

**COLLECTIVE BARGAINING AGREEMENT**

**between**

**THE CITY OF CONCORD, NH**

**and**

**CONCORD POLICE SUPERVISOR'S ASSOCIATION**

**1/1/2025-12/31/27**

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## **ARTICLE I**

### **PREAMBLE**

**Section 1. Parties.** This Agreement is entered into by and between the City of Concord, a municipal corporation of the State of New Hampshire having its principle place of business at 41 Green Street, Concord, New Hampshire, hereinafter referred to as "EMPLOYER" and the Concord Police Supervisor's Association, hereinafter referred to as the "UNION".

**Section 2. Purpose.** This Agreement has as its purpose the promotion of harmonious relations between the EMPLOYER and the UNION; the establishment of a workable procedure for the resolution of differences; and the setting forth of the terms of employment as provided by New Hampshire Revised Statutes Annotated, Chapter 273-A.

## **ARTICLE II**

### **RECOGNITION**

**Section 1. Bargaining Unit.** The EMPLOYER recognizes the UNION as the exclusive bargaining agent for all full time non-probationary Police Sergeants, Police Lieutenants, non-probationary Parking Supervisors and non-probationary Dispatch Supervisors or their successor titles (herein after called "Employees" as defined pursuant to RSA 273-A:1) and excluding all other City Employees and position classifications.

**Section 2. Representation and Employment.** The UNION recognizes the City of Concord, N.H. as the primary EMPLOYER of all Employees within this bargaining unit.

**Section 3. Recognition.** The EMPLOYER shall have no obligation to bargain with and shall not bargain or enter into agreements with any committee of the UNION unless such persons have demonstrated specific designation by the UNION as authorized representatives for such purposes.

## **ARTICLE III**

### **NOTICE UNDER AGREEMENT**

**Section 1. Written Communications.** For purposes of this Agreement, all written correspondence except as otherwise provided for in this Agreement shall be addressed to:

FOR THE CITY:            Human Resources & Labor Relations Director  
                                  41 Green Street  
                                  Concord, New Hampshire 03301

FOR THE CITY:            Police Chief  
                                  35 Green Street  
                                  Concord, New Hampshire 03301

FOR THE UNION:         President  
                                  Concord Police Supervisor's Association  
                                  P.O. Box 82  
                                  Concord, N.H. 03302-0082

UNION ALTERNATE: Vice President  
Concord Police Supervisor's Association  
P.O. Box 82  
Concord, N.H. 03302-0082

Section 2. Proper Notification. All written notices to the EMPLOYER or UNION, respectively, will be deemed to have been properly given if delivered to the Police Chief or the President of the UNION with copies sent to the Human Resources & Labor Relations Director and to the Vice President of the UNION.

Section 3. Change Of Address. Either Party by written notice to the other Party may change the address to which future written correspondence or written notices are to be mailed or delivered.

Section 4. Minimum Information. All written communications between the parties shall contain the following minimal elements:

- A. Name and title of addressee.
- B. Name and title of the sender.
- C. Date.
- D. A statement as to the subject and purpose of the correspondence.
- E. Signature of the sender.

Section 5. Union Officers. A written list of UNION Officers shall be furnished to the EMPLOYER immediately after their designation and the UNION shall notify the EMPLOYER immediately of any change.

## ARTICLE IV

### MANAGEMENT RIGHTS

Section 1. Retention of Rights. The EMPLOYER hereby retains and reserves unto itself, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and the constitution of the State of New Hampshire and of the United States and shall not be deemed to be limited in any way in the exercise of the regular and customary functions of the municipal management. Further, all rights which ordinarily vest in and are exercised by public employers except such as are specifically relinquished herein, are reserved to and remain vested in the EMPLOYER. The EMPLOYER retains the right to exercise managerial policy within its exclusive prerogative to manage its affairs efficiently and economically including, but not limited to, the use of technology, and EMPLOYER'S organizational structure, and selection, assignment, number, direction and discipline of its personnel; to determine the methods and means of operations; to determine work schedules, work shifts and numbers of hours to be worked. Further, the EMPLOYER retains the right to adopt, change, enforce or discontinue any rules, regulations, procedures and policies not in direct conflict with any provisions of this Agreement, or existing applicable statutory law as delineated under N.H. Revised Statutes Annotated or U.S. Code, so as to continue public control of the City of Concord Police Department.

This enumeration of management's rights shall not be deemed to exclude other management rights not specifically enumerated and the EMPLOYER retains solely and exclusively all of its common law, statutory and inherent rights.

## ARTICLE V

### UNION REPRESENTATION

Section 1. Joint Meetings. An official UNION Representative shall be granted reasonable time at no loss of pay for attendance at grievance or other joint meetings which have been scheduled by mutual agreement of the parties.

Section 2. Contract Negotiations. Up to three (3) Employees may attend negotiation meetings without loss of pay. The UNION agrees that their committee shall have not more than two (2) persons from each bureau or two (2) persons from each patrol group.

Section 3. Grievance Investigation. An official UNION representative may be granted reasonable time at no loss of pay to investigate grievances subject to the sole discretion and approval of the EMPLOYER'S designated representative.

## ARTICLE VI

### DUES DEDUCTIONS

Section 1. Authorization. Upon receipt of a signed voluntary authorization by an Employee, the EMPLOYER agrees to make a payroll deduction from the Employee's wages once a week. The deduction shall be in an amount equal to the regular UNION dues as certified to be current by the Treasurer of the UNION. Authorization for such payroll deductions shall be in a form satisfactory to the EMPLOYER. The UNION shall provide the EMPLOYER a 30-day advance notice of changes in amount of dues deductions. The UNION may only change the amount of the deductions a maximum of two times during any Fiscal Year (July 1<sup>st</sup> – June 30<sup>th</sup>)

Section 2. Remittance. Payroll deductions shall be remitted by the EMPLOYER to the Treasurer of the UNION at least once a month, or more often if the EMPLOYER shall so determine. In case a union member has no funds available, then no deduction shall be made.

Section 3. Indemnification. The UNION shall save the EMPLOYER harmless against any and all claims, demands, suits or other forms of liability that shall arise out of or by reason of action taken or not taken by the EMPLOYER in reliance upon signed authorization furnished to the EMPLOYER by the UNION or an Employee or for the purpose of complying with any of the provisions of this Article.

## ARTICLE VII

### WAGES

Section 1. Across The Board Increase. Across the board increases (ATB) effective the first full pay period following the date shown below:

- A. Employees shall receive merit increases on their anniversary dates for their current classification. Upon a satisfactory recommendation, each employee will move one merit step up on the merit plan. In the event that the employee on a 10 step wage scale is already at the maximum step (Step 10), the employee, upon a satisfactory recommendation in accordance with the City's merit plan, will receive a 3% merit bonus. In the event that an employee does not receive a merit increase, he or she may appeal this decision pursuant to the current City policy.
- B. Effective the first pay period following January 1, 2025, employees assigned to the 10 step wage scale shall receive a cost of living adjustment of four percent ( 4%) so long as the employee is an active employee on the date of ratification by all parties of this Agreement. Effective the first pay period following January 1, 2026, employees assigned to the 10 step wage scale shall receive a cost of living adjustment of four percent (4%). Effective the first pay period following January 1, 2027, employees assigned to the 10 step wage scale shall receive a cost of living adjustment of four percent (4%)

In addition to any other compensation and in recognition of hazardous working conditions, including but not limited to, violence against police officers, frequency of critical incidents and work with populations suffering from substance use disorder and homelessness, each employee of the bargaining unit shall receive an additional one percent (1%) adjustment to the wage scale effective the first pay period of each calendar year. This adjustment shall only apply for the three year period between January 1, 2025 and December 31, 2027.

- C. Members assigned to the Drug Enforcement Unit (DEU) shall receive an additional 5% of their current base pay added to their hourly wage. Members assigned to the Criminal Investigation Division (CID), Community Services Division (CSD), Professional Development Unit (PDU), or the Field Training Officer (FTO) Coordinator shall receive an additional 1.5% of their current base pay added to their hourly wage. This additional pay shall be effective upon their assignment to DEU, FTO, CID, CSD or PDU for the duration of their assignment. At the conclusion of their assignment, their hourly wage reverts to the appropriate hourly wage step for that individual under this agreement.
- D. The Parking Supervisor will be compensated in accordance with the attached wage scale and it shall be annually adjusted the same percentage as all other bargaining unit members.
- E. On January 1, 2012, the ten year service bonus was integrated into a blended hourly rate.
- F. When an EMPLOYEE achieves 20 years of sworn police service within a contract year, the City shall provide a bonus paid as a blended hourly pay rate addition. The bonus shall be effective the first full pay period after January 1st of the year when the EMPLOYEE will have twenty years of full-time sworn police service.

- G. All disagreement arising from the application of the merit system will be resolved according to the provision of the City Charter and Personnel Plan and not under the provisions of the contract.
- H. Either party may demand a reopening of this wage article upon the adoption of the Class and Compensation Study by the City Council which recommends material changes to the classification or compensation of employees covered by this agreement. Upon demand for reopening, the parties shall meet within thirty (30) days. Failure to reach agreement during re-opener negotiations will result in imposition of the status quo.

## **ARTICLE VIII**

### **HOURS OF WORK**

#### **Section 1. Hours of Work.**

The standard hours of work for all Employees shall be as follows:

Patrol Lieutenants' and Sergeants' hours of work shall be a modified four (4) and two (2) schedule that shall include training days as scheduled.

Non Patrol Lieutenants' and Sergeants' hours of work shall be a standard five (5) and two (2) schedule.

Any other hours of work and modifications or changes thereto shall be at the sole determination and discretion of the EMPLOYER.

#### **Section 2. Patrol Schedule.**

- A. **Administration.** The patrol schedule selection process shall be administered by an oversight committee comprised of two (2) representatives of the EMPLOYER and two (2) representatives of the UNION.
- B. **Schedule.** The schedule shall consist of three shifts: (1) midnight shift; (2) relief (2 days/2 evenings) shift; and (3) midnight relief shift. The schedule shall run for twenty-four consecutive weeks and consist of four 8.25 hour days which includes a fifteen minute preparation/training time prior to each shift followed by two days off. The day shift shall refer to the times of 0700–1500, the evening shift shall refer to the times of 1500–2300 and the midnight shift shall refer to the times of 2300-0700.

Employees who work a substitution (swap) prior to or immediately after their regular shift shall extend their day by fifteen (15) minutes.

- C. **Selection.** Except as provided below, shift assignments shall be made by seniority. Thirty to sixty days prior to a schedule rotation (24 weeks), each employee will submit their choices of shift assignments in priority order 1-3.

Assignments will be made by the oversight committee consistent with this Section by seniority and shift selection choice.

- D. Selection Overrides. The parties recognize that due to other circumstances, it may become necessary to override an employee's shift selection choice.

In the event the Department, at its sole discretion, shall either place an employee on a specific shift or limit the employee's shift choices for remedial or probationary purposes, that employee's selection will be affected as will the ability of any other employee to access the position selected for that employee.

The Department's decision with respect to shift placement for remedial purposes shall not be grievable during the employee's initial placement on that remedial cycle. The Department may order such remedial placement on successive cycle rotations; however, such order may be grieved.

The Department shall retain the right to place an employee on a specific shift and time or limit the employee's shift and time choices for up to one full year from the date of the EMPLOYEE'S promotion.

- E. Training. Employees will be assigned two (2) training days per 24-week rotation. The training days will occur on Tuesdays.

In addition to the required four (4) training days per year, employees will be required to successfully complete certain self-directed training modules at the discretion of the EMPLOYER.

Specialty employees will have additional scheduled training. Coverage will be provided by the relief shift to the extent possible.

- F. Leave Schedule Changes. The parties recognize that during any 24 week rotation, schedule changes may be required to accommodate such reasons as injury, promotions, retirement, termination, reassignment or resignation.

