

**COLLECTIVE BARGAINING AGREEMENT**

**Between**

**Local 73 - SERVICE EMPLOYEES INTERNATIONAL UNION, S.E.I.U.**

**And**

**COUNTY OF COOK/SHERIFF OF COOK COUNTY**

**(Representing Administrative and Clerical Staff)**

APPROVED  
BY THE BOARD OF COOK COUNTY COMMISSIONERS

**JUL 28 2022**

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**December 1, 2020 through November 30, 2024**

**Effective upon Approval by the Cook County Board of Commissioners**

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# COLLECTIVE BARGAINING AGREEMENT

## PREAMBLE

This collective bargaining agreement is entered into between the County of Cook and the Sheriff of Cook County as joint employers of employees covered by this Agreement (hereinafter collectively referred to as the "Employer") and Local 73 - Service Employees International Union (S.E.I.U.), AFL-CIO (hereinafter referred to as the "Union").

## ARTICLE I Recognition

### Section 1.1 Representative Unit:

The Employer recognizes the Union as the sole and exclusive representative for all employees of the Employer in the job classifications set forth in Appendix A of this Agreement and excluding all confidential employees, technical, professionals, supervisors, managers, seasonal employees, all industrial relations and personnel department employees.

The term "Department" when used in this Agreement shall be understood as referring to the following:

- Sheriff's Office

### Section 1.2 Union Membership:

The Employer does not object to Union membership by its employees, and believes that certain benefits may inure from such membership. For the purpose of this Section, an employee shall be considered to be a member of the Union if they timely tenders the dues and initiation fee required as a condition of membership.

### Section 1.3 Dues Checkoff:

With respect to any employee from whom the Employer receives individual written authorization, signed by the employee, in a form agreed upon by the Union and the Employer, the Employer shall deduct from the wages of the employee the dues and initiation fee required as a condition of membership in the Union, or a representation fee, and shall forward such amount to the Union within thirty (30) calendar days after close of the pay period for which the deductions are made. The amounts deducted shall be set by the Union.

The Union shall advise the Employer of any increase in dues, fair share fees, or other approved deductions in writing at least forty-five (45) days prior to its effective date. The Employer shall implement the increase in the first full period on or after the effective date.

The parties acknowledged and agreed that the phrase "written authorization" as provided, in this agreement include electronic records and electronic signatures consistent with State and federal law.

**Section 1.4 Indemnification:**

The Union shall indemnify and save the County harmless against any and all claims, demands, suits, or other forms of liability that may arise out of or by reason of any action taken by the County for the purpose of complying with any provisions of this Agreement. If an incorrect deduction is made, the Union shall refund any such amount directly to the involved employee.

**Section 1.5 SEIU COPE:**

The Union has established a political action committee which is called SEIU COPE. Union members may contribute voluntarily to this committee to support the political activities of the Union.

The Employer agrees to deduct the contribution amount established by the committee per pay period, from the wage of employees who voluntarily authorize in writing such deductions. Such amounts shall be forwarded thirty (30) days after the close of the pay period for which the deductions are made.

**Section 1.6 Neutrality:**

If the Union seeks to represent a group or groups of employees not covered by this Agreement, the Employer shall maintain a neutral position and shall not attempt to influence the decision of such employees with respect to Union representation. Representation shall be granted to the Union based upon voluntary procedures of the Illinois Public Labor Relations Act and Illinois Local/State Labor Relations Board.

**Section 1.7 Severability and Right to Re-Open:**

In the event any of the provisions of this agreement are or shall become invalid, illegal, or unenforceable by reason of any federal or State Law, Local Ordinance, Decision of any Court or Ruling of any Federal. or State Board, Agency, or other governmental entity such invalidity, illegality, or occurs, .at the request of either party, the Union and the Employer shall meet and negotiate in good faith for the purpose of bargaining over the effects of the invalidity, illegality, or unenforceability of the provision or provisions.

**ARTICLE II**

**Employer and Union Rights and Obligations**

**Section 2.1 Employer Rights:**

The Union recognizes that the Employer has the full authority and responsibility for directing its operations and determining policy. The Employer reserves unto itself all powers, rights, authority, duties and responsibilities conferred upon it and vested in it by the statutes of the State of Illinois, and to adopt and apply all rules, regulations and policies as it may deem necessary to carry out its statutory responsibilities; provided, however, that the Employer shall abide by and be limited only by the specific and express terms of this Agreement, to the extent permitted by law.

**Section 2.2 Employer Obligation:**

The Union recognizes that this Agreement does not empower the Employer to do anything that it is prohibited from doing by law. General Orders shall not supersede the Agreement.

**Section 2.3 Integrity of the Bargaining Unit:**

Non-bargaining unit employees shall not be permitted to perform bargaining unit work except in emergency situations, in training situations where some supervisor or management personnel is teaching or instructing an employee, or where bargaining unit members are unavailable through no fault of the Employer to perform required work other than with normal absenteeism and vacations, or where circumstances exist which are out of the ordinary and beyond the control of the employer. If non-bargaining unit employees repeatedly perform bargaining unit work, this issue shall immediately be grievable at the second step of the grievance procedure.

**Section 2.4 Union and Employer Meetings:**

For the purpose of conferring on matters of mutual interest which are not appropriate for consideration under the grievance procedure, the Union and Employer agree to meet periodically through designated representatives at the request of either party and at mutually agreed upon times and locations, but not less than every two (2) months. The Union and Employer shall each designate not more than five (5) representatives to a Labor-Management committee for this purpose.

**Section 2.5 Labor Management Meetings on Career Development:**

Labor management meetings will be held periodically to discuss employee training and education as well as job classifications.

The Employer and the Union recognize the importance of training programs, the development of career ladders and of equitable employment opportunity structures and seeks here to establish these goals through the labor-management meetings.

Toward this end, the Employer and the Union agree to establish a Labor/Management Committee. This committee shall review all training programs, their implementation and application to bargaining unit Sheriff employees.

The Labor Management Committee shall evaluate, discuss and recommend reclassifications and upgrades to the Sheriff. These recommendations shall be reviewed by the Sheriff, and if possible, any changes will be requested in the following fiscal year budget. The Labor Management Committee may also make recommendations to the Sheriff and the County concerning courses on in-service training to enhance career opportunities for employees in the Bargaining Unit. When meetings are scheduled, a specific management representative will be assigned to the meetings.

**Section 2.6 Union and County Meetings Respecting Health Care:**

For the purpose of maintaining communications between labor and management in order to cooperatively discuss issues respecting health care coverage for all County employees, each Local Union, the County and members of bargaining units not covered by this Agreement shall meet quarterly through designated representatives. Each Local Union shall designate not more than one (1) representative to the Health Care/Management Committee. The County, through its Office of Risk Management, shall prepare and submit an agenda to the other parties at least one (1) week prior to the scheduled meeting, which agenda shall address, among other things, issues raised by each Local Union to the Office of Risk Management. The date and location for such

meetings shall be established by the Office of Risk Management, taking into account the scheduling concerns of all County bargaining units.

### **ARTICLE III** **Hours of Work and Overtime**

#### **Section 3.1 Purpose of Article:**

The provisions of this Article are intended to provide the basis for calculating overtime pay, and shall not be construed as a guarantee of hours of work per day or days per week or pay in lieu thereof, or as a limitation upon the maximum hours per day or per week which may be required.

#### **Section 3.2 Regular Work Periods:**

The regular work day for a full-time employee shall consist of eight (8) consecutive hours of work within the twenty-four (24) hour period beginning at their scheduled starting time.

The length of paid lunch periods and breaks presently granted by each department shall remain in effect.

Employees shall be paid once every two (2) weeks (bi-weekly).

#### **Section 3.3 Compensatory Time and/or Overtime Compensation:**

- A. Overtime shall be voluntary to the extent possible. Voluntary overtime shall be offered on a rotating basis each pay period beginning with the most senior available on duty bargaining unit employees in the job title. If there are no available employees in the job title on duty volunteer then, the Employer shall make reasonable efforts to contact and offer the overtime based on the rotation, to off-duty employees in the job title who signed up for the overtime in advance. The intent of the parties is to make reasonable efforts to have an equitable distribution of overtime in the department. If there are not enough volunteers then employees may be assigned to overtime work provided that such overtime shall be limited to emergency conditions which cannot be deferred and which cannot be performed with the personnel available during normal work hours, or because of an abnormal peak load in the activities of the institution or department.
- B. An Employee shall be paid one and one-half (1½) times the average of the employee's regular hourly rate (including any differential) for all hours worked in excess of forty (40) in any regular work week. An employee's time spend on FMLA (paid benefit time) shall not count towards overtime eligibility. Employees shall not be laid off from their regular scheduled hours of work to avoid payment of overtime. Hours in pay status, with the exception of sick time, shall count as time worked in computing overtime.
- C. Employees shall receive payment for overtime worked within thirty (30) days following the pay-period in which the employee worked the overtime. The Employer shall also allow the overtime check to be paid through direct deposit for those employees who choose direct deposit.

- D. The Employee may request and the Employer may, in lieu of overtime pay, grant compensatory time off at the rate of one and one-half (1½) hours for each hour of overtime worked. All denials of a request shall be accompanied by an explanation.
- E. An Employee may "bank" up to two hundred forty (240) hours (four (4) weeks) of compensatory time. All overtime hours worked above this limit must be compensated for in accordance with subsection B of this section.
- F. An Employee terminating employment with the County shall be paid for unused compensatory time in accordance with the Fair Labor Standards Act (FLSA).
- G. The Employer shall allow employees to take accrued compensatory time off within a reasonable period after making the request when such time off does not unduly disrupt the operation of the office.

**Section 3.4 Overtime Work:**

Employees will be expected to perform any reasonable amounts of overtime work assigned to them. The Sheriff/Designee will attempt to assign overtime work to the employees who are immediately available when the need for overtime occurs, and who normally and customarily perform the work involved, except that in cases of emergency the Sheriff's/Designee may assign the overtime work to any employees immediately available. It is the intention of the parties that overtime will be distributed equitably among the employees in the same job classification within a department or operating unit.

An employee requesting to be skipped when it becomes their turn to work overtime shall be rotated to the bottom of the seniority list. An employee who works overtime will be placed at the bottom of the overtime seniority list once the overtime is received.

**Section 3.5 Flextime:**

Requests by employees for flextime schedules may be granted if practicable to do so. The scheduling of flextime shall be by mutual arrangement between the employee and their supervisor. Flextime shall not be granted or denied in a discriminatory or arbitrary manner.

**ARTICLE IV**  
**Seniority**

**Section 4.1 Probationary Period:**

After the date of this Agreement, the probationary period for a new employee, or an employee hired after a break in continuous service, shall be one hundred eighty (180) calendar days. The probationary period shall be extended for a period equal to the time required for any formal training program required of any probationary employees, and the Union shall be consulted about the instituting of any such training program which extends the probationary period. A probationary employee shall have no seniority and may be terminated at any time during the probationary period for any just cause and shall have no recall rights or recourse to the grievance procedure with respect to any such discipline or discharge. Upon completion of the probationary period, the employee's seniority shall be computed as of the date of their most recent hire.

**Section 4.2 Definition of Seniority:**

For purposes of this Article, seniority is defined as an employee's length of most recent continuous employment with the Sheriff of Cook County since their last hiring date as a full-time employee and as a regular part-time employee entitled to benefits pursuant to Article V, Section 5.4. Seniority for such regular part-time employees shall be prorated.

**Section 4.3 Promotion, Transfer:**

In cases of promotion and transfer, employees shall have first preference in order of their department seniority, provided that the employee has the ability and qualifications to perform the required work. An employee who is awarded a new position shall receive the pay of that position after the first full pay period in that position.

Employees requesting a shift, details (schedules) or work location transfer shall make their requests prior to December 31st for any transfer opportunities that become available during the following calendar year. Transfer request shall specify the shift start and end times and work location for which they are requesting the transfer or the employee may make a more general request (e.g., day shift or any location). Employees may modify or remove shift requests by December 31st each year for consideration in the following calendar year. Employees may submit transfer requests during their probationary period; however, such requests shall not be considered until after their probationary period is completed, except by mutual agreement.

When positions become available, employees who have pending requests within the division and within the appropriate job classification shall be first offered the opportunity to transfer to the opening by seniority before a position is posted.

If there are no transfer requests, the Employer shall post the position(s) and the position(s) shall be awarded to the most senior applicant who can perform the work with a reasonable orientation and training period in the following order:

1. Employees from within the bargaining unit in the same job title; then
2. Employees from within the division in a different job title; then
3. Employees from within the bargaining unit; then
4. Outside or other County applicants

When the employer is looking to re-allocate AA staff for a period not to exceed forty-five (45) calendar days, due to either a lack of work or for a special project the following procedures will be used. The employer shall go through the requests by seniority and if no one is seeking the location, shift, and detail of the location, then the employer shall use reverse seniority to re-allocate staff (new location &/or shift/detail). Any employee's being re-allocated who cannot accept reallocation may exercise bumping right if available.

If the temporary assignment exceeds forty-five (45) calendar days, then employees may volunteer to extend the temporary assignment for up to an additional forty-five (45) calendar days. If not enough employee volunteer to extend the temporary assignment, then the Employer shall reallocate additional needed staff using reverse seniority beginning with the least senior employee who was not in the prior temporary reassignment.

The Employer and union agree that creation and maintenance of a diverse workforce is an important goal of both parties to this agreement.

**Section 4.4 Reduction In Work Force, Layoff and Recall:**

Should the Employer determine that it is necessary to decrease the number of employees within a job classification, within a department, the employees to be laid off in that classification shall be removed from it in inverse order of seniority. The affected employees and the Union shall be given notice thereof at least thirty (30) days prior to the effective date. In the event there is an elimination of positions within any classification, the positions eliminated will be identified. An employee subject to layoff due to the elimination of their position shall be placed in the position of the least senior employee in that classification within the work location. The least senior employee displaced in the work location shall be placed in the position of the least senior employee in the classification in the department. An employee may, in lieu of bumping to a position outside of the employee's work site, choose to be placed in a vacant position in the next lower classification at their work site.

The least senior employee displaced in the classification in the bargaining unit shall be offered the position of the least senior employee in the next lower classification in the classification series, first by work location, then by bargaining unit, in accordance with the seniority provisions of this Agreement. Employees who have previously served in other classifications outside their classification series shall also be offered the right to displace the least senior employee in that classification, first within the work location, then the bargaining unit. In the event there are not enough such openings, the employee will be offered positions in any other classification within the bargaining unit in which there is a vacancy, or which is filled by an employee who has not completed the probationary period or who is a part-time or temporary employee, all in accordance with the seniority provisions of this Agreement. In the event there are not enough vacancies within the bargaining unit, employees will be offered any other vacancies under the jurisdiction of the Sheriff. Where the County is obligated to fill positions outside the laid off employee's bargaining unit pursuant to applicable collective bargaining agreements, such positions shall not be considered vacancies for the purposes of this paragraph.

Employees laid off, including employees placed in a lower paying position and probationary employees, as a result of this procedure, shall be subject to recall in accordance with the recall provisions of this Agreement before hiring new employees. Employees will be recalled to the classification held by them at the time a decrease in work force is first put into effect, if a vacancy exists. Employees otherwise will be recalled to a vacancy in another classification and subsequently returned to their classification prior to the decrease in the work force, all in accordance with the seniority provisions of this Agreement.

In the event of a layoff, or pending layoff, the parties shall discuss the need for retraining employees in order for such employees to qualify for other positions. All of the foregoing is conditioned upon the employee's ability and fitness to perform the job.

With the exception of layoffs for five (5) days or less, and except in a bona fide emergency, each collective bargaining agreement shall provide for written notice to the Union of the layoff thirty (30) days prior to the effective date of the layoff.

**Section 4.5 Promotion and Shift Assignment:**

Employees in the same job classification and in the same department, but on a different shift, where applicable, will first be given preferential consideration for a change in shifts in accordance with Section 4.3.

**Section 4.6 Return to Former Job:**

An employee who has been promoted or transferred to another job within the represented unit may be returned by the Sheriff to their former job or an equivalent position, within ninety (90) calendar days or before completion of a formal training program, if the employee does not demonstrate the ability and qualifications to satisfactorily perform the job to which promoted or transferred. An employee who has accepted another job within the, represented unit may ask to return to their former job within ten (10) working days after commencing work on the new job. An employee who receives a new job under this procedure shall not be permitted to bid for another job for six (6) months thereafter, and an employee who returns to their former classification under this procedure will not be permitted to bid again on the same job for six (6) months thereafter.

For those collective bargaining agreements containing a provision providing for the ability of the employee who has been promoted; transferred or recalled to another job within the represented unit to be returned to the former job or status, under no circumstances shall the period in which there is an ability to return to the former job be longer than thirty (30) calendar days.

**Section 4.7 Return to Represented Unit:**

An employee who has been promoted or transferred out of the represented unit, and who is later transferred back to the unit by the Sheriff shall upon return to the represented unit be granted the seniority they would have had, had the employee continued to work in the classification from which they were promoted or transferred.

**Section 4.8 Termination of Seniority:**

An employee's seniority and employment relationship with the Employer shall terminate upon the occurrence of any of the following:

- a. Resignation or retirement;
- b. Discharge for just cause, including but not limited to the following:

- c. Absence for three (3) consecutive work days without notification to the department head or a designee during such period of the reason for the absence, unless the Employee has an explanation acceptable to the Employer for not furnishing such notification;
- d. Failure to report to work at the termination of a leave of absence or vacation, unless the employee has an explanation acceptable to the Employer for such failure to report for work;
- e. Absence from work because of layoff or any other reason for twelve (12) months in the case of an employee with less than one (1) year of service four (24) months in the case of an employee with one (1) or more years of service, or thirty-six (36) months in case of an employee with seven years or more of service when the absence began, except that this provision shall not apply in the case of an employee on an approved leave of absence, or absent from work because of illness or injury covered by duty disability or ordinary disability benefits;
- f. Failure to report for work upon recall from layoff within ten (10) work days after notice to report for work is sent by registered or certified mail or by telegram, to the Employee's last address on file with the Department Personnel Office;

Engaging in gainful employment while on an authorized leave of absence, unless permission to engage in such employment was granted in advance by the Sheriff in writing.

**Section 4.9 Transfer of Stewards:**

Employees acting as Union stewards under Article XI, Section 11.6, of this Agreement shall not be transferred from their job classifications or departments because of their activities on behalf of the Union. Any transfers of Union stewards from their job classifications or departments, other than in an emergency, will be discussed with the Union in advance of any such transfers.

**Section 4.10 Seniority List:**

On December 1st, March 1st, June 1st and September 1st of each year the Employer will furnish the Union a list showing the name, number, address, personal email address and cell phone number (if available), classification and last hiring date of each employee, and whether the employee is entitled to seniority or not. The Sheriff shall post a similar list without employee addresses. Within thirty (30) calendar days after the date of posting, an employee must notify the Employer in writing of any error in their last hiring date as it appears on that list or it will be considered correct and binding on the employee and the Union for that period of time. The Employer will furnish the Union monthly reports of any changes to such list.

Upon written request made by Local 73 no more often than every sixty (60) days, the County shall notify Local 73 in writing of the following personnel transaction involving bargaining unit employees within each department and on a work location basis: new hires, promotions, demotions, checkoff revocations, layoffs, re-employments, leaves, returns from leave,

suspensions, discharges, terminations, retirements and Social Security numbers. Local 73 shall, upon request, receive such information on computer tapes, where available.

**Section 4.11 Job Posting:**

When job openings or vacancies occur within the bargaining unit in a particular department, or when new positions are created, the Sheriff will post a notice on all bulletin boards where notices to employees are normally posted. These postings will be for a period of ten (10) working days.

Interviews for the positions shall begin within thirty (30) days of the last day of posting. The positions shall be filled within thirty (30) days of the last interview.

Awards will be made in accordance with Section 4.3 of this Article. Employees in equal or lower-paying grades in other work sections or divisions who apply for the vacancy will be given preferential consideration in accordance with Section 4.3 before new employees are hired.

Employees who are awarded the new position shall move to their new position as soon as possible thereafter.

**Section 4.12 Hardship Schedule Shifts:**

The Union and the employer agree that there may be up to four total hardship schedule requests made for the Civil Process Clerical unit. These requests are designed to be temporary and should be made to adjust schedule as close as possible to the actual work schedule.

**ARTICLE V**  
**Rates of Pay**

**Section 5.1 Job Classifications:**

Employees in the job classifications set forth in Appendix A to this Agreement shall receive the monthly salary provided for their respective grade and length of service in the job classification. Employees will be increased to the appropriate step upon completion of the required length of service in the classification.

The salary grades and steps applicable to this bargaining unit shall be increased as follows during the term of this Agreement:

- Effective upon the ratification of the collective bargaining agreement by the Cook County Board of Commissioners, all bargaining unit members shall receive a one-time \$2,000 payment; and
- Effective upon the ratification of the collective bargaining agreement by the Cook County Board of Commissioners, all bargaining unit members under the American Rescue Plan (ARP), shall receive a one-time \$1,000 pandemic payment; and

- Effective June 1, 2021, the entry rate for all job classifications shall be restored by 10%. Any current employee on the current entry rate shall be placed on the next step which shall be the new entry step on each scale.; and
- Effective the first full pay period on or after June 1, 2021 the pay rates for all job classifications shall be increased by 1.50%; and
- Effective the first full pay period on or after June 1, 2022 the pay rates for all classifications shall be increased by 2.50%; and
- Effective December 1, 2022, all bargaining unit members in active status shall receive a one-time \$1,000 payment; and
- Effective the first full pay period on or after June 1, 2023 the pay rates for all classifications shall be increased by 2.50%; and
- Effective the first full pay period on or after June 1, 2024 the pay rates for all classifications shall be increased by 2.00%; and

**Section 5.2 New, Changed or Misclassifications; Job Audit/Classification Review:**

During the term of this Agreement, the County may establish new and changed job classifications and change the duties of existing job classifications, provided that a major alteration of the classification structure shall not be made. In the event a new classification is placed in the bargaining unit for any reason, the County and the Union agree to meet and bargain the terms and conditions of employment for that new classification, including rates of pay, work rules, etc., within thirty (30) days of their inclusion in the bargaining unit. The County may put the new and changed job classifications or duties into effect after timely notice to the Union, and discuss and set terms and conditions of employment, including rates of pay with the Union, using the duties, responsibilities qualifications and grade levels of the classifications in Appendix A as a guide for determining the new rate. If the parties are unable to agree on the rate of pay, the County may put a rate into effect, and the Union, thereafter, may submit any dispute to the grievance procedure.

An employee also may request that their position be reclassified, and the request will be reviewed by the employee's Department Head; if the Department Head agrees that the request is reasonable and/or justified, the Department Head will recommend to the Sheriff that this reclassification be included in the forthcoming departmental budget request. The Employer will discuss any reclassifications with the Union prior to implementation.

Within thirty (30) days after the effective date of this Agreement, the parties shall begin regular meetings of a joint committee that shall be established to discuss current job titles and pay grades of bargaining unit employees.

The committee shall begin meeting each year to review Local Union and employee-generated requests for upgrades and reclassifications. Such review shall include requests for individual desk audits, and sample desk audits to be applied to whole departments. The committee shall

devote sufficient time in order to complete its discussions in a timely fashion. In any case, audits agreed upon shall be complete no later than June 1st of each year during this Agreement. During such process, there will be a free exchange of information and the parties will make reasonable attempts to review those requests which appear to have the most merit using objective and fair standards. After the review and analysis is completed, the County will submit the committee's findings to the appropriate departments and elected officials for their review. The decision as to whether to include any or all of the upgrades and reclassifications in budget requests shall be made using objective and fair standards.

**Section 5.3 Classification and Grade Changes:**

If an employee is promoted, reclassified, demoted or transferred into another classification through the application of this Agreement, the following rules shall apply:

A. Promotions:

An employee who is promoted to a job in a higher salary grade shall be entitled to placement in the step of the new salary grade which will provide a salary increase at least two (2) steps above the salary received at the time the promotion is made, provided that:

1. The new salary does not exceed the maximum established for the grade to which the employee is promoted.
2. The new salary is not below the first step established for the grade to which the employee is promoted.

If the new classification represents a promotion from a classification outside the represented unit to a classification within the represented unit, the employee shall be placed in the lowest step in the progression schedule for the new classification which will provide the employee an increase in pay. In all cases of promotion, the effective date will set a new anniversary date for the purposes of the salary schedule only.

B. Reclassifications:

1. An employee whose job is reclassified to a lower classification shall continue to receive compensation at the same rate received immediately prior to reclassification. Such action shall not change the employee's anniversary date. If the salary rate received immediately prior to reclassification is less than the last step rate of the lower classification, the employee shall be entitled to further step advancement.
2. An employee whose job is reclassified to a higher classification shall be placed in the first step of the higher grade which provides an increase one (1) step above the salary received at the time of the reclassification. Such action will change the employee's anniversary date. In all cases of reclassification, the employee shall receive at least the first step of the grade to which the position is reclassified.

C. Demotions:

The following shall apply to demotions from one grade to another:

1. An employee performing the duties of a job continuously and demoted to a job in a lower salary grade, shall have the salary adjusted in the new job to the same step of the new salary grade as was received in the salary grade of the job from which demoted.
2. An employee promoted to a job in a higher salary grade and subsequently demoted to a job in a lower salary grade, shall have the salary adjusted to the step of the salary grade to which the employee would be entitled had the employee remained in the salary grade from which the employee was promoted.

D. Transfers:

An employee transferring from one department to another in the same job classification and/or grade shall be eligible to receive the salary the employee has been receiving at the time of transfer. Such appointment shall not set a new anniversary date.

**Section 5.4 Part-Time Employees:**

Part-time employees who are compensated from the Extra and Overtime Account, shall receive the hourly rate provided for the respective grade and length of service as set forth in Appendix A of this Agreement. Disability and pension benefits for all part-time employees will be determined by the provisions of the County Employees Pension Plan. The hourly rate for part-time employees will equal the first step of the salary grade divided by one hundred seventy-four (174).

**Section 5.5 Job Descriptions:**

Job descriptions for each position in the bargaining unit shall be maintained in the Employer's offices and shall be given to each current employee upon request and to each new employee when they assume the position. Where possible and available the Employer shall supplement such job description with existing internal job descriptions.

**Section 5.6 Newly Certified Positions:**

Upon notification from the Union to the Employer and its human resources director, the Employer agrees to meet with the Union within 60 days thereafter to discuss the placement of newly certified bargaining unit positions on a wage scale.

**ARTICLE VI**  
**Holidays**

**Section 6.1 Designation of Holidays:**

The following days are hereby declared holidays, except in emergency and for necessary operations, for all employees in the bargaining unit.

New Year's Day	January 1
Martin Luther King's Birthday	Third Monday in January
Lincoln's Birthday	February 12
Presidents' Day	Third Monday in February
Casimir Pulaski Day	First Monday in March
Memorial Day	Last Monday in May
Juneteenth Day	June 19
Independence Day	July 4
Labor Day	First Monday in September
Indigenous Peoples' Day	Second Monday in October
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Christmas Day	December 25

It is the intent of the Board of Commissioners of Cook County that all salaried Cook County employees be granted thirteen (13) holidays, or equivalent paid days off per year. Should a certain holiday fall on Saturday, the preceding Friday shall be set as the holiday; should a certain holiday fall on a Sunday, the following Monday shall be set as the holiday.

- A. In addition to the above; any other day or part of a day shall be considered a holiday when so designated by the Board of Commissioners:
  
- B. In addition to the foregoing paid holidays, employees shall be credited with one (1) floating holiday on December 1st of each year, which may be scheduled in accordance with the procedures for vacation selection set forth in Article VII, Section 7.2. If an employee elects not to schedule said day as provided above, the employee may request to use their floating holiday at any time during the fiscal year. Requests shall not be unreasonably denied. If an employee is required to work on a scheduled floating holiday by the Employer, the employee shall be entitled to receive one and one-half times (1½) the employee's regular hourly rate for the hours actually worked plus holiday pay at eight (8) hours pay.
  
- C. Employees who work on any one of the six (6) major holidays, e.g., New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day and Christmas Day shall receive time and one-half (1½) for all hours worked, plus an additional day off with pay without limitation during an employee's employment and may be used at time mutually agreed to between the employee and their supervisor in time blocks of one hour or more. Employees will not be allowed to cash in Holiday Time at any time, including separation from employment and Holiday Time that is unused at separation will be lost.

**Section 6.2 Eligibility:**

To be eligible for holiday pay an employee must satisfy each of the following requirements:

- a) The employee must have worked the regularly scheduled number of hours on the last scheduled day before and the first scheduled day after the holiday.

- b) The employee must have worked at least forty (40) hours during the pay period in which the holiday occurs unless the employee was on vacation or paid sick; leave during such period.
- c) If a holiday falls on Saturday or Sunday, only the employees who work on the actual holiday will receive holiday pay.

**Section 6.3 Holidays in Vacations:**

If a holiday falls within an employee's scheduled vacation, such employee, if otherwise eligible, shall be granted an additional day of vacation.

**ARTICLE VII  
Vacations**

**Section 7.1 Vacation Leave:**

A. All bargaining unit employees, who have completed one year of service with Cook County, including service mentioned in Section 7.1, Paragraph E, shall be granted vacation leave with pay for periods as follows:

<u>Anniversary of Employment</u>	<u>Days of Vacation</u>	<u>Maximum Accumulation</u>
1st through 6th Year	10 working days	20 working days
7th through 14th Year	15 working days	30 working days
15 or more years	20 working days	40 working days

- B. Accruals will be carried out in accordance with the bi-weekly payroll system.
- C. Employees must be in a pay status for a minimum of five (5) days in a pay period to accrue time in that period.
- D. All individuals employed on apart-time work schedule of twenty (20) hours per week or more shall be granted vacation leave with pay proportionate to the time worked per month.
- E. Employees may use only such vacation leave as has been earned and accrued provided, however, that five (5) working days of the initial vacation allowance may be allowed after the first six (6) months of service. The heads of the County offices, departments, or institutions may establish the time when the vacation shall be taken.
- F. Any employee of the County of Cook who has rendered continuous service to the City of Chicago, the Chicago Park District, the Forest Preserve District, the Water Reclamation District of Greater Chicago and/or the Chicago Board of Education shall have the right to have the period of such service credited and counted for the purpose of computing the number of years of service as employees of the County for vacation credit

only. All discharges and resignations not followed by reinstatement within one (1) year shall interrupt continuous service, and shall result in the loss of all prior service credit.

- G. Credit for such prior service shall be established by filing, in the Office of the Comptroller of Cook County, a certificate of such prior service from such former place or places of employment.
- H. In the event an employee has not taken vacation leave as provided by reason of separation from service, the employee, or in the event of death, the employee's spouse or estate, shall be entitled to receive the employee's prevailing salary for such unused vacation periods.
- I. In computing years of service for vacation leave, employees shall be credited with regular working time plus the time of duty disability.
- J. Any Cook County employee who is a re-employed veteran shall be entitled to be credited with working time for each of the years absent due to military service. The veteran's years of service for purposes of accrual of vacation time in the year of return to employment with Cook County, shall be the same as if employment had continued without interruption by military service.
- K. Holidays recognized by the Board of Commissioners of Cook County are not to be counted as part of a vacation.
- L. Employees on the 130 Extra and Overtime Account will not receive any fringe benefits.

**Section 7.2 Vacation Preference and Scheduling:**

Insofar as practicable, vacations will be granted to meet the requests of employees. Vacation periods shall be allotted among employees on a first requested - first granted basis. Where two (2) or more employees in the same department performing the same job request vacation on the same day for the same calendar period and all the employees cannot be released at the same time, then the vacation requests shall be granted in order of the employees' seniority.

**ARTICLE VIII**  
**Welfare Benefits**

**Section 8.1 Hospitalization Insurance: Employee Contributions:**

- A. The County agrees to maintain the level of employee and dependent health benefits that are set forth in Appendix C as revised by this Agreement and specifically described in Appendix C.1

- B. Employees who have elected to enroll in the County's PPO health benefits plan shall contribute, in aggregate, by offset against wages, the amount of their base salary set forth in Appendix C as a contribution toward premiums. Employees who have elected to enroll in the County's HMO health benefits plan shall contribute, in aggregate, by offset against wages, the amount of their base salary set forth in Appendix C as a contribution towards premiums. All rules and procedures governing the calculation and collection of such contributions shall be established by the County's Department of Risk Management, after consultation with Local 73. All employee contributions for health insurance shall be made on a pre-tax basis.
- C. The Employer will provide a mail order prescription program as set forth in Appendix C.

**Section 8.2 Sick Leave:**

- A. All monthly salaried employees, other than seasonal employees, shall be granted sick leave with pay at the rate of one (1) working day for each month of service. Accruals will be carried out in accordance with the bi-weekly payroll system. Employees must be in a pay status for a minimum of five (5) days in a pay period to accrue time in that period. Accrued sick leave will carry over if employees change offices or Departments within the County as long as there is no break in service longer than thirty (30) days. All individuals employed on a part-time work schedule of twenty (20) hours per week or more shall be granted sick leave with pay proportionate to the time worked per month.
- B. Sick leave may be accumulated to equal, but at no time to exceed, one hundred seventy-five (175) working days, at the rate of twelve (12) working days per year. Records of sick leave credit and use shall be maintained by each office, department, or institution. Severance of employment terminates all rights for the compensation hereunder. Amount of leave accumulated at the time when any sick leave begins shall be available in full, and additional leave shall continue to accrue while an employee is using that already accumulated.
- C. Sick leave may be used for illness, disability incidental to pregnancy, or non-job-related injury to the employee; appointments with physicians, dentists, or other recognized practitioners; or for serious illness, disability, or injury, in the immediate family of the employee. After five (5) consecutive work days of absence due to illness, employees shall submit to their department head a doctor's certificate as proof of illness. Accordingly, sick leave shall not be used as additional vacation leave. Sick leave may be used as maternity or paternity leave by employees.
- D. An employee who has been off duty for five (5) consecutive days or more for any health reason may be required to undergo examination by the Employer's physician before returning to work.
- E. For health-related absences of less than five (5) consecutive days, a doctor's statement or proof of illness will not be required except in individual instances where the Sheriff has sufficient reason to suspect that the individual did not have a valid health reason for the

absence. If indicated by the nature of a health-related absence, examination by the Employer's physician may be required to make sure that the employee is physically fit for return to work.

- F. If, in the opinion of the Sheriff/Designee the health of an employee warrants prolonged absence from duty, the employee will be permitted to combine their vacation, sick leave and personal days.
- G. The employee may apply for disability under the rules and regulations established by the Retirement Board.

