

AGREEMENT

by and between the
COUNTY OF ONTARIO

and
FINGER LAKES COMMUNITY COLLEGE

and
CSEA, Local 1000 AFSCME, AFL-CIO

Finger Lakes Community College Employees
Unit 7850-02
Ontario County Local 835

September 1, 2025 – August 31, 2029

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THIS AGREEMENT IS MADE PURSUANT TO ARTICLE 14 OF THE CIVIL SERVICE LAW AND ENTERED INTO AS OF THE _____ DAY OF _____, _____, BETWEEN THE COUNTY OF ONTARIO AND FINGER LAKES COMMUNITY COLLEGE, HEREINAFTER CALLED THE "EMPLOYER," AND CIVIL SERVICE EMPLOYEES ASSOCIATION, INC., LOCAL 1000, AFSCME, AFL-CIO, ONTARIO COUNTY LOCAL 835, FINGER LAKES COMMUNITY COLLEGE EMPLOYEES UNIT 7850-02, HEREINAFTER CALLED THE "UNION."

IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING THE ADDITIONAL FUNDS THEREFOR, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

ARTICLE 1 – RECOGNITION

SECTION 1.1 BARGAINING UNIT DEFINITION

The Employer hereby recognizes the Union as the exclusive negotiating agent of all of the employees of FINGER LAKES COMMUNITY COLLEGE with the exception of the following:

Administrative Positions
Full-time Positions in the Professional Service as approved by the SUNY Chancellor
Teaching Positions
Management Confidential Positions
Seasonal Positions
Temporary Positions
Student Aide/College Work Study

Each new position or new job title not excluded in the paragraph above which is created by the Employer during the term of this Agreement which by the job description reports to the Board of Trustees, or the College President, shall be excluded from the Unit and all other new positions shall be included in the Unit.

The College and CSEA agree to meet and confer regarding proposed amendments to existing CSEA-represented titles prior to any changes being made.

The Memorandum of Agreement entered into by the parties on April 1, 2025, attached hereto as Appendix A, is hereby incorporated by reference into this Agreement.

SECTION 1.2 DISCRIMINATION, PROHIBITION OF

If a dispute under this provision is not settled after the completion of Step 3 of the grievance procedure, the arbitration provisions shall not apply, and the dispute may be processed through the appropriate state or federal enforcement agency.

SECTION 1.3 SEASONAL EMPLOYEES

For purposes of this Agreement, a seasonal employee shall be defined as an employee hired for any number of hours of work per week, but whose total employment period will not exceed six (6) consecutive calendar months.

SECTION 1.4 PART-TIME EMPLOYEES

Part-time employees shall be defined as employees who are regularly scheduled to work twenty (20) hours or less per calendar week.

SECTION 1.5 PART-TIME EMPLOYEE BENEFITS

Recognition of the Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO, Local 835, Finger Lakes Community College Unit as the sole and exclusive bargaining agent for all regularly scheduled part-time employees.

Part-time employees will be granted all rights and benefits of this Contract, including Annual Leave as specified in Article 7.2 C, but excluding Sections 9.2-9.5 of Article 9 (Disability), Article 11 (Health Insurance), and Article 23 (Tuition Benefits).

SECTION 1.6 JOB POSTING

All vacancies and competitive examination notices shall be posted at Human Resources and on the FLCC Website and copied to the Unit President.

ARTICLE 2 – UNION SECURITY

SECTION 2.1 PAYROLL DEDUCTION, DUES AND INSURANCE

- A. The College hereby agrees to deduct, biweekly or simultaneously with each payroll period, from the pay of each member covered by this Agreement an amount of money in payment of union dues, and any insurance premiums under a Union operated insurance plan, for those members who have authorized in writing such deductions by the College. The College further agrees to transmit said deductions to the Civil Service Employees Association monthly at 143 Washington Avenue, Albany, New York 12210.

SECTION 2.2 UNION REPRESENTATIVE ACCESS

- A. Union representatives may meet with employees on the job, provided that the appropriate Department Head is informed prior to such meeting, and no inordinate interruption of work is caused by such meeting.
- B. The Employer shall provide a bulletin board for Union use at the main campus and all extensions. There shall be no defamatory or profane materials posted on such boards. The Union shall be responsible for the placement of materials on the boards.

- C. The Employers will allow the Unit to hold two (2) membership meetings per calendar year during normal business hours.

SECTION 2.3 OFFICERS AND MEMBERSHIP LISTINGS

The Union shall provide the College President and Chief Human Resources Officer or designee with an initial list of Union officials and shall update such list whenever changes occur.

The College shall provide a master list of all Bargaining Unit employees to the Union Executive Board at least quarterly. The list shall include the following: name, address, title, deduction amount, date of hire, grade and step.

SECTION 2.4 UNION RELEASE TIME

The Union will be given time, without loss of pay, during normal working hours, for conventions, seminars, hearings, grievances, investigations, local Union business and other Union administrative business.

The Union President shall notify the FLCC Chief Human Resources Officer or designee of Union business that is expected to last beyond one (1) full workday away from the job. The Chief Human Resources Officer or designee will have two (2) business days to approve such a request from the date of receipt.

In no event, will the above activities be permitted to unreasonably interfere with the operation of the College.

SECTION 2.5 UNION CONTACTS

CSEA will be provided a phone extension for the Union President and a bulletin board outside of HR. The phone extension will be provided to new employees in their onboarding materials.

ARTICLE 3 – MANAGEMENT RIGHTS

The Employer retains the sole right to manage its business and services and to direct the working force, including the right to decide the number of locations of its business and service operations, the business and service operations to be conducted and rendered, and the methods, processes and means used in operating its business and services, and the control of the buildings, real estate, materials, parts, tools, machinery and all equipment which may be used in the operation of its business or in supplying its services to determine whether and to what extent the work required in operating its business and supplying its services shall be performed by employees covered by this Agreement; to maintain order and efficiency in all its departments and operations, including the sole right to discipline, suspend, and discharge employees for cause; to hire, layoff, assign, transfer, promote and determine the qualifications of employees; to determine the starting and quitting time and the number of hours to be worked; subject only to such regulations governing the exercise of these rights as are expressly provided in this Agreement, or provided by law. The above rights of the Employer are not all inclusive but indicate the type of matters or rights which belong to and are inherent to the Employer. Any and all the rights, powers and authority the Employer had prior to entering this Agreement are retained by the Employer, except as expressly and specifically abridged, delegated, granted or modified by this Agreement. Additionally, the parties intend that the administration of this Contract shall be, insofar as practicable, uniform within each department.

ARTICLE 4 – PROBATIONARY PERIOD

Employees covered by this Agreement shall serve probationary periods in accordance with the Rules for the Classified Civil Service of Ontario County, Rule XV. It is understood and agreed between the Union and the Employer that employees may be terminated in the sole discretion of the Employer and without recourse to this Agreement at any time during the probationary period or periods provided for in Rule XV. There shall be no seniority among probationary employees. Probationary employees may be discharged or disciplined at the discretion of the Employer and without recourse to this Agreement. The Union shall represent all probationary employees within the Negotiating Unit.

ARTICLE 5 – LEAVES OF ABSENCE

SECTION 5.1 LEAVES OF ABSENCE, GENERAL CONDITIONS

- A. **Application**: No leave of absence will be granted without a request in writing stating the reason for the requested leave and the dates when the requested leave is to begin and end. Requests for leaves of absence shall be submitted to the Department Head.
- B. **Appeals**: An employee who is denied a leave of absence under this Section, in situations involving exigent circumstances, may immediately apply to the College President for review of that decision. Should the College Human Resources Committee disapprove a leave recommendation, the employee may meet with the College Human Resources Committee to discuss the reason for the disapproval.
- C. **Annual Leave**: An Employee's annual leave accumulation shall be prorated when they have taken a leave of absence without pay.

- D. Leaves of Absence, Failure to Return: Failure to return to work on the date designated for return to work by an employee who has been granted a leave of absence shall be deemed a resignation of employment with the Employer. Furthermore, each such employee shall be guaranteed employment in the same position from fiscal year to fiscal year unless the employee is promoted, transferred, resigns, or is discharged following proceedings in accordance with this Agreement. In the instance of a promotion or transfer, the employee shall be guaranteed employment in the position to which they are promoted or transferred, unless removed as above.

SECTION 5.2 LEAVES OF ABSENCE, 10-MONTH EMPLOYEES

Regular ten-month employees will be granted an unpaid leave pursuant to this Article for those months they are not actively at work. Furthermore, each such employee shall be guaranteed employment in the same position from fiscal year to fiscal year unless the employee is promoted, transferred, resigns or is discharged following proceedings in accordance with the Agreement. In the instance of a promotion or transfer the employee shall be guaranteed employment in the position to which they are promoted or transferred, unless removed as above. The ten-month work period shall run approximately from September 1st through June 30th, based upon normal school year dates.

SECTION 5.3 LEAVES OF ABSENCE, PAID OR UNPAID

The College may authorize leaves of absence with or without pay for a period or periods not to exceed one (1) year for the following purposes:

Attendance at a college, university or business school for the purpose of training in subjects related to the work of the employee and which will be of mutual benefit to the employee and the employer, or for other personal business. The College may authorize leaves of absence with or without pay for a period not to exceed two (2) years, provided however that the leave of absence is deemed an exceptional case under Civil Service Rule XX, Subdivision 2.

SECTION 5.4 LEAVES OF ABSENCE, OTHER COUNTY EMPLOYMENT

A Leave of Absence shall be granted to an employee with a permanent appointment and desires and accepts another county position. The leave request must be for a position where the employee would have probationary status as a result of a temporary appointment made from civil service eligible list, or where the employee meets the minimum civil service qualifications for the position where a civil service examination has not been held, or where an eligible list has not been established. In addition, the President may authorize leaves of absence in excess of sixty (60) days in cases of employees who have permanent appointments and desire to accept another county position.

SECTION 5.5 LEAVES OF ABSENCE, UNPAID

Unpaid leaves of absence for personal business up to and including thirty (30) days may be approved by the Chief Human Resources Officer or designee. Requests for greater than thirty-one (31) days may be approved by the President of the College.

SECTION 5.6 FAMILY AND MEDICAL LEAVE ACT OF 1993 (FMLA):

In addition to and notwithstanding the above, the following shall apply to all leaves of absence under FMLA (29 USCS 2600 et seq):

- A. The twelve (12) month period within which an employee is entitled to twelve (12) weeks leave shall be a rolling twelve (12) month period measured backward from the date an employee uses any FMLA leave.
- B. FMLA leave may be taken intermittently in quarter (¹/₄) hour segments or in any other block of time.
- C. Any leave taken will be charged to annual leave then available, except that employees may maintain up to two (2) weeks of annual leave which do not have to be applied to the twelve (12) week period.
- D. Health insurance coverage will be maintained during FMLA leave. Employees must arrange for payment of employee contributions to health insurance premiums, if any, through the College Human Resources Office.
- E. Any paid leave taken as a result of a triggering event, including disability and workers' compensation leave supplemented to full pay, shall be counted as part of the FMLA leave entitlement.

SECTION 5.7 PAID PARENTAL LEAVE

When a member has been approved for FMLA for the birth or adoption of a child, the member shall be eligible to receive ten (10) days of paid parental leave, to be used within one (1) year following the date of birth or adoption. A member who receives Disability benefits related to childbirth shall not be eligible for parental leave under this Article.

ARTICLE 6 – LEAVE, FUNERAL

SECTION 6.1

In the event of the death of an employee's spouse, child, foster child, stepchild, parent, including foster or stepparent, former legal guardian, brother or sister, or any member of employee's household, the employee shall be excused from work at their request to attend the funeral, and shall be paid their regular day's pay for all days lost on the day of the funeral, and four (4) additional days, if needed, provided that all such days were regularly scheduled workdays of the employee.

SECTION 6.2

In the event of the death of an employee's grandparents, grandchildren, mother-in-law, father-in law, brother or sister-in-law, son or daughter-in-law, the employee shall be excused from work at their request to attend the funeral and shall be paid their regular day's pay for all days lost on the day of the funeral and two (2) additional days, if needed, provided that all such days were regularly scheduled workdays of the employee.