In the event of such occurrences, the midnight relief shift officials may be utilized to fill a vacancy at the discretion of the EMPLOYER. Thereafter, a volunteer for the vacant position will be solicited. Posting for this volunteer will be done at least seventy-two (72) hours in advance of the vacant position. The most senior eligible employee will receive the assignment. If a volunteer is not forthcoming, the assignment will be made in inverse seniority on a rotating basis from eligible employees.

Eligible volunteer employees shall mean unit employees except those on probation, remediation or specialty placement.

- G. Grievances. In the event that an employee or a supervisor shall have a question as to the application or interpretation of this section (excluding second or successive remedial assignments), a grievance shall not be filed until such time as the question is presented to the Oversight Committee for their review. The Committee shall issue its decision clarifying the process, application or interpretation of this Section or a statement indicating that the members of the Committee are unable to reach an agreement. In the event that the Oversight Committee renders a majority decision, that decision shall not be grievable. In the event that the Oversight Committee cannot reach a majority consensus, a final determination shall be made by the Chief

or his designee. A grievance may thereafter be filed in accordance with the procedures set forth in this Agreement.

- H. Clarifications and Amendments. The parties recognize that this schedule represents a major change in the assignment of patrol officials and that questions and circumstances anticipated and unanticipated by the Parties will arise. In order to be able to respond to issues which need clarification or possible amendment of this Section, the Parties agree that the Labor/Management Committee shall have the authority to issue binding clarifications and/or amendments to this Section during the term of this Agreement.
- I. Regular patrol shift personnel will now be required to repay the City one hour over the course of a six week cycle. The makeup hour can be completed in a variety of ways to include, but not limited to, shift coverage, report writing or shift preparation activities.

### Section 3. Administrative Schedule

The regular weekly work schedule for all uniformed Administrative Lieutenants and Sergeants shall generally consist of five (5) consecutive eight (8) hour work days Monday through Friday.

### Section 4. Investigations Schedule.

The Hours of Work for all Investigations Lieutenants and Sergeants shall be an 8 hour work day or a 10 hour work day, depending on assignment.

### Section 5. Dispatch Supervisor Schedule.

The Hours of Work for the Dispatch Supervisor shall be a 40 hour week in a standard five (5) and two (2) schedule, or a 40 hour week in a 4 10-hour day schedule. Selection of the schedule shall be by mutual agreement with the UNION and the EMPLOYER.

### Section 6. Parking Supervisor Schedule.

The Parking Supervisor shall be considered a non-exempt employee. The Parking Supervisor's regular work week is generally Monday through Friday.

## **ARTICLE IX**

### OVERTIME AND CALLBACK

Section 1. General. The EMPLOYER reserves the right to require Employees to remain on duty or return to duty, at such times and for such lengths of time as it shall deem necessary. An employee may work up to 24 hours of overtime (includes all types excluding job preparation and court time) in any pay week. Additional overtime above the 24 hour limit may be required or approved by the Chief of Police, or his or her designee, in cases of emergency or as otherwise deemed necessary or appropriate.

Section 2. Overtime Rate. Overtime at the rate of one and one-half (1 1/2) times the Employee's regular hourly rate shall be paid for all hours worked beyond an Employee's regular work day. Overtime premium rate shall not be pyramided, compounded, added together or paid twice for the same time worked.

Section 3. Flex Time. Employees may, on an intermittent basis, mutually agree with the EMPLOYER and UNION to flex schedules which include irregular daily hours within the work week. The UNION is not required to be consulted on each individual flex time arrangement, but specifically reserves the right to withhold their agreement to flex time arrangements at which point the flex arrangement will not be implemented.

Employees shall not receive overtime for flex time hours over their regularly scheduled work day. The EMPLOYER shall provide reasonable access to view daily work schedules including any changes prior to the implementation of any flex time arrangement.

The EMPLOYER shall not require an employee to accept flex time in lieu of overtime. Further, an employee may not be negatively affected for refusing to accept flex time in lieu of overtime.

The following general guidelines shall be utilized when considering flex time requests made by or of EMPLOYEES:

1. Employees and the Department may flex hours intermittently within fixed 28 day periods. These 28 day periods are fixed and begin at the commencement of a 24 week patrol shift cycle and continuing every 28 days subsequently. At no time shall any flex arrangement carry over from one 28 day cycle to another.
2. Employees may be able to be involved in more than 1 flex arrangement at any given time with the maximum hours not to exceed 16 ½ hours.
4. The Department or the Employee may decline the flex arrangement.
5. No flex arrangements shall be approved that will result in a cost to the City.
6. Flexing of hours is not intended to be a replacement for the appropriate and approved use of sick time, annual leave or regular shift substitutions.

Section 4. Callback Time. Callback shall pertain to work performed outside an Employee's regularly scheduled work day. Callback shall not pertain to work time annexed consecutively to one end or the other of the scheduled work day. An Employee called to duty within four (4) hours of the start of his regularly scheduled work day shall be paid overtime to the start of the regular work shift whether he works the entire period or not. An Employee called back under this section shall be paid a minimum of four (4) hours at one and one half times the straight time hourly rate, except as otherwise provided herein. Callback shall not pertain to scheduled overtime.

Scheduled overtime, for the purposes of this article, is work performed outside an Employee's regularly scheduled work day that is known to the Employee more than 8 (eight) calendar days before the beginning of the work. Furthermore, scheduled overtime is for an event paid for by the City and is not an extra duty detail.

Scheduled overtime shall be paid as follows:

Employees working scheduled overtime shall be paid a minimum of two (2) hours at one and one half times the straight time hourly rate, or for actual time worked if the work is greater than two (2) hours.

Employees working scheduled overtime that begins within two (2) hours of the start of a regular work shift shall be paid overtime to the start of the regular work shift regardless of the amount of time worked.

Employees working scheduled overtime that begins at the conclusion of a regular work shift shall be paid for the actual time worked.

Section 5. Off Duty Communications. A duty related communication to a third party which is outside of an employee's regularly scheduled hours of work that had previously been approved or ordered by a supervisor, shall be compensated at the following rate: 0-30 minutes, 1 hour pay at the employee's regular rate; 31 minutes or more, 1 hour at the employee's overtime rate or time actually worked at the overtime rate, whichever is greater. The actual time shall be documented and recorded on the payment request slip, and shall include the authorizing official.

## ARTICLE X

### OUT-OF-CLASSIFICATION WORK

Section 1. Definition. For the purposes of this article, out-of-classification work shall mean the assignment to a classification in a higher labor grade. Such an assignment shall be referred to as "acting status".

Section 2. Payment. An Employee who is assigned to perform out-of-classification work for a period of four (4)-regular work days in a **twenty four week rotation** shall on the fifth out of classification work day and all other such days thereafter within the period, receive a wage rate to be determined by

**A. Job Classifications of Dispatch Supervisor, Parking Supervisor, Police Sergeant and Police Lieutenant;** Adding five percent (5%) to the Employee's current regular hourly rate and then placing the Employee at the step in grade of the higher classification which is closest to this hourly rate without being less. In effect, the Employee will remain an hourly Employee for the duration of this assignment. This Employee will be able to work overtime, which will be paid at One and a half times their new adjusted rate.

**B. Job Classifications of Deputy Chief of Police** when an Employee who is assigned to perform out-of-classification work for an exempt position for a period of five (5) consecutive regular work days up to thirty (30) calendar days, for all hours worked in such capacity, shall receive a wage rate to be determined by:

Adding five percent (5%) to the Employee's current regular hourly rate and then placing the Employee at the step in grade of the higher classification which is closest to this hourly rate without being less. During this period the Employee will remain an hourly Employee and be able to work regular overtime assignments, which the Employee will be compensated at the rate of one and one-half (1 1/2) times the Employee's newly adjusted rate of pay.

When an Employee who is assigned to perform out-of-classification work for a position for a period of more than thirty (30) calendar days shall, for all hours worked in such capacity, receive a wage rate to be determined by:

Adding ten percent (10%) to the Employee's current regular hourly rate and then placing the Employee at the step in grade of the higher classification which is closest to this hourly rate without being less. In these situations, the Employee will be considered an exempt Employee during this period and will not be

eligible for overtime duties. Employees affected by this placement shall be compensated in this manner immediately upon the assignment.

The Employee performing such out of classification work shall be responsible for documenting all such shifts and providing them to their direct supervisor for verification, who in turn will submit to Records for payment once minimum out of class work days have been met.

## ARTICLE XI

### WITNESS FEES

Section 1. Procedure: Any off duty Lieutenant, Sergeant or Dispatch Supervisor who must physically appear (hereinafter "appearance") for matters arising out of his or her official duties, including conferences with prosecuting officials, hearings and complaints, signing of complaints, civil court, involuntary hospitalization hearings, depositions, parole or probation hearings, and motor vehicle hearings or any other approved meeting location directed or approved by a supervising officer, shall be compensated according to the following:

- A. Where applicable: Employees shall be compensated by a minimum of three consecutive hours of the Employee's overtime rate per day (minimum daily rate) in the event that the officer is not notified by 4:30 p.m. on the preceding calendar day that the appearance has been cancelled. For cases involving the City of Concord's prosecutor's office, Officers shall be responsible for checking the court list that is provided the Friday the week before court. For cases cancelled after the court list is posted for the following week, notification of the cancellation shall be provided by the Watch Commander's office by telephone.
- B. Any breaks in the hearing time period which exceed one half (1/2) hour when scheduled by the presiding authority of said hearing (i.e. judges, court clerks, hearing officers or prosecutors), shall not be calculated as time worked for the purposes of paying overtime for time spent in court or hearings beyond the minimum daily rate.

## ARTICLE XII

### HOLIDAYS

Section 1. Observed Holidays. The following shall be recognized as paid holidays in accordance with provisions set forth herein:

New Year's Day*	Labor Day
President's Day **	Indigenous Peoples' Day***
Memorial Day	Veteran's Day
Juneteenth	Thanksgiving Day
Fourth of July	Day after Thanksgiving
	Christmas

*\*This holiday is identified as January 1 under New Hampshire State law, RSA 288:1*

*\*\*This holiday is identified as Washington's Birthday under New Hampshire State law, RSA 288:1*

*\*\*\* This holiday is identified as Columbus Day under New Hampshire State law, RSA 288:1*

**Section 1a. Floating Holidays.** In addition to the above holidays, Employees shall be granted two additional floating holidays in lieu of Martin Luther King Day and State of N.H. Election Day. The holiday time shall be credited to each Employee's Annual Leave Balance on the last day of the month in the month preceding the month in which the holiday would otherwise have been observed.

**Section 2. Eligibility.**

- 2.1 **Non-Patrol Assignments:** Employees not assigned to the Patrol Division shall receive the holiday off with pay.
- 2.2 **Patrol Assignments:** Employees assigned to the Patrol Division shall work their regularly assigned shift as scheduled, without regard to the occurrence of the holiday, except that if the holiday falls on a Department training day the Employee shall receive the holiday off with pay.
- 2.3 **Method of Payment, Patrol Assignments:** Employees shall receive for each holiday listed in section 1, in addition to the regular pay for hours worked, eight (8) hours of pay at the employee's regular hourly rate.

Employees who are physically present at work for the following holidays shall be compensated at two times (x2) their hourly rate as their "regular rate":

- Thanksgiving Day
- Christmas

**ARTICLE XIII**

**ANNUAL LEAVE**

**Section 1. Formula.** An Employee's annual leave accrual shall be based upon a fraction of an hour accrual for each of the standard annual work hours schedule (e.g. 2080 hours for a 40 hour per week employee) as shown below in column 2:

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
Years of Continuous Service	Hourly Accrual	Monthly Accrual	Annual Accrual
0 thru 1	0.0577	10.00	120
2 thru 5	0.0769	13.33	159
6 thru 10	0.0962	16.67	200
Over 10	0.1154	20.00	240

**MAXIMUM ACCRUAL ALLOWABLE:** The maximum accrual rate shall be two and a half times the annual accrual rate in hours. For employees with more than 15 years of continuous service, the maximum accrual rate shall be two and three quarters times the annual accrual rate in hours for employees with over 10 years of continuous service in the above chart.

