

COLLECTIVE BARGAINING AGREEMENT

Between

**SERVICE EMPLOYEES INTERNATIONAL UNION
(SEIU) LOCAL 1**

FIREMEN & OILERS DIVISION

And

COUNTY OF COOK

December 1, 2017 thru November 30, 2020

Effective upon approval by the County Board of Commissioners

TABLE OF CONTENTS

<u>Article</u>	<u>Section</u>	<u>Subject</u>	<u>Page</u>
		PREAMBLE	
I		RECOGNITION	1
	1	Representative Unit	1
	2	Union Membership	1
	3	Bargaining Unit Work	1
	4	Dues Check off	1
	5	Union Authorization	2
	6	Religious Exemption	2
	7	Indemnification	2
II		COUNTY AUTHORITY	2
	1	County Rights	2
	2	County Obligation	3
III		HOURS OF WORK AND OVERTIME	3
	1	Purpose of Article	3
	2	Regular Work Periods	3
	3	Overtime Pay	3
	4	No Duplication of Overtime Pay	4
	5	Overtime Work	4
	6	Call Back Pay	4
	7	Cook County Overtime Ordinance	4
IV		RATES OF PAY	4
	1	Hourly Wage Rates/Non-Prevailing Rates	4
V		SENIORITY	5
	1	Probationary Period	5
	2	Definition of Seniority	5
	3	Promotion, Transfer	5
	4	Reduction in Work Force, Layoff and Recall	5
	5	Promotion and Shift Assignment	6
	6	Return to Former Job	6

TABLE OF CONTENTS
(Continued)

<u>Article</u>	Section	Subject	Page
	7	Return to Represented Unit	6
	8	Information to the Union	6
	9	Termination of Seniority	7
	10	Transfer of Stewards	7
	11	Discipline	7
VI		HOLIDAYS	8
	1	Regular Holidays	8
	2	Eligibility	8
	3	Holidays in Vacation	8
	4	Failure to Report	8
	5	Shift Employees	9
VII		VACATIONS	9
	1	Eligibility	9
	2	Vacation Accrual	9
	3	Vacation Pay	9
	4	Vacation Preference and Scheduling	9
	5	Accrued Benefits at Separation	9
VIII		WELFARE BENEFITS	10
	1	Hospitalization Insurance	10
	2	Sick Pay	10
	3	Disability Benefits	11
	4	Life Insurance	11
	5	Pension Plan	11
	6	Dental Plan	11
	7	Vision Plan	11
	8	Flexible Benefit Plan	12
IX		LEAVES	12
	1	Bereavement Leave	12
	2	Sick Leave	12
	3	Union Leave	12

TABLE OF CONTENTS
(Continued)

<u>Article</u>	Section	Subject	Page
	4	Military Leave	12
	5	Regular Leave	13
	6	Maternity Paternity Leave	13
	7	Seniority on Leave	13
	8	Retention of Benefits	13
	9	Use of Benefit Time	14
X		ADDITIONAL BENEFITS	14
	1	Jury Make-Up Pay	14
	2	Election Day	14
	3	Personal Days	14
XI		GRIEVANCE PROCEDURE	15
	1	Policy	15
	2	Definition	15
	3	Representation	15
	4	Grievance Procedure Steps	15
	5	Time Limits	16
	6	Step 4	16
	7	Stewards	16
	8	Union Representatives	16
XII		CONTINUITY OF OPERATION	16
	1	No Strike	16
	2	Union Responsibility	17
	3	Discharge of Violators	17
	4	No Lock-Out	17
	5	Reservation of Rights	17
XIII		MISCELLANEOUS	17
	1	No Discrimination	17
	2	Safety	18
	3	Doctor's Statement	18
	4	Voluntary Workers	18
	5	Bulletin Boards	18
	6	Partial Invalidity	18

TABLE OF CONTENTS
(Continued)

<u>Article</u>	Section	Subject	Page
	7	Residency	19
	8	Union and County Meetings Respecting Health Care	19
	9	Recording/GPS/ AVL Devices	19
	10	Payback Structure	19
	11	CBA in Electronic Format	19
XIV		TERM	20
	1	Term	20
	2	Notice	20

Appendix A

Appendix C

AGREEMENT

PREAMBLE

This collective bargaining agreement including Appendix A is entered into by and between the County of Cook, hereinafter referred to as the "County," and the, Service Employees International Union (SEIU) Local No 1, Firemen & Oilers Division, hereinafter referred to as "Union".