SECTION 6.3

If, due to an employee's religious beliefs, the days granted with pay, as provided for above, work a hardship on the employee, they may apply to their Department Head to take the days in a different order provided all such paid days are contiguous to the day of the funeral and the day of the funeral is such a paid day.

ARTICLE 7 – LEAVE, ANNUAL

SECTION 7.1 PURPOSE

Approved leave with pay for personal reasons and/or vacation shall be called annual leave.

SECTION 7.2 ENTITLEMENT

A. Each employee shall earn paid annual leave as follows:

Years of Service	No. of Days	Hours (37.5/week)	Hours (40/week)
1	15.5	116.25	124
5	20.5	153.75	164
12	21.5	161.25	172
14	22.5	168.75	180
16	23.5	176.25	188
18	24.5	183.75	196
20	25.5	191.25	204
25	28.5	213.75	228
30	30.5	228.75	244

B. The following schedule is applicable to regular ten-month employees:

Years of Service	No. of Days	Hours (37.5/week)
1	12.5	93.75
5	16.5	123.75
15	17.5	131.25
16	18.5	138.75
17	19.5	146.25
18	20.5	153.75
20	21.5	161.25
25	22.5	168.75
30	24.5	183.75

The following subsections (C) and (D) are effective 9/1/2025 – 8/31/2026:

- C. Annual leave will be credited upon an employee’s anniversary date of hire. All computations shall be based upon the hours specified.
- D. The following schedule is applicable to regular part-time employees. Annual leave will be calculated based on the total hours worked in the prior year. Annual leave hours will be credited on the anniversary date of hire.

Part-Time Hours as a % of Full-Time Hours	Annual Leave Accrued (Prorated)	
	<u>37.5 Hours</u>	<u>40 Hours</u>
50%	58 Hours	62 Hours
25%	29 Hours	31 Hours

After 5 Years of Service:	Annual Leave Accrued (Prorated)	
	<u>37.5 Hours</u>	<u>40 Hours</u>
50%	77 Hours	82 Hours
25%	38.5 Hours	41 Hours

The following subsections (C), (D), (E) and (F) are effective 9/1/2026:

- C. Each employee shall earn paid annual leave prorated per pay period on an hourly basis for regular time worked. Other paid periods for time not worked, such as disability, are not eligible for annual leave accrual.
- D. Annual leave will be credited each pay period and advancement to the next level of accruals will occur in the pay period of the employee’s anniversary date of hire. All computations shall be based upon the hours specified.
- E. An employee will not accrue annual leave during any period of disability, any unpaid time out of work, nor during any period of disciplinary suspension, whether paid or unpaid. If the final discipline of the employee is for less time than the employee was out on suspension, the employee’s annual leave bank will be adjusted to reflect the final imposed discipline and additional leave will be credited to the employee’s bank.

F. The following schedule is applicable to regular part-time employees. Annual leave will be calculated based on the total hours worked in the prior year. Annual leave hours will be credited on the anniversary date of hire.

Part-Time Hours as a % of Full-Time Hours	Annual Leave Accrued (Prorated)	
	<u>37.5 Hours</u>	<u>40 Hours</u>
50%	58 Hours	62 Hours
25%	29 Hours	31 Hours

After 5 Years of Service:	Annual Leave Accrued (Prorated)	
	<u>37.5 Hours</u>	<u>40 Hours</u>
50%	77 Hours	82 Hours
25%	38.5 Hours	41 Hours

SECTION 7.3 ANNUAL LEAVE, YEARS OF SERVICE DEFINED

For the purpose of computing annual leave, years of service shall mean continuous years of employment, except for an employee who has voluntarily left their employment, and who is rehired within twelve (12) months of their date of resignation, in which case the first such interruption of continuous service shall not be considered for purposes of calculating annual leave.

SECTION 7.4 APPLICATION AND SCHEDULING

Employees shall be permitted to use annual leave in segments of at least one-quarter (¹/₄) hour at any time, provided that reasonable advance notice is given to supervision, and further provided that use of annual leave will not impair efficiency of operation. If more employees want the same annual leave periods than can reasonably use them without impairing operations, then employees with greater seniority shall have first choice of leave periods, provided that less senior employees who have received approval for leave more than ninety (90) days in advance of the start of said leave shall have preference over more senior employees who apply thereafter.

The following Section 7.5 is effective 9/1/2025-8/31/2026:

SECTION 7.5 ACCUMULATION

Annual leave shall not be cumulative from year to year, but employees may carry over fifteen (15) unused days (37.5-hour week = 112.5 hours; 40-hour week = 120 hours) to be added to the following year's entitlement. At no time shall an employee's annual leave credit exceed the amounts set forth in 7.2 by more than 15 days, as herein provided, and additional unused days will not be carried over.

The following Section 7.5 is effective 9/1/2026:

SECTION 7.5 ACCUMULATION

Employees are encouraged to take annual leave yearly.

In no case will an employee accrue more than twenty-one (21) days (37.5-hour week = 157.5 hours; 40-

hour week = 168 hours) over the amount of annual leave to which the employee is entitled as set forth in the chart in Section 7.2. If the amount of accrued annual leave exceeds twenty-one (21) days over the amount of the annual vacation to which the employee is entitled, any accrued days beyond that maximum amount shall be forfeited, except as the maximum amount is adjusted in this paragraph.

SECTION 7.6 ADVANCE USE

New Employees on their date of hire shall receive five (5) days (in appropriate hourly equivalent amount) of annual leave in advance from their total annual allotment listed above. This advance shall not be considered earned until after six (6) months of actual and continuous service. Employees in the first year of service shall then begin to accrue additional annual leave in their sixth (6th) month of service until the full amount indicated above has been credited in the employee's annual leave bank. If an employee leaves College employment prior to completing six (6) months of service, the full value of the advance of the five (5) days of leave will be recovered from the employee's final pay.

SECTION 7.7 TERMINATION

As a professional courtesy, members resigning or retiring from their positions shall give notice, in writing, to the College at least two (2) weeks prior thereto. Upon separation from Employer service, employees will be paid for all annual leave credited but not taken, and will reimburse the Employer for any advanced, unearned use. Leave will be prorated for each month of service beyond anniversary date.

SECTION 7.8 ANNUAL LEAVE EXCHANGE PROGRAM

Employers will allow buyback of unused annual leave every quarter in the fiscal year.

Employees who have accumulated more than the hourly equivalent of ten (10) days annual leave may relinquish up to five (5) whole day segments of annual leave each fiscal year (fiscal year begins September 1st and ends August 31st) in excess of five (5) days for the cash equivalent according to the following terms:

- A. Leave balances shall be as of the beginning of the last payroll in each quarter in the fiscal year (1st Quarter = Sep. 1 – Nov. 30; 2nd Quarter = Dec. 1 – Feb. 28; 3rd Quarter = Mar. 1 – May 31; 4th Quarter = Jun. 1 – Aug. 31) according to Human Resources/Payroll Department records.
- B. Employees will request the annual leave exchange payment on forms developed for this purpose by the Employer and shall be relinquished one (1) week before the beginning of the first payroll in each quarter.
- C. Time relinquished is payable at the rate effective at the beginning of the first payroll of the quarter and is not returnable to the employee.
- D. Payments will be made during the first payroll in the next quarter, except in the case of separation from service, in which case employees will be paid in the normal manner.
- E. To qualify for the program, employees must have had no periods of unpaid leave in the twelve (12) month period immediately preceding the application, to be verified by the Department Head.

SECTION 7.9 LEAVE, SICK

All full-time twelve-month employees will receive eight (8) hours of sick leave accruals annually. New employees will receive their eight (8) hours with their first payroll. Thereafter, sick leave accruals will be given in the first payroll of each fiscal year and be available for use through August 31st of the same fiscal year. They must be used in that period and cannot be carried over. If they are not used, they are lost and have no cash value.

All full-time ten-month employees will receive eight (8) hours of sick leave accruals annually. New employees will receive their eight (8) hours with their first payroll. Thereafter, sick leave accruals will be given in the first payroll of each fiscal year and be available for use through August 31st of the same fiscal year. They must be used in that period and cannot be carried over. If they are not used, they are lost and have no cash value.

All part-time employees will receive four (4) hours of sick leave accruals annually. New employees will receive their four (4) hours with their first payroll. Thereafter, sick leave accruals will be given in the first payroll of each fiscal year and be available for use through August 31st of the same fiscal year. They must be used in that period and cannot be carried over. If they are not used, they are lost and have no cash value.

SECTION 7.10 CANCER SCREENING BENEFIT

When an employee is undergoing a colonoscopy, the College shall provide up to four (4) hours of paid time off. These four (4) hours are in addition to the paid time off that is provided for excused cancer screenings under Section 159(b) of the New York Civil Service Law, Chapter 7, Article 10.

The employee shall submit the required colonoscopy screening form with their medical provider's signature to receive this additional contractual benefit.

ARTICLE 8 – MILITARY LEAVE

SECTION 8.1 MILITARY LEAVE, NOTIFICATION

Employees shall notify their supervisors as far in advance as possible of required military assignments.

SECTION 8.2 VETERANS DAY

In accordance with NY Public Officers Law § 63, qualifying employees shall receive a paid leave of absence on November 11th, Veterans Day, if that day falls on a regular workday. An employee's regularly scheduled workday shall not be changed to avoid the employee receiving Veterans Day off pursuant to NY Public Officers Law § 63.

ARTICLE 9 – DISABILITY BENEFITS

SECTION 9.1 DISABILITY INSURANCE

The Employer shall purchase, at its expense, New York State Disability Insurance for all employees covered by this Agreement. Such disability insurance shall provide coverage immediately for all

employees who are on the payroll on the effective date of this Agreement, and for persons who are employed after that date coverage will become effective on the date provided by such contract of insurance.

SECTION 9.2 DISABILITY BENEFITS, PAY SUPPLEMENT

Employees shall receive one hundred percent (100%) of regular salary during periods of disability for the first three (3) months of each such period and eighty percent (80%) for the remaining three (3) months, in accordance with this Article.

SECTION 9.3 DISABILITY, SELF-INSURANCE OPTION

The Employer shall have the option of self-insuring the present disability insurance plan under which the employees represented by CSEA are now covered. If the Employer decides to self-insure such plan it shall do so in accordance with the Worker's Compensation Law and the rules and regulations promulgated from such law. Furthermore, the Employer shall guarantee that all benefits and protection granted employees under the law as well as the plan presently in effect shall continue in full force and effect. If the benefits under the law are increased or if any changes occur in the law covering disability which are advantageous to the employee, the Employer shall amend its self-insured plan to conform to such changes.

SECTION 9.4 DISABILITY CLAIMS, BENEFITS AND DISPUTES

The qualifications for and benefits of New York State Disability shall be as provided for in the contract of insurance or the rules and regulations of the self-insurance plan, which shall be provided to the Union. Disputes as to coverage shall not be a grievance under this Agreement but shall be resolved as provided by law. The Employer's obligation to pay the supplement to disability benefits shall rest on the outcome of the claim under the applicable laws and regulations and will be payable only when and if such claim is paid. Employees receiving disability benefits under this Article shall not, during the time for which said benefits are paid, accrue paid leave of any type under this Agreement.

SECTION 9.5 DISABLED EMPLOYEES, REINSTATEMENT RIGHTS

When a permanent employee has received disability benefits as provided in this Article for the maximum period permitted, said employee shall report for work within thirty (30) days after the last day for which benefits were payable. If an employee does not report for work, their employment will be terminated on the thirty-first (31st) day after the cessation of benefits. Health insurance under Article 11 of this Agreement will be paid for the thirty-day period by the Employer.

For five (5) months thereafter, such an employee will be reinstated to the same title they held at the beginning of the disability period, provided the disability has ceased, and provided a vacancy in that title occurs.

ARTICLE 10 (RESERVED FOR FUTURE USE)

ARTICLE 11 – HEALTH INSURANCE

SECTION 11.1 HEALTH INSURANCE

COVERAGE: The College shall make available to each Unit member covered by this Agreement either single, sponsor, or family coverage offered under the following plans:

- A. Blue Point Low Option, \$15 Co-pay including a three-tier prescription plan (\$5, \$20, \$35). Unit members contribute the difference between the employer contribution to Plan 1 and the plan cost of Plan 2.
- B. Healthy Blue 25/40 Co-pay including a three-tier prescription plan (\$5, \$25, \$50). Employer contribution rate 90%.
- C. Effective July 1, 2026, the following option shall also be offered to employees: Signature Deductible; High-Deductible health plan with a \$2,000/\$4,000 deductible; 10% coinsurance. The employer contribution rate for the High-Deductible health plan shall be 98% for single and 98% for employee plus. The employer will fund an HSA account \$1,000 single/\$2,000 employee plus.