## Section 2. Procedure.

1. All requests for annual leave must be submitted in writing to the Employee's Bureau Director.
2. Requests for annual leave must be made no more than ninety (90) nor less than three (3) days in advance of the date upon which the requested leave will commence. All requests for annual leave require approval by the Employee's Bureau Director or the Chief of Police, except in the case of Emergency Annual.
3. Exceptions to the maximum and minimum notice for routine annual leave may be granted by the Employee's Deputy Chief or the Chief of Police.
4. Emergency annual leave requests for up to one work shift may be granted by the Watch Commander at any time for bona fide emergencies where the established advance notice is not possible.
5. Employees requesting annual leave shall be notified in writing or verbally of the approval or disapproval of their request within two (2) business days of the request.
6. Annual leave shall be granted on a first come first served basis, unless conflicting requests for similar dates are received within three days of each other, in which case leave shall be granted by classification seniority.

No more than two (2) weeks vacation shall normally be granted at one time. Exceptions may be made by the Chief of Police, provided the extra time does not prohibit another employee from receiving their requested leave.

Limitations on the number of Employees from organizational components or patrol groups allowed to be on leave on any given time are at the sole discretion of the Police Chief or designee. While the parties acknowledge that it may not be possible to accommodate each Employee's request, a reasonable effort will be made to allow the Employee to use their annual time.

Section 3. Holiday Occurrence. When a holiday occurs on an Employee's annual leave day, the Employee shall not receive holiday pay, nor shall he be charged an annual leave day. He shall, however, receive his regular, straight time pay for that day.

## Section 4. End of Employment Applications.

4.1 Death: If an Employee, while in the City's service, dies and there is remaining to his credit days of annual leave, it shall be payable to the following classes in the following order of priority:

1. A named beneficiary whose name has been filed by said Employee with the City Personnel Department;
2. When not having so filed a named beneficiary, to their spouse;
3. When not having named a beneficiary or not being survived by a spouse, to the estate of the deceased.

4.2 Other Separation: An Employee who retires or resigns from the service of the City or who is terminated or discharged through no fault or delinquency of their own shall be entitled to receive a lump sum payment of all accumulated annual leave.

## ARTICLE XIV

### SICK LEAVE

Section 1. Sick Leave Use. An Employee may only utilize accumulated sick leave for actual illness, injury and disability of the Employee, or to provide care for an ill member of the Employee's immediate family or any other relative living in the same household, or to meet dental or doctor appointments. When sick leave is used due to illness in the immediate family, use of such leave shall not exceed five (5) days for any one occurrence of such family illness.

Sick Leave shall be accrued at the rate of .0308 hours for each hour worked based on a 40 hour work week up to a maximum of 200 hours.

1.1 Definition. "Immediate Family" shall include the Employee's spouse, mother, father, sister, brother, child, step-child, foster child, grandmother, grandfather.

Section 2. Procedure. In order to receive compensation for sick leave an Employee must have an adequate balance in the appropriate sick leave account and meet the following requirements:

In the case of injury or illness commencing prior to the work shift, the Employee must notify his department head or designee at least one (1) hour before the start of his regular work shift.

In the case of injury or illness commencing after the Employee has reported for duty, an Employee must notify his department head or designee and gain approval for leave prior to leaving his duty station.

The approval of all sick leave shall be documented by the completion of an APPLICATION FOR LEAVE form.

Section 3. Proof of Illness. Proof of illness may be required by the Department head or City Manager.

## ARTICLE XV

### BEREAVEMENT

Section 1. Leave. In the event of death in the immediate family of an Employee, the Employee shall be granted up to three (3) days of paid leave of absence to make immediate household arrangements or to attend funeral services.

One (1) day of paid leave of absence shall be granted to the EMPLOYEE to attend a funeral on a scheduled work day for a close family member as defined below other than the immediate family as defined in article 12, section 2 of this agreement,

Section 2. Definition. For purposes of this Article "Immediate Family" shall mean: the Employee's Spouse, Civil partner as defined by RSA 457 A:1, Mother, Father, Step-Mother, Step-Father, Foster-Mother, Foster-Father, Father-in-Law, Mother-in-Law, Grandmother, Grandfather, Grandchild, Sister, Brother, Child, Step-Child, Foster Child, or any other relative living in the same household.

For the purposes of this article, "Close Family Member" shall mean: the Employee's Grandmother-in-law, Brother-in-law, Sister-in-law, Aunt, and Uncle.

## ARTICLE XVI

### SUBSTITUTIONS

Section 1. General. Employees recognize the requirement that they adhere to established work schedules. Subject to the approval of the Police Chief or his designee, mutually qualified Employees may be permitted to substitute for one another. The following minimum conditions shall apply:

- A. Substitutions for purposes of outside employment or business activity, except for extra duty assignments, are prohibited.
- B. Substitutions for UNION business if necessary, shall be allowed.
- C. Such substitutions or a failure to complete the pay-back shall not result in additional costs to the EMPLOYER. The Employee who should have worked the shift under the substitution agreement will reimburse the EMPLOYER for all such additional costs.
- D. At no time shall the hours worked by the substitute Employee be used in the computation of overtime wages.
- E. Substitutions shall be repaid within 28 calendar days from when they occur. The pay-back date shall be included as part of the original substitution request and shall be subject to the same approval process. Any Employee who has not paid back a substitution during the normal pay-back period shall be ineligible for further substitutions until such pay-back has occurred.
- F. Substitutions may only be arranged between two (2) employees of the same rank within the same division. No third party swaps will be permitted. Out of classification substitutions may be approved by the Police Chief or his designee on a case by case basis.
- G. Employees shall complete the standard substitution form which will identify the employee who regularly works the substituted shift and the employee who will be the substitution. Both employees will sign off on the form or, in the case of telephone confirmation; it will be so indicated and initialed by the appropriate supervisor. The form will also require an appropriate supervisor or an on duty Watch Commander not involved in the substitution to sign the substitution form in all cases.

- H. Employees who work a substitution (swap) prior to or immediately after their regular shift shall extend their day by fifteen (15) minutes.

## ARTICLE XVII

### GRIEVANCE PROCEDURE

Section 1. Definition. A grievance is defined as a claim or dispute by an Employee arising out of the application or interpretation of this Agreement, under express, written provisions of this Agreement, and shall be processed in the following manner:

Section 2. Step 1. An Employee having a grievance must notify the Deputy Chief in the Employee's chain of Command of the grievance within five (5) work days from the date of the event giving rise to the grievance. Such grievance shall be discussed between the Employee and this Deputy Chief at a mutually agreeable time. The Deputy Chief shall give his/or decision within seven (7) working days from the date of the discussion with the Employee.

Section 3. Step 2. If the grievance remains unresolved following the decision of the Deputy Chief or after the date that the decision should have been rendered, then such grievance may be submitted to the Police Chief. It must be submitted in writing within five (5) working days from the date of the decision by the Deputy Chief at step 1.

The written grievance shall take the following form:

- A. A complete statement of the grievance and the facts upon which it is based;
- B. The Article(s), or section(s) of this Agreement claimed to have been violated;
- C. The remedy or correction requested;
- D. The signature of the grievant.

Any grievance which does not contain these minimal elements shall not be subject to the arbitration procedure set forth in this Article.

The Police Chief shall render his decision within ten (10) working days from the date the grievance was received.

Section 4. Step 3. If the grievance remains unresolved following the decision of the Police Chief, the UNION may submit said grievance to arbitration under the Voluntary Labor Arbitration Rules of the American Arbitration Association (AAA), NHPERB or another mutually agreed third party, such action to be filed with AAA, NHPERB or the other mutually agreed third party within fifteen (15) calendar days following the decision of the Police Chief. If the UNION fails to submit said grievance to arbitration, the grievance shall be deemed abandoned and no further action shall be taken with respect to such grievance.

Section 5. Step 4. Arbitration. The Arbitrator shall convene a hearing at the earliest possible date for the purpose of hearing the grievance.

- 5.1 The Arbitrator shall have no authority to amend, modify, nullify, ignore, add to, or subtract from the specific written provisions of this Agreement. The Arbitrator shall only consider and make a decision with respect to the specific issue submitted by the Parties, and shall have no authority to make a decision on any other issue not so submitted. The Arbitrator shall provide the parties with his decision within thirty (30) days following the close of the hearing. The Arbitrator's decision shall be final and binding on all Parties as to the matter in dispute.
- 5.2 Nothing in this section limits the right of the Parties to be represented by legal counsel during the arbitration process.
- 5.3 Each Party shall pay the expenses of their own representatives, and they shall equally share the cost of the Arbitrator.
- 5.4 If either Party desires a verbatim record of the proceedings, it may cause a record to be made providing it pays for the record and makes copies available without charge to the other Party and to the Arbitrator.
- 5.5 Any award recommended by the Arbitrator may be retroactive to the date the grievance was submitted at step 1 or up to an additional five (5) days if the event occurred within this time period. In no case shall a grievance be deemed to have occurred prior to the effective date of this Agreement except as specifically acknowledged and identified in writing by the parties on the date this Agreement is signed.

Section 6. Time Limits. The time limits for the processing of grievances may be extended by written consent of both Parties. Where the specified time limits have lapsed and no extension has been provided for as specified herein, the grievance shall be considered settled in accordance with the EMPLOYER'S last response.

Section 7. Right of EMPLOYER. Nothing contained herein shall be construed as limiting the right of the EMPLOYER to pursue resolution of a grievance under this Article.

Section 8. Exclusions. Questions involving the City Charter, City Ordinances, published policies and regulations, provisions of RSA 273-A and other provisions of law or policies and regulations of appropriate authorities outside the City shall not be subject to the grievance and arbitration procedure set forth herein regardless of whether such matters are quoted, cited, or otherwise incorporated in this Agreement. This grievance procedure shall not cover any matter for which statutory appeals procedures exist.

## **ARTICLE XVIII**

### **SENIORITY**

Section 1. Type. Seniority shall refer to the time an Employee has been continuously employed by the Department in the classification of Lieutenant, Sergeant, Parking Supervisor or Dispatch Supervisor. An Employee shall receive seniority status after the completion of probation. When two or more Employees have the same date of hire or promotion, seniority shall be established in the order they are listed on the employment eligibility roster for that position. In the event this does not resolve the tie, then seniority shall be determined according to the most continuous tenure with the City of Concord.

Section 2. Reduction in Force In the event an employee returns to a lower job classification; the Employee will not lose seniority time within the lower classification. The Employee's seniority status will be effective from their original date of promotion into the lower job classification. If and when the employee is recalled to the original job classification, their seniority will be effective from their original promotion date in that the original classification. If any reduction in force causes an Employee to enter a different Collective Bargaining Unit, the Employee shall be subject to that unit's Collective Bargaining Agreement terms and conditions or the City of Concord Personnel Rules.

Seniority for demotions for all other reasons other than a Reduction in Force shall be determined by utilizing the Employee's original promotion date into the lower job classification. If that Employee should gain promotion into a higher job classification, seniority subsequent to this promotion shall be determined by the date of that subsequent promotion and not the previous promotion date.

The seniority defined in this section for a return to a higher classification due to recall shall not apply if no recall is made within 12 months of the layoff.

For the purposes of this section, the original classification shall mean that in which an Employee is in immediately prior to a Reduction in Force.

Section 3. Loss of Seniority. An Employee shall lose seniority and employment with the EMPLOYER shall be considered terminated for all purposes if:

- A. The Employee quits.
- B. The Employee is absent without leave for three consecutive days.
- C. The Employee fails to report to work at the termination of a leave of absence.
- D. The Employee who has been part of a reduction in force fails to respond within five (5) working days after being recalled.
- E. The Employee is separated from the payroll of the EMPLOYER by a reduction in force action lasting more than twelve (12) months.
- F. The Employee is discharged.
- G. The Employee retires.

