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COLLECTIVE BARGAINING AGREEMENT

BETWEEN THE

CITY OF SALEM, OHIO

AND

FRATERNAL ORDER OF POLICE,
OHIO LABOR COUNCIL, INC.

PATROLMEN, SERGEANTS, AND LIEUTENANTS

EFFECTIVE: JULY 1, 2014
EXPIRES: JUNE 30, 2017

TABLE OF CONTENTS

Article

1	Agreement, Purpose and Recognition.....	3
2	Management Rights.....	3
3	Non-Discrimination.....	4
4	Conflict and Amendment	4
5	Dues and Deductions.....	4
6	Fair Share Fee.....	5
7	Hours of Work.....	5
8	Department Staffing	6
9	Overtime.....	7
10	Court Leave.....	10
11	Call Back.....	10
12	Stand-By.....	11
13	Use of Personal Vehicle	11
14	Sick Leave.....	11
15	Hospitalization and Medical Insurance	12
16	Disability Leave	14
17	Life Insurance.....	15
18	Holidays.....	15
19	Vacations.....	17
20	Longevity.....	18
21	Leave Without Pay	20
22	Uniforms, Clothing and Equipment	20
23	Educational Certificate Bonus.....	21
24	Hazardous Duty Pay.....	21
25	Discipline.....	21
26	Grievance and Arbitration.....	23
	a. Grievance.....	23
	b. Arbitration	24
27	Wages.....	25
28	Shift Differential.....	26
29	Retirement Pick-Up.....	27
30	Seniority Rights.....	27
31	Personnel Files and Records.....	27
32	Shift Scheduling	28
33	Paid Administrative Leave	28
34	Family and Medical Leave	28
35	Layoff and Recall	29
36	Sick Leave and Donations.....	30
37	Bereavement Leave	31
38	Duration (Terms of Agreement).....	32
	Appendix A, Health Insurance	33
	Appendix B, Dental Insurance	35
	Appendix C, Optical Insurance	37
	Appendix D, Life Insurance	38

ARTICLE I
AGREEMENT, PURPOSE AND RECOGNITION

- A. This agreement is made and entered into by and between the City of Salem, Ohio, hereinafter designated as the "City/Employer," and the Fraternal Order of Police, Ohio Labor Council, Inc., representing Police Patrolmen, Sergeants, and Lieutenants in the City of Salem and hereinafter referred to as the "Union."
- B. This agreement is made for the purpose of promoting harmonious relations between the City/Employer, and the Police Patrolmen, Sergeants, and Lieutenants of the City of Salem, Ohio.
- C. The City of Salem hereby recognizes the Fraternal Order of Police, Ohio Labor Council, Inc., as the sole and exclusive bargaining agent for the following bargaining units, for the purpose of collective bargaining on any and all matters relating to wages, hours, terms, and other conditions of employment:

Bargaining Unit 1 shall, in accordance with SERB's certification, include all full-time police patrol officers below the rank of Sergeant in the City of Salem Police Department. Bargaining Unit 1 shall exclude Sergeants and above, Chief, and all other employees of the City of Salem.

Bargaining Unit 2 shall, in accordance with SERB's certification, include Sergeants and above. Bargaining Unit 2 shall exclude the Chief of Police, Senior Lieutenant, and Patrolmen.

ARTICLE 2
MANAGEMENT RIGHTS

- A. The Employer shall have the exclusive right to manage the operations, control the premises, direct the working force and maintain efficiency of operations. Among the Employer's management rights are the right to hire, transfer, discipline, and discharge for just cause, layoff and promote; to promulgate and enforce work rules; to introduce new equipment, methods of performing work, or facilities; to determine the size, duties and qualification of the work force, and work schedules.
- B. Unless otherwise specifically agreed to in this Agreement, nothing herein does or shall be interpreted to impair the right and responsibility to:
 - 1) Determine the overall mission of the employer as a unit of government;
 - 2) Determine the matters of inherent managerial policy which include, but are not limited to, areas of discretion or policy such as the functions and programs of the public employer, standards of services, its overall budget, utilization of technology, and organizational structure;
 - 3) Direct, supervise, evaluate, or hire employees;
 - 4) Maintain and improve the efficiency and effectiveness of governmental operations;
 - 5) Determine the overall methods, process, means, or personnel by which governmental operations are to be conducted;
 - 6) Suspend, discipline, demote, or discharge for just cause, or lay off, transfer, assign,

- schedule, promote, or retain employees;
- 7) Determine the adequacy of the work force;
- 8) Effectively manage the work force;
- 9) Take actions to carry out the mission of the public employer as a governmental unit.

**ARTICLE 3
NON-DISCRIMINATION**

It is agreed between the parties that neither the employer nor the Union shall discriminate against any employee in keeping with all applicable state and federal laws. It is further agreed that all references to employees in this agreement designate both sexes, and wherever the male gender is used, it shall be construed to include male and female employees.

**ARTICLE 4
CONFLICT AND AMENDMENT**

- A. This agreement may not be amended during its term except by mutual agreement.
- B. In the event that any provision of this Agreement shall at any time be found to be contrary to state and federal law by a court of competent jurisdiction, such provision shall be void and inoperative to the extent that it violates the law; however, all other provisions of this Agreement shall continue to be in effect. Substitute action, if any, shall be subject to appropriate negotiations, and any negotiated changes, to be effective and incorporated into this Agreement, must be in writing and signed by the parties.

**ARTICLE 5
DUES AND DEDUCTIONS**

- A. The City of Salem agrees to deduct from the wages of any employee who is a member of one of the FOP bargaining units all Ohio Labor Council membership dues uniformly required. The Ohio Labor Council will notify the City from time to time of the dues it charges and its current membership.
- B. The City of Salem agrees to deduct from the wages of any employee who is a member of one of the bargaining units, all F.O.P. Quaker Lodge #88 membership dues determined by the Lodge, and submit the dues to the Ohio Labor Council with the Ohio Labor Council's dues. The Ohio Labor Council will then return the Lodge dues to the elected secretary of Quaker Lodge #88 on a timely basis. The secretary of Quaker Lodge #88 will provide the Ohio Labor Council and the City with a list of all dues paying bargaining unit members. Dues deduction shall require a voluntary dues authorization signed by the employee electing such deduction.

- C. The F.O.P., Ohio Labor Council agrees to indemnify and hold harmless the City of Salem in the event of any legal controversy with regard to the application of this provision.
- D. All Ohio Labor Council dues shall be paid over by the City of Salem on a bi-weekly basis and forwarded to the F.O.P., Ohio Labor Council, Inc., at such address as set by the F.O.P., Ohio Labor Council, from time to time.

**ARTICLE 6
FAIR SHARE FEE**

- A. It is hereby agreed between the Employer and the Union that sixty (60) days following the beginning of employment any new employee who chooses not to become a dues paying member shall be requires to remit a fair share fee in an amount not to exceed the dues of said employee organization. Any changes in the amount of fair share fees to be deducted shall be certified by the Union, in writing to the Employer, at least thirty (30) calendar days in advance of the effective date of the change.
- B. Any fair share fee payer may exercise the option provided in Section 4117.09, C of the Ohio Revised Code for Charitable Contributions.
- C. Any fair share fee payer may apply for reimbursement of any portion of the fair share fee amount, not used for collective bargaining and representation purposes, as provided under Section 4117.09, C of the Ohio Revised Code, and any other applicable statute or judicial interpretation.
- D. The Union agrees to indemnify and hold the Employer harmless from any and all liabilities or damages (claims, actions, or proceedings) which may arise from the performance of its obligations under this article. Once fair share fees are remitted to the Union, their disposition thereafter shall be the sole obligation and responsibility of the Union.
- E. All fair share fees shall be paid over by the City on a bi-weekly basis and forwarded to the FOP Ohio Labor Council, Inc., at such address as set by the FOP, Ohio Labor Council, from time to time.

**ARTICLE 7
HOURS OF WORK**

- A. A week shall be defined as seven (7) calendar days and shall begin at 00:00:00 hours Saturday and will end at 23:59:59 hours Friday.
- B. A work day shall be defined as an eight (8) hour work period and shall begin with the employee's starting time and continue for the next twenty-four (24) hours, except when employees are changing shifts per Article ~~30~~ 32 (B), or other modification in the schedule at the request of the employee.

- C. The work week shall consist of forty (40) hours and a minimum of two (2) consecutive days off.
- D. The guarantee of two (2) consecutive days off shall apply so long as the present complement of force remains the same or is increased.
- E. Special jobs and work assignments are for the benefit of companies or other outside persons who utilize the employer's employees. Work on these jobs is outside the scope of the bargaining unit's normal work duties. Assignment thereto is maintained for the convenience of those bargaining unit members who wish to work on such jobs. All such jobs shall be turned over to the F.O.P./O.L.C. ~~Lodge representative~~ Union President for scheduling. Nothing regarding the scheduling of special jobs shall be grievable.
 1. Scheduling will be done by the Salem Police officer ~~holding the highest office in the F.O.P. Lodge~~ elected and serving as Union President.
 2. Scheduling will be done by seniority and will be offered on a rotation basis to a bargaining unit member where, once the job is taken by a member, that member's name goes to the bottom of the list, and the next name is moved up one position. Any subsequent job will be filled by starting at the top of the rotation list and moving down the list until the job is filled.

**ARTICLE 8
DEPARTMENT STAFFING**

- A. The Employer shall maintain a minimum of ~~seventeen~~ eighteen ~~(17)~~ (18) full-time bargaining unit members as police officers. The total number of full-time officers may be more than the above minimum and shall be determined by the Mayor.
- B. As long as minimum staffing levels are being met by the Employer, the mayor shall have the right to incorporate part-time police officers as deemed needed to assist the department. Part-time employees shall not be assigned to perform bargaining unit work if such assignment displaces bargaining unit members from their regular job assignments.
- C. The Staffing of the Salem Police Department shall be maintained at a ratio of no less than fifty percent (50%) full-time bargaining unit members making up the entire department. At no time shall the total number of bargaining unit employees be exceeded by the total number of non-bargaining part-time employees. Sub dispatchers shall not be counted with regard to limitations of this ratio.
- D. A part-time officer shall be defined as a police officer(s) assigned to the patrol division with a regular recurring schedule of no less than twenty-four (24) hours per week and no more than ~~seventy-two (72)~~ a yearly average of sixty (60) hours per two (2) week pay period. A police officer(s) hired to fill a dispatch vacancy(ies) shall not be utilized for overtime coverage in the patrol division unless said dispatcher(s) are regularly rotated with part-time patrol division officers, so that no less than half of the dispatchers total monthly hours include patrol division duties.

