

**CITY OF CRANSTON  
RHODE ISLAND  
AND  
INTERNATIONAL BROTHERHOOD  
OF  
POLICE OFFICERS  
LOCAL 301**



**CONTRACT AGREEMENT  
FOR  
F.Y. 2024 - 2026**

(July 1, 2023 TO June 30, 2026)

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## **INTRODUCTION**

### **COLLECTIVE BARGAINING AGREEMENT**

This collective bargaining agreement ("Agreement") is entered into as of the 1<sup>st</sup> day of July, 2023, by and between the City of Cranston ("City") and the International Brotherhood of Police Officers, Local 301, "Union" or "I.B.P.O."). This agreement is entered into pursuant to the authority known as the Municipal Police Arbitration Act, as amended, chapter 9.2. of title 28 of the Rhode Island General Laws

## **SECTION I**

### **RECOGNITION**

The City hereby recognizes and acknowledges the I.B.P.O. as the sole and exclusive bargaining representative for all full time police officers of the Cranston Police Department ("Department"), up to and including police officers holding the rank of Captain for the purpose of collective bargaining and entering into agreements relative to wages, rates of pay, and other terms and conditions of employment.

The words, "member", "member of the bargaining unit", "employee", "officer", "patrol officer", "personnel", and/or "police officer" (or plurals thereof) when used in this Agreement shall mean all of the officers described in the preceding paragraph. Effective July 1, 2000, those officers holding the positions or ranks of Chief of Police or Major will be excluded as a member(s) of the bargaining unit.

All references to persons covered by this Agreement, as well as the use of the pronouns are intended to include both sexes. When male pronouns are used, they shall be construed to include both male and female officers.

## **SECTION 2**

### **NON-DISCRIMINATION RELATED TO UNION ACTIVITY; UNION SECURITY**

A) The City agrees that it will not discharge or discriminate against a member of the bargaining unit certified by the Rhode Island State Labor Relations Board as a result of membership or lawful activity in or on behalf of the I.B.P.O. The City and the I.B.P.O. further agree that there will be no discrimination against any employee for declining membership or refraining from engaging in any activities of the I.B.P.O. protected by the Rhode Island State Labor Relations Act.

B) All employees who elect to become bargaining unit members shall pay membership dues set forth by the I.B.P.O. If an employee elects not to become a member of the bargaining unit or does not elect to pay an agency fee, he/she shall not be entitled to representation from the I.B.P.O.

C) The Employer and the Union agree to continue policies of non-discrimination

on the basis of an individual's race, color, national origin, religious affiliation, gender, age, or sexual orientation and preference.

### **SECTION 3**

#### **DUES AND AGENCY FEE DEDUCTION**

Upon receipt by the City of a signed, voluntary authorization form from an employee, the City agrees to deduct Union membership dues levied in accordance with its constitution and bylaws, or the agency fee established in this Agreement from the pay of said employee and remit the aggregate amount to the designee of the I.B.P.O. Such remittance shall be made contemporaneously with the distribution of payroll checks to employees. An employee may revoke their authorization by sending a signed written notice thereof to the City, which shall send a copy of said revocation to the President of the Union.

The Union shall indemnify and hold harmless the City and any of its agents, representatives and employees performing required duties of the City against any and all claims, suits, orders and judgments of any nature brought or issued against the City as result of its compliance with the dues and agency fee provisions of this Agreement, including, without limitation, all costs and reasonable counsel fees.

### **SECTION 3.5**

#### **MANAGEMENT RIGHTS**

The City hereby retains and reserves unto itself all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws of and constitutions of the State of Rhode Island and of the United States, the Cranston City Charter and all other applicable law. The rights, powers and duties of the Chief of the Department shall be exercised consistent with Section 9.02 of the Cranston Charter.

Additionally, except to the extent there are express and specific provisions to the contrary, contained in this Agreement, all authority, powers, rights, jurisdiction, and responsibilities for the management and direction of the officers and other employees of the Cranston Police Department ("Department") are vested, retained and reserved exclusively to the City. The City may promulgate policies, general orders and rules and regulations governing the official conduct of the officers of the Department in the discharge of their public safety and law enforcement functions.

## SECTION 4

### SENIORITY

A) (1) Department Seniority shall be defined as an employee's length of continuous service in any bargaining unit position covered by this Agreement. Department seniority shall commence on the date of appointment as a police officer. If multiple officers are conditionally hired and they all attend the Rhode Island Municipal Police Academy (RIMPA) at the same time, their seniority shall be determined on how they rank in the Academy. Any officer that is hired from another Municipal Police Department and has already been certified as a Police Officer, shall have seniority rights over those officers that have/had been conditionally hired. If two (2) officers have been hired from other Municipal Police Departments at the same time, their seniority shall be determined by their civil service scores. Seniority shall be computed according to continuous service from the date of original appointment by the City. "Rank seniority" shall commence on the date an officer is sworn into a particular rank and shall be computed according to continuous service within that rank.

Notwithstanding the above definition of seniority, an employee's seniority shall be terminated and his seniority rights forfeited for the following breaks in service:

- a. Discharge, resignation or retirement.
- b. Failure to return to work following the expiration of an approved leave of absence without prior authorization.

In addition, if an officer is suspended without pay he/she will be required to work, prior to his/her retirement and for pension purposes only, an amount of time that is equivalent to the amount of time that he/she was suspended without pay, in order to receive pension service credit in an amount equivalent to the length of said suspension without pay; provided, however, in lieu of working said additional time the officer shall have the option to tender payment, within ninety (90) days from the date of reinstatement to full duty from said suspension without pay, of a lump sum in an amount equal to the pension contributions not paid by him/her during the suspension without pay, in order to receive said pension credits. In the event the officer's suspension without pay is reversed on appeal and back-pay is ordered, the aforementioned pension contributions shall be made a part of the back-pay award and the officer shall receive full pension credit for the time in question without the requirement to work additional time.

Police officers' seniority rights shall apply in the selection of shifts, beats or posts, days off, holidays, vacation and transfers to any divisions. Provided further, that the Chief of Police may subject the successful senior bidder to a trial or probationary period; and provided further, that transfers to any specialty unit that may be formed during the term of this Agreement shall be made to the senior employee who successfully completes the requisite trial or probationary period attached to the position and the required training in the bid. This section applies to all members and positions unless otherwise specified in the Collective Bargaining Agreement.

Any successful bidder to any other position will be subjected to the pertinent trial



or probationary period described in the bid. Any successful bidder disqualified and removed from his position after a trial or probationary period may seek review of that disqualification through the grievance procedure; provided however, that an arbitrator shall have no authority to disturb the City's disqualifications and removal of an officer unless it was arbitrary or capricious.

### **A) Specialty Teams**

Effective upon the signing and ratification of the collective bargaining agreement:

1. All members shall be limited to being on one (1) of the following Specialized Teams: Special Reaction Team, Under Water Recovery Team, and Honor Guard. All members assigned to these above-mentioned specialized teams shall remain on said teams.
  - a. Special Reaction Team - Transfers to or the filling of vacancies in the Special Reaction Team shall be solely made from an eligibility list based on qualifications, fitness and ability as determined by the City through a merit-selection process which comports with prevailing national standards for such units; provided, however, such national standards shall be acceptable by both the City and the I.B.P.O.
  - b. Underwater Recovery Team – Members shall be selected by seniority upon the successful completion of an agility test set by the URT Commander. Operation and supervision of the Harbormaster vessel shall fall under the general duties of the Underwater Recovery Team.
  - c. Honor Guard - Shall maintain a minimum of fourteen (14) members by seniority at all times. The Chief of Police or designee may select up to an additional five (5) members by a selection process not subject to seniority. The members selected by this process shall be at the discretion of the Chief of Police or designee. All members cannot be removed without “Just Cause” which shall be in writing by the Chief of Police or designee.
    - i. All vacancies which were created by members originally selected through the seniority bidding process, shall be filled by members via the seniority bidding process.
    - ii. All vacancies which were created by members originally selected through the Chief of Police “Selection Process”, shall be filled by members via the Chief of Police “Selection Process”.
    - iii. All Honor Guard assignments shall be distributed equally amongst all Honor Guard members to include members selected by seniority and by the Chief of Police.
  - d. Explorer's Program – Shall consist of a minimum of four (4) members by the seniority bidding process to include: one (1) Lieutenant, one (1)

Sergeant and two (2) Officers/Detectives.

The Chief of Police may select any member of the Command Staff to oversee this program.

To increase diversity in the Explorer Program, up to two (2) annual appointments may be selected by the Chief of Police which will not be restricted by seniority. These appointments are intended to reflect departmental and program needs. An appointment does not preclude a member from being selected consecutively.

- e. Peer Support Team- Selection of members for the peer support team shall be initiated by the Chief of Police or designee by requesting nominations from all Officers. Members of the department may nominate any Officer within the department they believe would effectively serve in the capacity as a peer support team member. The Officers who are nominated by their peers will be contacted to inform them of their nomination and ascertain if they wish to be considered for a position on the team. The Chief of Police or designee shall review the list of nominees submitted then select the candidate he/she believes is most suitable regardless of seniority, to include but not limited to addressing any need for representation within a certain division or a demographic within the department. If no suitable nominations are received, the Chief of Police reserves the right not to fill the position on the team at that time and may request that additional nominations be submitted. The Chief of Police has ultimate discretion of selecting Officers for the peer support team and its operating structure; he/she can create positions at any time and remove all current and future members for "just cause". For this section only "just cause" shall be determined as any issues that could result in departmental discipline and lack of participation in team meetings/events. Also, if a member is chosen to represent a certain division on the team and later transfers, or gets promoted during the time period and no longer fits the need of the peer support structure, he/she could be removed by the Chief of Police or designee.

2. All membership to any Specialty Team shall be based on departmental seniority unless otherwise specified in this agreement.

**B) FTO (Field Training Officer)**

The deployment and assignment of the FTO will be under the Rules and Regulations set by the Chief of Police or their designee. The deployment of FTO's shall not be based on seniority. In order to qualify as an FTO, the officer must successfully complete the FTO School, as set forth in the School/Seminars section of this agreement

- C) All job/bids shall be published via an email sent to the officers from the Chief of Police or their designee on two (2) consecutive days. Personnel interested in a

vacancy must reply via email within four (4) days after the bid was published a second time. Notwithstanding the aforementioned, the Union and the City agree the time and notice provisions may be waived if agreed upon by the parties and the City may utilize a telephone bid process when necessary.

- D) A senior officer may reject the award of a bid to a vacancy at his discretion without the need of any explanation. Further, in the event that an employee shall reject the position, it shall not be construed as a waiver of his seniority rights in any subsequent situation where seniority would prevail. Bids for vacancies may be withdrawn at any time prior to bids being awarded.
- E) In the event that more than one member was appointed to the department or to a rank on the same day, then the relative seniority of said members shall be determined by their results on the departmental examination or relevant promotional process.
- F) If an employee is subjected to a trial period, a monthly progress report will be made by the employee's supervisor, a copy of which shall be furnished to the employee, Chief of Police and Director of Personnel.
- G) Within thirty (30) days after the execution of this Agreement, the City shall furnish the Union and the Department with a copy of the proposed seniority list and the Union and/or the Department will have thirty (30) days in which to make any corrections or changes in said list and signify their approval thereof. After the order of seniority has been approved by the Union and the Department, a permanent and up-to-date list shall be posted and maintained on a bulletin board at police headquarters for the benefit of all police officers and all future seniority questions shall be resolved in accordance therewith. The City also agrees to furnish to the Union an up-to-date seniority list, a copy of which is posted on said bulletin board.
- H) The provisions of this section shall not have any retroactive effect.
- I) Upon completion of one year's service, police officers who have entered the service of the Department through a federally funded program shall be placed on a permanent shift according to seniority, their seniority date being the date on which they were first employed under the federal program.
- J) After awarding a bid, the transfer of personnel shall be made in twenty (20) working days when practicable.
- K) Upon an officer's written request and approval of the officer in charge, ("OIC"), the officer's work schedule may be altered within his regularly assigned shift, unit and division.
- L) Recruitment

The Chief of Police or designee shall have the right to select officers not based on

seniority for sub sections a and b listed directly below.

- a) **Recruitment Testing and Selection Process:** a time period agreed upon by the City and Union, which the City attempts to recruit police applicants and conducts various phases of the testing and selection process for the purpose of generating a certified eligibility hiring list. An officer may be chosen to represent the department at any event which is part of the testing/selection process, to include but not limited to attending recruitment events, participating in open house/orientations, assisting with the facilitation of the agility testing and serving on an oral board panel.
- b) **Candidate Oral Board:** A panel of officers that will conduct interviews of candidates prior to their consideration of employment as a Cranston Police Officer. The Chief of Police or designee shall have the discretion to choose which rank and/or division that comprise the panel. Half of the panel chosen to serve shall be selected by seniority within their rank or division. The remaining half of the ranking and/or non-ranking officers may be chosen at the discretion of the Chief of Police or designee.

## **SECTION 4.5**

### **VACANCIES, PATROL AND OFFICERS' RANKS**

A) Vacancies in patrol and officer's ranks shall be filled within twenty-five (25) days after the vacancy occurs, provided an eligibility list is in effect. A vacancy shall be deemed to have occurred on the day following an employee's removal from the payroll. The City shall ensure there is an active hiring list in place or be actively engaged in the testing process, not to exceed six (6) months.

B) Notwithstanding the language of subsection, A), the City shall have the unilateral right to maintain up to ten (10) vacancies through December 31, 2023. All promotions shall be made in accordance with the CBA.

C) Notwithstanding the language of subsections, A) and B), the City shall have the unilateral right to maintain up to four (4) January 1, 2024 through June 30, 2026. Thereafter, vacancies shall be filled in accordance with the provisions of subsection A) above, meaning beginning June 30, 2026 all vacancies in patrol and officer's ranks shall be filled unless mutually agreed upon by both parties. All promotions shall be made in accordance with the CBA.

D) Notwithstanding the language of subsection, A), B) and C) the Union and City upon mutual agreement may maintain up to one (1) additional vacancy through June 30, 2026. Thereafter, vacancies shall be filled in accordance with the provisions of subsection A) above, meaning beginning June 30, 2026 all vacancies in patrol and officer's ranks shall be filled unless mutually agreed upon by both parties. All promotions shall be made in accordance with the CBA.

## SECTION 5

### TEMPORARY SERVICE OUT OF RANKS

- A) If any on duty officer is ordered to temporarily assume the duties and responsibilities of an officer of a higher rank, and if an officer assumes and performs those duties for four (4) consecutive hours or more, he shall be compensated for any such service at the rate of said higher rank. The selection of the on duty officer shall be selected by a rotating seniority list. This provision shall not apply to an officer who is assigned to light duty.
- B) In any case where an employee serving out of rank contracts an illness or suffers an injury in the performance of his duty, he shall be entitled to all benefits provided by R.I.G.L. 45-19-1, including pay at the rate he was receiving while serving out of rank. In the event an employee so disabled is subsequently placed on disability pension, his/her pension shall be based on the pay of the person that he/she was filling in for.
- C) When a supervisor of the rank of Sergeant or above is absent from duty for more than 12 working days for reasons such as, but not limited to IOD, sick leave or vacation leave, the City will have the right to replace such supervisor with an acting supervisor from the proper promotional list. When a promotional list is active and certified, the number one (1) ranked officer will be selected off that list to fill in for the vacant supervisor's position until that supervisor returns to work. If more than one position is vacant in a certain rank the next officer on the active and certified promotional list will be picked and so on.

