

**SUPERVISOR AGREEMENT
2011-2015**

AND

MEMORANDUM OF UNDERSTANDING

BETWEEN THE

**CITY OF NORTH LAS VEGAS
NEVADA**

AND THE

**NORTH LAS VEGAS
POLICE SUPERVISORS ASSOCIATION**

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MEMORANDUM OF UNDERSTANDING

This letter constitutes a Memorandum of Understanding (“MOU”) between NLVPSA and the City of North Las Vegas. This MOU details the concessions that have been agreed upon between the City of North Las Vegas and the NLVPSA to assist during the current adverse economic condition of the City.

NLVPSA will agree to amend the affected Articles of the 2011-2015 Collective Bargaining Agreement (“CBA”) to reflect the following concessions:

1. NLVPSA agrees:
 - A. Terms of the May 21, 2009 MOU to the 2007-2012 Agreement are no longer in effect upon ratification of the 2011-2015 Supervisor Agreement.
 - B. 4.25% wage reduction upon ratification of the 2011-2015 Supervisor Agreement.
 - C. Freeze Holiday Pay sell back for 08/2011 and 02/2012.
 - D. Cap Holiday Pay sell back at 150 hours for 08/2012 and 02/2013.
2. CNLV agrees:
 - A. 100% sick leave payout with ten (10) years of service, upon separation.
 - B. Forty (40) hours of annual leave, separate bank, to be used within twelve (12) months or lost.
 - C. Pay 100% of PERS contribution.
 - D. No privatization of Detention Center through June 30, 2015, to include no studies or research to privatize.
 - E. Rescind demotions of two (2) corrections Lieutenants and two (2) Sergeants through 06/30/2012.
3. Both the CNLV and NLVPSA agree that:
 - A. The reasonableness approach to the NLVPSA’s union activities will remain in place for the remainder of the fiscal year.
 - B. That the Parties will agree to meet thirty (30) days in advance of the end of the fiscal year to formalize the arrangement relating to the Union Business/PSA President Position using the Henderson PSA Contract in effect at the time of ratification

of the 2011-2015 Supervisors Agreement as a template and including the following guidelines:

1. That for the remaining four (4) years of the Agreement (thru 2015) the NLVPSA will have 1200 hours per year; and

2. That some language akin to the language in the Henderson PSA Contract would be used to designate the appropriate persons to use time, the designation of time and the appropriate usage of time; and

3. That some language will be included which provides that, absent the requesting supervisor's demonstration of exigent circumstances, the NLVPSA will provide the Chief with three (3) business days notice prior to the use of allotted NLVPSA time.

C. That for the remainder of the fiscal year, the pay grade, wage rate and other compensation-related items will remain consistent for the current NLVPSA President.

D. That, at the conclusion of the fiscal year, the parties will meet to discuss the status of the pay grade, wage rate and other compensation-related items to be afforded to the President of the NLVPSA, in the form of a Re-Opener discussion.

E. As ordered by Department XXIX of the Eighth Judicial District Court in Case A-11-643307-C on June 27, 2011 and extended thereafter, the City shall continue to pay 100% of the premium cost for medical benefits for NLVPSA members and their eligible dependents pending resolution of the contractual arbitration on health benefit issues between the City and the North Las Vegas Police Officers Association (NLVPOA). The City and the NLVPSA agree to accept the arbitrator's decision on the payment of health benefits in the NLVPOA matter, pursuant to Article 15 of the Agreement referenced herein. Upon issuance of an arbitrator's decision in that matter, the City and the NLVPSA will meet and discuss any necessary revisions to the Agreement.

Dated this 29th day of August, 2011.

Dated this 29th day of August, 2011.



Shari L. Buck Mayor
City of North Las Vegas



Leonard Cardinale, President
NLVPSA

ATTEST:



Karen L. Storms
City Clerk

SUPERVISOR AGREEMENT 2011—2015

BETWEEN THE

CITY OF NORTH LAS VEGAS, NEVADA

AND THE

NORTH LAS VEGAS POLICE SUPERVISORS ASSOCIATION

PREAMBLE

This Agreement is made pursuant to the Local Government Employee-Management Relations Act by and between the City of North Las Vegas, Nevada, a local government employer, hereinafter referred to as "CITY" and the North Las Vegas Police Supervisors Association, NAPSO/CWA Local #9110 of the A.F.L.-C.I.O., a local government employee organization, hereinafter referred to as "Association".

GENDER, NUMBER, AND TENSE

In accordance with NRS 0.030, except as otherwise expressly provided in a particular statute or required by the context:

- A. The masculine gender includes the feminine and neuter genders.
- B. The singular number includes the plural number, and the plural includes the singular.
- C. The present tense includes the future tense.

ARTICLE 1

RECOGNITION

Section 1. Classifications

The City and the Association agree that Supervisors within the following classifications are represented by the Association:

Detention Sergeant	61P
Marshal Sergeant	61P
Police Sergeant	61P

Detention Lieutenant	65P
Police Lieutenant	65P
Marshal Lieutenant	65P

Section 2. Community of Interest

It is agreed that the Association shall represent any peace officer Supervisors within classifications created by the City that are within the Association's community of interest.

The City shall make written notification to the Association of any classifications created by the City within eight (8) working days. Any dispute between the parties as to whether a new classification is within the Association's community of interest may be advanced to the Grievance and Arbitration Procedure.

The conditions of employment, other than wages, for any new classifications created within the Association's community of interest shall be governed by the terms of this Agreement. Wage scales for such classifications shall be determined as follows:

- A. Should it be determined a new classification is within the Association's community of interest, the parties shall immediately enter into collective negotiations to arrive at an agreement on the subject of wages for such new classification.
- B. If within ten (10) calendar days after such notice, the parties have not reached mutual agreement, they shall proceed to the Grievance and Arbitration Procedure.

Section 3. Right to Work

It is the right of every supervisor to join or refrain from joining the Association.

Section 4. Association Supervisors

The Association shall make written notification to the City by December 1st of each year of the current Association Supervisors representing peace Supervisors under this Agreement. Any changes shall be evidenced to the City in writing within eight (8) calendar days of the change.

Section 5. Eligible to Vote

Only members in good standing with the Association are eligible to vote on the contents of this Agreement drawn as a result of collective bargaining.

Section 6. Employment Notification

Within eight (8) calendar days, the Human Resources Department shall notify the Association of all new promotions and terminations within the bargaining unit. Such notice shall include the supervisor's name, social security number, address, telephone number and the action taken. At the end of each pay period, the Police Department, and Municipal Court payroll divisions shall provide the Association with a copy of the time sheet of each Association supervisor who was on a no-pay status in that pay period.

Section 7. Definitions of Regular Full-time Employees

A. Regular full-time employees work forty (40) hours per week on a regularly scheduled basis and receive benefits (i.e., annual leave, sick leave, etc.).

ARTICLE 2

MANAGEMENT RIGHTS

Section 1. Retention of Managerial Prerogatives

Except as expressly modified or restricted by a specific provision of this Agreement, the management of the City and the direction of the work force includes, but is not limited to:

- A. The services performed
- B. The location of the work force
- C. The schedules and fair standards of peace Supervisors performance
- D. The schedules and hours of shifts
- E. The methods, processes, and means of providing services and materials
- F. The right to hire, promote, demote, and assign or transfer, excluding the right to assign or transfer for discipline except for cause.
- G. Establish reasonable rules of conduct, to discharge or discipline for cause in accordance with Municipal Code 2.68, Rules and Regulations, and to maintain efficiency of peace Supervisors.

Section 2. Exercise of Rights

The City's failure to exercise any right, prerogative, or function hereby reserved to it, or the City's exercise of any such right, prerogative, or function in a particular way, shall not be considered a waiver of the City's right to exercise such right, prerogative, or function or preclude it from exercising the same in some other way not in conflict with the express provisions of this agreement.

Section 3. Mandatory Subjects of Bargaining

The Association acknowledges that in respect to any non-mandatory subjects of bargaining, as defined in NRS 288.150, which are included in this Agreement, the City is not waiving or in any way limiting its rights under NRS 288.150 to refuse to bargain over non-mandatory subjects during these or in future negotiations of this Agreement.

ARTICLE 3

ASSOCIATION-MANAGEMENT COOPERATION

Section 1. Discrimination

Neither the City nor the Association shall discriminate against any supervisor covered by this Agreement in a manner which would violate any state or federal anti-discrimination laws.

Section 2. Prohibited Practices

The City shall not:

- A. Interfere, restrain or coerce any supervisor in the exercise of lawful Association activity.
- B. Discriminate, interfere or assist in the formation or administration of the Association.
- C. Discriminate in regard to hiring, tenure, or any term or condition of employment to encourage or discourage membership in the Association.
- D. Discharge or otherwise discriminate against any supervisor because of Association membership or because the supervisor exercises lawful rights as an Association member.

ARTICLE 4

ASSOCIATION AFFAIRS

Section 1. Association Officer's Time

For the purpose of representation of members within the bargaining unit, the Association shall be entitled to a reasonable and adequate number of Association Officers. They shall restrict their activities to dealing with grievances and other legitimate Association business and shall be allowed a reasonable amount of time for

this purpose. However, the City is under no obligation to pay Association Officers for time spent conducting Association business when they are not scheduled to work. Every effort shall be made to schedule grievance meetings and hearings during regular work hours.