- E. If the number of full-time officers falls below the above stated minimum staffing levels, all part-time police officers shall immediately be laid off, until such time as the minimum staffing requirements for full-time officers for the bargaining unit is satisfied. Part-time police officers hired to fill dispatch vacancies shall not be utilized for overtime coverage in the patrol division during any time the above stated full-time officer staffing levels are not being met.

**ARTICLE 9
OVERTIME**

- A. When an employee is required by his/her responsible supervisor or administrator to work in excess of his eight (8) hour work day, or in excess of his forty (40) hours work week, such employee shall be compensated for each hour or fraction thereof at a rate of one and one-half (1-1/2) times his regular hourly rate. Overtime pay will be included in the pay period in which the overtime was worked. Holidays and vacation days shall be a part of the standard forty (40) hour work week for the purpose of computing overtime. Sick leave shall not be part of the standard eight (8) hour work day or forty (40) hour work week for the purpose of computing overtime, except that all forced overtime shall be paid at the rate of one and one-half (1-1/2) times the members regular hourly rate regardless of any sick leave use. Forced overtime shall include any Court time outside regular duty hours, mandatory events such as parades and/or call out of Investigators that are not otherwise compensated by flex time.
- B. The regular hourly rate of pay shall be determined by the following: add the hourly base salary, the hourly longevity pay, the hourly education pay, and the hourly shift differential pay.
- C. Employees will have the option of selecting the means of receiving compensation for their overtime.

OPTION 1 The employee may elect to be paid for the overtime worked.

OPTION 2 The employee may elect to receive the compensatory time for the overtime worked and accumulate such overtime, not to exceed one hundred sixty (160) hours, excluding any hours rolled over from the previous year. Any overtime worked in excess of the accumulated hours must be compensated with pay. Overtime compensatory time shall either be used before the end of the calendar year in which it is earned, or the employee may elect to roll over up to a maximum of forty (40) hours to the next calendar year if requested during annual conversion. If the compensatory time is not used, or rolled over, payment for this compensatory time will be included in the first full pay period of January of the following year. Compensatory time that has been rolled over shall be used before ~~the end of the calendar year~~ the end of six months, or no later than June 30th, in which it was rolled into, and shall not be eligible for cash conversion.

Compensatory time accumulation shall commence at the start of the year and

be available for use in the second full pay period of each calendar year. Compensatory time may not be available for use until the following pay period of such compensatory time is earned. Compensatory time rolled over from the previous year shall be available for immediate use as long as it meets the preceding criteria.

Compensatory time use shall be subject to employee request no less than forty-eight (48) hours prior to the requested time off, or by approval of the Chief or his designee when exigent circumstances are involved. Approval for use of Compensatory time requested shall not be unreasonably denied unless such approval is deemed to be unduly disruptive to departmental operations. The forty-eight (48) hour advance notice requirement for Compensatory time use shall be contingent upon the compliment of force (Full and Part time police officers, probationary included) remaining the same or more, but no less than were in force upon commencement of the current Agreement.

- D. When filling a vacancy, the shift commander/OIC shall ~~fill the shift by calling officers at two contact numbers specified by officer (pager, home number, cell phone, etc.) and maintained on the call out rotation list kept in the Sergeant's Office. The officer will have (5) minutes to respond to the call out and accept or refuse the overtime opportunity.~~ first offer the vacancy to all eligible part-time officers. If the part-time officer(s) are unavailable or ineligible (due to probationary status, number of hours worked or lack of dispatch training when filling a vacancy in dispatch), the shift commander/OIC shall fill the shift by calling full time officers at no more than two (2) contact numbers specified by the officer and maintained on the call-out rotation list kept in the Sergeant's office. The officer will have five (5) minutes to respond to the call out and accept or refuse the overtime opportunity. The shift commander/OIC may continue to notify such other officers that their opportunity is dependent upon the previous officer's calling back within the five (5) minute waiting period. If an officer refuses a call-out opportunity, is on leave for the period to be worked, or is not trained and/or certified to dispatch and the position to be filled is a dispatch vacancy, it shall be noted on the rotation list and credited as though they have worked the call-out for the purpose of the list. Any officer already working for the period to be covered shall not be rotated on the seniority list and the row beside that officer's name on the rotation shall remain blank. Any officer that accepts an overtime opportunity for a full shift may elect to split the shift with another officer and shall be responsible for contacting the other officer to fill the split, as well as being responsible for proceeding forward on the rotation list and noting that the splitting officer has used their next call-out opportunity on the rotation. When called for an overtime opportunity, an officer may inform the shift commander/OIC that they would split the shift, but do not want to work the full shift. The shift commander/OIC shall make note of this and continue calling officers in order of rotation advising of the split request until an officer either accepts the split or advises that they want to work the entire eight (8) hour shift, in which case the previous officer on the rotation who requested the split shall be marked as not accepting the opportunity. Any overtime opportunity of less than two and three quarter (2 3/4) hours in length shall not be subject to rotation and shall be offered to officers on the shift preceding or subsequent to the vacancy in order of departmental seniority.

- E. If an overtime opportunity occurs and it must be forced covered due to no officers accepting the overtime, the vacancy may be filled using a part-time police officer or the Administrative Lieutenant, except: At no time shall a shift be comprised of less than one (1) full-time uniformed bargaining unit officer in combination with part-time officers and/or the Administrative Lieutenant. When a bargaining unit member must be forced to cover an overtime vacancy in order to meet this requirement, then the full-time officer on the shift preceding the overtime with the least amount of seniority shall be the first officer forced to cover the vacancy, except that no officer may work more than sixteen (16) hours in any twenty-four (24) hour period, or more than twenty-four (24) hours in any forty-eight (48) hour period. An officer may voluntarily work up to eighteen ~~sixteen (16)~~ (18) hours in a twenty-four (24) hour period, and up to twenty-eight ~~twenty-four (24)~~ (28) hours in any forty-eight (48) hour period. Any hold over exceeding these time limits due to an exigent circumstance(s) shall not be considered a violation of this article. A vacancy shall be considered to exist when less than three (3) full-time officers and one (1) dispatcher are on duty, except in the event that Sections G, H, or I of the Overtime Article are applicable, then a shift may be comprised of a combination of full-time and regularly scheduled part time officers totaling no less than three (3) uniformed police officers and one (1) dispatcher during an eight (8) hour period.
- F. A police officer assigned to dispatch duty shall not be considered for the purpose of fulfilling the minimum of three (3) uniformed police officers during a shift and probationary officers (Bargaining and part time) shall not count toward minimum staffing requirements until a Field Training Officer has certified the probationary officer(s) have been adequately trained.
- G. In the event that a vacancy results from the absence of a bargaining officer due to sick, compensatory, vacation, personal, holiday or other temporary leave that reduces a shift below the three (3) bargaining officer minimum, that vacancy shall be considered filled by a part time officer whose regular recurring schedule coincides with the shift vacancy. In the event that no part time officer(s) are regularly scheduled, the bargaining officers shall be afforded the overtime opportunity to fill the vacancy (or vacancies) per rotation of the call out list.
- H. Any shift consisting of a regularly scheduled three (3) bargaining officers and one (1) part time officer may be supplemented by a second not regularly scheduled part time officer on an as needed basis to maintain minimum staffing requirements that result from the temporary absence of bargaining unit officers during that shift.
- I. Any scheduled overtime known by the City for more than thirty (30) days in advance may be filled with part time patrol division police officers even when no part time officer's regular recurring schedule coincides with the overtime occurrence provided that the part time officer(s) filling such vacancies meet the specifications as defined in Section (D) of the Department Staffing Article. All other scheduled overtime not coinciding with part time officers regular patrol division schedule will first be offered to full-time officers prior to the utilization of part time officers.
- J. When an emergency exists within the City and additional manpower is needed, members of the bargaining unit shall be called out in the same manner as provided in Paragraph D, prior to any Part-time Police members, Auxiliary Police members, neighboring Police

Departments, or Private Security entities being contacted for assistance. Members of the bargaining unit shall receive one and one-half (1-1/2) times his regular hourly rate for all time worked during the emergency with the minimum amount being consistent with Paragraph A of this article.

- K. Auxiliary Police may be used before bargaining unit members for special events such as parades. Every effort shall be made to attempt to equalize overtime opportunities among all officers through the administration of "D" above.

ARTICLE 10 COURT LEAVE

- A. Any member of the bargaining unit who is required or subpoenaed to appear in any court of record, or proceedings (i.e. depositions, grand jury) outside regular duty hours, as an incident to his duties, shall receive pay for all of his time related to that court appearance. Such pay shall be at the rate of one and one-half (1 ½) times the regular hourly rate of such person. There shall be a minimum of three (3) hours pay for any court appearance as described above. Members of the bargaining unit who are required or subpoenaed to appear during regular duty hours shall notify the Chief or his designee in advance if the court case is expected to result in the bargaining member(s) absence from the City for more than three and one-half (3 1/2) hours. If the officers absence is likely to result in staffing levels falling below the three (3) officer minimum for a period exceeding three and one-half (3 1/2) hours, a callout shall be conducted as defined in Article 9 Overtime Section D, to assure that the criteria defined in Section E of the same article has been met. For court cases requiring the attendance of members of the bargaining unit, the City shall: (a) provide a department vehicle for court cases ~~more than ten (10) miles out of the City;~~ or (b) compensate members of the bargaining unit at the current reimbursement rate for gas mileage.
- B. Members will not be required to appear in any court of record unless they are served by a subpoena or a notice of assignment. Members of the bargaining unit shall return all subpoena fees collected by them for appearances in any court of record to the Auditor of the City of Salem.

ARTICLE 11 CALL BACK

- A. Each member of the bargaining unit shall receive a minimum of three (3) hours of call back pay for each call back. Such call back pay shall be at the rate of one and one-half (1-1/2) times his regular hourly rate of pay. In the event that said member has completed his call back task prior to the expiration of three (3) hours, said member shall be released from duty and still be paid said minimum call back pay.

