 Stock Clerk 35 Third Party Resource Clerk 40 Ward Clerk

2023

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
9 Annual		41,192	41,543	41,898	42,267	42,643	43,028		35 Aging Services Aide
	40	19.80	19.97	20.14	20.32	20.50	20.69		35 Assistant E&T Counselor/Coordinator
	35	22.63	22.83	23.02	23.22	23.43	23.64		40 Dispatcher Trainee
	37.5	21.12	21.30	21.49	21.68	21.87	22.07		35 Drafter
									40 Geriatric Care Technician
10 Annual		41,664	42,023	42,391	42,776	43,169	43,573		35 Heap Examiner
	40	20.03	20.20	20.38	20.57	20.75	20.95		35 New York Connects Specialist
	35	22.89	23.09	23.29	23.50	23.72	23.94		35 Office of Long Term Care Assistant
	37.5	21.37	21.55	21.74	21.94	22.14	22.35		40 Senior Nurses Aide
									35 Social Services Program Specialist Trainee
11 Annual		42,332	42,798	43,276	43,764	44,269	44,803		35 Social Services Security and Safety Aide
	40	20.35	20.58	20.81	21.04	21.28	21.54		35 Support Collector
	35	23.26	23.52	23.78	24.05	24.32	24.62		
	37.5	21.71	21.95	22.19	22.44	22.70	22.98		
12 Annual		43,065	43,549	44,046	44,572	45,099	45,644		35 Administrative Aide
	40	20.70	20.94	21.18	21.43	21.68	21.94		35 Assistant Motor Vehicle Bureau Supervisor
	35	23.66	23.93	24.20	24.49	24.78	25.08		35 BICS Operator
	37.5	22.08	22.33	22.59	22.86	23.13	23.41		35 Civil Clerk
									35 Computer Operator
13 Annual		43,881	44,395	44,927	45,463	46,014	46,568		35 Early Intervention Program Specialist
	40	21.10	21.34	21.60	21.86	22.12	22.39		35 Long Term Care Program Specialist
	35	24.11	24.39	24.69	24.98	25.28	25.59		35 Records Management Specialist
	37.5	22.50	22.77	23.04	23.31	23.60	23.88		35 Youth Program Specialist
14 Annual		45,057	45,596	46,151	46,708	47,284	47,856		40 Cook
	40	21.66	21.92	22.19	22.46	22.73	23.01		40 Dispatcher
	35	24.76	25.05	25.36	25.66	25.98	26.29		40 Engineering Aide
	37.5	23.11	23.38	23.67	23.95	24.25	24.54		40 Bus Driver

2023

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
15 Annual		45,659	46,206	46,767	47,345	47,920	48,497	35	911 Coordinator
	40	21.95	22.21	22.48	22.76	23.04	23.32	35	Grants Manager I
	35	25.09	25.39	25.70	26.01	26.33	26.65	35	Leisure Time Activities Director
	37.5	23.41	23.70	23.98	24.28	24.57	24.87	35	Paralegal Assistant
16 Annual		46,953	47,524	48,099	48,674	49,271	49,872	40	Senior Dispatcher
	40	22.57	22.85	23.12	23.40	23.69	23.98	35	Social Services Investigator Trainee
	35	25.80	26.11	26.43	26.74	27.07	27.40	35	Tax Map Technician
	37.5	24.08	24.37	24.67	24.96	25.27	25.58	35	Administrative Assistant II
								40	Assistant Food Service Manager
								35	Assistant Social Worker (CMH)
								35	Asst to Director Veterans Services
								35	Caseworker Trainee
								35	Employment and Training Coordinator
								35	Employment and Training Counselor
								40	Engineering Records Clerk
								35	Motor Vehicle Bureau Supervisor
17 Annual		47,587	48,159	48,741	49,334	49,941	50,543	35	Payroll Coordinator
	40	22.88	23.15	23.43	23.72	24.01	24.30	35	Principal Account Clerk
	35	26.15	26.46	26.78	27.11	27.44	27.77	35	Principal Account Clerk Typist
	37.5	24.40	24.70	25.00	25.30	25.61	25.92	35	Probation Officer Trainee
								35	Resource Consultant
								35	Senior Assessment Records Clerk
								40	Senior Bridge Painter
								40	Senior Engineering Aide
								35	Social Services Connections Coordinator
								35	Youth Program Director
17.1 Annual		48,204	48,779	49,376	49,979	50,583	51,192	35	Addiction Counselor
	40	23.18	23.45	23.74	24.03	24.32	24.61	35	Alcoholism Counselor
	35	26.49	26.80	27.13	27.46	27.79	28.13	37.5	Real Property Tax GIS Technician
	37.5	24.72	25.01	25.32	25.63	25.94	26.25	35	Drug Abuse Counselor
18 Annual		48,848	49,451	50,054	50,658	51,266	51,870	35	Drug Abuse Educator
	40	23.48	23.77	24.06	24.35	24.65	24.94	35	EMS/Emergency Management Coord
	35	26.84	27.17	27.50	27.83	28.17	28.50	37.5	G.I.S. Technician
	37.5	25.05	25.36	25.67	25.98	26.29	26.60	35	Purchasing Agent
								35	Senior Social Services Program Specialist
								35	Senior Support Investigator
								35	Assist. Director Real Property Tax Serv. I
								35	Assist. To Director of EMS
								35	Case Manager
								35	Case Manager (Supportive Housing)
19 Annual		50,126	50,840	51,549	52,262	52,974	53,687	35	Computer Technician I
	40	24.10	24.44	24.78	25.13	25.47	25.81	35	District Attorney Investigator
	35	27.54	27.93	28.32	28.72	29.11	29.50	35	Junior Accountant
	37.5	25.71	26.07	26.44	26.80	27.17	27.53	35	Legal Assistant
							35	Mental Health Community Advocacy Worker	
							35	NY Connects Coordinator	
							35	Paralegal	
							35	Services Program Assistant	
							35	Social Services Computer Technician	
							35	Tax Collection Supervisor	
							35	Training and Educational Coordinator	
19 Annual		50,126	50,840	51,549	52,262	52,974	53,687	40	Building Maintenance Mechanic
	40	24.10	24.44	24.78	25.13	25.47	25.81	35	Caseworker
	35	27.54	27.93	28.32	28.72	29.11	29.50	35	Probation Officer
	37.5	25.71	26.07	26.44	26.80	27.17	27.53	35	Tax Map Supervisor
							40	Working Supervisor	

2023

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
20 Annual		51,307	52,063	52,819	53,575	54,333	55,092		35 Accounting Supervisor Grade B
	40	24.67	25.03	25.39	25.76	26.12	26.49		35 Asst to Director OFA
	35	28.19	28.61	29.02	29.44	29.85	30.27		35 Coordinator of Services for Aging
	37.5	26.31	26.70	27.09	27.47	27.86	28.25		40 Occupational Therapy Assistant
									40 Physical Therapy Assistant
21 Annual		51,878	52,691	53,502	54,316	55,128	55,943		37.5 Planner Trainee
	40	24.94	25.33	25.72	26.11	26.50	26.90		40 Pub Wks. Safety & Training Coordinator
	35	28.50	28.95	29.40	29.84	30.29	30.74		35 Senior Drug Abuse Counselor
	37.5	26.60	27.02	27.44	27.85	28.27	28.69		35 Senior Employment and Training Counselor
									35 Social Services Investigator
22 Annual		52,730	53,568	54,408	55,243	56,076	56,918		40 Bridge Crew Leader
	40	25.35	25.75	26.16	26.56	26.96	27.36		35 Child Support Coordinator
	35	28.97	29.43	29.89	30.35	30.81	31.27		37.5 Computer Programmer Trainee
	37.5	27.04	27.47	27.90	28.33	28.76	29.19		35 Computer Technician II
									35 Grants Manager II
23 Annual		53,864	54,783	55,700	56,619	57,536	58,457		40 Highway Crew Supervisor
	40	25.90	26.34	26.78	27.22	27.66	28.10		37.5 Jr Network Manager
	35	29.60	30.10	30.60	31.11	31.61	32.12		35 Principal Social Services Program Specialist
	37.5	27.62	28.09	28.56	29.04	29.51	29.98		40 Senior Automotive Mechanic II
									35 Sr SS Systems Coordinator
25 Annual		55,584	56,582	57,579	58,575	59,573	60,572		35 Addiction Counselor (CASAC)
	40	26.72	27.20	27.68	28.16	28.64	29.12		35 Alcoholism Counselor (CASAC)
	35	30.54	31.09	31.64	32.18	32.73	33.28		40 Assistant Civil Engineer
	37.5	28.50	29.02	29.53	30.04	30.55	31.06		35 Business Manager
									35 Drug Abuse Counselor (CASAC)
25 Annual		55,584	56,582	57,579	58,575	59,573	60,572		40 E911 Communications Supervisor
	40	26.72	27.20	27.68	28.16	28.64	29.12		35 Emp. & Trng. Program Supervisor
	35	30.54	31.09	31.64	32.18	32.73	33.28		40 Project Crew Supervisor
	37.5	28.50	29.02	29.53	30.04	30.55	31.06		35 Senior Caseworker I
									35 Senior Probation Officer
25 Annual		55,584	56,582	57,579	58,575	59,573	60,572		35 Supervising Social Services Investigator
	40	26.72	27.20	27.68	28.16	28.64	29.12		40 Bridge Construction Supervisor
	35	30.54	31.09	31.64	32.18	32.73	33.28		35 E & T Fiscal/Officer manager
	37.5	28.50	29.02	29.53	30.04	30.55	31.06		37.5 Economic Development Specialist
									37.5 Environmental Technician
25 Annual		55,584	56,582	57,579	58,575	59,573	60,572		40 Motor Equipment Maintenance Supervisor
	40	26.72	27.20	27.68	28.16	28.64	29.12		37.5 Planner
	35	30.54	31.09	31.64	32.18	32.73	33.28		37.5 Program Coordinator
	37.5	28.50	29.02	29.53	30.04	30.55	31.06		35 Senior Caseworker II
									35 Real Property Systems Coordinator
25 Annual		55,584	56,582	57,579	58,575	59,573	60,572		35 Senior Computer Technician
									40 SWMC Manager

2023

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
26 Annual		57,012	58,097	59,181	60,268	61,353	62,437		37.5 GIS Analyst
	40	27.41	27.93	28.45	28.98	29.50	30.02		35 Head Social Services Program Specialist
	35	31.33	31.92	32.52	33.11	33.71	34.31		37.5 Health Education Program Coordinator
	37.5	29.24	29.79	30.35	30.91	31.46	32.02		35 Senior Addiction Counselor
27 Annual		58,437	59,616	60,795	61,977	63,157	64,385		35 Senior Alcoholism Counselor (CASAC)
	40	28.09	28.66	29.23	29.80	30.36	30.95		35 Social Worker
	35	32.11	32.76	33.40	34.05	34.70	35.38		35 Case Supervisor Grade B
	37.5	29.97	30.57	31.18	31.78	32.39	33.02		35 E & T Fiscal/Officer manager
28 Annual		59,868	61,102	62,335	63,574	64,890	66,215		35 Special Education Coordinator
	40	28.78	29.38	29.97	30.56	31.20	31.83		35 Senior Program Coordinator
	35	32.89	33.57	34.25	34.93	35.65	36.38		35 Accounting Supervisor Grade A
	37.5	30.70	31.33	31.97	32.60	33.28	33.96		40 Civil Engineer
29 Annual		61,287	62,551	63,830	65,181	66,534	67,887		40 Director of Environmental Services
	40	29.46	30.07	30.69	31.34	31.99	32.64		35 Fiscal and Information Manager
	35	33.67	34.37	35.07	35.81	36.56	37.30		37.5 Network Specialist
	37.5	31.43	32.08	32.73	33.43	34.12	34.81		35 Social Services Computer Operations Coordinator
30 Annual		62,722	64,064	65,464	66,862	68,265	69,662		35 Supervising Probation Officer
	40	30.15	30.80	31.47	32.15	32.82	33.49		37.5 Environmental Planner
	35	34.46	35.20	35.97	36.74	37.51	38.28		37.5 GIS Coordinator
	37.5	32.17	32.85	33.57	34.29	35.01	35.72		37.5 Senior Planner
31 Annual		64,193	65,594	66,998	68,394	69,799	71,198		35 Staff Development Coordinator
	40	30.86	31.54	32.21	32.88	33.56	34.23		40 Asst Employment & Training Director II
	35	35.27	36.04	36.81	37.58	38.35	39.12		35 Case Supervisor Grade A
	37.5	32.92	33.64	34.36	35.07	35.79	36.51		35 Managed Care Program Coordinator
32 Annual		66,376	67,778	69,176	70,576	71,972	73,377		35 Mental Health Clinician
	40	31.91	32.59	33.26	33.93	34.60	35.28		35 Mental Health Program Coordinator
	35	36.47	37.24	38.01	38.78	39.55	40.32		35 Occupational Therapist
	37.5	34.04	34.76	35.47	36.19	36.91	37.63		35 Speech Pathologist
33 Annual		68,581	70,078	71,576	73,074	74,572	76,070		35 Staff Social Worker
	40	32.46	33.23	34.00	34.77	35.54	36.31		35 Accountant
	35	36.92	37.79	38.66	39.53	40.40	41.27		37.5 Computer Programmer II
	37.5	34.59	35.46	36.33	37.20	38.07	38.94		37.5 Landscape Architect
34 Annual		70,986	72,583	74,180	75,777	77,374	78,971		37.5 Public Health Programs Manager
	40	33.36	34.23	35.10	35.97	36.84	37.71		40 Reimbursement Specialist
	35	37.82	38.79	39.76	40.73	41.70	42.67		37.5 Chief Planner
	37.5	35.49	36.46	37.43	38.40	39.37	40.34		40 Health Care Facility Comptroller
35 Annual		73,391	75,088	76,785	78,482	80,179	81,876		37.5 Network Manager
	40	34.75	35.72	36.69	37.66	38.63	39.60		40 Plant Manager
	35	39.21	40.28	41.35	42.42	43.49	44.56		35 Service Coordinator
	37.5	36.88	37.95	39.02	40.09	41.16	42.23		37.5 Watershed Affairs Coordinator

2023

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
33 Annual		67,250	68,652	70,054	71,397	72,857	74,258	37.5 Senior Computer Programmer 35 Senior Staff Social Worker
	40	32.33	33.01	33.68	34.33	35.03	35.70	
	35	36.95	37.72	38.49	39.23	40.03	40.80	
	37.5	34.49	35.21	35.93	36.61	37.36	38.08	
34 Annual		68,491	69,889	71,295	72,635	74,095	75,497	37.5 Public Health Epidemiologist
	40	32.93	33.60	34.28	34.92	35.62	36.30	
	35	37.63	38.40	39.17	39.91	40.71	41.48	
	37.5	35.12	35.84	36.56	37.25	38.00	38.72	
35 Annual		69,730	71,131	72,532	73,874	75,334	76,736	37.5 Director of Rehabilitation Serv
	40	33.52	34.20	34.87	35.52	36.22	36.89	
	35	38.31	39.08	39.85	40.59	41.39	42.16	
	37.5	35.76	36.48	37.20	37.88	38.63	39.35	
35.1 Annual		70,544	71,940	73,344	74,749	76,148	77,549	37.5 Computer Programmer/Analyst 35 Service Care Coordinator
	40	33.92	34.59	35.26	35.94	36.61	37.28	
	35	38.76	39.53	40.30	41.07	41.84	42.61	
	37.5	36.18	36.89	37.61	38.33	39.05	39.77	
36 Annual		71,936	73,336	74,738	76,145	77,538	78,941	37.5 Physical Therapist
	40	34.58	35.26	35.93	36.61	37.28	37.95	
	35	39.53	40.29	41.06	41.84	42.60	43.37	
	37.5	36.89	37.61	38.33	39.05	39.76	40.48	
37 Annual		73,330	74,729	76,132	77,532	78,931	80,336	
	40	35.25	35.93	36.60	37.28	37.95	38.62	
	35	40.29	41.06	41.83	42.60	43.37	44.14	
	37.5	37.61	38.32	39.04	39.76	40.48	41.20	
38 Annual		74,893	76,292	77,694	79,092	80,493	81,897	40 Registered Physician's Assistant 37.5 Supervising Computer Programmer/Analyst 35 Supervising Social Worker
	40	36.01	36.68	37.35	38.03	38.70	39.37	
	35	41.15	41.92	42.69	43.46	44.23	45.00	
	37.5	38.41	39.12	39.84	40.56	41.28	42.00	

