

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS, LOCAL 722,

AND

COUNTY OF JO DAVIESS – TRANSIT DEPARTMENT

JULY 18, 2023

THROUGH

NOVEMBER 30, 2026

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PREAMBLE

In order to establish harmonious employment relations through a mutual process, to provide fair and equitable treatment to all employees, to promote the quality and continuance of public service, to achieve full recognition for the value of employees and the vital and necessary work they perform, to specify wages, hours, benefits and working conditions, and to provide for the prompt and equitable resolution of disputes, the parties agree as follows:

AGREEMENT

This Agreement has been made and entered into by and between the County of Jo Daviess, Illinois, (hereinafter referred to as the “Employer” and/or “County”) and the International Brotherhood of Teamsters, Local 722, (hereinafter referred to as the “Union”), on behalf of certain employees described in Article I.

ARTICLE I – RECOGNITION

Section 1.1 – Bargaining Unit

The Employer recognizes the Union as the sole and exclusive bargaining representative in all matters establishing and pertaining to wages and salaries, hours, working conditions and other conditions of employment on which it may lawfully bargain collectively for employees within the following collective bargaining unit, as certified by the Illinois State Labor Relations Board:

Included: All Full-time and Part-time Employees of the Jo Daviess Transit under the following job titles: Transit Driver; Dispatcher; and Mechanic/Collision Technician; and Medicaid & Billing Coordinator.

Excluded: Transit Director/PCOM; Transit Operations Manager; and all supervisory, managerial, and confidential employees as defined by the Act.

Section 1.2 – New Classifications

In the event the County decides to establish a new bargaining unit classification, it will notify the Union of the new classification at least twenty (20) calendar days before implementation. The County shall have the right to set the initial wage rate for any new bargaining unit classification, provided that this position shall be eligible for any remaining salary increases under the remaining term of this Agreement. In the event the County and the Union cannot agree on whether a newly created classification is a bargaining unit position, either party may file a unit classification petition with the Labor Relations Board.

ARTICLE II – UNION ACTIVITIES

Section 2.1 – Union Stewards

One (1) duly authorized bargaining unit representative shall be designated by the Union as the Steward. One (1) duly authorized bargaining unit representative shall be designated by the Union as the Alternate Steward. The Union will provide written notice to the Employer to identify the Steward and Alternate Steward.

Section 2.2 – Union Activity During Working Hours

Union activities within Employer facilities shall be restricted to administering this Agreement by investigating grievances, resolving disputes and ascertaining that the Agreement is being adhered to. The Steward or their designee shall ask for and obtain permission from the County Transit Director before leaving their job in order to conduct Union business. The Steward or their designee will also ask for and obtain permission from the County Transit Director to meet with any employee with whom they wish to carry on Union business in order to avoid disruption of operations.

Section 2.3 – Access to Premises by Union Representatives

A representative of the Union shall have reasonable access to the Employer for the purpose of conferring with the Employer and/or employees, and for the purpose of administering this Agreement provided:

- (a) the union representative must notify and gain the consent of the County Transit Director in advance of their intent to visit, such consent not to be unreasonably withheld;
- (b) visits must be at reasonable times and for a reasonable length of time; and
- (c) visits cannot interfere with operations.

Section 2.4 – Time Off for Union Activities

Union Stewards shall be allowed time off without pay for legitimate Union business, such as Union meetings and State or International conventions, provided such representative gives reasonable prior notice to their supervisor of such absence. The employee may utilize any accumulated time off (e.g., Holiday, Compensatory Time, Vacation Leave, etc.) in lieu of the employee taking such without pay.

Section 2.5 – Union Bulletin Boards

The Employer shall supply a bulletin board at the Transit Facility building. The board shall be for the sole and exclusive use of the Union. The items posted shall be official Union notices. Posted items must not be political, partisan, or defamatory in nature. Any such items shall be immediately removed by the Union upon the request of the Employer. If such items are not

removed upon the Employer's request, the Union must provide written explanation for failing to remove such items.

Section 2.6 – Bargaining Unit Work

Non-bargaining unit employees shall be allowed to perform bargaining unit work without violating the terms of the contract and when:

- (a) no qualified bargaining unit employee is immediately available;
- (b) training or evaluating a bargaining unit employee;
- (c) requested or approved by any bargaining unit employee; or
- (d) Perform any other bargaining unit work to assist in an emergency as directed by the Transit Director.

ARTICLE III – UNION DUES, FEES, AND INDEMNIFICATION

Section 3.1 – Deductions

The Employer, pursuant to and upon receipt of a written authorization from an employee, shall ~~deduct~~ from the wages due employee the Union's regular monthly dues and initiation fees, as fixed by the Union. Such money shall be submitted to the Treasurer of the Union within thirty (30) days after the deductions have been made. Said deductions will be terminated upon the employee's written request.

Section 3.2 – Indemnification

The Union shall indemnify, defend, and hold the Employer harmless against any and all claims, demands, suits, or other forms of liability arising from any action taken by the Employer in complying with this Article of the Agreement. If an incorrect deduction is made by the Union or the Employer, the Union shall refund any such amount directly to the involved employee.

Section 3.3 – DRIVE

Upon receipt of a separate written authorization, the Employer agrees to deduct from the paycheck of all Employees covered by this Agreement voluntary contribution to DRIVE. DRIVE shall notify the Employer of the amounts designated by each contributing Employee that are to be deducted from his/her paycheck. The Employer shall transmit to DRIVE National Headquarters on a monthly basis, in one check, the total amount deducted along with the name of each Employee on whose behalf a deduction is made, the Employee's Social Security number and the amount deducted from that Employee's paycheck. The International Brotherhood of Teamsters shall reimburse the Employer annually for the Employer's actual cost for the expenses incurred in administering the bi-weekly payroll deduction plan. The Union shall indemnify and hold the Employer harmless from any claim that may be made against it and expenses it may incur,

including reasonable attorney's fee, for an action the Employer may take in complying with this Section.

ARTICLE IV – HOURS OF WORK AND OVERTIME

Section 4.1 – Regular Workweek

(a) Full-Time Employees

The regular work week for all full-time employees covered by this Agreement shall be forty (40) hours per week.

(b) Part-Time Employees

Part-time employees covered by this Agreement shall not be scheduled for more than thirty-five (35) hours in a calendar week.

(c) Changes in Schedule

The above regular schedules may be changed based on operational needs.