Section 2. Permission to Conduct Association Business

Association Supervisors must ask their supervisors for permission to leave their jobs to conduct Association affairs, and such permission shall be granted subject to available personnel. Supervisors will make every effort to allow Association Officers the time to attend Board Meetings and scheduled Association Meetings.

Section 3. Receive Grievances

Association Officers may receive and discuss, but not solicit, complaints and grievances of peace officers on the premises and time of the City. Such time spent shall not interfere with the work and duties for the City of either the Association Supervisors or the peace officers. Only those Association Officers and the supervisor involved in a hearing, investigation or grievance shall be granted time off for all meetings without loss of pay or any accrued leave. Such meetings shall be set at a time mutually agreeable with the City and the Association.

Section 4. Time for Directors

The Association Board of Directors and Executive Board shall be excused from duty to perform union functions subject to prior approval of the Department Chief or their designee. The Association Board of Directors and Executive Board shall be granted time off for the purpose of attendance at conventions, conferences and seminars without loss of pay or any accrued leave.

Section 5. Negotiating Committee

The Negotiating Committee shall consist of an adequate number of active members of the Association. Their attendance at negotiation sessions and preparation shall be without loss of pay or any accrued leave. If for any reason, additional peace officers are needed for informational purposes, upon agreement by the joint bargaining committee, said supervisor will be called into the meeting without loss of pay. The joint committee shall determine what expertise is necessary. The City shall not be obligated to pay supervisor representatives for time the supervisor was not scheduled to work.

Section 6. Bulletin Boards

The City shall furnish a bulletin board for Association use in the appropriate briefing rooms.

The Association shall have the right to place notices on the bulletin boards. Bulletin boards may be used for the following notices with approval by the Association Board of Directors:

- A. Recreational and social affairs of the Association
- B. Notices of Association meetings
- C. Association elections
- D. Reports of Association committees
- E. Rulings on policies of the Association
- F. Association newsletters
- G. Charitable benefits; and
- H. Other items approved by the Association Board of Directors.

No notice or announcement that contains defamatory statements about the Department or any Department official or supervisor shall be posted. A copy of all material shall be forwarded to the Department Chief or designee. In the event non-authorized material is posted, it shall be promptly removed by the Association or its designee on notification by the Department.

Section 7. Briefing Sessions

The Association shall be entitled to speak during briefing periods upon reasonable notice to the Area Commander by indicating the matter to be addressed is one of an immediate and important nature.

Section 8. Office Space

The City shall provide the Association with office space comparable to existing space within the Public Safety Building to consist of a main office, conference room, and storage rooms. Should the space require modification to accomplish three separate areas, it shall be at City expense.

Section 9. Parking

The City shall provide free parking facilities for duty supervisors. Such facilities shall be separate from public parking as available.

ARTICLE 5

PAYROLL DEDUCTION OF DUES

The City agrees to deduct from the wages of each Association member, upon the written request of the member, the sum certified as bi-weekly Association dues and deposit such deductions to the bank account of the Association no later than seven (7)

days after the end of a pay period. The bank shall be designated by the Treasurer of the Association.

No later than seven (7) days after the end of a pay period the City shall provide to the Association a detailed written accounting of dues deductions and deposits.

This authorization for payroll deduction of dues shall remain in full force and effect unless the member subsequently requests in writing the withdrawal of the original authorization.

ARTICLE 6

HOURS OF WORK AND OVERTIME

Section 1. Workday

A normal workday shall consist of ten (10) consecutive hours in a day. The normal work week shall consist of any four (4) consecutive ten (10) hour days out of seven. Work schedules shall be made at the sole discretion of the City to suit varying conditions.

When a supervisor's scheduled shift or assignment is modified or adjusted under normal conditions, the supervisor shall be provided a minimum of eight (8) hours between assignments; if eight (8) hours is not granted, the supervisor shall be compensated at one and one-half (1 ½) times his premium rate of pay for all time worked prior to the eight (8) hour minimum requirement.

Section 2. Commencement of Shifts

Shifts shall be generally defined as starting between the following:

Day Shift -----	Commencing 4:00 A.M. to 12:00 P.M.
Swing Shift -----	Commencing 12:00 P.M. to 8:00 P.M.
Graveyard Shift ----	Commencing 8:00 P.M. to 4:00 A.M.

If a shift is scheduled to begin within one hour of the shift time stated above, the peace officer will receive the applicable shift differential.

Section 3. Overtime

Overtime is defined as being directed to work longer than a normal shift with notification prior to completion of a shift or receiving more than 12 hours notice.

- A. When overtime is mandated, the supervisor shall receive one and one-half (1-1/2) times his premium wages for all hours worked in excess of assigned shift in a day and all hours worked in excess of assigned week.
- B. On a designated holiday, should a supervisor be directed to work longer than a normal shift or be recalled to work, the supervisor shall be paid at the rate of two times the supervisor's premium wages for all hours worked in excess of normal shift.
- C. If an officer is scheduled to work overtime, that is not concurrent to his normal shift, he shall be paid for a minimum of four (4) hours of overtime at one and one half (1 ½) times his premium rate of pay.

If the employee's start of shift is the **designated holiday** shift; (Example: start of graveyard shift on July 3 at 2200 hrs; is actually the July 4 graveyard work shift), and if the employee's shift is extended, it will be an extension of shift on the designated holiday, even though the extension may run into a non-holiday day.

However if the start of shift is not the **designated holiday** and the employee's shift is extended into the actual holiday it **will not** be the designated holiday shift, for purposes of overtime calculation. (Example: Swing shift starts 1500 hrs on July 3 with the shift ending 0100 hrs July 4. If employee shift is extended after 0100 hrs it is not considered the designated holiday shift and therefore not subject to holiday extension of shift pay.)

D. Briefing pay is paid to every supervisor (sergeant or lieutenant) assigned to Patrol, PSU, Traffic, Detention Center and Marshal's Unit who conducts pre-shift briefing and arrives thirty minutes before their subordinates to prepare for briefing. These supervisors shall receive thirty (30) minutes of pay at one and one half times their premium rate of pay for the pre-shift briefing preparation.

Section 4. Lunch Breaks

Lunch breaks shall be one (1) hour of paid time. If the supervisor is not allowed one hour to eat, the supervisor will be compensated for a maximum of one hour or the difference between the time used for lunch and one hour.

Section 5. Call Out Pay

Call out is defined as compensable time earned for returning to duty after a supervisor has completed their regular tour of duty, is off duty, and is requested to return to duty with less than twelve (12) hours notice. When a supervisor is called back to work, the supervisor shall be paid overtime at one and one-half (1 ½) times his premium rate of pay. The supervisor shall be paid for a minimum of four (4) hours regardless of having worked less than four (4) hours, or the supervisor will be paid for the amount of time actually worked over the four (4) hours. However, in the event the period of call back runs into an supervisor's normal tour of duty, such supervisor shall be paid overtime at

one and one-half (1½) times his premium rate of pay for only those hours worked outside of his normal tour of duty.

A supervisor who works less than four (4) hours on the initial call-out and is then called out a second time during the initial two-hour period shall not be entitled to any additional overtime pay unless the aggregate time worked for both occurrences exceeds four (4) hours, in which case the supervisor shall be paid for the aggregate time worked. In the event a supervisor is called out for a second time after the expiration of four (4) hours from the first call-out, the supervisor shall be paid for a minimum of four (4) hours for each call-out except as provided in the previous paragraphs.

Section 6. Stand-by Pay

Employees required to be on stand-by status shall be compensated one dollar and fifty cents (\$1.50) an hour for every hour of their normal off duty time. This person may be subject to call in and be required to report promptly when called to duty.

ARTICLE 7

WAGES

Supervisors may achieve within-class increases in accordance with Municipal Code 2.68 until they reach the top step of their respective grade. Increases shall be subject to approval by the Department Head or his designee.

Section 1. Definitions

- A. Base Wage - Hourly base rate.
- B. Wages - Hourly base rate of pay plus longevity, if applicable.

Premium Wages- Base wages plus longevity, applicable ADP or shift differential. Premium wages will not apply to overtime which is scheduled or voluntary. Overtime shall be calculated at base wages plus longevity X 1.5. Applicable ADP or shift differential will then be added. (Over ten (10) hours in a day or forty (40) hours in a week).

Section 2. Cost-of-Living Adjustment

The below annual base wage increases shall be implemented during the pay period which includes the following dates:

January 1, 2014	2.5%
July 1, 2014	3.0%
January 1, 2015	3.0%

Section 3. Re-opener

- A. The city agrees to perform a wage audit the first two weeks of June 2012, June 2013 and present recommendations to the City Council for action, if warranted. The President of NLVPSA and the Human Resources Director shall review the findings of the salary survey, performed by the Compensation Specialist, as compared to the Las Vegas Metropolitan Police Department, and the City of Henderson Police Department. The recommendation shall be submitted to the City Council jointly by both parties.
- B. Whether the actuaries and projections provided by the Nevada Department of Taxation on March 15 for CTX have dropped by more than two (2) percent from the prior year's estimate within the same fiscal year that the parties are negotiating (as confirmed by the NV Dept. of Taxation), or whether assessed valuation has decreased by two percent (2%) or more from the prior year's estimate (as provided by the State's revenue projections as found in Column 5, Part A of that document), or;
- C. Whether the conditions of "More Cops" (i.e., NRS Chapter 249) are satisfied.
- D. When the CNLV and or the NLVPSA is requesting a meeting, the City of North Las Vegas must provide information, directly related to the re-opener "trigger" to support and justify the request no later than ten (10) days prior to such meeting.