Section 4. Application: This article shall have application only as specifically provided for within this Agreement.

## **ARTICLE XIX**

### **REDUCTION IN FORCE**

Section 1. Procedure. Employees with the least seniority will be laid off first in the event of a reduction in force, for any reason, within an employee's job classification.

Section 2. Employer Prerogatives. This Article shall not in any way restrict the prerogatives of the EMPLOYER to determine whether there shall be a reduction in force, the form such reduction shall take, or the duration of such reduction in force.

Section 3. Return to Lower Job Classification. A Sergeant who is laid off may return to the job classification of Police Officer in accordance with the terms and conditions of the contract for Police Officer in effect at that time.

A Lieutenant who is laid off may return to the job classification of Police Sergeant, replacing the Police Sergeant having the least in grade seniority provided, however, that the Lieutenant is otherwise qualified for the position of Police Sergeant. This section shall apply only to a Lieutenant who has held the rank of Police Sergeant in this Department. In the event that a Lieutenant becomes the Police Sergeant with the least in grade seniority and as a result is thereby subject to layoff, the next senior Police Sergeant shall be laid off.

A Deputy Chief who is laid off may return to the job classification of Police Lieutenant, replacing the Police Lieutenant having the least in grade seniority provided, however, that the Deputy Chief is otherwise qualified for the position of Police Lieutenant. This section shall apply only to a Deputy Chief who has held the rank of Police Lieutenant in this Department. In the event that a Deputy Chief becomes the Police Lieutenant with the least in grade seniority and as a result is thereby subject to layoff, the next senior Police Lieutenant shall be laid off.

A Dispatch Supervisor who is laid off may return to the job classification of Dispatcher, replacing the Dispatcher in accordance with the layoff procedure in effect for the job classification of Dispatcher at that time.

A Parking Supervisor who is laid off may return to the job classification of Parking Enforcement Officer or Meter Technician in accordance with the layoff procedure in effect for the job classification of Parking Enforcement Officer or Meter Technician in effect at that time.

Section 4. Order of Recall. Employees shall be called back in the inverse order of lay-off by classification recalled.

Section 5. Stipulations. A laid off Employee shall be eligible for recall if the recall notice is issued within twelve (12) months from date of layoff. This Article shall not be construed to eliminate the requirement of recalled Employees to continue to meet job qualifications. Failure by an Employee to report to work in accordance with the provisions of a recall notice shall result in loss of all rights of recall. A laid off Employee wishing to exercise the rights to return to another job classification under this Article shall notify the Chief of Police in writing within 2 workdays of the layoff notice being received by that employee.

Section 6. Notification of Recall. Employees who are eligible for recall shall be sent a recall notice by certified mail. The Employee must notify the Police Chief in writing within five (5) working days after receiving the notice of recall of his/her intention to return to work. Failure by the Employee to so notify the Chief of Police shall represent a decision not to accept the recall. The EMPLOYER shall be deemed to have fulfilled its obligations under this Section by mailing the recall notice by certified mail to the last address provided by the Employee. It shall be the obligation and responsibility of the Employee to immediately notify the Police Chief of any changes in mailing address during the twelve (12) month period from layoff provided by this section.

## **ARTICLE XX**

### **BULLETIN BOARD**

**Section 1. Bulletin Board.** The EMPLOYER will provide the UNION reasonable space on a bulletin board in a non-public area. The UNION shall use this board for posting of notices pertaining to recreational and social activities, UNION elections, reports of the UNION, or its committees, UNION meeting notices, legislative enactment's, decisions of the Public Employee Labor Relations Board (PELRB), and judicial decisions affecting public employee labor relations. The UNION shall not post any materials which are obscene, defamatory, or which impair the operation of the Department, or which constitute partisan political campaign material.

Where the EMPLOYER finds material posted on the bulletin board to be objectionable as violative of this Agreement, it will consult with the UNION or any representative. If such consultation does not resolve the EMPLOYER'S objections, the material in question shall be promptly removed from the bulletin board by the UNION. In the event that the UNION fails to remove the objectionable material, the EMPLOYER may do so. The UNION may pursue the matter through the grievance procedure for resolution.

## **ARTICLE XXI**

### **UNIFORMS – EQUIPMENT**

**Section 1. Items to be Provided.** The EMPLOYER shall provide all articles of uniforms and equipment which are required by the EMPLOYER provided said articles are unique to police service and not suitable for off-duty wear. All such articles which are determined by the EMPLOYER to have been damaged in the line of duty shall be repaired or replaced by the EMPLOYER.

**Section 2. Items to Be Returned.** Employees, at the time of termination of employment, are required to return all articles of uniforms and equipment which were provided by the EMPLOYER.

**Section 3. Cleaning of Uniforms.** The EMPLOYER shall provide cleaning for two pairs of uniform trousers and two uniform shirts per week per Employee.

**Section 4. Clothing Allowance.** Employees whose assignments require them to routinely wear civilian clothing in lieu of a uniform shall be provided with a clothing allowance of \$650 per year effective January 1, 2021, paid in two semi-annual installments. This allowance shall be pro-rated for Employees who are not eligible to be paid the full year's allowance.

**Section 5. Polygraph Operator.** The EMPLOYER shall provide up to \$500.00 per fiscal year to an active and trained polygraph operator as reimbursement for purchases of clothing used while conducting polygraph examinations. All receipts incurred in the fiscal year must be submitted for reimbursement no later than June 30th of that fiscal year. In the event an employee receives the clothing allowance in section 4 of the article, the employee is not entitled to the \$500 reimbursement in this section

## **ARTICLE XXII**

### **ACCESS TO PREMISES**

**Section 1. Provisions.** Access to Department premises or contact with on-duty Employees by accredited non-Employee representatives of the Concord Police Supervisor's Association shall be subject to the sole discretion and approval of the EMPLOYER'S designated representative.

## **ARTICLE XXIII**

### **INTERNAL UNION BUSINESS**

**Section 1. Duty Hours.** The internal business of the UNION shall be conducted during non-duty hours.

**Section 2. City Facilities, Vehicles and Equipment.** Use of EMPLOYER'S facilities to conduct internal UNION business shall be allowable by permission of the Chief of Police and at his sole discretion, but shall not be unreasonably denied. Requests to use the EMPLOYER'S facilities shall be made at least one week in advance of the meeting date.

City vehicles, equipment, supplies, devices or on-duty Employees shall not be used in the support of internal UNION business activities or UNION meetings. The initiation, typing, and filing of a grievance shall be exempt from this paragraph.

**Section 3. Union Leave.** With approval of the Police Chief, the Officers of the Union or their designated representatives shall be entitled to a combined total of forty (40) hours leave with pay per calendar year for official UNION business and conventions. The following conditions shall apply to such leave:

- A. Requests for leave shall be made to the Police Chief by the officers at least one (1) week in advance whenever possible.
- B. No more than two (2) Union Officers shall be granted such leave at any one time without the approval of the Police Chief.
- C. Such leave may not be granted if the Police Chief determines that it may disrupt or interfere with department operations.
- D. Additional non-pay status leave may be granted upon request by the UNION to the Police Chief. Employees granted such non-pay status leave will not be required to use their accrued annual leave, but may do so if both parties mutually agree.

## **ARTICLE XXIV**

### **NO STRIKES**

**Section 1. No Strikes.** Neither the UNION nor any officers, agents or Employees will instigate, cause, encourage, participate in or support any strike. In the event of any strike or threat of a strike on the part of any Employee during the term of this Agreement, the UNION shall, upon the occurrence of such strike

or learning of the threat thereof, notify the Employees involved that such action by them is unauthorized and in violation of the provisions of this Agreement.

## **ARTICLE XXV**

### **WAIVER OF AGREEMENT**

**Section 1. Waiver.** The failure of the EMPLOYER or the UNION to insist, in any one or more situations, upon performance of any of the terms or provisions of this agreement shall not be considered a waiver or relinquishment of the right of the EMPLOYER or the UNION to future performance of any such term or provision of this agreement. The obligations of the EMPLOYER and the UNION to such future performance of the terms or provisions of this agreement shall continue in full force and effect.

## **ARTICLE XXVI**

### **FINAL RESOLUTION**

**Section 1. General.** The Agreement expressed herein, in writing, constitutes the entire Agreement between the Parties and no oral statement shall add to or supersede any of its provisions. Any change in this Agreement must be mutually agreed upon by the parties and must be in writing.

## **ARTICLE XXVII**

### **MID TERM BARGAINING**

**Section 1. Procedure.** In the event the EMPLOYER contemplates a change in a condition of employment which is a mandatory subject of bargaining during the course of the contract period the EMPLOYER will give notice to the UNION. The UNION may initiate a request to bargain such a change. Such a request must be initiated in writing within 7 days after notification to the UNION.

The following procedure shall govern:

1. The parties will meet to negotiate the change to resolution or impasse. In the event of an impasse, the EMPLOYER may implement its last official proposal.

**Section 2. Dispute Resolution.** In the event there is a claim that there has been a violation of this article, the matter will be subject for review only by the applicable procedures of the New Hampshire Public Employees' Labor Relations Board (PELRB) and shall not be subject to the grievance procedure embodied in this agreement.

## ARTICLE XXVIII

### LABOR MANAGEMENT COMMITTEE

The Parties agree that it is in their best interests to maintain an open dialogue with respect to the administration of this agreement and the exchange of information relative to the performance of the Department's mission and the work performance of Unit members.

The Parties agree that a Labor/Management Committee shall be established as of the effective date of this Agreement. The Labor/Management Committee shall consist of the members of the Parties' respective negotiating committees.

The Labor/Management Committee shall meet at least every other month as needed at a mutually agreeable time. Agenda items shall be exchanged between the Parties seven (7) days prior to such meetings, providing that additional items may be added to any agenda without notice. More frequent meetings of the Labor/Management Committee may be scheduled by the mutual agreement of the Parties at any time.

## ARTICLE XXIX

### RETIREMENT SEVERANCE PAY

Section A. General. An Employee who retires from the City having completed at least ten (10) years of creditable City service with the New Hampshire Retirement System and who has applied to receive retirement payments from that system shall be eligible for a severance payment according to the following formula.

#### Severance Pay Formula

Deduct the number of sick leave days used during an Employee's last two (2) years of employment from the Number 30 and apply the balance to the payment formula below. In calculating this deduction, an Employee shall not be penalized for the usage of up to three (3) sick leave days (or up to three (3) single events) during each year of the last two (2) years of employment.

The Base for calculations during 2025 shall be 346.92 dollars, and shall go into effect upon ratification of the contract. This base shall be indexed to the annual across-the-board wage increases granted to non-contractual Employees.

<u>Years of City Service</u>	<u>Payment Formula</u>
10 years thru 14 years	.50 * Current Base * number of days
15 years thru 19 years	.75 * Current Base * number of days
20 years and over	Current Base * number of days

In no case shall the amount paid per day exceed the Employee's standard daily rate. Consecutive sick leave days used involving more than three days shall be computed as single events for purposes of calculating this benefit.

## **ARTICLE XXX**

### **RETIREMENT BADGE**

Members of the Union shall be eligible to obtain a "Retirement Badge" of a model and style consistent with that in use at the time of this agreement upon their Retirement from the Concord Police Department. Only those members who have left the Concord Police Department with a "Service Retirement" or a "Disability Retirement" (as defined by the New Hampshire Retirement System on the effective date of retirement) and are in good standing are eligible under this article. There shall be no cost in any way to the city under this article.

For the purposes of this article, good standing shall be defined as having not engaged in any conduct that brings disrepute upon the Department and/or the City.

