



# Audit of City of Gainesville's Policies and Procedures (Limited Scope)

**A Report to the  
City Commission**

**Mayor**  
Ed Braddy

**Mayor Pro-Tem**  
Craig E. Carter

**Commission Members**

Harvey M. Budd

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February 18, 2016

City of  
Gainesville Office  
of the City  
Auditor

Carlos L. Holt – City Auditor

# Audit of City of Gainesville's Policies and Procedures (Limited Scope)

## EXECUTIVE SUMMARY

February 18, 2016



### Why We Did This Audit

The audit was initiated based on a request from the City Commission to conduct an audit of policies and procedures related to recent events detailed in an FDLE affidavit.

### What We Recommend

The City of Gainesville should:

- Continue to conduct evaluations of its internal policies and procedures to ensure they reflect ever-changing workplace conditions.

For more information on this or any of our reports, please visit:

[www.cityofgainesville.org/cityauditor.aspx](http://www.cityofgainesville.org/cityauditor.aspx)

## BACKGROUND

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A Gainesville Police Department (GPD) Officer, who was also the Fraternal Order of Police President, recently resigned (exited the Deferred Retirement Option Plan) amid charges of theft of union funds. A Florida Department of Law Enforcement (FDLE) affidavit found that missing union funds were expended on trips, meals, hotel stays, and entertainment for a manager in the Gainesville Human Resources Department and for entertainment and hotel stays for the Mayor of Gainesville. The City Commission voted 7-0 on December 17, 2015 that the City Auditor should determine what City policies and procedures were affected by these events. An examination of the soundness of internal policies and procedures in the aftermath of unusual events is considered a best practice.

## OBJECTIVES

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The objectives of the audit were to determine the following:

- Were City funds (travel, purchase card, etc.) expended during any events related to the scope of activities surrounding matters detailed in the FDLE affidavit?
- Did City employees and elected officials comply with City policies, procedures, and approved practices during the scope of activities surrounding matters detailed in the FDLE affidavit?

## WHAT WE FOUND

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- We found that no City funds were identified as being expended for activities related to events detailed in the FDLE affidavit.
- No administrative investigation was completed for either the GPD Officer who retired or for the Human Resources manager who resigned.
- The Mayor was not subject to City codes related to ethical standards and disciplinary procedures; rather, to state standards if determined applicable.
- The Mayor self-reported his interactions with the former GPD Officer/FOP President to the Florida Commission on Ethics; however, the Commission dismissed the matter due to a process issue with self-reporting.
- Fraternal Order of Police (FOP) labor contract (2010 – 2013) negotiations were materially complete prior to the Mayor taking office. The former HR Manager played only a supporting role negotiating the FOP labor contract but participated in 61 GPD disciplinary actions during the period detailed in the affidavit, ten of them involving grievances where the former GPD Officer/FOP President represented the officers in the hearings.
- Current City Policies and Procedures regarding ethics and conduct are reasonable, proactive, and continually reviewed. No set of standards would ensure hidden and unknown infractions do not occur.
- Human Resources management and GPD management competently and reasonably dealt with both situations upon their discovery.

## SCOPE AND METHODOLOGY

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We focused our efforts on policies and procedures related to events described and contained in the FDLE affidavit of December 2015. The scope of the audit was 2010 through 2015.

To accomplish our audit objectives, we:

- Interviewed key personnel
- Examined criteria from City policies and procedures, GPD policies, procedures, and orders, and considered best practices and internal controls
- Examined key figures and timelines of City of Gainesville departmental actions
- Consulted the City Attorney's Office on labor related issues
- Considered risk of fraud, waste, and abuse

## OBJECTIVES AND CONCLUSIONS

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1. *Were City funds (travel, purchase card, etc.) expended during any events related to the scope of activities surrounding matters detailed in the FDLE affidavit?*

**No.** Our analysis of travel orders and credit card purchases found no indication of City funds spent for activities surrounding events detailed in the FDLE report.

Eight sets of travel orders for the Mayor had no connection to any activities detailed in the FDLE affidavit. All trips were for official City business. Eight sets of travel orders for the former HR manager had no connection to any activities detailed in the FDLE affidavit report or any visible connection to unofficial activities. No City paid travel documents were found for the former GPD Officer/FOP President; rather, trips detailed in the FDLE affidavit were paid for with FOP funds not City funds. No direct analysis of FOP accounts was performed during this engagement.

At the request of the City Auditor, the City of Gainesville Director of Finance located existing travel orders and credit card statements related to the Mayor, former HR Manager, and former GPD Officer/FOP President. The Director stated that as far as he can tell there were no City expenditures that had any connection to FDLE related items contained in the report or similar to those contained in the report. Further, the Mayor and former GPD Officer had no City credit card while the former HR manager did not use her issued purchase card and turned it in for cancellation.

2. *Did City employees and elected officials comply with City policies, procedures, and approved practices during the scope of activities surrounding matters detailed in the FDLE affidavit?*

- **Undetermined:** Since the HR Employee Relations Manager and GPD Officer/FOP President left City employment shortly after the FDLE affidavit became known, an internal administrative investigation could not be performed that provided each with due process and the opportunity to refute any allegations. For this reason, we have only included those City standards that may have been included in any such proposed disciplinary actions (see Observations A and B).
- **Yes.** The Mayor, like other elected officials, was not subject to City Code of Conduct and ethical policies; therefore, no instances of non-compliance were found. The Florida Commission on Ethics is responsible for determining if an investigation will be conducted (see Observation C).

- **Yes.** Both Human Resources management and GPD management took appropriate and reasonable actions during the process of dealing with these events (see Observations D, E, and F).

## **OBSERVATIONS AND ANALYSIS**

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### ***Observation A***

**Former GPD Officer/FOP President:** The below listed City Code of Conduct, Code of Ethical Standards, and GPD General Orders<sup>1</sup> could have been considered in proposed disciplinary actions. However, since the individual resigned (exited the DROP program), no such consideration took place and it would be entirely possible that some or all could have been refuted. The following should be viewed only as possible and potential criteria to consider in similar cases.

#### ❖ HR Policy E-3 Code of Conduct and Minimum Disciplinary Actions

Rule 19: Immoral, unlawful, or improper conduct on or off the job that affects the employee's job, fellow worker reputations, and community goodwill – The FLDE affidavit details use of FOP funds for personal use; and, providing trips, entertainment, food, and hotel stays to a Human Resources Employee Relations Manager who interfaced with him on employee disciplinary matters and 10 grievance cases. The former HR manager accepted unallowable gifts due primarily to the former GPD Officer's actions to provide them. The employee's side of the story has not been provided.

Rule 25: Wanton or willful violation of statutory authority, rules, regulations, or policies – The FDLE affidavit details a continued personal use of FOP union funds lawfully entrusted to his possession but not lawfully entitled to him for personal use. The employee's side of the story has not been provided.

Rule 45: Use of bribery or political pressure to secure appointments or advantages – The FDLE affidavit details the use of FOP funds by the former GPD Officer/FOP President to: purchase Polaroid film for the HR manager's daughter, purchase meals and drinks for her at local restaurants, pay for travel expenses for eight trips he took with her between 2010 and 2014, and make several donations to fund raising efforts at her request. A reasonable person would conclude that the repeated showering of meals, entertainment, and miscellaneous gifts to an HR Employee Relations Manager who represented the City on employee grievance hearings and other proposed disciplinary actions would produce an expectation of the advantage of a favorable opinion on matters before her. The employee's side of the story has not been provided.

Rule 49: Violation of the City's Code of Ethics, proscribing the appearance of impropriety as well as actual conflicts of interest – The FDLE affidavit details the frequent company and travel companionship of the HR Employee Relations Manager, something he knew or should have known would at a minimum create the appearance of a conflict of interest. The employee's side of the story has not been provided.

❖ GPD General Order 26.1E.1: Conduct Unbecoming a Police Officer – The FLDE affidavit contains repeated use of FOP funds for personal use as well as attempts to hide the FOP financial records from others. The employee's side of the story has not been provided.

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<sup>1</sup> Violation of City Code of Conduct, Code of Ethical Standards, and GPD General Orders differ from and do not constitute criminal acts.



- ❖ GPD General Order 26.1E.10: Criminal Conduct – The FDLE affidavit contained the elements necessary to charge the former GPD Officer/FOP President with a crime, which he was subsequently charged with and arrested. The employee’s side of the story has not been provided.

### **Observation B**

**Former Human Resources Employee Relations Manager:** The below listed City Code of Conduct and Code of Ethical Standards<sup>2</sup> could have been considered in proposed disciplinary actions.<sup>3</sup> However, since the individual chose to resign, no such consideration took place and it would be entirely possible that some or all could have been refuted. The following should be viewed only as possible and potential criteria to consider in similar cases.

- ❖ HR Policy E-3 Code of Conduct and Minimum Disciplinary Actions

Rule 19: Immoral, unlawful, or improper conduct on or off the job that affects the employee’s job, fellow worker reputations, and community goodwill – The FLDE affidavit details use of FOP funds for providing her trips, entertainment, food, and hotel stays. She accepted unallowable gifts from the GPD Officer/FOP President, a person whom she knew to represent employees who would be interfacing with her in disciplinary proceedings. She did not reveal her relationship or the acceptance of gifts, something she knew or should have known would present the public perception of a conflict of interest.

The former HR Employee Relations Manager took part in 61 disciplinary actions involving GPD personnel during the period covered in the FDLE affidavit. Ten of these cases were taken to grievance actions where the former GPD Officer/FOP President was representing the accused.

The FDLE affidavit details the use of FOP funds to: purchase Polaroid film for her daughter, purchase meals and drinks for her at local restaurants, pay for travel expenses for eight trips the two took together between 2010 and 2014, make several donations to fund raising efforts at her request. The affidavit states that the GPD Officer/FOP President made these donations “at her request” with FOP checks to organizations that she and her daughter were involved. GPD Officers Major Hanna, Sergeant Fitzgerald, and Lieutenant Schibuola stated in interviews that recommended disciplinary actions were getting resistance after involved parties met with her during the disciplinary process. Captain Campos stated that knowledge of the relationship called into question her actions in previous disciplinary decisions. In particular, one case was cited by several persons during 2014 when the accused police officer was known to be good friends with the GPD Officer/FOP President and all had previously agreed to pursue termination. Yet she unexpectedly advocated on the police officer’s side at the last minute. Sergeant Fitzgerald stated that after the suspicion was brought to her attention, he then received a late night text from her asking him to “call me ASAP”. Sergeant Fitzgerald stated that when he called her, she was “walking back” her resistance to the dismissal.

Assistant City Attorney Marchman advised Human Resources Director Cheryl McBride of the possible relationship and the perception of GPD that her advice was influenced by it. Both Marchman and McBride were unaware of the extent of the relationship until seeing the FDLE report.

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<sup>2</sup> Violation of City Code of Conduct, Code of Ethical Standards differ from and do not constitute criminal acts.

<sup>3</sup> The former HR Manager was provided opportunities to answer questions during this engagement but declined to do so.

The employee's side of the story has not been provided.

Rule 49: Violation of the City's Code of Ethics, proscribing the appearance of impropriety as well as actual conflicts of interest – The FDLE affidavit details the frequent company and travel companionship of the former HR manager with the former GPD Officer/FOP President. Interviews confirm that she took steps to downplay their association when sighted with him at a Tampa baseball game. She did not reveal the relationship to her supervisors, something a reasonable person would conclude was a conflict of interest or at best the appearance of one. The employee's side of the story has not been provided.

### **Labor Contract with FOP**

Records show that the former HR Employee Relations Manager participated in a support role in four sessions when the City labor negotiations team was negotiating the 2010 - 2013 labor contract with the Fraternal Order of Police, with the GPD Officer/FOP President negotiating on behalf of the FOP (see Appendix A).

The former HR Manager attended these four sessions in 2010 (March 15, March 22, September 13, and September 15). Analysis of the meeting minutes shows that she communicated in only a few verbal exchanges, mainly in a support role (see Appendix B).

It can be concluded that she played no material role in the negotiation of the 2010 - 2013 labor contract between the City of Gainesville and the Fraternal Order of Police.

### ***Observation C***

**The Gainesville Mayor:** The Mayor, like other elected officials, was not subject to City Policies and Procedures related to ethics and conduct, which were designed for employees and administered through the respective Charter Officer.

Other policies and procedures such as use of information technology assets, anti-discrimination policy, etc. are for employees and elected officials alike. However, there was no evidence found to support any issue with other policies and procedures that were applicable to the Mayor's conduct.

### **Commission on Ethics**

For elected officials, the Code of Ethics for Public Officers and Employees is found in Chapter 112 (Part III) of the Florida Statutes. The Florida Legislature created the Florida Commission on Ethics "to serve as the guardians of standards of conduct"<sup>4</sup> for public officials, state and local.

Records show that the Mayor self-reported himself for his interactions with the former GPD Officer/FOP President contained in the FDLE affidavit on December 9, 2015. The Florida Commission on Ethics assigned complaint number 15-237 to the item. The Florida Commission on Ethics has a three-stage process for complaints:

- 1) Determine if the complaint is legally sufficient (a violation in which the Commission has jurisdiction);
- 2) If legal sufficiency is determined, begin an investigation;
- 3) Determination of validity (complaint becomes public during this time).

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<sup>4</sup> Florida Commission on Ethics 2016 Guide

A January 27, 2016, press release from the Florida Commission on Ethics stated the Commission voted on the complaint concerning the Mayor of Gainesville. The complaint was dismissed “because the law does not provide for an individual to file a complaint against himself outside of a petition for hearing under a specific and limited set of circumstances, which were not present in this complaint.”

It is unknown if other complaints on this topic have been filed since, by Commission rules, they would not become public until the complaint:

- is found not to be legally sufficient and dismissed without investigating;
- found legally sufficient but that no probable cause exists and dismissed;
- found legally sufficient and probable cause does exist.

A check of Commission on Ethics press releases does not contain other public information on complaints against the Mayor of Gainesville. According to the Commission, any person may file a complaint by making a sworn statement on a form promulgated by the Commission, alleging violation of the Sunshine Amendment, Code of Ethics, or other breach of the public trust by someone in government. Without such a sworn complaint on the proper form, no violation will be considered even if made public by media or other sources.

### **City of Gainesville Charter**

Additional process for the City Commission members: The City of Gainesville Charter, Part I, Article II, §2.06 contains the following:

*The commission shall be the judge of the qualifications of its own members, subject to review by the courts, and shall elect one member as the mayor-commissioner pro tempore. The commission may determine its own rules of procedure and may punish its own members for misconduct.*

Therefore, the Commission may also punish its own members if they find misconduct has occurred. However, City of Gainesville has no ethics or conduct requirements that apply to elected officials.

According to the Commission on Ethics Guide, applicable ethics standards are “found in Chapter 112 (Part III) of Florida Statutes” and the Commission on Ethics has “constitutional duties regarding the investigation of complaints.”

### **Labor Contract with FOP**

Records show that the language in the 2010 – 2013 labor contract between the City and the Fraternal Order of Police was approved as to form and legality by Assistant City Attorney Marchman on May 15, 2013 with another small change by Labor Negotiator Scott Heffner on May 21, 2013. The Mayor was sworn into office on May 23, 2013 the same day the contract was ratified by FOP membership. A City Commission meeting was held June 20, 2013 and the contract approved by the Commission that evening in a 4-0 vote (yea: Botcher, Braddy, Hawkins, Hinson-Rawls. Absent: Chase, Poe, Wells). Other than the final vote, the Mayor had no role in creating the final 2010 – 2013 agreement. However, negotiations for the 2013 – 2016 labor agreement have been ongoing but are currently at an impasse. The Mayor and the City Commission meet periodically on this issue.

### **Not for Profit Involving the Gainesville Mayor and the former GPD Officer/FOP President**

The Mayor incorporated a Florida Not for Profit Corporation on September 27, 2007. Records show the *Institute for Local Government Studies* had three directors as required by incorporating requirements. One of three directors was the former GPD Officer/FOP President. Records show the entity was dissolved on September 7, 2013. The Mayor stated that he paid the filing fees each year himself and included three persons that he knew as directors since the entity required at least three directors if it chose to be organized this way. He stated the organization had no connection to any City business and no monetary transactions occurred.

No records could be found showing that the entity did any business, owned any assets, or provided any policy recommendations to local governments. No IRS Form 990's were found on *Guidestar*. Florida Department of State requirements for Not for Profits do show that if directors are chosen, three minimum are required. The Mayor's statement that he chose three of his friends in 2007 when he registered the entity is consistent with his earlier statements that he had been friends with the former GPD Officer/FOP President for 12 years. No reasonable connection could be found showing this entity was connected to City business or items detailed in the FDLE affidavit in any way.

### **Observation D**

**Human Resources management and GPD leadership:** Both departments took appropriate and timely action regarding information in the FDLE report.

Interviews confirm that former GPD Captain Lynn Benck sighted and spoke with the former HR manager and the former GPD Officer/FOP President together in 2012 at a Tampa Rays baseball game. Captain Benck stated that both of them "looked like deer in the headlights." Despite being talkative to each other before, Captain Benck stated that the former HR manager "would barely look at me." Captain Benck stated that she did not report the matter to GPD leadership since she had no other information to support it and thought it would be viewed as vindictive. The fact that the two were both from the Tampa/St. Petersburg area and the FOP had distributed baseball tickets were factors she considered, as well as the status of the FOP President as a union representative reinforced that she wanted to be sure before making such an allegation. In fact, GPD General Order 26.1, section 23 (a) advises:

*Rumors: Although the sharing of information is always encouraged, members shall verify the information they share to ensure its accuracy because rumors, regardless of truth, tend to undermine the effectiveness of an organization, unfairly discredit its members, and change in content and intent as they are spread within the agency.*

Captain Benck remembers informing Internal Affairs members GPD Sergeant Fitzgerald and Captain Campos but not making an official report. Human Resources Director Cheryl McBride stated that she was told of the rumor around 2014. McBride stated that the following day she spoke to Major Rick Hanna to inquire if he knew anything of the rumor and was told "No, that's just GPD rumors." McBride stated that she did not know the source (Captain Benck) of the sighting of the two together; otherwise, she would have inquired with the source. Major Hanna also stated that he did not know the source of the information and was unsure if it was anything more than rumor. A reasonable conclusion is that no one had the complete information of the relationship between the two until the FDLE affidavit was provided to GPD and City leadership.

