



Office of Labor Relations

22 Cortlandt Street, New York, NY 10007
nyc.gov/olr


Renee Campion
Commissioner

Steven H. Banks
First Deputy Commissioner
General Counsel

Claire Levitt
Deputy Commissioner
Health Care Strategy

Georgette Gestely
Director, Employee Benefits Program

TO: HEADS OF CONCERNED CITY DEPARTMENTS AND AGENCIES

FROM: RENEE CAMPION, COMMISSIONER 

SUBJECT: EXECUTED CONTRACT: SCHOOL CROSSING GUARDS:
SEPTEMBER 26, 2017 TO MAY 25, 2021

Attached for your information and guidance is a copy of the executed contract entered into by the Commissioner of Labor Relations on behalf of the City of New York and District Council 37 on behalf of the incumbents of positions listed in Article I of said contract.

The contract incorporates terms of an agreement reached through collective bargaining negotiations and related procedures.

DATED: January 20, 2022

OFFICE OF LABOR RELATIONS	
REGISTRATION	
OFFICIAL	CONTRACT
	
NO:	DATE:
<u>22014</u>	<u>January 20, 2022</u>

ATOSS

2017 -2021

School Crossing Guards

ARTICLE I - UNION RECOGNITION AND UNIT DESIGNATION.....	1
ARTICLE II - DUES CHECKOFF.....	1
ARTICLE III - SALARIES	2
ARTICLE IV - HOURS	7
ARTICLE V - HEALTH INSURANCE	7
ARTICLE VI - WELFARE FUND	7
ARTICLE VII - ADDITIONAL HEALTH INSURANCE BENEFIT	10
ARTICLE VIII - SUMMER HEALTH INSURANCE	10
ARTICLE IX - POST & PICK.....	11
ARTICLE X – ASSIGNMENT LEVEL II.....	11
ARTICLE XI - PRODUCTIVITY AND PERFORMANCE.....	12
ARTICLE XII - DEATH BENEFIT	12
ARTICLE XIII - LEAVES	13
ARTICLE XIV - IDENTIFICATION CARDS.....	16
ARTICLE XV - UNIFORM ALLOWANCE	16
ARTICLE XVI - NON-COMPETITIVE LAYOFF PROCEDURE.....	16
ARTICLE XVII - GRIEVANCE PROCEDURE	18
ARTICLE XVIII - BULLETIN BOARDS: EMPLOYER FACILITIES.....	22
ARTICLE XIX - NO STRIKES	23
ARTICLE XX - UNION ACTIVITY	23
ARTICLE XX1 - DIRECT DEPOSIT.....	23
ARTICLE XXII – LABOR-MANAGEMENT COMMITTEE	23
ARTICLE XXIII - FINANCIAL EMERGENCY ACT	24
ARTICLE XXIV - APPENDICES	24
ARTICLE XXV - SAVINGS CLAUSE	24
ARTICLE XXVI - CONTRACTING OUT CLAUSE	24

AGREEMENT entered into this 12th day of January, 2022, by and between the City of New York and related public employers pursuant to and limited to their respective elections or statutory requirement to be covered by the New York City Collective Bargaining Law and their respective authorizations to the City to bargain on their behalf (hereinafter referred to jointly as the "Employer"), and Local 372, and District Council 37, A.F.S.C.M.E., AFL-CIO (hereinafter referred to as the "Union"), for the forty-four (44) month period from September 26, 2017 to May 25, 2021.

WITNESSETH:

WHEREAS, the parties hereto have entered into collective bargaining and desire to reduce the results thereof to writing,

NOW, THEREFORE, it is mutually agreed as follows:

ARTICLE I - UNION RECOGNITION AND UNIT DESIGNATION

Section 1.

The Employer recognizes the Union as the sole and exclusive collective bargaining representative for the bargaining unit set forth below, consisting of employees of the Employer, wherever employed, whether full-time, part-time, per annum, hourly or per diem, in the below listed title, and in any successor title(s) that may be certified by the Board of Certification of the Office of Collective Bargaining to be part of the unit herein for which the Union is the exclusive collective bargaining representative and in any positions in Restored Rule X titles of the Classified Service the duties of which are or shall be equated by the City Personnel Director and the Director of the Budget for salary purposes to the below listed title:

70205 School Crossing Guard

Section 2.

The terms "employee" and "employees" as used in this Agreement shall mean only those persons in the unit described in Section 1 of this Article.

ARTICLE II - DUES CHECKOFF

Section 1.

- a. The Union shall have the exclusive right to the checkoff and transmittal of dues on behalf of each employee in accordance with the Mayor's Executive Order No. 98, dated May 15, 1969, entitled "Regulations Relating to the Checkoff of Union Dues" and in accordance with the Mayor's Executive Order No. 107, dated December 29, 1986, entitled "Procedures for Orderly Payroll Check-Off of Union Dues and Agency Shop Fees."

- b. Any employee may consent in writing to the authorization of the deduction of dues from the employee's wages and to the designation of the Union as the recipient thereof. Such consent, if given, shall be in a proper form acceptable to the City, which bears the signature of the employee.

Section 2.

The parties agree to an agency shop to the extent permitted by applicable law, as described in a supplemental agreement hereby incorporated by reference into this Agreement.

ARTICLE III - SALARIES

Section 1.

The maximum salary for a title shall not constitute a bar to the payment of any salary adjustment or pay differentials provided for in this Agreement but the said increase above the maximum shall not be deemed a promotion.

Section 2.

Employees in the title School Crossing Guard shall be subject to the following specified hourly salary rates:

a. Effective September 26, 2017

			Incumbent			
			rate	Hired	Hired	
			hired after	between	between	
			6/30/86	7/1/85	7/1/84	Hired
		Hiring	w/ 1 year	-	-	before
		<u>rate *</u>	<u>of service</u>	<u>6/30/86</u>	<u>6/30/85</u>	<u>7/1/84</u>
Appt. Rate		\$12.38	\$12.61	\$12.95	\$13.17	\$13.42
After 1 yr.		\$12.38	\$13.10	\$13.40	\$13.63	\$13.83
After 2 yrs.			\$13.37	\$13.64	\$13.86	\$14.08
After 3 yrs.			\$14.32	\$14.58	\$14.73	\$14.91
	Level II **		\$15.75 (Flat Rate)			

b. Effective December 31, 2017

			Incumbent			
			rate	Hired	Hired	
	<u>Level I</u>		hired after	between	between	
			6/30/86	7/1/85	7/1/84	Hired
		Hiring	w/ 1 year	-	-	before
		<u>rate *</u>	<u>of service</u>	<u>6/30/86</u>	<u>6/30/85</u>	<u>7/1/84</u>
Appt. Rate		\$13.50	\$13.50	\$13.50	\$13.50	\$13.50
After 1 yr.		\$13.50	\$13.50	\$13.50	\$13.63	\$13.83
After 2 yrs.			\$13.50	\$13.64	\$13.86	\$14.08
After 3 yrs.			\$14.32	\$14.58	\$14.73	\$14.91
	Level II **		\$15.75 (Flat Rate)			

c. Effective September 26, 2018

			Incumbent			
			rate	Hired	Hired	
			hired after	between	between	
			6/30/86	7/1/85	7/1/84	Hired
		Hiring	w/ 1 year	-	-	before
		rate *	of service	6/30/86	6/30/85	7/1/84
Appt. Rate		\$13.80	\$13.80	\$13.80	\$13.80	\$13.80
After 1 yr.		\$13.80	\$13.80	\$13.80	\$13.94	\$14.14
After 2 yrs.			\$13.80	\$13.95	\$14.17	\$14.40
After 3 yrs.			\$14.64	\$14.91	\$15.06	\$15.25
	Level II **		\$16.10 (Flat Rate)			

d. Effective December 31, 2018

			Incumbent			
			rate	Hired	Hired	
			hired after	between	between	
			6/30/86	7/1/85	7/1/84	Hired
		Hiring	w/ 1 year	-	-	before
		rate *	of service	6/30/86	6/30/85	7/1/84
Appt. Rate		\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
After 1 yr.		\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
After 2 yrs.			\$15.00	\$15.00	\$15.00	\$15.00
After 3 yrs.			\$15.00	\$15.00	\$15.06	\$15.25
	Level II **		\$16.10 (Flat Rate)			

e. Effective October 26, 2019

			Incumbent			
			rate	Hired	Hired	
			hired after	between	between	
			6/30/86	7/1/85	7/1/84	Hired
		Hiring	w/ 1 year	-	-	before
		rate *	of service	6/30/86	6/30/85	7/1/84
Appt. Rate		\$15.45	\$15.45	\$15.45	\$15.45	\$15.45
After 1 yr.		\$15.45	\$15.45	\$15.45	\$15.45	\$15.45
After 2 yrs.			\$15.45	\$15.45	\$15.45	\$15.45
After 3 yrs.			\$15.45	\$15.45	\$15.51	\$15.71
	Level II **		\$16.58 (Flat Rate)			

NOTE:

Rates are on a per hour basis.