ARTICLE 8

LONGEVITY

Section 1. Longevity Pay

After completing seven (7) years of full time employment, a supervisor shall receive an additional three and one-half percent (3 ½%) of his base monthly wage and shall receive an additional one-half percent (½%) increase each year thereafter until a maximum of fifteen percent (15%) has been reached. Said longevity pay shall become effective upon the anniversary of the date of hire or adjusted service date, as applicable, and shall be granted on merit and performance evaluation as determined by the Department Chief.

All employees hired after July 1, 2008 will receive a maximum of twelve and one half percent (12 ½%).

Section 2. Re-employment

When a break in service occurs due to an unpaid leave of absence over thirty calendar (30) days, the supervisor shall receive an adjusted service date upon re-employment. All time actually worked for the City and periods of paid leave shall be credited for longevity purposes.

Section 3. Reinstatement

An employee who separates employment in good standing and is rehired by the City within six (6) months from the separation date shall be classified as reinstated. No benefits or compensation shall accrue for the period of separation, but will begin immediately after reinstatement. The peace Supervisors evaluation date and seniority date shall be adjusted accordingly.

Section 4. Rehire

A supervisor who separates employment in good standing, and is rehired at the City after six (6) months and one day shall be classified as a rehire. A rehire supervisor begins employment with no prior compensation, benefit, or service credits whatsoever. A rehire shall be treated similar to a new supervisor.

ARTICLE 9

Comment [rs1]: Add Briefing Pay section

SHIFT DIFFERENTIAL, ASSIGNMENT DIFFERENTIAL PAY, AND SPECIAL ASSIGNMENTS

Section 1. Shift Differential Pay

In addition to the supervisor's wages, peace Supervisors working swing shift shall receive four percent (4%) shift differential pay. Peace Supervisors working graveyard shift shall receive six percent (6%) shift differential pay.

Section 2. Assignment Differential Pay (ADP)

Assignment Differential Pay is temporary monetary compensation to be paid to peace Supervisors in the following categories and at the listed percentage rates of the supervisor's wages (hourly base wage plus longevity) excluding peace Supervisors that are on temporary work assignments while on the 85/15 light duty plan. ADP assignments are not promotional and, therefore, no property rights exist. Peace Supervisors shall only receive assignment differential pay for the duration of their assignment.

Qualifications/ Selection Process for the assignment shall be determined by the Department Chief. Sergeants shall receive eight percent (8%), and Lieutenants shall receive four percent (4%) assignment differential pay for the following assignments:

- A. Department Training/Recruiting Bureau
- B. Detective Bureau
- C. Crime Scene Investigation Bureau
- D. Narcotics Bureau
- E. Special Investigations Bureau
- F. Traffic Bureau
- G. Special Operations Bureau
- H. Bicycle and Beautification Supervisors
- I. Court Services Bureau
- J. Problem Solving Unit
- K. Public Information Officer (PIO)
- L. Administrative/Relief Supervisor
- M. Homeland Security Liaison

Note: The intent of this article is to eliminate double 8% ADP. An officer shall have only one assignment under this section for ADP purposes. For example, if a Motor Officer is assigned temporary training duties, the Motor Officer shall only be classified as and receive ADP as listed in section 2. If a Motor Officer is assigned temporary training, the Motor Officer will receive ADP for the assignment, and temporary trainer assignment under Section 3.

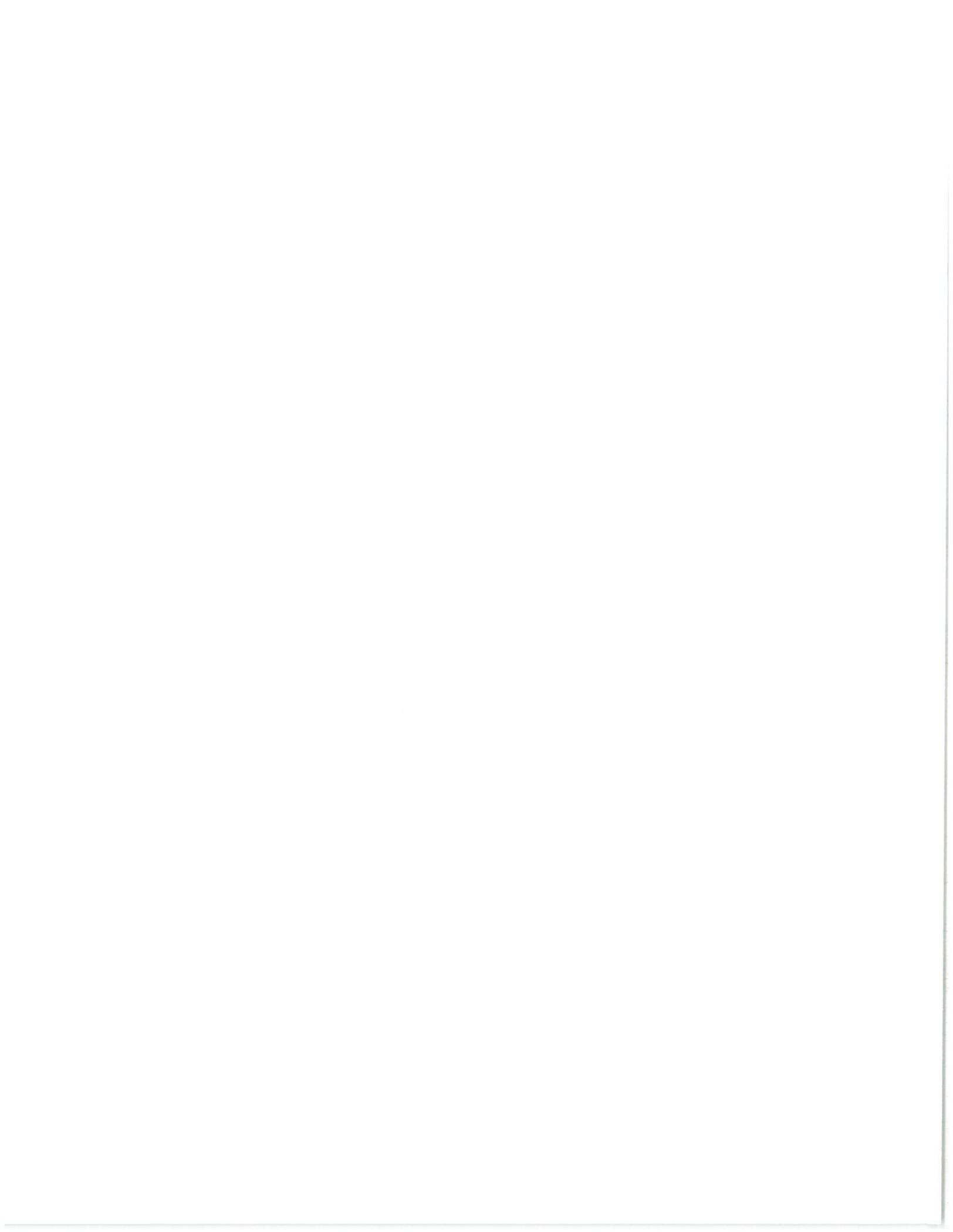
Section 4. Bilingual Proficiency

The City shall pay \$750 annually, the first pay period in January, made by a separate check, for those peace Supervisors conversant in Spanish in order to fulfill their job duty as a peace officer. The following criteria must be met to qualify for the annual incentive pay:

- A. Peace Supervisors must initially pass a proficiency examination prepared by the City. Once certified, an Officer does not need to re-certify on a yearly basis; however, management has the right to require re-certification at any time based upon cause.
- B. The number of certified participants shall be determined by the fiscal constraints of the Police Department and Municipal Court.

Section 5. Canine Assignment

A canine officer shall be compensated for eight (8) hours per pay period for at-home care, grooming, feeding and other activities related to the care and maintenance of an assigned canine. Such compensation shall be at the rate of one and one-half (1 ½) times his premium rate of pay.



ARTICLE 10

COURT TIME

Section 1. Off-duty Court

Employees required to appear off-duty in any court or hearing as a witness for the prosecution or defense, except for personal involvement, shall be paid as follows:

- A. Employees shall be paid at one and one half (1 ½) times the employees premium rate of pay for a minimum one and one half (1 ½) hours and retain any subpoena fee.
- B. Subsequent court or hearing attendance time shall be paid at one and one-half (1 ½) times the employee's premium rate of pay.
- C. Duces tecum subpoenas shall be paid an additional one hour at one and one-half (1 ½) times the employee's premium rate of pay.

Section 2. Jury Duty

Supervisors called to serve on jury duty on a normally scheduled shift shall receive their regular pay as well as all jury pay. Supervisors not selected to serve on the jury shall report back to work when excused.