### **Observation E**

**Leadership at the Gainesville Police Department** took appropriate and timely action regarding the suspension of police powers, reassignment, and later suspension of the former GPD Officer/FOP President.

Records show that the FOP requested his resignation as President on March 29, 2014. After FDLE agreed to perform the criminal investigation, he was stripped of this police powers, equipment, and wearing of the uniform. He was reassigned to an administrative role inside GPD facilities on May 23, 2014 requiring him to report and perform work each scheduled workday. Chief Jones stated there was little risk to the department in having him in this role while facts were being determined. However, after an update from FDLE that led GPD leadership to believe criminal charges were forthcoming, he was suspended with pay on October 2, 2014. He subsequently resigned (exited the DROP plan) on October 1, 2015 and was arrested and charged with theft on November 23, 2015.

Chief of Police Tony Jones stated that he wanted the investigation performed by members outside the GPD for several reasons. Chief among them were allegations that fellow police officer's dues had been stolen or misused. Additionally, the former GPD Officer/FOP President had many close friendships among GPD officers. Chief Tony Jones had no control over the length of time that FDLE took to perform the investigation. Police Officers within the State of Florida have certain protective statutes called the "Law Enforcement Officer's Bill of Rights" which grants Police Officers various rights and protections against demotions, suspensions, and certain reassignments. Any police officer who violates these rights against another officer may be found to have committed official misconduct. Therefore, actions taken should be carefully considered before implementation. An administrative investigation involving adherence to internal GPD and City policies, procedures, and police orders was not performed by GPD during that time so that the independent criminal investigation could proceed. This is standard practice so that administrative interviews are not confused with, and do not hinder, criminal investigative inquiries.

Regarding the comparison of the former GPD Officer/FOP President's matter to the recent process to reassign a GPD Captain to the City Manager's Office while retaining his police powers, the situations are not similar. From the beginning of the second case involving the GPD Captain, GPD leadership knew that the allegations were not involving a criminal matter but an administrative investigative matter. To suspend an officer and strip their police powers while pursuing an administrative investigation was against common practice. Chief Jones wanted to immediately separate the accused from any accusers while also preserving the Captain's rights under FS Section 112.532 – 534. Assistant City Attorney Stephanie Marchman confirmed that the reassignment action was within his authority and also complied with City HR Policy E-3. An external investigator was hired to perform the investigation. When he did come back to Chief Jones relating that sexual harassment would possibly be substantiated, Chief Jones decided to place the GPD Captain on suspension, retaining no police powers. The Captain subsequently retired.

### ***Observation F***

**Human Resources management** took appropriate action regarding the resignation of the former HR Employee Relations Manager.

Given the facts from the FDLE affidavit, HR Director Cheryl McBride stated that she had serious concerns about her employee. Director McBride met with her on Wednesday, December 2, 2015, to inform her of the concerns and that she was proceeding with disciplinary action including termination. The day after this Wednesday meeting with the HR Director, the Employee Relations Manager reported to work with a resignation letter in hand that she presented to Ms. McBride, then left the workplace.

Ms. McBride stated that it is not uncommon for an employee to resign after they learn that management intends to proceed toward dismissal. Many employees believe they will be better off not to have been fired. Assistant City Attorney Stephanie Marchman stated that managers are expected to be held to a higher standard than other level employees. Human Resources personnel are in particular expected to maintain certain ethical standards due to their unique input into hiring and discipline procedures. Further, Human Resources E-3 disciplinary recommendations are minimum recommendations and managers can always provide an opportunity to voluntarily resign.

Given the serious allegations against the former HR manager detailed in the FDLE affidavit, such as requesting donations to her and her daughters fund raising, along with the acceptance of gifts, travel, and entertainment from someone doing business with the City on employee and labor union matters, pursuing termination would be a logical path. The former HR Employee Relations Manager was in a key position to know of the avenues available to her to resist and appeal termination but chose not to pursue it. She did not present the resignation letter until the following day after she was confronted with the issues. She also declined to participate in this engagement in order to provide her side of the story. She was reached out to several times by the Equal Opportunity Director during January 2016 did not follow-up and provide input.

## **OVERALL CONCLUSION**

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Current City policies and procedures regarding ethics and conduct are reasonable, proactive, and continually reviewed. No set of reasonable standards would ensure that infractions positively do not occur. Often, infractions are hidden and do not rise to anyone's attention for some time.

Management of Human Resources conducts an "Annual Reminder" of various policies and procedures requiring that each employee sign an acknowledgement form showing they are familiar with them. Human Resources also facilitated regular and periodic meetings of all Charter Officers to review and consider updating of personnel policies. Both actions are best practices.

## **GOVERNMENT AUDITING STANDARDS COMPLIANCE**

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We conducted this performance audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our observations and conclusions based on our audit objectives.

## **AUDIT TEAM**

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Carlos L. Holt, CPA, CFF, CIA, CGAP, CFE, City Auditor

Eileen Marzak, CPA, CFE, Assistant City Auditor

**APPENDIX A– FRATERNAL ORDR OF POLICE LABOR NEGOTIATION TIMELINE (PROVIDED BY LABOR NEGOTIATOR SCOTT HEFFNER)**

<b>Date</b>	<b>Time (if available)</b>	<b>Bargaining/ Executive Session/ Other</b>	<b>City’s Spokesperson</b>	<b>Did the HR Manager attend? (If ‘yes,’ provide copy of minutes)</b>	<b>Notes</b>
March 15, 2010		Bargaining	Jill Womble	<b>Yes</b>	Copy of minutes attached
March 22, 2010		Bargaining	Jill Womble	<b>Yes</b>	Copy of minutes attached
August 10, 2010		Bargaining	Jill Womble	No	
August 23, 2010		Bargaining	Jill Womble	No	
August 25, 2010		Bargaining	Jill Womble	No	
August 30, 2010	1:00pm	Bargaining	Jill Womble	No	
September 13, 2010	1:30pm	Bargaining	Jill Womble	<b>Yes</b>	Copy of minutes attached
September 15, 2010	1:00pm	Bargaining	Jill Womble	<b>Yes</b>	Copy of minutes attached
September 20, 2010	1:00pm	Bargaining	Jill Womble	No	
September 27, 2010	1:00pm	Bargaining	Jill Womble	No	
October 11, 2010	1:00pm	Bargaining	Jill Womble	No	
October 18, 2010	1:30pm	Bargaining	Jill Womble	No	
October 20, 2010		Bargaining	Jill Womble	No	
November 8, 2010	2:00pm	Bargaining	Jill Womble	No	
November 17, 2010	2:00pm	Bargaining	Jill Womble	No	
December 1, 2010	9:00am	Bargaining	Jill Womble	No	
December 9, 2010	9:00am	Bargaining	Jill Womble	No	
December 15, 2010	9:00am	Bargaining	Jill Womble	No	
December 20, 2010	10:00am	Bargaining	Jill Womble	No	
January 6, 2011	1:30pm	Bargaining	Lynn McClary	No	
January 11, 2011	1:00pm	Bargaining	Lynn McClary	No	
January 19, 2011		Bargaining	Lynn McClary	No	
January 25, 2011		Bargaining	Lynn McClary	No	
February 14, 2011		Bargaining	Lynn McClary	No	
March 15, 2011		Bargaining	Lynn McClary	No	
March 21, 2011		Bargaining	Lynn McClary	No	

**APPENDIX A– FRATERNAL ORDR OF POLICE LABOR NEGOTIATION TIMELINE (PROVIDED BY LABOR NEGOTIATOR SCOTT HEFFNER)**

April 27, 2011		Bargaining	Lynn McClary	No	
May 25, 2011		Bargaining	Lynn McClary	No	
June 29, 2011		Bargaining	Lynn McClary	No	
July 12, 2011		Bargaining	Lynn McClary	No	
July 27, 2011		Bargaining	Lynn McClary	No	
August 11, 2011		Bargaining	Lynn McClary	No	
August 23, 2011		Bargaining	Lynn McClary	No	
August 24, 2011		Bargaining	Lynn McClary	No	
August 30, 2011	5:30pm	Executive Session	Lynn McClary	No	
September 7, 2011	9:00am	Bargaining	Lynn McClary	No	
September 13, 2011	1:00pm	Pension Bargaining	Jill Womble	No	
September 20, 2011	1:00pm	Bargaining	Lynn McClary	No	
September 21, 2011	1:30pm	Bargaining	Scott Heffner	No	
October 24, 2011	1:00pm	Pension Bargaining	Jill Womble	No	
December 7, 2011	9:00am	Pension Bargaining	Jill Womble	No	
December 7, 2011	1:00pm	Bargaining	Scott Heffner	No	
January 4, 2012	2:00pm	Bargaining	Scott Heffner	No	
January 9, 2012	3:00pm	Executive Session	Scott Heffner	No	
February 1, 2012	1:00pm	Bargaining	Scott Heffner	No	
February 21, 2012	1:00pm	Pension Bargaining	Jill Womble	No	
March 5, 2012	9:00am	Pension Bargaining	Jill Womble	No	
March 7, 2012	1:00pm	Bargaining	Scott Heffner	No	
March 20, 2012	9:00am	Pension Bargaining	Jill Womble	No	
April 9, 2012	2:00pm	Pension Bargaining	Scott Heffner	No	
April 10, 2012	3:00pm	Bargaining	Scott Heffner	No	
May 1, 2012	2:00pm	Pension Bargaining	Scott Heffner	No	
May 30, 2012	2:00pm	Pension Bargaining	Scott Heffner	No	
June 4, 2012	2:00pm	Executive Session	Scott Heffner	No	



**APPENDIX A– FRATERNAL ORDR OF POLICE LABOR NEGOTIATION TIMELINE (PROVIDED BY LABOR NEGOTIATOR SCOTT HEFFNER)**

June 27, 2012	2:00pm	Pension Bargaining	Scott Heffner	No	
July 17, 2012	10:30am	Bargaining	Scott Heffner	No	
August 14, 2012	10:30am	Bargaining	Scott Heffner	No	
August 15, 2012	2:00pm	Pension Bargaining	Scott Heffner	No	
August 21, 2012	2:00pm	Bargaining	Scott Heffner	No	
September 25, 2012	3:00pm	Executive Session	Scott Heffner	No	
September 24, 2012	9:30am	Pension Bargaining	Scott Heffner	No	
September 27, 2012	10:30am	Bargaining	Scott Heffner	No	
October 29, 2012	10:00am	Pension Bargaining	Scott Heffner	No	
November 19, 2012	10:00am	Pension Bargaining	Scott Heffner	No	
November 20, 2012	3:00pm	Bargaining	Scott Heffner	No	
March 5, 2013	9:00am	Bargaining	Scott Heffner	No	
March 5, 2013	1:30pm	Pension Bargaining	Scott Heffner	No	
March 11, 2013	10:30am	Pension Bargaining	Scott Heffner	No	
March 21, 2013	1:30pm	Initial meeting between Scott Heffner and Stephanie Marchman to review FOP draft contract			
April 9, 2013	3:00pm	Bargaining	Scott Heffner	No	Contract Review
May 1, 2013	3:00pm	Bargaining	Scott Heffner	No	Contract Review
May 1, 2013	4:00pm	Bargaining	Scott Heffner	No	Review of Pension
May 15, 2013	Email	From Stephanie Marchman to Scott Heffner, approving final contract language on Wages (last significant approval from City Legal as to form and legality)			
May 20, 2013	Email	From Scott Heffner to Jeff McAdams, proposing final change to Tentative Agreement			
May 21, 2013	Email	From Jeff McAdams to Scott Heffner, agreeing to final change to Tentative Agreement			
May 23, 2013	12:00pm	Mayor Braddy sworn into office.			
May 24, 2013	Email	From Jeff McAdams to distribution list, notifying members and City staff that the proposed three year agreement and pension were approved by membership.			
May 29, 2013	Email	Email from Scott Heffner to Sue Putman (FMCS) notifying her agreement was reached and membership voted to approve the contract.			
June 20, 2013	5:30pm	Executive Session	Scott Heffner	No	To advise Commission about

**APPENDIX A– FRATERNAL ORDR OF POLICE LABOR NEGOTIATION TIMELINE (PROVIDED BY LABOR NEGOTIATOR SCOTT HEFFNER)**

					what they'd be voting on during Evening Session
February 18, 2014	4:00pm	Bargaining	Scott Heffner	No	
March 4, 2014	5:00pm	Executive Session	Scott Heffner	No	
March 18, 2014	5:00pm	Executive Session	Scott Heffner	No	
April 17, 2014	3:00pm	Bargaining	Scott Heffner	No	
May 13, 2014	3:00pm	Bargaining	Scott Heffner	No	
May 29, 2014		Notification from FOP			FOP Lodge Secretary notified City of union vote to remove President Jeff McAdams
Union requested time to sort out internal matters. No additional bargaining meetings with the FOP until December 4, 2014.					







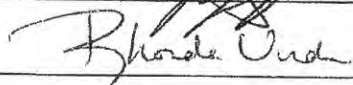
**APPENDIX B– FRATERNAL ORDR OF POLICE LABOR NEGOTIATION MINUTES (PROVIDED BY  
LABOR NEGOTIATOR SCOTT HEFFNER)**

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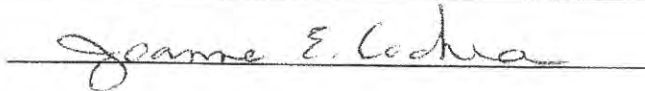
Labor negotiation minutes begin on next page.

FOP Negotiation Meeting

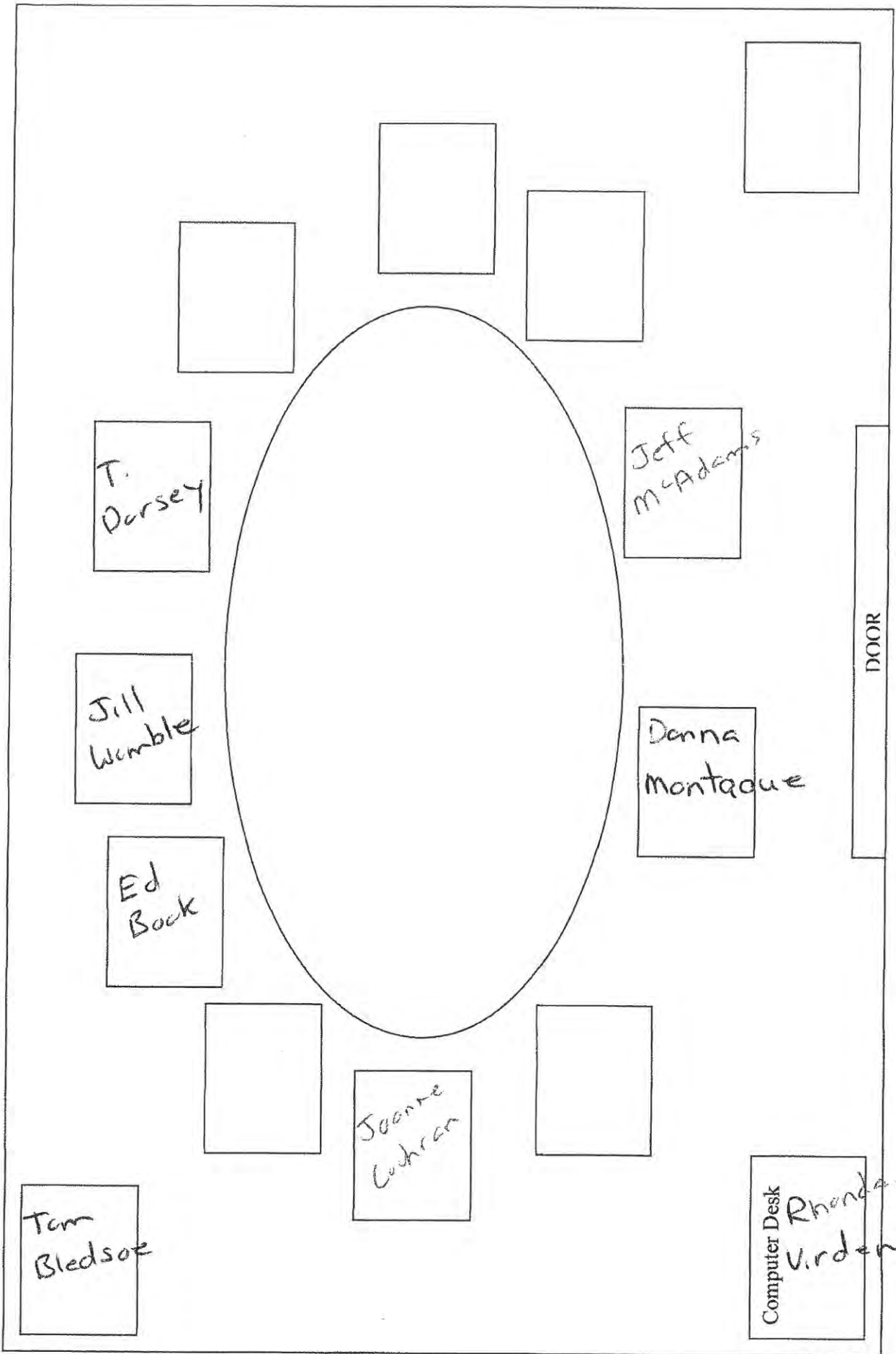
March 15, 2010

	Name	Signature
1.	Tiffany C Dorsey	
2.	Jill A Wamble	
3.	Ed Book	
4.	TOM BLEDSOE	
5.	DONNA MONTAGUE	
6.	JEFF McADAMS	
7.	Rhonda Virden	
8.		
9.		
10.		
11.		
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17.		
18.		
19.		
20.		