* See Article III, Section 4 (New Hires).

** This level was established pursuant to September 23, 2016 agreement.

Section 3. Wage Increases.

a. General Wage Increase

- i. The general wage increases, effective as indicated, shall be:
 1. Effective September 26, 2017, Employees shall receive a general increase of 2.00%.
 2. Effective September 26, 2018, Employees shall receive an additional general increase of 2.25%.
 3. Effective October 26, 2019, Employees shall receive an additional general increase of 3.00%.
 4. Part-time per annum, part-time per diem Employees (including seasonal appointees), per session and hourly paid Employees and Employees whose normal work year is less than a full calendar year shall receive the increases provided in Section 3, subsections a(i)(1)-(3) on the basis of computations heretofore utilized by the parties for all such Employees.
- ii. The increases provided for in Section 3(a)(i) above shall be calculated as follows:
 1. The general increase in Section 3(a)(i)(1) shall be based upon the base rates (including salary or incremental salary schedules) of the applicable titles in effect on September 25, 2017;
 2. The general increase in Section 3(a)(i)(2) shall be based upon the base rates (including salary or incremental salary schedules) of the applicable titles in effect on September 25, 2018;
 3. The general increase in Section 3(a)(i)(3) shall be based upon the base rates (including salary or incremental salary schedules) of the applicable titles in effect on October 25, 2019;
- iii.
 1. The general increases provided for in this Section 3(a)(i)(1)-(3) shall be applied to the base rates, incremental salary levels, and the minimum "hiring rate" and "incumbent rate" and maximum rates (including levels), for the applicable titles.
 2. Effective October 26, 2019, the general increase provided for in this Section 3(a)(i)(3) shall be applied to "additions to gross." "Additions to gross" shall be defined to include uniform allowances, equipment allowances, transportation allowances, uniform maintenance allowance, assignment differentials, service increments, longevity differentials, advancement increases, assignment (level) increases, and experience, certification, educational, license, evening, or night shift differentials.

Section 4. New Hires

- a. The appointment rate for an employee newly hired on or after September 26, 2017 and appointed at a reduced hiring rate shall be the applicable minimum "hiring rate" set forth in sections 2(a)-(e) of this Article III. On the two year anniversary of the employee's original date of appointment, such employee shall be paid the indicated minimum "incumbent rate" for the applicable title that is in effect on such two year anniversary as set forth in sections 2(a)-(e) of this Article III.
- b.
 - i. For a title subject to an incremental pay plan, the employee shall be paid the appropriate increment based upon the employee's length of service. Section 2 of this Article III reflects the correct amounts and has been adjusted in accordance with the provisions of Section 3(a)(iii)(1) of this Article III.
 - ii. Employees who change titles or levels before attaining two years of service will be treated in the new title or level as if they had been originally appointed to said title or level on their original hiring date.
- c. For the purposes of Sections 4(a) and 4(b), employees 1) who were in active pay status before September 26, 2017, and 2) who are affected by the following personnel actions after said date shall not be treated as "newly hired" employees and shall be entitled to receive the indicated minimum "incumbent rate" set forth in subsections 2(a)-(e) of this Article III:
 - i. Employees who return to active status from an approved leave of absence.
 - ii. Employees in active status (whether full or part-time) appointed to permanent status from a civil service list, or to a new title (regardless of jurisdictional class or civil service status) without a break in service of more than 31 days.
 - iii. Employees who were laid off or terminated for economic reasons who are appointed from a recall/preferred list or who were subject to involuntary redeployment.
 - iv. Provisional employees who were terminated due to a civil service list who are appointed from a civil service list within one year of such termination.
 - v. Permanent employees who resign and are reinstated or who are appointed from a civil service list within one year of such resignation.
 - vi. Employees (regardless of jurisdictional class or civil service status) who resign and return within 31 days of such resignation.
 - vii. A provisional employee who is appointed directly from one provisional appointment to another.

viii. For employees whose circumstances were not anticipated by the parties, the First Deputy Commissioner of Labor Relations is empowered to issue, on a case-by-case basis, interpretations concerning application of this Section 4. Such case-by-case interpretations shall not be subject to the dispute resolution procedures set forth in Article XVII of this Agreement.

d. The First Deputy Commissioner of Labor Relations may, after notification to the affected union(s), exempt certain hard to recruit titles from the provisions of subsection 4.

Section 5.

In the case of an employee on leave of absence without pay, the salary rate of such employee shall be changed to reflect the salary adjustments specified in Article III.

Section 6. - Longevity Increment Agreement

- a. School Crossing Guards in assignment level I with 15 or more years of "City" service in pay status shall receive a longevity increment of 43 cents (\$0.43) per hour.
- b. School Crossing Guards in assignment level II with 15 or more years of "City" service in pay status shall receive a longevity increment of \$800 per annum.
- c. The rules for eligibility for the longevity increment described above in subsection 6a. and 6b. shall be set forth in Appendix A to this Agreement and are incorporated by reference herein.

Section 7. - Additional Days of Pay

- a. All regularly employed School Crossing Guards shall receive one additional day of pay (Martin Luther King, Jr.'s Birthday) at their regular daily rate of pay in the month of January. Said additional day of pay shall be paid in the last paycheck in January or the first paycheck in February.
- b. All regularly employed School Crossing Guards shall receive one additional day of pay (Memorial Day) at their regular daily rate of pay in the month of May. Said additional day of pay shall be paid in the first paycheck in June.
- c. Effective July 1, 2002, all regularly employed School Crossing Guards shall continue to receive four (4) additional days of pay at their regular daily rate of pay as follows: Columbus Day; Veterans Day; Thanksgiving Day, and day after Thanksgiving Day.
- d. Effective July 1, 2004, all regularly employed School Crossing Guards shall continue to receive three (3) additional days of pay at their regular daily rate of pay as follows: during "Presidents' Week/mid-Winter Recess" or equivalent period in other than Department of Education.
- e. This Section 7 shall not apply to School Crossing Guards Level II, who shall receive the paid holidays set forth in the Citywide Collective Bargaining Agreement.

Section 8. – Annuity Fund

Effective September 26, 2017, the maximum per annum annuity contribution per employee shall be as follows:

9/26/17:	\$221 per annum per employee
9/26/18	\$226 per annum per employee
7/26/19:	\$318 per annum per employee
10/26/19:	\$328 per annum per employee

Annuity contributions shall be pro-rated for part-time and hourly service and shall be increased by future collective bargained general wage increases. Contributions hereunder shall be remitted by the City each twenty-eight (28) days to a mutually agreed upon annuity fund pursuant to the terms of a supplemental agreement to be reached by the parties subject to the approval of the Corporation Counsel.

ARTICLE IV - HOURS

Section 1.

No School Crossing Guard Level I may work more than five (5) hours in a work-day.

Section 2.

School Crossing Guards Level II shall work 8 hours per day plus up to a 2 hour unpaid break during the work-day, one hour of which shall be an unpaid lunch

ARTICLE V - HEALTH INSURANCE

School Crossing Guards who regularly work twenty (20) or more hours per week shall be covered by the City's Basic Health Insurance Plan. Health Insurance coverage shall not be provided by the City during the summer recess except as described in Article VIII and to full-time School Crossing Guards in assignment level II.

ARTICLE VI - WELFARE FUND

Section 1.

- a. The City shall make contributions to the District Council 37, A.F.S.C.M.E., AFL-CIO Health and Security Fund on behalf of all employees who regularly work 15 hours or more per week on a continuous basis and have been so employed continuously for 90 days prior to the commencement of the obligation of the City to make its contributions provided, however, that the summer recess, authorized leaves of absence or time on a recall list shall not be considered a break in service.

- b. In accordance with the election by the Union pursuant to the provisions of Article XIII of the 1995-2001 *Citywide Agreement* between the City of New York and related public employers and District Council 37, A.F.S.C.M.E., AFL-CIO, or any successor(s) thereto, the Welfare Fund provisions of that *Citywide Agreement* or any successor(s) thereto shall apply to employees covered by this Agreement, as described in Section 1(b) of the *Citywide Agreement*.
- c. When an election is made by the Union pursuant to the provisions of Article XIII, Section 1(b), of the 1995-2001 *Citywide Agreement* between the City of New York and related public employers and District Council 37, A.F.S.C.M.E., AFL-CIO, or any successor(s) thereto, the provisions of Article XIII, Section 1(b) of the *Citywide Agreement* or any successor(s) thereto, shall apply to employees covered by this Agreement, and when such election is made, the Union hereby waives its right to training, education and/or legal services contributions provided in this Agreement. In no case shall the single contribution provided in Article XIII, Section 1(b) of the *Citywide Agreement* or any successor(s) thereto, exceed the total amount that the Union would have been entitled to receive if the separate contributions had continued.
- d. Effective July 1, 2002, 11 cents (\$0.11) per hour shall continue to be contributed for the provision of Welfare Fund Benefits during the summer months (from the last day of school in June to the first day of school in September) for School Crossing Guards who received Welfare Fund Benefits during the school year. The 11 cents per hour contribution will be made for each hour for which a School Crossing Guard is in pay status. Payments for this "summer" Welfare Fund contribution will be subject to a separate agreement to be entered into by the parties and no payments shall be made until said separate agreement is executed. Benefits to be provided are limited by the contribution itself. It is understood that if the benefits paid under the relevant schedule exceed the funds on hand for this purpose the benefits will be reduced or terminated. It is understood and agreed that the provisions of this Section (d). are entirely separate and apart from Welfare Fund payments that are contained in Article VI, Sections a, b, and c. It is further understood and agreed that any future increases in Welfare Fund payments as detailed in Sections a, b, and c above shall have no impact on this Section d. and that any increase contemplated for this Section d. shall be subject to negotiations between the parties applicable solely to this separate unit agreement or its successor(s).
- e. Effective July 1, 2002, 5 cents (\$0.05) per hour shall continue to be contributed to establish Welfare Fund benefits for School Crossing Guards who 1) permanently resign their positions as School Crossing Guards, 2) are at least 60 years of age, and 3) have at least 10 calendar years of continuous service as School Crossing Guards prior to leaving their position.

