

STATE OF CONNECTICUT
MUNICIPAL ACCOUNTABILITY REVIEW BOARD (MARB)

MEETING NOTICE AND AGENDA
West Haven Subcommittee of the MARB

Meeting Date and Time: Tuesday, January 28, 2020 10:00 AM – 12:00 AM

Meeting Location: Board of Regents Conference Room, 61 Woodland Street, Hartford CT

Agenda

- I. Call to Order & Opening Remarks
- II. Approval of minutes: November 19, 2019
- III. Presentation and Discussion: Report from HR Consulting Group
- IV. Update: FY 2019 Audit
- V. Update: FY 2021 BOE Proposed Budget
- VI. Update: Fire Districts
- VII. Review and Discussion: Clean Water Fund Loan
- VIII. Review, Discussion and Possible Action: Labor Contracts
 - a. ERS Unit, IAFF Local 5127 (Dispatchers)
 - b. BOE Administrators Tentative Agreement
- IX. Update: 5-Year Plan
- X. Update: Havens Project
- XI. Adjourn

**DRAFT
STATE OF CONNECTICUT**

**MUNICIPAL ACCOUNTABILITY REVIEW BOARD (MARB)
WEST HAVEN SUBCOMMITTEE**

REGULAR MEETING MINUTES

Meeting Date and Time: Tuesday, November 19, 2019 10:00 AM –12:00 PM

Meeting Location: Board of Regents Conference Room, 61 Woodland St, Hartford, CT

Subcommittee Members in Attendance: OPM Secretary Melissa McCaw, State Treasurer Designee Christine Shaw (Assistant State Treasurer), Stephen Falcigno, and Scott Jackson,

Other MARB Members in Attendance: Robert White

Municipal and State Staff and Others Present: West Haven Mayor Nancy Rossi and staff, Michael Milone (OPM liaison), OPM Staff - Kimberly Kennison (Executive Finance Officer), Michael Walsh, Julian Freund, Gareth Bye, and Bill Plummer

I. Call to Order & Opening Remarks

The Meeting was called to order by Secretary McCaw at 10:08 a.m. She introduced Christine Shaw, the State Treasurer’s designee for the MARB. Secretary McCaw congratulated Mayor Rossi for her recent re-election as the City of West Haven’s Mayor.

II. Approval of minutes: October 15, 2019

The minutes were unanimously approved with one change to indicate that Gareth Bye from OPM was in attendance at the October 15th meeting. There was one abstention.

III. Presentation and Discussion: HR Report

Mayor Rossi provided an abbreviation of her correspondence that she had transmitted to OPM in February of 2019, in regard to the human resource functions of the City including a sequence of events she believes should occur before any actions were to be taken to resolve issues in the human resources area.

Representatives from Human Resource Consulting Group introduced themselves to the Board and indicated they were presenting the findings of their recent study of the City’s human resources functions, including benefits and administration. Handouts were provided to Board members and the representatives provided an in-depth review to the Board on the study including the methodology, the types of data reviewed, and a description of the interviews held with West Haven staff.

A summary of the major findings was then described along with recommendations as to correcting the findings. The findings and recommendations generated a number of questions on the part of Board members for which representatives of the Consulting Group were able to answer and provide more details on. The City will prepare an action plan that addresses the major issues raised in the report. Secretary McCaw noted that restructuring funds may have a role in process improvement

efforts and measures to develop capacity in the human resource function. The presentation on the findings related to the Board of Education human resources functions, which was also part of the study, was deferred until a future subcommittee meeting.

IV. Discussion: Fire Districts

Michael Walsh from OPM who was one of the authors of the Fire Study prior to joining OPM provided a recap of the Study.

Mr. Walsh referenced the handout being provided to Board members of the summary of the Fire District Study including the key findings and recommendations. His former firm was engaged to conduct a study of the 3 fire districts in late 2018/early 2019. He believes looking at the district issues in proportion, 90% were financially related and 10% was operationally related. He summarized some of the key financial data for the 3 districts including their fund balances, and pension and OPEB unfunded obligations. He outlined several goals that the districts should strive for including corrections to audit findings identified in the districts' latest audit reports. A discussion ensued among Board members as to the possible future structure of the districts and methods to ensure the future sustainability of their respective pension plans. Mr. Walsh noted that education will be an important component of bringing financial stability to the districts. The district commissioners will need to embrace the need for change and the public will need to be made aware of the severity of the situation.

V. Discussion: Partnership Transition

Prior to the discussion, Secretary McCaw indicated that she would be turning over the remainder of today's meeting to OPM's designee, Kimberly Kennison, and Ms. Shaw, as Secretary McCaw would need to attend to other State matters.

Mr. Milone updated Board members on the status of the transition of the City to the Partnership Plan since the Board last met. The active employees of City labor groups are on schedule for transition to the Partnership plan by January 1. With regard to the under-65 retirees, Mr. Milone indicated that it may be advantageous to transition those retirees as well in July. He is revisiting the financial projections with regard to that group.

Neil Cavallaro, Superintendent of the West Haven School System, introduced himself and his staff as well as representatives from Lockton, the City and Board of Education's health insurance broker. He indicated that based upon information received to date, he is more comfortable with the Board of Education staying with the high deductible plan being administered by Anthem vs. moving to the State Partnership plan at this time. A number of questions were posed by Board members to the Board of Education and Lockton representatives. Lockton representatives provided a summary of how the rates have been developed in the past and indicated that Lockton anticipated updated information from Anthem within the near future which would assist Lockton in providing updated rate estimates to West Haven Board of Education.

Board members agreed that if the Anthem information could be provided in the near term for Lockton to provide updated rate estimates, that the Board would wait until that information was provided.

VI. Adjourn

Meeting adjourned at 12:42 p.m.

HR Audit Overview of Findings as presented to the Municipal Accountability Review Board



- Introduction of HRCG
- Areas of Focus
- Methodology
- Responsibilities
- Key Findings & Recommendations
- Closing Remarks & Next Steps

Who We Are



- **Experienced** HR & Payroll Team: 30+ years of experience
- We build and maintain **relationships**, not client lists
- **Centralized, custom** support for small & mid-size companies across multiple industries
- Clients and employees **Maine to California**
- **High-touch** service model and reputation for outstanding performance
- Seasoned professionals with strong expertise, SPHR/SCP certifications and/or Master's Degrees with experience across all industries and municipalities
- Provide **neutral, objective** third-party HR function

A Few of Our Clients...



The Center for Family Justice
Strengthening Families. Preventing Abuse.



West
Hartford



Housing
Authority



Town of
Southbury
Connecticut



OXFORD
CONNECTICUT

hall neighborhood house

The **Alliance**
Voice of Community Nonprofits



BOYS & GIRLS CLUBS
OF THE LOWER NAUGATUCK VALLEY



Areas of Focus

- HR Policies, Procedures and Processes
- Performance Management and Salary Administration
- Management Training and Development
- HR Administrative staff levels and functions
- Employment related risk management
- Opportunities for and utilization of automation in HR and Payroll systems
- Record Keeping and Compliance
- Metrics: productivity of the HR department, fiscal management, internal service, and quality of outputs

- Interviews with 27 key stakeholders. A questionnaire was utilized to facilitate the conversation, ensure consistency and document responses
- Review and audit of a cross section of personnel files
- Review and audit of a cross section of Form I-9
- Review of supporting documentation (benefit summaries, policies, handbook, CBA, etc.)
- Audit of the employee bulletin boards to ensure compliance with applicable labor laws and required postings

- Provide prompt response to client communication
- Meet with Staff in the following areas:
 - HR & Benefits Administration, Payroll/Finance and Department Heads
- Review of HR related forms and documents including but not limited to the following:
 - City Charter
 - Collective Bargaining Agreements
 - Pre-Employment Paperwork
 - Benefit Enrollment Forms/Plan Documents
 - COBRA forms
 - Separation Forms
 - Worker Compensation Incident Reports
 - Policies/Procedures/Handbooks
 - Form I-9 Sample
 - Post-Employment Paperwork
 - Performance Appraisal Forms
 - Leave Requests and Related Response
 - OSHA Reports
 - Job Descriptions and Job Postings
 - Personnel Files/Folders - Sample
 - Interview Files/Folders
 - Employee Licenses

- Review payroll related forms and documents including but not limited to the following:
 - Time and Attendance Reporting
 - Payroll Reports, Payroll Change Forms
 - Two (2) complete payroll cycles and related documentation
 - Any forms received by other departments and processed by payroll

- Present findings

Major Findings

- Inadequate EEO/AA statement
- Employment application is not compliant
- No Applicant Tracking System
- Lack of Offer Letters
- Voluntary Disclosure EEO-1 form

Minor Findings

- Time to fill is significant
- Consider use of e-verify

Major Findings

- FLSA Misclassifications
- Director of Public Health is in same union as subordinates
- “Pay as you Go” payouts at termination
- Benefit Administration issues and no dedicated Benefit Coordinator

Major Findings

- No full-time Risk Manager for the City or BOE
- Minutes from the Safety Committee were not available at time of request

Major Findings

- Lack of formal consistent HR operating processes
- Employment Eligibility Verification (USCIS Form I-9) – incomplete, blank, lack of signatures
- Personnel files contain PHI and other confidential data that should not be included
- No metrics (KPI's) new hires, termination, turnover, tenure, turnover by tenure, etc.
- Under utilization of MUNIS
- Manual paper processes – use of cards to track information
- Limited reporting capabilities

Major Findings

- MUNIS Training is inadequate
- Performance Management is not consistently done
- No Formal Succession Plan
- Funding for training

Major Findings

- PPI Violation
- Labor intensive processes
- Two Separate IDs for Police Officers and ERS causes tax calculation issues and over payment of Social Security
- Ineffective processing of Time Worked due to manual systems (DPW)
- Increased cost and time constraints of weekly payroll
- Error in calculating time
- DPW removing lunch and paying for time not worked
- Limited understanding of NovaTime
- “Shift switching” at ERS
- Inconsistent use of NovaTime for accruals
- Inconsistent communication for LOA and WC leave
- Lack of agile reporting

Minor Findings

- No check lists or payroll notes
- No Payroll Procedure Manual
- Inconsistent Payroll processes (vacation buyback and schedules)
- Inconsistency with Health Department punching
- Slow communication of Union Contract changes
- Lack of ongoing education (i.e. tax changes)

- Unionized workforce
- High degree of longevity
- Employees concerned about current financial conditions
- Culture described as relaxed and informal
- Morale is low due to instability and uncertainty of current issues
- Workforce finds difficulty in moving forward
- “We’ve always done it this way”

Major findings

- Paper driven environment
- No initiative to implement or utilize systems
- No initiative for ongoing HR training
- Personnel department employees have significant longevity
- Task driven rather than strategically focused
- Needs to be more proactive in building the desired culture
- Personnel department cannot act independently
- No Benefits Coordinator

Recommendations

- Rename Human Resources to Community Services in order to clarify the difference in the functions
- Implementation of adequate technology (which encompasses process improvement in TLM and Payroll) is critical to support current headcount and effectively utilize labor
- Conduct a complete Form I-9 Audit
- Analyze FLSA exemptions for accuracy and make corrections as needed
- Additional support (2 FTEs) around benefits and risk management is needed
- Consider outsourcing Payroll, HR and Benefits Administration
- Correct/minimize “Major Findings”

Thank you for your time!



HR Audit Results Board of Education



Major Findings

- Employment applications are not compliant
- DCF-3031 Form is outdated
- Use of Applicant Disclosure Statement is not in accordance with PA 16-67
- Voluntary EEO-1 self disclosure
- Use of databases for Applicant Tracking
- Consider use of e-verify

Major Findings

- Bifurcated Benefits Administration
- No electronic tracking of time accruals
- All BOE employees are paid as salaried

Major Findings

- No full-time Risk Manager for the BOE or City

Major Findings

- No Succession Plan
- Lack of cross training
- Under utilization of MUNIS

Major Findings

- Limited Performance Management
- No Formal Succession Plan
- MUNIS training
- Personnel Department training

- Implementation of adequate technology (which encompasses process improvement in TLM and Payroll) is critical to support current headcount and effectively utilize labor
- Correct/minimize “Major Findings”

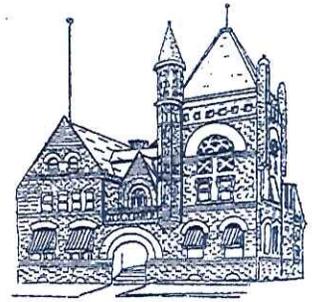
Thank you for your time!





Office of the Mayor

City of West Haven
355 Main Street
West Haven, Connecticut 06516



City Hall
1896-1968

Nancy R. Rossi
Mayor

December 12, 2019

State of Connecticut, Office of Policy and Management
Municipal Accountability Review Board (MARB)
450 Capitol Avenue
Hartford, CT 06106

Re: Human Resource Consulting Group Report – City's Action Plan

Dear Municipal Accountability Review Board (MARB) Members,

At the MARB subcommittee meeting on November 19, 2019, The Human Resource Consulting Group (HRCG) provided you with a comprehensive report that identified problems in the City's Human Resources (Personnel/Benefits Administration) function. This consulting engagement was shared by the City and Board of Education as we have been collaborating on efforts to achieve efficiencies and savings in this area, some of which might result in a consolidation of services.

I stated to the MARB in various letters that among the City's means to achieve efficiency, cost savings, and revenue enhancements, the human resources function has been my highest priority. And this comprehensive and instructive report is the blueprint that I followed in developing this "plan of action" to advance the recommendation of this report.

The HRCG overview of findings identified six major areas of deficiencies: hiring and employment; compensation and benefits; workers' compensation; human resource administration; staff development and payroll administration.

These categories of salaries and fringe benefits comprise approximately \$44.3M or about 82.0% of the general government operating budget, less debt service, and approximately \$69.8M or 77.6% of the Education operating budget. Since these two categories represent the vast majority of the budget and since our ultimate goal in West Haven is to establish a financially sustainable budget and government, the key to success of this effort will be how effectively and prudently we manage our personnel and benefits functions.

Our immediate areas of focus will be on benefits administration and coordination, and payroll administration.

Due to the significant financial responsibility associated with benefits administration, the complexity of managing this function, combined with an understaffed personnel department and a lack of in-house expertise in this area, I (along with City and Education executive staff collaborating on this project) will proceed to outsource this function. We feel that is the most expedient, comprehensive and cost-effective way to address the myriad of problems in this area. Working with the Education department, we intend to consolidate this function to serve our respective needs.

We hope to have a benefits administration consulting firm hired within the next two months, depending upon the contractual engagement process prescribed by our Corporation Counsel.

Additionally, the City and BOE are proceeding to outsource most of the elements of payroll administration to a third-party consultant. While it is expected that the entirety of the benefits administration will be outsourced, the consulting services for payroll administration will supplement the in-house staff, who will be needed to maintain the ministerial elements of payroll.

School Superintendent Cavallaro is anticipating by the end of this year he will have one to two retirements of staff who perform some or most of this function. Consequently, there is an added urgency associated with addressing the payroll problems due to this likely void in personnel. Corporation Counsel, Lee Tiernan, is advising us as to how we can proceed in this consultant search. Some matters have already been addressed by the city staff.

The problems that HRCG identified in the area of hiring and employment will be addressed by the consultant the City and BOE will select to ensure that all required hiring documents and staff employment forms are part of an established system, are compliant with all regulatory requirements and are incorporated into an automated applicant/employment history tracking system.

Supplementing this functional need, the consultant hired by the City and BOE will work with the City and BOE to conduct a complete personnel file review with respective staff. The consultant hired by the City and BOE will train the staff on best practices and compliant personnel file administration and assist with the remediation process. Additionally, the consultant hired by the City and BOE will draft a "best practice job description template" such that each employee has a copy of their updated job description which includes the essential functions. It will also include the physical/mental demands for the position description so that expectations are clearly communicated.

The addition of the physical/mental demands for the position have never before been articulated and is the critical element in establishing an alternate duty "return to work" program for injured employees who are absent from work while on workers' compensation. It is a proven fact that this type of a "return to work" policy is an integral part of getting injured employees back to some form of limited work. It accelerates their return to full duty, keeps them engaged and involved in

the work force during recovery, and can greatly reduce the workers' compensation expenses. This "return to work" program is something that we have begun to address.

The items listed above that do not necessitate review and consideration for a possible RFP or RFQ solicitation (benefits administration and payroll administration) will be implemented as soon as possible and prioritized based on the recommendation of our consultant.

The Human Resource Consulting Group report also identified various personnel issues that have impacted the City for a number of years and have been a contributing factor to the City's current financial and operational problems. Some of which are:

- 1) Low morale due to the instability and uncertainty of the City's finances and how it affects the City employees' personal finances, as well as their positions and benefits.
- 2) A task driven, reactive work force rather than a strategically proactive work force.
- 3) A mindset and culture of "we've always done it this way" which makes it very difficult to advance our work force.
- 4) Lack of quality systems with necessary training for accessing data re: employment.
- 5) Lack of a centralized Human Resource/Benefit function.

I recognize our staff resources will be integral to the City's efforts to achieve the numerous initiatives discussed and planned with MARB, as well as many others yet to evolve. This level of staff performance can only be achieved through a program to change the organizational culture which I will be pursuing with the assistance of my senior staff, participation from our OPM Liaison, and the continuing guidance and advice of the consultant hired by the City and BOE.

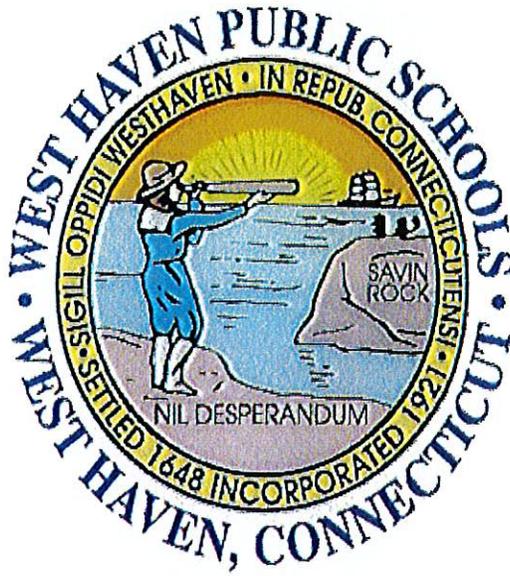
We are encouraged the City and BOE will be able to enjoy positive results by pursuing these changes.

As with all of our key initiatives, I will regularly update the MARB on the status of progress of the various components of this plan.

Sincerely,



Nancy R. Rossi
Mayor



2020-2021 West Haven Board of Education Recommended Budget

Cebi Waterfield, Chairwoman

Neil C. Cavallaro, Superintendent

Adopted Tuesday, January 21, 2020

Board of Education

Cebi Waterfield, Chairwoman

Rosa Richardson, Vice Chairwoman

Patricia Libero, Secretary/Treasurer

Patrick Egolum

Robert Guthrie

Anne Heffernan

James Morrissey

Rosemary Russo

Andrea Talamelli

Administration

Neil C. Cavallaro, Superintendent

Anne P. Druzolowski, Assistant Superintendent

Matthew Cavallaro, School Business Manager



WEST HAVEN DEPARTMENT OF EDUCATION

"Schools Committed to Excellence"

Administrative Offices: 355 Main Street

Mailing address: P.O. Box 26010

West Haven, CT 06516

Telephone: (203) 937-4310

Fax: (203) 937-4315

NEIL C. CAVALLARO

Superintendent of Schools

January 22, 2020

Mayor Nancy Rossi
City of West Haven
355 Main Street
West Haven, CT 06516

Dear Mayor Rossi,

At its regular meeting held on Tuesday, January 21, 2020, the West Haven Board of Education voted to present to you a budget totaling \$89,960,421.00 for fiscal year 2021. This figure represents no increase over the current budget, and is aligned with the five year spending plan you submitted to the Municipal Advisory Review Board (MARB) last year. With an anticipated increase of \$1,631,526.00 in the Alliance Grant next year, the Board believes it will be able to maintain the current level of educational services and continue to address the goal of providing all students access to computer devices, and allow teachers the ability to incorporate this technology into daily lessons.

The Board of Education continues to negotiate contracts with its bargaining groups that understand the financial restraints of the City. In addition to small salary increases, totaling \$517,766.00 and no step movement, we've shifted most unions over to a high deductible health plan, and have included contract language that will enable the Board to move its employees to the State Partnership Plan if further savings can be realized.

Last year with the additional Alliance Grant funds, you supported a plan that enabled us to enter into a leasing program that placed a set of computers in all classrooms from third grade to eighth. We have already seen the benefits and are looking forward to continuing the program at West Haven High School. That, as well as continuing to upgrade computer labs and replace outdated Smartboard technology, will account for the majority of our increased funds. The remainder will cover the costs of items such as Special Education tuition and transportation.

When I first introduced my proposed budget to the Board members, I advised them that while there are short-term benefits of little or no salary increases for both certified and non-certified staff, I also cautioned them that I am deeply concerned if the trend were to continue. It will mean that in the not too distant future, West Haven will no longer be able to attract and retain the best and the brightest talent to educate our children. This community should never be put in a position of having to choose between improving infrastructure, purchasing instructional supplies, or paying its teachers. I am asking that you be cognizant of that considering we will soon begin negotiating with our teachers for a new contract that will go into effect the fall of 2021.

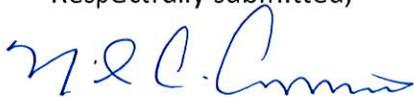
In developing this budget document, both I and the Board understood the challenges that West Haven and the State of Connecticut face. As stated earlier, this budget meets the needs of students, but more importantly, begins to set forth a blueprint for future success. We know that as you work with the MARB and continue to examine the city's finances you have a similar vision. Therefore, we pledge to cooperate with you in that effort, so that every child who enters this school district has access to a first class education.

In the weeks and months ahead, my staff and I look forward to working with you, MARB and the City Council to provide you with any information that will assist you during the budget process. We welcome the opportunity to meet with you and those Boards to share our ideas and develop a plan to operate more efficiently as one city.

Finally, while the last several years have been trying times for the City, we have always appreciated your commitment to our educational system and the need to continue to move it forward.

I wish you well as you begin your deliberations and thank you in advance for your consideration of this budget.

Respectfully submitted,



Neil C. Cavallaro
Superintendent of Schools

cc: Anne Druzolowski, Assistant Superintendent of Schools
Matthew Cavallaro, Business Manager
Members of the Board of Education
Frank Cieplinski, Finance Director, City of West Haven
Members of the City Council

Enclosure

West Haven Board of Education Mission Statement

- Philosophy

- The West Haven Public School District is committed to the belief that all children are capable of attaining high levels of achievement in preparation of productive, rewarding lives and responsible citizenship. Students will reach this goal through their own diligence and effort, a learning climate that responds to individual academic needs, a curriculum that challenges and is aligned with the state standards, adequate resources, and skilled, professional instruction. Furthermore, a belief in social equality underlies West Haven's commitment to providing a high quality of education for all students.

- Vision

- West Haven Public Schools, in partnership with the community, is embracing a passion for learning. We shall prepare each individual with the motivation, desire, knowledge, and skills necessary to meet the challenges of an ever-changing world.

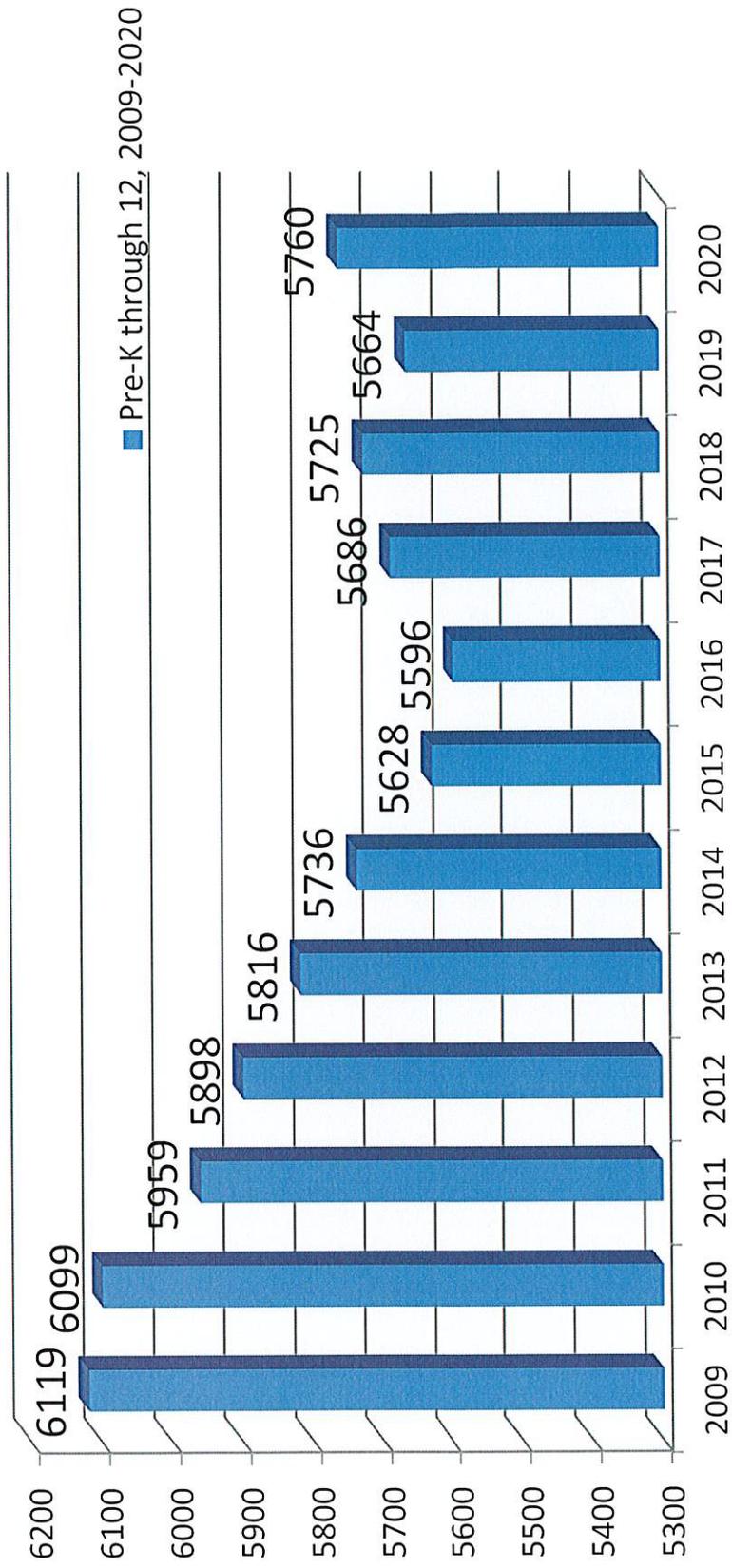
West Haven Board of Education Goals

- Students will be motivated, challenged, and develop a positive self-concept in a safe learning environment.
- Students will develop a high degree of proficiency in basic academic skill in reading, writing, mathematics, science and technology.
- Students will improve their thinking skills and enhance their acquisition of knowledge.
- Students will gain competence in life skills to function as successful members of a global society.
- Students will acquire the necessary skills and values to become a functional members of a multicultural society.

Enrollment

Historical Enrollment for the West Haven Board of Education

Pre-K through 12, 2009-2020



- 1.) Historical figures proved by NESDEC enrollment study
- 2.) 2020 school year figure as of October 1, 2019

October 1, 2019 Enrollment by School

	10/1/19 Enrollment
Bailey Middle	934
Carrigan Intermediate	844
Forest Elementary	406
Mackrille Elementary	310
Pagels Elementary	367
Savin Rock Community	476
Seth Haley Elementary	408
Washington Elementary	420
West Haven High School	1,595
Total	5,760

ECS Grant

vs.