(d) No Guarantee of Work

This Section shall in no way be construed as a guarantee by the Employer of any amount of work in any period, or as a limitation of hours of work (including overtime) in any period.

Section 4.2 – Regular Workday

(a) Full-Time Employees

The regular workday for full-time employees covered by this Agreement shall be eight (8) hours in length.

(b) Breaks and Lunch Periods

(i) Eight (8) Hour Workday

An employee working an eight (8) hour workday shall receive two (2) paid fifteen (15) minute breaks and a paid thirty (30) minute lunch break to be scheduled as work permits.

(ii) Six (6) Hour Workday

An employee working a six (6) hour workday shall receive one (1) paid fifteen (15) minute break and a paid thirty (30) minute lunch break to be scheduled as work permits.

(iii) Four (4) Hour Workday

An employee working a four (4) hour workday shall receive one (1) paid fifteen (15) minute break to be scheduled as work permits.

(c) Maximum Hours

Unless, an employee agrees otherwise, they will not be required to work more than sixteen (16) hours in a twenty-four (24) hour period without being allowed an eight (8) hour rest period.

Section 4.3 – Overtime Pay

- (a) Employees shall be paid one and one-half (1 ½) times their regular straight-time hourly rate for all hours worked in excess of eight (8) hours in one (1) workday or forty (40) hours in any calendar week.
- (b) Time off for compensatory time, vacation, holidays, and sick leave will be counted as “hours worked” for purposes of overtime accrual. Leaves of absence, or any other approved absence shall not count as “hours worked” for purposes of overtime accrual.
- (c) Employees who are not scheduled to work on a Saturday or Sunday shall be paid two (2) times their regular straight-time hourly rate for all hours worked on a Saturday or Sunday.
- (d) There shall be no pyramiding of overtime.

Section 4.4 – Overtime Distribution

The Employer agrees to distribute overtime as equally as possible amongst those employees who usually perform the type of work necessary to be performed. An employee working on any job that extends into overtime shall have first claim on the overtime. The Parties recognize that they have an obligation to the community to provide services and that this obligation on occasion may require the working of overtime. To meet that objective, overtime shall be compulsory to meet operational needs.

The employment of part-time, temporary, or non-bargaining unit personnel shall not work to deprive regular full-time personnel of opportunities to work overtime. However, if regular, full-time employees are working overtime, have been offered overtime and refuse it, or are unavailable for overtime, seasonal, or other non-bargaining unit employees may work said overtime without violating the Agreement. If no bargaining unit employee accepts the overtime, the least seniority employee currently working shall be assigned the overtime.

Supervisory personnel shall be permitted to perform bargaining unit work in accordance to Section 2.6.

Section 4.5 – Employee Call-Back

In the event an employee is called back to work before or after their regular scheduled shift, said employees shall be guaranteed the minimum of two (2) hours at their overtime rate. If, in fact, an employee is called to work and reports into work one (1) hour before starting time, the employee shall receive their regular overtime rate of pay. Callback time does not count toward hours worked toward overtime.

Section 4.6 – Compensatory Time

(a) Accrual

In lieu of paid overtime, employees may opt to earn compensatory time off. If an employee so chooses compensatory time, they will be awarded one and one-half (1 ½) hours of compensatory time for every hour of overtime worked and two (2) hours of compensatory time for every hour overtime worked on Sundays and designated holidays. Employees may not accumulate more than forty (40) hours of compensatory time. Once an employee reaches the forty (40) hours maximum, any overtime hours worked beyond the maximum will be paid at the normal overtime rate pay.

(b) Use

Employees must request use of compensatory time off at least seven (7) calendar days in advance of its use. The Transit Director maintains discretionary authority to approve or disapprove requested compensatory time off and may approve requests for compensatory time off requested less than one week in advance. However, such requests shall not be unreasonably denied. Compensatory time may be utilized in a minimum of two (2) hours increments.

ARTICLE V – SENIORITY

Section 5.1 – Seniority Defined

An employee's seniority shall be the period of the employee's most recent continuous regular employment with the Employer, including any continuous employment with the Workshop.

Section 5.2 – Breaks in Continuous Service

An Employee's continuous service record shall be broken, and thus their seniority terminated when the Employee:

- (a) resigns, retires, or quits;
- (b) is discharged for just cause;
- (c) accepts gainful employment while on an approved leave of absence from the Transit Department;
- (d) does not return to work from layoff within five (5) calendar days after being notified to return;
- (e) has been on layoff for a period of twelve (12) months or more; or
- (f) has been absent from work for three (3) consecutive days without notifying the Employer, unless the failure to notify the Employer is due to documented circumstances beyond the employee's control. The documented excuse must be acceptable to the Employer; or
- (g) fails to return to work upon expiration of a leave of absence.

Section 5.3 – Seniority While on Leave

Employees will continue to accrue seniority credit for all time spent on family and medical leaves of absence. Employees will not continue to accrue seniority credit for all time spent on layoff or any other unpaid leaves of absence.

Section 5.4 – Seniority List

Once each year the Employer shall provide the Union with a seniority list showing the seniority of each employee.

Section 5.5 – Probationary Employees

A new employee is probationary for the first six (6) months of employment. A probationary employee shall have no seniority, except as otherwise provided for in this Agreement, until they have completed the required probationary period. Upon such completion, they shall acquire seniority retroactively from the date of employment. During this period of probation, no grievance may be filed by or on behalf of such employee. A new employee's probationary period may be extended by agreement of the Employer and the Union.

ARTICLE VI – LAYOFF AND RECALL

Section 6.1 – Definition and Notice

A layoff is defined as a reduction in bargaining unit jobs. The Employer shall have sole discretion in determining when a layoff is necessary, how many positions will be affected, and which classifications will be affected. The Employer shall give the Union as much notice as practicable, but no less than twenty (20) calendar days' notice of a layoff, except in emergency situations wherein such period of notice may be reduced.

Section 6.2 – General Procedures

In the event of a layoff, the Employer will specify the classification and the number of positions effected within the classification. Employees in each classification shall be laid off in inverse order of seniority within their current classification. However, prior to laying off any full-time bargaining unit employees, all seasonal, temporary, probationary, part-time or other non-bargaining unit employees, according to Section 2.6, who perform work customarily performed by bargaining unit employees within the effected Departments shall be laid off or terminated, as the case may be.

An employee who is subject to being laid off pursuant to the procedure set forth above may bump the least senior employee in a lower paid classification provided the bumping employee is then qualified to perform the duties of the lower paid classification. Employees displaced through the exercise of a bump by a more senior employee shall have bumping rights consistent with the provisions of this Section.