2023

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
39 Annual		76,441	77,840	79,243	80,641	82,043	83,444	
	40	36.75	37.42	38.10	38.77	39.44	40.12	
	35	42.00	42.77	43.54	44.31	45.08	45.85	
	37.5	39.20	39.92	40.64	41.35	42.07	42.79	
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40 Annual		77,987	79,391	80,789	82,192	83,593	84,992	40 Senior Civil Engineer
	40	37.49	38.17	38.84	39.52	40.19	40.86	
	35	42.85	43.62	44.39	45.16	45.93	46.70	
	37.5	39.99	40.71	41.43	42.15	42.87	43.59	
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41 Annual		79,534	80,936	82,338	83,737	85,142	86,543	
	40	38.24	38.91	39.59	40.26	40.93	41.61	
	35	43.70	44.47	45.24	46.01	46.78	47.55	
	37.5	40.79	41.51	42.22	42.94	43.66	44.38	
42 Annual		81,086	82,485	83,888	85,283	86,689	88,090	
	40	38.98	39.66	40.33	41.00	41.68	42.35	
	35	44.55	45.32	46.09	46.86	47.63	48.40	
	37.5	41.58	42.30	43.02	43.73	44.46	45.17	
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43 Annual		82,633	84,036	85,436	86,836	88,239	89,637	
	40	39.73	40.40	41.08	41.75	42.42	43.09	
	35	45.40	46.17	46.94	47.71	48.48	49.25	
	37.5	42.38	43.10	43.81	44.53	45.25	45.97	
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44 Annual		84,182	85,585	86,981	88,384	89,788	91,190	
	40	40.47	41.15	41.82	42.49	43.17	43.84	
	35	46.25	47.02	47.79	48.56	49.33	50.10	
	37.5	43.17	43.89	44.61	45.33	46.05	46.76	
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45 Annual		85,731	87,129	88,532	89,931	91,332	92,738	
	40	41.22	41.89	42.56	43.24	43.91	44.59	
	35	47.10	47.87	48.64	49.41	50.18	50.95	
	37.5	43.96	44.68	45.40	46.12	46.84	47.56	

2023

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
46 Annual		87,119	88,521	89,925	91,322	92,724	94,124	35 Supervising Psychologist
	40	41.88	42.56	43.23	43.90	44.58	45.25	
	35	47.87	48.64	49.41	50.18	50.95	51.72	
	37.5	44.68	45.40	46.12	46.83	47.55	48.27	
47 Annual		88,668	90,069	91,473	92,870	94,271	95,673	
	40	42.63	43.30	43.98	44.65	45.32	46.00	
	35	48.72	49.49	50.26	51.03	51.80	52.57	
	37.5	45.47	46.19	46.91	47.63	48.34	49.06	
48 Annual		90,216	91,616	93,020	94,419	95,823	97,223	
	40	43.37	44.05	44.72	45.39	46.07	46.74	
	35	49.57	50.34	51.11	51.88	52.65	53.42	
	37.5	46.26	46.98	47.70	48.42	49.14	49.86	
49 Annual		91,766	93,163	94,569	95,967	97,369	98,771	
	40	44.12	44.79	45.47	46.14	46.81	47.49	
	35	50.42	51.19	51.96	52.73	53.50	54.27	
	37.5	47.06	47.78	48.50	49.21	49.93	50.65	
50 Annual		93,311	94,714	96,118	97,518	98,919	100,316	40 Senior Civil Engineer II
	40	44.86	45.54	46.21	46.88	47.56	48.23	
	35	51.27	52.04	52.81	53.58	54.35	55.12	
	37.5	47.85	48.57	49.29	50.01	50.73	51.44	
51 Annual		94,861	96,264	97,666	99,068	100,467	101,867	
	40	45.61	46.28	46.95	47.63	48.30	48.97	
	35	52.12	52.89	53.66	54.43	55.20	55.97	
	37.5	48.65	49.37	50.09	50.80	51.52	52.24	
52 Annual		96,410	97,811	99,216	100,611	102,015	103,416	
	40	46.35	47.02	47.70	48.37	49.05	49.72	
	35	52.97	53.74	54.51	55.28	56.05	56.82	
	37.5	49.44	50.16	50.88	51.60	52.32	53.03	

2023

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
53 Annual		97,967	99,360	100,764	102,160	103,564	104,965	
	40	47.10	47.77	48.44	49.12	49.79	50.46	
	35	53.83	54.59	55.36	56.13	56.90	57.67	
	37.5	50.24	50.95	51.67	52.39	53.11	53.83	
54 Annual		99,506	100,908	102,311	103,710	105,115	106,514	
	40	47.84	48.51	49.19	49.86	50.54	51.21	
	35	54.67	55.44	56.21	56.98	57.76	58.52	
	37.5	51.03	51.75	52.47	53.18	53.91	54.62	
55 Annual		101,056	102,457	103,858	105,259	106,663	108,061	
	40	48.58	49.26	49.93	50.61	51.28	51.95	
	35	55.53	56.30	57.06	57.83	58.61	59.37	
	37.5	51.82	52.54	53.26	53.98	54.70	55.42	
56 Annual		102,603	104,006	105,408	106,807	108,207	109,607	
	40	49.33	50.00	50.68	51.35	52.02	52.70	
	35	56.38	57.15	57.92	58.69	59.45	60.22	
	37.5	52.62	53.34	54.06	54.77	55.49	56.21	
57 Annual		104,142	105,566	106,989	108,409	109,830	111,251	
	40	50.07	50.75	51.44	52.12	52.80	53.49	
	35	57.22	58.00	58.79	59.57	60.35	61.13	
	37.5	53.41	54.14	54.87	55.59	56.32	57.05	
58 Annual		105,703	107,150	108,593	110,036	111,478	112,919	
	40	50.82	51.51	52.21	52.90	53.60	54.29	
	35	58.08	58.87	59.67	60.46	61.25	62.04	
	37.5	54.21	54.95	55.69	56.43	57.17	57.91	
59 Annual		107,289	108,757	110,222	111,687	113,150	114,613	
	40	51.58	52.29	52.99	53.70	54.40	55.10	
	35	58.95	59.76	60.56	61.37	62.17	62.97	
	37.5	55.02	55.77	56.52	57.28	58.03	58.78	

2023

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
65 Annual		48,611	49,165	49,742	50,334	50,937	51,538	40
	40	23.37	23.64	23.91	24.20	24.49	24.78	
65.5 Annual		51,996	52,605	53,237	53,882	54,545	55,205	40 Licensed Practical Nurse 37.5 Licensed Practical Nurse (Public Health)
	40	25.00	25.29	25.59	25.90	26.22	26.54	
	37.5	26.66	26.98	27.30	27.63	27.97	28.31	
66 Annual		55,265	56,208	57,495	58,093	59,029	59,974	40
	40	26.57	27.02	27.64	27.93	28.38	28.83	
66.5 Annual		58,648	59,666	60,684	61,703	62,715	63,745	40 Registered Professional Nurse
	40	28.20	28.69	29.18	29.66	30.15	30.65	
67 Annual		59,512	60,566	61,624	62,683	63,743	64,884	40 Head Nurse Trainee
	40	28.61	29.12	29.63	30.14	30.65	31.19	
67.5 Annual		62,958	64,124	65,342	66,556	67,772	68,989	40 Head Nurse
	40	30.27	30.83	31.41	32.00	32.58	33.17	
69 Annual		63,514	64,644	65,772	66,906	68,038	69,170	40
	40	30.54	31.08	31.62	32.17	32.71	33.25	
69.5 Annual		67,162	68,373	69,578	70,784	71,997	73,204	40 Nurse Practitioner 40 Supervising Nurse
	40	32.29	32.87	33.45	34.03	34.61	35.19	
70 Annual		69,002	70,441	71,878	73,311	74,750	76,184	37.5 Community Mental Health Nurse
	37.5	35.39	36.12	36.86	37.60	38.33	39.07	

2023

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
82 Hourly	40	19.84	19.94	20.04	20.16	20.28	20.40	40 Laborer
83 Hourly	40	20.08	20.18	20.27	20.37	20.49	20.62	40 Bus Driver (OFA) 40 Motor Equipment Operator
84 Hourly	40	20.45	20.56	20.66	20.76	20.89	21.02	40 Automotive Mechanic Helper 40 Bridge Painter
85 Hourly	40	20.97	21.08	21.20	21.31	21.45	21.59	40 Automotive Parts Clerk
86 Hourly	40	21.63	21.77	21.92	22.06	22.21	22.35	
87 Hourly	40	22.25	22.38	22.50	22.63	22.78	22.92	40 Bridge Welder 40 Compost Equipment Operator 40 Heavy Equipment Operator 40 Senior Automotive Parts Clerk 40 Welder
		Training Rate HEO 21.95						
88 Hourly	40	23.40	23.53	23.66	23.79	23.95	24.11	40 Automotive Body Repairer 40 Automotive Mechanic 40 Compost Equipment Operator II 40 Heavy Equipment Operator II 40 Sign Shop Worker 40 Senior Automotive Parts Clerk II
89 Hourly	40	24.14	24.28	24.42	24.55	24.69	24.83	40 Automotive Mechanic II 40 Bridge Construction Mechanic
90 Hourly	40	25.32	25.46	25.61	25.75	25.90	26.04	40 CDL Motor Equipment Trainer 40 Crane Operator

Salaried 2024

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
3 Annual		40,070	40,436	40,801	41,163	41,529	41,893	40	Cleaner
	40	19.12	19.29	19.47	19.64	19.81	19.99	40	Custodial Worker
	35	21.85	22.05	22.25	22.44	22.64	22.84	40	Food Service Helper
	37.5	20.39	20.58	20.76	20.95	21.13	21.32	40	Laborer (infirmary) Laundry Worker Seamstress
4 Annual		40,271	40,634	40,998	41,363	41,730	42,094	35	Assessment Records Clerk Trainee
	40	19.21	19.39	19.56	19.73	19.91	20.08	35	Chauffeur
	35	21.96	22.16	22.35	22.55	22.75	22.95	35	Clerk Telephone Switchboard Operator
	37.5	20.49	20.68	20.86	21.05	21.24	21.42	35	Typist
5 Annual		40,887	41,253	41,620	41,985	42,348	42,713	35	Leisure Time Activities Aide
	40	19.51	19.68	19.86	20.03	20.20	20.38	40	Nurses Aide
	35	22.29	22.49	22.69	22.89	23.09	23.29	35	Offset Printing Machine Operator Trainee
	37.5	20.81	20.99	21.18	21.37	21.55	21.74		
6 Annual		41,302	41,666	42,033	42,395	42,761	43,128	35	Account Clerk
	40	19.71	19.88	20.05	20.23	20.40	20.58	35	Account Clerk Typist
	35	22.52	22.72	22.92	23.12	23.32	23.52	35	Community Services Worker Data Base Clerk
	37.5	21.02	21.20	21.39	21.58	21.76	21.95	35	Tax and Title Searcher Youth Counselor
6.1 Annual		41,389	41,753	42,116	42,483	42,849	43,214	37.5	Home Health Aide
	40	19.75	19.92	20.09	20.27	20.44	20.62		
	35	22.57	22.77	22.96	23.16	23.36	23.56		
	37.5	21.06	21.25	21.43	21.62	21.81	21.99		
7 Annual		41,714	42,081	42,443	42,811	43,174	43,537	35	Medical Audit Clerk
	40	19.90	20.08	20.25	20.43	20.60	20.77	35	Medical Billing Clerk
	35	22.74	22.94	23.14	23.34	23.54	23.74	35	Medical Records Clerk
	37.5	21.23	21.42	21.60	21.79	21.97	22.16	40	Occupational Therapy Aide Physical Therapy Aide
8 Annual		42,328	42,692	43,055	43,423	43,798	44,182	35	Receptionist
	40	20.19	20.37	20.54	20.72	20.90	21.08	40	Rehabilitation Technician
	35	23.08	23.28	23.48	23.68	23.88	24.09	35	Senior Clerk
	37.5	21.54	21.73	21.91	22.10	22.29	22.48	35	Senior Typist Stenographer
8 Annual		42,328	42,692	43,055	43,423	43,798	44,182	35	Assessment Records Clerk
	40	20.19	20.37	20.54	20.72	20.90	21.08	40	Building Maintenance Aide
	35	23.08	23.28	23.48	23.68	23.88	24.09	35	Motor Vehicle License Clerk Offset Printing Machine Operator
	37.5	21.54	21.73	21.91	22.10	22.29	22.48	35	Patients Agent Purchasing Clerk Senior Account Clerk Senior Account Clerk Typist Senior Community Services Worker Stock Clerk Third Party Resource Clerk Ward Clerk

2024

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
9 Annual		42,943	43,309	43,679	44,063	44,455	44,857		35 Aging Services Aide
	40	20.49	20.66	20.84	21.02	21.21	21.40		35 Assistant E&T Counselor/Coordinator
	35	23.41	23.61	23.82	24.03	24.24	24.46		40 Dispatcher Trainee
	37.5	21.85	22.04	22.23	22.42	22.62	22.83		35 Drafter
									40 Geriatric Care Technician
10 Annual		43,435	43,809	44,193	44,594	45,004	45,425		35 Heap Examiner
	40	20.72	20.90	21.08	21.28	21.47	21.67		35 New York Connects Specialist
	35	23.68	23.89	24.10	24.32	24.54	24.77		35 Office of Long Term Care Assistant
	37.5	22.10	22.29	22.49	22.69	22.90	23.12		40 Senior Nurses Aide
									35 Social Services Program Specialist Trainee
11 Annual		44,131	44,617	45,115	45,624	46,150	46,707		35 Social Services Security and Safety Aide
	40	21.05	21.29	21.52	21.77	22.02	22.28		35 Support Collector
	35	24.06	24.33	24.60	24.88	25.16	25.47		
	37.5	22.46	22.71	22.96	23.22	23.49	23.77		
									35 Administrative Aide
12 Annual		44,895	45,400	45,918	46,466	47,016	47,584		35 Assistant Motor Vehicle Bureau Supervisor
	40	21.42	21.66	21.91	22.17	22.43	22.70		35 BICS Operator
	35	24.48	24.75	25.04	25.34	25.64	25.95		35 Civil Clerk
	37.5	22.85	23.10	23.37	23.65	23.93	24.22		35 Computer Operator
									35 Early Intervention Program Specialist
13 Annual		45,746	46,282	46,836	47,395	47,970	48,547		35 Long Term Care Program Specialist
	40	21.83	22.08	22.35	22.61	22.89	23.16		35 Records Management Specialist
	35	24.94	25.24	25.54	25.84	26.16	26.47		35 Youth Program Specialist
	37.5	23.28	23.55	23.84	24.12	24.41	24.71		
									35 Administrative Assistant
14 Annual		46,972	47,534	48,112	48,693	49,294	49,890		40 Assistant Housekeeper
	40	22.41	22.68	22.95	23.23	23.52	23.80		40 Head Cook
	35	25.61	25.92	26.23	26.55	26.88	27.20		35 Medical Records Technician
	37.5	23.90	24.19	24.48	24.78	25.09	25.39		35 Mental Health Records Technician
									35 Payroll Clerk

2024

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
15 Annual		47,600	48,170	48,755	49,357	49,957	50,558	35	911 Coordinator
	40	22.71	22.98	23.26	23.55	23.83	24.12	35	Grants Manager I
	35	25.95	26.26	26.58	26.91	27.24	27.57	35	Leisure Time Activities Director
	37.5	24.22	24.51	24.81	25.12	25.42	25.73	35	Paralegal Assistant
								40	Senior Dispatcher
16 Annual		48,949	49,544	50,143	50,743	51,365	51,992	35	Social Services Investigator Trainee
	40	23.35	23.64	23.92	24.21	24.51	24.81	35	Tax Map Technician
	35	26.69	27.01	27.34	27.67	28.01	28.35	35	Administrative Assistant II
	37.5	24.91	25.21	25.52	25.82	26.14	26.46	40	Assistant Food Service Manager
								35	Assistant Social Worker (CMH)
								35	Asst to Director Veterans Services
								35	Caseworker Trainee
								35	Employment and Training Coordinator
								35	Employment and Training Counselor
								40	Engineering Records Clerk
								35	Motor Vehicle Bureau Supervisor
								35	Payroll Coordinator
								35	Principal Account Clerk
								35	Principal Account Clerk Typist
								35	Probation Officer Trainee
							35	Resource Consultant	
							35	Senior Assessment Records Clerk	
							40	Senior Bridge Painter	
							40	Senior Engineering Aide	
							35	Social Services Connections Coordinator	
							35	Youth Program Director	
17 Annual		49,609	50,206	50,812	51,431	52,063	52,691	35	Addiction Counselor
	40	23.67	23.95	24.24	24.54	24.84	25.14	35	Alcoholism Counselor
	35	27.05	27.38	27.71	28.04	28.39	28.73	37.5	Real Property Tax GIS Technician
	37.5	25.25	25.55	25.86	26.17	26.50	26.81	35	Drug Abuse Counselor
								35	Drug Abuse Educator
17.1 Annual		50,253	50,852	51,474	52,103	52,733	53,368	35	EMS/Emergency Management Coord
	40	23.98	24.26	24.56	24.86	25.16	25.46	37.5	G.I.S. Technician
	35	27.40	27.73	28.07	28.41	28.75	29.10	35	Purchasing Agent
	37.5	25.57	25.88	26.20	26.52	26.84	27.16	35	Senior Social Services Program Specialist
								35	Senior Support Investigator
18 Annual		50,924	51,553	52,181	52,811	53,445	54,074	35	Assist. Director Real Property Tax Serv. I
	40	24.30	24.60	24.90	25.20	25.50	25.80	35	Assist. To Director of EMS
	35	27.77	28.11	28.45	28.80	29.14	29.48	35	Case Manager
	37.5	25.92	26.24	26.56	26.88	27.20	27.52	35	Case Manager (Supportive Housing)
								35	Computer Technician I
							35	District Attorney Investigator	
							35	Junior Accountant	
							35	Legal Assistant	
							35	Mental Health Community Advocacy Worker	
							35	NY Connects Coordinator	
							35	Paralegal	
							35	Services Program Assistant	
							35	Social Services Computer Technician	
							35	Tax Collection Supervisor	
							35	Training and Educational Coordinator	