Continuous service shall be defined as time in pay status. However, Christmas, Easter, summer vacations and other school recesses shall not constitute a break in service.

For the purposes of this Article, School Crossing Guards who were terminated in 1975 as a result of the dissolution of the School Crossing Guard Program and who were reappointed by June 30, 1979, shall be deemed not to have had a break in service during the time the employee was terminated. However, the period of time between the employee's termination in 1975 and subsequent reappointment shall not be counted for purposes of calculating the 10

years of service required to receive this benefit.

The 5-cent contribution shall be made for each hour for which any School Crossing Guard is in pay status.

Payments for this Welfare Fund contribution will be subject to a separate agreement to be entered into by the parties, and no payments shall be made until said separate agreement is executed. Benefits to be provided are limited by the contribution itself. It is understood that if the benefits paid under the relevant schedule exceed the funds on hand for this purpose the benefits will be reduced or terminated. It is understood and agreed that the provisions of this Section (e) are entirely separate and apart from Welfare Fund payments that are contained in Article VI, Sections a, b, c, and d. It is further understood and agreed that any future increases in Welfare Fund payments as detailed in Sections a, b, c and d above shall have no impact on this Section (e), and that any increase contemplated for this Section (e) shall be subject to negotiations between the parties applicable solely to this separate unit agreement or its successor(s).

No benefits shall be provided to a School Crossing Guard who leaves her/his position prior to January 1, 1984.

Section 2.

Sections 1(d) and 1(e) of this Article VI shall not apply to School Crossing Guards Level II, who shall have welfare contributions paid on their behalf pursuant to the provisions of the Citywide Collective Bargaining Agreement.

Section 3.

The Union agrees to provide welfare fund benefits to domestic partners of covered employees in the same manner as those benefits are provided to spouses of married covered employees.

Section 4.

In accordance with the Health Benefits Agreement dated January 11, 2001, each welfare fund shall provide welfare fund benefits equal to the benefits provided on behalf of an active employee to widow(er)s, domestic partners and/or children of any employee who dies in the line of duty as that term is referenced in Section 12-126(b)(2) of the New York City Administrative Code. The cost of providing this benefit shall be funded by the Stabilization Fund.

Section 5.

This Agreement incorporates the terms of the May 5, 2014 and June 28, 2018 Letter Agreements regarding health savings and welfare fund contributions between the City of New York and the Municipal Labor Council, as appended to this agreement.

Section 6.

This Agreement incorporates the terms of the January 12, 2017 Letter Agreement regarding welfare fund contributions, as appended to this agreement.

Section 7.

Effective April 26, 2021, there shall be a recurring \$50 per annum contribution per employee increase to the welfare fund contribution.

ARTICLE VII - ADDITIONAL HEALTH INSURANCE BENEFIT

Effective July 1, 2002, the sum of 5 cents (\$0.05) per hour shall continue to be contributed to D.C. 37 for remittance to the D.C. 37 Health and Security Fund for each hour worked by a School Crossing Guard in assignment level I. The sums shall be used to provide health insurance coverage for School Crossing Guards who are at least 60 years of age and resign on or after January 1, 1987 with at least 10 regular school years of continuous service in pay status as School Crossing Guards prior to their resignation.

For the purposes of this Article only, continuous service in pay status as a School Crossing Guard shall be counted towards the 10-year service requirement for those employees who were terminated in 1975 as a result of the disbanding of the School Crossing Guard Program and were reappointed by June 30, 1979.

The payments hereunder shall be subject to a separate agreement to be entered into by the parties and approved as to form by the Corporation Counsel. The cost of the benefits provided shall not exceed the contributions made pursuant to this Article VII. If the benefits exceed the available funds, the benefits shall be reduced or terminated.

ARTICLE VIII - SUMMER HEALTH INSURANCE

Section 1.

- a. Effective July 1, 2002 the City shall continue to pay 9 cents (\$0.09) for each hour a School Crossing Guard Level I is in pay status to be contributed toward a trust and agency account, maintained by the New York City Employee Benefit Program.
- b. Effective July 1, 2002, the City shall contribute the sum of \$386,815.27 annually to the Summer Health Insurance Trust and Agency Account. Effective September 18, 2019, the recurring contribution shall be increased by \$1,884,643 to allow the payment of the full cost of summer health insurance for every School Crossing Guard who does not work during the summer. The amount of the recurring contribution shall be subject to future general wage increases applicable to DC37.
- c. In addition to the above, effective September 18, 2019, the City shall make a one-time contribution of \$500,000 to the Trust and Agency Account.

Section 2.

- a. The funds contributed to the trust and agency account shall be used to provide or subsidize continued health insurance during the summer months for School Crossing Guards who are

eligible for health insurance benefits during the school year and who otherwise meet eligibility criteria as described in Section c below.

- b. The City and the Union shall meet each spring to determine service eligibility requirements for receipt of this benefit and to determine what portion of the health insurance cost shall be borne by the fund and what portion shall be borne by the School Crossing Guard.
- c. In the event that a shortfall in monies in the trust and agency account is projected by the City for any summer vacation period, the City and the Union shall bargain over the extent, if any, to which the City will pay from the trust and agency account towards each affected Guard's coverage.

ARTICLE IX - POST & PICK

At the beginning of each school year, employees in assignment level I shall have the opportunity to pick their posts within their precinct. Such "picks" will be based on the employee's seniority within his/her precinct at the time post and pick occurs. Should a vacancy occur during the school year, a post and pick system will be instituted on a precinct-wide basis. Such assignments shall be made on the basis of seniority. For the purposes of this Article only, seniority shall be calculated as time served in the precinct as a School Crossing Guard. Time spent within a precinct as a level II shall be included for purposes of calculating precinct seniority

ARTICLE X – ASSIGNMENT LEVEL II

Section 1.

Employees in assignment level II shall be full-time employees subject to the following articles of the School Crossing Guard Collective Bargaining Agreement, including welfare fund contributions as provided therein: I, II, III, X, XI, XIV, XV, XVI, XVII, XVIII, XIX, XX, XXI, XXII, XXIII, XXIV, and XXV.

Section 2.

Employees in assignment level II may use annual leave on days when public schools within the employee's assigned area are not in session or during the summer, subject to the needs of the Department and any applicable state and federal laws. Where more than one level II is assigned to a precinct, annual leave requests shall be approved on the basis of seniority on a rotational basis.

Section 3.

In the event a level II returns to a level I assignment/pay, whether voluntarily or involuntarily, he or she shall be assigned to an available vacant post. At the next scheduled post and pick the school crossing guard shall be eligible to participate based on his/her precinct seniority.

In the event a level II returns to a level I assignment/pay and the school crossing guard has no prior accrued precinct seniority where there is a vacancy, the school crossing guard shall have the right of first refusal to return to his/her prior precinct should a vacancy become available;

and, upon return to that precinct, his/her prior accrued precinct seniority shall be restored.

Section 4.

The employer shall post internally *first* for all available Level II positions. Seniority shall be among the factors considered by the Department in determining assignment to level II. Internal postings shall include a requirement for prior school crossing guard experience. In the event there are insufficient internal applicants who have accepted a Level II assignment, the Employer shall notify the Union, and if requested, shall meet with the Union prior to posting any available positions for the public.

ARTICLE XI - PRODUCTIVITY AND PERFORMANCE

Introduction

Delivery of municipal services in the most efficient, effective and courteous manner is of paramount importance to the Employer and the Union. Such achievement is recognized to be a mutual obligation of both parties within their respective roles and responsibilities. To achieve and maintain a high level of effectiveness, the parties hereby agree to the following terms:

Performance Levels

- a. The Union recognizes the Employer's right under the New York City Collective Bargaining Law to establish and/or revise performance standards or norms notwithstanding the existence of prior performance levels, norms or standards. Such standards, developed by usual work measurement procedures, may be used to determine acceptable performance levels, to prepare work schedules and to measure the performance of each employee or group of employees. Notwithstanding the above, questions concerning the practical impact that decisions on the above matters have on employees are within the scope of collective bargaining. The Employer will give the Union prior notice of the establishment and/or revision of performance standards or norms hereunder.