Employees who exercise the right to bump shall be paid the rate of the classification to which they are bumping at the appropriate step according to their seniority. If an employee who exercises the right to bump is reasonably determined by the Employer to be unable to perform the duties of the position, that employee may be laid off without further bumping rights but with recall rights to their original classification as otherwise provided in this Article. In that event, the employee who had been displaced from that position by the disqualified employee will be returned to that position.

Section 6.3 – Recall of Laid-Off Employees

The names of laid-off employees shall be placed on a layoff list for six (6) months. Employees shall be recalled in the inverse order by which they were laid off within their classification. After twelve (12) months on layoff, an employee shall lose their seniority. It shall be the responsibility of an employee on the recall list to provide the County with an address where a recall notice can be sent. The County will send the recall notice to an employee via certified mail. Any employee who declines a recall under this Section or who fails to notify the County of their intent to work within seven (7) calendar days after their notice of recall is mailed to the address they provide shall forfeit further recall rights. Accrual of seniority will stop during layoff and if the employee is called back within twelve (12) months, seniority shall continue where the employee left off at the time of layoff.

If an employee on the layoff list is recalled for part-time work and refuses the work, the employer can hire part-time employees and the laid-off employee shall remain on the layoff list for the original twelve (12) month period.

ARTICLE VII – DISCIPLINARY PROCEDURES

Section 7.1 – Progressive Discipline

- (a) While on County premises or engaged in County business, employees are expected to observe all county rules and to conduct themselves in a professional and respectful manner. Failure to do so shall subject the employee to discipline appropriate under the circumstances, inclusive of discharge.
- (b) The Employer may only discipline an employee for just cause. Disciplinary steps shall include, but not be exclusive of the following:
 - (i) Oral Reprimand;
 - (ii) Written Reprimand;
 - (iii) Suspension Without Pay; or
 - (iv) Discharge.
- (c) The parties recognize the principle of progressive and corrective discipline for non-probationary employees. The agreement to use progressive and corrective

discipline does not prohibit the Employer in any case from imposing discipline which is commensurate with the severity of the offense.

- (d) Documentation of discipline shall be maintained in the employee's personnel file with a copy of the discipline provided to the Union.

Section 7.2 – Investigatory Meetings

The Employer may, but is not required to, conduct an investigatory meeting with the employee who is the subject of the investigation. If an investigatory meeting is conducted, any employee who is the subject of the investigation, or reasonably believes they may receive disciplinary action as a result of the meeting, shall be entitled to have a Union representative (Steward) present upon request.

Section 7.3 – Disciplinary Meeting

Upon imposition of a written reprimand, suspension or discharge, or as soon as practicable thereafter, the County Transportation Director/Designee shall convene a meeting. The County Transportation Director/Designee shall meet with the employee to discuss the circumstances giving rise to the contemplated discipline. After presenting the reasons for disciplinary action, the County Transportation Director/Designee will afford the employee an opportunity to discuss their views concerning the conduct causing such disciplinary action and rebut any evidence or charges against the employee. The employee is entitled to have a Union representative (Steward) present at the meeting if the employee so requests.

Section 7.4 – Personnel Record Inspection and Costs

At least twice per year, an employee, upon written request, will be granted the right to inspect their personnel file. An employee may obtain a copy of their personnel records upon request to the County Administrator. Copies shall be provided, at no charge to the employee, within two (2) business days.

ARTICLE VIII – GRIEVANCE PROCEDURE

Section 8.1 – Grievance Defined

A grievance is defined as any claim of violation of this Agreement.

Section 8.2 – Processing of Grievance

Grievances shall be processed only by the Union on behalf of an employee or on behalf of a group of employees or itself setting forth name(s) or group(s) of the employee(s). The Grievant or one (1) Grievant representing a group of Grievants may be present at any step of the grievance procedure, and the employee is entitled to Union representation at each and every step of the grievance procedure. The resolution of a grievance filed on behalf of a group of employees shall be made applicable to the appropriate employees within that group.

Section 8.3 – Grievance Procedure

Grievances arising after the effective date of the signing of this Agreement shall be raised, discussed and taken up in accordance with the following procedure:

(a) Step One – Transportation Director

The employee, within ten (10) calendar days of the incident giving rise to the grievance, shall orally raise the grievance with their supervisor during non-working hours. Failure to raise a grievance within ten (10) calendar days of the incident shall render the issue moot and bar the filing of such grievance. The County Transportation Director shall have ten (10) calendar days in which to attempt to settle the grievance or to respond to the grievance.

(b) Step Two – County Administrator

If the grievance is not resolved in Step 1, the grievance shall be reduced to writing stating the complete facts of the complaint, the Section(s) of the Agreement allegedly violated, and the relief requested. The grievance shall be dated and signed by the employee or by the Steward of the Union. Such written grievance shall be presented personally (or mailed by certified mail, return receipt requested, or email with a read receipt or confirmation of receipt) to the County Administrator within ten (10) calendar days after the expiration of the time to settle the grievance in Step 1. The grievance shall specifically state the basis upon why the grievance was improperly denied in Step 1 in the grievance procedure. The County Administrator shall have ten (10) calendar days in which to attempt to settle the grievance or to respond to the grievance.

(c) Step Three – County Labor Committee

If the grievance is not resolved in Step 2, the grievance may be appealed to Step 3 of the grievance procedure. The grievance shall be reduced to writing and signed by the grievant or the Steward and shall be presented personally (or mailed by certified mail, return receipt requested, or email with a read receipt or confirmation of receipt) to the County Labor Committee or its designee within ten (10) calendar days of the County Transportation Director's Step 2 response or the day such response was due, whichever occurs first. The grievance must specifically state the basis upon which the grievant or Steward believes that the grievance was improperly denied in Step 2 in the grievance process. The County Labor Committee or its designee shall have ten (10) calendar days after the first regularly scheduled monthly meeting of the Labor Committee in which to respond to the grievance, provided, however, that upon agreement of the Parties, a special meeting may be held to review the grievance at this step. In the event such a meeting is held, the County Labor Committee or its designee shall have the same ten (10) calendar day period from the date of the special meeting in which to respond to the grievance. In the event the County Labor Committee or its designee does not answer within ten (10) calendar days after its regularly scheduled monthly meeting or a special meeting, whichever occurs first, the grievance shall be deemed denied. In any case, the Union or the Employer may appeal a grievance to arbitration within ten (10) calendar days following denial of a grievance at Step 3. Such appeal shall be in the form of a written demand or email with a read receipt or confirmation of receipt.