If officers are being used off an active and certified list and that list should expire, the officers off the expired list will keep acting out of rank until a new active and certified promotional list is made. If there is no promotional list active or certified, the most senior police officer will be selected to fill in for the position that is vacant. Senior police officer to sergeant, senior sergeant to lieutenant and so on.
- D) When a member acts out of rank, he/she shall receive full pay and all benefits that he/she would receive at the higher rank including holiday, longevity, compensatory time, vacation, and personal days during the entire time period.
- E) When a member continuously acts out of rank and receives a full promotion during that time period, the date of promotion will be backdated to the date the member began the acting assignment.
- F) If there is no scheduled Lieutenant on a patrol shift, the senior Sergeant working shall assume acting Lieutenant/OIC duties for that shift if accepted. If the senior Sergeant refuses the acting Lieutenant/OIC, the next senior Sergeant shall be offered those duties. If all Sergeants refuse the duties of the acting Lieutenant/OIC, those duties shall revert to the senior Sergeant.

If the Patrol Lieutenant and the Administrative Lieutenant are both working and the Patrol Captain is scheduled, but not working, the Administrative Lieutenant regardless of rank seniority will assume the acting out of rank for the Captain and shall perform all duties to earn out of rank compensation.

If the Patrol Captain and Administrative Lieutenant are both scheduled, but not working, the Patrol Lieutenant shall assume the acting Patrol Captain duties.

## SECTION 5.5

### TEMPORARY POSITIONS, BIDS AND TRANSFERS

A) No position shall remain temporary for a period longer than one hundred eighty (180) calendar days, with the exception of a position put up for bid due to an extended illness or injury on duty or the temporary transfer of personnel to an outside law enforcement agency.

B) The City recognizes that the collective bargaining agreement must be adhered to unless the Union agrees on a case by case basis that an officer may be transferred temporarily for a period not to exceed four (4) weeks to a division so he/she may work on information that he/she has developed. It is the intention of the parties that the agreement set forth in this Subsection (B) is for the transfer of officers for the purpose of working with informants or to investigate their information for that four (4) week time period in an attempt to successfully develop a criminal case leading to an arrest. The Union recognizes that on certain occasions the transferred officer will need an additional time period to complete his/her investigation. On these occasions the City will ask the Union for permission for the extension and the Union shall have the exclusive right to allow or deny the extension request.

The City also recognizes that this type of temporary transfer is for information that an officer develops and it is not to be used to circumvent the bidding or seniority clauses agreed upon in the collective bargaining agreement.

The Union may at any time and without cause remove itself from the agreement set forth in this Subsection (B) and upon that happening, the City will follow all the provisions of the collective bargaining agreement regarding the transferring of personnel; provided however in the event the Union removes itself from the agreement set forth in this Subsection (B) any officer then currently on an assignment pursuant to said agreement shall be permitted to complete the four (4) week period or any extended period that the Union may have agreed upon.

C) Transfers to all temporary positions shall be governed by seniority, except where there is an over-riding reason to utilize special skills or abilities.

D) **INSTRUCTORS** - An officer may be temporarily transferred for the purpose of instructing at a Cranston Police Department or Rhode Island Municipal Police Academy training. The officer must have completed an instructor course for the subject or content he/she is instructing.

Officers that are transferred and are serving in an instructor capacity will be considered on "Special Assignment" if it is a day that they are scheduled to work. Officers conducting the training will receive a stipend of two (2) hours of Compensatory Time if the training is four (4) hours and four (4) hours of Compensatory Time if the training is eight (8) hours. If the training lasts longer than eight (8) hours instructors will receive 1.5 hours of Compensatory Time or (1) hour Overtime for each additional hour.

When Officers acting in the capacity of an instructor are completing the training on a regularly scheduled day off they will receive 1.5 hours of Compensatory Time per each hour worked with a minimum 4 hour callback.

Officers may serve as instructors at the Citizens Police Academy and/or Explorer Program at the request of the Chief of Police or his designee. Officers that are transferred to serve as instructors for the Citizens Police Academy and/or Explorer Program, will be compensated via comp-time at the same rates listed above.

## **SECTION 6**

### **PROMOTIONS**

All promotions within the Police Department shall be made in accordance with the procedure established by the City Charter of the City of Cranston adopted November 6, 1962.

#### **A.) Rank Requirements**

The following time requirements shall be met to be eligible for promotions for each of the following ranks:

Police Officer must have five (5) complete years of service from date of swearing in with the Cranston Police Department at the deadline of the application process to be eligible to apply for the Sergeants promotional examination.

Promotion from Police Officer to Sergeant, at least five years' time in grade.

Promotion from Sergeant to Lieutenant, at least one-year time in grade.

Promotion from Lieutenant to Captain, at least one-year time in grade.

Promotion from Captain to Major, at least three-year's time in grade.

Promotion from Captain or Major to Chief of Police, at least three-year's time in grade.

A member shall not be eligible to participate in the promotional process unless that respective member shall have served in the rank one below that for which

the test is being administered. For example, a member must be a Patrol Officer to take the Sergeant's examination, a member must be a Sergeant to take the Lieutenant's examination, a member must be a Lieutenant to take the Captain's examination, and a member must be a Captain to be eligible for Major or Chief. A member acting in rank who is not actually promoted to that rank, shall not be considered having served in the next lowest rank for the purposes of this section. Furthermore, a member must have been promoted to the next lowest rank on or before the date of the deadline of the application process by the City, to be eligible to participate in that promotional process. A member shall not be promoted without passing the respective test for rank as stated herein.

## B.) Promotional Process

The written examination shall be administered by the Director of Personnel or designee of the City of Cranston. The promotional process shall consist of two phases which include a written examination and an oral board interview. The written examination shall account for sixty-five percent (65%) of the total grade. The oral board interview shall account for ten percent (10%) of the total grade. Candidate evaluations shall account for five percent (5%) of the total grade. The remainder of the process shall account in the following manner: seniority shall count for twenty percent (20%) of the candidates score split between department seniority and rank seniority which is defined in the sub-sections below. A passing grade of seventy percent (70%) on the written examination must be attained for the candidate to proceed with the promotional process.

### 1. Written Examination

All employees shall be given at least sixty (60) calendar days' notice that a new promotional exam is to be administered. A posting in the police station and a departmental email will be sufficient notice for all employees.

Written examination shall be obtained from any recognized police testing service and shall be delivered to the Personnel Department and stored in the vault in that department. The package shall remain sealed until it is opened in front of all examination candidates and the examination shall be administered immediately thereafter.

The written examination shall be comprised of three (3) sections: departmental policies, and procedures, Rhode Island General Laws Titles 11, 12, 21, and 31, and one (1) management level book chosen by the city. In addition, the examination shall not consist of any questions regarding sentencing guidelines. The testing company shall ensure the written examination clearly states which source materials were utilized for the grouping of questions. No scaling of marks shall be allowed.

Upon completion of the written examination, the Director of Personnel or designee shall retrieve the completed answer sheet and commence grading using a scantron machine in the presence of the candidate. A member of the IBPO Local 301 Executive Board may be present to oversee the process. The scores given will only be a preliminary



score and still will need to be reviewed by the testing company. The examination shall be photocopied immediately upon completion of the final examination. The originals shall either be placed in a sealed envelope and sent “overnight and certified” mail through the United States Postal Service, emailed, or hand delivered the same or next business day. The photocopied versions shall be placed in a sealed envelope and stored in the Personnel Department Vault. The testing company shall upon receipt of the original examination be given five (5) business days to complete the review and provide an official score. The testing company shall either return the official results via “overnight and certified” mail through the United States Postal Service, emailed, or hand delivered the same or next business day. The Director of Personnel or designee shall provide each candidate their individual score and keep all scores confidential until the completion of the oral board interviews. The IBPO Local 301 shall have the right to exclude any testing company for future considerations in the event of any contractual violations.

a. Written Examination Challenge Period

- i. Immediately upon return of the official written examination scoring to the Personnel Department, notification shall be made by the Director of Personnel or designee through departmental email to all candidates. The notification shall clearly state the start and end date of the challenge period which shall commence at the start of the next business day and last for seven (7) consecutive business days.
- ii. All candidates shall be allowed to review their written examination prior to advancing to the oral board. The city shall provide the candidate the ability to challenge any question they deem incorrect by the company administering the examination. A form shall be provided by the Director of Personnel or designee to the candidate that must be completed for each contested question. The testing company must provide the section and page of the source material where the correct answer is located.
- iii. Upon completion of the challenge period, the contested questions shall either be placed in a sealed envelope and sent “overnight and certified” mail through the United States Postal Service, emailed, or hand delivered the same or next business day to the testing company for review. The testing company shall have five (5) business days to complete the review. All objections shall be put into three (3) categories which are listed below:

**Category 1:** The test question is determined to be a valid question and the answer was corrected properly. In this case the testing company makes no change from their initial scoring process.

**Category 2:** The test question is determined to be a valid question, but the answer was clearly marked incorrect by the testing company on their official scoring answer sheet. In this case, the testing company will reflect the score change on all

candidate's test scores affected. The testing company will indicate "human error" as the reason and give written notification of the correct answer.

**Category 3:** The question is determined to be an invalid question. The question shall be deemed an invalid question for either not being on the source material or the question has no correct or multiple correct answers. In this case, the testing company will eliminate the question from the scoring process for all written examinations. If a test question is eliminated because of any reasons listed in category three the overall score of the test shall be based off one less question and the change in scores shall be reflected in all candidates scores. For example, if one question is eliminated, that question is eliminated for all the candidates and the written examination shall be based off a total score of ninety-nine (99) instead of one-hundred (100) and so forth.

The testing company shall either return the official result of the review via "overnight and certified mail" through the United States Postal Service, emailed, or hand delivered the same or next business day. Immediately upon receiving the results, official notification shall be made by the Director of Personnel or designee through departmental email.

## 2. Oral Board Interview

Upon successful completion of the written examination, all eligible candidates shall participate in an oral board consisting of a three (3) member panel. The panel shall consist of the Chief of Police and two (2) Command Staff members of his/her choice. The oral examination board, all participating candidates for promotion, and the oral examination process, in its entirety, for positions covered by this agreement, shall be digitally audio recorded. A separate and distinct tape, disk, audio file or flash drive shall be used for each candidate. No person other than members of the panel and the promotional candidate shall be present in the interview room while the interview is being conducted. All oral board interviews for each specific rank shall be conducted during the same business day unless doing so is not feasible due to an overwhelming number of candidates. The audio files shall be kept by the Chief of Police. The audio files may be destroyed upon the expiration of the official certified promotional list unless outstanding grievances exist.

Attendance and participation shall be mandatory. Candidates must fully participate in the interview process for placement on the official certified promotional eligibility list. The interview process shall include the following criteria which will result in the candidate being awarded the first forty percent (40%) of the oral interview score:

a. Attendance

- i. Each candidate is to arrive at the designated location on the date and time set by the Chief of Police or designee.

b. Attire

- i. Proper attire includes Class A dress uniform, Uniform of the day and/or suit and tie.

c. Documentation

- i. All candidates shall prepare and provide a departmental biography with the assistance of Inspectional Service Division Captain or a designee set by the Chief of Police. The biography is to be submitted prior to the interview on a date set by the Chief of Police and agreed upon by the Union.
- ii. As part of the candidate's departmental biography, the swearing in date and any promotional dates shall be listed and verified by the candidate and the Chief of Police or designee.

d. Participation

- i. All candidates must take part in the interview process.

The remaining sixty percent (60%) of the oral interview score shall be determined by the oral board panel based upon the performance of the candidate. The Chief of Police or designee shall provide the official oral board scores to the Director of Personnel or designee within three (3) business days from the completion of the interviews. Upon completion of the oral boards, all passing scores for the written examination and all oral board scores shall be posted on two (2) separate forms per each rank with no identifying information. The forms shall be posted at the Cranston Police Headquarters in a location agreed upon by the administration and IBPO Local 301 Executive Board.

3. Performance Evaluations:

Evaluation System Time Table

- a.) All evaluations shall be forwarded to the Shift / Division OIC by February 1<sup>st</sup>, for the prior year's evaluations.
- b.) The OIC shall review/complete the evaluations and shall forward them to the Division Commander no later than February 15<sup>th</sup>.
- c.) The Division Commander shall review the evaluations, if no additions or corrections are needed, the report shall be forwarded to the Chief of Police or designee no later than March 1<sup>st</sup>.
- d.) After review of the evaluations by the Chief of Police or designee, the evaluations shall be returned to the member no later than April 1<sup>st</sup>.

#### Follow Up

- a.) At the conclusion of the evaluation process, the shift / division OIC shall meet with each member to discuss the results of the evaluation.
- b.) Each member shall have the opportunity to “concur” or not “concur” with the evaluation, and provide written comments as to why or why not they concur with the results received.

#### Appeal Process

- a.) If the member’s dissatisfaction is not resolved after discussion with the shift / division OIC, the member may appeal the evaluation to the Division Commander within seven (7) calendar days.
- b.) In the event the Division Commander is the rating supervisor the member may appeal the evaluation results to the Chief of Police or designee.
- c.) The appeal decision shall be forwarded to the appealing member within seven (7) calendar days. The Division Commander’s, Chief of Police or designee’s decision shall be final.

#### Evaluation Scoring for Promotional Examinations

- a.) The scoring shall be based on a 1 through 3 rating system which shall include whole numbers only.
- b.) All scoring consisting of a 1 (unsatisfactory) and/or 3 (exceptional) shall include a written comment from the rating supervisor.
- c.) The evaluation consists of twelve (12) ratable categories for a minimum score of twelve (12) and a maximum score of thirty-six (36).
- d.) For promotional purposes only the scoring scale shall be scored in the following manner:
  - i. A score of 12 to 15 shall be valued at one (1) point
  - ii. A score of 16 to 19 shall be valued at two (2) points
  - iii. A score of 20 to 24 shall be valued at three (3) points
  - iv. A score of 25 to 30 shall be valued at four (4) points
  - v. A score of 31 to 36 shall be valued at five (5) points
- e.) For any reason not specified above, any evaluations unable to be completed, the last completed evaluation shall be utilized.

#### 4. Departmental Seniority for Promotional Scoring from Patrolman to Sergeant:

- a. Department Seniority for this section shall be defined as the candidate’s length of continuous service from swearing in date to include the probationary period.
- b. Candidates shall receive one (1) point for each completed year of service up until twenty (20) complete years of service for a maximum of twenty (20) obtainable points.