**Section 8.3 Disability Benefits:**

Employees incurring any occupational illness or injury will be covered by Workers' Compensation insurance benefits. Employees injured or sustaining occupational disease on duty, who are off work as result thereof shall be paid total temporary disability benefits pursuant to the Workers' Compensation Act. Duty disability and ordinary disability benefits also will be paid to employees who are participants in the County Employee Pension Plan. Duty disability benefits are paid to the employee by the Retirement Board when the employee is disabled while performing work duties. Benefits amount to seventy-five percent (75%) of the employee's salary at the time of injury, and begin the day after the date the salary stops. Ordinary disability occurs when a person becomes disabled due to any cause, other than injury on the job. An eligible employee who has applied for such disability compensation will be entitled to receive, on the thirty-first (31st) day following disability, fifty percent (50%) of salary, less an amount equal to the sum deducted for all annuity purposes. The first thirty (30) consecutive days of ordinary disability are compensated for only by the use of any accumulated sick pay and/or vacation pay credits unless the employee and the Employer otherwise agree. The employee will not be required to use sick time and/or vacation time for any day of duty or ordinary disability. All of the provisions of this Section are subject to change in conjunction with changes in State laws.

**Section 8.4 Life Insurance:**

All employees shall be provided with life insurance in an amount equal to the employee's annual salary (rounded to the next one thousand dollars (\$1,000)), at no cost to the employee, with the option to purchase additional insurance up to a maximum of the employee's annual salary. No life insurance shall be offered through the County's HMO plans.

**Section 8.5 Pension Plan:**

Pension benefits for employees covered by this Agreement shall be as mandated under the Illinois Pension Code (40 ILCS 5/1-101 et seq.) and the County Employees' and Officers' Annuity and Benefit Fund- Counties Over 500,000 Inhabitants (40 ILCS 5/9-101 et seq.).

**Section 8.6 Dental Benefits:**

All employees shall be eligible to participate, at no cost to them, in the dental plan that is set forth in Appendix C as revised by this Agreement and specifically described in Appendix C. No dental coverage shall be offered through the County's HMO plans.

**Section 8.7 Vision Plan:**

All employees shall be eligible to participate, at no cost to them, in the vision plan as set forth in Appendix C as revised by this Agreement and specifically described in Appendix C. No vision coverage shall be offered through the County's HMO plans.

**Section 8.8 Hospitalization -- New Hires:**

All new employees covered by this Agreement shall be required to enroll in the County HMO plan of their choosing, such enrollment to be effective from the date of hire through the expiration of the first full health plan year following such date of hire.

**Section 8.9 Flexible Benefits Plan:**

All employees shall be eligible to participate, at no cost to them, in a flexible benefits plan to be established by the County. Such plan shall include segregated IRS accounts for child care and medical expenses.

**Section 8.10 Insurance Claims:**

A dispute between an employee (or their covered dependent) and the processor of claims shall not be subject to the grievance procedure provided for in this Agreement. Employees shall continue to be afforded an opportunity to present appeals of such insurance disputes in person, and may have union representation at such proceedings. This Section shall not be construed to diminish the provisions of Section 7.1(A), (B), (C) or (D) of this Article.

**Section 8.11 Confidentiality of Wellness Program:**

Health information will be kept confidential, Personal health information may only be used and disclosed as permitted by applicable law, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA). Health information may be disclosed to the screening agent, and to the employer acting as health plan sponsor for program administration purposes only as permitted by HIPAA. Program administration purposes may include offering and determining eligibility for Program incentives. The RFP for wellness vendors shall maximize the confidentiality of patient medical records and other privacy and confidentiality issues.

**Section 8.12 Insurance Coverage:**

Employees on layoff status shall retain health and dental insurance coverage for a period of two (2) months following the month in which the effective date of the layoff occurs with the Employer paying the full premium, single or family plan as appropriate.

**Section 8.13 Unauthorized Sick Leave:**

Sick time is not to be used by employees as vacations or simply to take time off with pay; but employees shall not be disciplined for the legitimate use of earned and accrued sick time for medically-related reasons.

Excessive absences from work when not documented as a major illness, disability, or injury on duty are unacceptable. This includes the misuse or abuse of available medical time, as well as dock time.

Notwithstanding any other prior agreement between the Employer and the Union, an employee will be terminated if they have 10 or more unauthorized days of absence (or 80 hours) during a rolling 365 day period (leaves of absences or all non-attendance related suspensions stop the running of the 365 day period). Unauthorized absences include calling in absent because of an alleged medical condition when an employee does not have sick time to cover the absence; attempting to use a certain kind of benefit time, e.g. vacation, personal or C/E time, when the employee does not have that type to cover the absence no call (a NC); or when an employee calls in FMLA but does not have the FMLA certification to cover the absence and later fails to get the absence(s) properly and timely certified or re-certified as an FMLA approved absence.

For all unauthorized absences that occur prior to the tenth unauthorized absence in a rolling 365-day period that warrant discipline, the Employer shall use progressive discipline, which could include termination.

In rare circumstances, a period of compassionate leave - may in good faith be granted to an employee whose approved FMLA leave has expired who does not have any remaining ordinary disability credits (if applicable) yet still needs to tend to a serious medical condition of themselves or an immediate family member.

The Employer will provide written, quarterly reports to all employees who have incurred an unauthorized absence during the past quarter advising them of their available benefit time and their total number of unauthorized days of absence within the last 365-day period.

All employees will start zero unauthorized absences for the rolling 365-day calendar on 11/1/2016.

## **ARTICLE IX**

### **Additional Benefits**

#### **Section 9.1 Bereavement Leave:**

- A. Excused leave with pay will be granted, up to three (3) days, to an employee for the funeral of a member of the employee's immediate family or household. Immediate family is understood to include mother, father, husband/wife, child (including step children and foster children), brother/sister, grandchildren, grandparents, spouse's parents and such people who have reared the employee. Where death occurs and the funeral is to be held out of Illinois and beyond the states contiguous thereto, the employee shall be entitled to a maximum of five (5) normal days' pay.
- B. Any additional time needed in the event of bereavement may be granted consistent with the operating needs of the facility from accumulated vacation, personal days, or compensatory time accumulated by the employee.
- C. If an employee's vacation is interrupted by a death in the immediate family, bereavement pay as described herein shall be allowed, and such days will not be counted as vacation.

- D. To qualify for pay as provided herein, the employee may be required to provide satisfactory proof of death, relationship to deceased, proof of residence in the employee's household and attendance at the funeral.
- E. Leave granted to attend the funeral of someone other a member of an. employee's immediate family or household may be granted, but time so used shall the deducted from the accumulated vacation, compensatory time or personal leave of the employee making the request.

The Employee shall have to submit one of the following as proof to the Employer for the leave to be compensated for Bereavement Leave: Letter from the Funeral Home Director, Obituary or a Certificate of Death.

**Section 9.2 Jury Duty:**

Approval will be granted for leave with pay, for any jury duty imposed upon any non-exempt officer or employee of the County of Cook. However, any compensation, exclusive of travel allowance received, must therefore be turned over to the County of Cook by said employee.

**Section 9.3 Maternity/Paternity Leave and Family Responsibility Leave:**

Employees shall be granted maternity or paternity leaves of absence to cover periods of pregnancy and post-partum child care. The length of such leave, in general, shall not exceed six (6) months, but may be renewed by Department Head. In addition, an employee who has at least two (2) years of service and has a need to be absent from work to meet family responsibilities arising from the employee's role in their family or household may, upon request and for good cause shown, be granted a leave of absence for a period not to exceed a total of six (6) months (increasing up to one (1) year for those employees who have accrued personal leave entitling them to more time under current County policy) without pay. Insurance coverage shall be maintained only in accordance with the Family Medical Leave Act ("FMLA"), i.e., up to twelve (12) weeks and meeting FMLA standards.

**Section 9.4 Family Medical Leave Act (FMLA):**

In addition to the above leaves of absence, the County recognizes that all employees are also covered by the Family Medical Leave Act (FMLA).

**Section 9.5 Election Day:**

An employee who is a registered voter will receive two (2) hours' time off (without pay) during his regular work day so that they may vote in any general election. An employee desiring to take such time off shall arrange the exact hours of intended absence with their supervisor at least two (2) work days prior to the election.

**Section 9.6 Personal Days:**

All employees, except those in a per diem or hourly pay status, shall be permitted four (4) days off with pay/each fiscal year. Employees may be permitted these four (4) days off with pay for personal leave for such occurrences as observance of a religious holiday or for other personal reasons. Such personal days shall not be used in increments of less than one-half (1/2) day at a time.

Employees entitled to receive such leave, who enter Cook County employment during the fiscal year, shall be given credit for such personal leave at the rate of one (1) day for each full fiscal quarter in pay status; except that two (2) personal days may be used for observance of religious holidays prior to accrual, to be paid back in the succeeding two (2) fiscal quarters. No more than four (4) personal days may be used in a fiscal year. If the health of an employee warrants prolonged absence from duty, the employee will be permitted to combine personal days, sick leave and vacation leave.

Personal days may be used consecutively if approved by the supervisor. Personal days off shall be scheduled in advance to be consistent with operating necessities and convenience of the employee, subject to Department Head approval. In crediting personal days, the fiscal year shall be divided into the following fiscal quarters: Severance of employment shall terminate all rights to accrued personal days.

## **ARTICLE X**

### **Leaves of Absence**

#### **Section 10.1 Regular Leave:**

An employee not affected by the leave of absence rules of the Sheriffs Merit Board may be granted a leave of absence without pay by the Sheriff. Such leave shall be intended to take care of emergency situations and shall be limited to one (1) month for every full year of continuous employment by the County and/or Cook County Health Facilities, not to exceed one (1) year, except for military service.

An employee desiring a leave of absence shall make written application to their immediate supervisor, who will then refer the application to the Sheriff. If approved by the Sheriff the application will then be forwarded to the Cook County Comptroller for appropriate action. The application shall include the purpose for the leave of absence and the dates for which the leave is requested. An employee granted a leave of absence shall be eligible, when such leave expires, to receive the salary and the same or comparable position at the time the leave was granted.

Absence from County service on leave without pay for periods in excess of thirty (30) calendar days, all suspensions, time after layoffs for more than thirty (30) calendar days but less than one (1) year, all absences without leave shall be deducted in computing total continuous service and will effect a change in the anniversary date.

#### **Section 10.2 Seniority on Leave:**

An employee on an approved leave of-absence shall retain seniority, but shall not accrue pension benefits during such period (except as may be otherwise provided in the County's Pension Plan). Employees shall, however, receive retroactive increases for all time in which they were in pay status.

#### **Section 10.3 Retention of Benefits:**

An employee will not earn sick pay or vacation credits while on a leave of absence. An employee on a leave of absence except for maternity or paternity leave will be required to pay the cost of the insurance benefits provided in Article VIII in order to keep these benefits in full force and

effect during the period of leave. Arrangements for payments of such costs through normal deductions or otherwise must be made with the County's Payroll Office prior to departure on the leave. For the failure to make such arrangements, the Employer may cancel insurance benefits, which will be reinstated upon the employee's return to work, subject to such waiting period and other rules and regulations as may be applicable to the insurance plan.

An employee will not earn sick pay or vacation credits while on a leave of absence. An employee on a leave of absence, except for maternity or paternity leave, will be required to pay the cost of the insurance benefits provided in Article --- in order to keep these benefits in full force and effect during the period of leave. Arrangements for payments of such costs through normal deductions or otherwise must be made with the entity designated for that purpose by the Employer prior to departure on the leave. For the failure to make such arrangements the County may cancel insurance benefits, which will be reinstated upon the employee's return to work, subject to such waiting period and other rules and regulations as may be applicable to the insurance plan.

**Section 10.4 Union Leave:**

A leave of absence not to exceed one (1) year without pay, will be granted to an employee who is elected, delegated or appointed to participate in duly authorized business of the Union which requires absence from the job. Such leave may be extended by mutual agreement. Employees duly elected as delegates of the Union will be allowed time off, without pay, to attend State and National conferences, conventions and Stewards training related to the Union, not to exceed ten work days, in the aggregate, for all employees. Sick pay, vacation and insurance benefits will be provided as set forth in Section 10.3 of this Article, provided that it will not seriously affect the performance of the office.

**Section 10.5 Military Leave:**

An eligible employee who requires leave from employment for purposes of military service shall be entitled to compensation benefits, restoration rights, and any other guarantees provided by applicable federal or statute or Cook County ordinance or resolution.

**Section 10.6 Veterans' Conventions:**

Any employee who is a delegate or alternate delegate to a National or State convention of a recognized veterans' organization may request a leave of absence for the purpose of attending said convention, providing, however, that any employee requesting a leave of absence with pay must meet the following conditions:

1. The employee must be a delegate or alternate delegate to the convention as established in the bylaws of the organization.
2. They must register with the credentials committee at the convention headquarters:
3. Their name must appear on the official delegate alternate rolls that are filed at the State headquarters of their organization at the close of the convention.

4. They must have attended no other convention, with a leave of absence with pay, during the fiscal year.
5. The employee must produce, upon returning from the convention, a registration card signed by a proper official of the convention, indicating attendance.

**Section 10.7 Approval of Leave:**

No request for a leave, as defined in Sections 10.1 and 10.4 of this Article, will be considered unless approved by the Sheriff/Designee. The Sheriff/Designee may withhold such approval, if, in their judgment; such absence from duty at the particular time requested would interfere with the conduct of Employer business.

**Section 10.8 Educational Leave:**

Upon request, a leave of absence for a period not to exceed one (1) year may be granted to a full-time employee with at least two (2) years of County service, if operational needs allow, in order that the employee may attend a recognized college, university, trade or technical school, or high school, provided that the course of instruction is logically related to the employee's employment opportunities with the County such leave shall not be arbitrarily or capriciously denied. Such leave may be extended for good cause and in accordance with the operational needs of the County.

**Section 10.9 Use of Benefit Time:**

Except where required by law, each employee covered by this Agreement shall not be required to use accumulated time prior to going on unpaid leave.

**Section 10.10 Parental Leave:**

Upon execution of the Collective Bargaining Agreement, Employees shall be eligible for paid Parental Leave pursuant to Cook County Board Resolution 13-R-346 and the corresponding Cook County Bureau of Human Resources Parental Leave Policy. Employees, except those who have applied for and been granted Parental Leave, shall be eligible for unpaid maternity or paternity leave pursuant to Cook County Personnel rule 6,03 (b).

**ARTICLE XI**  
**Grievance Procedure**

**Section 11.1 Policy:**

The provisions of this Article supplement and modify the provisions of the Employer's Grievance Procedure applicable to all employees. (See Appendix B.)

**Section 11.2 Definition:**

A grievance is a difference between an employee or the Union and the Employer with respect to the interpretation or application of, or compliance with, the agreed upon provisions of the Agreement, the Employer's rules and regulations or disciplinary action. It is understood that employees shall not advance oral reprimands past Step Two of the Grievance Procedure. All grievances shall be in writing and contain a statement of the facts, the provision(s) of the agreement which the Employer is alleged to have violated, and the relief requested. The Union

will send copies of grievances appealed at Step Three to the County's Director, Department of Human Resources or their designee. It is recognized that because a joint employer relationship exists in this Agreement certain grievances are appropriately answered by the Sheriff and others by County Bureau of Human Resources, depending on the subject of the grievance.

**Section 11.3 Representation:**

Only the aggrieved employee(s) and/or representatives of the Union may present grievances. Employees may take up grievances through Steps One to Three either on their own and individually or with representation by the Union. If an employee takes up a grievance without Union representation, any resolution of the grievance shall be consistent with this Agreement and the Union representative shall have the right to be present at such resolution. A grievance relating to all or a substantial number of employees or to the Union's own interests or rights with the Employer may be initiated at Step Two by a Union representative. Grievances may be initiated at Step Three by mutual agreement between the Union and the Employer. Grievance meetings may be conducted remotely via telephone, Zoom, or comparable remote platform.

**Section 11.4 Grievance Procedure Steps:**

The steps and time limits as provided in the Employer's Grievance Procedure are as follows:

<u>Step</u>	<u>Submission Time Limit This Step (calendar days)</u>	<u>To Whom Submitted</u>	<u>Time Limits Meeting</u>	<u>Response</u>
1	30 days	Immediate Supervisor	10 days	10 days
2	5 days	Division Director	10 days	10 days
3	10 days	Clerk/Designee	30 days	30 days
4	30 days	Impartial Third Party	30 days	30 days

**Section 11.5 Time Limits:**

The initial time limit for presenting a grievance shall be thirty (30) days and the same limit shall apply to hearings and decisions at Step Four. Time limits may be extended by mutual agreement in writing between the employee and/or the Union and the Employer. For errors in pay, the time period shall be six (6) months.

There shall be strict adherence to the time limits described within the grievance procedure by both Employer and employee and/or Union. Time extensions may be granted upon mutual agreement and shall be in writing.

If the employer fails to respond within the time limits, the grievant and/or the Union shall have the right to advance the grievance to the next step of the grievance procedure up to and including arbitration.

**Section 11.6 Stewards:**

The Union will advise the Employer in writing of the names of the Chief Stewards and/or Stewards in each department with the Employer and shall notify the Employer promptly of any changes. Upon obtaining approval from their supervisor before leaving their work assignment or area, the Chief Steward or Steward or in cases of new Steward orientation, the Chief Steward

and/or Steward will be permitted to handle and process grievances referred by employees at the appropriate steps of the grievance procedure during normal hours without loss of pay, provided that such activity shall not exceed a reasonable period of time.

The Employer will grant the Union an opportunity during the orientation of new employees to present the benefits of Union membership, at which time the Union may give such employees a copy of this Agreement. If such opportunity is not offered, the Steward will provide Union orientation on work time. Such orientation will be scheduled at a time and place mutually agreeable to the Steward, Employee and Supervisor involved. All employees shall be allowed time off with pay to attend meetings agreed to by the Employer required by the Employer, or mandated by this Agreement.

Stewards shall be allowed to attend authorized meetings with Union representatives during their normal work hours without loss of pay. Such meetings shall be limited to a maximum of four (4) per year per steward.

**Section 11.7 Union Representatives:**

Duly authorized Union representatives of the Union will be permitted at reasonable times to enter the appropriate County facility for purposes of handling grievances or observing conditions under which employees are working. These Union representatives will be identified to the Sheriff's Designee in a manner suitable to the Employer and on each occasion, will first secure the approval of the Sheriff/Designee to enter and conduct their business so as not to interfere with the operation of the Employer. The Union will not abuse this privilege, and such right of entry shall at all times be subject to general Sheriff department rules applicable to non-employees.

**Section 11.8 Impartial Arbitration:**

If the Union is not satisfied with the Step Three answer, it may within thirty (30) days after receipt of the Step Two answer submit in writing to the Sheriff notice that the grievance is to enter impartial arbitration. The parties will select an arbitrator from a permanent panel of arbitrators agreed upon by both parties. The Union and the County will make arrangements with the Arbitrator to hear and decide the grievance without unreasonable delay. The decision of the Arbitrator shall be binding. If the two (2) parties fail to reach agreement on an Arbitrator within ten (10) days, the Sheriff and Union may request the Local Labor Relations Board, American Arbitration Association or the Federal Mediation and Conciliation Service to provide a panel of arbitrators. Each of the two (2) parties will confer within seven (7) days of receipt of the panel to alternately strike one (1) name at a time from the panel until only one (1) shall remain. The remaining name shall be the Arbitrator. The Union and the Sheriff will make arrangements with the Arbitrator to hear and decide the grievance without unreasonable delay. The decision of the Arbitrator shall be binding.

Expenses for the Arbitrator's services and the expenses which are common to both parties to the arbitration shall be borne equally by the County and the Union, each party to an arbitration proceeding shall be responsible for compensating its own representatives and witnesses.

The Arbitrator, in their opinion, shall not amend, modify, nullify, ignore or add to the provisions of this Agreement. The issue or issues to be decided will be limited to those presented to the Arbitrator in writing by the Sheriff and the Union. Their decision must be based solely upon their interpretation of the meaning or application of the express relevant language of the Agreement.

The Union and the County shall meet within thirty (30) days after the effective date of this Agreement for the purpose of selecting a permanent panel of seven (7) arbitrators. The arbitrators shall be selected on a rotating basis. Either party shall have the authority to strike an arbitrator from the permanent panel at any time. The struck arbitrator will proceed on the cases currently assigned, but will not receive any new case assignments. In the event that an arbitrator is struck from the panel, the parties shall meet as soon as possible to choose a mutually agreed upon replacement. Nothing herein shall prevent the parties, by mutual agreement, from selecting an arbitrator from outside the panel. Absent such mutual agreement, the arbitrator shall be selected from the panel in accordance with the above procedure.

**Section 11.9 Expedited Arbitration:**

The parties may mutually agree that a grievance shall be submitted to expedited arbitration. If the parties agree to expedited arbitration, the following provisions of this paragraph shall apply. Immediately upon notification of the designated arbitrator, the parties shall arrange a place and date to conduct a hearing within a period of no more than thirty (30) calendar days, unless the parties agree to a longer period. If the designated arbitrator is not available to conduct a hearing within the thirty (30) calendar days and the parties do not otherwise agree to a longer period, the next panel member in the rotation shall be notified until an available arbitrator is obtained. Nothing herein precludes multiple cases being heard on the same day before the same arbitrator.

The hearing shall be conducted under the following procedures:

- a. the hearing shall be informal;
- b. no briefs shall be filed or transcripts made;
- c. there shall be no formal rules of evidence; however, the arbitrator shall only rely on credible relevant evidence;
- d. the hearing shall normally be completed within one (1) day;
- e. the arbitrator may issue a bench decision at the hearing, but in any event, shall render a decision within seven (7) calendar days after the conclusion of the hearing. Such decision shall be based on the evidence before the arbitrator and shall include a brief written explanation of the basis for such conclusion. Any arbitrator who issues a bench decision shall furnish a written copy of the award to the parties within seven (7) calendar days of the close of the hearing.

The decision of the arbitrator shall be final and binding, except that it shall not be regarded as precedent or be cited in any future proceeding. The parties further agree to increase the arbitration panel from seven (7) arbitrators. to twelve (12) arbitrators.

**ARTICLE XII**  
**Continuity of Operation**

**Section 12.1 No Strike:**

The Union will not cause or permit its members to cause, and will not sanction in any way, any work stoppage, strike, picketing or slowdown of any kind or for any reason, or the honoring of any picket line or other curtailment, restriction or interference with any of the Employer's functions or operations; and no employee will participate in any such activities during the term of this Agreement or any extension thereof.

**Section 12.2 Union Responsibility:**

Should any activity prescribed in Section 12.1 of this Article occur, which the Union has or has not sanctioned, the Union shall immediately:

- a. publicly disavow such action by the employees or other persons involved;
- b. advise the Employer in writing that such action has not been caused or sanctioned by the Union;
- c. notify the employees stating that it disapproves of such action and instructing all employees to cease such action and return to work immediately; and
- d. take such other steps as are reasonably appropriate to bring about observance of the provisions of this Article, including compliance with reasonable requests of the Employer to accomplish this end.

**Section 12.3 Discharge of Violators:**

The Employer shall have the right to discharge or otherwise discipline any or all employees who violate any of the provisions of this Article. In such event, the employee or employees, or the Union in their behalf, shall have no recourse to the grievance procedure, except for the sole purpose of determining whether an employee or employees participated in the action prohibited by this Article. If it is determined that an employee did so participate, the disciplinary action taken by the Employer may not be disturbed.

**Section 12.4 No Lock-Out:**

The Employer agrees that it will not lock out its employees during the term of this Agreement or any extension thereof.

**Section 12.5 Reservation of Rights:**

In the event of any violation of this Article by the Union or the Employer, the offended party may pursue any legal or equitable remedy otherwise available, and it will not be a condition

precedent to the pursuit of any judicial remedy that any grievance procedure provided in this Agreement be first exhausted.

**Section 12.6 Personnel Rules Changes:**

When the Employer is considering modifications in its personnel policies or rules, it shall notify the Union at least twenty-one (21) calendar days prior to any modification, and shall discuss such contemplated changes with the Union, pursuant to the provisions of the Illinois Public Labor Relations Act.

**Section 12.7 Orientation:**

The County shall grant the Union thirty (30) minutes at the end of the orientation of new employees to present the benefits of union membership at which time the Union may give the employees a copy of this Agreement.

The County and the Union agree to communicate monthly regarding the time and place of the orientation. A steward designated by the Union shall be given reasonable notice of the orientation and they shall also be released with pay for such purpose.

**ARTICLE XIII**  
**Training and Education**

**Section 13.1 Education and Seminars:**

Employees who attend approved seminars which are related to their job shall receive pay for the hours they otherwise would have worked. If all employees wishing to attend a particular seminar are not able to attend, selection shall be made on the basis of seniority.

Employees, who desire to take a course or courses of instruction not offered by a City or suburban junior college shall submit their request through the Union to the Director, Department of Human Resources of the County.

**Section 13.2 Tuition Reimbursement:**

The Employer agrees to allocate funds for educational purposes in each year of this Agreement to be made available to all SEIU Local 73 bargaining unit employees. The amount allocated shall be an aggregate total of forty thousand dollars (\$40,000.00) for all SEIU Local 73 bargaining units. Employee requests for such funds shall be for reimbursement for the costs of courses offered through any certified educational institution, including community colleges, continuing adult education, and other training and technical institutions. Such coursework shall be employment related. An employee may request funds up to an amount no greater than four hundred (\$400.00) dollars in a fiscal year. Approval for reimbursement shall be offered on an equitable basis.

**Section 13.3 Posting of Openings:**

All courses and training programs presently available through the County will be posted on all bulletin boards where notices to employees are normally posted. These postings will be for a period of five (5) working days during the period when each course or program is open for application.

**Section 13.4 Courses and Conferences:**

The Employer shall post courses, conferences and training events, as soon as they become available, in all districts/divisions. Such posting shall include all courses, conferences, and training events generally available to County employees.

**ARTICLE XIV**  
**Miscellaneous**

**Section 14.1 No Discrimination:**

No employee shall be discriminated against on the basis of race, color, sex, age, religion, disability, national origin, ancestry, sexual orientation, marital status, parental status, gender identity, military discharge status, political affiliation and/or beliefs, or activity or non-activity on behalf of the Union and other classifications protected under local, state and federal law. The County and the Union acknowledge that the County of Cook has adopted and implemented a human rights ordinance which will be complied with.

It is the policy of the Employer that applicants for employment and promotion are recruited, selected, and hired on the basis of individual merit and ability with respect to positions being filled and potential for promotions or transfer which may be expected to develop.

**Section 14.2 Safety, Work Environment and Health:**

- A. General. The Employers shall endeavor to provide a safe and healthful work environment for all employees. The Employers agree to comply with all applicable state and federal laws. The parties shall share information adequately and fully in order to assure that health and safety issues are adequately addressed. Where there is a serious threat to the health and safety of an employee or employees and the situation necessitates a speedy resolution, the issue shall be immediately referred to the appropriate committee.
- B. Health and Safety Committee. The Employers and Local 73 shall establish a joint labor/management Health and Safety Committee. The parties shall also establish joint subcommittees, as needed, by work location. Issues of a County wide nature, and those not resolved in the subcommittees, shall be discussed in full committee. The full committee and the subcommittees shall meet at least quarterly. Additional meetings shall be scheduled as needed to assure that issues are adequately addressed.

The Committee and subcommittees shall meet for the purpose of identifying and correcting unsafe or unhealthy working conditions, including inadequate ventilation, ergonomically incorrect equipment, unsanitary conditions, inadequate personal security for employees or inadequate lighting.

Within a reasonable period of time after the effective date of this Agreement, the parties agree to meet to establish the composition and operation of the committee(s).

- C. Computer Monitors. The Employer and the Union will attempt to keep current with monitoring studies and reports on the effects, if any, of computer monitors and their effect on the health and safety of the operators.

The Employers agree that employees who operate computer monitors will be granted fifteen (15) minute breaks away from the screen in the first and second half of their shifts. For those employees who already receive two (2) fifteen (15) minute breaks, this provision is not in addition to those breaks currently granted. Pregnant employees and employees who are nursing and who regularly operate computer monitors may request an adjustment, temporary transfer, or other change in their assignment, if such assignment or change can reasonably be made and is consistent with the Employer's operating needs. Once the employee is no longer pregnant or nursing, the employee shall be allowed to return to her original position if available.

- D. Communicable Diseases. The Employer and the Union are committed to taking reasonable, necessary steps to limit and/or prevent the spread of communicable diseases in the workplace. Therefore, generally, the County agrees as follows:
1. To provide training and/or distribute written materials to employees regarding the protocols for preventing the spread of communicable diseases. The extent and level of training will vary based on the needs of the applicable entity.
  2. To make professional medical counseling available to any employee who has reason to believe that they have become infected with TB, HIV, or Hepatitis B during the course of their employment. The Employer shall make available to the employee who has occupational exposure during the course of their employment to blood or body substances or airborne particles, a Hepatitis B vaccine, and TB vaccine at no cost to the employee.

Specific concerns related to the health and safety of employees may be referred to the applicable Health and Safety Committee or Sub-Committee.

**Section 14.3 Voluntary and Community Service Workers:**

Voluntary organizations and Community Service workers perform services for the Employer that are a valuable and necessary contribution to the operation of the Employer. Also, the Employer engages in education and research which involves persons performing tasks and being taught to perform tasks which are similar or identical to work of employees of the bargaining unit. The Employer shall continue to have the right to avail itself of any and all such voluntary services and Community Service Workers, and to engage in such educational and research activities. No regular employees shall be laid off because of work done by volunteers and Community Service Workers.

**Section 14.4 Bulletin Boards:**

The Employer will make bulletin boards available for the use of the Union in non-public locations. The Union will be permitted to have posted on these bulletin boards notices of a non-controversial nature, but only after submitting them to the Sheriffs' Designee for approval and posting. There shall be no distribution or posting by employees of advertising or political material, notices or other kinds of literature on the Employer's property other than herein provided.

**Section 14.5 Partial Invalidity:**

In the event any of the provisions of this Agreement shall be or become invalid or unenforceable by reason of any Federal or State law or local ordinance now existing or hereinafter enacted, such invalidity or unenforceability shall not affect the remainder of the provisions hereof. The parties agree to meet and adopt revised provisions which would be in conformity with the law.

**Section 14.6 Sub-Contracting:**

It is the general policy of the Employer to continue to utilize its employees to perform work they are qualified to perform. The Employer may, however, subcontract where circumstances warrant. The Employer will advise the Union at least five (5) months in advance when such changes are contemplated and will discuss such contemplated changes with the Union, pursuant to the Illinois Public Labor Relations Act of 1984. The Employer will work with the Union in making every reasonable effort to place adversely affected employees into other bargaining unit positions.

**Section 14.7 Credit Union:**

After approval by the County Board, the County shall deduct from the wages of the employees who so authorize, and remit payments to the Local 73 Credit Union or the County's Pay Saver.

**Section 14.8 Personnel Files:**

Upon written request to the Department Personnel Office, an employee may inspect their personnel file at any time mutually acceptable to the employee and Employer. Copies of materials in employee's personnel file shall be provided to the employee upon request. An employee may file a written rejoinder, to be placed in their personnel file, concerning any matter in the file.

The Union, upon request, shall be provided access to documentation relied upon by the Employer in matters invoking discipline, promotion, transfer or layoff, including documentation retained in departmental files.

The Employer shall maintain records in accordance with the Personnel Record Review Act, 820 ILCS 40/1 et seq.

**Section 14.9 Discipline:**

- A. The Employer shall not demote, suspend, discharge or take any disciplinary action against an employee without just cause. Employees who are to be or may be disciplined are entitled to Union Representation exclusively in any disciplinary proceedings. The Union and the Employer agree that discipline shall be issued within thirty (30) calendar days of the event/occurrence that gave rise to the discipline. Except in cases of formal investigations conducted by the Office of Professional Review (OPR), the Employer may request an extension for reasons such as the employee being on leave of absence from work or an extended investigation of a major offence that cannot be completed within thirty (30) calendar days. Such requests shall not be unreasonably denied by the Union.
- B. Discipline should be timely, progressive, and accompanied by counseling where appropriate and it shall normally be done in a manner that will not embarrass the

employee before other employees or the public. It is understood that all discipline below suspension shall be discarded after one (1) calendar year if there has not been a like discipline problem.

- C. The Employer agrees with the principles of fairness and consistency in imposing discipline. Generally, disciplinary action will include the following steps:

- Oral reprimand
- Written reprimand
- Suspension
- Discharge

In determining what disciplinary action is appropriate, the Employer will consider the nature and the gravity of the misconduct, the employee's disciplinary record, and any mitigating circumstances.

**Section 14.10 Formal Investigative Time Limits:**

All formal investigations conducted by OPR on behalf of the Employer shall be conducted and completed within a reasonable period of time after receipt of the complaint. Investigations conducted by the Office of Professional Review (OPR) on behalf of the Employer will be completed as soon as practicable but no later than eighteen (18) months from the later of: (a) the date that the incident arose if known by both parties, or (b) the date the incident is stamped as received by management in the office of the OPR if the date the incident arose is not reasonably known by both parties.

The 18-month time period does not pertain to investigations where there are allegations of criminal activity or in instances of actual threatened civil litigation. The parties agree and acknowledge that the provisions of this paragraph are inapplicable to a separate investigation with a different case assignment number that may involve facts that arose during a separate investigation. Unless the OPR investigation is timely completed, the employee shall not be subject to discipline in the absence of a mutually agreed upon extension of time. The Union will be reasonable when considering these requests when, for example, the employee is away from work for an extended period of time during the 18-month period.

For purposes of this section, the 18-month time-frame shall begin for any OPR investigation where the date the incident arose or the date that the incident is stamped (as set forth in (A) and (B) above) is on or after the date of ratification of the parties CBA and moving forward.

**Section 14.11 Conduct of Disciplinary Investigation:**

Whenever an employee covered by this Agreement is the subject of a disciplinary investigation by the Office of Professional Review ("OPR") or similar type agency, the interrogation will be conducted in the following manner:

- A. The interview of the employee shall be scheduled while the employee is on duty or between the hours of 9 a.m. to 5 p.m. at OPR Headquarters or at the employee's place of work or other appropriate location.