- b. Employees who work at less than acceptable levels of performance may be subject to disciplinary measures in accordance with applicable law.

- c. **Performance Compensation**

The Union acknowledges the Employer's right to pay additional compensation for outstanding performance.

The Employer agrees to notify the Union of its intent to pay such additional compensation.

ARTICLE XII - DEATH BENEFIT

If an employee dies during the term of this Agreement because of an injury arising out of and in the course of the employee's employment through no fault of the employee, and in the proper

performance of the employee's duties, a payment of twenty-five thousand dollars (\$25,000) will be made from funds other than those of the Retirement System in addition to any other payment which may be made as a result of such death. Such payment shall be made to the beneficiary so designated, or if no beneficiary is so designated, payment shall be made to the employee's estate.

ARTICLE XIII - LEAVES

Section 1. - Death in Family

Absences for Death in the Family shall be excusable in the discretion of the agency head without charge to sick leave or annual leave balances, upon submittal of evidence satisfactory to the agency head.

- a. Employees shall be permitted absences not to exceed four (4) work-days in the case of death in the immediate family. Immediate family shall be defined for this purpose as spouse; natural, foster or step-parent, child, brother or sister; father-in-law; mother-in-law; or any relative residing in the household.
- b. Bereavement leave shall be granted for the death of a "domestic partner" pursuant to the terms set forth in Executive Order No. 38, dated January 7, 1993 or its successor(s).
- c. When a death in an employee's family occurs while the employee is on annual leave, such time as is excusable for death in the family shall not be charged to annual leave or sick leave.

Section 2. - Child Care Leave

- a. A child-care leave of absence without pay shall be granted to an employee (male or female) who becomes the parent of a child up to four years of age (or whose domestic partner registered pursuant to Executive Order No. 48, dated January 7, 1993, becomes the parent of a child up to four years of age, either by birth or by adoption, for a period of up to forty-eight (48) months. The use of this maximum allowance will be limited to one instance only. All other confinement and child-care leaves of an employee shall be limited to a thirty-six (36) month maximum.
- b. Prior to the commencement of child-care leave, an employee shall be continued in pay status for a period of time equal to all of the employee's unused accrued annual leave.
- c. Employees, who initially elect to take less than the forty-eight (48) month maximum period of leave or the thirty-six (36) months may elect to extend such leave by up to two extensions, each extension to be a minimum of six (6) months. However, in no case may the initial leave period plus the one or two extensions total more than forty-eight (48) months or thirty-six (36) months.
- d. This provision shall not diminish the right of the Agency Head or the Personnel Director, as set forth in Rule 5.1 of the Leave Regulations, to grant a further leave of absence without pay

for child-care purposes.

Section 3. - Sick Leave

- a. All employees in assignment level I shall continue to accrue one (1) hour of sick leave for each twenty (20) hours actually worked, to a maximum accrual of 500 hours. Effective July 1, 2004, all employees newly hired on or after July 1, 2004 shall accrue sick leave at the rate of one (1) hour of sick leave for each 24 hours actually worked for the first five (5) years of service.
- b. Employees in assignment level II shall accrue sick leave pursuant to the provisions of the Citywide Collective Bargaining Agreement, as follows:

Employees hired before July 1, 2004 shall be credited with one day of sick leave per month. For any employees newly hired on or after July 1, 2004, a maximum sick leave accrual of ten (10) days per annum for the first five (5) years of service shall apply. At the beginning of the sixth year of service, the maximum sick leave accrual shall be twelve (12) days per annum.
- c. Effective July 1, 2004, employees may use three (3) days per year from their sick leave balances for the care of ill family members. Approval of such leave is discretionary with the agency and proof of disability must be provided by the employee satisfactory to the agency within five (5) days of the employee's return to work.

Section 4. - Annual Leave

- a. All employees in assignment level I employed prior to July 1, 1985 shall continue to accrue one (1) hour of annual leave for each eleven (11) hours actually worked, to a maximum accrual of 210 hours.
- b. Employees in assignment level I newly hired on or after July 1, 1985 shall accrue annual leave as follows:

At the beginning of the employees first year: 1 hour for every 22 hours actually worked.

At the beginning of the employees second year: 1 hour for every 17 hours actually worked.

At the beginning of the employee's third year: 1 hour for every 17 hours actually worked.

At the beginning of the employee's fourth year: 1 hour for every 15 hours actually worked.

At the beginning of the employee's fifth year: 1 hour for every 11 hours actually worked.
- c. Effective July 1, 1991 employees in assignment level I hired on or after July 1, 1985 shall accrue annual leave as follows:

At the beginning of the employee's first year: 1 hour for every 15 hours worked.

At the beginning of the employee's fifth year: 1 hour for every 11 hours worked.

- d. Effective July 1, 2004 employees in assignment level I hired on or after July 1, 2004 shall accrue annual leave as follows:

At the beginning of the employee's first year: 1 hour for every 15 hours worked.

At the beginning of the employee's fifth year: 1 hour for every 14 hours worked.

At the beginning of the employee's sixth year: 1 hour for every 13 hours worked.

At the beginning of the employee's seventh year: 1 hour for every 12 hours worked.

At the beginning of the employee's ninth year: 1 hour for every 11 hours worked.

- e. Employees in assignment level II shall accrue annual leave pursuant to the provisions of the Citywide Collective Bargaining Agreement, as follows:

Employees hired prior to July 1, 2004:

<u>Years of Service</u>	<u>Monthly Accrual</u>	<u>Allowance</u>
First Year	10:00 hours	120:00 hours
Beginning with 5th Year	13:20 hours	160:00 hours
Beginning with 8th Year	16:40 hours	200:00 hours
Beginning of 15th Year	18:00 hours	216:00 hours

Employees hired on or after July 1, 2004:

<u>Years of Service</u>	<u>Monthly Accrual</u>	<u>Allowance</u>
First Year	10:00 hours	120:00 hours
Beginning with 5th Year	10:40 hours	128:00 hours
Beginning with 6th Year	11:20 hours	136:00 hours
Beginning with 7th Year	12:00 hours	144:00 hours
Beginning with 8th Year	12:40 hours	152:00 hours
Beginning with 9th Year	13:20 hours	160:00 hours
Beginning with 10th Year	14:00 hours	168:00 hours
Beginning with 11th Year	14:40 hours	176:00 hours
Beginning with 12th Year	15:20 hours	184:00 hours
Beginning with 13th Year	16:00 hours	192:00 hours
Beginning with 14th Year	16:40 hours	200:00 hours
Beginning with 17th Year	18:00 hours	216:00 hours

ARTICLE XIV - IDENTIFICATION CARDS

The Employer shall provide to each employee who has served continuously for six (6) months a photo I.D. card. Lost cards shall be reported immediately and replaced at the employee's expense. Upon separation from service, an employee shall not receive her/his final paycheck until the employee has returned the I.D. card issued or has submitted an appropriate affidavit of loss.

ARTICLE XV - UNIFORM ALLOWANCE

A uniform allowance in the per annum amounts set forth below shall be provided to those employees who are required to wear a uniform which is not supplied by the Employer:

<u>Effective Date</u>	<u>Annual Amount</u>
9/26/17	\$213
10/26/19	\$219

ARTICLE XVI - NON-COMPETITIVE LAYOFF PROCEDURE

If budgetary restrictions, consolidations or abolition of functions or other curtailment of activities result in the abolition of non-competitive positions, the suspension among the incumbents in the same class of positions shall be made in inverse order of their original appointment to the agency in the subject class of positions.

The date of original appointment shall be the first date of appointment followed by continuous service up to the time of the abolition or reduction of positions.

An employee who had been terminated from the subject class of positions and who was reappointed in the affected class of positions within one year thereafter shall for the purposes of this Article be deemed to have continuous service except that employees terminated in 1975 as a result of the dissolution of the School Crossing Guard Program and who were reappointed by June 30, 1979, shall for the purposes of this Article be deemed to have continuous service.

A period of an authorized leave of absence without pay or any period during which an employee is suspended from the employee's position pursuant to this Article shall not constitute an interruption of continuous service for the purposes of this Article.

Layoff shall be made from among employees in the same class of positions in the agency except that the Employer may determine the layoff unit (department, bureau, division or other subdivision). In such case layoff shall be made from among incumbents in the same class of positions in each such unit.

Where layoffs are scheduled, the following procedure shall be used:

- (1) Notice shall be provided to the union not less than 30 days before the effective

date(s) of such projected layoffs.

- (2) Within such 30-day period designated representatives of the Employer will meet and confer with the designated representatives of the Union with the objective of considering feasible alternatives to all or part of such scheduled layoffs.