(d) Step Four – Arbitration

If the grievance remains unsettled after the response in Step Three, the Union may refer the grievance to arbitration within fifteen (15) business days of the Step Three response. The Union shall request the Federal Mediation and Conciliation Service to submit a sub-regional panel of seven (7) Arbitrators. The parties shall alternately strike the names of Arbitrators, taking turns as to the first strike. The person whose name remains shall be the Arbitrator, provided that either party, before striking any names, shall have the right to reject one (1) panel of Arbitrators.

Both parties agree to attempt to arrive at a joint stipulation of the facts and issues as outlined to be submitted to the Arbitrator. Both parties shall have the right to request the Arbitrator to require the presence of witnesses and/or documents. Each party shall bear the costs of its own witnesses.

Questions of arbitrability shall be decided by the arbitrator. The Arbitrator shall make a preliminary determination on the questions of arbitrability. If it is determined that the matter is arbitrable or if such preliminary determination cannot be reasonably made, the arbitrator shall then proceed to determine the merits of the dispute. The Arbitrator shall neither amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement; or make a ruling against public policy. The decision and award of the arbitrator shall be made final and binding on the Employer, the Union and the employee(s) involved.

The expenses and fees of the Arbitrator and the cost of the hearing room shall be shared equally by the parties. Nothing in this Article shall preclude the parties from agreeing to the appointment of a permanent Arbitrator(s) during the term of this Agreement.

If either party desires a verbatim record of the proceedings, it may cause such to be made, providing it pays for the record and makes a copy available without charge to the Arbitrator. If the other Party desires a copy of the record, that Party shall equally share the cost of making the record and the arbitrator's copy, as well as pay for the expense of its own copy.

The Arbitrator shall render their decision in writing to the parties within sixty (60) calendar days following the close of the arbitration hearing or the submission date of briefs, whichever is later. The Arbitrator shall support their findings with a written opinion. The decision and opinion shall be based solely on and directed to the issue(s) presented. The award shall clearly direct the Parties as to what action(s) must be taken in order to comply with the award. The decision and award of the arbitration shall be final and binding to the Union, employees(s) and Employer.

Section 8.4 – Grievance Forms

The written grievance required under this Article shall be on a form which shall be provided by the Union. It shall contain a statement of the Grievant's complaint, the section(s) of this Agreement that have been allegedly violated, the date of the alleged violations and the relief being sought. The form shall be signed and dated by the Grievant and/or their representative. An

improper grievance form, date, section citation or other procedural error shall not be grounds for denial of the grievance.

Section 8.5 – Settlements and Time Limits

Any grievance not appealed to the next succeeding step in writing and within the appropriate number of workdays of the Employer's last answer will be considered settled on the basis of the Employer's last answer and shall not be eligible for further appeal. However, the Parties may, in any individual case (except discharge cases), extend this limit by unilateral written notice not to exceed a total of thirty (30) calendar days for the particular grievance.

ARTICLE IX – HOLIDAYS

Section 9.1 – Designated Holidays

- (a) The County recognizes the following holidays:

New Year's Day	Labor Day
Martin Luther King Day	Columbus Day
Lincoln's Birthday	Veteran's Day
Washington's Birthday	Thanksgiving Day
Spring Holiday	Day after Thanksgiving
Memorial Day	Christmas Eve Day
Juneteenth	Christmas Day
Independence Day	Any Day designated as a Holiday by the County Board

- (b) Any holiday falling on a Saturday will be celebrated on the preceding Friday. Any Holiday falling on Sunday will be celebrated on the following Monday.

Section 9.2 – Holiday Pay

- (a) *Full-time Employees*

All full-time employees shall receive their regularly scheduled number of work hours for one (1) day of work at their regular rate of pay.

- (b) *Part-Time Employees*

Part-time employees will receive pro-rated holiday pay, providing the holiday falls on their regularly scheduled workday. These paid holiday hours will be based on the average number of hours worked during the last three (3) pay periods.

- (c) *Overtime on a Holiday*

Employees who work on a holiday shall be additionally compensated for the number of hours worked on the holiday at two (2) times their regular rate of pay.

Section 9.3 – Eligibility

Employees must either work or be in paid leave status, excluding non-scheduled Sick Leave, during the last scheduled day prior to and after the holiday(s) occur in order to receive holiday pay. Periods of layoff are not considered to be paid leave status for the purpose of this Article.

Section 9.4 – Religious Holidays

If an employee's religious beliefs require observance of a holiday not included in the holiday schedule of this Article, the employee may, with prior approval of the Transit Director, take the day off without pay or with pay by utilizing vacation or compensatory time.

ARTICLE X – VACATIONS

Section 10.1 – Vacation Accrual

(a) Full-time Employees

Vacation will be accrued by regular, full-time employees on a monthly basis in accordance with the following schedule.

<u>Years of Service</u>	<u>Hours Per Month</u>
After one (1) year	6.67 hours
After five (5) years	10.00 hours
After ten (10) years	11.34 hours
After fifteen (15) years	13.34 hours

(b) Part-time Employees

Part-time employees who are scheduled to work less than thirty (30) hours per week, will accrue hours of vacation on a pro-rated basis. This accrual will be based on the average number of hours worked during the last three (3) pay periods.

(c) Vacation Pay

Employees will receive their regular rate of pay for every hour of vacation time used.

(d) Payment upon Separation

Upon separation of employment for any reason, employees shall be paid, as described above, for all accrued, but unused, vacation leave.

(e) Vacation Carryover

An employee may carry one-half (1/2) of their accrued vacation time from the previous year for up to twelve (12) months past their anniversary date. If an employee is denied a request to use accrued vacation within this time period due to operational needs, the County Transit Director may allow the employee an additional six (6) months to use the accrued time.

Section 10.2 – Vacation Usage

- (a) A vacation day shall not be charged should a Holiday fall during an employee's scheduled vacation period.
- (b) Vacation days may be used in no less than two (2) hour increments.
- (c) Employees must arrange for use of vacation days by giving two (2) weeks' notice for use of five (5) days or more, and one (1) week notice for use of less than five (5) days. Employees may arrange for use of up to three (3) one (1) day vacation days by giving twenty-four (24) hours' notice annually. The Transit Director shall have discretion to grant or deny such requests based on operational needs.
- (d) New employees shall be eligible to use up to one-half (1/2) of their first year's vacation time after successfully completing ninety (90) days employment.
- (e) Employees with more than two (2) years seniority will be permitted to cash out up to one-half (1/2) of their annual vacation accrual once per year if the employee has not yet utilized the vacation time
- (f) Employees must provide twenty-four (24) hours' notice in advance if they decide to cancel a previously approved use of vacation days.