- B. Prior to an interview, the employee under investigation shall be informed of the identity of the person in charge of the investigation, the interrogation officer and the identity of all persons present during the interrogation. When and if a formal statement is taken, all questions directed at the employee shall be asked by and through one (1) interrogator.
- C. No anonymous complaint made against an employee shall be made the subject of an investigation unless the allegation is of a criminal nature.
- D. Immediately prior to the interview of the employee under investigation, they shall be informed in writing of the nature of the complaint and the names of all complainants.
- E. The length of the interview shall be reasonable with reasonable interruptions permitted for personal necessities, meals, telephone calls, and rest.
- F. An employee under interview shall not be threatened with transfer, dismissal or disciplinary action or promised a reward as an inducement to provide information relating to the incident under investigation or for exercising any rights contained herein.
- G. An employee under investigation will be provided without unnecessary delay with a copy of any written statement they have made.
- H. If the allegation under investigation indicates a recommendation for separation is probable against the employee, the employee will be advised of their rights of representation and/or if the allegation indicates criminal prosecution is probable against the employee, the employee will be given the constitutional rights concerning self-incrimination prior to the beginning of the interrogation.
- I. An employee under interview shall have the right to be represented by a representative of the Union or to have representation by counsel of their choice and to have that counsel or representative present at all times during the interrogation. The interview shall be suspended for a reasonable time until representation can be obtained.

**Section 14.12 Bargaining Unit Work:**

It is the intent of the Employer that Deputy Sheriffs will not perform bargaining unit work except for suspensions, investigations, light duty for medical reasons, orientation for new Deputies, or emergencies. There will be no reduction in the bargaining unit because of Deputy Sheriffs performing bargaining unit work.

**Section 14.13 Day Care:**

A Day Care Committee composed of a mutually agreed upon equal number of Union and County representatives shall meet to study the feasibility of establishing day care centers for the dependents of employees of the County. This Committee will meet at the request of the Union, within sixty (60) days after ratification of the Collective Bargaining Agreement.

**Section 14.14 Travel Reimbursement:**

Employees required to use personally owned automobiles in the course of their employment shall be reimbursed in accordance with the Cook County Travel Expense Reimbursement Policy except that the reimbursement rate shall not at any time be less than the maximum allowable business standard mileage rate set by the Internal Revenue Service. Provided, however, that the Employer will have sixty (60) days to implement any revised rates from the effective date of such rate set by the Internal Revenue Service.

**Section 14.15 Auto Insurance:**

The parties agree that the County shall explore the feasibility of making available to all employees through payroll deduction, standard automobile insurance on a no decline basis. No later than ninety (90) days after the effective date of this Agreement the County shall report the results of its investigation to the Union. Such information shall include any proposed costs and benefits, the names of the potential carrier(s), and any problem the County believes must be overcome in order to implement the insurance, and any other relevant information. Within thirty (30) days after this information is provided to the Union, the parties shall meet to discuss the possibility of implementing any proposals offered by a carrier as well as any other options regarding this issue.

**Section 14.16 Americans with Disabilities Act:**

Whenever an employee (or the Union at the request of an employee) requests an accommodation under the Americans With Disabilities Act ("ADA"), or an accommodation of an employee is otherwise contemplated by the Employer - the Employer, the employee and the Union shall meet to discuss the matter.

It is the intent of the parties that any reasonable accommodations adopted by the Employer conform to the requirements of this Agreement where practicable. The Employer may take all steps necessary to comply with the ADA. Any such steps which might conflict with the terms of this Agreement shall be discussed with the Union prior to implementation. The parties shall cooperate in resolving potential conflicts between the Employer's obligation under the ADA and the rights of the Union. Neither party shall unreasonably withhold its consent to the reasonable accommodation of an employee. The Employer agrees that it shall not apply this section in a discriminatory, arbitrary or capricious manner.

Nothing in this section shall require the employer to take any action which would violate the ADA or any other applicable statutes. Information obtained regarding the medical condition or history of an employee shall be treated in a confidential manner.

**Section 14.17 Bilingual Pay:**

Employees whose positions require the employee to be bilingual, or to use sign language, shall receive an additional one hundred dollars (\$100.00) per month.

**Section 14.18 Dignity and Respect:**

The County and the Union agree to promote a professional working atmosphere. Employees who believe they have been subjected to unprofessional or inappropriate treatment by a supervisor may raise their concern regarding said treatment through the grievance procedure.

**Section 14.19 Mass Transit Benefit Program:**

The County agrees to implement pre-tax payroll deductions for transportation expenses to the extent permissible by law when the County payroll system is capable. Quarterly status reports will be provided by the Employer.

**Section 14.20 School Conference and Activity Leave:**

The Employer must grant all employee unpaid leave of up to a total of eight (8) hours during any school year, no more than four (4) hours of which may be taken on any given day to attend school conference or classroom activities related to the employee's child, in accordance with the School Visitation Rights Act, 820 ILCS 47/1 et seq.

**Section 14.21 Hardship Schedule Shifts:**

The Union and the Employer agree that there may be up to four total hardship schedule requests made for the Civil Process Clerical Unit. These requests are designed to be temporary and should be made to a just schedule as close as possible to the actual work schedule.

**Section 14.22 Bidding on Job Assignments Correctional Rehabilitation Workers, Administrative Assistants (currently Grade 14) and Law Librarians:**

Correctional Rehabilitation Workers, Law Librarians and Administrative Assistants in Records shall bid on job assignments on a bi-annual basis by departmental seniority. Bids shall occur during bi-yearly (odd years) the first week of May and take effect the first full pay period in June.

**Section 14.23 Collective Bargaining Agreement in Electronic Format:**

The parties shall agree upon an electronic format for the collective bargaining agreement, which shall be the definitive version of the Agreement. The County shall be under no obligation to make, distribute or pay for paper copies -of the Agreement.

**Section 14.24 Residency:**

To encourage Cook County employees to maintain a personal commitment to their domicile in Cook County and thereby assure all residents and taxpayers that employees share in the responsibility of investing in the future of the County, all employees hired on or after December 1, 2018, must maintain their actual residence in the County throughout their employment. If such employee does not live within the County at the time of hire, they shall have six (6) months from the date of hire to establish actual residency in Cook County.

**Section 14.25 Orientation:**

An important part of each employee's tenure with the county is an understanding of the CBA and the role of the Union in the employment setting. The county shall notify the Union of the date and time of the Orientation and grant the union thirty (30) minutes of the orientation of new employees to present the benefits of Union membership at which time the union may give the employees a copy of this Agreement. The County will encourage new employees to attend.

By the 10th calendar day of each month, the Union shall receive a list of all current Employees, which shall include each Employees name, address, telephone number, work email addresses (if available), name and code, base hourly rate, Employee Identification number, hours worked, gross pay, and union dues. The list will be provided in an agreed upon format and transmitted electronically.

**Section 14.26 Bidding on Job Assignments:**

Correctional Rehabilitation Workers, Administrative Assistants (currently Grade 14) and Law Librarians shall bid on job assignments on a bi- annual basis by departmental seniority. Bids shall occur during bi-yearly (odd years) the first week of May and take effect the first full pay period in June.

**ARTICLE XV**

**Introduction of New Automated Equipment**

**Section 15.1 Technological Changes:**

The County will notify the Union at least three (3) months in advance of any proposed technological changes in the office, including the introduction of Video-Display-Terminals. The County shall provide the Union with sufficient information regarding the proposed changes in order to determine the potential effects on the bargaining unit.

Upon request from the Union, and before the introduction of new automated equipment, the Employer will meet with the Union to discuss the effects of the proposed changes.

The County will make every reasonable effort to ensure that new job positions, or job positions requiring new skills or knowledge, are filled by affected bargaining unit employees, in accordance with Article IV, Section 2. The Employer agrees that whenever technological change requires new knowledge or skill on the part of employees, such employees shall be given reasonable opportunity to acquire the necessary knowledge and skills to perform the new duties competently.

**Section 15.2 Computer Monitor Screens:**

Employee complaints about computer monitor screen glare will be investigated and action taken to correct the problem within two (2) weeks of the complaint. If attempts to correct glare through modifications of the working environment do not succeed, the Employer will provide glare screens.

## **ARTICLE XVI**

### **Duration**

#### **Section 16.1 Term:**

This Agreement shall become effective on December 1, 2020 and shall remain in effect through November 30, 2024. It shall automatically renew itself from year to year thereafter unless either party shall give written notice to the other party not less than ninety (90) calendar days prior to the expiration date, or any anniversary thereof, that it desires to modify or terminate this Agreement.

In the event such written notice is given by either party, this Agreement shall continue to remain in effect after the expiration date until a new Agreement has been reached or either party shall give the other party five (5) calendar day's written notice of cancellation thereafter.

#### **Section 16.2 Notice:**

Any notice under this Agreement shall be given by registered or certified mail. If given by the Union, then such notice shall be addressed to the following individuals:

1. President - Board of Commissioners of Cook County 118 North Clark Street-  
Room 537, Chicago, IL 60602
2. Sheriff - Daley Center - Room 704 Chicago, IL 60602
3. Chief - Bureau of Human Resources 118 North Clark Street - Room 840 Chicago,  
IL 60602

If given by the County, then such notice shall be addressed to:

President  
SEIU Local 73  
300 S. Ashland Ave., Suite 400  
Chicago, IL 60607

Either party may, by like written notice, change the address to which notice to it shall be given.

Signed and entered into this 29th day of November, 2021.

**COUNTY OF COOK:**

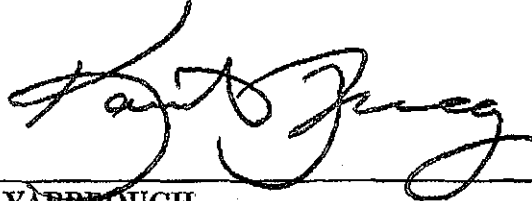
BY:



TONI PRECKWINKLE, President  
Cook County Board of Commissioners

  
THOMAS DART, Sheriff

Attest:



KAREN A. YARBROUGH  
Cook County Clerk

**UNION: Service Employees International Union, Local 73**

BY:



DIAN PALMER  
Service Employees International Union, Local 73

APPROVED  
BY THE BOARD OF COOK COUNTY COMMISSIONERS

JUL 28 2022

COM \_\_\_\_\_

**APPENDIX A**  
**LOCAL 73 – Sheriff**

<u>Job Code</u>	<u>Grade****</u>	<u>Title</u>
0942	9	Bookkeeping Machine Operator I
0943		Bookkeeping Machine Operator II
0944		Bookkeeping Machine Operator HI
1517		Caseworker Aide
0226		Cashier I
0904		Clerk II
0905		Clerk III
0906		Clerk IV
0953		Data Entry Operator I
0954		Data Entry Operator II
0971		Police Telephone Switchboard Operator
0933		Stenographer II
0934		Stenographer III
0972		Switchboard Operator I
0938		Typist II
0940		Typist III
0227	10	Cashier II
0955	11	Data Entry Operator III
0141		Accountant I
0173		Bookkeeper III
0906		Clerk IV*
		(upgrade to Administrative Asst. 1)
0907		ClerkV*
		(upgrade to Administrative Asst. 1)
0973		Switchboard Operator II
0935		Stenographer IV*
		(upgrade to Administrative Asst. 1)
0046	12	Administrative Assistant I
4840		Clerk IV
6837		Clerk IV
4841		Clerk V
6799		Clerk V
0228		Cashier III
0906		Clerk IV
0907		Clerk
4864		Data Entry Clerk III
6836		Data Entry Clerk IV
0935		Stenographer IV
1234		Storekeeper IV

**APPENDIX A**  
**LOCAL 73 – Sheriff**

Pay Grade 16

0048	Administrative Assistant III
5800	Administrative Support IV
4735	Benefits Coordinator
6645	Classification Specialist
0823	Counselor III
6112	GIS Analyst
7122	Law Librarian
5416	Quality Assurance Auditor
7105	Records Quality Review Assistant
1367	Correctional Rehabilitation Worker
0047	Administrative Assistant II

Pay Grade 17

0291	Administrative Analyst I
1369	Correctional Rehabilitation Worker III
7888	Senior Law Librarian

Pay Grade 18

0050	Administrative Assistant IV
1111	Systems Analyst II
6091	CAB ID System Analyst
7908	CAB ID System Analyst

Pay Grade 21

6058	Field Technician II
7136	Administrative Analyst III

Pay Grade 22

7137	Administrative Analyst IV
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Pay Grade 23

7138	Administrative Analyst V
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Pay Grade X-09

2412	Janitor II
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Pay Grade X-14

4731	Information Elevator Starter
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\*Effective 12/1/18

\*\*Effective 12/1/21

\*\*\*Effective 6/1/2021 Move Admin Asst Is in Grade 14 to Admin Asst II 0047(same step, same anniversary)

\*\*\*\* No one is below Grade 12

**LOCAL 73 - Administrative**

<b><u>Job Code</u></b>	<b><u>Grade</u></b>	<b><u>Title</u></b>
0827	12	Vocational Instructor II
1119	13	Systems Analyst Trainee
1512	14	Caseworker II
1366		Correctional Rehabilitation Worker I
0143	15	Accountant III
1316		Youth Service Worker I
1367	16	Correctional Rehabilitation Worker II
1513		Caseworker III
1317		Youth Service Worker II
0144	17	Accountant IV
1369	17	Corrective Rehabilitation Worker III
1106	18	Programmer II
1111		Systems Analyst II

Effective June 1, 2021

**SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73**

Grade		1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	8th Step	9th Step		After 2	After 1	After 1	After 1	
												Years At 5th Step	Year at 1st Longevity Rate & 10 Years Service	Year at 2nd Longevity Rate & 15 Years Service	Year at 3rd Longevity Rate & 20 Years Service	
9	Hourly	16.173	16.908	17.731	18.587	19.443	20.370	20.949	21.159	22.217						
	Bi-Weekly	1,293.84	1,352.63	1,418.48	1,486.93	1,555.47	1,629.80	1,675.89	1,692.70	1,777.33						
	Annual	33,639	35,168	36,880	38,660	40,442	42,369	43,573	44,010	46,210						
10	Hourly	17.324	18.133	18.987	19.905	20.861	21.838	22.253	22.488	23.613						
	Bi-Weekly	1,385.92	1,450.64	1,518.93	1,592.41	1,668.90	1,747.02	1,780.23	1,799.07	1,889.02						
	Annual	36,033	37,716	39,492	41,402	43,391	45,422	46,285	46,775	49,114						
11	Hourly	18.587	19.443	20.370	21.320	22.374	23.506	23.978	24.199	25.409						
	Bi-Weekly	1,486.93	1,555.47	1,629.80	1,705.61	1,789.89	1,880.51	1,918.27	1,935.89	2,032.88						
	Annual	38,660	40,442	42,369	44,345	46,537	48,893	49,874	50,333	52,849						
12	Hourly	19.905	20.861	21.838	22.890	24.067	25.181	25.673	25.930	27.227						
	Bi-Weekly	1,592.41	1,668.90	1,747.02	1,831.22	1,925.33	2,014.49	2,053.87	2,074.42	2,178.14						
	Annual	41,402	43,391	45,422	47,611	50,058	52,376	53,400	53,934	56,631						
13	Hourly	21.320	22.374	23.506	24.642	25.769	27.048	27.587	27.851	29.243						
	Bi-Weekly	1,705.61	1,789.89	1,880.51	1,971.37	2,060.89	2,163.82	2,206.93	2,228.05	2,339.45						
	Annual	44,345	46,537	48,893	51,255	53,578	56,259	57,380	57,929	60,825						
14	Hourly	22.890	24.067	25.181	26.452	27.704	29.021	29.619	29.914	31.410						
	Bi-Weekly	1,831.22	1,925.33	2,014.49	2,116.15	2,216.35	2,321.67	2,369.50	2,393.13	2,512.78						
	Annual	47,611	50,058	52,376	55,019	57,625	60,363	61,606	62,221	65,332						
15	Hourly	24.642	25.769	27.048	28.387	29.813	31.216	31.846	32.170	33.779						
	Bi-Weekly	1,971.37	2,060.89	2,163.82	2,270.92	2,385.01	2,497.31	2,547.65	2,573.63	2,702.32						
	Annual	51,255	53,578	56,259	59,043	62,010	64,929	66,238	66,914	70,260						
16	Hourly	26.452	27.704	29.021	30.407	31.875	33.352	34.040	34.370	36.088						
	Bi-Weekly	2,116.15	2,216.35	2,321.67	2,432.59	2,550.00	2,668.15	2,723.20	2,749.59	2,887.07						
	Annual	55,019	57,625	60,363	63,247	66,300	69,371	70,803	71,489	75,063						
17	Hourly	28.387	29.813	31.216	32.689	34.283	35.979	36.882	37.033	38.885						
	Bi-Weekly	2,270.92	2,385.01	2,497.31	2,613.50	2,742.61	2,878.30	2,934.57	2,962.66	3,110.80						
	Annual	59,043	62,010	64,929	67,951	71,307	74,835	76,298	77,029	80,880						
18	Hourly	30.407	31.875	33.352	35.010	36.625	38.433	39.220	39.591	41.571						
	Bi-Weekly	2,432.59	2,550.00	2,668.15	2,800.83	2,930.02	3,074.64	3,137.57	3,167.29	3,325.65						
	Annual	63,247	66,300	69,371	72,821	76,180	79,940	81,576	82,349	86,466						
19	Hourly	33.352	35.010	36.625	38.433	40.250	42.179	42.820	43.238	45.400						
	Bi-Weekly	2,668.15	2,800.83	2,930.02	3,074.64	3,219.99	3,374.35	3,425.58	3,459.04	3,631.99						
	Annual	69,371	72,821	76,180	79,940	83,719	87,733	89,065	89,935	94,431						
20	Hourly	36.625	38.433	40.250	42.179	44.170	46.326	47.006	47.461	49.834						
	Bi-Weekly	2,930.02	3,074.64	3,219.99	3,374.35	3,533.58	3,706.05	3,760.45	3,786.91	3,986.76						
	Annual	76,180	79,940	83,719	87,733	91,873	96,357	97,771	98,719	103,655						
21	Hourly	40.250	42.179	44.170	46.326	48.524	50.886	51.640	52.155	54.762						
	Bi-Weekly	3,219.99	3,374.35	3,533.58	3,706.05	3,881.93	4,070.88	4,131.21	4,172.38	4,381.00						
	Annual	83,719	87,733	91,873	96,357	100,930	105,842	107,411	108,481	113,905						
22	Hourly	44.170	46.326	48.524	50.886	53.250	55.815	56.636	57.198	60.058						
	Bi-Weekly	3,533.58	3,706.05	3,881.93	4,070.88	4,260.00	4,465.19	4,530.88	4,575.86	4,804.66						
	Annual	91,873	96,357	100,930	105,842	110,769	116,094	117,802	118,972	124,921						
23	Hourly	46.326	48.524	50.886	53.250	55.815	58.594	59.462	60.053	63.056						
	Bi-Weekly	3,706.05	3,881.93	4,070.88	4,260.00	4,465.19	4,687.51	4,756.94	4,804.28	5,044.49						
	Annual	96,357	100,930	105,842	110,769	116,094	121,875	123,680	124,911	131,156						

**SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73**

Grade		1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	8th Step	9th Step	After 2 Years At 5th Step	After 1	After 1	After 1	
												Year at 1st Longevity Rate & 10 Years Service	Year at 2nd Longevity Rate & 15 Years Service	Year at 3rd Longevity Rate & 20 Years Service	
9	Hourly	16.577	17.331	18.174	19.051	19.929	20.879	21.472	21.688	22.772					
	Bi-Weekly	1,326.19	1,386.45	1,453.94	1,524.11	1,594.35	1,670.34	1,717.78	1,738.01	1,821.76					
	Annual	34,480	36,047	37,802	39,626	41,453	43,428	44,662	45,110	47,365					
10	Hourly	17.757	18.586	19.461	20.403	21.383	22.384	22.809	23.051	24.203					
	Bi-Weekly	1,420.67	1,486.90	1,556.90	1,632.22	1,710.63	1,790.69	1,824.73	1,844.04	1,936.26					
	Annual	36,934	38,659	40,479	42,437	44,476	46,558	47,443	47,945	50,342					
11	Hourly	19.051	19.929	20.879	21.853	22.933	24.094	24.578	24.804	26.044					
	Bi-Weekly	1,524.11	1,594.35	1,670.34	1,748.25	1,834.64	1,927.52	1,966.23	1,984.29	2,083.50					
	Annual	39,626	41,453	43,428	45,454	47,700	50,115	51,121	51,591	54,171					
12	Hourly	20.403	21.383	22.384	23.463	24.668	25.811	26.315	26.578	27.907					
	Bi-Weekly	1,632.22	1,710.63	1,790.69	1,877.00	1,973.47	2,064.85	2,105.22	2,126.28	2,232.59					
	Annual	42,437	44,476	46,558	48,802	51,310	53,686	54,735	55,283	58,047					
13	Hourly	21.853	22.933	24.094	25.258	26.403	27.724	28.276	28.547	29.974					
	Bi-Weekly	1,748.25	1,834.64	1,927.52	2,020.66	2,112.21	2,217.91	2,262.11	2,283.75	2,397.94					
	Annual	45,454	47,700	50,115	52,537	54,917	57,665	58,814	59,377	62,346					
14	Hourly	23.463	24.668	25.811	27.113	28.397	29.746	30.359	30.662	32.195					
	Bi-Weekly	1,877.00	1,973.47	2,064.85	2,169.06	2,271.76	2,379.71	2,426.73	2,452.95	2,575.60					
	Annual	48,802	51,310	53,686	56,395	59,065	61,872	63,147	63,776	66,965					
15	Hourly	25.258	26.403	27.724	29.096	30.558	31.997	32.642	32.975	34.623					
	Bi-Weekly	2,020.66	2,112.21	2,217.91	2,327.69	2,444.63	2,559.74	2,611.34	2,637.97	2,769.87					
	Annual	52,537	54,917	57,665	60,520	63,560	66,553	67,894	68,587	72,016					
16	Hourly	27.113	28.397	29.746	31.168	32.672	34.186	34.891	35.229	36.991					
	Bi-Weekly	2,169.06	2,271.76	2,379.71	2,493.40	2,613.75	2,734.85	2,791.28	2,818.33	2,959.26					
	Annual	56,395	59,065	61,872	64,828	67,957	71,106	72,573	73,276	76,940					
17	Hourly	29.096	30.558	31.997	33.486	35.140	36.878	37.599	37.959	39.857					
	Bi-Weekly	2,327.69	2,444.63	2,559.74	2,678.84	2,811.18	2,950.25	3,007.93	3,036.73	3,188.57					
	Annual	60,520	63,560	66,553	69,849	73,090	76,706	78,206	78,954	82,902					
18	Hourly	31.168	32.672	34.186	35.886	37.541	39.394	40.200	40.581	42.610					
	Bi-Weekly	2,493.40	2,613.75	2,734.85	2,870.85	3,003.27	3,151.50	3,216.01	3,246.47	3,408.79					
	Annual	64,828	67,957	71,106	74,642	78,085	81,939	83,616	84,408	89,628					
19	Hourly	34.186	35.886	37.541	39.394	41.256	43.234	43.890	44.319	46.535					
	Bi-Weekly	2,734.85	2,870.85	3,003.27	3,151.50	3,300.49	3,458.71	3,511.22	3,545.51	3,722.79					
	Annual	71,106	74,642	78,085	81,939	85,812	89,926	91,291	92,183	96,792					
20	Hourly	37.541	39.394	41.256	43.234	45.274	47.484	48.181	48.648	51.080					
	Bi-Weekly	3,003.27	3,151.50	3,300.49	3,458.71	3,621.92	3,798.70	3,854.46	3,891.83	4,086.43					
	Annual	78,085	81,939	85,812	89,926	94,169	98,766	100,216	101,187	106,247					
21	Hourly	41.256	43.234	45.274	47.484	49.737	52.168	52.931	53.459	56.132					
	Bi-Weekly	3,300.49	3,458.71	3,621.92	3,798.70	3,978.98	4,172.65	4,234.49	4,276.69	4,490.52					
	Annual	85,812	89,926	94,169	98,766	103,453	108,488	110,096	111,193	116,753					
22	Hourly	45.274	47.484	49.737	52.168	54.581	57.210	58.052	58.628	61.560					
	Bi-Weekly	3,621.92	3,798.70	3,978.98	4,172.65	4,366.50	4,576.82	4,644.15	4,690.26	4,924.77					
	Annual	94,169	98,766	103,453	108,488	113,528	118,997	120,747	121,946	128,044					
23	Hourly	47.484	49.737	52.168	54.581	57.210	60.059	60.948	61.555	64.633					
	Bi-Weekly	3,798.70	3,978.98	4,172.65	4,366.50	4,576.82	4,804.70	4,875.86	4,924.39	5,170.61					
	Annual	98,766	103,453	108,488	113,528	118,997	124,922	126,772	128,034	134,435					

**SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73**

Grade	1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	8th Step	9th Step	After 1	After 1	After 1
										Year at 1st Longevity Rate & 10 Years Service	Year at 2nd Longevity Rate & 15 Years Service	Year at 3rd Longevity Rate & 20 Years Service
										After 2 Years At 5th Step		
9 Hourly	16,992	17,764	18,629	19,528	20,426	21,401	22,009	22,230	23,341			
Bi-Weekly	1,359.34	1,421.11	1,490.29	1,562.21	1,634.21	1,712.10	1,760.73	1,778.39	1,867.31			
Annual	35,342	36,948	38,747	40,617	42,489	44,514	45,778	46,238	48,549			
10 Hourly	18,201	19,051	19,948	20,913	21,917	22,943	23,379	23,627	24,808			
Bi-Weekly	1,456.08	1,524.08	1,595.82	1,673.03	1,753.39	1,835.46	1,870.35	1,880.14	1,984.65			
Annual	37,858	39,625	41,491	43,498	45,588	47,721	48,629	49,143	51,600			
11 Hourly	19,528	20,426	21,401	22,399	23,506	24,696	25,192	25,424	26,695			
Bi-Weekly	1,562.21	1,634.21	1,712.10	1,791.95	1,880.50	1,975.71	2,015.38	2,033.89	2,135.59			
Annual	40,617	42,489	44,514	46,590	48,893	51,368	52,399	52,881	55,525			
12 Hourly	20,913	21,917	22,943	24,049	25,285	26,456	26,973	27,243	28,605			
Bi-Weekly	1,673.03	1,753.39	1,835.46	1,923.93	2,022.80	2,116.47	2,157.85	2,179.43	2,288.41			
Annual	43,498	45,588	47,721	50,022	52,592	55,028	56,104	56,665	59,498			
13 Hourly	22,399	23,506	24,696	25,890	27,063	28,417	28,983	29,261	30,724			
Bi-Weekly	1,791.95	1,880.50	1,975.71	2,071.17	2,165.02	2,273.36	2,318.86	2,340.84	2,457.88			
Annual	46,590	48,893	51,368	53,850	56,290	59,107	60,285	60,861	63,904			
14 Hourly	24,049	25,285	26,456	27,791	29,107	30,490	31,118	31,428	33,000			
Bi-Weekly	1,923.93	2,022.80	2,116.47	2,223.28	2,328.56	2,439.20	2,489.45	2,514.28	2,639.99			
Annual	50,022	52,592	55,028	57,805	60,542	63,419	64,725	65,371	68,639			
15 Hourly	25,890	27,063	28,417	29,824	31,322	32,797	33,468	33,799	35,489			
Bi-Weekly	2,071.17	2,165.02	2,273.36	2,385.89	2,505.75	2,623.73	2,676.62	2,703.92	2,839.12			
Annual	53,850	56,290	59,107	62,033	65,149	68,217	69,592	70,302	73,817			
16 Hourly	27,791	29,107	30,490	31,947	33,489	35,040	35,763	36,110	37,915			
Bi-Weekly	2,223.28	2,328.56	2,439.20	2,555.74	2,679.10	2,803.23	2,861.07	2,888.79	3,033.23			
Annual	57,805	60,542	63,419	66,449	69,656	72,883	74,387	75,108	78,864			
17 Hourly	29,824	31,322	32,797	34,323	36,018	37,800	38,539	38,908	40,854			
Bi-Weekly	2,385.89	2,505.75	2,623.73	2,745.81	2,881.46	3,024.01	3,083.13	3,112.65	3,268.28			
Annual	62,033	65,149	68,217	71,391	74,917	78,624	80,161	80,928	84,975			
18 Hourly	31,947	33,489	35,040	36,783	38,479	40,379	41,205	41,595	43,675			
Bi-Weekly	2,555.74	2,679.10	2,803.23	2,942.62	3,078.35	3,230.29	3,295.41	3,327.63	3,494.01			
Annual	66,449	69,656	72,883	76,508	80,037	83,987	85,706	86,518	90,844			
19 Hourly	35,040	36,783	38,479	40,379	42,287	44,315	44,988	45,427	47,698			
Bi-Weekly	2,803.23	2,942.62	3,078.35	3,230.29	3,383.00	3,545.17	3,599.00	3,634.15	3,815.86			
Annual	72,883	76,508	80,037	83,987	87,957	92,174	93,574	94,487	99,212			
20 Hourly	38,479	40,379	42,287	44,315	46,406	48,671	49,385	49,864	52,357			
Bi-Weekly	3,078.35	3,230.29	3,383.00	3,545.17	3,712.47	3,893.67	3,950.83	3,989.13	4,186.59			
Annual	80,037	83,987	87,957	92,174	96,524	101,235	102,721	103,717	108,903			
21 Hourly	42,287	44,315	46,406	48,671	50,981	53,462	54,254	54,795	57,535			
Bi-Weekly	3,383.00	3,545.17	3,712.47	3,893.67	4,078.45	4,276.97	4,340.36	4,383.61	4,602.79			
Annual	87,957	92,174	96,524	101,235	106,039	111,201	112,849	113,973	119,872			
22 Hourly	46,406	48,671	50,981	53,462	55,946	58,640	59,503	60,094	63,099			
Bi-Weekly	3,712.47	3,893.67	4,078.45	4,276.97	4,475.66	4,691.24	4,760.25	4,807.52	5,047.89			
Annual	96,524	101,235	106,039	111,201	116,367	121,972	123,766	124,995	131,245			
23 Hourly	48,671	50,981	53,462	55,946	58,640	61,560	62,472	63,094	66,248			
Bi-Weekly	3,893.67	4,078.45	4,276.97	4,475.66	4,691.24	4,924.82	4,997.76	5,047.50	5,299.87			
Annual	101,235	106,039	111,201	116,367	121,972	128,045	129,941	131,234	137,796			

**SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73**

Grade		1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	8th Step	9th Step		After 1	After 1	After 1	
												Year at 1st Longevity Rate & 10 Years Service	Year at 2nd Longevity Rate & 15 Years Service	Year at 3rd Longevity Rate & 20 Years Service	
												After 2 Years At 5th Step			
9	Hourly	17,332	18,119	19,001	19,918	20,836	21,829	22,449	22,674	23,808					
	Bi-Weekly	1,386.53	1,449.53	1,520.10	1,593.45	1,666.90	1,746.34	1,795.94	1,813.96	1,904.65					
	Annual	36,049	37,687	39,522	41,429	43,339	45,404	46,694	47,162	49,520					
10	Hourly	18,565	19,432	20,347	21,331	22,356	23,402	23,847	24,099	25,304					
	Bi-Weekly	1,485.21	1,554.56	1,627.74	1,706.49	1,788.46	1,872.17	1,907.76	1,927.95	2,024.35					
	Annual	38,615	40,418	42,321	44,368	46,499	48,676	49,601	50,126	52,632					
11	Hourly	19,918	20,836	21,829	22,847	23,976	25,190	25,696	25,932	27,229					
	Bi-Weekly	1,593.46	1,666.90	1,746.34	1,827.79	1,918.11	2,015.23	2,055.69	2,074.57	2,178.30					
	Annual	41,429	43,339	45,404	47,522	49,870	52,395	53,447	53,938	56,635					
12	Hourly	21,331	22,356	23,402	24,530	25,791	26,985	27,513	27,788	29,177					
	Bi-Weekly	1,706.49	1,788.46	1,872.17	1,962.41	2,063.26	2,158.80	2,201.01	2,223.02	2,334.17					
	Annual	44,368	46,499	48,676	51,022	53,644	56,128	57,226	57,998	60,688					
13	Hourly	22,847	23,976	25,190	26,407	27,604	28,985	29,563	29,846	31,338					
	Bi-Weekly	1,827.79	1,918.11	2,015.23	2,112.80	2,208.32	2,318.83	2,365.03	2,387.66	2,507.04					
	Annual	47,522	49,870	52,395	54,927	57,416	60,289	61,490	62,079	65,183					
14	Hourly	24,530	25,791	26,985	28,347	29,689	31,100	31,741	32,057	33,660					
	Bi-Weekly	1,982.41	2,063.26	2,158.80	2,267.75	2,375.13	2,487.99	2,539.24	2,564.56	2,692.79					
	Annual	51,022	53,644	56,128	58,961	61,753	64,687	66,020	66,878	70,012					
15	Hourly	26,407	27,604	28,985	30,420	31,948	33,453	34,127	34,475	36,199					
	Bi-Weekly	2,112.60	2,208.32	2,318.83	2,433.60	2,555.86	2,676.21	2,730.16	2,758.00	2,895.90					
	Annual	54,927	57,416	60,289	63,273	66,452	69,581	70,984	71,708	75,293					
16	Hourly	28,347	29,689	31,100	32,586	34,159	35,741	36,479	36,832	38,674					
	Bi-Weekly	2,267.75	2,375.13	2,487.99	2,606.85	2,732.68	2,859.29	2,918.29	2,945.57	3,093.90					
	Annual	58,961	61,753	64,687	67,778	71,049	74,341	75,875	76,610	80,441					
17	Hourly	30,420	31,948	33,453	35,009	36,739	38,566	39,310	39,686	41,671					
	Bi-Weekly	2,433.60	2,555.86	2,676.21	2,800.73	2,939.09	3,084.49	3,144.79	3,174.90	3,333.65					
	Annual	63,273	66,452	69,581	72,818	76,416	80,196	81,764	82,547	86,674					
18	Hourly	32,586	34,159	35,741	37,518	39,249	41,186	42,029	42,427	44,549					
	Bi-Weekly	2,606.85	2,732.68	2,859.29	3,001.48	3,139.92	3,294.90	3,362.34	3,394.18	3,563.89					
	Annual	67,778	71,049	74,341	78,038	81,637	85,667	87,420	88,248	92,661					
19	Hourly	35,741	37,518	39,249	41,186	43,133	45,201	45,887	46,335	48,652					
	Bi-Weekly	2,859.29	3,001.48	3,139.92	3,294.90	3,450.66	3,616.08	3,670.98	3,706.84	3,892.18					
	Annual	74,341	78,038	81,637	85,667	89,717	94,018	95,445	96,377	101,196					
20	Hourly	39,249	41,186	43,133	45,201	47,334	49,644	50,373	50,861	53,404					
	Bi-Weekly	3,139.92	3,294.90	3,450.66	3,616.08	3,786.72	3,971.54	4,029.84	4,068.91	4,272.36					
	Annual	81,637	85,667	89,717	94,018	98,454	103,260	104,775	105,791	111,081					
21	Hourly	43,133	45,201	47,334	49,644	52,000	54,531	55,340	55,891	58,686					
	Bi-Weekly	3,450.66	3,616.08	3,786.72	3,971.54	4,160.02	4,362.51	4,427.16	4,471.28	4,694.84					
	Annual	89,717	94,018	98,454	103,260	108,160	113,425	115,106	116,253	122,065					
22	Hourly	47,334	49,644	52,000	54,531	57,065	59,813	60,693	61,296	64,361					
	Bi-Weekly	3,786.72	3,971.54	4,160.02	4,362.51	4,565.17	4,785.06	4,855.46	4,903.67	5,148.85					
	Annual	98,454	103,260	108,160	113,425	118,694	124,411	126,241	127,495	133,870					
23	Hourly	49,644	52,000	54,531	57,065	59,813	62,791	63,721	64,356	67,573					
	Bi-Weekly	3,971.54	4,160.02	4,362.51	4,565.17	4,785.06	5,023.32	5,097.71	5,148.45	5,405.87					
	Annual	103,260	108,160	113,425	118,694	124,411	130,606	132,540	133,859	140,552					