Note-Taker: Joanne Cochran



FOP N...iation Meeting  
March 15, 2010



FOP Bargaining  
3/15/2010

In Attendance:

Jeff McAdams  
Edwin Book  
Jill Womble  
Tiffany Dorsey  
Rhonda Virden  
Tom Bledsoe  
Donna Montague

Note taker: Joanne Cochran

Womble Let's make sure everyone knows who is here.  
McAdams Chief Negotiator for police.  
Virden Class and Comp manager doing costing for labor agreement.  
Bledsoe HR representative. This is a learning opportunity. I've been here a year and a half.  
Book GPD rep on City team.  
Womble Chief Negotiator for City Of Gainesville.  
Dorsey Labor Relations Specialist.  
Womble Let's establish some ground rules. Okay with you? Tiffany will write them, print and we'll sign off. Do you wish to start?  
McAdams Before that, let me give an overview. From the outside, we picked up new Chief of Police six months ago. He met with me and considered going to more efficient shifts. He put together a new committee and we brought back a new proposal for a more efficient schedule that brought us to the table. It could be beneficial to all parties. Bottom line: I put this information out to members. We have folks who want to know why we want to give anything to benefit Management. My opinion is that we need to work collaboratively to benefit everyone. In this economic down time, I'd like to see a few new police officers, but we're not going to see that. Crime is on the rise. We want to have resources during our high load hours and shifts that would put personnel on streets that would be beneficial to a lot of folks. It is a safety issue for police as well as a citizen's safety issue.  
Womble Thank you. I understand the purpose with the new Chief is to look at new shifts and there is some trepidation as to why your folks would want to help City. Your perspective is broader. It would be good to get more officers for the benefit of the safety of officers and citizens, but not possible in the current economy.

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McAdams Why we are here is on table.  
Book I have five ground rules.  
Womble Simple things: Arrive on time, end on time. We have busy schedules.  
McAdams No issues. Depending on call load, Donna may be on a call. Depending on what day, I could be on a call.  
Womble We'd schedule together and, if something came, up we'd give you something different.  
McAdams Let's say we schedule a 9 o'clock a.m. meeting and, at 8:45 a.m., I must tend to a robbery or burglary in progress. They come first. Once we get here that is fine.  
Book I'll have my radio on. I'll hear.  
Womble In order to agree to meet you need Jeff, as Chief, plus one and Jill, as Chief, plus Captain Book. How do you feel about the idea of mutual respect for folks?  
McAdams Works for me.  
Womble Do you have things?  
McAdams Right now is it mutually agreed to meet during regular business hours?  
Womble This building is closed Friday-Sunday and no staff are available those days. How do you feel about mutual only media releases related to this bargaining?  
McAdams No heartburn. This will not become contentious.  
Womble In these economic times, it does not seem healthy to go off with a singular story.  
McAdams No issue with that.  
Womble Mutually only media releases. Should we establish agenda at the end of this meeting?  
McAdams Yes. And also a time line. It does not have to be set in stone. I don't see this as being long and dragged out. Cost analysis may be longest. Schedule - we are not reinventing wheel.  
Womble You used focus on interest not positions.  
McAdams It gets too personal when you do that.  
Womble Since caucus can be valuable; do you want to put a time limit to touch back with either party, like 15 minutes?  
McAdams I'm fine with 15 minutes before touching base with either side.  
Womble No walking halls and lobbying with commission.  
McAdams No problem.  
Womble Is there anything else for ground rules?  
Book Minutes will be distributed as fast as possible?  
Womble We'll take minutes and provide them electronically. Anything else?  
Womble Do we want to sign off and date?  
McAdams I'm good with that.

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- Womble Ground rules, purpose. One thing to suggest: our view needs to be your view too. This should not take a long time. It would be our intent to look at the schedule. We'd like to be done then. If, for some reason, we don't get done before full bargaining starts, we'd like to roll it in.
- McAdams Maybe. We want to establish a date to get it done before that. It was my intent to get voted on before then. It is such a hot issue with members, it could split the vote on other issues. There are other issues we need to deal with.
- Womble It would be beneficial to have it separate and get done, but if, in fact, we don't meet it these concepts, it would roll into it.
- McAdams I don't know if the members would move forward with 11.25 four on four off if we go into regular bargaining. They wanted to do this as a complete separate issue.
- Womble That is why we are here. That is worst case scenario.
- McAdams I don't want to commit to that.
- Womble Recraft. We don't want to hold up full time-bargaining if we are carrying on about this. Your folks would not be interested.
- McAdams What I'd do if we saw we couldn't finish bargaining on this issue prior is shut it down and potentially come back with an alternative shift schedule. We'd bring back our entire proposal.
- Womble Makes sense.
- McAdams I don't want to commit to roll this to regular bargaining. We'll shut down and, from our position, we stay with 4/10s. I need to make sure I hear from members at that point.
- Book Makes sense. Alternative schedule with slight variations.
- Womble Good with that?
- Book Yes.
- Womble Better for you? Tell us how you understand four on four off.
- McAdams I have grasp of it based on what I presented to Chief. I am more curious on what you have done and perceive. I can clarify our position/interest.
- Womble We have Rhonda here with overheads to walk through.
- Viriden I was asked by Chief Jones and Jill to look at four on and four off to do the same thing. *Explaining from Excel spread sheet on screen:* One thing is pay overtime hours in excess of 160. Still bi-weekly. Not calculated until end of 120 day period. This schedule went through an entire year. Used 2010's pay cycles A and B. It doesn't show on here, but this assumes three shifts.
- Womble Donna we can get a copy of this for you.
- Viriden This is for one shift. Assume you have 3 shifts, day, evening and midnight. Some overlap. This is based on four on and four off with first three days 11.4 hours. Not minutes. Much easier to use fractions. 4th day is 11.5 hrs. Four on and four off. This bi-weekly

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- period 91.4 hours scheduled. Next bi-weekly four on and four off is split. Biweekly is 160. Because this is less than 160, no overtime for 28-day period. Days change because four on and four off. Doing this, none come to more than 160. No overtime. Based on schedule itself. Then cycle B is when cycle A is not. Comes to \$2080. No overtime again. One thing Tampa does is you have 91 hours in first bi-weekly and 68.5 second bi-weekly. You'd have a big check and smaller here. They are adjusting hourly rate so each bi-weekly pay they get the same pay. Reading from screen: annual base salary. Hourly rates calculated to \$21.0402 an hour. By changing base rate and showing actual hours worked, it would give the same bi-weekly pay rate. Any questions?
- McAdams Book Good.
- Book This is 28. We are on 14 cycles. You get the same paycheck. That is behind the scenes.
- Womble Virden Let Donna and Jeff know the people you met. We talked with the HR Director in Tampa to see how they were doing this adjustment. Then we worked on our side with Ken Niswonger and Andrew and Ann Southerland. We wanted to see if they understood. Last week, we brought in Less Auerbach from IT. We talked and showed them what Tampa was doing. They would have to create a program to pull out of AMS hourly rates, do this calculation and feed it back in the system. Ann would still have to go in at end of 28 days for overtime work needed. Then, if schedule changed, this program would put it in the system. This pay period this officer is working this cycle or working that. Ann could adjust the cycle and the table to recalculate. Still, some manual things, but, hopefully, be able to redo base rate of pay. They assured us they can do it.
- Womble It is important to say on record. The Chief has had a meeting with your groups, he is interested in this, but we wanted to have homework done. Can it be programmed? What does labor agreement say, and a lot of behind the scenes such as the ability for our organization to do it? The Chief has been pushing us and we have been trying to understand.
- McAdams I don't want to worry up front but it becomes my issue if something goes wrong with payroll. We know it is a more efficient schedule but is it logistical for staff.
- Womble You can appreciate that we want to get these people to buy in up front. We didn't want to bring payroll and it in after that. We wanted them to talk to their peers, etc. Captain Book has been herding the cats and Rhonda has been taking it up as soon to be subject expert on this. Something I should have said on record

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- before as Chief negotiator is shall I assume if it comes from you it is the direction from the union?
- McAdams Yes.
- Womble That said, Captain Book, do you have any thing you'd like to speak about?
- Book How do they have their shifts currently? The assistant Chief emailed us and we went to Tampa to understand their crime reporting. If your members want to see four on and four off, it is on Tampa's website. *Hands out sheet*. They have their shift cycle on line. Tell your members they can see days they work. Day starts at 6 a.m. Evening starts at 2. When they are on 11.4, that is 11 hours and 25 minutes on the day it is 11.5. So, its 0600-1725 days. Evening is 1400-11.4 later and midnight is 1900 to 11.4 more.
- Womble First one for 11.4 is 0600-17.5. Next shift is evening 1400 or 2 p.m. and midnight starts at 1900 or 7 p.m. Is that your understanding Jeff?
- McAdams It's not relative to our proposal, but good to know. I provided the Chief with some different hours.
- Womble I can make copies for you anytime.
- Book One thing important for members is 28 cycle for 160 hours in 28 hours. You have it here but, when you look at it graphically, it is easier to look at A cycle and B cycle.
- Womble Comments?
- McAdams Are we to the point to show you our time proposals.
- Womble This is background, so the time is now.
- Book Hours are least important. They will be within parameter. They will be close. I'll defer to Jill. It is an operational decision.
- McAdams The hours we'd like to see in agreement. We have 4 10's and not be significantly modified.
- Womble A couple of things here. I'm thinking this is the time, but a few things we are talking about are uniform patrol positions for this.
- McAdams Assigned to operations. Instead of saying uniform patrols, if they are in Ops Bureau, you are safe on that.
- Womble Another thing I'll throw out. I would throw out if we can come to an agreement with hours, we could set a reopener for a year to revisit.
- McAdams What we did originally. The unknown for a lot of folks is something they didn't venture into. We wanted to do it for a full calendar year with members to come back. Some quirks may need to be worked out. Stay with it, modify, or go back to original 4/10's.
- Book There may things we didn't anticipate.
- Womble We could do this as a team, set a reopener when you'd be looking to ratify, like 30 days from next July, so both sides feel comfortable. We are in agreement on what the Tampa model is. Let's knock this out quickly and look at change of schedule and a full calendar year

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of putting this in trial where either party can reopen to visit. Now Jeff, unless someone else has, you can give us different schedule.

McAdams Do you have this already? I provided Chief with this original.

Womble Make a copy, Tiffany, please.

**Publicly notice next meetings:**

**March 17, 2010, 3:00 p.m. to 5 p.m.**

**March 22, 2010, 9:30 a.m. to 11:30 a.m.**

**March 24, 2010, 1:30 p.m. to, possibly, 5:30 p.m.**

Womble I'm optimistic about March 24 and we will work on what both parties need. We'll shoot for May 6 date to target City commission.

Dorsey You'd have to go through ratification and go through red tape.

McAdams Yes.

Womble That was on our list to do.

McAdams What you have is a recommendation from the staffing committee and what Chief put together. This was staffing committee's second one. He wanted to go to a different shift schedule than 4/10's. As part of that, we put together hours of work that would be for three shifts, a day from 7 a.m., part of big rush hour traffic in morning, and an opportunity to have a shift change prior to the evening shift going off. Last until 25. Why 18/25? Our call load starts to peak at 3:30 p.m. to 5:00 p.m. It is rare for the day shift to get off on time. They are still taking service calls because evening shift is in briefing up to 5:30.

Womble Is that date tracking?

McAdams Something different, on this schedule, day shift, that should not happen as much unless it is a significant call like robbery, murder, etc. Captain Book can speak, but we have overtime money for holdover. Our thinking is this will eliminate overtime for that. Shift 2, evenings from 4 p.m. to 3:25 a.m. The ending time is important because, on Thursday through Saturday, it is important to have overlap go past bar closing time. Two o'clock is when bars close and there is mass chaos. At 3, they have everything back under control. We need that overlap. Midnight from 9 p.m to 8:25 am. It gives them time they need to assist day shift with a little rush hour. Typically there is traffic rushing to City. It also allows midnight personnel the opportunity to roll into court first thing in the morning. Those are the hours we'd like to see. They are negotiable from our

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- position. We felt this was more efficient. We got a lot of the numbers from the communications center. Questions?
- Book Operational things: If you present this to your members, you should correct the numbers on here. That changes your hours 5-10 minutes. Staying with ours in general. It makes sense and is consistent with issues. There are other arguments being made, for example. While we are not pushing it, it will come up and, when it does, it will impact potential hours once the City takes a stand.
- Womble Book What is the time frame for that?
- Book They are consistent with our operational needs. That said, I am not sure if we want hours in the contract. Your explanations are valid. There are things we will never be able to anticipate since we eliminated the 11/4 plan.
- McAdams If you notice the amount of times of overlap helps with that. Second shift gets on at 10 and gets off at 8. It is only 4-5 people who make little impact. The purpose for this is to eliminate hold over time. This time should eliminate the need for 4<sup>th</sup> shift because there are ample bodies during that time. You mentioned not locking in hours. We felt it important and it is an act on members we bargain for. We'll work with them. We'd like to come back and work on that. Bar closing hours. A lot of people have attempted to change it to use it as a campaign. If that time comes, we look forward to re-negotiating. If they do change, we'd need more bodies there protecting the bars.
- Womble I hear you both say this is consistent with meeting operational needs. One disconnected language four on and four off versus specific hours. We're talking about language and agreeing these are the hours and sit down to talk about those.
- McAdams I have no problem.
- Womble We could craft something like that in a reopener. If bars close sooner or stay open, etc., that we'd have language crafted to allow either party to reopen.
- Book Your hours were clearly well thought out. As a whole, they meet the needs of peak call load, bar close and overlap issues.
- Womble Do you feel comfortable if we ask Tiffany to propose language?
- McAdams Fine with me.
- Womble Rhonda, questions?
- Virden I'm fine.
- Womble Whether hours are in contract?
- Book I'm fine.
- Womble Concept of hours seems to be in concert with both sides. Please talk about staffing.
- McAdams Staffing: A lot of talk went into it. We assured each zone was filled. Each rotation had a built-in average above what they needed to fill

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- each zone. Vacations, sick time, workers comp, and military leave. 18 zones. Day shift we went above to give comfortable leeway to have adequate number without overtime. What we do now is pay overtime to fill zone, leave vacant or move a person around from another district to fill. Instead of robbing Peter to pay Paul, build staffing levels to adequately staff. That is how we got to 24 on days. Evening is late at night. Call load at 10-2 mass chaos is happening. 27 on load there. Pull zones to assist with downtown. On shift 3, we lowered number. At 3 a.m., evening shift shuts off like a faucet. You don't need that many bodies. You shift them at peak call load. That is how we got to number for evening days. 144 is total. Does that include specialty units?
- Book  
McAdams No canine, etc.
- Book Current number bounces around. Yours are allocated. That is important total amount. 113-123.
- McAdams Threshold is 125.
- Book Total allocated now is?
- McAdams Don't know. These are not locked in stone. I'd like to hear Management's support or opposition to this. We feel like this is what Management wanted. When the committee sat down, one thing made clear from me and to committee was we needed to take a Management perspective on what is more efficient. Remember, when Chief Jones took over, he put 35 officers from specialties back in the street. We saw first 30 days a drop in crime. This not a luxury number, but a more efficient based on trial period a while back.
- Womble I appreciate committee's hard work. What is your expectation? We are looking at schedule. This is discussion with your Management to make efficient. Have you seen this before?
- Book I understand it.
- Womble Has Chief Jones seen this?
- McAdams Yes. This is what we presented to him. It may be a good idea for you to get his feedback. He was very positive.
- Book In November, adjustments were taken into account. The numbers they have now are increased operations numbers. I think that has changed to 15. Maybe one other. Chief already made adjustments to operations in January based in part on committee report. I'll bring allocation back.
- Womble Any other discussion?
- McAdams Again, this was in the presentation we gave to the Chief. We made a recommendation to the Chief to eliminate two Oaks Mall officers. Example of this was two adjacent zones are Fox Trot and Whiskey. We felt like Oaks Mall officer is either very busy or really slow. If we felt the additional offer could supplement Juliet or Foxtrot and

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still support the Mall and SME time provide back up. We also recommended elimination of the front desk officer. There is bullet proof glass there and we can put them a situation where they could be more efficient working on the street. They can call an officer out. We can put a non-sworn person at front desk. We have a ton of young officers who don't get back up from seniors to help them develop skills. Our sergeants can't provide back up. Gator games are critical four on and four off. We beef up UF area. Captain Book was big in beefing up security in bars. If you look at game day impact, 50,000 additional citizens are in town from Thursday through Saturday. We don't put additional staff in other areas of the City. C all load goes through the roof. Staffing doesn't permit us to get there timely. One thing we may see is a lot of young officers scream about how they can't pick up their kids. We wanted shift commanders to have ability to adjust schedule to come in by ½ hour to accommodate family needs. Members wanted to know if Management would take that into consideration. Single patents, we have quite a few. We talked about one year trial period. Time off based on 2/5 hours. Now take 10 hours for vacation. We are not asking for increase. They won't accrue more than they normally do. Holiday time off is same as it is now.

- Womble Tampa may do that.
- McAdams Sick time usage same as under 4/10. I would like to hear how Tampa does holidays versus the way it is done now.
- Virden Sick time 11.25 hour day, use when 11.25 hours? Accrual rate would not change? Just making sure.
- McAdams One other point I wanted to make was in the bullet points I gave the Chief in a Power Point presentation is ensuring Management reserves right to adjust schedule for holidays. As long as it does not drop below safe level, Management will decide that. Just want to make sure language is in there. It is in here right now. Make sure it stays. Reason: I can tell you, on holidays, you are not going to need to fill 18 zones. This will reduce number of holiday hours. It is being fiscally responsible.
- Womble Rhonda, do you wish to talk holidays?
- Virden I didn't look at that.
- Dorsey 8 hours vs. 11.5. They receive 8 hrs. I'll give a copy. *Reading from it. Employees required to work on a designated holiday ...reading...required to work 8 hours. It is way different than what you get.*
- McAdams They get hours they work plus additional 8 hrs of regular pay?
- McAdams That is significantly different.
- Dorsey They can bank holiday based on their work schedule?
- McAdams What is the City's proposal?