Employees in affected titles in the layoff unit shall be laid off in the following order:

- (1) All employees in probationary status in the same title. Among them, layoff shall be in inverse order to date of original appointment.
- (2) All employees who have satisfactorily completed their probationary periods in the same title. Among them, layoff shall be in inverse order to date of original appointment.

In the event of layoff the Employer shall place the names of such employees on a preferred list together with others who have been suspended from the same class of positions. The Employer shall certify such list for filling vacancies in the same class of positions in the layoff unit from which the suspensions were made.

Persons on the list shall be called for reinstatement in the order of their original date of appointment and upon the occurrence of a vacancy in an appropriate position in the layoff unit shall be certified on the basis of the original date of appointment.

The eligibility for reinstatement of a person on such a preferred list shall not continue for a period longer than four (4) years from the date of separation.

No person suspended or demoted prior to completing his/her probationary term shall be certified for reinstatement until the exhaustion of all other eligibles on the preferred list and shall be required to complete his/her probationary term upon reinstatement.

Failure or refusal to accept reinstatement from preferred lists to vacancies in the same class of positions shall be deemed relinquishment of eligibility and the employee's name shall be removed from the list.

A person reinstated from a preferred list to his/her former class of positions shall receive at least the same salary he/she was receiving at the time of suspension.

Notwithstanding any other provisions of this Article, the Employer may disqualify for reinstatement and remove from a preferred list the name of any eligible who is physically or mentally disabled for the performance of the duties of the position for which such list is established, or who has been guilty of such misconduct as would result in dismissal.

ARTICLE XVII - GRIEVANCE PROCEDURE

Section 1. - Definition:

The term "Grievance" shall mean:

- a. A dispute concerning the application or interpretation of the terms of this Agreement;
- b. A claimed violation, misinterpretation or misapplication of the rules or regulations, *written* policy or orders of the Employer applicable to the agency which employs the grievant affecting terms and conditions of employment; provided, provided, disputes involving the Personnel Rules and Regulations of the City of New York or the Rules and Regulations of the Health and Hospitals Corporation with respect to those matters set forth in the first paragraph of Section 7390.1 of the Unconsolidated Laws shall not be subject to the grievance procedure or arbitration;
- c. A claimed assignment of Employees to duties substantially different from those stated in their job specifications;
- d. A claimed improper holding of an open-competitive rather than a promotional examination;
- e. A claimed wrongful disciplinary action taken against a permanent Employee covered by Section 75(1) of the Civil Service Law or a permanent Employee covered by the Rules and Regulations of the Health and Hospitals Corporation upon whom the agency head has served written charges of incompetence or misconduct while the Employee is serving in the Employee's permanent title or which affects the Employee's permanent status.
- f. Failure to serve written charges as required by Section 75 of the Civil Service Law or the Rules and Regulations of the Health and Hospitals Corporation upon a permanent Employee covered by Section 75(1) of the Civil Service Law or a permanent Employee covered by the Rules and Regulations of the Health and Hospitals Corporation where any of the penalties (including a fine) set forth in Section 75(3) of the Civil Service Law have been imposed.
- g. A claimed wrongful disciplinary action taken against a Non-Competitive employee with more than three (3) months of service in title in the same agency except for employees during the period of a mutually agreed upon extension of probation.

Section 2.

The Grievance Procedure, except for grievances as defined in Sections 1(d), 1(e), and 1(g) of this Article, shall be as follows:

Employees may at any time informally discuss with their supervisors a matter which may become a grievance. If the results of such a discussion are unsatisfactory, the Employees may present the

grievance at STEP I.

All grievances must be presented in writing at all steps in the grievance procedure. For all grievances as defined in Section I(c), no monetary award shall in any event cover any period prior to the date of the filing of the STEP I grievance unless such grievance has been filed within thirty (30) days of the assignment to alleged out-of-title work. No monetary award for a grievance alleging a miscalculation of salary rate resulting in a payroll error of a continuing nature shall be issued unless such grievance has been filed within the time limitation set forth in STEP I below for such grievances; if the grievance is so filed, any monetary award shall in any event cover only the period up to six years prior to the date of the filing of the grievance.

STEP I The Employee and/or the Union shall present the grievance in the form of a memorandum to the person designated for such purpose by the agency head no later than 120 days after the date on which the grievance arose except that grievances alleging a miscalculation of salary rate resulting in a payroll error of a continuing nature shall be presented no later than 120 days after the first date on which the grievant discovered the payroll error. The Employee may also request an appointment to discuss the grievance and such request shall be granted. The person designated by the Employer to hear the grievance shall take any steps necessary to a proper disposition of the grievance and shall issue a determination in writing by the end of the third work day following the date of submission.

STEP II An appeal from an unsatisfactory determination at STEP I or STEP I(a), where applicable, shall be presented in writing to the agency head or the agency head's designated representative who shall not be the same person designated in STEP I. An appeal must be made within five (5) work days of the receipt of the STEP I or STEP I(a) determination. The agency head or designated representative, if any, shall meet with the Employee and/or the Union for review of the grievance and shall issue a determination in writing by the end of the tenth work day following the date on which the appeal was filed.

STEP III An appeal from an unsatisfactory determination at STEP II shall be presented by the Employee and/or the Union to the Commissioner of Labor Relations in writing within ten (10) work days of the receipt of the STEP II determination. The grievant or the Union should submit copies of the STEP I and STEP II grievance filings and any agency responses thereto. Copies of such appeal shall be sent to the agency head. The Commissioner of Labor Relations or the Commissioner's designee shall review all appeals from STEP II determinations and shall issue a determination on such appeals within fifteen (15) work days following the date on which the appeal was filed.

STEP IV An appeal from an unsatisfactory determination at STEP III may be brought solely by the Union to the Office of Collective Bargaining for impartial arbitration within fifteen (15) work days of receipt of the STEP III determination. In addition, the Employer shall have the right to bring directly to arbitration any dispute between the parties concerning any matter defined herein as a "grievance". The Employer shall commence such arbitration by submitting a written request therefor to the Office of Collective Bargaining. A copy of the notice requesting impartial arbitration shall be forwarded to the opposing party. The arbitration shall be conducted in accordance with the Title 61 of the Rules of the City Of New York. The costs and fees of such arbitration shall be borne equally by the Union and the Employer.

The arbitrator's decision, order or award (if any) shall be limited to the application and interpretation of the Agreement, and the arbitrator shall not add to, subtract from or modify the Agreement. The arbitrator's award shall be final and binding and enforceable in any appropriate tribunal in accordance with Article 75 of the Civil Practice Law and Rules. The arbitrator may provide for and direct such relief as the arbitrator deems necessary and proper, subject to the limitations set forth above and any applicable limitations of law.

Section 3.

As a condition to the right of the Union to invoke impartial arbitration set forth in this Article, including the arbitration of a grievance involving a claimed improper holding of an open-competitive rather than a promotional examination, the Employee or Employees and the Union shall be required to file with the Director of the Office of Collective Bargaining a written waiver of the right, if any, of such Employee(s) and the Union to submit the underlying dispute to any other administrative or judicial tribunal except for the purpose of enforcing the arbitrator's award.

Section 4.

A grievance concerning a large number of Employees and which concerns a claimed misinterpretation, inequitable application, violation or failure to comply with the provisions of this Agreement may be filed directly at STEP III of the grievance procedure. Such "group" grievance must be filed no later than 120 days after the date on which the grievance arose, and all other procedural limits, including time limits, set forth in this Article shall apply. All other individual grievance in process concerning the same issues shall be consolidated with the "group" grievance.

Section 5.

If a determination satisfactory to the Union at any level of the Grievance Procedure is not implemented within a reasonable time, the Union may re-institute the original grievance at STEP III of the Grievance Procedure; or if a satisfactory STEP III determination has not been so implemented, the Union may institute a grievance concerning such failure to implement at STEP IV of the Grievance Procedure.

Section 6.

If the Employer exceeds any time limit prescribed at any step in the Grievance Procedure, the grievant and/or the Union may invoke the next step of the procedure, except that only the Union may invoke impartial arbitration under STEP IV.

Section 7.

The Employer shall notify the Union in writing of all grievances filed by Employees, all grievance hearings, and all determinations. The Union shall have the right to have a representative present at any grievance hearing and shall be given forty-eight (48) hours' notice of all grievance hearings.

Section 8.

Each of the steps in the Grievance Procedure, as well as time limits prescribed at each step of this Grievance Procedure, may be waived by mutual agreement of the parties.

Section 9.

Grievance relating to a claimed wrongful disciplinary action taken against a non-competitive employee covered by this Agreement shall be subject to and governed by the following special

procedure:

The provisions contained in this section shall not apply to any of the following categories of employees:

- (a) Probationary employees
- (b) Non-competitive employees with less than three (3) months of service in title.