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73 HEALTH & HOSPITAL SYSTEM  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1 Year at Step 3, 1st Longevity Rate, & 10 Years of Service	After 1	After 1	After 1
							Year at 2nd step & 5 Years of Service	Year at 2nd step & 5 Years of Service	Year at 2nd step & 5 Years of Service
X09	Hourly	19.309	20.438	21.633	23.680				
	Bi-Weekly	1,544.72	1,635.04	1,730.64	1,894.40				
	Annual	40,162	42,511	44,996	49,254				
X10	Hourly	22.043	23.333	24.697	27.040				
	Bi-Weekly	1,763.44	1,866.64	1,975.76	2,163.20				
	Annual	45,849	48,532	51,369	56,243				
X11	Hourly	15.868	16.795	17.777	19.460				
	Bi-Weekly	1,269.44	1,343.60	1,422.16	1,556.80				
	Annual	33,005	34,933	36,976	40,476				
X12	Hourly	16.268	17.302	18.402	20.250				
	Bi-Weekly	1,301.44	1,384.16	1,472.16	1,620.00				
	Annual	33,837	35,988	38,276	42,120				
X13	Hourly	17.0480	18.1140	19.247	21.160				
	Bi-Weekly	1,363.84	1,449.12	1,539.76	1,692.80				
	Annual	35,459	37,677	40,033	44,012				
X14	Hourly	17.323	18.391	19.524	21.440				
	Bi-Weekly	1,385.84	1,471.28	1,561.92	1,715.20				
	Annual	36,031	38,253	40,609	44,595				
X15	Hourly	17.609	18.678	19.812	21.740				
	Bi-Weekly	1,408.72	1,494.24	1,584.96	1,739.20				
	Annual	36,626	38,850	41,208	45,219				
X16	Hourly	18.506	19.634	20.831	22.860				
	Bi-Weekly	1,480.48	1,570.72	1,666.48	1,828.80				
	Annual	38,492	40,838	43,328	47,548				
X17	Hourly	23.190	24.550	25.990	27.710				
	Bi-Weekly	1,855.20	1,964.00	2,079.20	2,216.80				
	Annual	48,235	51,064	54,059	57,636				
X18	Hourly	24.620	26.060	27.580	30.230				
	Bi-Weekly	1,969.60	2,084.80	2,206.40	2,418.40				
	Annual	51,209	54,204	57,366	62,878				

Effective June 1, 2021

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1 Year at Step 3, 1st Longevity Rate, & 10 Years of Service
X09	Hourly	19.599	20.745	21.957	24.035	
	Bi-Weekly	1,567.89	1,659.57	1,756.60	1,922.82	
	Annual	40,764	43,149	45,671	49,993	
X10	Hourly	22.374	23.683	25.067	27.446	
	Bi-Weekly	1,789.89	1,894.64	2,005.40	2,195.65	
	Annual	46,537	49,260	52,140	57,087	
X11	Hourly	16.106	17.047	18.044	19.752	
	Bi-Weekly	1,288.48	1,363.75	1,443.49	1,580.15	
	Annual	33,500	35,457	37,531	41,083	
X12	Hourly	16.512	17.562	18.678	20.554	
	Bi-Weekly	1,320.96	1,404.92	1,494.24	1,644.30	
	Annual	34,345	36,528	38,850	42,752	
X13	Hourly	17.304	18.386	19.536	21.477	
	Bi-Weekly	1,384.30	1,470.86	1,562.86	1,718.19	
	Annual	35,991	38,242	40,633	44,672	
X14	Hourly	17.583	18.667	19.817	21.762	
	Bi-Weekly	1,406.63	1,493.35	1,585.35	1,740.93	
	Annual	36,571	38,827	41,218	45,264	
X15	Hourly	17.873	18.958	20.109	22.066	
	Bi-Weekly	1,429.85	1,516.65	1,608.73	1,765.29	
	Annual	37,175	39,433	41,826	45,897	
X16	Hourly	18.784	19.929	21.143	23.203	
	Bi-Weekly	1,502.69	1,594.28	1,691.48	1,856.23	
	Annual	39,069	41,451	43,978	48,261	
X17	Hourly	23.538	24.918	26.380	28.126	
	Bi-Weekly	1,883.03	1,993.46	2,110.39	2,250.05	
	Annual	48,959	51,830	54,870	58,501	
X18	Hourly	24.989	26.451	27.994	30.683	
	Bi-Weekly	1,999.14	2,116.07	2,239.50	2,454.68	
	Annual	51,977	55,017	58,226	63,821	

Effective June 1, 2022

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1	After 1
						Year at Step 3, 1st Longevity Rate, & 10 Years of Service	Year at 2nd step & 5 Years of Service
X09	Hourly	20.089	21.263	22.506	24.636		
	Bi-Weekly	1,607.09	1,701.05	1,800.51	1,970.89		
	Annual	41,784	44,227	46,813	51,243		
X10	Hourly	22.933	24.275	25.694	28.132		
	Bi-Weekly	1,834.64	1,942.01	2,055.53	2,250.54		
	Annual	47,700	50,491	53,443	58,514		
X11	Hourly	16.509	17.473	18.495	20.246		
	Bi-Weekly	1,320.69	1,397.85	1,479.58	1,619.66		
	Annual	34,338	36,343	38,469	42,110		
X12	Hourly	16.925	18.001	19.145	21.068		
	Bi-Weekly	1,353.99	1,440.05	1,531.60	1,685.41		
	Annual	35,203	37,441	39,821	43,821		
X13	Hourly	17.736	18.845	20.024	22.014		
	Bi-Weekly	1,418.91	1,507.63	1,601.93	1,761.15		
	Annual	36,891	39,198	41,649	45,789		
X14	Hourly	18.022	19.134	20.312	22.306		
	Bi-Weekly	1,441.79	1,530.68	1,624.98	1,784.45		
	Annual	37,486	39,797	42,249	46,396		
X15	Hourly	18.320	19.432	20.612	22.618		
	Bi-Weekly	1,465.60	1,554.57	1,648.95	1,809.42		
	Annual	38,105	40,419	42,872	47,045		
X16	Hourly	19.253	20.427	21.672	23.783		
	Bi-Weekly	1,540.25	1,634.14	1,733.76	1,902.64		
	Annual	40,046	42,487	45,077	49,468		
X17	Hourly	24.126	25.541	27.039	28.829		
	Bi-Weekly	1,930.10	2,043.30	2,163.15	2,306.30		
	Annual	50,182	53,126	56,242	59,963		
X18	Hourly	25.614	27.112	28.694	31.451		
	Bi-Weekly	2,049.12	2,168.97	2,295.48	2,516.04		
	Annual	53,277	56,392	59,682	65,417		

Effective June 1, 2023

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1	After 1
						Year at Step 3, 1st Longevity Rate, & 10 Years of Service	Year at 2nd step & 5 Years of Service
X09	Hourly	20.591	21.795	23.069	25.252		
	Bi-Weekly	1,647.27	1,743.58	1,845.53	2,020.16		
	Annual	42,828	45,333	47,983	52,524		
X10	Hourly	23.506	24.882	26.336	28.835		
	Bi-Weekly	1,880.50	1,990.56	2,106.92	2,306.80		
	Annual	48,893	51,754	54,779	59,977		
X11	Hourly	16.921	17.910	18.957	20.752		
	Bi-Weekly	1,353.71	1,432.79	1,516.57	1,660.15		
	Annual	35,196	37,252	39,431	43,163		
X12	Hourly	17.348	18.451	19.624	21.594		
	Bi-Weekly	1,387.84	1,476.05	1,569.89	1,727.54		
	Annual	36,083	38,377	40,817	44,916		
X13	Hourly	18.180	19.316	20.525	22.565		
	Bi-Weekly	1,454.38	1,545.32	1,641.98	1,805.18		
	Annual	37,813	40,178	42,691	46,934		
X14	Hourly	18.473	19.612	20.820	22.863		
	Bi-Weekly	1,477.84	1,568.95	1,665.61	1,829.06		
	Annual	38,423	40,792	43,305	47,555		
X15	Hourly	18.778	19.918	21.127	23.183		
	Bi-Weekly	1,502.24	1,593.43	1,690.18	1,854.66		
	Annual	39,057	41,429	43,944	48,221		
X16	Hourly	19.735	20.937	22.214	24.378		
	Bi-Weekly	1,578.76	1,674.99	1,777.11	1,950.20		
	Annual	41,047	43,549	46,204	50,704		
X17	Hourly	24.729	26.180	27.715	29.550		
	Bi-Weekly	1,978.36	2,094.38	2,217.23	2,363.96		
	Annual	51,437	54,454	57,648	61,462		
X18	Hourly	26.254	27.790	29.411	32.237		
	Bi-Weekly	2,100.35	2,223.20	2,352.87	2,578.94		
	Annual	54,608	57,802	61,174	67,052		

Effective June 1, 2024

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1	After 1
						Year at Step 3, 1st Longevity Rate, & 10 Years of Service	Year at 2nd step & 5 Years of Service
X09	Hourly	21.003	22.231	23.530	25.757		
	Bi-Weekly	1,680.21	1,778.45	1,882.44	2,060.56		
	Annual	43,685	46,240	48,943	53,574		
X10	Hourly	23.976	25.380	26.863	29.412		
	Bi-Weekly	1,918.11	2,030.37	2,149.06	2,352.94		
	Annual	49,871	52,789	55,875	61,176		
X11	Hourly	17.260	18.268	19.336	21.167		
	Bi-Weekly	1,380.79	1,461.45	1,546.90	1,693.35		
	Annual	35,900	37,997	40,219	44,026		
X12	Hourly	17.695	18.820	20.016	22.026		
	Bi-Weekly	1,415.59	1,505.57	1,601.29	1,762.09		
	Annual	36,805	39,145	41,633	45,814		
X13	Hourly	18.543	19.703	20.935	23.016		
	Bi-Weekly	1,483.47	1,576.23	1,674.82	1,841.28		
	Annual	38,569	40,982	43,544	47,872		
X14	Hourly	18.842	20.004	21.236	23.321		
	Bi-Weekly	1,507.39	1,600.33	1,698.92	1,865.64		
	Annual	39,191	41,608	44,171	48,507		
X15	Hourly	19.154	20.316	21.550	23.647		
	Bi-Weekly	1,532.28	1,625.30	1,723.98	1,891.75		
	Annual	39,839	42,258	44,822	49,185		
X16	Hourly	20.129	21.356	22.658	24.865		
	Bi-Weekly	1,610.34	1,708.49	1,812.65	1,989.21		
	Annual	41,868	44,420	47,128	51,719		
X17	Hourly	25.224	26.703	28.270	30.141		
	Bi-Weekly	2,017.92	2,136.27	2,261.57	2,411.24		
	Annual	52,466	55,543	58,801	62,691		
X18	Hourly	26.779	28.346	29.999	32.882		
	Bi-Weekly	2,142.36	2,267.66	2,399.93	2,630.52		
	Annual	55,701	58,958	62,398	68,393		

**COOK COUNTY HEALTH PLAN DESIGN/APPENDIX C – VERSION II  
 PLAN DESIGN AND PAYROLL CONTRIBUTIONS CHANGES EFFECTIVE  
 DECEMBER 1, 2022 AND DECEMBER 1, 2023**

**Cook County Benefits Overview**

<b>HMO</b>	<b>Current</b>	<b>Benefits Effective 12/1/2022</b>
<i>Out of Pocket Maximum</i>	All Copays accumulate to OOP Max	All Copays accumulate to OOP Max
<i>Out of Pocket Maximum</i>	\$1,600 single / \$3,200 family	\$1,600 single / \$3,200 family
<i>Inpatient Facility</i>	\$100 copay per admit	\$100 copay per admit
<i>Preventive</i>	\$0 copay (100% covered)	\$0 copay (100% covered)
<i>Other PCP / Urgent Care</i>	\$15 copay	\$15 copay
<i>Specialists</i>	\$20 copay	\$20 copay
<i>X-Ray / Diagnostic tests (performed in lab or hospital)</i>	\$0 copay	\$0 copay
<i>Accident / illness</i>	\$15 copay	\$15 copay
<i>Emergency Room</i>	\$75 copay	\$100 copay

<b>PPO</b>	<b>Current</b>	<b>Benefits Effective 12/1/2022</b>
<i>Deductible and Out of Pocket Maximum</i>	Copay and Deductibles do accumulate to OOP Max	Copay and Deductibles do accumulate to OOP Max
<i>Annual Deductible</i>	\$350 single / \$700 family 2x Out of Network	\$350 single / \$700 family 2x Out of Network
<i>Out of Pocket Maximum</i>	\$1,600 single / \$3,200 family 2x Out of Network	\$2,000 single / \$4,000 family 2x Out of Network
<i>Inpatient and Outpatient Facility</i>	90% In network / 60% Out of network	90% In network / 60% Out of network*
<i>Preventive</i>	\$0 copay (100% covered)	\$0 copay (100% covered)
<i>PCP</i>	90% coinsurance after \$25 copay / 60% out of network	90% coinsurance after \$25 copay / 60% out of network
<i>Specialists</i>	90% coinsurance after \$35 copay / 60% out of network	90% coinsurance after \$35 copay / 60% out of network
<i>X-Ray / Diagnostic tests (performed in lab or hospital)</i>	90% in network 60% out of network	90% in network 60% out of network
<i>Accident / Illness</i>	90% coinsurance after \$25 copay / 60% out of network	90% coinsurance after \$25 copay / 60% out of network
<i>Emergency Room – In / Out of Network</i>	\$75 copay	\$100 copay

*\* Effective 12/1/21, The County PPO plan will incorporate a Cook County Health tier ("Domestic Tier") wherein covered members will have lower out-of-pocket costs when choosing to access health care within CCH facilities. Facility charges will be 0% after the annual plan deductible is met. Hospital-based facility services not obtained at CCH will be paid based on their network status (in or out of network rate).*

**COOK COUNTY HEALTH PLAN DESIGN/APPENDIX C – VERSION II  
 PLAN DESIGN AND PAYROLL CONTRIBUTIONS CHANGES EFFECTIVE  
 DECEMBER 1, 2022 AND DECEMBER 1, 2023**

**Cook County Benefit Overview (Cont.)**

<b>Drug</b>	<b>Current (No Changes 12/1/22 or 12/1/23)</b>
<i>Prescription Drugs – Retail</i>	<ul style="list-style-type: none"> <li>• Generic: \$15 copay</li> <li>• Brand Formulary: \$30 copay</li> <li>• Brand Non-Formulary: \$50 copay</li> <li>• Mail Order: 2 x retail</li> </ul>
<i>Generic Step Therapy</i>	<ul style="list-style-type: none"> <li>• PBM's generic step therapy program</li> </ul>
<i>Mandatory Maintenance Choice</i>	<ul style="list-style-type: none"> <li>• Mandatory mail-order for maintenance drugs</li> </ul>

<b>Vision</b>	<b>Current (No Changes 12/1/22 or 12/1/23)</b>
<i>Eye Examination</i>	<ul style="list-style-type: none"> <li>• \$0 copay</li> <li>• Once per 12 months</li> </ul>
<i>Eyeglass Lenses*</i>	<ul style="list-style-type: none"> <li>• \$0 copay standard uncoated plastic</li> <li>• Once per 12 months</li> </ul>
<i>Frames</i>	<ul style="list-style-type: none"> <li>• \$0 copay up to \$100 / Amount over \$100 less 10%</li> <li>• Once per 24 months</li> </ul>
<i>Contact Lenses*</i>	<ul style="list-style-type: none"> <li>• \$0 copay up to \$100</li> <li>• Once per 12 months</li> </ul>

*\*Either eyeglass lenses OR contact lenses are covered every 12 months*

**COOK COUNTY HEALTH PLAN DESIGN/APPENDIX C – VERSION II  
 PLAN DESIGN AND PAYROLL CONTRIBUTIONS CHANGES EFFECTIVE  
 DECEMBER 1, 2022 AND DECEMBER 1, 2023**

**Cook County Benefit Overview (Cont.)**

<b>Dental – HMO</b>	<b>Current (No Changes 12/1/22 or 12/1/23)</b>
<i>Annual Deductible</i>	\$0 (None)
<i>Benefit Period Maximum</i>	None
<i>Preventive</i>	<ul style="list-style-type: none"> <li>• Requires a Maximum Allowance</li> <li>• Includes 2 exams / cleanings per benefit period</li> <li>• Includes fluoride treatments under age 19</li> </ul>
<i>Basic Benefits</i>	<ul style="list-style-type: none"> <li>• Requires a copayment for each specific service</li> <li>• Copayments equal a discount of approximately 70%</li> </ul>
<i>Major Services</i>	<ul style="list-style-type: none"> <li>• Requires a copayment for each specific service</li> <li>• Copayments equal a discount of approximately 60%</li> </ul>
<i>Orthodontics</i>	<ul style="list-style-type: none"> <li>• Requires copayments</li> <li>• Copayments equal a discount of approximately 25%</li> <li>• Max one full course of treatment for dependent children under 19</li> </ul>

<b>Dental - PPO</b>	<b>Current (No Changes 12/1/22 or 12/1/23)</b>
<i>Annual Deductible</i>	<ul style="list-style-type: none"> <li>• \$25 Individual / \$100 Family (in network)</li> <li>• \$50 Individual / \$200 Family (out of network)</li> </ul>
<i>Preventive (2 exams/cleanings per Benefit Period)</i>	<ul style="list-style-type: none"> <li>• 100% of Maximum Allowance (in network)</li> <li>• 80% of Maximum Allowance (out of network)</li> </ul>
<i>Primary Services (X-Rays, Space Maintainers)</i>	<ul style="list-style-type: none"> <li>• 80% of Maximum Allowance (in network)</li> <li>• 60% of Maximum Allowance (out of network)</li> </ul>
<i>Restorative Services (Routine Fillings)</i>	<ul style="list-style-type: none"> <li>• 80% of Maximum Allowance (in network)</li> <li>• 60% of Maximum Allowance (out of network)</li> </ul>
<i>Emergency Services</i>	<ul style="list-style-type: none"> <li>• 80% of Maximum Allowance (in network)</li> <li>• 80% of Maximum Allowance (out of network)</li> </ul>
<i>Endodontics</i>	<ul style="list-style-type: none"> <li>• 80% of Maximum Allowance (in network)</li> <li>• 60% of Maximum Allowance (out of network)</li> </ul>
<i>Periodontics</i>	<ul style="list-style-type: none"> <li>• 80% of Maximum Allowance (in network)</li> <li>• 60% of Maximum Allowance (Out of network)</li> </ul>
<i>Oral Surgery</i>	<ul style="list-style-type: none"> <li>• 80% of Maximum Allowance (in network)</li> <li>• 60% of Maximum Allowance (out of network)</li> </ul>
<i>Prosthetics</i>	<ul style="list-style-type: none"> <li>• 50% of Maximum Allowance (in and out of network)</li> </ul>
<i>Orthodontics</i>	<ul style="list-style-type: none"> <li>• 50% up to a lifetime max of \$1,250 (in and out of network)</li> </ul>

**COOK COUNTY HEALTH PLAN DESIGN/APPENDIX C – VERSION II  
 PLAN DESIGN AND PAYROLL CONTRIBUTIONS CHANGES EFFECTIVE  
 DECEMBER 1, 2022 AND DECEMBER 1, 2023**

**Employee Contributions – As a Percentage of Salary (Pre-Tax)**

<b>HMO</b>	<b>Current</b>	<b>Effective 12/1/2022</b>	<b>Effective 12/1/2023</b>
Employee Only	1.50%	1.75%	2.25%
Employee + Spouse	2.00%	2.50%	3.25%
Employee + Child(ren)	1.75%	2.25%	2.75%
Employee + Family	2.25%	3.00%	4.00%

<b>PPO</b>	<b>Current</b>	<b>Effective 12/1/2022</b>	<b>Effective 12/1/2023</b>
Employee Only	2.50%	2.75%	3.25%
Employee + Spouse	3.00%	3.50%	4.25%
Employee + Child(ren)	2.75%	3.25%	3.75%
Employee + Family	3.25%	4.00%	5.00%

<b>Dental</b>	<b>Current (No Changes 12/1/22 or 12/1/23)</b>
HMO	\$0
PPO	\$0

<b>Vision</b>	<b>Current (No Changes 12/1/22 or 12/1/23)</b>
Vision Plan	\$0

APPENDIX D  
CIVILIAN  
DRUG-FREE WORKPLACE POLICY

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## I PURPOSE

The illegal manufacture, distribution, dispensing, sale, transfer, possession or use of drugs or controlled substances is prohibited by federal, state and local law. The Federal Drug-Free Workplace Act of 1988, Title 41, Sections 702-704 are applicable to Cook County Government as a grantee of federal funds. The Cook County Board of Commissioners has adopted a resolution that established a policy to maintain all county government workplaces as drug-free workplaces.

The Department recognizes that pervasive illegal drug use has become a national crisis. Drug use in the workplace poses enormous problems in the areas of public health and safety as well as substantial social and economic costs. The Department must play a key role in "The War on Drugs," not only in terms of its public responsibilities as a law enforcement agency, but also in terms of its responsibilities for employee health and well-being. It is imperative that all civilian employees have the physical stamina and psychological stability to promptly perform all required duties under conditions of duress and possibly even great danger.

The overriding purpose of the criminal justice system is to protect community safety through the apprehension, adjudication and incarceration of law breakers. Because of the enormous responsibilities of the Sheriff's Office, drug use by any sheriff's personnel has a particularly devastating effect on all of law enforcement.

Drug use by civilian personnel could be n thing short of disastrous if it impacts on public safety and the ability of civilians to perform their duties. The purpose of this policy is to:

- A. Deter and eventually eliminate drug use by civilian employees.
- B. Promulgate department policy that prohibits the presence of either of the following in an employee's system:
  1. Illegal drugs and controlled substances or their metabolites.
  2. Legally prescribed drugs in excess of prescribed limits.
- C. Set forth policy and procedures governing random, mandatory and reasonable suspicion drug testing of all civilian employees.
- D. Achieve the goal of a safe, efficient and drug-free workplace through a fair, equitable, consistent, confidential and reasonable drug testing policy that ensures due consideration of the rights of employees as well as their privacy, integrity, reliability and dignity throughout the process for the protection of both employees and the public.
- E. Encourage civilian employees who have drug use problems to participate in the Employee Assistance Program or a drug rehabilitation program prior to detection via the Department's drug testing program.

- F. Provide for confidentiality of testing results.
- G. Decrease absenteeism, injuries on the job, liability and financial burden on employee health and benefit programs.
- H. Ensure the professional credibility, unimpeachable integrity and judgment of civilian employees by providing sanctions for prohibited off-duty conduct.
- I. Promote public confidence in the safety and integrity of all civilian personnel and ensure their fitness for duty.
- J. Discourage and deter any temptation to deviate from acceptable behavior by the implementation of a drug testing program and subsequent disciplinary sanctions that guarantee that the only acceptable course of conduct is complete abstinence from illegal drug and controlled substance use.
- K. Balance the interests of the Department, employees and the general public with a fair, confidential and accurate drug testing program.
- L. Recognize the Drug Testing Unit within the Sheriffs Office as a critical component of efforts to combat drug abuse in our society.
- M. Describe responsibilities and procedures relative to the Drug Testing Program.
- N. Institute the use of the Drug Testing Program Notification Form (RDT-92-100) and the Drug Screen Specimen Affidavit Form (RDT-92-101) for civilian personnel.

## II POLICY STATEMENT

The Department recognizes that the vast majority of its civilian employees are not drug users and will not become drug users. A few are not drug-free, and some could possibly fall prey to the insidious spread of drug use, absent the strong preventive and deterrent effect of a drug testing program. This policy has not arisen from distrust, but rather from the desire to provide a better working environment.

It is imperative that all civilian employees possess the judgment, physical stamina and psychological stability and are capable of devoting constant and uninterrupted attention to the performance of all required duties without risk of harm to themselves, other employees or the public. As a result of its responsibilities, as well as the sensitive nature of its work, the Department has an obligation to eliminate illegal drug use from its workplace.

It is therefore the policy of the Department to take all reasonable measures to maintain a work environment free of the unlawful use of drugs or controlled substances and prevent an otherwise pervasive societal problem from invading Sheriffs civilian personnel.

- A. This policy applies to all civilian personnel of the Sheriffs Department which includes exempt personnel. For the purposes of this policy and directive, civilian employees are defined as persons of any title who are not sworn.
- B. The terms "drug" or "controlled substance" include, but are not limited to; the following substances and their respective metabolites:
  - 1. Cannabis as defined in 720 Illinois Compiled Statutes 550/3 or as amended.
  - 2. Controlled substances as defined in 720 Illinois Compiled Statutes 570/102 or as amended.
- C. The unlawful involvement with drugs; the presence in an employee's system of drugs or controlled substances or their metabolites; the use of cannabis or non-prescribed controlled substances; or the abuse of legally prescribed drugs or controlled substances by civilian employees of the Department, at any time, while on or off-duty, are strictly prohibited.
- D. Violations of this policy, substantiated by a confirmed positive drug test, will result, in disciplinary action leading to the dismissal of a civilian employee.
- E. This policy does not apply to the use of controlled substances within the limits of a medically valid prescription except where such use is found to be an excessive or abusive use of prescribed controlled substances; legal drugs illegally obtained; multiple prescriptions for controlled substances from one or more physicians; or not in accordance with the "good faith" definition provided in 720 Illinois Compiled Statutes 570/102.
- F. All civilian employees of the Department shall be subject to urinalysis. drug testing on a mandatory, random or reasonable suspicion basis. Employees selected for drug testing are required to cooperate fully in the testing process. The actions listed below, whether they occur during or after the collection or analysis of drug specimens are violations of this policy. Any such action will be used as a basis for the initiation of a disciplinary action in accordance with Article II, Section D, of this directive.
  - 1. Refusal to submit to testing.
  - 2. Failure to cooperate.
  - 3. Tampering or attempting to tamper with urine specimens.
  - 4. Adulteration of a test sample.
  - 5. Submission of or attempt to submit a false test sample.
  - 6. Any other activities designed to interfere with, impede or otherwise obstruct drug testing.

- G. "Reasonable suspicion" is defined as a belief based on objective facts sufficient to lead a reasonably prudent supervisor to find that a civilian employee is using, or has used, drugs in violation of this policy. The suspicion must be drawn from specific, objective, articulable facts and reasonable or rational inferences drawn from those facts in light of experience. The facts must lead the supervisor to believe that the employee's ability to perform the functions of the job is impaired, or that the employee's ability to perform their job safely is reduced.
1. Reasonable suspicion drug testing shall be conducted when a civilian employee has exhibited unusual work habits or behavioral traits and is incapable of performing required duties and a manager or supervisor has furnished written documentation citing specific instances of reasonable and articulable suspicion that the employee is under the influence of drugs or has otherwise violated this policy.
  2. Factors to be considered by command and supervisory personnel in determining whether a finding of reasonable suspicion is appropriate may include, but are not limited to, any of the following, alone or in combination:
    - a. Observable phenomena, such as direct observation of drug use and/or the physical symptoms or manifestations of being under the influence of drugs.
    - b. Abnormal conduct or erratic behavior while on-duty.
    - c. Excessive unexcused absenteeism, tardiness or deterioration in work performance.
    - d. Slurred speech or unsteady walking or movement.
    - e. Illegal possession of drugs or controlled substances or an arrest for violation of a drug statute.
    - f. Information obtained from reliable and credible sources with personal knowledge which has been independently corroborated.
- H. In addition to random and reasonable suspicion drug testing, mandatory drug testing shall be conducted when a civilian employee:
1. Is appointed to an exempt position, subject to promotion to a career service rank, or is applying for assignment to certain specialized Department units;

2. Qualifies for an extra-departmental training program of more than two weeks duration;
  3. Is returning to the Department after an absence of 15 days or more with the exception of vacation time, personal time, holiday and compensatory time due days. However, if the reason for the absence is medical but other time earned is then used in the alternative the employee will be subject to testing.
  4. Is involved in an accident involving a Department vehicle that results in a fatality or injury which demands immediate medical attention away from the scene of the accident or any property damage.
- I. The provisions of this policy shall not prevent the Department from conducting medical screenings, with the express written consent of the employee, to monitor exposure to toxic or other unhealthy substances in the workplace or in the performance of their responsibilities. Any such screenings shall be limited to the specific substances expressly identified in the employee consent form.

### III MANAGEMENT RESPONSIBILITIES

Directors and supervisors are responsible for the reasonable enforcement of this policy.

- A. Supervisors shall request approval by the Department Head that a civilian employee be required to submit to a drug test when they have a reasonable suspicion that the employee is under the influence of drugs while on-duty or otherwise in violation of this order and policy.
- B. Any director or supervisor requesting that an employee be required to submit to a drug test must document, in writing, the facts constituting reasonable suspicion.
- C. A summarized copy of the written report, including the facts constituting reasonable suspicion, shall be furnished to the employee when the employee is ordered to submit to a reasonable suspicion drug test approved by the Department Head.
- D. Directors and supervisors encountering an employee who refuses an order to submit to a drug analysis upon direct order shall advise the employee of the requirements of this order and the disciplinary consequences of this policy.
- E. Employees reasonably believed to be under the influence of drugs or controlled substances shall be prevented from engaging in further work. Director and supervisory personnel shall arrange for the safe transportation of such employees from the workplace.

#### IV EMPLOYEE RESPONSIBILITIES

While the use of medically prescribed drugs is not per se a violation of this policy, failure by the employee to notify their supervisor, before beginning work, when taking prescribed drugs which could foreseeably interfere with the safe and effective performance of duties or operation of Department equipment can result in discipline.

In the event there is a question regarding an employee's ability to safely and effectively perform assigned duties while using prescribed drugs clearance from a qualified physician shall be required. Each employee shall:

- A. Not report for duty when their ability to perform job duties is impaired due to on or off duty drug use.
- B. Notify the Department of their arrest for a violation of any criminal drug statute regulating the manufacture, distribution, dispensation, possession or use of a drug or controlled substance within 24 hours of such arrest.
- C. Promptly obey an order to submit to a drug testing procedure required by this order.

#### V CONFIDENTIALITY

All information, interviews, reports, statements, memoranda and test results, written or otherwise, received by the Department through the drug testing program are the property of the Department and are confidential communications. They shall not be used or received in evidence in any criminal proceeding against the employee, obtained in discovery, or disclosed in any public or private proceedings, except in accordance with the provisions of this order.

- A. Laboratory reports and test results shall not be placed in an employee's general personnel file but shall be kept in a separate confidential medical folder that shall be securely kept under the control of the Drug Testing Unit. The Unit is authorized to release the contents of the confidential medical folder to the Department Head or Commander of Internal Investigations.
- B. Disclosure of a positive confirmed drug test result without employee consent is authorized when it is:
  - 1. Required in a disciplinary action.
  - 2. Compelled by law or by judicial or administrative process (providing that the employee is given timely written notice by the Department).
  - 3. The information is needed by medical personnel for the emergency diagnosis or treatment of the employee, and the employee is unable to authorize disclosure.

- C. No physician-patient relationship is created between an employee and the Department or any person performing or evaluating a drug test, solely by the establishment, implementation or administration of the drug testing programs conducted in accordance with this order and policy.

## VI TESTING LABORATORY CERTIFICATION

- A. The initial screening of urine specimens and confirmation testing of positive immunoassays required by this policy shall only be conducted by a licensed laboratory that meets the standards appropriate to the application of analytical forensic toxicology. The laboratory must conform to the guidelines of, and be certified to perform urine drug testing by, the Substance Abuse and Mental Health Services Administration (SAMHSA) and must be licensed by the U.S. Department of Health and Human Services (HHS).

The laboratory must meet the strict standards established in the Mandatory Guidelines for Federal Workplace Drug Testing Programs (53FR 11979, 11989) published on April 11, 1988, or as amended. The laboratory must have in its possession a letter of certification from HHS/SAMHSA and be listed in the Federal Register. In addition, the laboratory must be licensed and/or accredited by the U. S. Department of Health and Human Services Clinical Laboratory.

- B. The laboratory contracted for the testing of specimens submitted in accordance with this order shall be required to provide for and employ the following policies, procedures and personnel:
1. Initial drug screening tests utilizing the EMIT or equally reliable method.
  2. Confirmation testing utilizing the Gas Chromatography/Mass Spectrometry (GC/MS) method.
  3. Rigorous chain of custody procedures for collection of specimens and for handling specimens during testing and storage.
  4. Stringent standards for making the drug testing site secure, for restricting access to all but authorized personnel and providing an escort for any others who are authorized to be on the premises.
  5. Precise requirements for quality assurance and performance testing specific to urine specimens for the presence of controlled substances or illegal drugs and their metabolites.
  6. Specific educational and experience requirements for laboratory personnel to ensure their competence and credibility as experts on forensic urine drug testing, particularly to qualify them as witnesses in legal proceedings which challenge the finding of the laboratory.