The Health Savings Account shall be funded by the employer in two (2) equal installments, payable on or about July 1st and on or about January 1st. To be eligible for a full employer contribution to the Health Savings Account, a Unit member must be actively employed on July 1st. For those hired after July 1st the contribution will be pro-rated. The deductible amount for the HDHP is subject to change in accordance with the Internal Revenue Service’s rules related to the required minimum deduction for a high-deductible plan to be eligible to participate in a Health Savings Account. Any changes to the deductible amount will be communicated to Unit members during the health care open enrollment or special enrollment periods.

SECTION 11.2 HEALTH INSURANCE SHARE

<u>Employer Contribution Rate</u>	
7/1/26	90%
7/1/27	90%
7/1/28	90%
7/1/29	90%

Unit employees hired after August 2, 2012, shall contribute 10% toward Healthy Blue Plan. New hires shall be eligible for Healthy Blue Plan participation only.

If an employee is covered by a family or two-person policy in their spouse’s name and the spouse has no premium costs, the College is not required to provide a health insurance policy. An employee voluntarily declining health insurance coverage shall receive an annual opt-out incentive of \$1,100.00,

to be paid bi-weekly, provided said employee submits satisfactory proof of health insurance coverage under another plan to the Chief Human Resources Officer or designee. Employees who are enrolled in college health insurance through a spouse who is also a college employee will not receive an opt-out allowance.

SECTION 11.3 HEALTH INSURANCE, WHEN BENEFIT AVAILABLE

The above health insurance shall be provided for all months that an employee is actively at work, and all periods of sick leave whether work related or not, and all periods of paid leave of absence. If an employee has exhausted sick leave benefits and their employment is not terminated, they shall be permitted to continue their health insurance coverage by paying the full cost of such coverage to the FLCC Human Resources office monthly.

Employees may change plans at least once per calendar year, at a time established by the employer.

SECTION 11.4 HEALTH INSURANCE, CASH ALLOWANCE

Beginning the first full pay period after 7/1/18, the employer shall provide each Unit member participating in coverage under the college's health insurance program an annual cash allowance, paid bi-weekly through the payroll as follows:

7/1/26	\$450
7/1/27	\$450
7/1/28	\$450
7/1/29	\$450

SECTION 11.5 HEALTH INSURANCE, DENTAL

The Employers shall provide single dental coverage, without charge, to each employee, who shall have the option to purchase family coverage through payroll deduction. The parties understand and agree the employers shall in good faith attempt to provide dental benefits comparable in all material aspects including cost to the dental plan(s) previously offered under this Agreement.

SECTION 11.6 HEALTH INSURANCE, TEN MONTH EMPLOYEES

Ten-month employees will pay health insurance co-payments over a ten-month period. Any required employee contribution for the two (2) months they are not working during the summer will be included in the total employee deduction over the ten-month period.

SECTION 11.7 HEALTH INSURANCE, PART-TIME EMPLOYEES

Part-time Unit employees are eligible to participate in the same plans available to full-time employees, the cost of which is to be paid 100% by the employee.

SECTION 11.8 HEALTH INSURANCE, PREMIUM CONVERSION PLAN

All employee contributions required under this Article shall be on a pre-tax basis.

SECTION 11.9 HEALTH INSURANCE MEET AND CONFER

The parties agree to meet and confer with respect to health insurance, at the request of either party, in the event that legislative or regulatory action or other official guidance or judicial interpretation occurs that would impose, or potentially impose, new and/or additional costs for health insurance, or assessments, fines, penalties or other health insurance-related costs, upon the employers or Bargaining Unit members.

SECTION 11.10 JOINT LABOR/MANAGEMENT HEALTH INSURANCE COMMITTEE

The parties agree to establish a Joint Labor/Management Health Insurance Committee to review plan performance and data obtained from any RFP processes and to discuss alternative health insurance carriers, plan designs, and funding arrangements including self-funding. The employer agrees that CSEA shall have two (2) members of the Unit, and the CSEA Labor Relations Specialist and CSEA Health Benefits Specialist who will only operate in an advisory role on the Committee. Except for the Employers' determination to become self-insured as set forth in Section 11.12, any change in the health insurance provided by this Contract and mutually agreed to by both parties in this Committee, must be approved by the Union membership, the Finger Lakes Community College Board of Trustees, and the Board of Supervisors of Ontario County. The parties agree to convene no less than four (4) times a year at a mutually agreeable time.

SECTION 11.11 WELLNESS PROGRAMS

The parties agree to jointly, through a wellness committee created for the purpose, attempt in good faith to develop regular, consistent and effective wellness programs for employees, such as, but not limited to, biometric screening, physical fitness programs, lunch and learn programs, and smoking cessation.

SECTION 11.12 SELF INSURANCE

The College reserves the right to change insurance carriers or to become self-insured if it deems necessary; however, the College agrees to provide at least equal or better benefits to the coverage contained herein and that no cost to the employee results from the change. The parties agree that, on or before January 31st of a contract year, the Joint Labor/Management Health Insurance Committee will convene and confer pursuant to Section 11.10 regarding whether the College is considering becoming self-insured for the next plan year beginning July 1st. The College shall notify CSEA of its final determination within ninety (90) days of the commencement of the self-insured plan year.

The College will maintain adequate stop-gap insurance. The College shall bear all additional costs during a plan year if the stop-gap insurance is inadequate with no additional costs passed to employees.

ARTICLE 12 – GRIEVANCES AND ARBITRATION

SECTION 12.1 GRIEVANCE PROCEDURE, DEFINITION

For the purpose of this Agreement a grievance shall be defined as a dispute or controversy between an individual employee covered by this Agreement and the Employer, arising out of the application or

interpretation of this Agreement; or a grievance as defined by Section 682, Subdivision 4 of Article 16 of the General Municipal Law.

SECTION 12.2 GRIEVANCE PROCEDURE, EXCLUSIONS

The inclusion in this Article of grievances as defined by Article 16, Section 682, Subdivision 4 of the General Municipal Law is intended to substitute the grievance and arbitration procedure of this Agreement for the grievance procedure which the Employer previously adopted under the terms of Article 16 of the General Municipal Law and which is required by said Law, and upon the effective date of this Agreement the grievance and arbitration procedure in this Agreement shall be the only such procedure available to employees covered by this Agreement. It is expressly understood and agreed by the parties that the grievance and arbitration procedure provided for in this Article does not apply to and is not intended as, a substitute or an alternative for any actions permitted by, or required of the Employer under any Article of the State or Local Civil Service Law or Rules, except as otherwise provided herein.

SECTION 12.3 GRIEVANCE PROCEDURE

The purpose of this Article is to provide the sole method for the settlement of grievances as defined herein and such grievances shall be settled in accordance with the following procedure:

Step 1: Grievances shall be presented orally by the aggrieved employee to the Department Head, with or without their Union representative, at the employee's option, and within ten (10) departmental working days from the date of knowledge of the cause or occurrence giving rise to the grievance. If discussion of the grievance with the Department Head does not result in resolution of the grievance, then the aggrieved employee may proceed to Step 2.

Step 2: The aggrieved employee shall submit their signed written grievance to the College President within ten (10) working days from the date of the initial discussion of the grievance with the Department Head. After receipt of a written grievance at this step, the College President shall convene a meeting within ten working days of the date the written grievance was received by him, between the aggrieved employee, the Union representative and the Department Head and/or other representatives of the College for the purpose of resolving the grievance. If the grievance is not resolved as a result of this meeting, then the President shall have three (3) working days to provide a written response to the aggrieved employee and their Union representative. If that decision is unacceptable to the employee, then within five (5) working days the aggrieved employee shall proceed to Step 3.

Step 3: The aggrieved employee may submit their grievance to the County Administrator who within ten (10) working days after they receive the written grievance will convene a meeting between the aggrieved employee, their Union representative and the College President and/or other representatives of the College, for purpose of resolving the grievance. If the grievance is not resolved at this meeting, the grievance may be submitted to arbitration.

Step 4: In the event that a grievance is unresolved after being processed through all of the steps of the grievance procedure, or having moved through the grievance procedure by default, then not later than thirty (30) calendar days after the third step procedures are complete, or thirty (30) calendar days after the time limits required by the steps in the grievance procedure have run, the grievance may be submitted to arbitration by filing a copy of the request with the County Administrator.

The County Administrator shall arrange an arbitration hearing as soon as possible by calling the first

arbitrator on the alphabetically ordered panel. If the first arbitrator can't render a decision within two (2) weeks, the next arbitrator on the panel shall be called, and so on, until the first available arbitrator is picked. Selection of an arbitrator for the next case will begin with the next arbitrator on the panel.

The arbitrator shall have no power to add to, subtract from or modify any of the provisions of this Agreement.

No decision of an arbitrator or of the Employer in any grievance case shall create the basis for retroactive adjustment, or other adjustment, in any other case.

No arbitrator shall decide more than one grievance on the same hearing or series of hearings except by mutual agreement between the parties.

The decision of the arbitrator shall be final and binding upon the parties. The fees and expenses of the arbitrator, and the costs of the hearing room, shall be shared equally by the Employer and the Union. All other expenses shall be borne by the party incurring them. Neither party shall be responsible for the other party's share of the divided costs nor of the expense of witnesses or participants called by the other.

Arbitrators for the term of this Contract shall be mutually agreed upon by the Union and the County, and a list of five shall be initialed by the parties and attached to this Agreement as soon as possible. If a vacancy occurs in the panel of arbitrators, the Union and the County will select an alternate as soon as possible.

SECTION 12.4 GRIEVANCE PROCEDURE, TIME LIMITS

Unless the parties mutually agree to extend the time limits set forth in this procedure, a grievance shall be deemed settled on the basis of the relief sought by the grievant if the Employer fails to comply with such time limits at each step while the grievance shall be deemed waived and the grievant shall be barred from proceeding to the next step if the grievant fails to comply with the aforementioned time limits.

ARTICLE 13 – DISCIPLINARY ACTION

SECTION 13.1 DISCIPLINARY ACTION, DEFINITIONS

Disciplinary action may consist of written reprimands, suspensions without pay, fines not to exceed \$200 to be deducted from the salary or wages of the employee in installments, losses of accrued leave credits, reductions in grade and dismissals from the service and may be imposed only for incompetency or misconduct.

SECTION 13.2 DISCIPLINARY ACTION, AUTOMATIC QUIT

If an employee fails to contact the employer or show up for work for three (3) consecutive days, the employee will automatically be terminated without recourse to the grievance procedure. The employee may appeal such termination to the College President, whose decision shall be final.

SECTION 13.3 DISCIPLINARY ACTION, IMMEDIATE SUSPENSION

An employee may be suspended by the College without pay for up to thirty (30) days pending the outcome of the grievance procedure, provided that a determination is made by the College that an employee's continued presence on the job would be disruptive to the normal course of business or threaten the safety of fellow employees or the public. An employee may not be suspended without pay unless the employee has received written notice of the charges against them, has been apprised of the evidence against them, has been afforded Union representation, and has been offered the opportunity to be heard within a reasonable time period. In all other cases, disciplinary action may not be imposed except in accordance with this procedure. In cases of suspension prior to hearing, an arbitrator may award back pay or the arbitrator may consider the period of suspension as part of the appropriate penalty. However, the arbitrator shall not order back pay in any case for a period of more than sixty (60) working days prior to the date the grievance was initiated. All awards of back pay shall be limited to the amount of wages the employee would have earned from their employment with the Employer but not in excess of the period above defined, less any other compensation for personal services that the employee has received from any source during said period.

SECTION 13.4 DISCIPLINARY ACTION, NOTICE OF PROPOSED ACTION

An employee against whom disciplinary action is proposed shall receive a notice of the proposed action and the reasons for it. A copy of this notice shall be provided to the Union. Unless a written grievance is filed with the County Administrator within ten (10) workdays of the receipt of such notification, the matter will be settled upon the penalty as proposed by the county, and the disciplinary action proposed may then become effective. The notice of proposed disciplinary action shall specify the reasons for the proposed disciplinary action, including a description stating the alleged acts and conduct, and the dates, times and places such acts and conduct occurred, as well as the penalty sought by the College.