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- Virden This on top is based on current number of holidays and number of officers. Paying 11.25 hours vs. 11.4 hours vs. 10 you receive now, it would be \$118,000 more a year to give you the extra 1.4 hours for holiday.
- McAdams Is that taking in to the assumption all 18 zones are filed on holidays?
- Virden Whether working or not, 11.4 hours of holiday instead of 10.
- McAdams Every single one wouldn't be working.
- Virden Every officer now on a 4/10 they'd get 11.4 – additional \$118,000 for nine holidays...reading from chart. Make sense?
- McAdams Based on total number of officers in agency. Pull out operations, there is significant cost but less on total number of people in bureau.
- Virden Worst case is \$118,000.
- McAdams From 125 to 140 what would we be looking at?
- Virden Making calculations on computer....
- Womble Allocating 125 and union suggesting 140.
- Book Approximate figures. Add 18 sergeants.
- Virden 269 employees now.
- Book Less than operations now. Other components. Very rough.
- McAdams Put line operations and supervisors.
- Virden I'll add it to front of summary sheet.
- Book 125 number is not relevant.
- Virden Take off 125.
- McAdams 143 line is not relevant.
- Virden 158 is number you want.
- Book That is close what do you think? By Wednesday I can have exact numbers.
- McAdams Is there a position that the City has regarding holidays?
- Womble Captain Book and I need to be able to put in place and ensure we don't incur additional cost.
- McAdams What proposal are you looking at?
- Book We're looking at cost control.
- McAdams Find out if doable.
- Book Speak with folks on four on and four off for mechanisms.
- McAdams Completely cost neutral.
- Womble Programming for payroll, holiday and small number related in bereavement.
- Virden I would do same thing for holiday as this based on fiscal year 2009 bereavement. This is all FOP members. This may not change because so few people took.
- McAdams Need last three years date: how much payout on shift overtime, holdover.
- Virden When you say shift regular coded overtime?

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McAdams Each district commander was in charge. If person was sick and had to fill, etc.

Virden I will run reports. When I run them, the only thing I can see is overtime call back or stand by. Overtime will be 1/5. It will not say 4, etc.

Womble Can you get that Ed?

McAdams The other one is holdover overtime. Those two categories may be reduced to offset \$69,000. In our proposal, we may reduce or eliminate, would that help.

Womble Fair question.

Virden I can't tell if shift or hold back.

Book District commanders had to put up how much but figure was under represented. It was higher. It may not be broken out by code. I don't have the knowledge. I'll ask Denise or Ann. You could get it for Bureau by budget element. You're looking for shift and hold over overtime.

McAdams We may no longer be paying that.

Womble I wanted Rhonda to have a chance to hear that.

Book What can we get to quantify time in operations bureau for this proposal? What is third?

Womble The last three years.

McAdams Try to start deciding on hours. We'll give Captain Book a few days to live with hours and have in contract.

Womble Does that give you enough time Ed?

McAdams If it safer to wait, we will.

Book We'll get his for Jill. It is a simple question. Are these hours consistent with what you want in operations? Whether in contract is the question. I can get a rough idea.

McAdams There could be something we benefit from more to offset that. It is important for us to put things on the table to understand where you are coming from. A deal breaker. If they see a reduced salary on the issue, the "ah ha" factor kicks in. I am trying to avoid that. That would turn the light bulb on.

Womble It is in my pocket now. You are taking it out.

McAdams They are not looking at the big picture.

Womble It is premature to ask Tiffany to work on language.

Book We can do a reopener to craft pretty quickly. We are in agreement.

Womble Conceptually schedule, who and how long. Anything else? We get together to talk about where the Chief is on hours being workable and feelings on Management side to get schedule in the contract.

McAdams And staffing levels.

Book I'll bring org chart for exact numbers.

Womble Levels in a schedule.

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- Book You don't want this to be used as way to reduce. It would be a good back up document to obtain staffing committee Power Point on schedule. It gives intent of what we are trying to accomplish.
- Womble Do we need anything from Rhonda?
- McAdams Email your Excel spread sheet.
- Womble How do we feel? Email it to Joanne. Joanne can send with the minutes.
- Virden FYI on bereavement, I am not changing 22 amount. It was 20 some employees.
- Womble If Rhonda can't make it Wednesday, we will still proceed.
- McAdams I touched base with Ed on this briefly, but want to address. Jacksonville has a similar modified schedule. I had a long conversation with them. Four on and four off. They work five on and five off. On 5<sup>th</sup> day, he says: "avoid it like plague". Problem is, on 4<sup>th</sup> day, they start to drag but. On 5<sup>th</sup>, your IA's will go through the roof. Fatigue. I would ask this. If we come to agreement, I want to look at how many incidences involve safety issues, disciplinary, etc. at what point on their shift. There must be a safer way to do things. Should we monitor officer fatigue on this 11.25 schedule? Factor in variable that come to play.
- Womble If we come to an agreement, put in place something to monitor accidents, discipline and what time during their shift to see if an increase. Move forward with tracking.
- McAdams I'm not saying to build it into contract but take a snapshot under 4/10 vs. 11.25. We are in a dynamic position we need to put best fresh offers out there.
- Womble That would more an operational item.
- Book If we would study a year I can tell you I spoke to Captain who initiated four on and four off. They've been on it 15 years. He said anecdotally their complaints in I-A dropped. They monitored. Those decreased. I have his name and number if you want it. Those are things we track now, but maybe not in detail you're talking about.
- Womble Is this a good time to adjourn? We'll get back on 17<sup>th</sup> at 3 p.m. Nice to meet you, Donna. Thanks, Jeff, for being prepared.

Disclaimer: These minutes are not intended as a verbatim transcript of comments at the meeting, but a summary of the discussion which took place.

# Ground Rules 3/15/10

- Arrive on Time / End on Time

- Jeff + one | Jill + Ed  
Union Mgmt

- Mutual Respect - hard on issues / not on people

- Meet @ OLB during normal business hours

- Mutual Only Media Releases

- Establish Agenda at End of Each Meeting

- Develop Timeline

- Focus on Interest / Not positions

- Caucus time limited to 15 minutes

- No walking Halls / Lobbying

- Minutes distributed electronically

3-15-10

2 weeks # of time later

2 days

City Commission Meeting	Item Due to ASD Support Staff - Noon	Item Due to Agenda Coordinator - Noon	MOD Deadline - Noon
Thursday, January 07, 2010	Thursday, December 10, 2009	Tuesday, December 15, 2009	Thursday, December 31, 2009
Thursday, January 21, 2010	Monday, December 27, 2009	Wednesday, December 30, 2009	Thursday, January 14, 2010
Thursday, February 04, 2010	Tuesday, January 11, 2010	Thursday, January 14, 2010	Thursday, January 28, 2010
Thursday, February 18, 2010	Tuesday, January 26, 2010	Thursday, January 28, 2010	Thursday, February 11, 2010
Thursday, March 04, 2010	Tuesday, February 9, 2010	Thursday, February 11, 2010	Thursday, February 25, 2010
Thursday, March 18, 2010	Tuesday, February 23, 2010	Thursday, February 25, 2010	Thursday, March 11, 2010
Thursday, April 01, 2010	Tuesday, March 9, 2010	Thursday, March 11, 2010	Thursday, March 25, 2010
Thursday, April 15, 2010	Tuesday, March 23, 2010	Thursday, March 25, 2010	Thursday, April 08, 2010
Thursday, May 06, 2010	Tuesday, April 13, 2010	Thursday, April 15, 2010	Thursday, April 29, 2010
Thursday, May 20, 2010	Tuesday, April 27, 2010	Thursday, April 29, 2010	Thursday, May 13, 2010
Thursday, June 03, 2010	Tuesday, May 11, 2010	Thursday, May 13, 2010	Thursday, May 27, 2010
Thursday, June 17, 2010	Tuesday, May 25, 2010	Thursday, May 27, 2010	Thursday, June 10, 2010
Thursday, July 01, 2010	Tuesday, June 8, 2010	Thursday, June 10, 2010	Thursday, June 24, 2010
Thursday, July 15, 2010	Tuesday, June 22, 2010	Thursday, June 24, 2010	Thursday, July 08, 2010
Thursday, August 05, 2010	Tuesday, July 13, 2010	Thursday, July 15, 2010	Thursday, July 29, 2010
Thursday, August 19, 2010	Tuesday, July 27, 2010	Thursday, July 29, 2010	Thursday, August 12, 2010
Thursday, September 02, 2010	Tuesday, August 10, 2010	Thursday, August 12, 2010	Thursday, August 26, 2010
Thursday, September 16, 2010	Tuesday, August 24, 2010	Thursday, August 26, 2010	Thursday, September 09, 2010
Thursday, October 07, 2010	Tuesday, September 14, 2010	Thursday, September 16, 2010	Thursday, September 30, 2010
Thursday, October 21, 2010	Tuesday, September 28, 2010	Thursday, September 30, 2010	Thursday, October 14, 2010
Thursday, November 04, 2010	Tuesday, October 12, 2010	Thursday, October 14, 2010	Thursday, October 28, 2010
Thursday, November 18, 2010	Tuesday, October 26, 2010	Thursday, October 28, 2010	Wednesday, November 10, 2010
Thursday, December 02, 2010	Monday, November 8, 2010	Wednesday, November 10, 2010	Wednesday, November 24, 2010
Thursday, December 16, 2010	Monday, November 22, 2010	Wednesday, November 24, 2010	Thursday, December 09, 2010

**GAINESVILLE POLICE STAFFING COMMITTEE  
RECOMMENDATION, OPTION "B"  
11.2 hour, 4 On – 4 Off Shift Proposal**

**Shift Hours:**

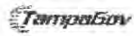
Shift 1: 0700 – 1820 hours  
 Shift 2: 1600 – 0320 hours  
 Shift 3: 2100 – 0820 hours

**Rotation:** Varies each week

<b><u>Staffing Levels:</u></b>	<b><u>Rotation "A"</u></b>	<b><u>Rotation "B"</u></b>
Shift 1	24 Ofc/Cpl	24 Ofc/Cpl
Shift 2	27 Ofc/Cpl	27 Ofc/Cpl
Shift 3	21 Ofc/Cpl	21 Ofc/Cpl
Shift 1 Sgts	6	6
Shift 2 Sgts	6	6
Shift 3 Sgts	6	6

**Other Recommendations:**

- Eliminate the 2 Oaks Mall officers except for during holiday season.
- Eliminate the front desk officers and staff it with non-sworn.
- Reduce patrol sergeants responsibilities to focus more on supervising officers
- Increase operations staffing for Gator home games and other high profile events
- Shift commanders have the ability to adjust an officer's schedule for hardships
- Trial period for one year
- Time off for vacation will be based on 11.25 hours.
- Time off for holiday and optional holidays will be based on a day for a day.
  - Sick time usage will be same as current 4-10 plan.



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**Tampa Police Department - Shift Cycle Calendar**



**Shift Cycle Calendar**

**A & B Shift Cycles**

March 2010						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 B Cycle	2 B Cycle	3 A Cycle	4 A Cycle	5 A Cycle	6 A Cycle
7 B Cycle	8 B Cycle	9 B Cycle	10 B Cycle	11 A Cycle	12 A Cycle	13 A Cycle
14 A Cycle	15 B Cycle	16 B Cycle	17 B Cycle	18 B Cycle	19 A Cycle	20 A Cycle
21 A Cycle CHANGE OVER	22 A Cycle	23 B Cycle	24 B Cycle	25 B Cycle	26 B Cycle	27 A Cycle
28 A Cycle	29 A Cycle	30 A Cycle	31 B Cycle			

<-- View February | View April -->  
 Jump to month: March 2010

PRINT PAGE

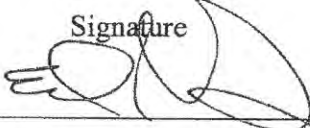


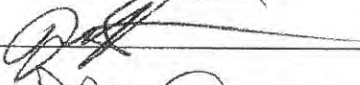

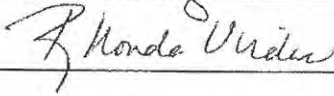
**Quick Links**

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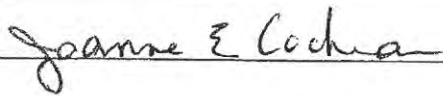
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- [TPD Media Relations Office](#)
- [Help TPD Fight Crime](#)
- [How to Join the TPD](#)
- [Send an Email to TPD](#)

FOP Negotiation Meeting

March 22, 2010

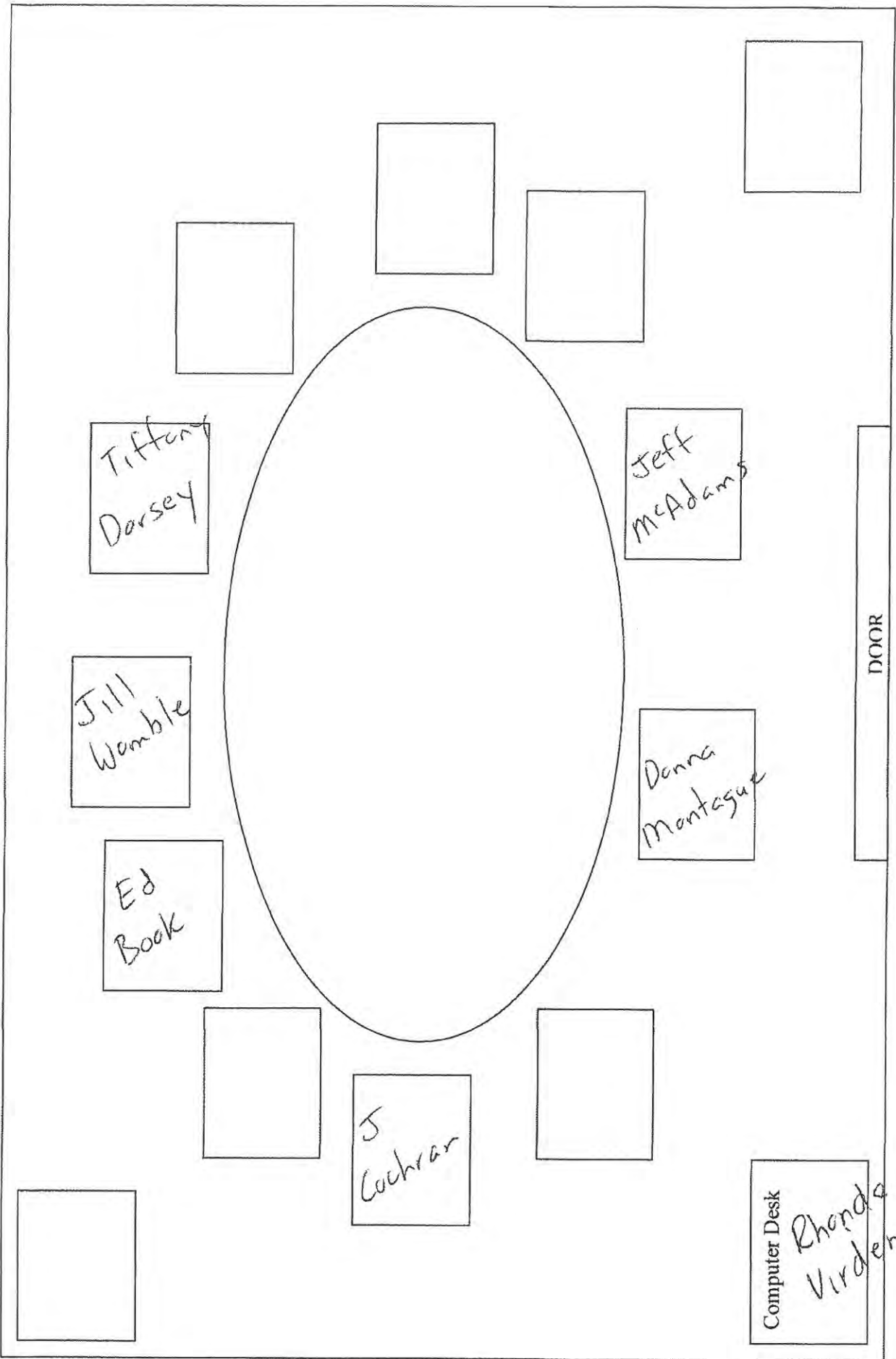
	Name	Signature
1.	Ed Book	
2.	Jill Wamble	
3.	Tiffany C. Dorsey	
4.	Jeff McAdams	
5.	Donna Montague	
6.	Rhonda Virden	
7.		
8.		
9.		
10.		
11.		
12.		
13.		
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17.		
18.		
19.		
20.		

Note-Taker: Joanne Cochran





FOP N...iation Meeting  
March 22, 2010



FOP Bargaining  
3/22/2010

In Attendance:

Jeff McAdams  
Edwin Book  
Jill Womble  
Tiffany Dorsey  
Rhonda Virden  
Donna Montague

Note taker: Joanne Cochran

AGENDA:

- 1 PPT Staffing Committee – Jeff
- 2 Counter Proposal Schedule – Jeff
- 3 City's Cost of Holiday – Rhonda
- 4 MLK and Holiday Shifts – Donna and Ed
- 5 Next Meeting 3/24/10 3:30-5:30

Womble I think you were going to give us your Power Point presentation.  
McAdams This is the one Captain Book saw already. It is the same one as before.