Step I(n) - Following the service of written charges upon an employee a conference shall be held with respect to such charges by a person who is designated by the agency head to review such charges. The employee may be represented at such conference by a representative of the Union. The person designated by the agency head to review the charges shall take any steps necessary to a proper disposition of the charges and shall issue a decision in writing by the end of the fifth day following the date of the conference.

Step II(n) - If the employee is dissatisfied with the decision in Step I(n) above, he or she may appeal such decision. The appeal must be within five (5) work days of the receipt of such decision. Such appeal shall be treated as a grievance appeal beginning with Step II of the Grievance Procedure set forth herein.

Section 10.

The grievance and the arbitration procedure contained in this Agreement shall be the exclusive remedy for the resolution of disputes defined as "grievances" herein. This shall not be interpreted to preclude either party from enforcing the arbitrator's award in court. This Section shall not be construed in any manner to limit the statutory rights and obligations of the Employer under Article XIV of the Civil Service Law.

Section 11. Expedited Arbitration Procedure.

- a. The parties agree that there is a need for an expedited arbitration process which would allow for the prompt adjudication of grievances as set forth below.
- b. The parties voluntarily agree to submit matters to final and binding arbitration pursuant to the New York City Collective Bargaining Law and under the jurisdiction of the Office of Collective Bargaining. An arbitrator or panel of arbitrators, as agreed to by the parties, will act as the arbitrator of any issue submitted under the expedited procedure herein.
- c. The selection of those matters which will be submitted shall include, but not limited to, out-of-title cases concerning all titles, disciplinary cases wherein the proposed penalty is a monetary fine of one week or less or written reprimand, and other cases pursuant to mutual agreement by the parties. The following procedures shall apply:

- i. **SELECTION AND SCHEDULING OF CASES:**

- (1) The Deputy Chairperson for Disputes of the Office of Collective Bargaining

- shall propose which cases shall be subject to the procedures set forth in this Section 14 and notify the parties of proposed hearing dates for such cases.
- (2) The parties shall have ten business days from the receipt of the Deputy Chairperson's proposed list of cases and hearing schedule(s) raise any objections thereto.
 - (3) If a case is not proposed by the Deputy Chairperson for expedited handling, either party may, at any time prior to the scheduling of an arbitration hearing date for such case, request in writing to the other party and to the Deputy Chairperson of Disputes of the Office of Collective Bargaining that said case be submitted to the expedited procedure. The party receiving such request shall have ten business days from the receipt of the request to raise any objections thereto.
 - (4) No case shall be submitted to the expedited arbitration process without the mutual agreement of the parties.

ii. **CONDUCT OF HEARINGS:**

- (1) The presentation of the case, to the extent possible, shall be made in the narrative form. To the degree that witnesses are necessary, examination will be limited to questions of material fact and cross-examination will be similarly limited. Submission of relevant documents, etc., will not be unreasonably limited and may be submitted as a "packet" exhibit.
- (2) In the event either party is unable to proceed with hearing a particular case, the case shall be rescheduled. However, only one adjournment shall be permitted. In the event that either party is unable to proceed on a second occasion, a default judgment may be entered against the adjourning party at the Arbitrator's discretion absent good cause shown.
- (3) The Arbitrator shall not be precluded from attempting to assist the parties in settling a particular case.
- (4) A decision will be issued by the Arbitrator within two weeks. It will not be necessary in the Award to recount any of the facts presented. However, a brief explanation of the Arbitrator's rationale may be included. Bench decisions may also be issued by the Arbitrator.
- (5) Decisions in this expedited procedure shall not be considered as precedent for any other case nor entered into evidence in any other forum or dispute except to enforce the Arbitrator's award.
- (6) The parties shall, whenever possible, exchange any documents intended to be offered in evidence at least one week in advance of the first hearing date and shall endeavor to stipulate to the issue in advance of the hearing date.

ARTICLE XVIII - BULLETIN BOARDS: EMPLOYER FACILITIES

The Union may post notices on bulletin boards in places and locations where notices usually are posted by the Employer for the employees to read. All notices shall be on Union stationery, and shall be used only to notify employees of matters pertaining to Union affairs. Upon request to the responsible official in charge of a work location, the Union may use Employer premises for

meetings during employees' lunch hours, subject to availability of appropriate space and provided such meetings do not interfere with Employer business.

ARTICLE XIX - NO STRIKES

In accordance with the New York City Collective Bargaining Law, as amended, neither the Union nor any employee shall induce or engage in any strikes, slowdowns, work stoppages, mass absenteeism, or induce any mass resignations during the term of this Agreement.

ARTICLE XX - UNION ACTIVITY

Time spent by employee representatives in the conduct of labor relations with the City and on union activities shall be governed by the terms of Executive Order No. 75, as amended, dated March 22, 1973, entitled "Time Spent on the Conduct of Labor Relations between the City and its Employees and on Union Activity" or any other applicable Executive Order.

ARTICLE XXI - DIRECT DEPOSIT

Effective August 15, 2018, the Employer may require that all newly hired employees be paid exclusively through direct deposit or electronic funds transfer. For employees on direct deposit, the employer may provide pay stubs electronically except where the employee has requested in writing to receive a printed pay stub.

Further, the parties shall work together regarding incumbent employees' enrollment in direct deposit, with the objective of 100% of employees being paid electronically.

ARTICLE XXII – LABOR MANAGEMENT COMMITTEE

Section 1.

The Employer and the Union, having recognized that cooperation between management and employees is indispensable to the accomplishment of sound and harmonious labor relations, shall jointly maintain and support a labor-management committee.

Section 2.

The labor-management committee shall consider and recommend to the agency head changes in the working conditions of the employees within the agency who are covered by this Agreement. The issue of walkie-talkies as a safety matter and the subject hours of staffing needed for school crossing posts shall be appropriate subjects for labor-management discussion. Matters subject to the Grievance Procedure shall not be appropriate items for consideration by the labor-management committee.

Section 3.

The labor-management committee shall consist of six (6) members who shall serve for the term of this Agreement. The Union shall designate three members and the agency head shall designate three members. Vacancies shall be filled by the appointing party for the balance of the

term to be served. Each member may designate one alternate. The committee shall select a chairperson from among its members at each meeting. The chairpersonship of the committee shall alternate between the members designated by the agency head and the members designated by the Union. A quorum shall consist of a majority of the total membership of a committee. The committee shall make its recommendations to the agency head in writing.

Section 4.

The labor-management committee shall meet at the call of either the Union members or the Employer members at times mutually agreeable to both parties. At least one week in advance of a meeting the party calling the meeting shall provide, to the other party, a written agenda of matters to be discussed. Minutes shall be kept and copies supplied to all members of the committee.

ARTICLE XXIII - FINANCIAL EMERGENCY ACT

The provisions of this Agreement are subject to applicable provisions of law, including the New York State Financial Emergency Act for the City of New York as amended.

ARTICLE XXIV - APPENDICES

The Appendix or Appendices, if any attached hereto and initialed by the undersigned shall be deemed a part of this Agreement as if fully set forth herein.

ARTICLE XXV - SAVINGS CLAUSE

In the event that any provision of this Agreement is found to be invalid, such invalidity shall not impair the validity and enforceability of the remaining provisions of this Agreement.

ARTICLE XXVI - CONTRACTING OUT CLAUSE

The problem of "Contracting-Out" or "Farming-Out" of work normally performed by personnel covered by this Agreement shall be referred to the Labor-Management Committee as provided for in Article XX of this Agreement.

WHEREFORE, we have hereunto set our hands and seals this 12th day of January, 2022.

CITY OF NEW YORK AND
RELATED PUBLIC EMPLOYERS
AS DEFINED HEREIN

DISTRICT COUNCIL 37,
A.F.S.C.M.E., AFL-CIO

BY: 
RENEE CAMPION
Commissioner of Labor Relations

BY: 
HENRY GARRIDO
Executive Director

APPROVED AS TO FORM:

LOCAL 372, DC 37, AFSCME, AFL-CIO

BY: 
ERIC EICHENHOLZ
Acting Corporation Counsel

BY: 
SHAUN D. FRANCOIS I
President

APPROVED:
FINANCIAL CONTROL BOARD

BY:

UNIT: School Crossing Guards

TERM: September 26, 2017 to May 25, 2021

OFFICE OF LABOR RELATIONS	
REGISTRATION	
OFFICIAL	CONTRACT
	
NO:	DATE:
<u>22014</u>	<u>January 20, 2022</u>

Appendix A

Longevity Increment Eligibility Rules

The following rules shall govern the eligibility of Employees for the longevity increments provided for in Article III, Section 6 of the 2017 - 2021 School Crossing Guard Unit Contract:

1. Only service in pay status shall be used to calculate the 15 years of service, except that for other than full time per annum Employees only a continuous year of service in pay status shall be used to calculate the 15 years of service. A continuous year of service shall be a full year of service without a break of more than 31 days. Where the regular and customary work year for a title is less than a twelve-month year, such as a school year, such regular and customary year shall be credited as a continuous year of service counting towards the 15 years of service. If the normal work year for an Employee is less than the regular and customary work year for the Employee's title, it shall be counted as a continuous year of service if the Employee has customarily worked that length work year and the applicable agency verifies that information.
2. Service in pay status prior to any breaks in service of more than one year shall not be used to calculate the 15 years of service. Where an Employee has less than seven years of continuous service in pay status, breaks in service of less than one year shall be aggregated. Where breaks in service aggregate to more than one year they shall be treated as a break in service of more than one year and the service prior to such breaks and the aggregated breaks shall not be used to calculate the 15 years of service. No break used to disqualify service shall be used more than once.
3. The following time in which an Employee is not in pay status shall not constitute a break in service as specified in paragraph 2 above:
 - (a) Time on a leave approved by the proper authority which is consistent with the Rules and Regulations of the New York City Personnel Director or the appropriate personnel authority of a covered organization.
 - (b) Time prior to a reinstatement.
 - (c) Time on a preferred list pursuant to Civil Service Law Sections 80 and 81 or any similar contractual provision.
 - (d) Time not in pay status of 31 days or less.