ARTICLE 11

EDUCATIONAL ASSISTANCE/INCENTIVES

Section 1. Tuition Assistance

It is understood that the City Tuition Assistance Policy is in effect and replaces this article.

Section 2. Educational Incentives:

Employees who hold the following degree as of July 1st of each fiscal year shall receive one of the following lump sum payments on the first payday in August, by separate check:

- Any Officer who has received an Associate degree from an accredited college or University shall receive a sum of \$375.00 per year in addition to his/her annual salary.

- Any Officer who has received a Bachelor degree from an accredited college or University shall receive a sum of \$750.00 per year in addition to his/her annual salary.
- Any Officer who has received a Masters degree from an accredited college or University shall receive a sum of \$900.00 per year in addition to his/her annual salary.
- Any Officer who has received multiple degrees shall only be paid for the highest degree attained.

The degree must be applicable to City Government and be approved by the Department Chief.

ARTICLE 12

UNIFORM, EQUIPMENT, AND CLOTHING ALLOWANCE

Section 1. Issued Equipment

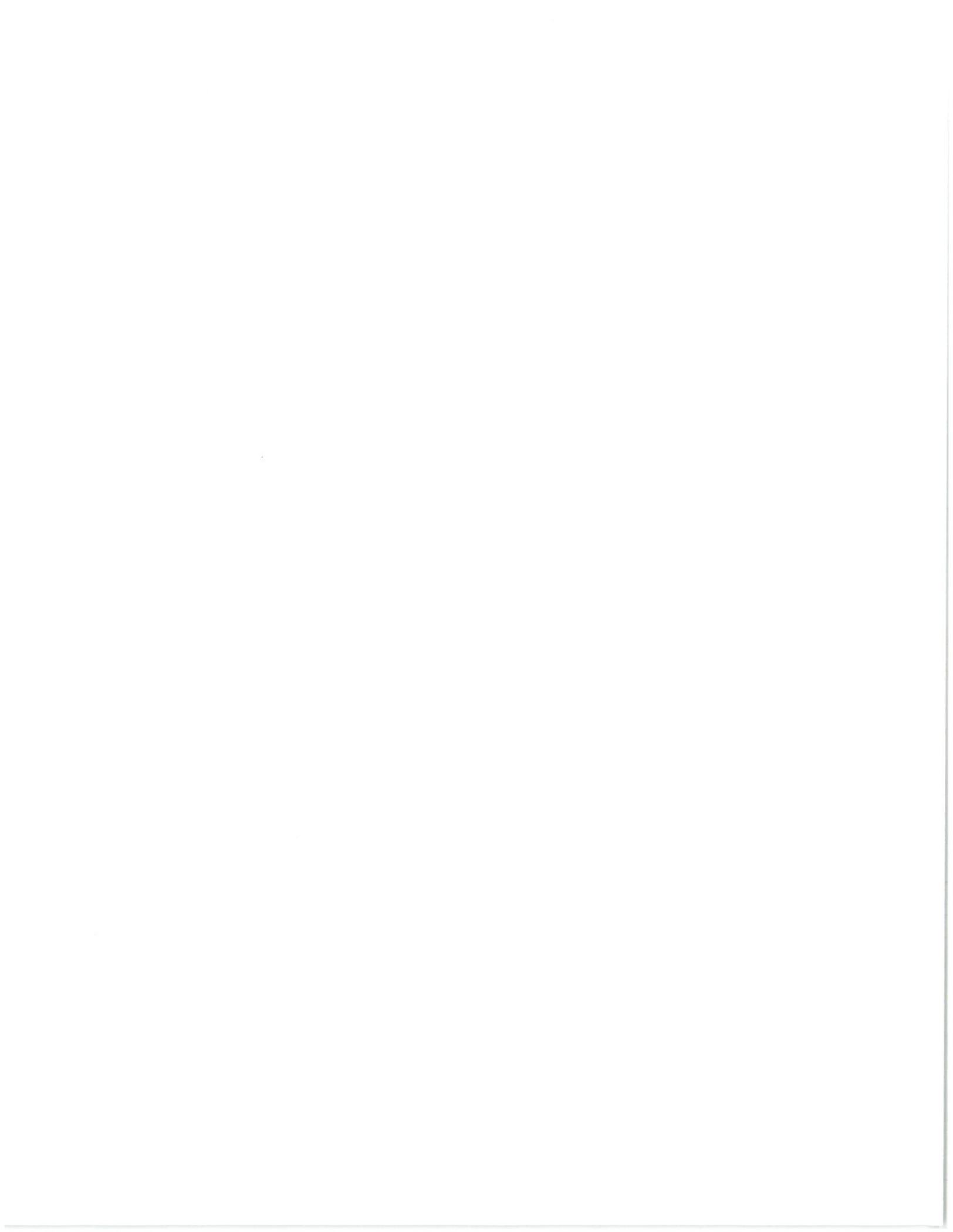
The City shall issue to all peace Supervisors hired after July 1, 2007 the following: one sidearm, three ammunition magazines, duty ammunition, a holster, chemical agents, a basic uniform issue of four (4) summer shirts, four (4) winter shirts, four (4) pairs of pants, one (1) winter jacket, (1) raincoat and lockers. At the officer's request, Detention Services Personnel will be issued a combination puncture/ballistic resistant vest, and Police Services/Municipal Court personnel will be issued a ballistic vest. Vests will be replaced every five (5) years.

Section 2. Clothing Allowance

The City shall provide a semi-annual clothing and footwear allowance to all Supervisors as follows:

December 2011	\$890.00
June 2012	\$915.00
December 2012	\$915.00
June 2013	\$915.00
December 2013	\$915.00
June 2014	\$915.00
December 2014	\$915.00
June 2015	\$915.00

Payment of the clothing allowance shall be by separate check on the first payday on or after June 1 and December 1, and is payment in advance for the next six months of each year.



Section 3. Pro-rated Allowance

All City payments for clothing or maintenance allowances shall not include any deduction for Federal Income Tax or Public Employees Retirement contributions. Supervisors assigned to duty on dates other than the first day of June or December shall receive a pro-rated maintenance or clothing allowance based on semi-annual periods commencing on June 1 and December 1. Adjustments will be made for supervisor transfers and separations.

Section 4. Motor Boots

The City shall provide motor boots required for motor Supervisors as determined by the Department Chief or his designee.

Section 5. Required Equipment

Except as set forth in Section 1, it is understood that a supervisor is required to be equipped with the following at the supervisor's expense:

- A. Handcuffs
- B. Ammunition pouch
- C. Required keys
- D. Leather/nylon equipment
- E. Baton and holder
- F. Wristwatch
- G. Clipboard
- H. Flashlight
- I. Prescription eye glasses or contacts, if needed.

Section 6. Damaged Equipment

If any of the above equipment or clothing is damaged or lost while the officer is acting in his official capacity and if the supervisor is free of negligence, the cost of replacement or repair shall be borne by the City upon the approval of the Department Chief. Replacement cost shall be limited to the value of the standard type equipment presently authorized by the Department with the following exceptions:

For the purpose of replacement or repair: a wristwatch shall have a maximum value of fifty dollars (\$50.00); Prescription eye glasses or contact lenses shall have a maximum value of \$200.00. Should the Workers' Compensation program or personal insurance reimburse the supervisor for the replacement value of the glasses or contacts, the City shall not have any liability to reimburse the supervisor.

Section 7. Equipment Committee

The Department Chief may appoint a three (3) person committee to investigate and determine whether the loss or damage to any equipment/clothing occurred while the plain clothes or uniformed officer was acting in his official capacity and if the officer is free of negligence. If any item is found by the committee to have been lost or damaged while the officer was not acting in his official capacity or through the officer's negligence, the City shall have no liability for replacement or repair. The committee shall make immediate written notification of its findings to the Department Head and the affected officer. The Department Chief or his designee, at their option, may require replaced items to be turned over to the department. It is the prerogative of the department to have any sidearm sent to the factory or authorized gunsmith for determination of its serviceability or ability to be repaired, before replacing it.

ARTICLE 13

COPIES OF AGREEMENT

The City and the Association agree to each pay one-half (½) of the cost of printing copies of this Agreement in booklet form as needed. The Association shall also pay 100% of the cost of printing the NLVPSA Constitution and Bylaws.

ARTICLE 14

PUBLIC EMPLOYEES RETIREMENT SYSTEM

All employees shall participate in the Public Employees Retirement System of the State of Nevada in accordance with NRS 286. Payment of the supervisor's portion of the contributions shall be made in lieu of equivalent basic salary increases or cost of living increases or both. The City will give thirty (30) days notification of projected PERS increases to peace Supervisors.

ARTICLE 15

INSURANCE AND DISABILITY

Section 1. Life

The City shall provide twenty thousand dollars (\$20,000) life insurance protection with double indemnity for the accidental death of a supervisor of the bargaining unit.