ARTICLE XI – SICK LEAVE

Section 11.1 – Sick Leave Accrual

(a) Full-time Employees

Full-time employees shall be entitled to twelve (12) days of Sick Leave per year, accruing at one (1) day per month during the calendar year.

(b) Part-time Employees

Part-time employees will accrue hours of sick leave on a pro-rated basis. This accrual will be based on the average number of hours worked during the last three (3) pay periods.

(c) Maximum Accrual

Employees may accrue a maximum of four hundred eighty (480) hours Sick Leave. Unused Sick Leave will not be compensated upon termination of employment.

Section 11.2 – Sick Leave Use

Sick Leave may be granted in minimum two (2) hour increments for any of the reasons listed below:

- (a) Incapacitation due to illness, injury or disability.
- (b) Personal medical or dental appointments.
- (c) Illness of immediate family member that requires the employee's presence.

- (d) Sick Leave covers those situations in which an employee is absent from work due to:
 - (i) personal non-work injury or illness and is unable to perform work duties;
 - (ii) the need to care for an employee's immediate family member due to an illness, injury, or medical appointment of the family member, for the purpose of this section “immediate family” is defined as to mean spouse, domestic partner, child, stepchild, parent, stepparent, sister, stepsister, brother, stepbrother, mother-in-law, father-in-law, grandchild, grandmother, grandfather, or anyone who raised the employee from childhood for reasonable periods of time as the employee’s attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the employee’s own illness or injury;
 - (iii) medical, mental health, dental, ocular, or chiropractic care appointments for the employee, or their immediate family, provided that the employee must make a reasonable effort to schedule such appointments at times which have the least interference with the workday;
 - (iv) exposure to a contagious disease where on-the-job presence of the employee would jeopardize the health of others;
 - (v) use of a prescription drug that impairs job performance or safety;
 - (vi) actual periods of temporary disability associated with pregnancy or childbirth. Employees may request additional time off beyond the actual period of disability; vacation leave, compensatory time, or leave without pay may be used; or
 - (vii) drug and/or alcohol treatment.

Section 11.3 – Long-Term Sick Leave

In the event of continuing long-term employee illness or non-work-related injury, an employee may apply for and receive disability benefits from the Illinois Municipal Retirement Fund (IMRF). However, an employee is required to use all accrued sick and vacation time prior to receiving IMRF disability benefits.

Section 11.4 – Accrued Sick Leave upon Retirement

Upon the employee’s retirement, any accrued, but unused sick leave may be credited as days worked for purposes of pension benefits pursuant to the rules of the Illinois Municipal Retirement Fund (IMRF).

ARTICLE XII – LEAVES OF ABSENCE

Section 12.1 – Disability Leave

In the event of a temporary disability, an employee may apply for disability payment through the Illinois Municipal Retirement Fund (IMRF).

Section 12.2 –Special Leave of Absence

An employee with at least twelve (12) months seniority may petition the County Transit Director for a Special Leave of Absence. Such Special Leave of Absence is without pay or fringe benefits. A Special Leave of Absence may be granted at the sole discretion of the County.

Section 12.3 – Funeral Leave

An employee may be granted paid leave up to five (5) days, as needed, by the Transit Director in the event of the death of a spouse, child, stepchild, parent, stepparent, sister, stepsister, brother, stepbrother, mother-in-law, father-in-law, grandmother, grandfather, daughter-in-law, son-in-law, or anyone who raised the employee from childhood. If the employee desires to be absent for more than five (5) days, they may utilize previously earned, unused vacation leave provided the Department Head approves such additional absence.

Eligible employees (as that term is defined in Section 101(2) of the Family and Medical Leave Act, 29 U.S.C. 2601 et seq.) are also entitled to take a maximum of ten (10) working days of unpaid bereavement leave to:

- (a) attend the funeral or alternative to a funeral of a child;
- (b) make arrangements necessitated by the death of a child; or
- (c) grieve the death of a child. In the event of the death of more than one child in a twelve (12) month period, an employee is entitled to up to a total of six (6) weeks of bereavement leave during the twelve (12) month period.

Bereavement leave under the policy must be completed within sixty (60) days after the date on which the employee receives notice of the death of the child. An employee is required to provide the County with at least forty-eight (48) hours advance notice of the employee's intention to take bereavement leave unless providing such notice is not reasonable and practicable. The County may require reasonable documentation, including a death certificate, a published obituary, or written verification of death, burial, or memorial services from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency.

An employee who is entitled to take paid or unpaid leave may elect to substitute any period of paid leave for an equivalent period of unpaid bereavement leave.

The Employer prohibits retaliation against any employee who exercises their rights under this policy, opposes any practice that the employee believes to be in violation of this policy, or supports the exercise of rights of another under this policy.

Section 12.4 – Family and Medical Leave

The Employer agrees to comply with the Family Medical Leave Act.

Rules and Procedures – The rules and procedures regarding Family and Medical Leave, as described in the County’s Employee Handbook, shall govern all other aspects of this leave.

Section 12.5 – Jury Duty

Employees will be granted time off with pay to serve on jury duty when summoned to jury duty. An employee granted such leave shall reimburse the County for any pay received while serving on jury duty minus any mileage for such attendance.

Section 12.6 – Military Leave

The Employer will comply with all applicable federal, state and local laws providing military leave and benefit protections to eligible employees.

ARTICLE XIII –INSURANCE

Section 13.1 – Health Insurance

- (a) The County shall offer group health insurance benefits to all full-time employees.
 - (i) For any employee that elects to participate in a County sponsored High Deductible Health Plan (HDHP), the County will pay the full monthly premium cost for single health insurance coverage.
 - (ii) For any employee that elects to participate in a County sponsored High Deductible Health Plan (HDHP), the County will pay eighty percent (80%) of the monthly premium cost for family health insurance coverage.
 - (iii) For any employee that elects to participate in a County sponsored traditional co-pay insurance plan, the County will pay only up to the monthly premium amount of the current High Deductible Health Plan premium cost for single and family health insurance coverage.
- (b) The County expressly reserves the right to change the co-pay plan and/or insurance carriers, as it deems necessary.
- (c) Employees who choose the Health Savings Account health insurance option during the annual open-enrollment period, shall have the following amounts placed into their Health Savings Account:
 - (i) two thousand dollars (\$2,000.00) for Employees that choose employee only coverage: or
 - (ii) three thousand dollars (\$3,000.00) for Employees that choose family coverage.