2024

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
19 Annual		52,256	53,001	53,740	54,483	55,225	55,969		40 Building Maintenance Mechanic
	40	24.93	25.29	25.64	25.99	26.35	26.70		35 Caseworker
	35	28.49	28.90	29.30	29.71	30.11	30.52		35 Probation Officer
	37.5	26.59	26.97	27.35	27.73	28.10	28.48		35 Tax Map Supervisor 40 Working Supervisor
20 Annual		53,488	54,276	55,064	55,852	56,642	57,433		35 Accounting Supervisor Grade B
	40	25.52	25.90	26.27	26.65	27.02	27.40		35 Asst to Director OFA
	35	29.16	29.59	30.02	30.45	30.88	31.32		35 Coordinator of Services for Aging
	37.5	27.22	27.62	28.02	28.42	28.83	29.23		40 Occupational Therapy Assistant 40 Physical Therapy Assistant 37.5 Planner Trainee 40 Pub Wks. Safety & Training Coordinator 35 Senior Drug Abuse Counselor 35 Senior Employment and Training Counselor 35 Social Services Investigator
21 Annual		54,083	54,930	55,776	56,624	57,471	58,321		35 Senior Case manager
	40	25.80	26.21	26.61	27.02	27.42	27.82		35 Senior Paralegal
	35	29.49	29.95	30.41	30.87	31.34	31.80		40 Building Maintenance Mechanic II
	37.5	27.52	27.95	28.38	28.82	29.25	29.68		40 Compost Crew Supervisor 40 Senior Automotive Mechanic 40 Solid Waste Crew Supervisor 40 Sign Shop Supervisor
22 Annual		54,971	55,845	56,720	57,591	58,459	59,337		40 Bridge Crew Leader
	40	26.23	26.64	27.06	27.48	27.89	28.31		35 Child Support Coordinator
	35	29.97	30.45	30.93	31.40	31.88	32.35		37.5 Computer Programmer Trainee
	37.5	27.98	28.42	28.87	29.31	29.75	30.20		35 Computer Technician II 35 Grants Manager II 40 Highway Crew Supervisor 37.5 Jr Network Manager 35 Principal Social Services Program Specialist 40 Senior Automotive Mechanic II 35 Sr SS Systems Coordinator
23 Annual		56,153	57,111	58,067	59,025	59,981	60,941		35 Addiction Counselor (CASAC)
	40	26.79	27.25	27.70	28.16	28.62	29.07		35 Alcoholism Counselor (CASAC)
	35	30.62	31.14	31.66	32.18	32.71	33.23		40 Assistant Civil Engineer
	37.5	28.58	29.06	29.55	30.04	30.52	31.01		35 Business Manager 35 Drug Abuse Counselor (CASAC) 40 E911 Communications Supervisor 35 Emp. & Trng. Program Supervisor 40 Project Crew Supervisor 35 Senior Caseworker I 35 Senior Probation Officer 35 Supervising Social Services Investigator
25 Annual		57,946	58,987	60,026	61,064	62,105	63,146		40 Bridge Construction Supervisor
	40	27.65	28.14	28.64	29.13	29.63	30.13		35 E & T Fiscal/Officer manager
	35	31.60	32.16	32.73	33.30	33.86	34.43		37.5 Economic Development Specialist
	37.5	29.49	30.02	30.55	31.08	31.61	32.14		37.5 Environmental Technician 40 Motor Equipment Maintenance Supervisor 37.5 Planner 37.5 Program Coordinator 35 Senior Caseworker II 35 Real Property Systems Coordinator 35 Senior Computer Technician 40 SWMC Manager

2024

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
26 Annual		59,435	60,566	61,696	62,829	63,961	65,091	37.5 GIS Analyst
	40	28.36	28.90	29.44	29.98	30.52	31.05	35 Head Social Services Program Specialist 37.5 Health Education Program Coordinator
	35	32.41	33.02	33.64	34.26	34.88	35.49	35 Senior Addiction Counselor 35 Senior Alcoholism Counselor (CASAC)
	37.5	30.25	30.82	31.40	31.97	32.55	33.13	35 Social Worker
27 Annual		60,921	62,150	63,379	64,611	65,841	67,121	35 Case Supervisor Grade B
	40	29.07	29.65	30.24	30.83	31.41	32.02	35 E & T Fiscal/Officer manager 35 Special Education Coordinator
	35	33.22	33.89	34.56	35.23	35.90	36.60	35 Senior Program Coordinator
	37.5	31.00	31.63	32.25	32.88	33.51	34.16	
28 Annual		62,412	63,699	64,984	66,276	67,648	69,029	35 Accounting Supervisor Grade A
	40	29.78	30.39	31.00	31.62	32.27	32.93	40 Civil Engineer 40 Director of Environmental Services
	35	34.03	34.73	35.43	36.14	36.89	37.64	35 Fiscal and Information Manager 37.5 Network Specialist
	37.5	31.76	32.42	33.07	33.73	34.43	35.13	35 Social Services Computer Operations Coordinator 35 Supervising Probation Officer
29 Annual		63,892	65,209	66,543	67,951	69,362	70,772	37.5 Environmental Planner
	40	30.48	31.11	31.75	32.42	33.09	33.77	37.5 GIS Coordinator 37.5 Senior Planner
	35	34.84	35.56	36.28	37.05	37.82	38.59	35 Staff Development Coordinator
	37.5	32.52	33.19	33.86	34.58	35.30	36.02	
30 Annual		65,388	66,787	68,246	69,704	71,166	72,623	40 Asst Employment & Training Director II
	40	31.20	31.86	32.56	33.26	33.95	34.65	35 Case Supervisor Grade A 35 Managed Care Program Coordinator
	35	35.65	36.42	37.21	38.01	38.80	39.60	35 Mental Health Clinician 35 Mental Health Program Coordinator
	37.5	33.28	33.99	34.73	35.47	36.22	36.96	35 Occupational Therapist 35 Speech Pathologist 35 Staff Social Worker
31 Annual		66,921	68,382	69,845	71,301	72,765	74,224	35 Accountant
	40	31.93	32.63	33.32	34.02	34.72	35.41	37.5 Computer Programmer II 37.5 Landscape Architect
	35	36.49	37.29	38.08	38.88	39.68	40.47	37.5 Public Health Programs Manager 40 Reimbursement Specialist
	37.5	34.06	34.80	35.54	36.29	37.03	37.77	
32 Annual		69,197	70,659	72,116	73,575	75,031	76,496	37.5 Chief Planner
	40	33.01	33.71	34.41	35.10	35.80	36.50	40 Health Care Facility Comptroller 37.5 Network Manager
	35	37.73	38.53	39.32	40.12	40.91	41.71	40 Plant Manager 35 Service Coordinator
	37.5	35.21	35.96	36.70	37.44	38.18	38.93	37.5 Watershed Affairs Coordinator

2024

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
33 Annual		70,108	71,570	73,031	74,431	75,953	77,414	37.5 Senior Computer Programmer 35 Senior Staff Social Worker
	40	33.45	34.15	34.84	35.51	36.24	36.93	
	35	38.23	39.02	39.82	40.58	41.41	42.21	
	37.5	35.68	36.42	37.17	37.88	38.65	39.40	
34 Annual		71,402	72,859	74,325	75,722	77,244	78,706	37.5 Public Health Epidemiologist
	40	34.07	34.76	35.46	36.13	36.85	37.55	
	35	38.93	39.73	40.53	41.29	42.12	42.91	
	37.5	36.34	37.08	37.82	38.54	39.31	40.05	
35 Annual		72,694	74,154	75,615	77,014	78,536	79,997	37.5 Director of Rehabilitation Serv
	40	34.68	35.38	36.08	36.74	37.47	38.17	
	35	39.64	40.43	41.23	41.99	42.82	43.62	
	37.5	36.99	37.74	38.48	39.19	39.97	40.71	
35.1 Annual		73,542	74,997	76,461	77,926	79,384	80,845	37.5 Computer Programmer/Analyst 35 Service Care Coordinator
	40	35.09	35.78	36.48	37.18	37.87	38.57	
	35	40.10	40.89	41.69	42.49	43.28	44.08	
	37.5	37.43	38.17	38.91	39.66	40.40	41.14	
36 Annual		74,993	76,453	77,914	79,381	80,833	82,296	37.5 Physical Therapist
	40	35.78	36.48	37.17	37.87	38.57	39.26	
	35	40.89	41.69	42.48	43.28	44.07	44.87	
	37.5	38.16	38.91	39.65	40.40	41.14	41.88	
37 Annual		76,447	77,905	79,368	80,827	82,286	83,750	
	40	36.47	37.17	37.87	38.56	39.26	39.96	
	35	41.68	42.48	43.28	44.07	44.87	45.67	
	37.5	38.90	39.65	40.39	41.13	41.88	42.62	
38 Annual		78,076	79,534	80,996	82,453	83,914	85,378	40 Registered Physician's Assistant 37.5 Supervising Computer Programmer/Analyst 35 Supervising Social Worker
	40	37.25	37.95	38.64	39.34	40.04	40.73	
	35	42.57	43.37	44.16	44.96	45.75	46.55	
	37.5	39.73	40.48	41.22	41.96	42.70	43.45	

2024

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
39 Annual		79,690	81,148	82,611	84,068	85,530	86,990	
	40	38.02	38.72	39.41	40.11	40.81	41.50	
	35	43.45	44.25	45.04	45.84	46.64	47.43	
	37.5	40.55	41.30	42.04	42.78	43.53	44.27	
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40 Annual		81,301	82,765	84,223	85,685	87,146	88,604	40 Senior Civil Engineer
	40	38.79	39.49	40.18	40.88	41.58	42.27	
	35	44.33	45.13	45.92	46.72	47.52	48.31	
	37.5	41.37	42.12	42.86	43.61	44.35	45.09	
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41 Annual		82,914	84,376	85,837	87,296	88,761	90,221	
	40	39.56	40.26	40.95	41.65	42.35	43.04	
	35	45.21	46.01	46.80	47.60	48.40	49.19	
	37.5	42.20	42.94	43.68	44.43	45.17	45.91	
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42 Annual		84,532	85,991	87,453	88,908	90,373	91,834	
	40	40.33	41.03	41.72	42.42	43.12	43.81	
	35	46.09	46.89	47.68	48.48	49.28	50.07	
	37.5	43.02	43.76	44.51	45.25	45.99	46.73	
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43 Annual		86,145	87,608	89,067	90,527	91,989	93,447	
	40	41.10	41.80	42.49	43.19	43.89	44.58	
	35	46.97	47.77	48.56	49.36	50.16	50.95	
	37.5	43.84	44.58	45.33	46.07	46.81	47.56	
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44 Annual		87,760	89,222	90,678	92,140	93,604	95,066	
	40	41.87	42.57	43.26	43.96	44.66	45.36	
	35	47.85	48.65	49.44	50.24	51.04	51.84	
	37.5	44.66	45.41	46.15	46.89	47.64	48.38	
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45 Annual		89,375	90,832	92,295	93,753	95,214	96,679	
	40	42.64	43.34	44.03	44.73	45.43	46.13	
	35	48.73	49.53	50.32	51.12	51.92	52.71	
	37.5	45.48	46.22	46.97	47.71	48.45	49.20	

2024

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
46 Annual		90,822	92,283	93,747	95,203	96,665	98,124	35 Supervising Psychologist
	40	43.33	44.03	44.73	45.42	46.12	46.81	
	35	49.52	50.32	51.12	51.91	52.71	53.50	
	37.5	46.22	46.96	47.71	48.45	49.19	49.94	
47 Annual		92,436	93,897	95,361	96,817	98,278	99,739	
	40	44.10	44.80	45.50	46.19	46.89	47.59	
	35	50.40	51.20	52.00	52.79	53.59	54.38	
	37.5	47.04	47.78	48.53	49.27	50.01	50.76	
48 Annual		94,050	95,510	96,973	98,432	99,895	101,355	
	40	44.87	45.57	46.27	46.96	47.66	48.36	
	35	51.28	52.08	52.88	53.67	54.47	55.26	
	37.5	47.86	48.61	49.35	50.09	50.84	51.58	
49 Annual		95,666	97,122	98,588	100,046	101,507	102,969	
	40	45.64	46.34	47.04	47.73	48.43	49.13	
	35	52.16	52.96	53.76	54.55	55.35	56.14	
	37.5	48.68	49.43	50.17	50.91	51.66	52.40	
50 Annual		97,277	98,739	100,203	101,663	103,123	104,579	40 Senior Civil Engineer II
	40	46.41	47.11	47.81	48.50	49.20	49.89	
	35	53.04	53.84	54.64	55.43	56.23	57.02	
	37.5	49.50	50.25	50.99	51.74	52.48	53.22	
51 Annual		98,893	100,355	101,817	103,278	104,737	106,196	
	40	47.18	47.88	48.58	49.27	49.97	50.67	
	35	53.92	54.72	55.52	56.31	57.11	57.90	
	37.5	50.33	51.07	51.82	52.56	53.30	54.04	
52 Annual		100,507	101,968	103,433	104,887	106,351	107,811	
	40	47.95	48.65	49.35	50.04	50.74	51.44	
	35	54.80	55.60	56.40	57.19	57.99	58.78	
	37.5	51.15	51.89	52.64	53.38	54.12	54.87	

2024

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
53 Annual		102,131	103,583	105,046	106,502	107,965	109,426	
	40	48.73	49.42	50.12	50.81	51.51	52.21	
	35	55.69	56.48	57.28	58.07	58.87	59.67	
	37.5	51.98	52.71	53.46	54.20	54.94	55.69	
54 Annual		103,735	105,197	106,659	108,118	109,582	111,041	
	40	49.49	50.19	50.89	51.58	52.28	52.98	
	35	56.56	57.36	58.16	58.95	59.75	60.55	
	37.5	52.79	53.54	54.28	55.02	55.77	56.51	
55 Annual		105,351	106,811	108,272	109,733	111,196	112,654	
	40	50.26	50.96	51.66	52.35	53.05	53.75	
	35	57.44	58.24	59.04	59.83	60.63	61.43	
	37.5	53.61	54.36	55.10	55.84	56.59	57.33	
56 Annual		106,964	108,426	109,888	111,346	112,806	114,265	
	40	51.03	51.73	52.43	53.12	53.82	54.52	
	35	58.32	59.12	59.92	60.71	61.51	62.30	
	37.5	54.43	55.18	55.92	56.66	57.41	58.15	
57 Annual		108,568	110,053	111,536	113,016	114,498	115,979	
	40	51.80	52.51	53.21	53.92	54.63	55.33	
	35	59.20	60.01	60.82	61.62	62.43	63.24	
	37.5	55.25	56.01	56.76	57.51	58.27	59.02	
58 Annual		110,195	111,704	113,208	114,713	116,216	117,718	
	40	52.57	53.29	54.01	54.73	55.45	56.16	
	35	60.08	60.91	61.73	62.55	63.37	64.19	
	37.5	56.08	56.85	57.61	58.38	59.14	59.91	
59 Annual		111,849	113,379	114,906	116,434	117,959	119,484	
	40	53.36	54.09	54.82	55.55	56.28	57.01	
	35	60.99	61.82	62.65	63.49	64.32	65.15	
	37.5	56.92	57.70	58.48	59.25	60.03	60.81	

2024

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
65 Annual		50,677	51,255	51,856	52,473	53,102	53,728	40
	40	24.18	24.45	24.74	25.03	25.33	25.63	
65.5 Annual		54,206	54,841	55,500	56,172	56,863	57,551	40 Licensed Practical Nurse 37.5 Licensed Practical Nurse (Public Health)
	40	25.86	26.16	26.48	26.80	27.13	27.46	
	37.5	27.59	27.91	28.24	28.59	28.94	29.29	
66 Annual		57,614	58,597	59,939	60,562	61,538	62,523	40
	40	27.49	27.96	28.60	28.89	29.36	29.83	
66.5 Annual		61,141	62,202	63,263	64,325	65,380	66,454	40 Registered Professional Nurse
	40	29.17	29.68	30.18	30.69	31.19	31.71	
67 Annual		62,041	63,140	64,243	65,347	66,452	67,642	40 Head Nurse Trainee
	40	29.60	30.12	30.65	31.18	31.70	32.27	
67.5 Annual		65,634	66,849	68,119	69,385	70,652	71,921	40 Head Nurse
	40	31.31	31.89	32.50	33.10	33.71	34.31	
69 Annual		66,213	67,391	68,567	69,750	70,930	72,110	40
	40	31.59	32.15	32.71	33.28	33.84	34.40	
69.5 Annual		70,016	71,279	72,535	73,792	75,057	76,315	40 Nurse Practitioner 40 Supervising Nurse
	40	33.40	34.01	34.61	35.21	35.81	36.41	
70 Annual		71,935	73,435	74,933	76,427	77,927	79,422	37.5 Community Mental Health Nurse
	37.5	36.61	37.37	38.13	38.89	39.66	40.42	