## VII DRUG TESTING UNIT

The Administrator of the Drug Testing Unit shall be responsible for the operation of the drug program established by this policy in accordance with the Mandatory Guidelines in Article VI, of this policy and shall also be responsible for:

- A. Assuring that privacy intrusions are minimized during the collection of urine specimens and that specimens are stored and transported to testing laboratories under such conditions that the quality of the specimens shall not be jeopardized.
- B. Ensuring that the identities of employees whose tests show positive for the presence of a drug or controlled substance are limited to the Department Head or the Commander of internal Investigations.
- C. Ensuring the use of a computer generated program to select employees for random drug testing.
- D. Assuring rigorous chain-of-custody procedures for the collection, handling and proper documentation of test specimens during testing and storage.
- E. Ensuring the generation of the random selection listing of personnel to identify employees who are to be directed to submit to drug testing on particular dates and shifts.
- F. Ensuring the notification of the directors and supervisors of each employee to be tested.
- G. Maintaining standard operating procedures to ensure the efficient operation and integrity of the Drug Testing Program.
- H. Coordination and liaison with the certified testing laboratory contracted by the Department.
- I. Evaluating the program and collecting and compiling anonymous statistical data including, but not limited to, reporting the number of:
  1. Random, reasonable suspicion and mandatory tests.
  2. Verified positive test results.
  3. Disciplinary actions initiated as a result of confirmed positive test results and other violations of this policy.
- J. Assisting in developing employee drug education and prevention programs.

## VIII RANDOM DRUG TESTING SELECTION PROCEDURES

- A. The random selection of employees to be tested shall be based on a computer generated listing which shall ensure that there are no "safe periods" for any civilian employee. Each workday shall present every affected employee with a new opportunity of being required to submit to the random testing program, with a substantially equal statistical chance for all employees each new day, regardless of samples previously submitted. The selection process shall employ objective, neutral criteria and shall not permit subjective factors to play a role in the methodology.
- B. The number of random tests to be performed in any year shall be determined by a formula based on testing twenty (20) per cent of civilian employees who are in the common selection pool.
- C. The collection of specimens for random testing shall be evenly distributed throughout the year. The number of specimens collected weekly, monthly or quarterly shall remain relatively constant.
- D. Random testing shall be conducted on different days of the week throughout the annual cycle to prevent employees from anticipating patterns in collection schedules.
- E. The computerized random selection listing shall be generated from the common selection pool of all civilian employees utilizing a confidential identification number uniquely assigned to each individual employee. The association with and identification of the employee's name shall be known only to the Administrator or designee of the Drug Testing Unit until such a time as the daily selection for testing list is prepared for notification.

## IX EMPLOYEE NOTIFICATION PROCEDURES

When a director or supervisor receives notification from the Drug Testing Unit, they shall prepare a Drug Testing Notification Form (RDT-92-100) in triplicate and read and explain the contents of the form to the affected employee. The Drug Testing Notification Form shall be distributed as follows:

- A. Original to the affected employee for presentation at the Drug Testing Unit for its retention.
- B. Second copy shall be retained by the affected employee.
- C. Third copy shall be retained by the director or supervisor of the affected employee in the unit of assignment or detail for 30 days.

The director/supervisor of an affected employee; when notified that the employee is leaving the unit of assignment to submit the required specimen, shall immediately contact and inform-the Drug Testing Unit that the employee is enroute to the testing site.

## X DUTIES OF EMPLOYEES SELECTED FOR DRUG TESTING

A civilian employee who is selected to be tested shall fully cooperate in the completion of all phases of the testing process and shall adhere to the following procedures:

- A. Upon notification that they have been selected for drug testing, the employee shall be required to report to the Drug Testing Unit office site before the conclusion of their tour of duty on which the notification was received.

The civilian employee shall then immediately proceed to the Drug Testing Unit office site. Affected personnel shall report in accordance with the following schedule:

1. First shift personnel shall report no earlier than 0500 hours and no later than 0800 hours.
  2. Second shift personnel shall report no earlier than 0800 hours and no later than 1400 hours.
  3. Third shift personnel shall report no earlier than 1400 hours and no later than 2000 hours.
- B. Upon arrival at the Drug Testing Unit office, employees shall identify themselves, present their photo identification card and the original Drug Testing Program Notification Form.
- C. Answer all pre-test questions relating to their medical history regarding the use of any/all prescribed drug(s).
- D. Upon completion of the specimen collection process, the employee shall immediately return to duty status.
- E. be considered completed until they has submitted the required urine specimen. An affected employee's tour of duty shall not

## XI TEST RESULT PROCEDURES

- A. Confirmation and reporting of test results.
1. All employees shall be notified, in writing, of the results of their drug screening test, whether negative or positive.

2. A drug screening specimen that initially yields a positive result shall be tested a second time using a gas chromatography/mass spectrometry (GC/MS) test.
3. If the second test (GC/MS) confirms the initial positive test result, the employee shall be notified of the results in writing. The notification shall identify the particular drug(s) or controlled substance(s) or their metabolites and shall specify the concentration level.
4. An employee whose confirmation test as specified in paragraph 3, is deemed positive may, at the employee's own expense, have additional testing conducted on the original test sample. The employee shall have forty-eight (48) hours to notify the Drug Testing Unit, in writing, that they intends to have the confirmation verified by a laboratory of their own choice. The laboratory must be certified by the Federal Department of Health and Human Services (HHS) Substance Abuse and Mental Health Services Administration (SAMSHA).
5. Any employee who is the subject of a drug test that results in a positive confirmed test shall, upon written request, have access to any test or laboratory records relating to their drug test.
6. Confirmed positive test specimens shall be delivered to the laboratory of the employee's choice by the laboratory that performed the test for the Department. The original laboratory shall be responsible for the transfer of the portion of the specimen to be retested and for the integrity of the chain of custody during such transfer.
7. Quantitation for a retest is not subject to a specific cutoff level requirement but must provide data sufficient to confirm the presence of the drug or metabolite. Because some analytes may deteriorate or are lost during storage, detected levels of the drug below the detection limits established by this policy, but equal or greater than the established sensitivity of the assay must, as technically appropriate, be reported and considered corroborative of the original positive results.
8. An original copy of the results of the retest conducted by the employee's chosen laboratory shall be delivered to the Drug Test Unit within ten (10) calendar days from the date the specimen was delivered to the employee's selected laboratory by the Department laboratory.
9. If the HHS certified laboratory selected by the employee disputes the positive finding(s) of the laboratory utilized by the Department within the time allotted, using the same testing procedures used by the original laboratory, then no further action shall be taken against the employee. If the retest result is negative the Department shall reimburse the employee for the expenses. incurred for the retest, such reimbursement shall be limited to the current cost to the Department for GC/MS confirmation testing.

10. If the laboratory selected by the employee fails to dispute the positive finding(s) within the allotted time, or if the employee fails or refuses to elect the confirmatory testing procedure within the time or in the manner prescribed herein, the Drug Testing Unit will proceed with the preliminary investigation previously initiated as a result of the initial confirmation finding of the original laboratory.
- B. Upon receipt of notification of a positive test result, the Administrator or designee of the Drug Testing Unit shall:
1. Notify the Department Head or the Commander of Internal Affairs to instruct the employee to furnish documentation relating to the use of any legally prescribed drugs (e.g., patient maintenance report and/or prescribing physician's statement, etc.).
  2. When necessary, initiate a preliminary investigation to determine the validity of the employee's statement and evidence provided in support of a claim that they are presently taking prescribed drugs.
    - a. If the preliminary investigation reveals that the drugs have been legally prescribed and are being consumed at a therapeutic level in accordance with prescription directions, no further action shall be taken.
    - b. In all other instance, the Department Head or the Commander of the Internal Investigation Section shall be notified when the confirmed test results indicate positive evidence of drug usage by the employee. No action shall be taken as the result of a positive test result solely on the basis of an initial screening test procedure.

## XII SEARCHES FOR ILLEGAL DRUGS

In the course of investigations related to this policy, investigative personnel may conduct searches of Department-owned property including, but not limited to lockers, desks, briefcases, toolboxes, offices, vehicles, etc. Searches of Department owned property may occur on or off Department premises.

In the course of an investigation under this policy where reasonable grounds exist either by testing positive for substances provided for in this policy or by being arrested for a violation of the Illinois Controlled Substance Act or the Cannabis Control Act. Searches of employee owned property may only occur on Department premises or in Department owned, vehicles. By accepting employment with, or performing services for the Department, all employees are deemed to have consented to such searches and no further consent shall be necessary.

### XIII EMPLOYEE ASSISTANCE PROGRAM

The Department fully supports the Employee Assistance Program (EAP) and encourages employees who are using illegal or unauthorized drugs or controlled substances to seek the confidential services of the Program. The EAP plays an important role by providing employees an opportunity to eliminate the use of illegal drugs or controlled substances. Referrals can be made to appropriate treatment and rehabilitative facilities who shall follow-up with individuals during their rehabilitation period to track their progress and encourage successful completion of the program. Enrollment in, or current participation in, an EAP or other rehabilitation program will not excuse an employee from drug testing programs initiated by this policy and order; nor shall such participation preclude disciplinary action against an employee who tests positive for drug use during the course of any testing procedure required by this order.

### XIV CONFLICT RESOLUTION AND INCLUSION OF APPENDIX

- A. This policy supersedes and takes precedence over any existing orders or directives. Any conflict between this policy shall be resolved in favor of this policy.
- B. The appendix referred to or cited in the policy is part of this policy and shall have the same force and effect as any other part of the policy.

### XV DISCIPLINARY ACTION

Violations of this policy, substantiated by a confirmed positive drug test, will result in disciplinary action leading to the dismissal of a civilian employee.

### XVI SAVINGS CLAUSE

If any provision of this policy or any application thereof should be rendered or declared unlawful, invalid or unenforceable by virtue of any judicial action, or by any existing or subsequently enacted Federal or State legislation or any other competent authority, such legislation or finding shall not affect the enforceability of any other provisions of this policy which shall remain-in full force and effect.

THESE INSTRUCTIONS FOR DRUG TESTING  
ARE BASED ON THE MANDATORY GUIDELINES  
FOR FEDERAL WORKPLACE DRUG  
TESTING PROGRAMS (53 FR 11979, 11989) AND (58 FR 6062).  
AND ARE HEREWITH INCLUDED  
AS APPENDIX "A" OF THE "DRUG FREE WORKPLACE POLICY"  
FOR  
THE COOK COUNTY SHERIFF'S OFFICE

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## ARTICLE 100 - GENERAL

### 101 APPLICABILITY

- A. These mandatory guidelines apply to all drug testing procedures conducted by this Department.
- B. Only laboratories certified under the standards established by the U.S. Department of Health and Human Services (HHS) are authorized to perform urine drug testing for the Department.

### 102 DEFINITIONS

For the purposes of these Guidelines the following definitions are adopted:

- Administrator:** The person responsible for the supervision of the Drug Testing Unit and collection site operations.
- Aliquot:** A portion of a urine specimen used for testing purposes.
- Chain of Custody:** Procedures to account for the integrity of each urine specimen by tracking its handling and storage from the point of specimen collection to final disposition of the specimen. These procedures shall require that an approved chain of custody form be used from time of collection to receipt by the laboratory and that upon receipt by the laboratory an appropriate laboratory chain of custody form(s) account for the sample or sample aliquots within the laboratory. Chain of custody forms shall, at a minimum, include an entry documenting date and purpose of each time a specimen or aliquot is handled or transferred and identifying every individual in the chain of custody.
- Collection Site:** A place designated by the Department where individuals present themselves for the purpose of providing a specimen of their urine to be analyzed for the presence of drugs or their metabolites.
- Collection Site Person:** A person who instructs and assists individuals at a collection site, receives and makes initial examination of the urine specimen provided by those individuals. A collection site person shall have successfully completed training to carry out this function.
- Confirmatory Test:** A second analytical procedure to identify the presence of specific drugs, controlled substances or their respective metabolites that is independent of the initial

test and which uses a different technique and chemical principle from that of the initial test in order to ensure reliability and accuracy. (At this time, gas chromatography/mass spectrometry (GC/MS) is the only authorized confirmation method).

Initial Test: (also known as Screening Test): An immunoassay screen to eliminate "negative" urine samples for further testing or consideration.

Permanent Record Book: A permanently bound book in which identifying data on each specimen collected at a collection site are permanently recorded in the sequence of collection.

Reason to Believe: Reason to believe that a particular individual may alter or substitute the urine specimen.

### 103 FUTURE REVISIONS

In order to ensure the full reliability and accuracy of initial and confirmation drug tests, the accurate reporting of test results, and the integrity and efficacy of testing programs, the Department may make changes in these Guidelines to reflect improvements in the available science and technology. These changes will be discussed with the affected employees Union prior to implementation and will be published as adopted from time to time.

## ARTICLE 200 - SCIENTIFIC AND TECHNICAL REQUIREMENTS

### 201 THE DRUGS

- A. Department policy and directives define "drugs" and "controlled substances" as those substances and the respective metabolites, including but not limited to, cannabis as defined in 720, Illinois Compiled Statutes 550/3 and controlled substances. It does not include drugs used pursuant to a valid prescription or when used as otherwise authorized by law. While this definition encompasses many drugs, it is not feasible to test routinely for all of them. Department drug testing programs shall test for drugs as follows:
  - I. Random drug testing programs shall at a minimum test for marijuana and cocaine.
  - 2. Drug testing programs are also authorized to test for opiates, amphetamines, phencyclidine or any drug as defined in 201 (a) of these guidelines
- B. Urine specimens collected pursuant to the policies and directives of the Department shall be used only to test for those drugs included in these

Guidelines and may not be used to conduct any other analysis or test unless otherwise authorized by law.

- C. These Guidelines are not intended to limit additional categories of drugs in the drug testing of civilian employees.

## 202 SPECIMEN COLLECTION PROCEDURES

- A. **Designation of Collection Site:** The drug testing program shall have one or more designated collection sites which have all necessary personnel, materials, equipment, facilities, and supervision to provide for the collection, security, temporary storage, and shipping or transportation of urine specimens to a certified drug testing laboratory.
- B. **Security:** Procedures shall be provided for the designated collection site to be secure. If a collection site facility is dedicated solely to urine collection, it shall be secure at all times. If a facility cannot be dedicated solely to drug testing, the portion of the facility use for testing shall be secured during drug testing.
- C. **Chain of Custody:** Chain of custody standardized forms shall be properly executed by authorized collection site personnel upon receipt of specimens. Handling and transportation of urine specimens from one authorized individual or place to another shall always be accomplished through chain of custody procedures. Every effort shall be made to minimize the number of persons handling specimens.
- D. **Access to Authorized Personnel Only:** No unauthorized personnel shall be permitted in any part of the designated collection site when urine specimens are collected or stored. With the exception of personnel authorized to conduct inspections, all authorized visitors and maintenance and service personnel shall be escorted at all times. Documentation of individuals accessing these areas, dates, and time of entry and purpose of entry must be maintained.
- E. **Privacy:** Procedures for collecting urine specimens shall allow individual privacy unless there is reason to believe that a particular individual may alter or substitute the specimen to be provided.
- F. **Integrity and Identity of Specimen:** Collection site personnel shall take precautions to ensure that a urine specimen not be adulterated or diluted during the collection procedure and that information on the urine bottle and in the record book can identify the individual from whom the specimen was collected. The following minimum precautions shall be taken to ensure that unadulterated specimens are obtained and correctly identified:

1. To deter the dilution of specimens at the collection site, toilet bluing agents shall be placed in toilet tanks wherever possible so the reservoir of water in the toilet bowl always remains blue. There shall be no other source of water (e.g., no shower or sink) in the enclosure where urination occurs.
2. When an individual arrives at the collection site, the collection site person shall request the individual to present photo identification. If the individual does not have proper photo identification, the collection site person shall contact the supervisor of the individual, the coordinator of the drug testing program, or any other official who can positively identify the individual. If the individual's identity cannot be established, the collection site person shall not proceed with the collection. Individuals may also be required to furnish fingerprints for recording and establishing positive identification.
3. If the individual fails to arrive at the assigned time, the collection site person shall contact the appropriate authority to obtain guidance on the action to be taken.
4. The collection site person shall ask the individual to remove any unnecessary outer garments such as a coat or jacket that might conceal items or substances that could be used to tamper with or adulterate the individual's urine specimen. The collection site person shall ensure that all personal belongings such as a purse or briefcase remain with the outer garments. The individual may retain their wallet.
5. The individual shall be instructed to wash and dry their hands prior to urination.
6. After washing hands, the individual shall remain in the presence of the collection site person and shall not have access to any water fountain, faucet, soap dispenser, cleaning agent or any other materials which could be used to adulterate the specimen.
7. The individual may provide their specimen in the privacy of a stall or otherwise partitioned area that allows for individual privacy.
8. The collection site person shall note any unusual behavior or appearance in the permanent record book.
9. In the exceptional event that a Department collection site is not accessible, and there is an immediate requirement for specimen collection (e.g., an accident investigation), a public rest room maybe used according to the following procedures: A collection site person of the same gender as the individual shall accompany the

individual into the public rest room which shall be made secure during the collection procedure. If possible, a toilet bluing agent shall be placed in the bowl and any accessible toilet tank. The collection site person shall remain in the rest room, but outside the stall until the specimen is collected. If no bluing agent is available to deter specimen dilution, the collection site person shall instruct the individual not to flush the toilet until the specimen is delivered to the collection site person. After the collection site person has possession of the specimen, the individual will be instructed to flush the toilet and to participate with the collection site person in completing the chain of custody procedures.

10. Upon receiving the specimen from the individual, the collection site person shall determine that it contains at least 60 milliliters of urine. If there is less than 60 milliliters of urine in the container, the specimen will be discarded and a notation regarding the insufficient amount of specimen collected will be documented on the affidavit form. The donor will be required to provide another specimen in the amount of 60 milliliters in a different specimen collection container. The individual may be given a reasonable amount of liquid to drink for this purpose (e.g., a glass of water). If the individual fails for any reason to provide 60 milliliters of urine, the collection site person shall contact the appropriate authority to obtain guidance on the action to be taken.
11. After the specimen has been provided and submitted to the collection site person, the individual shall be allowed to wash their hands.
12. Immediately after the specimen is collected, the collection site person shall measure the temperature of the specimen. The temperature measuring device used must accurately reflect the temperature of the specimen and not contaminate the specimen. The time from urination to temperature measurement is critical and in no case shall exceed four (4) minutes.
13. If the temperature of a specimen is outside the range of 32.5-37.7 degrees centigrade or 90.5-99.8 degrees Fahrenheit, and there is reason to believe that the individual may have altered or substituted the specimen, and another specimen shall be collected under the direct observation of a same gender collection site person and both specimens shall be forwarded to the laboratory for testing. An individual may volunteer to have their oral temperature taken to provide evidence to counter the reason to believe the individual may have altered or substituted the specimen caused by the specimen's temperature falling outside the prescribed range.

14. Immediately after the specimen is collected, the collection site person shall also inspect the specimen to determine its color and look for any signs of contaminants. Any unusual findings will be noted in the permanent record book.
15. All specimens suspected of being adulterated shall be forwarded to the laboratory for testing.
16. Whenever there is reason to believe that a particular individual may alter or substitute the specimen to be provided, a second specimen shall be obtained as soon as possible under the direct observation of a same gender collection site person.
17. Both the individual being tested and the collection site person shall keep the specimen in view at all times prior to its being sealed and labeled. If the specimen is transferred to a second bottle, the collection site person shall require the individual to observe the transfer of the specimen and the placement of the tamper proof seal over the bottle cap and down the sides of the bottle.
18. The collection site person and the individual shall be present at the same time during procedures outlined in paragraphs (f) (19) - (f) (22) of this section.
19. The collection site person shall place securely on the bottle an identification label, which contains the date, the individual's specimen number, and any other identifying information provided or required.
20. The individual shall initial the identification label on the specimen bottle for the purpose of certifying that it is the specimen collected from him or her.
21. The collection site person shall enter in the permanent record book all information identifying the specimen. The collection site person shall sign the permanent record book next to the identifying information.
22. The individual shall be required to read and sign a statement in the permanent record book certifying that the specimen identified as having been collected from him or her is in fact the specimen they provided.
23. A higher level supervisor shall review and concur in advance with any decision by a collection site person to obtain a specimen under

the direct observation of a same gender collection site person based on a reason to believe that the individual may alter or substitute the specimen to be provided.

24. The collection site person shall complete the chain of custody form.
  25. The wine specimen and chain of custody form are now ready for shipment or pickup. If the specimen is not immediately prepared for shipment, it shall be appropriately safeguarded during temporary storage.
  26. While any part of the above chain of custody is being performed, it is essential that the urine specimen and custody documents be under the control of the involved collection site person. If the involved collection site person leaves their workstation momentarily, the specimen and custody form shall be taken with him or her or be secured. After the collection site person returns to the workstation, the custody process will continue. If the collection site person is leaving for an extended period of time, the specimen shall be packaged for shipment before they leave the site.
- G. Collection Control: To the maximum extent possible, collection site personnel shall keep the individual's specimen within sight both before and after the individual has urinated. After the specimen is collected, it shall be properly sealed and labeled. An approved chain of custody form shall be used for maintaining control and accountability of each specimen from the point of collection to final disposition of the specimen. Every effort shall be made to minimize the number of persons handling specimens.
- H. Transportation to Laboratory: Collection site personnel shall arrange to ship the collected specimens to the drug testing laboratory. The specimens shall be placed in containers designed to minimize the possibility of damage during shipment, for example, specimen boxes or padded mailers; and those containers shall be securely sealed to eliminate the possibility of undetected tampering. On the tape sealing the container, the collection site person shall sign and enter the date specimens were sealed in the containers for shipment. The collection site personnel shall ensure that the chain of custody documentation is attached to each container sealed for shipment to the drug testing laboratory.

## 203 SHORT AND LONG TERM SPECIMEN STORAGE

- A. Short-Term Refrigerated Storage: Specimens shall be placed in secure refrigeration units. Temperatures shall not exceed six (6) degrees centigrade. Emergency power equipment shall be available in case of prolonged power failure.

- B. Long-Term Refrigerated Storage: Long-term frozen storage (-20 degrees centigrade or less) ensures that positive urine specimens will be available for any necessary retest during administrative or disciplinary proceedings. Unless otherwise authorized in writing by higher authority, collection sites and/or drug testing laboratories shall retain and place in properly secured long-term frozen storage for a minimum of one (1) year all specimens confirmed positive. Within this one (1) year period, the Department may request the laboratory to retain the specimen for an additional period of time, but if no such request is made, the laboratory may discard the specimen after the end of one (1) year period, except that the laboratory shall be required to maintain any specimens under legal challenge for an indefinite period of time.

204 TEST LEVELS

- A. Initial Test Level: The initial test shall use an immunoassay which meets the requirements of the Food and Drug Administration for commercial distribution. The following initial cutoff levels shall be used when screening specimens to determine whether they are negative for these drugs or classes of drugs.
- B. Confirmatory Test Levels: All specimens identified as positive on the initial test shall be confirmed using gas chromatography/mass spectrometry (GC/MS) techniques at the cutoff values listed in this section for each drug. All confirmations shall be by quantitative analysis. Concentrations which exceed the linear region of the standard curve shall be documented in the laboratory record as "greater than highest standard curve value."

	Initial test level (ng/ml)	Confirmatory test level (ng/ml)
Amphetamine	1000	500
Cocaine <sup>1</sup>	300	150
Benzo'diazepines	300	200
Methaqualone	300	200
THC (Cannabinoids) <sup>2</sup>	20	15
Barbiturates	300	200
Methadone	300	200
Phencyclidine (PCP)	300	200
Opiates <sup>3</sup>	25	25
Propoxyphene	2000	2000
	300	200
<sup>1</sup> Benzoyllecgonine		

<sup>2</sup>Delta-9-tetrahydrocannabinol-9-carboxylic acid

<sup>3</sup>25ng/ml if immunoassay specific for free morphine

- C. Test Level Revisions: The test levels listed in this section are subject to change by the Department as advances in technology or other considerations warrant identification of these substances at other concentrations. Any changes in these test levels will be published in a timely fashion.

205 REPORTING TEST RESULTS

- A. The laboratory shall report test results to the Administrator or designee of the Drug Testing Unit within an average of five (5) working days after the receipt of the specimen by the laboratory. Before any test result is reported (the results of initial tests, confirmatory tests, or quality control data), it shall be reviewed, and the test certified as an accurate report by the responsible individual. The report shall identify the drugs/metabolites tested for, whether positive or negative, and the cut off for each, the specimen number assigned by the Department, and the drug testing laboratory specimen identification number. The results (positive and negative) for all specimens submitted at the same time to the laboratory shall be reported back to the Administrator or designee at the same time.
- B. The testing laboratory shall report as negative all specimens which are negative on the initial test or negative on the confirmatory test. Only specimens confirmed positive shall be reported positive for a specific drug.
- C. The Administrator or designee may request from the laboratory and the laboratory shall provide quantitation of test results.
- D. The laboratory may transmit results to the Administrator or designee by various electronic means (e.g., computer, teleprinters, or facsimile) in a manner designed to ensure confidentiality of the information. Results may not be provided verbally by telephone. The laboratory must ensure the security of the data transmission and limit access to any data transmission, storage, and retrieval systems.
- E. The laboratory shall send only to the Administrator or designee a final drug test report with the name of the individual responsible for attesting to the validity of the test result.
- F. Unless otherwise directed by the Department or the Administrator in writing, all records pertaining to a given urine specimen shall be retained by the drug testing laboratory for a minimum of two (2) years.
- G. The drug testing laboratory shall never be furnished with the name of the individual to whom a particular drug specimen is associated with. The only exception to this rule will be in those cases in which the individual is the subject of a hearing for disciplinary action as a result of a confirmed positive drug test which will require the testimony of laboratory personnel.

The confidentiality provision of the Department's policy and current written directives will take precedence over this section of the guidelines.

## APPENDIX F

### Amendment to Drug Testing Policy Civilian

#### Drug Testing Review Board Procedure

Effective 1/19/2016

#### 1. PURPOSE AND SCOPE

This procedure provided guidelines for the review of a petition for reconsideration, filed by a Cook County Sheriff Office civilian member who has violated the Sheriff's office Drug- Free Work Place Policy.

This procedure is only applicable to civilian members of the Sheriff's Office.

This procedure shall not be followed if the civilian member violated the Drug-Free Workplace Policy while on-duty, on property belonging to the Sheriff's Office or Cook County, or while operating Sheriff's Office equipment.

Any civilian member who had been terminated within the 24 months prior to the first issuance of this procedure (15 January 2016) may submit a petition for reinstatement, if applicable under this procedure; that petition must be filed by 15 March 2016. As its sole discretion, the Drug Testing Review Board may accept and consider additional petitions outside these time limits.

#### 2. POLICY

All civilian members are subject to drug testing, whether mandatory, random or based on reasonable suspicion, as outlined in the Sheriff's Office Drug-Free Workplace Policy.

A civilian member who violates the Drug-Free Workplace Policy and has been terminated as a result may be granted a one-time-only exemption by the Drug Testing Review Board (the Board) after filing a petition for reconsideration. A written petition shall be filed with the Board within five calendar days after the exit interview was signed by the Department of Human Resources; however, filing the petition does not guarantee conditional reinstatement.

#### 3. DEFINITIONS

Definitions related to this policy include

Misuse of drugs - In addition to illicit drug use as described in the Drug-Free Workplace Policy, the abuse or unlawful use of over the counter (OTC) and prescription drugs is prohibited as misuse. This includes prescription drugs, whether or not they were prescribed to the member. OTC drugs are misused when taken contrary to the directions

on the packaging. Prescribed drugs are misused when taken contrary to the prescriber's instructions.

#### 4. DRUG TESTING REVIEW BOARD

The Board comprises the Chief legal Officer, the Chief of Information and Administration and the respective department head or the authorized designee. The Board shall have sole discretion to grant or deny a petition for reconsideration. The Board shall notify the affected member in writing of its decisions, whether for a petition or in regards to final termination for violation of this procedure.

#### 5. CONDITIONS OF REINSTATEMENT

If the Board grants the affected member's petition, the member shall be reinstated with the Sheriff's Office, after passing a drug screening test and agreeing in writing to a Last Chance Agreement that is prepared by the Sheriff's Office Legal Department. Human Resources will monitor compliance of the Last Chance Agreement in collaboration with the respective department lead. The Last Chance Agreement should include, but is not limited to, all of the following conditions listed below. The member shall:

- a) Admit to misusing drugs and take full responsibility for their actions leading up to the violation that caused the member's initial termination; and
- b). Cease the use of illegal drugs, the misuse of prescription or OTC drugs, or any combination thereof; and
- b) Receive a minimum suspension of 29 days.
- c) Submit to and bear the expense of at least 12 random drug test over a 24 month period for the date of conditional reinstatement; and
  - a. Any subsequent failure to pass a drug screening test will result in the member's immediate termination.
- d) Participate in an authorized employee assistance program and successfully complete all recommended services/programs, as required by the provider; and
  - a. Provide medical documentation from their physician to ensure that any prescribed medication will not interfere with the member's work duties. Continually provide updated documentation for any prescription changes throughout the duration of the Last Chance Agreement.
- e) Comply with all return to work procedures; and

- f) Not seek to recover lost wages, seniority, service time or other benefits for the period between termination and reinstatement. This applies regardless of any delay (for any reason) by the Sheriff's Office or the Board.

Failure to fully comply with all of the conditions set forth in the Last Chance Agreement will result in the immediate termination of the affected civilian member.

Memorandum of Agreement  
Between SEIU Local 73 (the "Union")  
And  
The Cook County Sheriff's Office ("CCSO")  
And The County of Cook (the "County")  
(as Joint Employers)  
Re:Lateral Transfer Requests

The Union, CCSO and the County agree to incorporate the following by reference into the collective bargaining agreement which modifies Article \_\_\_\_\_ Section \_\_\_\_\_ for the purposes of implementing the new process to fill vacant positions through lateral transfers:

Employees shall make requests for lateral transfers for calendar year 2021 in the period beginning the day after the parties reach a tentative agreement on a new collective bargaining agreement until thirty (30) calendar days after ratification.

This Memorandum of Agreement will expire at 11:59 p.m. on December 31, 2021.