- (iii) The County's contribution will be paid bi-annually with the January and July claims cycle.
- (d) It is agreed by the Parties that the guaranteed annual Health Savings Account contributions in Section 14.1(c) does not create a status quo for any future negotiations.
- (e) If an employee chooses not to participate in the Employer's group health insurance benefit plan and is covered by another health insurance plan, the County shall issue the employee assistance checks equal to the amount of the single plan Health Savings Account contribution. The assistance checks shall be given on a bi-annual basis in the January and July claims cycle.
- (f) If the County wishes to make changes that substantially alter the benefits received by the employees covered by this Agreement, the Employer shall send the Union written notice, via certified mail, return receipt requested or email with a read receipt or confirmation of receipt prior to August 15. The Union shall have fourteen (14) calendar days to notify, in writing, the County of its desire to bargain over the impact of the changes. If any impact bargaining is not completed by October 1, the County shall have the right to implement the changes to the benefits on December 1.

Section 13.2 – Terms of Policies To Govern

The Plan documents will dictate coverage levels. The extent of coverage under insurance policies referred to in this Article shall be governed by the terms and conditions set forth in said policies. Any questions concerning coverage shall be resolved in accordance with the terms and conditions in said policy and shall not be subject to the grievance procedure set forth in this Agreement. Nothing in this Agreement shall be construed to relieve any insurance carrier or plan administrator from any liability it may have on the County, the employee or the beneficiary of any employee, and nothing in this Section shall relieve the County of its obligation to provide the coverages as specified in this Agreement.

Section 13.3 – Retiree Insurance

Employees who are eligible for coverage on the County's health insurance plan may be eligible for retiree insurance assistance from the County under the following conditions:

- (a) Employee must be at least sixty (60) years of age at the time of retirement.
- (b) Employee must have at least twenty (20) years of uninterrupted service with the County and fully vested in their IMRF retirement plan.
- (c) Employee must notify their elected official/department head of their intention to retire at least twelve (12) months prior to the effective date of the retirement. This notification shall be irrevocable to receive this benefit. The County Board reserves

the right to waive the twelve (12) month notice should the elected official/department head submit a written request for consideration.

- (d) The County shall pay one hundred percent (100%) of the premium cost for the single high deductible health insurance plan until they reach the age of Medicare/Medicaid eligibility.
- (e) The County shall reserve the right to change insurance carriers and/or plans at any time, as it deems necessary.
- (f) The County shall not contribute monies to the retiree's Health Savings Account.
- (g) If the employee chooses family insurance upon retirement, their premiums shall be reduced equal to the amount of one hundred percent (100%) of the cost of the single high deductible health insurance premiums until they reach the age of Medicare/Medicaid eligibility with the employee responsible for the difference. In the event of employee death, the spouse shall be allowed to continue coverage at their own cost.
- (h) If the employee should choose to drop coverage at any point before reaching the age of Medicare/Medicaid eligibility, they shall not have the option of re-enrollment.

ARTICLE XIV – EMPLOYEE TRAINING AND EDUCATION

Section 14.1 – Compensation for Required Training

- (a) The Transit Department will compensate employees at their regular straight time rate up to eight (8) hours per day for all training, schools and courses which the Employer requires an employee to attend.
- (b) When an employee is required to use their own vehicle, mileage reimbursement for sites farther than ten (10) miles one way shall be reimbursed in accordance with the Jo Daviess County Travel & Business Expense Policy.
- (c) Reimbursements for meals, lodging, and/or other travel and business expenses shall be paid in accordance with the Jo Daviess County Travel & Business Expense Policy.

Section 14.2 – CDL License

Currently, employees are not required to have a Commercial Driver's License as condition of employment. Should the possession of Commercial Driver's License become a required condition of employment, the County shall reimburse employees required to have a Commercial Driver's License for the renewal cost of said license including any endorsements that the employee is required by the Transit Department to maintain.

ARTICLE XV – SAFETY

Section 15.1 – General Duty

The Employer shall endeavor to provide a safe and healthful workplace.

Section 15.2 – Unsafe Conditions

The Employer will comply with all laws pertaining to safety and Employees shall act in accordance with all departmental safety rules and policies. Employees who reasonably and justifiably believe that their safety and health are in danger due to an alleged unsafe working condition, equipment or vehicle, must immediately inform their supervisor who shall have the responsibility to determine what action, if any should be taken.

Section 15.3 – Weather

When the Director of Transit, in accordance with County Policy, determines conditions are too hazardous for Transit Operations to run, all scheduled employees covered by this Agreement shall be permitted to work from home with pay.

Section 15.4 – Drug and Alcohol Testing

(a) Requirements

Drug and Alcohol testing shall be conducted in accordance with the United States Department of Transportation Procedures for Transportation Workplace Drug and Alcohol Testing (49 C.F.R. §40.1, et seq).

(b) Mandatory Testing

Employees are required to submit to alcohol and drug testing when the employee is involved in a motor vehicle collision while engaged in the performance of their official duties or in the line of duty and a serious injury to a person or persons or a fatality of a person or persons has occurred. Drug and alcohol testing under this sub-paragraph must be completed as soon as practicable but no later than the end of the involved employee's shift or tour of duty.

ARTICLE XVI – LABOR MANAGEMENT MEETINGS

Section 16.1 – Labor Management Meetings

The Union and the Employer mutually agree that in the interest of efficient management and harmonious employee relations, it is desirable that Labor Management meetings be held from time-to-time. There shall be a maximum of four (4) Labor Management meetings per calendar year unless both Parties agree otherwise in writing. Such meetings may be requested by either Party, by furnishing the other Party with a written request for such meeting, and an agenda for the meeting, at least fourteen (14) calendar days in advance of the date the Party wishes to meet. The Parties will mutually agree to the location of the meeting. Each Party shall be limited to providing

two (2) representatives to the Labor Management meeting. The topics for such meetings shall be limited to:

- (a) Discussion of the implementation and general administration of this Agreement.
- (b) Notifying the Union of changes in conditions of employment contemplated by the Employer which may affect employees.
- (c) Items concerning safety issues.