SECTION 13.5 DISCIPLINARY ACTION, EMPLOYEE RIGHTS

Except as otherwise provided in this Section, none of the disciplinary penalties listed shall take effect until the completion of the procedure. An employee is entitled to representation by the Union or an attorney at any step of the proceeding. The rights provided in this Article extend to all employees in the Bargaining Unit except probationary and provisional employees of the employer.

SECTION 13.6 DISCIPLINARY ACTION, WAIVER OF CIVIL SERVICE RIGHTS

The parties agree that the procedure provided in this Contract shall be the exclusive procedure for the taking of disciplinary action against employees, and the review of such disciplinary action by employees. Any and all rights extended to employees by Section 75 and 76 of the Civil Service Law, or any rule or regulation adopted thereunder, are hereby waived.

SECTION 13.7 DISCIPLINARY ACTION, GRIEVANCE PROCEDURE

Any grievance contesting disciplinary action, proposed or taken, shall be filed directly at Step 3 of the grievance procedure provided in this Contract. If not resolved at Step 3, the grievance may be submitted to Step 4 in accordance with the grievance procedure provided in this Contract.

SECTION 13.8 DISCIPLINARY ACTION, GRIEVANCE PROCEDURE, TIME LIMITS

Unless the parties mutually agree to extend the time limits set forth in this procedure, a grievance shall be deemed settled on the basis of the relief sought by the grievant if the Employer fails to comply with

such time limits at each step while the grievance shall be deemed waived and the grievant shall be barred from proceeding to the next step if the grievant fails to comply with the aforementioned time limits. No disciplinary proceeding shall be commenced more than three (3) years after the appearance of the alleged incompetency or misconduct complained of, except that such limitation shall not apply where the incompetency or misconduct complained of would, if provided in a court of competent jurisdiction, constitute a crime.

ARTICLE 14 – HOURS OF WORK

SECTION 14.1 HOURS OF WORK, 40 HOURS

The regular workweek for employees in the following departments and units shall be forty (40) hours per week:

- Buildings and Grounds
- Campus Safety Office
- Business Services

SECTION 14.2 HOURS OF WORK, 37.5 HOURS

Except as provided in Section 14.1, the regular workweek for employees shall be 37.5 hours.

SECTION 14.3 HOURS OF WORK, FLEXIBLE SCHEDULES

The parties shall meet and confer prior to the implementation of any work schedules which will regularly include more or less than five (5) days per week for any Unit members.

SECTION 14.4 HOURS OF WORK, STUDENT AIDES AND WORK STUDY STUDENTS

During the academic sessions, student aides and work study students shall not work more than twenty (20) hours per week. During the academic interims they may work up to forty (40) hours per week.

SECTION 14.5 CAMPUS SAFETY PERSONNEL

All uniformed campus safety personnel who are required to be on continuous operation shall be entitled to a thirty-minute paid lunch period during each eight-hour shift.

SECTION 14.6 ACADEMIC CALENDAR

The multi-year calendar shall be developed by the Provost and the Vice President of Academic and Student Affairs with input from the FLCC Unit of CSEA and will be consistent with all conditions of this Contract. The Provost, prior to recommending the calendar to the President, shall provide a copy thereof to the President of the FLCC Unit of CSEA. The Provost will then recommend the calendar to the President by December 15th and the necessary changes will be made by February 15th. The calendar year will begin no later than one (1) week (5 workdays) prior to the start of the fall semester classes and end no later than one (1) week (5 workdays) subsequent to the end of the spring semester and commencement. The calendar shall contain the proper number of days to effectively orient, register,

instruct, evaluate and graduate students and is subject to the regulations prescribed by the State University of New York, the State Education Department, and all regulations set forth in this Contract.

ARTICLE 15 – OVERTIME

SECTION 15.1 HOW PAID

Overtime shall be paid for at time and one-half the employee's straight time hourly rate for all hours actually worked in excess of the regularly scheduled workweek. All paid leave will count as time worked for the purposes of overtime. Such pay shall be calculated in segments of not less than fifteen (15) minutes. Part-time employees shall not receive overtime pay, except as required by federal or state law.

SECTION 15.2 CALL-IN PAY, GENERAL

When an employee is called to work during their scheduled time off, all hours worked will be paid for at one and one-half times the employee's regular hourly rate. An employee will be guaranteed at least three (3) hours pay at one and one-half times their regularly hourly rate. If an employee is called in on a holiday, all "call-in" time work will be paid at two and one-half times their regular hourly rate. Whenever an employee is called into work without at least two (2) business days' notice, they shall not be denied their regular scheduled workday. In lieu of call-in pay under this provision, the employee may request compensatory time in an amount equal to 1.5 hours for each hour the employee is eligible for call-in pay. Any compensatory time earned under this provision is subject to the terms of Section 15.3.

SECTION 15.3 COMPENSATORY TIME

In lieu of the payment of overtime as set forth herein, an employee may request compensatory time in an amount equal to 1.5 hours for each hour of overtime, as defined herein, actually worked, and may be granted said amount of time off with pay in lieu of the payment of overtime compensation. All such compensatory time shall be taken by the end of the next quarter after the quarter in which the compensatory time was earned in accordance with the table below. Unused compensatory time will be paid at the straight hourly rate of pay in effect for the employee when the compensatory time was earned. The College will provide a report to each employee of their compensatory time bank before the system is reset at the end of the year.

Compensatory Time Earned	Pay Period Paid
09/01 - 11/30	1 st pay period after 02/28
12/01 - 02/28	1 st pay period after 05/31
03/01 - 05/31	1 st pay period after 08/31
06/01 - 08/31	1 st pay period after 11/30

SECTION 15.4 OVERTIME, FORTY-HOUR EMPLOYEES

Forty-hour workweek employees who work in excess of their regularly scheduled workweek shall be paid overtime or request compensatory time as provided in this Agreement. An employee working in excess of their forty-hour workweek shall be permitted to take a regularly scheduled workday off at the end of that same workweek, to be charged to annual leave or earned compensatory time, so long as the

day off is prescheduled and approved by a supervisor.

ARTICLE 16 – SHIFT DIFFERENTIAL

All employees covered by this Agreement who are assigned to shift work shall be paid shift differential of \$1.25 per hour in addition to their "straight time hourly rate" for all hours worked between 6:00 p.m. and 6:00 a.m. It is understood that the shift differential shall be paid at \$1.25 for straight time and overtime hours.

ARTICLE 17 – TESTING FEES, CIVIL SERVICE

Employees shall not be required to pay any civil service testing fees for promotional examinations administered by the Ontario County Division of Human Resources except that any employee who has been notified that they will be laid off shall not be required to pay any civil service testing fees for open competitive examinations from the date of said notice to the expiration of one year following the last day of work.

ARTICLE 18 – HOLIDAYS

SECTION 18.1 HOLIDAYS, GENERAL

Unless otherwise provided herein, a holiday shall be defined as one fifth ($\frac{1}{5}$) of the regular workweek.

Part Time employees holiday hours should be considered as part of the regularly scheduled workweek. Unless otherwise directed by the supervisor, a part time employee should not work beyond the regularly scheduled workweek.

FLCC employees will receive thirteen (13) holidays, five (5) of which will be designated by the academic calendar, and the remaining eight (8) will be:

1. New Year's Day
2. Martin Luther King, Jr. Day
3. Memorial Day
4. Juneteenth Holiday
5. Independence Day
6. Labor Day
7. Thanksgiving Day
8. Christmas Day

SECTION 18.2 HOLIDAYS, TEN MONTH EMPLOYEES

FLCC ten-month employees shall receive holidays as provided for the FLCC employees in general. Regular ten-month employees shall receive holidays as specified in Section 18.1. Ten-month employees shall not receive Independence Day or Juneteenth as a paid holiday unless they work before and after Independence Day or Juneteenth. In the event the academic calendar designates a holiday at a time when

ten-month employees are not regularly scheduled to work, said employees shall receive an additional 7.5/8.0 hours of annual leave credit, to be used in accordance with Article 7 of this Agreement.

SECTION 18.3 HOLIDAY PAY

- A. Each employee who is required to work on a holiday will receive two and one-half times the straight time hourly rate for all hours worked on the holiday.
- B. Employees who are required to work on both the nationally observed holiday and the contract observed holiday when such falls on a Saturday or Sunday shall receive time and one-half their regular rates of pay only for one of the days, the day that the most hours are worked.
- C. Holiday pay for Campus Safety Officers shall be banked for each holiday at a straight time rate for holidays not worked and at time and one-half for holidays worked. Holiday pay shall be in December of each year.

SECTION 18.4 HOLIDAYS, SATURDAY AND SUNDAY OBSERVANCE

When one of the above holidays falls on a Sunday, it shall be observed on the following Monday. When one of the above holidays falls on a Saturday, it shall be observed on the preceding Friday.

If an employee's regular day off falls on a holiday or College-observed holiday, they will receive a day off to observe the holiday either the day before or after the holiday or College-observed holiday as long as the employee's day off to observe the holiday falls in the same pay period as the holiday or College-observed holiday. In this circumstance, the employee shall arrange the scheduling of the employee's observed holiday with their Department Head. If, for operational reasons, the employee cannot arrange for an observed holiday in accordance with this provision, they will receive holiday pay at their straight time hourly rate for that holiday.

ARTICLE 19 – UNIFORMS AND EQUIPMENT

SECTION 19.1 EMPLOYER OPTIONS

The employer shall, when its Board of Trustees determines that employees in any department shall be required to wear uniforms, including shoes or special equipment, provide therefore in accordance with either Section 19.2 or Section 19.3. The design of said uniforms shall be the responsibility of the employer.

SECTION 19.2 ISSUED UNIFORMS

A. Issuance and Return

Each employee shall receive an initial issue of uniforms and may thereafter receive additional uniforms each year for replacement purposes. Cleaning and maintenance shall be provided by the employer. Worn out or damaged uniforms must be returned to the employer before replacements will be issued. Upon separation from the service of the employer, the employee shall return all uniforms, or be liable for the value of such items.

B. Maintenance Option

In lieu of employer maintenance of uniforms, as set forth in Section 19.2.1 above, the employer may pay to each employee required to wear a uniform pursuant to that Section the sum of \$250.00 per year, to be added to base salary/rate, and paid quarterly prorated for each payroll period of each year when said uniform is required. Employees receiving such an allowance shall provide regular cleaning and maintenance of uniforms, except that no employee shall be required to clean uniforms which are contaminated by hazardous substances. (Note: under current law, this allowance is subject to withholding.)

SECTION 19.3 UNIFORM ALLOWANCE

Each employee required by the employer to wear a uniform, and who is not covered under the provisions of Section 19.2, shall receive an annual allowance of \$240.00, to be added to base salary/rate and paid quarterly prorated for each payroll period of each year when said employee is required to wear a uniform under the provisions of this Section. Employees receiving such an allowance shall provide regular cleaning and maintenance of uniforms except that no employee shall be required to clean uniforms which are contaminated by hazardous substances. Upon separation from the service of the employer, the employee shall not be required to return uniforms purchased pursuant to this Section and said uniforms shall remain the property of the employee. (Note: under current law, this allowance is subject to withholding.)

SECTION 19.4 GENERAL CONDITIONS

A. Employees' Duties

Departments may make and enforce reasonable work rules regarding the use and care of uniforms, including, but not limited to, rules regarding care and cleaning, off-duty use, display of personal or political messages, and standards of color, style, and general appearance.

B. Suspension of Benefits

Uniforms and/or uniform allowances shall not be provided to employees on disability or unpaid leaves of absence.

SECTION 19.5 SPECIAL CONDITIONS – FIREARMS

A. Armed Campus Safety Officers - the parties understand and agree that the President may determine that Campus Safety Officers be armed.