## **ARTICLE XXXI**

### **HEALTH INSURANCE**

#### **Section 1. General.**

The EMPLOYER will pay 90% of the Single, Two Person, or Family premium for the HDHP \$2/4K plan eligible for and chosen by the employee. The HDHP \$2/4K plan includes an out of pocket maximum of \$2000 for a Single plan or \$4000 for Two Person/Family plan per plan year. Once the deductible amount is reached, there will be no additional member cost sharing for covered services and covered prescription medications with no additional cost sharing for the remainder of the plan year. In the event the EMPLOYEE elects to choose the HDHP \$2/4K plan, the EMPLOYER will place 50% (\$1000/\$2000) of the deductible in a Health Savings Account ("HSA") for the use and ownership of the EMPLOYEE at the beginning of the plan year. The 50% funding of the HSA for those EMPLOYEES that are eligible for and have chosen the HDHP \$2/4K shall remain in effect until a successor collective bargaining agreement is executed by the parties.

In the event the EMPLOYEE is eligible for and chooses a more expensive plan, the EMPLOYEE will be responsible for any costs above the 90% of the Single, Two person or Family Premium for the HDHP \$2/4K. In the event that a plan becomes available that is less expensive than the HDHP \$2/4K plan, and the EMPLOYEE is eligible for and chooses that less expensive plan, the EMPLOYER will pay 90% of the Single, Two Person, or Family premium for that less expensive plan, although the EMPLOYER retains the right to modify the portion of the premium paid by the EMPLOYER for the less expensive plan so long as it is at least 90%. In the event the government eliminates the favorable treatment of the ACA, the parties agree to meet and discuss health care options.

The EMPLOYER will pay 90% of the Single, Two Person, or Family premium for the dental plan eligible for and chosen by the EMPLOYEE.

In the event an employee chooses to not receive health insurance from the EMPLOYER, the EMPLOYEE shall be awarded opt out dollars as determined by the EMPLOYER. In the event an employee chooses to not receive health insurance but chooses to receive dental insurance from the EMPLOYER, the cost of the dental insurance premium paid for by the EMPLOYER shall be deducted from the opt out dollars awarded.

The EMPLOYER reserves the right to change or provide alternate insurance carriers as the EMPLOYER deems appropriate so long as the new coverage and benefits are similar to the plan it is replacing.

The City reserves the right to reopen this Article of the Agreement in the event health insurance rates are anticipated to increase by ten percent (10%) or more. The City shall provide written notice to the union if it intends to reopen the agreement. Failure to reach agreement during such reopener shall result in the imposition of status quo.

The Parking Supervisor shall be covered by the City's Beneflex Plan. The Parking Supervisor shall be subject to any cost sharing in accordance with that imposed on non-contractual employees.

### Section 2. Beneflex Program

The EMPLOYER'S Beneflex Program is a matter of City policy and is not a part of this Agreement, nor shall any benefits provided under the Beneflex Program be otherwise provided for within this Agreement. Any matter, any issue, or any question concerning the content or the administration of the City's Beneflex Plan remains within the sole discretion of the City and any review or resolution of those matters will be accomplished through the applicable City procedures and forums.

## **ARTICLE XXXII**

### RESIDENCY

All sworn members of the Concord Police Supervisor's Association shall reside within seventy five (75) road miles of the Concord city line.

Sworn officers shall submit a written notice (Change of Address Form) to the Chief of Police when moving from one permanent address to another.

## **ARTICLE XXXIII**

### EDUCATIONAL ASSISTANCE

Section 1. Tuition Reimbursement. Employees who would like to receive consideration for payment of department related educational courses shall submit written requests to the department head documenting estimates for the course at least five (5) months prior to the beginning of the fiscal year during the initial preparation of the departmental operating budget. EMPLOYER shall reimburse one half (1/2) the cost of tuition for department related educational courses taken by employees when approved in accordance with this Agreement. EMPLOYER will approve all such qualifying requests up to an annual limit of \$10,000. Requests in excess of \$10,000 will be determined at the sole discretion of the department head. . All courses to be eligible for payment under this section shall:

1. Be reviewed and approved by the department head prior to enrollment in the course.
2. Be initiated and completed while in the employ of the EMPLOYER.
3. Be completed with sufficient evidence to the department head of a grade of "B" or better or a Pass in a Pass/Fail rated class.
4. Be attended on the employee's own time.

Section 2. Educational Support. It is the desire of the EMPLOYER and the UNION to encourage all employees to avail themselves of additional educational advancement. To that end, the parties agree that efforts will be made to accommodate employees' work schedules who are enrolled in educational courses. While the parties acknowledge that it may not be possible to accommodate each employee's request, an effort will be made to make accommodations through the schedule bidding process, which may include modification of assignments, other flexible work schedules including substitutions (swaps) and annual leave time to complete their course requirements.

Section 3. Educational Degree Payment. Employees, who after July 1, 2009, receive any of the following degrees or meet any of the following conditions shall receive an educational degree payment for the cost of tuition for department related educational courses taken by employees when approved in accordance with this Agreement. This payment shall be paid on a one-time basis following the employee's receipt of such degree from an accredited college or university after satisfactorily providing appropriate evidence of the granting of such degree as follows:

- A. Employees who would like to receive payment of the Educational Degree Reimbursement shall submit written requests to the department head documenting degree completion or expectation of degree completion at least five (5) months prior to the beginning of the fiscal year during the initial preparation of the department operating budget.
- B. This reimbursement shall be paid in addition to that detailed in Section 1 of this Article.

Associate of Arts or Associates of Science Degree or one-half of credit hours necessary to complete a Bachelors program for which the employee has been admitted, provided the employee has completed a minimum of three (3) courses:	\$1,000
Bachelor of Arts or Bachelor of Science:	\$1,500
Master of Arts or Master of Science:	\$2,000
Ph.D. – JD:	\$2,500

**ARTICLE XXXIV**

DISCIPLINE/DISCHARGE

The EMPLOYER agrees that it shall only discipline or discharge unit members for just cause.

**ARTICLE XXXV**

CERTIFICATION PAYMENTS

Any firearms instructor, defensive tactics instructor, taser instructor, driving instructor, coordinator of evidence technicians, bike instructor or OC instructor shall receive five hundred dollars (\$500) annually.

The employee will only be entitled to one (1) payment of five hundred dollars (\$500) annually regardless of the number of certifications.

This certification payment shall be paid annually effective on the first pay period following July 1 after receipt of the identified instructor certifications and providing appropriate evidence of such certification to Police Administration.

## ARTICLE XXXVI

### LIABILITY AND INDEMNIFICATION

The EMPLOYER agrees pursuant to New Hampshire RSA 31:105 to indemnify and save harmless for loss of damage any EMPLOYEE from personal financial loss and expense including reasonable legal fees and costs, if any, arising out of any claim, demand, suit or judgment by reason of negligence or other act resulting in accidental injury to a person or accidental damage to or destruction of property if the indemnified person at the time of the accident resulting in the injury, damage or destruction was acting in the scope of their employment.

## ARTICLE XXXVII

### TERM OF AGREEMENT

EXPLANATION: This Agreement covers the period from 1/1/25 – 12/31/2027. It shall not take full force and effect until it is ratified and signed by both parties. This means that upon the signing of this Agreement by both parties the terms of this Agreement will then be in full force and effect from that date forward only.

Section 1. Duration. This Agreement shall take effect as of date of signing to continue in full force and effect through 12/31/2027. Thereafter, it shall be automatically renewed from year to year beginning 1/1/2028 unless either Party acts to terminate it.

Section 2. Termination. If either party desires to terminate the automatic renewal of this Agreement, or any part thereof, written notice of such intention shall be delivered to the other Party, no later than June 10<sup>th</sup>, 2027 immediately preceding the desired termination date of 12/31/2027. A Party upon receipt of notice of termination shall, no later than July 10, 2027, notify the other Party if it desires to terminate all or part of this Agreement. In the event that either party notifies the other of its intent to terminate this Agreement then this Agreement shall terminate on 12/31/2027.

Section 3. Renegotiations. In the event either Party issues a notice of termination as provided above, both parties hereby agree to commence, in good faith, collective bargaining with respect to terms of a new Agreement no later than September 10<sup>th</sup>, 2027 If either the date of the notice or date of the commencement of negotiations falls upon a Saturday, Sunday or Holiday such date shall be considered to be the next following regular working day of the EMPLOYER. Negotiations hereunder shall be conducted by authorized representatives of the UNION and the EMPLOYER.

In witness whereof, the parties hereunto cause their names to be hereunto affixed and to duplicate hereof by their duly authorized officer, as of the 31st day of January, 2025. Both such signed copies shall be considered originals.

Witness:

The City of Concord

Suzanne Stevens

By:

[Signature]

City Manager

Witness:

The Concord Police Supervisor's Association

[Signature] Lacey

By:

[Signature] #5 P. OFIZIAS

President

Approved as to form and execution

By:

[Signature]

John Conforti, Deputy City Solicitor

# **LETTER OF UNDERSTANDING**

**BETWEEN**

**THE CITY OF CONCORD  
AND  
CONCORD POLICE SUPERVISOR'S ASSOCIATION**

## **REGARDING REIMBURSEMENT RESULTING FROM DELAYED WORKER'S COMPENSATION CLAIM APPROVALS AND PAYMENTS**

The City and CPSA hereby enter into this letter of understanding, which may be amended by written agreement the City and CPSA. CPSA further understands that the City may require its members to sign the "Statement of Reimbursement Resulting from Delayed Worker's Compensation Claim Approvals and Payments" with the version attached as Exhibit A in order to identify and confirm the specific terms of repayment. CPSA understands and agrees that the form attached as Exhibit A may be amended by the City from time to time. CPSA reserves the right to contest any substantive changes in the event that it believes it constitutes an unfair labor practice.

In consideration of the City of Concord continuing to pay all or part of a member's Base Weekly pay pending approval of his or her workers' compensation claim, members agree to reimburse the City for any payments received from the workers' compensation insurer which results in an overpayment of Base Weekly pay received from the City for the same timeframe.

The City currently supplements an employee injured in the scope of their City employment, and receiving indemnity payments from the City's workers' compensation insurer, up to the employee's Base Weekly Pay rate, pro-rated based on actual days missed, up to a maximum of fifteen (15) weeks per claim. If this supplemental payment combined with the indemnity payments paid by the City's workers' compensation insurer exceeds the employee's Base Weekly Pay, members agree to reimburse the City for the amount of any supplemental payments received from the City when combined with the indemnity payments exceed their Base Weekly Pay. Members agree that the City shall be further permitted to adjust any future supplemental payments to prevent and/or reimburse for overpayments of my Base Weekly pay that were paid by the City. Members understand that the amount of indemnity benefits paid by the City's workers' compensation insurer is based on requirements set forth in RSA chapter 281-A. Members further understand that the City reserves the right to amend or terminate the payment of the supplement and/or to provide wage continuation at any time provided it does not violate ordinance or the terms of a collective bargaining agreement. Members understand that in the event that the City amends and/or terminates the payment of the supplement and/or the obligation to provide wage continuation, the reimbursement obligations will similarly be amended and/or terminated.

Members may endorse to the City the indemnity check(s) received from the workers' compensation insurer and submit the check(s) to the City Finance Department within five working days of the notice from the City Finance Department of payment owed. In the event that the indemnity check(s) that members endorse to the City exceeds the amount of reimbursement owed to the City, the City will issue a check for the difference owed within thirty (30) days.

FOR THE UNION: P. Ortiz #1 P. ORTIZAS

DATE: 1/30/2025

FOR THE CITY: [Signature] August 1

DATE: 1.31.2025

**EXHIBIT A**

**STATEMENT OF REIMBURSEMENT RESULTING  
FROM DELAYED WORKER'S COMPENSATION CLAIM APPROVALS AND PAYMENTS**

I understand City employees are covered by workers' compensation insurance. I understand that the workers' compensation claims consultant has 21 days from the receipt of the claim to determine whether the injury arose out of and in the course of employment as defined under RSA chapter 281-A. As a result, there may be a delay in indemnity payment from the workers' compensation insurer pending that determination.

In consideration of the City of Concord continuing to pay all or part of my Base Weekly pay pending approval of my workers' compensation claim, I agree to reimburse the City for any payments I receive from the compensation insurer which results in an overpayment of my Base Weekly pay I receive from the City for the workers same timeframe.

