

A G R E E M E N T

BETWEEN

CITY OF ELKO

AND THE ELKO POLICE OFFICERS PROTECTIVE NEVADA ASSOCIATION
OF PUBLIC SAFETY OFFICERS
SERGEANTS UNIT

JULY 1, 2026 THROUGH JUNE 30, 2029

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ARTICLE 1

PREAMBLE

This Agreement is entered into between the City of Elko, Elko, Nevada, hereinafter referred to as the "City" and the Elko Police Officers Protective Association, **NEVADA ASSOCIATION OF PUBLIC SAFETY OFFICERS**, hereinafter referred to as the "Association". Members of the bargaining unit, employed by the City are covered by this Agreement and are hereinafter referred to as "employees".

It is the intent and purpose of this Agreement to assure sound and mutually beneficial working and economic relationships between the parties hereto and to provide an orderly and peaceful means of resolving any misunderstandings or differences which as set forth in this Agreement.

It is recognized by both the City and Association and the employees that the City is engaged in rendering public services to the general public and that there is an obligation on each party for the continuous rendition and availability of such services.

All employees shall perform loyal and efficient work and service; shall use their influence and best efforts to protect the properties of the City and its service to the public; and shall cooperate in promoting and advancing the welfare of the City and in preserving the continuity of its service to the public at all times.

ARTICLE 2

RECOGNITION AND APPLICATION

- A. The City and the Association recognize that Nevada Revised Statutes ("NRS") §288.140(3) provides that a law enforcement officer may be a member of an employee organization only if such employee organization is composed exclusively of law enforcement officers.
- B. The City and the Association recognize that NRS §288.170.3 provides that a head of a department of a local government, an administrative employee or a supervisory employee must not be a member of the same bargaining unit as the employees under the direction of that department head, administrative employee or supervisory employee. Pursuant to NRS §288.170.6(b) a "supervisory employee" means a supervisory employee described in paragraph (a) of subsection 1 of NRS §288.075.
- C. Accordingly, the City for purposes of this Agreement only recognizes the Association as the collective bargaining agent to negotiate over those mandatory subjects of bargaining, as defined in NRS 288.150(2), set forth in this Agreement for those employees employed in the bargaining unit, regardless of assignment, consisting of the Sergeant classification.

ARTICLE 3

STRIKES AND LOCKOUTS

- A. The Association and the employees covered by this Agreement will not directly or indirectly promote, sponsor, engage in, participate in or against the City, any strike as defined in NRS 288.070 including, but not limited to, a sympathy strike, slow down, interruption of operation, stoppage of work, absence from work upon any pretext or excuse not founded in fact, or any other interruption of the City, regardless of the reason for so doing. Further, the Association will use its best efforts to require all employees covered by this Agreement to comply with this pledge.
- B. The City will not lock out any employees covered by this Agreement during the term of this Agreement as a result of a labor dispute with the Association.

ARTICLE 4

MANAGEMENT RIGHTS

A. The City and the Association agree that the City possesses the sole right to operate the City and all management rights remain with the City. In this context, except as specifically surrendered or limited by express provision of this Agreement, all management rights, powers, authority, functions and prerogatives whether heretofore or hereafter exercised, and regardless of the frequency or infrequency of their exercise, shall remain vested exclusively in the City and therefore not within the scope of mandatory bargaining. It is expressly recognized that these rights include but are not limited to:

1. The right to hire, direct, assign or transfer an employee; provided, that except as set forth in this Agreement, this right to assign or transfer an employee shall not be exercised as a form of discipline.
2. The right to reduce in force or lay off any employee because of lack of work, lack of funds, or for any other legitimate reason; provided however that such right shall be exercised consistent with Article 30, "Lay Off Procedure" of this Agreement.
3. The right to determine:
 - (a) Appropriate staffing levels and work performance standards, except for safety standards, which are unsafe or unhealthy beyond the normal hazards inherent in the positions covered by this agreement;
 - (b) The content of the workday, including without limitation, workload factors, except for safety considerations which are unsafe or unhealthy beyond the normal hazards inherent in the positions covered by this agreement;
 - (c) The quality and quantity of services to be offered to the public; and
 - (d) The means and methods of offering those services.
4. The right to determine the safety of the public.

B. The scope of mandatory bargaining is limited to:

1. Salary or wage rates or other forms of direct monetary compensation.
2. Sick leave.
3. Vacation leave.
4. Holidays.
5. Other paid or nonpaid leaves of absence.
6. Insurance benefits.
7. Total hours of work required of an employee on each workday or workweek.
8. Total number of days' work required of an employee in a work year.
9. Discharge and disciplinary procedures.
10. Recognition clause.
11. The method used to classify employees in the bargaining unit.
12. Protection of employees in the bargaining unit from discrimination because of participation in recognized employee organizations consistent with the provisions of Chapter 288 of NRS.
13. No strike provisions consistent with the provisions of Chapter 288 of NRS.
14. Grievance and arbitration procedures for resolution of disputes relating to interpretation or application of this Agreement.
15. General savings clause.
16. Duration of the Agreement.
17. Safety of the employee.
18. Procedures for reduction in work force.
19. Association dues deduction.
20. Any amendments to those items in Chapter 288 of NRS.

C. Notwithstanding the provisions of any collective bargaining agreement negotiated pursuant to NRS 288.010 et seq., the City is entitled to take whatever actions may be necessary to carry out its responsibilities in situations of emergency such as a riot, military action, natural disaster or civil disorder. Such actions may include the suspension of any collective bargaining agreement for the

duration of the emergency. Any action taken under the provisions of this subsection shall not be construed as a failure to negotiate in good faith.

- D. The provisions of NRS 288.010, et seq. including without limitation the provisions of this Article and NRS 288.150, recognize and declare the ultimate right and responsibility of the City to manage its operation in the most efficient manner consistent with the best interests of all its citizens, its taxpayers and its employees.

ARTICLE 5

HOURS OF WORK

- A. The regular workday shall consist of scheduled work hours per day and the regular pay cycle shall consist of not more than eighty-four (84) hours per pay period. The workweek shall commence at 0001 Sunday and end 2359 Saturday. Except as provided in paragraph B., below, employees who work in excess of their scheduled work hours per day or eighty-four (84) hours per pay period shall be paid one and one-half ($1\frac{1}{2}$) times their straight-time hourly rate for all hours so worked. For the purposes of overtime ($1\frac{1}{2}$ time) calculations, "straight-time hourly rate" shall include Shift Differential and Special Assignment Pay.
- B. Unless otherwise determined by the City in good faith, the work schedules for Patrol Sergeants shall be twelve (12) hour days, not including alternative work schedules already in place, or designated transitional duty assignments. Employees who are assigned to such work schedule and who work in excess of their scheduled work hours per day or per seven (7) day work cycle shall be paid one and one-half ($1\frac{1}{2}$) times their straight-time hourly rate for all hours so worked. For the purposes of overtime ($1\frac{1}{2}$ time) calculations, "straight-time hourly rate" shall include Shift Differential and Special Assignment Pay. The City and the Association agree that the City may claim a "7(K)" (29 USC Section 207(K)) partial overtime exemption pursuant to the Fair Labor Standards Act (FLSA). Therefore, effective July 1, 2014, the City's designated work period for the purposes of calculating FLSA Overtime shall be 168 hours in a twenty-eight (28) day period. The adoption of the "7(K)" partial overtime exemption does not modify the overtime provisions contained in Sections A. and B. of this Article.
1. An employee who desires transitional duty for a non-work related injury, illness, or other medical reason, must make a request to the Police Chief. A letter requesting transitional duty must be submitted and approved by the Police Chief prior to the first day of transitional duty worked.
 2. If transitional duty is available, and it is approved, the schedule shall be determined by the Police Chief and Human Resources Manager, based on the schedule of the department where the light duty work is performed. Lunch will not be paid for transitional duty positions. Unless otherwise

agreed upon, employees on transitional duty shall have weekends and holidays off. Previous work schedule is not in place while on non-work related transitional duty. Compensatory time or annual leave may be converted at employee discretion, to reach 84-hour schedule, for those employees working 84-hour schedule.

- C. Unless otherwise determined by the City in good faith, the work schedules for Detective Sergeants, shall be four (4) 10-hour work days. The workweek shall commence at 00.01 on the first scheduled workday and end 23.59 on the seventh day. Detective Sergeants who are required to work on a scheduled holiday will receive 1½ times the base hourly rate of pay for all hours worked plus their scheduled work hours. Detective Sergeants who are on their scheduled day off on a holiday will receive another paid day off for that holiday in succession with the regular scheduled days off.
- D. Those officers assigned to special assignment duties as (i.e. ECNU, SRO), may work hours other than those of patrol or detectives upon the needs of that specialty assignment. The commanders of those units are allowed the latitude to “flex” hours as needed not to exceed 40 hours per week or 80 hours pay period while allowing officers to work four (4) 10-hour days or five (5) 8-hour days; as well as varying the hours during the day to be worked (i.e. days, swing, graves, or a combination of shift hours during the course of a continuous 8-hour day). Requests for “flexes” outside of the above described flexible scheduling of any shift for any officer within the same pay period, may be granted upon approval of the employee’s supervisor, in addition to a written document signed by all involved officers of the “flex” schedule being adopted.
- E. Modifications to the work schedule will be discussed with the Association, prior to implementing the change.
- F. With the consent of the employee, the Police Chief or his designee may alter the work schedules and shifts of employees to accommodate multi-day training seminars. During the training seminars, employees may be assigned to work shifts which are consistent with the class times for the seminars. Training time shall only be considered as compensable hours of work if it is required by the City and mandated as compensable under the Fair Labor Standards Act and its related regulations. An Employee’s compensation shall not be reduced as a result of his or her participation in training, even if the hours worked during the 14-day pay period are less than the employee’s

regularly scheduled hours during the pay period.

- G. Any hours of work or training officially ordered in excess of the employee's basic work period shall constitute overtime and shall be paid on a time-and-one-half basis.
- H. In accordance with 29 C.F.R. 785.39, FLSA Regulations, and the Portal to Portal Act, if an employee is traveling away from home for work-related purposes, the employee will be compensated if the time of travel occurs during their regularly scheduled work hours. Travel time as a passenger on an airplane, train, boat, bus, or automobile, is not compensable if it occurs outside the employee's regular work hours. If the employee is a driver of a vehicle traveling away from home for work-related purposes, the travel time is compensable regardless of the day of the week.