B. Procedure – Said officers may volunteer to be armed while on duty. In that event:

1. Volunteers shall be required to obtain and maintain a pistol permit pursuant to NY Penal Law § 400; to successfully complete firearms training; and to complete a psychological evaluation.
2. Psychological evaluation shall include standardized testing, an interview with a psychologist, and a written report to the employer. The process shall be in accordance

with the guidelines of the Psychological Services Section of the International Association of Chiefs of Police and of the NYS Division of Criminal Justice Services. The evaluation shall be strictly confidential and made available only to the Director of Campus Safety, Chief Human Resources Officer or designee, Vice President of Finance and Administration, and the President, unless ordered by a court of competent jurisdiction.

3. The decision to arm an individual officer shall be based upon the foregoing, as well as job performance and training results.
 4. A volunteering officer who receives an unsatisfactory psychological evaluation may elect to have a second evaluation at College expense to be conducted by an alternate provider acceptable to the College and in accordance with the above guidelines. The College shall maintain a list of at least two acceptable alternative providers. Upon completion of the second evaluation, the volunteering officer may review the results of the evaluations. Both evaluations will then be considered in determining whether to issue a firearm.
- C. Continuity – Currently employed officers shall receive no change in title, pay grade, nor other terms or conditions of employment, except as provided in this Section, as a result of being armed, attempting unsuccessfully to qualify to be armed, or not volunteering to be armed. Nothing in this Agreement supersedes the authority of the Director of Campus Safety to deploy Campus Safety Officers.

ARTICLE 20 – RETIREMENT PLANS

SECTION 20.1

The employer shall provide the New York State Retirement Plan known as Section 75-i of the New York State Retirement and Social Security Law.

SECTION 20.2

The employer shall provide the following options to the Retirement Plan in 20.1:

- A. Application of unused sick leave as additional service credit upon retirement (Section 41-J). This applies only to those employees with a sick leave bank of accruals.
- B. Guaranteed minimum death benefit as prescribed under New York State Retirement Law (Section 6-B).
- C. If the New York State Legislature renews the Military Credit Law (Section 41-K) the employees of Ontario County may purchase, at their own expense an amount of time in the retirement system equals the amount of time spent in service during a war as defined by New York State Civil Service Law.

ARTICLE 21 – WAGES

SECTION 21.1 WAGES

A. Wage Schedule, Hourly Rates

All employees assigned to grade and step will be paid on the basis of hourly rates, as set forth in Schedule F incorporated in this Contract. Annual wage schedules are included for reference purposes only.

B. Schedule F:

Effective September 1, 2025, for the 2025-2026 contract year:

Wages in Step 1 – Grades 1 – 10 shall be increased by 13%
Wages in Step 2 – Grades 1 – 10 shall be increased by 8%
All other wages in grades and steps will be increased by 4%

2026 – 2027: All grades and steps shall be increased by 3%

2027 - 2028: All grades and steps shall be increased by 3%

2028 - 2029: All grades and steps shall be increased by 2.50%

C. Tables

The following tables are included in this Contract:

2025 37.5 Hour Week Annual Wage Schedule (reference only)
2026 37.5 Hour Week Annual Wage Schedule (reference only)
2027 37.5 Hour Week Annual Wage Schedule (reference only)
2028 37.5 Hour Week Annual Wage Schedule (reference only)

2025 40 Hour Week Annual Wage Schedule (reference only)
2026 40 Hour Week Annual Wage Schedule (reference only)
2027 40 Hour Week Annual Wage Schedule (reference only)
2028 40 Hour Week Annual Wage Schedule (reference only)

D. CPI-W

If unadjusted, for the twelve-month period prior to March 2026, 2027, 2028, 2029, equals or exceeds 4% above the scheduled wage rate increases set forth above, then the parties will meet and confer regarding wages.

SECTION 21.2 WAGES, PROMOTION

When during the term of this Agreement an employee is promoted from one pay grade to a higher pay grade, the employee will be placed in the first step in the new pay grade which will produce no less than

\$500.00 increase in rate at the time of promotion, but not to exceed the top step in the new grade. Any time a permanent employee goes from one position in a salary grade to another position in a higher salary grade, it shall be deemed a promotion for purposes of this Section, and the monetary increase shall be paid upon appointment.

SECTION 21.3 WAGES, DEMOTION

When during the term of this Agreement an employee is demoted from one pay grade to a lower pay grade, the employee shall be placed in the step in the lower pay grade which represents their actual continuous service with the Employer, such lower pay to begin on the date the employee is actually transferred.

SECTION 21.4 WAGES, TRANSFER

When an employee accepts a position in another title in the same grade in which they are currently serving, that employee will be assigned to the same step in the grade that they occupied in the former position.

SECTION 21.5 WAGES, ANNUAL INCREMENTS, EVALUATION AND APPEAL

- A. Yearly changes and steps shall be granted to employees within the steps on the first day of the calendar quarter in which their anniversary date falls, except that this provision shall not apply to employees receiving a "U" (improvement required) overall rating on the July evaluation.
- B. Annual evaluations shall be conducted in July. An employee receiving a "U" (improvement required) overall rating may file a grievance under Article 12 beginning at Step 2 and may proceed through Step 4 of the aforementioned procedure if the grievance is not resolved at an earlier step. An arbitrator shall award the increment as of the date it would have been paid if the evaluation had been satisfactory if the arbitrator finds that the rating was inappropriate.

SECTION 21.6 ALLOCATION TO GRADE

The parties agree to meet and confer prior to any grade reallocations taking effect.

SECTION 21.7 TEN-MONTH EMPLOYEES

Ten-month employees shall receive wages for that time actually worked, except as otherwise provided herein, and said wages shall be paid over a ten-month period of time only.

SECTION 21.8 WAGES, DIRECT DEPOSIT PROGRAM

All employees shall participate in the direct deposit program offered by the Employer. All banks within Ontario County offering direct deposit to the College shall be included in the program.

SECTION 21.9 WAGES, EMERGENCY CLOSING

- A. If the College or College buildings are closed, employees who regularly work in the closed building(s) shall suffer no loss of pay.

- B. When essential staff are directed to report to work during a building closing, they must report. If unable to report, annual leave will be authorized.
- C. Employees who are required to work after a building closing occurs will be paid for their regularly scheduled hours for that shift up to the time of closing and will receive the rate of one and one-half times their straight time hourly rates for each hour worked during the building closing.
- D. Employees who are required to work outside their normal shift during a closing will be paid at the rate of one and one-half times their straight time hourly rates for each hour worked.
- E. In lieu of building closing pay under this provision, the employee may request compensatory time in an amount equal to 1.5 hours for each hour the employee is eligible for building closing pay. Any compensatory time earned under this provision is subject to the terms of Section 15.3.

SECTION 21.10 REPAYMENT OF OVERPAID WAGES

The parties agree that, in the event an employee is overpaid, one of the following options shall be selected by the employee, and repayment shall proceed accordingly:

- A. Remittance of a check - the full amount of the overpayment within five (5) business days.
- B. Deduction of the full amount of the overpayment from the gross wages of the next payroll check.
- C. Deduction of 50% of the overpayment from the gross wages of the next two payroll checks - this option being available only for overpayment in excess of \$100.
- D. Special repayment plans may be negotiated between an individual employee and the Chief Human Resources Officer or designee.

SECTION 21.11 WAGES, OUT OF TITLE

An employee who works out of title for thirty (30) or more calendar days shall be paid therefore at the rate set for the out of title position. Department heads shall certify, in writing, upon the request of any employee that said employee worked in an out of title position, provided that said service is equal to or greater than five (5) days. The parties understand that, in applying the above provisions, the Employer will treat out of title work as a temporary promotion, and will apply the provisions of Section 21.2, entitled, Wages, Promotion, for purposes of setting the appropriate rate of pay for the out of title work.

SECTION 21.12 LONGEVITY PAY

Employees shall annually receive the following amounts in relation to their years of service:

10-14 years of service	\$250
15-19 years of service	\$500
20-24 years of service	\$750
25 years or more	\$1,000

These payments shall be prorated for part-time and ten-month employees. This payment shall be made in one lump sum in the first payroll after the employee's anniversary date and shall be included in all payroll calculations except the annual percentage increases above.

ARTICLE 22 - SENIORITY

SECTION 22.1 SENIORITY, DEFINITION

Seniority for non-competitive class Civil Service Employees covered by this Agreement means an employee's length of continuous service with the Employer since their last date of hire with Ontario County. Seniority for labor class Civil Service Employees covered by this Agreement means an employee's length of continuous service with the Employer since their last date of hire with Ontario County, but no seniority rights shall be extended to any labor class Civil Service Employee until the completion of two years' continuous service with the Employer.

An employee's continuous service and all of their seniority rights shall be terminated by any of the following:

1. Voluntary quit
2. Discharge
3. Retirement
4. Failure to report for work for three (3) consecutive working days without prior notification to the Employer of reasons for such absence shall be considered an automatic quit pursuant to Section 13.2 of this Agreement, beginning on the first day of such absence.
5. Failure to return from an approved leave of absence on the scheduled date for return.
6. Having been laid off for a period of six (6) consecutive calendar months.
7. Having been on sick leave, paid or unpaid for a period of twelve (12) consecutive calendar months.
8. Failure to report for work on the agreed date of a recall from layoff.

SECTION 22.2 SENIORITY, LAYOFF, AND RECALL

Notwithstanding the foregoing, all non-competitive and labor class employees covered by this Agreement shall be laid off and recalled in the same manner provided by law and regulation for the layoff and recall of competitive class employees.

After giving such notice of intent to return, if the employee fails to be available within ten (10) business days after the mailing of such recall notice, such employee shall be deemed to have quit.

The provisions of the above paragraph shall apply unless the Employer and the employee have agreed

upon a date for return to work at the time the layoff occurred. In the event the employee fails to report for work on such agreed date, the employee shall be deemed to have quit.

No new employees shall be hired into a classification until all employees who are on layoff status from that classification have been offered recall.

SECTION 22.3 JOB SECURITY

The College agrees to provide a sixty (60) calendar-day notice to affected employees and the Union in the event of layoff. If that notice is given, then no additional benefits are provided, except as set forth below.

In the event that the sixty (60) calendar-day notice cannot be met, the employees and the Union will be notified as soon as possible, and employees will be paid their regular wages for sixty (60) calendar days from the date of layoff notice.

Laid-off employees will receive health insurance, in the plan in which they are enrolled, fully paid by the College for sixty (60) days from the date that the next premium payment is due, following actual layoff.

Laid-off employees will be paid for any annual leave currently accrued, pursuant to Article 7 Section 7.7.

The College will develop transitional services for laid-off employees to include job counseling, retraining services, use of office equipment, etc.

Laid-off employees will receive tuition waiver benefits (Article 23B) for one (1) year from the date of layoff.

Laid-off employees would be considered for any vacant professional positions for which they apply and are qualified.

Job security language will be and is intended for all full- and part-time, permanent members of the Bargaining Unit. 100% Grant Funded positions are excluded.

ARTICLE 23 - TUITION BENEFITS

SECTION 23.1 TUITION REIMBURSEMENT

The College will reimburse a Unit member 75% of tuition cost, up to \$5,000.00 per academic year for courses or degrees related to career advancement, including certification/trade school courses. A Tuition Reimbursement Plan Approval Request form must be completed and approved by the supervisor and Chief Human Resources Officer or designee before enrolling in the course. Upon successful completion of the course with a grade of "C" or better, the Unit member will submit a copy of the grade and course payment receipt to the Chief Human Resources Officer or designee for reimbursement. The College will not provide reimbursement for courses unrelated to career advancement, or courses unsuccessfully completed.

SECTION 23.2 TUITION WAIVER

All members of the Bargaining Unit shall be permitted to register for and attend, tuition free, any credit or non-credit course offered by the College provided space exists and provided that such attendance in no way interferes with their official duties. During the term of this Agreement, the dependent children and/or spouses of all Unit members will be provided a tuition waiver upon enrollment as full or part-time students. Only available class space is to be used for this program, and it is understood and agreed that no section shall be created, and no staff shall be added to comply with the College's obligation under this Section. Furthermore, this benefit as it applies to dependents of employees shall be limited to the achievement of one degree per person, and additional credit-bearing courses shall not be provided free of charge to those persons who have obtained one FLCC degree under this program.