ARTICLE I **Recognition**

Section 1. Representative Unit:

The County recognizes the Union as the sole and exclusive bargaining agent in all matters pertaining to wages, hours and working conditions for all employees as listed in Appendix A.

The County recognizes that the Union has historically and traditionally represented the above County employees and the County agrees that the unit is the appropriate unit for Collective Bargaining under Section 9 (b) and (c) of the "Illinois Public Relations Act."

Appendix A lists the current job classifications represented by the Union and the rates of pay for each such job classification. The job classification listed in Appendix A is for descriptive purposes. Its use is neither an indication nor a guarantee that any classification or title set forth therein will continue to be utilized by the County.

Section 2. Union Membership:

The County will grant the Union an opportunity during the orientation of new employees in the classifications it currently represents to present the benefits of Union membership, at which time the Union may give such employees a copy of this Agreement.

Each Employee who on the effective date of this Agreement is a member of the Union and each Employee who becomes a member after that date shall maintain his/her membership in the Union by the timely payment of Union initiation fees, dues and uniform fees during the term of this Agreement.

Section 3. Bargaining Unit Work:

The County agrees that any work which bargaining unit employees are capable and qualified to perform and any work which has historically and traditionally been performed by said employees as well as any work related thereto shall be performed by members of the bargaining unit.

Section 4. Dues Check-Off:

With respect to any employee from whom the County receives individual written authorization, signed by the employee, in a form agreed upon by the Union and the County, the

County 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, and the County shall continue to retain a service charge of five cents (5¢) for making each such deduction.

The parties acknowledge and agree that the phrase “written authorization” as provided in this Agreement include authorizations created and maintained by use of electronic records and electronic signatures consistent with State and Federal law.

If the employee has no earnings due for that paycheck, the Union shall be responsible for collecting said amounts.

Section 5. Union Authorization

The employees shall have the right to join or not join the Union. For employees who join the Union and provide written authorization for the Employer to withdraw dues, the Employer shall honor employees check-off authorizations and withhold dues from the employee’s wages. Any employee who is paying dues may stop making those payments by giving written notice to the Union during the period not less than thirty (30) and not more than forth-five (45) days before the annual anniversary date of the employee’s authorization or the date of termination of the applicable contract between the Employer and the Union, whichever occurs sooner. The Union will advise the Employer if and when an employee’s written authorization is no longer in effect. The Employer will honor employee check-off authorizations unless they are revoked in writing during the window period.

Section 6. Religious Exemption:

Employees who are members of a church or religious body having a bona fide religious tenet or teaching which prohibits the payment of a fair share contribution to a union shall be required to pay Same amount equal to their fair share of Union dues, as described in Section 4, to a non-religious charitable organization mutually agreed upon by the Union and the affected employees as set forth in Section 6 (g) of the Illinois Public Labor Relations Act.

Section 7. 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.

ARTICLE II
County Authority

Section 1. County Rights:

The Union recognizes that the County has the full authority and responsibility for directing its operations and determining policy. The County 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 County shall abide by and be limited only by the specific and express terms of this Agreement, to the extent permitted by law.

Section 2. County Obligation:

The Union recognizes that this Agreement does not empower the County to do anything that it is prohibited from doing by law.

ARTICLE III
Hours of Work and Overtime

Section 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 2. Regular Work Periods:

Forty (40) hours shall constitute the work week for all employees. The normal work week shall be five (5) consecutive days of employment, Monday through Friday, and the normal workday shall be (8) consecutive hours. Non-shift employees shall be permitted a one-half hour unpaid lunch period.

For those employees in the Department of Facilities Management, the normal work hours shall be 8:00a.m. to 4:30p.m.; however, with the concurrence of the union, management may schedule employees outside of said hours.

For all other Departments, the scheduled working times currently in effect will continue for shift positions requiring a seven-day continuous operation the work week may begin other than Monday and end other than Friday, with two (2) consecutive days off during the work week.

Section 3. Overtime Pay:

All overtime work performed outside the regular assigned hours which results in over 40 work hours in the work week shall be compensated at one and one-half (1-1/2) times the classification hourly rate.

For overtime purposes, the work week shall be midnight Sunday to midnight the following Sunday. All overtime performed outside the regular assigned hours which results in less than 40 hours in the work week shall be compensated at one and one-half (1-1/2) times in compensatory time off. The normal work week will not be changed to avoid the payment of overtime.