ARTICLE 6

NON-DISCRIMINATION

- A. The City and the Association will continue their policy not to interfere with, or discriminate against, any employee because of membership or non-membership in the Association, or because the employee engages in or refrains from engaging in any activity protected by NRS 288.010 et seq.
- B. The Association recognizes its responsibilities as the exclusive bargaining agent and agrees to represent all employees in the bargaining unit without discrimination, interference, restraint or coercion.
- C. The provisions of the Agreement shall be applied to all employees in the bargaining unit without any discrimination consistent with federal and Nevada law as to age, sex, sexual orientation, marital status, race, color, religion, national origin. The Association shall share equally with the City the responsibility for applying this provision of the Agreement.
- D. The use of the masculine pronoun with respect to employees shall refer to both male and female employees.

ARTICLE 7

ANNUAL LEAVE

- A. Definitions: The term "Continuous Service" shall be that service commencing with appointment to a position with the City and continuing until resignation or termination. The term "Actual Service" shall mean the number of days actually worked on the job; provided however, that employees absent from work because of sickness for which sick leave is paid, annual leave with pay, schedule adjustment due to training and/or shift changes, injury or illness incurred in the City service or temporary military duty shall be deemed actual service. The term "day" is defined as the number of hours a represented employee normally is assigned to work on a regularly scheduled workday.
- B. Qualifying Period: New hire probationary employees shall not accrue annual leave until after s/he has been employed six (6) full months of continuous regular employment. At the completion of six (6) full months of continuous service, an employee will be credited with 84 hours annual leave. Time off within the first six months is without pay.
- C. A regular, full time employee will be granted annual leave benefits as follows:
- From 7-60 months continuous service: 14 hours per month
of actual service to a maximum accumulation of 252 hours.
- 61 - 180 months continuous service: 16 hours per month
of actual service to a maximum accumulation of 294 hours.
- 181 or more months continuous service: 17 hours per month
of actual service to a maximum accumulation of 320 hours.
- D. Annual leave may not be accumulated above the maximum. Employees with scheduled annual leave who are unable to take their leave due to cancellation by the Police Chief, because of scheduling needs or due to a subpoena to testify in court shall be entitled to straight time pay or compensatory time, at the employee's discretion, equal to the amount of annual leave which would be lost because of the maximum accumulation of leave set forth herein. Employees requesting such compensation shall make an application therefore within ten (10) days of the canceled annual leave to the Police Chief.
- E. Approval of Annual Leave: Choice of annual leave dates shall be granted whenever practical, but the operation requirements of the City as determined by the Police Chief, shall prevail. Except as

provided above, when more than one employee, on the same day, requests the same vacation schedule than can be spared, preference will be granted based on seniority in classification. If an employee is requesting to take two (2) consecutive days or less, of annual leave, s/he must submit written notice of the annual leave request prior to the start of the scheduled shift s/he intends to use annual leave for, and prior approval must be granted by the immediate supervisor. In the event the employee is not able to submit a written request prior to the start of the intended missed shift, a verbal request may be accepted upon approval of the immediate supervisor, followed by documentation of leave dates and granted approval. If an employee is requesting to take more than two (2) consecutive days of annual leave, the written request should be submitted no later than seven (7) consecutive calendar days before the employee wishes to take the vacation time.

- F. Resignation and/or Retirement: A person who retires under the provisions of the State Retirement Act or who is to be laid off or terminates his employment and who has accumulated annual leave, shall be granted a lump sum payment less appropriate deductions for annual leave for the time so earned not to exceed the maximum accruable for his years of actual service.
- G. Death of Employee: Upon the death of a person employed by the City, a lump sum payment for annual leave and accumulated compensatory time, less appropriate deductions and to the maximum accruable time, will be paid to the employee's beneficiaries or estate, upon receipt of proof of death from the beneficiary(ies).

ARTICLE 8

LEAVE FOR WORK RELATED INJURY

Absence due to employment-connected temporary disability:

- A. The following shall define this article regarding sick leave in conjunction with the City's worker's compensation carrier. All City employees are covered under worker's compensation for injuries incurred while on duty.
- B. Employees suffering on-the-job injuries, where the potential for a worker's compensation claim exists, must file a C-1 claim form within six (6) days of such accident. This is in addition to any other form required as a result of such injury. The employee will be solely responsible to complete the required form, except for incapacity; then the department head shall be responsible. Failure to complete this form within six (6) days of the injury may jeopardize said claim.
- C. All employees shall immediately report to their supervisor any injury sustained by them or by others as a result of performance of their duties as a City employee.
- D. In the event an employee's worker's compensation claim is accepted and s/he remains absent due to a non-self-inflicted employment related injury or disability which is not a result of negligence on the part of the injured officer, the employee shall remain in a full pay status for a maximum of sixty-two (62) shifts (per incident) from the date of injury without accumulated sick leave and or annual leave being charged. If the injury is from the use of a deadly weapon, the employee shall remain in full pay status for a maximum of one hundred twenty five (125) shifts (per incident) from the date of injury without the accumulated sick leave and/or annual leave being charged. All compensation received from the worker's compensation carrier shall be turned over to the city finance office upon receipt. A deadly weapon is defined as any instrument used in a manner which is likely to cause death or serious bodily injury.
- E. In the event an employee is absent due to any other type of employment related injury or disability, the employee may use accumulated sick leave and annual leave or comp time to draw full pay while absent from work. Such payments from the City shall not extend beyond an employee's accumulated sick leave and annual leave. If the injured employee receives compensation from the

worker's compensation carrier, s/he shall turn over to the City the compensation received, while simultaneously receiving sick leave or annual leave benefits from the City. After the employee exhausts his accrued sick and annual leave, said employee will retain any further worker's compensation benefits. The employee's sick leave and annual leave will be deducted at one-third times while receiving both City and workers compensation benefits. If worker's compensation benefits are rejected, accrued sick leave, annual leave or comp time will be deducted at straight time.

- F. If as a result of a licensed health care provider's evaluation and prognosis, it appears that the employee will not be able to return to work in their regular job, the city may require a medical separation. The city may also, at its discretion, place the employee in another open position within the city that the employee qualifies for.
- G. In the event that the City establishes through an appropriate investigation that an employee is abusing the provisions of this section, the employee will be subject to discipline up to and including termination.
- H. Nothing in this Article shall prohibit the City from placing an injured employee on transitional duty when it is appropriate. Employees who desire transitional duty must make a request to the Police Chief. A letter requesting transitional duty must be submitted and approved by the Police Chief prior to the first day of transitional duty worked.
- I. If transitional duty is available and it is approved, the schedule shall be determined by the Police Chief and Human Resources Manager, based on the schedule of the department where the light duty work is performed. Lunch will not be paid for transitional duty positions. No employee on an 84 hour schedule, assigned to transitional duty for a work related injury, will lose their 84 hour base pay.

ARTICLE 9

RETIREMENT

- A. The retirement rights of the employees shall be the same as those provided by Chapter 286 of the Nevada Revised Statutes ("Public Employees' Retirement Act"). This Agreement shall be interpreted consistent with the provisions and requirements of the Public Employees' Retirement Act. In the event of any inconsistency, the terms of the Public Employees' Retirement Act shall govern.
- B. Pursuant to the Public Employees' Retirement Act, the Public Employees' Retirement System ("PERS"), by and through its board, arranges for actuarial valuations and reports on the soundness of the system and establishes the required contribution rate.
- C. Pursuant to NRS 286.421.3, employees' salaries must be adjusted to reflect employees' portion of the contributions by either reducing employees' salary, or in lieu of an equivalent salary or cost-of-living increase. The City of Elko and City employees are each responsible for equal dollar amounts of the contributions.
- D. If the contribution rate increases or decreases in the future, employees' salaries shall be adjusted as required pursuant to NRS 286.421.3. If the contribution rate decreases, then the employees' salaries shall be increased by their one-half share of the contribution decrease. If the contribution rate increases, then employees' salaries shall be reduced by the employees' one-half share of the contribution increase.
- E. An employee about to retire is required to provide the City a minimum of 90 calendar days advance written notice in order to allow the City sufficient lead time in hiring a successor. Exceptions may be granted upon written request by the retiring employee through the Police Chief to the City Manager.

ARTICLE 10

PAY RESOLUTIONS

- A. Pay Periods: The pay periods and dates of payment shall be established by the City.
- B. Initial Appointment: Sergeants will be appointed and/or promoted at the probationary rates outlined in Exhibit A, as may be adjusted in accordance with Article 25.
- C. Promotions: When an employee is promoted to the position of Sergeant, s/he shall be compensated at the Probationary Rate (Step 1) as defined in Exhibit A, unless their current hourly rate is higher than the probationary rate. In that case, the employee promoted to Sergeant will be placed at the step in the sergeant's pay matrix (Exhibit A) which is immediately higher than the employee's present hourly rate. Upon satisfactory completion of six (6) full months of the twelve (12) month probationary period, s/he shall receive the next step for the classification. However, the employee shall be subject to the full twelve (12) month probationary period.
- D. Demotions: When an employee is demoted to a lower position class, the pay rate shall be the highest rate for that classification. The Police Chief, with the approval of the City Manager, may demote an employee to a lesser-paid salary classification upon failure of the employee to maintain a standard of work set forth in the job classification description. The employee may again be raised by the Police Chief, with the approval of the City Manager, to a salary not to exceed that from which he/she was reduced.
- E. Full Time Service: For the purpose of determining eligibility for probationary period salary increases, promotion and accrual of benefits, the term "full-time service" shall mean the number of days actually worked on the job, including absences with pay. Leaves of absence without pay, shall not be credited as full time. Military leave of absence will be administered pursuant to Federal and/or Nevada law pursuant to NRS 284.359.
- F. Compensatory Time: Compensatory time will not exceed 160 hours. In the event that scheduling of annual leave and compensatory leave create inadequate manning, annual leave requests will take precedence. Employees shall be allowed to schedule times of their choice whenever practicable, provided the manpower needs of the department can be met as determined by the

Police Chief or his designee.

- G. Compensatory Time Cash-out: An employee may cash out up to 80 hours of compensatory time on the second pay period in December and the second pay period in June. The compensatory time will be paid out at the employee's regular hourly rate of pay.

ARTICLE 11

PERFORMANCE EVALUATIONS AND PROBATIONARY EMPLOYEES

A. Probation and Evaluation (New Hires)

1. All newly hired employees will complete a probationary period, commencing on the date of hire, and continuing for a period of not less than twelve (12) months. The probationary period for new hires may be extended up to a period of six (6) months, based on the recommendation of the Police Chief or his designee.
2. Performance evaluations will be conducted for newly hired employees every quarter, during the first twelve months of employment. Following an employee's successful completion of their probationary period, their performance evaluations will be conducted annually, and issued on the employee's anniversary date, based on the date the employee successfully completes probation.