**ARTICLE 12
STAND-BY**

Whenever an employee is placed on stand-by status by the employer or an employer representative, said employee shall be paid twenty-five percent (25%) of his/her regular hourly rate of pay for all hours of stand-by status. If an employee is on stand-by for three (3) or more hours, then called into work or court, the employee shall be paid for all hours of stand-by and receive all additional compensation to which said employee would normally be entitled. Stand-by status shall terminate in three (3) hours unless re-established by the department.

**ARTICLE 13
USE OF PERSONAL VEHICLE**

If the City requires an employee to use his/her personal vehicle, or the City does not provide a City vehicle for the use of the employee on City business, said employee shall be compensated for mileage at the reimbursement rate established by the City for its employees.

**ARTICLE 14
SICK LEAVE**

- A. Each member of the bargaining unit shall earn sick leave at the rate of .06 hours of sick leave for each hour worked. Hours worked shall be deemed to mean hours actually worked or scheduled hours, if the employee did not work but was otherwise entitled to receive pay thereof, whichever is greater.
- B. Each member of the bargaining unit eligible to earn sick leave shall commence earning the same from the effective date of employment with the City of Salem and shall be entitled to accumulate the same without limit.
- C. Each member of the bargaining unit may use sick leave for absence due to personal illness, pregnancy, injury, exposure to contagious disease that could be communicated to other employees, or for illness, injury in the employee's immediate family. Immediate family shall be defined and construed to mean spouse, parents, children, grandparents, siblings, grandchildren, or legal guardian(s) or other person who stands in the place of a parent (*in loco parentis*). Time off for doctor and dental appointments for employees shall be charged to sick leave; however, such appointments, if possible, shall be scheduled at a time that does not interfere with the member's work schedule.
- D. When sick leave is used, it shall be deducted from the member's credit on the basis of one (1) hour for every one (1) hour of absence from previously scheduled work.
- E. Any member of the bargaining unit, upon severance of employment with the City of Salem, or any member who is eligible to receive retirement benefits from the City of Salem, by reason of age and length of service, shall be entitled to remuneration in cash for any and all

sick leave accumulated by said employee at twenty-five percent (25%) of the full amount of the employee's accrued but unused sick leave, and such election shall be deemed to eliminate all of the requested sick leave credit accrued by said member at the time. The maximum payment that may be made is twenty-five percent (25%) of one thousand two hundred eighty (1280) sick leave hours (three hundred twenty [320] hours). Such election must be made on or before the date of retirement or severance.

F. In the case of death of a bargaining unit member, payment for sick leave credits shall be paid by the City within thirty (30) days to:

1. the surviving spouse;
2. any one or more of the children eighteen (18) years of age or older; or
3. the father or mother of the deceased employee, with preference being given in the order named.

G. An employee who is to be on sick leave shall notify the management or his/her designee of such absence ~~and the reason therefore~~, at least one (1) hour prior to the start of his work shift each day he is to be absent. However, daily notification shall not be necessary for absences in excess of two (2) days that are documented with a physician's certificate with an expected return to work date. The Chief is to be notified as soon as the bargaining unit member learns that the expected return to work date has been changed.

H. Members of the bargaining unit shall be permitted to convert to cash any or all sick leave accumulated and unused within an annual period. Said period shall commence on the first day of the pay period which includes November 1, and ends on the last day of the pay period immediately preceding the start of the next year's period commencement. Said cash payment shall be made no later than the end of the pay period containing December 1. An employee eligible to receive a cash benefit conversion of sick leave at year's end must indicate his desire to convert sick leave no later than the end of the pay period that includes November 1. Calculation of payment for the cash benefit conversion will be fifty percent (50%) of hours accrued/unused, times his/her regular hourly rate.

ARTICLE 15 HOSPITALIZATION AND MEDICAL INSURANCE

A. From the effective date of this agreement through June 30, 2017, the City of Salem agrees to provide hospital and medical insurance for all members covered by this agreement, ~~with no less coverage than currently in force.~~

B. ~~The City and bargaining unit shall mutually agree on any changes to health care plans and to confer on levels of coverage and cost to employees and Employer. At any time during the terms of this Agreement, should the Employer wish to change the type of plans for employees or the premium paid by employees, the Employer may initiate renegotiations of the issue of health coverage, as specified under O.R.C. 4117 (including final and binding~~

~~conciliation) by directing a letter to the Union indicating its desire to reopen. The parties shall commence negotiations within two (2) weeks of such notice. It is expressly understood that the selection of a carrier or other method of provision of health coverage shall be the sole discretion of the Employer.~~ During the term of this agreement the City of Salem agrees to pay eighty-nine percent (89%) of the cost of the family or single plan and the employee agrees to pay the remaining eleven percent (11%) of the family or single plan, as outlined in paragraph "A" above, through payroll deduction. With respect to the employee share of premium payments as outlined in this paragraph, the parties agree to reopen negotiations on health insurance within a minimum of sixty (60) days prior to the expiration of the health plan. ~~November 1, 2015 and November 1, 2016.~~ The parties agree that the premiums will not exceed fifteen percent (15%) for the employees for the duration of this Agreement. Should the employer ~~decide~~ desire to change coverage, providers, deductibles and/or co-pays, it shall notify the Union in writing a minimum of sixty (60) days in advance and may initiate renegotiations of the issue of health coverage within two (2) weeks of such notice. Upon request of the Union, the employees shall meet to negotiate over options.

- C. Deductibles—Effective January 1, ~~2012~~ 2015, Employees will pay a deductible of ~~\$200~~ \$250 for single coverage, and ~~\$400~~ \$500 for Family Coverage.

~~D.~~ Premium Sharing

- ~~1. Effective July 1, 2011, Each member agrees to fund eleven percent (11) of the hospitalization coverage premium. The parties will reopen contract negotiations prior to November 1, 2015 and November 1, 2016 to negotiate health insurance provisions to be effective on such dates. Any negotiated premium increases to members on such dates shall be capped at a maximum of fifteen percent (15%).~~
- ~~2. The City and a representative of the FOP/OLC shall meet to discuss and negotiate any changes or modification of the health care cost and benefits. This will be prior to the expiration date of the existing health care benefits.~~

D. Alternative Plans

Notwithstanding the above provisions, which provide for health care coverage, the Union agrees that the Employer may offer alternative health care plans during the term of this agreement. Participation by any employee in the alternative health care plan is voluntary. The terms and conditions of such alternative plans shall be determined by the Employer. The cost and/or the terms and conditions of alternative plans shall be at the discretion of the Employer and may be subject to change.

In the event of changes in the cost and/or terms and conditions of an alternative plan, any affected employee may withdraw from the alternative plan and return to the negotiated plan.

E. Dental Coverage

The City shall pay up to thirty dollars (\$30) per month towards dental coverage with coverage comparable to the plan specified in Appendix C. Each members amount shall be

calculated and deducted per pay.

F. Vision Coverage

The City agrees to provide vision insurance for each member of the bargaining unit with coverage comparable to the Vision Service Plan, Plan B, Appendix C.

G. Gym Memberships

From August 1, 2014 to July 31, 2017** the City agrees to pay up to one-hundred percent (100%) of a gym membership. Provisions are as follows:

Members of the bargaining unit, who wish to join a gym, will pay for a full year's membership up front. The bargaining member may choose to pay for the plan of their choice and the gym of their choice, providing that particular gym will provide the City with a monthly usage report. Once the bargaining member has submitted a receipt to the City, the City will reimburse fifty percent (50%) of the gym membership paid. If the employee (and we are only tracking the employee) goes 52 times in one year, then the City will reimburse the other fifty percent (50%) at the end of membership year.

**Providing we are not accepted into ERC or any other insurance based gym membership program.

- E. One member of the bargaining unit shall be accepted to a Health Care Cost Containment Committee.

ARTICLE 16 DISABILITY LEAVE

- A. Any member of the bargaining unit who is disabled while in the performance of his duties as a police officer may use all available sick leave from the date of the disability until granted a disability pension from the Police and Firemen's Disability and Pension Fund of the State of Ohio.
- B. The City agrees to provide hospitalization insurance as described in Article 14 to all members and their family while such member is on Workers Compensation leave for a period of two (2) years maximum.
- C. Employees who have exhausted sick leave time while on disability leave and are returning to duty shall be granted forty (40) hours of advance sick leave time. Once the employee is back to work, the advance time shall be repaid by deducting accrued time at a rate of one-half (½) accrued time per month. If the employee's employment relationship with the City of Salem terminates before said advance leave is repaid, said leave shall be due and payable to the City of Salem at the employee's current rate of pay.

- D. In the event that a member is to attend any engagement required by the Bureau of Workers Compensation and/or the Industrial Commission of Ohio while that member is on duty, that member will be released from duty, with pay, for attendance, and such time off shall not be deducted from accumulated sick time, vacation time, holiday time or any other paid leave.

**ARTICLE 17
LIFE INSURANCE**

- A. The City will provide term life insurance coverage to all bargaining unit members in the amount of twenty-five thousand dollars (\$25,000). The City shall pay in the cost of such life insurance coverage.
- B. All members of the bargaining unit not specifically designated with a bond requirement shall be covered with honesty blanket bond coverage in the amount of ten thousand dollars (\$10,000).
- C. The City shall provide law enforcement liability insurance coverage for the bargaining unit members.

**ARTICLE 18
HOLIDAYS**

On January 1st of each year, each bargaining unit employee shall be credited with ninety-six (96) holiday hours, in lieu of receiving official City holidays. Said hours shall be taken off with the approval of the Chief or his/her designee, subject to sufficient manpower, at any time during the calendar year.

- A. Any member of the bargaining unit working on Thanksgiving Day and/or Christmas Day shall be allowed one (1) hour off, with compensation.
- B. All holiday hours must be used or forfeited. Up to two (2) holidays per employee per year may be converted to cash only upon certification by the Chief or the City Auditor that because of scheduling and staffing difficulties the employee was unable to be scheduled for his holiday time.
- C. Members of the bargaining unit ~~working Christmas Day, Memorial Day, Independence Day, and Thanksgiving Day shall be compensated at a rate of one and one half (1 1/2) times their hourly rate of pay.~~ physically working on any of the following designated holidays shall be compensated at a rate of one and one-half (1-1/2) times their hourly rate of pay. Members working any overtime on a designated holiday shall be compensated at a rate of two (2) times their hourly rate of pay for the overtime hours worked.