The County will make every reasonable effort to accommodate the employee in granting compensatory time off.

Section 4. No Duplication of Overtime Pay:

There shall be no pyramiding or duplicating of overtime pay. Hours compensated for at overtime rates less than one provision of this Agreement shall be excluded as hours worked in computing overtime pay under any other provision.

Section 5. Overtime Work:

Employees will be expected to perform any reasonable amounts of overtime work assigned to them. The County 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 County may assign the overtime work to any employees immediately available in that same classification. 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. In the event an employee for any reason does not receive a fair share of overtime, the employee shall not be entitled to payment for overtime not worked, but the County will, when the matter is called to its attention, give preference to such employee with respect to future overtime assignments for which he/she would be normally eligible until a reasonably fair balance in the overtime distribution is re-established. The County shall maintain such records as may be necessary to establish the overtime hours worked by each employee, which records shall be available for inspection by the Union.

Section 6. Call Back Pay:

An employee called back to work outside of his/her regularly scheduled shift or on his/her scheduled days off shall be paid a minimum of two (2) hours pay at the applicable rate. Any bargaining unit work started shall be paid a minimum of four (4) hours pay at the applicable rate.

Section 7. Cook County Overtime Ordinance:

As of December 1, 2018, in an effort to protect the employees, patients, detainees, and citizens of Cook County:

No Cook County employee shall be allowed to work more than twenty (20) hours in overtime in any seven-day period with the exception of emergency situations where the Bureau Chief of Elected Official will be required to provide written authorization; and

No Cook County employee shall be allowed to work more than 624 hours (30% of 2080 full-time hours) in overtime with the exception of emergency situations where the Bureau Chief or Elected Official will be required to provide written authorization.

ARTICLE IV
Rates of Pay

Section 1. Hourly Wage Rates

For non-prevailing rate trade titles, the following rates shall be applied:

\$1,200 Bonus to be paid 30 days after ratification of the Collective Bargaining

Agreement by the County Board of Commissioners.

Effective December 1, 2018 Step freeze.

Effective the first full pay period on or after June 1, 2019 the pay rates for all classifications shall be increased 2.00%.

Effective the first full pay period on or after June 1, 2020 the pay rates for all classifications shall be increased 2.00%.

ARTICLE V **Seniority**

Section 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 and 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 notified about the institution 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 discipline or discharge. Upon completion of the probationary period, the employee's seniority shall be computed as of the date of his/her most recent hire.

Section 2. Definition of Seniority:

Seniority is an employee's length of most recent continuous employment within bargaining unit classification with the County since his/her last hiring date as a full-time employee.

Section 3. Promotion, Transfer:

In cases of promotion and transfer, employees shall have first preference in order of their seniority, provided that the employee has the ability and fitness to perform the required work. In the event a permanent vacancy occurs outside the department in which a fully qualified employee in the bargaining unit is working, such permanent vacancy will be transferred because of county wide seniority and the vacancy so created will be filled by a new hire.

Section 4. Reduction in Work Force, Layoff and Recall:

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.

1. Probationary employees shall be laid off first.
2. Thereafter, the least senior employee in the affected job classification shall be laid off first.

3. "Seniority" shall mean, for purposes of the Section, the employee's continuous service in any bargaining unit title (s) County-wide.
4. A laid off employee may displace (bump) the least senior employee, if any, in the most recent lower job title the employee to be laid off has held, provided the employee to be laid off then possesses the ability to perform the job to the Employer's satisfaction without further training.
5. Employees shall be recalled in reverse order of seniority.
6. Where possible, surplus employees and the Union shall be given notice thereof at thirty (30) days prior to the effective date.

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 5. Promotion and Shift Assignment:

Employees in the same job classification and in the same department or division, but on a different shift, where applicable, will first be given preferential consideration for a change in shifts in accordance with Section 3. Other employees within a department or division will then be given classification, within the bargaining unit, when a vacancy occurs.

Section 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 County to his /her 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 fitness 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 his/her former job within five (5) calendar 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 one (1) year thereafter, and an employee who returns to his/her former classification under this procedure will not be permitted to bid again on the same job for one (1) year thereafter.

Section 7. Return to Represented Unit:

An employee who has been promoted or transferred out of the represented unit into a position not covered by a collective bargaining unit, and who is later transferred back to the unit by the County, shall upon return to the represented unit be granted the seniority he/she would have had, had the employee continued to work in the classification from which he/she was promoted or transferred.