Local Funding

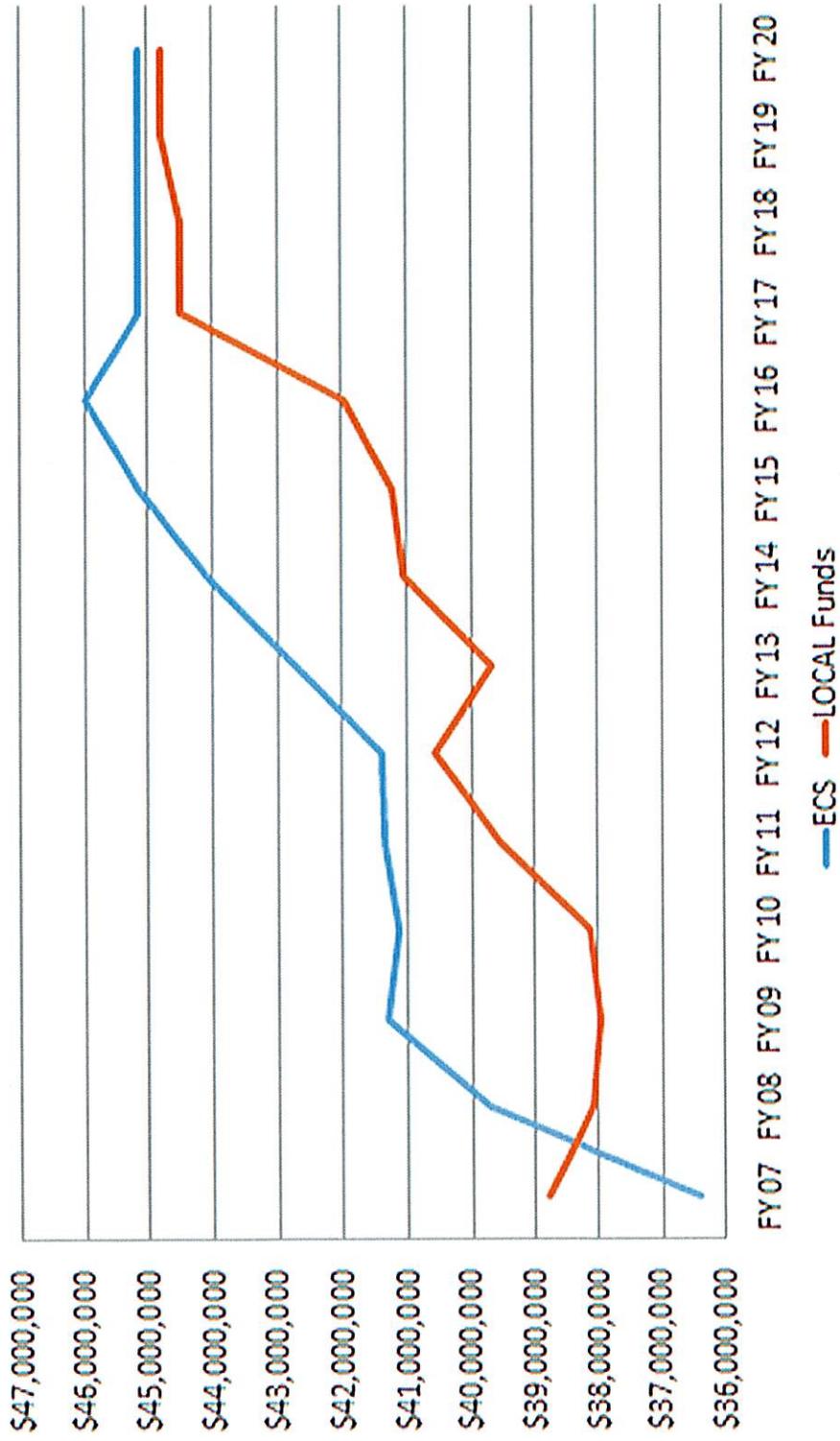
West Haven Board of Education

Operating Budget Request

Fiscal Year	ECS Grant	Local Funding	Total Budget
2006-2007	\$36,414,837	\$38,814,247	\$75,229,084
2007-2008	\$39,712,018	\$38,109,708	\$77,821,726
2008-2009	\$41,319,451	\$37,954,598	\$79,274,049
2009-2010	\$41,152,364	\$38,121,685	\$79,274,049
2010-2011	\$41,363,467	\$39,560,581	\$80,924,048
2011-2012	\$41,380,822	\$40,543,227	\$81,924,049
2012-2013	\$42,743,506	\$39,680,543	\$82,424,049
2013-2014	\$44,094,593	\$41,040,163	\$85,134,756
2014-2015	\$45,135,396	\$41,224,612	\$86,359,981
2015-2016	\$45,972,103	\$41,797,805	\$87,769,908
2016-2017	\$45,140,487	\$44,486,094	\$89,626,581
2017-2018	\$45,140,487	\$44,486,094	\$89,626,581
2018-2019	\$45,140,487	\$44,134,841	\$89,960,421
2019-2020	\$45,140,487	\$44,134,841	\$89,960,421

West Haven Board of Education

Operating Budget Request



BUDGET DETAILS

Assumptions Based on Five Year Recovery Plan

- Local Budget: \$89,960,421
- Anticipated increase of \$1,631,526 in Alliance Grant funding for Fiscal Year 2020
- FY21 Total Operational Budget: \$91,591,947

West Haven Board of Education

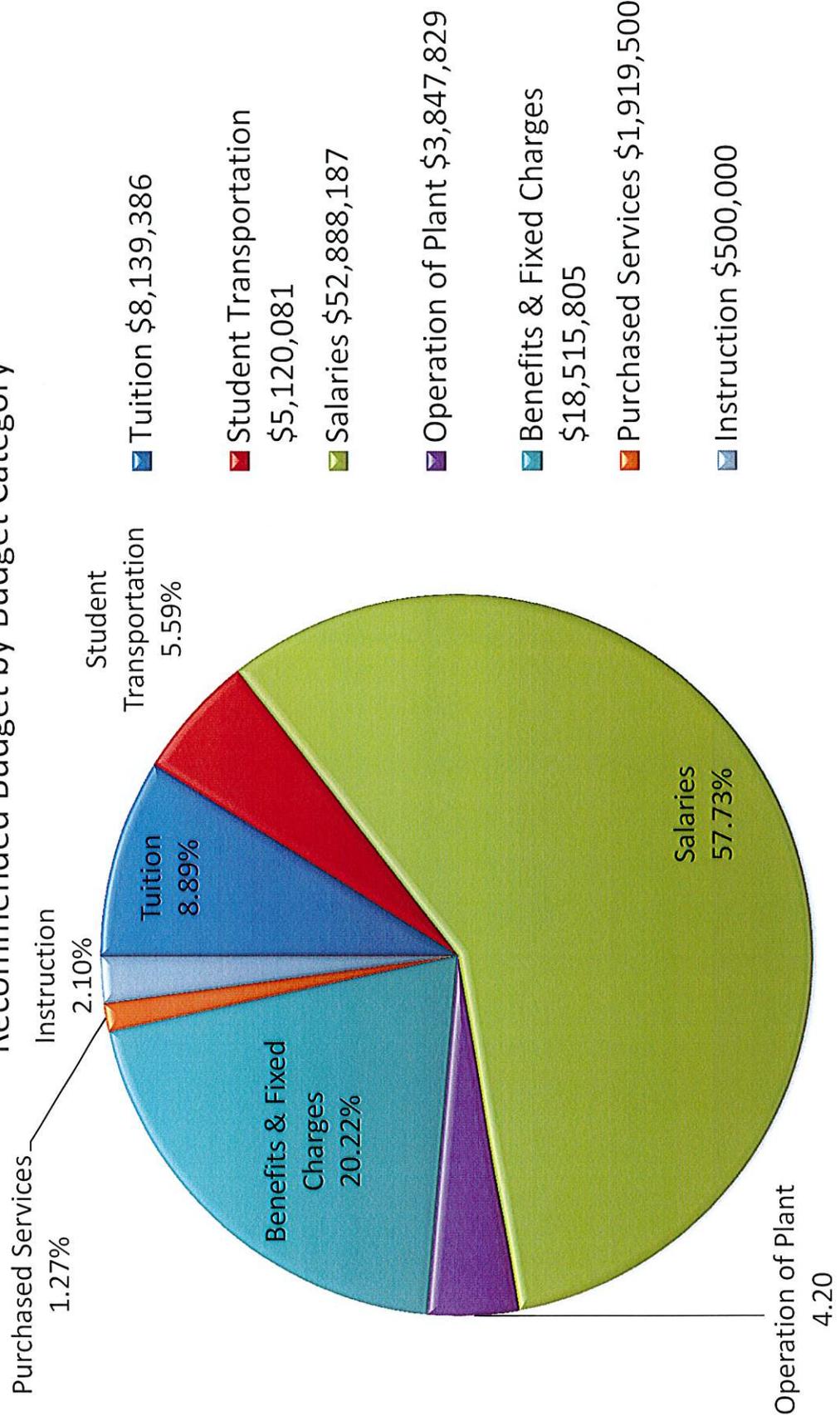
Operating Budget Request

Category	Account Series	2019-20 Approved Budget	2020-21 Requested Budget	\$ Variance 2020-21 Recommended Budget vs 2019-20 Approved Budget
Tuition	A01	\$ 7,939,386	\$ 8,139,386	\$ 200,000
Student Transportation	B04-B16	\$ 5,006,321	\$ 5,120,081	\$ 113,760
Salaries	C04-C72	\$ 52,370,421	\$ 52,888,187	\$ 517,766
Operation of Plant	D02-D34	\$ 3,847,829	\$ 3,847,829	\$ -0-
Benefits & Fixed Charges	E02-E30	\$ 18,215,805	\$ 18,515,805	\$ 300,000
Purchased Services	F01-F34	\$ 1,161,159	\$ 1,161,159	\$ -0-
Instruction	G02-G38	\$ 1,419,500	\$ 1,919,500	\$ 500,000
Grand Total		\$ 89,960,421	\$ 91,591,947	\$ 1,631,526*

* Amount represents the increase expected in the Alliance Grant

How the funds are allocated across the Board of Education Operating Budget

Recommended Budget by Budget Category



2020-2021 Budget Highlights

- Leasing program to increase technology in our schools \$500,000
 - Increasing technology in schools
 - One on one computer initiative extended to West Haven High School
 - Refurbish and upgrade computer labs
 - Replace and upgrade smartboard technology
- New Position: Communications Director \$50,000
 - To improve the means of communication between the Board of Education and this community ; website, social media, student recognition
- Salary Increases \$467,766
 - To meet contractual obligations to teachers and nurses per collective bargaining agreements
- Increases to Other Budget Line Items \$613,760
 - Increases to budget line items to cover costs of Special Education tuition and other contractual items

Special Education

- Special education costs represent 27% of the total operating budget and include costs in tuition, transportation and salary categories.
- As the total district enrollment continues to drop, our Special Education enrollment continues to rise. This can cause an increase to multiple areas of the budget (Tuition, Transportation, Salaries, Benefits and Instruction).

Tuition \$8,139,386

Moderate Increase:	Includes tuition for:	Tuition range:	Current SPED outplaced students:
<ul style="list-style-type: none">• \$200,000 more than current year's budget• 8.89 % of budget	<ul style="list-style-type: none">• Outside SPED placements (90% tuition budget)• Magnet programs• Students placed by DCF in other districts	<ul style="list-style-type: none">• \$45,000-\$150,000 per student• Additional costs: transportation, one-on-one para or nurse if required	133
			2018-19: 130
			2017-18: 139
			2016-17: 126

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019		2019-2020		2020-2021		Account Description
	Actual	Approved Budget	Approved Budget	Recommended Budget	Recommended Budget		
A01	Tuition	\$8,512,850	\$7,939,386	\$8,139,386	\$8,139,386		Tuition payments for students whose needs cannot be met with a district program.

- FY21 Special Education tuition anticipated total cost: \$10,837,226
- FY21 Budgeted amount: \$ 8,139,386
- Difference to be balanced through funds allocated by the State of Connecticut Excess Cost Grant and Medicaid funds

Transportation \$5,120,081

- Contractual increase of \$100,126 for FY21 (2%)
- Additional funding allocated to the Special Education Transportation line item

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019	2019-2020	2020-2021	Account Description
	Actual	Approved Budget	Recommended Budget	
B04	Bus Service: Public \$ 2,989,592	\$ 2,989,592	\$ 3,049,384	Contractual bus service for public elementary, middle, and high schools.
B06	Bus Service: Non-Public \$ 267,721	\$ 267,721	\$ 273,075	Contractual bus service for private schools (St. Lawrence and Notre Dame High School).
B08	Bus Service: Regional Voc-Tech \$ 229,575	\$ 229,575	\$ 234,167	Contractual bus service for West Haven students attending regional vocational technology schools.
B10	Bus Service: Regional Voc-AG \$ 72,437	\$ 72,437	\$ 73,886	Contractual bus services for West Haven students attending Lyman Hall.
B12	Bus Service: Special Education \$ 1,942,795	\$ 1,341,539	\$ 1,382,003	Contractual bus services for Special Education outplaced students.
B16	Bus Service: Student Activities \$ 105,457	\$ 105,457	\$ 107,566	Contractual bus service for all high school interscholastic teams and other non-athletic events

Salaries \$52,888,187

- Increase: \$517,766 over the current year's budget
- Increases based on
 - Addition of Communications Director (\$50,000)
 - Contractual union raises (\$467,766)
 - Teachers 1.00%
 - Nurses 1.00%

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019 Actual	2019-2020 Approved Budget	2020-2021 Recommended Budget	Account Description
C04	Salary: \$ 187,337 Superintendent	\$ 187,337	\$ 187,337	Contractual salary for the Superintendent of Schools
C06	Salary: \$ 152,466 Assistant Superintendent	\$ 152,466	\$ 152,466	Contractual salary for the Assistant Superintendent
C07	Salary: \$ 516,604 Clerical-Central Office	\$ 516,604	\$ 516,604	Contractual salaries for Central Office secretaries and clerks
C10	Salary: \$1,081,083 Principals	\$1,081,083	\$1,081,083	Contractual salaries for elementary schools, middle schools, and high school principals
C12	Salary: \$ 929,234 Assistant Principals	\$ 929,234	\$ 929,234	Contractual salaries for middle school and high school assistant principals
C14	Salary: \$1,064,632 Coordinators	\$1,064,632	\$1,114,632	Contractual salaries for subject area coordinators

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019	2019-2020	2020-2021	Account Description
	Actual	Approved Budget	Recommended Budget	
C16	Salary: \$27,356,996 Classroom Teachers	\$27,356,996	\$27,641,017	Contractual salary for classroom teachers at all levels
C18	Salary: \$5,922,487 Special Education Teachers	\$5,922,487	\$6,003,419	Contractual salary for special education teachers at all levels
C20	Salary: \$150,000 Adult Education	\$150,000	\$150,000	A portion of the contractual salaries for the Adult-Ed Director and teaching staff. Program also receives a State grant.
C22	Salary: \$125,000 Homebound	\$125,000	\$125,000	Contractual salaries to provide home instruction for students unable to attend classes for reasons of disability or expulsion.
C24	Salary: \$3,405,682 Special Area Teachers	\$3,405,682	\$3,461,446	Contractual salaries for itinerant, ESOL, guidance, and educational medical teachers
C26	Salary: \$1,565,854 Pupil Services	\$1,565,854	\$1,603,221	Contractual salaries for psychologists, social workers, and speech and hearing therapists

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019 Actual	2019-2020 Approved Budget	2020-2021 Recommended Budget	Account Description
C28	Salary: \$ 694,353	\$ 694,353	\$ 694,353	Contractual salary for Carrigan, Bailey, and West Haven High School secretaries and clerks
C30	Salary: \$ 310,681	\$ 310,681	\$ 310,681	Contractual salary for all elementary schools secretaries and clerks
C32	Salary: \$ 30,000	\$ 30,000	\$ 30,000	Budget line item to provide coverage when regular employee is out of work
C34	Salary: \$ 300,000	\$ 300,000	\$ 300,000	Budget line item to provide supervision for elementary school lunch
C36	Salary: \$ 2,992,839	\$ 2,992,839	\$ 2,992,839	Contractual salaries for paraprofessionals
C38	Salary: \$ 105,000	\$ 105,000	\$ 105,000	Budget line item to provide services to students when a paraprofessional is out of work

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019	2019-2020	2020-2021	Account Description
	Actual	Approved Budget	Recommended Budget	
C40	Salary: \$ 98,261	\$ 98,261	\$ 98,261	Contractual salaries for liaison employees who work with all student groups
C42	Salary: \$ 689,815	\$ 689,815	\$ 689,815	Budget line item to provide quality education when teachers are absent from school
C44	Salary: \$ 300,000	\$ 300,000	\$ 300,000	Contractual benefit paid for non-certified and certified staff upon retirement or death
C46	Salary: \$ 887,524	\$ 887,524	\$ 896,366	Contractual salaries for school nurses at all public schools.
C48	Salary: \$ 142,639	\$ 142,639	\$ 143,480	Contractual salaries for school nurses at the non public schools.
C58	Salary: \$1,918,019	\$1,918,019	\$1,918,019	Contractual salaries for custodial staff at all schools

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019 Actual	2019-2020 Approved Budget	2020-2021 Recommended Budget	Account Description
C60	Salary: Substitute Custodians \$ 105,000	\$ 105,000	\$ 105,000	Budget line item to provide substitute coverage when a regular employee is absent from work
C62	Salary: Overtime Custodians \$ 79,638	\$ 79,638	\$ 79,638	Contractual payments for overtime to custodians for snow removal, emergency call ins, etc.
C64	Salary: Maintenance \$ 827,083	\$ 827,083	\$ 827,083	Contractual salaries for maintenance personnel for upkeep of the facilities and grounds.
C66	Salary: Maintenance Overtime \$ 60,799	\$ 60,799	\$ 60,799	Contractual payments for overtime to maintenance personnel for snow removal, emergency call ins, ect.
C68	Salary: Student Activity Advisors \$ 154,978	\$ 154,978	\$ 154,978	Contractual stipends to staff who supervise approved clubs and other activities
C70	Salary: Athletic Coaches \$ 200,417	\$ 200,417	\$ 200,417	Contractual stipends for coaches and assistant coaches of interscholastic competitive sports

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019	2019-2020	2020-2021	Account Description
	Actual	Approved Budget	Recommended Budget	
C72	\$ 16,000	\$ 16,000	\$ 16,000	Contractual stipends for custodial supervision of community activities in the schools
	Salary:			
	Community			
	Service-			
	Custodial			

Operation of Plant \$3,847,829

- No increase for fiscal year 2020-21

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019 Actual	2019-2020 Approved Budget	2020-2021 Recommended Budget	Account Description
D04	Electricity \$ 1,093,290	\$ 1,058,733	\$ 1,058,733	To provide electrical energy to all school facilities
D08	Water \$ 75,961	\$ 103,919	\$ 103,919	To provide water to all school facilities including the pools.
D10	Telephones & Communications \$ 364,178	\$ 364,178	\$ 364,178	To provide communications for all school facilities.
D12	Rubbish Removal \$ 222,583	\$ 220,833	\$ 220,833	To provide rubbish removal from all school facilities.
D14	Custodial Supplies \$ 163,049	\$ 163,049	\$ 163,049	To provide all hygienic and cleaning materials used in all school facilities.
D16	Heat for Buildings \$ 575,480	\$ 664,487	\$ 664,487	To provide gas to heat all school facilities.

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019	2019-2020	2020-2021	Account Description
	Actual	Approved Budget	Recommended Budget	
D18	\$ 45,000	\$ 45,000	\$ 45,000	Equipment: Operation of Plant To provide equipment used to clean all school facilities.
D20	\$ 575,000	\$ 575,000	\$ 575,000	Repair to Buildings To provide necessary materials for maintenance and repairs for BOE employees and outside companies.
D22	\$ 14,050	\$ 14,050	\$ 14,050	Upkeep of Grounds: Supplies To provide grounds maintenance supplies.
D24	\$ 388,740	\$ 388,740	\$ 388,740	Building Security To provide security at all school facilities.
D26	\$ 34,090	\$ 34,090	\$ 34,090	Gas, Oil, and Grease To provide gas and diesel fuel for the operation for all BOE vehicles and equipment.
D28	\$ 33,250	\$ 33,250	\$ 33,250	Repair to Equipment: Maintenance To provide repairs of all maintenance vehicles and equipment.

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019	2019-2020	2020-2021	Account Description
	Actual	Approved Budget	Recommended Budget	
D30	Other Expenses: \$ 50,000 Maintenance	\$ 50,000	\$ 50,000	To provide parts and supplies used by maintenance personnel.
D32	Equipment: \$ 32,500 Maintenance of Plant	\$ 32,500	\$ 32,500	To provide equipment to maintain all school facilities and grounds.
D34	Improvement to Sties \$ 100,000	\$ 100,000	\$ 100,000	To provide for maintaining or improving all school facilities.

Health Benefits & Fixed Charges \$18,515,805

- Increase of \$300,000 over current year's budget
- Budget increase was lower than previous years due to expectation of moving two unions in negotiations into the HDHP
- Currently operating within budget for FY19-20
- Still investigating possible transition to the State Partnership Plan

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019	2019-2020	2020-2021	Account Description
	Actual	Approved Budget	Recommended Budget	
E02	\$ 800	\$ 800	\$ 800	Central Office: Travel Transportation expenses for central office administrators.
E04	\$ 7,000	\$ 7,000	\$ 7,000	Central Office: Dues & Conferences Payments for dues and conferences for Central Office staff.
E06	\$ 50,000	\$ 50,000	\$ 50,000	Travel, Conferences, and Dues: Teachers/Admin Travel, conferences, and dues payments for teachers and administrators.
E08	\$ 46,500	\$ 46,500	\$ 46,500	Professional Certification Reimbursement Reimbursement for graduate credit course completion by certified staff.
E10	\$ 19,400	\$ 19,400	\$ 19,400	Travel: Maintenance Travel allowance paid to maintenance personnel using their own vehicles.
E12	\$ 613,282	\$ 525,000	\$ 525,000	Property & Liability Insurance Board of Education's portion of the premium payments for property and liability insurance.

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019	2019-2020	2020-2021	Account Description
	Actual	Approved Budget	Recommended Budget	
E14	Health Insurance: Certified \$ 8,611,153	\$ 9,487,344	\$ 9,687,344	To provide contractual health insurance for certified employees.
E16	Life Insurance \$ 142,913	\$ 187,913	\$ 187,913	To provide contractual life insurance benefit for certified and non certified employees.
E18	Social Security \$ 702,654	\$ 764,786	\$ 764,786	Social Security tax payments for all eligible staff.
E20	Retirement Contributions \$ 367,416	\$ 477,406	\$ 477,406	Contractual non-certified employees' benefit.
E22	Medicare Only-Taxes \$ 830,412	\$ 881,908	\$ 881,908	1.45% tax for all certified staff hired on or after 4/1/1986.
E24	Unemployment Compensation \$ 37,976	\$ 100,000	\$ 100,000	Payments for unemployment claims

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019	2019-2020	2020-2021	Account Description	
	Actual	Approved Budget	Recommended Budget		
E26	Health Insurance: Non-Certified	\$4,588,822	\$4,617,748	\$4,717,748	To provide contractual health insurance to non-certified staff.
E30	Worker's Compensation	\$ 832,379	\$1,050,000	\$1,050,000	Payments for worker's compensation claims for BOE employees.

Purchased Services \$1,161,159

- No increase for fiscal year 2020-21

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019	2019-2020	2020-2021	Account Description
	Actual	Approved Budget	Recommended Budget	
F02	\$ 45,574	\$ 60,000	\$ 60,000	To provide all services associated with mail delivery.
F04	\$ 35,000	\$ 35,000	\$ 35,000	To provide various administrative and school forms.
F06	\$ 269,809	\$ 269,809	\$ 269,809	To provide photocopy services for all schools.
F08	\$ 1,350	\$ 1,350	\$ 1,350	To provide seminars, journals, meetings, travel, and out of pocket expenses for Board Members.
F10	\$ 78,500	\$ 78,500	\$ 78,500	To provide data processing services for administrative and teacher related functions.
F12	\$ 260,000	\$ 260,000	\$ 260,000	Contracts with outside agency to support the BOE's daily functions.

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019	2019-2020	2020-2021	Account Description
	Actual	Approved Budget	Recommended Budget	
F14	Service Contracts \$ 265,000	\$ 265,000	\$ 265,000	Contracts with outside agencies to perform duties outside of the BOE's expertise.
F18	Board of Education- Office Supplies \$ 1,800	\$ 1,800	\$ 1,800	To provide materials necessary to conduct the business of the Board of Education.
F20	Central Office- Supplies \$ 22,500	\$ 22,500	\$ 22,500	To provide all administrative supplies
F22	Central Office- Misc. Expense \$ 3,500	\$ 3,500	\$ 3,500	To provide for various administrative expenses
F26	Police and Fire \$ 369,064	\$ 75,000	\$ 75,000	To provide SROs and other supervision at all school facilities.
F28	Board of Education- Conferences and Dues \$ 25,200	\$ 25,200	\$ 25,200	To provide dues to CABE, ACES, ect. and various conference fees.

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019	2019-2020	2020-2021	Account Description
	Actual	Approved Budget	Recommended Budget	
F30	\$ 3,500	\$ 3,500	\$ 3,500	To provide various professional publications .
F34	\$ 60,000	\$ 60,000	\$ 60,000	To provide funding for the anticipated shortfall between revenue and expenses.

Instruction \$1,919,500

- **Proposed increase of \$500,000**
 - This will allow the Board to continue to implement a one on one student to computer model through West Haven High School (Grade 9-12)

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019	2019-2020	2020-2021	Account Description
	Actual	Approved Budget	Recommended Budget	
G02	Answering Service \$ 10,850	\$ 10,850	\$ 10,850	Cost of substitute procurement software used by the teachers.
G04	Repair to Equipment: Instruction \$ 25,000	\$ 25,000	\$ 25,000	To provide repairs to instructional equipment.
G06	Miscellaneous Expense \$ 20,000	\$ 20,000	\$ 20,000	To provide for various instructional expenses.
G08	Elementary Reading Development \$ 12,000	\$ 12,000	\$ 12,000	To provide for supplies and materials to enhance the elementary reading program.
G10	Teaching Supplies \$ 314,400	\$ 314,400	\$ 314,400	To provide for all consumable materials necessary to conduct instruction.
G12	Textbooks \$ 225,000	\$ 225,000	\$ 225,000	To provide for new and replacement textbooks, workbooks, and periodicals used in the classroom.

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019 Actual	2019-2020 Approved Budget	2020-2021 Recommended Budget	Account Description
G14	\$ 13,500	\$ 13,500	\$ 13,500	To provide current magazines and newspapers used in classrooms and libraries.
G16	\$ 120,000	\$ 120,000	\$ 120,000	To provide new and replacement technological supplies used in the classroom.
G18	\$ 54,750	\$ 54,750	\$ 54,750	To provide for expenses related to SBAC and other testing.
G20	\$ 45,000	\$ 45,000	\$ 45,000	Services performed to assist in the enhancement of the teaching process.
G22	\$ 37,500	\$ 37,500	\$ 37,500	To provide for replacements and additions to the library collections in each school.
G24	\$ 5,000	\$ 5,000	\$ 5,000	To provide materials for the administration of the library program.

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019 Actual	2019-2020 Approved Budget	2020-2021 Recommended Budget	Account Description
G26	\$ 20,000	\$ 20,000	\$ 20,000	Equipment-Non Instruction To provide for the replacement of non-instructional equipment.
G28	\$ 50,000	\$ 50,000	\$ 50,000	Equipment-Instruction To provide new equipment used directly for instruction.
G29	\$ 292,975	\$ 320,000	\$ 320,000	Technology To provide equipment for the district's technology plan.
G32	\$ 11,500	\$ 11,500	\$ 11,500	Medical Services: Supplies To provide all supplies used by the medical services department.
G34	\$ 25,000	\$ 25,000	\$ 25,000	Medical Services: Misc. Expense To provide for various expenses within the medical services department.
G36	\$ 10,000	\$ 10,000	\$ 10,000	Equipment: Medical Services To provide all necessary equipment for the medical services department.

West Haven Board of Education

Operating Budget Request

Budget Detail

	2018-2019	2019-2020	2020-2021	Account Description
	Actual	Approved Budget	Recommended Budget	
G38	\$ 100,000	\$ 100,000	\$ 100,000	To provide equipment and supplies for all interscholastic sports programs.
			\$ 500,000	To enhance the technology at West Haven High School.



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

December 30, 2019

West Haven Fire Department
Chief James O'Brien, First Fire District
Chief Stephen Scafariello, West Shore Fire District
Chief Michael Esposito, Allingtown Fire District
366 Elm Street
West Haven, CT 06516

Dear Chiefs:

First, I want to thank each of you for the meeting with us to openly discuss West Haven Fire District's financial situation that we briefly reviewed in the Fire Service Consolidation Study. We came away from the meeting encouraged because we agreed in large part about what needs to be done, now the more difficult part will be getting it done in the form of sustainable budgets approved by the district voters the sooner the better.

We agreed to send you this letter formally requesting various financial information for OPM to provide financial review and assistance. Please forward to me at Kimberly.Kennison@ct.gov.

Information Description	First Fire	West Shore	Allingtown
Confirmation that the pension, active medical, and retiree medical grid created by OPM is accurate	Please confirm	Please confirm	Please confirm
District Charter/Bylaws	Need	Received	Need
FY 20 Budget document	Need	Need	Need
FY 21 Budget Calendar (timelines/deadlines)	Need	Need	Need
Description of outstanding bonds, loans, leases	Need	Need	Need
Actuarial Questions (paid for by OPM)			
OPEB annual retiree medical payment projections	Need	Need	Need
Pension assets depletion analysis at current funding	Need	Need	Need
Draft MOU of Tri-District Commission agreement	As available	N/A	N/A

We look forward to working closely with you as each district works toward incorporating funding for pensions, OPEB, and capital needs to benefit both the community and the firefighters of each Fire District who deliver these services to the community.

We look forward to meeting with you and your Fire Commissioners soon.

Sincerely,

Kimberly Kennison, Executive Financial Officer

MEMORANDUM

Municipal Accountability Review Board

To: Members of the Municipal Accountability Review Board
From: Julian Freund, OPM
Subject: West Haven Dispatchers Union Tentative Agreement
Date: January 24, 2019

Background

The current collective bargaining agreement between the City of West Haven and the Dispatchers union expires June 30, 2021. A Tentative Agreement to extend the contract to June 30, 2023 was approved by the union on December 11, 2019 and by the City Council on January 13, 2020.