FOR THE UNION: FOR CCSO

**SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	<u>5th Step</u>	<u>6th Step</u>	<u>7th Step</u>	<u>8th Step</u>	<u>9th Step</u>	After 1	After 1	After 1
											Year at 1st Longevity Rate & 10 Years Service	Year at 2nd Longevity Rate & 15 Years Service	Year at 3rd Longevity Rate & 20 Years Service
9	Hourly	18.835	19.691	20.650	21.646	22.644	23.723	24.397	24.641	25.874			
	Bi-Weekly	1,506.81	1,575.28	1,651.97	1,731.69	1,811.50	1,897.84	1,951.74	1,971.32	2,069.88			
	Annual	39,177	40,957	42,951	45,023	47,099	49,343	50,745	51,254	53,816			
10	Hourly	20.176	21.118	22.112	23.182	24.295	25.432	25.916	26.190	27.499			
	Bi-Weekly	1,614.05	1,689.42	1,768.95	1,854.53	1,943.61	2,034.58	2,073.26	2,095.20	2,199.96			
	Annual	41,965	43,924	45,992	48,217	50,533	52,899	53,904	54,475	57,198			
11	Hourly	21.646	22.644	23.723	24.829	26.056	27.376	27.925	28.182	29.591			
	Bi-Weekly	1,731.69	1,811.50	1,897.84	1,986.35	2,084.51	2,190.05	2,234.02	2,254.54	2,367.27			
	Annual	45,023	47,099	49,343	51,645	54,197	56,941	58,084	58,618	61,548			
12	Hourly	23.182	24.295	25.432	26.658	28.028	29.326	29.899	30.198	31.708			
	Bi-Weekly	1,854.53	1,943.61	2,034.58	2,132.65	2,242.25	2,346.08	2,391.94	2,415.87	2,536.66			
	Annual	48,217	50,533	52,899	55,448	58,298	60,998	62,190	62,812	65,953			
13	Hourly	24.829	26.056	27.376	28.698	29.999	31.500	32.128	32.435	34.057			
	Bi-Weekly	1,986.35	2,084.51	2,190.05	2,295.87	2,399.89	2,519.99	2,570.20	2,594.79	2,724.53			
	Annual	51,645	54,197	56,941	59,692	62,397	65,519	66,825	67,464	70,837			
14	Hourly	26.658	28.028	29.326	30.806	32.265	33.798	34.494	34.838	36.580			
	Bi-Weekly	2,132.65	2,242.25	2,346.08	2,464.48	2,581.17	2,703.82	2,759.52	2,787.04	2,926.39			
	Annual	55,448	58,298	60,998	64,076	67,110	70,299	71,747	72,463	76,086			
15	Hourly	28.698	29.999	31.500	33.059	34.720	36.355	37.087	37.466	39.339			
	Bi-Weekly	2,295.87	2,399.89	2,519.99	2,644.72	2,777.58	2,908.37	2,967.00	2,997.26	3,147.12			
	Annual	59,692	62,397	65,519	68,762	72,217	75,617	77,141	77,928	81,825			
16	Hourly	30.806	32.265	33.798	35.412	37.122	38.842	39.643	40.027	42.029			
	Bi-Weekly	2,464.48	2,581.17	2,703.82	2,833.00	2,969.74	3,107.33	3,171.45	3,202.18	3,362.29			
	Annual	64,076	67,110	70,299	73,657	77,213	80,790	82,457	83,256	87,419			
17	Hourly	33.059	34.720	36.355	38.046	39.926	41.901	42.720	43.129	45.285			
	Bi-Weekly	2,644.72	2,777.58	2,908.37	3,043.69	3,194.05	3,352.07	3,417.60	3,450.32	3,622.84			
	Annual	68,762	72,217	75,617	79,135	83,045	87,153	88,857	89,708	94,193			
18	Hourly	35.412	37.122	38.842	40.773	42.654	44.759	45.675	46.108	48.413			
	Bi-Weekly	2,833.00	2,969.74	3,107.33	3,261.85	3,412.31	3,580.73	3,654.02	3,688.63	3,873.06			
	Annual	73,657	77,213	80,790	84,808	88,720	93,098	95,004	95,904	100,699			
19	Hourly	38.842	40.773	42.654	44.759	46.875	49.122	49.868	50.355	52.873			
	Bi-Weekly	3,107.33	3,261.85	3,412.31	3,580.73	3,750.00	3,929.77	3,989.44	4,028.40	4,229.82			
	Annual	80,790	84,808	88,720	93,098	97,500	102,174	103,725	104,738	109,975			
20	Hourly	42.654	44.759	46.875	49.122	51.440	53.951	54.743	55.274	58.037			
	Bi-Weekly	3,412.31	3,580.73	3,750.00	3,929.77	4,115.21	4,316.07	4,379.43	4,421.89	4,642.99			
	Annual	88,720	93,098	97,500	102,174	106,995	112,217	113,865	114,969	120,717			
21	Hourly	46.875	49.122	51.440	53.951	56.511	59.262	60.140	60.740	63.777			
	Bi-Weekly	3,750.00	3,929.77	4,115.21	4,316.07	4,520.90	4,740.96	4,811.22	4,859.16	5,102.12			
	Annual	97,500	102,174	106,995	112,217	117,543	123,264	125,091	126,338	132,655			
22	Hourly	51.440	53.951	56.511	59.262	62.015	65.002	65.958	66.613	69.944			
	Bi-Weekly	4,115.21	4,316.07	4,520.90	4,740.96	4,961.20	5,200.17	5,276.67	5,329.06	5,595.51			
	Annual	106,995	112,217	117,543	123,264	128,991	135,204	137,193	138,555	145,483			
23	Hourly	53.951	56.511	59.262	62.015	65.002	68.239	69.249	69.938	73.435			
	Bi-Weekly	4,316.07	4,520.90	4,740.96	4,961.20	5,200.17	5,459.09	5,539.94	5,595.07	5,874.83			
	Annual	112,217	117,543	123,264	128,991	135,204	141,936	144,038	145,471	152,745			

Effective June 1, 2024

**SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	<u>5th Step</u>	<u>6th Step</u>	<u>7th Step</u>	<u>8th Step</u>	<u>9th Step</u>										After 1	After 1	After 1		
																				Year at 1st Longevity Rate & 10 Years Service	Year at 2nd Longevity Rate & 15 Years Service	Year at 3rd Longevity Rate & 20 Years Service		
9	Hourly	17,938	18,753	19,666	20,615	21,565	22,593	23,235	23,468	24,641														
	Bi-Weekly	1,435.06	1,500.26	1,573.30	1,649.23	1,725.24	1,807.47	1,858.80	1,877.44	1,971.32														
	Annual	37,311	39,006	40,905	42,879	44,856	46,994	48,328	48,813	51,254														
10	Hourly	19,215	20,112	21,059	22,078	23,138	24,221	24,682	24,943	26,190														
	Bi-Weekly	1,537.19	1,608.97	1,684.71	1,766.22	1,851.06	1,937.70	1,974.53	1,995.43	2,095.20														
	Annual	39,966	41,833	43,802	45,921	48,127	50,380	51,337	51,881	54,475														
11	Hourly	20,615	21,565	22,593	23,647	24,816	26,072	26,595	26,840	28,182														
	Bi-Weekly	1,649.23	1,725.24	1,807.47	1,891.76	1,985.25	2,085.76	2,127.64	2,147.18	2,254.54														
	Annual	42,879	44,856	46,994	49,185	51,616	54,229	55,318	55,826	58,618														
12	Hourly	22,078	23,138	24,221	25,389	26,693	27,930	28,476	28,760	30,198														
	Bi-Weekly	1,766.22	1,851.06	1,937.70	2,031.09	2,135.47	2,234.36	2,278.04	2,300.83	2,415.87														
	Annual	45,921	48,127	50,380	52,808	55,522	58,093	59,229	59,821	62,812														
13	Hourly	23,647	24,816	26,072	27,332	28,570	30,000	30,598	30,890	32,435														
	Bi-Weekly	1,891.76	1,985.25	2,085.76	2,186.54	2,285.61	2,399.99	2,447.81	2,471.23	2,594.79														
	Annual	49,185	51,616	54,229	56,850	59,425	62,399	63,643	64,251	67,464														
14	Hourly	25,389	26,693	27,930	29,339	30,728	32,188	32,851	33,179	34,838														
	Bi-Weekly	2,031.09	2,135.47	2,234.36	2,347.12	2,458.26	2,575.07	2,628.12	2,654.32	2,787.04														
	Annual	52,808	55,522	58,093	61,025	63,914	66,951	68,331	69,012	72,463														
15	Hourly	27,332	28,570	30,000	31,485	33,066	34,623	35,321	35,682	37,466														
	Bi-Weekly	2,186.54	2,285.61	2,399.99	2,518.78	2,645.32	2,769.87	2,825.71	2,854.53	2,997.26														
	Annual	56,850	59,425	62,399	65,488	68,778	72,016	73,468	74,217	77,928														
16	Hourly	29,339	30,728	32,188	33,726	35,354	36,992	37,755	38,121	40,027														
	Bi-Weekly	2,347.12	2,458.26	2,575.07	2,698.09	2,828.32	2,959.37	3,020.43	3,049.70	3,202.18														
	Annual	61,025	63,914	66,951	70,150	73,536	76,943	78,531	79,292	83,256														
17	Hourly	31,485	33,066	34,623	36,234	38,024	39,906	40,686	41,075	43,129														
	Bi-Weekly	2,518.78	2,645.32	2,769.87	2,898.75	3,041.95	3,192.45	3,254.86	3,286.02	3,450.32														
	Annual	65,488	68,778	72,016	75,367	79,090	83,003	84,628	85,436	89,708														
18	Hourly	33,726	35,354	36,992	38,832	40,623	42,628	43,500	43,912	46,108														
	Bi-Weekly	2,698.09	2,828.32	2,959.37	3,106.53	3,249.82	3,410.22	3,480.02	3,512.98	3,688.63														
	Annual	70,150	73,536	76,943	80,769	84,495	88,665	90,480	91,337	95,904														
19	Hourly	36,992	38,832	40,623	42,628	44,643	46,783	47,493	47,957	50,355														
	Bi-Weekly	2,959.37	3,106.53	3,249.82	3,410.22	3,571.43	3,742.64	3,799.47	3,836.57	4,028.40														
	Annual	76,943	80,769	84,495	88,665	92,857	97,308	98,786	99,750	104,738														
20	Hourly	40,623	42,628	44,643	46,783	48,991	51,382	52,136	52,642	55,274														
	Bi-Weekly	3,249.82	3,410.22	3,571.43	3,742.64	3,919.25	4,110.55	4,170.89	4,211.33	4,421.89														
	Annual	84,495	88,665	92,857	97,308	101,900	106,874	108,443	109,494	114,969														
21	Hourly	44,643	46,783	48,991	51,382	53,820	56,440	57,276	57,847	60,740														
	Bi-Weekly	3,571.43	3,742.64	3,919.25	4,110.55	4,305.62	4,515.20	4,582.11	4,627.77	4,859.16														
	Annual	92,857	97,308	101,900	106,874	111,946	117,395	119,134	120,322	126,338														
22	Hourly	48,991	51,382	53,820	56,440	59,062	61,907	62,818	63,441	66,613														
	Bi-Weekly	3,919.25	4,110.55	4,305.62	4,515.20	4,724.95	4,952.54	5,025.40	5,075.30	5,329.06														
	Annual	101,900	106,874	111,946	117,395	122,848	128,766	130,660	131,957	138,555														
23	Hourly	51,382	53,820	56,440	59,062	61,907	64,989	65,952	66,608	69,938														
	Bi-Weekly	4,110.55	4,305.62	4,515.20	4,724.95	4,952.54	5,199.13	5,276.13	5,328.64	5,595.07														
	Annual	106,874	111,946	117,395	122,848	128,766	135,177	137,179	138,544	145,471														

Effective June 1, 2023

SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73

Grade		1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	8th Step	9th Step		After 2	After 1	After 1	After 1	
												Years At	Year at 1st	Year at 2nd	Year at 3rd	
												5th Step	Longevity	Longevity	Longevity	
													Rate & 10	Rate & 15	Rate & 20	
													Years	Years	Years	
													Service	Service	Service	
9	Hourly	17,586	18,386	19,281	20,211	21,143	22,150	22,779	23,008	24,158						
	Bi-Weekly	1,406.92	1,470.85	1,542.45	1,616.89	1,691.41	1,772.02	1,822.35	1,840.63	1,932.66						
	Annual	36,579	38,241	40,103	42,039	43,976	46,072	47,381	47,856	50,249						
10	Hourly	18,838	19,718	20,646	21,645	22,685	23,746	24,198	24,454	25,676						
	Bi-Weekly	1,507.05	1,577.42	1,651.68	1,731.59	1,814.76	1,899.70	1,935.82	1,956.30	2,054.12						
	Annual	39,183	41,012	42,943	45,021	47,183	49,392	50,331	50,863	53,406						
11	Hourly	20,211	21,143	22,150	23,183	24,329	25,561	26,074	26,313	27,629						
	Bi-Weekly	1,616.89	1,691.41	1,772.02	1,854.67	1,946.32	2,044.86	2,085.92	2,105.08	2,210.33						
	Annual	42,039	43,976	46,072	48,221	50,604	53,166	54,233	54,732	57,468						
12	Hourly	21,645	22,685	23,746	24,891	26,170	27,382	27,917	28,196	29,606						
	Bi-Weekly	1,731.59	1,814.76	1,899.70	1,991.27	2,093.60	2,190.55	2,233.37	2,255.71	2,368.50						
	Annual	45,021	47,183	49,392	51,772	54,433	56,954	58,067	58,648	61,580						
13	Hourly	23,183	24,329	25,561	26,796	28,010	29,412	29,998	30,285	31,799						
	Bi-Weekly	1,854.67	1,946.32	2,044.86	2,143.67	2,240.79	2,352.93	2,399.81	2,422.77	2,543.91						
	Annual	48,221	50,604	53,166	55,735	58,260	61,176	62,395	62,992	66,141						
14	Hourly	24,891	26,170	27,382	28,764	30,126	31,557	32,207	32,528	34,155						
	Bi-Weekly	1,991.27	2,093.60	2,190.55	2,301.10	2,410.06	2,524.58	2,576.58	2,602.28	2,732.39						
	Annual	51,772	54,433	56,954	59,828	62,661	65,639	66,991	67,659	71,042						
15	Hourly	26,796	28,010	29,412	30,867	32,418	33,945	34,629	34,982	36,731						
	Bi-Weekly	2,143.67	2,240.79	2,352.93	2,469.39	2,593.45	2,715.56	2,770.31	2,798.56	2,938.49						
	Annual	55,735	58,260	61,176	64,204	67,429	70,604	72,027	72,762	76,400						
16	Hourly	28,764	30,126	31,557	33,065	34,661	36,267	37,015	37,374	39,242						
	Bi-Weekly	2,301.10	2,410.06	2,524.58	2,645.19	2,772.87	2,901.34	2,961.20	2,989.90	3,139.40						
	Annual	59,828	62,661	65,639	68,774	72,094	75,434	76,991	77,737	81,624						
17	Hourly	30,867	32,418	33,945	35,524	37,279	39,123	39,888	40,270	42,283						
	Bi-Weekly	2,469.39	2,593.45	2,715.56	2,841.92	2,982.31	3,129.85	3,191.04	3,221.59	3,382.67						
	Annual	64,204	67,429	70,604	73,889	77,539	81,376	82,967	83,761	87,949						
18	Hourly	33,065	34,661	36,267	38,070	39,826	41,792	42,647	43,051	45,204						
	Bi-Weekly	2,645.19	2,772.87	2,901.34	3,045.62	3,186.10	3,343.35	3,411.78	3,444.10	3,616.30						
	Annual	68,774	72,094	75,434	79,186	82,838	86,927	88,706	89,546	94,023						
19	Hourly	36,267	38,070	39,826	41,792	43,768	45,866	46,562	47,017	49,368						
	Bi-Weekly	2,901.34	3,045.62	3,186.10	3,343.35	3,501.40	3,669.25	3,724.97	3,761.35	3,949.42						
	Annual	75,434	79,186	82,838	86,927	91,036	95,400	96,849	97,795	102,684						
20	Hourly	39,826	41,792	43,768	45,866	48,030	50,374	51,114	51,609	54,190						
	Bi-Weekly	3,186.10	3,343.35	3,501.40	3,669.25	3,842.40	4,029.95	4,089.11	4,128.75	4,335.19						
	Annual	82,838	86,927	91,036	95,400	99,902	104,778	106,316	107,347	112,714						
21	Hourly	43,768	45,866	48,030	50,374	52,765	55,333	56,153	56,713	59,549						
	Bi-Weekly	3,501.40	3,669.25	3,842.40	4,029.95	4,221.20	4,426.66	4,492.27	4,537.03	4,763.89						
	Annual	91,036	95,400	99,902	104,778	109,751	115,093	116,798	117,962	123,861						
22	Hourly	48,030	50,374	52,765	55,333	57,904	60,693	61,586	62,197	65,307						
	Bi-Weekly	3,842.40	4,029.95	4,221.20	4,426.66	4,632.31	4,855.43	4,926.86	4,975.78	5,224.57						
	Annual	99,902	104,778	109,751	115,093	120,439	126,241	128,098	129,370	135,838						
23	Hourly	50,374	52,765	55,333	57,904	60,693	63,715	64,659	65,302	68,567						
	Bi-Weekly	4,029.95	4,221.20	4,426.66	4,632.31	4,855.43	5,097.19	5,172.68	5,224.16	5,485.37						
	Annual	104,778	109,751	115,093	120,439	126,241	132,526	134,489	135,828	142,619						

Effective June 1, 2022

**SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73**

Grade	1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	8th Step	9th Step	After 2	After 1	After 1	After 1	
										Years At 5th Step	Year at 1st Longevity Rate & 10 Years Service	Year at 2nd Longevity Rate & 15 Years Service	Year at 3rd Longevity Rate & 20 Years Service	
9	Hourly	17.158	17.937	18.810	19.718	20.627	21.610	22.224	22.447	23.569				
	Bi-Weekly	1,372.60	1,434.97	1,504.83	1,577.45	1,650.16	1,728.80	1,777.91	1,795.74	1,885.52				
	Annual	35,687	37,309	39,125	41,013	42,904	44,948	46,225	46,689	49,023				
10	Hourly	18.379	19.237	20.142	21.117	22.131	23.167	23.608	23.857	25.050				
	Bi-Weekly	1,470.29	1,538.95	1,611.39	1,689.35	1,770.50	1,853.37	1,888.60	1,908.59	2,004.01				
	Annual	38,227	40,012	41,896	43,923	46,032	48,187	49,103	49,623	52,104				
11	Hourly	19.718	20.627	21.610	22.618	23.736	24.937	25.438	25.672	26.955				
	Bi-Weekly	1,577.45	1,650.16	1,728.80	1,809.43	1,898.85	1,994.99	2,035.04	2,053.74	2,156.42				
	Annual	41,013	42,904	44,948	47,045	49,370	51,869	52,911	53,397	56,067				
12	Hourly	21.117	22.131	23.167	24.284	25.532	26.714	27.236	27.509	28.884				
	Bi-Weekly	1,689.35	1,770.50	1,853.37	1,942.70	2,042.54	2,137.12	2,178.90	2,200.70	2,310.73				
	Annual	43,923	46,032	48,187	50,510	53,105	55,565	56,651	57,218	60,079				
13	Hourly	22.618	23.736	24.937	26.142	27.327	28.694	29.266	29.546	31.023				
	Bi-Weekly	1,809.43	1,898.85	1,994.99	2,091.38	2,186.14	2,295.54	2,341.28	2,363.68	2,481.86				
	Annual	47,045	49,370	51,869	54,375	56,839	59,684	60,873	61,455	64,528				
14	Hourly	24.284	25.532	26.714	28.062	29.391	30.788	31.422	31.735	33.322				
	Bi-Weekly	1,942.70	2,042.54	2,137.12	2,244.97	2,351.27	2,463.00	2,513.74	2,538.81	2,665.75				
	Annual	50,510	53,105	55,565	58,369	61,133	64,038	65,357	66,009	69,309				
15	Hourly	26.142	27.327	28.694	30.115	31.627	33.117	33.784	34.129	35.835				
	Bi-Weekly	2,091.38	2,186.14	2,295.54	2,409.16	2,530.19	2,649.33	2,702.74	2,730.30	2,866.82				
	Annual	54,375	56,839	59,684	62,638	65,785	68,882	70,271	70,987	74,537				
16	Hourly	28.062	29.391	30.788	32.258	33.815	35.382	36.112	36.462	38.285				
	Bi-Weekly	2,244.97	2,351.27	2,463.00	2,580.67	2,705.24	2,830.57	2,888.98	2,916.98	3,062.82				
	Annual	58,369	61,133	64,038	67,097	70,336	73,594	75,113	75,841	79,633				
17	Hourly	30.115	31.627	33.117	34.658	36.370	38.169	38.915	39.288	41.252				
	Bi-Weekly	2,409.16	2,530.19	2,649.33	2,772.60	2,909.57	3,053.51	3,113.21	3,143.02	3,300.17				
	Annual	62,638	65,785	68,882	72,087	75,648	79,391	80,943	81,718	85,804				
18	Hourly	32.258	33.815	35.382	37.142	38.855	40.773	41.607	42.001	44.101				
	Bi-Weekly	2,580.67	2,705.24	2,830.57	2,971.33	3,108.39	3,261.81	3,328.57	3,360.10	3,528.10				
	Annual	67,097	70,336	73,594	77,254	80,818	84,806	86,542	87,362	91,730				
19	Hourly	35.382	37.142	38.855	40.773	42.700	44.747	45.426	45.870	48.164				
	Bi-Weekly	2,830.57	2,971.33	3,108.39	3,261.81	3,416.00	3,579.76	3,634.12	3,669.61	3,853.09				
	Annual	73,594	77,254	80,818	84,806	88,816	93,073	94,487	95,409	100,180				
20	Hourly	38.855	40.773	42.700	44.747	46.859	49.146	49.867	50.351	52.868				
	Bi-Weekly	3,108.39	3,261.81	3,416.00	3,579.76	3,748.69	3,931.65	3,989.37	4,028.05	4,229.45				
	Annual	80,818	84,806	88,816	93,073	97,465	102,223	103,723	104,729	109,965				
21	Hourly	42.700	44.747	46.859	49.146	51.478	53.984	54.784	55.330	58.096				
	Bi-Weekly	3,416.00	3,579.76	3,748.69	3,931.65	4,118.24	4,318.70	4,382.70	4,426.37	4,647.69				
	Annual	88,816	93,073	97,465	102,223	107,074	112,286	113,950	115,085	120,840				
22	Hourly	46.859	49.146	51.478	53.984	56.492	59.213	60.084	60.680	63.714				
	Bi-Weekly	3,748.69	3,931.65	4,118.24	4,318.70	4,519.32	4,737.01	4,806.70	4,854.42	5,097.14				
	Annual	97,465	102,223	107,074	112,286	117,502	123,162	124,974	126,214	132,525				
23	Hourly	49.146	51.478	53.984	56.492	59.213	62.161	63.081	63.709	66.895				
	Bi-Weekly	3,931.65	4,118.24	4,318.70	4,519.32	4,737.01	4,972.87	5,046.52	5,096.74	5,351.58				
	Annual	102,223	107,074	112,286	117,502	123,162	129,294	131,209	132,515	139,140				

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Grade		1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	8th Step	9th Step		After 2	After 1	After 1	After 1	
												Years At	Year at 1st	Year at 2nd	Year at 3rd	
												5th Step	Longevity	Longevity	Longevity	
													Rate & 10	Rate & 15	Rate & 20	
													Years	Years	Years	
													Service	Service	Service	
9	Hourly	16,739	17,500	18,352	19,237	20,124	21,083	21,682	21,899	22,994						
	Bi-Weekly	1,293.84	1,352.63	1,418.48	1,486.93	1,555.47	1,629.60	1,675.89	1,692.70	1,777.33						
	Annual	33,639	35,168	36,860	38,660	40,442	42,369	43,573	44,010	46,210						
10	Hourly	17,930	18,768	19,651	20,602	21,591	22,602	23,032	23,275	24,439						
	Bi-Weekly	1,385.92	1,450.64	1,518.93	1,592.41	1,668.90	1,747.02	1,780.23	1,799.07	1,889.02						
	Annual	36,033	37,716	39,492	41,402	43,391	45,422	46,285	46,775	49,114						
11	Hourly	19,237	20,124	21,083	22,066	23,157	24,329	24,818	25,046	26,298						
	Bi-Weekly	1,486.93	1,555.47	1,629.60	1,705.61	1,789.89	1,880.51	1,918.27	1,935.89	2,032.68						
	Annual	38,660	40,442	42,369	44,345	46,537	48,893	49,874	50,333	52,849						
12	Hourly	20,602	21,591	22,602	23,691	24,909	26,062	26,572	26,838	28,180						
	Bi-Weekly	1,592.41	1,668.90	1,747.02	1,831.22	1,925.33	2,014.49	2,053.87	2,074.42	2,178.14						
	Annual	41,402	43,391	45,422	47,611	50,058	52,376	53,400	53,934	56,631						
13	Hourly	22,066	23,157	24,329	25,505	26,660	27,994	28,552	28,825	30,267						
	Bi-Weekly	1,705.61	1,789.89	1,880.51	1,971.37	2,060.69	2,163.82	2,206.93	2,228.05	2,339.45						
	Annual	44,345	46,537	48,893	51,255	53,578	56,259	57,380	57,929	60,825						
14	Hourly	23,691	24,909	26,062	27,378	28,674	30,037	30,655	30,961	32,509						
	Bi-Weekly	1,831.22	1,925.33	2,014.49	2,116.15	2,216.35	2,321.67	2,369.50	2,393.13	2,512.78						
	Annual	47,611	50,058	52,376	55,019	57,625	60,363	61,606	62,221	65,332						
15	Hourly	25,505	26,660	27,994	29,380	30,856	32,309	32,960	33,296	34,961						
	Bi-Weekly	1,971.37	2,060.69	2,163.82	2,270.92	2,385.01	2,497.31	2,547.65	2,573.63	2,702.32						
	Annual	51,255	53,578	56,259	59,043	62,010	64,929	66,238	66,914	70,260						
16	Hourly	27,378	28,674	30,037	31,472	32,991	34,519	35,231	35,573	37,352						
	Bi-Weekly	2,116.15	2,216.35	2,321.67	2,432.59	2,550.00	2,668.15	2,723.20	2,749.59	2,887.07						
	Annual	55,019	57,625	60,363	63,247	66,300	69,371	70,803	71,489	75,063						
17	Hourly	29,380	30,856	32,309	33,812	35,483	37,238	37,966	38,329	40,246						
	Bi-Weekly	2,270.92	2,385.01	2,497.31	2,613.50	2,742.61	2,878.30	2,934.57	2,962.66	3,110.80						
	Annual	59,043	62,010	64,929	67,951	71,307	74,835	76,298	77,029	80,880						
18	Hourly	31,472	32,991	34,519	36,236	37,907	39,778	40,592	40,977	43,026						
	Bi-Weekly	2,432.59	2,550.00	2,668.15	2,800.83	2,930.02	3,074.64	3,137.57	3,167.29	3,325.65						
	Annual	63,247	66,300	69,371	72,821	76,180	79,940	81,576	82,349	86,466						
19	Hourly	34,519	36,236	37,907	39,778	41,659	43,656	44,318	44,751	46,989						
	Bi-Weekly	2,668.15	2,800.83	2,930.02	3,074.64	3,219.99	3,374.35	3,425.58	3,459.04	3,631.99						
	Annual	69,371	72,821	76,180	79,940	83,719	87,733	89,065	89,935	94,431						
20	Hourly	37,907	39,778	41,659	43,656	45,716	47,947	48,651	49,123	51,579						
	Bi-Weekly	2,930.02	3,074.64	3,219.99	3,374.35	3,533.58	3,706.05	3,760.45	3,796.91	3,986.76						
	Annual	76,180	79,940	83,719	87,733	91,873	96,357	97,771	98,719	103,655						
21	Hourly	41,659	43,656	45,716	47,947	50,222	52,667	53,448	53,980	56,679						
	Bi-Weekly	3,219.99	3,374.35	3,533.58	3,706.05	3,881.93	4,070.88	4,131.21	4,172.38	4,381.00						
	Annual	83,719	87,733	91,873	96,357	100,930	105,842	107,411	108,481	113,905						
22	Hourly	45,716	47,947	50,222	52,667	55,114	57,768	58,618	59,200	62,160						
	Bi-Weekly	3,533.58	3,706.05	3,881.93	4,070.88	4,260.00	4,465.19	4,530.88	4,575.86	4,804.66						
	Annual	91,873	96,357	100,930	105,842	110,759	116,094	117,802	118,972	124,921						
23	Hourly	47,947	50,222	52,667	55,114	57,768	60,645	61,543	62,155	65,263						
	Bi-Weekly	3,706.05	3,881.93	4,070.88	4,260.00	4,465.19	4,687.51	4,756.94	4,804.28	5,044.49						
	Annual	96,357	100,930	105,842	110,759	116,094	121,875	123,680	124,911	131,156						

Effective June 1, 2021

**SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73**

Grade		1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	8th Step	9th Step	After 2	After 1	After 1
											Years At 5th Step	Year at 1st Longevity Rate & 10 Years Service	Year at 2nd Longevity Rate & 15 Years Service
9	Hourly	16,173	16,908	17,731	18,587	19,443	20,370	20,949	21,159	22,217			
	Bi-Weekly	1,293.84	1,352.63	1,418.48	1,486.93	1,555.47	1,629.60	1,675.89	1,692.70	1,777.33			
	Annual	33,639	35,168	36,880	38,660	40,442	42,369	43,573	44,010	46,210			
10	Hourly	17,324	18,133	18,987	19,905	20,861	21,838	22,253	22,488	23,613			
	Bi-Weekly	1,385.92	1,450.64	1,518.93	1,592.41	1,668.90	1,747.02	1,780.23	1,799.07	1,889.02			
	Annual	36,033	37,716	39,492	41,402	43,391	45,422	46,285	46,775	49,114			
11	Hourly	18,587	19,443	20,370	21,320	22,374	23,506	23,978	24,199	25,409			
	Bi-Weekly	1,486.93	1,555.47	1,629.60	1,705.61	1,789.89	1,880.51	1,918.27	1,935.89	2,032.68			
	Annual	38,660	40,442	42,369	44,345	46,537	48,893	49,874	50,333	52,849			
12	Hourly	19,905	20,861	21,838	22,890	24,067	25,181	25,673	25,930	27,227			
	Bi-Weekly	1,592.41	1,668.90	1,747.02	1,831.22	1,925.33	2,014.49	2,053.87	2,074.42	2,178.14			
	Annual	41,402	43,391	45,422	47,611	50,058	52,376	53,400	53,934	56,631			
13	Hourly	21,320	22,374	23,506	24,642	25,759	27,048	27,587	27,851	29,243			
	Bi-Weekly	1,705.61	1,789.89	1,880.51	1,971.37	2,060.69	2,163.82	2,206.93	2,228.05	2,339.45			
	Annual	44,345	46,537	48,893	51,255	53,578	56,259	57,380	57,929	60,825			
14	Hourly	22,890	24,067	25,181	26,452	27,704	29,021	29,619	29,914	31,410			
	Bi-Weekly	1,831.22	1,925.33	2,014.49	2,116.15	2,216.35	2,321.67	2,369.50	2,393.13	2,512.78			
	Annual	47,611	50,058	52,376	55,019	57,625	60,363	61,606	62,221	65,332			
15	Hourly	24,642	25,759	27,048	28,387	29,813	31,216	31,846	32,170	33,779			
	Bi-Weekly	1,971.37	2,060.69	2,163.82	2,270.92	2,385.01	2,497.31	2,547.65	2,573.63	2,702.32			
	Annual	51,255	53,578	56,259	59,043	62,010	64,929	66,238	66,914	70,260			
16	Hourly	26,452	27,704	29,021	30,407	31,875	33,352	34,040	34,370	36,088			
	Bi-Weekly	2,116.15	2,216.35	2,321.67	2,432.59	2,550.00	2,668.15	2,723.20	2,749.59	2,887.07			
	Annual	55,019	57,625	60,363	63,247	66,300	69,371	70,803	71,489	75,063			
17	Hourly	28,387	29,813	31,216	32,669	34,283	35,979	36,682	37,033	38,885			
	Bi-Weekly	2,270.92	2,385.01	2,497.31	2,613.50	2,742.61	2,878.30	2,934.57	2,962.66	3,110.80			
	Annual	59,043	62,010	64,929	67,951	71,307	74,835	76,298	77,029	80,880			
18	Hourly	30,407	31,875	33,352	35,010	36,625	38,433	39,220	39,591	41,571			
	Bi-Weekly	2,432.59	2,550.00	2,668.15	2,800.83	2,930.02	3,074.64	3,137.57	3,167.29	3,325.65			
	Annual	63,247	66,300	69,371	72,821	76,180	79,940	81,576	82,349	86,466			
19	Hourly	33,352	35,010	36,625	38,433	40,250	42,179	42,820	43,238	45,400			
	Bi-Weekly	2,668.15	2,800.83	2,930.02	3,074.64	3,219.99	3,374.35	3,425.58	3,459.04	3,631.99			
	Annual	69,371	72,821	76,180	79,940	83,719	87,733	89,065	89,935	94,431			
20	Hourly	36,625	38,433	40,250	42,179	44,170	46,326	47,006	47,461	49,834			
	Bi-Weekly	2,930.02	3,074.64	3,219.99	3,374.35	3,533.58	3,706.05	3,760.45	3,796.91	3,986.76			
	Annual	76,180	79,940	83,719	87,733	91,873	96,357	97,771	98,719	103,655			
21	Hourly	40,250	42,179	44,170	46,326	48,524	50,886	51,640	52,155	54,762			
	Bi-Weekly	3,219.99	3,374.35	3,533.58	3,706.05	3,881.93	4,070.88	4,131.21	4,172.38	4,381.00			
	Annual	83,719	87,733	91,873	96,357	100,930	105,842	107,411	108,481	113,905			
22	Hourly	44,170	46,326	48,524	50,886	53,250	55,815	56,636	57,198	60,058			
	Bi-Weekly	3,533.58	3,706.05	3,881.93	4,070.88	4,260.00	4,465.19	4,530.88	4,575.86	4,804.66			
	Annual	91,873	96,357	100,930	105,842	110,759	116,094	117,802	118,972	124,921			
23	Hourly	46,326	48,524	50,886	53,250	55,815	58,594	59,462	60,053	63,056			
	Bi-Weekly	3,706.05	3,881.93	4,070.88	4,260.00	4,465.19	4,687.51	4,756.94	4,804.28	5,044.49			
	Annual	96,357	100,930	105,842	110,759	116,094	121,875	123,680	124,911	131,156			

Effective June 1, 2020

**SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73**

<u>Grade</u>	<u>Entry Rate</u>	<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	<u>5th Step</u>	<u>6th Step</u>	<u>7th Step</u>	<u>8th Step</u>	<u>9th Step</u>	After 2	After 1	After 1	
											<u>Years At</u>	<u>Year at 1st</u>	<u>Year at 2nd</u>	<u>Year at 3rd</u>
											<u>5th Step</u>	<u>Longevity</u>	<u>Longevity</u>	<u>Longevity</u>
												<u>Rate &amp; 10</u>	<u>Rate &amp; 15</u>	<u>Rate &amp; 20</u>
												<u>Years</u>	<u>Years</u>	<u>Years</u>
												<u>Service</u>	<u>Service</u>	<u>Service</u>
9	Hourly	14,341	15,934	16,658	17,469	18,312	19,156	20,069	20,639	20,846	21,460			
	Bi-Weekly	1,147.28	1,274.72	1,332.64	1,397.52	1,464.96	1,532.48	1,605.52	1,651.12	1,667.68	1,716.80			
	Annual	29,829	33,142	34,648	36,335	38,088	39,844	41,743	42,929	43,359	44,636			
10	Hourly	15,360	17,068	17,865	18,706	19,611	20,553	21,515	21,924	22,156	22,812			
	Bi-Weekly	1,228.80	1,365.44	1,429.20	1,496.48	1,568.88	1,644.24	1,721.20	1,753.92	1,772.48	1,824.96			
	Annual	31,948	35,501	37,159	38,908	40,790	42,750	44,751	45,601	46,084	47,448			
11	Hourly	16,480	18,312	19,156	20,089	21,005	22,043	23,159	23,624	23,841	24,573			
	Bi-Weekly	1,318.40	1,464.96	1,532.48	1,605.52	1,680.40	1,763.44	1,852.72	1,889.92	1,907.28	1,965.84			
	Annual	34,278	38,088	39,844	41,743	43,690	45,849	48,170	49,137	49,589	51,111			
12	Hourly	17,649	19,611	20,553	21,515	22,552	23,711	24,809	25,294	25,547	26,323			
	Bi-Weekly	1,411.92	1,568.88	1,644.24	1,721.20	1,804.16	1,896.88	1,984.72	2,023.52	2,043.76	2,105.84			
	Annual	36,709	40,790	42,750	44,751	46,908	49,318	51,602	52,611	53,137	54,751			
13	Hourly	18,904	21,005	22,043	23,159	24,278	25,378	26,648	27,179	27,439	28,269			
	Bi-Weekly	1,512.32	1,680.40	1,763.44	1,852.72	1,942.24	2,030.24	2,131.84	2,174.32	2,195.12	2,261.52			
	Annual	39,320	43,690	45,849	48,170	50,498	52,786	55,427	56,532	57,073	58,799			
14	Hourly	20,296	22,552	23,711	24,809	26,061	27,295	28,592	29,181	29,472	30,361			
	Bi-Weekly	1,623.68	1,804.16	1,896.88	1,984.72	2,084.88	2,183.60	2,287.36	2,334.48	2,357.76	2,428.88			
	Annual	42,215	46,908	49,318	51,602	54,206	56,773	59,471	60,696	61,301	63,150			
15	Hourly	21,849	24,278	25,378	26,648	27,967	29,372	30,755	31,375	31,695	32,640			
	Bi-Weekly	1,747.92	1,942.24	2,030.24	2,131.84	2,237.36	2,349.76	2,460.40	2,510.00	2,535.60	2,611.20			
	Annual	45,445	50,498	52,786	55,427	58,171	61,093	63,970	65,260	65,925	67,891			
16	Hourly	23,455	26,061	27,295	28,592	29,958	31,404	32,859	33,537	33,862	34,882			
	Bi-Weekly	1,876.40	2,084.88	2,183.60	2,287.36	2,396.64	2,512.32	2,628.72	2,682.96	2,708.96	2,790.56			
	Annual	48,786	54,206	56,773	59,471	62,312	65,320	68,346	69,756	70,432	72,554			
17	Hourly	25,170	27,967	29,372	30,755	32,186	33,776	35,447	36,140	36,486	37,589			
	Bi-Weekly	2,013.60	2,237.36	2,349.76	2,460.40	2,574.88	2,702.08	2,835.76	2,891.20	2,918.88	3,007.12			
	Annual	52,353	58,171	61,093	63,970	66,946	70,254	73,729	75,171	75,890	78,185			
18	Hourly	26,962	29,958	31,404	32,859	34,493	36,084	37,865	38,640	39,006	40,212			
	Bi-Weekly	2,156.96	2,396.64	2,512.32	2,628.72	2,759.44	2,886.72	3,029.20	3,091.20	3,120.48	3,216.96			
	Annual	56,080	62,312	65,320	68,346	71,745	75,054	78,759	80,371	81,132	83,640			
19	Hourly	29,572	32,859	34,493	36,084	37,865	39,655	41,556	42,187	42,599	43,890			
	Bi-Weekly	2,365.76	2,628.72	2,759.44	2,886.72	3,029.20	3,172.40	3,324.48	3,374.96	3,407.92	3,511.20			
	Annual	61,509	68,346	71,745	75,054	78,759	82,482	86,436	87,748	88,605	91,291			
20	Hourly	32,474	36,084	37,865	39,655	41,556	43,517	45,641	46,311	46,760	48,171			
	Bi-Weekly	2,597.92	2,886.72	3,029.20	3,172.40	3,324.48	3,481.36	3,651.28	3,704.88	3,740.80	3,853.68			
	Annual	67,545	75,054	78,759	82,482	86,436	90,515	94,933	96,326	97,260	100,195			
21	Hourly	35,689	39,655	41,556	43,517	45,641	47,807	50,134	50,877	51,384	52,943			
	Bi-Weekly	2,855.12	3,172.40	3,324.48	3,481.36	3,651.28	3,824.56	4,010.72	4,070.16	4,110.72	4,235.44			
	Annual	74,233	82,482	86,436	90,515	94,933	99,438	104,278	105,824	106,878	110,121			
22	Hourly	39,165	43,517	45,641	47,807	50,134	52,463	54,990	55,799	56,353	58,043			
	Bi-Weekly	3,133.20	3,481.36	3,651.28	3,824.56	4,010.72	4,197.04	4,399.20	4,463.92	4,508.24	4,643.44			
	Annual	81,463	90,515	94,933	99,438	104,278	109,123	114,379	116,061	117,214	120,729			
23	Hourly	41,077	45,641	47,807	50,134	52,463	54,990	57,728	58,583	59,166	60,955			
	Bi-Weekly	3,286.16	3,651.28	3,824.56	4,010.72	4,197.04	4,399.20	4,618.24	4,686.64	4,733.28	4,876.40			
	Annual	85,440	94,933	99,438	104,278	109,123	114,379	120,074	121,852	123,065	126,786			