Section 8. Information to the Union:

The County will work with the Union to provide on a monthly basis, when it has the computer

program capability to do so, a bargaining unit report of current active employees, the list to include employee name, address, social security number, title, pay schedule, grade, current pay rate, status, continuous service date, time in title, date of birth, race and sex.

Section 9. Termination of Seniority:

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

- (a) Resignation or retirement;
- (b) discharge for just cause;
- (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 satisfactory to the County 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 County, for such failure to report for work;
- (e) absence from work because of layoff or any other reason for six (6) months in the case of an employee with less than one (1) year of service when the absence began, or twelve (12) months in the case of all other employees, 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 benefit.
- (f) Failure to report for work upon recall from layoff with ten (10) working 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 Personnel Department at the County;
- (g) Engaging in gainful employment while on an authorized leave of absence, unless permission to engage in such employment was granted in advance by the County in writing.

Section 10. Transfer of Stewards:

Employees acting as Union stewards under Article XI, Section 7, of this Agreement shall not be transferred from the 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 11. Discipline:

Employees who are to be or may be disciplined are entitled to Union representation in any disciplinary proceedings consistent with the Cook County Disciplinary Action Policy and Procedure.

ARTICLE VI
Holidays

Section 1. Regular Holidays:

A. The following are regular holidays for employees covered by this Agreement:

New Year's Day	Independence Day
Martin Luther King's Birthday	Labor Day
Lincoln's Birthday	Columbus Day
Washington's Birthday	Veteran's Day
Casimir Pulaski Day	Thanksgiving Day
Memorial Day	Christmas Day

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. Holidays for shift employees shall be set on the calendar holiday.

The existing floating holiday (in lieu of Good Friday) shall be credited to employees on December 1 of each year, and must be used by the employee between December 1 and November 30. The floating holiday may not be carried over into the next fiscal year and must be used in full day increments. The floating holiday will be scheduled in accordance with the procedures for vacation selection. Request shall not be unreasonably denied.

Section 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, unless the employee has a reasonable explanation acceptable to the County.
- (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 leave during such period, unless the employee has a reasonable explanation acceptable to the County.

Section 3. Holidays in Vacation:

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

Section 4. Failure to Report:

An employee scheduled to work on a holiday but who fails to report shall not be eligible for a paid holiday, unless the employee has a reasonable explanation, acceptable to the County for failing to report.

Section 5. Shift Employees

If a holiday falls on a shift employee's regular day off or if the shift employee works on a holiday, such shift employee shall receive an additional day off with pay at a time of his/her choosing provided he/she gives their supervisor adequate notice.

ARTICLE VII
Vacations

Section 1. Eligibility:

Employees who have completed one year of service with Cook County shall be granted vacation leave with pay for periods as follows:

Anniversary of Employment	Days of Vacation	Maximum Accumulation
1st thru 6th	10 working days	20 working days
7th thru 14th	15 working days	30 working days
15th thru -	20 working days	40 working days

Section 2. Vacation Accrual:

Vacation accruals will be carried out in accordance with the biweekly payroll system. Employees must be in a pay status for a minimum of five days in a pay period to accrue vacation time in that period.

Section 3. Vacation Pay:

The rate of vacation pay shall be the employee's regular straight-time hourly rate of pay in effect for the employee's regular job at the time the vacation is being taken.

Section 4. Vacation Preference and Scheduling:

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. Vacation scheduling picks will be granted within work locations according to classification seniority.

Section 5. Accrued Benefits at Separation:

Upon termination of employment, the employee shall be paid all vacation and holiday pay accrued through the last day worked but shall not be paid for any accumulated sick time.

ARTICLE VIII
Welfare Benefits

Section 1. Hospitalization Insurance:

The Cook County Health Care Plan Appendix C will reflect the below modifications.

Item	12/1/15
Classic Blue	Eliminate
HMO OOP Maximum	\$1,600/\$3,200
HMO Accident/Illness	\$15
HMO Urgent Care	\$15
HMO Specialists	\$20
HMO ER	\$75
PPO Deductible	\$350/\$700
PPO OOP Maximum	\$1,600/\$3,200
PPO Accident/Illness	90% after \$25
PPO Specialist	90% after \$35
PPO ER	\$75
RX	\$15/30/50
Generic Step Therapy	Implement
Mandatory Maintenance Choice	Implement
Healthcare Contributions	Additional 1 percent of salary aggregate increase (.50 percent increase on 12/1/15 and .50 percent increase on 12/1/16)

Section 2. Sick Pay:

- A. Employees will accrue sick leave 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 sick time in that period.