Section 16.2 – Purpose

The purpose of Labor Management meetings shall be to discuss and resolve concerns of both Parties and such meetings shall be exclusive of the grievance procedure. The meetings shall be chaired by the Employer Representative and there shall be no loss of wages for attendance by Union Stewards. Grievances and arbitrations shall not be discussed at such meetings.

ARTICLE XVII – CLOTHING AND EQUIPMENT

Section 17.1 – Uniforms

The County shall provide every member of the bargaining unit with the following uniform apparel items:

- (i) Pants;
- (ii) Shirts;
- (iii) Winter coat meeting the ANSI Class 2 requirements.

Maintenance employees are required to wear steel toed safety boots. Receipts are required by the County for the reimbursement of items purchased with the uniform, boot, and safety glasses allowance.

Section 17.2 – Protective Clothing

The Transit Department will provide the following protective gear and clothing to employees when necessary: safety vests, non-prescription safety glasses, hearing protection and face masks. The Transit Department may provide additional safety gear or clothing.

Section 17.3 – Mobile Device Policy

The County shall reimburse an employee up to thirty dollars (\$30.00) per month for a cell phone or up to sixty-five dollars (\$65.00) per month for a smart phone upon the employee providing a receipt.

ARTICLE XVIII – NON-DISCRIMINATION

Section 18.1 – Prohibition Against Discrimination

The provisions of this Agreement shall be applied equally to all Employees in the bargaining unit without “unlawful discrimination” as defined in Section 1-103 of the Illinois Human Rights Act [775 ILCS 5/1-103] and/or in violation of the Illinois Human Rights Act [775 ILCS 5/1-101, et. seq.] or any Federal Laws regarding discrimination.

Section 18.2 – Union Membership or Activity

Neither the Employer nor the Union shall interfere with the right of employees covered by this Agreement to become or to refrain from becoming members of the Union, and there shall be no discrimination against any such employee because of lawful Union membership or non-membership activity or status.

Section 18.3 – Use of the Masculine Pronoun

The use of the masculine pronoun in this or any other document is understood to be for clerical convenience only and it is further understood that the masculine pronoun includes all pronouns as well.

Section 18.4 – Alleged Violations

All claims under this Article must be filed with the appropriate State, Federal, or administrative agency and not through the grievance procedure.

ARTICLE XIX – NO STRIKE/NO LOCKOUT

Section 19.1 – No Strike

During the term of this Agreement, there shall be no strike, sit-down, slowdown, sympathy strike, cessation or stoppage or interruption of work, nor shall any employee engage in any such conduct.

Section 19.2 – No Lockout

The Employer, its officers, agents, representatives and members shall not in any way, directly or indirectly, authorize, assist, encourage, participate in or sanction a lockout of employees during the term of this Agreement.

Section 19.3 – Disavowal of Interest

The Union, its officers, agents, representatives and members shall not in any way, directly or indirectly, authorize, assist, encourage, participate in or sanction any strike, sit-down, sit-in, slowdown, sympathy strike, cessation or stoppage or interruption of work, or ratify, condone or lend support to any such conduct or action.

Section 19.4 – Resumption of Operations

In the event of action prohibited by Section 19.1 above, the Union immediately shall disavow such action and request the employees to return to work and shall use its best efforts to achieve a prompt resumption of normal operations.

Section 19.5 – Discipline and/or Discharge of Violators

The Employer shall have the right to discharge or otherwise discipline any employee who violates this Article. Any discipline or discharge for violation of this article will not be subject to the grievance procedure, except to determine whether or not the employee actually committed the offense in violation of this article.

Section 19.6 – Judicial Restraint

Nothing contained herein shall preclude the County or the Union from obtaining judicial restraint and damages in the event the other part violates this Article.

ARTICLE XX – MANAGEMENT RIGHTS

It is understood and agreed that the Employer possesses the sole right and authority to operate, determine policy, and direct the employees in all aspects, including but not limited to, all rights and authority exercised by the Employer prior to execution of this Agreement. These rights include, but are not limited to:

- (a) The right to determine its mission and policies, determine the quality and quantity of services rendered, and to set forth all standards of employee performance and services offered to the public;
- (b) To plan, direct, control and determine the operations or services to be conducted by employees of the Employer;
- (c) To determine the methods, means, number of personnel needed to carry out the employer's mission;
- (d) To direct the work force, assign work and determine the number of employees assigned to particular operations;
- (e) To hire and assign or to transfer employees;
- (f) To promote, suspend, discipline or discharge employees for just cause;
- (g) To temporarily suspend employees without pay (for no more than five (5) days) in order to investigate serious offenses, offenses that disrupt the workplace, ethical and/or legal violations, criminal charges, with pay for the suspension period being reimbursed to employees who do not receive discipline or resign as a result of the investigation;

- (h) To determine the number of hours to be worked, establish work schedules, reduce the work week or workday;
- (i) To establish, change, combine, or discontinue job classifications and determine the qualifications and competency of employees to perform available work;
- (j) To determine when a layoff is necessary and to layoff employees pursuant to this Agreement;
- (k) To establish, revise, publish and enforce reasonable rules and regulations;
- (l) To introduce new or improved methods, equipment and facilities as well as discontinue methods, equipment, services and facilities; and
- (m) The County retains the right to subcontract work as it deems necessary.

Except where an emergency exists, if the County plans to layoff bargaining unit employees and to subcontract the work they perform, the County shall notify the Union and offer the Union an opportunity to negotiate the planned layoff and subcontracting, including alternatives the Union may propose and the effect of the County's decision on bargaining unit employees.

Nothing in this Article is intended to alter or abrogate the intention or authority of any other Article contained in this Agreement, and to the extent not expressly provided for in this Agreement. The Employer maintains all other authority except as expressly and specifically limited by this Agreement, including the operations being left to the sole exclusive discretion of the Employer.

ARTICLE XXI – WAGES

Section 21.1 – Wage Scale

(a) Base Pay

Effective December 1, 2023, the base hourly rates for all employees shall be increased as follows:

Job Title	12/1/2023	12/1/2024	12/1/2025
Dispatcher	\$18.22	\$18.77	\$19.34
Driver	\$17.22	\$17.77	\$18.34
Billing & Medicaid Coordinator	\$20.70	\$21.33	\$21.97
Mechanic/Collision Repair Technician	\$21.37	\$22.01	\$22.67

(b) Anniversary Steps

Effective December 1, 2023, employees on their anniversary date as follows:

Years of Service	Hourly Step Increase
After 1	Two dollars (\$2.00)
After 3	One dollar (\$1.00)
After 5	One dollar (\$1.00)
After 7	Fifty cents (\$0.50)
After 10	Fifty cents (\$0.50)
After 15	Fifty cents (\$0.50)
After 18	Fifty cents (\$0.50)

(c) Salary Schedule

The applicable hourly rates are attached as Appendix A.