New Years Day*	First (1st) day of January
Washington's Birthday (traditional)	Twenty-second (22nd) day of February
Good Friday ** (or Easter, see below)	Date varies each year

Memorial Day	Last Monday in May
Independence Day	Fourth (4th) day of July
Labor Day	First (1st) Monday of September
Columbus Day (traditional)	Twelfth (12th) day of October
Veterans Day	Eleventh (11th) day of November
Thanksgiving Day	Fourth Thursday of November
Christmas Day*	Twenty-fifth day of December

* Any member of the bargaining unit that is regularly scheduled to the second (2nd) shift (1600 to 0000 hours) whose regularly scheduled days off occur on New Years Day and/or Christmas Day and who are required to work on New Years Eve and/or Christmas Eve, shall receive the holiday pay rate for working the "Eve" of the holiday. Under no circumstances shall any employee be paid holiday rate for both the "Eve" and "Day" of either of these two holidays. Second (2nd) shift Employees that elect to take leave on New Years Day or Christmas Day shall not be eligible to earn the holiday rate for working the "Eve" of either holiday.

** Any member of the bargaining unit whose regularly scheduled days off occur on Good Friday and who are required to work on Easter Sunday, shall receive the holiday pay rate for working Easter Sunday. Under no circumstances shall any employee be paid holiday rate for both Good Friday and Easter Sunday. Employees that elect to take leave on Good Friday shall not be eligible to earn the holiday rate for working Easter Sunday.

A bargaining member on an approved leave the day preceding or following a designated holiday (excluding sick leave) shall still qualify for the one and one-half (1-1/2) holiday pay rate if they physically work the designated holiday. A bargaining member taking sick leave the day preceding or following a designated holiday shall not be eligible to receive the one and one-half (1-1/2) pay rate if they physically work the said holiday unless a doctor's excuse is provided or unless approved by the Chief or his designee as a result of an exigent circumstance(s).

D. Commencing January 1, 2016, all bargaining members shall receive two (2) personal days on January 1st of each year of the Labor Agreement, to be used within the calendar year. No personal day shall be carried over. Request of the personal day shall be twenty-four (24) hours prior to the requested date, unless exigent circumstances are involved or by approval of the Chief or his designee. To facilitate the change of personal days from contract year to calendar year, no additional personal days shall be earned during the 2015 year. Bargaining members received two (2) personal days on July 1, 2014 that may be requested for use this year or next, but must be used no later than December 31, 2015.

The president of the FOP/OLC shall receive an additional twenty-four (24) hours of personal time to be used within the ~~contract~~ calendar year, commensurate with any unpaid time spent performing Union related activity or to attend FOP/OLC conference and state meetings. Once the twenty-four (24) hours of time has been depleted, the employer shall not be obligated to provide any further form of compensation to the President of the FOP/OLC for union related activity that year. Approval for use of this personal time shall be subject to operational needs and shall not disrupt departmental operations unless approved by the

Chief or his designee due to an exigent circumstance(s). The additional twenty-four (24) hours shall not be part of the standard forty (40) hour work week for the purpose of computing overtime.

ARTICLE 19 VACATIONS

- A. Members of the bargaining unit shall be entitled to paid vacations under conditions and as specified herein.
- B. The vacation year is defined as January 1 through December 31 and each member of the bargaining unit shall express his first and second choice vacation preference to his department head by February 1 of each year. All bargaining unit members who apply for vacation leave, holiday leave and personal leave by this date shall have their vacation, holiday and personal leave scheduled by seniority preference, except that a request for vacation leave at least five (5) consecutive days or more shall take precedence over any single day request, excluding all Federal Holidays, all holidays designated in this Agreement, New Years Eve, Christmas Eve, Easter Sunday and the day after Thanksgiving Day, all of which shall be permitted to be taken as single days while maintaining seniority preference. All other vacation leave shall be subject to a first come, first served basis. On or about September 1, the Chief shall inform all members of the bargaining unit of the number of vacation days he still has unscheduled. Every effort shall be made to schedule all such days consistent with the manpower need of the department.
- C. To facilitate the employers' obligation to provide vacation leave as defined in this article, when staffing levels have been reduced to minimum manpower resulting from lay-off, medical leave, officer re-assignments or other similar indefinite circumstance in excess of fourteen (14) days in length, vacation leave requested in blocks of five (5) days at a time shall not be unreasonably denied. Every effort shall be made to schedule all such days' consistent with the manpower needs of the department.
- D. ~~C~~ The vacation qualifying year shall be January 1 through December 31 or such other date as may be the anniversary of the last date of hire. Such vacation as earned during the qualifying year shall be taken during the following year.
- E. ~~D~~ Regular full-time employees must have completed at least one (1) year of service since the last date of hire before becoming eligible for any vacation.
- F. ~~E~~ All members of the bargaining unit shall receive paid vacation by the following schedule.
- | | |
|---------------------------------|-----------|
| Completion of 1 year service: | 80 hours |
| Completion of 5 years service: | 120 hours |
| Completion of 12 years service: | 160 hours |
| Completion of 17 years service: | 184 hours |
| Completion of 20 years service: | 200 hours |
- G. ~~F~~ Hours of vacation as established in subsection (E) hereof are hereby determined to mean working hours.

- H. ~~G~~ Vacations may be taken in increments of hours.
- I. ~~H~~ Vacation pay shall be based on the bargaining unit member's regular hourly rate of pay.
- J. ~~I~~ Scheduling of vacations shall be the responsibility of the Chief or his designee, and subject to sufficient manpower available to cover such leave, as determined by the Chief and subject to section F of this article.
- K. ~~J~~ Vacation credit for vacation year must be taken by the end of that vacation year, except a member may carry over unused vacation leave to a maximum limit of three (3) years of accumulation. In lieu of carrying over accrued time, bargaining unit members may elect to receive a cash pay out in the first period of December for the amount of time that could have been carried over.
- L. ~~K~~ Employees who are absent from work or laid off for six (6) or more consecutive months, but less than one (1) year, and who are then returned to active employment shall be eligible for one (1) week of vacation after completing six (6) months of active employment.
- M. ~~L~~ When calculating service time for vacation purposes, a break in service caused by the City shall not count against the employee.

**ARTICLE 20
LONGEVITY**

- A. Each member of the Union, hired before July 1, 2014, shall be entitled to remuneration in addition to that otherwise provided in accordance with the following schedule.

YEARS OF CONTINUOUS SERVICE	BI-WEEKLY PAYMENT	YEARS OF CONTINUOUS SERVICE	BI-WEEKLY PAYMENT
< 5 YRS	\$0.00	15 YRS	\$34.85 48.20
5 YRS	\$11.62 25.00	16 YRS	\$37.17 50.52
6 YRS	\$13.94 27.32	17 YRS	\$39.49 52.84
7 YRS	\$16.26 29.64	18 YRS	\$41.82 55.16
8 YRS	\$18.59 31.96	19 YRS	\$44.14 57.48
9 YRS	\$20.91 34.28	20 YRS	\$46.46 59.80
10 YRS	\$23.23 36.60	21 YRS	\$48.79 62.12

11 YRS	\$25.55 38.92	22 YRS	\$51.11 64.44
12 YRS	\$27.88 41.24	23 YRS	\$53.43 66.76
13 YRS	\$30.20 43.56	24 YRS	\$55.76 69.08
14 YRS	\$32.52 45.88	25 YRS	\$58.08 71.40

B. All bargaining members hired after July 1, 2014, shall be entitled to remuneration in addition to that otherwise provided in accordance with the following schedule.

YEARS OF CONTINUOUS SERVICE	BI-WEEKLY PAYMENT	YEARS OF CONTINUOUS SERVICE	BI-WEEKLY PAYMENT
< 5 YRS	\$0.00	15 YRS	\$34.85
5 YRS	\$11.62	16 YRS	\$37.17
6 YRS	\$13.94	17 YRS	\$39.49
7 YRS	\$16.26	18 YRS	\$41.82
8 YRS	\$18.59	19 YRS	\$44.14
9 YRS	\$20.91	20 YRS	\$46.46
10 YRS	\$23.23	21 YRS	\$48.79
11 YRS	\$25.55	22 YRS	\$51.11
12 YRS	\$27.88	23 YRS	\$53.43
13 YRS	\$30.20	24 YRS	\$55.76
14 YRS	\$32.52	25 YRS	\$58.08

~~B.~~
C. ~~B.~~ For twenty-six (26) years and each additional year thereafter, add two dollars and thirty-two cents (\$2.32) biweekly per year.

D. ~~C.~~ Payment shall begin on the first full pay succeeding the anniversary date of the member's hiring as a full-time police officer.

**ARTICLE 21
LEAVE WITHOUT PAY**

- A. Members of the bargaining unit may be granted a leave without pay for personal reason(s) of the employee.
- B. The authorization of a leave of absence without pay is a matter of administrative discretion. The Chief, or other designated official, in each individual case should decide if a leave of absence is to be granted.
- C. Upon the completion of the leave, every effort shall be made to return the employee to a similar position as he held prior to the leave.

**ARTICLE 22
UNIFORMS, CLOTHING, AND EQUIPMENT**

- A. Effective January 1, 2009, each member of the bargaining unit shall receive an annual clothing allowance of up to \$700.00. This allowance is provided on a purchase requisition system, not on the basis of cash to the employee.
- B. Employees are permitted to purchase only those items approved by the Chief. Items not approved or purchases in excess of the annual allowance are the responsibility of the employee.
- C. New members of the Salem Police Department may receive an initial prorated uniform allowance for the time from their first day of work through the end of the calendar year. Should the new employee fail to complete the probationary period, the amount expended by the employee will be deducted from his final paycheck.
- D. If personal property of a member of the bargaining unit is lost, damaged, or destroyed as a result of actions arising out of the member's performance of his/her official duties, the employer shall compensate the member for the property, repair the property, or replace the property. Limit of two hundred dollars (\$200.00) annually.
- E. The member must file a report of the incident within forty-eight (48) hours of the loss, destruction, or damage. The report will contain a description of the property, explanation of how the property was lost, destroyed, or damaged, and an estimated cost of repair and replacement. Where practicable, the property shall be available for inspection, which is to take place within seventy-two (72) hours of the incident except in unusual circumstances. The damaged property is to be returned to the member of the bargaining unit.