- c. A complete year of service shall be calculated from the candidates swearing in date with the Cranston Police Department up until the deadline of the promotional application process.
5. Departmental Seniority for Promotional Scoring for Lieutenant and Captain:
  - a. Department Seniority for this section shall be defined as the candidate's length of continuous service from swearing in date as a patrol officer to include the probationary period.
  - b. Candidates shall receive one (1) point for each completed year of service up until ten (10) completed years of service for a maximum of ten (10) obtainable points.
  - c. A complete year of service shall be calculated from the candidates swearing in date with the Cranston Police Department up until the deadline of the promotional application process.
6. Rank Seniority for Promotional Scoring for Lieutenant and Captain:
  - a. Rank Seniority for this section shall be defined as the candidate's length of continuous service from promotional date for each specific rank to include the probationary period.
  - b. Candidates shall receive one (1) point for each completed year of service up until ten (10) complete years of service for a maximum of ten (10) obtainable points.
  - c. A complete year of service shall be calculated from the candidates promotional swearing in date with the Cranston Police Department up until the deadline of the promotional application process.
7. Certification of Promotional List

Once the Director of Personnel or designee receives the oral board scores from the Chief of Police, the written examination and oral board interview portion of the process is complete. Official scores for the written examination and oral board interview can no longer be changed as long as all contractual obligation have been followed as set forth in Section 6 of this agreement. The Personnel Director or designee shall have up to two (2) business days to create an unofficial list of each candidate's total score and list position. The list will be sequenced from the highest total score to lowest total score. The list will also include an itemization of the candidates written examination score, oral board score, departmental seniority score, rank seniority score to include the swearing in and any promotional dates. The unofficial list shall then be forwarded to the Chief of Police for review and verification. In the event of any scoring discrepancies or errors, the matter shall be brought to the attention of the candidate and the Union President or designee for further review and/or correction. The Chief of Police shall then provide the Director of Personnel or designee the verified or corrected list and scores.

Upon receipt, the Director of Personnel or designee shall publish the official promotional list signifying the order in which each candidate has finished. The official promotional list will be signed by the Personnel Director, Mayor and Chief of Police rendering the official promotional list certified. The official certified promotional list shall consist of all candidates list position, final score and required signatures. A copy of the certified promotional list shall be sent by departmental email to each member on said promotional list by the Personnel Director or designee. An additional departmental email shall be sent to each individual candidate with a detailed breakdown of their total score.

When two or more candidates are promoted at the same time, rank seniority shall be determined by the official certified promotional list.

If the situation arises when two (2) or more candidates receive the identical overall score, rank seniority from Officer/Detective to Sergeant shall be determined by departmental seniority. For promotion to the ranks of Lieutenant and Captain, seniority shall be determined by the candidate's rank seniority in the event two (2) or more candidates receive identical scores.

The official certified promotional list will remain in effect for a period of two (2) years from the date of certification with all promotions during this period being made from this list. A candidate shall not be eligible for promotion unless he/she has met the time in grade requirements for that particular rank he/she is being promoted to. In the event of a candidate not having sufficient time in grade, the next candidate on the list who has sufficient time in grade shall be eligible. The Chief of Police shall solely reserve the right to select from the top three (3) eligible candidates from the certified promotional list. In the event an eligible candidate is bypassed, the Chief of Police shall provide an explanation to the bypassed candidate.

#### C.) Expiration of Certified Promotional List

The City and Department shall maintain, at all times, a promotional list in effect for all promotional positions within the Department. To that end, no later than four (4) months prior to the above-referenced two (2) year expiration date of any promotional list the City and Department shall commence the promotional examination procedure in order to replace any expiring promotional list, and shall provide the proper sixty (60) day notice as required by Subsection (B) (1) above concerning said promotional examination process, in order to assure that a new (replacement) promotional list shall be in existence at the end of said two (2) year expiration period. Thereafter, the promotional examination process shall be completed by, and a new (replacement) promotional list shall be in effect by the date that the prior list expires.

## **SECTION 7**

### **DUTIES**

A) The duties of the members of the Cranston Police Department shall be consistent with state law, the City's ordinances and the Department rules and regulations;

but nothing herein shall be deemed to abrogate the power of the City Council to vary the organizational structure of the Cranston Police Department. Without limiting the generality of the foregoing, the duties of members of the Cranston Police Department shall consist of: the repression and apprehension of crime; the enforcement of the laws and ordinances of the City and the laws and statutes of the State of Rhode Island.

B) The City agrees not to reduce the number of positions required by the table of organization below the highest number existing during the term of this Agreement and agrees to no lay-off of any members of Local 301.

C) The City agrees not to consolidate the Cranston Police Department into a Public Safety Organization with any other City of Cranston department, any other city, town, county, state or private organization.

D) The City shall not contract out any of the duties or responsibilities presently performed by members of Local 301 IBPO of the Cranston Police Department. The City agrees to no privatization of any division or unit of the Cranston Police Department.

E) The duties and responsibilities performed by the members of Local 301, IBPO, including those duties set forth in Subsection (A) above and those other duties being performed by said members as of the date of this Agreement, shall not be performed by any other City of Cranston department or any other organization.

F) Police officers will not perform any duties of the Animal Control Officers; provided however, that officers shall assist in the destruction of an injured animal for humane purposes, or any wild animal which may present a safety hazard to the general public.

## **SECTION 8**

### **DETAIL TO OTHER DEPARTMENTS PROHIBITED**

The City agrees that members of the Department whose duties are defined in section 7 shall not be detailed to other departments of the City for other than police duties. The details from one unit to another within the Department shall be the responsibility of the Chief of Police, subject to the seniority provision in section 4 of this Agreement.

No Detective shall be required to report to or work so-called "station duty" in the offices of the Detective Division. In furtherance thereof and in furtherance of the provisions of this Section 8, the Department hereby agrees to install and maintain an operational voicemail system in the offices of the Detective Unit in order to assist any members in said unit in responding to telephone inquiries during any times of absence of non-police municipal personnel in said unit; and furthermore the Department agrees to use its best efforts to utilize light duty police personnel to respond to telephone inquiries and walk-in civilians who are directed to the Detective Unit during any times of absence of non-police municipal personnel in said unit. This shall not be construed as to prohibit said assignments in cases of significance and where a high volume of calls is expected. This shall not exceed five (5) days.

## SECTION 9

### DEPARTMENTAL OPERATIONAL STRUCTURE

Effective June 30, 2026, the department overall compliment shall consist of one-hundred and fifty-six (156) sworn officers. Of the one-hundred and fifty-six (156) sworn officers, one-hundred and fifty-three (153) shall be members of the union.

The Detectives Division shall be comprised of no less than twenty-seven (27) permanent Detective positions not to include one (1) Captain, one (1) Lieutenant, five (5) Sergeants, and any member assigned to a permanent task force. The Detectives Division shall be comprised of the Criminal Investigations Unit, the Special Victims Unit (SVU), the Special Investigations Unit (SIU), the Prosecution Unit, and the Bureau of Criminal Identification (BCI) – and any new investigative units deemed necessary by the Chief of Police. The Special Investigations Unit (SIU) shall be comprised of no less than (4) permanent non task force/ non ranking members of the Cranston Police department at all times. No current unit in another Cranston Police Division shall be placed under the Detectives Division.

At the time of any vacancy in the units within this division, it is the Chief of Police's discretion as to whether to fill that unit vacancy or move that member to another unit within the Division. This section is not intended to establish minimum staffing on a daily basis, which would create overtime, or to establish minimum staffing generally. The officers/supervisors assigned to these units shall be able to flex their hours with the prior approval of their immediate supervisors.

#### A) Temporary six (6) month Assignment Position:

- 1.) Shall be a non-ranking officer assigned to any Division or Unit within the Cranston Police Department. There shall be a maximum of one (1) temporary non ranking officer/investigator that shall be awarded in 180 calendar day assignments. The Temporary Assignment shall be clearly indicated for the position being posted. When the assignment is completed, the officer shall return to his/her permanent position. If an officer is awarded a Temporary Assignment bid, he/she shall not be eligible to bid until 180 calendar days have passed from the end of the assignment, and shall be returned to his/her permanent position regardless of caseload. The Chief of Police or designee may assign an officer that has completed his/her 180-calendar day assignment to special assignment immediately after to complete any investigation/assignment that cannot be assigned to another officer /investigator.
- 2.) The Chief of Police or designee may hold a selection process for all Temporary Assignment positions that are covered under this section. The process may begin one (1) month prior to the previous assignment is set to be completed. The selection process is at the discretion of the Chief of Police or designee, and shall not be awarded by seniority. The Chief of Police or designee shall select any non-ranking officer that fits his/her criteria with a minimum of four (4) complete years of service as



a sworn member of the Cranston Police Department at the deadline of the selection process.

- 3.) The Temporary Assignment process shall not be utilized to replace any permanent positions or long-term vacancies to include any injury or illness.

B) Temporary two (2) year Assignment Positions:

- 1.) Shall be a non-ranking officer assigned to any Division within the Cranston Police Department determined by the Chief of Police or designee. There shall be a maximum of two (2) temporary non ranking officers/investigators that shall be awarded in a two (2) year assignment. When the assignment is completed, the officer shall return to his/her permanent position. This appointment shall not exclude the officer from bidding to any permanent position. If the officer is awarded a new permanent position outside of patrol, he/she shall vacate this temporary position immediately. The Chief of Police or designee may fill these positions upon the ratification of the contract but shall fill these positions no later than 7/1/24 unless mutually agreed upon by the union.
- 2.) The Chief of Police or designee may hold a selection process for all Temporary Assignment positions that are covered under this section. The process may begin one (1) month prior to the previous assignment is set to be completed. The selection process is at the discretion of the Chief of Police or designee, and shall not be awarded by seniority. The Chief of Police or designee shall select any non-ranking officer that fits his/her criteria with a minimum of four (4) complete years of service as a sworn member of the Cranston Police Department at the deadline of the selection process.
- 3.) The Temporary Assignment process shall not be utilized to replace any permanent positions or long-term vacancies to include any injury or illness. This assignment shall not count towards the total complement of the Detective Division. The Chief of Police or designee shall have the right to remove these officers prior to the completion of the two (2) year temporary assignment for "Just Cause."
- 4.) When the assignment is completed, the officer shall return to his/her permanent position. If an officer is awarded a Temporary Assignment bid, he/she shall not be eligible to bid to this assignment for two (2) consecutive processes and shall be returned to his/her permanent position regardless of caseload.

## SECTION 9.1

### TASK FORCE POSITION(S)

- Task Force Officer:

The Task Force officer will be a Detective/Officer assigned to a Task force managed by an outside agency. Each task force position that is implemented will be chosen by the Chief of Police or their designee, and there will not be a minimum number of Task Force Officers. The Chief of Police shall have the authority to create as many Task Force position's as he/she sees fit.

- Selection Process:

The task force officer will be selected by a bidding process, with the ten (10) most senior bidders being recommended to the outside agency. The outside agency in conjunction with the Chief of Police or their designee will then select an officer from those ten (10) senior bidders in no specific order. After the officer is selected, the President of the IBPO Local 301 may review and sign off on process with the Chief of Police or designee indicating the process as done fairly and without bias.

- Commitment:

The task force officer shall have a minimum commitment of three (3) years to the position, and shall report to the Detective Commander on a regular basis. The task force officer will be a permanent position and will not count towards the Detective complement as set forth in this agreement, therefore if an Officer/Detective obtains the Task Force position his/her previous position will be filled on a permanent basis by another Officer/Detective. If the Officer/Detective is removed from the task force or the task force is eliminated, the Officer/Detective will revert back to his/her last permanent position with the Cranston police department, and the Officer that replaced the Task Force Officer/Detective will also remain in the same permanent position.

As of July 1, 2023, the task force officer shall have a minimum commitment of three (3) years to the position, a maximum commitment of five (5) years to the position, and shall report to the Detective Commander on a regular basis. If the Officer/Detective is removed from the task force or the task force is eliminated, the Officer/Detective will revert back to his/her last permanent position with the Cranston Police Department. The task force officer shall be allowed to bid to any permanent position that becomes available during his/her time on the task force, however the three (3) year commitment must be fulfilled. If the task force officer is awarded a permanent bid outside of the patrol division, that assignment shall be filled temporarily until the return of the task force officer. If the task force officer elects to bid to a new permanent position outside of patrol, the task force officer must vacate the task force position at the minimum commitment date or immediately if the minimum commitment date has already passed.

Investigators assigned to a Task Force will work the hours designated by the Task Force Supervisor.

## **SECTION 9.2**

### **Canine Unit**

All Canine Officers shall be non-ranking Officers assigned to the Canine Division. The Canine Division shall consist of a minimum of three (3) Canine Officers effective upon ratification of this agreement. Once the minimum required number of Canine Officers is established, the city shall not be held to the minimum staffing requirements that occur through attrition. The effective date may be extended up until July 1<sup>st</sup>, 2024 if mutually agreed upon with the union.

### **Selection Process**

Upon the Canine Officer Position being posted for bid, interested Officers/Detectives shall submit a letter of interest and resume to the Chief of Police or designee. A physical agility assessment chosen by the Chief of Police or designee shall be held and must be successfully completed. The Chief of Police or designee shall conduct an interview of the top ten (10) senior applicants that have successfully completed and passed all phases of the selection process. From those applicants, the Chief of Police or designee shall choose an Officer/Detective to become a member of the Canine Division. That selection shall not be based on seniority.

### **Commitment**

All Canine Officers shall be subject to the "work-life" of the canine unless the Canine Officer accepts a promotion. All Canine Officers agree to provide a safe and suitable home residence for the canine. The Canine Officer shall be excluded from taking any temporary or permanent assignments outside the Canine Division while in possession of an active Canine. All current and future Canine Officers shall have the option to forfeit their canine or refuse a promotion, however, may remain on an active promotional list. If the Canine Officer accepts a promotion, he/she must forfeit the canine, equipment, and all benefits associated with the Canine Division prior to swearing in.

## **SECTION 9.3**

### **HOURS**

A) As of July 1, 1999, the regular work schedule for all members of the Department, except the Chief, Major and the Captains, shall be a six (6) day cycle of four (4) consecutive working days of eight hours followed by two (2) consecutive day off.

Any other position currently staffed on a five (5) and (2) Monday through Friday schedule shall remain as such. Nothing in this section shall require the Chief of Police to fill any vacancy that occurs. If the Chief of Police chooses to increase the number of positions within any unit, this shall not apply.

The City agrees that all listed positions with a five and two schedule with weekends

off are entitled to eighteen (18) compensatory days off per year to equalize the amount of hours and days worked as those officers that are on a four and two day schedule.

## SECTION 10

### SUBSTITUTIONS

Upon an officer's advance written request, the privilege to switch with oneself may be granted by the Division Commander or his or her designee in his/her discretion. The term switching with oneself shall be defined as the ability to flex or modify one's day off schedule. This will be governed by Management and only be permitted when staffing levels allow for it.