Sick leave is granted by Cook County because an employee is unable to perform his assigned duties, or because his presence at his place of work would jeopardize the health of his co-workers. Accordingly, sick leave shall not be used as additional vacation leave,

- 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. Sick leave may be used as maternity or paternity leave by employees.

- D. If in the opinion of the Employer, the health of an employee warrants prolonged absence from duty, the employee will be permitted to combine his/her vacation, sick leave and personal days
- E. An employee may apply for disability under the rules and regulations established by the Pension Board.

Section 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 by the use of any accumulated sick pay and/or vacation pay credits unless the employee and the County otherwise agree. The employee will not be required to use sick time and/or vacation time for any day of duty disability. All of the provisions of this Section are subject to change in conjunction with changes in State Laws.

Section 4. Life Insurance:

All employees shall be provided with life insurance in an amount equal to the employee's annual salary at no cost to the employee. An employee may elect to purchase through payroll deduction, optional term life insurance in \$1,000 units up to an amount equal to the employee's annual salary rounded to the next multiple of \$1,000 subject to a maximum of \$100,000. No life insurance shall be offered through the County's HMO plans.

Section 5. Pension Plan:

Pension benefits for employees covered by this Agreement shall be as mandated under 40 ILCS 5/1- 101.

Section 6. Dental Plan:

The County agrees to provide a dental insurance plan to its employees. All employees shall be eligible to participate, at no cost to them, in the dental plan in accordance with Appendix C.

Section 7. Vision Plan:

The County agrees to provide an optical insurance plan to its employees. All employees shall be eligible to participate, at no cost to them, in the optical plan in accordance with Appendix C.

Section 8. 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.

ARTICLE IX

Leaves

Section 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 includes mother, father, husband, wife, son, daughter (including step children and foster children) brother, sister, grandparents, grandchildren and spouse's parents. 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.

- B. Leave requested to attend the funeral of someone other than a member of an employee's immediate family or household may be granted, but time so used shall be deducted from the accumulated vacation or personal leave of the employee making the request.

Section 2. Sick Leave:

Employees absent or expecting to be absent from work due to their illness for any period of intended absence beyond the use of any accumulated vacation days, sick days or compensatory days, are required to request a leave of absence.

Section 3. 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 and conventions of the Union, not to exceed ten (10) work days for all employees. Sick pay, vacation and insurance benefits will be provided as set forth in Section 4 of this Article,

Section 4. Military Leave:

Employees who enter the armed services of the United States shall be entitled to all the re-employment rights provided for in the Universal Military Service and Training Act of 1951, as amended.

An employee, who has at least six (6) months or more of continuous actual service and is a member of the Illinois National Guard or any of the Reserve Components of the Armed Forces of

the United States, shall be entitled to leave of absence with full pay for limited service in field training, cruises, and kindred recurring obligations. Such leave will normally be limited to fifteen (15) calendar days in each year.

Section 5. Regular Leave:

An employee not affected by the leave of absence rules of the Civil Service Commission of Cook County may be granted a leave of absence without pay by the Department Head, with the written approval of the Comptroller of Cook County. 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 his/her immediate supervisor, who will then refer the application to the Department Head. If approved by the Department Head, the application will then be forwarded to the Cook County Comptroller for consideration. 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 6. Maternity/Paternity 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 the Department Head.

Section 7. 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).

Section 8. 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 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 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 9. Use of Benefit Time:

Except where required by law, each employee covered by this Agreement shall ~~not~~ be required to use accumulated paid time off (“PTO”), including sick, vacation, compensatory, personal and floating holidays prior to going on any unpaid leave, including leave pursuant to the Family and Medical Leave Act (“FMLA”).

ARTICLE X

Additional Benefits

Section 1. Jury Make-up Pay:

In the event an employee is summoned for jury duty, which includes required reporting for jury when summoned, whether or not the employee is used as a juror, the County shall pay the employee the difference between the amount received for each day's jury service and the employee's regular straight-time earnings for the days such employee would have been scheduled to work, but for such jury service. The employee shall notify his/her supervisor promptly upon receipt of the jury summons.

Section 2. 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 he/she may vote in any general election. An employee desiring to take such time off shall arrange the exact hours of intended absence with his/her supervisor at least two (2) work days prior to the election.