B. Probation and Evaluation (Promotions)

1. Employees promoted into the classification of Sergeant, shall serve a twelve (12) month probationary period.
2. Performance evaluations will be conducted for newly promoted Sergeants every quarter, until their successful completion of probation. Performance evaluations will be conducted annually thereafter, and issued on the employee's anniversary date, based on their successful completion of their probationary period. The probationary period for newly promoted sergeants may be extended up to a period of six (6) months, based on the recommendation of the Police Chief or his designee.
3. A salary increase to the next step in the salary schedule (Exhibit A) for the position of Sergeant where applicable shall be granted to employees promoted into the classification of Sergeant after six (6) months full-time service in the position.

C. Step Increases:

Dependent upon annual performance appraisal cumulative scoring average, Step increases will be determined according to the following:

1. A cumulative average 3.8 or higher, and no individual rating category score below Proficient (3) – potential for a 2 step increase in pay within grade, dependent upon approval by the Police Chief.
2. A cumulative average of 3.0-3.79 – Sergeant is eligible for a 1 step increase in pay within grade.
3. A cumulative average of 2.99 or below – Sergeant is not eligible for step increase. No merit pay increase will be awarded for a cumulative average of less than “Proficient” rating.

ARTICLE 12

ASSIGNMENT TO HIGHER CLASSIFICATION

- A. A Sergeant temporarily assigned to work in a higher classification outside of the contract, as acting Lieutenant, shall receive an additional ten (10) percent of his/her current rate of pay for each full shift worked.
- B. Employees shall not be removed from a temporary assignment for the purpose of avoiding payment of the above premium.

ARTICLE 13

PHYSICAL EXAMS

- A. The City will pay for the physical exams required by NRS 617.457 or any other Nevada State law. The City will designate the physician(s) with whom employees are to schedule said annual physicals, consistent with the "Preferred Provider" agreement of the City's current insurance carrier. Should the City not specify the physician (s), the employee shall select the physician of his/her choice.
- B. Physical examinations shall be done annually in accordance with all Nevada laws. The examinations shall be scheduled by the ~~Police~~ Chief.
- C. Physical examinations shall include those tests, which are in accordance with Nevada law and current accepted medical standards. Physical examinations shall be complete, irrespective of employee gender and shall include those tests, which are medically indicated, and routine for each gender.
- D. When there is a question of fitness for duty as a result of a required annual physical, the city shall pay for one additional diagnostic test deemed necessary by the physician to confirm or dispel a fitness for duty issue indicated as a result of an employee's annual physical exam. The City shall not pay for any additional testing for diagnosis or treatment of any health problem as a result of the physical.

ARTICLE 14

SAFETY PROCEDURE AND SAFETY EQUIPMENT AND CLOTHING

- A. It is in the best interests of the Association, the employees covered by this Agreement, and the City that suggestions for improving and encouraging safety in police department operations be seriously considered. In this context, the Association may appoint a Safety Committee which may submit safety recommendations to the Police Chief and City Manager. Upon receipt of the Association's recommendation and/or report, the Police Chief and the City Manager will within ten (10) calendar days acknowledge receipt of the report/recommendation and shall respond in writing within thirty (30) calendar days to the Association addressing those matters contained in the Association's recommendation and/or report.
- B. All equipment shall meet the requirements provided by Nevada or federal OSHA.
- C. The City shall provide, for each employee covered by this Agreement, the following items:

1. Portable hand held radio and provide maintenance for such radio at no cost to the employee.

2. Portable hand held radio microphones.

NOTE: It is understood between the parties that this provision is not retroactive.

3. Bullet proof vest.

The City will purchase replacement ballistic vests pursuant to NIJ-IIIA defined standards. The City will pay up to one thousand three hundred and fifty dollars (\$1,350.00) for replacing NIJ-IIIA ballistic vests. Vests will be replaced timely according to manufacturer's recommendation.

At all times the vest and carrier must be worn in accordance with policies and procedures of the City of Elko Police Department. In order to qualify, a ballistic vest must be selected from the City approved vendor list and purchased by the City of Elko. If an employee selects a vest and/or carrier that exceeds the purchase amount described above, the officer must pay the amount in excess to the City of Elko in advance of the City ordering the vest.

4. Ballistic Helmet, made by reputable brand manufacturer, which meets NIJ-IIIA certification.

ARTICLE 15

CALL OUT TIME

- A. The definition of “call-out” pursuant to the collective bargaining agreement differs from the definition of “call-back” pursuant to the Official Policies of the State of Nevada Retirement System (PERS). Whereas the term “call-out” is defined by the collective bargaining agreement as any work required of an employee on a day when no work was scheduled for him/her, or for which he/she is required to return to his/her place of employment, shall be considered to be at least two (2) hours in duration, and shall be compensated at the overtime rate of pay (1½ times the employee’s regular rate of pay). Work required contiguously with the employee’s scheduled work hours shall not be considered a call-out, but shall be compensated at the overtime rate of pay.
- B. Conversely, “call-back” pay is defined by PERS as compensation earned for returning to duty after an employee has completed his/her regular shift, is off-duty for any period of time, and is requested to return to duty with less than twelve (12) hours’ notice. Employees who are held over on their regular shift, or who are requested to return to duty at a time that is more than twelve (12) hours after notice is given do not qualify for “call-back” pay. When completing time sheets, employees shall designate the amount of notice given in any call-out situation, so as to determine eligibility for PERS “call-back” pay.
- C. Scheduled physical examinations and physical fitness testing are not considered call-out time.

ARTICLE 16

SAVINGS CLAUSE

- A. This Agreement is the entire Agreement of the parties, terminating all prior arrangements and practices and concluding all negotiations, except as provided in paragraph B below, during the term of this Agreement. The City shall from time to time meet with the Association to discuss its views relative to the administration of this Agreement; the Association may request discussions if it so desires.
- B. Should any provisions of this Agreement be found to be in contravention of any Federal or State Law, or the Elko City Charter, by a court of competent jurisdiction, such particular provision shall be null and void, but all other provisions of this Agreement shall remain in force and effect until otherwise canceled or amended. The parties hereto agree to renegotiate any provision found to be in contravention of any Federal or State Law, or Elko City Charter.

ARTICLE 17

DURATION OF AGREEMENT

- A. This Agreement shall be effective as of the 1st day of July, 2026, and shall remain in full force and effect until June 30, 2029. Except as otherwise provided in NRS 288.155, this Agreement shall automatically be renewed from year to year thereafter, unless either party shall have notified the other in writing, on or before February 1st of any year thereafter that it desires to modify and/or terminate the Agreement.
- B. Either party wishing to modify and/or terminate this Agreement shall notify the other party, in writing on or before February 1, 2029.

ARTICLE 18

DISCIPLINE

A. **POLICY:** The procedure set forth below shall be followed in respect to any suspension without pay, demotion, reduction in pay for disciplinary proposes, or disciplinary termination of a regular employee covered by this Agreement or dispute between the City and the Association over the interpretation or application of a specific aspect of this Agreement. It is agreed that the City has the right to discipline or discharge employees for just cause. Employees serving a probationary period as a result of a promotion can be demoted to the prior-held position at the exclusive discretion of management and are not subject to this grievance procedure.

1. Employees shall be notified within thirty (30) days of any internal affairs investigation. The City is responsible for completing the investigation in a timely manner. The City will strive to complete internal affairs investigations within three (3) months, should the City be unable to comply with this timeline, it will notify the Association of the delay and basis for the delay. At the request of the Chief of Police, any request for a thirty (30) day extension shall be granted.

B. **DISCIPLINE GRIEVANCE PROCEDURE:** The procedures set forth in Section B shall be applicable to all disciplinary grievances subject to grievance.

Procedure set forth in Article 19 of this Agreement.

1. All material in an employee's file must be dated and signed by the source of the material.
2. No anonymous letters or materials shall be placed in the employee's personnel file. Employees may make arrangements with the Human Resources Manager to view their files between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding holidays.
3. The City in arbitration proceedings will not make use of any personnel records or previous disciplinary action against the employee involved where the disciplinary action occurred five (5) or more years prior to the event which is the subject of such arbitration. This provision excludes disciplinary decisions resulting in a demotion, termination, or

suspension and the final decision issuing the disciplinary decision, excluding the internal investigation file, may be maintained in an employee's personnel file indefinitely.

4. An oral reprimand shall be documented on the City of Elko Oral Disciplinary Action Form (Exhibit G), and be placed in an employee's personnel file and shall be invalidated and removed after twelve (12) consecutive months from the date of issuance. Invalidated Oral Disciplinary Reprimands may not be used in future disciplinary actions. Oral reprimands are not subject to grievance.
 5. No regular employee shall be discharged except for just cause, which can be subject to the grievance procedure. It is understood by and between the City and the Association that this Article does not affect the City's right to eliminate positions because of layoffs or reduction in force.
 6. **Written Notice.** Written notice of the intended disciplinary action shall be given to the employee personally, or if personal delivery is not practicable, then written notice shall be mailed to the employee at his/her last known address by certified mail, return receipt requested. Such notice shall include a statement of the reason(s) for the intended action, the intended actions being considered, and the effective date of the intended action.
 7. **Employee Review.** The employee who is subject to an internal investigation and disciplinary decision will be given a copy of their entire investigation file in accordance with NRS Chapter 289, along with a Notice of Disciplinary Action.
- Step 1:
- A. **Employee Response.** Within twenty (20) calendar days after notice of the intended action has been given to the employee, either through personal delivery or mailing as provided here above, the employee shall have the right to respond, orally or in writing, to the Police official initially imposing the intended action. A copy of such response shall also be delivered to the Police Chief, or designee.
 - B. **Relief of Duty.** Notwithstanding the provisions of this Article, the Police Chief, or designee, for good cause may approve the temporary assignment of an employee to a status of leave with pay pending completion of such

investigation(s) as may be required to determine if disciplinary action is to be taken.

C. **City Response.** After review of the employee's response, if any, the Police official initially imposing the intended disciplinary action and/or the Police Chief, or their designee, shall notify the employee in writing of any action to be taken within twenty (20) calendar days.

D. **Appeal.** Non-probationary employees may appeal disciplinary actions. If the employee wishes to appeal the disciplinary action, the employee must follow the grievance procedure listed in Article 19 of this Agreement.

8. The City will comply with NRS Chapter 289 for all disciplinary actions and/or internal affairs investigations. Should the language of NRS Chapter 289 conflict with the terms of this Article, the language of NRS Chapter 289 will supersede the conflicting term in this Article.