Any officer may substitute with another officer, in the same division and work assignment after having been approved by the Division Commander or the Division Commander's designee. The substitution shall not be refused by the Division Commander or his or her designee without just cause.

#### Patrol Personnel

Compensatory time, Vacation time and Personal days shall all be weighted equally. All time requested outside 72 hours from start of shift shall not be subject to call back unless a State of Emergency has been declared by the Mayor of Cranston or an overriding public safety emergency exists. This section shall also apply to Supervisors assigned to the patrol division who shall be considered patrol personnel.

For this section "specific shift" refers to an eight-hour shift on an individual daily basis for first, second and third shift in the uniform division assigned to the patrol division. Compensatory time, Vacation days, Personal days, Training days, and Sick time all take precedent over an officer switching with himself or herself. Switching with oneself shall not be permitted if when doing so will bring staffing to a level that will require the need for overtime for that specific shift. The Union agrees that members shall not be able to enter a personal day or a (non-pick) vacation day if when doing so creates the need for overtime on that specific shift. The Union agrees that members shall not be able to enter any accrued time (other than sick time if the member is sick) if when doing so creates overtime for more than two positions (even if Federal Guidelines allow for such) on that specific shift. The city shall allow members to enter compensatory time up to the agreed upon standard which is spelled out above.

Patrol Supervisors fall under patrol personnel staffing guidelines as set forth above. Patrol Supervisors shall be allowed to request compensatory time off outside of the 72-hour time frame to fill a vacancy. An additional vacancy may be requested within the 72 hours' time frame, subject to the approval of the Chief of Police or designee. If it is determined that there is a need for additional personnel on a specific shift the Chief of Police or designee may increase the staffing compliment for that specific shift and limit the ability for officers to enter time off on a temporary basis. That may only occur when the particular need arises. Such need shall be established if an event occurs or is

scheduled which creates an overriding public safety need.

All members are required to check in with the officer in charge one hour prior to the start of the shift that they took off to see if their day off is still approved. Switches by a member with himself or herself may be cancelled up to one hour before the start of the shift that the member requested off. Members assigned to the 2245 and 2345 shift are required to be available for call back up to 1800 hours on the day of the shift they requested off. A member may be ordered back to work even if the member has already worked on their day off. If the member is ordered back to work on the day they requested off, then the member will be given the next available day off that they choose.

All switches with oneself must be completed within one pay period. Substitutions will be recorded in the computerized Departmental attendance records, in the same fashion as compensatory time requests

## **SECTION 11**

### **OVERTIME**

Effective upon the signing and ratification of this collective bargaining agreement:

A) All employees will be compensated for hours worked in excess of their normal tour of duty at the rate of time and one-half. For the first overtime hour, any time worked over fifteen (15) minutes and up to one (1) hour will be compensated for as one (1) full overtime hour. For any overtime hour thereafter, any time worked over one-half hour will be compensated for as a full overtime hour. Members shall have the right to receive compensatory time accrued at the same rate as listed above, in lieu of overtime pay. Employees shall be able to accumulate up to 480 hours of compensatory time. It is expressly understood by the parties hereto that hours worked on special non-City details will not be counted in determining the numbers of hours worked for overtime purposes.

### **Deferred Leave Benefit**

A sworn officer at any time in lieu of overtime or compensatory time shall have the option of receiving a deferred leave benefit. The benefit time bank shall be monitored separate and apart from compensatory time, vacation time and personal time. All sworn officers shall be eligible to participate. Contributions to the deferred leave bank shall be a sworn officer option only. At no time shall the city offer deferred leave time in lieu of overtime or compensatory time. Due to the deferred leave benefit being a sworn officer option only, that the city can't offer out as a benefit, the employee accepts the following terms:

1. All of the accumulated time in the deferred leave bank shall be used prior to sworn officer's retirement date unless otherwise specified below.
2. Any deferred leave benefit time not used by sworn officers by date of traditional retirement shall be forfeited back to the city with the only exception being a death by an active sworn officer.

3. Once a sworn officer requests to start the use of deferred leave time it will run until the account has a zero balance.
4. After the Sworn Officers request to start running deferred leave time, a retirement date shall be established once the account starts to run. The retirement date shall be based upon the date account reaches zero balance.
5. Once the request is made by sworn officer to run deferred leave time and the time starts to run, the retirement date is final and shall not be changed.
6. When the police department is at full staff the sworn officer shall be permitted to start the running of deferred leave time in January, February, March, July, August and September.
7. When police department is at full staff, a sworn officer needs approval from the City to start running deferred leave time during April, May, June, October, November and December.
8. If the police department is not at full staff the sworn officer shall be permitted to start the running of deferred leave time at any time.
9. An officer shall be allowed to earn up to 120 hours of deferred leave time. An officer may be allowed to contribute to and/or earn more than the 120 hours but any time over the 120 hours shall require the permission of the Chief of Police or designee. Officers shall be allowed to keep and maintain all deferred leave benefit time accumulated.
10. Officers shall have the option of converting compensatory time to their deferred leave benefit. A scheduled work day is equivalent to 7.5 hours of deferred leave time.
11. Officers who return unused sick time to the city shall have that sick time converted toward their deferred leave bank or upon request of the officer, with the Administration's approval, be placed in the regular compensatory time bank. Every sick day returned over the established maximum allowed to be carried over at the end of the year shall be converted in the following manner. Every sick day returned shall be equal to 1.5 hours of deferred leave benefit.

In cases where a sworn officer is injured either in the line of duty, or off duty, the city and union agree to the following process. The officer on IOD status or light duty status shall not be eligible to contribute to the deferred leave bank until a return to full active status. If the injured officer applies for an occupational or non-occupational disability that officer shall be eligible to collect financial compensation for a maximum of 120 hours of the accumulated time of his/her deferred leave benefit when disability pension is accepted.

**B) Overtime in the Patrol Division (for all Uniform Members of the Patrol Division – including supervisors which shall be rank specific) will be distributed in the following manner:**

- 1.) The list shall begin with all patrol officers by seniority with the officers being assigned a number indicating his/her position on the list. The senior officer will be assigned the lowest numeric list position and the junior officer will be assigned the highest numeric list position, it will remain continuous and never reset.
- 2.) When an overtime shift is awarded the officer will move to the bottom of the

list and now obtain the highest number available.

- 3.) Every overtime shift work counts as one turn and all officers will be rotated equally based on shifts taken not hours worked. Any officer who chooses to split an overtime shift will be responsible for four (4) hours and shall be assigned the highest number available.
- 4.) When a vacancy in the patrol ranks occurs, the overtime shall be filled within a maximum of 48 hours in advance of the start of said shift.
- 5.) If an officer is awarded an overtime shift, the officer may return the overtime before the start of the shift. That officer will be responsible for working said overtime shift until it is officially filled by another officer. The officer returning overtime will remain in the same numeric list position as he/she was after being awarded the overtime.
- 6.) All officers will not change list positions for a refusal of overtime or being out sick.
- 7.) All new hires upon completion of their FTO Program as well as any transfers between units will be assigned the highest number available on the list.
- 8.) All officers working patrol overtime to fill a vacancy shall be compensated at the highest overtime rate for non-ranking members or at the rank the member has attained.
- 9.) All non-ranking officers that are forced to fill a patrol vacancy shall not lose their current overtime list position.

If an officer has an assigned detail, he/she may not transfer from the assigned detail to overtime work unless the entire list in his/her category is first exhausted.

C) Officers working overtime for vacancy coverage shall not be assigned until after all the officers working their regular tour of duty have been assigned.

D) Call back of supervisors due to manpower shortages will be as follows:  
If the scheduled Lieutenant is working, a Sergeant will be called back. If the scheduled Lieutenant is not working, a Lieutenant will be called back. On the two day shifts where there is no regularly scheduled Lieutenant, if there is a vacancy, a Sergeant will be called back to fill the vacancy.

1) After the regular working hours and on weekends where there are no Captains scheduled to work, a "Duty Executive" will be called for such circumstances as promulgated by the Chief of Police or his designee. The Captains may be available for this Duty at the discretion of the Chief of Police or designee.

2) The "Duty Executive" that is called back will appraise the circumstances

of the callback and notify the Chief of Police first and then if necessary he will notify the Captain of the respective division who normally performs that work during the course of their workweek to appraise him of that situation. If an immediate follow-up is necessary, as determined by the Division Commander or "Duty Captain", the Captain whose duties fall under that realm of responsibility may be called back to direct and supervise that investigation.

3) The "Duty Executive" that is called back to work shall be compensated under the guidelines of Section 12, titled Callback.

4) Any changes of this section shall be negotiated between the Union, Local 301 and the City of Cranston.

## **SECTION 12**

### **CALL BACK PAY**

A) Employees called back to duty for any reason shall be compensated at least four (4) hours at the overtime rate of pay set forth in Section 11. If an officer is not required to provide services for four (4) hours, the officer will be released immediately upon completion of the original call back assignment and will be paid for four (4) hours.

Officers who receive multiple court appearance notices will only receive one (1) minimum four (4) hour payment and will not be entitled to receive multiple four (4) hour minimum payments for each noticed court appearance; provided however, officers who receive multiple court appearance notices for attendance in court on the same day but for different four (4) hour time periods shall be entitled to receive multiple four (4) hour payments (i.e. if an officer receives court appearance notices for 9:00 A.M. and 1:30 P.M. on the same day, he/she may be entitled to the receipt of at least two (2) four (4) hour minimum payments), and officers who are in attendance in court for more than four (4) hours for a court appearance are entitled to the receipt of more than one (1) four (4) hour minimum payment (i.e. if an officer receives two (2) or more court appearance notices for 9:00 A.M. on the same day and is required to stay in attendance in court for one (1) or more of said appearances until 3:00 P.M., he/she is entitled to a four (4) hour minimum payment plus the additional two (2) hours of pay).

B) All certified breathalyzer operators who are called back from their off-duty hours for the purpose of recertification shall be compensated for at the rate of time and one-half pay with a two (2) hour minimums.



## SECTION 13

### SPECIAL DETAILS

- A. Any employee who is assigned to a private or special detail shall be compensated at the rate set by the Union, which shall not exceed the rate of time and one-half the highest police officer's rate of pay, unless specified below, and shall receive a minimum of four (4) hours pay. Any detail worked more than five (5) hours and less than eight (8) hours shall be paid for the full eight (8) hours. When an individual officer has worked more than eight (8) hours on a single detail, any additional hours worked on that detail shall be paid at time and one-half of the daily specific detail rate. Any time worked by the detail officer shall be compensated at a full hour's rate. If any portion of that hour falls under a special detail rate, the higher detail rate shall apply. This applies to the pay scales of City or private contractors (this doesn't apply to those details which are split and individually worked less than eight (8) hours). The Union shall give the City thirty (30) days' notice of any increase of the detail rate. If a supervisor is in charge of a special detail, he/she shall receive five (\$5) dollars per hour above the detail rate specified above. An Officer in Charge will be assigned to all details when at least three other officers are working that same detail. The number of officers required to work prior to an OIC being appointed does not apply with regards to road construction details, which has been the practice in the past. The Chief of Police may at times with just cause assign an OIC temporarily to a particular detail regardless of the number of officers assigned. If the Chief of Police exercises his authority, an OIC will be assigned to that particular detail. However, this assignment will not exceed one hundred and twenty (120) days. This assignment may, however, be terminated earlier than one hundred and twenty (120) days, and at that point the detail will be assigned normally by the detail officer.

The following shall not be subject to the minimum eight (8) hour payment requirement for Special Details: St. Mary's Feast Society, Annunciation Greek Orthodox Church, School Security Details, Parades (city sponsored), and VIN Inspection Detail, or any other special detail that is mutually agreed upon by the City and the Union.

1. "Just cause" regarding this section means the following: When the vendor assigned a detail has been in violation of the State liquor laws or other serious violations of City ordinance, or when there have been numerous violations of State law which has been documented by official police reports or arrests.
2. The Chief of Police may not arbitrarily or capriciously invoke his authority in regards to this section. The Union reserves the right to grieve any specific incident which it feels violate the spirit of this Agreement.
3. An arbitrator chosen to hear a grievance filed alleging a violation of this section shall have authority to order preemptory assignment of details as a remedy and to remove as assigning officer, or any person who the arbitrator finds is willfully making inequitable distribution of special details. No details shall be distributed to any employee during the period such employee is on sick leave or injury-on-duty leave and until he/she has returned to duty;

provided, however, that an employee on, other than the day shift, who has notified headquarters that he/she is returning to active duty on the evening shift, may be eligible for the distribution of a detail on the day he/she is returning to duty. Any officer assigned to light duty shall not be eligible for details, with the exception of Dispatch details, during the period of light duty.

4. Whenever an officer of the Department who has been assigned to private or special detail is injured in the course of such detail, he/she shall be compensated by City for all medical and hospital expenses, etc., and also the regular rate of pay is to be continued during the period of incapacity as provided by R.I.G.L. § 45-19-1.
5. The Executive Board of the Union shall review manpower assigned to special details and make recommendations which shall be considered by the Chief.
6. The City of Cranston shall issue separate bi-weekly checks for all City-paid and or private details.
7. All road construction details within the City of Cranston requiring the stopping or rerouting of traffic and requiring the use of traffic control personnel will be filled by police officers from the active detail list or callback list at the discretion of the Chief of Police.
8. An officer must complete the Field Training Process and be cleared by the Chief of Police or designee to be eligible for special details.
9. When an officer has an infraction in reference to a detail, which he/she will ultimately be suspended for, the Police Administration will suspend such officer within thirty (30) days from being notified of the said infraction.
10. The Union agrees that the City may charge an administrative fee to those organizations, companies, contractors, and other vendors who shall request, order, and/or use any police details. The administrative fee shall be a payment made to the City by the aforementioned organizations, companies, contractors, and other vendors in order to pay for the administrative costs associated with detail work, and said fee shall not be paid as additional compensation for police officers working said details. Said administrative fee shall be paid by the aforementioned organizations, companies, contractors, and other vendors in addition to the payment of the detail rate set forth in this Agreement. The administrative fee shall not exceed \$5.00 per hour for each detail hour worked and/or paid as a detail.

The Union shall not file a grievance or in any way challenge the creation of the above-described administrative fee for the purpose set forth in this subsection provided however, the Union shall have the right to grieve or otherwise challenge any violation of this subsection (10).

#### B. Distribution:

Details shall be tracked on a computerized system, with text message and email notifications sent to the officers. Details shall be entered and offered through the computerized detail system unless otherwise specified below. All details can be bid on by union members and active sworn officers of the Cranston Police Department. An approved list of authorized Cranston Police Retirees can bid on traffic safety details. The computerized detail system shall award the detail to all

active sworn officers of the Cranston Police Department first. If the detail still remains without award, the detail will then be awarded to an authorized Cranston Police Retiree.