Section 2. Medical Benefits

- A. The City shall provide a health benefit program which is identical to the plan in force for the City Elected, Appointed and Confidential employees (medical, dental, vision, and cafeteria plan). The City shall pay 100% of the premium cost for medical, dental and vision coverage for peace Supervisors and their eligible dependants.
- B. If an employee's spouse is also employed by the City, the City shall pay 100% of the premium cost for one (1) employee only. The employees affected shall have the choice of which employee shall be deemed the primary insured. An employee who is deemed to be the dependant shall enjoy the same benefits as if they were the primary insured.
- C. Current and future retirees of the North Las Vegas Police Supervisors Association will be afforded the opportunity to remain in the health benefit program at the same premium cost that the City pays for active members of the Association.

Section 3. Payment

No health benefits shall be paid after an employee is on thirty (30) calendar day no pay status, except for FMLA situations.

Section 4. Indemnify

The Association agrees to indemnify and hold the City harmless against any and all claims, suits, orders or judgments brought or issued against the Association as a result of any action taken or not taken by the Association with respect to authorized deductions for coverage in excess of that provided in Section 3 of this Article.

Section 5. Self-Insurance (Workers' Compensation)

- A. All peace Supervisors are to be covered by the provisions of the Nevada Industrial Insurance Act, the Nevada Occupational Diseases Act, and the Occupational Safety and Health Act.
- B. A supervisor injured on the job and determined by the primary physician to be temporarily totally disabled shall be placed on industrial insurance. Commencing on the first day post injury, the City will pay to the supervisor an amount equal to the difference between the insurance compensation received and 100% of the peace officer's premium wages until the supervisor is released to the Temporary Work Assignment Program, the primary physician gives permanent restrictions, or an independent medical evaluation determines the supervisor is capable of returning to work.

- C. A supervisor injured on the job may be employed in a Temporary Work Assignment within the City. The primary physician shall determine the duties and number of hours per day the supervisor is able to perform. The number of hours specified by the primary physician shall be considered a "work day" and the peace officer shall be paid one hundred percent (100%) of his current pay grade for each day worked.
- D. While temporarily totally disabled, the ambulatory supervisor is required to submit a completed form and report in person to the Workers' Compensation Division of the Human Resources Department on a weekly basis. If a supervisor is physically unable to report in person, special arrangements will be made by the Worker's Compensation Division. The supervisor is not to leave the geographical area without the approval of the Department Chief or designee.

Section 6. Liability

The City shall provide liability insurance protection for each supervisor of the bargaining unit through a contract for insurance or a self-insurance fund to cover incidents occurring while in the performance of official duties pursuant to applicable law, except punitive damages.

Section 7. Retiree Medical

The City may establish a program for the purpose of providing funding for health insurance coverage for retirees of the Association. The fund must be actuarial sound to provide a level benefit to participants. The fund may be funded by contributions from available benefits (i.e., annual leave, sick leave, etc.) Other City benefits may integrate with the retiree insurance fund to add more value to the program.

The City and Association will work jointly to establish a program.

ARTICLE 16

SENIORITY

Section 1. Seniority List

In September of each year, the City shall provide the Association with a current seniority list indicating City seniority and classification seniority of the peace Supervisors covered by this contract. The Department Chief shall provide the Association notice of any change of a supervisor's classification and the effective date, and forward same to the Human Resources Department to be entered on the seniority list provided by the City.

Section 2. Computing Seniority

City seniority and classification seniority shall be computed as follows:

- A. City seniority shall commence with the original date of hire and shall be adjusted by subtracting all time between any termination and rehire when the supervisor was not employed by the City.
- B. Classification seniority shall commence on the most recent date of appointment or promotion to such classification.
 1. For purposes of determining seniority between Supervisors within the same pay grade classification who transfer positions between Detention Services, Police Services or Municipal Court, the date of entry into new position will determine seniority.
 2. For purposes of determining seniority, within a pay grade classification, date of entry into the pay grade classification determines seniority. If two (2) or more persons are hired or promoted to the same pay grade classification on the same date, the person whose numerical score is highest on the eligibility list from which the selection was made shall be deemed senior. If there is no eligibility list, seniority in the previously held pay grade classification shall be the determining factor. If the above considerations fail to determine seniority, the supervisor with the earliest date of hire shall be deemed senior. Seniority for lateral transfers shall be determined by date and time of application.
- C. City seniority and classification seniority shall not accrue to any supervisor who is on a no-pay leave of absence after the first thirty calendar (30) days of that leave of absence, except for FMLA situations.
- D. For competition within classification for seniority, a supervisor who has been demoted to a previously held classification shall have all time spent in and above that classification counted toward his seniority.
- E. Failure to protest supervisor's seniority date shown on the seniority list prior to January 1 of each year shall be considered confirmation of supervisor's seniority as listed.

Section 3. Use of Seniority

Classification seniority shall prevail in scheduling annual leave, holiday leave, days off, and shift preference, subject to availability as determined by the Department Chief.

- A. Shift bids shall begin December 1st and shall be completed by January 15, based on classification seniority, and peace Supervisors shall receive new

assignments, if any, beginning the second pay period in February of each year. At the completion of the initial shift selection, a supervisor's selected shift preference cannot be changed by the supervisor for a period of one year unless good cause is shown and approval given by the Department Chief. Transfer requests between area commands will be submitted in writing, through the chain of command from September 1st through October 15th of each year and approval will be at the discretion of the Chief of Police or designee. Any approved transfer request will be implemented at the implementation of shift bid.

B. Seniority shall be considered exercised when a supervisor uses it to secure the following:

- Annual leave request of four (4) or more consecutive days of accrued annual leave, holiday leave, or combination of both.
- Holiday leave request of three (3) or fewer consecutive days of accrued annual, holiday, or combination of both.

Peace Supervisors must submit leave requests 30 calendar days prior to the beginning of the requested leave to secure their seniority rights. The beginning of the leave shall be on the first day of leave taken.

The exercising of Seniority shall be allowed only on one occasion for Annual leave and one occasion for Holiday leave during a one year period beginning the second pay period in February of each year.

Annual leave requests shall have priority over Holiday leave requests.

C. The following only applies to the Detention Supervisors:

1. Thirty (30) days prior to the commencement of the annual leave bid, the department shall provide a written notice of bid guidelines (rules) to all Supervisors in the Detention Services.
2. Beginning December 1st Supervisors will be allowed to make their "first picks", based on seniority, for annual leave. They must take a minimum of four (4) consecutive days of annual leave, holiday leave, or combination of both, but no more than the maximum accrual of annual leave for that year. The officer may elect to split this pick into two separate periods of leave. These two periods of leave will be a minimum of one week each. This bid phase shall be completed by January 30th.
3. Subsequent requests for leave can only be made after everyone has received their "first pick" selection. Supervisors must submit leave requests three weeks prior to the beginning of the requested leave. These requests will be considered on a "first come, first approved" basis and

without regard to seniority. Subsequent requests will be responded to within eight calendar days of submission.

ARTICLE 17

PROMOTIONS

Section 1. Promotions

- A. To be eligible to take a promotional examination for an eligibility list, an applicant must meet the minimum requirements by no later than the filing deadline in the year given. The promotional eligibility list shall be effective for one year from the date the list is approved, unless extended.
- B. All promotional vacancies within the bargaining unit shall be filled by promotion from within each of the Departments and shall be made from the current certified promotional eligibility list.
- C. Promotional examinations for Police Supervisors shall be held in April of each year unless the promotional eligibility list is extended. Municipal Court and Detention Supervisors promotional examinations shall be held in October of each year, unless the promotional eligibility list is extended. If applicable, bibliographies shall be posted a minimum of ninety (90) days in advance of the Request to Compete deadline contained in the notice. As outlined in Article 2, Management Rights, the City has the right to determine qualifications provided it shall be done fairly and in good faith. Selection process may include, but not be limited to written, oral, or practical performance tests, administrative evaluations (including experience) or any combination of the aforementioned at the sole discretion of the City.
- D. Promotional lists shall be certified, approved and published by the Director of Human Resources within ten (10) working days after conclusion of appeals.
- E. The promotional list that is established shall be maintained by the Human Resources Department and a copy shall be furnished to the Association upon publication of the list.

Comment [rs2]: Deleted "Detective" reference

Section 2. Examination Procedures

- A. Examinations shall be obtained from the best known external source.
- B. All North Las Vegas peace Supervisors who meet the minimum requirements for a posted position within the bargaining unit shall submit to Human Resources a "Request to Compete" and resume in accordance with the job announcement.

- C. If one examination is given, that score shall constitute 100% of the total score. If two or more examinations are given, the scores shall be proportionate. The City will determine the weights (percentages) to be used for each phase of testing. Minimum passing score shall be 70%.
- D. An oral examination panel shall consist of one individual of equal rank and two individuals of equal or greater rank to the position being tested.
- E. Determination of ranking, if identical scores are achieved, will be made in the following order:
 - 1. Seniority within classification.
 - 2. City seniority.
 - 3. Human Resource's date/time stamp on the completed Request to Compete packet when returned.