ARTICLE 19
GRIEVANCE PROCEDURE

Section 1. General

- A. Grievance Defined. A grievance is defined as a complaint between the City and the Association regarding the interpretation and/or application of the terms of this Agreement, the Department policies and procedures, and the City rules and regulations, excluding terms which are designated as management rights pursuant to NRS 288.150.
- B. The City and the Association acknowledge the right of the City to discharge, discipline, reprimand, suspend without pay, reduce in pay and/or demote all non-probationary employees for just cause. All disputes arising from such matters are grievances within the meaning of this article, and accordingly are subject to the Grievance Procedure set out in this Article and the Association on behalf of its members waives any right of its members to challenge such action outside of the Grievance Procedure, and agree that binding arbitration of any such matters, regardless of any right to a judicial forum which may arise out of the Association's arguments against the imposition of such disciplinary actions.
- C. The City and the Association recognize the City's management right to separate the employment of a newly hired probationary employees during their probation without just cause. The City and the Association also recognize that during a promotional probationary period, the City has the right to end a promotional probation without just cause and return the employee to highest level open role in the Patrol Unit which is available to the employee at the time of their probationary decision.
- D. Any disciplinary decisions impacting non-probationary employees will comply with Nevada state law, federal law, and the Department's policy manual.
- E. The procedure set forth in this Article, including the agreement to arbitrate disputes brought through a grievance, is the exclusive remedy for any dispute or complaint that is defined as a grievance hereunder.
- F. By filing a grievance, the Association, its members, as well as non-members, waive the right to

- bring an action arising from the same or substantially similar facts, in a judicial forum.
- G. Grievances filed or submitted that do not comply with this grievance procedure within the time limits set forth below shall be rendered waived by the Association and its members, and not subject to further litigation under this procedure, including the arbitration process. Time limits set forth herein will be strictly construed.
 - H. A grievance may be advanced to any step in this grievance procedure based on the mutual agreement of the City and the Association.
 - I. The Association recognizes its responsibility as bargaining agent and agrees to fairly process the grievances of all non-probationary peace officers in the bargaining unit. The Association has no duty to represent non-probationary peace officers who are not members of the bargaining unit.
 - J. Any employee wishing to file a grievance, must start the process as outlined Section 3, Step 1. It is expressly agreed and acknowledged by the parties that the grievance resolution system specified in this Article is the only grievance resolution system available to this bargaining unit.
 - K. The Association will establish a Grievance Committee pursuant to the Association's bylaws. Such Committee shall be selected in a manner to be determined by the Association membership. The purpose of the Association Grievance Committee is to aid the Association and employee in the resolution of the grievances or to determine whether to pursue the matter through the grievance procedure. The Association shall furnish the City with the names of the Grievance Committee members on or before July 1st of each year, and any changes to the Committee as they may occur.
 - L. A written grievance must state the name of the employee impacted, the employee's position, the nature of the individual(s) grieving the City's action, the basis for the grievance, the facts underlying the grievance, the date of the alleged violation(s), a list of any witnesses to the grievance, and a statement of the relief requested.
 - M. Any settlement reached at any point in the grievance procedure, Sections 2 through 3 of this Article, must be documented in writing and approved by the Association, the Chief of Police, and the City Manager.

Section 2. Informal Procedure

- A. Prior to submitting a written grievance, employees may engage in an informal meeting to attempt to resolve the grievance. At this meeting the employee may discuss the subject matter of the grievance with the Police Chief or their designee along with an Association representative.

Section 3. Grievance Procedure

- A. Step 1. Committee Review
 - i. An employee must submit their written grievance to the Grievance Committee within twenty-one (21) calendar days after the alleged violation occurred, or the date upon which the grievant reasonably knew or should have known the alleged violation had occurred.
 - ii. The Grievance Committee, upon receiving a written and signed grievance request, shall determine if a violation exists, as drafted in the grievance. The decision of the Grievance Committee will be final and binding on the Association and its membership. Thereafter, the matter will be deemed settled and the grievance waived.
 - iii. An employee filing a grievance may pursue the matter without the assistance of the Association in accordance with this Article and NRS Chapter 288. All costs incurred by this employee or non-member of the Association will be borne by the employee/non-member. Should the employee or non-member choose to arbitrate their dispute, the employee/non-member will be required to place ten thousand dollars (\$10,000.00) into an escrow account to ensure payment of the arbitrator and costs associated with arbitration. Should the grieving employee/non-member fail to comply with this requirement within forty-five (45) days of the scheduled arbitration, they will forfeit their ability to arbitrate the issue and the matter will be considered withdrawn.
 - iv. If the Grievance Committee determines that a violation exists, it shall, with or without the physical presence of the aggrieved employee, within fourteen (14) calendar days from receipt of the grievance, present (1) the signed written grievance, (2) the

Committee's basis for concluding a grievance exists, and (3) the name of the responsible representative to the Police Chief or their designee and the City's Human Resources Director, or their designee. The presentation of the written grievance may occur in any fashion including, but not limited to, in person, via certified mail, or via email.

- v. Upon receipt of the written grievance, the City and the Chief of Police will acknowledge receipt of the grievance as soon as practicable by emailing the Association's designated representative to confirm receipt. If confirmation is not received by the Association within two (2) business days, the Association will reissue the notice, the Association will not be considered to have violated its timeline to submit the grievance in accordance with subsection iv of this provision if reissuance of the grievance is necessary.

- B. Step 2. Review By the Chief of Police. The Chief of Police or their designee will within fourteen (14) calendar days of the date they received the grievance issue a written response concerning the grievance to the Association representative designated as the representative responsible for the grievance.

Failure on the part of the Police Chief or their designee to respond to the grievance shall constitute a denial of the grievance, and the relief requested therein.

The Chief of Police, or their designee, may conduct an investigation into the grievance, including requesting meetings with the grievant and any other Association members who the Chief of Police or their designee believes may have pertinent information regarding the matter. The Association will reasonably assist the investigation into the matter. If additional time is needed to conduct the investigation, the Chief of Police and/or their designee may request additional time to investigate.

- C. Step 3. Submission to Human Resources. If the Association disagrees with the Police Chief's decision, or lack thereof, within fourteen (14) calendar days of receipt of the Police Chief's formal response, or lack of a response, the Association will submit the grievance to the City's Human Resources Director, or their designee for review and decision.

- D. Step 4. City Human Resources Review. Within fourteen (14) calendar days of receipt of the grievance, the City's Human Resources Director, or their designee, shall issue a written response to the grievance. In the absence of a response, the grievance shall be deemed denied.
- E. Step 5. Mediation. If the Association is not agreeable to the Human Resources Director's response, or lack of response, the parties may, upon mutual agreement, engage in mediation to attempt to resolve the matter. Agreement to mediate must be made within fourteen (14) calendar days of the Association's receipt of the Human Resources Director's response, or lack of response, to the grievance. The Association will request a mediator from FMCS to conduct the mediation, and the parties will work together to schedule a date for mediation. If a mutually satisfactory settlement of the grievance cannot be reached through mediation, the Association has the right to submit the matter to binding arbitration.

Section 4. Arbitration Procedure

- A. Following mediation, or a decision not to mediate, the Association must notify the Human Resources Director that the grievance will be moved to arbitration. Notice of arbitration will be issued within seven (7) calendar days of the conclusion of mediation, or decision not to mediate was issued. A failure to timely request arbitration will constitute a waiver of the grievance, and it will be considered resolved,
- B. Should the Association choose to submit the grievance to arbitration, the City and the Association will attempt to select a mutually agreed upon arbitrator. If they cannot agree on the arbitrator, the Association will request a panel of seven arbitrators from FMCS, or other mutually agreed upon resource for requesting such a panel. Within ten (10) calendar days from the date the panel is obtained, the parties will agree on a date to strike names from the list to select the arbitrator. The last name remaining on the panel list will be the arbitrator selected for arbitration. The Association will strike first. Arbitration will be conducted under the FMCS rules, the rules of formal discovery do not apply.
- C. The Association and the City agree that the costs and expenses associated with arbitration, specifically, the cost of the arbitrator and the court reporter, between the City and the

Association will be borne by the non-prevailing party. The parties will bear their own expenses for attorneys, witnesses, and any other expenses associated with arbitration.

- D. The cost of arbitration, including the cost of the court reporter, will be split equally between the City and any employee pursuing a grievance who is not represented by the Association. These parties will bear their own attorney's fees. However, the arbitrator may award costs and attorney's fees to the prevailing party if they determine that the grievance or the denial of the grievance was vexatious or harassing.
- E. The arbitrator will have no power or authority to add language, subtract language, or otherwise modify the terms of this Agreement, Department policies and procedures, or the Policies of the City or the Police Department, except where the rules, Department policies and procedures, or City Policies that directly conflict with the language of this Agreement. Any questions regarding the arbitrability of any issue, cause of action, or claim under this Agreement will be decided by the arbitrator. The arbitrator must confine their decision to a determination of the facts, and an interpretation and application of the terms of the Agreement, and application of the law. The arbitrator may not decide matters not originally raised within the grievance. The arbitrator's award must be issued in writing, consistent with Nevada law, and set forth their findings of fact, conclusions of law, and their reasoning. The arbitrator will strive to render their award within thirty (30) calendar days of receipt of the transcript of the hearing. Questions concerning the arbitrability of a claim, issue, or matter will be decided by the arbitrator.
- F. 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 awards back wages covering a specific period of an employee's separation from the City, the amount so awarded will be less any unemployment compensation and/or wages earned by the employee during the pendency of their separation from the City.

ARTICLE 20

LOCAL GOVERNMENT EMPLOYEE-MANAGEMENT RELATIONS ACT

- A. The parties reserve all rights set forth in the Local Government Employee-Management Relations Act (the "Act") (NRS §288.010 and following).
- B. The parties acknowledge that in respect to any non-mandatory subject of bargaining as defined in the Act, which may be included in this Agreement, the City is not waiving or in any way limiting its right pursuant to the Act to refuse to bargain over non-mandatory subjects in future negotiations.

ARTICLE 21

HOLIDAYS AND HOLIDAY PAY

- A. The application of this Article applies to all persons subject to this contract. Such employees shall receive scheduled work hours pay for one day, for each of the holidays listed below:

Floating Holiday

New Year's Day

President's Day

Memorial Day

Juneteenth

Independence Day

Labor Day

Nevada Day

Thanksgiving Day

Christmas Day

Veterans Day

Martin Luther King Day

Friday following Thanksgiving Day

and any other day that may be declared a holiday or part of a holiday by the City Council.

- B. Patrol Sergeants who are regularly scheduled to work twelve (12) hour rotating shifts, if scheduled to work a holiday listed in this article, will receive holiday pay for hours actually worked on the calendar date of the holiday. An individual scheduled to work a holiday is an individual who begins or originates their shift on the date of the holiday.
- C. For employees regularly assigned to work eight (8) hour and/or ten (10) hour shifts (i.e. Detectives), if a holiday falls on a Saturday, the Friday preceding will be observed as the holiday. If a holiday falls on a Sunday, the Monday following will be observed as the holiday, unless an alternative is authorized by the employer.