All details will be offered and distributed on a rotating list basis. The tiers for the detail system are as follows:

Tier 1: All Sworn Officers of the Cranston Police Department

Tier 2: Individuals who are eligible as part of the Special Officer's Program

Tier 3: Outside Agencies

- 1.) On the Detail list, all officers will be on a single rotating list for all details and assigned a number indicating list position, with the most senior officer assigned the lowest number/list position and the most junior officer assigned the highest number/list position. When an officer is awarded a detail, he/she will be assigned the highest number/list position available. The detail list will be continuous and never reset.
- 2.) All details will count as a turn worked and the officer will go to the highest list position regardless of the hours worked.
- 3.) All Details that are ordered in advance before 1345 hours on the day before the detail is performed will be filled at 1400 hours the day before the detail. All details ordered after 1345 hours but before 1745 hours on the day before the detail will be filled at 1800 hours.
- 4.) Any detail ordered after 1745 hours on the day before a detail or any detail ordered the day of the detail will be sent through the detail list with a 15-minute bidding period.
- 5.) Any detail ordered in advance and performed on Saturday, Sunday, and Monday will be filled on the Friday before at 1400 hours.
- 6.) All officers must be notified via email of any details that need to be filled in advance due to special circumstances prior to 48 hours of the detail start time. If a detail does need to be filled in advance that detail will close after the closing time of the routinely filled daily details.
- 7.) There shall be a separate list for details that effect public safety kept by the Chief of Police or his/her designee. Said list shall be tracked by seniority and turns. This procedure will take place only on events that there is a public safety risk and must be agreed upon by the union.
- 8.) Any Sworn Officer of the Cranston Police Department shall have the right to take from and/or replace any individual who is not an active member of the Cranston Police Department any detail up to one (1) hour prior to the start of the detail or four (4) hours (or after the four hours) have passed from the start of the detail. If a sworn officer chooses to exercise this right the detail office or OIC (who will in turn notify the detail office) must be notified prior to taking the detail. The member taking the detail will then be charged for the detail and moved to the last position on the rotating list.
- 9.) If any detail awarded is cancelled by the vendor within two (2) hours of the scheduled start time of the detail shall be paid four (4) hours and shall remain in his/her current list position.
- 10.) If any detail awarded is cancelled by the vendor prior to two (2) hours of the scheduled start time of the detail, the officer shall be reverted back to his/her

previous list position prior to being awarded the detail.

- 11.) If any member returns an awarded detail they shall maintain their current list position. In the event the detail goes unfilled, the returning member shall be responsible for working the detail.
- 12.) If any member calls out sick for an awarded detail, the member shall not be responsible for said detail but shall be reverted to the highest list position available. Any member who calls out sick on two (2) separate occasions in any three (3) month period shall be subject to a thirty day (30) suspension from the detail list.

The Union and the City agree to keep the above rules in place for all details, however in the event changes need to be made, they must be agreed upon by both the City and the Union and solidified in a written agreement.

Any employee who knowingly performs a detail not recorded and any employee who willfully assigns a detail without recording it shall be subject to departmental discipline.

Any agreements made to have individuals other than sworn officers of the Cranston Police Department must have a written agreement with the IBPO 301 to be eligible to work any private detail.

#### C) Special Rates (shall apply on the day for the recognized holiday)

1. Any details performed from Friday at 1800 hrs. to Monday at 0600 hrs. will be paid the Weekend Detail rate of \$10.00 per hour additional to the detail rate. Any hours work beyond eight (8) hours shall be paid at time and one-half of the weekend detail rate. (Example: Detail Rate + \$10.00 x 1.5 = Weekend Overtime Detail Rate)
2. The following Holidays shall be at the rate of time and one half the detail rate: Martin Luther King, Presidents day, Police Memorial Day, Columbus Day, Veterans day, and Victory day shall be paid with a four (4) hour minimums.
3. The following holidays shall be paid at the rate of double time and one-half of the detail rate: New Year's Day, New Year's Eve (after 1200hrs), Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve (after 1200hrs), Christmas Day, and Easter Sunday shall be paid with a four (4) hour minimum.

#### D) Special Officers Program:

The City and Union agree to establish a program to allow non-union members who retired after March 1, 2010 who are covered under this Agreement to work non-departmental overtime. This program shall be entitled as the "Special Officers Program". In order to be qualified as a Special Officer, the individual must complete a minimum of four (4) hours of mandatory non-paid in-service training per fiscal year. All permanent members of the Department shall have priority on all detail assignments over Special Officers participating in the program and Section B. Distribution, shall apply.

All Special Officers shall wear the proper uniform of the day as determined by the Chief of Police while conducting details and will be prohibited from carrying firearms while on

any special detail duty. Special Officers will purchase the proper uniform at their own expense. Special Officers will not be entitled to file a grievance, nor will they have the right to benefits under R.I. Gen. Laws §45-19-1. If a Special Officer is injured while working a detail, he or she may have the right to collect workers compensation benefits under the City's insurance coverage.

Special Officers will be paid the "Special Officers Hourly Rate", to be calculated as the detail rate plus the administrative fee minus twenty percent (20%) of the billing rate. The detail rate is the same rate as active officers receive for special details minus twenty percent (20%). The Administrative Fee is the difference of the billing rate minus twenty percent (20%). The twenty percent (20%) as described in the above formula will be maintained in a separate fund by the City to cover any costs incurred by Special Officers that are associated with Workers Compensation, Unemployment Benefits, or any other associated or related costs.

All Special Officers shall not be permitted to utilize marked police vehicles at any time unless approved by the Chief of Police or designee. The city shall be responsible for providing a "traffic safety vehicle" or "emergency lighting" when the detail requires a vehicle.

The City and Union shall have the right to terminate the Special Officers Program with "just cause".

## SECTION 14

### VACATIONS

A) Vacation time will be awarded by the below listed schedule:

Under 1 year of service:	10 vacation days
1 year of service to < 5 years of service:	17 vacation days
5 years of service to < 10 years of service:	20 vacation days
10 years of service to < 15 years of service:	25 vacation days (or 20 days' vacation & 5 days' pay)
15 years of service to < 20 years of service:	26 vacation days (or 21days vacation & 5 days' pay)
20 years of service (and over) years of service:	27 vacation days (or 22 days' vacation & 5 days' pay)

A2) Provided such election is made at the time vacations are selected, an officer shall be allowed to sell back up-thirty seven and one-half (37.5) hours of comp time or five (5) vacation days pay in a similar manner as they are allowed to receive pay for five (5) days' vacation pay or up to thirty seven and one-half (37.5) hours comp time pay, but not both.

B) An employee retiring or resigning during a calendar year shall be entitled to full vacation pay in accordance with the above schedule regardless of when the retirement or resignation may occur during the calendar year.

C) In the event that an employee dies during any calendar year prior to taking his/her vacation, the amount of his/her vacation entitlement shall be paid to his estate and if there be no estate then to his widow/widower or, if there is no widow/widower, then to his/her children in equal shares.

D) An employee may take an advance of up to twelve (12) vacation days in any calendar year with the approval of the Chief of the Department. Further, for the period beginning July 1, 2000 and thereafter, the employee will be allowed to accumulate and carry over the maximum of sixty (60) vacation days per year not to exceed eighty-seven (87) days in total. In the event a member takes an advance of vacation days in any calendar year as permitted by this Subsection (D), then on January 1 of the subsequent calendar year the number of advanced vacation days taken shall be immediately deducted from said member's vacation allotment for that subsequent calendar year. Furthermore, in the event the member retires after taking the advance of vacation days and prior to January 1 of the subsequent calendar year, the City is authorized to deduct the value of said advanced vacation days from any retirement severance pay owed to said member upon his/her retirement, and if no such severance payment is owed or if an inadequate amount of severance pay is owed to said member then the City is authorized to deduct the value of said advanced vacation days from said retired member's monthly pension payments, pro-rated over the first six (6) payments (i.e. 1/6 of said value amount per month).

E) An employee shall be compensated for vacation at the straight time rate of pay at the time vacation is taken. In the event of conflicts as to employees' selections of vacation periods, seniority rights shall govern.

## **SECTION 15**

### **PAID HOLIDAY PROCEDURE**

A) Effective July 1, 2023, the following holidays shall be paid holidays for all members of the Department:

New Year's Day	New Year's Eve (Dec31)
Martin Luther King, Jr. Day	Veterans' Day
Presidents' Day	Thanksgiving Day
Christmas Day	Memorial Day
Independence Day	Police Memorial Day (May 15)
Juneteenth	Labor Day
Victory Day	Columbus Day

Effective July 1, 2006, holiday pay shall be thirty-two and a half percent (32.5%) of the employee's weekly salary combined with the employee's longevity payment and shall be paid to each employee over and above his/her weekly salary whether he/she works the holiday or not.

Effective July 1, 2021, holiday pay shall be thirty-five percent (35%) of the employee's weekly salary combined with the employee's longevity payment and shall be paid to each employee over and above his/her weekly salary whether he/she works the holiday or not.

B) Any City paid details shall be paid at the same rate as privately paid details as listed in Section 13 of this contract. Any future holidays that may be granted will automatically be added to this section.

C) Holiday pay shall be included in employee's annual salaries for pension purposes beginning July 1, 1983. The foregoing shall not apply to those employees retiring prior to July 1, 1983.

D) Notwithstanding anything to the contrary contained in this Holiday Section, effective July 1, 2002 through June 30, 2003 each bargaining unit member will defer 9 holidays\* until retirement; and upon retirement shall receive payment for those holidays at the member's current (July 1, 2002) rank and the actual rate of pay of that rank at the time of the member's retirement.

E) Notwithstanding anything to the contrary contained in this Holiday Section, effective July 1, 2003 through June 30, 2004 each bargaining unit member will defer 8 holidays\* until retirement; and upon retirement shall receive payment for those holidays at the member's current (July 1, 2003) rank and the actual rate of pay of that rank at the time of the member's retirement.

\*In lieu of opting to receive deferred retirement pay for the deferred holidays, members shall be permitted to make a one-time election at the beginning of each applicable contract year to allow him/her to take (again, instead of the paid deferral) non-FLSA compensatory time at a rate of 1-1/4, with limitations on when the time can be used (i.e. cannot create/cause overtime).

F) Effective July 1, 2004 the holiday provisions of sub-sections A) through C) of this Section shall be re-instated in full.

G.) Members will continue to be allowed to be paid a maximum of 480 hours compensatory time upon retirement. Members shall have the option to receive sixteen (16) hours of compensatory time per holiday in lieu of holiday pay for up to thirteen (13) days at their request. Said request shall be made via email to the Chief of Police or their designee by February 15<sup>th</sup> for the following fiscal year (July to June).

## **SECTION 15.1**

### **EQUIPMENT AND CLOTHING**

As described more fully below, the City agrees to supply all clothing, work attire and equipment (including an adequate supply of flashlights and handcuffs as needed) for members of the bargaining unit for the performance of their duties as members of the Cranston Police Department; and the City agrees to pay each member of the department an allowance for the purchase of other clothing and equipment and/or for the maintenance of any clothing and equipment.

#### **A) Vouchers for the Purchase of Clothing, Work Attire, and Equipment.**

Commencing in the fall of 2002, in the spring and again in the fall of each contract year the City shall make available to any member of the bargaining unit who so requests a clothing and equipment purchase voucher in a predetermined amount equivalent to, but no more than, the cost associated with the purchase of two (2) uniform shirts and two (2) pairs of uniform pants, as determined by the prices for said clothing as of that contract year. Members who request and receive said purchase voucher shall be permitted to purchase and be reimbursed by the City for (in an amount not to exceed the voucher value) uniform shirts, uniform pants, and any other clothing and/or equipment required by or related to his/her police duties. Members may not receive payment from the City for items purchased with the voucher if said voucher is not used within thirty (30) days of the member's receipt of the voucher.

The City shall also, in addition to the above, provide an adequate supply of flashlight batteries and handcuffs as needed.

In addition to the above, for all uniformed members of the bargaining unit the City shall purchase lightweight jackets every three years after original issue or sooner upon a showing of the need for replacement. For non-uniformed members of the bargaining unit the City shall replace said lightweight jackets after original issue upon a showing of need for replacement.

On July 1 of each year, the Chief of Police or his designee shall offer to the seven most senior bargaining unit members a voucher in a predetermined amount equivalent to, but no more than the cost associated with the purchase of a Formal Dress uniform to include shoes. This shall not apply to those members who have previously received said vouchers. A member shall have until September 1 of that year to request said voucher. If seven members do not request vouchers, they are forfeited for that year.

All new hires shall forfeit one regular uniform for a dress uniform and appropriate shoes.

Employees must return any dress uniform purchased by the City of Cranston for which they no longer have a need.

#### **B) Clothing and Equipment Maintenance Allowances.**



The City shall pay a clothing and equipment maintenance allowance in the amount of one thousand three hundred dollars (\$1,300.00) payable in quarterly payments, to all members of the bargaining unit for the purchase, cleaning, maintenance and upkeep of clothing and equipment.

Effective July 1, 2024, the City shall pay a clothing and equipment maintenance allowance in the amount of one thousand four hundred dollars (\$1,400.00) payable in quarterly payments, to all members of the bargaining unit for the purchase, cleaning, maintenance and upkeep of clothing and equipment.

Members will continue to be allowed to be paid a maximum of 480 hours compensatory time upon retirement. Members shall have the option to purchase sixteen (16) hours of compensatory time per Clothing and Equipment Maintenance for each of the quarterly allowances. Said request shall be made via email to the Chief of Police or designee prior to two weeks before the applicable pay period.

No clothing and equipment maintenance allowance shall be paid when a member has been absent from duty for more than one-half of his/her work days during the quarter for which payment is due, but said amount shall be paid to the Police Pension Fund.

The Union and the City agree that any member of the bargaining unit who is absent from work as a result of an injury or illness sustained in the line of duty shall not suffer forfeiture of any clothing, equipment and cleaning allowances and shall receive the full amounts due said officer pursuant to this Section 15.1.

The City shall pay an additional clothing and equipment maintenance allowance in the amount of four hundred and ten dollars (\$410.00), payable in the month of July, to all non-uniformed personnel for the purchase, cleaning, maintenance and upkeep of clothing and equipment. Thus, the total clothing and maintenance allowance paid to said non-uniformed personnel shall be one thousand seven hundred and ten (\$1,710.00) dollars per year (\$1,300 paid quarterly and \$410.00 paid in the month of July.)

Effective July 1, 2024, the City shall pay an additional clothing and equipment maintenance allowance in the amount of six hundred dollars (\$600.00), payable in the month of July, to all non-uniformed personnel for the purchase, cleaning, maintenance and upkeep of clothing and equipment. Thus, the total clothing and maintenance allowance paid to said non-uniformed personnel shall be two thousand dollars (\$2,000.00) per year, fourteen hundred dollars (\$1,400.00) paid quarterly, and six hundred dollars (\$600.00) paid in the month of July.