ARTICLE 23
EDUCATIONAL CERTIFICATE BONUS

- A. Each member of the bargaining unit who holds an Associate Degree from a bona fide college or university shall receive a bonus of six cents (\$0.06) per hour.
- B. Each member of the bargaining unit who holds a Bachelor's Degree from a bona fide college or university shall receive a bonus of twelve cents (\$0.12) per hour.
- C. Each member of the bargaining unit who holds a Master's Degree from a bona fide college or university shall receive a bonus of eighteen cents (\$.018) per hour.
- D. Only one bonus to be paid - at the highest level of degree held.

ARTICLE 24
HAZARDOUS DUTY PAY

One thousand five hundred dollars (\$1,500) hazardous duty pay has already been incorporated into the hourly wage schedule listed in Article 26, Section A, of this Agreement.

ARTICLE 25
DISCIPLINE

- A. The tenure of every employee subject to the terms of this agreement shall be during good behavior and efficient service. The Employer may take disciplinary action against any employee in the bargaining unit only for just cause. The Employer may take disciplinary action for actions which occur while an employee is on duty, or which occur while an employee is working under the colors of the Employer, or in instances where the employee's conduct violates his oath of office. Forms of disciplinary action are:
 - 1. Written or oral warning;
 - 2. Written reprimand;
 - 3. Suspension of record or suspension without pay (at the option of the employee, and with the concurrence of the Employer. Accrued vacation or holiday time may be forfeited equal to the length of the suspension without pay; a record of suspension will be maintained);
 - 4. Reduction in pay or position;
 - 5. Discharge.
- B. Whenever the Employer determines that an employee may be disciplined for just cause that could result in suspension, reduction, or termination, a disciplinary hearing will be scheduled to give the employee an opportunity to offer an explanation of the alleged misconduct. Prior to the hearing, the employee shall be given written specifications of the charges. Disciplinary hearings, if any shall be completed within ten (10) calendar days from presentation to the employee of the written specification of charges. Any disciplinary action

to be administered must be issued within fifteen (15) calendar days of the receipt of the hearing officer's response. Disciplinary hearings will be conducted by a hearing administrator selected by the Employer. The employee may choose to: (1) appear at the hearing to present oral or written statements in his defense; or (2) appear at the hearing and have one (1) chosen representative present oral or written statements in defense of the employee; or, (3) elect in writing to waive the opportunity to have a disciplinary hearing. Failure to elect and pursue one (1) of these three (3) options will be deemed a waiver of the employee's rights to disciplinary hearings.

- C. At the disciplinary hearing, the hearing administrator will ask the employee or his representative to respond to the allegations of misconduct which were outlined to the employee. At the hearing, the employee may present any testimony, witnesses, or documents, which explain whether or not the alleged misconduct occurred. The employee may be represented by any person he chooses. The employee shall provide a list of witnesses and the name and occupation of his representative, if any, to the Employer as far in advance as possible, but no later than eight (8) hours prior to the disciplinary hearing. It is the employee's responsibility to notify his witnesses that he desires their attendance at the hearing.
- D. The employee will be permitted to confront and cross-examine witnesses. A written report will be prepared by the hearing administrator giving his/her opinion whether or not the alleged misconduct occurred. The Employer will decide what discipline, if any is appropriate. A copy of the hearing administrator's report will be provided to the employee within three (3) calendar days following its preparation.
- E. Disciplinary action may be appealed through to the grievance and arbitration procedure. Appealable disciplinary actions must be filed at the appropriate level of the grievance procedure within five (5) calendar days from the receipt of the notice of discipline by the employee.
- F. Any employee under indictment or arrested for a felony or a crime or moral turpitude, who is not disciplined or discharged by the Employer, may be placed on a leave of absence with pay until resolution of the court proceedings. An employee found guilty by the trial court shall be summarily discharged. The Employer shall continue to pay the employee's insurance premiums during any leave of absence.
- G. The Employer agrees that all disciplinary procedures shall be conducted in private and in a business-like manner.
- H. The employee shall have, at his request, the presence of a Union representative any time during a disciplinary action, investigation, or interview of an employee. If the Union representative is not available immediately, the Employer and the Union representative shall agree to a time convenient for both parties.

ARTICLE 26
GRIEVANCE AND ARBITRATION

A. Grievance

1. A grievance is a complaint, dispute or other controversy in which it is claimed that either party has failed in an obligation under the terms of this Agreement and which involves the meaning, interpretation, or application of this Agreement.
2. Both parties agree that all grievances should be dealt with promptly, and every effort should be made to settle grievances as close to the source as possible.
3. Should the administration fail to comply with the time limits herein, the grievance shall automatically be appealed to the next step. Should the Lodge or member fail to comply with the time limits herein, the grievance shall be considered abandoned. All time limits may be extended by mutual consent.
4. When a grievance is initiated by any member of the bargaining unit or the employee representative, the following procedures shall apply:

a. STEP 1

A grievance must be presented orally, or in writing, at the choice of the aggrieved, to the immediate supervisor or, in his/her absence, the Chief, within five (5) working days after it has become known to the employee. The immediate supervisor or the Chief shall have five (5) working days following such presentation to submit an oral response. The employee shall be accompanied by a Lodge representative, if so requested.

b. STEP 2

If the grievance is not settled at Step 1, the Lodge or the aggrieved will reduce the grievance in writing. The written grievance must be presented to the Chief within five (5) working days after the receipt of the Step 1 answer. The Chief shall reply in writing within five (5) working days after receipt of the written grievance.

c. STEP 3

If the grievance is not settled at Step 2, the Lodge or aggrieved may appeal in writing to the Mayor or his/her designee. Such appeal must be submitted within seven (7) working days after receipt of the Step 2 reply. The Mayor or his/her designated representative shall meet within thirty (30) calendar days with the Lodge and/or aggrieved to attempt to resolve the grievance. The Mayor shall reply in writing within ten (10) working days following such meeting.

d. STEP 4

If the grievance is not resolved at Step 3, either party may, within ten (10) working days after the decision of the Mayor or his/her designee, certify in writing to the other party its intent to submit the grievance for arbitration.

e. STEP 5

A member of the bargaining unit and his/her grievance representatives shall be allowed time off from regular duties with pay for attendance at scheduled meetings under the grievance procedure with prior approval of his/her respective supervisor. Such approval shall not be unreasonably withheld, and the withholding of such approval shall result in an automatic equivalent extension of time limits within which a grievant must appeal his/her grievance or have it heard.

B. Arbitration

1. Selection

The parties shall have five (5) working days to select an arbitrator by mutual agreement. If such agreement is not reached, a joint request shall be made to the Federal Mediation and Conciliation Service to submit a panel of five (5) arbitrators to both parties. The parties shall meet within five (5) working days of receipt of said list for the purpose of selecting the arbitrator by alternately striking names from the list until one (1) name remains. The last remaining name shall be the arbitrator.

2. Hearing Time

The arbitrator shall schedule a hearing within thirty (30) calendar days at a time and place convenient to both parties.

3. Jurisdiction

The arbitrator shall be expressly limited to the meaning, intent, or application of the provisions of this Agreement. He shall have no power to add to, detract from or alter in any way the provisions of the Agreement.

f. Binding Both Parties

The decision of the arbitrator shall be in writing and binding on both parties.

g. Cost Sharing

All expenses involved in the arbitration proceedings shall be equally shared between both parties. However, expenses relating to the calling of witnesses

or the obtaining of depositions or to any other similar expenses associated with such proceedings shall be borne by the party at whose request such witnesses or depositions are required.

**ARTICLE 27
WAGES**

A. Hourly Wage Schedule – For bargaining members hired before July 1st, 2014

RANK	Current Rate	Effective 07/01/2014 2.75%	Effective 07/01/2015 2%	Effective 07/01/2016 2%
3 rd Class Patrol.	\$15.42	\$14.53 15.84	\$14.97 16.16	\$15.42 16.48
2 nd Class Patrol.	\$19.42	\$18.30 19.95	\$18.85 20.35	\$19.42 20.76
1 st Class Patrol.	\$22.47	\$21.18 23.09	\$21.82 23.55	\$22.47 24.02
Sergeants	\$24.71	\$23.29 25.39	\$23.99 25.90	\$24.71 26.42
Lieutenants	\$25.94	\$24.45 26.65	\$25.18 27.18	\$25.94 27.72

All bargaining members hired after July 1st, 2014 shall receive a starting wage equal to 65% of the current first (1st) class Patrol Officer wage and shall progress through six (6) steps over a five (5) year period until reaching one-hundred percent (100%) of the current first (1st) class Patrol Officer Wage as follows:

First 6 months:	Probation	65%
Second 6 months:	Probation	70%
After 1 year:		75%
After 2 years:		80%
After 3 years:		85%
After 4 years:		90%
After 5 years:		100%

Hourly Wage Schedule – For bargaining members hired after July 1st, 2014

RANK	Effective 07/01/2014 2.75%	Effective 07/01/2015 2.00%	Effective 07/01/2016 2.00%
Probation (first 6 mos)	\$15.01	\$15.31	\$15.61
Probation (after 6 mos)	\$16.16	\$16.49	\$16.81
5th Class Patrol(after 1 year)	\$17.32	\$17.66	\$18.01
4th Class Patrol(after 2 years)	\$18.47	\$18.84	\$19.22
3rd Class Patrol(after 3 years)	\$19.63	\$20.02	\$20.42

2nd Class Patrol (after 4 years)	\$20.78	\$21.20	\$21.62
1st Class Patrol(after 5 years)	\$23.09	\$23.55	\$24.02

- B. The City of Salem shall continue the present practice of biweekly payroll, payable on Fridays. All employees shall be enrolled in direct deposit. Payroll stubs are available through the Employee Self-Service portion of the Paychex website, and are made viewable no later than Thursday of each pay week. When a legal holiday falls on payday, payroll stubs will be available on Wednesday, with funds payable on Thursday.
- C. If no Sergeant or Lieutenant is present for at least one (1) hour of a shift due to taking vacation time, holiday time, sick leave, or ~~one (1) hour of~~ compensatory time, the senior Police Patrolman on duty will assume the duties of "Officer in Charge" for the time required. And for such time, s/he will receive the pay of a sergeant.
- D. There will be a ten percent (10%) wage rate differential between Patrolman and Sergeant and five percent (5%) wage differential between Sergeant and Lieutenant. Any bargaining member hired after July 1st 2014 that attains the rank of Sergeant shall start at a six percent (6%) wage rate differential the first year, an eight percent (8%) wage rate differential the second year and proceed to the ten percent (10%) wage rate at the start of the third year. Any bargaining member hired after July 1st 2014 that attains the rank of Lieutenant shall start at a three percent (3%) wage rate differential the first year and proceed to the five percent (5%) wage rate at the start of the second year. Any bargaining member hired after July 1st, 2014 that attains the rank of Sergeant and/or Lieutenant prior to reaching first (1st) Class as a Patrol Officer shall progress to the current first (1st) Class Patrol Officer wage rate immediately upon promotion. Patrol Officers must have completed thirty-six (36) months as a bargaining member before being eligible to test for the rank of Sergeant and/or Lieutenant.