I understand that the City supplements an employee injured in the scope of their City employment, and receiving indemnity payments from the City's workers' compensation insurer, up to the employee's Base Weekly Pay rate, pro-rated based on actual days missed, up to a maximum of fifteen (15) weeks per claim. If this supplemental payment combined with the indemnity payments paid by the City's workers' compensation insurer exceeds the employee's Base Weekly Pay, I agree to reimburse the City for any supplemental payments that I received in excess of my Base Weekly Pay within the timeframes and requirements set forth herein. I agree that the City shall be further permitted to adjust any future supplemental payments to prevent and/or reimburse the City for overpayments of my Base Weekly pay. I understand that the amount of indemnity benefits paid by the City's workers' compensation insurer is based on requirements set forth in RSA chapter 281-A.

I further agree to reimburse the City within 5 working days of notice from the City Finance Department of payment owed to the City of Concord for any overpayments, unless repayment terms are extended in writing by the Deputy City Manager of Finance or his or her designee. I understand that I may endorse to the City the indemnity check(s) received from the workers' compensation insurer and submit the check(s) to the City Finance Department within five working days of the notice from the City Finance Department of payment owed. In the event that the indemnity check(s) that I endorse to the City exceeds the amount of reimbursement owed to the City, the City will issue me a check for the difference owed. I agree that failure to provide restitution within the prescribed time frame may result in the City commencing a collection action.

I further agree that to the extent that the Department of Labor or a court of competent jurisdiction fully and finally determines that my injury is not a work-related injury as defined under RSA chapter 281-A, I shall reimburse the City for all payments the City paid to me in excess of any of my available leave (sick, annual and/or disability) or through establishing a payment plan as approved by the City within 5 working days of such determination.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TERMS OF REPAYMENT**

Overpayments must be repaid within 5 working days of notice from the City Finance Department of payment owed to the City of Concord, unless repayment terms are extended in writing by the Deputy City Manager of Finance or his or her designee.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**LETTER OF UNDERSTANDING**

**BETWEEN**

**THE CITY OF CONCORD**

**AND**

**CONCORD POLICE SUPERVISOR'S ASSOCIATION**

**CONCERNING THE COST OF OUTSIDE DUTY DETAIL WORK**

WHEREAS, it is recognized and understood by the Parties that the Parties have a mutual interest providing police services to the community in an overtime capacity outside of the regular provision of police service in a capacity defined as Outside Duty Detail Work; and

WHEREAS, it is recognized and understood by the Parties that the overtime costs of providing this service have increased to levels that cause concern to the requesting parties and the City of Concord, and

WHEREAS, the Parties have mutually agreed to discuss in the Labor Management Committee the overtime cost of this service and any efforts that can be made to provide this service to the community in a cost effective manner;

THEREFORE, the Parties agree to convene the Labor Management Committee provided for within this agreement for the purpose of discussing the rates paid to the members of the Concord Police Supervisor's Association within 60 (Sixty) days of the execution of this agreement.

For the UNION:   
Date: 1/30/2025

For the CITY:   
Date: 1.31.2025

# Appendix A-4+1%% Effective 01-01-2025

Dispatch Supervisor

Hourly	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$29.48	\$30.38	\$31.28	\$32.20	\$33.16	\$34.15	\$35.21	\$36.27	\$37.33	\$38.45	\$39.45
Weekly	\$1,179.20	\$1,215.20	\$1,251.20	\$1,288.00	\$1,326.40	\$1,366.00	\$1,408.40	\$1,450.80	\$1,493.20	\$1,538.00	\$1,538.00
Yearly	\$61,318.40	\$63,190.40	\$65,062.40	\$66,976.00	\$68,972.80	\$71,032.00	\$73,236.80	\$75,441.60	\$77,646.40	\$79,976.00	\$79,976.00
Ment											\$2,399.28
Yearly *											\$82,375.28

Sergeant A. Members with less than 20 years of sworn service.

Hourly	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$37.66	\$38.79	\$39.93	\$41.16	\$42.39	\$43.64	\$44.90	\$46.29	\$47.69	\$49.14	\$49.14
Weekly	\$1,506.40	\$1,551.60	\$1,597.20	\$1,646.40	\$1,695.60	\$1,745.60	\$1,796.00	\$1,851.60	\$1,907.60	\$1,965.60	\$1,965.60
Yearly	\$78,332.80	\$90,683.20	\$83,054.40	\$95,612.80	\$98,171.20	\$90,771.20	\$93,392.00	\$96,283.20	\$99,195.20	\$102,211.20	\$102,211.20
Ment											\$3,066.34
Yearly *											\$105,277.54

CID, CSD, PDU, FTO - 1.5%

Sergeant A. Members with less than 20 years of sworn service.

Hourly	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$38.23	\$39.36	\$40.53	\$41.77	\$43.04	\$44.29	\$45.58	\$46.98	\$48.39	\$49.89	\$49.89
Weekly	\$1,529.20	\$1,574.40	\$1,621.20	\$1,670.80	\$1,721.60	\$1,771.60	\$1,823.20	\$1,879.20	\$1,935.60	\$1,995.60	\$1,995.60
Yearly	\$79,518.40	\$81,668.80	\$84,302.40	\$86,881.60	\$89,523.20	\$92,123.20	\$94,806.40	\$97,718.40	\$100,651.20	\$103,771.20	\$103,771.20
Ment											\$3,113.14
Yearly *											\$106,884.34

Sergeant B. Members with 20 years (+) of sworn service.

Hourly	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$39.06	\$40.19	\$41.35	\$42.56	\$43.76	\$45.07	\$46.32	\$47.68	\$49.13	\$50.54	\$50.54
Weekly	\$1,562.40	\$1,607.60	\$1,654.00	\$1,702.40	\$1,750.40	\$1,802.80	\$1,852.80	\$1,907.20	\$1,965.20	\$2,021.60	\$2,021.60
Yearly	\$81,244.80	\$83,595.20	\$86,008.00	\$88,524.80	\$91,020.80	\$93,745.60	\$96,345.60	\$99,174.40	\$102,190.40	\$105,123.20	\$105,123.20
Ment											\$3,153.70
Yearly *											\$108,276.90

CID, CSD, PDU, FTO - 1.5%

Sergeant B. Members with 20 years (+) of sworn service.

Hourly	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$39.65	\$40.79	\$41.98	\$43.19	\$44.43	\$45.75	\$47.01	\$48.38	\$49.88	\$51.30	\$51.30
Weekly	\$1,586.00	\$1,631.60	\$1,679.20	\$1,727.60	\$1,777.20	\$1,830.00	\$1,880.40	\$1,935.20	\$1,995.20	\$2,052.00	\$2,052.00
Yearly	\$82,472.00	\$84,843.20	\$87,318.40	\$89,835.20	\$92,414.40	\$95,160.00	\$97,780.80	\$100,630.40	\$103,750.40	\$106,704.00	\$106,704.00
Ment											\$3,201.12
Yearly *											\$109,905.12

Sergeant DEU A. Members with less than 20 years of sworn service (5% Stipend is reflected).

Hourly	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$39.54	\$40.71	\$41.94	\$43.20	\$44.52	\$45.81	\$47.15	\$48.63	\$50.11	\$51.58	\$51.58
Weekly	\$1,581.60	\$1,628.40	\$1,677.60	\$1,728.00	\$1,790.80	\$1,832.40	\$1,886.00	\$1,945.20	\$2,004.40	\$2,063.20	\$2,063.20
Yearly	\$82,243.20	\$84,676.80	\$87,235.20	\$89,856.00	\$92,601.60	\$95,284.80	\$98,072.00	\$101,150.40	\$104,228.80	\$107,286.40	\$107,286.40
Ment											\$3,218.59
Yearly *											\$110,504.99

# Appendix A-4+1%% Effective 01-01-2025

Sergeant DEU B: Members with 20 (+) years of sworn service (5% Stipend is reflected)

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$40.93	\$42.13	\$43.37	\$44.65	\$45.90	\$47.23	\$48.57	\$50.01	\$51.49	\$53.00	\$53.00
Weekly	\$1,637.20	\$1,685.20	\$1,734.80	\$1,786.00	\$1,836.00	\$1,889.20	\$1,942.80	\$2,000.40	\$2,059.60	\$2,120.00	\$2,120.00
Yearly	\$95,134.40	\$87,630.40	\$90,209.60	\$92,872.00	\$95,472.00	\$98,238.40	\$101,025.60	\$104,020.80	\$107,099.20	\$110,240.00	\$110,240.00
Merit											\$3,307.20
Yearly *											\$113,547.20

Lieutenant A: Members with less than 20 years of sworn service.

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$43.55	\$44.80	\$46.20	\$47.57	\$48.93	\$50.47	\$51.99	\$53.57	\$55.16	\$56.78	\$56.78
Weekly	\$1,742.00	\$1,792.00	\$1,848.00	\$1,902.80	\$1,957.20	\$2,018.80	\$2,079.60	\$2,142.80	\$2,206.40	\$2,271.20	\$2,271.20
Yearly	\$90,584.00	\$93,184.00	\$96,096.00	\$98,945.60	\$101,774.40	\$104,977.60	\$108,139.20	\$111,425.60	\$114,732.80	\$118,102.40	\$118,102.40
Merit											\$3,543.07
Yearly *											\$121,645.47

CID, CSD, PDU, FTO - 1.5%

Lieutenant A: Members with less than 20 years of sworn service.

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$44.22	\$45.48	\$46.89	\$48.28	\$49.68	\$51.23	\$52.77	\$54.38	\$55.99	\$57.63	\$57.63
Weekly	\$1,768.80	\$1,819.20	\$1,875.60	\$1,931.20	\$1,987.20	\$2,049.20	\$2,110.80	\$2,175.20	\$2,239.60	\$2,305.20	\$2,305.20
Yearly	\$91,977.60	\$94,598.40	\$97,531.20	\$100,422.40	\$103,394.40	\$106,558.40	\$109,761.60	\$113,110.40	\$116,459.20	\$119,870.40	\$119,870.40
Merit											\$3,596.11
Yearly *											\$123,466.51

Lieutenant Members with 20 years (+) of sworn service.

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$44.94	\$46.22	\$47.58	\$48.98	\$50.34	\$51.88	\$53.39	\$54.97	\$56.55	\$58.18	\$58.18
Weekly	\$1,797.60	\$1,848.80	\$1,903.20	\$1,959.20	\$2,013.60	\$2,075.20	\$2,135.60	\$2,198.80	\$2,262.00	\$2,327.20	\$2,327.20
Yearly	\$93,475.20	\$96,137.60	\$98,968.40	\$101,878.40	\$104,707.20	\$107,910.40	\$111,051.20	\$114,337.60	\$117,624.00	\$121,014.40	\$121,014.40
Merit											\$3,630.43
Yearly *											\$124,644.83

CID, CSD, PDU, FTO - 1.5%

Lieutenant Members with 20 years (+) of sworn service.