Section 3. Personal Days:

- A. All employees 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

1.24 hours bi-weekly; 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.

Personal days shall not be used as additional vacation leave. 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 not be used consecutively unless approved by the Department Head.

Personal days off shall be scheduled in advance to be consistent with operating necessities and the convenience of the employee, subject to Department Head approval.

Personal days accrue bi-weekly at 1.24 hours. Severance of employment shall terminate all rights to accrued personal days.

- B. No request for a leave will be considered unless approved by the Department Head and no Department Head shall grant such approval, if, in his judgment, such absence from duty at the particular time requested would interfere with the conduct of County business.

ARTICLE XI
Grievance Procedure

Section 1 Policy:

The provisions of this Article supplement and modify the provisions of the County's Grievance Procedure and shall be applicable to all employees covered under this Agreement.

Section 2. Definition:

A grievance is a difference between an employee or the Union and the County with respect to the interpretation or application of, or compliance with, the agreed upon provisions of the Agreement, the County's rules and regulations or disciplinary action. The Union will send copies of grievances appealed or submitted at Steps Two and Three to the County's Chief Administrative Officer or his designee.

Section 3. Representation:

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 County may be initiated at Step Two by a Union representative.

Section 4. Grievance Procedure Steps:

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

	Submission Time Limit This Step (calendar days)	To Whom Submitted	Time Limits Meeting	Response
1	30 days	Immediate Supervisor	5 days	5 days
2	5 days	Hospital Director/Designee or County Dept. Head Designee	5 days	10 days

3	10 days	Chief Administrative Officer/Hearing Officer	30 days	30 days
4	30 days	Impartial Third Party	30 days	30 days

Section 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 Three. Time limits may be extended by mutual agreement in writing between the employee and/or the Union and the County.

Section 6. Step 4:

Grievances which are not resolved at Step Three may be appealed by the Union to Step Four. At Step Four a neutral person acceptable to the County and the Union will hear the facts and arguments and decide the issue. The decision of the arbitrator shall be binding on both parties and the cost of such arbitrator shall be shared equally by the parties.

Section 7. Stewards:

The Union will advise the County in writing of the names of the stewards in each department or area agreed upon with the County and shall notify the County promptly of any changes. Upon obtaining approval from their supervisor before leaving their work assignment or area, stewards 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.

Section 8. Union Representatives:

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

ARTICLE XII

Continuity of Operation

Section 1. No Strike:

The Union will not cause or permit its members to cause, and will not sanction in anyway, 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 County's functions or operations; and no employee will participate in any such activities during the term of this Agreement or any extension thereof.

Section 2. Union Responsibility:

Should any activity prescribed in Section 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 County 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 instructing all employees to cease such action and return to work immediately;
- (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 County to accomplish this end.

Section 3. Discharge of Violators:

The County 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 County may not be disturbed.

Section 4. No Lock-Out:

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

Section 5. Reservation of Rights

In the event of any violation of this Article by the Union or the County, 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.

ARTICLE XIII
Miscellaneous

Section 1. No Discrimination:

The County and the Union agree that neither shall discriminate against employees of the Bargaining Unit in regard to employment or other conditions of employment by reason of race, color, religion, national origin, political belief, age, sex, marital status, disability or activity on behalf of the Union.

It is the policy of the County of Cook that applicants for employment are recruited, selected,

and hired on the basis of individual merit and ability with respect to positions being filled.

Section 2. Safety:

The County will continue to make reasonable provisions for the safety of its employees during their hours of employment. The County also appreciates suggestions from employees concerning safety matters, and will meet periodically with the Union to discuss same.

Section 3. Doctor's Statement:

An employee who has been off duty for five (5) consecutive days or more for any health reason will be required to provide a doctor's statement as proof of illness, and may be required to undergo examination by the Facility's or County's physician before returning to work.

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 facility 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 a Facility physician may be required to make sure that the employee is physically fit for return to work.

Section 4. Voluntary Workers:

Voluntary organizations and workers perform services in the County that are a valuable and necessary contribution to the welfare of patients and to the operation of the County. Also, the County 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 Hospital. The County shall continue to have the right to avail itself of any and all such voluntary services, and to engage in such educational and research activities. No regular employees shall be laid off because of work done by volunteers.

Section 5. Bulletin Boards:

The County 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 Hospital Director/Designee or County Department Head 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 Hospital or County property other than herein provided.