Section 3. Appeals Procedures

- A. An examinee must have a score of 65% or higher to appeal.
- B. Examination scores may only be changed through the examination appeal process, or to correct mathematical errors. Any appeals to the written examination shall be in accordance with the appeals policies of the Director of Human Resources and vendor, if applicable.
- C. Appeals of written examinations shall be made in writing stating the reason for the appeal and identifying the bibliography source. The Director of Human Resources shall process and decide the appeal. The decision of the Director of Human Resources shall be final and binding.
- D. Written challenges to promotional testing panel examinations shall be restricted to questions that were asked by the board, or practical exercises administered that are outside the scope of the position or are not relevant to the duties of position being tested. In the event an supervisor's challenge is sustained, the Director of Human Resources may deny or grant the appeal, by disqualifying the board member who asked the improper question or had prior detrimental contact with the examinee from grading the appellant's oral examination. In such case, the scores of the other board members shall be averaged to give the appellant an average score for the oral examination.
- E. A Union officer shall have access to the tape recording of the promotional testing panel proceedings.
- F. Promotional testing panel shall mean any promotional testing panel convened to give an examination other than written examinations for the purpose of establishing a promotional eligibility list.

Section 4. Promotions to Unclassified Positions

For any employee who is appointed to an unclassified position whose classification before promotion was covered by the Supervisor's Association Agreement, the following shall apply:

A. Voluntary Request to Return to Classified Service

1. A supervisor may request to return to a position previously held. If the previously held position is not vacant at the time transfer request is approved, the supervisor may be returned to the highest vacancy previously held at the highest level of salary of that position in accordance with the peace officer's seniority. Return of a supervisor to classified service shall be at the discretion of the Department Chief.
2. Should the supervisor not return to the highest level previously held as outlined above, future promotions must be accomplished as a result of the promotional testing process outlined in this Article.
3. Time spent in the appointed position will be credited to the supervisor as if the supervisor had never left the classified service, i.e., seniority and leave accrual. However, compensable sick leave for time spent in the unclassified position shall be made in accordance with the City ordinance governing the appointed classification at the time of transfer.

B. Return to Classified Service Upon Removal From Unclassified (Appointed) Position

1. A supervisor who is terminated shall have no right of return to the classified service.
2. A supervisor who is removed from an unclassified position for reasons other than cause shall be returned to the supervisor's former position in the bargaining unit.
3. Time spent in the appointed position will be credited to the supervisor as if the supervisor had never left the classified service, i.e., seniority and leave accrual. However, compensable sick leave for time spent in the unclassified position shall be made in accordance with the City ordinance governing the appointed classification at the time of transfer.

ARTICLE 18

REDUCTION IN FORCE

Reduction in force shall be based on seniority in classification as determined by the seniority article, performance being equal. Starting with those persons in the highest classification in which a reduction in force is taking place, persons in each classification shall compete on the basis of seniority in classification, with the demotion or layoff of the least senior. Any person so demoted shall be demoted to the next lower classification held prior to promotion.

Upon demotion to the previously held classification, the employee shall be placed at the level of wages and benefits the supervisor would be receiving had the employee not been promoted to the higher classification.

ARTICLE 19

LEAVE TIME

All leave requests shall be submitted via chain of command and are subject to the approval of the Department Chief or his designee.

In the event of a supervisor's death, compensation for any unused accrued leave will be paid to the person listed as beneficiary in the City provided life insurance policy.

Section 1. HOLIDAYS

Each supervisor shall receive the following holidays during each calendar year in accordance with NRS 236:

January 1 (New Year's Day)
Third Monday in January (Martin Luther King, Jr.'s Birthday)
Third Monday in February (Presidents' Day)
Last Monday in May (Memorial Day)
July 4 (Independence Day)
First Monday in September (Labor Day)
Last Friday in October (Nevada Day)
November 11 (Veteran's Day)
Fourth Thursday in November (Thanksgiving Day)
Friday following the fourth Thursday in November (Family Day)
December 25 (Christmas Day)

Any day that may be designated by the President of the United States or by the State Legislature for public fast, thanksgiving or as a legal holiday except for any Presidential appointment of the fourth Monday in October as Veterans' Day.

In Addition to the above Holidays, each supervisor shall receive their Birthday as an additional Holiday. (February 29 will be observed on February 28)

If the employee's birthday falls on a designated holiday, then the day following the designated holiday will be observed as his/her respective birthday.

If January 1, July 4, October 31, November 11 or December 25 falls upon a:

1. Sunday, the Monday following must be observed as a legal holiday.
 2. Saturday, the Friday preceding must be observed as a legal holiday.
- A. The term referred to as "holiday" is defined as the declared holiday in accordance with NRS 236. No other calendar day (celebrated day) shall be considered as a legal holiday, except the day nationally designated as Columbus Day, which shall be recognized as an additional holiday.
 - B. In accordance with NAC 284.526(2), a supervisor working other than a standard (5-day) workweek is entitled to the same number of paid holidays as an supervisor working the equivalent (but other than 5-day) standard workweek. For example: January 1 falls on a Saturday; therefore, the preceding Friday shall be the day for which the supervisor shall receive a holiday; and December 25 falls on a Sunday; therefore, the following Monday shall be the date for which the employee shall receive a holiday.
 - C. Holidays which fall on a supervisor's scheduled day off shall accrue. If a holiday falls on a leave day, annual or sick, that day shall be charged to the holiday leave bank.
 - D. When a supervisor is required to work on a holiday he shall be compensated in that pay period at one and one-half (1-1/2) times his current rate of pay.
 - E. Peace Supervisors shall elect to be paid either semi-annually for holidays or to accrue them. Such election may be changed by notifying the Payroll Department in writing ninety (90) days in advance of the pay period which the holidays are to be paid. In the second pay periods of February and August peace Supervisors who elected to be paid shall be compensated for all accrued holidays, and peace Supervisors who elected to accrue shall be compensated for all holiday time accrued in excess of one hundred fifty (150) hours. Payments for holiday pay shall be provided by separate check and shall include any deductions for Federal Income Tax but not public peace Supervisors retirement contributions.
 - E. To maintain the efficient operation of the department, the Department Chief, or his designee, shall determine who works on a holiday.

Section 2. ANNUAL LEAVE

Annual leave is provided to peace Supervisors for the purpose of rest and relaxation from their duties and for attending to personal business. Approved absences not specifically covered by other provisions of this contract may be chargeable to annual leave to the extent it has been accrued, subject to the approval of the Department Chief or his designee. If the City denies a leave request due to personnel limitations, and the supervisor is at the maximum accrual, or shall reach the maximum during the requested leave period, the City shall pay the supervisor for the lost accrual at premium pay for a maximum of two pay periods. The second annual leave request must be granted and commence within two pay periods of the requested time period.

- A. Annual leave of qualified peace Supervisors shall be commensurate with the wishes of the supervisor and consistent with the efficient operation of the City.
- B. Annual leave requests must be approved in advance of taking leave in accordance with the seniority provisions of Article 16 and the department rules and regulations.
- C. All peace Supervisors shall commence to accrue annual leave upon their date of hire. Accrual will be reflected on each pay receipt.
- D. The following table, based on a four (4) day, forty (40) hour workweek, shall apply for accrual and maximum allowable annual leave and shall be based on date of hire, or adjusted service date.

<u>Length of Service</u>	<u>Accrued Hours/Year</u>	<u>Maximum Leave Hours</u>
0 - 120 Months	120 hours	280
121 - 240 Months	160 hours	360
241 - & Over	200 hours	440

- E. In exceptional circumstances, employees with one (1) or more years of service may be advanced leave subject to the approval of the City Manager.
- F. A supervisor who has taken advance annual leave beyond that accrued at the time of termination shall make restitution for such leave either by deduction from any amount owed him by the City or by cash refund.

Section 3. SICK LEAVE

All peace Supervisors who are incapacitated from the performance of their duties by illness or injury, or whose attendance is prevented by public health requirements, may

be granted sick leave with pay. The City and the Association agree to abide by the Family and Medical Leave Act (FMLA) as set forth in City policy.

Annual leave shall not be used in place of sick leave, unless approved by the Department Chief or designee.

Supervisors may also be granted sick leave with pay for any illness or death of a family member of the supervisor or the supervisor's spouse which occurs in the immediate family (immediate family defined as spouse, child, father, mother, grandparent, brother, sister, step, adopted or foster relationships).

- A. Sick leave with pay will be granted only to those peace Supervisors who have been employed on a full time basis for a period of two (2) consecutive months.
- B. Abuse of these provisions is cause for disciplinary action. The Department Chief or designee reserves the right to require a doctor's certificate for any period of illness.
- C. Sick leave shall accrue to each supervisor at the rate of 4.61538 hours per pay period, based on a forty (40) hour workweek. Sick leave shall be charged as used on an hourly basis.
- D. Supervisors with ten (10) years City service whose original hire date is June 30, 1986, or earlier shall be compensated for all unused accumulated sick leave when they are permanently separated from City service (resignation, death, retirement or discharge).
- E. Supervisors with ten (10) years City service whose original hire date is July 1, 1986, or later shall be compensated for one-half ($\frac{1}{2}$) of their unused accumulation of sick leave with a maximum payout of one thousand (1000) hours when they are permanently separated from City service (resignation, death, retirement or discharge).
- F. A supervisor incapacitated beyond the period covered by sick leave may, on the recommendation of the City Manager and approved by the City Council, be granted an advance of additional sick leave with full or partial pay at the employee's base wages plus longevity.
- G. Any gainful employment, pursuit of personal business, recreation, travel for recreation or non-sick leave purposes, or other such activity when a supervisor is on sick leave is considered evidence of abuse of sick leave unless approved in writing by the Department Chief or his designee and is subject to discipline up to and including termination.