**ARTICLE 28
SHIFT DIFFERENTIAL**

- A. Each employee covered by this agreement that is regularly assigned to the second shift (2nd shift (afternoon shift 1600 to 0000 hours) and/or third (3rd) shift (midnight shift 0000-0800 hours) shall be entitled to a shift differential. Employees regularly assigned to either of these two shifts will receive a shift differential of forty cents (\$.40) per hour in three (3) increments as follows:

Ten cents (\$.10) per hour to be added to their base hourly rate beginning 07/01/2014, an additional fifteen cents (\$.15) per hour added to their base hourly rate beginning 07/01/2015 and an additional fifteen cents (\$.15) per hour to be added to their base hourly rate beginning 07/01/2016. The shift differential shall remain in effect at the rate of forty cents (\$.40) per hour each year after unless changed or altered as a matter of collective bargaining.
- B. Shift differential pay shall be paid to bargaining members regularly assigned to the second

(2nd) and third (3rd) shifts regardless of the shift hours they actually work. Shift differential pay shall be paid for any hours of approved paid leave and shall be applicable to Court appearance time. The shift differential shall be added to the base hourly rate prior to calculating the overtime rate.

- C. Shift differential pay shall not be paid to bargaining members for sick leave hours used for employee absence(s). Shift differential pay shall not be paid to first (1st) shift officers that voluntarily work overtime on the second (2nd) and/or third (3rd) shifts.

Any employee regularly assigned to the first (1st) shift that is temporarily displaced, in excess of 14 days, or otherwise re-assigned to the second (2nd) and/or third (3rd) shifts due to the operational needs of the Chief or any other circumstance(s) shall receive differential pay while displaced.

ARTICLE ~~28~~ 29 RETIREMENT PICK-UP

- A. Employee's will pay their entire portion of their pension contributions

ARTICLE ~~29~~ 30 SENIORITY RIGHTS

- A. "Seniority" shall be defined as the length of service from the date of hire as a full-time Police Officer with the Salem Police Department. Any interruption in service in excess of thirty-one (31) days shall be deducted from the length of service in determining seniority.
- B. A break in service shall be defined as any member who resigns, retires or takes disability retirement, or failure to return from lay-off recall notice within 15 days. Any member on an approved unpaid leave shall have his departmental seniority adjusted to not receive credit for the unpaid leave.

ARTICLE ~~30~~ 31 PERSONNEL FILES AND RECORDS

- A. Any employee may request to see and will be permitted to examine her/his personnel file, so long as she/he does so on the office where the files are kept and does not remove any article from the file.
- B. The employee shall be shown a copy of all adverse materials placed in her/his file. If said offense(s) does not reoccur within two (2) years, said notation may be relocated from his file and personnel records and placed in an inactive file, upon petition to the Mayor of the City of Salem to have them relocated.
- C. Should any member have reason to believe that there are inaccuracies in documents

contained in his personnel file, he may write a memorandum to the Chief explaining the alleged inaccuracy after examining his personnel file. The Chief shall attach the memorandum to the document in the file.

ARTICLE ~~31~~ 32
SHIFT SCHEDULING

- A. Personnel will be permitted to select their tour of duty by shift. Seniority will prevail; the only position(s) not available for selection is the Investigator(s) and/or Juvenile which will be assigned by the Chief of Police.
- B. Employees shall select the shift prior to each December 15 on a seniority basis with the effective date of their selection being January 1. Shift selections shall not be changed except due to retirement, death, resignation, or assignment by the Chief. The vacant position on said shift shall be bid by the employees with said open position going to the most senior employee who bid on said shift. Should a member be displaced due to scheduling needs of the Chief (i.e., training), the displaced member shall have bumping rights over less senior employees.
- C. Bargaining unit members may trade shifts and/or days off with other employees subject to the following:
 - 1. All requests for shift trades must be approved by the immediate supervisor.
 - 2. Shift trades shall not create an overtime liability for the employer.

ARTICLE ~~32~~ 33
PAID ADMINISTRATIVE LEAVE

Any employee may be placed on paid administrative leave while the City investigates incidents that could lead to disciplinary action. Said employee will not lose pay, fringe benefits, or seniority while on paid administrative leave. Administrative leave with pay shall not be considered a disciplinary measure. Administrative leave shall be at the discretion of the Chief of Police.

ARTICLE ~~33~~ 34
FAMILY AND MEDICAL LEAVE

The City agrees to comply with Federal law with respect to FMLA.

ARTICLE 34 35
LAYOFF AND RECALL

Patrol Officer Unit

- A. In the event of a layoff in the patrol officer bargaining unit, all part-time and/or seasonal personnel in the rank of police patrol officer shall be laid off first. The bargaining unit member to be laid off first shall be the police patrol officer with the least amount of departmental seniority. The reason for any layoff shall be for lack of work, lack of funds or job abolishment. The Employer will notify affected employees in writing at least seven (7) days in advance of the effective dates of the layoff.
- B. Bargaining unit members who are laid off or demoted shall have recall rights. Recall shall be in inverse order of the layoff. No person shall be hired in to a bargaining unit position while there are bargaining unit members on layoff.
- C. Employees who are laid off shall be placed on a recall list for a period of two (2) years. If there is a recall, employees who are still on the recall list shall be recalled, in the inverse order of their layoff, provided they are presently qualified to perform the work of a police patrol officer.
- D. Notice of recall shall be sent to the employee by certified mail or hand delivery. The Employer shall be deemed to have fulfilled its obligations by mailing the recall notice "Return Receipt Requested" to the last mailing address provided by the employee. Failure of the employee to accept the recall assignment by written notice to the City within forty-eight (48) hours after receipt of the notice of recall shall be removed from the recall list.

Sergeants and Above

- A. In the event of a layoff in the sergeants and above bargaining unit, all part-time and/or seasonal personnel in the affected rank(s) shall be laid off first. The bargaining unit member to be laid off first shall be the officer in the affected rank(s) with the least amount of departmental seniority. The reason for any layoff shall be for lack of work, lack of funds or job abolishment. The Employer will notify affected employees in writing at least seven (7) days in advance of the effective dates of the layoff.
- B. Bargaining unit members who are laid off or demoted shall have recall rights. Recall shall be in inverse order of the layoff or demotion. No person shall be hired in or promoted to a bargaining unit position while there are bargaining unit members on layoff or demotion in the affected rank.
- C. Any employee laid off from a bargaining unit position may, at his option, displace the least senior employee in the same or lower classification (rank). The employee must notify the Employer within forty-eight (48) hours after the employee receives his layoff notice of the employee's decision to exercise his bumping right. Failure to bump shall result in removal from the recall list.

- D. Employees who are laid off shall be placed on a recall list for a period of two (2) years. If there is a recall, employees who are still on the recall list shall be recalled, in the inverse order of their layoff, provided they are presently qualified to perform the work of the rank to which they are recalled.
- E. Notice of recall shall be sent to the employee by certified mail or hand delivery. The Employer shall be deemed to have fulfilled its obligations by mailing the recall notice "Return Receipt Requested" to the last mailing address provided by the employee. Failure of the employee to accept the recall assignment by written notice to the City within forty-eight (48) hours after receipt of the notice of recall shall be removed from the recall list.

ARTICLE 35 36
SICK LEAVE DONATIONS

A. Catastrophic Illness or Injury

Employees who have suffered a catastrophic illness or injury and have depleted all other paid leave (sick, vacation, personal and compensatory) may request a donation of sick leave from other City employees. A "catastrophic illness or injury" shall be defined as only those calamitous illnesses or injuries that cause a period of temporary incapacity (inability to work or perform daily activities) that extends over a period exceeding thirty (30) workdays. This section cannot be applied to a work-related illness or injury that is compensated under Ohio Workers' Compensation System.

- B. For purposes of this procedure, the term "catastrophic illness or injury" shall include only those illnesses or injuries which are calamitous in nature, constituting a great misfortune. Examples of a catastrophic diagnosis include the following or a diagnosis similar to the following in severity and disability;

1. Accident resulting a serious fracture(s) or amputation of a limb
2. AIDS
3. ALS (amyotrophic lateral sclerosis)
4. Cancer
5. Cerebral palsy, muscular dystrophy, M.S
6. Condition causing paralysis
7. Hemophilia
8. Mental illness requiring hospitalization
9. Severe burn involving over twenty percent (20%) of the body
10. Severe head injury requiring hospitalization
11. Spinal cord injury
12. Stroke or cerebrovascular accident

- C. An employee who is about to exhaust accumulative leave time due to "catastrophic illness or injury" shall submit a request for donated sick leave to the Chief. Attached to the request shall be the physician's certification of the illness or injury, estimated return to work date, and the amount of hours the employee is asking to be donated. The Chief shall notify the City Auditor of the request, the City Auditor will determine the eligibility of the employee to receive a donation and that determination shall be final. The Chief shall notify

the employee of the City Auditor's determination.' If it is determined that an employee is eligible to receive the donation, it shall be the responsibility of the employee to make the request for donations. Any eligible employee may voluntarily elect to contribute, permanently, sick leave hours to another eligible employee.