2024

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
82	Hourly 40	20.68	20.79	20.89	21.02	21.14	21.27	40 Laborer
83	Hourly 40	20.93	21.04	21.13	21.24	21.36	21.50	40 Bus Driver (OFA) 40 Motor Equipment Operator
84	Hourly 40	21.32	21.43	21.54	21.64	21.78	21.91	40 Automotive Mechanic Helper 40 Bridge Painter
85	Hourly 40	21.86	21.98	22.10	22.22	22.36	22.51	40 Automotive Parts Clerk
86	Hourly 40	22.55	22.70	22.85	23.00	23.15	23.30	
87	Hourly 40 Training Rate HEO 22.90	23.20	23.33	23.46	23.59	23.75	23.89	40 Bridge Welder 40 Compost Equipment Operator 40 Heavy Equipment Operator 40 Senior Automotive Parts Clerk 40 Welder
88	Hourly 40	24.39	24.53	24.67	24.80	24.97	25.13	40 Automotive Body Repairer 40 Automotive Mechanic 40 Compost Equipment Operator II 40 Heavy Equipment Operator II 40 Sign Shop Worker 40 Senior Automotive Parts Clerk II
89	Hourly 40	25.17	25.31	25.46	25.59	25.74	25.89	40 Automotive Mechanic II 40 Bridge Construction Mechanic
90	Hourly 40	26.40	26.54	26.70	26.84	27.00	27.15	40 CDL Motor Equipment Trainer 40 Crane Operator

Salaried 2025

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
3 Annual		41,773	42,155	42,535	42,912	43,294	43,673	40	Cleaner
	40	20.01	20.19	20.37	20.55	20.73	20.92	40	Custodial Worker
	35	22.86	23.07	23.28	23.49	23.70	23.90	40	Food Service Helper
	37.5	21.34	21.54	21.73	21.92	22.12	22.31	40	Laborer (infirmary) Laundry Worker Seamstress
4 Annual		41,983	42,361	42,740	43,121	43,504	43,883	35	Assessment Records Clerk Trainee
	40	20.11	20.29	20.47	20.65	20.84	21.02	35	Chauffeur
	35	22.98	23.19	23.39	23.60	23.81	24.02	35	Clerk Telephone Switchboard Operator
	37.5	21.45	21.64	21.83	22.03	22.22	22.42	35	Typist
5 Annual		42,625	43,006	43,389	43,769	44,148	44,528	35	Leisure Time Activities Aide
	40	20.41	20.60	20.78	20.96	21.14	21.33	40	Nurses Aide
	35	23.33	23.54	23.75	23.96	24.16	24.37	35	Offset Printing Machine Operator Trainee
	37.5	21.78	21.97	22.17	22.36	22.55	22.75		
6 Annual		43,057	43,437	43,819	44,197	44,578	44,961	35	Account Clerk
	40	20.62	20.80	20.99	21.17	21.35	21.53	35	Account Clerk Typist
	35	23.57	23.78	23.98	24.19	24.40	24.61	35	Community Services Worker Data Base Clerk Tax and Title Searcher Youth Counselor
	37.5	22.00	22.19	22.39	22.58	22.77	22.97	37.5	Home Health Aide
6.1 Annual		43,148	43,528	43,906	44,289	44,670	45,051		
	40	20.66	20.85	21.03	21.21	21.39	21.58		
	35	23.62	23.82	24.03	24.24	24.45	24.66		
	37.5	22.04	22.24	22.43	22.63	22.82	23.01		
7 Annual		43,487	43,869	44,247	44,630	45,009	45,387	35	Medical Audit Clerk
	40	20.83	21.01	21.19	21.37	21.56	21.74	35	Medical Billing Clerk
	35	23.80	24.01	24.22	24.43	24.64	24.84	35	Medical Records Clerk
	37.5	22.22	22.41	22.60	22.80	22.99	23.19	40	Occupational Therapy Aide Physical Therapy Aide Receptionist Rehabilitation Technician Senior Clerk Senior Typist Stenographer
8 Annual		44,127	44,506	44,885	45,268	45,659	46,060	35	Assessment Records Clerk
	40	21.13	21.32	21.50	21.68	21.87	22.06	40	Building Maintenance Aide
	35	24.15	24.36	24.57	24.78	24.99	25.21	35	Motor Vehicle License Clerk Offset Printing Machine Operator Patients Agent Purchasing Clerk
	37.5	22.54	22.74	22.93	23.13	23.33	23.53	35	Senior Account Clerk Senior Account Clerk Typist Senior Community Services Worker Stock Clerk Third Party Resource Clerk Ward Clerk

2025

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
9 Annual		44,768	45,150	45,535	45,936	46,344	46,763		35 Aging Services Aide
	40	21.44	21.62	21.81	22.00	22.20	22.40		35 Assistant E&T Counselor/Coordinator
	35	24.50	24.71	24.92	25.14	25.37	25.60		40 Dispatcher Trainee
	37.5	22.87	23.07	23.26	23.47	23.68	23.89		35 Drafter
									40 Geriatric Care Technician
10 Annual		45,281	45,671	46,071	46,489	46,917	47,356		35 Heap Examiner
	40	21.69	21.87	22.06	22.26	22.47	22.68		35 New York Connects Specialist
	35	24.78	25.00	25.22	25.45	25.68	25.92		35 Office of Long Term Care Assistant
	37.5	23.13	23.33	23.54	23.75	23.97	24.19		40 Senior Nurses Aide
									35 Social Services Program Specialist Trainee
11 Annual		46,007	46,513	47,032	47,563	48,111	48,692		35 Social Services Security and Safety Aide
	40	22.03	22.28	22.52	22.78	23.04	23.32		35 Support Collector
	35	25.18	25.46	25.74	26.03	26.33	26.65		
	37.5	23.50	23.76	24.03	24.30	24.58	24.87		
12 Annual		46,803	47,330	47,870	48,441	49,014	49,606		35 Administrative Aide
	40	22.42	22.67	22.93	23.20	23.47	23.76		35 Assistant Motor Vehicle Bureau Supervisor
	35	25.62	25.91	26.20	26.51	26.83	27.15		35 BICS Operator
	37.5	23.91	24.18	24.45	24.75	25.04	25.34		35 Civil Clerk
									35 Computer Operator
13 Annual		47,690	48,249	48,827	49,409	50,009	50,610		35 Early Intervention Program Specialist
	40	22.84	23.11	23.38	23.66	23.95	24.24		35 Long Term Care Program Specialist
	35	26.10	26.41	26.73	27.04	27.37	27.70		35 Records Management Specialist
	37.5	24.36	24.65	24.94	25.24	25.55	25.85		35 Youth Program Specialist
14 Annual		48,968	49,554	50,157	50,762	51,389	52,010		40 Cook
	40	23.45	23.73	24.02	24.31	24.61	24.91		40 Dispatcher
	35	26.80	27.12	27.45	27.78	28.13	28.47		40 Engineering Aide
	37.5	25.02	25.31	25.62	25.93	26.25	26.57		40 Bus Driver

2025

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
15 Annual		49,623	50,217	50,827	51,455	52,080	52,707		35 911 Coordinator 35 Grants Manager I 35 Leisure Time Activities Director
	40	23.77	24.05	24.34	24.64	24.94	25.24		35 Paralegal Assistant 40 Senior Dispatcher
	35	27.16	27.49	27.82	28.16	28.51	28.85		35 Social Services Investigator Trainee 35 Tax Map Technician
	37.5	25.35	25.65	25.97	26.29	26.61	26.93		
16 Annual		51,029	51,650	52,274	52,900	53,548	54,202		35 Administrative Assistant II 40 Assistant Food Service Manager 35 Assistant Social Worker (CMH)
	40	24.44	24.74	25.04	25.34	25.65	25.96		35 Asst to Director Veterans Services 35 Caseworker Trainee
	35	27.93	28.27	28.61	28.95	29.31	29.67		35 Employment and Training Coordinator 35 Employment and Training Counselor
	37.5	26.07	26.39	26.70	27.02	27.36	27.69		40 Engineering Records Clerk 35 Motor Vehicle Bureau Supervisor 35 Payroll Coordinator 35 Principal Account Clerk 35 Principal Account Clerk Typist 35 Probation Officer Trainee 35 Resource Consultant 35 Senior Assessment Records Clerk 40 Senior Bridge Painter 40 Senior Engineering Aide 35 Social Services Connections Coordinator 35 Youth Program Director
17 Annual		51,717	52,340	52,972	53,617	54,276	54,930		35 Addiction Counselor 35 Alcoholism Counselor
	40	24.77	25.07	25.37	25.68	25.99	26.31		37.5 Real Property Tax GIS Technician 35 Drug Abuse Counselor 35 Drug Abuse Educator
	35	28.31	28.65	28.99	29.35	29.71	30.07		35 EMS/Emergency Management Coord 37.5 G.I.S. Technician
	37.5	26.42	26.74	27.06	27.39	27.73	28.06		35 Purchasing Agent 35 Senior Social Services Program Specialist 35 Senior Support Investigator
17.1 Annual		52,389	53,013	53,662	54,317	54,974	55,636		
	40	25.09	25.39	25.70	26.01	26.33	26.65		
	35	28.67	29.02	29.37	29.73	30.09	30.45		
	37.5	26.76	27.08	27.41	27.75	28.08	28.42		
18 Annual		53,088	53,744	54,399	55,055	55,716	56,372		35 Assist. Director Real Property Tax Serv. I 35 Assist. To Director of EMS 35 Case Manager
	40	25.43	25.74	26.05	26.37	26.68	27.00		35 Case Manager (Supportive Housing) 35 Computer Technician I
	35	29.06	29.42	29.78	30.13	30.50	30.85		35 District Attorney Investigator 35 Junior Accountant 35 Legal Assistant
	37.5	27.12	27.46	27.79	28.13	28.46	28.80		35 Mental Health Community Advocacy Worker 35 NY Connects Coordinator 35 Paralegal 35 Services Program Assistant 35 Social Services Computer Technician 35 Tax Collection Supervisor 35 Training and Educational Coordinator
19 Annual		54,477	55,254	56,024	56,799	57,572	58,348		40 Building Maintenance Mechanic 35 Caseworker
	40	26.09	26.46	26.83	27.20	27.57	27.94		35 Probation Officer 35 Tax Map Supervisor
	35	29.82	30.24	30.66	31.09	31.51	31.94		40 Working Supervisor
	37.5	27.83	28.23	28.62	29.02	29.41	29.81		

2025

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
20 Annual		55,761	56,583	57,404	58,226	59,049	59,874		35 Accounting Supervisor Grade B
	40	26.71	27.10	27.49	27.89	28.28	28.68		35 Asst to Director OFA
	35	30.52	30.97	31.42	31.87	32.32	32.77		35 Coordinator of Services for Aging
	37.5	28.49	28.91	29.33	29.75	30.17	30.59		40 Occupational Therapy Assistant
									40 Physical Therapy Assistant
21 Annual		56,382	57,265	58,146	59,031	59,914	60,800		37.5 Planner Trainee
	40	27.00	27.43	27.85	28.27	28.69	29.12		40 Pub Wks. Safety & Training Coordinator
	35	30.86	31.34	31.83	32.31	32.79	33.28		35 Senior Drug Abuse Counselor
	37.5	28.80	29.25	29.70	30.16	30.61	31.06		35 Senior Employment and Training Counselor
									35 Social Services Investigator
22 Annual		57,307	58,218	59,131	60,039	60,944	61,859		40 Bridge Crew Leader
	40	27.45	27.88	28.32	28.75	29.19	29.63		35 Child Support Coordinator
	35	31.37	31.87	32.37	32.86	33.36	33.86		37.5 Computer Programmer Trainee
	37.5	29.28	29.74	30.21	30.67	31.13	31.60		35 Computer Technician II
									35 Grants Manager II
23 Annual		58,540	59,538	60,535	61,534	62,530	63,531		40 Highway Crew Supervisor
	40	28.04	28.51	28.99	29.47	29.95	30.43		37.5 Jr Network Manager
	35	32.04	32.59	33.13	33.68	34.23	34.77		35 Principal Social Services Program Specialist
	37.5	29.91	30.42	30.92	31.43	31.94	32.46		40 Senior Automotive Mechanic II
									35 Sr SS Systems Coordinator
25 Annual		60,409	61,494	62,577	63,659	64,744	65,830		35 Addiction Counselor (CASAC)
	40	28.93	29.45	29.97	30.49	31.01	31.53		35 Alcoholism Counselor (CASAC)
	35	33.06	33.66	34.25	34.84	35.44	36.03		40 Assistant Civil Engineer
	37.5	30.86	31.41	31.97	32.52	33.07	33.63		35 Business Manager
									35 Drug Abuse Counselor (CASAC)

2025

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
26 Annual		61,961	63,140	64,318	65,499	66,679	67,857		37.5 GIS Analyst
	40	29.67	30.24	30.80	31.37	31.93	32.50		35 Head Social Services Program Specialist
	35	33.91	34.56	35.20	35.85	36.50	37.14		37.5 Health Education Program Coordinator
	37.5	31.65	32.26	32.86	33.46	34.06	34.67		35 Senior Addiction Counselor
27 Annual		63,510	64,791	66,073	67,357	68,639	69,974		35 Senior Alcoholism Counselor (CASAC)
	40	30.42	31.03	31.64	32.26	32.87	33.51		35 Social Worker
	35	34.76	35.46	36.16	36.87	37.57	38.30		35 Case Supervisor Grade B
	37.5	32.44	33.10	33.75	34.41	35.06	35.75		35 E & T Fiscal/Officer manager
28 Annual		65,065	66,406	67,746	69,093	70,523	71,963		35 Special Education Coordinator
	40	31.16	31.80	32.45	33.09	33.78	34.47		35 Senior Program Coordinator
	35	35.61	36.35	37.08	37.82	38.60	39.39		35 Accounting Supervisor Grade A
	37.5	33.24	33.92	34.61	35.30	36.03	36.76		40 Civil Engineer
29 Annual		66,607	67,980	69,371	70,839	72,310	73,780		40 Director of Environmental Services
	40	31.90	32.56	33.22	33.93	34.63	35.34		35 Fiscal and Information Manager
	35	36.46	37.21	37.97	38.77	39.58	40.38		37.5 Network Specialist
	37.5	34.03	34.73	35.44	36.19	36.94	37.69		35 Social Services Computer Operations Coordinator
30 Annual		68,167	69,625	71,146	72,666	74,191	75,709		35 Supervising Probation Officer
	40	32.65	33.35	34.07	34.80	35.53	36.26		37.5 Environmental Planner
	35	37.31	38.11	38.94	39.77	40.61	41.44		37.5 GIS Coordinator
	37.5	34.82	35.57	36.35	37.12	37.90	38.68		37.5 Senior Planner
31 Annual		69,765	71,288	72,813	74,331	75,858	77,379		35 Staff Development Coordinator
	40	33.41	34.14	34.87	35.60	36.33	37.06		40 Asst Employment & Training Director II
	35	38.19	39.02	39.85	40.68	41.52	42.35		35 Case Supervisor Grade A
	37.5	35.64	36.42	37.20	37.97	38.75	39.53		35 Managed Care Program Coordinator
32 Annual		72,138	73,662	75,181	76,702	78,220	79,747		35 Mental Health Clinician
	40	34.55	35.28	36.01	36.73	37.46	38.19		35 Mental Health Program Coordinator
	35	39.48	40.32	41.15	41.98	42.81	43.65		35 Occupational Therapist
	37.5	36.85	37.63	38.41	39.18	39.96	40.74		35 Speech Pathologist
33 Annual		75,167	76,746	78,325	79,904	81,483	83,062		35 Staff Social Worker
	40	36.16	36.94	37.72	38.50	39.28	40.06		35 Accountant
	35	41.14	42.02	42.90	43.78	44.66	45.54		37.5 Computer Programmer II
	37.5	38.11	38.99	39.87	40.75	41.63	42.51		37.5 Landscape Architect
34 Annual		78,167	79,806	81,445	83,084	84,723	86,362		37.5 Public Health Programs Manager
	40	37.16	37.94	38.72	39.50	40.28	41.06		40 Reimbursement Specialist
	35	42.14	43.02	43.90	44.78	45.66	46.54		37.5 Chief Planner
	37.5	39.11	39.99	40.87	41.75	42.63	43.51		40 Health Care Facility Comptroller
35 Annual		81,167	82,866	84,565	86,264	87,963	89,662		37.5 Network Manager
	40	38.16	38.94	39.72	40.50	41.28	42.06		40 Plant Manager
	35	43.14	44.02	44.90	45.78	46.66	47.54		35 Service Coordinator
	37.5	40.11	40.99	41.87	42.75	43.63	44.51		37.5 Watershed Affairs Coordinator

