



TO: Gahanna City Council
Clerk of Council

FROM: Miranda Vollmer, Director of Administrative Services
Mayor Laurie A. Jadwin

Cc: Raymond J. Mularski, City Attorney
Joann Bury, Director of Finance

DATE: July 6, 2022

SUBJECT: Request for Council Action (July 11, 2022 Committee of the Whole Meeting)

ACTION ITEMS

ACTION ITEM # 1: ORDINANCE AUTHORIZING FOP CONTRACT 2022-2024 AND REQUEST FOR SUPPLEMENTAL APPROPRIATION

The City of Gahanna and the Fraternal Order of Police, Lodge #9 (FOP) have reached a tentative agreement on the 2022-2024 contract. The bargaining unit has voted in favor of adopting the successor agreement.

The Department of Administrative Service and the Division of Police respectfully request an Ordinance authorizing the Mayor to sign the FOP contract. In order for the new contract to be effective and to meet SERB filing deadlines, it is requested this legislation be passed as an **Emergency and Waiver**. The request for Emergency and Waiver will allow contract terms to begin immediately upon passage. In addition, this contract is retroactive to January 1, 2022. This request for Emergency and Waiver will allow members to receive back wages in a timely manner. The estimated three-year cost impact is \$1.715M.

A supplemental appropriation is respectfully requested from the unencumbered unappropriated fund balance of the General Fund 1010 in the amount of \$102,950 and \$19,500 from the unappropriated/unencumbered balance of the Police Pension Fund to implement the new contract.

Below is a summary of changes:

ARTICLE 4 – NONDISCRIMINATION

- Updated to be consistent with employee handbooks and other bargaining units

ARTICLE 10- INTERNAL INVESTIGATIONS

- Addition of language in 10.5 requiring a copy of complaint/summary of facts be provided to member at least 24-hour prior to any questioning
- Complaint investigations received from a known source increased from 45 to 90 days
- All members will have access to body worn or cruiser cameras prior to an investigative interview

ARTICLE 11- CORRECTIVE ACTION AND RECORDS

- Suspensions of 5 days or less will stay in file for 3 years (reduction of a year). Suspensions of more than 5 years will now remain in file for 5 years and up to another 2-years based on the seriousness of the offense (increase of a year)

ARTICLE 14- PROMOTIONS

- Elimination of the written portion of exam for sergeant; final eligible list score is 30% oral boards and 70% assessment center

ARTICLE 16- ASSIGNMENTS AND SENIORITY

- Removal of non-existing K-9 positions
- MOU related to 16.3: allows interim bidding within a shift when premium shifts become available before a probationary employee is placed on shift

ARTICLE 17- Wages

- 3% (retro to January 1, 2022), 3.25%, 3.25%
- Signing bonus of \$750 in year 2 and \$500 in year 3; can be placed in HSA at member's choice
- Creation of another step in the rank of sergeant and lieutenant of an increase of \$1800 for sergeant and \$2200 for lieutenant
- Annual service credit can be added to member's HSA

ARTICLE 18- RATES FOR MEMBERS FOLLOWING CERTAIN PERSONNEL ACTIONS

- Recall from layoff within 12 months will experience no loss in seniority and start at the same step of pay as date of layoff

ARTICLE 19- HOURS OF WORK AND OVERTIME

- Memorializes how supervisory overtime is assigned in 19.2
- In order to receive 7th day-pay under 19.3, member must now work for three hours (and not simply receive 3-hours of pay)
- Special mission-specific enforcement programs are not subject to seniority considerations when assigning overtime

ARTICLE 20- VACATION LEAVE

- City is required to provide written list of red-lined days prior to annual vacation bid

ARTICLE 21- UNIFORMS

- Creation of a pilot program establishing a uniform committee to select what will be included in the uniforms and equipment provided by the City. Any decisions made by the committee must be by majority vote (3 voting members from the Lodge; 3 voting members from the City). The program will cease on July 1, 2023 unless both parties agree to extend it. If program stops, list in CBA will become requirements.

ARTICLE 22- HOLIDAYS

- Elimination of President's Day, addition of Juneteenth
- Renaming Columbus Day Indigenous People's Day

ARTICLE 23- INSURANCE

- High deductible plan beginning in 2023
- HSA contributions by City for 2023/2024 \$2,000 for individuals and \$4,000
- After the expiration of this Agreement, the City agrees to provide at least half of the deductible or whatever other City employees receive (whichever is higher)

ARTICLE 24- SICK AND INJURY LEAVE

- Clarification of language on sick leave note related to suspected sick leave abuse
- Allows for the cash out up to 120 hours of sick leave per year at ½ rate of pay as long as member has 480-hour remaining in bank after cash out (24.5).
- Memorializes current MOU regarding PEL days- PEL days cannot be used on any holiday designated in Section 22.3.

The following articles remain current contract language (CCL) or minor changes in wording: 1, 2, 3, 5, 6, 7, 8, 9, 12, 13, 15, 25, 26, 27, 28, 29, 30, 31.

Requested Legislation and Funding:

Legislation Needed:	Ordinance
Emergency/Waiver:	N/A
Vendor Name:	N/A
Vendor Address:	N/A
Already Appropriated:	N/A
Supplemental/Transfer:	
	101.10.110.5115 Police Overtime - \$100,000
	101.10.110.5140 Police Workers Comp - \$1,500
	101.10.110.5145 Police Medicare - \$1,450
	510.06.000.5130 Police Pension - \$19,500

Attachment:

HR ATT FOP 2022-2024 RED LINE; HR ATT FOP 2022-2024

ACTION ITEM #2: RESOLUTION FOR TRANSFER APPROPRIATIONS

In 2019, the full-time payroll coordinator resigned. At that time, the Departments of Finance and Human Resources were in the midst of implementing a new accounting system and were working towards the implementation of a new system for payroll, human resources, and timekeeping. Current systems had to be maintained and used to process payroll during the transition.

The City contracted with a payroll consultant who previously worked in the Department of Finance in order to immediately cover the 2019 vacancy. This option was selected for two reasons: 1) the existing systems were outdated and difficult to process payroll; therefore, it was not reasonable to train a new employee on the outdated systems while implementing new systems; and, 2) it was not known during implementation if a full-time or part-time employee would be necessary to perform payroll functions. This consultant was a critical member of the implementation team while ensuring all City employees were paid out of existing systems.

The implementation of this project is nearing completion, with only the police scheduler (Telestaff) left to implement. An analysis of the position was performed, and it was determined that a full-time payroll analyst is needed for the payroll function for the City. The payroll function includes processing payroll with proper withholdings and benefit deductions and the associated reporting. In addition, the payroll analyst will assist with maintaining the payroll system.

A Resolution is respectfully requested to transfer existing funds from Finance Contract Services to Finance Full-time Wages in order to hire the existing consultant for the vacant Payroll Analyst position. The transfer request is \$45,985 from Finance Contract Services (101.06.000.5205) to various full-time employee and benefits accounts as listed below.

Account	Amount
101.06.000.5105 – Finance Full-Time Wages	\$28,152
101.06.000.5130 – Finance Retirement	\$3,942
101.06.000.5135 – Finance Insurance	\$13,046
101.06.000.5140 – Finance Workers Comp	\$423
101.06.000.5145 – Finance Medicare	\$409
101.06.000.5160 – Finance Other Benefits	\$13

Requested Legislation and Funding:

Legislation Needed: Resolution
Emergency/Waiver: N/A
Vendor Name: N/A
Vendor Address: N/A
Already Appropriated: N/A
Supplemental/Transfer: N/A