C.) The Chief of Police shall designate a locked area to be used as a clothing drop-off location for any officer who wishes to donate uniforms to the department for use by other officers and to maintain any returned dress uniforms. Any officer wishing to retrieve clothing from the donation center may request entry to the area through the Chief of Police or his designee.

## SECTION 16

### SICK LEAVE

Effective Upon the signing and ratification of this collective bargaining agreement:

#### A) Sick Leave Definition

Sick leave shall be defined as leave with pay because of an inability to work in any position or function of the Cranston Police Department caused by personal illness, physical incapacity, non-work related injury (all of which was not voluntarily caused), exposure to a contagious disease or enforced quarantine (when established and declared by the Department of Health or other competent authority for the period of such quarantine only).

In circumstances in which an employee's legal spouse, child, parent, or domestic partner or permanent household resident under the age of 18 years old (whether or not said spouse, child, or parent resides within the employee's household) is ill, the employee may be granted sick leave, not to exceed twelve (12) days in a calendar year, if; (1) attendance upon said employee's spouse, child or parent is medically necessary; and (2) said employee is unable to make any other arrangements for the attendance upon said spouse, child or parent. To be eligible to receive sick leave under such circumstances, the employee may be required to submit sufficient medical documentation, in accordance with paragraph C) of this article, verifying the medical necessity for attendance upon said spouse, child or parent and an affidavit substantiating the inability to make alternate arrangements.

#### B) Notification of Intended Absence

Sick leave will not be allowed unless notification of illness or injury is given to the officer in charge, by the employee or his designee no less than one (1) hour prior to the time scheduled to start work, absent extenuating circumstances. Said notification shall include the nature of the illness or injury.

#### C) Physician's Certification; Violation of Provisions

In the event that an employee must take sick leave pursuant to this Article for a period in excess of three (3) consecutive days, then said employee may be required to submit a physician's certificate to the Chief of Police, or his designee, if so requested. Any employee who has used sick leave on five (5) separate occasions (regardless of the amount of time used on each such occasion) in a twelve (12) month period may be required to provide a physician's certificate to the Chief of Police, or their designee, if so requested, for each and every additional request for sick leave. Willful violation of any of the sick leave provisions contained herein or the willful making of a false claim for sick leave shall subject the employee chargeable therewith to disciplinary action and/or the requirement to make restitution.

#### D) Payment of Unused Sick Leave

Employees who have completed less than ten (10) years of service shall not be entitled to payment of unused, accumulated sick leave upon resignation or retirement.

Employees who have completed ten (10) years of service in good standing shall be paid one-third (1/3) the value of their unused, accumulated sick leave, at the time of resignation or retirement to a maximum of thirty-five (35) days.

Employees who have completed twenty (20) years of service in good standing shall be paid one-half (1/2) the value of their unused, accumulated sick leave, at the time of resignation or retirement to a maximum of fifty-five (55) days.

In the case of an employee's death, the full allotment of accrued sick days shall be paid to the beneficiary of that employee no matter the time of service.

E) Sick Leave Accrual, Accumulation, and Extension

Sick leave shall be granted at the rate of twenty-five (25) working days per year accumulative to one hundred and forty (140) working days.

Effective January 1, 2000, members may use the sick leave accrued each year prior to using accumulated sick leave, provided however, that members with five (5) years of service or more within the department shall be granted up to an additional sixty (60) working days leave if the sickness is of such a nature as to require a prolonged period of treatment and recuperation. Notwithstanding, prior to becoming eligible to receive the aforementioned additional sixty (60) working days leave an officer must first exhaust all of his/her available sick leave for which he/she is eligible or has accrued; provided however the sixty (60) working day sick leave extension shall be utilized prior to a member requesting and receiving sick leave days or vacation days pursuant to the *Voluntary Donation of Accumulated Sick Leave and Vacation Time* provisions set forth in this Section. During the month of January each year, the City of Cranston shall cause to be published and dispatched to the members of the police department their present entitlement under this paragraph.

Days of absence due to injuries and/or illness contracted outside the line of duty shall be subtracted from the employee's sick leave herein before specified. Days of absence due to injuries contracted in the line of duty shall not be subtracted from the employee's sick leave herein before specified.

F) Voluntary Donation of Accumulated Sick Leave and Vacation Time

A member of the bargaining unit may voluntarily elect to donate any accumulated sick leave time or vacation time to another member within the Department. Any accumulated time donated by a member shall be paid at the receiving member's rate of pay; provided however, in no event shall the rate of pay received by the receiving member for said donated time be greater than the donating member's rate of pay (i.e. in the event the receiving member is of higher rank within the Department than the donating member).

In order to be eligible to receive a donation of accumulated sick leave time or vacation time, the member receiving the donation must be: (a) suffering from a non-IOD related illness or injury (including but not limited to maternity leave); (b) absent from work for attendance upon ill or injured members of the family within the household of the

member (except in the case of a legal spouse, child, or parent who does not reside within the member's household) whose illness requires the care of such member for a period of time in excess of the number of the member's available annual sick leave days; or (c) absent from work pursuant to Subsection (E) of this Section due to the death of a listed relative for a period of time in excess of the time set forth in said Subsection. Furthermore, in order to be eligible to receive a donation of accumulated sick leave time or vacation time, the member receiving the donation must first have exhausted all of his/her sick leave time, vacation time, personal days, and compensatory time.

A member seeking donated sick leave days or vacation days shall submit his/her request to the President of the Union or his designee, who shall distribute the request to the members of the bargaining unit. In order for a member of the bargaining unit to be eligible to respond to the request and to voluntarily donate his/her accumulated sick leave time or vacation time, the member must sign a "Donation Affidavit", as utilized by the Department. Furthermore, any member who voluntarily elects to donate his/her accumulated sick leave time or vacation time shall lose all rights and interest in said days.

#### H. Sick Time/IOD Remuneration Program

(a) Any member that does not use a sick day or IOD day in a calendar year shall receive 37.5 hours comp-time.

(b) Any member that uses one (1) sick day or one (1) IOD day in a calendar year shall receive 30 hours comp-time.

(c) Any member that uses two (2) sick days or two (2) IOD days in a calendar year shall receive 22.5 hours comp-time.

(d) Any member that uses three (3) sick days or three (3) IOD days in a calendar year shall receive 15 hours comp-time.

(e) Any member that uses four (4) sick days or four (4) IOD days in a calendar year shall receive 7.5 comp-time.

All comp time for remuneration program shall be awarded any time before July 1<sup>st</sup> at the request of the officer.

### **SECTION 16.1**

#### **Personal Days**

For the period beginning July 1, 2002 and thereafter, every member of the bargaining unit with more than one (1) year of continuous service shall be granted six (6) personal days per calendar year. Once an officer has completed one (1) year of service they shall receive a pro-rated share of their personal days at the rate of one-half day per month based upon how many months that remain in said calendar year. Notwithstanding the aforementioned, all officers with more than one (1) year of service shall receive their six (6) personal days January 1<sup>st</sup> of each calendar year.

The Chief of Police or his designee shall be charged with the approval of a personal day request. In the event of conflicts as to employees' selections of personal days, seniority rights shall govern.

## SECTION 16.2

### Special Leave:

Permitted

Reasons for Leave	Amount	Covered Individuals
Birth of Child	2 days	
Baptism	1 day	Son, Daughter, Godchild, Employee, Grandchild
First Communion	1 day	Son, Daughter, Godchild, Employee, Grandchild
Confirmation	1 day	Son, Daughter, Godchild, Employee, Grandchild
Bar Mitzvah	1 day	Son, Employee, Grandchild
Bat Mitzvah	1 day	Daughter, Employee, Grandchild
Shower	4 hours	Son, Daughter, Brother, Sister, Brother-in-Law, Sister-in-Law, Employee, Grandchild
***Wedding	3 days	Employee
*Wedding	1 day	Son, Daughter, Brother, Sister, Father, Mother, Brother-in-Law, Sister-in-Law, Grandchild
**High School Graduation or College	1 day	Son, Daughter, Employee, Wife, Husband, Grandchild

\* 3 days if unusual travel distances exist.

\* All above relationships are based on blood or marriage.

\*\* The receipt of an advanced degree will qualify under this section if the degree is awarded at a formal ceremony.

\*\*\* Three (3) working days for the employee to be taken either immediately before or immediately after the ceremony. The employee need not be scheduled to work on the day of the ceremony to obtain this benefit.

Prior approval must be secured from the Chief of Police and the attendance records are to be marked accordingly. This special leave only applies when employee is scheduled to work on the day of the ceremony. In the event of an employee who is scheduled to work the 2245-0645 or the 2345-0745 shifts, he/she may elect either the day of the ceremony or the day before.

### Maternity Leave

#### PARENTAL AND FAMILY MEDICAL LEAVE

The City agrees to comply with governing state or and federal parental and family medical leave legislation including the Family and Medical Leave Act of 1993, Pub. L. No. 103-03, Section 405(b) (2), 107 Stat.6 (1993) and the Rhode Island Parental and Family Medical Leave Act, R.I.G.L. 28-48-1, et seq.

Upon the election of an employee to take parental or family leave, and who has accumulated sick leave, may utilize up to sixty (60) sick days, their normal salary shall be paid to that employee during that period of parental/family leave. In the rare case of

catastrophic illness or injury, an officer shall be allowed to utilize up to an additional sixty (60) days of accumulated sick leave. Any additional time used thereafter shall be unpaid.

An eligible employee who elects to take parental/family leave shall notify the Chief of Police or their designee in accordance with applicable, unless prevented by medical emergency from giving that notice.

In addition to the foregoing, a female employee shall be granted an additional leave of absence, without pay, not to exceed six (6) months for a medical condition causally related to pregnancy or child birth; provided however, that such condition disables said employee from performing her regular duties as a police officer; and provided further, however, that said employee's attending physician provide written certification of said disability to the Chief of Police or his designee.

### **SECTION 16.3**

#### **BEREAVEMENT**

In the case of the death of a father, mother, wife, son, daughter, mother-in-law, father-in-law, brother, sister, step-son, step-daughter, step-mother, step-father, step-brother, or step-sister of any employee such employee shall be entitled to leave of absence with pay from the time of the notification of the death up to and including the day following the burial of the deceased, not to exceed five (5) days except in cases where unusual travel distances exist such period shall be extended for a maximum of three days, and provided further that in the cases of employees of the Jewish faith said leave shall be for the actual period of mourning observed but not to exceed seven (7) days from the day of burial.

In the case of the death of a grandmother, grandfather, great-grandmother, great-grandfather, great-granddaughter, great-grandson, grandson, granddaughter, daughter-in-law, son-in-law, sister-in-law or brother-in-law, of an employee such employee shall be entitled to leave of absence with pay covering the day before the funeral and the day of the funeral. In the case of the death of a nephew, niece, uncle, or aunt of an employee, such employee shall be entitled to a leave of absence with pay for the one (1) day of the funeral.

In the case of the death of a relative other than those provided for in paragraphs 2, 3, and 4, such leave of absence with pay shall be for not more than four (4) hours to permit attendance at the funeral of said person if the leave is first approved by the Chief of the Department.

All relationships above are based on blood or marriage.

Paragraphs 4 and 5 of this section shall be interpreted to mean the day before the funeral for the third and sector shift employees.

Notification of an employee's intent to exercise his right to bereavement leave as set forth above shall be made to the Chief of Police or his designee as soon as practical.

## SECTION 17

### INJURIES AND ILLNESS

A) A member of the bargaining unit who is injured or contracts an illness while in the performance of his duties shall receive the salary and benefits he would be entitled to had he not been incapacitated, while his incapacity exists or until he is placed on an occupational disability pension. All injuries, illnesses and recurrences thereof shall be reported and administered as required by Subsections (B) through (E) of this Section 17 below.

B) Medical care for injuries or illness in the line of duty. Medical care for those injured or who contract illness in the line of duty shall be as follows:

(i) A member who was injured or contracts an illness or a recurrence thereof while in the performance of his police duty whose condition requires hospitalization shall have the right to select a hospital and a physician, Nurse Practitioner from the staff of that hospital. The selection shall be made by the member or his duly authorized health care agent.

(ii) In other cases involving injuries or illnesses or recurrences thereof incurred while in the performance of police duty which do not require hospitalization, the member shall have the right to a physician, Nurse Practitioner of his choice from the staff of a hospital (including initial and follow-up treatment).

(iii) When a member sustains a minor injury or contracts a minor illness in the line of duty which does not require hospitalization or the care of a physician, the member shall submit a written report of said injury or illness to the Chief of Police in accordance with department rules and regulations.

C) IOD Procedures.

In the event of a dispute as to the nature, extent, or causation/job-relatedness of an injury, illness, disability, or recurrence thereof, or as to the medical necessity or reasonableness of medical services and expenses, it shall be resolved in the following manner.

1) Initial IOD Claims.

Initial IOD Claim Documentation:

- Diagnosis; whether or not the injury or illness is job-related;
- Prognosis; notes on the officer's rehabilitation; what, if any, assignments can be safely performed by the officer; whether the officer is able to perform light duty or restricted work activities; and length of time before the officer can return to unrestricted police activities.

If an officer has suffered an initial or service connected injury or illness, the officer shall be entitled to be examined by the physician of his/her choice as noted above. In order for any police personnel to be initially carried IOD, they must:

- (a) seek medical attention for their injury within a reasonable period, not to exceed forty-eight (48) hours (unless he/she provides notice, within twenty-four (24) hours from the end of the forty-eight (48) hour period, that he/she could not obtain medical treatment within said forty-eight (48) hour time period) following the event that gives rise to the injury/illness, unless the event giving rise to such injury/illness was undeterminable when it occurred, and
- (b) submit a Cranston Police Department Initial IOD Justification Form (Exhibit C) from the hospital or treating physician to their commanding officer which form must be executed and submitted within forty-eight (48) hours of the officer's receipt of said form from the Department.

This Initial IOD Justification Form from the hospital or treating physician must indicate a diagnosis, the causation/job-relatedness of the injury/illness if determinable at that time, and whether or not the officer is able to remain on duty or is to be relieved of duty, and if relieved of duty, the length of time for which the officer is so relieved. If the Initial IOD Justification Form is not completed in its entirety, the police officer will not be carried on IOD status and will be placed on sick leave or leave without pay if the officer has no available sick time; notwithstanding, if the Department receives the properly completed form within twenty (20) business days, then all Department records shall be amended to note that the officer was IOD and not on sick leave or leave without pay, and the officer shall be reimbursed the appropriate salary and benefits to reflect same. A Cranston Police Department Initial IOD Justification form which relieves an officer for a specific period of time, (i.e. two days), is valid only for that period, even if that period constitutes the officer's days off.

c.) complete a proper medical release form in favor of said commanding officer which must be executed and submitted within forty-eight (48) hours of the officer's receipt of the Cranston Police Department Initial IOD Justification form.

d.) In the event an officer suffers an injury or illness that does not require medical attention and the officer is able to and/or attempts to remain on duty, the injury or illness still must be reported to the Department as soon as practicable but not longer than five (5) days following the event that gives rise to the injury/illness unless the event giving rise to such injury/illness was undeterminable when it occurred, in order to preserve future IOD status/benefits rights.