Womble Do you wish to display it now?  
McAdams Yes. This is quick. A lot of this was put together by me, Halvosa, a PBA rep and staffing committee. I'll hit the highlights. This was when we were down to about 100 people on patrol. We had 102 people in ops between 3 districts. There were a total of 105 allocated. We talked about putting 36 on different shifts. This was a 2 on 3 off schedule. You would have three shifts but two districts instead of 3 districts. When we met, we wanted to figure out what went wrong. Management wanted to do this schedule, but bargaining was adamantly opposed. Day shift had no problem with it, just the evening. Midnight shift gets off Wednesday morning at 8 a.m. and then they lose that day. If they have court, it impacts them. We don't have night court. It is at 9 a.m. or 1 p.m., so those members are impacted by work schedules and this one, the 3 on, Wednesday Thursday, when they are off 3 days. They are fine for Friday – Sunday - days rotate. X means day off. White is what they work. This applies to the same schedule we have now. This is for Captain Book. We looked at logistically how it impacts

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- training. We are required to do State training, and for the City Commission and by per Department requirements.
- Womble  
McAdams Diversity stuff?  
If you look at our training, we go well above and beyond what the State mandates. We wanted to fit 4 on or 4 off according to training. Typically, we train from half a schedule (5 hours) or, like this month, next Thursday and into April, it will be a 10-hour block of training. When we take people off the road, you take 25% off allocated coverage, but according to training and ops management, it can be done.
- Book  
McAdams It will adjust.  
The other thing was football. We realized football season requires us to use 80%. That is a lot of bodies in a weekend. Captain Book was op commander for football season. That requires a lot of resources and overtime. We have to increase the number of people around UF (by the SWAMP) because of traffic. UF picks up a large tab of the overtime. Overall Benefits – this applies to 4 on 4 off. The proposed plan will adjust based on what we have here. 36 between 4 and 6:30. It benefits the City – *reading slide from Power Point*. You are looking at potential cost savings. A significant number of our officers live in High Springs. You use a few gallons of gas coming and going. I used to have to fill up my Crown Vic once a shift. With the Dodge Charger, it is once every 3 days. That is a huge fuel savings. We eliminated the provision the last contract. Right now, under this configuration, we didn't have to redo. We had to take detectives away from their normal jobs. This would alleviate us having to do this. *Reading... Benefits for Officers slide*. If an officer – we have to meet minimum staffing. Day shift would allow 2 people. This would allow them to up to 3. A lieutenant or sergeant could allow a 3<sup>rd</sup> person if it is not a heavy call day. We work day shifts and have to take priority calls right to 5:15 p.m. Typically, it takes an hour to complete the paperwork if you are a seasoned officer. Now I am getting to holdovers time. Maybe 30 minutes at time and a half. Evening shift comes in after 4. They would take calls then and this may help to prevent paying overtime. Still reading Benefits for the officers... This is better for family oriented individuals. Big selling point by taking 2 days off, the officers would get 7 days off in a row. Now, 4 on 4 off, 46 hours off, but they would get 12 days in a row. This is a huge selling point and benefit to officers. Next slide: Concerns for Officers. The daycare issue is huge. If you don't pick your kids up on time you are charged double. It may also affect an officer's ability to attend school. We can now take on line cases; however, some officers want to sit in a classroom. Survey was not big of an impact. Extra

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- 1 hour 20 minutes. Midnight shift was adamant. Half said they liked it better. I wanted to give the pros and cons of the benefits of that schedule.
- Womble  
McAdams May we have a copy? Do you have any questions?  
I have a counter proposal regarding the schedule. At our last meeting, we talked about putting the hours in contract. I came up with the following language: *Reading proposal....* How did I come up with this? Management agreed the hours we proposed fits within the time frame of call hours. Members feel they want something in there if they are impacted. For instance, other than hours, we understand Management needs the right to adjust our hours based on safety. If not given four-days notice, members will be affected. Based on that, we want to make sure they receive some compensation for that benefit. We want to protect our people yet not give Management the right to change hours of work. It is close to what we had before, but not verbatim.
- Womble  
McAdams Are you talking about Section 11.2 b or Management rights?  
Section 11.2b. specifically. If there is any change in the schedule, you need to get notification. If there is group shift change, need two weeks. *Reading...* One thing I did was we feel you should only adjust a person's schedule for operational needs. We want them to attend meetings, workshops, and, if the members signed up for class, that is one thing, but if it is not operational, it should only be for operational changes. This is the intent behind us going to this schedule. Comments?
- Womble  
Book Questions?  
Just for your zone personnel. Confines of 11.4?  
McAdams Only 4 on 4 off.  
Book There is one thing that may overlap. We also have other contract that provides for pay. If you adjust for meetings, crime watch, we put in a provision for premium pay. This is a good thing. That came out of a want from the union.
- McAdams My thought process is should an officer be forced to go to a crime watch meeting and how often – every month? Clearly, we want our zone officers to go to crime watch meetings. No more than 6 a year. I am open to incorporate other language.
- Book Article 14.3c is what we are talking about there. I don't have a good feel for how much of that is going on. Donna, you tell me.
- Montague  
McAdams I don't know.  
Is that coded differently?  
Book Yes. A separate tab allows it. It is listed independently for the timekeeper. You have to put in a community policing event.
- Viriden I ran earnings reports and I have never seen community policing event.

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Book It is premium pay.  
McAdams I will ask how much we paid out in the last two years.  
Book I would think most is being adjusted out but I am just guessing. Do you have idea Donna?  
Montague No  
Book If it is within the contract, you have to give them an opportunity to get the premium pay if they are called. Most are saying give me three hours off early.  
McAdams If, in fact, it is a community policing event, they get paid.  
Book They may choose to get off three hours early.  
McAdams I need some type of language counter for your concerns.  
Book Zone personnel - if you adjust their schedule. This would change the terms of Article 11.2b. It does not change it for the majority. It just clarifies it for a segment.  
Womble Something like this, plus the actual schedule to be in the contract.  
McAdams Agree hours and on a permanent basis. Negotiate hours.  
Womble You need this because?  
McAdams We want to make sure we agreed hours are what most impact City. We want to negotiate in case Management makes a radical change to the schedule. Regardless whether hours are adjusted, every single person will be impacted by taking kids to school, sleep schedules, etc. We want to be able to address those issues. It is not meant to be adversarial.  
Womble I thought we were talking how that schedule seems to work on both sides and the Chief was offering it via an interoffice communications memo.  
McAdams We felt that language needed to be incorporated.  
Womble I thought we'd put it place for a year and either party can reopen. Can you talk to your folks about an interoffice memo, with the schedule, about 11.2b and 14.3c because, it appears by the articles and from what I am learning that this could be good for your members and the City.  
McAdams Based on that fact we can. I am willing to take putting the schedule in the contract off table. I don't think the schedule will change in that next year. They would be shooting themselves in the foot. We'll pull that off. I want to work on it to sell members.  
Womble Explain more. I understand there is a plan to protect them. That is not issue. Is it more of "I want you at this meeting or training class?"  
McAdams Data Track we have to attend.  
Womble I went to one. I was impressed. It is very professional.  
McAdams We have officers (generic) required to attend the meetings, i.e. tactical briefings, something other than training. It could be staff meetings with district commander. I know when Captain Scott was

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- the District Commander, he required meetings twice a month. There are not so many now, but that could change. It is only an issue with evening and midnight personnel. Everyone wants them to come during day shift. We are concerned about them scheduling evenings or if they are asked to come on days off.
- Womble Such as if it got off at 7 a.m. and the meeting is 8 a.m.
- McAdams No, it would be in the middle of your sleep pattern. Many times it is at 2 or 3 p.m. You have to attend. They are being paid for what they do in those meetings.
- Book Most people impacted are in specialty units. That is important. They get paid. We need concrete examples. Most adjusted are lieutenants who may have to work a 12 hour night and come back in the middle of the afternoon. There are no line personnel attending except on duty. I am there every week. I don't see anyone impacted this way.
- McAdams There were three sergeants on my committee. They were from a different shift. That is an issue they brought up. I will back with anecdotal information.
- Book For 12 hours Power Point?
- McAdams How they are impacted by 10s?
- Book The one you presented in November to the Chief. The reorg happened after that.
- McAdams I'll find out how they are impacted.
- Book I think it may not be an issue.
- Womble We are on the same page as far as not putting the schedule in the contract.
- Book 14.5a deals with call out and schedule change.
- McAdams I'll bring the information back for number two on your list.
- Womble We'll talk about shifts first.
- Montague This is shift 1, 2 and 4. I will pass out two sheets.
- Womble For Martin Luther King?
- Viriden These are the ones who actually worked?
- Montague Yes.
- McAdams For your information: can we take the front desk officer out?
- Book I don't know, if you don't have someone there as civilian, you loose the front line.
- McAdams What about a Mall officer?
- Book How do line officers feel without someone there?
- McAdams If we have adequate coverage between Julia and Foxtrot. How busy was the Mall? It may be shut down on a holiday or it may open early in the morning. We make provisions. The Mall is not open on Thanksgiving or Christmas. Maybe we should eliminate for that for mathematical purposes. The mall is also closed New Years Day. That is a double-time elimination.

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Book Open July 4?  
 McAdams Yes. And open Easter Sunday. I worked it last year. Christmas, Thanksgiving and January 1.

Book Your numbers are? Donna?  
 Montague I didn't provide a grand total.

Book 19 zones on shift 2. 16, including midnight shift.  
 McAdams I would put safely same numbers days as evenings because of the bars being open.

Book They staffed 18 zones on the MLK holiday. At night shift, they went down 2 positions - from 18 zones to 16.

McAdams Do you know the logic of staffing for the holiday?  
 Book Depends on holiday. It may have been the theory for shift one and two, handling all reports for preceding 3 days. I talked to Bart Knowles and, on Christmas, we did 12 out of 18 zones. Christmas night we needed 3 positions to that.

McAdams Half a shift for downtown.  
 Book Unless on a Friday or Saturday doing something similar, probably in the area of 14-15 officer/corporals plus 2. This is what he is thinking moving forward.

McAdams Black Friday must be boosted 4 or 5. It gets ugly on Black Friday.  
 Book How would you change the numbers hearing that? 41 total across 3 shifts.

McAdams Rhonda, will you please put the Excel spread sheet up. I will give you new numbers to tweak the chart.

Virden These don't work any holidays at all.  
 Book You may need to drop 3 corporals.  
 McAdams I need 5 corporals and 40 officers.  
 Virden We ran it by Tiffany. We talked about revised chart. The value of additional holiday hours is \$90,240.13. Does that make sense?  
 McAdams It does.  
 Womble Are we on the same page? Does it look like \$90,000 to you?  
 Tiffany, do you want to tell them what we discussed?

Dorsey Right now, holidays are 10 hours. If we were to move to this schedule, the holidays would remain based on 10 hours because now it is based on 10. If we move to 11.4, employees would be required to take vacation time to be made whole.

McAdams They'd have to take an hour and 24 minutes?  
 Dorsey A few years ago, certain people were required to take 2 hours PTO to be made whole - 10 holidays at 8 hour days. They had to take two hours or leave without pay for that day. MAPS and CWA does this.

Book You said you didn't want to take any money out of their pockets for our proposal.

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- McAdams On a day they are working, if it's a holiday, they get holiday pay up to 10 hours.
- Dorsey It is for those who do not work on a holiday.
- McAdams What happens on a holiday? What rate of pay for 11.42 hours?
- Dorsey As of now, it is whatever it is in labor agreement.
- McAdams It doesn't sound unreasonable to me.
- Womble We've done it for two years for CWA and MAPS employees on the GG side.
- McAdams If they are off on that day, then they get to bank 10 hrs. v. 11.2 hrs. Now, if my regular day off falls on a holiday, the contract allows me to bank 10 hours. A day for a day. I bank that holiday and use it at a later date. The City says "If I want to take that full day off, I would have to take 11.2 hours."
- Womble That should take care of the \$90,000 and we'd take a look in a year. You wanted our response. We'll bring language on Wednesday.
- McAdams It is not unreasonable; however, I am only one vote.
- Womble Thanks for explaining it Tiffany. She'll craft language. Jeff wants time to wrap his head around it. He may not be ready to TA right away. Make sense? Did we cover what we are supposed to cover?
- McAdams When do we meet next?
- Womble Wednesday, March 24 at 1:30.
- Book We want to get it done.
- Womble We'll have language. It is a working session.
- McAdams We'll get it done.
- Book I could put something in for the Chief –the memo for the hours?
- Womble Impacted articles Tiffany? – Are you comfortable with that?
- Book Hours is which one – call out 14?
- Dorsey 14.
- Womble You've got 10, 11 and 14. Thanks.

11 4 only

Management reserves the right to adjust shift schedules of individual officers during the term of this ~~agree~~ <sup>agreement</sup> for operational need only, but for no more than a 2 week period of time. If the officers affected receive <sup>receive</sup> less than 4 days notice, they shall receive 3 hours call-out pay. An operational need is defined as that which has could jeopardize citizens or officer safety.

Management will negotiate with FOP prior to any permanent change in schedules or hours for operational staff.

Sleep Schedule  
Kids to school

Schedule not in K - ok per Jeff

Sgt. - Datatrack  
Staff only - District

} Speciality  
union  
unit

evening / midnight - only issue

1 pm

call-out  
9 145A, B

4 folks  
old information



11.5 Hour Shift Work Proposal for  
the FOP membership in the  
Operation's Bureau  
(Draft Proposal)

Draft: FOP 12 Hour Shift  
Proposal

Logistics

Draft: FOP 12 Hour Shift  
Proposal



## Staffing Levels per Shift

- Based on the average staffing levels of 102 (currently 105) officers assigned in patrol, Dayshift and Evening shift would each have 36 officers allotted and midnight shift would have 30 officers allotted due to the diminished call load that occurs after 0400 hrs.
- Each shift would have an evenly divided number of officers designated as an Alpha squad and a Bravo squad working opposite days from each other.
- Officers would work every other weekend and work no more than 3 consecutive days in a row.

Hours	Staffing per Shift
Shift 1 - 0700-1830	36 Ofc's (18 A, 18 B)
Shift 2 - 1600-0330	36 Ofc's (18 A, 18 B)
Shift 3 - 2100-0830	30 Ofc's (15 A, 15 B)

Day Shift		MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU
ALPHA Squad	18 Ofc's	X	X			X	X	X			X	X			
BRAVO Squad	18 Ofc's			X	X				X	X			X	X	
Evening Shift		MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU
ALPHA Squad	18 Ofc's	X	X			X	X	X			X	X			
BRAVO Squad	18 Ofc's			X	X				X	X			X	X	
Midnight Shift		MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU
ALPHA Squad	15 Ofc's	X	X			X	X	X			X	X			
BRAVO Squad	15 Ofc's			X	X				X	X			X	X	

Draft: FOP 12 Hour Shift  
Proposal

## Staffing Levels per Shift

- Officers would work a total of six 11 ½ hours days and one 11 hour day during their two week pay period. The 11 hour day would be adjusted out at the end of their shift on Sunday which traditionally has a minimal call load.
- The proposed overlap periods outlined in this plan would allow this to occur without effecting the oncoming shift's staffing levels.

Hours	Staffing per Shift
Shift 1 - 0700-1830	36 Ofc's (18 A, 18 B)
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Day Shift		MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU
ALPHA Squad	18 Ofc's	X	X			X	X	X			X	X			
BRAVO Squad	18 Ofc's			X	X				X	X			X	X	
Evening Shift		MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU
ALPHA Squad	18 Ofc's	X	X			X	X	X			X	X			
BRAVO Squad	18 Ofc's			X	X				X	X			X	X	
Midnight Shift		MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU
ALPHA Squad	16 Ofc's	X	X			X	X	X			X	X			
BRAVO Squad	16 Ofc's			X	X				X	X			X	X	

Draft: FOP 12 Hour Shift  
Proposal

## Logistics

- The newly formed training Bureau has advised that they would be able to provide In-Service training for the Operational Personnel based on the proposed deployment/hours worked.
- The Administrative Services Bureau could post the six (6) upcoming football games and Officers would be able to sign up based on their work schedule. This 11.5 hour plan **DOES NOT** reduce the amount of Officers available for football games and other special events.

Draft: FOP 12 Hour Shift  
Proposal

## Overall Benefits

Draft: FOP 12 Hour Shift  
Proposal

## 12 Shift Coverage

- The 12 hour proposed plan would provide more even coverage and distribution of the "existing" resources, especially during peak call loads as well as providing an extended overlap between shifts.
- This would provide 33 officers working between 0700-0830 hrs, 36 officers working between 1600-1830 hrs, and would provide 33 officers working between 2100-0330 hrs.

24-Hour Shift Coverage																									
Hour	0700	0730	0800	0830	0900	0930	1000	1030	1100	1130	1200	1230	1300	1330	1400	1430	1500	1530	1600	1630	1700	1730	1800	1830	
Shift 1	Ofc's	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	
Shift 2	Ofc's																			18	18	18	18	18	
Shift 3	Ofc's																								

33 Ofc's	36 Ofc's	33 Ofc's
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Hour	1900	1930	2000	2030	2100	2130	2200	2230	2300	2330	2400	0230	0100	0130	0200	0230	0300	0330	0400	0430	0500	0530	0600	0630
Shift 1	Ofc's																							
Shift 2	Ofc's	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18	18
Shift 3	Ofc's																							

18 Ofc's	33 Ofc's	18 Ofc's
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Draft: FOP 12 Hour Shift Proposal

## Benefits for the City

- Officers would work 26 less days per year. 30 Days x 102 officers = 2653 total days that patrol vehicles aren't being driven to work, from work, and during work. This will provide a substantial saving on vehicle wear and tear, vehicle maintenance costs, and fuel costs.
- This plan would eliminate the current overload of officers working on any given day, especially on Thursday, reducing the total number from 102 officers down to 51 officers. This in itself would cut the Thanksgiving double time and a half holiday pay in half if not more considering several officers do take this holiday off.
- This would alleviate the current practice of augmenting staffing levels with overtime officers by providing a more even distribution of existing staffing especially during peak call load periods.
- Would significantly reduce the "Shift Holdover" overtime that is currently being paid to all three (3) shifts.

Draft: FOP 12 Hour Shift Proposal

## Benefits for the Officers

- Officers would work 26 less days per year while providing the same total amount of coverage in hours.
- This plan would allow officers to take more time off because of the increase number of officers working during the overlap peak call load times.
- This plan would allow officers an overlap period which would allow them to complete their reports while the oncoming shift handles the calls for service.
- This plan would provide more officer coverage during peak call load periods which would even out the existing call load.
- This plan would allow officers every other weekend off and would eliminate the grind of working weekends for four consecutive months.
- By taking 2 days off the officer would be off for 7 consecutive days.

Draft: FOP 12 Hour Shift  
Proposal

## Concerns for the Officers

- Difficulty dealing with daycare issues.
- May effect the officer's ability to attend school
- The extra 1 ½ hours worked for midnight shift personnel might cause concern.
- "Today's my Monday...but tomorrow's my Friday"

Draft: FOP 12 Hour Shift  
Proposal

**Operations  
Shift 1 and 2 Roster  
Monday, January 18, 2010**

S87	Lt. Allan Willis	87	3380	339-6352
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**Team 1**

S378	Sgt. Steve Bradford	378	3425	339-6398
C1	Ofc. R Gebhardt	543	3422	R,L,S,THI,TZ,C,SWT
D1	Ofc. Mike Lynch	115	3420	A,C,R,B,G,TZ,AP
E1	Ofc. D Montague	693	3418	TZ,CLF,ET,R
U1	Cpl. Joe Senn	316	3430	B,C,CH,TZ
D2	Ofc. A Wagle	810	2924	G

**Team 2**

F1	Ofc. A Hinson	570	3415	G
F12	Ofc. John O'Ferrell	421	3435	
G1	Ofc. Brett Robison	538	2949	G, C, F
H1	Ofc. Kelvin Walker/Civ Rider Casey Dobson	657	2812	G
I1	Ofc. T Murphy	174	2956	
	Cpl Fern Zaragoza	409	3431	Sp,B
L2	Ofc. D Schramek	335	3414	TZ,C,R,CH,AV,PR

**Team 3**

S59	Sgt. Rick Roberts	59	3356	339-5980
J1	Ofc. M Honeycutt	386	2810	G,AP,CLF,R,N
J12	Ofc. Chris Cardwell/Civ Rider Rachael Jackson	660	2934	CI,R,TZ,C
P1	Ofc. J. Washington	804	2950	G
W1	Ofc. Steve Bristow	530	3110	F
X2	Ofc. Justin Poirot	647	2813	G,C,AIR,R,L, F
N2	Cpl. Tracy Plank	376	3444	BO,C,F,R,Sgn,CI,G

	<b>City Wide</b>			
Z1	Ofc. J. Hornes	024	2816	0730-1730
9735	Ofc. K. Gaudet	Mall	2470	1200-2200
9286	Cpl. L. White	AP	3424	0430-1430
9565	Ofc. G. Baker	AP	3429	1400-2400
	Sgt. J. Raulerson		TST	0600-1600
	Cpl. B. Fundenburg		TST	0600-1600
T412	Ofc. J. Sakellarios		TST	1000-2000

T643	Ofc. F. Zyskowski		TST	1000-2000

**Billable Overtime Roster:**

MLK Parade Detail 1100-1800-Sgt. Reddick OIC

**Tactical Briefing Directives:**

High visibility increased patrols of all student residence complexes for burglary issues.  
Details to conduct zero tolerance enforcement on the Downtown Plaza.