- D. Holiday pay will consist of 1 ½ times the employee's rate of pay for all hours worked during that shift plus scheduled work hours at straight time pay.
- E. If a holiday falls during the time an employee is on a leave such holiday shall not be charged as leave.
- F. The Floating Holiday must be used no later than the last day of the pay period for the final paycheck issued during the calendar year in which the Floating Holiday is issued. For example, if the final paycheck will issue on December 30th, the Floating Holiday must be used on or before December 24th - the last day of the pay period. Floating Holidays will not roll over from year to year. Floating Holiday will expire at the end of the calendar year in which they are issued and will not be paid out. Employees may not work or begin a regular shift on a Floating Holiday.
- G. The City will issue an email after October 1st of each calendar year reminding all City employees concerning usage of Floating Holidays.

ARTICLE 22

SICK LEAVE

A. Definitions: The term "continuous service" shall be that service commencing with appointment to a position with the City and continuing until resignation or discharge. The term "actual service" shall mean the number of days actually worked on the job; provided, however, that employees absent from work because of sickness for which sick leave is paid, annual leave with pay, schedule adjustment due to training and/or shift changes, injury or illness incurred in City service, or temporary military duty (NRS 281.145) shall be deemed actual service. The term "day" means the number of hours a represented employee normally is assigned to work on a regularly scheduled workday. The term "immediate family" is defined as: spouse, parent, child, sibling, grandparent, grandchild, immediate in-law, or any other person who is dependent upon the employee.

B. Accrual of Sick Leave:

1. Accrual: Sergeants earn sick leave credits at the rate of 14 hours per month of actual service.
2. Maximum Accumulation: Employees may accumulate a maximum hours of sick leave as follows:

<u>Effective</u>	<u>Maximum Hours</u>
7/1/2019	up to 1,800

After an employee has accumulated the maximum number of hours of sick credit as specified above, the amount of additional unused sick leave credit, which s/he is entitled to carry forward from one year to the next is limited to one-half of the sick leave accrual during the year. The remaining one-half of sick leave accrual over the maximum hours shall be placed in a separate account to be used by an employee under the following conditions:

NOTE: It is understood between the parties that this provision is not retroactive and employees may not transfer existing extra sick leave into regular sick leave. Employees may only accumulate regular sick leave over the replaced maximum of 960 hours after July 1, 1996.

- a. The employee is suffering from a long term or chronic illness. Chronic illness is defined as a disease or ailment that is a lasting condition for a period of months or years. It cannot be easily corrected within a short period of time and generally is not of a temporary disabling or incapacitating nature; and,
- b. The employee has used all sick leave otherwise available to him; and,
- c. Approval of the City Council.

- C. Family Medical Leave (FMLA): All eligible employees shall be entitled to twelve (12) weeks of leave during a twelve (12) month period as specified in the Family Medical Leave Act (FMLA). Employees shall utilize all sick leave, compensatory time, and/or annual leave in that order and will only be granted enough unpaid leave to total twelve (12) weeks when applying for leave under FMLA. Employees shall comply with the application process and be subject to all other provisions of the FMLA. All leave taken, which qualifies under the FMLA, shall be counted against the twelve (12) week maximum allowed during any twelve-month period.

The City may require that a request for leave under the FMLA be supported by a certification issued by the health care provider of the eligible employee or of the son, daughter, spouse, or parent of the employee, as appropriate. The employee shall provide in a timely manner, a copy of such certification to the City. The certification shall include the date the serious condition commenced; probable duration; appropriate medical facts within the knowledge of the health care providers regarding the conditions; and in cases the eligible employee is needed to care for the son, daughter, spouse, or parent and an estimate of the amount of time that the employee is needed to care for the son, daughter, spouse, or parent; and any other pertinent certification criteria as outlined in the FMLA.

- D. Employees may use accrued sick leave for minor or incidental illnesses, injuries, or dental treatment (those which do not qualify under FMLA). The purpose of sick leave is to allow employees who are injured, ill, or attending an appointment with a dentist/doctor, continuation of pay while obtaining medical treatment or recuperating from illness/injury. Employees who call in sick or leave work early due to illness are expected to remain at home to expedite recuperation, prevent abuse of sick leave policy, maintain discipline and morale, and maintain public trust.

Continuance of pay during absence from duty for minor, incidental, or family sickness shall depend upon compliance with the following procedures:

1. On the first day of absence from duty, the employee, or someone on their behalf, shall notify the Police Chief, or his designee, of the reason for such absence. If the duration of the illness lasts longer than one (1) day, the employee must notify the Police Chief, or his designee, before each shift missed, to report progress, with the exception of extenuating circumstances.
 2. An employee shall be required after three (3) consecutive calendar days absence to furnish a certificate from a licensed physician or practitioner to support their sick leave claim and identify physical limitations/restrictions, if any.
 3. Within two (2) calendar days after returning to duty, the employee shall complete and submit a sick leave request for approval of the absence as sick leave.
 4. Family sick leave (non-FMLA) shall be limited to sixty (60) hours per calendar year.
 5. Regular and family sick leave shall be charged at a rate of one (1) hour from sick leave accrued for each one (1) hour taken.
- E. Bereavement Leave: In the event of a death of a family member who is within the third degree of consanguinity or affinity, an employee may request up to three (3) consecutive work days of sick leave. The City Manager, or his/her designee, may approve additional sick leave at his/her discretion up to the limits then accrued in an individual instance.
- F. Fraudulent use of sick leave shall be considered just cause for discipline. Employees may be disciplined, up to and including termination of employment, even for a first time offense.
- G. Sick Leave may not be used in the following instances: No employee shall be entitled to sick leave while absent from duty on account of any of the following:
1. Disability arising from sickness or injury purposely self-inflicted or caused by willful misconduct;
 2. Disability arising from conduct which is in violation of federal, state, or local statute, other than minor offenses such as traffic violations;

3. Sickness or disability sustained while on leave without pay; or
 4. Disability arising from outside employment;
- H. Sick Leave Payout: An employee who uses five (5) days or less sick leave, family sick leave, FMLA, or any combination thereof during any calendar year may, by written request, elect to be paid at the employee's current hourly rate for the unused sick leave that has accumulated during that calendar year in the ratio of one (1) hour paid for every two hours of accrued sick leave used. The sick leave buyout only applies to sick leave accumulated during the applicable calendar year (i.e. a maximum of 168 hours) and does not apply to prior accumulations. Employee may seek payout for a maximum of eighty (80) hours, equal to forty (40) hours paid at their regular rate. The employee's sick leave account shall be reduced by two (2) hours of accrued sick leave for every hour of sick leave paid out. In no event shall a sick leave payout take an employee's accrued sick leave balance below three hundred (300) hours. To receive a sick leave payout, an employee must submit a written request to Finance before the end of the first payroll processing date of the year following the year in which the sick leave at issue is accrued. Such payout will be issued in the payroll period following the request.
- For example, an employee who has 340 hours of accrued sick leave as of December 31st, may request a sick leave payout of 40 hours before the end of the first payroll in January. Upon receipt of the employee's timely request for a sick leave payout. During the second pay period of January, the employee will receive 20 hours of sick leave paid out at the employee's current rate of pay.
- I. Sick Leave and Payment Upon Separation: Upon separation from the department, employees with 20 or more years of service with the City of Elko shall be paid accrued sick leave up to nine hundred sixty (960) hours based on the same percentage as the percentage of the employee's retirement benefit determined pursuant to the Nevada Public Employee Retirement Act.
- J. Sick Leave and Payment Upon Retirement: Upon retirement an employee shall be paid accrued sick leave up to nine hundred sixty (960) hours based on the same percentage as the percentage of the employee's retirement benefit determined pursuant to the Nevada Public Employee Retirement Act.

- K. Death of an Employee: Upon the death of a person employed by the City, a lump sum payment for sick leave accrued to the employee's credit, to a maximum of nine hundred sixty (960) hours, will be made to the employee's beneficiary(ies) or estate, upon receipt of proof of death from the lawful beneficiary(ies). The lump sum payment for sick leave accrued does not include any "Extra Sick Leave" accrual.

ARTICLE 23
GROUP LIFE INSURANCE

The City shall pay 100% of the cost of the premium for a \$30,000 Group Term Life Insurance policy as provided in the master insurance contract with the City's insurance carrier for employees for the period of this Agreement beginning July 1, 1999, which shall include, subject to any existing conditions and requirements of that master insurance contract as follows:

1. A \$30,000 policy of Group Term Life Insurance policy for the life of each employee of the police department.
2. A \$5,000 Group Term Life Insurance policy for the life of each employee's spouse; and
3. A \$3,000 Group Term Life Insurance policy for the life/lives of dependent children of each unit employee, over the age of six (6) months to twenty-six (26) years. However, if the dependent child is a full-time student, the life insurance set forth in this subparagraph 3 shall be until the dependent reaches the maximum age set forth by the insurance carrier and federal law.
4. A \$500 Group Term Life Insurance policy for the life/lives of dependent children age fourteen (14) days to six (6) months.
5. A \$10,000 Group Term Accidental Death and Dismemberment (AD & D) policy for each employee of the Police Department.
6. The City and the Association agree that the City shall provide the opportunity for employees to enroll their dependents in group life insurance without the requirement that such dependents also be enrolled in other coverage programs such as the health, dental and vision care plans. Employees will be responsible for 100% of dependent life insurance premiums provided pursuant to this section.

ARTICLE 24

GROUP HEALTH INSURANCE

- A. All full time Police Department employees after a waiting period shall be enrolled in the City's group health, dental, and vision insurance plans; The waiting period is the first of the month following a thirty (30) day waiting period.
- B. City Share of Premium
 - 1. The City shall pay 100% of the cost of premium for group health, dental, and vision insurance coverage for the employee.
- C. Employee Dependent Share of the Premium

All provisions of employee and dependent health insurance shall be in accordance with the effective Master Plan Document and premiums established and approved by the current insurance provider, effective at the beginning of each new plan year. The employee shall have the right to enroll all eligible dependents in the plan and shall have the respective premiums for dependents deducted through a payroll deduction.
- D. All employees covered by this agreement shall be given advance notice of any changes in the group insurance coverage.
- E. The City shall have the right to issue contributions to employee Health Savings Accounts ("HSA") and Health Reimbursement Accounts ("HRA"). Such contributions will adhere to all applicable Federal and State laws. The amount of any such contributions issued by the City will be determined by the City Council, at its sole discretion. The City agrees that the amount of any such contributions issued under this provision will be consistent with any and all HSA/HRA contributions issued by the City.