Section 7-576d of CT General Statutes provides the MARB with an opportunity to approve or reject the Tentative Agreement. At the January 9 MARB meeting, the Board reviewed the Tentative Agreement and requested additional information regarding an actuarial analysis of the impact of one provision in the agreement. The City has provided that information and has also obtained a waiver from the union regarding the timeframe for review of the agreement in order to allow the MARB to take action at its February 13 meeting.

There are currently 14 members of this bargaining unit.

Provisions of Tentative Agreement

The attached memo from the City's labor attorney outlines the changes made to the current contract with the Dispatchers union. In addition to extending the term of the contract by two years, the agreement makes the following changes:

Transition to Partnership: The transition of members out of the high deductible health insurance plan to the State Partnership health plan is codified in the agreement.

Health Premium Cost Share: Under the existing contract, employees currently pay 16% of premium cost of the high deductible health insurance plan with an increase to 17% effective July 2020. Under the Tentative Agreement, employees will pay 16% of the Partnership premium through FY 2021, followed by an increase to 17% in July 2021 and 18% in July 2022.

Wages: The proposed agreement provides wage increases of 1% in FY 2022 and 2% in FY 2023. These wage increases follow four years of 0% wage increases in this union. The agreement provides for step increases. The City has provided a schedule of the year to year wage adjustments and step increases by employee (attached).

Retiree Health Benefits: The agreement modifies the years of service and age requirement for eligibility for retiree health benefits from age 55 plus 20 years of service to age 50 plus 25 years of service. This modification applies only to retirees hired prior to February 5, 2018. The existing contract eliminated

retiree health benefits for employees hired after February 5, 2018. An analysis by Milliman (attached) projects a reduction in the long-term OPEB liability of approximately \$147,000 as a result of this change.

Financial Impact

The City has provided an analysis of the fiscal impact of the tentative agreement. The analysis projects net savings in each year of the contract as the combined effect of the wage and step increases offset by the savings resulting from the transition to the Partnership and rising employee premium cost share. The primary driver of the savings is the transition to the Partnership which is effective January 1, 2020. As noted, the attached analysis by Milliman projects a reduction to the long-term OPEB liability of approximately \$147,000.

Attachments:

- Tentative Agreement
- Redlined version of current contract
- Summary Financial Analysis
- Step Advancement/Salary Grid
- Comparables with other municipalities
- Milliman analysis



DEPARTMENT OF PERSONNEL

City of West Haven
355 Main Street
West Haven, CT 06516
(203) 937-3558



City Hall
1896 - 1968

Nancy R. Rossi
Mayor

Beth A. Sabo
Director of Personnel & Labor Relations
Commissioner of Human Resources

December 12, 2019

Mr. Julian Freund
State of Connecticut
Office of Policy and Management
Finance Division
450 Capitol Ave.
Hartford, CT 06106

Dear Mr. Freund:

Please find enclosed a copy of the signed Tentative Agreement for the West Haven 911 Dispatchers International Association of Fire Fighters & UPPFA of CT, Local #5127, to extend their present contract to expire on June 30, 2023. I will requesting that West Haven City Council and the Municipal Accounting Review Board review the proposed changes. Please be advised that the Council and MARB have forty-four days to act, from the date the Union and City signed the Tentative Agreement (December 11, 2019).

Thank you.

Sincerely,

Beth A. Sabo
Director of Personnel/ Labor Relations

Cc: Mayor Rossi
L. Tiernan, Corporation Counsel
R. Quagliani, Chairman
E. Nolan, Local #5127
File ✓



DEPARTMENT OF PERSONNEL

City of West Haven
355 Main Street
West Haven, CT 06516
(203) 937-3558



City Hall
1896 - 1968

Nancy R. Rossi
Mayor

December 12, 2019

Beth A. Sabo
Director of Personnel & Labor Relations
Commissioner of Human Resources

Mr. Ronald Quagliani, Chairman
West Haven City Council
355 Main Street
West Haven, CT 06516

Dear Chairman Quagliani:

Please find enclosed a copy of the signed Tentative Agreement for the West Haven 911 Dispatchers International Association of Fire Fighters & UPPFA of CT, Local #5127 to extend their present contract to expire on June 30, 2023. I have enclosed copies of the existing contract along with the summary of proposed changes for the City Council review. Please be advised that the council has forty-four days to act, from the date the Union signed the agreement (December 11, 2019).

I am requesting that this Tentative Agreement appear on the January 13, 2020, City Council Agenda. Please be advised that Mr. Christopher Hodgson (city's labor attorney), Lee Tiernan and I will be present at the meeting to answer questions. Thank you for your kindness.

Sincerely,

Beth A. Sabo
Director of Personnel/ Labor Relations

Cc: Mayor Rossi
L. Tiernan
C. Hodgson
M. Di Massa
E. Nolan, Local #5127

File ✓



BERCHEM MOSES.COM

75 Broad Street
Milford, CT 06460
T: 203.783.1200
F: 203.878.2235

1221 Post Road East
Westport, CT 06880
T: 203.227.9545
F: 203.226.1641

Robert L. Berchem
Marsha Belman Moses
Stephen W. Studer ▶
Richard J. Buturla
Floyd J. Dugas
Rolan Joni Young
Ira W. Bloom
Jonathan D. Berchem *
Michelle C. Laubin ◆
Gregory S. Kimmel
Christopher M. Hodgson
Christine Owens Morgan

Mario F. Coppola
Meredith G. Diette
Ryan P. Driscoll ◆ ·
Bryan L. LeClerc ◆
Brian A. Lema
Douglas E. LoMonte
Brian W. Smith
Christine A. Sullivan

Paula N. Anthony ◆
Alfred P. Bruno
Jacob P. Bryniczka
Eileen Lavigne Flug
Peter V. Gelderman ◇
Warren L. Holcomb
Eugene M. Kimmel

Nicholas R. Bamonte
Eric Barba ■
Richard C. Buturla
Carolyn Mazanec Dugas
Matthew D. Glennon
Rebecca E. Goldberg
John Y. Khalil
Kyle G. Roseman
Justin Stanko
Matthew L. Studer
Tyler I. Williams

■ - Also Admitted in CA
◇ - Also Admitted in IL
▶ - Also Admitted in MA
· - Also Admitted in NJ
◆ - Also Admitted in NY
* - Also Admitted in PA

PLEASE REPLY TO
MILFORD OFFICE

December 6, 2019

Via Email: BethS@westhaven-ct.gov

Beth Sabo
City of West Haven
355 Main Street
West Haven, CT 06516

Re: ERS Collective Bargaining Agreement Extension

Dear Ms. Sabo:

This will confirm that ERS Unit, IAFF Local 5127, ratified the attached Tentative Agreement on December 5, 2019. I am requesting that the City Council ratify it as well. The attached Tentative Agreement provides as follows:

1. The Union will switch medical insurance plans to the State Partnership Plan 2.0 effective January 1, 2020;
2. The term of the current collective bargaining agreement will be extended to expire on June 30, 2023.
3. The Union will receive a 1% general wage increase effective July 1, 2021. The Union will receive a 2% general wage increase effective July 1, 2022.
4. Employee premium share shall be 17% effective July 1, 2021. Employee premium share shall be 18% effective July 1, 2022.
5. Employees hired before February 5, 2018 shall be eligible to receive retiree medical benefits prior to their 65th birthday provided the employee retirees with 25 years of service and reaches age 50.

Thank you for your consideration.

Very truly yours,

Christopher M. Hodgson, Esq.

TENTATIVE AGREEMENT

This is a Tentative Agreement between the City of West Haven ("City") and IAFF Local 5127 ("Union"), to implement a change in medical plan and extend the Union contract. The negotiating committees for the City and Union agree to recommend this Tentative Agreement for ratification to their respective bodies. The parties hereby tentatively agree as follows:

1. The Union will switch medical insurance plans to the State Partnership Plan 2.0 effective January 1, 2020. In the event the City leaves the State Partnership Plan 2.0, the City agrees that the starting point for negotiations with the Union shall be the medical plan in effect as of November 1, 2019.
2. The term of the current collective bargaining agreement will be extended to expire on June 30, 2023.
3. The Union will receive a 1% general wage increase effective July 1, 2021. The Union will receive a 2% general wage increase effective July 1, 2022.
4. Employee premium share shall be 17% effective July 1, 2021. Employee premium share shall be 18% effective July 1, 2022.
5. The City and Union agree to modify Article 23, Section 3 to provide that employees hired before February 5, 2018 shall be eligible to receive retiree medical benefits prior to their 65th birthday on the terms outlined in Section 3, provided the employee retires with 25 years of service and reaches age 50.

CITY OF WEST HAVEN

IAFF LOCAL 5127

By: Nancy R. Rossi

By: Em Nolan

Date: Dec 11, 2019

Date: Dec 11, 2019

By: Luisy J. [Signature]

By: [Signature]

Date: 12/11/2019

Date: Dec 11, 2019

By: _____

Date: _____

THE CITY OF WEST HAVEN
WEST HAVEN FIRE DEPARTMENT

WEST SHORE FIRE DEPARTMENT

AND

West Haven 911 Dispatchers
International Association of Fire Fighters &
UPFFA of Ct., Local 5127

~~Expires June 30, 2021~~
June 30, 2023

TABLE OF CONTENTS

ARTICLE 1	RECOGNITION.....	1
ARTICLE 2	DEFINITIONS	1
ARTICLE 3	MANAGEMENT RIGHTS.....	1
ARTICLE 4	UNION SECURITY.....	2
ARTICLE 5	DEDUCTION OF UNION DUES	3
ARTICLE 6	SENIORITY	3
ARTICLE 7	GRIEVANCE PROCEDURE	4
ARTICLE 8	UNION REPRESENTATION	5
ARTICLE 9	SICK LEAVE.....	6
ARTICLE 10	VACATIONS	8
ARTICLE 11	OVERTIME.....	9
ARTICLE 12	LEAVE OF ABSENCE.....	9
ARTICLE 13	PERSONAL DAYS.....	10
ARTICLE 14	HOLIDAYS.....	10
ARTICLE 15	INSURANCE	11
ARTICLE 16	ADMINISTRATION.....	12
ARTICLE 17	LONGEVITY	13
ARTICLE 18	LAYOFF AND RECALL	14
ARTICLE 19	BEREAVEMENT LEAVE	14
ARTICLE 20	WORK WEEK	14
ARTICLE 21	JURY AND MILITARY DUTY.....	15
ARTICLE 22	UNION LEAVE/FAMILY MEDICAL LEAVE	15
ARTICLE 23	RETIREMENT AND PENSION	16
ARTICLE 24	WAGES	17
ARTICLE 25	NO STRIKE-LOCKOUTS.....	18
ARTICLE 26	BARGAINING COMMITTEE	18
ARTICLE 27	CONFLICT OF INTEREST CLAUSE	18
ARTICLE 28	UNIFORM ALLOWANCE	18
ARTICLE 29	NON-DISCRIMINATION.....	19
ARTICLE 30	EDUCATION ASSISTANCE.....	19
ARTICLE 31	CERTIFICATIONS.....	19
ARTICLE 32	PAST PRACTICE	20
ARTICLE 33	POLICIES.....	20
ARTICLE 34	WORKER'S COMPENSATION.....	20
ARTICLE 35	TRAVEL REIMBURSEMENT	21
ARTICLE 36	DISPATCHER TRAINING	21
ARTICLE 37	DURATION OF AGREEMENT.....	21
APPENDIX A	WAGE TABLE	23
APPENDIX B	HEALTH INSURANCE	25

THIS AGREEMENT: entered by and between the West Haven and West Shore Fire Districts and the City of West Haven (referred to as the EMPLOYER) and the West Haven 911 Dispatchers, International Association of Fire Fighters, & UFFFA of CT, Local 5127, (referred to as the UNION) is for the purpose of providing through orderly collective bargaining, prompt and equitable disposition of grievances and to define wages, hours of work and other conditions of employment.

ARTICLE 1 **RECOGNITION**

The Employer hereby recognizes the Union as the exclusive bargaining representative for the purpose of collective bargaining, with respect to wages, hours of employment and other conditions of employment for all its eligible full and part time employees in the collective bargaining unit certified by the Connecticut State Labor Department.

ARTICLE 2 **DEFINITIONS**

The terms hereinafter set forth shall have the following meanings:

1. "Employer" shall mean the City of West Haven and the two fire districts namely, Center Fire District and West Shore Fire District.
2. "Employee" shall mean a member of the bargaining unit represented the Union.
3. "Regular full-time employee" shall mean an employee normally scheduled to work at least a five (5) day week totaling at least forty (40) hours. Said employee shall be eligible for all benefits enumerated in this bargaining agreement.
4. "Part-time employee" shall mean an employee normally scheduled to work at least 8 hours per week but not more than 32 hours per week. Said part-time employees shall be entitled to such benefits as are specifically described as being granted to both full and part time employees.

ARTICLE 3 **MANAGEMENT RIGHTS**

SECTION 1

Except where such rights, powers and authority are specifically relinquished, abridged or otherwise limited by provisions of this Agreement, the Employer has and will continue to retain, whether exercised or not, the sole and unquestioned responsibility and prerogative to manage the affairs of the Employer and direct the work force, including but not limited to the following:

- a) To determine the care, maintenance and operation of Employer equipment and property.
- b) To establish or continue policies, practices and procedures for the conduct of Employer business and, from time to time, to change or abolish such policies, practices or procedures.
- c) To discontinue processes or operations or to discontinue their performance by employees.

- d) To select and to determine the number and type of employees required to perform the Employer's operations.
- e) To layoff, furlough or otherwise relieve employees from duty for lack of work or other legitimate reasons.
- 0 To prescribe and enforce reasonable work rules provided such rules are made known in a reasonable manner to the employees affected by them.
- g) To create job descriptions and revise existing job descriptions as deemed necessary provided that the Employer shall provide the Union with thirty (30) days advance written notice of its intention to revise job descriptions or create new job descriptions during which the Union may request to discuss such changes prior to implementation. Upon request the Employer shall bargain with the Union concerning the impact which any significant change in job descriptions may have on employees' wages, hours and other terms and conditions of employment.
- h) The probationary period shall be one (1) year. During this probationary period the Director may extend the probationary period, as well as terminate the employment of said employee, upon observation and written reports of their performance of duty, if unfit for said employment.

SECTION 2

Take any action necessary in emergency situations regardless of prior commitment to carry out the responsibility of the employer to the citizens of West Haven.

ARTICLE 4 **UNION SECURITY**

SECTION 1

Any employee who on the effective date hereof is covered by this Agreement, and has been employed by the Employer for more than thirty (30) days from the date of ratification of this Agreement, be required as a condition of continued employment to secure and continue membership in the Union for the duration of the Agreement. Employees who are employed after the ratification of the Agreement shall be required as a condition of continued employment to become members of the Union or pay an agency fee within ten (10) days following the thirtieth (30th) day of their employment and to continue such membership for the duration of the Agreement.

SECTION 2

All employees shall be required to become and/or maintain membership in the Union, or in lieu thereof, pay an agency fee.

SECTION 3

No employee required to secure or maintain membership shall be considered as having failed to maintain such membership so long as he/she regularly tenders to the Union his periodic monthly dues, or cures any delinquency in such regard within thirty (30) calendar days of the postmarked date of notice of such delinquency forwarded to the employee and to the Employer by registered mail by the Union.

ARTICLE 5
DEDUCTION OF UNION DUES

SECTION 1

The Employer agrees to deduct from the weekly wages of each employee, who so authorizes such deduction, the amount of weekly Union dues, initiation fees or agency fee as certified to the Employer by the Secretary-Treasurer of the Union.

SECTION 2

Deductions shall be remitted by the fifteenth (15th) of the month following such deduction and the Employer shall furnish the Union with a record of each deduction showing the amount, and the employee from whom such deduction was made and a listing of those employees from who no deduction was made.

SECTION 3

The employer shall not be held liable for an employee's membership dues deduction, or agency fee, if he/she is not on the payroll during the specific deduction week. This deduction agreement shall be for the duration of this contract and is non-cancelable.

SECTION 4

The Union agrees to indemnify and hold the City harmless against any and all claims, demands, suits or other forms of liability, including attorney's fees that shall, or may, arise out of, or by reason of, action taken by the City for the purpose of complying with the provisions of this Article.

ARTICLE 6
SENIORITY

SECTION 1

Seniority as defined by this article shall be based upon the continuous service with the Employer and will govern in all matters pertaining to layoffs, recall, vacation selection, and bid shift selection.

SECTION 2

An employee's seniority shall be broken for the following reasons:

- a) Whenever an employee is discharged or released and the discharge or release is not reversed through the disciplinary hearing procedure.
- b) Whenever an employee is absent without prior permission for more than three (3) consecutive working days or fails to notify the Employer within that time period.
- c) Whenever an employee fails to report to work within three (3) working days after the expiration of a personal or statutory leave of absence or whenever an employee on leave of absence because of a non-occupational injury or illness fails to bring valid proof when requested by the Employer. The Employer will send to the Employee a copy of the letter which informs the employee of the date on which his/her seniority was broken.

d) Whenever an employee on any form of authorized leave is found to be working in the private sector. This section does not include earned time off, vacation, holiday rights or nonscheduled work days.

e) Whenever the employee severs his/her employment.

ARTICLE 7

GRIEVANCE PROCEDURE

SECTION 1

The term "grievance" shall mean any dispute between the Employer and the Union, or between the Employer and any employee concerning the interpretation, application, claim or breach of violation of this Agreement. A grievance must be filed within fourteen (14) calendar days of the last known occurrence of the alleged violation of this Agreement.

SECTION 2

Grievance shall be presented and processed in the following manner:

Step 1

The Union designee shall present the grievance to the E.R.S. Director. Within seven (7) calendar days, a meeting shall be held for presentation of information related to said grievance. A written decision shall be issued within seven (7) calendar days. If the grievance is not resolved it may be submitted to Step 2 within seven (7) calendar days from the date of written decision.

"Written grievance shall state the nature of the grievance, sections of the contract believed to have been violated, and the relief sought."

Step 2

The Director of Personnel and Labor Relations for the City of West Haven will meet with a Union Representative and the grievant to discuss and attempt to settle the grievance. A decision shall be issued in writing within ten (10) calendar days after the submission of the grievance. If the grievance is not settled, it may be submitted to Step 3 within seven (7) calendar days from the date of written decision.

Step 3

If the grievance is not settled, it may be submitted to the Connecticut State of Board of Mediation and Arbitration for mediation.

SECTION 3

The Employer shall notify the Local Union of all suspensions and discharges in writing stating the reason or reasons for each suspension or discharge. If the Union desires to contest a suspension or discharge, it must file a grievance in writing within seven (7) working days from the date of receipt of the notice of suspension or discharge. Failure to file a grievance within the prescribed time limit shall constitute a waiver of all rights to grieve and arbitrate such matters.

SECTION 4

Failure on the part of the Union to comply with the time limits herein set forth shall be deemed a settlement of the grievance on the basis of the last answer received. If the Employer fails to comply with the time limits, herein set forth, the Union may submit the grievance to the next step of the grievance procedure on the basis of the last answer received or in the absence of a resolution at the Second Step of the grievance procedure, submit the matter to the Connecticut State Board of Mediation and Arbitration (CSBMA).

SECTION 5

Any time limits established by this Article may be extended by mutual agreement. Such agreement shall not be unreasonably withheld by either party.

SECTION 6

The Union shall designate and submit to the Employer in writing the names of all Local Officers up to and including Stewards and of other Local Union representatives who shall represent employees in grievance matters. The Employer and the Union shall mutually agree as to the number of employees designated by the Union, who shall be permitted a reasonable amount of time off with pay during a regular shift for the investigation and processing of grievances up to and including the Third Step of the Grievance Procedure.

SECTION 7

The jurisdiction and authority of the arbitrator and the award shall be confined to the interpretation of the provision or provisions of this agreement in dispute between the Union and the Employer. The arbitrator shall have no authority to modify, amend, revise, add to or subtract from any of the terms of this Agreement. The award of the arbitrator shall be final and binding upon all the parties to this Agreement.

In the event there is an award of any back pay, any earnings by the employee during this period of unemployment (including any unemployment insurance) shall be offset and deducted from this award. Employees who have been discharged shall have the duty to seek work so as to mitigate the claims of back wages. The failure to do so shall be considered by the Board.

SECTION 8

Expenses, if any, including the fees and expenses of the arbitrator, shall be borne and divided equally between the Employer and the Union.

ARTICLE 8

UNION REPRESENTATION

SECTION 1

Any employee is entitled to have Union representation in any discussion between the employee and representatives of the Employer in which the employee has reasonable grounds to believe that the interview will adversely affect his/her continued employment or his/her working conditions.

SECTION 2

Upon request and with reasonable notice, an employee shall have the opportunity to review and examine his/her personnel file. The Employer has the right to have such review and examination take place in the presence of a designated official. The Employer shall honor the request of an employee for one (1) copy of pertinent documents from his/her file. If any material, of an adverse nature, is placed in one's personnel file, a copy of such material must be sent to the employee who may then file a written response of reasonable length to be attached and retained with the material in question in his/her personnel file.

ARTICLE 9 **SICK LEAVE**

SECTION 1

Each full time employee shall be entitled to one and one-half (1-1/2) days per month sick leave. Sick leave may be accumulated to one hundred twenty (120) days. Full time employees hired after March 1, 2015, shall be entitled to one and one-quarter (1-1/4) days per month sick leave. The true intent of the sick leave provision must be complied with and must not be misconstrued as personal leave time. It is management prerogative to request proof of illness if so desired.

Full time employees hired after July 1, 1996, may accumulate sick leave to one hundred ten (110) days.

Current employees having as of July 1, 2004, sick leave accumulation in excess of one hundred and twenty (120) days shall have such excess sick leave placed on a one time basis "sick leave reserve" in his/her name. The employee shall have access to any days in his/her sick leave reserve in the event that he/she has exhausted his/her accumulated sick time.

SECTION 2

New full time employees will not be entitled to sick leave until they have been employed for a period of ninety (90) days.

SECTION 3

Upon the death of an employee, any accumulated sick time will be paid to the beneficiary or to the estate, up to the maximum of one hundred twenty (120) days. However, employees hired after of July 1, 1996, shall only be entitled to eighty (80) days of accumulated sick time, at the time of their death, payable to their beneficiary or estate. Employees hired after February 5, 2018, shall not receive a payout of accumulated sick time upon death.

SECTION 4

The Director shall have the right to investigate employee absence to avoid abuse of the sick leave and to further prove authenticity of valid sick leave taken. Any dispatcher who is using sick time at a time found to be working elsewhere will be terminated.

SECTION 5

Sick time may be used to take care of a sick member of the employee's immediate family; specifically, spouse, children and/or parents, up to a maximum of twenty (20) days in any contract year. Extended use of sick leave may be requested for this purpose, in accordance with the FMLA.

SECTION 6

Any employee shall have the right to transfer up to a maximum of fifty (50) days, in the fiscal year, from his/her accumulated sick leave or vacation to another employee, if the recipient employee is out due to a prolonged sickness or injury and has exhausted his/her accumulated sick leave and vacation. "Prolonged sickness or injury" shall include cases of intermittent absence due to serious illness provided the absence is authorized in writing by the attending physician. Any sick leave transferred pursuant to this provision shall reduce the total accumulated sick leave payout, provided for at the time of the employee's retirement.

SECTION 7

An employee who has exhausted his/her sick leave in any one year may request, in writing, an advance of future sick leave. Such employee shall be allowed to borrow, subject to the approval of the Director, an additional eighteen (18) days sick leave time. However, employees hired on or after March 1, 2015, shall be allowed to borrow, subject to the approval of the Director, an additional fifteen (15) days sick leave time. Such approved time shall be charged to the following year's sick leave. Upon his/her return to active duty all earned sick leave credit shall be applied to his/her borrowed leave until repaid. Should for any reason an employee be terminated before the borrowed time is repaid, the days owed will be deducted from any monies owed to said individual upon his/her termination of employment.

SECTION 8

The City shall establish, provide and pay for a group long-term disability income program for employees from a company of the City's choosing, which policy shall commence benefits after ninety (90) days of continuous illness or disability. It shall contain the following provisions:

- A. Replacement wages of 66-2/3% of wages based on wage rate at onset of sickness or injury with a Social Security Disability offset.
- B. Benefit shall continue through age 65 if employee continues to meet the plan's eligibility criteria.
- C. New hires shall be eligible after six (6) months of continuous service.
- D. Medical and Dental benefits shall continue on the same basis as in effect prior to the start of the leave, for a maximum of eighteen (18) months. The employee shall be responsible for his/her share of any employee contribution for such benefits as provided by this Agreement.
- E. Once on long-term disability, employee will not be eligible for holiday pay, vacation accrual, sick leave accrual or use of sick leave.
- F. An employee who earned a longevity payment on his/her anniversary date but is on leave when the November longevity payments are issued shall receive the longevity payments for that year.

ARTICLE 10
VACATIONS

SECTION 1

Each full time employee shall receive a vacation of twelve (12) working days after the completion of one (1) year of service. Vacation days may be taken as individual days off.

SECTION 2

Each full time employee shall receive the following vacation days with pay, for continuous service:

Upon completion of one year but less than five	12 days
Upon completion of five years but less than ten	15 days
Upon completion of ten years but less than fifteen	20 days
Upon completion of fifteen years but less than twenty	25 days
Upon completion of twenty-five years	26 days

SECTION 3

To avoid conflict when choosing vacations, the Director will post a notice, on April 1st, asking for Dispatchers to select their vacation time for the next fiscal year. The list will remain up for the month of April and be taken down on April 30th. At that time all conflicts will be resolved using the following criteria. Vacations chosen on the list will have precedent over all others chosen throughout the year.

- A. Only two Dispatchers may be off on vacation for any one day
- B. Seniority
- C. Vacation days requested after April 30th must be posted 48 hours prior to the vacation and will be allowed based on a "first come, first served" basis with conflicts of who posted first being resolved by seniority.

SECTION 4

Upon the death of any permanent employee, any unused vacation time will be paid to the beneficiary stated on the employee's life insurance form. Upon separation of an employee, the employee shall be paid for all unused vacation time.

SECTION 5

An employee who becomes seriously ill or injured while scheduled to go on vacation or is hospitalized while on vacation shall have the opportunity to change his/her vacation schedule provided that sufficient evidence by way of a physician's certificate attesting to his/her bona-fide illness is furnished to the E.R.S. Director.

SECTION 6

All vacation time must be used within the year following the fiscal year in which it is earned. An employee who does not use his/her annual vacation entitlement by the fiscal year end may elect to receive one hundred percent (100%) payment for up to ten (10) unused vacation days. An employee wishing to buy back vacation time must submit an application prior to the fiscal year end to the Employer.

ARTICLE 11
OVERTIME

SECTION 1

Dispatchers will work overtime on a rotating basis. Eligible dispatchers will be asked to work overtime in accordance with policies and procedures as set forth by the Director. Part time employees may work a vacant shift on a voluntary basis prior to ordering a full-time employee to work provided they do not work thirty two (32) hours or more during the week.

SECTION 2

Should all dispatchers refuse the overtime, then one dispatcher going off duty and one of the dispatcher reporting for the next successive shift will be required to work four (4) hours each. In the event one of the dispatchers reporting for the next successive shift cannot be located, then the dispatcher going off duty must work the full eight (8) hour shift. An overtime force list shall be maintained to track such occurrences. Employees on a paid day off (i.e. vacation or personal day) will be the last employees to be ordered in. The overtime force list will reset to zero every July 1st at 12:00 A.M.

SECTION 3

All hours worked in excess of eight (8) hours in any day forty (40) hours worked in a workweek shall be paid for at the rate of time and one-half. Time taken as vacation, personal or will count toward the forty (40) hours of time worked in a workweek. Sick time shall not count as hours worked in a workweek for employee's when volunteering for overtime; however, employees ordered-in to work will receive pay at time and one-half (1 1/2) his/her regular hourly rate of pay.

SECTION 4

To protect the health and safety of the employees, no dispatcher will work more than 16 hours consecutively. Further, any such dispatcher who has worked sixteen (16) consecutive hours shall have eight (8) hours off duty before being required to return to work.

ARTICLE 12
LEAVE OF ABSENCE

SECTION 1

The Employer may grant a personal leave of absence without pay to any employee upon his/her request for a period not to exceed one (1) year. Upon expiration of an approved leave of absence or with two weeks advance notice for an earlier return if so requested by such employee, he/she shall be reinstated in the position held at the time leave was granted, provided he/she is physically able to perform the duties of said position. Said physical ability will be determined by a physician who shall conduct an examination to include stress test and drug testing. Said physical exam will be paid for by the employee.

No leave of absence, including personal leave, sick leave or workers' compensation leave shall exceed one (1) year. Failure to return at the expiration of a leave, without good cause, will be considered a resignation of employment.

SECTION 2

An employee's length of service shall not be reduced by time lost due to paid sick or workers' compensation leave. In the event that a personal leave of absence is granted, the date of seniority shall be the date that was in existence when said leave was started. Seniority shall not be built during a personal leave of absence in excess of thirty (30) days.

SECTION 3

All personal leaves of absence of more than thirty (30) days will be done so without benefits, which include all Medical Plans, Vacation accrual, and Holiday pay.