2025

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
33 Annual		73,088	74,612	76,135	77,594	79,181	80,704	37.5 Senior Computer Programmer 35 Senior Staff Social Worker
	40	35.00	35.73	36.46	37.16	37.92	38.65	
	35	40.00	40.84	41.67	42.47	43.34	44.17	
	37.5	37.34	38.12	38.89	39.64	40.45	41.23	
34 Annual		74,437	75,956	77,484	78,940	80,527	82,051	37.5 Public Health Epidemiologist
	40	35.65	36.38	37.11	37.81	38.57	39.30	
	35	40.74	41.57	42.41	43.21	44.08	44.91	
	37.5	38.03	38.80	39.58	40.33	41.14	41.92	
35 Annual		75,783	77,306	78,829	80,287	81,874	83,397	37.5 Director of Rehabilitation Serv
	40	36.29	37.02	37.75	38.45	39.21	39.94	
	35	41.48	42.31	43.15	43.94	44.81	45.65	
	37.5	38.71	39.49	40.27	41.02	41.83	42.60	
35.1 Annual		76,668	78,184	79,711	81,238	82,758	84,281	37.5 Computer Programmer/Analyst 35 Service Care Coordinator
	40	36.72	37.44	38.18	38.91	39.64	40.36	
	35	41.96	42.79	43.63	44.47	45.30	46.13	
	37.5	39.17	39.94	40.72	41.50	42.28	43.06	
36 Annual		78,180	79,702	81,225	82,755	84,268	85,794	37.5 Physical Therapist
	40	37.44	38.17	38.90	39.63	40.36	41.09	
	35	42.79	43.62	44.46	45.30	46.12	46.96	
	37.5	39.94	40.72	41.49	42.28	43.05	43.83	
37 Annual		79,696	81,216	82,741	84,262	85,783	87,309	
	40	38.17	38.90	39.63	40.36	41.08	41.81	
	35	43.62	44.45	45.29	46.12	46.95	47.79	
	37.5	40.71	41.49	42.27	43.05	43.82	44.60	
38 Annual		81,394	82,914	84,438	85,957	87,480	89,007	40 Registered Physician's Assistant 37.5 Supervising Computer Programmer/Analyst 35 Supervising Social Worker
	40	38.98	39.71	40.44	41.17	41.90	42.63	
	35	44.55	45.38	46.22	47.05	47.88	48.72	
	37.5	41.58	42.36	43.14	43.91	44.69	45.47	

2025

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
39 Annual		83,077	84,597	86,122	87,641	89,165	90,687	
	40	39.79	40.52	41.25	41.97	42.70	43.43	
	35	45.47	46.30	47.14	47.97	48.80	49.64	
	37.5	42.44	43.22	44.00	44.77	45.55	46.33	
40 Annual		84,756	86,283	87,802	89,327	90,850	92,370	40 Senior Civil Engineer
	40	40.59	41.32	42.05	42.78	43.51	44.24	
	35	46.39	47.23	48.06	48.89	49.73	50.56	
	37.5	43.30	44.08	44.85	45.63	46.41	47.19	
41 Annual		86,438	87,962	89,485	91,006	92,533	94,055	
	40	41.40	42.13	42.86	43.59	44.32	45.05	
	35	47.31	48.15	48.98	49.81	50.65	51.48	
	37.5	44.16	44.94	45.71	46.49	47.27	48.05	
42 Annual		88,125	89,646	91,170	92,687	94,214	95,737	
	40	42.21	42.93	43.66	44.39	45.12	45.85	
	35	48.23	49.07	49.90	50.73	51.57	52.40	
	37.5	45.02	45.80	46.57	47.35	48.13	48.91	
43 Annual		89,806	91,331	92,852	94,374	95,899	97,418	
	40	43.01	43.74	44.47	45.20	45.93	46.66	
	35	49.15	49.99	50.82	51.66	52.49	53.32	
	37.5	45.88	46.66	47.43	48.21	48.99	49.77	
44 Annual		91,490	93,014	94,532	96,056	97,582	99,106	
	40	43.82	44.55	45.27	46.00	46.73	47.46	
	35	50.08	50.91	51.74	52.58	53.41	54.25	
	37.5	46.74	47.52	48.29	49.07	49.85	50.63	
45 Annual		93,173	94,692	96,218	97,738	99,261	100,788	
	40	44.62	45.35	46.08	46.81	47.54	48.27	
	35	51.00	51.83	52.66	53.50	54.33	55.17	
	37.5	47.60	48.37	49.15	49.93	50.71	51.49	

2025

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
46 Annual		94,682	96,205	97,731	99,249	100,773	102,294	35 Supervising Psychologist
	40	45.35	46.08	46.81	47.53	48.26	48.99	
	35	51.82	52.66	53.49	54.32	55.16	55.99	
	37.5	48.37	49.15	49.93	50.70	51.48	52.26	
47 Annual		96,365	97,888	99,414	100,932	102,455	103,978	
	40	46.15	46.88	47.61	48.34	49.07	49.80	
	35	52.74	53.58	54.41	55.24	56.08	56.91	
	37.5	49.23	50.01	50.79	51.56	52.34	53.12	
48 Annual		98,047	99,569	101,094	102,615	104,141	105,663	
	40	46.96	47.69	48.42	49.15	49.88	50.60	
	35	53.67	54.50	55.33	56.17	57.00	57.83	
	37.5	50.09	50.87	51.64	52.42	53.20	53.98	
49 Annual		99,732	101,250	102,778	104,298	105,821	107,345	
	40	47.76	48.49	49.22	49.95	50.68	51.41	
	35	54.59	55.42	56.26	57.09	57.92	58.75	
	37.5	50.95	51.72	52.50	53.28	54.06	54.84	
50 Annual		101,411	102,935	104,462	105,984	107,506	109,024	40 Senior Civil Engineer II
	40	48.57	49.30	50.03	50.76	51.49	52.21	
	35	55.51	56.34	57.18	58.01	58.84	59.67	
	37.5	51.81	52.58	53.37	54.14	54.92	55.70	
51 Annual		103,096	104,620	106,144	107,667	109,188	110,709	
	40	49.38	50.11	50.84	51.56	52.29	53.02	
	35	56.43	57.26	58.10	58.93	59.76	60.60	
	37.5	52.67	53.45	54.22	55.00	55.78	56.56	
52 Annual		104,779	106,302	107,829	109,345	110,871	112,393	
	40	50.18	50.91	51.64	52.37	53.10	53.83	
	35	57.35	58.18	59.02	59.85	60.68	61.52	
	37.5	53.53	54.30	55.09	55.86	56.64	57.42	

2025

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
53 Annual		106,472	107,985	109,510	111,028	112,554	114,077	
	40	50.99	51.72	52.45	53.17	53.91	54.63	
	35	58.28	59.11	59.94	60.77	61.61	62.44	
	37.5	54.39	55.16	55.94	56.72	57.50	58.28	
54 Annual		108,144	109,668	111,192	112,713	114,239	115,760	
	40	51.79	52.52	53.25	53.98	54.71	55.44	
	35	59.19	60.03	60.86	61.69	62.53	63.36	
	37.5	55.25	56.02	56.80	57.58	58.36	59.14	
55 Annual		109,828	111,350	112,874	114,397	115,922	117,442	
	40	52.60	53.33	54.06	54.79	55.52	56.25	
	35	60.11	60.95	61.78	62.61	63.45	64.28	
	37.5	56.11	56.88	57.66	58.44	59.22	60.00	
56 Annual		111,510	113,034	114,558	116,078	117,600	119,121	
	40	53.41	54.14	54.86	55.59	56.32	57.05	
	35	61.03	61.87	62.70	63.53	64.37	65.20	
	37.5	56.97	57.74	58.52	59.30	60.08	60.85	
57 Annual		113,182	114,730	116,276	117,819	119,364	120,908	
	40	54.21	54.95	55.69	56.43	57.17	57.91	
	35	61.95	62.80	63.64	64.49	65.33	66.18	
	37.5	57.82	58.61	59.40	60.19	60.98	61.77	
58 Annual		114,878	116,451	118,019	119,588	121,155	122,721	
	40	55.02	55.77	56.52	57.27	58.02	58.77	
	35	62.88	63.74	64.60	65.46	66.31	67.17	
	37.5	58.69	59.49	60.29	61.09	61.89	62.69	
59 Annual		116,603	118,198	119,790	121,382	122,972	124,562	
	40	55.84	56.61	57.37	58.13	58.89	59.66	
	35	63.82	64.70	65.57	66.44	67.31	68.18	
	37.5	59.57	60.38	61.20	62.01	62.82	63.63	

2025

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
65 Annual		52,831	53,433	54,060	54,703	55,359	56,011	40
	40	25.30	25.59	25.89	26.20	26.51	26.83	
65.5 Annual		56,510	57,172	57,859	58,559	59,280	59,997	40 Licensed Practical Nurse 37.5 Licensed Practical Nurse (Public Health)
	40	27.06	27.38	27.71	28.05	28.39	28.73	
	37.5	28.87	29.21	29.56	29.92	30.28	30.65	
66 Annual		60,063	61,087	62,486	63,136	64,153	65,180	40
	40	28.77	29.26	29.93	30.24	30.72	31.22	
66.5 Annual		63,739	64,846	65,952	67,059	68,159	69,278	40 Registered Professional Nurse
	40	30.53	31.06	31.59	32.12	32.64	33.18	
67 Annual		64,678	65,823	66,973	68,124	69,276	70,517	40 Head Nurse Trainee
	40	30.98	31.52	32.08	32.63	33.18	33.77	
67.5 Annual		68,423	69,690	71,014	72,334	73,655	74,978	40 Head Nurse
	40	32.77	33.38	34.01	34.64	35.28	35.91	
69 Annual		69,027	70,255	71,481	72,714	73,945	75,175	40
	40	33.06	33.65	34.23	34.82	35.41	36.00	
69.5 Annual		72,992	74,308	75,618	76,928	78,247	79,558	40 Nurse Practitioner 40 Supervising Nurse
	40	34.96	35.59	36.22	36.84	37.47	38.10	
70 Annual		74,992	76,556	78,118	79,675	81,239	82,797	37.5 Community Mental Health Nurse
	37.5	38.31	39.11	39.91	40.70	41.50	42.30	

2025

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
82	Hourly 40	21.56	21.67	21.78	21.91	22.04	22.17	40 Laborer
83	Hourly 40	21.82	21.93	22.03	22.14	22.27	22.41	40 Bus Driver (OFA) 40 Motor Equipment Operator
84	Hourly 40	22.23	22.34	22.46	22.56	22.71	22.84	40 Automotive Mechanic Helper 40 Bridge Painter
85	Hourly 40	22.79	22.91	23.04	23.16	23.31	23.47	40 Automotive Parts Clerk
86	Hourly 40	23.51	23.66	23.82	23.98	24.13	24.29	
87	Hourly 40 Training Rate HEO 23.89	24.19	24.32	24.46	24.59	24.76	24.91	40 Bridge Welder 40 Compost Equipment Operator 40 Heavy Equipment Operator 40 Senior Automotive Parts Clerk 40 Welder
88	Hourly 40	25.43	25.57	25.72	25.85	26.03	26.20	40 Automotive Body Repairer 40 Automotive Mechanic 40 Compost Equipment Operator II 40 Heavy Equipment Operator II 40 Sign Shop Worker 40 Senior Automotive Parts Clerk II
89	Hourly 40	26.24	26.39	26.54	26.68	26.83	26.99	40 Automotive Mechanic II 40 Bridge Construction Mechanic
90	Hourly 40	27.52	27.67	27.83	27.98	28.15	28.30	40 CDL Motor Equipment Trainer 40 Crane Operator

Salaried 2026

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
3 Annual		43,548	43,947	44,343	44,736	45,134	45,529	40 Cleaner
	40	20.86	21.05	21.24	21.43	21.62	21.81	40 Custodial Worker
	35	23.84	24.05	24.27	24.49	24.70	24.92	40 Food Service Helper
	37.5	22.25	22.45	22.65	22.85	23.06	23.26	40 Laborer (infirmary) 40 Laundry Worker 40 Seamstress
4 Annual		43,767	44,161	44,556	44,954	45,353	45,748	35 Assessment Records Clerk Trainee
	40	20.96	21.15	21.34	21.53	21.72	21.91	35 Chauffeur
	35	23.96	24.17	24.39	24.61	24.82	25.04	35 Clerk
	37.5	22.36	22.56	22.76	22.97	23.17	23.37	35 Telephone Switchboard Operator 35 Typist
5 Annual		44,437	44,834	45,233	45,629	46,024	46,420	35 Leisure Time Activities Aide
	40	21.28	21.47	21.66	21.85	22.04	22.23	40 Nurses Aide
	35	24.32	24.54	24.76	24.97	25.19	25.41	35 Offset Printing Machine Operator Trainee
	37.5	22.70	22.90	23.11	23.31	23.51	23.71	
6 Annual		44,887	45,283	45,681	46,075	46,473	46,872	35 Account Clerk
	40	21.50	21.69	21.88	22.07	22.26	22.45	35 Account Clerk Typist
	35	24.57	24.79	25.00	25.22	25.44	25.66	35 Community Services Worker
	37.5	22.93	23.13	23.34	23.54	23.74	23.94	35 Data Base Clerk 35 Tax and Title Searcher 35 Youth Counselor 37.5 Home Health Aide
6.1 Annual		44,982	45,378	45,772	46,171	46,568	46,966	
	40	21.54	21.73	21.92	22.11	22.30	22.49	
	35	24.62	24.84	25.05	25.27	25.49	25.71	
	37.5	22.98	23.18	23.38	23.59	23.79	23.99	
7 Annual		45,335	45,733	46,127	46,527	46,922	47,316	35 Medical Audit Clerk
	40	21.71	21.90	22.09	22.28	22.47	22.66	35 Medical Billing Clerk
	35	24.81	25.03	25.25	25.47	25.68	25.90	35 Medical Records Clerk
	37.5	23.16	23.36	23.56	23.77	23.97	24.17	40 Occupational Therapy Aide 40 Physical Therapy Aide 35 Receptionist 40 Rehabilitation Technician 35 Senior Clerk 35 Senior Typist 35 Stenographer
8 Annual		46,002	46,398	46,793	47,192	47,600	48,018	35 Assessment Records Clerk
	40	22.03	22.22	22.41	22.60	22.80	23.00	40 Building Maintenance Aide
	35	25.18	25.40	25.61	25.83	26.05	26.28	35 Motor Vehicle License Clerk
	37.5	23.50	23.70	23.90	24.11	24.32	24.53	35 Offset Printing Machine Operator 35 Patients Agent 35 Purchasing Clerk 35 Senior Account Clerk 35 Senior Account Clerk Typist 35 Senior Community Services Worker 35 Stock Clerk 35 Third Party Resource Clerk 40 Ward Clerk

2026

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
9 Annual		46,671	47,069	47,470	47,888	48,314	48,750		35 Aging Services Aide
	40	22.35	22.54	22.73	22.93	23.14	23.35		35 Assistant E&T Counselor/Coordinator
	35	25.55	25.76	25.98	26.21	26.44	26.68		40 Dispatcher Trainee
	37.5	23.84	24.05	24.25	24.46	24.68	24.90		35 Drafter
									40 Geriatric Care Technician
10 Annual		47,205	47,612	48,029	48,465	48,911	49,369		35 Heap Examiner
	40	22.61	22.80	23.00	23.21	23.42	23.64		35 New York Connects Specialist
	35	25.84	26.06	26.29	26.53	26.77	27.02		35 Office of Long Term Care Assistant
	37.5	24.11	24.32	24.54	24.76	24.99	25.22		40 Senior Nurses Aide
									35 Social Services Program Specialist Trainee
11 Annual		47,962	48,490	49,031	49,584	50,156	50,761		35 Social Services Security and Safety Aide
	40	22.97	23.22	23.48	23.75	24.02	24.31		35 Support Collector
	35	26.25	26.54	26.84	27.14	27.45	27.78		35 Administrative Aide
	37.5	24.50	24.77	25.05	25.33	25.62	25.93		35 Assistant Motor Vehicle Bureau Supervisor
									35 BICS Operator
12 Annual		48,792	49,342	49,904	50,500	51,097	51,714		35 Civil Clerk
	40	23.37	23.63	23.90	24.19	24.47	24.77		35 Computer Operator
	35	26.71	27.01	27.31	27.64	27.97	28.31		35 Early Intervention Program Specialist
	37.5	24.93	25.21	25.49	25.80	26.10	26.42		35 Long Term Care Program Specialist
									35 Records Management Specialist
13 Annual		49,717	50,300	50,902	51,509	52,134	52,761		35 Youth Program Specialist
	40	23.81	24.09	24.38	24.67	24.97	25.27		35 Administrative Assistant
	35	27.21	27.53	27.86	28.19	28.54	28.88		40 Assistant Housekeeper
	37.5	25.40	25.70	26.00	26.31	26.63	26.95		40 Head Cook
									35 Medical Records Technician
14 Annual		51,049	51,660	52,289	52,919	53,573	54,220		35 Mental Health Records Technician
	40	24.45	24.74	25.04	25.34	25.66	25.97		35 Payroll Clerk
	35	27.94	28.28	28.62	28.96	29.32	29.68		35 Personnel Clerk (Sheriff)
	37.5	26.08	26.39	26.71	27.03	27.37	27.70		35 Records Management Coordinator
									35 Senior Civil Clerk