ARTICLE 25

CLOTHING AND EQUIPMENT ALLOWANCE

- A. All unit employees shall receive the following clothing and equipment allowance: \$2,200.00 annually. Officers who perform a special assignment in the SWAT, Bike Patrol, K9, Honor Guard, and/or Bomb Squad shall receive an additional \$200 annually. The extra pay is paid at that amount regardless whether or not the officer is assigned to one or all duties.
- B. One-half of the clothing and equipment allowance shall be paid on the final payroll date of June each year and the other one-half on the final payroll date of December of each year.
- C. In addition to Paragraph A, this article, new hires shall also receive an initial allowance of \$1,000 at the time of hire, and an additional \$500 at the successful completion of probation.
- D. If the City Council, the City Manager or the Police Chief mandates a major change of uniform, then all uniformed officers covered by this agreement shall be entitled to \$600. Uniform changes suggested by the association and approved by the Police Chief shall not qualify for additional Uniform Allowance Payments. This shall not apply to any additions to the present uniform nor apply to any uniform supplier problems.
- E. The clothing and equipment allowance will be prorated to the date of termination for those employees who are terminated, resign, unable to perform the duties because of chronic or permanent disability, or die.
- F. For employees whose equipment is made unavailable to them due to evidentiary purposes, or in the event their equipment is stolen while it is being stored at a law enforcement facility, the department will reimburse officers for the required replacement equipment.

ARTICLE 26

COST OF LIVING ADJUSTMENTS

- A. Effective July 20, 2026, the salary schedules for all unit employees shall be increased by three percent (3.0%) from the prior year ending June 30, 2026, as set forth in Exhibit A.
- B. Effective July 1, 2027, the salary schedules for all unit employees shall be increased by 2.0%-5.0%, based on the Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers West for the year ending January 2027. If the CPI percentage change is below 2.0%, employees shall receive a 2.0% salary increase. If the CPI percentage change is above 5.0%, employees shall receive a 5.0% salary increase. If the CPI percentage change is between 2.0% and 5.0%, employees shall receive a salary increase equal to the CPI percentage increase. Should the PERS employee contribution rate be greater than two percent (2.0%) for Fiscal Year 2028, the Parties agree to a limited reopener of this Article for the purpose of negotiating cost of living increases for the second and third year of this Agreement.
- C. Effective July 1, 2028, the salary schedules for all unit employees shall be increased by 2.0%-5.0%, based on the Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers West for the year ending January 2028. If the CPI percentage change is below 2.0%, employees shall receive a 2.0% salary increase. If the CPI percentage change is above 5.0%, employees shall receive a 5.0% salary increase. If the CPI percentage change is between 2.0% and 5.0%, employees shall receive a salary increase equal to the CPI percentage increase.
- D. Pursuant to NRS 286.421.3 and Article 9 of the Collective Bargaining Agreement, any additional retirement contribution rate increases (or decreases) shall be shared equally between the employer and the employee.

ARTICLE 27

LONGEVITY PAY

- A. Upon completion of eight (8) years continuous employment with performance reviews of standard or better, employees hired before July 1, 2010 shall receive the following longevity pay, with the maximum years of service being twenty-five (25):

<u>Years of Completed Service</u>	<u>Semi-Annual Amount</u>	<u>Total Annual</u>
8	\$ 150	\$ 300
9	175	350
10	200	400
11	250	500
12	275	550
13	300	600
14	325	650
15	500	1000
16	550	1100
17	600	1200
18	650	1300
19	700	1400
20	750	1500
21	800	1600
22	850	1700
23	900	1800
24	950	1900
25	1000	2000

- B. Longevity pay shall be payable on the first pay period in June and the first pay period in December of each year. Longevity will not be paid with regular payroll checks, but will be paid by a separate check. An employee will receive the first check during the year following the employee's eighth (8) anniversary year of employment with the City. If the employment anniversary date falls between January 1 and June 30 of that year, the first check will be the first pay period in June. If the anniversary date falls between July 1 and December 31 of that year, the first check will be the first pay period in December.

ARTICLE 28

SHIFT DIFFERENTIAL

Employees who are assigned to work the day shift shall not receive shift differential. Employees who are assigned to work the night shift shall receive an eight (8) percent differential on their base hourly rate.

The shift differential shall be paid to any employee regularly assigned to the night shift schedule, for hours not worked due to annual leave, comp time used, holiday and/or sick leave, for up to ten (10) consecutive shifts per year, based on calendar year of start date of leave. The shift differential will no longer be paid commencing on the 11th shift. In the case of intermittent FMLA leave, the shift differential will be paid for the first 10 shifts (per year) of the leave, and will no longer be paid commencing on the 11th shift of the intermittent FMLA leave, based on calendar year of start date of leave.

The shift differential shall be paid to any employee regularly assigned to the night shift schedule, for hours not worked due to work related injury leave, for up to thirty (30) consecutive shifts. The shift differential will no longer be paid commencing on the 31st shift.

The Graveyard Shift Differential is subject to the Special Assignment cap set forth in Article 36 and may not receive Special Assignment Pay in combination with their Shift Differential Pay in excess of fifteen percent (15%) cumulative, this cap is applicable for all Special Assignment and Shift Differential hours worked at a single time.

ARTICLE 29
LEAVE OF ABSENCE

A. Leave of Absence Without Pay:

1. Leave without pay may be granted only to an employee who desires to return to City service.
2. Leave without pay of less than thirty (30) days may be granted by the City Manager.
3. Leave without pay of thirty (30) days or more may be granted for the good of the public service by the City Council.
4. The employee shall retain his/her status as a public employee and the pay, leave and benefits accrual rate prior to the leave.

B. Leave of Absence With Pay:

1. A leave with pay will be granted when an employee serves on a jury or is subpoenaed as a witness in court. The employee shall claim any jury, witness or other fee to which he/she may be entitled by reason of such appearance and forthwith pay the same over to the City Clerk.
2. When it is impractical for a registered voter to vote before or after his/her normal working hours, an employee will be granted sufficient time to vote.
3. Leave is granted to an employee for authorized military training duties in compliance with the provisions of NRS 281.145 and 284.359.

C. Unauthorized Absence:

1. An unauthorized absence from work shall be treated as leave without pay, and shall be a cause for disciplinary action.
2. An unauthorized absence for two (2) consecutive days shall be regarded as an automatic resignation from City employment.

ARTICLE 30

BIDDING OF SHIFT ASSIGNMENT

Unit employees in the category of Patrol Sergeant will be assigned to a particular shift for a period of four (4) months. Such assignment shall be up for bid every four (4) months. Employees shall bid August 1st for the January through April rotation, to be posted on September 1st. Employees shall bid December 1st for the May through August schedule, to be posted on January 1st. Employees shall bid April 1st for the September through December schedule, to be posted on May 1st.

Each unit employee in the category listed above will be allowed to bid for the shift assignment of their choice and shall be awarded their shift bid based on seniority. For the purposes of this article only, seniority shall be determined based upon the employee's time in the rank of Sergeant. For purposes of bidding of shift assignments, a shift shall be defined as, A Shift, B Shift, C Shift, and D Shift. A and C Shifts shall be designated Day Shifts; B and D Shifts shall be designated Night Shifts. Each shift will include at least one Patrol Sergeant. K9 Officers may not bid for the same shift.

Notwithstanding the provisions of this Article, the Department retains the right to temporarily reassign personnel between shifts when necessary to meet immediate operational or staffing needs. Such circumstances may include, but are not limited to, staff shortages resulting from employees using leave under the Family and Medical Leave Act (FMLA), workers' compensation leave, leave associated with an extended illness, or other unforeseen absences.

Temporary reassignments will be made at the discretion of the Department, and the Department will provide as much advance notice of the temporary reassignment as possible to any employee subject to a temporary reassignment. Any such reassignment(s) will remain in effect for the minimum duration necessary to address the operational needs of the Department, and management will keep impacted employees informed about any non-confidential staffing issues that may impact or relieve the temporary assignment. Management will make reasonable efforts to minimize disruptions and avoid unnecessary inconvenience to affected employees whenever possible.

ARTICLE 31

LAYOFF PROCEDURE

- A. If a layoff or reduction in force occurs, the Police Chief will determine the classifications affected. Layoffs within a classification will be determined on the basis of past performance, qualifications, and ability to perform the work. Where these are equal, seniority shall apply. All probationary employees within the bargaining unit, excluding those employees on probation due to promotion, will be laid off before any regular employees.
- B. All employees to be laid off shall be given written notice of such layoff at least 60 calendar days prior to the effective date of the layoff.
- C. Upon being laid off, an employee with City Manager approval may elect demotion temporarily to any classification covered by the Agreement.
- D. In the event of an increase in the working force following a reduction, employees laid off or demoted shall be placed on the reemployment list within the department in which the layoff or demotion occurred in reverse order of demotion or termination
- E. Employees who are reemployed within one (1) calendar year after they are laid off will be entitled to the reinstatement of accrued and unused sick leave remaining to their credit at the time of their layoff.
- F. Layoffs or reduction in force due to City budgetary constraints or considerations must consider all departments within the City, not solely the Police Department.

ARTICLE 32

EDUCATIONAL INCENTIVES

- A. Full time, regular employees will be eligible to receive educational assistance as outlined below:
1. Prior written approval of the Police Chief, or his designee, and City Manager, or his designee, will be required before attending classes. Employees who do not receive prior approval WILL NOT be eligible for reimbursement.
 2. The course must be taken from an accredited college or university or must be an accredited correspondence course.
 3. These provisions apply to single courses and not educational programs.
 4. The course must be job related or prepare an employee for increased job proficiency.
 5. Employees shall not receive regular pay or overtime pay for time in classrooms or time spent studying.
 6. Classes shall be taken outside the regularly scheduled shift.
 7. All approvals of submitted requests are subject to available funding and must be within departmental budgets.
- B. Payment upon completion of the approved course shall be as follows:
1. Tuition and books will be paid at:
 - 100% for an A or B
 - 85% for a C
 - 0 for a D or below
 - 100% for a pass
 - 0 for a fail
 2. Upon completion of registration, the employee shall provide the City receipts for registration and books. All approved requests, receipts for registration, for books, and fees, shall be forwarded to the Human Resources Manager. Copies of the final grade(s) will be submitted to the Human Resources Manager for policy compliance prior to reimbursement tendered to the employee.

3. After reimbursement, any books, which are purchased, shall be turned into the City for future use by all employees.
- C. The City's financial support of an employee's continuing education shall not be construed as a guarantee of a job assignment or promotion.
- D. When an officer is eligible for any advanced certifications, upon written request by the officer, the Police Chief, or his designee, shall apply to the appropriate State POST officer for the officer's certificate within a reasonable amount of time.