(1) In order to preserve future IOD status/benefits rights the officer must report to his/her supervisor thirty (30) days after submitting the initial injury/illness report in order to update said supervisor of the status of the injury/illness, and the officer and the supervisor shall discuss and decide whether the officer needs to see a physician at that time or whether an additional period of time is needed for the injury/illness to subside on its own.



## 2. Continuing IOD Status

### Continuing IOD Claim Documentation:

- Prognosis; notes on the officer's rehabilitation; what, if any, assignments can be safely performed by the officer; whether the officer is able to perform light duty or restricted work activities; and length of time before the officer can return to unrestricted police activities.

The terms "light duty or restricted work activities" and "unrestricted police activities" shall be defined as set forth in Subsection (C) below.

At the conclusion of the specified period of initial excused absence, the officer is expected to resume regularly scheduled duties. If the officer intends to remain IOD beyond the initial period, an additional statement from a medical doctor keeping him/her out of work for an additional period of time is required in order for the officer to remain on IOD status. In the event the officer remains out of work beyond the initial period without submitting another medical note substantiating the reason for continued absence, the officer shall be taken off of IOD status and will be carried on sick leave or leave without pay if the officer has no available sick time, unless the officer submits written proof that he/she was unable to secure an appointment with his/her physician, stating the reason why he/she could not obtain said appointment. In the event the additional medical documentation is received within twenty-one (21) calendar days of the officer's last day of medically excused absence, and if the documentation keeps him/her out of work for an additional period of time and substantiates the reason for the continued absence in accordance with Subparagraph (1) above, all Department records shall be amended to note that the officer was IOD and not on sick leave or leave without pay, and the officer shall be reimbursed the appropriate salary and benefits to reflect same. If, however, the additional supporting documentation is not received within twenty-one (21) calendar days of the officer's last day of medically excused absence, then the officer shall not be reimbursed for any time. Once the additional medical documentation is received substantiating the officer's IOD claim, the officer will be carried on IOD status from the date the Department actually receives such additional medical documentation that substantiates the officer's IOD claim.

It shall be the responsibility of the injured officer to notify his/her treating medical personnel that documentation concerning the injury/illness must address the following matters if said matters are determinable at that time:

### 3. City Medical Examinations.

If the officer's physician, Nurse Practitioner determines that the officer is suffering from a work related injury and/or that the officer is required to remain on IOD status out of work for an extended period of time, the City may require the officer to be examined by a physician selected by the City.

### 4. Medical Arbitration Examinations by Neutral/Third (3<sup>rd</sup>) Physicians.

If the opinion of the officer's private physician is in conflict with the City's physician as to whether or not the officer is suffering from a work related injury and/or whether the officer is required to remain on IOD status out of work, then the officer shall be required to

be examined by a "neutral/third (3<sup>rd</sup>) physician" for a "medical arbitration examination". The neutral/third (3<sup>rd</sup>) physician shall be mutually agreed upon by the officer's treating physician and the Department physician. In the event the officer's treating physician and the Department physician are unable to agree to a physician within fourteen (14) calendar days, then within fourteen (14) calendar days thereafter Local 301 shall name two (2) physicians and the City shall name two (2) physicians, and one (1) name shall be chosen by a lottery method agreed to by Local 301 and the City from those named. Any physician chosen through the above process shall be a physician who specializes in the area of the officer's complaint or injury. Notwithstanding, no neutral/third (3<sup>rd</sup>) physician shall be a physician who has previously treated the officer for the complaint or injury for which the officer is seeking treatment under this Section.

The neutral/third (3<sup>rd</sup>) shall examine the officer and shall render a written opinion with respect to which IOD-related issues are in dispute between the treating physician and the Department physician, which report shall be delivered to the Department and to the officer. The cost of any medical arbitration examination by the neutral/third (3<sup>rd</sup>) physician shall be paid for by the City. The results of the examination by the neutral/third (3<sup>rd</sup>) physician as selected under this Section shall be conclusive on the parties, provided, however, that the City and/or the IBPO shall have the right to have said determination reviewed by a single arbitrator in accordance with the arbitration provisions set forth in this Agreement. In all other aspects, the arbitration provisions set forth in this Agreement shall apply.

Provided that the officer has complied with sections C-1 and C-2, he/she shall continue to be carried on IOD status until such time as the Chief of the Police Department receives a written report from the neutral/third (3<sup>rd</sup>) physician indicating that the officer is capable of returning to work, assuming all other applicable requirements set forth in this Subsection (C) have been met.

5. Recurrence of an Injury/Illness.

When an officer has suffered a previous service-connected injury/illness and an occasion arises when the injury/illness reoccurs in any nature, the officer shall be entitled to the immediate examination by the physician, Nurse Practitioner who attended him/her for the original injury/illness, at the City's expense. In the event the physician, Nurse Practitioner who treated the officer for the original injury/illness is not available by reason of illness, death, or from any other reasonable circumstances, the officer shall have the right to be examined by a specialist of his/her own choice, at the City's expense. If the attending physician, Nurse Practitioner determines that the officer is suffering from a recurrence of the injury, the officer shall be entitled to the benefits of this Article; provided, however, in order for an officer to be carried IOD on a claimed recurrence of a prior injury, the officer must follow all of the procedures set forth in Subparagraphs (C)(1) and (C)(2) of this Subsection.

Further, the City shall have the right to have said officer examined by a physician selected by the City, through the process set forth in Subparagraph (C)(3) of this Subsection, as to whether or not said officer is actually suffering from a recurrence of the injury and/or whether or not the officer is required to remain on IOD status out of work for an extended period of time due to said recurrence.

If the opinion of the officer's private physician is in conflict with the City's physician

as to whether or not the officer's condition is a recurrence of the previous line of duty injury and/or whether or not the officer is required to remain on IOD status out of work due to said recurrence, then the medical arbitration examination process shall be utilized in accordance with the provisions and process set forth in Subparagraph (C)(4) of this Subsection concerning medical arbitration examinations by neutral/third (3<sup>rd</sup>) physicians. The results of the examination by the neutral/third (3<sup>rd</sup>) physician as selected under this Section shall be conclusive on the parties, provided, however, that the City and/or the IBPO shall have the right to have said determination reviewed by a single arbitrator in accordance with the arbitration provisions set forth in this Agreement. In all other aspects, the arbitration provisions set forth in this Agreement shall apply.

Provided that the officer has initially complied with Section C-1, C-2, and all other provisions of Section C-5, he/she shall continue to be carried on IOD status until such time as the Chief of the Police Department receives a written report from the neutral/third (3<sup>rd</sup>) physician indicating that the officer is capable of returning to work, assuming all other applicable requirements set forth in this Subsection (C) have been met.

6. Scheduling of Appointments.

City medical examinations and examinations by the neutral physician shall be scheduled during the physician's normal business hours. At least seven (7) calendar days prior to the scheduled date of such examination appointment, the Department shall submit to the home address of any officer making a claim of IOD a written notice setting forth the and/or departmental email address nature, date, time or time period, and location of the examination appointment. Any officer making a claim of IOD status shall make himself/herself available for examination during the scheduled examination appointment hours, except in the event of a documented emergency, with notice provided thereof to the Department, which renders said officer unable to make himself/herself available for said appointment hours. Said requirement shall apply to all officers, regardless of whether the officer's normal tour of duty coincides with the physician's normal business hours. With respect to officers not out on IOD leave, if the officer's normal tour of duty (including light duty hours) coincides with the physician's normal business hours, the officer shall be placed on paid leave for any amount of time that he/she is absent from his/her tour of duty; and if the examination is scheduled for a time during which the officer is not on his/her normal tour of duty (including light duty hours) he/she shall be paid at the rate set forth in Section 12 of this Agreement regarding call back pay (officers on IOD leave shall not be entitled to said call back pay, as they are not eligible to work on their normal tour of duty).

Any fee charged by the physician as a result of an officer's failure to keep an appointment, except in the case of: (a) a documented emergency with notice in advance of the medical appointment provided to the Department, (b) the Department's failure to provide to the officer the proper prior written notice of the appointment or the proper proof of said written notice, or (c) without other reasonable cause, shall be the sole responsibility of the officer. Moreover, in the event of an officer's failure to keep an appointment without evidence of one (1) of the exceptions set forth above, the officer shall be temporarily removed from IOD status until he/she attends the next scheduled examination appointment, and said officer shall thus not be entitled to any of the IOD benefits under this Section until he/she attends said next scheduled appointment.

7. Subsequent Neutral Physician Examinations.

After the officer's initial evaluation of IOD status by the neutral physician, the City may require said officer to be examined by the same neutral physician, no more than one (1) time every forty-five (45) calendar days but not to exceed six (6) examinations in any twelve (12) month period, in order to update said officer's IOD status evaluation. Nothing herein shall prohibit the officer from attending his/her private physician for necessary treatment and/or evaluation during the period that said officer is carried in an IOD status.

8. Continuation of IOD Status.

An officer on IOD status shall continue to be carried on an IOD status until such time as the Chief receives a written report from the neutral physician clearly indicating that the officer is capable of returning to unrestricted police activities or, in accordance with Subsection (E) below, to light duty.

B) Outside Employment While Injured.

An officer who is absent from duty for an incapacity resulting from an injury or illness sustained while performing police duty shall be prohibited from engaging in outside employment while said incapacity exists, if said employment would substantially impede recovery.

C) Light Duty.

In the event an officer is injured or becomes ill (whether or not job-related) and cannot perform his/her duties without restriction or is not able to return to full duty the Police Chief may order a light duty assignment in accordance with the provisions set forth below.

1. Eligibility.

An officer shall be determined to be eligible for a light duty assignment only if it has been determined in writing, pursuant to section C-2 and the process set forth below in this Subparagraph, that said officer is presently medically certified to be capable of performing light duty, as light duty is defined below and as said definition shall be provided in writing by the Department to the pertinent examining physician(s) (i.e. the member's physician, the City physician, and/or the neutral physician).

An officer's eligibility to perform light duty in accordance with this Subparagraph shall be determined by the officer's physician and the City's physician. When requested by the City, the officer shall ensure that a light duty questionnaire is completed and returned to the department within five (5) calendar days of any follow up appointment. If the opinion of the officer's private physician is in conflict with the City's physician as to whether or not the officer is able to return to work in a light duty capacity in accordance with this Subparagraph, then the medical arbitration examination process shall be utilized in accordance with the provisions and process set forth in Subparagraph (C)(4) above of this Section concerning medical arbitration examinations by neutral/third (3<sup>rd</sup>) physicians. In the event the neutral/third (3<sup>rd</sup>) party physician process is utilized, the officer shall only be required to report to light duty if said neutral/third (3<sup>rd</sup>) party physician decides in favor

of light duty, and said officer shall not be required to report to light duty until such decision is made. The results of the examination by the neutral/third (3<sup>rd</sup>) physician as selected under this Section shall be conclusive on the parties, provided, however, that the City and/or the IBPO shall have the right to have said determination reviewed by a single arbitrator in accordance with the arbitration provisions set forth in this Agreement. In all other aspects, the arbitration provisions set forth in this Agreement shall apply.

A) Definition.

Light duty is hereby defined as duties of a less physical or onerous nature that the officer is able to perform according to and determined by his/her and/or the City's physician(s), that are typically related to or supportive of work performed by the bargaining unit.

3.) Reporting to Light Duty.

Upon the Department's receipt of written certification by the above process of the officer's ability to return to light duty, said officer shall become eligible for a light duty assignment by the Department. Any and all officers assigned to light duty shall be assigned to light duty on a dayshift schedule or the Officer's normal working hours at the discretion of the Chief of Police or his/her designee. If a hardship exists and it is agreed upon with the Chief of Police, the Officer will work his/her normal schedule and assigned duties permitted by this agreement from the Chief of Police or his/her designee. The officer on light duty shall be permitted to wear the type of Departmental uniform (i.e. uniform or plain clothes) he/she wore prior to sustaining the injury/illness. The light duty officer shall not count as manpower and shall not be assigned to dispatch as vacancies shall be filled as details. The light duty officer shall not be assigned to any other division in lieu of filling vacancies.

F). Subrogation.

Whenever an injury to an officer or sickness of an officer, for which benefits are paid either under this Section or any other applicable provision of the collective bargaining agreement or under the provisions of R.I.G.L. 45-19-1 et seq., is caused under circumstances creating a legal liability in some person or entity other than the City of Cranston to pay damages to the injured or ill officer in respect thereof, the City shall be subrogated to the rights of the officer of the bargaining unit to recover damages from said third (3<sup>rd</sup>) party only to the extent of the City's payments made hereunder subject to the concept of comparative negligence and to the extent authorized by R.I.G.L. 45-19-1.1. The officer will be responsible to notify the City of the filing of any claim and the receipt of any award or recovery from any such claim.

## SECTION 18

### RULES AND REGULATIONS

The I.B.P.O. shall be permitted to make suggestions regarding departmental rules and regulations. Such suggestions shall be submitted in writing to the Chief of the Police and a copy thereof transmitted to the Mayor. Said suggestions for rules and regulations will be given due consideration and may be adopted, if deemed advisable by the Chief of the Police and the Mayor. To the extent that any provisions of the rules and regulations conflict with the express provisions of this Agreement any such conflict shall be resolved in favor of this Agreement.

## SECTION 19

### SALARIES

#### Salary Structure

Commencing July 1,2017 structure and salary increases shall be in accordance with the following schedule:

Officer (< 1 year): Date of hire to one-year anniversary date of hire

Officer (over 1 year): Starts on one-year anniversary date of hire to two-year anniversary date of hire

Officer (over 2 years): Starts on two-year anniversary date of hire to three-year anniversary date of hire

Officer (over 3 years): Starts on three-year anniversary date of hire

Sergeant

Lieutenant

Captain

	<b>Effective</b>	<b>Effective</b>	<b>Effective</b>	<b>Effective</b>
Weekly Salary	<b>7/1/2023</b>	<b>7/1/2024</b>	<b>7/1/2025</b>	<b>1/1/2026</b>
Rank	<b>3.00%</b>	<b>3.00%</b>	<b>2.00%</b>	<b>1.50%</b>
Officer < 1 year	\$1,075.97	\$1,108.25	\$1,130.42	\$1,147.38
Officer > 1 year	\$1,150.70	\$1,185.22	\$1,208.92	\$1,227.06
Officer > 2 years	\$1,237.50	\$1,274.63	\$1,300.12	\$1,319.62
Officer > 3 years	\$1,500.07	\$1,545.07	\$1,575.97	\$1,599.61
Sergeant	\$1,635.65	\$1,684.72	\$1,718.41	\$1,744.19
Lieutenant	\$1,798.78	\$1,852.74	\$1,889.80	\$1,918.14
Captain	\$2,163.41	\$2,228.31	\$2,272.88	\$2,306.97

**Accreditation Incentive:**

All members shall receive a yearly payment of \$1500.00 during the first pay period in September for obtaining and the continuation of CALEA/RIPAC certifications. In lieu of financial payment for the accreditation incentive, members shall receive twenty-two and one-half (22.5) hours compensatory time for the following fiscal year: FY 24, FY 25, and FY 26.