SECTION 4

Full time employees that have been granted a Personal Leave of Absence may buy up to fifty-two weeks of the Medical Coverage in existence at the time the leave was granted.

SECTION 5

Any employee on leave of absence found to be working at other employment will be terminated

ARTICLE 13

PERSONAL DAYS

Full time employees shall be employed for ninety (90) days before being eligible to receive personal days. Full time employees shall receive four (4) personal days, to be credited to the employee on July 1st of each year. Part time employees shall be entitled to two (2) personal days after one (1) full year of employment. A minimum of twenty-four (24) hours' notice to the Director is required. In the event of an emergency or immediate personal business, twenty-four (24) hours' notice is not required. Personal days shall not be accumulated except the City will pay for one unused personal day at the end of the fiscal year.

ARTICLE 14

HOLIDAYS

SECTION 1

Each full time employee shall be paid for the following twelve (12) holidays:

New Year's Day	Independence Day
Presidents' Day	Labor Day
Martin Luther King's Birthday	Columbus Day
Good Friday	Veteran's Day
Easter Sunday	Thanksgiving Day
Memorial Day	Christmas Day

SECTION 2

Employees may not use a sick day on their regularly scheduled shift before a holiday or use a sick day on their regularly scheduled shift after a holiday to receive holiday pay.

SECTION 3

Because of the nature of the job structure, Federal, State or City proclaimed holidays cannot be observed by said dispatchers.

SECTION 4

Payment for six (6) holidays will be paid on the first Friday in December with the remaining six (6) holidays to be paid on the first Friday in June. Payment will be made at the current hourly rate.

SECTION 5

Employees who work on a holiday shall receive two (2) times their days' pay.

SECTION 6

Employees on any authorized leave of absence without pay shall not be entitled to holiday pay.

SECTION 7

Any newly created permanent Federal Holiday commencing the third year after it becomes law shall be considered a paid holiday.

SECTION 8

If a vacation day is requested for the period covering

Christmas Eve
Christmas Day
New Year's Eve
New Year's Day
Thanksgiving Day

December 24, 12:00 A.M.— December 26, 12:00 A.M. or
December 31, 12:00 A.M. — January 2, 12:00 A.M. or
Thanksgiving Day from Thursday 12:00 A.M. — Friday 12:00 A.M.

A vacation or personal day request will not be granted if no full-time employee or part-time employee voluntarily takes the shift. Dispatchers may choose to swap a shift with any other full-time or part-time dispatcher.

ARTICLE 15 **INSURANCE**

SECTION 1

Effective upon signing, all full time employees shall contribute twelve percent (12%) as a premium cost share for the medical benefits afforded them under this contract. Effective July 1, 2015, the employee shall contribute thirteen percent (13%). Effective July 1, 2017, the employee shall contribute fourteen percent (14%). Effective July 1, 2018, the employee shall contribute fifteen percent (15%). Effective July 1, 2019, the employee shall contribute sixteen percent (16%). Effective July 1, 2020, the employee shall contribute ~~seventeen percent (17%)~~.

Sixteen percent (16%). Effective July 1, 2021, the employee shall contribute 17% percent (17%). Effective July 1, 2022, the employee shall contribute 18% percent (18%).

All employee contributions shall be under a Section 125 Premium Only Plan.

1. ~~Effective July 1, 2018, a \$2,000/\$4,000 HDHP will be implemented and will replace the Blue~~

~~Cross-Century Preferred Point of Service Plan. The Town will contribute to the employee's HSA each plan year 50% of applicable deductible for either single coverage or single plus one or family coverage. Employees must be enrolled in the HDHP for the entire plan year or, if a new employee, for the plan year in which (s) he enrolls. The Town's contribution towards the applicable deductible for new employees who select the HDHP will be prorated based upon the month in which the employee begins employment. Employees who choose to be covered by the HDHP, but legally cannot have a HSA, will be covered by an IRS approved Health Reimbursement Arrangement ("HRA"), meaning they will be reimbursed up to 50% of the applicable deductible for out-of-pocket medical expenses incurred when utilizing the HDHP. Effective July 1, 2018, if an employee chooses to be covered by the Blue Cross Century Preferred Point of Service Plan ("PPO"), the employee can "buy-up" to the PPO plan, meaning the employee will pay the difference between what the City is contributing towards the HDHP (premium and deductible) and the cost of the PPO plan. The City's contribution shall be made in July of each fiscal year.~~

1. Effective January 1, 2020, the State Partnership Plan 2.0 will be implemented and will Replace the Blue Cross Century Preferred Point of Service Plan.

2. A full Service Dental Care Plan, including Riders A,B, C and D has been granted as an addition to the Connecticut Blue Cross Plan for all employees covered under this agreement.

3. A Vision Care Plan provided through the Connecticut Blue Cross will be granted to all employees only, covered under this plan

SECTION 2

The Employer will provide and pay for a sixty thousand dollar (\$60,000) Group Life Insurance policy for all full time employees.

SECTION 3

The Employer shall provide an annual payment in lieu of health benefits for employees that waive such coverage in the amount of \$1,000 for employee only coverage, \$2,000 for employee plus one coverage, \$4,000 for family coverage, so long as said coverage providing basis for the waiver is not any other City of West Haven entity. Employee requesting entitlement to waiver must provide insurance information for proof of coverage to the City's Personnel Department. A side letter of agreement shall be signed with respect to the one current employee who will be grandfathered to receive the waiver payment as a result of coverage through the spouse who is an employee of a City of West Haven entity.

SECTION 4

The Employer may implement changes to the health benefits (including medical, dental, prescription) provided herein which may result in a cost savings/containment to the Employer and will not reduce until negotiated the current coverage and benefits received by Employees. The Employer agrees that it shall give the Union thirty (30) days' notice prior to the implementation of any changes. The Union may demand to bargain any change to current coverage and benefits prior to the implementation of any changes.

ARTICLE 16
ADMINISTRATION

The Director of ERS shall be the Administrator of this Agreement and shall be responsible for maintaining discipline and the orderly operation of the E.R.S. Center.

ARTICLE 17
LONGEVITY

SECTION 1

Except as described in Section 8, no employee hired after July 1, 2007, shall receive Longevity under this schedule.

SECTION 2

After the fifth (5th) year of employment has been reached, and through the ninth (9th) year of employment each employee covered by this Agreement shall be granted six hundred ten dollars (\$610.00) per year.

SECTION 3

Beginning with the tenth (10th) year of employment and each year thereafter up to the fifteenth (15th) each employee shall receive a longevity payment of six hundred sixty dollars (\$660.00).

SECTION 4

Beginning with the sixteenth (16th) year of employment and each year thereafter up to the nineteenth (19th) year of employment each employee shall receive a longevity payment of seven hundred ten dollars (\$710.00).

SECTION 5

Beginning with the twentieth (20th) year of employment and each year thereafter up to the twenty-fourth (24th) year of employment each employee shall receive a longevity payment of seven hundred sixty dollars (\$760.00).

SECTION 6

Beginning with the twenty-fifth (25th) year of employment and each year thereafter each employee shall receive a longevity payment of eight hundred ten dollars (\$810.00).

SECTION 7

Longevity payments shall be made on the first (1st) pay day in December of the calendar year during which the necessary years of service have been attained and thereafter annually with the formula. Employees reaching their anniversary date before the 3rd pay period in December who would reach a qualifying anniversary date by December 31st shall receive their longevity payment in the first (1st) December pay day. Said payments shall be in one lump payment.

SECTION 8

For full time employees hired effective November 1, 2010 there shall be a two tier longevity schedule. After the tenth (10th) year of employment has been reached, and through the twentieth (20th) year of employment they shall receive six hundred ten dollars (\$610.00) per year. Beginning with the twenty-first (21st) year the longevity payment shall increase thereafter to six hundred sixty (\$660.00) dollars. Employees hired after February 5, 2018, shall not be entitled to longevity payments.

ARTICLE 18

LAYOFF AND RECALL

SECTION 1

In the event the Employer decreases the work force in the Bargaining Unit, employees shall be laid off in the following order:

- i. Part time employees in inverse order of their seniority.
- ii. Full time employees in inverse order of their seniority

SECTION 2

The Employer will give employees affected at least two (2) week advance notice of layoff.

SECTION 3

Employees will be recalled in inverse order of their layoff when work becomes available. Full time employees shall be recalled first and part time employees thereafter. The Employer will notify the employee of recall by certified mail to the last known address on City Records. If an employee on lay-off does not report back to work within fourteen (14) working days of said notice, the employee shall be deemed to have resigned. Employees shall have the right to be recalled for eighteen (18) months from the date of layoff.

ARTICLE 19

BEREAVEMENT LEAVE

SECTION 1

In the event of a death in the employee's immediate family (spouse, parent, child, step-child, mother-in-law, father-in-law, brother, sister, grandchild), an employee will be permitted up to five (5) working days off at his/her regular rate of pay for the purpose of attending the funeral and providing for matters incident to the death. Additional time off shall be at the sole discretion of the Director and handled on a case-by-case basis depending on the circumstances.

SECTION 2

A three (3) day special leave (the day before the funeral, the day of the funeral, and the day after the funeral) shall be granted for the death of the following individuals: grandmother, grandfather, step-mother, stepfather, aunt, uncle, niece, nephew, brother-in-law or sister-in-law. Additional time off shall be at the sole discretion of the Director and handled on a case-by-case basis depending upon the circumstances.

Should the leave period include days not scheduled as work days, only the actual days necessary to complete the five (5) or three (3) day period shall be allowed.

ARTICLE 20

WORK WEEK

SECTION 1

The work week for full time dispatchers shall be forty (40) hours using the bid shift process, with shifts being picked by seniority every eight (8) weeks. The work week starts 12:00 a.m. midnight on

Monday. Part time dispatchers shall normally be scheduled for at least 8 hours per week but not more than 32 hours per week.

SECTION 2

Any dispatcher called into work shall be granted a minimum of three (3) hours of work at the wage rate specified in this contract. There will be no call in pay when the employee is called in contiguous to his/her shift.

SECTION 3

All dispatchers will assist in data entry.

ARTICLE 21

JURY AND MILITARY DUTY

SECTION 1

Full time employees will be paid for hours spent on Jury Duty less the amount earned while serving. It is the responsibility of the employee to document proof of Jury Duty. Any pay received for this duty will be deducted from the employee's City pay. The language in this section will also hold true for those employees that are subpoenaed witnesses and, in turn, will not cover those that become witnesses on a voluntary basis. The check from Jury Duty must be turned over to the City Comptroller.

SECTION 2

Pay will be granted for Military training that encompasses the normal work week or weeks of the employee. Any pay received for this duty will be deducted from the employee's City pay. Military training is defined as that covering any military reserve unit that has not been called to active duty.

ARTICLE 22

UNION LEAVE/FAMILY MEDICAL LEAVE

SECTION 1

Upon approval by the Director, an employee selected by the Union to perform duties for the Union or the Local Union will be allowed a Leave of Absence without pay. The Director will not unreasonably withhold approval for such leave requests provided the leave does not interfere in the operation of the ERS Center. Such leave when granted shall be treated as continuous service with the Employer and shall be limited to one (1) employee at any one time and shall not exceed five (5) days in any calendar year.

SECTION 2

The City of West Haven complies with the Federal Family Medical Leave Act of 1993 and such amendments made to the Act as dictated by law. An employee who anticipates a leave shall contact the City of West Haven's Personnel Department to determine how said guidelines apply.

ARTICLE 23
RETIREMENT AND PENSION

SECTION 1

Full time employees who retire shall be entitled to a lump sum payment for vacation time earned.

SECTION 2

Any employee, with twenty (20) years of continuous service shall be entitled to a lump sum payment reflecting one hundred percent (100%) of accumulated sick leave up to a maximum of one hundred (100) days. Full time employees hired as of July 1, 1996, shall only be entitled to a maximum of ninety (90) days sick leave at retirement, with twenty (20) years of continuous service. Full time employees hired on or after February 5, 2018, shall not be entitled to a payment of accumulated sick leave at retirement.

SECTION 3

Any employee electing to retire, who has obtained twenty ~~(20)~~ 25 years of continuous service and has reached the age of ~~fifty-five (55)~~, 50 will receive all of the insurance and medical benefits afforded them and their enrolled dependents at the time of retirement, which will change based upon insurance and medical benefits offered to current bargaining unit employees, until their sixty-fifth (65th) birthday*. Upon retirement and prior to his/her sixty-fifth (65th) birthday, the retiree shall pay the same contribution towards health, prescription and dental coverage which is required of active employees plus any increase in contribution as such increase may exist from time to time but retirees between the ages of sixty (60) and sixty-five (65) years of age shall pay the premium percentage for retiree medical which was in effect at their date of retirement. All employees hired after July 1, 2011 who retire shall pay twenty five percent (25%) of the fully insured equivalent rate for their own single coverage retiree insurance through age 65 and fifty percent (50%) of the fully insured equivalent rate for all spousal/dependent coverage provided that the retiree was married to the spouse at the time of retirement, for the same health and prescription plans that active employees have, as same may be modified through collective bargaining.

Employees hired after February 5, 2018, shall not be entitled to retiree medical benefits.

There shall be no annual cap on retiree contributions.

The City will contribute to the HDHP Plan currently referenced in the Agreement at the same contribution level it contributes each fiscal year for active employees and the retiree will be required to remain in the HDHP for the entire plan year, until the plan(s) are modified during negotiations, as set forth above. If the City offers a plan that current employees are allowed to "buy-up" to, the retiree will be responsible to pay the City for the buy-up amount being paid by active employees.

SECTION 4

Retired employees, upon reaching age 65, will receive reimbursement for the standard individual Medicare Part "B" as assessed by the Social Security Administration (SSA), and an eight thousand dollar (\$8,000.00) Life Insurance Policy. Said reimbursement will be made quarterly in arrears and retirees shall provide in January of each year, a copy of his/her statement of benefits from the SSA.

Retired employees with a minimum of twenty years of full time service will be eligible to receive Plan F, or its equivalent, for themselves and their spouses (provided the retiree was married to the spouse at the time of retirement). Retiring employees will be eligible for this plan only if they are collecting Medicare benefits as provided by the federal government. The retiree shall pay the same percentage contribution toward the supplement policy which is required of active employees for premium cost share plus any increase in contribution as such increase may exist from time to time for his/her own insurance and 50% of the incremental premium cost for his/her spouse. If they or their spouses were to change coverage to another form of Medicare, they will be removed from the Blue Cross/Blue Shield 65 Supplemental Policy as soon as they are enrolled in a new plan. It shall be the responsibility of the retiree or their spouse to notify the Employer of said changes.

Employees hired after February 5, 2018, will not be eligible for reimbursement for Medicare Part "B", Plan F, or its' equivalent, and will not be entitled to a life insurance policy upon retirement.

SECTION 5

Each full time bargaining unit employee shall be offered the opportunity of belonging to the City of West Haven 401K Pension Plan. Contribution to the Plan shall be as follows: Employer's contribution shall be 5% to 8% and the employee's contribution shall be a minimum of 2% to a maximum of 25% (employee contributes 2% to 5%, city match is 5%--city will match employee contribution up to a maximum of 8% however, subject to statutory limits.).

SECTION 6

The guidelines spelled out in the brochure will be the guiding factor for early and normal retirement requirements, and all other aspects of the Pension Plan.

ARTICLE 24 **WAGES**

SECTION 1

Any dispatcher who has less than six (6) months of service in such classification shall be paid at Step 1. Any dispatcher who has six (6) months, but less than twenty-four (24) months of service in such classification shall be paid at Step 2. Any dispatcher who has twenty-four (24) completed months or more of service in such classification shall be paid at Step 3.

SECTION 2

ERS Dispatcher

July 1, 2017	wage freeze
July 1, 2018	wage freeze
July 1, 2019	wage freeze
July 1, 2020	wage freeze

<i>July 1, 2021</i>	<i>1% general wage increase</i>
<i>July 1, 2022</i>	<i>2% general wage increase</i>

SECTION 3

Employees assigned to the 4:00 P.M. to Midnight shift will be paid a differential of \$.75 per hour. Employees assigned to the Midnight to 8:00 A.M. shift will be paid a differential of \$.80 per hour.

SECTION 4

Any employee covered by this Agreement when required to work more than ten (10) hours shall be

granted a meal allowance of \$8.00.

SECTION 5

Each Dispatcher will be allowed to take a one hour break, not to be taken the first or last hour of the shift. It will be worked out amongst the dispatchers on each shift as to who takes their break first, second, third, fourth. Each Dispatcher must stay within City limits and carry a portable radio to keep in touch with the office.

SECTION 6

Any full time employee who holds the designation as lead dispatcher shall be paid a shift premium of fifteen (\$15) dollars when working in that role.

ARTICLE 25

NO STRIKE-LOCKOUTS

No officer, representative, or member of the Union shall authorize, instigate, condone or engage in a strike, work stoppage or interruption of work operations during the period of this Agreement. The Employer agrees that there shall be no lock-outs.

ARTICLE 26

BARGAINING COMMITTEE

SECTION 1

One (1) employee designated as a bargaining committee member, shall be granted the necessary time off from his/her regular duties with pay for the purpose of negotiating a collective bargaining agreement between the Employer and the Union.

SECTION 2

No more than one (1) member of the Union shall attend a State convention, conference, or training session of the Connecticut Independent Labor Union without a loss of pay, provided notice is given to the E.R.S. Director at least one week prior to the convention, conference or training session. A maximum of forty (40) hours per contract year shall be permitted.

ARTICLE 27

CONFLICT OF INTEREST CLAUSE

No employee of the E.R.S. shall hold the position of Police or Fire Commissioner in the City of West Haven provided their employment with the City predates their election/appointment.

ARTICLE 28

UNIFORM ALLOWANCE

The Employer shall provide each full time employee with an annual allowance of \$375.00 on ratification and every July 1st thereafter to be used for Uniform Allowance. Said uniform style is to

be determined by the E.R.S. Director. Part time employees will be provided with uniform attire, no stipend shall issue.

ARTICLE 29
NON-DISCRIMINATION

Neither the Employer nor the Union shall discriminate against any employee because of race, religion, sex, sexual preference, marital status, age, color, national origin, political affiliation, or physical disability. A grievance alleging a violation of this Article may be filed up to but not including arbitration.

ARTICLE 30
EDUCATION ASSISTANCE

SECTION 1

Applicants for educational assistance must have at least one year of continuous service at the time of application.

- a. All applications for education assistance must be submitted to the Director and approved by both the Director and the City of West Haven Personnel Director prior to the time of registration; such approval shall not be unreasonably withheld.
- b. Course work for which assistance is being requested must be job related.
- c. Course work must be taken at an appropriately recognized and certified educational institution.

SECTION 2

The employer will reimburse employees for actual allowable expenses incurred to a maximum of \$3,000.00 per fiscal year.

- a) Allowable expenses include tuition, books, lab fees, registration fees.
- b) In order to be reimbursed, the employee must provide satisfactory evidence of completion of the course with a grade of "B" or better and proof of prior payment or a passing grade in the case of certification.

ARTICLE 31
CERTIFICATIONS

Dispatchers, by the end of probation, must have and maintain the following certifications and such other certifications as may be mandated in the future by the City of West Haven or other governmental entity:

- a. State of CT 911 Telecommunicator;
- b. Emergency Medical Dispatcher (EMD);

- c. State of Connecticut Collect system;
- d. NCIC;
- e. Emergency Police Dispatch (EPD); and
- f. PROQA.

The Employer will cover the associated costs.

ARTICLE 32
PAST PRACTICE

This Agreement is not intended to nor shall it be considered as abridging any right, benefit, or privilege that employees have enjoyed heretofore, on a reasonable basis, unless it is specifically stated that said practice has been superseded by a provision of the Agreement.

ARTICLE 33
POLICIES

All employees shall conform to the Standard Operating Policies and Procedures as developed for the efficient operation of the Center.

ARTICLE 34
WORKER'S COMPENSATION

SECTION 1

Any employee sustaining a work related injury or disability as provided in this Article must use a health care provider in the City of West Haven's Worker's Compensation preferred provider network, as such may be modified from time to time by the Plan Administrator and approved by the Worker's Compensation Commissioner. If an employee loses time because of an injury sustained in the line of duty for which he or she is entitled to compensation under the Workers' Compensation Act, he or she shall receive payment from Worker's Compensation for the period of disability.

SECTION 2

Whenever an employee suffers an injury for which workers' compensation is claimed, the City shall investigate whether there is work available temporarily for the employee during the period of the employee's rehabilitation. The current job description for the position held by the employee, and any other information concerning the essential functions of the job, will be forwarded to the employee's treating physician and the City's workers' compensation carrier. The physician will indicate which of the essential functions of the job the employee is and is not capable of performing, as well as any medical restrictions on the employee, so that the City can analyze whether alternative work assignments are available. The Director and the City's Personnel Director will review alternative work assignments that may be available for the employee.

If there is a suitable temporary assignment available, the employee will be asked to return to work. It is understood that employees have an obligation to accept suitable alternative work under the Workers' Compensation Act.

A temporary work assignment may not be available for the entire period of an employee's temporary disability. If the temporary assignment ends, the employee will be notified and will no longer be required to report to that assignment.

SECTION 3

During the time period that an employee is out of work the employee shall be responsible for the cost of the co-payment portion of their Health Insurance Benefit.

ARTICLE 35

TRAVEL REIMBURSEMENT

Employees required by the Employer to attend any function using their own vehicle shall be reimbursed for mileage at the I.R.S. mileage rate effective at the time of travel.

ARTICLE 36

DISPATCHER TRAINING

SECTION 1

In the event the City decides to provide training, the Director shall select trainers from volunteers. Trainers shall receive time and one-half (1 1/2) wages for all hours spent actively training a dispatcher when off duty only.

ARTICLE 37

DURATION OF AGREEMENT

SECTION 1

This Agreement shall become effective upon execution and continue in full force and effect to and including June 30, 2021, and thereafter shall be automatically renewed from year to year unless notice in writing shall be given by either party to the other of its termination one hundred eighty (180) days prior to its expiration date or a subsequent applicable expiration date after automatic renewal, in which event is extended for a further period of time.

SECTION 2

Either party wishing to terminate, amend, or modify this Agreement must so notify the other party, in writing, no more than two hundred ten (210) days or less than one hundred eighty (180) days prior to such expiration date.

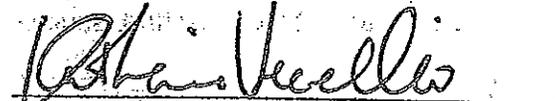
SIGNED THIS 10th day of October, 2018.

By and for

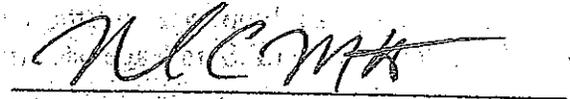
CITY OF WEST HAVEN

Local 5127, IAFF


Nancy Rossi, Mayor

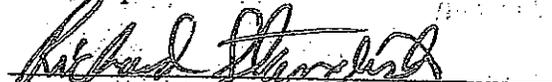

Katherine Vecellio
Local President

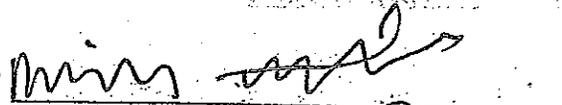
Beth Sabo
Director of Personnel and Labor Relations


Raymond Memmott
Local Vice President




Louis DeMici
IAFF Representative


Richard Standish


Michael Standish


Pasquale Lato

APPENDIX A

WAGE TABLE

WEEKLY RATES

July 1, 2017 through June 30, 2021–**2023**

	EFFECTIVE DATES		STEP 1	STEP 2	STEP 3
2%	July 1, 2016	Weekly	\$827.37	\$963.78	\$1,125.46
		Hourly	\$ 20.68	\$ 24.09	\$ 28.14
0%	July 1, 2017 - June 30, 2021	Weekly	\$827.37	\$963.78	\$1,125.46
		Hourly	\$ 20.68	\$ 24.09	\$ 28.14
<i>1%</i>	<i>July 1, 2021</i>	<i>Hourly</i>	<i>\$20.89</i>	<i>\$24.33</i>	<i>\$28.42</i>
		<i>Weekly</i>	<i>\$835.60</i>	<i>\$973.20</i>	<i>\$1136.80</i>
	<i>July 1, 2022</i>	<i>Hourly</i>	<i>\$21.30</i>	<i>\$24.82</i>	<i>\$28.99</i>
2%	<i>July 1, 2022</i>	<i>Weekly</i>	<i>\$852.00</i>	<i>\$992.80</i>	<i>\$1,159.60</i>

APPENDIX B

City of West Haven - ERS

This is a brief summary of the benefits covered under the lumens plan. It is not intended to be a complete list of benefits

Option 1 \$2,000/\$4,000

Includes Health Care Reform Mandates Preventive Care covered 100%

Option 2 \$4,000/\$8,000

LUMENOS HEALTH SAVINGS ACCOUNT

COST SHARE PROVISIONS	In-Network Member pays:	Out-of-Network Member pays:	COST SHARE PROVISIONS	In-Network Member pays:	Out-of-Network Member pays:
Annual Deductible (individual/2-member family/3+ member family)	Not Applicable	\$2,000/\$4,000/\$8,000	Annual Deductible (single/family)	Not applicable	\$2,000/\$4,000
Coinsurance	Not Applicable	20% after deductible	Coinsurance	Not applicable	20%
Coinsurance Maximum (individual/2-member family/3+ member family)	Not Applicable	\$600/\$1,200/\$1,800	Out-of-Pocket Plan Year Maximum (single/family)	\$4,000/\$6,000	\$4,000/\$6,830
Coinsurance Maximum (deductible + Coinsurance share maximum)	\$6,600/\$6,600/\$6,200	\$6,600/\$6,600/\$6,200	Lifetime Maximum	Unlimited	Unlimited
Office Visit Copayment	\$30 per visit/\$45 Specialist	Deductible & Coinsurance	PREVENTIVE CARE		
Hospital Copayment	\$400 per admission	Deductible & Coinsurance	Well child care	No cost share	Deductible & Coinsurance
Urgent Care Copayment	\$75	Not Covered	Adult Physical examinations	NO COST SHARE	Deductible & Coinsurance
Emergency Room Copayment waived if admitted	\$150	\$150	Other Preventive Screenings		
Outpatient Surgery Copayment	\$175	Deductible & Coinsurance	Routine eye/optical care, pap smear & pelvic exam	No cost share	Deductible & Coinsurance
Lifetime Maximum	Unlimited	Unlimited	Mammography, Prostate, colorectal colonoscopy, lipid & diabetic	No cost share	Deductible & Coinsurance
PREVENTIVE CARE			Routine Hearing & Vision screening	No cost share	Deductible & Coinsurance
Well child care			Immunizations and Vaccinations (other than those needed for travel)	No cost share	Deductible & Coinsurance
Well Child Care (include immunizations)	No Copayment		HOSPITAL SERVICES		
• 6 exams, birth to age 1			ALL Inpatient Admissions	Deductible	Deductible & Coinsurance
• 6 exams, ages 1 - 5			Specialty Hospital (Rehab) Rehab 100 days per calendar year		Deductible & Coinsurance
• Exam every 2 years, ages 6 - 10			Outpatient Surgery in a licensed ambulatory surgical center	Deductible	Deductible & Coinsurance
• Exam every year, ages 11 - 21			DIAGNOSTIC SERVICES		
Adult Exams:					

<ul style="list-style-type: none"> STANDARD HCR 	No Copayment		Diagnostic lab and x-ray	Deductible	Deductible & Coinsurance
ADULT PREVENTIVE CARE			High Cost Diagnostic Tests	Deductible	Deductible & Coinsurance
AGE 22+ 1 EXAM PER YEAR			MRI, MRA, CAT, CTA, PET, and SPECT tests	Deductible	Deductible & Coinsurance
Periodic, routine health examinations	No Copayment		OUTPATIENT REHABILITATION THERAPY SERVICES	Deductible	Deductible & Coinsurance
Routine eye exams (1 exam every 2 years)	No copayment		Outpatient Rehabilitation	Deductible	Deductible & Coinsurance
Routine OB/GYN visits (1 visit per Calendar Year)	No Copayment	Deductible & Coinsurance	Outpatient Rehabilitation and restorative physical, occupational, speech and chiropractic therapy for up to 50-equivalent visits per Calendar Year. Additional visits are available once maximum is met, subject to Out-of-Network cost sharing	Deductible	Deductible & Coinsurance
Mammography (1 exam every calendar year)	No Copayment		Agency Office Visit/Testing	Deductible	Deductible & Coinsurance
Hearing screening	No Copayment		Agency Injections - Inpatient/therapy or other therapy treatment	Deductible	Deductible & Coinsurance
MEDICAL CARE			EMERGENCY/URGENT CARE SERVICES	Deductible	Deductible & Coinsurance
Office visits	\$50 per visit		Emergency Room - Treatment	Deductible	Deductible & Coinsurance
Comprehensive mental health & substance abuse - 21/2 hr. authorization required after 1st full visit	\$50 per visit		Emergency cost share waived if the Member is admitted directly to the Hospital from the emergency room	Deductible	Deductible & Coinsurance
OB/GYN care	Rate Schedule		Ambulance Land & Air, Basi according to the Department of Public Health Ambulance Service	Deductible	Deductible & Coinsurance
Maternity care - initial visit - subject to copayment/10 charge thereafter	\$45 per visit		PFT/STICHAN MEDICAL/SURGICAL SERVICES	Deductible	Deductible & Coinsurance
Diagnostic lab and x-ray	No Charge	Deductible & Coinsurance	Medical Office Visits	Deductible	Deductible & Coinsurance
			Services of a Physician or Surgeon (Other than a medical office visit)	Deductible	Deductible & Coinsurance