- H. A supervisor incapacitated due to an injury that is not work related may, at the option of the City, be employed in other work areas performing physician-approved duties within the City. The supervisor's normal "worksite" will have preference over other assigned areas. The supervisor shall be paid eighty-five percent (85%) of the supervisor's current wages, providing no current employee is laid off as a result of such placement. The supervisor shall have the option of supplementing the remaining fifteen percent (15%) with accrued sick, holiday or annual leave.

Section 4. Sick Leave Sell Back Hours

A supervisor may elect to sell back unused sick hours once annually providing they meet all the following eligibility requirements:

40 Hour Work Week

1. For the purpose of calculating payment of sick leave hours, peace Supervisors must earn and maintain four hundred eighty (480) hours (three (3) months' accrued bank) to be eligible for a sell back. Sell back hours may not reduce the sick bank below the four hundred eighty (480) hour minimum.
2. On the first pay day of November of each year, peace Supervisors with a minimum four hundred eighty hours (480) sick leave bank, may sell back to the City, one half their sick leave accrued in that year at their premium wages. The year will be calculated from October 1 through September 30.

Example: 480 Hours (Minimum sick leave bank)
120 Hours (Accrued per year - assumes zero sick leave usage)
60 Hours (Maximum sell back hours per year)

Annual accrual will be computed as the maximum accrual less hours used. One half of the computation is eligible for sell back.

Example: 480 Hours (Minimum sick leave bank)
120 Hours (Annual accrual)
40 Hours (Sick leave used)
80 Hours (Total accrual that year)
40 Hours (Maximum sell back hours)

3. All sick hours listed above are based on full-time employment.
4. All requests must be submitted each year to the Human Resources Director on a City of North Las Vegas Inter-Office Memorandum during the time frame of October 1st through October 15th.

Section 5. Bereavement Leave

A supervisor will be granted three (3) days as bereavement leave for a death of a peace officer or spouse's immediate family member. An immediate family member of a peace officer or spouse shall be defined as spouse, children (including adopted, step, or foster relationships), father, mother, brother, sister, grandparent or grandchild. One of the three (3) days must be used for attendance of service. Such leave will not be deducted from peace officer's leave bank, however, it is non-accruable and not compensable if unused.

Section 6. Leave of Absence

- A. Paid leave- peace Supervisors may be granted paid leave of absences by utilizing their benefit banks accordingly (i.e., annual leave, holiday and sick leave). Rules are established for each bank as to its use. A supervisor's employment status is designated as a regular supervisor during the paid leave status and all benefits remain in effect during the period.

Requests for paid leave may be denied if inadequate notice is given or staffing levels drop below the standard for normal operation. If a request is denied, an alternate date may be established with proper notice.

- B. Unpaid leave- peace Supervisors who exhaust all leave banks (annual holiday and sick leave) may apply for unpaid leave to remain employed at the city. Requests for unpaid leave must be in writing to the appropriate captain with sufficient notice. The City may grant unpaid leave of absence in thirty (30) day increments. Each incremental period shall be designated as guaranteed, unguaranteed, or denied as follows:

1. Guaranteed allows a supervisor to be absent for up to thirty (30) days on unpaid leave with a guarantee of their job on return.
2. Unguaranteed allows a supervisor to be absent for up to thirty (30) days on unpaid leave with no guarantee that job will be available upon return. If the supervisor has a need to fill the job in the interim, the supervisor will not be allowed to return to his/her current position. In this case, the supervisor may be eligible for any open and competitive position at the city for thirty (30) days, and if unsuccessful, he/she will be terminated from employment.

Periods of leave without pay in excess of thirty (30) calendar days shall not be credited for purpose of:

1. Benefit and compensation accruals, service credit or
2. Completion of probation

Section 7. Military Leave

Supervisors called up to active duty (Mandatory), required to serve in the United States Military, shall be compensated the difference between their military pay and their premium wages. Personnel are required to provide wage documentation from the United States Military. Voluntary military leave time will be charged to annual leave and subject to the provisions of annual leave.

Section 8. Leave Pay Upon Separation

Upon separation of employment all accrued leave shall be paid at the supervisor's premium wages, if the supervisor is eligible to receive such pay. Upon separation, the supervisor may elect to receive such pay in annual installments not to exceed three (3) years based on approval of the Finance Director. The annual installments will be paid in the first pay period in February.

ARTICLE 20

RULES AND REGULATIONS

Section 1. Rules and Regulations vs. Contract

The City and the Association agree that the applicable departmental Rules and Regulations do not change or delete the Articles of this contract. The Department Chief shall be responsible for providing peace officers with current copies of Rules and Regulations, Policies and Procedures, Civil Service Ordinances, and other Department manuals which affect the supervisor.

Section 2. Rules and Mandatory Bargaining

City and the Association further recognize that the matters covered by departmental Rules and Regulations include matters which are and are not subject to mandatory bargaining under the provisions of Nevada Revised Statutes 288. The City and the Association also recognize that these Rules and Regulations are subject to change by the Department Chief, provided however, that any changes shall not affect subjects of mandatory bargaining without prior negotiations.

ARTICLE 21

OCCUPATIONAL HEALTH AND SAFETY

Section 1. Member on Committee

The Association shall appoint one (1) member from the bargaining unit to the City's Safety Committee. This committee shall meet at least once each month and discuss safety and health conditions.

Section 2. Safety Coordinator

The Department Chiefs shall appoint respective Safety Coordinators who shall represent the Department Chief. The appointed Safety Coordinator shall be responsible for duties as defined in the City Safety Manual.

Section 3. Attendance of Meetings

Safety Committee members shall be allowed to attend committee meetings while on duty jointly with management, and attend any inspection or investigation of safety or health problems in the City.

Section 4. Responsibilities

The City's Safety Committee shall be responsible for:

- A. Detailed investigations into any death or injury to determine the fundamental cause by reviewing and analyzing all injury reports.
- B. Recommending rules and procedures for the promotion of health and safety of departmental employees.
- C. Making periodic inspections of the department no less than once each ninety (90) days.
- D. Making recommendations for the correction of unsafe or harmful work conditions, unsafe equipment and procedures. All recommendations shall include a target date for abatement of hazardous conditions or procedures.
- E. Keeping a summary of all committee meetings and preparation of a written report for review by any employee.
- F. Maintaining a record log of injuries which shall be made available on request of the Safety Committee members.

ARTICLE 22

POLICE SUPERVISORS' BILL OF RIGHTS

Section 1. Name of Document

This is known and may be cited as the Peace Supervisors' Procedural Bill of Rights. Except as expressly modified or restricted by a specific provision of this agreement, all statutory provisions in NRS 289 (Peace Supervisors Bill of Rights) are retained and exclusively vested.

Section 2. Persons Covered

For purposes of this Bill of Rights, all Peace Supervisors are covered.

Section 3. Political Activity

Except as otherwise provided by law, or whenever on duty or in uniform, no supervisor shall be coerced or required to engage in political activity. However, if any supervisor desires he may engage in political activity when off duty and out of uniform.

Section 4. Investigation and Interrogation

Any computations of time requirements set forth in this Article which refer to "working days" shall be computed on the basis of a four (4) day work week Monday through Thursday for the Police Department and Tuesday through Friday for Municipal court.

This section shall not apply to contact with a supervisor such as counseling, instruction or informal verbal or written admonishment, which is to be placed in the officer's administrative file. When, for any reason, any supervisor has been given written or verbal notice of an investigation or that he is subject to interrogation which could lead to disciplinary action, demotion, dismissal, transfer, or administrative charges, such investigations or interrogation shall be subject to the following conditions:

If the Supervisor under interrogation is likely to be placed under arrest as a result of the interrogation, he shall be completely informed of all his rights prior to the commencement of the interrogation.

- A. No formal proceeding which has authority to penalize a supervisor may be brought except upon a signed complaint.
- B. The supervisor under investigation shall be informed of the nature of the investigation as soon as practical, but no longer than eight (8) working days after the complaint is signed. We agree that extenuating circumstances may prevail and the notification may be delayed. However, the Department and the City shall provide notice to the officer in accordance with NRS 289.060.