ARTICLE 24 – PAYROLL DEDUCTIONS

SECTION 24.1 FINANCIAL INSTITUTIONS

The Employer agrees to a payroll deduction for employees who authorize the same in writing in accordance with the General Municipal Law for payments to financial institutions designated by the employee. The Union agrees to hold the Employer harmless for any and all liability or damages the Employer may sustain as a result of making the requested deductions provided for in this Section.

SECTION 24.2 PEOPLE DEDUCTION

The Employer agrees to deduct from the wages of any Union Member a PEOPLE deduction as provided for in a written authorization. Such authorization must be executed by the member and may be revoked by the member at any time by giving written notice to both the Employer and the Union. The Employer agrees to remit any deductions made pursuant to this provision to the Union together with an itemized statement showing the name of each employee from whose pay such deductions have been made and the amount deducted during the period covered by the remittance.

ARTICLE 25 – NOTARY PUBLIC FEES

Employees who are required by their Department Heads to be Notaries Public shall have the Notary fees paid by the Employer.

ARTICLE 26 – TRAVEL PAY

The mileage allowance for an employee using a personal automobile in the performance of their duties as a College employee shall be in accordance with IRS rates.

ARTICLE 27 – TRAINING COST RECOVERY

Employees with less than three (3) years' service who receive training at College expense and who voluntarily leave College service within one (1) year of the completion of training shall reimburse the College therefore up to a maximum of \$500.00, except where prohibited by law or regulation.

ARTICLE 28 – FEDERAL AND STATE JOB PROGRAMS

The Employer supports Federal/State programs that provide work experience opportunities. Such opportunities shall:

- A. Not result in the displacement of any currently employed employee loss of job or position, including partial displacement such as reduction in the hours of non-overtime work, wages or employment benefits.
- B. Not be utilized in any College department when an employee is on layoff from the same or equivalent position or when a College department has terminated the employment of any regular employee or otherwise reduced its work force with the intention of using the State/Federal programs to fill said positions.
- C. Not infringe upon the promotional opportunities of any currently employed employee.
- D. Exclusivity of Bargaining Unit work shall not be lost by the Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO in this Bargaining Unit because of participants performing Bargaining Unit activities under this program.
- E. The Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO does not waive its rights under the Taylor Law for the period of this program.

ARTICLE 29 – EMPLOYEE ASSISTANCE PROGRAM

The Union and the College agree upon the value of an effective employee assistance program to assist employees and immediate family members in finding help to resolve personal problems which may adversely affect work performance and/or an employee's physical or mental health. The Union and the Employer agree to continue an employee assistance program under the guidance of a Joint Labor/Management Committee in cooperation with other Negotiating Unit representatives.

ARTICLE 30 – WORKER'S COMPENSATION

In addition to benefits provided under the New York Worker's Compensation Law, Employer agrees to provide employees for injuries, as defined in said law, compensation in an amount equal to that provided for in the Worker's Compensation Law, for time regularly scheduled but not worked, starting from the first day of work-related injury or illness and continuing until the employee returns to work or receives statutory compensation benefits. Any benefits paid under this Article for time for which statutory

compensation benefits are also paid shall be refunded to the Employer. No benefits under this Article will be paid in partial-day segments. The maximum compensation limits, as provided in the Worker's Compensation Law, shall apply to compensation provided under this Article. It is understood that the employee's annual leave will not be affected by this Article. Injured employees who leave during regular working hours will be paid for the full day if they were sent home with the competent medical authority's approval.

ARTICLE 31 – JURY AND COURT LEAVE

An employee selected for jury duty on regularly scheduled workdays shall receive paid leave, with no charge against leave credits. Employees scheduled to work the evening or night shifts shall be considered working the day shift during their term of jury duty, and as such shall not be required to report to work during their term of jury duty. Employees on jury duty leave shall remit to the Employer all remuneration received as a juror including money paid for mileage and parking unless such mileage and/or parking expenses are actually incurred. Mileage will not be considered incurred if the employee reports to jury duty and works in the same city or town. To be eligible for the above benefit, the employee will cooperate with the Employer by notifying the Employer through their Department Head, immediately upon being summoned as a juror, and in joining in a request for deferral of jury duty whenever, in the Employer's judgment, such a request is necessary. The foregoing provisions for leave may also be granted for court appearances in the discretion of the College's Chief Human Resource Officer.

ARTICLE 32 – MEETINGS

Representatives of the Union and the College shall meet on dates mutually agreed upon during the term of the Agreement, for the purpose of discussing mutual problems. The College agrees to pay up to four employees while attending such meetings during regularly scheduled work hours.

The Parties agree to meet for the purpose of discussing the following topics during the Term of this Agreement: designated holidays; emergency closing procedure; New York Paid Family Leave Act. The parties shall mutually agree upon other issues and timeframes for discussion of the aforementioned issues.

ARTICLE 33 – SAVINGS CLAUSE

Should any provision of this Agreement be declared unlawful by any court of competent jurisdiction, the parties shall honor the remainder of the Agreement and shall meet for the purpose of renegotiating that portion declared unlawful.

ARTICLE 34 – SAFETY EQUIPMENT

Any and all safety equipment deemed necessary by the Board of Trustees or its designee, or required by law, shall be provided by the Employer without cost to the employee.

ARTICLE 35 – SUBCONTRACTING

The Employer shall meet and confer with the Union before making any decision to subcontract work customarily performed by members of the Bargaining Unit. Meeting and conferring will begin at the commencement of fact-finding by the Employer.

ARTICLE 36 – FLEXIBLE SPENDING ACCOUNT (FSA)

The College agrees to maintain a plan, at no cost to the employee, a Section 125, (Parts a, b and c) FSA for each member of the Bargaining Unit. The Union and the College agree to meet and confer for the selection of a third-party administrator. A newly hired employee will have a six (6) month waiting period before being able to participate in the FSA.

The College will make every effort to provide and maintain a benefit card for the FSA benefit.

ARTICLE 37 – MATCHING PROGRAM, TAX DEFERRED SAVINGS

Effective January 17, 2025, the Employers will match employee contributions to the existing SUNY Voluntary Savings Plan dollar for dollar up to 2% of employee base wages, which employer match shall be deposited into a separately established 457(b) Finger Lakes Community College Tax Deferred Savings Plan. The 457(b) Plan will only retain the employer matching contribution. The Employer will be responsible for ensuring that the contribution limits set forth in the Internal Revenue Code are not exceeded under the 457(b) Plan.

Such college contributions are made to match each payroll contribution, without retroactive application due to contribution rate changes effected by the employee.

This provision is meant to continue the previous employer match program under a different structure, in order to provide a fund for employees to address health and medical costs following separation from college service.

Current employee 403(b) and 457(b) plans through the College will not be affected. All other terms and conditions of the collective bargaining agreement remain unchanged.

ARTICLE 38 – EDUCATION STIPEND

Effective upon ratification of this Agreement by all parties, an employee who attains a degree (from an accredited institution) that exceeds the minimum qualifications for the employee's position will receive a one-time, not added to base, stipend in the amount of \$250 for an associate degree, \$350 for a bachelor's degree, and \$450 for a master's degree.


ARTICLE 39 – TERM

This Contract shall be effective on September 1, 2025, and shall continue in full force and effect until midnight, August 31, 2029.


ARTICLE 40 – AGREEMENT, TOTALITY OF

The foregoing constitutes the entire agreement between the parties, and no verbal statement or other agreement, except an amendment in writing approved by the Employer and the Union annexed hereto and designated as an amendment to this Agreement shall supersede or vary the provisions herein.

COUNTY OF ONTARIO


By: 
William C. Wellman, Chairman
Ontario County Board of Supervisors

Date: 3/26/2026

By: 
Christopher P. DeBolt
Ontario County Administrator

Date: 3/26/2026

FINGER LAKES COMMUNITY COLLEGE


By: 
Dr. Robert K. Nye, President
Finger Lakes Community College

Date: 3/25/26

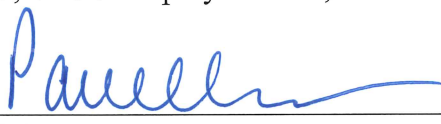
By: 
Donald Cass, Chairperson
FLCC Board of Trustees

Date: 3/25/26

CIVIL SERVICE EMPLOYEES ASSOCIATION, INC.

By: 
John Onorato, President,
Local 835, FLCC Employees Unit, CSEA

Date: 3/23/26

By: 
Paul D. Peters
Labor Relations Specialist, CSEA

Date: MARCH 23, 2026.

STATE OF NEW YORK)
COUNTY OF ONTARIO) SS.:

On the 26th day of March, 2026, before me came William C. Wellman, to me known, who being duly sworn, did depose and say that he resides in the Town of Phelps, County of Ontario, New York; that he is the Chairman of the Board of Supervisors of the County of Ontario, the municipal corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed by order of the Board of Supervisors of said corporation, and that he signed his name thereto by like order.

Cynthia R Abraszek
Notary Public

CYNTHIA R. ABRASZEK
Notary Public, State of New York
Ontario County Reg. 01#AB6346115
Commission Expires 08/08/ 2028

STATE OF NEW YORK)
COUNTY OF ONTARIO) SS.:

On the 26th day of March, 2026 before me came Christopher P. DeBolt, to me known, who being duly sworn, did depose and say that he resides in the Town of Canandaigua, County of Ontario, New York; that he is the County Administrator of the County of Ontario, the municipal corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed by order of the Board of Supervisors of said corporation, and that he signed his name thereto by like order.

Cynthia R Abraszek
Notary Public

CYNTHIA R. ABRASZEK
Notary Public, State of New York
Ontario County Reg. 01#AB6346115
Commission Expires 08/08/ 2028

STATE OF NEW YORK)
COUNTY OF ONTARIO) SS.:

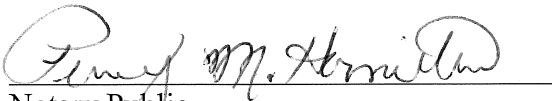
On the 25th day of MARCH, 2026 before me came Dr. Robert K. Nye, to me known, who being duly sworn, did depose and say that he resides in the County of Ontario, New York; that he is the President of Finger Lake Community College, the municipal corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed by order of the Board of Supervisors of said corporation, and that he signed his name thereto by like order.

Penny M. Hamilton
Notary Public

Penny M. Hamilton
Notary Public, State of New York
Registration No. 01HA6392358
Qualified in Yates County
Commission Expires October 16, 2027

STATE OF NEW YORK)
COUNTY OF ONTARIO) SS.:

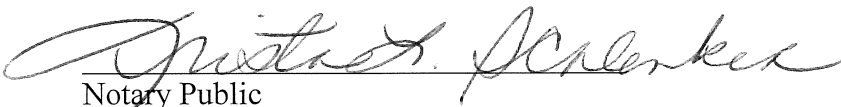
On the 25th day of MARCH, 2026, before me came Donald Cass, to me known, who being duly sworn, did depose and say that he resides in the County of Ontario, New York; that he is the Chairperson of the Board of Trustees of Finger Lakes Community College, the municipal corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed by order of the Board of Trustees of said corporation, and that he signed his name thereto by like order.


Notary Public

Penny M. Hamilton
Notary Public, State of New York
Registration No. 01HA6392358
Qualified in Yates County
Commission Expires October 16, 2027

STATE OF NEW YORK)
COUNTY OF ONTARIO) SS.:

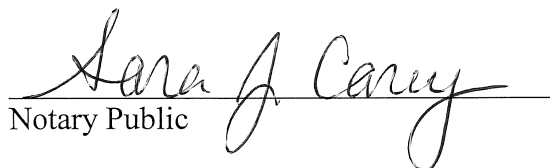
On 23 day of March, 2026, before me came John Onorato, President FLCC Employees Unit #7850-02, CSEA, to me known and known to me to be the individual described in, and who executed, the foregoing instrument, and he acknowledged to me that he executed the same.


Notary Public

KRISTA L. SCHLENKER
Notary Public, State of New York
Ontario County Reg. #01SC6272531
Commission Expires 11/19/2028

STATE OF NEW YORK)
COUNTY OF ONTARIO) SS.:

On the 23rd day of March, 2026, before me came Paul D. Peters, CSEA Labor Relations Specialist, to me known and known to me to be the individual described in and who executed, the foregoing instrument, and he acknowledged to me that he executed the same.