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$45.61	\$46.91	\$48.29	\$49.72	\$51.09	\$52.66	\$54.20	\$55.80	\$57.40	\$59.05	\$59.05
Weekly	\$1,824.40	\$1,876.40	\$1,931.60	\$1,988.80	\$2,043.60	\$2,106.40	\$2,168.00	\$2,232.00	\$2,296.00	\$2,362.00	\$2,362.00
Yearly	\$94,868.80	\$97,572.80	\$100,443.20	\$103,417.60	\$106,267.20	\$109,532.80	\$112,796.00	\$116,064.00	\$119,392.00	\$122,824.00	\$122,824.00
Merit											\$3,694.72
Yearly *											\$126,508.72

Parking Supervisor (added to CPSSA wage scale/date)

	A	B	C	D	E	F	G	H	I	J
Hourly	\$30.22	\$31.00	\$31.77	\$32.56	\$33.41	\$34.24	\$35.05	\$35.94	\$36.83	\$37.76
Weekly	\$1,208.80	\$1,240.00	\$1,270.80	\$1,302.40	\$1,336.40	\$1,369.60	\$1,402.00	\$1,437.60	\$1,473.20	\$1,510.40
Yearly	\$62,857.60	\$64,480.00	\$66,081.60	\$67,724.80	\$69,492.80	\$71,219.20	\$72,904.00	\$74,755.20	\$76,606.40	\$78,540.80
Merit										
Yearly *	\$38.71	\$39.69	\$40.69	\$41.72	\$42.76	\$43.84				
	\$1,548.40	\$1,587.60	\$1,627.60	\$1,668.80	\$1,710.40	\$1,753.60				
	\$80,516.80	\$82,555.20	\$84,635.20	\$86,777.60	\$88,940.80	\$91,187.20				

# Appendix B-4+1%% Effective 2026

Dispatch Supervisor

Hourly	Step 1	\$30.95	Step 2	\$31.90	Step 3	\$32.84	Step 4	\$33.81	Step 5	\$34.82	Step 6	\$35.86	Step 7	\$36.97	Step 8	\$38.08	Step 9	\$39.20	Step 10	\$40.37	Step 10*	\$40.37
Weekly		\$1,238.00		\$1,276.00		\$1,313.60		\$1,352.40		\$1,392.80		\$1,434.40		\$1,478.80		\$1,523.20		\$1,568.00		\$1,614.80		\$1,614.80
Yearly		\$64,376.00		\$66,352.00		\$68,307.20		\$70,324.80		\$72,425.60		\$74,598.80		\$76,897.60		\$79,206.40		\$81,536.00		\$83,989.60		\$83,989.60
Ment																						\$2,519.09
Yearly *																						\$66,488.69

Sergeant A. Members with less than 20 years of sworn service.

Hourly	Step 1	\$39.54	Step 2	\$40.73	Step 3	\$41.93	Step 4	\$43.22	Step 5	\$44.51	Step 6	\$45.82	Step 7	\$47.15	Step 8	\$48.60	Step 9	\$50.07	Step 10	\$51.60	Step 10*	\$51.60
Weekly		\$1,581.60		\$1,629.20		\$1,677.20		\$1,728.80		\$1,780.40		\$1,832.80		\$1,886.00		\$1,944.00		\$2,002.80		\$2,064.00		\$2,064.00
Yearly		\$82,243.20		\$84,718.40		\$87,214.40		\$89,897.60		\$92,580.80		\$95,305.60		\$98,072.00		\$101,088.00		\$104,145.60		\$107,328.00		\$107,328.00
Ment																						\$3,219.84
Yearly *																						\$110,547.84

CID, CSD, PDU, FTO - 1.5%

Sergeant A. Members with less than 20 years of sworn service.

Hourly	Step 1	\$40.14	Step 2	\$41.33	Step 3	\$42.56	Step 4	\$43.86	Step 5	\$45.19	Step 6	\$46.50	Step 7	\$47.86	Step 8	\$49.33	Step 9	\$50.81	Step 10	\$52.38	Step 10*	\$52.38
Weekly		\$1,605.60		\$1,653.20		\$1,702.40		\$1,754.40		\$1,807.60		\$1,860.00		\$1,914.40		\$1,973.20		\$2,032.40		\$2,095.20		\$2,095.20
Yearly		\$83,491.20		\$85,968.40		\$88,524.80		\$91,228.80		\$93,995.20		\$96,720.00		\$99,548.80		\$102,606.40		\$105,864.80		\$108,950.40		\$108,950.40
Ment																						\$3,268.51
Yearly *																						\$112,218.91

Sergeant B. Members with 20 years (+) of sworn service.

Hourly	Step 1	\$41.01	Step 2	\$42.20	Step 3	\$43.42	Step 4	\$44.69	Step 5	\$45.95	Step 6	\$47.32	Step 7	\$48.64	Step 8	\$50.06	Step 9	\$51.59	Step 10	\$53.07	Step 10*	\$53.07
Weekly		\$1,640.40		\$1,688.00		\$1,736.80		\$1,787.60		\$1,838.00		\$1,892.80		\$1,945.60		\$2,002.40		\$2,063.60		\$2,122.80		\$2,122.80
Yearly		\$85,300.80		\$87,776.00		\$90,313.60		\$92,955.20		\$95,576.00		\$98,425.60		\$101,171.20		\$104,124.80		\$107,307.20		\$110,385.60		\$110,385.60
Ment																						\$3,311.57
Yearly *																						\$113,697.17

CID, CSD, PDU, FTO - 1.5%

Sergeant B. Members with 20 years (+) of sworn service.

Hourly	Step 1	\$41.63	Step 2	\$42.83	Step 3	\$44.08	Step 4	\$45.35	Step 5	\$46.65	Step 6	\$48.04	Step 7	\$49.36	Step 8	\$50.80	Step 9	\$52.37	Step 10	\$53.87	Step 10*	\$53.87
Weekly		\$1,665.20		\$1,713.20		\$1,763.20		\$1,814.00		\$1,866.00		\$1,921.60		\$1,974.40		\$2,032.00		\$2,094.80		\$2,154.80		\$2,154.80
Yearly		\$86,590.40		\$89,088.40		\$91,696.40		\$94,328.00		\$97,032.00		\$99,923.20		\$102,868.80		\$105,664.00		\$108,928.60		\$112,049.60		\$112,049.60
Ment																						\$3,361.49
Yearly *																						\$115,411.09

Sergeant DEU A. Members with less than 20 years of sworn service (5% Stipend is reflected).

Hourly	Step 1	\$41.52	Step 2	\$42.75	Step 3	\$44.04	Step 4	\$45.36	Step 5	\$46.75	Step 6	\$48.10	Step 7	\$49.51	Step 8	\$51.06	Step 9	\$52.62	Step 10	\$54.16	Step 10*	\$54.16
Weekly		\$1,660.80		\$1,710.00		\$1,761.60		\$1,814.40		\$1,870.00		\$1,924.00		\$1,980.40		\$2,042.40		\$2,104.80		\$2,166.40		\$2,166.40
Yearly		\$86,361.60		\$88,920.00		\$91,603.20		\$94,348.80		\$97,240.00		\$100,048.00		\$102,980.80		\$106,204.80		\$109,449.60		\$112,652.80		\$112,652.80
Ment																						\$3,379.58
Yearly *																						\$116,032.38

## Appendix B-4%+1% Effective 2026

**Sergeant DRU B: Members with 20 (+) years of sworn service (5% Stipend is reflected).**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$42.98	\$44.24	\$45.54	\$46.88	\$48.20	\$49.59	\$51.00	\$52.51	\$54.06	\$55.65	\$55.65
Weekly	\$1,719.20	\$1,769.60	\$1,821.60	\$1,875.20	\$1,928.00	\$1,983.60	\$2,040.00	\$2,100.40	\$2,162.40	\$2,226.00	\$2,226.00
Yearly	\$99,398.40	\$92,019.20	\$94,723.20	\$97,510.40	\$100,256.00	\$103,147.20	\$106,080.00	\$109,220.80	\$112,444.80	\$115,752.00	\$115,752.00
Ment											\$3,472.56
Yearly *											\$119,224.56

**Lieutenant A: Members with less than 20 years of sworn service.**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$45.73	\$47.04	\$48.51	\$49.95	\$51.38	\$52.99	\$54.59	\$56.25	\$57.92	\$59.62	\$59.62
Weekly	\$1,829.20	\$1,881.60	\$1,940.40	\$1,998.00	\$2,055.20	\$2,119.60	\$2,183.60	\$2,250.00	\$2,316.80	\$2,384.80	\$2,384.80
Yearly	\$95,118.40	\$97,843.20	\$100,900.80	\$103,896.00	\$106,870.40	\$110,219.20	\$113,547.20	\$117,000.00	\$120,473.60	\$124,009.60	\$124,009.60
Ment											\$3,720.29
Yearly *											\$127,729.89

**CID, CSD, PDU, FTO - 1.5%**

**Lieutenant A: Members with less than 20 years of sworn service.**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$46.43	\$47.75	\$49.23	\$50.69	\$52.16	\$53.79	\$55.41	\$57.10	\$58.79	\$60.51	\$60.51
Weekly	\$1,857.20	\$1,910.00	\$1,969.20	\$2,027.60	\$2,086.40	\$2,151.60	\$2,216.40	\$2,284.00	\$2,351.60	\$2,420.40	\$2,420.40
Yearly	\$96,574.40	\$99,320.00	\$102,398.40	\$105,435.20	\$108,492.80	\$111,893.20	\$115,252.80	\$118,768.00	\$122,283.20	\$125,860.80	\$125,860.80
Ment											\$3,775.82
Yearly *											\$129,636.62

**Lieutenant: Members with 20 years (+) of sworn service.**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$47.19	\$48.53	\$49.96	\$51.43	\$52.86	\$54.47	\$56.06	\$57.72	\$59.38	\$61.09	\$61.09
Weekly	\$1,887.60	\$1,941.20	\$1,998.40	\$2,057.20	\$2,114.40	\$2,178.80	\$2,242.40	\$2,308.80	\$2,375.20	\$2,443.60	\$2,443.60
Yearly	\$98,155.20	\$100,942.40	\$103,916.80	\$106,974.40	\$109,948.80	\$113,297.60	\$116,604.80	\$120,057.60	\$123,510.40	\$127,067.20	\$127,067.20
Ment											\$3,812.02
Yearly *											\$130,879.22

**CID, CSD, PDU, FTO - 1.5%**

**Lieutenant: Members with 20 years (+) of sworn service.**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$47.89	\$49.26	\$50.70	\$52.21	\$53.64	\$55.29	\$56.91	\$58.59	\$60.27	\$62.00	\$62.00
Weekly	\$1,915.60	\$1,970.40	\$2,028.00	\$2,088.40	\$2,145.60	\$2,211.60	\$2,276.40	\$2,343.60	\$2,410.80	\$2,480.00	\$2,480.00
Yearly	\$99,611.20	\$102,460.80	\$105,456.00	\$108,596.80	\$111,571.20	\$115,003.20	\$118,372.80	\$121,867.20	\$125,361.60	\$128,960.00	\$128,960.00
Ment											\$3,868.80
Yearly *											\$132,828.80

**Parking Supervisor (added to CPSA wage scale/date)**

	Grade 18										
Hourly	\$31.73	\$32.55	\$33.36	\$34.19	\$35.08	\$36.95	\$36.80	\$37.74	\$38.67	\$39.65	\$39.65
Weekly	\$1,269.20	\$1,302.00	\$1,334.40	\$1,367.60	\$1,403.20	\$1,438.00	\$1,472.00	\$1,509.60	\$1,546.80	\$1,586.00	\$1,586.00
Yearly	\$65,998.40	\$67,704.00	\$69,398.80	\$71,115.20	\$72,966.40	\$74,776.00	\$76,544.00	\$78,499.20	\$80,433.60	\$82,472.00	\$82,472.00
	K	L	M	N	O	P					
	\$40.65	\$41.67	\$42.72	\$43.81	\$44.90	\$46.03					
	\$1,626.00	\$1,666.80	\$1,708.80	\$1,752.40	\$1,796.00	\$1,841.20					
	\$84,552.00	\$86,673.60	\$88,857.60	\$91,124.80	\$93,392.00	\$95,742.40					

## Appendix C-4%+1% Effective 2027

Dispatch Supervisor

Hourly	Step 1	\$32.50	Step 2	\$33.50	Step 3	\$34.48	Step 4	\$35.50	Step 5	\$36.56	Step 6	\$37.65	Step 7	\$38.82	Step 8	\$39.98	Step 9	\$41.16	Step 10	\$42.39	Step 10*	\$42.39
Weekly		\$1,300.00		\$1,340.00		\$1,379.20		\$1,420.00		\$1,462.40		\$1,506.00		\$1,552.80		\$1,599.20		\$1,646.40		\$1,695.60		\$1,695.60
Yearly		\$67,600.00		\$69,680.00		\$71,718.40		\$73,840.00		\$76,044.80		\$78,312.00		\$80,745.60		\$83,358.40		\$86,012.80		\$88,717.20		\$88,717.20
Merit																						\$2,645.14
Yearly *																						\$90,816.34

Sergeant A: Members with less than 20 years of sworn service.