- C. Prior to an interrogation, the supervisor under investigation shall be informed of at a minimum; the identity and authority of the person conducting the investigation; the interrogating Supervisors and all other persons to be present during the interrogation, as well as the name of the person making the accusation to the extent such disclosure is permitted by law. All rights guaranteed by NRS 289.060 and/or 289.080 shall apply.
- D. The notification memo that asks the person to schedule an appointment with the investigator will inform that person to have the Association representative make the appointment, if they want a representative. The appointment shall be made within four (4) working days of receipt of said notice. The interrogation shall be conducted at a time when the supervisor is on duty, unless the seriousness of the investigation dictates otherwise. However, no administrative interview or interrogations, in which the officer could receive punitive action, shall be conducted without, at least forty-eight (48) hours notice. If the supervisor is on a non-paid status, he shall receive call back pay; if under administrative leave with pay, no additional compensation shall be paid unless the Supervisor is required to be interviewed or interrogated outside of his administratively modified shift hours; is interrogated for a period of time which would extend beyond his assigned shift (10 hours); or would require travel which would extend beyond his assigned shift (10 hours).
- E. The interrogation session shall be for a reasonable period of time, taking into consideration the gravity and complexity of the issue being investigated. During the interview/interrogation, the officer and his representative shall be allowed breaks to confer with his representative or counsel, if reasonable and requested by the officer. All rights guaranteed by NRS 289.060 and/or 289.080 shall apply.
- F. The supervisor under interrogation shall not be subjected to offensive language or threatened with transfer or disciplinary action, or loss of his job. No promise of award shall be made as an inducement to answering any question. The City shall not willfully subject the supervisor under investigation to visits by the press or news media nor release the supervisor's home address or photograph to the press or news media without his express consent.
- G. The complete interrogation of a supervisor shall be recorded and there shall be no unrecorded questions or statements. The tape recording of the interrogation and all other taped interviews relevant to the case shall be made available to the supervisor to review in the presence of one of the interrogating Supervisors. The peace officer shall be entitled to a copy of such tape. If transcription of a recording is made of any interrogation or interview relevant to the case, the supervisor shall be provided a copy. If no transcription is made, the cost to transcribe shall be borne by the supervisor. The supervisor shall also have right to bring his own recorder and record any and all aspects of the interrogation.

- H. When an investigation is deemed completed the Department Chief, or his designee will set a date for a mitigation hearing, which will afford the affected supervisor an opportunity to present a statement and any exculpatory and/or mitigating evidence. Following the mitigation hearing, the Department Chief or his designee has eight (8) working days to impose discipline against the officer. Upon mutual agreement between the officer, his PSA representative and the Department Chief, the date of imposition of discipline may be extended.
- I. Any investigation conducted upon a supervisor will be done in accordance with the provisions of NRS 289 and the collective bargaining agreement
- J. If the Supervisor under interrogation is likely to be placed under arrest as a result of the interrogation, he shall be completely informed of all his rights prior to the commencement of the interrogation.

Section 5. Exercise of Constitutional Rights

No supervisor shall be discharged, disciplined, demoted, transferred, denied promotion, reassigned, or otherwise be discriminated against in regard to his employment, or be threatened with any such treatment, by reason of his lawful exercise of his constitutional rights, the rights granted under this bill of rights or the exercise of any rights under any existing administrative procedure.

Section 6. Recorded Information

No adverse comments shall be placed in a supervisor's personnel file or other place of record unless the supervisor has been afforded an opportunity to read and sign the comments. Should the supervisor refuse to sign the comments after reading them, a witness shall document that the officer was provided the opportunity to read and sign the comments but refused to do so, and the comments shall be entered into the personnel file. (See NRS 289.040)

Section 7. Written Response

A supervisor shall have thirty (30) calendar days to file a written response to any adverse comment entered in his personnel file. Such written response shall be attached to and shall accompany the adverse comment.

Section 8. Notification

Whenever there is a personnel action against a peach officer, such supervisor shall be notified in writing of the action and the reasons for it. The notification shall be given within eight (8) working days after the disciplinary hearing.

Every thirty (30) calendar days after any formal complaint is received against an officer, he shall be notified in writing by the Department Chief or his designee of the status of the complaint.

Section 9. Polygraph Examination

The provisions of N.R.S. Chapter 289.070, 289.050 will be followed in reference to polygraph examinations and any other truth verification devices.

Section 10. Disclosure

For the purposes of job assignment or other personnel actions, a supervisor shall not be required or requested to disclose any item of his property, income, assets, source of income, debts, or personal, or domestic expenditures (including those of any member of his family or household). Such information may be obtained under proper legal procedure, when there is a reasonable belief that the information would tend to indicate a conflict of interest with respect to performance of his official duties. Such information may also be requested or required by the City to ascertain the desirability of assigning the supervisor to a special unit in which there is a strong possibility that bribes or other improper inducements may be offered.

Section 11. Exclusionary Rule

NRS 289.085 applies

Section 12. Judicial Relief

NRS 289.120 applies

Section 13. Investigation Concerning Alleged Criminal Activities

NRS 289.090 applies

ARTICLE 23

GRIEVANCE AND ARBITRATION PROCEDURE

Section 1. General

- A. A grievance is defined as a complaint regarding working conditions, wages, benefits, departmental rules and regulations or interpretation and application of this Agreement.
- B. The procedures set forth in this Article shall be the exclusive remedy for any dispute or complaint that is defined as a grievance hereunder.

- C. Any computations of time requirements set forth in this Article, which refer to "working days" shall be computed on the basis of a four (4) day work week Monday through Thursday for the Police Department and Tuesday through Friday for Municipal court.
- D. Grievances not filed or submitted within the time limits set forth below shall be rendered invalid and not subject to this grievance and arbitration process.
- E. A grievance may be advanced to any step in the grievance and arbitration procedure if the parties jointly so agree.
- F. The Association recognizes its responsibility as bargaining agent and agrees to fairly represent all peace Supervisors in the bargaining unit. The City recognizes the right of the Association to charge non-Association members of the bargaining unit a reasonable service fee for representation in appeals, grievances and hearings.
- G. If an employee wants to file a grievance, he/she must start the process as outlined in Section 3, Step 1. It is expressly understood and agreed that the grievance resolution system specified in this Article is the only grievance resolution system available to this bargaining unit.

Section 2. Informal Procedure

Prior to submitting a written grievance, the employee may discuss the subject matter with his immediate supervisor or the Department Chief and an Association representative. To file a grievance, the employee has ten (10) working days from the date of the incident, or ten (10) working days from the time the employee had reason to know the circumstances giving rise to the grievance. If the subject matter is not resolved as set forth in this section, the supervisor may proceed to Section 3.

Section 3. Grievance Procedure

Step 1. An employee having a complaint or grievance shall present the signed written grievance to the Association Grievance Committee. If it is determined by the Association Grievance Committee that a grievance does exist, the Association shall, within ten (10) working days present the signed grievance to the Department Chief.

Step 2. The Department Chief shall have ten (10) working days to make a written response to the grievance. Failure on the part of the Department Chief to answer the grievance shall constitute a denial of the relief requested by the employee.

Step 3. Within ten (10) working days after receipt of the Department Chief's response, or lack of response, the Association shall submit the grievance to the City Manager stating the reasons why the Department Chief's reply was not acceptable.

Step 4. Within ten (10) working days after receipt of the grievance, the City Manager or designee shall respond in writing. In the absence of any response, the grievance shall be deemed denied.

Step 5. If a mutually satisfactory settlement cannot be reached between the City Manager or designee and the Association, the Association shall have the right to submit the matter to arbitration. The Association must notify the City Manager of its decision in writing within ten (10) working days from the date of the decision by the City Manager or designee, or within ten (10) working days from the expiration of the period for the City Manager's or designee's response, if none was made.

Section 4. Arbitration Procedure

Step 1. Should the Association submit the grievance for arbitration, the City and the Association shall attempt to select an arbitrator mutually agreed upon from seven names supplied by the Federal Mediation and Conciliation Services. Each party will alternately strike names from the list, with the Association striking the first name. The City and the Association must agree upon an arbitrator or strike names from the list within ten (10) working days. The arbitration shall be conducted under the rules of Federal Mediation and Conciliation Service.

Step 2. The arbitrator shall have no power to add to, subtract from, or modify the terms of this Agreement or department Rules and Regulations, except when Rules conflict with this Agreement. When such a conflict exists, the provisions of this Agreement prevail. The arbitrator shall confine his decision to a determination of the facts (including departmental Rules and Regulations), and an interpretation and application of this Agreement. The arbitrator shall render his decision within thirty (30) calendar days from conclusion of the hearing.

Section 5. Award

The arbitrator's award will be final and binding on the Association and its members, the employee or employees involved, and the City. If the arbitrator shall award back wages covering the period of the employee's separation from the payroll of the City, the amount so awarded shall be less any unemployment compensation received or compensation which the employee would not have earned had the employee not been suspended or terminated.

Section 6. Costs and Fees of Arbitration

- A. The expenses, wages and other compensation of any witnesses called before the arbitrator shall be borne by the party calling such witnesses. Other expenses incurred such as professional services, consultants, preparation of briefs and data to be presented to the arbitrator shall be borne separately by the respective parties.

PROPOSED AMENDMENT TO BYLAW ARTICLE VI—MEMBERSHIP

Section 5. Termination of Membership

- A. Membership in this Association shall cease upon the resignation or dismissal of the member from service in the North Las Vegas Police Department for the North Las Vegas Municipal Court. However, any member who has contested his dismissal pursuant to the appropriate legal channels shall retain his membership until he has exhausted all available channels of appeals. However, these members will not be allowed to vote in Association matters or attend any meeting until their appeal is final.
- B. Thereafter, such member shall have no claim whatsoever upon any fees or to contributions which may have been paid to the Association nor to any benefits of the Association.
- C. Any person not a member of the North Las Vegas Police Supervisors Association shall not be eligible to receive the benefits from the Association.
- D. A member who fails to pay dues or assessments as described in [Article VIII](#), will be considered grounds for that member to be expelled from the union.

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