Section 21.2 – Weekend Differential

All employees working on either a Saturday or Sunday will receive an additional twenty-five cents (\$0.25) per hour added to their base pay. For overtime purposes, the additional twenty-five cents (\$0.25) per hour shall be added to the employee's straight time rate of pay prior to figuring their overtime rate of pay.

Section 21.3 – Retroactivity

The wage increases shall be retroactive to December 1, 2023 for all employees who are on the Employers' payroll as of the date of ratification of this Agreement.

ARTICLE XXII – FILLING OF VACANCIES

Section 22.1 – Vacancies

Whenever the Employer determines there is a vacancy in an existing job classification or that a new bargaining unit job has been created, a notice of such vacancy shall be posted on all bulletin boards for fourteen (14) calendar days. During this period, qualified employees who wish to apply for such vacancy, including employees on layoff, may do so.

Section 22.2 – Selection/Promotion/Transfers

Bids from all employees and outside applicants shall be considered for the vacancy. All applicants must meet the minimum qualifications of the job description, at the time it is posted, to be considered for the vacancy. Vacancies will be filled by the most qualified applicant based on the totality of the following: skills tests, expertise in the particular area, performance appraisals, education level, employment history and when applicable, an interview.

In the event that candidates for a position perform relatively equal in these areas, the Employer will provide preference to internally transferring employees from one classification to

another, including employees on layoff. When two (2) or more current employees are equally qualified for promotion, the more senior employee shall be awarded said promotion.

Section 22.3 – Trial Period for Transfers

When a current employee bids on and receives a new position, whether it is a promotion or transfer within the Transit Department, the employee will undergo a three (3) month trial period. If during the trial period, the County reasonably determines that the employee is not performing adequately in their new position, the employee will be returned to their previous position. If during the trial period the employee decides they no longer want the new position, the employee can return to their former position, if still available.

ARTICLE XXIII – SAVINGS CLAUSE AND AMENDMENTS

Section 23.1 – Complete Agreement

The Parties acknowledge that, during the negotiations that resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter within the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement.

Section 23.2 – Saving Clause

If any provision of this Agreement or the application of any such provision should be rendered or declared invalid by any court action, or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Agreement shall remain in full force and effect and the subject matter of such invalid provision shall be open to immediate re-negotiation.

Section 23.3 – Mutual Agreements

It shall be understood that the provisions of this Agreement may be modified at any time upon mutual agreement of the parties, provided that all such mutual amendments shall be in writing and signed by authorized representatives of the parties to be binding.

Section 23.4 – Continuing Effect

Notwithstanding any provision of this Article or Agreement to the contrary, this Agreement shall remain in full force and effect after any expiration date while negotiations are continuing for a new Agreement or part thereof between the parties.

ARTICLE XXVI – DURATION & TERMINATION

This Agreement shall be effective upon execution and shall remain in full force and effect until the 30th day of November, 2026, whereupon it shall be automatically rendered null and void. It shall be automatically renewed from year to year thereafter unless either party notifies the other

in writing at least ninety (90) calendar days prior to the anniversary date that it desires to modify this Agreement.

SIGNATURES

IN WITNESS WHEREOF, the parties have executed this Agreement this _____ day of _____ 2024, in Jo Daviess County.

JO DAVIESS COUNTY

TEAMSTERS, LOCAL 722

LaDon Trost, County Board Chair

Ted Rowley, Secretary-Treasurer

Date

Date

APPENDIX A – WAGE SCHEDULE

Dispatch

Years of Service	Longevity	12/1/2023	12/1/2024	12/1/2025
Start		\$18.22	\$18.77	\$19.34
After 1	\$2.00	\$20.22	\$20.77	\$21.34
After 3	\$1.00	\$21.22	\$21.77	\$22.34
After 5	\$1.00	\$22.22	\$22.77	\$23.34
After 7	\$0.50	\$22.72	\$23.27	\$23.84
After 10	\$0.50	\$23.22	\$23.77	\$24.34
After 15	\$0.50	\$23.72	\$24.27	\$24.84
After 18	\$0.50	\$24.22	\$24.77	\$25.34

Driver

Years of Service	Longevity	12/1/2023	12/1/2024	12/1/2025
Start		\$17.22	\$17.77	\$18.34
After 1	\$2.00	\$19.22	\$19.77	\$20.34
After 3	\$1.00	\$20.22	\$20.77	\$21.34
After 5	\$1.00	\$21.22	\$21.77	\$22.34
After 7	\$0.50	\$21.72	\$22.27	\$22.84
After 10	\$0.50	\$22.22	\$22.77	\$23.34
After 15	\$0.50	\$22.72	\$23.27	\$23.84
After 18	\$0.50	\$23.22	\$23.77	\$24.34

Billing & Medicaid Coordinator

Years of Service	Longevity	12/1/2023	12/1/2024	12/1/2025
Start		\$20.70	\$21.33	\$21.97
After 1	\$2.00	\$22.70	\$23.38	\$24.08
After 3	\$1.00	\$23.70	\$24.41	\$25.14
After 5	\$1.00	\$24.70	\$25.44	\$26.20
After 7	\$0.50	\$25.20	\$25.96	\$26.73
After 10	\$0.50	\$25.70	\$26.47	\$27.27
After 15	\$0.50	\$26.20	\$26.99	\$27.80
After 18	\$0.50	\$26.70	\$27.50	\$28.33

Mechanic/Collision Repair Technician

Years of Service	Longevity	12/1/2023	12/1/2024	12/1/2025
Start		\$21.37	\$22.01	\$22.67
After 1	\$2.00	\$23.37	\$24.07	\$24.79
After 3	\$1.00	\$24.37	\$25.10	\$25.85
After 5	\$1.00	\$25.37	\$26.13	\$26.92
After 7	\$0.50	\$25.87	\$26.65	\$27.45
After 10	\$0.50	\$26.37	\$27.16	\$27.98
After 15	\$0.50	\$26.87	\$27.68	\$28.51
After 18	\$0.50	\$27.37	\$28.19	\$29.04