

SICK LEAVE POOL
FRATERNAL ORDER OF POLICE
CLEARWATER SUPERVISORS
&
CLEARWATER LODGE 10

Purpose

A joint leave pool has been established by members of the Fraternal Order of Police, Clearwater Lodge 10, and Florida State Lodge/Clearwater Sergeants and Lieutenants. The leave pool is available for use by members of either bargaining unit who face 30 days or more off without pay due to a serious illness or injury, whether job-connected or not, or the serious illness or injury of a family member covered under the family sick leave policy.

Committee

A committee has been established to administer the leave pool. Representation on the committee shall be made up of the following personnel:

Two members representing F.O.P. Lodge 10

Two members representing the Supervisor's Bargaining Unit

A fifth member to be selected by the other members.

The committee may establish procedures, forms, and other rules necessary for its effective operation, provided they are consistent with the provisions of the collective bargaining agreements.

Donations

Bargaining unit members may donate full days from their vacation, sick time, or floating holiday balances to the leave pool one time each year as directed by the committee. No employee will be permitted to donate more than four (4) days of leave per year to the pool.

Sworn SAMP employees will have a choice of donating leave to the SAMP Sick Leave Pool and/or the FOP Sick Leave Pool. However, these donations cannot exceed the four-day limit.

If the leave pool becomes insufficient to provide leave days, the committee may, with the prior approval of the City Manager or designee, allow additional donations to be made at one time during the year. The four-day limit on donations will not be modified.

All donations of pool leave time must be in full-day increments based on the employee's full-time, regularly scheduled day (i.e., either an eight-hour day or a ten-hour day will be considered a full-day increment).

All donations to the pool are irrevocable.

No dollar value shall be placed on leave donations. All donations and all authorized usage shall be computed as day-for-day.

Use

When pool time is authorized by the committee for use by an employee, it shall be on a day-for-day basis, whether the employee regularly works an eight-hour or ten-hour shift. An employee using leave pool time shall receive regular base pay and his/her regular shift pay; however, other pays shall not be provided with leave pool days (e.g., leadworker pay, acting-in-higher-capacity pay, job assignment pay, etc.).

The committee shall consider the employee's likelihood in returning to either a light duty or full duty status when considering the application.

Pool leave time not used in a given year by the employee receiving the donated leave pool time shall be carried over to the next year. No donated leave pool time will be refunded.

Requests

Any member of either bargaining unit who needs or anticipates the imminent need for leave pool time shall contact the chairperson of the committee for the necessary application form. The committee will meet as soon as possible upon the call of the chair to consider the request. The employee may appear before the committee to explain his/her request.

The committee shall review the needs and circumstances of any applicant who requests to use time from the leave pool and shall determine both the eligibility of the applicant and the amount of leave to be provided. The committee's decisions are final and *not* subject to the grievance procedure.

The committee chair shall compile notes from the committee meeting and submit same with the employee's request.