Effective June 1, 2025

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73 HEALTH & HOSPITAL SYSTEM  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1	After 1
						Year at 2nd step & 5 Years of Service	Year at Step 3, 1st Longevity Rate, & 10 Years of Service
X09	Hourly	22.825	24.159	25.572	27.991		
	Bi-Weekly	1,825.97	1,932.73	2,045.74	2,239.32		
	Annual	47,474	50,251	53,188	58,222		
X10	Hourly	26.056	27.581	29.194	31.963		
	Bi-Weekly	2,084.51	2,206.50	2,335.49	2,557.06		
	Annual	54,197	57,368	60,722	66,483		
X11	Hourly	18.757	19.853	21.014	23.003		
	Bi-Weekly	1,500.57	1,588.23	1,681.09	1,840.25		
	Annual	39,014	41,293	43,708	47,846		
X12	Hourly	19.230	20.452	21.752	23.937		
	Bi-Weekly	1,538.39	1,636.18	1,740.20	1,914.96		
	Annual	39,998	42,540	45,245	49,789		
X13	Hourly	20.152	21.412	22.751	25.013		
	Bi-Weekly	1,612.16	1,712.96	1,820.11	2,001.01		
	Annual	41,915	44,537	47,322	52,025		
X14	Hourly	20.477	21.739	23.079	25.344		
	Bi-Weekly	1,638.16	1,739.16	1,846.30	2,027.49		
	Annual	42,591	45,218	48,003	52,714		
X15	Hourly	20.815	22.079	23.419	25.698		
	Bi-Weekly	1,665.21	1,766.30	1,873.54	2,055.86		
	Annual	43,295	45,923	48,711	53,452		
X16	Hourly	21.875	23.209	24.624	27.022		
	Bi-Weekly	1,750.03	1,856.70	1,969.90	2,161.77		
	Annual	45,500	48,273	51,217	56,205		
X17	Hourly	27.412	29.020	30.722	32.755		
	Bi-Weekly	2,192.98	2,321.59	2,457.76	2,620.42		
	Annual	57,017	60,361	63,902	68,130		
X18	Hourly	29.103	30.805	32.602	35.734		
	Bi-Weekly	2,328.21	2,464.38	2,608.12	2,858.72		
	Annual	60,533	64,073	67,811	74,326		

Effective June 1, 2024

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73 HEALTH & HOSPITAL SYSTEM  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>		
						<b>After 1 Year at 2nd step &amp; 5 Years of Service</b>	<b>After 1 Year at Step 3, 1st Longevity Rate, &amp; 10 Years of Service</b>
X09	Hourly	21.738	23.009	24.354	26.659		
	Bi-Weekly	1,739.02	1,840.70	1,948.32	2,132.68		
	Annual	45,214	47,858	50,656	55,449		
X10	Hourly	24.816	26.268	27.803	30.441		
	Bi-Weekly	1,985.25	2,101.43	2,224.28	2,435.29		
	Annual	51,616	54,636	57,830	63,317		
X11	Hourly	17.864	18.908	20.013	21.908		
	Bi-Weekly	1,429.11	1,512.60	1,601.04	1,752.62		
	Annual	37,156	39,327	41,627	45,567		
X12	Hourly	18.314	19.478	20.717	22.797		
	Bi-Weekly	1,465.14	1,558.26	1,657.33	1,823.77		
	Annual	38,093	40,515	43,090	47,418		
X13	Hourly	19.192	20.392	21.668	23.822		
	Bi-Weekly	1,535.39	1,631.39	1,733.43	1,905.72		
	Annual	39,919	42,416	45,068	49,548		
X14	Hourly	19.502	20.704	21.980	24.137		
	Bi-Weekly	1,560.15	1,656.34	1,758.38	1,930.94		
	Annual	40,563	43,065	45,717	50,204		
X15	Hourly	19.824	21.027	22.304	24.475		
	Bi-Weekly	1,585.91	1,682.19	1,784.32	1,957.96		
	Annual	41,233	43,737	46,391	50,907		
X16	Hourly	20.834	22.104	23.451	25.735		
	Bi-Weekly	1,666.70	1,768.29	1,876.09	2,058.83		
	Annual	43,334	45,975	48,778	53,529		
X17	Hourly	26.107	27.638	29.259	31.195		
	Bi-Weekly	2,088.55	2,211.04	2,340.73	2,495.63		
	Annual	54,302	57,487	60,859	64,886		
X18	Hourly	27.717	29.338	31.049	34.032		
	Bi-Weekly	2,217.34	2,347.03	2,483.93	2,722.59		
	Annual	57,650	61,022	64,582	70,787		

Effective June 1, 2023

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73 HEALTH & HOSPITAL SYSTEM  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>		
						<b>After 1 Year at 2nd step &amp; 5 Years of Service</b>	<b>After 1 Year at Step 3, 1st Longevity Rate, &amp; 10 Years of Service</b>
X09	Hourly	21.311	22.558	23.877	26.136		
	Bi-Weekly	1,704.92	1,804.61	1,910.12	2,090.86		
	Annual	44,327	46,920	49,662	54,362		
X10	Hourly	24.329	25.753	27.258	29.844		
	Bi-Weekly	1,946.32	2,060.23	2,180.66	2,387.54		
	Annual	50,604	53,565	56,696	62,076		
X11	Hourly	17.514	18.537	19.621	21.478		
	Bi-Weekly	1,401.09	1,482.94	1,569.65	1,718.25		
	Annual	36,428	38,556	40,811	44,674		
X12	Hourly	17.955	19.096	20.310	22.350		
	Bi-Weekly	1,436.41	1,527.71	1,624.83	1,788.01		
	Annual	37,346	39,720	42,246	46,488		
X13	Hourly	18.816	19.993	21.243	23.354		
	Bi-Weekly	1,505.28	1,599.41	1,699.45	1,868.36		
	Annual	39,136	41,584	44,185	48,576		
X14	Hourly	19.120	20.298	21.549	23.663		
	Bi-Weekly	1,529.56	1,623.86	1,723.90	1,893.08		
	Annual	39,768	42,220	44,820	49,220		
X15	Hourly	19.435	20.615	21.867	23.995		
	Bi-Weekly	1,554.82	1,649.20	1,749.33	1,919.57		
	Annual	40,424	42,879	45,482	49,909		
X16	Hourly	20.425	21.670	22.991	25.231		
	Bi-Weekly	1,634.02	1,733.62	1,839.31	2,018.46		
	Annual	42,484	45,073	47,821	52,479		
X17	Hourly	25.595	27.096	28.685	30.584		
	Bi-Weekly	2,047.60	2,167.68	2,294.83	2,446.70		
	Annual	53,237	56,360	59,665	63,613		
X18	Hourly	27.173	28.763	30.440	33.365		
	Bi-Weekly	2,173.86	2,301.01	2,435.22	2,669.21		
	Annual	56,520	59,825	63,315	69,399		

Effective June 1, 2022

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73 HEALTH & HOSPITAL SYSTEM  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1	After 1
						Year at 2nd step & 5 Years of Service	Year at Step 3, 1st Longevity Rate, & 10 Years of Service
X09	Hourly	20.792	22.007	23.294	25.498		
	Bi-Weekly	1,663.34	1,760.59	1,863.53	2,039.87		
	Annual	43,246	45,775	48,451	53,036		
X10	Hourly	23.736	25.125	26.593	29.116		
	Bi-Weekly	1,898.85	2,009.98	2,127.47	2,329.31		
	Annual	49,370	52,259	55,314	60,562		
X11	Hourly	17.086	18.085	19.142	20.954		
	Bi-Weekly	1,366.92	1,446.77	1,531.36	1,676.34		
	Annual	35,539	37,615	39,815	43,584		
X12	Hourly	17.517	18.631	19.815	21.805		
	Bi-Weekly	1,401.38	1,490.45	1,585.20	1,744.40		
	Annual	36,435	38,751	41,215	45,354		
X13	Hourly	18.357	19.505	20.725	22.785		
	Bi-Weekly	1,468.57	1,560.40	1,658.00	1,822.79		
	Annual	38,182	40,570	43,107	47,392		
X14	Hourly	18.653	19.803	21.023	23.086		
	Bi-Weekly	1,492.26	1,584.26	1,681.86	1,846.91		
	Annual	38,798	41,190	43,727	48,019		
X15	Hourly	18.961	20.112	21.333	23.409		
	Bi-Weekly	1,516.89	1,608.98	1,706.67	1,872.75		
	Annual	39,438	41,833	44,372	48,691		
X16	Hourly	19.927	21.142	22.431	24.615		
	Bi-Weekly	1,594.16	1,691.33	1,794.45	1,969.23		
	Annual	41,448	43,974	46,655	51,199		
X17	Hourly	24.971	26.435	27.986	29.838		
	Bi-Weekly	1,997.66	2,114.81	2,238.86	2,387.02		
	Annual	51,939	54,985	58,210	62,062		
X18	Hourly	26.511	28.061	29.698	32.551		
	Bi-Weekly	2,120.84	2,244.89	2,375.83	2,604.10		
	Annual	55,141	58,366	61,771	67,706		

Effective December 1, 2021

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73 HEALTH & HOSPITAL SYSTEM  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1	After 1
						Year at 2nd step & 5 Years of Service	Year at Step 3, 1st Longevity Rate, & 10 Years of Service
X09	Hourly	20.285	21.471	22.726	24.876		
	Bi-Weekly	1,622.77	1,717.65	1,818.08	1,990.11		
	Annual	42,191	44,659	47,269	51,743		
X10	Hourly	23.157	24.512	25.945	28.406		
	Bi-Weekly	1,852.54	1,960.95	2,075.59	2,272.50		
	Annual	48,166	50,984	53,964	59,085		
X11	Hourly	16.670	17.644	18.675	20.443		
	Bi-Weekly	1,333.58	1,411.49	1,494.01	1,635.46		
	Annual	34,673	36,698	38,844	42,521		
X12	Hourly	17.090	18.176	19.332	21.273		
	Bi-Weekly	1,367.20	1,454.09	1,546.54	1,701.85		
	Annual	35,547	37,806	40,210	44,248		
X13	Hourly	17.909	19.029	20.219	22.229		
	Bi-Weekly	1,432.75	1,522.34	1,617.56	1,778.33		
	Annual	37,251	39,581	42,056	46,236		
X14	Hourly	18.198	19.320	20.510	22.523		
	Bi-Weekly	1,455.86	1,545.62	1,640.84	1,801.86		
	Annual	37,851	40,186	42,661	46,848		
X15	Hourly	18.499	19.622	20.813	22.838		
	Bi-Weekly	1,479.90	1,569.74	1,665.04	1,827.07		
	Annual	38,477	40,813	43,290	47,504		
X16	Hourly	19.441	20.626	21.883	24.015		
	Bi-Weekly	1,555.28	1,650.08	1,750.68	1,921.20		
	Annual	40,437	42,901	45,517	49,950		
X17	Hourly	24.362	25.790	27.303	29.110		
	Bi-Weekly	1,948.93	2,063.23	2,184.25	2,328.80		
	Annual	50,672	53,644	56,790	60,548		
X18	Hourly	25.864	27.377	28.973	31.757		
	Bi-Weekly	2,069.11	2,190.13	2,317.88	2,540.59		
	Annual	53,796	56,943	60,264	66,055		

Effective June 1, 2021

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73 HEALTH & HOSPITAL SYSTEM  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1	After 1
						Year at 2nd step & 5 Years of Service	Year at Step 3, 1st Longevity Rate, & 10 Years of Service
X09	Hourly	19.599	20.745	21.957	24.035		
	Bi-Weekly	1,567.89	1,659.57	1,756.60	1,922.82		
	Annual	40,764	43,149	45,671	49,993		
X10	Hourly	22.374	23.683	25.067	27.446		
	Bi-Weekly	1,789.89	1,894.64	2,005.40	2,195.65		
	Annual	46,537	49,260	52,140	57,087		
X11	Hourly	16.106	17.047	18.044	19.752		
	Bi-Weekly	1,288.48	1,363.75	1,443.49	1,580.15		
	Annual	33,500	35,457	37,531	41,083		
X12	Hourly	16.512	17.562	18.678	20.554		
	Bi-Weekly	1,320.96	1,404.92	1,494.24	1,644.30		
	Annual	34,345	36,528	38,850	42,752		
X13	Hourly	17.304	18.386	19.536	21.477		
	Bi-Weekly	1,384.30	1,470.86	1,562.86	1,718.19		
	Annual	35,991	38,242	40,633	44,672		
X14	Hourly	17.583	18.667	19.817	21.762		
	Bi-Weekly	1,406.63	1,493.35	1,585.35	1,740.93		
	Annual	36,571	38,827	41,218	45,264		
X15	Hourly	17.873	18.958	20.109	22.066		
	Bi-Weekly	1,429.85	1,516.65	1,608.73	1,765.29		
	Annual	37,175	39,433	41,826	45,897		
X16	Hourly	18.784	19.929	21.143	23.203		
	Bi-Weekly	1,502.69	1,594.28	1,691.48	1,856.23		
	Annual	39,069	41,451	43,978	48,261		
X17	Hourly	23.538	24.918	26.380	28.126		
	Bi-Weekly	1,883.03	1,993.46	2,110.39	2,250.05		
	Annual	48,959	51,830	54,870	58,501		
X18	Hourly	24.989	26.451	27.994	30.683		
	Bi-Weekly	1,999.14	2,116.07	2,239.50	2,454.68		
	Annual	51,977	55,017	58,226	63,821		

Effective June 1, 2021(arb)

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73 HEALTH & HOSPITAL SYSTEM  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	<b>After 1</b>		
						<b>After 1 Year at Year &amp; 5 Years Service</b>	<b>After 1 Year at 2nd step &amp; 5 Years of Service</b>	<b>After 1 Year at Step 3, 1st Longevity Rate, &amp; 10 Years of Service</b>
X09	Hourly	19.309	20.438	21.633	23.680			
	Bi-Weekly	1,544.72	1,635.04	1,730.64	1,894.40			
	Annual	40,162	42,511	44,996	49,254			
X10	Hourly	22.043	23.333	24.697	27.040			
	Bi-Weekly	1,763.44	1,866.64	1,975.76	2,163.20			
	Annual	45,849	48,532	51,369	56,243			
X11	Hourly	15.868	16.795	17.777	19.460			
	Bi-Weekly	1,269.44	1,343.60	1,422.16	1,556.80			
	Annual	33,005	34,933	36,976	40,476			
X12	Hourly	16.268	17.302	18.402	20.250			
	Bi-Weekly	1,301.44	1,384.16	1,472.16	1,620.00			
	Annual	33,837	35,988	38,276	42,120			
X13	Hourly	17.0480	18.1140	19.247	21.160			
	Bi-Weekly	1,363.84	1,449.12	1,539.76	1,692.80			
	Annual	35,459	37,677	40,033	44,012			
X14	Hourly	17.323	18.391	19.524	21.440			
	Bi-Weekly	1,385.84	1,471.28	1,561.92	1,715.20			
	Annual	36,031	38,253	40,609	44,595			
X15	Hourly	17.609	18.678	19.812	21.740			
	Bi-Weekly	1,408.72	1,494.24	1,584.96	1,739.20			
	Annual	36,626	38,850	41,208	45,219			
X16	Hourly	18.506	19.634	20.831	22.860			
	Bi-Weekly	1,480.48	1,570.72	1,666.48	1,828.80			
	Annual	38,492	40,838	43,328	47,548			
X17	Hourly	23.190	24.550	25.990	27.710			
	Bi-Weekly	1,855.20	1,964.00	2,079.20	2,216.80			
	Annual	48,235	51,064	54,059	57,636			
X18	Hourly	24.620	26.060	27.580	30.230			
	Bi-Weekly	1,969.60	2,084.80	2,206.40	2,418.40			
	Annual	51,209	54,204	57,366	62,878			


**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
FACILITIES MANAGEMENT / SHERIFF SERVICE EMPLOYEES  
SEIU LOCAL 73**

<u>Grade</u>	<u>Title</u>		<u>Entry Rate</u>	<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	<u>5th Step</u>	After 1	After 1st	After 2nd	After 3rd
									Year & 5 Years Service	Longevity Rate & 10 Years Service	Longevity Rate & 15 Years Service	Longevity Rate & 20 Years Service
X09	Janitor II	Hourly	18.242	20.269	20.569	21.079	21.605	23.576				
		Bi-Weekly	1,459.36	1,621.52	1,645.52	1,686.32	1,728.40	1,886.08				
		Annual	37,943	42,159	42,783	43,844	44,938	49,038				
X10	Janitor III	Hourly	20.825	23.141	23.483	24.069	24.665	26.916				
		Bi-Weekly	1,666.00	1,851.28	1,878.64	1,925.52	1,973.20	2,153.28				
		Annual	43,316	48,133	48,844	50,063	51,303	55,985				
X11	Laundry Worker I Janitor I	Hourly	14.991	16.658	16.911	17.327	17.755	19.374				
		Bi-Weekly	1,199.28	1,332.64	1,352.88	1,386.16	1,420.40	1,549.92				
		Annual	31,181	34,648	35,174	36,040	36,930	40,297				
X12	Seamster I	Hourly	14.991	16.658	16.911	17.327	17.755	19.374				
		Bi-Weekly	1,199.28	1,332.64	1,352.88	1,386.16	1,420.40	1,549.92				
		Annual	31,181	34,648	35,174	36,040	36,930	40,297				
X14	Elevator Operator	Hourly	17.617	19.575	19.867	20.361	20.863	22.766				
		Bi-Weekly	1,409.36	1,566.00	1,589.36	1,628.88	1,669.04	1,821.28				
		Annual	36,643	40,716	41,323	42,350	43,395	47,353				
X15	Elevator Starter	Hourly	18.718	20.799	21.099	21.607	22.124	24.142				
		Bi-Weekly	1,497.44	1,663.92	1,687.92	1,728.56	1,769.92	1,931.36				
		Annual	38,933	43,261	43,885	44,942	46,017	50,215				
X16	Cook II	Hourly	20.282	22.536	22.874	23.446	24.035	26.228				
		Bi-Weekly	1,622.56	1,802.88	1,829.92	1,875.68	1,922.80	2,098.24				
		Annual	42,186	46,874	47,577	48,767	49,992	54,554				
X17	Window Washer I	Hourly	21.911	24.346	24.712	25.330	25.960	27.570				
		Bi-Weekly	1,752.88	1,947.68	1,976.96	2,026.40	2,076.80	2,205.60				
		Annual	45,574	50,639	51,400	52,686	53,996	57,345				
X18	Window Washer II	Hourly	23.259	25.844	26.231	26.889	27.559	30.075				
		Bi-Weekly	1,860.72	2,067.52	2,098.48	2,151.12	2,204.72	2,406.00				
		Annual	48,378	53,755	54,560	55,929	57,322	62,556				

**Job Codes: 2411, 2412, 2413, 2171, 2145, 2435, 2436, 2433, & 2434**

SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73


Grade		1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	8th Step	9th Step	After 2	After 1	After 1	After 1
											Years At	Year at 1st	Year at 2nd	Year at 3rd
											5th Step	Longevity	Longevity	Longevity
												Rate & 10	Rate & 15	Rate & 20
												Years	Years	Years
												Service	Service	Service
9	Hourly	19,212	20,085	21,063	22,079	23,097	24,197	24,885	25,134	26,391				
	Bi-Weekly	1,536.95	1,606.78	1,685.01	1,766.32	1,847.73	1,935.80	1,990.78	2,010.74	2,111.28				
	Annual	39,960	41,776	43,810	45,924	48,040	50,330	51,760	52,279	54,893				
10	Hourly	20,579	21,540	22,554	23,645	24,781	25,941	26,434	26,714	28,049				
	Bi-Weekly	1,646.33	1,723.20	1,804.32	1,891.62	1,982.48	2,075.27	2,114.72	2,137.10	2,243.96				
	Annual	42,804	44,803	46,912	49,182	51,544	53,957	54,982	55,564	58,342				
11	Hourly	22,079	23,097	24,197	25,326	26,578	27,923	28,484	28,745	30,183				
	Bi-Weekly	1,766.32	1,847.73	1,935.80	2,026.08	2,126.20	2,233.85	2,278.70	2,299.63	2,414.61				
	Annual	45,924	48,040	50,330	52,678	55,281	58,080	59,246	59,790	62,779				
12	Hourly	23,645	24,781	25,941	27,191	28,589	29,913	30,497	30,802	32,342				
	Bi-Weekly	1,891.62	1,982.48	2,075.27	2,175.30	2,287.09	2,393.00	2,439.78	2,464.19	2,587.40				
	Annual	49,182	51,544	53,957	56,557	59,464	62,218	63,434	64,068	67,272				
13	Hourly	25,326	26,578	27,923	29,272	30,599	32,130	32,770	33,084	34,738				
	Bi-Weekly	2,026.08	2,126.20	2,233.85	2,341.78	2,447.89	2,570.39	2,621.60	2,646.68	2,779.02				
	Annual	52,678	55,281	58,080	60,886	63,645	66,830	68,161	68,813	72,254				
14	Hourly	27,191	28,589	29,913	31,422	32,910	34,474	35,184	35,535	37,311				
	Bi-Weekly	2,175.30	2,287.09	2,393.00	2,513.77	2,632.79	2,757.90	2,814.71	2,842.78	2,984.92				
	Annual	56,557	59,464	62,218	65,357	68,452	71,705	73,182	73,912	77,607				
15	Hourly	29,272	30,599	32,130	33,720	35,414	37,082	37,829	38,215	40,126				
	Bi-Weekly	2,341.78	2,447.89	2,570.39	2,697.61	2,833.14	2,966.54	3,026.34	3,057.20	3,210.06				
	Annual	60,886	63,645	66,830	70,137	73,661	77,129	78,684	79,487	83,461				
16	Hourly	31,422	32,910	34,474	36,121	37,864	39,619	40,436	40,828	42,869				
	Bi-Weekly	2,513.77	2,632.79	2,757.90	2,889.66	3,029.14	3,169.48	3,234.88	3,266.23	3,429.54				
	Annual	65,357	68,452	71,705	75,131	78,757	82,406	84,106	84,921	89,167				
17	Hourly	33,720	35,414	37,082	38,807	40,724	42,739	43,574	43,992	46,191				
	Bi-Weekly	2,697.61	2,833.14	2,966.54	3,104.57	3,257.93	3,419.11	3,485.96	3,519.33	3,695.30				
	Annual	70,137	73,661	77,129	80,718	84,706	88,896	90,634	91,502	96,077				
18	Hourly	36,121	37,864	39,619	41,589	43,507	45,654	46,589	47,030	49,382				
	Bi-Weekly	2,889.66	3,029.14	3,169.48	3,327.09	3,480.55	3,652.34	3,727.10	3,762.40	3,950.52				
	Annual	75,131	78,757	82,406	86,504	90,494	94,960	96,904	97,822	102,713				
19	Hourly	39,619	41,589	43,507	45,654	47,813	50,105	50,865	51,362	53,930				
	Bi-Weekly	3,169.48	3,327.09	3,480.55	3,652.34	3,825.00	4,008.37	4,069.23	4,108.97	4,314.42				
	Annual	82,406	86,504	90,494	94,960	99,450	104,217	105,800	106,833	112,174				
20	Hourly	43,507	45,654	47,813	50,105	52,469	55,030	55,838	56,379	59,198				
	Bi-Weekly	3,480.55	3,652.34	3,825.00	4,008.37	4,197.52	4,402.39	4,467.02	4,510.33	4,735.85				
	Annual	90,494	94,960	99,450	104,217	109,135	114,462	116,142	117,268	123,131				
21	Hourly	47,813	50,105	52,469	55,030	57,641	60,447	61,343	61,954	65,052				
	Bi-Weekly	3,825.00	4,008.37	4,197.52	4,402.39	4,611.32	4,835.78	4,907.44	4,956.35	5,204.16				
	Annual	99,450	104,217	109,135	114,462	119,894	125,730	127,593	128,865	135,308				
22	Hourly	52,469	55,030	57,641	60,447	63,255	66,302	67,278	67,946	71,343				
	Bi-Weekly	4,197.52	4,402.39	4,611.32	4,835.78	5,060.42	5,304.17	5,382.20	5,435.64	5,707.42				
	Annual	109,135	114,462	119,894	125,730	131,571	137,908	139,937	141,326	148,393				
23	Hourly	55,030	57,641	60,447	63,255	66,302	69,603	70,634	71,337	74,904				
	Bi-Weekly	4,402.39	4,611.32	4,835.78	5,060.42	5,304.17	5,568.27	5,650.74	5,706.97	5,992.32				
	Annual	114,462	119,894	125,730	131,571	137,908	144,775	146,919	148,381	155,800				

 9/3/25

Effective June 1, 2026

**SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73**

Grade		1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	8th Step	9th Step	After 2	After 1	After 1	After 1
											Years At 5th Step	Year at 1st Longevity Rate & 10 Years Service	Year at 2nd Longevity Rate & 15 Years Service	Year at 3rd Longevity Rate & 20 Years Service
9	Hourly	19.596	20.486	21.484	22.521	23.559	24.681	25.382	25.637	26.919				
	Bi-Weekly	1,567.68	1,638.92	1,718.71	1,801.65	1,884.68	1,974.51	2,030.59	2,050.96	2,153.51				
	Annual	40,759	42,611	44,686	46,842	49,001	51,337	52,795	53,324	55,991				
10	Hourly	20.991	21.971	23.005	24.118	25.277	26.460	26.963	27.248	28.610				
	Bi-Weekly	1,679.25	1,757.67	1,840.41	1,929.45	2,022.13	2,116.78	2,157.02	2,179.84	2,288.84				
	Annual	43,660	45,699	47,850	50,165	52,575	55,036	56,082	56,675	59,509				
11	Hourly	22.521	23.559	24.681	25.833	27.109	28.482	29.053	29.320	30.786				
	Bi-Weekly	1,801.65	1,884.68	1,974.51	2,066.60	2,168.73	2,278.52	2,324.27	2,345.62	2,462.91				
	Annual	46,842	49,001	51,337	53,731	56,386	59,241	60,431	60,986	64,035				
12	Hourly	24.118	25.277	26.460	27.735	29.160	30.511	31.107	31.418	32.989				
	Bi-Weekly	1,929.45	2,022.13	2,116.78	2,218.80	2,332.83	2,440.86	2,488.58	2,513.47	2,639.14				
	Annual	50,165	52,575	55,036	57,688	60,653	63,462	64,703	65,350	68,617				
13	Hourly	25.833	27.109	28.482	29.858	31.211	32.772	33.425	33.745	35.432				
	Bi-Weekly	2,066.60	2,168.73	2,278.52	2,388.62	2,496.84	2,621.79	2,674.04	2,699.62	2,834.60				
	Annual	53,731	56,386	59,241	62,104	64,917	68,166	69,524	70,190	73,699				
14	Hourly	27.735	29.160	30.511	32.051	33.568	35.163	35.888	36.245	38.058				
	Bi-Weekly	2,218.80	2,332.83	2,440.86	2,564.04	2,685.45	2,813.06	2,871.01	2,899.64	3,044.62				
	Annual	57,688	60,653	63,462	66,665	69,821	73,139	74,646	75,390	79,160				
15	Hourly	29.858	31.211	32.772	34.395	36.122	37.823	38.586	38.979	40.928				
	Bi-Weekly	2,388.62	2,496.84	2,621.79	2,751.57	2,889.80	3,025.87	3,086.87	3,118.35	3,274.27				
	Annual	62,104	64,917	68,166	71,540	75,134	78,672	80,258	81,077	85,130				
16	Hourly	32.051	33.568	35.163	36.843	38.621	40.411	41.245	41.644	43.727				
	Bi-Weekly	2,564.04	2,685.45	2,813.06	2,947.45	3,089.72	3,232.87	3,299.58	3,331.55	3,498.13				
	Annual	66,665	69,821	73,139	76,633	80,332	84,054	85,788	86,620	90,951				
17	Hourly	34.395	36.122	37.823	39.583	41.539	43.594	44.446	44.871	47.115				
	Bi-Weekly	2,751.57	2,889.80	3,025.87	3,166.66	3,323.09	3,487.49	3,555.68	3,589.72	3,769.20				
	Annual	71,540	75,134	78,672	82,333	86,400	90,674	92,447	93,332	97,999				
18	Hourly	36.843	38.621	40.411	42.420	44.377	46.567	47.521	47.971	50.369				
	Bi-Weekly	2,947.45	3,089.72	3,232.87	3,393.63	3,550.17	3,725.39	3,801.64	3,837.65	4,029.53				
	Annual	76,633	80,332	84,054	88,234	92,304	96,860	98,842	99,778	104,767				
19	Hourly	40.411	42.420	44.377	46.567	48.769	51.107	51.883	52.389	55.009				
	Bi-Weekly	3,232.87	3,393.63	3,550.17	3,725.39	3,901.50	4,088.53	4,150.62	4,191.15	4,400.71				
	Annual	84,054	88,234	92,304	96,860	101,439	106,301	107,916	108,969	114,418				
20	Hourly	44.377	46.567	48.769	51.107	53.518	56.131	56.955	57.507	60.382				
	Bi-Weekly	3,550.17	3,725.39	3,901.50	4,088.53	4,281.47	4,490.44	4,556.36	4,600.54	4,830.56				
	Annual	92,304	96,860	101,439	106,301	111,318	116,751	118,465	119,613	125,594				
21	Hourly	48.769	51.107	53.518	56.131	58.794	61.656	62.570	63.193	66.353				
	Bi-Weekly	3,901.50	4,088.53	4,281.47	4,490.44	4,703.55	4,932.49	5,005.59	5,055.47	5,308.25				
	Annual	101,439	106,301	111,318	116,751	122,292	128,244	130,145	131,442	138,014				
22	Hourly	53.518	56.131	58.794	61.656	64.520	67.628	68.623	69.304	72.770				
	Bi-Weekly	4,281.47	4,490.44	4,703.55	4,932.49	5,161.63	5,410.25	5,489.85	5,544.35	5,821.57				
	Annual	111,318	116,751	122,292	128,244	134,202	140,666	142,736	144,153	151,360				
23	Hourly	56.131	58.794	61.656	64.520	67.628	70.995	72.047	72.764	76.402				
	Bi-Weekly	4,490.44	4,703.55	4,932.49	5,161.63	5,410.25	5,679.64	5,763.76	5,821.11	6,112.17				
	Annual	116,751	122,292	128,244	134,202	140,666	147,670	149,857	151,348	158,916				