2026

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title	
15 Annual		51,732	52,351	52,987	53,642	54,293	54,947		35 911 Coordinator 35 Grants Manager I 35 Leisure Time Activities Director 35 Paralegal Assistant	
	40	24.78	25.07	25.38	25.69	26.00	26.32		40 Senior Dispatcher	
	35	28.32	28.65	29.00	29.36	29.72	30.07		35 Social Services Investigator Trainee 35 Tax Map Technician	
	37.5	26.43	26.74	27.07	27.40	27.74	28.07			
16 Annual		53,198	53,845	54,496	55,148	55,824	56,506		35 Administrative Assistant II 40 Assistant Food Service Manager 35 Assistant Social Worker (CMH) 35 Asst to Director Veterans Services 35 Caseworker Trainee	
	40	25.48	25.79	26.10	26.41	26.74	27.06		35 Employment and Training Coordinator 35 Employment and Training Counselor	
	35	29.12	29.47	29.83	30.19	30.56	30.93		40 Engineering Records Clerk 35 Motor Vehicle Bureau Supervisor 35 Payroll Coordinator 35 Principal Account Clerk 35 Principal Account Clerk Typist 35 Probation Officer Trainee 35 Resource Consultant 35 Senior Assessment Records Clerk 40 Senior Bridge Painter 40 Senior Engineering Aide 35 Social Services Connections Coordinator 35 Youth Program Director	
	37.5	27.18	27.51	27.84	28.17	28.52	28.87			
	17 Annual		53,915	54,564	55,223	55,896	56,583	57,265		35 Addiction Counselor 35 Alcoholism Counselor 37.5 Real Property Tax GIS Technician
		40	25.82	26.13	26.45	26.77	27.10	27.43		35 Drug Abuse Counselor 35 Drug Abuse Educator 35 EMS/Emergency Management Coord 37.5 G.I.S. Technician
		35	29.51	29.87	30.23	30.59	30.97	31.34		35 Purchasing Agent 35 Senior Social Services Program Specialist 35 Senior Support Investigator
		37.5	27.54	27.87	28.21	28.55	28.91	29.25		
	17.1 Annual		54,616	55,266	55,943	56,625	57,310	58,001		
		40	26.16	26.47	26.79	27.12	27.45	27.78		
35		29.89	30.25	30.62	30.99	31.37	31.75			
37.5		27.90	28.23	28.58	28.93	29.28	29.63			
18 Annual		55,344	56,028	56,711	57,395	58,084	58,768		35 Assist. Director Real Property Tax Serv. I 35 Assist. To Director of EMS 35 Case Manager 35 Case Manager (Supportive Housing) 35 Computer Technician I 35 District Attorney Investigator 35 Junior Accountant 35 Legal Assistant 35 Mental Health Community Advocacy Worker 35 NY Connects Coordinator 35 Paralegal 35 Services Program Assistant 35 Social Services Computer Technician 35 Tax Collection Supervisor 35 Training and Educational Coordinator	
	40	26.51	26.83	27.16	27.49	27.82	28.15			
	35	30.29	30.67	31.04	31.41	31.79	32.17			
	37.5	28.27	28.62	28.97	29.32	29.67	30.02			
19 Annual		56,792	57,602	58,405	59,213	60,019	60,828		40 Building Maintenance Mechanic 35 Caseworker 35 Probation Officer 35 Tax Map Supervisor 40 Working Supervisor	
	40	27.20	27.59	27.97	28.36	28.74	29.13			
	35	31.08	31.53	31.97	32.41	32.85	33.29			
	37.5	29.01	29.43	29.84	30.25	30.66	31.07			

2026

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
20 Annual		58,131	58,988	59,844	60,701	61,559	62,419		35 Accounting Supervisor Grade B
	40	27.84	28.25	28.66	29.07	29.48	29.89		35 Asst to Director OFA
	35	31.82	32.29	32.76	33.22	33.69	34.16		35 Coordinator of Services for Aging
	37.5	29.70	30.13	30.57	31.01	31.45	31.89		40 Occupational Therapy Assistant
									40 Physical Therapy Assistant
21 Annual		58,778	59,699	60,617	61,540	62,460	63,384		37.5 Planner Trainee
	40	28.15	28.59	29.03	29.47	29.91	30.36		40 Pub Wks. Safety & Training Coordinator
	35	32.17	32.68	33.18	33.68	34.19	34.69		35 Senior Drug Abuse Counselor
	37.5	30.03	30.50	30.97	31.44	31.91	32.38		35 Senior Employment and Training Counselor
									35 Social Services Investigator
22 Annual		59,743	60,692	61,644	62,591	63,534	64,488		40 Bridge Crew Leader
	40	28.61	29.07	29.52	29.98	30.43	30.89		35 Child Support Coordinator
	35	32.70	33.22	33.74	34.26	34.78	35.30		37.5 Computer Programmer Trainee
	37.5	30.52	31.00	31.49	31.97	32.46	32.94		35 Computer Technician II
									35 Grants Manager II
23 Annual		61,028	62,068	63,108	64,149	65,188	66,231		40 Highway Crew Supervisor
	40	29.23	29.73	30.22	30.72	31.22	31.72		37.5 Jr Network Manager
	35	33.40	33.97	34.54	35.11	35.68	36.25		35 Principal Social Services Program Specialist
	37.5	31.18	31.71	32.24	32.77	33.30	33.83		40 Senior Automotive Mechanic II
									35 Sr SS Systems Coordinator
25 Annual		62,976	64,107	65,237	66,365	67,496	68,628		35 Addiction Counselor (CASAC)
	40	30.16	30.70	31.24	31.78	32.33	32.87		35 Alcoholism Counselor (CASAC)
	35	34.47	35.09	35.71	36.32	36.94	37.56		40 Assistant Civil Engineer
	37.5	32.17	32.75	33.33	33.90	34.48	35.06		35 Business Manager
									35 Drug Abuse Counselor (CASAC)
26 Annual		64,594	65,823	67,052	68,283	69,513	70,741		40 E911 Communications Supervisor
	40	30.94	31.52	32.11	32.70	33.29	33.88		35 Emp. & Trng. Program Supervisor
	35	35.36	36.03	36.70	37.37	38.05	38.72		40 Project Crew Supervisor
	37.5	33.00	33.63	34.25	34.88	35.51	36.14		35 Senior Caseworker I
									35 Senior Probation Officer

2026

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
27 Annual		66,209	67,545	68,881	70,220	71,556	72,948	35 Case Supervisor Grade B
	40	31.71	32.35	32.99	33.63	34.27	34.94	35 E & T Fiscal/Officer manager
	35	36.24	36.97	37.70	38.43	39.17	39.93	35 Special Education Coordinator
	37.5	33.82	34.51	35.19	35.87	36.55	37.27	35 Senior Program Coordinator
28 Annual		67,830	69,228	70,625	72,029	73,520	75,021	35 Accounting Supervisor Grade A
	40	32.49	33.16	33.82	34.50	35.21	35.93	40 Civil Engineer
	35	37.13	37.89	38.66	39.42	40.24	41.06	40 Director of Environmental Services
	37.5	34.65	35.37	36.08	36.80	37.56	38.32	35 Fiscal and Information Manager 37.5 Network Specialist 35 Social Services Computer Operations Coordinator 35 Supervising Probation Officer
29 Annual		69,438	70,869	72,319	73,850	75,383	76,916	37.5 Environmental Planner
	40	33.26	33.94	34.64	35.37	36.10	36.84	37.5 GIS Coordinator
	35	38.01	38.79	39.58	40.42	41.26	42.10	37.5 Senior Planner
	37.5	35.47	36.20	36.94	37.73	38.51	39.29	35 Staff Development Coordinator
30 Annual		71,064	72,584	74,170	75,754	77,344	78,927	40 Asst Employment & Training Director II
	40	34.03	34.76	35.52	36.28	37.04	37.80	35 Case Supervisor Grade A
	35	38.90	39.73	40.60	41.46	42.33	43.20	35 Managed Care Program Coordinator
	37.5	36.30	37.08	37.89	38.70	39.51	40.32	35 Mental Health Clinician 35 Mental Health Program Coordinator 35 Occupational Therapist 35 Speech Pathologist 35 Staff Social Worker
31 Annual		72,730	74,318	75,908	77,490	79,082	80,668	35 Accountant
	40	34.83	35.59	36.35	37.11	37.87	38.63	37.5 Computer Programmer II
	35	39.81	40.68	41.55	42.41	43.29	44.15	37.5 Landscape Architect
	37.5	37.15	37.97	38.78	39.59	40.40	41.21	37.5 Public Health Programs Manager 40 Reimbursement Specialist
32 Annual		75,204	76,793	78,376	79,962	81,544	83,136	37.5 Chief Planner
	40	36.02	36.78	37.54	38.30	39.05	39.82	40 Health Care Facility Comptroller
	35	41.16	42.03	42.90	43.77	44.63	45.50	37.5 Network Manager
	37.5	38.42	39.23	40.04	40.85	41.66	42.47	40 Plant Manager 35 Service Coordinator 37.5 Watershed Affairs Coordinator

2026

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
33 Annual		76,194	77,783	79,371	80,892	82,546	84,134	37.5 Senior Computer Programmer 35 Senior Staff Social Worker
	40	36.49	37.25	38.01	38.74	39.53	40.29	
	35	41.70	42.57	43.44	44.28	45.18	46.05	
	37.5	38.92	39.74	40.55	41.32	42.17	42.98	
34 Annual		77,601	79,184	80,777	82,295	83,949	85,538	37.5 Public Health Epidemiologist
	40	37.17	37.92	38.69	39.41	40.21	40.97	
	35	42.47	43.34	44.21	45.04	45.95	46.82	
	37.5	39.64	40.45	41.27	42.04	42.89	43.70	
35 Annual		79,004	80,592	82,179	83,699	85,354	86,941	37.5 Director of Rehabilitation Serv
	40	37.84	38.60	39.36	40.09	40.88	41.64	
	35	43.24	44.11	44.98	45.81	46.72	47.59	
	37.5	40.36	41.17	41.98	42.76	43.60	44.41	
35.1 Annual		79,926	81,507	83,099	84,691	86,275	87,863	37.5 Computer Programmer/Analyst 35 Service Care Coordinator
	40	38.28	39.04	39.80	40.56	41.32	42.08	
	35	43.75	44.61	45.48	46.36	47.22	48.09	
	37.5	40.83	41.64	42.45	43.26	44.07	44.89	
36 Annual		81,503	83,089	84,677	86,272	87,849	89,440	37.5 Physical Therapist
	40	39.03	39.79	40.55	41.32	42.07	42.84	
	35	44.61	45.48	46.35	47.22	48.08	48.95	
	37.5	41.64	42.45	43.26	44.07	44.88	45.69	
37 Annual		83,083	84,668	86,257	87,843	89,429	91,020	
	40	39.79	40.55	41.31	42.07	42.83	43.59	
	35	45.48	46.34	47.21	48.08	48.95	49.82	
	37.5	42.44	43.25	44.06	44.88	45.69	46.50	
38 Annual		84,853	86,438	88,027	89,610	91,198	92,790	40 Registered Physician's Assistant 37.5 Supervising Computer Programmer/Analyst 35 Supervising Social Worker
	40	40.64	41.40	42.16	42.92	43.68	44.44	
	35	46.44	47.31	48.18	49.05	49.92	50.79	
	37.5	43.35	44.16	44.97	45.78	46.59	47.40	

2026

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
39 Annual		86,608	88,192	89,782	91,366	92,955	94,541	
	40	41.48	42.24	43.00	43.76	44.52	45.28	
	35	47.40	48.27	49.14	50.01	50.88	51.75	
	37.5	44.24	45.05	45.87	46.67	47.49	48.30	
40 Annual		88,358	89,950	91,534	93,123	94,711	96,296	40 Senior Civil Engineer
	40	42.32	43.08	43.84	44.60	45.36	46.12	
	35	48.36	49.23	50.10	50.97	51.84	52.71	
	37.5	45.14	45.95	46.76	47.57	48.38	49.19	
41 Annual		90,112	91,700	93,288	94,874	96,466	98,052	
	40	43.16	43.92	44.68	45.44	46.20	46.96	
	35	49.32	50.19	51.06	51.93	52.80	53.67	
	37.5	46.03	46.85	47.66	48.47	49.28	50.09	
42 Annual		91,870	93,456	95,045	96,626	98,218	99,806	
	40	44.00	44.76	45.52	46.28	47.04	47.80	
	35	50.28	51.15	52.02	52.89	53.76	54.63	
	37.5	46.93	47.74	48.55	49.36	50.18	50.99	
43 Annual		93,623	95,213	96,798	98,385	99,975	101,558	
	40	44.84	45.60	46.36	47.12	47.88	48.64	
	35	51.24	52.11	52.98	53.85	54.72	55.59	
	37.5	47.83	48.64	49.45	50.26	51.07	51.88	
44 Annual		95,378	96,967	98,550	100,138	101,729	103,318	
	40	45.68	46.44	47.20	47.96	48.72	49.48	
	35	52.20	53.07	53.94	54.81	55.68	56.55	
	37.5	48.72	49.54	50.34	51.16	51.97	52.78	
45 Annual		97,133	98,716	100,307	101,892	103,480	105,071	
	40	46.52	47.28	48.04	48.80	49.56	50.32	
	35	53.17	54.03	54.90	55.77	56.64	57.51	
	37.5	49.62	50.43	51.24	52.05	52.86	53.68	

2026

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
46 Annual		98,706	100,294	101,885	103,467	105,056	106,641	35 Supervising Psychologist
	40	47.27	48.03	48.80	49.55	50.31	51.07	
	35	54.03	54.90	55.77	56.63	57.50	58.37	
	37.5	50.42	51.24	52.05	52.86	53.67	54.48	
47 Annual		100,461	102,048	103,639	105,222	106,809	108,397	
	40	48.11	48.87	49.64	50.39	51.15	51.91	
	35	54.99	55.86	56.73	57.59	58.46	59.33	
	37.5	51.32	52.13	52.94	53.75	54.56	55.38	
48 Annual		102,214	103,801	105,390	106,976	108,567	110,154	
	40	48.95	49.71	50.47	51.23	52.00	52.76	
	35	55.95	56.81	57.68	58.55	59.42	60.29	
	37.5	52.22	53.03	53.84	54.65	55.46	56.27	
49 Annual		103,971	105,553	107,146	108,731	110,318	111,907	
	40	49.79	50.55	51.32	52.07	52.83	53.60	
	35	56.91	57.77	58.65	59.51	60.38	61.25	
	37.5	53.11	53.92	54.74	55.55	56.36	57.17	
50 Annual		105,721	107,310	108,902	110,488	112,075	113,658	40 Senior Civil Engineer II
	40	50.63	51.39	52.16	52.92	53.68	54.43	
	35	57.87	58.74	59.61	60.48	61.34	62.21	
	37.5	54.01	54.82	55.63	56.44	57.25	58.06	
51 Annual		107,478	109,066	110,655	112,243	113,828	115,414	
	40	51.47	52.23	53.00	53.76	54.52	55.27	
	35	58.83	59.70	60.57	61.44	62.30	63.17	
	37.5	54.91	55.72	56.53	57.34	58.15	58.96	
52 Annual		109,232	110,820	112,412	113,992	115,583	117,170	
	40	52.31	53.07	53.84	54.59	55.36	56.12	
	35	59.79	60.66	61.53	62.39	63.26	64.13	
	37.5	55.80	56.61	57.43	58.23	59.05	59.86	

2026

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
53 Annual		110,997	112,574	114,164	115,747	117,338	118,925	
	40	53.16	53.91	54.68	55.43	56.20	56.96	
	35	60.75	61.62	62.49	63.35	64.22	65.09	
	37.5	56.70	57.51	58.32	59.13	59.94	60.75	
54 Annual		112,740	114,329	115,918	117,503	119,094	120,680	
	40	53.99	54.76	55.52	56.28	57.04	57.80	
	35	61.71	62.58	63.45	64.31	65.19	66.05	
	37.5	57.59	58.41	59.22	60.03	60.84	61.65	
55 Annual		114,496	116,082	117,671	119,259	120,849	122,433	
	40	54.84	55.59	56.36	57.12	57.88	58.64	
	35	62.67	63.54	64.41	65.28	66.15	67.01	
	37.5	58.49	59.30	60.11	60.92	61.74	62.55	
56 Annual		116,249	117,838	119,427	121,011	122,598	124,184	
	40	55.67	56.44	57.20	57.96	58.72	59.48	
	35	63.63	64.50	65.37	66.23	67.10	67.97	
	37.5	59.39	60.20	61.01	61.82	62.63	63.44	
57 Annual		117,992	119,606	121,218	122,826	124,437	126,047	
	40	56.51	57.28	58.05	58.82	59.60	60.37	
	35	64.58	65.47	66.35	67.23	68.11	68.99	
	37.5	60.28	61.10	61.92	62.75	63.57	64.39	
58 Annual		119,760	121,400	123,035	124,670	126,304	127,937	
	40	57.36	58.14	58.92	59.71	60.49	61.27	
	35	65.55	66.45	67.34	68.24	69.13	70.03	
	37.5	61.18	62.02	62.85	63.69	64.52	65.36	
59 Annual		121,559	123,221	124,881	126,541	128,198	129,856	
	40	58.22	59.01	59.81	60.60	61.40	62.19	
	35	66.53	67.44	68.35	69.26	70.17	71.08	
	37.5	62.10	62.95	63.80	64.64	65.49	66.34	