<p>High-cost outpatient diagnostic prior authorization required</p> <p><u>The following are subject to copy: MRI, MRA, CAT, CTA, PET, SPECT scans</u></p> <p>Allergy services</p> <p><u>Office visits/testing</u></p>	<p>No Charge</p> <p>\$45 per visit</p> <p>No Copayment</p>	<p>MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES</p> <p><u>Deductible & Coinsurance</u></p> <p><u>Outpatient Treatment for Mental Health Care and Substance Abuse Care</u></p> <p><u>Deductible & Coinsurance</u></p> <p><u>Deductible</u></p> <p><u>Deductible & Coinsurance</u></p> <p><u>Deductible</u></p>	<p>Deductible & Coinsurance</p> <p>Deductible</p> <p>Deductible & Coinsurance</p> <p>Deductible & Coinsurance</p>
<p><u>Injections - 80 visits in 3 years</u></p>	<p>No Copayment</p>	<p><u>Inpatient Hospital Services In a Hospital or Residential Treatment Center for Mental Health Care</u></p> <p><u>Deductible & Coinsurance</u></p> <p><u>Deductible & Coinsurance</u></p> <p><u>Inpatient Rehabilitation Treatment for Substance Abuse Care</u></p> <p><u>In a Hospital or a Substance Abuse Treatment Facility</u></p>	<p>Deductible & Coinsurance</p> <p>Deductible & Coinsurance</p> <p>Deductible & Coinsurance</p>
<p><u>HOSPITAL CARE — Prior authorization required</u></p> <p><u>Semi-private room (General/Medical/Surgical/Maternity)</u></p>	<p>\$400 per admission</p>	<p><u>Inpatient Rehabilitation Treatment for Substance Abuse Care</u></p> <p><u>In a Hospital or a Substance Abuse Treatment Facility</u></p>	<p>Deductible & Coinsurance</p>

Inpatient mental health &
 substance abuse
 Skilled nursing facility — up
 to 120 days per calendar year

~~\$460 per admission~~

\$440 per admission

Deductible & Coinsurance

OTHER MEDICAL SERVICES

Skilled Nursing Facility

Rehabilitative services — up
 to 60 days per person per
 calendar year

No Copayment

Up to 120 days per Calendar Year

Deductible

Deductible & Coinsurance

Outpatient surgery — up

\$175 per visit

Private Duty Nursing

Deductible

Deductible & Coinsurance

at hospital or surgery center

EMERGENCY CARE		Deductible & Coinsurance		Deductible		Deductible & Coinsurance	
Walk-in centers	\$30 per visit						
Urgent care — at participating centers only	7%	Not covered			After Deductible		
Emergency care — copayment waived if admitted	\$150	\$150					
Ambulance	No Charge	No Charge					
Outpatient rehabilitation services — 20 visits each for P.F. OFF, SUT and China							
Portable medical equipment / Prosthetic devices	\$30 per visit		Deductible & Coinsurance				
Unlimited maximum per calendar year	\$250 Deductible Per Covered Per Year	\$250 Deductible Per Covered Per Year	\$250 Deductible Per Covered Per Year				
Diabetic supplies & equipment	\$250 Deductible Per Covered Per Year	\$250 Deductible Per Covered Per Year	\$250 Deductible Per Covered Per Year				
Incontinence services — limited	Covered		Deductible & Coinsurance				
Home health care	No Charge		Deductible & Coinsurance				
PHARMACY — Retail 30-day supply, Mail Order 90 days, 2 times Retail							
Tier 1 — Generic Drugs	\$5		Coverage				
Tier 2 — Listed Brand-Name Drugs	\$5.20		Coverage				
Tier 3 — Non-Listed Brand-Name Drugs	\$9.5		Coverage				
Annual Maximum per Calendar Year	\$4,000		Coverage				

PS Sector 3 tier drug no edits

Limited to \$15,000 per Plan Year							
Immunizations and Vaccinations for Travel							
Prescription drugs (when purchased from network pharmacy)							
Retail Pharmacy							
The maximum supply of a drug for which benefits will be provided when dispensed under any one prescription is 90-day supply.							
Mail Order Prescription Drugs							
The maximum supply of a drug for which benefits will be provided when dispensed under any one prescription is a 90-day supply.							
Diabetic drugs and supplies							
Transplant							
Unlimited Maximum Home health care							
Nursing and therapeutic services limited to 200 visits per calendar year							
Home health care services limited to 80 visits (not applicable to the 200 visits limit)							
In the Home Health Medical Social Services under the direction of a Physician up to 90 days							

Anthem, CI

Century Preferred
City of West Haven-ERS
001706-439

Century Preferred is a preferred provider organization (PPO) plan.

COST SHARE PROVISIONS	In-Network <i>Member pays:</i>	Out-of-Network <i>Member pays:</i>
Office Visit (OV) Copayment	\$25 per visit	Deductible & Coinsurance
Specialist (SV) Copayment	\$35 per visit	Deductible & Coinsurance
Hospital (HSP) Copayment	\$500	Coinsurance
Urgent Care (UR) Copayment	\$75	Not Covered
Emergency Room (ER) Copayment — waived if admitted	\$150	\$150
Outpatient Surgery (OS) Copayment	\$200	Deductible & Coinsurance
Annual Deductible (individual/2 member family/3+ member family)	Not applicable	\$300/600/900
Coinsurance	Not applicable	20% after deductible up to
Coinsurance Maximum (individual/2 member family/3+ member family)	Not applicable	600/1200/1800
Cost Share Maximum (individual/2 member family/3+ member family)	Not applicable	\$900/1800/2700
Lifetime Maximum	Unlimited	Unlimited

PREVENTIVE CARE

Well child care	No Charge	
Periodic, routine health examinations	No Charge	
Routine eye exams	No Charge	Deductible & Coinsurance
Routine OB/GYN visits	No Charge	Deductible & Coinsurance
Mammography	No Charge	
Hearing screening	No Charge	

*Hearing exams will take a copay when they are done by a provider other than your primary care physician

MEDICAL CARE

Office visits with PCP	OV Copayment	
Office visits with Specialist	SV Copayment	
Outpatient Mental Health & Substance Abuse — prior authorization required	OV Copayment	
OB/GYN care	SV Copayment	
Maternity care — initial visit subject to copayment, no charge thereafter	OV Copayment	Deductible & Coinsurance
Diagnostic Lab, X-ray and Testing	No charge	Deductible & Coinsurance
High-Cost Outpatient Diagnostic	No charge	
Allergy Services		
Office visits/testing	SV Copayment	
Injections-80 visits in 3 years	No Copayment	

HOSPITAL CARE — Prior authorization required

Semi-private room (General/Medical/Surgical/Maternity)	HSP Copayment	
Inpatient Mental Health & Substance Abuse Skilled nursing facility — up to 120 days per calendar year	HSP Copayment	
Rehabilitative services — up to 60 days per person per calendar year	HSP Copayment	Deductible & Coinsurance
	No charge	

Outpatient surgery — <i>in a hospital or surgi-center</i>	OS Copayment	
EMERGENCY CARE		
Walk-in centers	OV Copayment	Deductible & Coinsurance
Urgent care — at participating centers only	UR Copayment	Not covered
Emergency care — copayment waived if admitted	ER Copayment	ER Copayment
Ambulance	No charge	No charge
OTHER HEALTH CARE		
Outpatient rehabilitative services 30 visits per member per calendar year each- PT, OT, ST and CHIRO -Excess covered as out of network	\$30 Copayment	Deductible & Coinsurance
Durable medical equipment / Prosthetic Devices \$100 deductible Unlimited maximum per member calendar year	\$100 Deductible	Deductible & Coinsurance
<u>Infertility Services (diagnosis and treatment)</u>	Applicable Copayment	Deductible & Coinsurance
Home Health Care	No charge	\$50 Deductible & 20 % Coinsurance

PREVENTIVE CARE SCHEDULES

<p><i>Well Child Care (including immunizations)</i></p> <p>7 exams birth to one</p> <p>7 exams 1 to 5</p> <p>1 exam every year 5-22</p> <p>1 exam every year 22+</p>
--

<p><i>Adult Exams</i></p> <p>1 exam every year 22+</p>
--

<p><u>Mammography</u></p> <p>+ 1 baseline screening, ages 35-39</p> <p>e 1 screening per year, ages 40+</p> <p>◆ Additional exams when medically necessary</p>
--

<p><i>Vision Exams: 1 exam every calendar year</i></p> <p><i>Hearing Exams: 1 exam every 2 calendar years</i></p> <p><i>OB/GYN Exams: 1 exam per calendar year</i></p>
--

Notes To Benefit Descriptions

- In situations where the member is responsible for obtaining the necessary prior authorization and fails to do so, benefits may be reduced or denied.
- o Inpatient Hospital Per Admission Copay is waived if readmitted within 30 days for same diagnosis
- * Skilled Nursing Facility Copay is waived if admitted within 3 days of hospital discharge.
- ◆ Home Health Care services are covered when in lieu of hospitalization. Includes infusion (IV) therapy.
- + Members must utilize participating Blue Quality Centers for Transplant hospitals to receive benefits for Human Organ & Tissue Transplant services. This network of the finest medical transplant programs in the nation is available to members who are candidates for an organ or bone marrow transplant. A nurse consultant trained in case management is dedicated to managing members who require organ and/or tissue transplants. Covered services are subject to a lifetime maximum of unlimited. Members are responsible for the balance of charges billed by out-of-network providers after payment for covered services has been made by Anthem Blue Cross and Blue Shield according to the Comprehensive Schedule of Professional Services.

Please refer to the *SpecialOffers@Anthem* brochure in your enrollment kit for information on the discounts we offer on health-related products and services.

This does not constitute your health plan or insurance policy. It is only a general description of the plan. The following are examples of services NOT covered by your Century Preferred Plan. Please refer to your Subscriber Agreement/Certificate of Coverage/Summary Booklet for more details: Cosmetic surgeries and services; custodial care; genetic testing; hearing aids; refractive eye surgery; services and supplies related to, as well as the performance of sex change operations; surgical and non-surgical services related to Tildf syndrome; travel expenses; vision therapy; services rendered prior to your contract effective date or rendered after your contract termination date; and workers' compensation.

A product of Anthem Blue Cross and Blue Shield serving residents and businesses in the State of Connecticut.

CENTURY PREFERRED
 .11.4A/A GED RC, 3 TIER
 Benefits at a Glance

SS COPA MEAT GENERIC DRUGS
 S20 COPA MEAT LISTED BRAND-NAME DRUGS
 S35 COPA MEAT NON-LISTED BRAND-NAME DRUGS
 \$1,000 Annual Maximum

How To Use 3-Tier Managed Rx

3-Tier Managed Rx has three different levels (or "tiers") of copayments, depending on the type of prescription drug you purchase (see the chart below for details). Your copayments will be lower when you use generic or brand-name medications that are on our list of preferred prescription drugs. The medications on this list are selected for their quality, safety and cost-effectiveness. You'll still have to cover brand-name drugs that are not on the list, but your copayment will be higher.

Talk to your provider about using generic drugs or listed brand-name drugs. It's a simple way to save out-of-pocket expenses.

Copayments and Day Supplies

- You will be responsible for one copayment when purchasing a 30-day supply of prescription drugs from a retail pharmacy.
- You'll be responsible for two copayments when purchasing a 30-day to 90-day supply of maintenance drugs through the voluntary mail-service program (see chart for details).

Generic Drugs Have the Lowest Copayment		Your copayment
Tier 1: Generic drugs	The term "generic" refers to a prescription drug that is not protected by a trademark. It is required to meet the same bioequivalency test as the original brand-name drug. Tier 1 copayment applies.	\$5
Tier 2: Listed brand-name drugs	The term "listed brand-name" refers to a brand-name prescription drug that is on Anthem Blue Cross and Blue Shield's list of <u>preferred prescription drugs. Tier 2 copayment applies.</u>	\$20
Tier 3: Non-listed brand-name drugs	The term "non-listed brand-name" refers to a brand-name prescription drug that is not on Anthem Blue Cross and Blue Shield's list of preferred prescription drugs. Tier 3 copayment	\$35
Mail Service	Two copayment(s) per 30-90 day supply	\$10114970
Annual Maximum	Per member per calendar year	\$1,000

Generic Substitution

- When a generic equivalent is available and you obtain a preferred or non-preferred brand-name drug, you will be responsible for the Tier I copayment *plus* the difference in cost between the generic and brand-name drug. This provision applies unless your provider obtains Prior Authorization. When Prior Authorization is obtained (at the discretion of Anthem Blue Cross and Blue Shield), you will be responsible only for the applicable Tier copayment.
- Prior authorization may be required for certain Prescription Drugs (or the prescribed quantity of a particular Drug). Prior authorization helps promote appropriate utilization and enforcement of guidelines for Prescription Drug benefit coverage. The PBM uses pre-approved criteria, developed by our Pharmacy and Therapeutics Committee, which is reviewed and adopted by us.
- Step therapy may be required for certain Prescription Drugs. Step therapy refers to the process in which you may be required to use one type of medication before benefits are available for another.

Voluntary Mail-Service Program

Anthem Rx, our voluntary mail-service drug program, can save you time and expense if you regularly take one or more types of maintenance drugs. You can order up to a 90-day supply of these medications and have them delivered directly to your home.

Two mail-service copayments will apply as follows: Sift Generic: \$40 Listed Brand: Sift Non-Listed Brand

National Pharmacy Network

Members also have access to a network of more than 64,000 retail pharmacies throughout the country. Members may call 1-888-207-4214, to locate a participating pharmacy when traveling outside the state.

Non-Participating Pharmacies

Members who fill prescriptions at a non-participating pharmacy are responsible for payment at the time the prescription is filled. Members must submit claims to Anthem Blue Cross and Blue Shield for reimbursement, and payment will be sent to the member. Members who use non-participating pharmacies will pay 20% of the in-network allowance, plus the difference between Anthem Blue Cross and Blue Shield's payment and the pharmacist's actual charge.

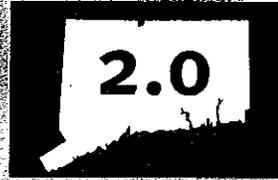
Limits and Exclusions

Benefits are limited to no more than a 30-day supply for covered drugs purchased at a retail pharmacy, and no more than a 90-day supply for covered drugs purchased by mail service. All prescriptions are subject to the quantity limitations imposed by state and federal statutes.

Benefits for prescription birth control and Sexual Dysfunction medications are optional for groups such as yours. Check with your benefits administrator to find out whether or not you have such benefits.

This is not a legal contract. It is only a general description of the Managed Rx, 3 Tier version. Please consult the Evidence of Coverage or prescription drug rider for a complete description of benefits and exclusions. It is subject to the terms and conditions of the plan.

CONNECTICUT PARTNERSHIP PLAN



A Great Opportunity for Very Valuable Healthcare Coverage

Welcome to the Connecticut (CT) Partnership Plan—a low-/no-deductible Point of Service (POS) plan now available to you (and your eligible dependents up to age 26) and other non-state public employees who work for municipalities, boards of education, quasi-public agencies, and public libraries.

The CT Partnership Plan is the same POS plan currently offered to State of Connecticut employees. You get the same great healthcare benefits that state employees get, including \$15 in-network office visits (average actual cost in CT: \$150), free preventive care, and \$5 or \$10 generic drug copays for your maintenance drugs. You can see any provider (e.g., doctors, hospitals, other medical facilities) you want—in- or out-of-network. But, when you see in-network providers, you pay less. That's because they contract with UnitedHealthcare/Oxford—the plan's administrator—to charge lower rates for their services. You have access to Oxford's Freedom Select Network in Connecticut, New Jersey, and parts of New York, and United's Choice Plus Network for seamless national access!*

When you join the CT Partnership Plan, the state's Health Enhancement Program (HEP) is included. HEP encourages you to get preventive care screenings, routine wellness visits, and chronic disease education and counseling. When you remain compliant with the specific HEP requirements on page 6, you get to keep the financial incentives of the HEP program!

Look inside for a summary of medical benefits, and visit www.osc.ct.gov/CTpartner to find out if your doctor, hospital or other medical provider is in UnitedHealthcare/Oxford's network. Information about the dental plan offered where you work, and the amount you'll pay for healthcare and dental coverage, will be provided by your employer.

BENEFIT FEATURE	IN-NETWORK	OUT-OF-NETWORK
Preventive Care (including adult and well-child exams and immunizations, routine gynecologist visits, mammograms, colonoscopy)	\$0	20% of allowable UCR* charges
Annual Deductible (amount you pay before the Plan starts paying benefits)	Individual: \$350 Family: \$350 per member (\$1,400 maximum) <i>Waived for HEP-compliant members</i>	Individual: \$300 Family: \$900
Coinsurance (the percentage of a covered expense you pay <i>after</i> you meet the Plan's annual deductible)	Not applicable	20% of allowable UCR* charges
Annual Out-of-Pocket Maximum (amount you pay before the Plan pays 100% of allowable/UCR* charges)	Individual: \$2,000 Family: 4,000	Individual: \$2,300 (includes deductible) Family: \$4,900 (includes deductible)
Primary Care Office Visits	\$15 copay (\$0 copay for Preferred Providers)	20% of allowable UCR* charges
Specialist Office Visits	\$15 copay (\$0 copay for Preferred Providers)	20% of allowable UCR* charges
Urgent Care & Walk-In Center Visits	\$15 copay	20% of allowable UCR* charges
Acupuncture (20 visits per year)	\$15 copay	20% of allowable UCR* charges
Chiropractic Care	\$0 copay	20% of allowable UCR* charges
Diagnostic Labs and X-Rays ¹ ** High Cost Testing (MRI, CAT, etc.)	\$0 copay (your doctor will need to get prior authorization for high-cost testing)	20% of allowable UCR* charges (you will need to get prior authorization for high-cost testing)
Durable Medical Equipment	\$0 (your doctor may need to get prior authorization)	20% of allowable UCR* charges (you may need to get prior authorization)

¹ IN NETWORK: Within your carrier's immediate service area, no co-pay for preferred facility. 20% cost share at non-preferred facility. Outside your carrier's immediate service area: no co-pay.

¹ OUT OF NETWORK: Within your carrier's immediate service area, deductible plus 40% coinsurance. Outside of carrier's immediate service area: deductible plus 20% coinsurance.

BENEFIT FEATURE	IN-NETWORK	OUT-OF-NETWORK
Emergency Room Care	\$250 copay (waived if admitted)	\$250 copay (waived if admitted)
Eye Exam (one per year)	\$15 copay	50% of allowable UCR* charges
**Infertility (based on medical necessity) Office Visit Outpatient or Inpatient Hospital Care	\$15 copay \$0	20% of allowable UCR* charges 20% of allowable UCR* charges
**Inpatient Hospital Stay	\$0	20% of allowable UCR* charges
Mental Healthcare/Substance Abuse Treatment **Inpatient Outpatient	\$0 \$15 copay	20% of allowable UCR* charges (you may need to get prior authorization) 20% of allowable UCR* charges
Nutritional Counseling (Maximum of 3 visits per Covered Person per Calendar Year)	\$0	20% of allowable UCR* charges
**Outpatient Surgery	\$0	20% of allowable UCR* charges
**Physical/Occupational Therapy	\$0	20% of allowable UCR* charges, up to 60 inpatient days and 30 outpatient days per condition per year
Foot Orthotics	\$0 (your doctor may need to get prior authorization)	20% of allowable UCR* charges (you may need to get prior authorization)
Speech therapy: Covered for treatment resulting from autism, stroke, tumor removal, injury or congenital anomalies of the oropharynx Medically necessary treatment resulting from other causes is subject to Prior Authorization	\$0 \$0 (30 visits per Covered Person per Calendar Year)	Deductible plus Coinsurance (30 visits per Calendar Year) Deductible plus Coinsurance (30 visits per Calendar Year)

*Usual, Customary and Reasonable. You pay 20% coinsurance based on UCR, plus you pay 100% of amount provider bills you over UCR.

** Prior authorization required: If you use in-network providers, your provider is responsible for obtaining prior authorization from UnitedHealthcare/Oxford. If you use out-of-network providers, you are responsible for obtaining prior authorization from UnitedHealthcare/Oxford.

PRESCRIPTION DRUGS	Maintenance⁺ (31-to-90-day supply)	Non-Maintenance (up to 30-day supply)	HEP Chronic Conditions
Generic (preferred/non-preferred)**	\$5/\$10	\$5/\$10	\$0
Preferred/Listed Brand Name Drugs	\$25	\$25	\$5
Non-Preferred/Non-Listed Brand Name Drugs	\$40	\$40	\$12.50
Annual Out-of-Pocket Maximum	\$4,600 Individual/\$9,200 Family		

+ Initial 30-day supply at retail pharmacy is permitted. Thereafter, 90-day supply is required—through mail-order or at a retail pharmacy participating in the State of Connecticut Maintenance Drug Network.

** Prescriptions are filled automatically with a generic drug if one is available, unless the prescribing physician submits a Coverage Exception Request attesting that the brand name drug is medically necessary.

Preferred and Non-Preferred Brand-Name Drugs

A drug’s tier placement is determined by Caremark’s Pharmacy and Therapeutics Committee, which reviews tier placement each quarter. If new generics have become available, new clinical studies have been released, new brand-name drugs have become available, etc., the Pharmacy and Therapeutics Committee may change the tier placement of a drug.

If your doctor believes a non-preferred brand-name drug is medically necessary for you, they will need to complete the Coverage Exception Request form (available at www.osc.ct.gov/ctpartner) and fax it to Caremark. If approved, you will pay the preferred brand co-pay amount.

If You Choose a Brand Name When a Generic Is Available

Prescriptions will be automatically filled with a generic drug if one is available, unless your doctor completes Caremark’s Coverage Exception Request form and it is approved. (It is not enough for your doctor to note “dispense as written” on your prescription; a separate

form is required.) If you request a brand-name drug over a generic alternative without obtaining a coverage exception, you will pay the generic drug co-pay PLUS the difference in cost between the brand and generic drug.

Mandatory 90-day Supply for Maintenance Medications

If you or your family member takes a maintenance medication, you are required to get your maintenance prescriptions as 90-day fills. You will be able to get your first 30-day fill of that medication at any participating pharmacy. After that your two choices are:

- Receive your medication through the Caremark mail-order pharmacy, or
- Fill your medication at a pharmacy that participates in the State’s Maintenance Drug Network (see the list of participating pharmacies on the Comptroller’s website at www.osc.ct.gov).

The Health Enhancement Program (HEP) is a component of the medical plan and has several important benefits. First, it helps you and your family work with your medical providers to get and stay healthy. Second, it saves you money on your healthcare. Third, it will save money for the Partnership Plan long term by focusing healthcare dollars on prevention.

Health Enhancement Program Requirements

You and your enrolled family members must get age-appropriate wellness exams, early diagnosis screenings (such as colorectal cancer screenings, Pap tests, mammograms, and vision exams). Here are the 2019 HEP Requirements:

PREVENTIVE SCREENINGS	AGE						
	0 - 5	6-17	18-24	25-29	30-39	40-49	50+
Preventive Visit	1 per year	1 every other year	Every 3 years	Every 3 years	Every 3 years	Every 2 years	Every year
Vision Exam	N/A	N/A	Every 7 years	Every 7 years	Every 7 years	Every 4 years	50-64: Every 3 years 65+: Every 2 years
Dental Cleanings*	N/A	At least 1 per year	At least 1 per year	At least 1 per year			
Cholesterol Screening	N/A	N/A	Every 5 years (20+)	Every 5 years	Every 5 years	Every 5 years	Every 2 years
Breast Cancer Screening (Mammogram)	N/A	N/A	N/A	N/A	1 screening between age 35-39**	As recommended by physician	As recommended by physician
Cervical Cancer Screening (Pap Smear)	N/A	N/A	Every 3 years (21+)	Every 3 years	Every 3 years	Every 3 years	Every 3 years to age 65
Colorectal Cancer Screening	N/A	N/A	N/A	N/A	N/A	N/A	Colonoscopy every 10 years or Annual FIT/FOBT to age 75

*Dental cleanings are required for all members who are participating in the Partnership Plan

**Or as recommended by your physician



The Health Enhancement Program features an easy-to-use website to keep you up to date on your requirements.

Additional Requirements for Those With Certain Conditions

If you or any enrolled family member has 1) Diabetes (Type 1 or 2), 2) asthma or COPD, 3) heart disease/heart failure, 4) hyperlipidemia (high cholesterol), or 5) hypertension (high blood pressure), you and/or that family member will be required to participate in a disease education and counseling program for that particular condition. You will receive free office visits and reduced pharmacy copays for treatments related to your condition.

These particular conditions are targeted because they account for a large part of our total healthcare costs and have been shown to respond particularly well to education and counseling programs. By participating in these programs, affected employees and family members will be given additional resources to improve their health.

If You Do Not Comply with the requirements of HEP

If you or any enrolled dependent becomes non-compliant in HEP, your premiums will be \$100 per month higher and you will have an annual \$350 per individual (\$1,400 per family) in-network medical deductible.

WellSpark Health, formerly known as Care Management Solutions, is the administrator for the Health Enhancement Program (HEP). The HEP participant portal features tips and tools to help you manage your health and your HEP requirements. You can visit www.cthep.com to:

- View HEP preventive and chronic requirements and download HEP forms
- Check your HEP preventive and chronic compliance status
- Complete your chronic condition education and counseling compliance requirement
- Access a library of health information and articles
- Set and track personal health goals
- Exchange messages with HEP Nurse Case Managers and professionals

You can also call WellSpark Health to speak with a representative.

WellSpark Health

(877) 687-1448 Monday – Thursday, 8:00 a.m. – 6:00 p.m. Friday, 8:00 a.m. – 5:00 p.m.

Summary Financial Analysis: Agreement Between IAFF Local 5127 and City of West Haven

General Topic	Change	Fiscal Impact			
		FY 19-20	FY 20-21	FY 21-22	FY 22-23
Wages	General Wage Increases %	0%	0%	1%	2%
	Cost of General Wage Increase in \$	\$ -	\$ -	\$ 8,194	\$ 16,553
	Cost of Step Yearly Increment Changes in \$	\$ -	\$ 15,517	\$ 8,424	\$ -
Health Insurance:					
Plan Design	Transition to Partnership: Cost/(Savings)	\$ (19,095)	\$ (38,189)	\$ (34,601)	\$ (31,013)
Health Premium Cost Share	Current employee share ¹	\$ 50,139	\$ 50,139	\$ 50,139	\$ 50,139
	Proposed employee share	\$ 50,139	\$ 50,139	\$ 53,273	\$ 56,407
	Projected Savings	\$ -	\$ -	\$ (3,134)	\$ (6,267)
Pension No Changes	Current Contribution ___%	___%	___%	___%	___%
	New Contribution ___%	___%	___%	___%	___%
	Cost/(Savings) in \$	\$ -	\$ -	\$ -	\$ -
Net Annual Impact		\$ (19,095)	\$ (22,673)	\$ (21,116)	\$ (20,727)
Sick Leave No Changes	Current provisions: ____ New provisions: ____ Cost/(Savings)	\$ -	\$ -	\$ -	\$ -
Vacation Leave No Changes	Current provisions: ____ New provisions: ____ Cost/(Savings)	\$ -	\$ -	\$ -	\$ -
Other Measures to Offset Costs of Contract					
	Cost/(Savings)	\$ -	\$ -	\$ -	\$ -
	Cost/(Savings)	\$ -	\$ -	\$ -	\$ -
	Cost/(Savings)	\$ -	\$ -	\$ -	\$ -
Total Savings (includes one-time and non-recurring)		\$ (19,095)	\$ (22,673)	\$ (21,116)	\$ (20,727)

Notes:

1. The original contract included a provision that would have increased the employee premium share from 16% to 17% effective July 2020 (FY 2021). The proposed Tentative Agreement holds the employee premium share at 16% through FY 2021 and increases the share to 17% effective July 2021 (FY 2022). The analysis above compares the Tentative Agreement to the current premium share. When comparing the proposed Tentative Agreement to the premium cost shares originally specified in the contract, the result is a net cost of \$3,134 in FY 2021.