D. The following criterion applies to the Catastrophic Illness or Injury Policy:

1. Eligibility

Only full-time, non-probationary employees are eligible to donate or receive sick leave hours.

2. Donating Employee:

A full-time employee that has 200 hours or more of unused sick leave may contribute in one (1) hour increments up to forty (40) hours of sick leave per calendar year. This donation is permanent and therefore cannot be returned to the donor. The donated hours will not count as an absence for the donating employee. Employees wishing to donate sick leave should fill out a Sick Leave Donation Form and forward it to the Chief who shall submit the forms with the next payroll.

3. Recipient:

A full-time employee may receive no more than one hundred sixty (160) hours of donated sick leave time per a twelve (12) month period. A twelve (12) month period shall be counted forward from the first day an employee utilizes the donated sick leave. An appropriate leave request must be submitted indicating the number of hours of donated sick leave the employee will be using during the period of disability. Failure to do so may result in the employee's pay being withheld until the appropriate form is received. Employees utilizing donated sick hours will not receive any holiday pay or accrue vacation or sick leave, but shall retain all other benefits. A physician must certify the employee's illness or disability, noting the approximate date the employee will be returned to duty. The employee is eligible to receive a donation under this policy up to one (1) year after the employee has exhausted all accumulated paid leave.

**ARTICLE 36 37
BEREAVEMENT LEAVE**

Each member of the bargaining unit shall be entitled to three (3) days of bereavement leave with full pay to attend the funeral of any of the following individuals: spouse, child, or stepchild, parent, grandparents, sibling, in-law, or a ward or other person for whom the employee stands *in loco parentis*. Proof of death (i.e., obituary) may be required.

ARTICLE 37 38
DURATION (TERMS OF AGREEMENT)

A. This Agreement shall remain in full force until June 30, 2017 at 23:59:59 hours, unless extended by mutual agreement.

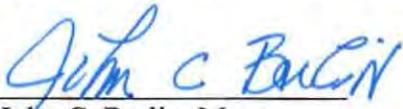
This Agreement represents the entire agreement between the parties and replaces all prior arrangements, written, or oral, not specifically incorporated into this Agreement.

~~B. The parties agree to re-open negotiations before November 1, 2015 to negotiate the provisions of Article 15, Hospitalization and Medical Insurance with an effective date of July 1, 2012. The parties agree to re-open negotiations before November 1, 2016 to negotiate the provisions of Article 15, Hospitalization and Medical Insurance with an effective date of July 1, 2013.~~

~~C. This Agreement represents the entire agreement between the parties and replaces all prior arrangements, written, or oral, not specifically incorporated into this Agreement.~~

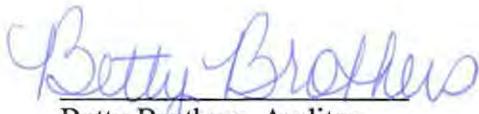
D. The terms and conditions of agreement are hereby executed by signature on this 7th day of AUGUST, 2014.

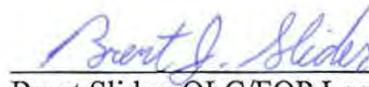
FOR :
THE CITY OF SALEM, OHIO


John C. Berlin, Mayor

FOR:
THE FRATERNAL ORDER OF POLICE,
OHIO LABOR COUNCIL

Chuck Wilson, Staff Representative
FOP, Ohio Labor Council


Betty Brothers, Auditor


Brent Slider, OLC/FOP Local Lodge #88

**APPENDIX A
SUMMARY OF BENEFITS
HOSPITALIZATION BENEFITS HIGHLIGHTS**

Your Summary of Benefits



*City of Salem
Lumenos Health Savings Accounts Option E1 with Rx Option 9
Effective 08/01/2014*

This summary of benefits has been updated to comply with federal and state requirements, including applicable provisions of the recently enacted federal health care reform laws. As we receive additional guidance and clarification on the new health care reform laws from the U.S. Department of Health and Human Services, Department of Labor and Internal Revenue Service, we may be required to make additional changes to this summary of benefits.

Covered Benefits	Network	Non-Network
Deductible The single deductible applies to the Family deductible. Once the single deductible has been satisfied, benefits for that member are payable subject to coinsurance. Once the family deductible has been satisfied, benefits for the family are payable subject to coinsurance.	Single: \$250.00 Family: \$500.00 City of Salem Sham Single: \$2,250.00 Family: \$4,500.00	Single: \$5,000 Family: \$10,000
Out-of-Pocket Limit	Single: \$3,500 Family: \$7,000	Single: \$7,000 Family: \$14,000
Physician Home and Office Services • Including Office Surgeries, allergy serum, allergy injections and allergy testing	0%	30%
Preventive Care Services Services included but not limited to: Routine medical exams, Mammograms, Pelvic Exams, Pap testing, PSA tests, Immunizations, Annual diabetic eye exams, Hearing screenings and Vision screenings which are limited to Screening tests (i.e. Snellen eye chart) and Ocular Photo screening.	No Cost Share	30%
Emergency and Urgent Care • Emergency Room Services @Hospital (facility/other covered services) (copayment waived if admitted) • Urgent Care Center Services	0%	0%
Inpatient and Outpatient Professional Services Include but are not limited to: • Medical Care visits (1 per day), Intensive Medical Care, Concurrent Care, Consultations, Surgery and administration of general anesthesia and Newborn exams	0%	30%
Inpatient Facility Services Unlimited days except for: • 60 days Network/Non-Network combined for physical medicine / rehab (limit includes Day Rehabilitation Therapy Services on an outpatient basis) • 100 days Network/Non-Network combined for skilled nursing facility	0%	30%
Outpatient Surgery Hospital / Alternative Care Facility • Surgery and administration of general anesthesia	0%	30%
Other Outpatient Services (including but not limited to): • Non Surgical Outpatient Services For example: MRIs, C-Scans, Chemotherapy, Ultrasounds and other diagnostic outpatient services, • Home Care Services (Network/Non-network combined) 100 visits (excludes IV Therapy) • Durable Medical Equipment, Orthotics, and Prosthetics • Physical Medicine Therapy Day Rehabilitation programs • Ambulance Services	0%	0%

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Your Summary of Benefits



City of Salem
Lumenos Health Savings Accounts Option E1 with Rx Option 9
Effective 08/01/2014

Covered Benefits	Network	Non-Network
Outpatient Therapy Services (Combined Network & Non-Network limits apply) • Physician Home and Office Visits • Other Outpatient Services @ Hospital/Alternative Care Facility Limits apply to: • Physical therapy: 20 visits • Occupational therapy: 20 visits • Manipulation therapy: 12 visits • Speech therapy: 20 visits • Cardiac Rehabilitation: 36 visits • Pulmonary Rehabilitation: 20 visits • Accidental Dental Coverage \$3000 per accident	0% 0%	30% 30%
Behavioral Health Services: Mental Health and Substance Abuse (1) • Inpatient Facility Services • Physician Home and Office Visits • Other Outpatient Services @ Hospital/Alternative Care Facility	0% 0% 0%	30% 30% 30%
Human Organ and Tissue Transplants • Acquisition and transplant procedures, harvest and storage.	0%	30%
Prescription Drugs: • Network Retail Pharmacies: (30 day supply) Includes diabetic test strip • Home Delivery (90 day supply) Includes diabetic test strip *4th Tier per script max- 30 day supply. Specialty medications are limited to a 30 day supply regardless of whether they are retail or home delivery. -Specialty Medications must be obtained via our Specialty Pharmacy network in order to receive network level benefits. -Member may be responsible for additional cost when not selecting the available generic drug.	\$10 / \$35 / \$70 / 25% \$200 max* \$10 / \$88 / \$175 / 25% \$200 max*	50% , min \$70(2) Not Covered

- Notes:**
- All medical deductibles and percentage (%) coinsurance apply toward the out-of-pocket maximum including Network Prescription Drug cost share (excluding Non-Network Human Organ and Tissue Transplant (HOTT) Services).
 - Deductible(s) apply only to all covered medical services listed with a percentage (%) coinsurance and copayment, including prescription drug cost shares.
 - Deductible applies to all prescription drug expenses. Once the deductible is met the appropriate copayment/coinsurance applies.
 - Network and Non-network deductibles, coinsurance, and out of pocket maximums are separate and do not accumulate towards each other.
 - Dependent age: to the end of the month in which the child attains age 26.
 - 0% means no coinsurance up to the maximum allowable amount. However, when choosing a Non-network provider, the member is responsible for any balance due after the plan payment. No cost share means no deductible/copayment/coinsurance up to the maximum allowable amount.
 - Benefit period = Calendar Year
 - Behavioral Health: Mental Health and Substance Abuse benefits provided in accordance with Federal Mental Health Parity.
 - Preventive Care Services that meet the requirements of federal and state law, including certain screenings, immunizations and physician visits are covered.
 - Private Duty Nursing - limited to 82 visits/Calendar Year and 164 visits/lifetime.
 - Additional vision services covered as part of Preventive Services on series 500 plans.
 - Network and non-network deductibles are combined for 500 series plans.
 - Hospice: Network copayment/coinsurance up to the maximum allowable amount for 500 series plans.

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APPENDIX B DENTAL INSURANCE



Your group dental benefits

Principal Dental Series II

Dental PPO Network Benefit Design – All Mbrs Network #40601						
THE PRINCIPAL PLAN DENTAL® (Unscheduled Benefit Design)						
	Calendar Year Deductible		Coinsurance (policy pays/insured pays)		Calendar Year Maximum Benefit	
	In - Network	Non - Network	In - Network	Non - Network	In - Network	Non - Network
Unit 1 - Preventive Procedures	\$0	\$0	100/0%	100/0%	\$1,000	\$1,000
Unit 2 - Basic Procedures	\$50	\$50	80/20%	80/20%		
Unit 3 - Major Procedures	\$50	\$50	50/50%	50/50%		

ADDITIONAL BENEFIT RIDERS						
	Lifetime Deductible		Coinsurance (policy pays/insured pays)		Lifetime Maximum	
	In - Network	Non - Network	In - Network	Non - Network	In - Network	Non - Network
Unit 4-Orthodontia Benefits • Child	\$0	\$0	50/50%	50/50%	\$1,000	\$1,000

- This proposal assumes the group had prior dental coverage for Preventive/Basic/Major/Ortho procedures.
- The family deductible is 3 times the per person deductible amount.
- Combined deductibles apply for Units 2 and 3 in-network and Units 2 and 3 non-network.
- The calendar year maximums for Units 1, 2, and 3 are combined.
- We process claims using prevailing fees at the 90th percentile.
- Minimum of five enrolled lives required for child orthodontia coverage.
- Note: An Annual Enrollment Period was elected and available subject to plan guidelines.