Section 6. 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 7. Residency:

The purpose of the residency requirement encourages each Cook County employee to maintain a personal commitment to his or her 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.

Residency requirement for all Cook County employees: The County shall only employ persons who maintain their actual residence in the County throughout their employment. Wages, salary and employee benefits may only be paid to persons residing in the County. Any new employee shall have six (6) months from the date of hire to establish actual residency in Cook County.

Exemption: Grandfather clause. All present County employees who reside outside of the County on December 1, 2017, are exempt from the provisions of the residency requirements of this section.

Section 8. 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.

Section 9. Recording/GPS/AVL Devices:

In order to ensure the safety of Cook County employees and to promote efficiency and economy of operations, the County may install any recording medium in any of its facilities and Global Positioning System (GPS) or Automatic Vehicle Locator (AVL) on any of its vehicles and other equipment. The purpose of the recording medium, GPS, or AVL is to ensure the safe and efficient use of County resources and not for the sole purpose of disciplining its employees. However, the recording, GPS, or AVL may be used in support of discipline.

Section 10. Payback Structure:

The parties agree that if at any time any member of this Collective Bargaining Agreement is overcompensated for any reason, the member shall be entitled to structure a payment plan in writing with the Employer, to payback what owed compensation. If an agreement cannot be reached between the member and the employer, the employer (upon providing notice to the member) shall be allowed to deduct what is owed at a percentage of no more than ten (10%) percent of the net salary received over two (2) biweekly pay periods per month until paid.

Section 11. CBA 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.

ARTICLE XIV
Duration

Section 1. Term:

This Agreement shall become effective on December 1, 2017 and shall remain in effect thru November 30, 2020. 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 2. Notice:

Any notice under this Agreement shall be given by registered or certified mail; if by the Union, then one such notice shall be addressed to the President, Board of Cook County Commissioners, Room 537, with a copy to the County's Chief of Human Resources, Room 840 and both addressed to 118 N. Clark Street, Chicago, Illinois 60602 or if by the County, then such notice shall be addressed to the Vice President, Firemen and Oilers, Local No. 1, 111 E. Wacker Drive, 25th Floor, Chicago, IL 60601. Either party may, by like written notice, change the address to which notice to it shall be given.

Signed and entered into this _____ day of _____, 2018.

COUNTY OF COOK:

BY:

TONI PRECKWINKLE, President
Cook County Board of Commissioners

Attest:

DAVID D. ORR
Cook County Clerk

**UNION: SERVICE EMPLOYEES INTERNATIONAL UNION (SEIU) LOCAL 1
FIREMEN & OILERS DIVISION**

BY:

Thomas Balanoff, President

APPENDIX A

<u>Job Code</u>	<u>Title Represented</u>	<u>Grade</u>
2444	Boiler Washer	X
2443	Firemen	X
2446	Firemen Helper	X
2445	Mechanical Assistant	X

**COOK COUNTY HEALTH PLAN DESIGN/APPENDIX C – VERSION II
 PLAN DESIGN AND PAYROLL CONTRIBUTIONS CHANGES EFFECTIVE
 DECEMBER 1, 2017 AND DECEMBER 1, 2020**

Cook County Benefit Overview

HMO(s)	Current - Benefits Effective 12/1/2015	Benefits Effective 6/1/2018
<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	\$75 copay

PPO	Current - Benefits Effective 12/1/2015	Benefits Effective 6/1/2018
<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 / \$700 (Single / Family) 2x Out of Network	\$350 / \$700 (Single / Family) 2x Out of Network
<i>Out of Pocket Maximum</i>	\$1,600/\$3,200 (Single / Family) 2x Out of Network	\$1,600/\$3,200 (Single / Family) 2x Out of Network
<i>Inpatient Facility</i>	90% In network / 60% Out of network	90% In network / 60% Out of network

**COOK COUNTY HEALTH PLAN DESIGN/APPENDIX C – VERSION II
 PLAN DESIGN AND PAYROLL CONTRIBUTIONS CHANGES EFFECTIVE
 DECEMBER 1, 2017 AND DECEMBER 1, 2020**

<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	\$75 copay

**COOK COUNTY HEALTH PLAN DESIGN/APPENDIX C – VERSION II
 PLAN DESIGN AND PAYROLL CONTRIBUTIONS CHANGES EFFECTIVE
 DECEMBER 1, 2017 AND DECEMBER 1, 2020**

Cook County Benefit Overview (Cont.)