2026

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
65 Annual		55,076	55,704	56,358	57,028	57,712	58,391	40
	40	26.38	26.68	26.99	27.31	27.64	27.97	
65.5 Annual		58,912	59,602	60,318	61,048	61,799	62,547	40 Licensed Practical Nurse 37.5 Licensed Practical Nurse (Public Health)
	40	28.21	28.55	28.89	29.24	29.60	29.96	
	37.5	30.10	30.45	30.81	31.19	31.57	31.95	
66 Annual		62,616	63,683	65,142	65,819	66,880	67,950	40
	40	29.99	30.50	31.20	31.52	32.03	32.54	
66.5 Annual		66,448	67,602	68,755	69,909	71,056	72,222	40 Registered Professional Nurse
	40	31.82	32.38	32.93	33.48	34.03	34.59	
67 Annual		67,427	68,620	69,819	71,019	72,220	73,514	40 Head Nurse Trainee
	40	32.29	32.86	33.44	34.01	34.59	35.21	
67.5 Annual		71,331	72,652	74,032	75,408	76,785	78,165	40 Head Nurse
	40	34.16	34.80	35.46	36.11	36.77	37.44	
69 Annual		71,961	73,241	74,519	75,804	77,088	78,370	40
	40	34.46	35.08	35.69	36.30	36.92	37.53	
69.5 Annual		76,094	77,466	78,832	80,197	81,572	82,939	40 Nurse Practitioner 40 Supervising Nurse
	40	36.44	37.10	37.75	38.41	39.07	39.72	
70 Annual		78,179	79,810	81,438	83,061	84,692	86,316	37.5 Community Mental Health Nurse
	37.5	39.94	40.77	41.60	42.43	43.27	44.10	

2026

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
82	Hourly 40	22.48	22.59	22.71	22.84	22.98	23.11	40 Laborer
83	Hourly 40	22.75	22.86	22.97	23.08	23.22	23.36	40 Bus Driver (OFA) 40 Motor Equipment Operator
84	Hourly 40	23.17	23.29	23.41	23.52	23.68	23.81	40 Automotive Mechanic Helper 40 Bridge Painter
85	Hourly 40	23.76	23.88	24.02	24.14	24.30	24.47	40 Automotive Parts Clerk
86	Hourly 40	24.51	24.67	24.83	25.00	25.16	25.32	
87	Hourly 40 Training Rate HEO 24.92	25.22	25.35	25.50	25.64	25.81	25.97	40 Bridge Welder 40 Compost Equipment Operator 40 Heavy Equipment Operator 40 Senior Automotive Parts Clerk 40 Welder
88	Hourly 40	26.51	26.66	26.81	26.95	27.14	27.31	40 Automotive Body Repairer 40 Automotive Mechanic 40 Compost Equipment Operator II 40 Heavy Equipment Operator II 40 Sign Shop Worker 40 Senior Automotive Parts Clerk II
89	Hourly 40	27.36	27.51	27.67	27.81	27.97	28.14	40 Automotive Mechanic II 40 Bridge Construction Mechanic
90	Hourly 40	28.69	28.85	29.01	29.17	29.35	29.50	40 CDL Motor Equipment Trainer 40 Crane Operator

Salaried 2027

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
3 Annual		45,399	45,815	46,228	46,637	47,052	47,464	40	Cleaner
	40	21.74	21.94	22.14	22.34	22.53	22.73	40	Custodial Worker
	35	24.85	25.08	25.30	25.53	25.75	25.98	40	Food Service Helper
	37.5	23.19	23.40	23.62	23.82	24.04	24.25	40	Laborer (infirmary)
4 Annual		45,627	46,038	46,450	46,865	47,281	47,692	35	Laundry Worker
	40	21.85	22.05	22.25	22.44	22.64	22.84	35	Seamstress
	35	24.97	25.20	25.42	25.65	25.88	26.10	35	Assessment Records Clerk Trainee
	37.5	23.31	23.52	23.73	23.94	24.15	24.36	35	Chauffeur
5 Annual		46,326	46,739	47,155	47,568	47,980	48,393	35	Clerk
	40	22.19	22.38	22.58	22.78	22.98	23.18	35	Telephone Switchboard Operator
	35	25.36	25.58	25.81	26.04	26.26	26.49	35	Typist
	37.5	23.67	23.88	24.09	24.30	24.51	24.72	35	Leisure Time Activities Aide
6 Annual		46,795	47,208	47,622	48,033	48,448	48,864	40	Nurses Aide
	40	22.41	22.61	22.81	23.00	23.20	23.40	35	Offset Printing Machine Operator Trainee
	35	25.61	25.84	26.07	26.29	26.52	26.75	35	Account Clerk
	37.5	23.91	24.12	24.33	24.54	24.75	24.96	35	Account Clerk Typist
6.1 Annual		46,894	47,307	47,717	48,133	48,547	48,962	35	Community Services Worker
	40	22.46	22.66	22.85	23.05	23.25	23.45	35	Data Base Clerk
	35	25.67	25.89	26.12	26.35	26.57	26.80	35	Tax and Title Searcher
	37.5	23.96	24.17	24.38	24.59	24.80	25.01	35	Youth Counselor
7 Annual		47,262	47,677	48,087	48,504	48,916	49,327	37.5	Home Health Aide
	40	22.64	22.83	23.03	23.23	23.43	23.62	35	Medical Audit Clerk
	35	25.87	26.10	26.32	26.55	26.77	27.00	35	Medical Billing Clerk
	37.5	24.14	24.36	24.57	24.78	24.99	25.20	35	Medical Records Clerk
8 Annual		47,957	48,370	48,782	49,198	49,623	50,059	40	Occupational Therapy Aide
	40	22.97	23.17	23.36	23.56	23.77	23.97	40	Physical Therapy Aide
	35	26.25	26.48	26.70	26.93	27.16	27.40	35	Receptionist
	37.5	24.50	24.71	24.92	25.13	25.35	25.57	40	Rehabilitation Technician
								35	Senior Clerk
								35	Senior Typist
								35	Stenographer
								35	Assessment Records Clerk
								40	Building Maintenance Aide
								35	Motor Vehicle License Clerk
								35	Offset Printing Machine Operator
								35	Patients Agent
								35	Purchasing Clerk
								35	Senior Account Clerk
								35	Senior Account Clerk Typist
								35	Senior Community Services Worker
								35	Stock Clerk
								35	Third Party Resource Clerk
								40	Ward Clerk

2027

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
9 Annual		48,655	49,069	49,487	49,923	50,367	50,822		35 Aging Services Aide
	40	23.30	23.50	23.70	23.91	24.12	24.34		35 Assistant E&T Counselor/Coordinator
	35	26.63	26.86	27.09	27.33	27.57	27.82		40 Dispatcher Trainee
	37.5	24.86	25.07	25.28	25.50	25.73	25.96		35 Drafter
									40 Geriatric Care Technician
									35 Heap Examiner
									35 New York Connects Specialist
									35 Office of Long Term Care Assistant
									40 Senior Nurses Aide
									35 Social Services Program Specialist Trainee
									35 Social Services Security and Safety Aide
									35 Support Collector
10 Annual		49,211	49,636	50,070	50,525	50,990	51,467		35 Administrative Aide
	40	23.57	23.77	23.98	24.20	24.42	24.65		35 Assistant Motor Vehicle Bureau Supervisor
	35	26.94	27.17	27.41	27.65	27.91	28.17		35 BICS Operator
	37.5	25.14	25.36	25.58	25.81	26.05	26.29		35 Civil Clerk
									35 Computer Operator
									35 Early Intervention Program Specialist
									35 Long Term Care Program Specialist
									35 Records Management Specialist
									35 Youth Program Specialist
11 Annual		50,000	50,551	51,115	51,691	52,288	52,918		40 Cook
	40	23.95	24.21	24.48	24.76	25.04	25.34		40 Dispatcher
	35	27.37	27.67	27.98	28.29	28.62	28.96		40 Engineering Aide
	37.5	25.54	25.82	26.11	26.41	26.71	27.03		40 Bus Driver
12 Annual		50,866	51,439	52,025	52,646	53,269	53,912		35 Administrative Assistant
	40	24.36	24.64	24.92	25.21	25.51	25.82		40 Assistant Housekeeper
	35	27.84	28.15	28.48	28.82	29.16	29.51		40 Head Cook
	37.5	25.99	26.28	26.58	26.89	27.21	27.54		35 Medical Records Technician
									35 Mental Health Records Technician
									35 Payroll Clerk
									35 Personnel Clerk (Sheriff)
									35 Records Management Coordinator
									35 Senior Civil Clerk
									35 Support Collection Unit Supervisor
									35 Tax Coordinator
									35 Tax Map Technician Trainee
13 Annual		51,830	52,438	53,065	53,698	54,350	55,003		35 Aging Services Representative
	40	24.82	25.11	25.41	25.72	26.03	26.34		35 Assistant Social Services Computer Operations Coordinator
	35	28.37	28.70	29.04	29.39	29.75	30.11		35 Computer Help Desk/Trainer
	37.5	26.48	26.79	27.11	27.43	27.77	28.10		35 Probation Assistant
									35 Social Services Program Specialist
									35 Support investigator
14 Annual		53,219	53,856	54,511	55,168	55,850	56,524		35 Assessment Records Supervisor
	40	25.49	25.79	26.11	26.42	26.75	27.07		40 Assistant Building Maintenance Mechanic
	35	29.13	29.48	29.84	30.20	30.57	30.94		35 Children's Program Specialist
	37.5	27.19	27.51	27.85	28.18	28.53	28.88		40 Custodian
									40 Dietetic Technician
									35 Legal Secretary
									35 Managed care Specialist
									35 Medical Auditor
									35 Senior HEAP Examiner
									35 Third Party Resource Specialist

2027

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
15 Annual		53,931	54,576	55,239	55,922	56,600	57,282		35 911 Coordinator 35 Grants Manager I 35 Leisure Time Activities Director 35 Paralegal Assistant 40 Senior Dispatcher 35 Social Services Investigator Trainee 35 Tax Map Technician
	40	25.83	26.14	26.46	26.78	27.11	27.43		
	35	29.52	29.87	30.23	30.61	30.98	31.35		
	37.5	27.55	27.88	28.22	28.57	28.91	29.26		
16 Annual		55,459	56,133	56,812	57,492	58,197	58,908		35 Administrative Assistant II 40 Assistant Food Service Manager 35 Assistant Social Worker (CMH) 35 Asst to Director Veterans Services 35 Caseworker Trainee 35 Employment and Training Coordinator 35 Employment and Training Counselor 40 Engineering Records Clerk 35 Motor Vehicle Bureau Supervisor 35 Payroll Coordinator 35 Principal Account Clerk 35 Principal Account Clerk Typist 35 Probation Officer Trainee 35 Resource Consultant 35 Senior Assessment Records Clerk 40 Senior Bridge Painter 40 Senior Engineering Aide 35 Social Services Connections Coordinator 35 Youth Program Director
	40	26.56	26.88	27.21	27.53	27.87	28.21		
	35	30.36	30.72	31.10	31.47	31.85	32.24		
	37.5	28.33	28.68	29.02	29.37	29.73	30.09		
17 Annual		56,206	56,883	57,570	58,272	58,988	59,699		35 Addiction Counselor 35 Alcoholism Counselor 37.5 Real Property Tax GIS Technician 35 Drug Abuse Counselor 35 Drug Abuse Educator 35 EMS/Emergency Management Coord 37.5 G.I.S. Technician 35 Purchasing Agent 35 Senior Social Services Program Specialist 35 Senior Support Investigator
	40	26.92	27.24	27.57	27.91	28.25	28.59		
	35	30.76	31.13	31.51	31.89	32.29	32.68		
	37.5	28.71	29.06	29.41	29.77	30.13	30.50		
17.1 Annual		56,937	57,615	58,321	59,032	59,746	60,466		
	40	27.27	27.59	27.93	28.27	28.61	28.96		
	35	31.16	31.54	31.92	32.31	32.70	33.10		
	37.5	29.09	29.43	29.79	30.16	30.52	30.89		
18 Annual		57,696	58,409	59,121	59,834	60,553	61,266		35 Assist. Director Real Property Tax Serv. I 35 Assist. To Director of EMS 35 Case Manager 35 Case Manager (Supportive Housing) 35 Computer Technician I 35 District Attorney Investigator 35 Junior Accountant 35 Legal Assistant 35 Mental Health Community Advocacy Worker 35 NY Connects Coordinator 35 Paralegal 35 Services Program Assistant 35 Social Services Computer Technician 35 Tax Collection Supervisor 35 Training and Educational Coordinator
	40	27.63	27.97	28.31	28.66	29.00	29.34		
	35	31.58	31.97	32.36	32.75	33.14	33.53		
	37.5	29.47	29.84	30.20	30.57	30.93	31.30		
19 Annual		59,206	60,050	60,887	61,730	62,570	63,413		40 Building Maintenance Mechanic 35 Caseworker 35 Probation Officer 35 Tax Map Supervisor 40 Working Supervisor
	40	28.36	28.76	29.16	29.56	29.97	30.37		
	35	32.41	32.87	33.33	33.79	34.25	34.71		
	37.5	30.25	30.68	31.10	31.54	31.96	32.39		

2027

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
20 Annual		60,602	61,495	62,387	63,281	64,175	65,072		35 Accounting Supervisor Grade B
	40	29.02	29.45	29.88	30.31	30.74	31.16		35 Asst to Director OFA
	35	33.17	33.66	34.15	34.64	35.13	35.62		35 Coordinator of Services for Aging
	37.5	30.96	31.42	31.87	32.33	32.78	33.24		40 Occupational Therapy Assistant
									40 Physical Therapy Assistant
21 Annual		61,276	62,236	63,193	64,155	65,115	66,078		37.5 Planner Trainee
	40	29.35	29.81	30.26	30.73	31.19	31.65		40 Pub Wks. Safety & Training Coordinator
	35	33.54	34.06	34.59	35.11	35.64	36.17		35 Senior Drug Abuse Counselor
	37.5	31.30	31.79	32.28	32.77	33.26	33.76		35 Senior Employment and Training Counselor
									35 Social Services Investigator
22 Annual		62,282	63,271	64,264	65,251	66,234	67,229		40 Bridge Crew Leader
	40	29.83	30.30	30.78	31.25	31.72	32.20		35 Child Support Coordinator
	35	34.09	34.63	35.17	35.71	36.25	36.80		37.5 Computer Programmer Trainee
	37.5	31.82	32.32	32.83	33.33	33.84	34.34		35 Computer Technician II
									35 Grants Manager II
23 Annual		63,622	64,706	65,790	66,875	67,958	69,046		40 Highway Crew Supervisor
	40	30.47	30.99	31.51	32.03	32.55	33.07		37.5 Jr Network Manager
	35	34.82	35.42	36.01	36.60	37.20	37.79		35 Principal Social Services Program Specialist
	37.5	32.50	33.06	33.61	34.16	34.72	35.27		40 Senior Automotive Mechanic II
									35 Sr SS Systems Coordinator
25 Annual		65,652	66,832	68,010	69,186	70,365	71,545		35 Addiction Counselor (CASAC)
	40	31.44	32.01	32.57	33.14	33.70	34.26		35 Alcoholism Counselor (CASAC)
	35	35.93	36.58	37.22	37.87	38.51	39.16		40 Assistant Civil Engineer
	37.5	33.54	34.14	34.74	35.34	35.95	36.55		35 Business Manager
									35 Drug Abuse Counselor (CASAC)
26 Annual		67,339	68,620	69,902	71,185	72,467	73,747		40 E911 Communications Supervisor
	40	32.25	32.86	33.48	34.09	34.71	35.32		35 Emp. & Trng. Program Supervisor
	35	36.86	37.56	38.26	38.96	39.66	40.37		40 Project Crew Supervisor
	37.5	34.40	35.05	35.71	36.37	37.02	37.67		35 Senior Caseworker I
									35 Senior Probation Officer