Notwithstanding the above, such time as specified in subsections a, b and c above shall not be used to calculate the 15 years of service.

4. Once an Employee has completed the 15 years of "City" service in pay status and is eligible to receive the \$0.43 longevity increment, the \$0.43 shall become part of the Employee's base rate for all purposes except as provided in paragraph 5 below.
5. The \$0.43 longevity increment shall not become pensionable until fifteen months after the Employee begins to receive such \$0.43 increment. Fifteen months after the Employee begins to receive the \$0.43 longevity increment, such \$0.43 longevity increment shall become pensionable and as part of the Employee's base rate, the \$0.43 longevity increment shall be subject to the general increases provided in Article III, Section 3(a) of this Agreement.



Office of Labor Relations

22 Cortlandt Street, New York, NY 10007
nyc.gov/olr

Renee Campion
Commissioner
Steven H. Banks
First Deputy Commissioner
General Counsel

Claire Levitt
Deputy Commissioner
Health Care Strategy
Georgette Gestely
Director, Employee Benefits Program

November 10, 2021

Rose Lovaglio-Miller
Director of Research and Negotiations
District Council 37, AFSCME
55 Water Street
New York, New York 10041

Dear Rose,

This letter serves to confirm the parties' mutual understanding regarding use of the additional compensation fund for collective bargaining units 89, 408, 411, 413, 423, 497 and 498, established pursuant to Section 5 of the 2017-2021 District Council 37 Memorandum of Agreement.

Effective July 26, 2019, the parties agree to increase the existing annuity contribution by an additional \$92 per annum for employees in the titles listed in Appendix A, pro-rated for part-time and hourly service at a rate of \$0.05 per hour (up to a maximum of \$92 per annum). This amount shall be increased by future collectively bargained general wage increases.

The parties agree that the benefits pursuant to this letter agreement fully exhaust the 0.20% additional compensation fund for the above-referenced collective bargaining units.

If the above accords with your understanding, please indicate your acceptance by signing below.

Very truly yours,

Renee Campion

Agreed and Accepted on Behalf of District Council 37,
AFSCME, AFL-CIO

BY: Rose Lovaglio-Miller
Rose Lovaglio-Miller
Director of Research and Negotiations

Agreed and Accepted on Behalf of
Local 372

By: Shaun D. Francois I
Shaun D. Francois I
President

Agreed and Accepted on Behalf of
The Department of Education

BY: Randy Asher
Randy Asher
Deputy CEO, Labor Policy

41055

22014

APPENDIX A

Title Code	Alpha Title Code	Title	CBU
56056	N/A	COMMUNITY ASSISTANT	498
56057	N/A	COMMUNITY ASSOC	498
56058	N/A	COMMUNITY COORDINATOR	498
82206	RFWKN	FAMILY PARAPROFESSIONAL	423
90605	RFIAN	FILM INSPECTION ASST	411
05242	RHSAN	HEALTH SERVICE AIDE	413
56060	N/A	JR SCHOOL NEIGHBRD WRKR	498
56063	N/A	PRIN SCHL NEIGHBRD WRKR	498
82205	RAIDN	SCHOOL AIDE	413
70205	N/A	SCHOOL CROSSING GUARD	89
54503	N/A	SCHOOL LUNCH AIDE	408
54505,5450E	N/A	SCHOOL LUNCH ASSISTANT	408
54513	N/A	SCHOOL LUNCH ASST(COOK)	408
54501	RSLHN	SCHOOL LUNCH HELPER	408
54511	N/A	SCHOOL LUNCH LOAD/HAND	408
56061	N/A	SCHOOL NEIGHBORHD WRKR	498
54512	N/A	SR SCHOOL LNCH AID(COOK	408
54504	N/A	SR SCHOOL LUNCH AIDE	408
54502	RSSLN	SR SCHOOL LUNCH HELPER	408
56062	N/A	SR SCHOOL NEIGHBRD WRKR	498
70003	SAIDN	SUB SCHOOL AIDE	413
70001	SSLHN	SUB SCHOOL LUNCH HELPER	408
70002	SSSLN	SUB SR SCHOOL LNCH HLPR	408
56073	N/A	SUBSTANCE AB PII SP SCH	497
82209	RSUDN	SUPVG SCHOOL AIDE	413



THE CITY OF NEW YORK
OFFICE OF LABOR RELATIONS
40 Rector Street, New York, NY 10006-1705
<http://nyc.gov/olr>

ROBERT W. LINN
Commissioner

May 5, 2014

Harry Nespoli
Chair, Municipal Labor Committee
125 Barclay Street
New York, NY 10007

Dear Mr. Nespoli:

This is to confirm the parties' mutual understanding concerning the following issues:

1. Unless otherwise agreed to by the parties, the Welfare Fund contribution will remain constant for the length of the successor unit agreements, including the \$65 funded from the Stabilization Fund pursuant to the 2005 Health Benefits Agreement between the City of New York and the Municipal Labor Committee.
2. Effective July 1, 2014, the Stabilization Fund shall convey \$1 Billion to the City of New York to be used to support wage increases and other economic items for the current round of collective bargaining (for the period up to and including fiscal year 2018). Up to an additional total amount of \$150 million will be available over the four year period from the Stabilization Fund for the welfare funds, the allocation of which shall be determined by the parties. Thereafter, \$ 60 million per year will be available from the Stabilization Fund for the welfare funds, the allocation of which shall be determined by the parties.
3. If the parties decide to engage in a centralized purchase of Prescription Drugs, and savings and efficiencies are identified therefrom, there shall not be any reduction in welfare fund contributions.
4. There shall be a joint committee formed that will engage in a process to select an independent healthcare actuary, and any other mutually agreed upon additional outside expertise, to develop an accounting system to measure and calculate savings.

5. The MLC agrees to generate cumulative healthcare savings of \$3.4 billion over the course of Fiscal Years 2015 through 2018, said savings to be exclusive of the monies referenced in Paragraph 2 above and generated in the individual fiscal years as follows: (i) \$400 million in Fiscal Year 2015; (ii) \$700 million in Fiscal Year 2016; (iii) \$1 billion in Fiscal Year 2017; (iv) \$1.3 billion in Fiscal Year 2018; and (v) for every fiscal year thereafter, the savings on a citywide basis in health care costs shall continue on a recurring basis. At the conclusion of Fiscal Year 2018, the parties shall calculate the savings realized during the prior four-year period. In the event that the MLC has generated more than \$3.4 billion in cumulative healthcare savings during the four-year period, as determined by the jointly selected healthcare actuary, up to the first \$365 million of such additional savings shall be credited proportionately to each union as a one-time lump sum pensionable bonus payment for its members. Should the union desire to use these funds for other purposes, the parties shall negotiate in good faith to attempt to agree on an appropriate alternative use. Any additional savings generated for the four-year period beyond the first \$365 million will be shared equally with the City and the MLC for the same purposes and subject to the same procedure as the first \$365 million. Additional savings beyond \$1.3 billion in FY 2018 that carry over into FY 2019 shall be subject to negotiations between the parties.

6. The following initiatives are among those that the MLC and the City could consider in their joint efforts to meet the aforementioned annual and four-year cumulative savings figures: minimum premium, self-insurance, dependent eligibility verification audits, the capping of the HIP HMO rate, the capping of the Senior Care rate, the equalization formula, marketing plans, Medicare Advantage, and the more effective delivery of health care.

7. Dispute Resolution

- a. In the event of any dispute under this agreement, the parties shall meet and confer in an attempt to resolve the dispute. If the parties cannot resolve the dispute, such dispute shall be referred to Arbitrator Martin F. Scheinman for resolution.
- b. Such dispute shall be resolved within 90 days.
- c. The arbitrator shall have the authority to impose interim relief that is consistent with the parties' intent.
- d. The arbitrator shall have the authority to meet with the parties at such times as the arbitrator determines is appropriate to enforce the terms of this agreement.
- e. If the parties are unable to agree on the independent health care actuary described above, the arbitrator shall select the impartial health care actuary to be retained by the parties.
- f. The parties shall share the costs for the arbitrator and the actuary the arbitrator selects.