ARTICLE 33

ASSOCIATION AFFAIRS

- A. An employee may utilize Association Leave as defined below, annual leave, or compensatory time off for Association functions including attendance at conventions, conferences, seminars, meetings held during scheduled work hours in which discussion of Association business occurs, subject to prior approval of the Patrol or Administrative Lieutenant or the Police Chief. This includes negotiations and time spent representing the Association and/or an employee in connection with a grievance.
- B. Employees called in as witnesses for grievance matters will be paid their regular rate for such time, and their time shall not be deducted from the Association's bank of leave.
- C. All requests for the utilization of Association Leave must be submitted in compliance with the Department policies for requesting time off and must comply with all Department staffing requirement policies.
- D. The Association President, or their designee, will notify payroll of all approved leaves in advance of the first date that the Association leave is taken.
- E. The negotiating committee that appears at negotiations sessions shall not exceed two (2) members of the Association, those members identified by the Association as the committee members shall be entitled to appear at negotiations sessions. However, upon issuance of written notification by the Association to the City in advance of the impacted meeting, the designated members of the committee may be substituted. The purpose of this language is to ensure that the Association may have two members present at negotiations.
- F. The City agrees to provide 80 hours of paid Association Leave per fiscal year for use for the purposes defined in Section A. Unused hours at the end of the fiscal year are forfeited.
- G. Association Leave will be paid at the individual requesting the leave's base rate of pay, excluding any special assignments the individual may qualify for, and will not be considered time worked for the purpose of calculating overtime.

ARTICLE 34

LUNCH AND REST BREAKS

- A. Rest Periods: Unit employees will be allowed one fifteen (15) minute rest period during the first four (4) hours of their shift and one fifteen (15) minute rest period during the second four (4) hours of their shift. Employees who are assigned to work a twelve (12) hour shift shall be allowed a fifteen (15) minute rest period during the final four (4) hours of their shift.
- B. Lunch Break: Unit employees shall be allowed a paid lunch period not to exceed sixty (60) minutes. Employees are subject to being called out during their lunch break and rest periods.

ARTICLE 35

ADVANCEMENT TO HIGHER CLASSIFICATION

- A. Vacancies which occur in the Sergeants classification shall be posted internally for a period of ten (10) working days.
1. Eligible employees shall be limited in their right to bid only on higher classified positions.
 2. Eligible employees shall be limited to one successful bid in any twelve (12) month period.
 3. Internal candidates shall be selected on qualifications and ability to perform the functions of the position. Qualifications shall include past performance, including disciplinary actions, absentee record, and other pertinent factors.
 4. The City shall make a reasonable attempt to promote from within. Should there not be a sufficient number of qualified bidders as determined by the Police Chief, the Police Chief may advertise externally. A selection will be made based upon qualifications of both internal and external candidates.
 5. The Police Chief, or his designee, shall have the exclusive right to determine qualifications of applicants and select accordingly.
 6. Temporary transfers to fill vacancies caused by absenteeism, injury, vacation, leave of absence, or other reasons shall not be posted.

ARTICLE 36

SPECIAL ASSIGNMENT PAY

- A. The following positions shall be considered special assignments for the purpose of this agreement: Detective, Narcotics officer, Reserve Coordinator, Field Training Officer, Bomb Disposal Technician, K-9 Officer and Swat Operator.
- B. Special assignment positions will receive a salary increase based on the percentage rate as follows:

FULL TIME:	Detective	9%
	Narcotics Officer	9%
	K9 Officer	5%
	SWAT Commander	5%
	Bomb Squad Commander	5%
	Hostage Negotiator Commander	5%
	Field Training Officer Commander	5%
	K9 Commander	5%
WHILE PERFORMING THE DUTIES ONLY:	SWAT Operator/Hostage Negotiator	5%
	Field Training Officer	5%
	Bomb Disposal Technician	5%
	School Resource Officer (SRO)	5%

Note: The Field Training Officer, Bomb Disposal Technician and SWAT Operator/Hostage Negotiator shall only receive the salary increase while performing the duties of Field Training Officer, Bomb Disposal Technician, and SWAT Operator/Hostage Negotiator respectively. SWAT Commander, Bomb Squad Commander, Hostage Negotiator Commander, K-9 Unit Commander and Field Training Officer Commander shall receive the salary increase as long as they are assigned to the special assignment position, limited to two (2) FT special assignment positions as commander. Commanders receiving the full-time special assignment pay for all hours worked, are exempt from receiving 5% additional special assignment for a call out to perform the duties. K-9 Officers shall receive the salary increase as long as they are assigned to the duties of K-9 Officer. School Resource Officers shall receive the salary increase only during the pay periods

in which school is in session, to include winter and spring break, as determined by the Elko County School District Calendar.

- C. Special assignment pay is not transferable and does not follow the employee in the event of reassignment to another position not included in the special assignment pay category.
- D. Bi-Lingual Pay: An employee is eligible for \$100.00 per month if such employee passes a Department approved conversational proficiency examination in a foreign language approved by the Police Chief, at an intermediate or higher level.
- E. Individuals assigned to multiple Special Assignments and/or Shift Differential Schedules may not receive Special Assignment Pay or Shift Differential Pay in excess of fifteen percent (15.0%) cumulative, for all Special Assignments and/or Shift Differential Hours worked at a single time. This cap applies to pay assigned with Shift Differential as set forth in Article 28.

ARTICLE 37

ON-CALL

- A. "On-Call" time refers to off duty time in which an employee is away from the worksite and not expected to work but remains easily reachable by the Department. Employees on call are expected to remain available to report to work in person, be fit for duty, and respond in accordance with Department policy and procedures.
- B. Employees may be placed on an "On-Call" status by the Department, at the discretion of the Chief of Police, or their designee, based on the needs of the Department.
- C. The Department will notify employees that they must be "On-Call" as soon as reasonably possible after determining a departmental need to have the employee be "On-Call."
- D. Employees required to be "On-Call" will receive \$4.00 per hour during every hour in which the employee is required to be "On-Call," even if no work is actually performed by the employee.
- E. When an employee is required to respond to a call-out or return to the worksite, they are no longer considered on an "On-Call" status and are no longer eligible to receive "On-Call" pay, and will instead receive pay in accordance with the terms of this Agreement based on the situation.

ARTICLE 38

ASSOCIATION DUES AND PAYROLL DEDUCTION PRIVILEGES

- A. Member employees may authorize payroll deductions for the purpose of paying association dues. Upon the execution of the proper personnel payroll document filed with the City, and coinciding with the commencement of a payroll period, the City agrees to deduct from the wages of an employee on a monthly basis association dues, the City's approved group health insurance, the City's approved credit union, and other city approved deductions.
- B. The employee's earnings must be sufficient after other legal and required deductions are made to cover the amount of the appropriated Association dues. When a member in good standing of the Association is in a non-pay status for an entire pay period, no withholding will be made to cover the pay period from future earnings. In the case of any employee who is in non-pay status during only part of the pay period, and the wages are not sufficient to cover the full withholding no deductions shall be made. In this connection, all other legal and required deductions have priority over association dues.
- C. The Association shall indemnify and hold the City harmless against any and all claims, demands, costs (including attorneys' fees), suits, and all forms of liability and damages (including, but not limited to, compensatory, consequential and punitive damages) which arise out of or by reason of any action taken or not taken by the City to implement payroll deductions for Association dues, except for claims caused by intentional misconduct or gross negligence by the City.

ARTICLE 39

PAID MANDATORY TRAINING

- A. Any training, which is mandated, by the Department or State of Nevada to maintain the Officer Post Certificate shall be paid by the Department. If the Officer is attending the mandatory training on a regular scheduled day off or during off-duty hours the Officer shall be paid at the overtime rate for all hours spent in training as provided in Article 5 of this Agreement. If an Officer is attending training while on duty, the Officer will receive his/her straight time hourly rate.
- B. Nevada POST requires 24 hours of training per year. In addition, there will be an additional four (4) hours of mandatory training every year. This training will consist of practical scenarios involving: department use of force, defensive tactics, ASP/baton, Taser, and OC.
- C. The Elko Police Department and the association understand the importance of maintaining proficiency with a duty weapon, therefore the Elko Police Department Will hold department firearms qualifications at least quarterly.
- D. Food per diem rates will be paid out per meal in accordance with the rate set by www.gsa.gov. Breakfast per diem will be paid if travel is before 8:00 am. Lunch per diem will be paid if travel is between 10:00 am and 1:00 pm. Dinner per diem will be paid if travel is after 6:00 pm.
- E. POST Mandated Training Instructor Pay
 - a. Employees appointed by the Chief, or their designee, as a Department Instructor in a POST mandated annual training course will receive Instructor Pay as set forth below:

<u>Instructor Categories</u>	<u>Instructor Pay</u>
Firearms Instructor	\$600.00
Weaponless Defense / Defensive Tactics Instructor	\$400.00
Impact Weapons Instructor; Baton / Taser Instructor; Use of Force Instructor; Emergency Vehicle Operation Course (EVOC) Instructor	\$200.00

- b. Regardless of the number of instructor roles an employee fills, employees in instructor roles will only be compensated for one instructor category per year.
- c. Employees will receive Instructor Pay in the last pay period of the calendar year in which they work as an instructor. To receive Instructor Pay, employees must submit documentation confirming completion of their course hours during the year at issue to Finance before the end of the last pay period of the year, such documentation must be created in accordance with Department Policy.
- d. Instructor appointments are made at the discretion of the Chief, or their designee, and are not subject to grievance. The Chief of Police has the authority and discretion to establish new instructor roles and assign them a category.
- e. If an employee fails to complete a calendar year in an instructor role, they will receive a prorated Instructor Pay payment based on the number of classes actually completed by the instructor,

ARTICLE 40

PHYSICAL FITNESS INCENTIVE

- A. Parties agree to a voluntary physical fitness-testing program to be administered prior to October 31 of each year, using a testing/scoring standard established by Nevada P.O.S.T. Employees must attain a passing score in order to receive a \$500.00 payment; such payment shall be made on the first payday in December. Employees participating in the voluntary physical fitness test shall be in full pay status during testing. There will be no reprisal or punitive action taken against an employee scoring less than the passing score on the test.
- B. Police Department Administration shall administer no less than four testing dates annually for employees to participate in the physical fitness test. Two (2) testing dates will be scheduled prior to June 30, and two (2) testing dates scheduled prior to October 31 each year.