Increase patrols in Uniform zone  
Traffic enforcement in Juliet Zone  
Increase patrol Murphree Water Plant

**Crime Update Last 24 Hours:**

Shift 1 and Shift 2 firearms inspections completed.

**Operations  
Shift 4  
Monday January 18, 2010**

**TEAM 1**

Sgt.	Sgt. Steve Baker	82	2811	292-2878
A-4	Ofc. Steve Sweeting	745	2856	AP, G, C, F, TZ
B-4	Ofc. Matthew Sides	742	2823	AP, TZ, ET
C-4	Ofc. Jesse Bostick	806	2947	G, AP
9802	Ofc. Edward Ratliff	802	2952	G, C, AP COVERT
E-4	Ofc. Justin Torres	801	2824	AP, ET

**TEAM 2**

F-4	Ofc. Bernard Exavier	784	2625	G
G-4	Ofc. Amanda Prince	833		G
H-4	Cpl. K. Clinton	398	3432	
I-4	Ofc. John Koprowski	708	2935	G
L-4	Ofc. Joshua Hinson	748	2616	G

**Team 3**

Sgt.	Sgt. Don Seefried	117	3368	339-4468
N-4	Ofc. David Lepianka	710	2650	BO, L, P, R, G, C, T
P-4	Ofc. Mike Maresca	130	2826	G, A, R, TZ
	Ofc. Ken Singletary	762	3089	G, A, BO, R, Sp
	Ofc. Becki Wilson	816	3104	ET
X-4	Ofc. Crystal Castor	782	2951	G, BO, L, P

**TACTICAL BRIEFING DETAILS**

- D1- Increased patrols in NW and NE industrial parks re: 21B  
Increased patrols of NW 24<sup>th</sup> BLVD for 21C's
- D2- High Visibility Patrols along the SE/SW 16<sup>th</sup> Ave apts for 21Rs  
High Visibility Patrols in zone U re: 21R

**Increased Patrols**

E-Zone - Murphree Water Treatment Plan  
N-Zone - Monitor the crosswalk at SW 16<sup>th</sup> AV and SW 13<sup>th</sup> ST in the morning 0700-0745 (Ofc Lepianka)

City Unit				
Z4	Ofc. K Madsen	Desk		
K429	Ofc. Jamie Hope	K-9	2984	K-9 Redd 2000-0600
AIR	1800-0200			TUE-SAT

Officer/Details				

**Overtime Details**

**Training**

FOP Bargaining  
9/13/2010

In Attendance:

Jeff McAdams  
Edwin Book  
Jill Womble  
Lisa Satcher  
Kevin Trahan  
Joe Senn  
Tiffany Dorsey  
Steve Varvel

Note taker: Joanne Cochran

Womble Good afternoon. I believe we are going to start with looking at the minutes for the 25<sup>th</sup> and 30th and we will give an update on our assignments.

McAdams We will do the same.

Womble This is a good time, as we look at the August 25<sup>th</sup> minutes, to thank Ed Book and Johnny Dang for getting our minutes posted on the website.

Womble For August 25th, Ed, you gave me something.  
Book Minor stuff.

McAdams I am good with the minutes. I understand it is not exactly verbatim.

Womble It captures the intent and discussion of our bargaining as far as your changes.

Book Minor changes like clarifying of spelling.

Womble I will pass to Joanne. There are no substantive changes that impacted the content. Trivial changes. This deals with the way we capture FOP bargaining time on a time sheet for up to one particular member. We agreed the member who will be taking city time will reflect that in the remarks on their time sheet and capture the full working hours. Does that sound right?

McAdams Yes.

Womble Make minor changes and pdf to Johnny Dang, copy Jill and Jeff.

Book I'd say these are ready for posting.

Womble Are we ready to talk about minutes for August 30?

McAdams No major changes that need additional clarifications on August 30<sup>th</sup> minutes. A few minor things, but the intent is there and we are happy with that.

Womble Submit August 30th minutes to myself, Dang and Jeff for posting on the intranet. I like the idea for bolded part.

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- McAdams I love it.
- Womble As I mentioned, we wanted to update you on some of our assignments. Tiffany has to leave at 3:00 p.m. I want her to show you the language first. As you can see, take a look FMLA and military leave from our side. As I mentioned, State and Federal laws changed. Tiffany went in your current articles and made changes to reflect that. We can walk you through this now and give you hard copies or send electronically or both.
- McAdams I am fine with explaining it. It is good for people that are not here to understand how it impacts them and for the intent behind it and will be good to have on record. Explanation is certainly in order. I would like one hard copy for me and we can send rest electronically.
- Womble Joanne can include with minutes. Tiffany, do you want to do this one first or wait for Steve to arrive?
- Dorsey Let Steve.
- Womble Military leave now then. As you are familiar with this? Recently, there was a change through a House Bill to give you additional days. Instead of 270 days, it is 240 working hours. Reading 22.1 - House Bill 635. The other change is adding from House Bill 129. If you want copies, I have copy of that Senate Bill. Obviously, we will comply with the law. Those are our proposed changes to augment those two. Tiff will print you a hard copy and send to Joanne to send with the minutes.
- McAdams Yes. From our position, we would like to verbally give our approval of that but, for the record, this is something we will accept as part of the entire package.
- Womble Do you want to start on FMLA Tiffany?
- Dorsey A lot of the changes were changing the order. A lot is not new. One of the things, registered domestic partner, is new at 21.1 b. Reading article.
- McAdams I think I understand but why are we adding it?
- Dorsey They are eligible for some of the benefits that we offer to our employees.
- Book The last contract read "certified" domestic partner. We changed it to "registered".
- Womble It is free at Clerk's office to sign up.
- McAdams The city has an ordinance about this?
- Womble We have a policy and direction from City Commission whenever an Equal Opportunity issue occurs to bargain them.
- McAdams We want to comply with the policy.
- Womble Your contract will look like the others before you so it is consistent for all.

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- Dorsey This first sentence regarding FMLA was deleted because the Act has changed several times. We are in compliance but not for the 1993 Act.
- Womble This seems to be one of the favorite Acts at Federal level that everyone is tinkering with. Military stuff, exigency stuff, House and Senate. We can barely get the ink dry and it changes again. We want to reflect changes.
- Dorsey A lot of the red is not deleted. It is just moved. I want to point out the definition of eligible employees, etc. and new language for exigency.
- Womble Some happened with George Bush in January '08 and, additionally, last year regarding covered active duty. You would have received from me an advertisement, one page, additional benefits, in '08. They were posted around.
- Dorsey Blue is language that was in there but, to make it flow, changed numbering, etc. Looking at draft contract... 21.9 partner leave definitions. 21.10, domestic partner. That's it.
- Womble If displaced, it may look new.
- Dorsey Look at the current one and put it side by side.
- McAdams I go back and forth. I need someone from our side, not present, as subject matter expert to make sure we are okay.
- Dorsey This does not take away, it just explains exigency and how it works.
- Womble Covered active duty is in here too. Reading bill... Allows more folks time off. I suggest we give you a hard copy and send electronically with minutes, talk to your group, let us know and, when Steve is here, he will talk in more detail.
- McAdams We will look at it.
- Womble We will not bring it up again until you ask. Would we want to put something about it in language review? We agree to the intent but it is language review. Those were two things I didn't want to fall through the cracks. It is best to get it to you sooner. Is this a good time to talk about our assignments?
- McAdams I am good with that. One item is making contact with Dr. Jaekel. One article is crisis management. She was ecstatic this was something the union would want in the contract. She felt it would be beneficial to give a presentation so City would understand her abilities related to this issue and Union side to understand the importance. She offered to attend a negotiation session or side bar session where she gives a presentation and discusses later. I have no problem with scheduling a meeting. I have her bio for you to look at. It came from the internet. She mentioned she was about to enter into a contract with the City of Gainesville and thinks there is enough interest from other counties to do a regional contract. This should be added to law enforcement training because it is an

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often- forgotten necessity of a well-being check for officers. It is cutting edge. You don't have many agencies recognizing the need to monitor crises.

Womble Did I hear you say she is about to enter contract with the City for GPD or someone else?

Book A year ago, they were discussing the long-term potential of it.

Womble She feels there would a regional training interest.

McAdams She feels it may go that way and for University of Florida as well.

Womble Are we the right audience or it is more to involve your folks, chief, major?

McAdams Management has already heard it. Chief Jones made it mandatory for the command staff. It would be redundant. I want members of my group and offer to a venue for any members to see what she can do.

Womble A bigger group is better. I am open to hear it.

Book I will find out about who is handling this contract.

McAdams We didn't get details.

Womble **The ball is in our court that Ed is going to find out about the contract and, from there, who management wishes to invite and Jeff knows who he wants to include.**

McAdams On page 6 of the minutes, another homework assignment was to check issues about supervisors being inconsistent with Drug Free Workplace testing. The supervisors were interpreting Drug Free Workplace differently. I don't know how we can overcome this. I would like to see in there, to help members and supervisors, that before they are tested, they have the ability to contact their union rep because we should go above and beyond to make sure they understand their rights. It is not often we do drug test as a result of injury or reasonable suspicion. We'd like language to be added to say the union rep contacted is to be given the option to represent that person.

Womble In the detail part?

Book You want them to have the opportunity to contact the union rep.

Womble Unless you tell us different, as these ideas come up, Tiffany will propose language based on what we are talking about at the table.

Book Question: "Supervisors" is inconsistent. Is this recent?

McAdams It has been going on for years. We fixed a lot in the last contract but it still happens in reference to whether there is a contributing factor or not. We think we should put our heads together before we decide to have them give urinalysis before unintentionally violating that person's privacy.

Book Was that a session by GCU they postponed? Varvel was a speaker.

McAdams None in the last few months.

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Book Any examples Trahan?

Trahan When in doubt send them out. They can't come back on supervisors.

McAdams The training is effective. I can relay some of my fears if you afford us the opportunity to attend. Is that problematic?

Book Not problematic.

Womble Hypothetically, whoever is president, if they don't act as supervisors, allow them the opportunity to attend the course.

McAdams The training may be effective. Would it be okay if we attend some?

Womble That is an operational...I would turn to Ed Book.

Book We finished the GCU series of 4-5 over 9 months relating to progressive discipline, labor agreements, etc. One additional was cancelled to combine topics. None are scheduled at the moment.

McAdams I should talk to the Chief and Major to see how they feel. Why add language to a contract if issue has been rectified.

Womble Something else on Drug Free Workplace about notification process.

McAdams Page 9 of 19?

Womble How they are notified?

Trahan Paper trail.

Book In the past, the medical control officer of GPD would contact supervisor that John Doe needs to be tested. You said that process changed. They grabbed them in hall. They may have not gotten the full importance of it.

McAdams I didn't see my homework assignment. I didn't do research on that. I would like to have the week after next to see.

Womble We would find about ATU and share that.

Dorsey If it's a manager, the director takes him. If transit operator, on day of test, Stash will notify supervisor. The employee is not notified until they are taken to the test.

Womble It seems like they do an escort.

Senn They do get escorted.

Dorsey We don't want them to stop on the way. It's two fold. The supervisor stays with them until done. They are not notified in advance. They don't have the opportunity to stop.

Womble We thought it would be in the booklet.

Dorsey This is their process. Nothing in writing.

Womble Seems to work.

McAdams Because they haven't had anyone that failed to show? I like that, but if we were to implement that, it is not in writing. It used to be a certain way. Now it depends on who that individual is on how they are notified. I think it should be documented. It's too haphazard. More of a general order of procedure, not labor agreement. We wanted to follow upon that.

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- Senn I could see it going both ways. It didn't come up with employees we had but procedure for notification was lacking. Where is the burden of proof?
- McAdams Both of the employees effected before have assumed responsibility for what happened. Again, had they said they wanted to fight no notification procedures on something this sensitive. We need consistency.
- Womble Is there a committee for that?
- McAdams No, Wendy Lord does policies. If Chief thinks something needs to be added, she will send it back to the person that requested it and then for review for all command staff. We review and send recommendations and Chief says put in or not then it becomes policy.
- Book Captain Scott may have something in writing. Get it and look. I would be in favor of a more formalized policy. It becomes an enormous burden to supervise the person tested. They are notified and a follow up email is good. That is nuance.
- Womble All good points. Check with Lonnie.
- Book I will.
- McAdams Language in a policy at a minimum is beneficial to both sides.
- Womble **Ed and Jeff will check with Captain Scott if there is a current policy/procedure on drug test notification to personnel.**
- McAdams I was asked to look at peer cities Drug Free Workplace for the range on how they test. I sent four emails out and wanted to make sure the peer city list is same as last time. I have yet to get a response back.
- Womble Who?
- McAdams Tallahassee, Clearwater, Coral Gables and Alachua Sheriff's Office. I know people there. They are on our peer city list. I want to mention who we agreed to as peer cities at the last negotiation session.
- Womble Rhonda should be here.
- McAdams On June 21, 2007, we agreed to a salary study (benefit survey). Cape coral, Clearwater, Coral Springs, Fort Lauderdale, Hialeah, Hollywood, Lakeland, Miami Beach, Miami Gardens, Orlando, Pembroke Pines, Plantation, Pompano Beach, Port St. Lucie, St. Petersburg, Sunrise, Tallahassee, West Palm Beach, Alachua County Sheriff and University of Florida. If we have time today, do we need to agree those are the peer cities? I would like to make sure we are on the same page.
- Womble Yes. I agree. Those were the peer cities then. We have evolved and it is a shorter list. **Tiffany, should we get Ronda's opinion?**
- Dorsey Yes.

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- Womble They have changed and direction is Sandy or the City Manager gave to Rhonda. If you want, I'll check to see if Rhonda is here now or wait until Wednesday for the next meeting.
- McAdams There is another group of peer cities.
- Womble It is fair to say, with other unions, there has been a philosophy change. It is not my expertise regarding compensation. I have been tangentially at a distance.
- McAdams At some other meeting in the not-too-distant future, modify agenda, and jointly agree.
- Womble Over the years, it was 9 up and 9 down and the philosophy evolved.
- McAdams I want to hear new philosophy. I base a lot of research about other things on these cities and need to get concurrence.
- Womble Shall we get her now or wait until Wednesday?
- McAdams Wednesday is fine. I am still waiting to get info back on Drug Free Workplace third party process.
- Womble I met with Steve this morning. His intent is that you provide him a name and he would like to take one of your members through the process with that third party. He wanted to invite FOP members to hear concerns.

#### VARVEL ENTERED 2:41 PM

- Womble I mentioned to Jeff it was your idea to include one of your folks.
- Varvel I talked to them. What you are telling me does not make sense on where you store the weapons or he didn't understand. Let me know and I will schedule a meeting.
- Womble He wanted to include you.
- Varvel He is open to it.
- Womble Jeff will let Steve know who and he will coordinate.**
- McAdams I will get with you on peer cities. That was the extent of my homework.
- Womble Follow up with Dr. Jaekel on Book's list.
- Varvel I looked at the last three fiscal years. We had a total of 174 indemnity days in 2008, so 2 people in 174 days. It does not include 15 days already paid by employer. Next year 6 in a total of 246 days, and, to date, we have 8 in a total of 124 total days.
- Womble Do you wish to provide a hard copy?
- Varvel I would prefer to remove names before giving it this out.
- McAdams Let me clarify this. This is in response to us asking for additional time for recovery workers comp.
- McAdams I did not expect a lot of people to be impacted going beyond the current 15 days. We are concerned with one person going beyond and protecting citizens. We feel that we should pay them for their

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injury during their period. We are willing to acquiesce position of 60 days.

Womble Do you have anything for Tiffany today before she must leave?

### Caucus at 2:50 pm – 3:03 pm

Womble Homework assignments?  
 Book Three or four.  
 McAdams What are they?  
 Book The follow ups are posting of minutes and that is done and protocol has been established and Johnny Dang and Joanne did that. The sergeant and detective sergeant eligibility list has been posted.  
 McAdams It has been done.  
 Book Here is what it looks like on intranet.  
 McAdams We need to remedy that Kevin Trahan's name would be added to current and future lists for detective sergeant. It didn't say add any other name to the list but added John Clements name regarding that issue. I didn't get a chance to ask why they didn't add both names. John wanted to add his name.  
 Book It has now been posted. You'll work on the rest of the aspects. It is there. We had some pretty good discussions on the health and safety committee. The point person for fire is Kathy Driggers, former GPD employee. They do take minutes. I emailed her and asked about scope. The bottom line is they meet regularly. The scope is physical hazard and health impairments, barriers, and sidewalks, as opposed to a more broad or not staffed enough pose a safety issue. I have minutes and can pass them around. I have not spoken to the Chief about your proposal because their intent is different. That is as far as I got with IAFF and Kathy. This may be a different alternative for you. K-9 has different logistical changes because they have their own separate article. Lt. Seale sent a draft and he wrote a couple of paragraphs as it relates to K-9. Capt. Scott indicated they get a leather allowance for boots.  
 McAdams The leather allowance they get is intended to purchase boots but they are already getting the allowance. We bargained leather allowance two contracts ago. The intent was to allow them to purchase shoes, gloves, and other protective gear. The retitled it leather, but the intent wasn't for just boots.  
 Book We can go over some things for K-9 anytime.  
 McAdams Not now.  
 Book The follow-up was to get something from Lt. Seale and I got that.  
 Womble It might nice to discuss under hours of work.  
 McAdams That is fine if there is time then.