OFFICE OF LABOR RELATIONS

40 Rector Street, New York, N.Y. 10006-1705
nyc.gov/olr

ROBERT W. LINN
Commissioner

RENEE CAMPION
First Deputy Commissioner

CLAIRE LEVITT
*Deputy Commissioner
Health Care Cost Management*

MAYRA E. BELL
General Counsel

GEORGETTE GESTELY
Director, Employee Benefits Program

June 28, 2018

Harry Nespoli, Chair
Municipal Labor Committee
125 Barclay Street
New York, New York

Dear Mr. Nespoli:

1. This is to confirm the parties' mutual understanding concerning the health care agreement for Fiscal Years 2019 – 2021:
 - a. The MLC agrees to generate cumulative healthcare savings of \$1.1 billion over the course of New York City Fiscal Years 2019 through 2021. Said savings shall be generated as follows:
 - i. \$200 million in Fiscal Year 2019;
 - ii. \$300 million in Fiscal Year 2020;
 - iii. \$600 million in Fiscal Year 2021, and
 - iv. For every fiscal year thereafter, the \$600 million per year savings on a citywide basis in healthcare costs shall continue on a recurring basis.
 - b. Savings will be measured against the projected FY 2019-FY 2022 City Financial Plan (adopted on June 15, 2018) which incorporates projected City health care cost increases of 7% in Fiscal Year ("FY") 2019, 6.5% in FY 2020 and 6% in FY 2021. Non-recurring savings may be transferrable within the years FY 2019 through FY 2021 pursuant only to 1(a)(i), 1(a)(ii), 1(a)(iii) above. For example:
 - i. \$205 million in FY 2019 and \$295 million in FY 2020 will qualify for those years' savings targets under 1(a)(i) and 1(a)(ii).
 - ii. \$210 million in FY 2019, \$310 million in FY 2020, and \$580 million in FY 2021 will qualify for those years' savings targets under 1(a)(i), 1(a)(ii), 1(a)(iii).
 - iii. In any event, the \$600 million pursuant to 1(a)(iv) must be recurring and agreed to by the parties within FY 2021, and may not be borrowed from other years.

410SS

22014

If the above accords with your understanding and agreement, kindly execute the signature line provided.

Sincerely,



Robert W. Linn
Commissioner

Agreed and Accepted on behalf of the Municipal Labor Committee

BY: 
Harry Nespoli, Chair

- c. Savings attributable to CBP programs will continue to be transferred to the City by offsetting the savings amounts documented by Empire Blue Cross and GHI against the equalization payments from the City to the Stabilization Fund for FY 19, FY 20 and FY 21, unless otherwise agreed to by the City and the MLC. In order for this offset to expire, any savings achieved in this manner must be replaced in order to meet the recurring obligation under 1(a)(iv) above.
 - d. The parties agree that any savings within the period of FY 2015 - 2018 over \$3.4 billion arising from the 2014 City/MLC Health Agreement will be counted towards the FY 2019 goal. This is currently estimated at approximately \$131 million but will not be finalized until the full year of FY 2018 data is transmitted and analyzed by the City's and the MLC's actuaries.
 - e. The parties agree that recurring savings over \$1.3 billion for FY 2018 arising under the 2014 City/MLC Health Agreement will be counted toward the goal for Fiscal Years 2019, 2020, 2021 and for purposes of the recurring obligation under 1(a)(iv) above. This is currently estimated at approximately \$40 million but will not be finalized until the full year of FY 2018 data is transmitted and analyzed by the City's and the MLC's actuaries. Once the amount is finalized, that amount shall be applied to Fiscal Years 2019, 2020, 2021 and to the obligation under 1(a)(iv).
2. After the conclusion of Fiscal Year 2021, the parties shall calculate the savings realized during the 3 year period. In the event that the MLC has generated more than \$600 million in recurring healthcare savings, as agreed upon by the City's and the MLC's actuaries, such additional savings shall be utilized as follows:
- a. The first \$68 million will be used by the City to make a \$100 per member per year increase to welfare funds (actives and retirees) effective July 1, 2021. If a savings amount over \$600 million but less than \$668 million is achieved, the \$100 per member per year (actives and retirees) increase will be prorated.
 - b. Any savings thereafter shall be split equally between the City and the MLC and applied in a manner agreed to by the parties.
3. Beginning January 1, 2019, and continuing unless and until the parties agree otherwise, the parties shall authorize the quarterly provision of the following data to the City's and MLC's actuaries on an ongoing quarterly basis: (1) detailed claim-level health data from Emblem Health and Empire Blue Cross including detailed claim-level data for City employees covered under the GHI-CBP programs (including Senior Care and Behavioral Health information); and (2) utilization data under the HIP-HMO plan. Such data shall be provided within 60 days of the end of each quarterly period. The HIP-HMO utilization data will also be provided to the City's and MLC's actuaries within 60 days of the execution of this letter agreement for City Fiscal Year 2018 as baseline information to assess ongoing savings. The HIP-HMO data shall include: (i) utilization by procedure for site of service benefit changes; (ii) utilization by disease state, by procedure (for purposes of assessing Centers of Excellence); and (iii) member engagement data for the Wellness program, including stratifying members by three tranches (level I, II and III). The data shall include baseline data as well as data regarding the assumptions utilized in determining expected savings for comparison. The data described in this paragraph shall be provided pursuant to a data sharing agreement entered into by the City and MLC, akin to prior data agreements, which shall provide for the protection of member privacy and related concerns, shall cover all periods addressed by this Agreement (i.e., through June 30, 2021 and thereafter), and shall be executed within thirty days of the execution of this letter agreement.

4. The parties agree that the Welfare Funds will receive two \$100 per member one-time lump-sum payments (actives and retirees) funded by the Joint Stabilization Fund payable effective July 1, 2018 and July 1, 2019.
5. The parties recognize that despite extraordinary savings to health costs accomplished in the last round of negotiations through their efforts and the innovation of the MLC, and the further savings which shall be implemented as a result of this agreement, that the longer term sustainability of health care for workers and their families, requires further study, savings and efficiencies in the method of health care delivery. To that end, the parties will within 90 days establish a Tripartite Health Insurance Policy Committee of MLC and City members, chaired by one member each appointed by the MLC and the City, and Martin F. Scheinman, Esq. The Committee shall study the issues using appropriate data and recommend for implementation as soon as practicable during the term of this Agreement but no later than June 30, 2020, modifications to the way in which health care is currently provided or funded. Among the topics the Committee shall discuss:
 - a. Self-insurance and/or minimum premium arrangements for the HIP HMO plan.
 - b. Medicare Advantage- adoption of a Medicare Advantage benchmark plan for retirees
 - c. Consolidated Drug Purchasing- welfare funds, PICA and health plan prescription costs pooling their buying power and resources to purchase prescription drugs.
 - d. Comparability- investigation of other unionized settings regarding their methodology for delivering health benefits including the prospect of coordination/cooperation to increase purchasing power and to decrease administrative expenses.
 - e. Audits and Coordination of Benefits- audit insurers for claims and financial accuracy, coordination of benefits, pre-65 disabled Medicare utilization, End Stage Renal Disease, PICA, and Payroll Audit of Part Time Employees.
 - f. Other areas- Centers of Excellence for specific conditions; Hospital and provider tiering; Precertification Fees; Amendment of Medicare Part B reimbursement; Reduction of cost for Pre-Medicare retirees who have access to other coverage; Changes to the Senior Care rate; Changes to the equalization formula.
 - g. Potential RFPs for all medical and hospital benefits.
 - h. Status of the Stabilization Fund.

The Committee will make recommendations to be considered by the MLC and the City.

6. The joint committee shall be known as the Tripartite Health Insurance Policy Committee (THIPC) and shall be independent of the existing "Technical Committee." The "Technical Committee" will continue its work and will work in conjunction with the THIPC as designated above to address areas of health benefit changes. The Technical Committee will continue to be supported by separate actuaries for the City and the MLC. The City and the MLC will each be responsible for the costs of its actuary.
7. In the event of any dispute under sections 1-4 of this Agreement, the parties shall meet and confer in an attempt to resolve the dispute. If the parties cannot resolve the dispute, such dispute shall be referred to Martin Scheinman for resolution consistent with the dispute resolution terms of the 2014 City/MLC Health Agreement:
 - a. Such dispute shall be resolved within 90 days.

- b. The arbitrator shall have the authority to impose interim relief that is consistent with the parties' intent.
- c. The arbitrator shall have the authority to meet with the parties as such times as is appropriate to enforce the terms of this agreement.
- d. The parties shall share the costs for the arbitrator (including Committee meetings).

If the above conforms to your understanding, please countersign below.

Sincerely,



Robert W. Linn

Agreed and Accepted on behalf of the Municipal Labor Committee

BY:



Harry Nespoli, Chair

41055