Hourly	Step 1	\$41.52	Step 2	\$42.77	Step 3	\$44.03	Step 4	\$45.38	Step 5	\$46.74	Step 6	\$48.11	Step 7	\$49.51	Step 8	\$51.03	Step 9	\$52.57	Step 10	\$54.18	Step 10*	\$54.18
Weekly		\$1,660.80		\$1,710.80		\$1,761.20		\$1,815.20		\$1,869.60		\$1,924.40		\$1,980.40		\$2,041.20		\$2,102.80		\$2,167.20		\$2,167.20
Yearly		\$86,361.60		\$88,961.60		\$91,582.40		\$94,390.40		\$97,219.20		\$100,068.80		\$102,980.80		\$106,142.40		\$109,345.60		\$112,694.40		\$112,694.40
Merit																						\$3,380.83
Yearly *																						\$116,075.23

CID, CSD, PDU, FTO - 1.5%

Sergeant A: Members with less than 20 years of sworn service.

Hourly	Step 1	\$42.15	Step 2	\$43.40	Step 3	\$44.69	Step 4	\$46.05	Step 5	\$47.45	Step 6	\$48.83	Step 7	\$50.25	Step 8	\$51.80	Step 9	\$53.35	Step 10	\$55.00	Step 10*	\$55.00
Weekly		\$1,686.00		\$1,736.00		\$1,787.60		\$1,842.00		\$1,898.00		\$1,953.20		\$2,010.00		\$2,072.00		\$2,134.00		\$2,200.00		\$2,200.00
Yearly		\$87,672.00		\$90,272.00		\$92,955.20		\$95,784.00		\$98,696.00		\$101,566.40		\$104,520.00		\$107,744.00		\$110,968.00		\$114,400.00		\$114,400.00
Merit																						\$3,432.00
Yearly *																						\$117,832.00

Sergeant B: Members with 20 years (+) of sworn service.

Hourly	Step 1	\$43.06	Step 2	\$44.31	Step 3	\$45.59	Step 4	\$46.92	Step 5	\$48.25	Step 6	\$49.69	Step 7	\$51.07	Step 8	\$52.56	Step 9	\$54.17	Step 10	\$55.72	Step 10*	\$55.72
Weekly		\$1,722.40		\$1,772.40		\$1,823.60		\$1,876.80		\$1,930.00		\$1,987.60		\$2,042.80		\$2,102.40		\$2,166.80		\$2,228.80		\$2,228.80
Yearly		\$89,564.80		\$92,164.80		\$94,827.20		\$97,593.60		\$100,360.00		\$103,355.20		\$106,225.60		\$109,324.80		\$112,673.60		\$115,897.60		\$115,897.60
Merit																						\$3,476.93
Yearly *																						\$119,374.53

CID, CSD, PDU, FTO - 1.5%

Sergeant B: Members with 20 years (+) of sworn service.

Hourly	Step 1	\$43.71	Step 2	\$44.97	Step 3	\$46.28	Step 4	\$47.62	Step 5	\$48.98	Step 6	\$50.44	Step 7	\$51.83	Step 8	\$53.34	Step 9	\$54.99	Step 10	\$56.56	Step 10*	\$56.56
Weekly		\$1,748.40		\$1,798.80		\$1,851.20		\$1,904.80		\$1,959.20		\$2,017.60		\$2,073.20		\$2,133.60		\$2,198.60		\$2,262.40		\$2,262.40
Yearly		\$90,916.80		\$93,537.60		\$96,262.40		\$99,049.60		\$101,878.40		\$104,915.20		\$107,806.40		\$110,947.20		\$114,379.20		\$117,644.80		\$117,644.80
Merit																						\$3,529.34
Yearly *																						\$121,174.14

Sergeant DEU A: Members with less than 20 years of sworn service (5% Stipend is reflected).

Hourly	Step 1	\$43.60	Step 2	\$44.89	Step 3	\$46.24	Step 4	\$47.63	Step 5	\$49.09	Step 6	\$50.51	Step 7	\$51.99	Step 8	\$53.61	Step 9	\$55.25	Step 10	\$56.87	Step 10*	\$56.87
Weekly		\$1,744.00		\$1,795.60		\$1,849.60		\$1,905.20		\$1,963.60		\$2,020.40		\$2,079.60		\$2,144.40		\$2,210.00		\$2,274.80		\$2,274.80
Yearly		\$90,688.00		\$93,371.20		\$96,179.20		\$99,070.40		\$102,107.20		\$105,060.80		\$108,139.20		\$111,508.80		\$114,920.00		\$118,288.60		\$118,288.60
Merit																						\$3,548.69
Yearly *																						\$121,838.29

# Appendix C-4%+1% Effective 2027

Sergeant DEU B. Members with 20 (+) years of sworn service (5% Stipend is reflected):

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$45.13	\$46.45	\$47.82	\$49.22	\$50.61	\$52.07	\$53.55	\$55.14	\$56.76	\$58.43	\$58.43
Weekly	\$1,805.20	\$1,858.00	\$1,912.80	\$1,968.80	\$2,024.40	\$2,082.80	\$2,142.00	\$2,205.60	\$2,270.40	\$2,337.20	\$2,337.20
Yearly	\$83,870.40	\$96,616.00	\$99,465.60	\$102,377.60	\$105,268.80	\$108,305.60	\$111,394.00	\$114,691.20	\$118,060.80	\$121,534.40	\$121,534.40
Merit											\$3,646.03
Yearly *											\$125,180.43

Lieutenant A. Members with less than 20 years of sworn service:

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$48.02	\$49.39	\$50.94	\$52.45	\$53.95	\$55.64	\$57.32	\$59.06	\$60.82	\$62.60	\$62.60
Weekly	\$1,920.80	\$1,975.60	\$2,037.60	\$2,098.00	\$2,158.00	\$2,225.60	\$2,292.80	\$2,362.40	\$2,432.80	\$2,504.00	\$2,504.00
Yearly	\$99,881.60	\$102,731.20	\$105,955.20	\$109,096.00	\$112,216.00	\$115,731.20	\$119,225.60	\$122,844.80	\$126,505.60	\$130,208.00	\$130,208.00
Merit											\$3,906.24
Yearly *											\$134,114.24

CID, CSD, PDU, FTO - 1.5%

Lieutenant A. Members with less than 20 years of sworn service:

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$48.75	\$50.14	\$51.69	\$53.22	\$54.77	\$56.48	\$58.18	\$59.96	\$61.73	\$63.54	\$63.54
Weekly	\$1,950.00	\$2,005.60	\$2,067.60	\$2,128.80	\$2,190.80	\$2,259.20	\$2,327.20	\$2,398.40	\$2,469.20	\$2,541.60	\$2,541.60
Yearly	\$101,400.00	\$104,291.20	\$107,515.20	\$110,697.60	\$113,921.60	\$117,478.40	\$121,014.40	\$124,716.80	\$128,398.40	\$132,163.20	\$132,163.20
Merit											\$3,964.90
Yearly *											\$136,128.10

Lieutenant. Members with 20 years (+) of sworn service:

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$49.55	\$50.96	\$52.46	\$54.00	\$55.50	\$57.19	\$58.86	\$60.61	\$62.35	\$64.14	\$64.14
Weekly	\$1,982.00	\$2,038.40	\$2,098.40	\$2,160.00	\$2,220.00	\$2,287.60	\$2,354.40	\$2,424.40	\$2,494.00	\$2,565.60	\$2,565.60
Yearly	\$103,064.00	\$105,996.80	\$109,116.80	\$112,320.00	\$115,440.00	\$118,955.20	\$122,428.80	\$126,068.80	\$129,688.00	\$133,411.20	\$133,411.20
Merit											\$4,002.34
Yearly *											\$137,413.54

CID, CSD, PDU, FTO - 1.5%

Lieutenant. Members with 20 years (+) of sworn service:

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 10*
Hourly	\$50.28	\$51.72	\$53.24	\$54.82	\$56.32	\$58.05	\$59.76	\$61.52	\$63.28	\$65.10	\$65.10
Weekly	\$2,011.20	\$2,068.80	\$2,129.60	\$2,192.80	\$2,252.80	\$2,322.00	\$2,390.40	\$2,460.80	\$2,531.20	\$2,604.00	\$2,604.00
Yearly	\$104,582.40	\$107,577.60	\$110,739.20	\$114,025.60	\$117,145.60	\$120,744.00	\$124,300.80	\$127,961.60	\$131,622.40	\$135,408.00	\$135,408.00
Merit											\$4,062.24
Yearly *											\$139,470.24

Parking Supervisor (added to CPSA wage scale/date)

	Grade 18	A	B	C	D	E	F	G	H	I	J
Hourly		\$33.32	\$34.18	\$35.03	\$35.90	\$36.83	\$37.75	\$38.64	\$39.63	\$40.60	\$41.63
Weekly		\$1,332.80	\$1,367.20	\$1,401.20	\$1,436.00	\$1,473.20	\$1,510.00	\$1,545.60	\$1,585.20	\$1,624.00	\$1,665.20
Yearly		\$69,305.60	\$71,094.40	\$72,862.40	\$74,672.00	\$76,606.40	\$78,520.00	\$80,371.20	\$82,430.40	\$84,448.00	\$86,590.40
Merit		\$42.88	\$43.75	\$44.86	\$46.00	\$47.15	\$48.33				
Yearly *		\$1,707.20	\$1,750.00	\$1,794.40	\$1,840.00	\$1,886.00	\$1,933.20				
		\$88,774.40	\$91,000.00	\$93,308.80	\$95,680.00	\$98,072.00	\$100,526.40				

## APPENDIX D

### CPSA SUPERVISOR DATES OF HIRE AND PROMOTION

<u>Rank</u>		<u>Date of Hire</u>	<u>Promotion</u>	<u>10 years</u>	<u>20 years</u>
	<b><u>Dispatch Supervisor</u></b>				
	Vanessa Trottier	03-12-2023	03-12-2023	03-12-2033	03-12-2043
	<b><u>Parking Supervisor</u></b>				
	David Florence	12-31-2000	12-31-2000	12-31-2010	12-31-2020
	<b><u>Police Sergeants</u></b>				
1	Christian Lovejoy	04-03-2011	02-09-2020	04-03-2021	04-03-2031
2	Benjamin Mitchell	05-20-2012	01-31-2021	05-20-2022	05-20-2032
3	Mark Schneible	08-07-2011	04-25-2021	08-07-2021	08-07-2031
4	Daniel White	04-27-2014	02-20-2022	04-27-2024	04-27-2034
5	Tom Sheveland	08-07-2016	05-01-2022	08-07-2026	08-07-2036
6	Michael Cooper	09-23-2018	10-15-2023	09-23-2028	09-23-2038
7	Matt Doyon	04-09-2017	11-12-2023	04-09-2027	04-09-2037
8	Wade Brown	11-02-2008	05-05-2024	11-02-2018	11-02-2028
	<b><u>Police Lieutenants</u></b>				
1	Ranee Fraser	04-06-1997	01-29-2017	04-06-2007	04-06-2017
2	Charles Wroblewski	12-07-2008	05-10-2020	12-07-2018	12-07-2028
3	Matthew Casey	08-08-2010	01-31-2021	08-08-2020	08-08-2030
4	Craig Levesque	12-07-2003	05-01-2022	12-07-2013	12-07-2023
5	Matthew Lankhorst	12-12-2004	08-07-2022	12-12-2014	12-12-2024
6	Patrick Ofrias	08-17-2014	10-15-2023	08-17-2024	08-17-2034
7	Thomas Yerkes	02-20-2005	08-11-2024	02-20-2015	02-20-2025