 9/2/25

**SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73**

Grade		1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	8th Step	9th Step	After 2 Years At 5th Step	After 1	After 1	After 1	
												Year at 1st Longevity Rate & 10 Years Service	Year at 2nd Longevity Rate & 15 Years Service	Year at 3rd Longevity Rate & 20 Years Service	
9	Hourly	20.380	21.306	22.343	23.421	24.501	25.669	26.398	26.662	27.996					
	Bi-Weekly	1,630.39	1,704.47	1,787.46	1,873.71	1,960.07	2,053.49	2,111.82	2,133.00	2,239.65					
	Annual	42,390	44,316	46,473	48,716	50,961	53,390	54,907	55,457	58,230					
10	Hourly	21.830	22.850	23.925	25.083	26.288	27.518	28.041	28.338	29.755					
	Bi-Weekly	1,746.42	1,827.98	1,914.03	2,006.63	2,103.02	2,201.45	2,243.30	2,267.04	2,380.39					
	Annual	45,407	47,527	49,764	52,172	54,678	57,237	58,325	58,942	61,890					
11	Hourly	23.421	24.501	25.669	26.866	28.193	29.621	30.216	30.493	32.018					
	Bi-Weekly	1,873.71	1,960.07	2,053.49	2,149.26	2,255.47	2,369.67	2,417.25	2,439.45	2,561.42					
	Annual	48,716	50,961	53,390	55,880	58,642	61,611	62,848	63,425	66,596					
12	Hourly	25.083	26.288	27.518	28.844	30.327	31.731	32.352	32.675	34.309					
	Bi-Weekly	2,006.63	2,103.02	2,201.45	2,307.56	2,426.15	2,538.50	2,588.12	2,614.01	2,744.71					
	Annual	52,172	54,678	57,237	59,996	63,079	66,000	67,291	67,964	71,362					
13	Hourly	26.866	28.193	29.621	31.052	32.459	34.083	34.762	35.095	36.850					
	Bi-Weekly	2,149.26	2,255.47	2,369.67	2,484.16	2,596.72	2,726.67	2,781.00	2,807.60	2,947.98					
	Annual	55,880	58,642	61,611	64,588	67,514	70,893	72,305	72,997	76,647					
14	Hourly	28.844	30.327	31.731	33.333	34.911	36.570	37.323	37.695	39.580					
	Bi-Weekly	2,307.56	2,426.15	2,538.50	2,666.60	2,792.87	2,925.58	2,985.85	3,015.62	3,166.40					
	Annual	59,996	63,079	66,000	69,331	72,614	76,065	77,632	78,406	82,326					
15	Hourly	31.052	32.459	34.083	35.770	37.567	39.336	40.129	40.539	42.565					
	Bi-Weekly	2,484.16	2,596.72	2,726.67	2,861.63	3,005.39	3,146.90	3,210.34	3,243.08	3,405.24					
	Annual	64,588	67,514	70,893	74,402	78,140	81,819	83,468	84,320	88,536					
16	Hourly	33.333	34.911	36.570	38.317	40.166	42.027	42.894	43.310	45.476					
	Bi-Weekly	2,666.60	2,792.87	2,925.58	3,065.35	3,213.31	3,362.18	3,431.56	3,464.81	3,638.05					
	Annual	69,331	72,614	76,065	79,699	83,545	87,416	89,220	90,085	94,589					
17	Hourly	35.770	37.567	39.336	41.167	43.200	45.337	46.224	46.666	49.000					
	Bi-Weekly	2,861.63	3,005.39	3,146.90	3,293.32	3,456.01	3,626.99	3,697.90	3,733.31	3,919.97					
	Annual	74,402	78,140	81,819	85,626	89,856	94,301	96,145	97,065	101,919					
18	Hourly	38.317	40.166	42.027	44.117	46.152	48.430	49.421	49.889	52.384					
	Bi-Weekly	3,065.35	3,213.31	3,362.18	3,529.38	3,692.17	3,874.41	3,953.71	3,991.16	4,190.71					
	Annual	79,699	83,545	87,416	91,763	95,996	100,734	102,796	103,770	108,958					
19	Hourly	42.027	44.117	46.152	48.430	50.720	53.151	53.958	54.485	57.209					
	Bi-Weekly	3,362.18	3,529.38	3,692.17	3,874.41	4,057.56	4,252.08	4,316.64	4,358.80	4,576.74					
	Annual	87,416	91,763	95,996	100,734	105,496	110,553	112,232	113,328	118,995					
20	Hourly	46.152	48.430	50.720	53.151	55.659	58.376	59.233	59.807	62.797					
	Bi-Weekly	3,692.17	3,874.41	4,057.56	4,252.08	4,452.73	4,670.06	4,738.61	4,784.56	5,023.79					
	Annual	95,996	100,734	105,496	110,553	115,770	121,421	123,203	124,398	130,618					
21	Hourly	50.720	53.151	55.659	58.376	61.146	64.122	65.073	65.721	69.007					
	Bi-Weekly	4,057.56	4,252.08	4,452.73	4,670.06	4,891.69	5,129.79	5,205.82	5,257.69	5,520.58					
	Annual	105,496	110,553	115,770	121,421	127,183	133,374	135,351	136,700	143,535					
22	Hourly	55.659	58.376	61.146	64.122	67.101	70.333	71.368	72.077	75.680					
	Bi-Weekly	4,452.73	4,670.06	4,891.69	5,129.79	5,368.10	5,626.66	5,709.44	5,766.13	6,054.43					
	Annual	115,770	121,421	127,183	133,374	139,570	146,293	148,445	149,919	157,415					
23	Hourly	58.376	61.146	64.122	67.101	70.333	73.835	74.929	75.674	79.458					
	Bi-Weekly	4,670.06	4,891.69	5,129.79	5,368.10	5,626.66	5,906.82	5,994.31	6,053.96	6,356.66					
	Annual	121,421	127,183	133,374	139,570	146,293	153,577	155,851	157,402	165,273					

Effective December 1, 2026

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73 HEALTH & HOSPITAL SYSTEM  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1	After 1
						Year at Step 3, 1st Longevity Rate, & 10 Years of Service	Year at 2nd step & 5 Years of Service
X09	Hourly	24.697	26.141	27.669	30.287		
	Bi-Weekly	1,975.73	2,091.25	2,213.52	2,422.98		
	Annual	51,368	54,372	57,551	62,997		
X10	Hourly	28.193	29.843	31.588	34.585		
	Bi-Weekly	2,255.47	2,387.47	2,527.04	2,766.78		
	Annual	58,642	62,074	65,702	71,936		
X11	Hourly	20.295	21.481	22.737	24.890		
	Bi-Weekly	1,623.64	1,718.49	1,818.97	1,991.18		
	Annual	42,214	44,680	47,293	51,770		
X12	Hourly	20.807	22.130	23.537	25.900		
	Bi-Weekly	1,664.57	1,668.90	1,775.00	1,953.25		
	Annual	43,278	46,029	48,955	53,872		
X13	Hourly	21.805	23.168	24.617	27.064		
	Bi-Weekly	1,744.38	1,853.45	1,969.38	2,165.12		
	Annual	45,353	48,189	51,203	56,293		
X14	Hourly	22.156	23.522	24.972	27.422		
	Bi-Weekly	1,772.52	1,881.80	1,997.73	2,193.77		
	Annual	46,085	48,926	51,940	57,038		
X15	Hourly	22.522	23.890	25.340	27.806		
	Bi-Weekly	1,801.78	1,911.16	2,027.20	2,224.47		
	Annual	46,846	49,690	52,707	57,836		
X16	Hourly	23.670	25.112	26.643	29.238		
	Bi-Weekly	1,893.56	2,008.98	2,131.46	2,339.07		
	Annual	49,232	52,233	55,417	60,815		
X17	Hourly	29.660	31.400	33.242	35.442		
	Bi-Weekly	2,372.84	2,511.99	2,659.34	2,835.33		
	Annual	61,693	65,311	69,142	73,718		
X18	Hourly	31.489	33.331	35.275	38.665		
	Bi-Weekly	2,519.16	2,666.50	2,822.03	3,093.18		
	Annual	65,498	69,329	73,372	80,422		

*Dr* 9/2/25

Effective June 1, 2026

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73 HEALTH & HOSPITAL SYSTEM  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1	After 1
						Year at Step 3, 1st Longevity Rate, & 10 Years of Service	Year at 2nd step & 5 Years of Service
X09	Hourly	23.747	25.135	26.605	29.122		
	Bi-Weekly	1,899.74	2,010.82	2,128.39	2,329.78		
	Annual	49,393	52,281	55,338	60,574		
X10	Hourly	27.109	28.696	30.373	33.255		
	Bi-Weekly	2,168.73	2,295.64	2,429.84	2,660.36		
	Annual	56,386	59,686	63,175	69,169		
X11	Hourly	19.515	20.655	21.863	23.932		
	Bi-Weekly	1,561.19	1,652.40	1,749.01	1,914.59		
	Annual	40,590	42,962	45,474	49,779		
X12	Hourly	20.007	21.278	22.631	24.904		
	Bi-Weekly	1,600.55	1,668.90	1,775.00	1,953.25		
	Annual	41,614	44,259	47,073	51,800		
X13	Hourly	20.966	22.277	23.670	26.023		
	Bi-Weekly	1,677.29	1,782.17	1,893.64	2,081.85		
	Annual	43,609	46,336	49,234	54,128		
X14	Hourly	21.304	22.618	24.011	26.367		
	Bi-Weekly	1,704.34	1,809.42	1,920.89	2,109.40		
	Annual	44,312	47,044	49,943	54,844		
X15	Hourly	21.656	22.971	24.365	26.736		
	Bi-Weekly	1,732.48	1,837.66	1,949.23	2,138.91		
	Annual	45,044	47,779	50,679	55,611		
X16	Hourly	22.759	24.146	25.619	28.114		
	Bi-Weekly	1,820.73	1,931.71	2,049.48	2,249.11		
	Annual	47,339	50,224	53,286	58,476		
X17	Hourly	28.520	30.192	31.963	34.078		
	Bi-Weekly	2,281.57	2,415.38	2,557.06	2,726.28		
	Annual	59,320	62,799	66,483	70,883		
X18	Hourly	30.278	32.049	33.919	37.178		
	Bi-Weekly	2,422.27	2,563.94	2,713.49	2,974.21		
	Annual	62,978	66,662	70,550	77,329		

*Don* 9/3/25

Effective December 1, 2025

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73 HEALTH & HOSPITAL SYSTEM  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1	After 1
						Year at Step 3, 1st Longevity Rate, & 10 Years of Service	Year at 2nd step & 5 Years of Service
X09	Hourly	23.281	24.642	26.083	28.551		
	Bi-Weekly	1,862.49	1,971.39	2,086.65	2,284.10		
	Annual	48,424	51,256	54,253	59,386		
X10	Hourly	26.578	28.133	29.777	32.602		
	Bi-Weekly	2,126.20	2,250.63	2,382.20	2,608.20		
	Annual	55,281	58,516	61,937	67,813		
X11	Hourly	19.132	20.250	21.434	23.463		
	Bi-Weekly	1,530.58	1,620.00	1,714.72	1,877.05		
	Annual	39,795	42,119	44,582	48,803		
X12	Hourly	19.615	20.861	22.188	24.416		
	Bi-Weekly	1,569.16	1,668.90	1,775.00	1,953.25		
	Annual	40,798	43,391	46,150	50,784		
X13	Hourly	20.555	21.840	23.206	25.513		
	Bi-Weekly	1,644.40	1,747.22	1,856.51	2,041.03		
	Annual	42,754	45,427	48,269	53,066		
X14	Hourly	20.887	22.174	23.540	25.850		
	Bi-Weekly	1,670.92	1,773.94	1,883.23	2,068.04		
	Annual	43,444	46,122	48,963	53,768		
X15	Hourly	21.231	22.520	23.888	26.212		
	Bi-Weekly	1,698.51	1,801.62	1,911.01	2,096.98		
	Annual	44,161	46,842	49,686	54,521		
X16	Hourly	22.313	23.673	25.116	27.563		
	Bi-Weekly	1,785.03	1,893.84	2,009.30	2,205.01		
	Annual	46,410	49,239	52,241	57,330		
X17	Hourly	27.960	29.600	31.336	33.410		
	Bi-Weekly	2,236.84	2,368.02	2,506.92	2,672.82		
	Annual	58,157	61,568	65,179	69,493		
X18	Hourly	29.685	31.421	33.254	36.449		
	Bi-Weekly	2,374.77	2,513.67	2,660.28	2,915.90		
	Annual	61,744	65,355	69,167	75,813		

*DM 9/3/25*

SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73

Grade		1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	8th Step	9th Step	After 2	After 1	After 1	After 1
											Years At	Year at 1st	Year at 2nd	Year at 3rd
											Rate & 10	Rate & 15	Rate & 20	
											Years	Years	Years	
											Service	Service	Service	
9	Hourly	19,212	20,085	21,063	22,079	23,097	24,197	24,885	25,134	26,391				
	Bi-Weekly	1,536.95	1,606.78	1,685.01	1,766.32	1,847.73	1,935.80	1,990.78	2,010.74	2,111.28				
	Annual	39,960	41,776	43,810	45,924	48,040	50,330	51,760	52,279	54,893				
10	Hourly	20,579	21,540	22,554	23,645	24,781	25,941	26,434	26,714	28,049				
	Bi-Weekly	1,646.33	1,723.20	1,804.32	1,891.62	1,982.48	2,075.27	2,114.72	2,137.10	2,243.96				
	Annual	42,804	44,803	46,912	49,182	51,544	53,957	54,982	55,564	58,342				
11	Hourly	22,079	23,097	24,197	25,326	26,578	27,923	28,484	28,745	30,183				
	Bi-Weekly	1,766.32	1,847.73	1,935.80	2,026.08	2,126.20	2,233.85	2,278.70	2,299.63	2,414.61				
	Annual	45,924	48,040	50,330	52,678	55,281	58,080	59,246	59,790	62,779				
12	Hourly	23,645	24,781	25,941	27,191	28,589	29,913	30,497	30,802	32,342				
	Bi-Weekly	1,891.62	1,982.48	2,075.27	2,175.30	2,287.09	2,393.00	2,439.78	2,464.19	2,587.40				
	Annual	49,182	51,544	53,957	56,557	59,464	62,218	63,434	64,068	67,272				
13	Hourly	25,326	26,578	27,923	29,272	30,599	32,130	32,770	33,084	34,738				
	Bi-Weekly	2,026.08	2,126.20	2,233.85	2,341.78	2,447.89	2,570.39	2,621.60	2,646.68	2,779.02				
	Annual	52,678	55,281	58,080	60,886	63,645	66,830	68,161	68,813	72,254				
14	Hourly	27,191	28,589	29,913	31,422	32,910	34,474	35,184	35,535	37,311				
	Bi-Weekly	2,175.30	2,287.09	2,393.00	2,513.77	2,632.79	2,757.90	2,814.71	2,842.78	2,984.92				
	Annual	56,557	59,464	62,218	65,357	68,452	71,705	73,182	73,912	77,607				
15	Hourly	29,272	30,599	32,130	33,720	35,414	37,082	37,829	38,215	40,126				
	Bi-Weekly	2,341.78	2,447.89	2,570.39	2,697.61	2,833.14	2,966.54	3,026.34	3,057.20	3,210.06				
	Annual	60,886	63,645	66,830	70,137	73,661	77,129	78,684	79,487	83,461				
16	Hourly	31,422	32,910	34,474	36,121	37,864	39,619	40,436	40,828	42,869				
	Bi-Weekly	2,513.77	2,632.79	2,757.90	2,889.66	3,029.14	3,169.48	3,234.88	3,266.23	3,429.54				
	Annual	65,357	68,452	71,705	75,131	78,757	82,406	84,106	84,921	89,167				
17	Hourly	33,720	35,414	37,082	38,807	40,724	42,739	43,574	43,992	46,191				
	Bi-Weekly	2,697.61	2,833.14	2,966.54	3,104.57	3,257.93	3,419.11	3,485.96	3,519.33	3,695.30				
	Annual	70,137	73,661	77,129	80,718	84,706	88,896	90,634	91,502	96,077				
18	Hourly	36,121	37,864	39,619	41,589	43,507	45,654	46,589	47,030	49,382				
	Bi-Weekly	2,889.66	3,029.14	3,169.48	3,327.09	3,480.55	3,652.34	3,727.10	3,762.40	3,950.52				
	Annual	75,131	78,757	82,406	86,504	90,494	94,960	96,904	97,822	102,713				
19	Hourly	39,619	41,589	43,507	45,654	47,813	50,105	50,865	51,362	53,930				
	Bi-Weekly	3,169.48	3,327.09	3,480.55	3,652.34	3,825.00	4,008.37	4,069.23	4,108.97	4,314.42				
	Annual	82,406	86,504	90,494	94,960	99,450	104,217	105,800	106,833	112,174				
20	Hourly	43,507	45,654	47,813	50,105	52,469	55,030	55,838	56,379	59,198				
	Bi-Weekly	3,480.55	3,652.34	3,825.00	4,008.37	4,197.52	4,402.39	4,467.02	4,510.33	4,735.85				
	Annual	90,494	94,960	99,450	104,217	109,135	114,462	116,142	117,268	123,131				
21	Hourly	47,813	50,105	52,469	55,030	57,641	60,447	61,343	61,954	65,052				
	Bi-Weekly	3,825.00	4,008.37	4,197.52	4,402.39	4,611.32	4,835.78	4,907.44	4,956.35	5,204.16				
	Annual	99,450	104,217	109,135	114,462	119,894	125,730	127,593	128,865	135,308				
22	Hourly	52,469	55,030	57,641	60,447	63,255	66,302	67,278	67,946	71,343				
	Bi-Weekly	4,197.52	4,402.39	4,611.32	4,835.78	5,060.42	5,304.17	5,382.20	5,435.64	5,707.42				
	Annual	109,135	114,462	119,894	125,730	131,571	137,908	139,937	141,326	148,393				
23	Hourly	55,030	57,641	60,447	63,255	66,302	69,603	70,634	71,337	74,904				
	Bi-Weekly	4,402.39	4,611.32	4,835.78	5,060.42	5,304.17	5,568.27	5,650.74	5,706.97	5,992.32				
	Annual	114,462	119,894	125,730	131,571	137,908	144,775	146,919	148,381	155,800				

*[Handwritten Signature]* 9/3/25

Effective June 1, 2026

**SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73**

Grade		1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	8th Step	9th Step	After 2	After 1	After 1	After 1
											Years At 5th Step	Year at 1st Longevity Rate & 10 Years Service	Year at 2nd Longevity Rate & 15 Years Service	Year at 3rd Longevity Rate & 20 Years Service
9	Hourly	19,596	20,486	21,484	22,521	23,559	24,681	25,382	25,637	26,919				
	Bi-Weekly	1,567.68	1,638.92	1,718.71	1,801.65	1,884.68	1,974.51	2,030.59	2,050.96	2,153.51				
	Annual	40,759	42,611	44,686	46,842	49,001	51,337	52,795	53,324	55,991				
10	Hourly	20,991	21,971	23,005	24,118	25,277	26,460	26,963	27,248	28,610				
	Bi-Weekly	1,679.25	1,757.67	1,840.41	1,929.45	2,022.13	2,116.78	2,157.02	2,179.84	2,288.84				
	Annual	43,660	45,699	47,850	50,165	52,575	55,036	56,082	56,675	59,509				
11	Hourly	22,521	23,559	24,681	25,833	27,109	28,482	29,053	29,320	30,786				
	Bi-Weekly	1,801.65	1,884.68	1,974.51	2,066.60	2,168.73	2,278.52	2,324.27	2,345.62	2,462.91				
	Annual	46,842	49,001	51,337	53,731	56,386	59,241	60,431	60,986	64,035				
12	Hourly	24,118	25,277	26,460	27,735	29,160	30,511	31,107	31,418	32,989				
	Bi-Weekly	1,929.45	2,022.13	2,116.78	2,218.80	2,332.83	2,440.86	2,488.58	2,513.47	2,639.14				
	Annual	50,165	52,575	55,036	57,688	60,653	63,462	64,703	65,350	68,617				
13	Hourly	25,833	27,109	28,482	29,858	31,211	32,772	33,425	33,745	35,432				
	Bi-Weekly	2,066.60	2,168.73	2,278.52	2,388.62	2,496.84	2,621.79	2,674.04	2,699.62	2,834.60				
	Annual	53,731	56,386	59,241	62,104	64,917	68,166	69,524	70,190	73,699				
14	Hourly	27,735	29,160	30,511	32,051	33,568	35,163	35,888	36,245	38,058				
	Bi-Weekly	2,218.80	2,332.83	2,440.86	2,564.04	2,685.45	2,813.06	2,871.01	2,899.64	3,044.62				
	Annual	57,688	60,653	63,462	66,665	69,821	73,139	74,646	75,390	79,160				
15	Hourly	29,858	31,211	32,772	34,395	36,122	37,823	38,586	38,979	40,928				
	Bi-Weekly	2,388.62	2,496.84	2,621.79	2,751.57	2,889.80	3,025.87	3,086.87	3,118.35	3,274.27				
	Annual	62,104	64,917	68,166	71,540	75,134	78,672	80,258	81,077	85,130				
16	Hourly	32,051	33,568	35,163	36,843	38,621	40,411	41,245	41,644	43,727				
	Bi-Weekly	2,564.04	2,685.45	2,813.06	2,947.45	3,089.72	3,232.87	3,299.58	3,331.55	3,498.13				
	Annual	66,665	69,821	73,139	76,633	80,332	84,054	85,788	86,620	90,951				
17	Hourly	34,395	36,122	37,823	39,583	41,539	43,594	44,446	44,871	47,115				
	Bi-Weekly	2,751.57	2,889.80	3,025.87	3,166.66	3,323.09	3,487.49	3,555.68	3,589.72	3,769.20				
	Annual	71,540	75,134	78,672	82,333	86,400	90,674	92,447	93,332	97,999				
18	Hourly	36,843	38,621	40,411	42,420	44,377	46,567	47,521	47,971	50,369				
	Bi-Weekly	2,947.45	3,089.72	3,232.87	3,393.63	3,550.17	3,725.39	3,801.64	3,837.65	4,029.53				
	Annual	76,633	80,332	84,054	88,234	92,304	96,860	98,842	99,778	104,767				
19	Hourly	40,411	42,420	44,377	46,567	48,769	51,107	51,883	52,389	55,009				
	Bi-Weekly	3,232.87	3,393.63	3,550.17	3,725.39	3,901.50	4,088.53	4,150.62	4,191.15	4,400.71				
	Annual	84,054	88,234	92,304	96,860	101,439	106,301	107,916	108,969	114,418				
20	Hourly	44,377	46,567	48,769	51,107	53,518	56,131	56,955	57,507	60,382				
	Bi-Weekly	3,550.17	3,725.39	3,901.50	4,088.53	4,281.47	4,490.44	4,556.36	4,600.54	4,830.56				
	Annual	92,304	96,860	101,439	106,301	111,318	116,751	118,465	119,613	125,594				
21	Hourly	48,769	51,107	53,518	56,131	58,794	61,656	62,570	63,193	66,353				
	Bi-Weekly	3,901.50	4,088.53	4,281.47	4,490.44	4,703.55	4,932.49	5,005.59	5,055.47	5,308.25				
	Annual	101,439	106,301	111,318	116,751	122,292	128,244	130,145	131,442	138,014				
22	Hourly	53,518	56,131	58,794	61,656	64,520	67,628	68,623	69,304	72,770				
	Bi-Weekly	4,281.47	4,490.44	4,703.55	4,932.49	5,161.63	5,410.25	5,489.85	5,544.35	5,821.57				
	Annual	111,318	116,751	122,292	128,244	134,202	140,666	142,736	144,153	151,360				
23	Hourly	56,131	58,794	61,656	64,520	67,628	70,995	72,047	72,764	76,402				
	Bi-Weekly	4,490.44	4,703.55	4,932.49	5,161.63	5,410.25	5,679.64	5,763.76	5,821.11	6,112.17				
	Annual	116,751	122,292	128,244	134,202	140,666	147,670	149,857	151,348	158,916				

*DM* 9/2/25

**SCHEDULE I  
BUREAU OF HUMAN RESOURCES  
CORPORATE - SEIU LOCAL 73**

Grade		1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step	8th Step	9th Step	After 2 Years At 5th Step	After 1	After 1	After 1	
												Year at 1st Longevity Rate & 10 Years Service	Year at 2nd Longevity Rate & 15 Years Service	Year at 3rd Longevity Rate & 20 Years Service	
9	Hourly	20.380	21.306	22.343	23.421	24.501	25.669	26.398	26.662	27.996					
	Bi-Weekly	1,630.39	1,704.47	1,787.46	1,873.71	1,960.07	2,053.49	2,111.82	2,133.00	2,239.65					
	Annual	42,390	44,316	46,473	48,716	50,961	53,390	54,907	55,457	58,230					
10	Hourly	21.830	22.850	23.925	25.083	26.288	27.518	28.041	28.338	29.755					
	Bi-Weekly	1,746.42	1,827.98	1,914.03	2,006.63	2,103.02	2,201.45	2,243.30	2,267.04	2,380.39					
	Annual	45,407	47,527	49,764	52,172	54,678	57,237	58,325	58,942	61,890					
11	Hourly	23.421	24.501	25.669	26.866	28.193	29.621	30.216	30.493	32.018					
	Bi-Weekly	1,873.71	1,960.07	2,053.49	2,149.26	2,255.47	2,369.67	2,417.25	2,439.45	2,561.42					
	Annual	48,716	50,961	53,390	55,880	58,642	61,611	62,848	63,425	66,596					
12	Hourly	25.083	26.288	27.518	28.844	30.327	31.731	32.352	32.675	34.309					
	Bi-Weekly	2,006.63	2,103.02	2,201.45	2,307.56	2,426.15	2,538.50	2,588.12	2,614.01	2,744.71					
	Annual	52,172	54,678	57,237	59,996	63,079	66,000	67,291	67,964	71,362					
13	Hourly	26.866	28.193	29.621	31.052	32.459	34.083	34.762	35.095	36.850					
	Bi-Weekly	2,149.26	2,255.47	2,369.67	2,484.16	2,596.72	2,726.67	2,781.00	2,807.60	2,947.98					
	Annual	55,880	58,642	61,611	64,588	67,514	70,893	72,305	72,997	76,647					
14	Hourly	28.844	30.327	31.731	33.333	34.911	36.570	37.323	37.695	39.580					
	Bi-Weekly	2,307.56	2,426.15	2,538.50	2,666.60	2,792.87	2,925.58	2,985.85	3,015.62	3,166.40					
	Annual	59,996	63,079	66,000	69,331	72,614	76,065	77,632	78,406	82,326					
15	Hourly	31.052	32.459	34.083	35.770	37.567	39.336	40.129	40.539	42.565					
	Bi-Weekly	2,484.16	2,596.72	2,726.67	2,861.63	3,005.39	3,146.90	3,210.34	3,243.08	3,405.24					
	Annual	64,588	67,514	70,893	74,402	78,140	81,819	83,468	84,320	88,536					
16	Hourly	33.333	34.911	36.570	38.317	40.166	42.027	42.894	43.310	45.476					
	Bi-Weekly	2,666.60	2,792.87	2,925.58	3,065.35	3,213.31	3,362.18	3,431.56	3,464.81	3,638.05					
	Annual	69,331	72,614	76,065	79,699	83,545	87,416	89,220	90,085	94,589					
17	Hourly	35.770	37.567	39.336	41.167	43.200	45.337	46.224	46.666	49.000					
	Bi-Weekly	2,861.63	3,005.39	3,146.90	3,293.32	3,456.01	3,626.99	3,697.90	3,733.31	3,919.97					
	Annual	74,402	78,140	81,819	85,626	89,856	94,301	96,145	97,065	101,919					
18	Hourly	38.317	40.166	42.027	44.117	46.152	48.430	49.421	49.889	52.384					
	Bi-Weekly	3,065.35	3,213.31	3,362.18	3,529.38	3,692.17	3,874.41	3,953.71	3,991.16	4,190.71					
	Annual	79,699	83,545	87,416	91,763	95,996	100,734	102,796	103,770	108,958					
19	Hourly	42.027	44.117	46.152	48.430	50.720	53.151	53.958	54.485	57.209					
	Bi-Weekly	3,362.18	3,529.38	3,692.17	3,874.41	4,057.56	4,252.08	4,316.64	4,358.80	4,576.74					
	Annual	87,416	91,763	95,996	100,734	105,496	110,553	112,232	113,328	118,995					
20	Hourly	46.152	48.430	50.720	53.151	55.659	58.376	59.233	59.807	62.797					
	Bi-Weekly	3,692.17	3,874.41	4,057.56	4,252.08	4,452.73	4,670.06	4,738.61	4,784.56	5,023.79					
	Annual	95,996	100,734	105,496	110,553	115,770	121,421	123,203	124,398	130,618					
21	Hourly	50.720	53.151	55.659	58.376	61.146	64.122	65.073	65.721	69.007					
	Bi-Weekly	4,057.56	4,252.08	4,452.73	4,670.06	4,891.69	5,129.79	5,205.82	5,257.69	5,520.58					
	Annual	105,496	110,553	115,770	121,421	127,183	133,374	135,351	136,700	143,535					
22	Hourly	55.659	58.376	61.146	64.122	67.101	70.333	71.368	72.077	75.680					
	Bi-Weekly	4,452.73	4,670.06	4,891.69	5,129.79	5,368.10	5,626.66	5,709.44	5,766.13	6,054.43					
	Annual	115,770	121,421	127,183	133,374	139,570	146,293	148,445	149,919	157,415					
23	Hourly	58.376	61.146	64.122	67.101	70.333	73.835	74.929	75.674	79.458					
	Bi-Weekly	4,670.06	4,891.69	5,129.79	5,368.10	5,626.66	5,906.82	5,994.31	6,053.96	6,356.66					
	Annual	121,421	127,183	133,374	139,570	146,293	153,577	155,851	157,402	165,273					

Effective December 1, 2026

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73 HEALTH & HOSPITAL SYSTEM  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1	After 1
						Year at Step 3, 1st Longevity Rate, & 10 Years of Service	Year at 2nd step & 5 Years of Service
X09	Hourly	24.697	26.141	27.669	30.287		
	Bi-Weekly	1,975.73	2,091.25	2,213.52	2,422.98		
	Annual	51,368	54,372	57,551	62,997		
X10	Hourly	28.193	29.843	31.588	34.585		
	Bi-Weekly	2,255.47	2,387.47	2,527.04	2,766.78		
	Annual	58,642	62,074	65,702	71,936		
X11	Hourly	20.295	21.481	22.737	24.890		
	Bi-Weekly	1,623.64	1,718.49	1,818.97	1,991.18		
	Annual	42,214	44,680	47,293	51,770		
X12	Hourly	20.807	22.130	23.537	25.900		
	Bi-Weekly	1,664.57	1,668.90	1,775.00	1,953.25		
	Annual	43,278	46,029	48,955	53,872		
X13	Hourly	21.805	23.168	24.617	27.064		
	Bi-Weekly	1,744.38	1,853.45	1,969.38	2,165.12		
	Annual	45,353	48,189	51,203	56,293		
X14	Hourly	22.156	23.522	24.972	27.422		
	Bi-Weekly	1,772.52	1,881.80	1,997.73	2,193.77		
	Annual	46,085	48,926	51,940	57,038		
X15	Hourly	22.522	23.890	25.340	27.806		
	Bi-Weekly	1,801.78	1,911.16	2,027.20	2,224.47		
	Annual	46,846	49,690	52,707	57,836		
X16	Hourly	23.670	25.112	26.643	29.238		
	Bi-Weekly	1,893.56	2,008.98	2,131.46	2,339.07		
	Annual	49,232	52,233	55,417	60,815		
X17	Hourly	29.660	31.400	33.242	35.442		
	Bi-Weekly	2,372.84	2,511.99	2,659.34	2,835.33		
	Annual	61,693	65,311	69,142	73,718		
X18	Hourly	31.489	33.331	35.275	38.665		
	Bi-Weekly	2,519.16	2,666.50	2,822.03	3,093.18		
	Annual	65,498	69,329	73,372	80,422		

*[Handwritten Signature]* 9/2/25

Effective June 1, 2026

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73 HEALTH & HOSPITAL SYSTEM  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1	After 1
						Year at Step 3, 1st Longevity Rate, & 10 Years of Service	Year at 2nd step & 5 Years of Service
X09	Hourly	23.747	25.135	26.605	29.122		
	Bi-Weekly	1,899.74	2,010.82	2,128.39	2,329.78		
	Annual	49,393	52,281	55,338	60,574		
X10	Hourly	27.109	28.696	30.373	33.255		
	Bi-Weekly	2,168.73	2,295.64	2,429.84	2,660.36		
	Annual	56,386	59,686	63,175	69,169		
X11	Hourly	19.515	20.655	21.863	23.932		
	Bi-Weekly	1,561.19	1,652.40	1,749.01	1,914.59		
	Annual	40,590	42,962	45,474	49,779		
X12	Hourly	20.007	21.278	22.631	24.904		
	Bi-Weekly	1,600.55	1,668.90	1,775.00	1,953.25		
	Annual	41,614	44,259	47,073	51,800		
X13	Hourly	20.966	22.277	23.670	26.023		
	Bi-Weekly	1,677.29	1,782.17	1,893.64	2,081.85		
	Annual	43,609	46,336	49,234	54,128		
X14	Hourly	21.304	22.618	24.011	26.367		
	Bi-Weekly	1,704.34	1,809.42	1,920.89	2,109.40		
	Annual	44,312	47,044	49,943	54,844		
X15	Hourly	21.656	22.971	24.365	26.736		
	Bi-Weekly	1,732.48	1,837.66	1,949.23	2,138.91		
	Annual	45,044	47,779	50,679	55,611		
X16	Hourly	22.759	24.146	25.619	28.114		
	Bi-Weekly	1,820.73	1,931.71	2,049.48	2,249.11		
	Annual	47,339	50,224	53,286	58,476		
X17	Hourly	28.520	30.192	31.963	34.078		
	Bi-Weekly	2,281.57	2,415.38	2,557.06	2,726.28		
	Annual	59,320	62,799	66,483	70,883		
X18	Hourly	30.278	32.049	33.919	37.178		
	Bi-Weekly	2,422.27	2,563.94	2,713.49	2,974.21		
	Annual	62,978	66,662	70,550	77,329		

*Don* 9/3/25

Effective December 1, 2025

**SCHEDULE XIX  
BUREAU OF HUMAN RESOURCES  
SEIU LOCAL 73 HEALTH & HOSPITAL SYSTEM  
(FACILITIES MANAGEMENT &  
SHERIFF SERVICE EMPLOYEES)**

<u>Grade</u>		<u>1st Step</u>	<u>2nd Step</u>	<u>3rd Step</u>	<u>4th Step</u>	After 1	After 1
						Year at Step 3, 1st Longevity Rate, & 10 Years of Service	Year at 2nd step & 5 Years of Service
X09	Hourly	23.281	24.642	26.083	28.551		
	Bi-Weekly	1,862.49	1,971.39	2,086.65	2,284.10		
	Annual	48,424	51,256	54,253	59,386		
X10	Hourly	26.578	28.133	29.777	32.602		
	Bi-Weekly	2,126.20	2,250.63	2,382.20	2,608.20		
	Annual	55,281	58,516	61,937	67,813		
X11	Hourly	19.132	20.250	21.434	23.463		
	Bi-Weekly	1,530.58	1,620.00	1,714.72	1,877.05		
	Annual	39,795	42,119	44,582	48,803		
X12	Hourly	19.615	20.861	22.188	24.416		
	Bi-Weekly	1,569.16	1,668.90	1,775.00	1,953.25		
	Annual	40,798	43,391	46,150	50,784		
X13	Hourly	20.555	21.840	23.206	25.513		
	Bi-Weekly	1,644.40	1,747.22	1,856.51	2,041.03		
	Annual	42,754	45,427	48,269	53,066		
X14	Hourly	20.887	22.174	23.540	25.850		
	Bi-Weekly	1,670.92	1,773.94	1,883.23	2,068.04		
	Annual	43,444	46,122	48,963	53,768		
X15	Hourly	21.231	22.520	23.888	26.212		
	Bi-Weekly	1,698.51	1,801.62	1,911.01	2,096.98		
	Annual	44,161	46,842	49,686	54,521		
X16	Hourly	22.313	23.673	25.116	27.563		
	Bi-Weekly	1,785.03	1,893.84	2,009.30	2,205.01		
	Annual	46,410	49,239	52,241	57,330		
X17	Hourly	27.960	29.600	31.336	33.410		
	Bi-Weekly	2,236.84	2,368.02	2,506.92	2,672.82		
	Annual	58,157	61,568	65,179	69,493		
X18	Hourly	29.685	31.421	33.254	36.449		
	Bi-Weekly	2,374.77	2,513.67	2,660.28	2,915.90		
	Annual	61,744	65,355	69,167	75,813		

*DM 9/3/25*