Participation: 100% employee participation assumed.

Reimbursement

- We pay out-of-network claims based on Prevailing Fee.
- Employee is responsible for any remaining balance.

SCHEDULE OF DENTAL PROCEDURES

Unit 1 – Preventive procedures

- Routine exams – one per six months
- Routine cleanings (prophylaxis) - one per six months (Expectant mothers, diabetics and those with heart disease receive one additional routine or periodontal cleaning within a calendar year.)
- Second Opinion Consultation
- Fluoride treatment – one treatment each calendar year (covered only for dependent children under age 15)
- Space maintainers – covered only for dependent children under age 15; repairs not covered
- Sealants – on first and second permanent molars for dependent children under age 15; one each tooth each 36 months
- X-rays - Bitewing (one set every calendar year), occlusal, periapical
- X-rays – Full mouth survey (one every 60 months), extraoral

Unit 2 – Basic procedures

- Periodontal prophylaxis - if three months have elapsed after active surgical periodontal treatment; subject to routine cleaning frequency limit. (Expectant mothers, diabetics and those with heart disease receive one additional routine or periodontal cleaning within a calendar year.)
- Emergency exams – subject to Routine exam frequency limit
- Harmful Habit Appliance - covered only for dependent children under age 15
- Fillings and stainless steel crowns
- General Anesthesia/IV Sedation
- Simple Oral surgery
- Complex Oral Surgical Procedures
- Non-surgical Periodontics, including scaling and root planing - once each quadrant each 24 months (For expectant mothers, diabetics and those with heart disease, this procedure is provided with no deductible and 100% coinsurance.)
- Periodontal Surgical Procedures – one each quadrant each 36 months
- Simple Endodontics (root canal therapy for anterior teeth)
- Complex Endodontics (root canal therapy for molar teeth)
- Repairs to Partial Denture, Bridge, Crown, Relines, Rebasing, Tissue Conditioning and Adjustment to Bridge/Denture, within policy limitations

Unit 3 – Major procedures

- Crowns - each 120 months per tooth if tooth cannot be restored by a filling
- Inlays, Onlays, Cast Post and Core, Core Buildup - each 120 months per tooth
- Implants - each 120 months
- Bridges - Initial placement / Replacement of bridges 120 months old
- Dentures - Initial placement of complete or partial dentures / Replacement of complete or partial dentures over 60 months old

Orthodontic procedures

- Orthodontic procedures - x-rays and other diagnostic procedures, fixed and removable appliances
- The Orthodontic maximum is a lifetime maximum

VSP ACCESS PROGRAM

For groups with Dental coverage, Principal Life provides a vision discount plan through Vision Service Plan (VSP). The vision program offers employees and their dependents discounts on eye exams, prescription glasses and contact lenses when provided by VSP doctors. This discount is not insurance and is not part of the dental insurance contract.

EPIC XYLITOL DENTAL SYSTEM

With dental insurance from Principal Life you have access to discounts on Epic Xylitol dental products – including toothpaste, oral rinse, mints and gums. Xylitol is a natural sweetener that is very effective in preventing tooth decay. Providing discounts to Xylitol is one way Principal Life can provide dental solutions beyond dental insurance. The Epic Xylitol product discount program is not a part of the Principal Life dental insurance contract. This discount program can be changed or discontinued at any time.

COORDINATION OF BENEFITS

As allowed by state law, we coordinate benefits with coverage provided by any other employer, trust, union, association, or educational institution – other than student accident policies, governmental program or state law. Total benefits from all sources cannot exceed 100% of covered charges.

PREVAILING FEE

The prevailing fee is the amount most dental providers in a geographic area charge for treatment or service. We limit covered charges to the least expensive procedure that produces a professionally adequate result.

ELIGIBILITY

Eligible employees include full-time employees actively working at least 30 hours per week. Employees must be enrolled for dental coverage before it can be offered to their dependents. Eligible dependents include the employee's spouse and

APPENDIX C OPTICAL INSURANCE

CITY OF SALEM PROPOSED BLUE VIEW VISION PLAN DESIGN

VISION PLAN BENEFITS

Routine eye exam once every 12 months

Eyeglass frames

Once every 24 months members may select an eyeglass frame and receive an allowance toward the purchase price

Eyeglass lenses (Standard)

Once every 12 months members may receive any one of the following lens options:

- o Standard plastic single vision lenses (1 pair)
- o Standard plastic bifocal lenses (1 pair)
- o Standard plastic trifocal lenses (1 pair)

Eyeglass lens enhancements

When obtaining covered eyewear from a Blue View Vision provider, members may choose to add any of the following lens enhancements at no extra cost.

- o Transitions® Lenses (for a child under age 19)
- o Standard Polycarbonate (for a child under age 19)
- o Factory Scratch Coating

Contact lenses once every 12 months

Instead of eyeglass lenses, an allowance toward the cost of a supply of contact lenses may be chosen.

- o Elective Conventional Lenses; or
- o Elective Disposable Lenses; or
- o Non-Elective Contact Lenses

Contact lens allowance can only be applied toward the first purchase of contacts made during a benefit period. Any unused amount remaining cannot be used for subsequent purchases made during the same benefit period, nor can any unused amount be carried over to the following benefit period.

IN-NETWORK	OUT-OF-NETWORK
\$20 copay, then covered in full	\$42 allowance
\$130 allowance, then 20% off any remaining balance	\$45 allowance
\$20 copay, then covered in full	\$40 allowance
\$20 copay, then covered in full	\$60 allowance
\$20 copay, then covered in full	\$80 allowance
\$0 after eyeglass lens copay	No allowance on lens enhancements when obtained out-of-network
\$0 after eyeglass lens copay	
\$0 after eyeglass lens copay	
\$130 allowance, then 15% off any remaining balance	\$105 allowance
\$130 allowance (no additional discount)	\$105 allowance
Covered in full	\$210 allowance

OPTIONAL SAVINGS AVAILABLE FROM IN-NETWORK PROVIDERS

In-network Member Cost (after any applicable copay)

Optional Savings Available from In-Network Providers	In-network Member Cost (after any applicable copay)
Retinal Imaging	Not more than \$39
Eyeglass lens upgrades When obtaining eyewear from a Blue View Vision provider, members may choose to upgrade their new eyeglass lenses at a discounted cost. Eyeglass lens copayment applies.	
o At member's option can be performed at time of eye exam	
o Transitions® lenses (Adults)	\$75
o Standard Polycarbonate (Adults)	\$40
o Tint (Solid and Gradient)	\$15
o UV Coating	\$15
o Progressive Lenses	
o Standard	\$65
o Premium Tier 1	\$85
o Premium Tier 2	\$95
o Premium Tier 3	\$110
o Anti-Reflective Coating	
o Standard	\$45
o Premium Tier 1	\$57
o Premium Tier 2	\$68
o Other Add-ons and Services	20% off retail price
Additional Pairs of Eyeglasses Anytime from any Blue View Vision network provider	
o Complete Pair	40% off retail price
o Eyeglass materials purchased separately	20% off retail price
Eyewear Accessories	
o Items such as non-prescription sunglasses, lens cleaning supplies, contact lens solutions, eyeglass cases, etc.	20% off retail price
Contact lens fit and follow-up Available following a comprehensive eye exam	
o Standard contact lens fitting	Up to \$55
o Premium contact lens fitting	10% off retail price
Conventional Contact Lenses	
o Discount applies to materials only	15% off retail price

ADDITIONAL SAVINGS AVAILABLE THROUGH OUR SPECIAL OFFERS PROGRAM

Members can take advantage of savings opportunities from dozens of vendors on a variety of products and services, including LASIK vision surgery, hearing services and aids, wellness products, weight loss programs, fitness memberships, elder care services, 1-800 CONTACTS™, and much more.

*Discount cannot be used in conjunction with covered benefits

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1/14

APPENDIX D
BASIC GROUP TERM LIFE, ACCIDENTAL DEATH AND DISMEMBERMENT

Group Name: City of Salem Proposal ID: 746000_1_1

Plan Design

Basic Group Term Life, Accidental Death and Dismemberment

Class 1: All Eligible Employees

Eligibility: All Eligible Employees Working 30 Hours Per Week

Benefit Schedule

Feature	Description
Basic Life benefits	
Basic life benefit	\$25,000
Guaranteed issue limit	\$25,000
Living benefit (accelerated death benefit)	75% up to \$250,000
Waiver of premium	Premiums can be waived for employees who become totally disabled before age 60, after the 6 month elimination period. Coverage terminates at age 65 or retirement, whichever is earlier.
Conversion	Included
Portability	Not Included
Age reductions	Benefit reduces by 35% at age 65; 50% at age 70. Coverage terminates at retirement.
Employee contribution	Non-contributory
Participation requirement	100% of eligible employees must be enrolled for coverage
Accidental Death and Dismemberment benefits	
AD&D benefit	Same as basic life
Guaranteed issue limit	All amounts are guaranteed issue
Age reductions	Same as basic life
Table of losses	Standard table included
Airbag benefit	10% of AD&D benefit, up to \$10,000 maximum
Seatbelt benefit	10% of AD&D benefit, up to \$15,000 maximum
Repatriation benefit	Up to \$5,000 for transportation and related expense
Child education benefit	5% of AD&D benefit per year for each child's post-secondary education expenses; annual maximum of \$5,000 or actual expense. \$40,000 combined maximum for all children.
Coma benefit	1% of AD&D benefit for each full month of coma, up to 12 months or full AD&D benefit
Common carrier benefit	25% of AD&D benefit
General Provisions	
Resource Advisor	Included
Travel Assistance	Included
Special Offers	Included