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- McAdams **Jill and Rhonda have a homework assignment to provide clarification on peer cities.** Steve has given you information for the last 3 years on workers comp.
- Varvel 2008 does not include the 15 paid days. That is in addition to. For 2009, it is up because we did include the 2 weeks. I need to add to 2008 or take days away from 2009. In 2010, we stopped listing those again. We have to report them as indemnity days after day 7 to the state. That was the original intent.
- Womble On worker comp you were proposing additional days?
- McAdams From 15 to 60.
- Womble Were there any more assignments?
- McAdams Clarify. I hear on health and safety article you still haven't addressed it with Chief. You talked with Ms. Driggers at GFD and it is more dealing with less broader issues than what I proposed. We will wait to hear back.
- Book Important GPD does have a safety team. I don't know if anyone at the table is on it.
- Womble Anything else? Jeff and I know this Wednesday Sue Putman is coming. She is from FMCS (Federal Mediation Conciliation Service). I sent her the schedule and she sent a note asking permission to sit in to get to know everyone.
- McAdams Hank Grogan called me. He got the notice that we got from PERC naming him as point of contact. He wanted to offer up also. There may be times he could be back up. He got PERC notice because he was on last time.
- Womble I have no issue with that. The other things on schedule were sick leave and take home cars. Correct. Shall we talk about take-home cars now?
- McAdams I was waiting for a city proposal. We may withdraw ours.
- Womble We had two meetings. Steve, tell them your process.
- Varvel My issue may be different.
- Womble **Steve will take the lead. There have been 2 meetings. He was to have direction but his meeting was cancelled.** You want to wait on us?
- McAdams I heard rumors. I don't know if they were accurate, but right now I have nothing to offer. Do you have a date?
- Varvel Maybe before Wednesday.
- McAdams That is a major issue. Whatever you guys are looking at is mostly outside of city limits.
- Book You mentioned that when articles were opened.
- McAdams Take-home cars for those in the county.
- Womble It may be broader. We have tried to get a meeting. You will know right after us. Since Steve wasn't here for FMLA, I explained where we left it and gave him a copy of what we gave you.

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- McAdams Regarding the take-home vehicle, I would like to put that issue on table time permitting.
- Womble I also had listed sick leave. Is that yours?
- McAdams I had some members over the last few years express concern we were not accumulating sick leave rights comparable to other law enforcement agencies. Would they be interested, while collecting comparables, in looking at the rate of sick leave accumulation or would that be a waste of our time?
- Varvel Accumulate vs. accrual are two different things.
- Womble I never like to discourage being a waste of time but, when it comes to leave. Their direction has been consistent over the last several years. For me to ask to go other way looking to increase them brings up the subject in reverse of what we like. I said nothing at this time when we opened it up. Things with this administration and all types of leave have not been something they were looking to.
- McAdams **I will continue to do research on that issue.** I will leave the article open pending what complete package we come to. I heard the city has no interest in moving forward jointly with a survey that would benefit a higher accrual rate.
- Womble Fair assessment.
- Varvel Sick leave is what you accumulate over your career. It doesn't change the total. There is more context than what it costs on annual side. When you look at accruals, and if you do the work, I won't discourage it. It doesn't mean Gainesville can afford it. The other cities may have a cap.
- McAdams I appreciate your telling me.
- Womble That is what I have listed today.
- McAdams I thought we were going to spend a lot of time on take-home cars. Is there anything on the list to use our time efficiently while we are still here?
- Book Minor things to do with language. We will move forward and take care of it.
- Womble Billable services language. How about I make copies?
- Book Sometimes we'll want to bring someone in to discuss expertise, like Capt. Scott and Lt. Seale.
- Womble Capt. Book, is it good for you or I to talk them through?
- Book Good idea. When we bargained with PBA lieutenants, we recognized their overtime rate would be extremely high. They would likely be without the capacity to work many assignments whereas sergeants could do a supervisor's job. It was in their interest to make a fair wage to not cost themselves out of billable services. This is what we came up with. You will get as a lieutenant, 1.5 of your base rate. There were union lieutenants who would get increase. They believe that was beneficial for them

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- unless their overtime rate was less than that and a second provision if someone else, like UAA, decided they would get it. We are paying all lieutenants that rate for an organization requesting services we put them in.
- Womble Book Has that changed since we bargained this?  
Gator Nationals may be one vendor that has changed their service requests because of OT rates for GPD personnel.
- McAdams Book They now use ASO.  
Capt. Scott feels we need to go to a flat rate because it is costing us out of the market. They can reach out to Florida Highway Patrol and it covers City costs for compensation. Those are two fold. Overtime rate to a max and ... READING HANDOUT.
- Womble Book Those were lieutenants. We would have to talk about how we'd want to do it for officers, corporals, and sergeants.  
Captain told me he was in the process of billing third-party vendors. City ends up in a deficit. Flat rate, plus whatever City indicates is perk package for cost neutral.
- Womble Book Vehicle?  
I don't have every component. City bills x wage plus extra cost associated with that person.
- McAdams Book We need to come up with a benefit package or rate of pay for billable overtime beneficial to members and 3<sup>rd</sup> party vendors. Given the history on this issue, it wasn't until three years ago that lieutenants were allowed to work billable overtime. We didn't object, but they had a right to work those assignments to provide additional funding for their families. We suspect that senior lieutenants are being augmented by officer's billable rate of pay. I mean the average officer's rate of pay overtime does not exceed what we currently are putting in. For instance, assume billable rate is \$50.
- Book It is in the process.
- McAdams Book We believe the average rate officers are being paid in our bargaining unit is below 50 bucks, but when we factor in lieutenants, it is probably well above. In many cases, sergeants are above. I don't want to agree to a rate of pay where the majority of FOP is supplementing another group of people. Majority are officers. If we agree to say no more than \$45 hr., but the average officer makes less than \$45, we are supplementing another group. I ask if we could get numbers of what the average billable rate is for our officers, corporals, and sergeants. The City can let us know. Are we putting the City over in the officer's category or is the City making money? Same things with corporals, sergeants and lieutenants. We can get a better understanding of why we are in the situation we are in.

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Womble Who can get that, Lonnie Scott?

Book Is there some coding that allows us to look at overtime rate?

McAdams I would imagine the combination of Ann and Crystal.

Book What is basically the most common figure we are paying for an officer on a billable assignment?

McAdams Take this last fiscal year. Looking at number officers worked overtime assignments, what was average rate we paid to get a baseline on that? Was it beyond the \$50 or below? If below, it tells me officers are not pricing themselves out of market. Who is pricing?

Womble You want to make sure if the City is bringing \$50 and you are getting \$40 but delta of \$10 may be perceived as you are pricing yourselves out. And, for the delta of \$10, is the city pocketing that? Is that your concern?

Book I can tell you Capt. Scott said the reason he would have to increase the billable rate is because there would be a deficit. That was a brief conversation.

McAdams He has done half the homework for me already. Traditionally, once a lot of our senior officers get within last three years, they crank out overtime. They are pricing well over that billable overtime rate. Because they are over, that has helped force the City to loose money.

Womble It may cost city \$60.

McAdams At current rate, I want to see if officers in the bargaining unit are costing City money.

Womble We need to focus on sergeants and corporals. There are many lower seniority?

McAdams Some, not all. I am a senior officer. My rate is \$45/hr. With the fringe added to that am I, as a senior officer, costing City vs. a junior officer who should be breaking even?

Book What costs on both sides is corporals and sergeants being billed to a third party vendor.

McAdams In a traditional officer role, not a supervisory role. Analyze it. We are prepared to go to a set rate, but not to augment another group.

Womble You don't want, if you have this flat rate, and get to time and a half capped at \$50, but, if a lot of your officers make a lot less, it looks like their billing rate is higher than what they are getting because there are so many junior members.

McAdams We don't want it to be excessive to price ourselves out of the market. It has been made clear the last 4-5 years.

Womble Who can get this rate?

McAdams I can check with Lonnie to gather that data.

Book He may already know.

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Womble Jeff and Ed could work as a team. You might ask different questions. Remember we would talk and agree and try to write.

Book This was rewritten many times. We have not had issues related since.

Womble Posey, you and I met with Keith and liked the language. Is Keith Kameg handling budget?

McAdams Keith Kameg and Mike Schibuola wanted us to agree to a different rate and, by doing so, the rate was much lower than lieutenants were doing. I was concerned we were augmenting lieutenant's salary. My officers would have taken a reduced rate. We couldn't agree. Officer's job, get officer's pay.

Womble **Our intent is the same on this one and I ask for a homework assignment that Jeff and Ed meet with Captain Scott to see who our resource will be to see if it will work for the three different rates.**

McAdams Shall we stop now?

Womble Let's discuss the agenda for next time. We'll have Sue Putnam here. We will have costing survey discussion, peer cities, tuition, wages, benefits, longevity, cell phones, bereavement, holiday, union dues, and Rhonda is prepared for most of that is my understanding. Then, we will add workers comp and then, if we do have info on take-home cars, that will take the lead over costing. If you like this idea, keep it going (pointing to panaboard). That way, we can not reinvent the wheel if we are ready to TA or work with language.

Varvel I wrote 60 days is what you are looking for. Is that calendar days?

McAdams Yes.

Varvel I didn't want to assume.

McAdams Do you feel comfortable reaching out to Dr. Jaekel?

Womble **Ed book will follow up on that.**

McAdams Thank you very much.

FOP Bargaining  
9/15/2010

In Attendance:

Jeff McAdams  
Edwin Book  
Jill Womble  
Kevin Trahan  
Steve Varvel  
Joe Senn  
Tiffany Dorsey  
Sue Putman  
Rhonda Virden

Note taker: Joanne Cochran

- McAdams I'd like to do some housekeeping. Rebekah Moore got promoted to Detective. She will not be part of our bargaining team in order to get accustomed to her new job. I wanted to have two females so I am recruiting another person to fill her position. So, three of us will move forward today.
- Womble I would like to introduce Sue Putman of the Federal Mediation and Conciliation Service.
- Putman Some of you may have used us before. We do collective bargaining for federal and private entities for any kind of labor management aspects, such as grievance handling, before arbitrations, communications, conflict resolution, diversity, and normal management issues. We have a website. You have my card. If you call my office, you may get a voice mail as I am not there often. Fastest way to contact me is email as I check it daily.
- McAdams We appreciate your being here. Jill spoke highly of you. We used Hank Grogan last time. I informed Jill that, if we get in to a pinch, we would like to invite either of you.
- Putman That is okay. I have a large area and he does to. Either of us is fine to handle training or mediation.
- Womble Please introduce yourselves.
- Senn Joe Senn, vice chair in labor union.
- McAdams I am Jeff McAdams, police officer and for 18 years in January, the president of Gator Lodge 67 which has approximately 600 members. We have a new contract with a new bargaining unit at Alachua County jail. I will try to do some joint management

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negotiations. Staying busy. Also serve on national FOP Labor Board so I get around the country.

Trahan Kevin Trahan, rep for FOP.

Dorsey Tiffany Dorsey. I work in Human Resources.

Varvel Steve Varvel, Risk Management Director.

Womble Jill Womble, Chief negotiator for City Of Gainesville

Book Ed Book, Operations Bureau Commander.

Virden Rhonda Virden, Manager of class and comp.

Putman And I met Joanne Cochran earlier.

Womble Next, we are not quite ready to distribute the minutes as we are waiting for the Word doc for Military Leave and Leave of Absence. She will send them this afternoon.

McAdams That is fine. We knew from the start that, with meetings so close together, we may not have them returned that quickly.

Womble Discussions went to billable services. We weren't prepared for take-home cars. We are not prepared today. Since we spoke about billable services, the intent on both sides is the same it is fair to say. I thought it would be good to put it under blue. Billable services will be new article.

Book Jill, we have a meeting with Captain Scott tomorrow at 9 to talk about billable services. This is a follow up for us to look at language in existing PBA.

Womble I am prepared to talk about peer cities, our agenda for costing and am to briefly go through action items from the last couple of meetings for assignments.

McAdams I don't think a lot of action items have been completed. Capt. Book had a joint item. Hold off until our meeting on 20<sup>th</sup>, then to go the peer city issue.

Womble I agree. . For the peer city discussion, I turn to Rhonda.

Virden I looked at peer cities in Lockton which you brought up the last time I was in this meeting. I got more information. Jeff, I will put the information on the screen. The first thing is police officers. There were 13 cities in survey of 2007. This is Florida price level index. (continued discussing spread sheet)

Womble Jeff, do you want a hard copy in front of you now?

McAdams We'll view electronic now and get a hard copy later.

Womble Do you wish to have a more global discussion about peer cities before nuts and bolts?

McAdams The cities to left are in Lockton?

Virden All 13 are here.

McAdams Adjusted how?

Virden Cost of living, salaries, put out every year. This is 2009. It is based on which county they are in.

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- McAdams When Lockton did the original survey in 2007, was that formula factored in?
- Virden They would have adjusted.
- McAdams I would like a work product Lockton survey.
- Womble Who is in charge of that?
- Book Didn't George make those calls?
- McAdams Just for comparison.
- Varvel I may have one.
- Womble Steve has one. He can send it to Rhonda.
- McAdams I appreciate you getting that. I hear currently in today's range we are above 50% of market place on City Commission philosophy.
- Virden Yes.
- McAdams What peer cities are we using now?
- Virden I just started with Lockton. This spreadsheet has Lockton, but I added based on population 54, to Jacksonville and a lot more cities such as Tallahassee, Jacksonville, Palm Beach, and Pensacola to give us broader base than 13 cities. When you look at those, we are the same as far as price level index, very close to Lockton's 13 peer cities. Shall we go to salary date?
- McAdams For Lockton, we did agree on 9 cities up and 9 down based on who the city commissions compared themselves to. We wanted to capture the same cities in budget discussions. That was important. It makes sense to us. The 9 down was something we agreed to. I am trying to figure out now the purpose for including 20 something cities in the new range.
- Virden 31.
- McAdams A lot. It is Important for us to understand how we get them and what ones are included. I will digest and talk to the team. Does City want us to agree to those 31 or other ones from Lockton survey last time?
- Womble 9 up 9 down seems to be more then13.
- McAdams The reason is, when Lockton sent data out, they sent a survey and only 13 agencies responded back.
- Womble That is our pool.
- McAdams We would use those 13 and didn't capture data from rest of the cities.
- Virden 13 actually responded.
- Book Good memory.
- Varvel There are multiple data sources. The Commission wanted to universally solicit. Public safety commission too.
- McAdams Two agencies are within our municipal area: Alachua Sheriff's office and University of Florida.
- Womble Are you viewing peer group 13 to focus on

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- McAdams I wanted to discuss that. We did a recent survey prior to Lockton in the last 20 years. I was considering a lot of those agencies valid since we just agreed to it in a previous contract.
- Womble When I talked to Rhonda about that, Jeff, she indicated, I think, we are still using Lockton.
- Virden The police and fire survey have good steady data.
- Womble 13 is fine and there is nothing wrong with additional ones. I don't mean to muddy waters. Help to be more global.
- McAdams You mentioned the League of Cities data. I would like to take a look. The Florida Dept of Law Enforcement on web site has data comparisons. They publish a lot of data annually. I am not comfortable agreeing to additional cities of that large of a base. Generally, I don't get a good feel. I'd like to review before the next meeting and come back.
- Womble Fine. Bear in mind there are two schools of thought. We can agree to 13 and some additional ones. The other school is you and I can become close friends and sit and carry on for a long time, City why and City why not. From my perspective, I don't view that as productive. My take is we are being transparent in showing you. I said bring what you are looking at and show us together. I am prepared to say I am fine with 13 in Lockton survey but it's not a bad idea to look at others.
- McAdams I want to get the complete gravity of the whole thing.
- Virden Here are the printouts.
- Womble What I hear from you, Jeff, you will take a look but we seem to be on same page that we will look at Lockton.
- McAdams We don't have a problem with 13.
- Womble I just don't want this to go on and on. This is very timely.
- Varvel I have "benefit" Lockton study, sorry.
- Dorsey It is different.
- Womble **Tiffany's homework assignment is to locate an electronic copy of 2007 Lockton study for Law Enforcement for FOP.**
- McAdams Specifically for law enforcement.
- Virden September 25, 2007 is the date.
- Womble We are also looking at data from Florida League Cities.
- Virden That is data on bigger spreadsheet or I can run a report off Florida League of Cities but that is what that other information is.
- Womble Do you have to be a member? Rhonda is going to run a report and provide it to you next time.
- Virden The next meeting is next Monday.
- McAdams I was looking at data captured from cities.
- Virden That is Florida League of Cities. I can send this report with raw data. Discussing spreadsheet .....

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McAdams I am looking for whether the League of Cities provides total benefits analysis of those other agencies. Now, looking at salaries. Need total benefit package.

Virden I don't participate, but can look if it is there. I don't do benefits.

Womble The intent is for Florida League of Cities salaries but also the complete benefit package.

McAdams Based on total compensation package, do we stay above or below, when you factor in all these?

Womble All our specialties pay, etc. Were we setting parameters?

Virden I didn't go less than 40,000. If they only supplied max, it didn't make sense to use it if there was no range.

Womble The last thing I heard is Florida Department of Law Enforcement.

McAdams I was going to do a comparison, not ask you to find out where I get Florida Price Index information.

Virden By county. I will look it up and send the link to you.

Womble We are using 13 and how to augment with others.

Virden I don't know which five cities didn't respond. Do you have list? I will try to get data.

Womble We want to agree on 13 or find the other five.

McAdams I was fine with 13 but some would have benefitted us, like Tallahassee. I am fine with 13.

Womble Agree on 13 and look to others.

McAdams Florida Price Index. Are we saying we priced ourselves above the 50 percentile?

Womble Are you are asking if I will ask for concessions during wages?

McAdams Yes and now how to figure if we are above 50 percentile.