Dispatchers - Step Advancement/Salary Grid

Employee	Step	FY 19-20	----- FY 20-21 -----				----- FY 21-22 -----				----- FY 22-23 -----			
			Start	Step	Rerate	End	Start	Step	Rerate	End	Start	Step	Rerate	End
1	3	58,531	58,531	-	-	58,531	58,531	-	585	59,117	59,117	-	1,182	60,299
2	3	58,531	58,531	-	-	58,531	58,531	-	585	59,117	59,117	-	1,182	60,299
3	3	58,531	58,531	-	-	58,531	58,531	-	585	59,117	59,117	-	1,182	60,299
4	3	58,531	58,531	-	-	58,531	58,531	-	585	59,117	59,117	-	1,182	60,299
5	3	58,531	58,531	-	-	58,531	58,531	-	585	59,117	59,117	-	1,182	60,299
6	3	58,531	58,531	-	-	58,531	58,531	-	585	59,117	59,117	-	1,182	60,299
7	3	58,531	58,531	-	-	58,531	58,531	-	585	59,117	59,117	-	1,182	60,299
8	2	50,107	50,107	8,424	-	58,531	58,531	-	585	59,117	59,117	-	1,182	60,299
9	3	58,531	58,531	-	-	58,531	58,531	-	585	59,117	59,117	-	1,182	60,299
10	3	58,531	58,531	-	-	58,531	58,531	-	585	59,117	59,117	-	1,182	60,299
11	1	43,014	43,014	7,093	-	50,107	50,107	8,424	585	59,117	59,117	-	1,182	60,299
12	3	58,531	58,531	-	-	58,531	58,531	-	585	59,117	59,117	-	1,182	60,299
13	3	58,531	58,531	-	-	58,531	58,531	-	585	59,117	59,117	-	1,182	60,299
14	3	58,531	58,531	-	-	58,531	58,531	-	585	59,117	59,117	-	1,182	60,299
		795,496	795,496	15,517	-	811,013	811,013	8,424	8,194	827,631	827,631	-	16,553	844,184

Salary Comparisons - West Haven Dispatchers
Selection of Regional and Similar Size Municipalities

Hourly

Municipality	Recent Contract	2017/18		2018/19		2019/20		2020/21		2021/22		2022/23	
		Minimum	Maximum										
Bristol	2018-2022			\$25.99	\$28.74	\$27.03	\$29.89	\$27.64	\$30.56	\$28.26	\$31.25		
East Hartford	2019-2022			\$24.35	\$30.02	\$24.83	\$30.62	\$25.15	\$31.00				
Hamden	2017-2023	\$22.75	\$28.44	\$23.20	\$29.00	\$23.78	\$29.73	\$24.32	\$30.40	\$24.86	\$31.08	\$25.49	\$31.86
Manchester	2016-2019	\$25.30	\$30.52	\$25.81	\$31.13								
Meriden	2016-2019	\$22.05	\$26.05	\$22.49	\$26.78								
Milford	2016-2019	\$19.62	\$23.59	\$20.11	\$24.18								
New Haven	2015-2020	\$21.20	\$32.50	\$21.68	\$33.23	\$22.22	\$34.06						
Stratford	2017-2021	\$25.78	\$32.23	\$26.43	\$33.04	\$27.02	\$33.78	\$27.63	\$34.54				
West Haven	2016-2023	\$20.68	\$28.14	\$20.68	\$28.14	\$20.68	\$28.14	\$20.68	\$28.14	\$20.89	\$28.42	\$21.30	\$28.99

Annual

Municipality	Recent Contract	2017/18		2018/19		2019/20		2020/21		2021/22		2022/23	
		Minimum	Maximum										
Bristol	2018-2022			\$50,681	\$56,043	\$52,709	\$58,286	\$53,898	\$59,592	\$55,107	\$60,938		
East Hartford	2019-2022			\$50,643	\$62,435	\$51,656	\$63,684	\$52,302	\$64,480				
Hamden	2017-2023	\$47,314	\$59,147	\$48,261	\$60,330	\$49,467	\$61,838	\$50,580	\$63,229	\$51,718	\$64,652	\$53,011	\$66,268
Manchester	2016-2019	\$52,628	\$63,481	\$53,680	\$64,751								
Meriden	2016-2019	\$45,864	\$54,600	\$46,779	\$55,702								
Milford	2016-2019	\$40,810	\$49,071	\$41,830	\$50,298								
New Haven	2015-2020	\$44,103	\$67,602	\$45,096	\$69,124	\$46,224	\$70,853						
Stratford	2017-2021	\$53,630	\$67,045	\$54,971	\$68,721	\$56,208	\$70,267	\$57,472	\$71,848				
West Haven	2016-2022	\$43,014	\$58,531	\$43,014	\$58,531	\$43,014	\$58,531	\$43,014	\$58,531	\$43,451	\$59,114	\$44,304	\$60,299

Notes:

Bristol based on 37.5 hour work week

Milford Fire Dispatchers and Police Dispatchers are represented by separate bargaining units, but rates of pay were same in latest contract.

Salary Survey - Fiscal Year 2019/2020

Municipality	Mill Rate	Population	Land Area	Government Type	Emergency Dispatcher
Andover	34.99	3248	15.5	Selectman-Town Meeting	n/a
Avon	32.9	18352	23.1	Council-Manager	\$65,687.00
Barkhamsted	30.97	3651	36.2	Selectman-Town Meeting	n/a
Beacon Falls	35.9	6168	9.8	Selectman-Town Meeting	n/a
Berlin	33.93	20505	26.4	Council-Manager	\$63,257.00
Bethel	33.41	19802	16.8	Selectman-Town Meeting	n/a
Bloomfield	37.46	21406	26	Council-Manager	n/a
Bolton	39	4916	14.4	Selectman-Town Meeting	n/a
Bozrah	27.5	2563	20	Selectman-Town Meeting	n/a
Branford	29.07	28111	22	Representative town meeting	\$48,000.00
Bristol	38.05	60223	26.5	Mayor-Council	\$63,907.00
Brookfield	29.14	17133	19.8	Selectman-Town Meeting	\$55,723.32
Burlington	33	9640	29.8	Selectman-Town Meeting	n/a
Canton	32.03	10298	24.6	Selectman-Town Meeting	\$24.54
Cheshire	33.22	29330	32.9	Council-Manager	\$56,026.00
Chester	28.79	4254	16	Selectman-Town Meeting	n/a
Colchester	32.84	16029	49.1	Selectman-Town Meeting	n/a
Columbia	29.33	5418	21.4	Selectman-Town Meeting	n/a
Coventry	32.2	12439	37.7	Council-Manager	\$56,500.00
Cromwell	30.33	13956	12.4	Council-Manager	\$62,607.52
Danbury	27.6	85246	42.1	Mayor-Council	n/a
Darien	16.47	21887	12.9	Representative town meeting	\$62,459.33
Durham	35.89	7240	23.6	Selectman-Town Meeting	n/a
East Granby	32.8	5166	17.5	Selectman-Town Meeting	n/a
East Haddam	30.44	9036	54.3	Selectman-Town Meeting	n/a
East Hampton	33.14	12901	35.6	Council-Manager	n/a
East Hartford	49.11	50319	18	Mayor-Council	\$62,435.00
East Windsor	34.25	11395	26.3	Selectman-Town Meeting	\$60,446.00
Eastford	25.61	1756	28.9	Selectman-Town Meeting	n/a
Ellington	32.6	16195	34.1	Selectman-Town Meeting	n/a
Essex	21.65	6588	10.4	Selectman-Town Meeting	n/a
Fairfield	26.79	62105	30	Representative town meeting	\$59,181.00
Farmington	27.97	25572	28.1	Council-Manager	\$70,384.00
Goshen	19.6	2888	43.7	Selectman-Town Meeting	n/a
Granby	39.61	11357	40.7	Council-Manager	n/a
Greenwich	11.682	62855	47.9	Representative town meeting	\$76,154.00
Griswold	28.6	11687	35	Selectman-Town Meeting	n/a
Groton (T)	24.17	39075	31.3	Council-Manager	\$63,459.00
Guilford	32.03	22283	47.2	Selectman-Town Meeting	\$52,898.00
Haddam	31.69	8264	44	Selectman-Town Meeting	n/a
Hampton	25.82	1844	25	Selectman-Town Meeting	n/a
Hartford	74.29	123400	17.3	Mayor-Council	\$48,972.00
Hebron	37.05	9507	36.9	Selectman-Town Meeting	n/a
Killingly	24.96	17172	48.5	Council-Manager	n/a
Killingworth	27.47	6401	35.3	Selectman-Town Meeting	n/a
Ledyard	35.06	14837	38.1	Mayor-Council	\$49,534.00
Litchfield	28.2	8168	56.1	Selectman-Town Meeting	n/a
Lyme	19.95	2354	31.9	Selectman-Town Meeting	n/a
Madison	28.35	18196	36.2	Selectman-Town Meeting	\$54,425.20
Manchester	36.52	57932	27.3	Council-Manager	\$62,713.00

Municipality	Mill Rate	Population	Land Area	Government Type	Emergency Dispatcher
Mansfield	31.38	25912	44.5	Council-Manager	n/a
Marlborough	37.25	6397	23.3	Selectman-Town Meeting	n/a
Middlefield	32.47	4393	12.7	Selectman-Town Meeting	n/a
Monroe	35.58	19635	26.1	Selectman-Town Meeting	\$45,541.00
Montville	32.51	19149	42	Mayor-Council	\$0.00
Morris	26.54	2277	17.2	Selectman-Town Meeting	n/a
Naugatuck	47.25	31461	16.4	Mayor-Council	\$53,206.00
New Britain	50.5	72710	13.3	Mayor-Council	\$61,982.00
New Fairfield	30.9	14017	20.5	Selectman-Town Meeting	\$49,693.00
New Haven	42.98	131014	18.9	Mayor-Council	\$49,691.00
New Milford	28.7	27099	61.6	Mayor-Council	\$56,000.00
Newington	39.45	30404	13.2	Council-Manager	\$64,371.00
Newtown	34.77	27965	57.8	Selectman-Town Meeting	\$54,269.00
North Haven	31.18	23751	20.8	Selectman-Town Meeting	n/a
North Stonington	29	5270	54.3	Selectman-Town Meeting	n/a
Norwalk	23.315	89005	22.8	Mayor-Council	\$59,602.00
Norwich	40.28	39470	28.3	Council-Manager	\$59,787.79
Old Lyme	22.41	7432	23.1	Selectman-Town Meeting	n/a
Plainville	34.62	17705	9.7	Council-Manager	n/a
Pomfret	26.4	4167	40.3	Selectman-Town Meeting	n/a
Portland	33.81	9360	23.4	Selectman-Town Meeting	n/a
Prospect	30.95	9797	14.3	Mayor-Council	\$0.00
Redding	32.84	9233	31.5	Selectman-Town Meeting	\$55,597.00
Ridgefield	28.12	25187	34.4	Selectman-Town Meeting	\$0.00
Rocky Hill	32.5	20105	13.5	Council-Manager	\$64,619.63
Roxbury	15.85	2171	26.2	Selectman-Town Meeting	n/a
Salisbury	11.6	3623	57.3	Selectman-Town Meeting	n/a
Seymour	36	16583	14.6	Selectman-Town Meeting	n/a
Sharon	14.4	2718	58.7	Selectman-Town Meeting	n/a
Sherman	19.81	3643	21.8	Selectman-Town Meeting	n/a
Simsbury	37.32	24952	33.9	Council-Manager	\$0.00
Somers	27.37	11106	28.3	Selectman-Town Meeting	n/a
South Windsor	38.5	25937	28	Council-Manager	\$68,172.00
Southbury	29.1	19571	39.1	Selectman-Town Meeting	\$50,273.00
Southington	30.64	43863	36	Council-Manager	\$28.66
Sprague	34.75	2914	13.2	Selectman-Town Meeting	n/a
Stafford	34.93	11949	58	Selectman-Town Meeting	n/a
Sterling	31.94	3742	27.2	Selectman-Town Meeting	n/a
Stonington	23.36	18593	38.7	Selectman-Town Meeting	n/a
Suffield	28.72	15698	42.2	Selectman-Town Meeting	\$59,946.00
Thomaston	36.53	7602	12	Selectman-Town Meeting	\$49,816.00
Tolland	36.05	14722	39.7	Council-Manager	n/a
Torrington	46.17	34538	39.8	Mayor-Council	n/a
Trumbull	34.74	36154	23.3	Mayor-Council	\$0.00
Union	30.93	839	28.7	Selectman-Town Meeting	n/a
Vernon	39.63	29289	17.7	Mayor-Council	\$0.00
Wallingford	29.19	44741	39	Mayor-Council	n/a
Warren	14.25	1410	26.3	Selectman-Town Meeting	n/a
Washington	14.25	3453	38.2	Selectman-Town Meeting	\$39,487.00
Waterbury	60.21	108629	28.6	Mayor-Council	n/a
Waterford	27.98	19007	32.8	Representative town meeting	\$59,416.00

Municipality	Mill Rate	Population	Land Area	Government Type	Emergency Dispatcher
Watertown	33.19	21740	29.2	Council-Manager	\$52,399.37
West Hartford	41.8	63133	22	Council-Manager	\$60,736.00
Westbrook	24.67	6956	15.7	Selectman-Town Meeting	n/a
Weston	32.37	10331	19.8	Selectman-Town Meeting	\$61,764.00
Westport	16.86	28042	20	Representative town meeting	\$63,324.00
Windsor	32.38	28898	29.6	Council-Manager	\$66,446.00
Windsor Locks	25.83	12554	9	Selectman-Town Meeting	\$24.79
Wolcott	33.14	16672	20.4	Mayor-Council	\$56,846.00
Woodbridge	40.23	8853	18.8	Selectman-Town Meeting	\$54,829.00
Woodbury	29.17	9557	36.5	Selectman-Town Meeting	n/a

Median Salary per Position

\$56,013

City of West Haven Other Post-Employment Benefits Program Impact of Proposed Plan Changes for Local 77 (ERS)

Baseline: retirement eligibility = age 55 with 20 years of service

Proposed change: retirement eligibility = age 50 with 25 years of service

Accrued Liability	Baseline	Reflecting Proposed Change	Increase/ (Decrease)
Current active members			
Employees under age 65	\$22,034,549	\$21,984,603	(\$49,946)
Employees over age 65	52,049,865	51,979,903	(69,962)
Dependents under age 65	5,256,378	5,241,741	(14,637)
Dependents over age 65	<u>9,212,986</u>	<u>9,200,325</u>	<u>(12,661)</u>
Total	88,553,778	88,406,572	(147,206)
Current retired members			
Employees under age 65	14,326,497	14,326,497	0
Employees over age 65	55,559,727	55,559,727	0
Dependents under age 65	13,565,605	13,565,605	0
Dependents over age 65	<u>12,921,831</u>	<u>12,921,831</u>	<u>0</u>
Total	96,373,660	96,373,660	0
Total Accrued Liability	184,927,438	184,780,232	(147,206)

This exhibit is an attachment to a letter dated November 8, 2019. Please refer to that letter for more information, including explanatory notes and statements of reliance. If this analysis is distributed, it must be distributed in its entirety including the letter to which it is attached.

This estimate is based on the results of the July 1, 2017 actuarial valuation and assumes that the plan changes are effective July 1, 2017.

This work product was prepared solely for the City for the purposes described herein and may not be appropriate to use for other purposes. Milliman does not intend to benefit and assumes no duty or liability to other parties who receive this work. Milliman recommends that third parties be aided by their own actuary or other qualified professional when reviewing the Milliman work product.

11/8/2019

MEMORANDUM

Municipal Accountability Review Board

To: Members of the Municipal Accountability Review Board
From: Julian Freund, OPM
Subject: West Haven BOE Administrators Association
Date: January 23, 2020

Background

The current collective bargaining agreement between the West Haven Board of Education and West Haven Administrators Association expires August 31, 2020. A Settlement Agreement for a contract effective September 1, 2020-August 31, 2023 was approved by the Board of Education on January 6, 2020 and subsequently signed and filed with the City Clerk on January 14, 2020.

Section 7-576d of CT General Statutes provides the MARB with an opportunity to approve or reject the agreement within 30 days of filing. The MARB would have until February 13, 2020 to take such action.

There are currently 24 members of this group consisting of principals, assistant principals, program coordinators and similar positions.

Provisions of Tentative Agreement

The attached Settlement Agreement outlines the changes made to the current contract with the Administrators Association. The agreement makes the following changes:

Transition to High Deductible Health Plan: The agreement transitions members to a high deductible health plan with a health savings account. The plan establishes deductibles of \$2,000/\$4,000 with the BOE contributing 50% of the deductible to employees' health savings accounts. The Agreement also preserves the BOE's discretion to transition to the State Partnership Plan if it chooses.

Health Premium Cost Share: Premium costs shares remain unchanged at 20% for employees.

Wages: The proposed agreement provides wage freezes (0% wage adjustment and no step increases) in the first two years of the contract. A 1% wage increase, with no step, is provided in the third year. The BOE has provided the estimated impact of step increase avoidance and the cost of a 1% wage adjustment in year 3 (attached).

Retiree Health Benefits: The agreement applies a health premium cost share to all retirees retiring after 8/31/23. The BOE has requested an impact analysis from their actuary and anticipates providing this information at the subcommittee meeting.

Financial Impact

The BOE has provided estimates of the fiscal impacts of the Settlement Agreement provisions. As noted in the attached materials, the avoidance of employee step increases is estimated to be between approximately \$13,000 and \$30,000 per year. The 1% salary adjustment in the third year of the contract is estimated to add approximately \$28,600 vs. baseline salaries. The annual savings resulting from the switch to a high deductible health plan is approximately \$13,600.

Attachments:

- Settlement Agreement
- Financial Analyses
- Comparables to other districts
- Administrators Association Contract 9/1/20 – 8/31/23

Settlement Agreement

In resolution of the negotiations for a successor agreement, the Parties agree to the following. This is considered an off the record tentative agreement for discussion purposes only and shall not be introduced in any interest arbitration hearing related to the negotiations resulting in this Agreement.

1. Duration

September 1, 2020 – August 31, 2023

2. Wages

September 1, 2020	0%, no step
September 1, 2021	0%, no step
September 1, 2022	1% GWI, no step

3. Insurance

- a. Plan Design – Effective July 1, 2020, bargaining unit members will switch to the Board's High Deductible Health Plan in lieu of the health plans currently provided in the CBA. Each year the Board shall fund 50% of the deductibles into a health savings account. The Board's share of the deductible shall be fully funded in July of the first year, then half in July and half in January in subsequent years; in the event of a hardship, employees may request full funding of the Board's share prior to January 1.

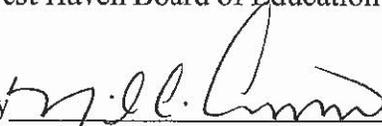
In the event the Board decides to transition health plans to the Connecticut Partnership Plan (CPP), the HDHP will be replaced with CPP.

- b. Cost-Share Contributions shall remain unchanged.
- c. Retiree Medical – The medical coverage for retirees and spouses up to age 65 provided for in Article IX, Section A. 7. for retirees who take retirement pursuant to Article XVI, shall be eliminated effective August 31, 2023 for retirements after that date; thereafter, retiring employees must contribute the same percentage as active employees. The TRB subsidy shall be applied towards calculating the employee contribution.

4. Other

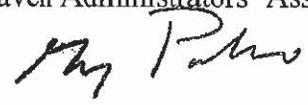
- A. Eliminate Article XV, Section N. (duplicative and contradictory longevity language).

West Haven Board of Education

By 

Date: December 3, 2019

West Haven Administrators' Association

By 

Date: December 13, 2019

Administrators Contract Financial Cover Sheet

Average salary savings per potential retirement with 1st step replacement \$ 27,999.46

Savings from mid year retirement and 1st step replacement \$ 40,212.44

Approximate value of 1% salary increase in 3rd year \$ 28,628.88

Approximate value per year of avoiding step increases

Year 1 \$ 13,209.77

Year 2 \$ 19,039.87

Year 3 \$ 29,767.12

FY20

Grade	Step	Recurring Annual Salary
03	6	\$128,578.20
02	6	\$131,113.61
03	1	\$100,085.54
03	6	\$128,578.20
03	6	\$128,578.20
02	6	\$131,113.61
02	6	\$131,113.61
03	6	\$128,578.20
02	6	\$131,113.61
WO03	6	\$120,254.14
03	6	\$128,578.20
04	3	\$101,692.77
02	6	\$131,113.61
02	6	\$131,113.61
02	6	\$131,113.61
01	6	\$135,338.47
03	6	\$128,578.20
03	6	\$128,578.20
02	6	\$131,113.61
04	3	\$101,692.77
03	6	\$128,578.20
02	6	\$131,113.61
01	6	\$135,388.47
		\$2,903,100.25

FY21

Grade	Step	Recurring Annual Salary
03	6	\$128,578.20
02	6	\$131,113.61
03	1	\$100,085.54
03	6	\$128,578.20
03	6	\$128,578.20
02	6	\$131,113.61
02	6	\$131,113.61
03	6	\$128,578.20
02	6	\$131,113.61
WO03	6	\$120,254.14
03	6	\$128,578.20
04	3	\$101,692.77
02	6	\$131,113.61
02	6	\$131,113.61
02	6	\$131,113.61
01	6	\$135,338.47
03	6	\$128,578.20
03	6	\$128,578.20
02	6	\$131,113.61
04	3	\$101,692.77
03	6	\$128,578.20
02	6	\$131,113.61
04	1	\$95,176.03
		\$2,862,887.81

\$40,212.44

Grade	Step	Recurring Annual Salary	Contractual increase in Year 3
03	6	\$128,578.20	\$ 129,863.98
02	6	\$131,113.61	\$ 132,424.75
03	1	\$100,085.54	\$ 101,086.40
03	6	\$128,578.20	\$ 129,863.98
03	6	\$128,578.20	\$ 129,863.98
02	6	\$131,113.61	\$ 132,424.75
02	6	\$131,113.61	\$ 132,424.75
03	6	\$128,578.20	\$ 129,863.98
02	6	\$131,113.61	\$ 132,424.75
WO03	6	\$120,254.14	\$ 121,456.68
03	6	\$128,578.20	\$ 129,863.98
04	3	\$101,692.77	\$ 102,709.70
02	6	\$131,113.61	\$ 132,424.75
02	6	\$131,113.61	\$ 132,424.75
02	6	\$131,113.61	\$ 132,424.75
01	6	\$135,338.47	\$ 136,691.85
03	6	\$128,578.20	\$ 129,863.98
03	6	\$128,578.20	\$ 129,863.98
02	6	\$131,113.61	\$ 132,424.75
04	3	\$101,692.77	\$ 102,709.70
03	6	\$128,578.20	\$ 129,863.98
02	6	\$131,113.61	\$ 132,424.75
04	1	\$95,176.03	\$ 96,127.79
		\$ 2,862,887.81	\$ 2,891,516.69
			\$ 28,628.88

Grade	Step	Recurring Annual Salary	If Step Movement in Year 1	If Step Movement in Year 2	If Step Movement in Year 3
03	6	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20
02	6	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61
03	1	\$ 100,085.54	\$ 103,519.41	\$ 106,953.30	\$ 110,386.05
03	6	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20
03	6	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20
02	6	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61
02	6	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61
03	6	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20
02	6	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61
W003	6	\$ 120,254.14	\$ 120,254.14	\$ 120,254.14	\$ 120,254.14
03	6	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20
04	3	\$ 101,692.77	\$ 104,951.54	\$ 111,125.34	\$ 122,663.14
02	6	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61
02	6	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61
02	6	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61
01	6	\$ 135,338.47	\$ 135,338.47	\$ 135,338.47	\$ 135,338.47
03	6	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20
03	6	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20
02	6	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61
04	3	\$ 101,692.77	\$ 104,951.54	\$ 111,125.34	\$ 122,663.14
03	6	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20	\$ 128,578.20
02	6	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61	\$ 131,113.61
04	1	\$ 95,176.03	\$ 98,434.39	\$ 101,692.77	\$ 104,951.54
		\$ 2,862,887.81	\$ 2,876,097.58	\$ 2,895,137.45	\$ 2,924,904.57
			\$ 13,209.77	\$ 19,039.87	\$ 29,767.12

2019 Comp Mix Plan

7/1/19 - 6/30/20	Employee Count	Monthly Medical Rates	% Employee Pays	Employee Contributions
Admin				
Single	1	\$1,137.15	20%	\$227.43
EE+1	4	\$2,432.14		\$486.43
Family	6	\$2,981.04		\$596.21
Total	11	\$28,751.95		\$5,750.39

2019 Buy up PPO Plan

7/1/19 - 6/30/20	Employee Count	Monthly Medical Rates	% Employee Pays	Employee Contributions
Admin				
Monthly Medical Rates			20% + Diff	
Single	2	\$1,179.66		\$278.44
EE+1	2	\$2,523.61		\$596.19
Family	9	\$3,089.16		\$725.95
Total	13	\$35,208.98		\$8,282.84

2019 As Is Annual Medical Spend	
Employer	Employee
\$599,132.45	\$168,398.71

2019 High Deductible Health Plan

7/1/19 - 6/30/20	Employee Count	Monthly Medical Rates	% Employee Pays	Employee Contributions
Admin				
Monthly Medical Rates			20%	
Single	3	\$1,001.95		\$180.35
EE+1	6	\$2,133.34		\$384.00
Family	15	\$2,608.10		\$469.46
Total	24	\$54,927.38		\$9,886.93

2019 HDHP Annual Medical Spend	
Employer	Employee
\$540,485.43	\$118,643.14
HSA/HRA funding	\$0.00
Total Budget	\$118,643.14

Projected HDHP Savings	
Employer	Employee
(\$13,647.02)	(\$49,755.57)

West Haven Board of Education and the West Haven Administrators' Association

Wage Comparison

	High School Principal		MS Principal		Elementary Principal		Dir of Pupil Svs		HS Asst Principal		Lang Arts Math Science; AD Health/PE Coord		MS Asst Principal	
	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max
West Haven w/6th	105,696	135,338	102,129	131,114	102,129	131,114	102,129	131,114	100,086	128,578	100,086	128,578	95,176	122,663
West Haven	100,840	126,529	97,500	122,607	97,500	122,607	97,500	122,607	95,497	120,254	95,497	120,254	90,823	114,764

Ansonia	149,818	149,818	134,212	134,212	134,212	134,212	137,333	137,333	134,212	134,212	124,848	124,848	124,848	124,848	
Danbury	158,280	173,425	145,730	159,673	133,133	145,872	130,173	142,630	130,173	142,630	135,229	148,169	130,173	142,630	
Derby	153,034	153,034	148,065	148,065	143,605	143,605	136,189	136,189	121,332	121,332	121,332	121,332	MS Dean		
East Hartford	144,683	151,630	136,700	143,661	131,099	138,057	129,004	135,962	129,004	135,962	120,157	127,107	124,581	131,535	
Mansfield (R19 HS)	162,647	162,647	126,347	139,164	119,441	132,032	108,199	120,359	143,973	143,973	108,441	108,441	107,556	119,690	
Meriden	146,573	151,067	141,057	145,758	134,325	139,223	128,289	134,660	132,686	137,587	131,203	137,720	126,765	131,667	
Milford	152,631	159,130	146,811	153,562	143,336	149,924	148,635	155,905	133,438	138,639	124,768	129,968	123,062	128,576	
Naugatuck	154,094	158,189	143,019	147,113	137,981	142,079	143,019	147,113	138,333	142,319	114,550	117,517	114,550	117,517	
New Haven	141,333	153,710	135,722	147,604	135,722	147,604	143,753	156,333	128,916	140,199	118,467	128,835	116,570	126,771	
New London	155,038	155,038	147,155	147,155	142,188	142,188	144,292	144,292	138,973	138,973			138,227	138,227	
Norwalk	192,787	199,682	177,150	184,096	172,085	178,982	158,495	165,601	165,702	172,599	155,588	161,549	163,401	169,810	
Norwich	NFA - non union		130,655	145,901	122,068	139,489	121,070	121,070	NFA - non union		114,699	127,443	114,699	127,443	
Orange* (HS/Pupil Svs - R05)	175,471	175,471	117,383	149,171	117,383	149,171	164,622	164,622	153,287	153,287					
Stamford	175,891	188,826	164,439	170,075	164,439	170,075	164,439	170,075	153,340	158,626	153,340	158,626	153,340	158,626	
	AVERAGE	158,637	163,974	142,460	151,086	137,930	146,608	139,822	145,153	138,721	143,103	126,885	132,630	128,148	134,778
	% DIFFERENCE w/6th	-33.4%	-17.5%	-28.3%	-13.2%	-26.0%	-10.6%	-27.0%	-9.7%	-27.9%	-10.1%	-21.1%	-3.1%	-25.7%	-9.0%
	% DIFFERENCE	-36.4%	-22.8%	-31.6%	-18.8%	-29.3%	-16.4%	-30.3%	-15.5%	-31.2%	-16.0%	-24.7%	-9.3%	-29.1%	-14.8%

Orange*

Orange position not specified in contract

West Haven Board of Education and the West Haven Administrators' Association

Wage Comparison

	High School Principal		MS Principal		Elementary Principal		Dir of Pupil Svs		HS Asst Principal		Lang Arts Math Science; AD Health/PE Coord		MS Asst Principal	
	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max
West Haven w/6th	105,696	135,338	102,129	131,114	102,129	131,114	102,129	131,114	100,086	128,578	100,086	128,578	95,176	122,663
West Haven	100,840	126,529	97,500	122,607	97,500	122,607	97,500	122,607	95,497	120,254	95,497	120,254	90,823	114,764