ARTICLE 41

DRUG AND ALCOHOL TESTING PROGRAM

- A. The city of Elko has a responsibility to its employees and the public to ensure safe working conditions for its employees by employing a City work force unimpaired by chemical substance abuse. The City of Elko also has a responsibility to create a drug free workplace, pursuant to the Drug Free Workplace Act of 1998.
 - 1. Officers who suspect they may have a substance abuse problem are encouraged to voluntarily seek evaluation and treatment. Officers may request assistance through their supervisor or through the Human Resources Department; however rehabilitation itself is the responsibility of the Officer.
- B. The City of Elko and the Association shall implement and carry out a drug and alcohol testing program that is consistent with the provisions established in the Elko Police Department Manual, as may be modified or revised during the term of this agreement.
- C. The parties agree that Officers may be tested for drugs and/or alcohol at any time based upon reasonable suspicion by a supervisor
 - 1. When any supervisor has reasonable suspicion and has documented and confirmed with the Police Chief, or designee, that the specific observation constitutes reasonable suspicion or has obtained a confirming observation that an Officer may be under the influence of alcohol or drugs, the employee in question will be asked to submit to testing which may include saliva testing, breath test, urinalysis, a blood test or a combination of these testing methods, to determine the involvement with alcohol or drugs. A positive result on a screening test must be confirmed with a more accurate test.
 - a. Reasonable suspicion testing may be based upon, among other things, observable indicators such as direct observation of alcohol and/or drug use or possession; physical symptoms of being under the influence of alcohol and/or drugs; a pattern of abnormal conduct or erratic behavior; or arrest and/or conviction for an alcohol and/or drug related offense.

2. When an officer has been involved in a workplace accident or incident resulting in the death of another person, medical treatment other than first-aid, loss of consciousness, or property damage exceeding \$500, the Officer in question will be asked to submit to testing of the officers choice which may include saliva testing, a breath test, urinalysis, a blood test or a combination of these testing methods, to determine the involvement with alcohol or drugs. If the officer chooses a Breath test, a supervisor will be called and asked to administer a Preliminary Breath Test and make general observations about whether the officer appears to be under the influence of alcohol or a controlled substance. If that supervisor reasonably believes that the officer is under the influence of alcohol or a controlled substance, reasonable suspicion exists. A positive result on a screening test must be confirmed with a more accurate test.
 3. An Officer who refuses to submit to discovery testing for drugs and/or alcohol following a workplace accident or when reasonable suspicion exists will be subject to disciplinary action, up to and including termination.
- D. An Officer who is found to be under the influence of or impaired by alcohol or illegal drugs as a result of a positive test will be removed from his/her position and placed on paid administrative leave pending an internal investigation.
 - E. Officers assigned to special assignments involving the use of alcohol and/or drugs are exempt from the testing requirements outlined in this article. However, assignments of this nature must qualify as an approved police function.
 - F. Nothing in this article shall prevent the City of Elko from administering disciplinary action for any job performance or behavior that would otherwise be considered just cause for disciplinary action.

ARTICLE 42

EMPLOYEE ASSISTANCE PROGRAM

- A. An officer who is found to be under the influence of or impaired by alcohol or controlled substance on duty and has not been involved in an accident will be placed on sick leave pending an evaluation by a Substance Abuse Professional (SAP). If the City does not receive an evaluation by a SAP within fifteen (15) calendar days, disciplinary action up to and including termination from employment may be taken.
- B. The evaluation will attempt to determine the extent of the employee's use of or dependence on the abused substance(s) and, if necessary, recommend an appropriate program of treatment. SAP election and expenses will be the responsibility of the employee.
- C. If an evaluation is conducted which results in a recommendation for treatment, continued employment may, but is not required to be allowed if the recommended treatment is begun immediately and successfully completed. The treatment program, may include, but is not limited to, rehabilitation, counseling, and after-care to prevent future substance use/abuse.
- D. The treatment program will be at the employee's expense. Employees may utilize the City of Elko's group health plan to the extent allowable under the plan, as may be modified or revised during the term of this agreement. Accrued sick leave may be used to attend a treatment program required under this paragraph.
- E. Failure by the employee to enroll in the recommended treatment program, to consistently comply with the program requirement, to complete it successfully, or to complete any continuing care program shall be grounds for immediate termination.
- F. As a condition of continued employment, an employee who is required to undergo treatment under this article may also be required to submit to random screening tests for alcohol and/or drugs for a specific period not to exceed twenty-four (24) months from the treatment program's completion date.
- G. Employees may not return to duty until they have been evaluated, comply with treatment recommendations, and successfully passed a return to duty alcohol and/or drug test.

ARTICLE 43

K-9 OFFICER STIPEND

Parties agree that caring for a K-9 partner requires employee time and effort beyond a regular scheduled shift. In recognition of the required time and effort, and in compliance with the Fair Labor Standards Act (FLSA), authorized K-9 Officers shall receive a stipend of \$25.00 per day, 365 days per year.

ARTICLE 44

TAKE-HOME VEHICLE POLICY

Employees who are issued a take-home vehicle by the City, will be issued, will operate, and will manage any such vehicle in accordance with the policies and procedures established by the Elko Police Department and the City of Elko.

IN WITNESS WHEREOF, the City and the Association have caused these presents to be duly executed by their authorized representatives this 17th day of August, 2026.

CITY OF ELKO

ELKO POLICE OFFICERS PROTECTIVE ASSOCIATION

By *Reece Keener*
Reece Keener (Aug 17, 2026 15:51:00 PDT)

Reece Keener, Mayor

By *[Signature]*
Anthony Matthews (Aug 17, 2026 12:15:48 PDT)

Anthony Matthews, President

ATTEST:

ATTEST:

Annette Robinson

Annette Robinson, City Clerk

Bartolo Ortiz
Bartolo Ortiz (Aug 17, 2026 16:13:53 PDT)

Bartolo Ortiz, Secretary

Exhibit A

3.0% COLA Increase									
Effective July 1, 2026-June 30, 2027									
COLA	3.00%						% between Steps		1.75%
Base Rate Only *	Hours Worked	Probationary Rate/Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Police Sergeant - 2184	2184								
% Increase				1.750%	1.750%	1.750%	1.750%	1.750%	1.750%
Annual Rate			\$ 114,646.90	\$ 116,653.12	\$ 118,694.50	\$ 120,771.71	\$ 122,885.16	\$ 125,035.75	\$ 127,223.90
Hourly Rate			\$ 52.4940	\$ 53.4126	\$ 54.3473	\$ 55.2984	\$ 56.2661	\$ 57.2508	\$ 58.2527
Per Pay Period Amount			\$ 4,409.50	\$ 4,486.66	\$ 4,565.17	\$ 4,645.07	\$ 4,726.35	\$ 4,809.07	\$ 4,893.23
Detective Sergeant - 2080	2080								
% Increase				1.750%	1.750%	1.750%	1.750%	1.750%	1.750%
Annual Rate			\$ 109,187.52	\$ 111,098.21	\$ 113,042.38	\$ 115,020.67	\$ 117,033.49	\$ 119,081.66	\$ 121,165.62
Hourly Rate			\$ 52.4940	\$ 53.4126	\$ 54.3473	\$ 55.2984	\$ 56.2661	\$ 57.2508	\$ 58.2527
Per Pay Period Amount			\$ 4,199.52	\$ 4,273.01	\$ 4,347.78	\$ 4,423.87	\$ 4,501.29	\$ 4,580.06	\$ 4,660.22
*Effective July 1, 2019 Educational Incentive Pay is included in Base Pay Effective the first pay period following July 1, 2025, the Salary Schedule will be amended to reflect a 1.75% increase between Steps 3 through 8, as reflected in Exhibit A as set forth in the revised salary schedule attached hereto as Exhibit 1 and incorporated herein by this reference.									

City of Elko
Oral Disciplinary Action Form

Date: _____ To: _____
Employee Name

Reason(s) for Action: _____

You **have/have not** received counseling on this matter on: _____
(circle above) *Date(s)*

☐ This is a new action ☐ This is a continuing action

You have been advised that you have the right to union/association representation and/or legal counsel before any disciplinary action may take place.

Employee's Initials Supervisor's Initials

This notice constitutes written documentation of an oral disciplinary action against you and shall be placed in your personnel file for a period of 12 months; it shall not be considered a written reprimand.

☐ Your behavior is not in keeping with City and/or Departmental practices and/or policies for the following reasons:

☐ Your job performance is unsatisfactory for the following reasons:

THE FOLLOWING IMPROVEMENTS ARE REQUIRED WITHIN _____ DAYS:
(Indicate specific program for improvement, measurement criteria, and consequences if improvement is not achieved.)

RECEIPT ACKNOWLEDGED:

Employee Signature Employee Representative Signature Supervisor Signature

****INVALIDADITION DATE - 12 MONTHS FROM DATE OF ISSUANCE****

_A G R E E M E N T

Final Audit Report

2026-08-18

Created:	2026-08-17
By:	Annette Robinson (cityclerk@elkocitynv.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAWAh2OvTICdnYjt2RzNn8v2dcV79J_IYS

"_A G R E E M E N T" History

-  Document created by Annette Robinson (cityclerk@elkocitynv.gov)
2026-08-17 - 6:43:33 PM GMT
-  Document emailed to Anthony Matthews (amatthews@elkocitynv.gov) for signature
2026-08-17 - 6:43:41 PM GMT
-  Email viewed by Anthony Matthews (amatthews@elkocitynv.gov)
2026-08-17 - 7:14:37 PM GMT
-  Document e-signed by Anthony Matthews (amatthews@elkocitynv.gov)
Signature Date: 2026-08-17 - 7:15:48 PM GMT - Time Source: server - Signature Appearance Selected: MOBILE_DRAW
-  Document emailed to Reece Keener (rkeener@elkocitynv.gov) for signature
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Signature Date: 2026-08-17 - 10:51:00 PM GMT - Time Source: server - Signature Appearance Selected: TYPE
-  Document emailed to Bart Ortiz (bortiz@elkocitynv.gov) for signature
2026-08-17 - 10:51:01 PM GMT
-  Email viewed by Bart Ortiz (bortiz@elkocitynv.gov)
2026-08-17 - 11:12:47 PM GMT
-  Signer Bart Ortiz (bortiz@elkocitynv.gov) entered name at signing as Bartolo Ortiz
2026-08-17 - 11:13:51 PM GMT
-  Document e-signed by Bartolo Ortiz (bortiz@elkocitynv.gov)
Signature Date: 2026-08-17 - 11:13:53 PM GMT - Time Source: server - Signature Appearance Selected: TYPE



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2026-08-17 - 11:13:54 PM GMT



Email viewed by Annette Robinson (cityclerk@elkocitynv.gov)

2026-08-18 - 0:30:55 AM GMT



Document e-signed by Annette Robinson (cityclerk@elkocitynv.gov)

Signature Date: 2026-08-18 - 0:31:36 AM GMT - Time Source: server - Signature Appearance Selected: IMAGE



Agreement completed.

2026-08-18 - 0:31:36 AM GMT



Adobe Acrobat Sign