

COLLECTIVE BARGAINING & GRIEVANCE PROCEDURE

STANDARD NO(S):

NYSLEAP# 16.1

DATE:

January 8, 2010

REVIEWED: 12/16/2019

REFER TO:

Timothy Luce

I. OBJECTIVE:

To establish guidelines for the personnel administration function of grievance procedures and collective bargaining.

II. POLICY:

It shall be the policy of the SCSO to take all necessary steps to insure the terms and conditions outlined in employer/employee collective bargaining agreements are complied with.

III. DETAILS:

- A. **Collective bargaining** - The conditions of employment, and the collective bargaining that is conducted in order to arrive at such conditions, are stipulated in an agreements made pursuant to Article 14 of the Civil Service Law entitled "Public Employees' Fair Employment Act."
1. Two Collective Bargaining Agreements (CBA) exist and are in force between the County of Seneca, and the Seneca County Sheriff, referred to as the "Employers." One such CBA is with the Seneca County Sheriff's Employees' Association, referred to as the "Association" the other with the Seneca County Deputy Sheriff's PBA, referred to as "PBA"
 2. The CBA's are authenticated for the County by the Chairman of the Seneca County Board of Supervisors, Chairman of the Personnel Committee, County Personnel Director and the Sheriff; and for the Association and PBA the President of the Seneca County Sheriff's Employees' Association or President of the PBA and their Counsel.
 3. Negotiations on behalf of the County during the collective bargaining process are carried out by the Personnel Director.
 4. Ground rules for the conduct of negotiations are usually stipulated informally between the Personnel Director, representing the County and the Sheriff, and the negotiating team.

5. **Impasse** - resolving procedures shall follow the provisions of Civil Service Law, Section 209.2 which empowers public employers to enter into written agreements with employee organizations "setting forth procedures to be invoked in the event of disputes which reach an impasse in the course of collective negotiation."

B. Grievance procedures -

1. Section 13 of the CBA's, between the "Employer" the "Association" and "PBA", set forth procedures to be used in the filing of a grievance, which is defined as a dispute or controversy between an individual employee or the "Association" or "PBA" covered by the CBA and the "Employer", arising out of the application, interpretation, or alleged violation of such CBA.
2. Both CBA's outline and describe the procedures for submitting and responding to grievances.