Notary Public

SARA J. CAREY
Notary Public, State of New York
Ontario County Reg. #01CA6266508
Commission Expires 07/30/2025

ALLOCATION TO GRADE INCLUDED TITLES

TITLE	GRADE
Academic Specialist	10
Accountant	15
Account Clerk Typist	6
Assistant Director of Campus Safety	18
Assistant Director-Engineering and Building Maintenance	18
Assistant Director of Environmental Health and Safety	18
Building Maintenance Assistant	6
Building Maintenance Mechanic	9
Building Maintenance Supervisor	18
Campus Safety Officer	10
Campus Safety Officer, Part Time	10
Campus Security Guard	7
Carpenter	13
Cleaner	1
Custodian	5
Custodian, Part Time	5
Data Entry Operator	3
Electrician	17
Electronic Workstation Operator	6
Enrollment Management Specialist	10
Financial Aid Specialist	10
Groundskeeper (new hires after 1/1/96)	5
Groundskeeper, Part Time	5
Head Custodian	12
Head Groundskeeper	9
HVAC Technician	12
Laborer	2
Landscape Maintainer	7
Landscaping and Grounds Maintenance Supervisor	12
Library Clerk Typist	3
Office Manager	7
Office Specialist I	3
Office Specialist II	5
One Stop Center Specialist	11
Payroll Specialist	7
Photocopy Machine Operator	2
Photocopy Machine Operator II	7
Plumber	13

Principal Account Clerk	10
Project Manager	18
Secretary I	8
Senior Account Clerk Typist	8
Senior Building Maintenance Mechanic	14
Senior Clerk	7
Senior Library Clerk	4
Stenographer	6
Student Account Specialist	10
Supervising Campus Security Guard	11
Supervising Campus Safety Officer	12
Typist	3
Typist, Part Time	3

FLCC CSEA
2025-2026 HOURLY
INCREASE

2025 - 2026 - Step 1 - Grade 1 - 10 - 13% increase; Step 2 Grade 1 - 10 - 8% increase; 4% increase all other grades and steps										
Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1	17.44	18.54	19.64	19.98	20.89	21.41	22.03	22.53	24.19	25.41
2	17.79	18.93	20.04	20.62	21.08	21.90	22.47	23.17	24.91	26.18
3	18.18	19.33	20.43	20.94	21.48	22.22	22.96	23.58	25.25	26.51
4	18.62	19.84	20.95	21.49	22.05	22.47	23.55	24.32	25.98	27.29
5	19.07	20.26	21.49	22.15	22.68	23.33	23.95	24.65	26.51	27.83
6	20.37	21.62	22.91	23.51	24.18	24.87	25.58	26.26	28.26	29.64
7	20.94	22.22	23.52	24.26	24.92	25.66	26.38	27.10	29.07	30.49
8	21.56	22.73	24.26	24.92	25.69	26.42	27.13	27.86	29.92	31.42
9	22.18	23.58	24.98	25.73	26.48	27.19	27.94	28.75	30.86	32.40
10	22.89	24.29	25.73	26.50	27.24	27.99	28.79	29.60	31.75	33.34
11	27.24	28.13	28.91	29.66	30.51	31.31	33.60	35.30		
12	27.65	28.45	29.26	30.11	30.93	31.71	33.97	35.65		
13	28.13	28.95	29.75	30.59	31.46	32.27	34.73	36.51		
14	29.75	30.60	31.51	32.44	33.29	34.22	36.73	38.57		
15	31.51	32.50	33.48	34.38	35.41	36.19	38.95	40.89		
16	32.50	33.50	34.39	35.41	36.19	37.18	40.09	42.08		
17	34.67	35.71	36.72	37.82	38.93	39.88	42.83	44.99		
18	38.49	39.66	40.88	42.06	43.26	44.56	47.15	49.54		

FLCC CSEA 09/01/2025 - 8/31/2026
ANNUAL REFERENCE - 37.5 HR WEEK/260 DAYS
INCREASE

2025 - 2026 - Step 1 - Grade 1 - 10 - 13% increase; Step 2 Grade 1 - 10 - 8% increase; 4% increase all other grades and steps										
Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1	34,008	36,153	38,298	38,961	40,736	41,750	42,959	43,934	47,171	49,550
2	34,691	36,914	39,078	40,209	41,106	42,705	43,817	45,182	48,575	51,051
3	35,451	37,694	39,839	40,833	41,886	43,329	44,772	45,981	49,238	51,695
4	36,309	38,688	40,853	41,906	42,998	43,817	45,923	47,424	50,661	53,216
5	37,187	39,507	41,906	43,193	44,226	45,494	46,703	48,068	51,695	54,269
6	39,722	42,159	44,675	45,845	47,151	48,497	49,881	51,207	55,107	57,798
7	40,833	43,329	45,864	47,307	48,594	50,037	51,441	52,845	56,687	59,456
8	42,042	44,324	47,307	48,594	50,096	51,519	52,904	54,327	58,344	61,269
9	43,251	45,981	48,711	50,174	51,636	53,021	54,483	56,063	60,177	63,180
10	44,636	47,366	50,174	51,675	53,118	54,581	56,141	57,720	61,913	65,013
11	53,118	54,854	56,375	57,837	59,495	61,055	65,520	68,835		
12	53,918	55,478	57,057	58,715	60,314	61,835	66,242	69,518		
13	54,854	56,453	58,013	59,651	61,347	62,927	67,724	71,195		
14	58,013	59,670	61,445	63,258	64,916	66,729	71,624	75,212		
15	61,445	63,375	65,286	67,041	69,050	70,571	75,953	79,736		
16	63,375	65,325	67,061	69,050	70,571	72,501	78,176	82,056		
17	67,607	69,635	71,604	73,749	75,914	77,766	83,519	87,731		
18	75,056	77,337	79,716	82,017	84,357	86,892	91,943	96,603		

FLCC CSEA 09/01/2025 - 08/31/2026
ANNUAL REFERENCE - 40 HR WEEK/260 DAYS
INCREASE

2025 - 2026 - Step 1 - Grade 1 - 10 - 13% increase; Step 2 Grade 1 - 10 - 8% increase; 4% increase all other grades and steps										
Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1	36,275	38,563	40,851	41,558	43,451	44,533	45,822	46,862	50,315	52,853
2	37,003	39,374	41,683	42,890	43,846	45,552	46,738	48,194	51,813	54,454
3	37,814	40,206	42,494	43,555	44,678	46,218	47,757	49,046	52,520	55,141
4	38,730	41,267	43,576	44,699	45,864	46,738	48,984	50,586	54,038	56,763
5	39,666	42,141	44,699	46,072	47,174	48,526	49,816	51,272	55,141	57,886
6	42,370	44,970	47,653	48,901	50,294	51,730	53,206	54,621	58,781	61,651
7	43,555	46,218	48,922	50,461	51,834	53,373	54,870	56,368	60,466	63,419
8	44,845	47,278	50,461	51,834	53,435	54,954	56,430	57,949	62,234	65,354
9	46,134	49,046	51,958	53,518	55,078	56,555	58,115	59,800	64,189	67,392
10	47,611	50,523	53,518	55,120	56,659	58,219	59,883	61,568	66,040	69,347
11	56,659	58,510	60,133	61,693	63,461	65,125	69,888	73,424		
12	57,512	59,176	60,861	62,629	64,334	65,957	70,658	74,152		
13	58,510	60,216	61,880	63,627	65,437	67,122	72,238	75,941		
14	61,880	63,648	65,541	67,475	69,243	71,178	76,398	80,226		
15	65,541	67,600	69,638	71,510	73,653	75,275	81,016	85,051		
16	67,600	69,680	71,531	73,653	75,275	77,334	83,387	87,526		
17	72,114	74,277	76,378	78,666	80,974	82,950	89,086	93,579		
18	80,059	82,493	85,030	87,485	89,981	92,685	98,072	103,043		

FLCC CSEA 2026-2027
HOURLY 3%
INCREASE

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1	17.96	19.10	20.23	20.58	21.52	22.05	22.69	23.21	24.92	26.17
2	18.32	19.50	20.64	21.24	21.71	22.56	23.14	23.87	25.66	26.97
3	18.73	19.91	21.04	21.57	22.12	22.89	23.65	24.29	26.01	27.31
4	19.18	20.44	21.58	22.13	22.71	23.14	24.26	25.05	26.76	28.11
5	19.64	20.87	22.13	22.81	23.36	24.03	24.67	25.39	27.31	28.66
6	20.98	22.27	23.60	24.22	24.91	25.62	26.35	27.05	29.11	30.53
7	21.57	22.89	24.23	24.99	25.67	26.43	27.17	27.91	29.94	31.40
8	22.21	23.41	24.99	25.67	26.46	27.21	27.94	28.70	30.82	32.36
9	22.85	24.29	25.73	26.50	27.27	28.01	28.78	29.61	31.79	33.37
10	23.58	25.02	26.50	27.30	28.06	28.83	29.65	30.49	32.70	34.34
11	28.06	28.97	29.78	30.55	31.43	32.25	34.61	36.36		
12	28.48	29.30	30.14	31.01	31.86	32.66	34.99	36.72		
13	28.97	29.82	30.64	31.51	32.40	33.24	35.77	37.61		
14	30.64	31.52	32.46	33.41	34.29	35.25	37.83	39.73		
15	32.46	33.48	34.48	35.41	36.47	37.28	40.12	42.12		
16	33.48	34.51	35.42	36.47	37.28	38.30	41.29	43.34		
17	35.71	36.78	37.82	38.95	40.10	41.08	44.11	46.34		
18	39.64	40.85	42.11	43.32	44.56	45.90	48.56	51.03		

FLCC CSEA 09/01/2026 - 8/31/2027
 ANNUAL REFERENCE - 37.5 HR WEEK/260 DAYS 3%
 INCREASE

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1	35,022	37,245	39,449	40,131	41,964	42,998	44,246	45,260	48,594	51,032
2	35,724	38,025	40,248	41,418	42,335	43,992	45,123	46,547	50,037	52,592
3	36,524	38,825	41,028	42,062	43,134	44,636	46,118	47,366	50,720	53,255
4	37,401	39,858	42,081	43,154	44,285	45,123	47,307	48,848	52,182	54,815
5	38,298	40,697	43,154	44,480	45,552	46,859	48,107	49,511	53,255	55,887
6	40,911	43,427	46,020	47,229	48,575	49,959	51,383	52,748	56,765	59,534
7	42,062	44,636	47,249	48,731	50,057	51,539	52,982	54,425	58,383	61,230
8	43,310	45,650	48,731	50,057	51,597	53,060	54,483	55,965	60,099	63,102
9	44,558	47,366	50,174	51,675	53,177	54,620	56,121	57,740	61,991	65,072
10	44,636	48,789	51,675	53,235	54,717	56,219	57,818	59,456	63,765	66,963
11	54,717	56,492	58,071	59,573	61,289	62,888	67,490	70,902		
12	55,536	57,135	58,773	60,470	62,127	63,687	68,231	71,604		
13	56,492	58,149	59,748	61,445	63,180	64,818	69,752	73,340		
14	59,748	61,464	63,297	65,150	66,866	68,738	73,769	77,474		
15	63,297	65,286	67,236	69,050	71,117	72,696	78,234	82,134		
16	65,286	67,295	69,069	71,117	72,696	74,685	80,516	84,513		
17	69,635	71,721	73,749	75,953	78,195	80,106	86,015	90,363		
18	77,298	79,658	82,115	84,474	86,892	89,505	94,692	99,509		