Ansonia	149,818	149,818	134,212	134,212	134,212	134,212	137,333	137,333	134,212	134,212	124,848	124,848	124,848	124,848	
Danbury	158,280	173,425	145,730	159,673	133,133	145,872	130,173	142,630	130,173	142,630	135,229	148,169	130,173	142,630	
Derby	153,034	153,034	148,065	148,065	143,605	143,605	136,189	136,189	121,332	121,332	121,332	121,332	MS Dean		
East Hartford	144,683	151,630	136,700	143,661	131,099	138,057	129,004	135,962	129,004	135,962	120,157	127,107	124,581	131,535	
Mansfield w/6 (R19 HS)	n/a	n/a	135,378	148,499	127,954	140,880	116,529	128,996	n/a	n/a	n/a	n/a	115,885	128,329	
Meriden	146,573	151,067	141,057	145,758	134,325	139,223	128,289	134,660	132,686	137,587	131,203	137,720	126,765	131,667	
Milford	152,631	159,130	146,811	153,562	143,336	149,924	148,635	155,905	133,438	138,639	124,768	129,968	123,062	128,576	
Naugatuck	154,094	158,189	143,019	147,113	137,981	142,079	143,019	147,113	138,333	142,319	114,550	117,517	114,550	117,517	
New Haven	141,333	153,710	135,722	147,604	135,722	147,604	143,753	156,333	128,916	140,199	118,467	128,835	116,570	126,771	
New London	155,038	155,038	147,155	147,155	142,188	142,188	144,292	144,292	138,973	138,973			138,227	138,227	
Norwalk	192,787	199,682	177,150	184,096	172,085	178,982	158,495	165,601	165,702	172,599	155,588	161,549	163,401	169,810	
Norwich	NFA - non union		130,655	145,901	122,068	139,489	121,070	121,070	NFA - non union		114,699	127,443	114,699	127,443	
Orange* (HS/Pupil Svs - R05)	175,471	175,471	117,383	149,171	117,383	149,171	164,622	164,622	153,287	153,287					
Stamford	175,891	188,826	164,439	170,075	164,439	170,075	164,439	170,075	153,340	158,626	153,340	158,626	153,340	158,626	
	AVERAGE	158,303	164,085	143,105	151,753	138,538	147,240	140,417	145,770	138,283	143,030	128,562	134,829	128,842	135,498
	% DIFFERENCE w/6th	-33.2%	-17.5%	-28.6%	-13.6%	-26.3%	-11.0%	-27.3%	-10.1%	-27.6%	-10.1%	-22.1%	-4.6%	-26.1%	-9.5%
	% DIFFERENCE	-36.3%	-22.9%	-31.9%	-19.2%	-29.6%	-16.7%	-30.6%	-15.9%	-30.9%	-15.9%	-25.7%	-10.8%	-29.5%	-15.3%

Orange*

Orange position not specified in contract

Administrator Settlement Data
2019-20

DATE REPORTED	DISTRICT	WITHOUT INCREMENT				WITH INCREMENT				Total w/ incr	Total w/incr 3
		2020-21	2021-22	2022-23	2023-24	2020-21	2021-22	2022-23	2023-24		
07/10/19	EAST HARTFORD	1.50%	2.00%	2.00%	2.00%	3.54%	2.27%	2.00%	2.00%	7.81%	7.81%
	PCS for HDHP plan incr from 9% to 10% in yr 1, 11 % in yr 2 & 12% in yr 3; (note no BOE funding of HSA).										
	TOLLAND COUNTY	2.00%	2.25%	2.25%	2.25%	2.00%	2.25%	2.25%	2.25%	6.50%	6.50%
	Equity adjustments to some positions. PCS for HDHP plan incr from 17% to 18% in yr 1, 19% yr 2, 20% yr 3. BOE funding of HSA decreases from 50% to 45% yrs 2 and 3.										
09/04/19	ELLINGTON	2.51%	2.91%	3.01%	2.51%	2.91%	2.91%	3.01%	3.01%	8.43%	8.43%
	No step schedule; HDHP: PCS of 17.5% & BOE funding of 43% of HSA to 6% PCS & no BOE funding; PHID Suspend incr from \$2000 to \$3000 in yr1, \$4000 in yr 2 & 5000 in yr 3; Annuity of \$4450 incr by \$100 each year.										
09/23/19	BOLTON	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	7.50%	7.50%
	No step schedule; PCS for HDHP plan incr from 22% to 23% in yr 1, 24% in yr 2 & 25% in yr. 3										
09/23/19	EAST HAMPTON	1.75%	2.00%	2.00%	2.23%	2.35%	2.30%	2.30%	2.30%	6.88%	6.88%
	PCS for State Partnership Plan incr from 18% to 18.5% in yr 1, 19% in yr 2 & 19.5% in yr 3; Annuity incr from \$1000 to \$2000 in yr 1, \$2750 in yr 2 & \$3500 in yr 3.										
	FAIRFIELD COUNTY	2.00%	2.00%		2.55%	2.47%				5.02%	n/a
	PCS for State Partnership Plan incr from 17% to 18% in yr 1 & 19% in yr 2.										
09/30/19	NEW CANAAN	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	6.75%	6.75%
	No step schedule; PCS for HDHP plan incr from 21% to 22% in yr 3, deductibles incr from \$2000/4000 to \$2250/4500 9/1/20; Life ins incr \$250,000 to \$500,000.										
	FAIRFIELD COUNTY	2.25%	2.25%	2.00%	2.43%	2.45%	2.00%	2.00%	2.00%	8.88%	6.88%
	Year 4 not included in total; PCS for State Partnership Plan incr from 20 % to 21% in yr 1, 22 % in yr 2, 22.5 % in yr 3 & 23% in yr 3. Year 4 left out of Total w/incr to 3 year.										
09/23/19	ENFIELD	0.00%	0.00%	2.55%	3.15%	0.00%	0.00%	0.00%	0.00%	5.70%	5.70%
	In Yr 1 additional 2.06% carry-over step cost from prior contract not included in total; PCS for HDHP incr from 21 % to 21.25% in yr 3, & 21.5% in yr 4.										

Administrator Settlement Data
2019-20

DATE REPORTED	DISTRICT	WITHOUT INCREMENT				WITH INCREMENT				Total w/ incr	Total w/incr 3
		2020-21	2021-22	2022-23	2023-24	2020-21	2021-22	2022-23	2023-24		
09/23/19	SOUTHINGTON	2.00%	2.00%	2.00%	2.00%	2.72%	2.41%	2.12%		7.25%	7.25%
	HDDHP deductible incr from \$2000/4000 to \$2250/4500, BOE funding of HSA changed from 50% to \$1000/2000, PCS stays at 22% in 20/21 & 21/22, in yr 3 incr to 23% if admin & dependents complete preventative physical during 2021 calendar yr, PCS incr to 28% if they do not complete physical.										
09/20/19	WESTON	1.90%	2.25%	2.25%	2.25%	2.00%	2.35%	2.25%		6.60%	6.60%
	PCS for State Partnership Plan incr from 18% to 19% in yr 2 & 20% in yr 3; PCS for dental incr from 19% to 20% in yr 2 & 21% in yr 3.										
09/20/19	GULLFORD	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%		7.50%	7.50%
	No step schedule; PCS for HDDHP incr from 20% to 20.5% in yr 2, 21% in yr 3; Annuity payment incr from 2% of salary to 2.25% in yr 2, & 2.5% in yr 3.										
	NEW LONDON COUNTY	1.90%	2.00%	2.10%	2.10%	1.90%	2.00%	2.10%		6.00%	6.00%
	PCS: Year 1: 21%, Year 2: 22%, Year 3: 23%; Prior authorization for High Cost Diagnostics and OT, PT, etc										
08/16/19	THOMASTON	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%		6.00%	6.00%
	No step schedule; stipend for PHD incr \$1500 to \$1600 in yr 1, \$1700 in yr 2 & \$1800 in yr 3; PCS for HDDHP incr 19.5% to 20.5% in yr 1, 21.5% in yr 2 & 22.5% in yr 3.										
09/23/19	LEBANON	1.95%	2.00%	2.05%	2.05%	2.61%	2.31%	2.36%		7.28%	7.28%
	Includes additional adjustment for Director of Special Services; PCS for State Partnership Plan incr from 15% to 17% in yr 1, 18% in yr 2 & 19% in yr 3.										
	FAIRFIELD COUNTY	2.75%	2.75%	2.75%	2.75%	2.99%	2.99%	2.75%		8.73%	8.73%
	Yrs 1 & 2: remaining funds as GWI to schedule after step; PCS for SPP incr from 21% to 21.5% in yr 1, 22% in yr 2 & 22.5% in yr 3; work yr goes from 221 days with 29 vacation days to 223 days with 27 vacation in yr 2 & 224 days with 26 vacation in yr 3										
09/24/19	NEW MILFORD	1.72%	1.73%	2.00%	2.00%	2.97%	3.03%	2.00%		8.00%	8.00%
	PCS for SPP Incr from 23% to 24% in yr 1; 24.5% in yr 2 & 25% in yr 3										

Administrator Settlement Data
2019-20

DATE REPORTED	DISTRICT	WITHOUT INCREMENT				WITH INCREMENT				Total w/ incr	Total w/incr 3
		2020-21	2021-22	2022-23	2023-24	2020-21	2021-22	2022-23	2023-24		
	HARTFORD COUNTY	1.80%	1.80%	1.80%	2.55%	1.80%	1.99%	6.34%	6.34%		
	No step in year 2; PCS for HDHP incr from 20% to 21% in yr 1, 22% in yr 2 & 23% in yr 3, BOE funding of HSA reduced from 50% to 45% in yr 2 & 40% in yr 3.										
	TOLLAND COUNTY	2.25%	2.25%	2.50%	3.00%	3.00%	2.56%	8.56%	8.56%		
	Insurance – Stay at \$2k/\$4k HDHP, EFF 7/1/20: 19%, EFF 7/1/21: 19.5%, EFF 7/1/22: 20%										
	WINDHAM COUNTY	2.25%	2.25%		3.29%	2.86%		6.15%	n/a		
	Insurance plans will be aligned to teachers' plan design.										
	FAIRFIELD COUNTY	2.02%	2.11%	2.11%	2.35%	2.25%	2.15%	6.75%	6.75%		
	PCS for SPP will be 20.5 % in yr 1, 21.5 % in yr 2 & 22.5% in yr 3.										
10/07/19	WINDSOR	1.75%	2.00%	2.25%	2.68%	2.67%	2.36%	7.71%	7.71%		
	PCS for HDHP plan incr from 21% to 22% in yr 2 & 23% in yr 3.										
	HARTFORD COUNTY	1.90%	1.90%	1.90%	3.38%	2.45%	2.20%	8.03%	8.03%		
	Yr 1 includes market adjustments for several positions; added annuity payment after 5 YOS with amounts based on position; PCS for HDHP incr from 21% to 22% in yr 1 & 23% in yr 3; HDHP deductibles incr from \$2000/4000 to \$2250/4500 in yr 2, RX post deduct copays change from \$5/20/40 to \$5/30/45 in yr 1 & \$5/30/40 in yr 2, BOE funding of HSA from 50% to \$1000/2000 in yr 1, \$1125/2250 in yr 2.										
	HARTFORD COUNTY	2.25%	2.25%	2.25%	2.35%	2.25%	2.25%	2.35%	9.10%	6.75%	
	No step schedule; BOE contribution to annuity incr by \$250 each yr from \$4000 to \$5000 by yr 4; PCS for HDHP incr from 20% to 20.5% in yr 1, 21% in yr 2, 22% in yr 3 & 23% in yr 4.										
	FAIRFIELD COUNTY	2.50%	2.50%	2.60%	2.60%	2.50%	2.50%	2.60%	2.60%	10.20%	7.60%
	No step schedule; Deductible for HDHP plan incr \$2000/4000 to \$2500/5000, Post deduct RX incr. \$5/20/35 to \$10/25/40, yearly max incr \$1000/2000 to \$1500/3000; PCS incr from 18% by 1% each year.										

Administrator Settlement Data
2019-20

DATE REPORTED	DISTRICT	WITHOUT INCREMENT				WITH INCREMENT				Total w/ incr	Total w/incr 3
		2020-21	2021-22	2022-23	2023-24	2020-21	2021-22	2022-23	2023-24		
09/26/19	WINDSOR LOCKS	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	6.00%	6.00%
	HDHP PCS for 20/21: 17%; 21/22: 18%; and 22/23: 19%; the 1% incentive payout in the 3rd year of prior contracts if all goals met removed in this contract. Tuition reimbursement increased from \$9,000 to \$18,000 for the Association per year not to exceed \$6,000 per individual (increased from \$5,000) or \$1,500 per (1) class.										
	WINDHAM COUNTY	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	6.00%	6.00%
	No step schedule; HDHP will be the sole plan, PCS incr from 14% to 16% in yr 1, 17% in yr 2 & 18% in yr 3										
	HARTFORD COUNTY	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	6.00%	6.00%
	Step cost is minimal; PCS for HDHP stay at 22%, if don't meet wellness incentive in yr 3 PCS is 23%										
	NEW HAVEN COUNTY	1.75%	2.00%	2.00%	1.81%	2.18%	2.00%	5.99%	5.99%		
	HDHP will be sole plan with deduct of \$2000/4000, BOE funds HSA at 50%, PCS 18% in yr 1, 19% in yr 2 & 20% in yr 3.										
	NEW LONDON COUNTY	1.75%	1.75%	2.00%	1.75%	1.75%	2.00%	5.50%	5.50%		
	No step schedule; PCS for State Partnership Plan incr from 20% by 1% each year.										
	REGION 8	2.50%	2.50%	2.50%	2.64%	2.64%	2.64%	7.92%	7.92%		
	No step schedule; total costs include 0.5% adjustment in each year for 2 positions.										
	NEW HAVEN COUNTY	2.25%	2.25%	2.00%	2.25%	2.25%	2.00%	6.50%	6.50%		
	No step schedule; PCS for HDHP incr from 17% to 18% in yr 1, 19% in yr 2 & 20% in yr 3.										
AVERAGE		2020-21	2021-22	2022-23	2023-24	2020-21	2021-22	2022-23	2023-24		
		2.06%	2.14%	2.12%	1.74%	2.46%	2.40%	2.17%	1.74%		

AGREEMENT BETWEEN THE
WEST HAVEN BOARD OF EDUCATION
AND THE
WEST HAVEN ADMINISTRATORS' ASSOCIATION

SEPTEMBER 1, 2020- AUGUST 31, 2023

INDEX

ARTICLE I	GENERAL	1
ARTICLE II	RECOGNITION	1
ARTICLE III	BOARD RIGHTS.....	1
ARTICLE IV	PROFESSIONAL OBLIGATIONS AND WORKING RULES	2
ARTICLE V	ASSIGNMENT AND TRANSFERS.....	2
ARTICLE VI	PROMOTIONS	3
ARTICLE VII	SUPPLIES AND OFFICE EQUIPMENT	4
ARTICLE VIII	PROTECTION	4
ARTICLE IX	HEALTH INSURANCE BENEFITS	4
ARTICLE X	[RESERVED].....	9
ARTICLE XI	[RESERVED].....	9
ARTICLE XII	PAYROLL DEDUCTIONS,	9
ARTICLE XIII	ADMINISTRATION	10
ARTICLE XIV	GRIEVANCE AND ARBITRATION PROCEDURE.....	11
ARTICLE XV	MISCELLANEOUS	15
ARTICLE XVI	EARLY RETIREMENT INCENTIVE PLAN	17
ARTICLE XVII	REDUCTION IN FORCE.....	19
ARTICLE XVIII	SALARY SCHEDULE.....	21
APPENDIX B-1	23
SALARY SCHEDULE 2020-2021 (WITH SIXTH YEAR)	23
SALARY SCHEDULE 2020-2021 (WITHOUT SIXTH YEAR)	24
APPENDIX B-2	25
SALARY SCHEDULE 2021-2022 (WITH SIXTH YEAR)	25
SALARY SCHEDULE 2021-2022 (WITHOUT SIXTH YEAR)	26
APPENDIX B-3	27
SALARY SCHEDULE 2022-2023 (WITH SIXTH YEAR)	27
SALARY SCHEDULE 2022-2023 (WITHOUT SIXTH YEAR)	28

AGREEMENT

This agreement is made and entered into as of this 10th day of January, 2020 by and between the West Haven Administrator' Association, hereinafter called the WHAA and the West Haven Board of Education, hereinafter called the Board, for a term of three (3) years, beginning September 1, 2020 and ending August 31, 2023.

ARTICLE I GENERAL

A. This agreement is negotiated under Section 10-153b through 10-153f of the General Statutes of the State of Connecticut, as amended, in order:

1. To fix for its term the salaries and all other conditions of employment provided herein, and;
2. To encourage and abet effective and harmonious working relationships between the Board and Administrative staff in order that the case of public education may be best served.

B. The Board and the WHAA recognize the importance of responsible participation by the entire professional staff in the education process, planning, development and growth. To this end, they agree to maintain communication, to inform about programs, to guide in development and to assist planning and growth either by committee, individual consultation or designated representatives.

C. This agreement shall constitute the mutual understanding of the Board and the WHAA in the subject areas covered by specific provisions of this agreement for the duration of the agreement unless changed by the mutual consent of both parties. Previously adopted policies, rules or regulations in conflict with this agreement are superseded by this agreement.

ARTICLE II RECOGNITION

The Board hereby recognizes the WHAA as the exclusive agent as defined in Section 10-153b through 10-153f of the Connecticut Statutes as amended, of the entire group of certified administrative employees of the Board not excluded by State Statutes.

ARTICLE III BOARD RIGHTS

Nothing in this agreement shall limit or contravene the authority of the Board as provided in the General Statutes of Connecticut and the Charter of the City of West Haven. The Board shall not, however, exercise any of its discretionary authority so as to contravene a specific provision of this agreement.

ARTICLE IV PROFESSIONAL OBLIGATIONS AND WORKING RULES

The Board and the WHAA recognize and agree that the administrators' responsibilities to their students and teachers, the Board of Education and their profession generally entails the performance of duties and the expenditure of time beyond the normal working day, but the administrators are entitled to regular time and work schedules on which they can ordinarily rely to the extent possible throughout the school system. Therefore, in accordance with the above the following schedules are hereby adopted:

A. Daily Schedule - Individuals covered by this agreement shall be responsible for determining his/her own daily schedule, however, it is understood that in doing so he/she will consider the requirements of the position and the Administrator's daily responsibilities of his/her position.

B. Yearly Schedule - The work year of personnel covered by the administrative supervisory staff salary schedule shall be as follows:

1. Administrators shall report to work annually one week prior to the first scheduled week of school and shall be entitled to:
 - a. A work year that shall not exceed 220 days.
 - b. 23 vacation days which may be taken during any breaks when school is not in session, and which must be used by the end of August in any given contract year.
 - c. 12 days at the discretion of the Administrator provided school is not in session, 10 of which shall be taken between September 1 and June 30th.
 - d. One of the scheduled teacher vacations.
2. If any member of WHAA is directed in writing by the Superintendent to forfeit any vacation days, in excess of one day, he/she shall be paid at a per diem rate of that individual's salary.

ARTICLE V ASSIGNMENT AND TRANSFERS

A. Administrators may request that a teacher be transferred. However, such requests must be filed with the Superintendent with written explanation as to the reason for it.

B. The Administrator of the school concerned must be consulted before any teacher is transferred to his/her school.

C. The final determination of transfers will be in the absolute discretion of the Superintendent.

ARTICLE VI PROMOTIONS

A. All vacancies in promotional positions caused by death, retirement, discharge, resignation, or by the creation of a new promotional position, shall be filled pursuant to the following procedure:

1. Such vacancies shall be posted in every school or mailed to each member during vacation period at least five (5) days prior to the filling of the vacancy.
2. Said notice of vacancy shall set forth the qualifications for the position.
3. Administrators who desire to apply for such vacancy shall file their application in writing with the office of the Superintendent within the time limit specified in the notice.
4. Such vacancy shall be filled on the basis of fitness for the vacant post, provided, however, that where two or more applicants in the West Haven School System are substantially equal in fitness, in the opinion of the Superintendent and of the Board of Education, the applicant with the greatest amount of seniority in the West Haven School System shall be given preference.

B. Promotional Positions are defined as follows: Positions paying a salary differential and/or positions on the Administrator supervisory level including but not limited to positions such as associate superintendent, assistant superintendent, directors, supervisors, assistant supervisor, instructional leaders, assistant instructional leaders, special assistant to the Superintendent and administrative assistant to the Superintendent.

C. All vacancies (as defined above in the case of promotional positions) for special project administrators shall also be filled pursuant to the procedure set forth in paragraph A.

D. All appointments to the aforesaid vacancies and openings shall be made without regard to age, race, creed, color, religion, nationality, sex, marital status, ancestry, and present or past history of mental or physical disability.

E. Insofar as possible, but subject to A.4., all future appointees shall be full certified supervisors or administrators by the Connecticut State Department of Education with the exception of the appointees to the psychology and guidance department.

F. Where there is a vacancy by resignation, acting appointments to any position shall be effective no longer than six months. Any person serving in an acting capacity when school is in session and is in the acting position for more than (5) school days, shall be compensated at the rate of pay for the position in which they are acting.

G. Upon promotion, the individual will be paid the appropriate salary upon commencement of his new duties.

H. First preference shall be given to candidates within the system if they are as well or better qualified than out of system candidates in the sole opinion of the Superintendent of Schools.

ARTICLE VII SUPPLIES AND OFFICE EQUIPMENT

A. The Board will insure that each school shall have all the office equipment and supplies consistent with Board policy necessary to do the work required.

B. The Board will take whatever steps necessary to attain the goal of uniformity in all records and reports.

C. The Board of Education will provide full or part time clerical help in all schools, and will make available clerical assistance in those areas where no clerk now exists. The duties of said clerical help shall be governed by policy #2212. Policy #2212 as now exists is hereby made part of this contract.

D. The Board will provide substitute clerks, provided they are available for use when the regular clerks are out.

ARTICLE VIII PROTECTION

A. Section 10-235. Protection of Administrators in damage suits. The Board shall protect and save harmless any member of the bargaining unit from financial loss and expense, including legal fees and costs, if any, arising out of any claim, demand, suit or judgment in accordance with Section 10-235 of the General Statutes of Connecticut.

B. If any administrator is absent from school as a result of personal injury arising out of his employment, (provided the administrator is not negligent), he shall be paid his full salary (less any workmen's compensation indemnity benefits received, except payment for permanent partial disability) for the period not to exceed one calendar year from the date of injury. Such absence shall not be charged to his/her annual or accumulated sick leave.

ARTICLE IX HEALTH INSURANCE BENEFITS

A. Health Insurance Benefits (Individual, Husband & Wife, or Family). The Board shall provide the health insurance plan set forth below for employees and their eligible dependents (an eligible dependent for purposes of the article shall include spouse, and unmarried dependents up to age 26). The Board shall have the right to require annual re-enrollment as a condition of continued participation in the plan. All

administrators shall contribute twenty (20%) percent of the cost of health insurance via payroll deduction.

1. Medical coverage shall be provided under the Board's High Deductible Health Plan (HDHP) which shall have deductibles of \$2,000/\$4,000 funded 50% by the Board into a health savings account, one-half in July and one-half in January. There shall be post deductible prescription copays of \$5/\$25/\$40 (30 day supply); \$10/\$50/\$80 (mail order 90 day supply) and the following out of pocket maximums: In-Network \$4,000/\$6,850; Out-of-Network \$4,000/\$8,000. In the event the Board decides, in its sole discretion, to transition health plans to the Connecticut Partnership Plan (CPP) the HDHP will be replaced with the CPP Plan.
2. Blue Cross of Connecticut Full Service Plan for dental care with Riders A, B, C, D and Special Dependent Rider.
3. Blue Shield Vision care endorsement 98.
4. Group Life Insurance - Board agrees to provide each administrator with group life and dismemberment policy in the amount of \$120,000.00 at the Board's expense. The Administrator may increase the coverage to the amount of his salary at his own expense.
5. The board agrees, at its expense, to continue the group life and dismemberment policy following retirement in the amount of \$60,000.00.
6. Any employee covered by this Agreement who opts to take retirement as provided under Article XVI shall have full health coverage for the employee only, or employee and his/her spouse if the employee retires on or before August 31, 2023, paid by the Employer until he/she attains the age of 65. Notwithstanding the foregoing, administrators retiring after August 31, 2023, shall contribute monthly towards the cost of said insurance the same amount that active employees pay.

At age 65, any administrator who does not qualify for Medicare shall be provided with equivalent coverage paid in full by the Employer.

All retirees who do not opt to take retirement as provided under Article XVI or who are not eligible for the retirement provision of Article XVI will receive the same medical coverage as active employees and will be required to pay the same co-pay, if any, as those required of active employees. The Board shall not be required to provide or pay for the retirees spouse's coverage after the retiree reaches age 65 or in the event that the retiree dies. At age 65 all retired employees shall have coverage under Medicare paid in full by the Employer. At age 65 any Administrator who does not qualify for Medicare, shall be provided with equivalent coverage paid in full by Employer.

7. The West Haven Board of Education may provide health insurance benefits as described in this Article for the West Haven Administrators' Association members through alternate carriers or through self-insurance. In all cases such benefits (meaning coverage, and administration of i.e., timeliness of payment and claims processing) provided through alternate insurance carriers, through self-insurance or through a combination of such alternatives, shall be comparable to the benefits available to West Haven Administrator Association members under the group health insurance policies described in Article IX, Section A(1-5). Should the Board of Education desire to change insurance carriers, prior to any such change, the Association shall be notified and given forty-five (45) calendar days to review the proposed changes. Should the Association and the Board disagree that the coverage, and administration of benefits are not comparable, arbitration as set forth under Article XIV of this Agreement may be implemented at the request of the Association. Such arbitration shall take place before an impartial arbitrator with expertise in insurance, unless the West Haven Finance Planning and Assistance Board is in existence. Both parties shall agree to expedite the arbitration process. There shall be no change in carriers prior to the decision by the arbitrators.

B. Sick Leave.

1. Twelve month personnel - are to receive two days more than the teachers.

2. Sick Leave Bank:

- a. Membership in the sick leave bank is voluntary on the part of employees after tenure is granted for 3 years of service completed in the West Haven School System. Each participating employee contributes one day of sick leave per year.
- b. The Board will cooperate in the establishment of a sick leave bank on a voluntary basis.
- c. Each employee enrolling in the bank will donate one day of his sick leave to the bank each year until the bank is built up to a maximum of approximately 100 days. No more days will be added to this maximum until the bank is depleted to approximately 50 days. The bank will then be built up to approximately 100 days again and the process repeated.
- d. Additions will be made to the bank in September or October of each school year according to the above limitation.
- e. A person withdrawing from membership in the bank will not be able to withdraw the contributed days.

- f. Additions will be made to the bank in September or October of each school year according to the following:
 - i. 0-3 years, inclusively, a person is not eligible.
 - ii. After the beginning of the 4th-6th year a person must be sick fifty-five (55) consecutive days before he/she can draw.
 - iii. After the beginning of the 7th year a person must be out forty (40) consecutive days.
 - g. A person will not be able to withdraw days from the bank until his/her own sick leave is depleted.
 - h. Persons withdrawing sick leave days from the bank will not have to replace these days except as a regular contributing member to the bank.
 - i. Maximum withdrawal per occurrence is 75 days.
 - j. Sick leave means the leave the teacher has for that year plus his/her accumulation.
 - k. Hold Harmless Clause.

In the event that the Sick Leave Bank is, or shall at any time, be found to be contrary to law by a court of competent jurisdiction, then it is agreed that any administrator who has received benefits hereunder shall refund to the City of West Haven 1/220th of his/her annual salary of each day so withdrawn. It is further agreed that in the event such refund is not made within sixty (60) days after demand with notice to the Association, then and in that event the Association shall refund monies to the City of West Haven. It is further agreed that no other penalty or penalties except the aforementioned monetary penalties will be imposed. This clause shall survive the termination of this agreement and may be enforced at any time within ten (10) days after such termination.
3. No member shall lose salary and/or rights when subject to quarantine by a competent medical authority, medical advisor and/or Health Department of the member's town of residence.
4. Severance Pay (on retirement, disability, resignation or death). Professional Staff Member upon retirement from public school teaching in Connecticut, disability, resignation or death, after twenty (20) years of public school service

in West Haven School System shall receive Severance pay equal to 20*- of the annual salary at the time of termination of employment.

5. Maternity Leave shall be granted to any pregnant administrator who has completed one year of service, and any such administrator wishing to return shall be returned to the position held at the time of taking such leave.

C. Leaves Without Pay.

1. Leaves of absence, without pay shall be granted for advanced study and maternity. Such leave shall be limited to one school year. Upon returning from leave, said member shall be reinstated in the position he/she left.

D. Leaves with Pay.

1. Each 12 month member shall be entitled to 3 personal days per year, and each 10 month member shall be entitled to 2 personal days per year, not to accumulate. Member must advise Superintendent in writing twenty four hours in advance.
2. If advance notice is not possible, such notice shall be given twenty-four hours after the member returns.
3. Compulsory Court appearances - 5 days per year.
4. Jury Duty - Any Administrator who is summoned for jury duty shall immediately notify the Superintendent of the date of the assignment. If the assignment occurs during the students' school year, the Administrator shall cooperate with the Superintendent to obtain a postponement of the assignment to a date, when school is not in session. The Administrator shall receive his/her full salary (less compensation paid for jury duty to be reimbursed to the Board of Education) for the period that the Administrator must serve on jury duty during his/her work year.
5. Death in immediate family - five (5) days per death of spouse, mother, father, child, brother, sister, grandparents, mother-in-law and father-in-law. Three (3) days per death of brother-in-law and sister-in-law.
6. Funeral of close friend - 1 day per death.
7. Sabbatical Leave.

