

CONTRACT DATA SUMMARY SHEET PROCEDURES

SERB is responsible for gathering and disseminating data regarding collective bargaining in Ohio pursuant to Ohio Revised Code Section 4117.02.

This data is maintained in the SERB Clearinghouse. To provide a comparison of contract provisions and benefits, SERB staff has read each contract when it is filed and completed a “contract data summary sheet” identifying those benefits and contract provisions that are tracked.

In order to best utilize our limited staff resources and to continue the accuracy of the data, **effective immediately** we are asking you, our customers, to assume this responsibility.

The process will work in this way. When a notice to negotiate is filed, an initial letter acknowledging the notice to negotiate with the assignment of a case number will be sent to the parties involved. It will also state what is now required when a contract is signed and ratified.

When the contract is completed and filed with SERB, we are asking management to fill out the contract data summary sheet and share it with the chief negotiator of the Union. After review for accuracy management will send the contract data summary sheet electronically (in secured or “Read only” format in either WORD or PDF) to the Chief Negotiator of the Union. We ask the responsible Union official to reply to management and SERB noting that the contract data summary sheet has been reviewed and is accurate.

Once the contract and the contract data summary sheet are filed with SERB we will enter it into the Clearinghouse database.

All Contracts and Contract Data Summary Sheet should be e-mailed to:

Research@serb.state.oh.us

Thank you for your support and cooperation as we work jointly to improve the services offered to you by SERB.

Click on the links below to view additional information.

Clearinghouse Contract Data Summary Sheet Definitions

Fillable Contract Data Summary Sheet (Version For All Jurisdictions)