FLCC CSEA 09/01/2026 - 08/31/2027
 ANNUAL REFERENCE - 40 HR WEEK/260 DAYS 3%
 INCREASE

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1	37,357	39,728	42,078	42,806	44,762	45,864	47,195	48,277	51,834	54,434
2	38,106	40,560	42,931	44,179	45,157	46,925	48,131	49,650	53,373	56,098
3	38,958	41,413	43,763	44,866	46,010	47,611	49,192	50,523	54,101	56,805
4	39,894	42,515	44,886	46,030	47,237	48,131	50,461	52,104	55,661	58,469
5	40,851	43,410	46,030	47,445	48,589	49,982	51,314	52,811	56,805	59,613
6	43,638	46,322	49,088	50,378	51,813	53,290	54,808	56,264	60,549	63,502
7	44,866	47,611	50,398	51,979	53,394	54,974	56,514	58,053	62,275	65,312
8	46,197	48,693	51,979	53,394	55,037	56,597	58,115	59,696	64,106	67,309
9	47,528	50,523	53,518	55,120	56,722	58,261	59,862	61,589	66,123	69,410
10	49,046	52,042	55,120	56,784	58,365	59,966	61,672	63,419	68,016	71,427
11	58,365	60,258	61,942	63,544	65,374	67,080	71,989	75,629		
12	59,238	60,944	62,691	64,501	66,269	67,933	72,779	76,378		
13	60,258	62,026	63,731	65,541	67,392	69,139	74,402	78,229		
14	63,731	65,562	67,517	69,493	71,323	73,320	78,686	82,638		
15	67,517	69,638	71,718	73,653	75,858	77,542	83,450	87,610		
16	69,638	71,781	73,674	75,858	77,542	79,664	85,883	90,147		
17	74,277	76,502	78,666	81,016	83,408	85,446	91,749	96,387		
18	82,451	84,968	87,589	90,106	92,685	95,472	101,005	106,142		

FLCC CSEA 2027-2028
HOURLY 3%
INCREASE

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1	18.50	19.67	20.84	21.20	22.17	22.71	23.37	23.91	25.67	26.96
2	18.87	20.09	21.26	21.88	22.36	23.24	23.83	24.59	26.43	27.78
3	19.29	20.51	21.67	22.22	22.78	23.58	24.36	25.02	26.79	28.13
4	19.76	21.05	22.23	22.79	23.39	23.83	24.99	25.80	27.56	28.95
5	20.23	21.50	22.79	23.49	24.06	24.75	25.41	26.15	28.13	29.52
6	21.61	22.94	24.31	24.95	25.66	26.39	27.14	27.86	29.98	31.45
7	22.22	23.58	24.96	25.74	26.44	27.22	27.99	28.75	30.84	32.34
8	22.88	24.11	25.74	26.44	27.25	28.03	28.78	29.56	31.74	33.33
9	23.54	25.02	26.50	27.30	28.09	28.85	29.64	30.50	32.74	34.37
10	24.29	25.77	27.30	28.12	28.90	29.69	30.54	31.40	33.68	35.37
11	28.90	29.84	30.67	31.47	32.37	33.22	35.65	37.45		
12	29.33	30.18	31.04	31.94	32.82	33.64	36.04	37.82		
13	29.84	30.71	31.56	32.46	33.37	34.24	36.84	38.74		
14	31.56	32.47	33.43	34.41	35.32	36.31	38.96	40.92		
15	33.43	34.48	35.51	36.47	37.56	38.40	41.32	43.38		
16	34.48	35.55	36.48	37.56	38.40	39.45	42.53	44.64		
17	36.78	37.88	38.95	40.12	41.30	42.31	45.43	47.73		
18	40.83	42.08	43.37	44.62	45.90	47.28	50.02	52.56		

FLCC CSEA 09/01/2027 - 8/31/2028
 ANNUAL REFERENCE - 37.5 HR WEEK/260 DAYS 3%
 INCREASE

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1	36,075	38,357	40,638	41,340	43,232	44,285	45,572	46,625	50,057	52,572
2	36,797	39,176	41,457	42,666	43,602	45,318	46,469	47,951	51,539	54,171
3	37,616	39,995	42,257	43,329	44,421	45,981	47,502	48,789	52,241	54,854
4	38,532	41,048	43,349	44,441	45,611	46,469	48,731	50,310	53,742	56,453
5	39,449	41,925	44,441	45,806	46,917	48,263	49,550	50,993	54,854	57,564
6	42,140	44,733	47,405	48,653	50,037	51,461	52,923	54,327	58,461	61,328
7	43,329	45,981	48,672	50,193	51,558	53,079	54,581	56,063	60,138	63,063
8	44,616	47,015	50,193	51,558	53,138	54,659	56,121	57,642	61,893	64,994
9	45,903	48,789	51,675	53,235	54,776	56,258	57,798	59,475	63,843	67,022
10	44,636	50,252	53,235	54,834	56,355	57,896	59,553	61,230	65,676	68,972
11	56,355	58,188	59,807	61,367	63,122	64,779	69,518	73,028		
12	57,194	58,851	60,528	62,283	63,999	65,598	70,278	73,749		
13	58,188	59,885	61,542	63,297	65,072	66,768	71,838	75,543		
14	61,542	63,317	65,189	67,100	68,874	70,805	75,972	79,794		
15	65,189	67,236	69,245	71,117	73,242	74,880	80,574	84,591		
16	67,236	69,323	71,136	73,242	74,880	76,928	82,934	87,048		
17	71,721	73,866	75,953	78,234	80,535	82,505	88,589	93,074		
18	79,619	82,056	84,572	87,009	89,505	92,196	97,539	102,492		

FLCC CSEA 09/01/2027 - 08/31/2028
ANNUAL REFERENCE - 40 HR WEEK/260 DAYS 3%
INCREASE

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1	38,480	40,914	43,347	44,096	46,114	47,237	48,610	49,733	53,394	56,077
2	39,250	41,787	44,221	45,510	46,509	48,339	49,566	51,147	54,974	57,782
3	40,123	42,661	45,074	46,218	47,382	49,046	50,669	52,042	55,723	58,510
4	41,101	43,784	46,238	47,403	48,651	49,566	51,979	53,664	57,325	60,216
5	42,078	44,720	47,403	48,859	50,045	51,480	52,853	54,392	58,510	61,402
6	44,949	47,715	50,565	51,896	53,373	54,891	56,451	57,949	62,358	65,416
7	46,218	49,046	51,917	53,539	54,995	56,618	58,219	59,800	64,147	67,267
8	47,590	50,149	53,539	54,995	56,680	58,302	59,862	61,485	66,019	69,326
9	48,963	52,042	55,120	56,784	58,427	60,008	61,651	63,440	68,099	71,490
10	50,523	53,602	56,784	58,490	60,112	61,755	63,523	65,312	70,054	73,570
11	60,112	62,067	63,794	65,458	67,330	69,098	74,152	77,896		
12	61,006	62,774	64,563	66,435	68,266	69,971	74,963	78,666		
13	62,067	63,877	65,645	67,517	69,410	71,219	76,627	80,579		
14	65,645	67,538	69,534	71,573	73,466	75,525	81,037	85,114		
15	69,534	71,718	73,861	75,858	78,125	79,872	85,946	90,230		
16	71,718	73,944	75,878	78,125	79,872	82,056	88,462	92,851		
17	76,502	78,790	81,016	83,450	85,904	88,005	94,494	99,278		
18	84,926	87,526	90,210	92,810	95,472	98,342	104,042	109,325		

FLCC CSEA 2028-2029
HOURLY 3%
INCREASE

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1	19.06	20.26	21.47	21.84	22.84	23.39	24.07	24.63	26.44	27.77
2	19.44	20.69	21.90	22.54	23.03	23.94	24.54	25.33	27.22	28.61
3	19.87	21.13	22.32	22.89	23.46	24.29	25.09	25.77	27.59	28.97
4	20.35	21.68	22.90	23.47	24.09	24.54	25.74	26.57	28.39	29.82
5	20.84	22.15	23.47	24.19	24.78	25.49	26.17	26.93	28.97	30.41
6	22.26	23.63	25.04	25.70	26.43	27.18	27.95	28.70	30.88	32.39
7	22.89	24.29	25.71	26.51	27.23	28.04	28.83	29.61	31.77	33.31
8	23.57	24.83	26.51	27.23	28.07	28.87	29.64	30.45	32.69	34.33
9	24.25	25.77	27.30	28.12	28.93	29.72	30.53	31.42	33.72	35.40
10	25.02	26.54	28.12	28.96	29.77	30.58	31.46	32.34	34.69	36.43
11	29.77	30.74	31.59	32.41	33.34	34.22	36.72	38.57		
12	30.21	31.09	31.97	32.90	33.80	34.65	37.12	38.95		
13	30.74	31.63	32.51	33.43	34.37	35.27	37.95	39.90		
14	32.51	33.44	34.43	35.44	36.38	37.40	40.13	42.15		
15	34.43	35.51	36.58	37.56	38.69	39.55	42.56	44.68		
16	35.51	36.62	37.57	38.69	39.55	40.63	43.81	45.98		
17	37.88	39.02	40.12	41.32	42.54	43.58	46.79	49.16		
18	42.05	43.34	44.67	45.96	47.28	48.70	51.52	54.14		

FLCC CSEA 09/01/2028 - 8/31/2029
 ANNUAL REFERENCE - 37.5 HR WEEK/260 DAYS 3%
 INCREASE

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1	37,167	39,507	41,867	42,588	44,538	45,611	46,937	48,029	51,558	54,152
2	37,908	40,346	42,705	43,953	44,909	46,683	47,853	49,394	53,079	55,790
3	38,747	41,204	43,524	44,636	45,747	47,366	48,926	50,252	53,801	56,492
4	39,683	42,276	44,655	45,767	46,976	47,853	50,193	51,812	55,361	58,149
5	40,638	43,193	45,767	47,171	48,321	49,706	51,032	52,514	56,492	59,300
6	43,407	46,079	48,828	50,115	51,539	53,001	54,503	55,965	60,216	63,161
7	44,636	47,366	50,135	51,695	53,099	54,678	56,219	57,740	61,952	64,955
8	45,962	48,419	51,695	53,099	54,737	56,297	57,798	59,378	63,746	66,944
9	47,288	50,252	53,235	54,834	56,414	57,954	59,534	61,269	65,754	69,030
10	44,636	51,753	54,834	56,472	58,052	59,631	61,347	63,063	67,646	71,039
11	58,052	59,943	61,601	63,200	65,013	66,729	71,604	75,212		
12	58,910	60,626	62,342	64,155	65,910	67,568	72,384	75,953		
13	59,943	61,679	63,395	65,189	67,022	68,777	74,003	77,805		
14	63,395	65,208	67,139	69,108	70,941	72,930	78,254	82,193		
15	67,139	69,245	71,331	73,242	75,446	77,123	82,992	87,126		
16	69,245	71,409	73,262	75,446	77,123	79,229	85,430	89,661		
17	73,866	76,089	78,234	80,574	82,953	84,981	91,241	95,862		
18	81,998	84,513	87,107	89,622	92,196	94,965	100,464	105,573		

FLCC CSEA 09/01/2028 - 08/31/2029
 ANNUAL REFERENCE - 40 HR WEEK/260 DAYS 3%
 INCREASE

Grade	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
1	39,645	42,141	44,658	45,427	47,507	48,651	50,066	51,230	54,995	57,762
2	40,435	43,035	45,552	46,883	47,902	49,795	51,043	52,686	56,618	59,509
3	41,330	43,950	46,426	47,611	48,797	50,523	52,187	53,602	57,387	60,258
4	42,328	45,094	47,632	48,818	50,107	51,043	53,539	55,266	59,051	62,026
5	43,347	46,072	48,818	50,315	51,542	53,019	54,434	56,014	60,258	63,253
6	46,301	49,150	52,083	53,456	54,974	56,534	58,136	59,696	64,230	67,371
7	47,611	50,523	53,477	55,141	56,638	58,323	59,966	61,589	66,082	69,285
8	49,026	51,646	55,141	56,638	58,386	60,050	61,651	63,336	67,995	71,406
9	50,440	53,602	56,784	58,490	60,174	61,818	63,502	65,354	70,138	73,632
10	52,042	55,203	58,490	60,237	61,922	63,606	65,437	67,267	72,155	75,774
11	61,922	63,939	65,707	67,413	69,347	71,178	76,378	80,226		
12	62,837	64,667	66,498	68,432	70,304	72,072	77,210	81,016		
13	63,939	65,790	67,621	69,534	71,490	73,362	78,936	82,992		
14	67,621	69,555	71,614	73,715	75,670	77,792	83,470	87,672		
15	71,614	73,861	76,086	78,125	80,475	82,264	88,525	92,934		
16	73,861	76,170	78,146	80,475	82,264	84,510	91,125	95,638		
17	78,790	81,162	83,450	85,946	88,483	90,646	97,323	102,253		
18	87,464	90,147	92,914	95,597	98,342	101,296	107,162	112,611		