Desiring to regard professional performance and encourage independent research and achievement the Board hereby initiates the policy of sabbatical leave for Administrators, for approved, scholarly programs whether or not carried on in an academic institution subject to the following conditions:

1. Requests for sabbatical leave must be received by the Superintendent in writing in such forms as may be required by the Superintendent no later than December 31st of the year preceding the school year in which the sabbatical leave is requested.
2. The Administrator has completed at least six (6) consecutive full years of service in the West Haven School system.
3. The Administrator on sabbatical leave will be paid their annual salary rate up to one (1) year.
4. The Administrator shall agree to return to employment in West Haven for at least two (2) full years in the event of a full year's leave. Upon such return the Administrator shall be placed on the appropriate step of the salary schedule as though such Administrator has not been on leave.
5. All applications are subject to the approval of the Superintendent of Schools.
6. An Administrator returning from sabbatical leave shall return to the position held at the time of taking such leave.

ARTICLE X [RESERVED]

ARTICLE XI [RESERVED]

ARTICLE XII PAYROLL DEDUCTIONS,

- A. In addition to those payroll deductions required by law, the following agencies are eligible for payroll deductions:
1. All requests for deductions must be in writing on approved authorized forms.
 2. A list of the approved deductions are as follows:
 - a. AIG (Valic)
 - b. American Century
 - c. Ameriprise Financial
 - d. Franklin Templeton
 - e. Great American (Galic)
 - f. ING
 - g. LSW (Life Insurance Co. of The Southwest)
 - h. Oppenheimer

3. Each of the associations named in Section 2 above shall certify to the Board in writing the current rate of its membership dues. Any association which shall change the rate of its membership dues shall give the Board thirty (30) days written notice prior to the effective date of such change.
4. Deductions referred to in Section A above shall be made on the first day of each month. The Board shall not be required to honor for any month deduction any authorizations that are delivered to it later than on week prior to the distribution payroll forms which deductions are to be made.
5. No later than September 30th of each year, the WHAA shall provide the Board with a list of those employees who have voluntarily authorized the Board to deduct dues for any of the associations named in Section A above. Any Administrator desiring to have the Board discontinue deductions he had previously authorized, must notify the Board and the WHAA or association concerned in writing by September 15th of each year for that school year's dues.
6. The amount of any deductions may be changed only once in a calendar year.

ARTICLE XIII ADMINISTRATION

A. The Board recognizes that the Administrator is charged with the responsibility of the administration of the program within the building to which he/she is assigned and must make decisions necessary to the proper operation and maintenance of the building, provided, such decisions are in keeping with the policy of the Board of Education and the administrative regulations of the Superintendent.

B. Administrators shall be consulted regarding special and federal programs so that such programs may be part of the overall- school program in the building.

C. Administrators shall be in charge of all disciplinary programs of the school which he/she is assigned but shall handle the same in a manner consistent with Board policy and administrative regulations of the Superintendent.

D. Administrators shall be responsible for designating and assigning work to his/her secretary and/or clerk(s).

E. An Administrator may change a teacher's room or subject assignment if the Administrator feels that it would serve the students' best interest provided the Superintendent is informed in writing of such change.

F. Administrators will keep a record of teachers who consistently report late to school.

G. When an Administrator deems it necessary and it is not in violation of the teachers' contract, he/she may assign yard duty, hall duty, study hall duty, on an equitable basis to all available personnel.

H. An Administrator is in charge of his or her building and any teacher or other person wishing to use school facilities after school hours must secure the Administrator's permission.

I. Any teacher who wishes to remove general equipment from the building, must receive the Administrator's permission or if they do so without said permission, will be subject to disciplinary action.

J. It is the responsibility of the Building Administrator to determine who will collect money for milk, weekly magazines, insurance, etc., unless directed otherwise by the Superintendent of Schools.

K. Faculty meetings to be called at the discretion of the Administrator not to exceed the number permitted in the teacher's contract.

L. Agendas for faculty meetings are the sole responsibility of the Administrator. Each Administrator shall make available to his/her teaching staff said agenda one day in advance of said meetings after which any member of the staff may suggest additions to said agenda to the Administrator.

M. Formal evaluation of both tenure and non-tenure teachers is the sole responsibility of the Administrator (delegation of evaluation is allowed). The number of formal evaluations shall be determined by the Administrator, except as limited by the teachers' contract.

N. There shall be no limit set to the number of classroom visitations by the Administrator.

O. Observation and supervision of the teacher shall be made at the discretion of the Administrator.

ARTICLE XIV GRIEVANCE AND ARBITRATION PROCEDURE

A. Purpose - The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to problems which may arise affecting the welfare or working conditions of Administrators. Both parties agree that proceedings shall be kept as confidential as appropriate.

B. Definitions:

1. "Grievance" shall mean any claim by any Administrator or group of Administrators of the WHAA (each category of which shall be hereinafter referred to as "The Grievant") concerning the interpretation of, application or violation of a specific provision of this Agreement or an established practice between the Parties.
2. Administrator shall mean any certified professional employee of this unit below the rank of Superintendent and may include a group of Administrators similarly affected by a grievance.
3. When "days" are referred to in the time limits hereof, such shall mean school days.

C. Time Limits:

1. Since it is important that a grievance be processed as rapidly as possible, the number of days indicated at each step shall be considered as a maximum. The time limits specified may, however, be extended by written agreement of the parties in interest.
2. If an Administrator does not file a grievance in writing within thirty (30) days after he/she knew or should have known of the act or conditions on which the grievance is based, then the grievance shall be considered to have been waived.
3. Failure by the aggrieved Administrator at any level to appeal a grievance to the next level within the specified time limit, shall be deemed to be acceptance of the decision rendered at that level.

D. Informal Procedure:

1. If an Administrator feels that he may have a grievance, he shall first discuss the matter with his immediate supervisor or other appropriate Administrator in an effort to resolve the problem informally.
2. If the Administrator is not satisfied with such disposition of the matter, he shall have the right to have the WHAA assist him in further efforts to resolve the problem informally with his supervisor -or other appropriate Administrator.

E. Formal Procedure:

1. Step 1 - If the aggrieved Administrator is not satisfied with the disposition of his grievance on an informal basis, he may file in writing a grievance with the WHAA for referral to the Superintendent of Schools.
 - a. The WHAA shall within five (5) days after receipt, refer the grievance to the Superintendent but prior to doing so, the WHAA shall provide an opportunity for the aggrieved Administrator to meet with the appropriate committee to review the grievance.
 - b. The Superintendent shall within ten (10) days after receipt of the written grievance, meet with the aggrieved Administrator and with representatives of the WHAA for the purpose of resolving the grievance. A full and accurate record of such hearing shall be kept.
 - c. The Superintendent shall within five (5) days after the hearing, render his decision and the reasons therefor in writing to the aggrieved Administrator with a copy to the WHAA.
2. Step 2 - If the aggrieved Administrator is not satisfied with the disposition of his grievance at Step 1, he may within three (3) days after the decision or within six (6) days after the hearing, file the grievance again with the WHAA for appeal to the Board of Education.
 - a. The WHAA shall within three (3) days after receipt, refer the appeal to the Board of Education.
 - b. The Board of Education shall, within fifteen (15) days after receipt of the written appeal, meet with the aggrieved Administrator and with representatives of the WHAA for the purpose of resolving the grievance. A full and accurate record of such hearing shall be kept.
 - c. The Board shall, within five (5) days after such meeting render its decision and reason therefore, in writing to the aggrieved Administrator, with a copy to the WHAA.

F. Arbitration:

1. If the aggrieved Administrator is not satisfied with the disposition of his grievance at Step 2, he may within three (3) days after the decision or within six (6) days after the Board meeting, request in writing to the President of the WHAA that his grievance be submitted to arbitration.
2. The WHAA may within five (5) days after receipt of such request submit the grievance to arbitration.

3. The Chairman of the Board and the President of the WHAA shall within five (5) days after such written notice, jointly select an arbitrator who is an experienced and impartial person of recognized competence. If the parties are unable to agree on an arbitrator within five (5) days, the matter shall be submitted to the American Arbitration Association under the Rules of Voluntary Arbitration of the American Arbitration Association.
4. The arbitrator so selected shall confer promptly with representatives of the Board and the WHAA shall review the record of previous hearings and shall hold such further hearings with the aggrieved Administrator and other parties in interest as he shall deem requisite.
5. The arbitrator shall render his decision in writing to all parties in interest, setting forth his findings of fact, reasoning and conclusions on the issues submitted. The decision of the arbitrator shall be final and binding upon all parties in interest to the extent permitted by law.
6. The cost of the services of the arbitrator shall be borne equally by the Board and the WHAA.

G. The Superintendent and/or the Board shall have the right to file a grievance in writing with the WHAA and such shall thereafter be processed in accordance with Step 2 of the following steps of the Grievance Procedure.

H. All grievances must be submitted in writing pursuant to Step 1 within fifteen (15) days of the date upon which the occurrence given rise to the grievance occurred. Failure to file such grievance within the time limits specified herein or to process a grievance within the time limits specified herein shall be deemed a waiver of the grievance.

I. Any arbitrator acting pursuant to this Agreement shall have power only to construe specific provisions of this Agreement and shall have no authority to add to, delete from, or modify in any way, any provisions of this Agreement.

J. Representation:

1. No reprisals, of any kind shall be taken by either party or by any member of the administration against any participant in the grievance procedure by reason of such participation.
2. When an Administrator is not represented by WHAA, the WHAA shall have the right to be present and to state its view at all stages of the procedure.

3. Only the WHAA shall have the right to submit a grievance to arbitration by following the procedure outlined above. Individual members shall not have the right to submit grievances to arbitration independently.
 4. The WHAA may, if it desires, call upon the professional services of any person it deems necessary to assist the WHAA at any state of the procedure.
- K. Miscellaneous:
1. All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.
 2. Forms for filing and processing grievances and other necessary documents, shall be prepared by the Superintendent with the approval of the WHAA, and be made available to the WHAA to facilitate operation of the grievance procedure.

ARTICLE XV MISCELLANEOUS

A. The Board of Education shall pay each Administrator the sum of \$300.00 for conference expenses to be paid in one lump sum as of September 1st of each school year.

B. The WHAA and the Board agree that this agreement represents the complete agreement between the parties concerning all conditions of employment and salaries of Administrators, for the duration of this agreement.

C. The Board and the WHAA shall comply with all applicable State and Federal Laws.

D. Whenever written notice is required to be given herein, such notice shall be given by letter to the last address of the person as contained in the files of the Board of Education.

E. No Administrator shall be required to pick up or deliver any mail or correspondence.

F. The Board agrees to provide medical coverage for all Administrators over 65, except that the cost of such coverage shall not exceed the cost afforded to other Administrators.

G. All Administrators shall receive \$45.00 per month for travel, except the Language Arts Coordinator, Math Coordinator, Science Coordinator, Health/PE

Coordinator, Early Childhood Director, Director of Pupil Services, Assistant Director of Pupil Services, Director of Grant Administration and any future district coordinators, who shall each receive \$100.00 per month.

H. Longevity: After ten (10) years of employment an Administrator shall receive an increment of \$520; after fifteen (15) years employment an additional increment of \$650; after twenty (20) years of employment an additional \$520; after twenty five (25) years of employment an additional \$520; after thirty (30) years of employment an additional increment of \$520. Years of employment shall mean years of employment as a certified professional in West Haven only.

I. Miscellaneous Tuition Costs - An Administrator shall be reimbursed by the Board for his/her tuition costs exclusive of all other fees upon the successful completion of each graduate credit course beyond the bachelor plus 60 step at the rate of \$80.00 a credit course up to a maximum of \$390, in any school year provided the courses taken are approved by the Superintendent of Schools and relate to the field of education and are completed in an institution which is accredited by a regional accreditation Association, e.g.: Middle State Association of Colleges and Schools North Central Association of Colleges and Schools Northwest Association of Schools and Colleges Southern Association of Colleges and Schools New England Association of Schools and Colleges Western Association of Schools and Colleges.

J. The Board will notify an individual Administrator of the administrative staff of any major decisions affecting said individual Administrator of the administrative staff prior to releasing said decisions to the press.

K. Each Administrator will receive annually an individual salary agreement.

L. The Board agrees to reimburse Administrators for approved expenses directly attributable to operation of school offices through presentation of paid receipts.

M. The Board agrees to provide a mileage expense account for Administrators who are required to travel outside of Greater New Haven in order to attend meetings for the school system. The rate applicable shall be as determined by the Internal Revenue Service.

N. Administrators shall continue to be paid in 26 installments, bi-weekly provided, however, that ten month Administrators will have the option to withdraw their four (4) final checks in one lump sum, less necessary deductions, payable on the first payroll date in July. Exercise of such option must be made by notifying the Board not later than June 1 preceding the first payroll.

O. Service Fees - The Board shall deduct dues or a service fee from such professional staff members salary, executing an authorization to do so, once a month and remit same promptly to Treasurer of WHAA.

P. A salary differential for the sixth year and conferred doctorate, will be paid only to those Administrators who have obtained degrees from institutions which are accredited by regional accrediting association, i.e., Middle State Association of Colleges and Schools North Central Association of Colleges and Schools Northwest Association of Schools and Colleges Southern Association of Colleges and Schools New England Association of Schools and Colleges Western Association of Schools and Colleges

Q. Doctorate stipend to be paid only to those Administrators who are awarded a Ph.D. or E.ED in a planned program which relates to the field of education (this provision shall not be retroactive).

R. Each building Administrator shall have a private office.

S. Upon the creation of new administrative positions, the Board will negotiate with WHAA on all contractual items.

T. For administrators who commenced employment as administrators prior to the 1997-98 school year, when he/she dies or retires he/she or his/her estate shall be paid 30 days sick pay, prorated on annual salary, regardless of accumulation (more or less) at the time of death or retirement. This provision shall not apply to administrators who commence employment as administrators during the 1997-98 school year and thereafter.

U. A conference fund shall be set aside for use with the approval of the Superintendent of Schools for professional conferences, meetings, etc. that exceed the present cost allocated to Administrators.

ARTICLE XVI EARLY RETIREMENT INCENTIVE PLAN

Effective September 1, 1985, the West Haven Board of Education shall provide the West Haven Administration with an Early Retirement Plan subject to the following provisions, however employees hired after July 1, 2007 shall not be eligible for the Early Retirement Incentive Plan:

A. Early Retirement Incentive Plan Eligibility

To be considered for participation in the Early Retirement Plan, a certified Administrative Staff Member must fulfill all of the following requirements:

1. Be eligible for retirement benefits under the Connecticut Teacher Retirement system no later than August 31, immediately following the school year in which termination of employment becomes effective.
2. Have completed at least 96 months of satisfactory employment (determined by the Superintendent of Schools) as a West Haven

Administrator under contract with the West Haven Board of Education as of the date termination of employment becomes effective.

3. Be at least 52 years of age by no later than August 31 immediately following the school year in which termination of employment becomes effective and no older than age 64 as of June 30 of the school year in which termination of employment become effective.
4. Have a combined total of age plus services credited by the Connecticut Teacher Retirement System of at least 75 years by no later than August 31 immediately following the school year in which termination of employment becomes effective.
5. Application must be made by no later than February 15th of the school year in which termination of employment is effective.

B. Incentive

1. An Administrator who fulfills the eligibility requirements shall be paid an incentive allowance. Such allowance will be equal to the annual salary rate in effect in the year the application is made. The incentive allowance will be reduced for each year the age of the Administrator exceeds fifty-two at the date employment terminates. Such reduction shall be five percent for each year of age 52 through 60 and then ten percent each year age 61 through 65.

The incentive shall be paid over a two-year period in two equal installments following the fiscal year in which termination of employment becomes effective.

The scale is as follows:

<u>AGE</u>	<u>PERCENT OF SALARY</u>	<u>AGE</u>	<u>PERCENT OF SALARY</u>
52	90%	59	55%
53	85	60	50
54	80	61	40
55	75	62	30
56	70	64	20
57	65	64	10
58	60	65	0

Example: A person of age 62 whose current salary is \$20,000.00; $30\% \times \$20,000.00 = \$6,000.00$; Payment \$3,000.00 for first year, Payment \$3,000.00 for second year.

2. There shall be a limit of no more than three (3) Administrators allowed to enter into the Early Retirement Incentive Plan, in any given year.
3. In the event, in any given year, more than three (3) Administrators make application for the Early Retirement Incentive Plan, priority shall be given on the basis of seniority as an Administrator.
4. An Administrator who retires and does not qualify in a given year, due to the reason of least amount of Administrative seniority, shall be entitled to the benefits under the Early Retirement Incentive Plan at the age he/she retires. Such benefits shall begin to be paid in the subsequent year or until such time he/she meets the requirements relative to Administrative seniority.
5. The Administrator selecting the Early Retirement Option, does so under the exclusion of the Severance Pay provisions of the Administrators' Agreement.
6. In the event that any Administrator who elected Early Retirement Plan shall die prior to the payment of all benefits due hereunder, any prepaid portion hereof shall be paid to his/her designated beneficiary.

ARTICLE XVII REDUCTION IN FORCE

It is understood that it is within the discretion of the Board of Education to reduce the educational program curriculum and staff when economic, pupil enrollment decline and other justifiable reasons dictate. If, in the Board's opinion, it is necessary to reduce the administrative staff within particular administrative classifications, it shall be on the basis of length of administrative services within the West Haven Public School System, certification and qualifications.

In order to promote an orderly reduction in the administrative personnel, the following procedure will be used:

- a. Any Administrator relieved of his/her duties because of reduction of staff or elimination of position shall be offered an administrative opening if one exists, in his/her classification for which he/she is certified and qualified.
- b. If there is no existing administrative opening in his/her classification, the displaced Administrator shall be offered the position of an Administrator who has the least seniority in his/her present classification, provided he/she is certified and qualified for that position.
- c. If there is no existing administrative opening in his/her classification and the displaced Administrator has the least seniority in his/her present classification, he/she will be offered an administrative opening, if one

exists, in any other administrative classification for which he/she is certified and qualified provided, however, such appointment does not constitute a promotion to a higher classification.

- d. If there are no existing administrative openings in any administrative classification, and the displaced Administrator has the least seniority in his/her present classification, but has administrative seniority over an Administrator in another classification for which the displaced Administrator is certified and qualified, the displaced Administrator will be offered such position; provided, however, such appointment does not constitute a promotion to a higher classification.
- e. If an Administrator is relieved of his/her duties because of a reduction in staff or elimination of position and another administrative position is not otherwise available as aforesaid, he/she will be offered a teaching position for which he/she is certified.
- f. If an Administrator is relieved of his/her duties because of a reduction in staff or an elimination of position and employed as a teacher, he/she will be given the experience credit on the salary schedule according to the teacher's contract for his/her administrative and teaching experience within the school system and shall retain all accumulated sick leave, providing the latter does not violate the teacher's contract or pertinent state statute.
- g. Any Administrator who has been displaced as aforesaid shall be placed on a reappointment list for three (3) years for his former administrative position, and shall remain thereon until reappointed, provided such Administrator does not refuse a reappointment. Administrators shall be recalled to positions for which they are certified and qualified and in which they have previous acceptable experience, according to their administrative seniority in the West Haven Public School System. If a reappointment is offered consistent with the above and is refused by the Administrator, he/she shall thereupon be removed from the reappointment list.
- h. For purposes of this Article, administrative classifications shall be as follows:
 1. High School Principal
 2. Middle School Principal, Elementary School Principal, Director of Pupil Personnel, Director of Grant Administration
 3. Assistant Directors of Pupil Services, Language Arts Coordinator, Math Coordinator, Science Coordinator, High School Assistant Principal, Athletic Director/Health and P.E., and Early Childhood Coordinator.

4. Other Program Coordinators: Adult Education and Middle School Assistant Principals
5. Secondary Coordinators.
6. Provost.
- i. Qualification as used in this Article shall be determined by the Superintendent of Schools, provided that his decision shall not be arbitrary or capricious.

INVOLUNTARY TRANSFER

Section 1 - An involuntary transfer is:

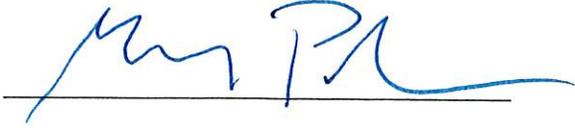
1. A reassignment of an Administrator from one position in a salary group to another position in lower paying salary group; or
2. A reassignment of an Administrator's position from the salary group to a lower paying salary group because of a change in the duties or responsibilities of such position. During the term of their working agreement School Administrators shall be reduced in grade only for good and just cause. Transfers implemented at the request of an Administrator are voluntary transfers and are not subject to the provisions of this article.

ARTICLE XVIII SALARY SCHEDULE

- | | | |
|----|-----------|--|
| 1. | 2020-2021 | Effective September 1, 2020, the salary schedule attached at Appendix B-1 shall be in effect. There shall be no step advancement for 2020-21. |
| 2. | 2021-2022 | Effective September 1, 2021, the salary schedule attached at Appendix B-2 shall be in effect. There shall be no step advancement for 2021-22. |
| 3. | 2022-2023 | Effective September 1, 2022, the salary schedules attached at Appendix B-3 shall be in effect. There shall be no step advancement for 2022-23. |

Dated at West Haven this 10th day of January, 2020.

WEST HAVEN ADMINISTRATORS' ASSOCIATION



WEST HAVEN BOARD OF EDUCATION



APPENDIX B-1

SALARY SCHEDULE 2020-2021 (WITH SIXTH YEAR)

Step	1 High School Principal	2 MS & ES Principal, Director of Pupil Services, Director of Grant Administration	3 Asst. Director of Pupil Services, Language Arts, Math and Science Coordinators, HS Asst. Principals, AD Health/PE Coordinator, Early Childhood Coordinator	4 Other Program Coordinators, MS Asst. Principals, Adult Ed	5 Secondary Coordinators	6 Provost
1	\$105,695.98	\$102,128.61	\$100,085.54	\$95,176.03	\$88,163.23	\$101,947.54
2	\$109,330.69	\$105,698.39	\$103,519.41	\$98,434.39	\$91,171.13	\$105,456.73
3	\$112,965.38	\$109,207.60	\$106,953.30	\$101,692.77	\$94,179.04	\$108,965.93
4	\$116,598.58	\$112,715.85	\$110,386.05	\$104,951.54	\$97,185.65	\$112,474.19
5	\$123,286.51	\$119,232.73	\$116,800.11	\$111,125.34	\$103,013.53	\$118,991.06
6	\$135,338.47	\$131,113.61	\$128,578.20	\$122,663.14	\$114,308.27	\$130,871.95

Conferred Doctorate \$1,906.78

SALARY SCHEDULE 2020-2021 (WITHOUT SIXTH YEAR)

Step	1 High School Principal	2 MS & ES Principal, Director of Pupil Services, Director of Grant Administration	3 Asst. Director of Pupil Services, Language Arts, Math and Science Coordinators, HS Asst. Principals, AD Health/PE Coordinator, Early Childhood Coordinator	4 Other Program Coordinators, MS Asst. Principals, Adult Ed	5 Secondary Coordinators	6 Provost
1	\$100,840.04	\$97,500.25	\$95,496.96	\$90,822.50	\$84,143.63	\$97,258.55
2	\$104,452.06	\$100,988.08	\$98,910.39	\$94,061.91	\$87,134.25	\$100,746.38
3	\$108,066.29	\$104,477.74	\$102,324.94	\$97,301.28	\$90,124.49	\$104,236.08
4	\$112,432.45	\$108,732.94	\$106,513.33	\$101,334.10	\$93,935.19	\$108,491.27
5	\$116,798.61	\$112,988.14	\$110,701.73	\$105,366.93	\$97,745.87	\$112,746.48
6	\$126,528.78	\$122,607.36	\$120,254.14	\$114,763.79	\$106,920.56	\$122,365.69

Conferred Doctorate \$1,906.78

APPENDIX B-2

SALARY SCHEDULE 2021-2022 (WITH SIXTH YEAR)

Step	1 High School Principal	2 MS & ES Principal, Director of Pupil Services, Director of Grant Administration	3 Asst. Director of Pupil Services, Language Arts, Math and Science Coordinators, HS Asst. Principals, AD Health/PE Coordinator, Early Childhood Coordinator	4 Other Program Coordinators, MS Asst. Principals, Adult Ed	5 Secondary Coordinators	6 Provost
1	\$105,695.98	\$102,128.61	\$100,085.54	\$95,176.03	\$88,163.23	\$101,947.54
2	\$109,330.69	\$105,698.39	\$103,519.41	\$98,434.39	\$91,171.13	\$105,456.73
3	\$112,965.38	\$109,207.60	\$106,953.30	\$101,692.77	\$94,179.04	\$108,965.93
4	\$116,598.58	\$112,715.85	\$110,386.05	\$104,951.54	\$97,185.65	\$112,474.19
5	\$123,286.51	\$119,232.73	\$116,800.11	\$111,125.34	\$103,013.53	\$118,991.06
6	\$135,338.47	\$131,113.61	\$128,578.20	\$122,663.14	\$114,308.27	\$130,871.95

Conferred Doctorate \$1,906.78

SALARY SCHEDULE 2021-2022 (WITHOUT SIXTH YEAR)

Step	1 High School Principal	2 MS & ES Principal, Director of Pupil Services, Director of Grant Administration	3 Asst. Director of Pupil Services, Language Arts, Math and Science Coordinators, HS Asst. Principals, AD Health/PE Coordinator, Early Childhood Coordinator	4 Other Program Coordinators, MS Asst. Principals, Adult Ed	5 Secondary Coordinators	6 Provost
1	\$100,840.04	\$97,500.25	\$95,496.96	\$90,822.50	\$84,143.63	\$97,258.55
2	\$104,452.06	\$100,988.08	\$98,910.39	\$94,061.91	\$87,134.25	\$100,746.38
3	\$108,066.29	\$104,477.74	\$102,324.94	\$97,301.28	\$90,124.49	\$104,236.08
4	\$112,432.45	\$108,732.94	\$106,513.33	\$101,334.10	\$93,935.19	\$108,491.27
5	\$116,798.61	\$112,988.14	\$110,701.73	\$105,366.93	\$97,745.87	\$112,746.48
6	\$126,528.78	\$122,607.36	\$120,254.14	\$114,763.79	\$106,920.56	\$122,365.69

Conferred Doctorate \$1,906.78

APPENDIX B-3

SALARY SCHEDULE 2022-2023 (WITH SIXTH YEAR)

Step	1 High School Principal	2 MS & ES Principal, Director of Pupil Services, Director of Grant Administration	3 Asst. Director of Pupil Services, Language Arts, Math and Science Coordinators, HS Asst. Principals, AD Health/PE Coordinator, Early Childhood Coordinator	4 Other Program Coordinators, MS Asst. Principals, Adult Ed	5 Secondary Coordinators	6 Provost
1	\$106,752.94	\$103,149.90	\$101,086.40	\$96,127.79	\$89,044.86	\$102,967.02
2	\$110,424.00	\$106,755.37	\$104,554.60	\$99,418.73	\$92,082.84	\$106,511.30
3	\$114,095.03	\$110,299.68	\$108,022.83	\$102,709.70	\$95,120.83	\$110,055.59
4	\$117,764.57	\$113,843.01	\$111,489.91	\$106,001.06	\$98,157.51	\$113,598.93
5	\$124,519.38	\$120,425.06	\$117,968.11	\$112,236.59	\$104,043.67	\$120,180.97
6	\$136,691.85	\$132,424.75	\$129,863.98	\$123,889.77	\$115,451.35	\$132,180.67

Conferred Doctorate \$1,906.78

SALARY SCHEDULE 2022-2023 (WITHOUT SIXTH YEAR)

Step	1	2	3	4	5	6
	High School Principal	MS & ES Principal, Director of Pupil Services, Director of Grant Administration	Asst. Director of Pupil Services, Language Arts, Math and Science Coordinators, HS Asst. Principals, AD Health/PE Coordinator, Early Childhood Coordinator	Other Program Coordinators, MS Asst. Principals, Adult Ed	Secondary Coordinators	Provost
1	\$101,848.44	\$98,475.25	\$96,451.93	\$91,730.73	\$84,985.07	\$98,231.14
2	\$105,496.58	\$101,997.96	\$99,899.49	\$95,002.53	\$88,005.59	\$101,753.84
3	\$109,146.95	\$105,522.52	\$103,348.19	\$98,274.29	\$91,025.73	\$105,278.44
4	\$113,556.77	\$109,820.27	\$107,578.46	\$102,347.44	\$94,874.54	\$109,576.18
5	\$117,966.60	\$114,118.02	\$111,808.75	\$106,420.60	\$98,723.33	\$113,873.94
6	\$127,794.07	\$123,833.43	\$121,456.68	\$115,911.43	\$107,989.77	\$123,589.35

Conferred Doctorate \$1,906.78