Drug	Current - Benefits Effective 12/1/2015	Benefits Effective 6/1/2018
<i>Prescription Drugs – Retail</i>	Generic: \$10 copay Brand Formulary: \$25 copay Brand Non-Formulary: \$40 copay Mail Order: 2 x retail	Generic: \$15 copay Brand Formulary: \$30 copay Brand Non-Formulary: \$50 copay Mail Order: 2 x retail
<i>Generic Step Therapy</i>	PBM's generic step therapy program	PBM's generic step therapy program
<i>Mandatory Maintenance Choice</i>	Mandatory mail-order for maintenance drugs	Mandatory mail-order for maintenance drugs

Vision	Current - Benefits Effective 12/1/2015
<i>Eye Examination</i>	\$0 copay Once per 12 months
<i>Eyeglass Lenses*</i>	\$0 copay standard uncoated plastic Once per 12 months
<i>Frames</i>	\$0 copay up to \$100 / Amount over \$100 less 10% Once per 24 months
<i>Contact Lenses*</i>	\$0 copay up to \$100 Once per 12 months

****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, 2017 AND DECEMBER 1, 2020**

Cook County Benefit Overview (Cont.)

Dental – HMO	Current – Benefits Effective 12/1/2015
<i>Annual Deductible</i>	\$0 (None)
<i>Benefit Period Maximum</i>	None
<i>Preventive</i>	Requires a Maximum Allowance Includes 2 exams / cleanings per benefit period; Includes fluoride treatments under age 19
<i>Basic Benefits</i>	Requires a copayment for each specific service; Copayments equal a discount of approximately 70%
<i>Major Services</i>	Requires a copayment for each specific service; Copayments equal a discount of approximately 60%
<i>Orthodontics</i>	Requires copayments; Copayments equal a discount of approximately 25%; Max one full course of treatment for dependent children under 19

Dental – PPO	Current - Benefits Effective 12/1/2015
<i>Annual Deductible</i>	\$25 Individual / \$100 Family (In network) \$50 Individual / \$200 Family (Out of network)

<i>Preventive (2 exams / cleanings per Benefit Period)</i>	100% of Maximum Allowance (In network) 80% of Maximum Allowance (Out of network)
--	---

**COOK COUNTY HEALTH PLAN DESIGN/APPENDIX C – VERSION II
 PLAN DESIGN AND PAYROLL CONTRIBUTIONS CHANGES EFFECTIVE
 DECEMBER 1, 2017 AND DECEMBER 1, 2020**

	network)
<i>Primary Services</i> <i>X-Rays</i> <i>Space Maintainers</i>	80% of Maximum Allowance (In network) 60% of Maximum Allowance (Out of network)
<i>Restorative Services</i> <i>Routine Fillings</i>	80% of Maximum Allowance (In network) 60% of Maximum Allowance (Out of network)
<i>Emergency Services</i>	80% of Maximum Allowance (In network) 80% of Maximum Allowance (Out of network)
<i>Endodontics</i>	80% of Maximum Allowance (In network) 60% of Maximum Allowance (Out of network)
<i>Periodontics</i>	80% of Maximum Allowance (In network) 60% of Maximum Allowance (Out of network)
<i>Oral Surgery</i>	80% of Maximum Allowance (In network) 60% of Maximum Allowance (Out of network)
<i>Prosthetics</i>	50% of Maximum Allowance (In and out of network)
<i>Orthodontics</i>	50% up to a lifetime max of \$1,250 (In and out of network)

Cook County Benefit Overview (Cont.)

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

Blue Advantage HMO	Current Effective 12/1/2016
---------------------------	--

**COOK COUNTY HEALTH PLAN DESIGN/APPENDIX C – VERSION II
 PLAN DESIGN AND PAYROLL CONTRIBUTIONS CHANGES EFFECTIVE
 DECEMBER 1, 2017 AND DECEMBER 1, 2020**

Employee Only	1.50%
Employee + Spouse	2.00%
Employee + Child(ren)	1.75%
Employee + Family	2.25%

PPO	Current Effective 12/1/2016
Employee Only	2.50%
Employee + Spouse	3.00%
Employee + Child(ren)	2.75%
Employee + Family	3.25%

Dental	Current Effective 12/1/2016
HMO	\$0
PPO	\$0

Vision	Current Effective 12/1/2016
Vision Plan	\$0