2027

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
27 Annual		69,023	70,416	71,808	73,204	74,597	76,048	35 Case Supervisor Grade B
	40	33.06	33.72	34.39	35.06	35.73	36.42	35 E & T Fiscal/Officer manager
	35	37.78	38.54	39.30	40.07	40.83	41.62	35 Special Education Coordinator
	37.5	35.26	35.97	36.68	37.40	38.11	38.85	35 Senior Program Coordinator
28 Annual		70,713	72,170	73,627	75,090	76,645	78,209	35 Accounting Supervisor Grade A
	40	33.87	34.56	35.26	35.96	36.71	37.46	40 Civil Engineer
	35	38.70	39.50	40.30	41.10	41.95	42.81	40 Director of Environmental Services
	37.5	36.12	36.87	37.61	38.36	39.15	39.95	35 Fiscal and Information Manager
								37.5 Network Specialist
								35 Social Services Computer Operations Coordinator
								35 Supervising Probation Officer
29 Annual		72,389	73,881	75,393	76,989	78,587	80,185	37.5 Environmental Planner
	40	34.67	35.38	36.11	36.87	37.64	38.40	37.5 GIS Coordinator
	35	39.62	40.44	41.27	42.14	43.01	43.89	37.5 Senior Planner
	37.5	36.98	37.74	38.51	39.33	40.15	40.96	35 Staff Development Coordinator
30 Annual		74,084	75,669	77,322	78,974	80,631	82,281	40 Asst Employment & Training Director II
	40	35.48	36.24	37.03	37.82	38.62	39.41	35 Case Supervisor Grade A
	35	40.55	41.42	42.32	43.23	44.13	45.04	35 Managed Care Program Coordinator
	37.5	37.85	38.66	39.50	40.34	41.19	42.03	35 Mental Health Clinician
								35 Mental Health Program Coordinator
								35 Occupational Therapist
								35 Speech Pathologist
								35 Staff Social Worker
31 Annual		75,821	77,477	79,134	80,783	82,443	84,096	35 Accountant
	40	36.31	37.11	37.90	38.69	39.48	40.28	37.5 Computer Programmer II
	35	41.50	42.41	43.31	44.22	45.12	46.03	37.5 Landscape Architect
	37.5	38.73	39.58	40.43	41.27	42.12	42.96	37.5 Public Health Programs Manager
								40 Reimbursement Specialist
32 Annual		78,400	80,057	81,707	83,360	85,010	86,669	37.5 Chief Planner
	40	37.55	38.34	39.13	39.92	40.71	41.51	40 Health Care Facility Comptroller
	35	42.91	43.82	44.72	45.63	46.53	47.44	37.5 Network Manager
	37.5	40.05	40.90	41.74	42.58	43.43	44.28	40 Plant Manager
								35 Service Coordinator
								37.5 Watershed Affairs Coordinator

2027

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
33 Annual		79,432	81,089	82,744	84,330	86,054	87,710	37.5 Senior Computer Programmer 35 Senior Staff Social Worker
	40	38.04	38.84	39.63	40.39	41.21	42.01	
	35	43.48	44.38	45.29	46.16	47.10	48.01	
	37.5	40.58	41.42	42.27	43.08	43.96	44.81	
34 Annual		80,899	82,549	84,210	85,793	87,517	89,173	37.5 Public Health Epidemiologist
	40	38.74	39.53	40.33	41.09	41.91	42.71	
	35	44.28	45.18	46.09	46.96	47.90	48.81	
	37.5	41.33	42.17	43.02	43.83	44.71	45.55	
35 Annual		82,362	84,017	85,672	87,256	88,982	90,636	37.5 Director of Rehabilitation Serv
	40	39.45	40.24	41.03	41.79	42.62	43.41	
	35	45.08	45.99	46.89	47.76	48.70	49.61	
	37.5	42.08	42.92	43.77	44.58	45.46	46.30	
35.1 Annual		83,323	84,971	86,631	88,290	89,942	91,597	37.5 Computer Programmer/Analyst 35 Service Care Coordinator
	40	39.91	40.69	41.49	42.28	43.08	43.87	
	35	45.61	46.51	47.42	48.33	49.23	50.14	
	37.5	42.57	43.41	44.26	45.10	45.95	46.79	
36 Annual		84,967	86,620	88,276	89,939	91,583	93,241	37.5 Physical Therapist
	40	40.69	41.48	42.28	43.07	43.86	44.66	
	35	46.51	47.41	48.32	49.23	50.13	51.04	
	37.5	43.41	44.25	45.10	45.95	46.79	47.63	
37 Annual		86,614	88,266	89,923	91,576	93,230	94,888	
	40	41.48	42.27	43.07	43.86	44.65	45.44	
	35	47.41	48.31	49.22	50.12	51.03	51.94	
	37.5	44.25	45.09	45.94	46.78	47.63	48.47	
38 Annual		88,459	90,112	91,768	93,418	95,074	96,734	40 Registered Physician's Assistant 37.5 Supervising Computer Programmer/Analyst 35 Supervising Social Worker
	40	42.37	43.16	43.95	44.74	45.53	46.33	
	35	48.42	49.32	50.23	51.13	52.04	52.95	
	37.5	45.19	46.03	46.88	47.72	48.57	49.42	

2027

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
39 Annual		90,289	91,940	93,598	95,249	96,906	98,559	
	40	43.24	44.03	44.83	45.62	46.41	47.20	
	35	49.42	50.32	51.23	52.13	53.04	53.95	
	37.5	46.12	46.97	47.82	48.66	49.50	50.35	
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40 Annual		92,113	93,773	95,424	97,081	98,736	100,389	40 Senior Civil Engineer
	40	44.12	44.91	45.70	46.49	47.29	48.08	
	35	50.42	51.33	52.23	53.14	54.04	54.95	
	37.5	47.06	47.90	48.75	49.59	50.44	51.28	
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41 Annual		93,942	95,597	97,253	98,906	100,566	102,219	
	40	44.99	45.78	46.58	47.37	48.16	48.96	
	35	51.42	52.32	53.23	54.14	55.04	55.95	
	37.5	47.99	48.84	49.68	50.53	51.37	52.22	
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42 Annual		95,774	97,428	99,084	100,733	102,392	104,048	
	40	45.87	46.66	47.45	48.24	49.04	49.83	
	35	52.42	53.33	54.23	55.14	56.04	56.95	
	37.5	48.93	49.77	50.62	51.46	52.31	53.15	
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43 Annual		97,602	99,260	100,912	102,566	104,224	105,874	
	40	46.74	47.54	48.33	49.12	49.92	50.71	
	35	53.42	54.33	55.23	56.14	57.05	57.95	
	37.5	49.86	50.71	51.55	52.40	53.24	54.09	
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44 Annual		99,432	101,088	102,738	104,394	106,052	107,709	
	40	47.62	48.41	49.20	50.00	50.79	51.58	
	35	54.42	55.33	56.23	57.14	58.05	58.95	
	37.5	50.80	51.64	52.48	53.33	54.18	55.02	
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45 Annual		101,261	102,911	104,570	106,222	107,878	109,537	
	40	48.50	49.29	50.08	50.87	51.67	52.46	
	35	55.42	56.33	57.24	58.14	59.05	59.95	
	37.5	51.73	52.57	53.42	54.26	55.11	55.96	

2027

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
46 Annual		102,901	104,556	106,215	107,864	109,521	111,173	35 Supervising Psychologist
	40	49.28	50.07	50.87	51.66	52.45	53.24	
	35	56.32	57.23	58.14	59.04	59.95	60.85	
	37.5	52.57	53.41	54.26	55.10	55.95	56.79	
47 Annual		104,731	106,385	108,044	109,694	111,348	113,004	
	40	50.16	50.95	51.75	52.54	53.33	54.12	
	35	57.32	58.23	59.14	60.04	60.95	61.85	
	37.5	53.50	54.35	55.19	56.04	56.88	57.73	
48 Annual		106,558	108,213	109,869	111,522	113,181	114,836	
	40	51.03	51.83	52.62	53.41	54.21	55.00	
	35	58.32	59.23	60.14	61.04	61.95	62.85	
	37.5	54.44	55.28	56.13	56.97	57.82	58.66	
49 Annual		108,390	110,039	111,700	113,352	115,007	116,663	
	40	51.91	52.70	53.50	54.29	55.08	55.87	
	35	59.33	60.23	61.14	62.04	62.95	63.85	
	37.5	55.37	56.21	57.06	57.91	58.75	59.60	
50 Annual		110,214	111,871	113,530	115,184	116,838	118,488	40 Senior Civil Engineer II
	40	52.78	53.58	54.37	55.16	55.96	56.75	
	35	60.33	61.23	62.14	63.05	63.95	64.85	
	37.5	56.30	57.15	58.00	58.84	59.69	60.53	
51 Annual		112,046	113,701	115,358	117,013	118,666	120,319	
	40	53.66	54.45	55.25	56.04	56.83	57.62	
	35	61.33	62.23	63.14	64.05	64.95	65.86	
	37.5	57.24	58.08	58.93	59.78	60.62	61.47	
52 Annual		113,874	115,530	117,190	118,837	120,495	122,150	
	40	54.54	55.33	56.13	56.91	57.71	58.50	
	35	62.33	63.23	64.14	65.04	65.95	66.86	
	37.5	58.17	59.02	59.87	60.71	61.56	62.40	

2027

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
53 Annual		115,714	117,358	119,016	120,666	122,325	123,979	
	40	55.42	56.21	57.00	57.79	58.58	59.38	
	35	63.34	64.24	65.14	66.05	66.95	67.86	
	37.5	59.11	59.95	60.80	61.64	62.49	63.34	
54 Annual		117,531	119,188	120,845	122,497	124,155	125,809	
	40	56.29	57.08	57.88	58.67	59.46	60.25	
	35	64.33	65.24	66.14	67.05	67.96	68.86	
	37.5	60.04	60.89	61.73	62.58	63.43	64.27	
55 Annual		119,362	121,015	122,672	124,328	125,985	127,636	
	40	57.17	57.96	58.75	59.54	60.34	61.13	
	35	65.33	66.24	67.14	68.05	68.96	69.86	
	37.5	60.98	61.82	62.67	63.51	64.36	65.20	
56 Annual		121,190	122,846	124,503	126,154	127,808	129,462	
	40	58.04	58.83	59.63	60.42	61.21	62.00	
	35	66.33	67.24	68.15	69.05	69.96	70.86	
	37.5	61.91	62.76	63.60	64.45	65.29	66.14	
57 Annual		123,007	124,689	126,370	128,046	129,726	131,404	
	40	58.91	59.72	60.52	61.32	62.13	62.93	
	35	67.33	68.25	69.17	70.09	71.00	71.92	
	37.5	62.84	63.70	64.56	65.41	66.27	67.13	
58 Annual		124,850	126,560	128,264	129,968	131,672	133,374	
	40	59.79	60.61	61.43	62.25	63.06	63.88	
	35	68.34	69.27	70.20	71.14	72.07	73.00	
	37.5	63.78	64.65	65.52	66.39	67.27	68.13	
59 Annual		126,725	128,458	130,188	131,919	133,646	135,375	
	40	60.69	61.52	62.35	63.18	64.01	64.83	
	35	69.36	70.31	71.26	72.21	73.15	74.10	
	37.5	64.74	65.62	66.51	67.39	68.27	69.16	

2027

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours CSEA Title
65 Annual		57,417	58,071	58,753	59,452	60,165	60,873	40
	40	27.50	27.81	28.14	28.47	28.81	29.15	
65.5 Annual		61,416	62,135	62,882	63,643	64,425	65,205	40 Licensed Practical Nurse 37.5 Licensed Practical Nurse (Public Health)
	40	29.41	29.76	30.12	30.48	30.85	31.23	
	37.5	31.37	31.74	32.12	32.51	32.91	33.31	
66 Annual		65,277	66,390	67,911	68,616	69,722	70,838	40
	40	31.26	31.80	32.52	32.86	33.39	33.93	
66.5 Annual		69,272	70,475	71,677	72,880	74,076	75,291	40 Registered Professional Nurse
	40	33.18	33.75	34.33	34.90	35.48	36.06	
67 Annual		70,293	71,536	72,786	74,037	75,289	76,638	40 Head Nurse Trainee
	40	33.67	34.26	34.86	35.46	36.06	36.70	
67.5 Annual		74,363	75,740	77,178	78,613	80,048	81,487	40 Head Nurse
	40	35.61	36.27	36.96	37.65	38.34	39.03	
69 Annual		75,019	76,354	77,686	79,026	80,364	81,701	40
	40	35.93	36.57	37.21	37.85	38.49	39.13	
69.5 Annual		79,328	80,758	82,182	83,605	85,039	86,464	40 Nurse Practitioner 40 Supervising Nurse
	40	37.99	38.68	39.36	40.04	40.73	41.41	
70 Annual		81,502	83,202	84,899	86,591	88,291	89,984	37.5 Community Mental Health Nurse
	37.5	41.64	42.50	43.37	44.24	45.10	45.97	

2027

Labor Grade	Hours Per Week	Base	1	2	3	4	5	Hours	CSEA Title
82	Hourly 40	23.44	23.55	23.68	23.81	23.96	24.09	40	Laborer
83	Hourly 40	23.72	23.83	23.95	24.06	24.21	24.35	40	Bus Driver (OFA) 40 Motor Equipment Operator
84	Hourly 40	24.15	24.28	24.40	24.52	24.69	24.82	40	Automotive Mechanic Helper 40 Bridge Painter
85	Hourly 40	24.77	24.89	25.04	25.17	25.33	25.51	40	Automotive Parts Clerk
86	Hourly 40	25.55	25.72	25.89	26.06	26.23	26.40		
87	Hourly 40	26.29	26.43	26.58	26.73	26.91	27.07		40 Bridge Welder 40 Compost Equipment Operator 40 Heavy Equipment Operator 40 Senior Automotive Parts Clerk 40 Welder
	Training Rate HEO	25.99							
88	Hourly 40	27.64	27.79	27.95	28.10	28.29	28.47		40 Automotive Body Repairer 40 Automotive Mechanic 40 Compost Equipment Operator II 40 Heavy Equipment Operator II 40 Sign Shop Worker 40 Senior Automotive Parts Clerk II
89	Hourly 40	28.52	28.68	28.85	28.99	29.16	29.34		40 Automotive Mechanic II 40 Bridge Construction Mechanic
90	Hourly 40	29.91	30.08	30.24	30.41	30.60	30.75		40 CDL Motor Equipment Trainer 40 Crane Operator

APPENDIX B

The Hourly Salary Schedule for Permanent Part-time Employees shall be as follows:

1. The **hourly** rate for positions in salaried labor grade **three** (3) through **five** (5) in Appendix A will be:

2023

<u>Base</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
18.13	18.19	18.25	18.32	18.39	18.49

2024

<u>Base</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
18.90	18.96	19.03	19.10	19.17	19.28

2025

<u>Base</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
19.70	19.77	19.84	19.91	19.98	20.10

2026

<u>Base</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
20.54	20.61	20.68	20.76	20.83	20.95

2027

<u>Base</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
21.41	21.49	21.56	21.64	21.72	21.84

2. Hourly rates for permanent part-time positions in salaried labor grades six (6) and above shall be computed by dividing the base salary and each step in the full-time salary schedule by the total number of regular hours worked in a year by a full-time employee.

APPENDIX C

Positions Excluded from the Bargaining Unit

Board of Elections

Commissioners
Deputy Commissioners
Clerks

Board of Supervisors

Chairman, Board of Supervisors
Supervisors

Buildings

Superintendent Buildings and Grounds

OET/CDO Workforce

Employment and Training Director II

Clerk of Board of Supervisors

All employees employed in the office of the Clerk of the Board of Supervisors

County Attorney

County Attorneys

County Clerk

County Clerk
Deputy County Clerk
2nd Deputy County Clerk
3rd Deputy County Clerk

Solid Waste

Director of Solid Waste
Compost Plant Director

County Treasurer

County Treasurer
Deputy County Treasurer

Department of Emergency Services

Director of Emergency Services

District Attorney

District Attorney
Director of District Attorney Investigations
Assistant District Attorneys
Secretary to the District Attorney

Economic Development

Director of Economic Development

Industrial Development

Director of Industrial Development

Information Technology

Director Information Technology

Mental Health Clinic

Director of Community Mental Health Services
Supervising Fiscal Officer

Office for the Aging

Director, Office for the Aging

Personnel Department

All employees employed in the Personnel Office

Planning Board

County Planning Director

Probation Department

Probation Director I

Public Health

Director of Public Health

Department of Public Works Administration

Department of Public Works Commissioner
Deputy Department of Public Works Commissioner
Assistant to Department of Public Works Commissioner
General Highway Supervisor
General Highway Supervisor II
Senior Personnel Clerk
Safety and Training Manager

Sealer of Weights and Measures

Director of Weights and Measures I

Sheriff's Office

Sheriff
Undersheriff
Major
Deputy Sheriff Lieutenant
Corrections Lieutenant

Social Services Department

Commissioner of Social Services
Deputy Commissioner of Social Services
Director of Social Services
Director of Administrative Services
Director of Programs
Director of Social Services Investigations
Accounting Supervisor Grade A/Director Fiscal Management
Director of Income Maintenance

Tax & Assessment

Director of Real Property Tax Services I

Veterans Service Agency

Director of Veterans Service Agency

Watershed Affairs

Commissioner of Watershed Affairs
Assistant to the Commissioner of Watershed Affairs