Womble In all candor, the purpose of this data is to see how well we did last time with an eye on the big picture for the future. A lot of money is expended to get you guys up to staff and maintain stability to keep folks. You indicated you didn't want to loose ground. So the intent of this hard work being done is so, when things turn around, we know where we are and don't loose ground. If you are doing better than others, I am not planning on cutting back. If not quite as good as others, I would expect reciprocity.

McAdams For the record, until we have a chance to verify data, we do agree to peer cities of 13 but analyze data.

Womble Just want to have you be comfortable so Rhonda is the expert in this field and we rely on her to direct us as far as that is the website, how it works, etc.

McAdams Good. Move on to subject two.

Womble Costing. Give them hard copies of articles costed, Rhonda.

Virden I'll put it on the screen. All done on actual pay based on calendar year 2009. (Discussed chart)

McAdams Did you factor in increases from wage increase this year?

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Virden No. These were actually paid. I used calendar year 2009.

McAdams Just curious.

Womble Good points. Make sure we ask questions to avoid hurt feelings, source, raw, timeframe and parameters.

McAdams I understand.

Virden If it were December, I would have used fiscal year 2010 but, because when I started, the closest year was calendar year 2009. (Explained spreadsheet) From Article 9, vacation, from Article 20, arbitration holiday and down to Article 12. See footnote on vacation. (Explained). When entered system there is no separate code for vacation sell back. I asked Ann Sutherland for a log and she does not keep one.

McAdams Why do we have 267?

Virden That fluctuates.

McAdams Tiffany, do you have data on arbitration holiday? Were they paid out or did they take hours?

Virden They took the time instead of being paid. I can let you know who that was later. (Discussed double time and a half, holiday hours, optional holiday hours, overtime hours, police holiday work 1.5, sick leave hours, vacation in lieu of sick leave. Then Article 13 Bereavement Pay. Then Article 14, callback pay, expert witness overtime hours, overtime 1.5 hours, police security, special assignment hours, police standby. Then Article 15, specialty pay. Then Article 16 longevity pay. Then Article 18, tuition reimbursement taxable.)

Varvel It is a different time frame. I only have access to payroll. If someone in GPD can get something else....

McAdams I will ask Lonnie Scott to add billable hours in 2009.

Womble Capt. Scott may have it or Crystal Martin will track billable services, but does not do payroll.

Book She is our contract manager.

Womble Moving forward, it would be essential to payroll system to track billable services.

McAdams Assure them to see what revenue liability from City or vendor side. It will only give us rough estimate because she is billing at a certain rate. This sheet is actual rate.

McAdams We have monies in electric software . How will it interact?

Virden When they go to payroll, it combines, so that needs more codes.

Womble **Homework assignment to send Jeff a list of who has cell phone allowance.**

Virden I will continue with Article 19 to discuss clothing allowance, maintenance, cellular phone allowance. Then Article 20 injury leave hours. Article 22, military leave hours.

McAdams How does that kick in supplemental pay?

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Varvel Keeps them whole for a year.  
 Virden Any questions.  
 McAdams Excellent job. It was very helpful.  
 Book From standpoint of where members place their priorities.  
 Womble You asked about union dues and this is our update.  
 Virden I contacted Finance and I will provide it as soon as I get it.  
 McAdams I asked why we were being billed \$50 per pay period vs. 7 cents per employee. What is actual cost? It was not electronic and labor intensive. Cost to do it now? It is more curiosity than anything.  
 Varvel Vendors pay \$50 a pay period. Red Wing Shoes does.  
 Womble So, the union dues you are checking in to. What cost but, if 7 cents times number of members why? Good time for break?  
 McAdams I think so.

#### CAUCUS FROM 2:14-2:24

Book Follow ups. This is important. We had Dr. Jaekel about to enter into a contract with the City which fell in to health and well being. I spoke to the Major and they are working on a contract right now to be completed this Fall. It will be one year in duration and to be internal for crisis team creation and stress management. This is in the works. That was it. It is good because if falls in line with what you were talking about early on to encourage our personnel to deal with crisis management and training.  
 Womble Is the Major going to set someone up within the organization?  
 Book Jeff will be heavily involved. Dr. Grunder will be most likely involved.  
 Womble Very positive. Thank you very much. With no further adieu, Rhonda?  
 Virden I will show my spreadsheet about CY2009 injury leave, value of additional days. (Discussed spreadsheet)  
 McAdams Is that total payment? When does workers comp kick in?  
 Varvel After seven calendar days. The first seven are not subject to wage replacement.  
 McAdams After seven days, workers picks up 66 2/3.  
 Varvel After max comp rate. Average weekly wage is less.  
 McAdams Based on workers comp, City's liability is less than listed there after seven days?  
 Varvel Less, but not far less. On average comp covers around 40% wage replacement.  
 McAdams Just City liability vs. comp. Thanks. Hard copy provided later?  
 Virden Yes.  
 Womble Rhonda, thanks for doing that. Steve, thank you for getting info to Rhonda.

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- McAdams Anything else for cost?
- Womble Looks like it for the list today. Did we do anything on tuition?  
I can discuss under Article 18. There is not a new policy now but is supposed to go to charter officers on tuition reimbursement and a new numbering system. Here are a few schools of thought on our side. One is that we need to make sure folks are taking courses that are reasonably aspiring to a job in the City to use those. Joe and I had informational conversation about what if I am getting AA. There are certain things to take and it is hard to connect dots of being police officer or next title but it's not the intent of HR and City to inhibit folks getting a degree. The other thing they are looking at doing is there is a procedure now, but not yet policy, that if you leave within a year and City is paying for tuition, you have to give it back. They are looking in the new policy. I am not up on what the current policy says or how it is implemented, but if for degree and different rules for courses to make sure they relate to their jobs.
- Book The policy is very old as it refers to 1997. Language wise procedurally pay back in a year they reference the policy. Basically the policy is related to employment transfer, lateral, etc. still allows people to obtain education.
- McAdams I am clear on what you told us the last time. Are we are the point to bargain? What I hear is that's still being developed and we will revisit that when revised.
- Womble **That is my homework to find out current status of tuition policy.**
- McAdams On items we costed, are we ready to discuss?
- Womble We gave you feedback on tuition, union dues and, I think, our interest in holiday pay specifically for Thanksgiving, day after and Christmas.
- McAdams Just to revisit that conversation, it is our understanding the City's interest is to bring holiday pay more in line with some other agencies of comparison which is less than the 2.5 times we are paying now?
- Womble 2.5 times.
- Book Two 2.5 and one 3.
- McAdams Can Rhonda put costing up on screen? What would City like to do with that, Jill?
- Womble Did we get data from folks?
- Virden Got some but would prefer to use 13 locations.
- McAdams Revisit later.
- Womble You know what we are looking at. Our university is the 13.
- McAdams On holidays, does City have position on any other holidays? Increasing?
- Womble Not at this time. Pretty narrow. Thanks for asking.

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McAdams What about cell phones?

Womble Good point. It is my understanding in last negotiations under 19.8 the stipend was put in. There was discussion about having no reasonable expectation of privacy if City was paying stipend.

McAdams I remember limited conversation on that. I will go back and look at my notes.

Book Limited discussion, potential ramifications of cell phone but realize you accept all your calls may be subject to public records. Some decided not to take it based on that. 140 employees listed. I thought it was much lower.

McAdams I don't remember intent for us. I was nervous to say their information would be published.

Womble Not intent for you to agree if you don't remember. Framing this is my understanding. Our position is an interest here if stipend stays in your contract language added about no reasonable expectation of privacy and reason is we have a new policy for public records. Are you familiar with G-5? I will rely on Tiffany, Steve or Capt Book. Training. Hours sit there. Then DVD went around. How we had to do that.

McAdams Why that cell phone stipend becomes subject of public record. To me, that stipend is nothing very similar to their salaries as part of their compensation. I pay my bills, cell phone and house out of my salary. Why is that not subject to public records requests also? I think we are reading more into this. Is there legal case law the City Attorney has?

Womble I will acknowledge a concern you have regarding stipend \$15, but cell phones being subject to public records. It is complex law. Technology and law are hand in hand. I am going to get you copies of this and I am open to suggestions but offer a couple. My first suggestion is we get you copies, go through and do research and we have more education discussion, or b) you can continue to discuss now about it.

McAdams Option A, if okay with you. Get more education. May adopt position you have after I learn more.

Womble It is a great opportunity to create value and be direct about our interests and concerns. I am listening very intently. So if \$15 is causing us issues here, I wonder if it wouldn't somewhere else. Let's make copies.

McAdams Four for me.

Womble The U.S. Supreme Court case Ontario v. Quon (re text messaging). Vary narrow decision. Very fact specific.

Book Article 19.8. When we first went over it, we'd have to stop at phone booth for supervisor calls. Cell phones are integral parts of our job. \$15 a month - we were not trying to track operational vs. non

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- operational. Not worth that work. Make available for all. Cost is fairly low. I only mention that to say I'd be looking at a potential way to utilize monies.
- McAdams It is a complicated issue when dealing with electronic age vs. governments. There is the Face Book issue, cell phones and anything to communicate with. I recommend to members to purchase disposable phones and, if someone wants to call you, use that and you can reup the minutes on it.
- Womble Pay as you go. Good.
- McAdams I can see that as being a work product. Then fine.
- Womble **It is Jeff's assignment to review Human Resource's Policy G-5 as well as the Administrative Procedure.**
- McAdams There's not a whole lot on today's agenda left. What do we have that we talked about at the last meeting that we should discuss?
- Varvel Who do you want to do the tour with me? You were going to give me the name of the provider?
- McAdams Joe Senn will do it. Secondary, Kevin.
- Womble Steve and Joe with Kevin as back up.
- Varvel Who is in zone?
- McAdams If you don't have anything now, I would mention some calendar issues.
- Womble Two things first. Capt. Book suggests specialty pay. I thought we had it for 27<sup>th</sup>. I wanted to mention we agree that it was the responsibility of each party to make sure loose ends got picked up. On the 20th, internal procedure, asterisk Article 5 two week notices, and Article 34 we should put a line in the sand when you need to open. I would call those loosely within procedural stuff. Looking thru City's opening letter, we didn't name these smaller items. I will put them there if it fits, okay? What about scheduling?
- McAdams Before the next meeting, look at calendar. I have several conferences in October and will have dates locked in on 20<sup>th</sup>. Based on the pace we are going, perhaps we should all bring calendars to add additional dates. Our pace is fast.
- Womble **Everyone's action item is to bring your calendar s next time to look at October and November dates that may move.**
- McAdams I wanted to give advance notice to make sure it does not hinder.
- Womble Okay. Anything else?
- McAdams No, that was it.
- Womble Specialty pay now?
- Book It is costing and maybe one article we can talk about right now.
- McAdams Put it up on the screen to look at dollar figures please.
- Viriden Article 15 is up – FOP ARTICLE COSTING.
- Womble I think we are on the same page with this philosophically. What did you have to say?

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- McAdams Our position is to take a look at specific units and ensure that the right people were receiving specialty pay. I thought the city had a similar interest but also included reducing number of people.
- Womble You did a nice job honing in. Continue that. Clarify. There is one or two that have been formed since this contract that may need to be added potentially. Opportunities to reduce. Some exist now from lay person looking at to call specialty does not seem special because there are so many of them.
- Book Every time we bargain, we will always have to address. There are some terminologies out of date now and additional training may eliminate one specialty unit. A good example that will impact this is how many are on alert. We purchased a lot of rifles. The intent is to be better equipped. This morning Lt. Ferrara, Training Commander, had no in-service training but roll our rifles to patrol first. Benefit. That means that training will be part of in-service training like any other. I hope we agree that was no longer a specialty but part of general equipment outfitting. That is an issue.
- Senn I haven't been privy to some of that but alert handles less lethal. Where does that fit?
- Book That may still be a part.
- Senn There is a need because of the specialization of those weapons.
- Book Less lethal, like hostage, but that is an area that changes the way this is viewed.
- Womble I will hand you the change from last time. It shows what we changed and deleted.
- Book The last aspect of this article is important when Kevin talked about prioritization. Field training rates number one above all else. Are they paid? They are the only ones who can duplicate. They get 90 extra. Others still get paid 60 max with exception of field training. We should clean this Article up to see if some may not rate as specialties and go from there.
- McAdams Now I see roughly 157 members receiving \$720 a year. I also heard talk about rifles and was leaning toward his discussion on the rifles if we are going to issue to everyone and they also will be doing the same duties as original rifle team. Joe brought up a valid point that the current rifle team has additional duties and we can work through that to figure a way how. I wouldn't be surprised if a lot on rifle team now receive pay for something else, like SWAT
- Womble I'll ask a process question. Good thing for sub committee to list all of them. Some may be wrong. Expertise you can tell us about. If we had a sheet of paper on how many people/units and what they do and get paid. It is like as is model. Then, instead of philosophically, I have a feeling we will agree. Then, when the meat is on the bones and we fill in the details, a more fruitful

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discussion can be had. Seems we need to know where we are and agree what the end game is to which right ones should get specialty pay. Some go away and some get added. If some went away, could those dollars be used better for some remaining ones that are more important, like the field training officer gets more, and I heard that is a very important one. I am just trying to come up with a plan.

McAdams That's fine. I would recommend one of my team members hash that out.

Book I don't know if we need a committee. I don't like that word. Team would be great. I look at this section and, at some point, are you doing the primary front line service? Generalists shouldn't be getting paid from a patrol standpoint. Question: There are already benefits to moving and transferring laterally. Do you want to pay them or move to general body that does not get specialty pay? There are already rewards, scheduling, day shift, and expertise of doing what they want to do. The most important may be getting paid the least because of the way the contract is structured. Do you want to eliminate something? I don't feel strongly one way or the other.

McAdams This is a complicated issue from the way you described. To make a radical change in philosophy, specialty pay was designed to reward them for additional training and duties and our liability in those areas may incur. It will be difficult for me to tell members, if we do agree to move in that direction, to eliminate. That will cause heartburn. I need to discuss with my team and get feedback from general body. **My homework will be if Kevin is willing to get with Capt. Book to look at what the intent behind these were, eliminate some, and bring it back to the group.**

Womble It is more productive outside the group. Okay.

Book We can't call it a committee. Some are getting specialty pay and these totals don't apply. NRT are getting paid that now.

Trahan Any not assigned by Chief?

Book You are coding. Rhonda, anyone getting it?

Viriden This is not broken out. Payroll has a special code.

Varvel Your concern is numbers are elevated because ...

Trahan Anyone designated by..

(Talking all at once)

Book All she is doing is who is getting money. Some are not listed here. Investigators may be same types, for instance. I may be wrong there though.

Womble Kevin, Capt. Book getting feedback. Leave as your homework assignment and you will bring it back for a more fruitful discussion. I would like to frame it positively. It is not about taking away but

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modifying it to reflect what is specialty pay, what they are called and how we value them.

McAdams I don't disagree. It is good to look at any article that is outdated to make it better.

Book Suggestion. Look at schedule. Is there any necessary homework we can do ahead to make this more productive?

Womble I will say you told us Monday, Ed, you got info from Lt. Seale about K-9 for contract language. We may need to invite Lt. Seale or you may need Tiffany's help.

Book He wrote me, but I can bring him.

Womble I put a note on 27<sup>th</sup> of this month – K-9 Seale. Did you open Article 23?

Book 23 - job vacancy promotion - entire article.

Womble Where you concerned about a time frame?

Trahan 23.1 is what he had.

McAdams A lot to do with Article 23 but not ready yet.

Book Is there anything you think I may be able to do in advance?

McAdams Yes. There are rumors that Capt. Scott, Personnel Commander, is looking at promotional testing and I have been told it will be dramatically different than what we agreed to. Specifically, I was told we agreed at passing scores then rank the list. We have verbal agreement for past 18 years, pass, then rule of 5. Now Chief would like to consider pass fail/test and he can pick anyone off. If that is happening, that discussion needs to be brought to this table immediately. This is a good time to deal with job vacancies and promotions. Maybe Capt. Scott can give a presentation on what changes could be done relating that particular article.

Womble Done on 4<sup>th</sup> of October. Thoughts, Ed?

Book **Look at Article. It is broad. We have a policy that narrows this down. And Capt. Scott presentation, past practices, etc., when we reschedule, I have it to handle.**

Womble In the meantime, an action item is Ed will brief Capt. Scott about wanting to discuss with him Article 23.

McAdams From our interest really, with job vacancies, is to not have some of those issues in the future and to create a joint job vacancy committee to study. We are close to having my presentation ready to see how other agencies are doing it.

Book Job vacancies as opposed to promotions.

McAdams Transfers from one bureau to another.

Womble You want to talk about if you want to phase out corporal position? That is your lead as those positions open to reclassify

McAdams That is something to bring up to Capt. Scott. He asked me how it was going. He said, "What do you think of having people test

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- outside of corporals?" He may want to be part of the discussion. I'd like to know what his position would be on keeping corporals.
- Womble So noted. You are looking at 27<sup>th</sup> about interests in retiree health?
- McAdams Yes. You opened it up also. There are three you did and implemented additional language?
- Womble IAFF, and CWA supervisory and non-supervisory.
- McAdams Is language identical between the contracts for IAFF and CWA?
- Womble Very close.
- Book PBA contract did address RHS.
- Womble We are talking recent unfair labor practice and appeal first DCA.
- Book See if RHS language is of interest. Pretty innovative.
- Womble Very good connect. They made a strong push to have their folks put a higher percentage in RHS. The lieutenants were very progressively thinking.
- Varvel That group is in a different part of their career.
- McAdams Three contracts ago, City wanted us to waive our right to go to PTO. We offered it up first. I do support RHS.
- Varvel We did it prospectively, not retroactively. They didn't require current members of CWA to transfer to that system. That is history. I was involved with that too. They are good ideas.
- Womble Anything else to discuss for good of the order? Good stopping point?
- McAdams We didn't spend entire time. We got a lot of ideas on the table particularly dealing with wage issue and with different cities and appreciate your looking at 13 cities.
- Virden I will send you the link which shows by county.
- Varvel Does BEBR still put that out?
- Womble I think we are accomplishing our objective having three- to four-hour meetings to get what we could get done.
- McAdams My team is satisfied with the pace. We are not wasting time. I would like to thank Sue Putman for being here.
- Womble I would also like to thank Sue for making the trip and Rhonda for all the hard work. She is invaluable.

**Adjourned at 3:54 p.m.**

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