**Longevity:**

In addition to the above salaries, there shall be a paid longevity supplement which shall be considered part of the employee’s salary for other purposes in this Agreement, including pension purposes. This supplement shall be computed on the basis of the employee’s salary and holiday pay as of June 30 and shall be paid July of each year. The payment shall be:

**EFFECTIVE JUNE 30, 2023:**

Percentage Annual Salary	Service as of June 30 <sup>th</sup> of the prior fiscal year
10%	4 to less than 7 years
11%	7 to less than 12 years
12%	12 to less than 17 years
13%	17 to less than 20 years
14%	20 to less than 25 years
15%	25 years and over

Employees who retire after 20 years of service or more will receive longevity on a prorated basis. This supplement shall be computed on the employee’s regular salary up to the time of his/her retirement, and then shall receive longevity benefits computed on the basis of the individual employee’s retirement benefit schedule.

**SECTION 20**

**TIME OFF WHILE PERFORMING UNION DUTIES**

A) Union Duties.

All employees covered by this agreement who are officers of Local 301 shall be allowed time off with pay for official union business with the City or the State of Rhode Island, without the requirement to make up said time, unless there is a state of emergency declared by the Mayor of the City of Cranston or an overriding public safety issue.

Officers of Local 301 who must work a late/night shift after attending official union business for at least four (4) hours in duration during the day immediately preceding said night shift (i.e. the officer attends union business from 9:00 A.M. to 1:00 P.M. and then must work a shift from 3:00 P.M. to 11:00 P.M., 11:00 P.M. to 7:00 A.M., or thereabouts) shall be allowed time off with pay for said shift, without the requirement to make up said time. For purposes of this paragraph of Subsection (A) only, “official union business” shall be limited to: (a) preparation for and attendance at negotiation sessions with representatives of the City, the State of Rhode Island, and/or representatives of the

Department (paid leave limited to five (5) union officers), (b) preparation for and attendance at grievance arbitration (paid leave limited to two (2) union officers excluding additional union officers who are anticipated to testify at said hearing), (c) preparation for and attendance at disciplinary arbitration (paid leave limited to two (2) union officers excluding additional union officers who are anticipated to testify at said hearing) and other disciplinary hearings (i.e. Bill of Rights, etc.) (paid leave limited to two (2) union officers excluding additional union officers who are anticipated to testify at said hearing), and (d) preparation for and attendance at court proceedings involving Local 301 (paid leave limited to two (2) union officers excluding additional union officers who are anticipated to testify at said proceedings).

The President of Local 301 shall have the option to either: (a) remain in his/her present assignment, or (b) be assigned to non-specific duties while working a schedule of five (5) days on and two (2) days off or four (4) days on and two (2) days off, during the hours of 8:30 A.M. to 4:30 P.M. The President shall be permitted to attend to any union duties during these times. If the President of Local 301 exercises the option of full time President duties, he/she shall give the Chief of Police or his/her designee 30 days' advance notice prior to the date of transfer.

**B) IBPO Meetings.**

All officers of Local 301 shall be allowed time off with pay for attending any Regional and National delegate meetings of the International Brotherhood of Police Officers unless there is a state of emergency declared by the Mayor of the City of Cranston; provided, however, that no officer shall be permitted to attend more than three (3) of said meetings per year or a total of six (6) days per year, and provided further that no more than three (3) of said officers shall be permitted time off with pay for attending the same Regional or National delegate's meeting.

**C) Local Union and Executive Board Meetings.**

All members of the Executive Board of Local 301 shall be allowed time off with pay for attending all local union and Executive Board unless there is a state of emergency declared by the Mayor of the City of Cranston or an overriding public safety issue.

**D) Union Schooling and Seminars.**

All officers of Local 301 shall be allowed time off with pay for attending schools and seminars which are pertinent to their union duties, not to exceed six (6) working days per calendar year unless there is a state of emergency declared by the Mayor of the City of Cranston or an overriding public safety issue.

## **SECTION 21**

### **HEALTH INSURANCE AND LIFE INSURANCE BENEFITS FOR ACTIVE MEMBERS**

A) The City shall provide Active Members of the bargaining unit with health



insurance coverage provided by United Healthcare, Blue Cross/Blue Shield, or a comparable third-party administrator. The current health insurance benefit plans provided to members, which benefits shall remain in effect throughout the duration of this Agreement, are described below and in Exhibit B attached hereto and incorporated by reference herein. Should the City propose an additional healthcare provider, the Union shall meet and confer with the City to bargain the incorporation of this additional provider into the collective bargaining agreement.

United Healthcare will not be offered to new hires.

In addition to the health insurance benefits described in Exhibit B attached hereto, the following terms and conditions shall apply to all members hired on or before June 30, 2006:

- 1) Effective July 1, 2023 the employee contribution for family medical coverage shall be \$4,200 per year (\$80.77/week). Effective July 1, 2024 the employee contribution for family medical coverage shall be \$4,500 per year (\$86.54/week). Effective July 1, 2025 the employee contribution for family medical coverage shall be \$4,800 per year (\$92.31/week). All employee contributions shall continue to be pre-taxed and be paid by payroll deduction
  - a. A Preferred Provider Organization (PPO) plan for each member of the I.B.P.O. and his family. Effective April 30, 2010, the PPO plan will include \$5 co-pays for office visits and specialists; \$25.00 urgent care visits; and a \$100 emergency room co-pay for each occurrence. However, the \$100 emergency room co-pay shall be waived if the member or his family member is admitted to the hospital following the visit. Additionally, if there is no urgent care center open, the member may seek a waiver of the \$100 emergency room co-pay from the City, less the \$25.00 urgent care copay.
  - b. The prescription drug plan will require a \$5/\$15/\$30 member co-pay (\$5 for generic, \$15 for preferred brand names, and \$30 for non-preferred drugs). Mail order prescriptions for a 90-day supply will be subject to two-and-a-half times (2.5x) the retail co-pay for a normal 30-day supply.
- 2) Effective July 1, 2023 the employee contribution for individual medical coverage shall be \$2,000 per year (\$38.46/week). Effective July 1, 2024 the employee contribution for individual medical coverage shall be \$2,150 per year (\$41.35/week). Effective July 1, 2025 the employee contribution for Individual medical coverage shall be \$2,300 per year (\$44.23/week). All employee contributions shall continue to be pre-taxed and be paid by payroll deduction. The plan design shall be the same as outlined in Subsections 1 (a) and 1 (b) above.
- 3) Employees may elect to participate in a health savings account ("HSA") with the following terms:
  - a) Family HSA: This HSA shall include a \$4,000 annual deductible, for the family

medical coverage outlined in Subsections 1 (a) and 1 (b) above and in Exhibit B attached hereto. Effective January 1, 2012, the City shall contribute 55.8% of the deductible (\$2232) on behalf of member's private HSA. The employee may elect to contribute, by payroll deduction or by lump sum on a pre-tax basis, up to \$1768 per year (\$34/week) for the family medical coverage. The employee may elect not to pay his share of the contribution toward the deductible.

- b) Family HSA: This HSA shall include a \$4,000 annual deductible, for the family medical coverage outlined in Subsections 1 (a) and 1 (b) above and in Exhibit B attached hereto. Effective January 1, 2024, the City shall contribute fifty percent (50%) of the deductible (\$2000) on behalf of member's private HSA. The employee may elect to contribute, by payroll deduction or by lump sum on a pre-tax basis, up to two-thousand dollars (\$2000) per year (\$38.46/week) for the family
- c) Individual HSA: This HSA shall include a \$2,000 annual deductible, for the individual medical coverage outlined in Subsections 1 (a) and 1 (b) above. Effective January 1, 2012, the City shall contribute 55.8% of the deductible (\$1116) on behalf of the member to member's private HSA. The employee may elect to contribute, by payroll deduction, or by lump sum on a pre-tax basis, up to \$884 per year (\$17/week) for the individual medical coverage. The employee may elect not to pay his share of the contribution toward the deductible. Once the City's contribution is exhausted, the employee shall be responsible for the remainder of the deductible before the City assumes any and all additional healthcare costs incurred consistent with the health plan offered in Subsections 1 (a) and 1 (b) above and in Exhibit B attached hereto. This includes but is not limited to office visits, emergency room fees, prescription deductibles, etc. Once the deductible is met, the City offers 100% co-insurance.
- d) Individual HSA: This HSA shall include a \$2,000 annual deductible, for the individual medical coverage outlined in Subsections 1 (a) and 1 (b) above. Effective January 1, 2024, the City shall contribute fifty percent (50%) of the deductible one-thousand dollars (\$1000) on behalf of the member to member's private HSA. The employee may elect to contribute, by payroll deduction, or by lump sum on a pre-tax basis, up to one-thousand dollars (\$1000) per year (\$19.23/week) for the individual medical coverage. The employee may elect not to pay his share of the contribution toward the deductible. Once the City's contribution is exhausted, the employee shall be responsible for the remainder of the deductible before the City assumes any and all additional healthcare costs incurred consistent with the health plan offered in Subsections 1 (a) and 1 (b) above and in Exhibit B attached hereto. This includes but is not limited to office visits, emergency room fees, prescription deductibles, etc. Once the deductible is met, the City offers 100% co-insurance.

B) The amount of the health insurance buyback for the entire term of the FY2024 – FY2026 collective bargaining agreement will be fixed at the amount of \$1,000 less

than FY06 rates. Commencing on July 1, 2010, no new hires will be eligible for the buyback provision.

- C) Should the provision of HSAs be discontinued for any reason, including but not limited to regulatory or legislative action, members will be offered the same health insurance coverage as outlined in the terms of Subsections 1 and 2 above.

The City will endeavor to provide a competitive environment for the provision of health benefits, and to the extent that more than one provider of health savings accounts is available to the City, the City will allow the employee to participate in the HSA provided by an alternative carrier within a reasonable timeframe. In the event that the administrative costs associated with providing an alternative HSA exceed those costs of an existing provider, any such excess shall be paid by the individual employee.

- D) There shall be a joint labor-management health insurance standing committee, whose purpose is to address ongoing or anticipated issues with respect to health insurance. The participants of such committee shall be designated by the respective union representatives and City administration as appropriate. They will meet at least monthly in the first year of the collective bargaining agreement, and periodically thereafter as mutually agreed.
- E) Effective July 1, 2018 the City shall pay 100% of individual or family Delta Dental, Levels I, II, III, and IV, \$3,000 maximum.
- F) EFFECTIVE JULY 1, 2016, all employees covered by this Agreement shall be entitled to receive fully paid life insurance in the amount of one hundred and twenty-five thousand (\$125,000) dollars for the duration of their employment.
- G) The City of Cranston also agrees to add to the present Blue Cross coverage the Medical Emergency Rider, the Major Medical with \$1,000,000.00 maximum and coverage for dependent children living at home or students to age 25 and which shall contain \$100.00 deductible requirement.
- H) The City agrees to provide the family Chiropractic Care Rider as of July 1, 1981.
- I) The City agrees to provide the Vision Rider for full reimbursement of up to three hundred dollars (\$300.00) for any eyewear hardware.
- J) EFFECTIVE JULY 1, 1999, upon retirement, the City will continue to pay for the full cost of life insurance in the amount of seventeen thousand (\$17,000.00) dollars. For members who retire as of July 1, 2012 the City will pay for the full cost of life insurance in the amount of twenty-five thousand (\$25,000.00) at the next renewal of their policy after ratification of this contract. For members who retire as of July 1, 2016 the City will pay for the full cost of life insurance in the amount of thirty thousand (\$30,000.00) at the next renewal of their policy.
- K) All members who retire after 7/1/2016 shall be allowed to increase their life insurance at the member's expense, at the same cost as paid for by the City up to \$125,000.00

at the current prevailing rates.

#### **SECTION 21.1**

#### **FUNERAL AND BURIAL EXPENSE**

The City agrees to defray all funeral and burial expenses of any member of the bargaining unit killed in the line of duty up to a maximum of seventeen thousand and five hundred dollars (\$17,500.00). The City agrees to defray all funeral and burial expenses for the death of any active member of the bargaining unit up to a maximum of seven thousand and five hundred dollars (\$7,500.00).

#### **SECTION 21.2**

#### **PRESUMPTION OF DISABILITY**

In any case where an employee covered by the Agreement is disabled from performing his/her regular duties as a police officer because of a heart condition, hypertension or any condition derived from hypertension, it shall be conclusively presumed that such disability is attributable to his/her employment as a member of the Police Department, and he/she shall be entitled to all benefits provided for in Section 45-1 9-1 of the General Laws of Rhode Island, 1956, as amended.

#### **SECTION 21.3**

#### **DEATH IN THE LINE OF DUTY**

In the event that a member of the bargaining unit is killed in the line of duty or dies as a result of a heart attack or hypertension, his/her heirs shall receive whatever benefits said member would have been entitled to as though he/she had been a member of the bargaining unit for twenty-five years.

#### **SECTION 21.4**

#### **HEALTH INSURANCE FOR RETIRED MEMBERS**

All police officers who retire after July 1, 1981, after twenty years or more service with the Police Department will receive medical health insurance until such time as they secure employment elsewhere with equivalent medical health insurance or until they are eligible for Medicare or other federally subsidized programs.

Should any member or any member of his/her family be eligible for medical insurance, then the City will be obligated to furnish only excess coverage so that said member will have equivalent coverage offered by the City. Should a retired member subsequent to retirement lose said alternate coverage then the City will pick up the full cost of the coverage under this section.

Medical health insurance shall mean Blue Cross Classic Plan 7116 or 930 and United Health Plan 21285, exclusive of Delta Dental plan or other riders.

All police officers hired on or after July 1, 2002 who retire after twenty years or more service with the Police Department, and who were covered under the United Health medical insurance will receive said United Health medical insurance until such time as they secure employment elsewhere with equivalent medical health insurance or until they are eligible for Medicare or other federally subsidized programs. Officers hired on or after July 1, 2002 who, during their employ, were covered under different health insurance plans for which the officer was required to make a contribution to the premium portion of the health plan will be required to continue to make said premium contribution during his/her retirement.

All police officers who retire and become eligible for Medicare, shall be entitled to purchase Medicare Plan 65, Parts A, B, and D, and Delta Dental insurance coverage through the City, at 102% of the City's negotiated rates for said coverage plans.

#### Health Care Co-pay in Retirement (OPEB)

Any member retiring after July 1, 2015 shall pay the sum of twenty-five (\$25.00) dollars per month for a total of three hundred (\$300.00) dollars per year toward their healthcare benefit. The co-pay in retirement shall cease if the City discontinues the retirees healthcare for any reason.

#### **Other Post-Employment Benefits**

Effectively July 1, 2014 all members shall pay a sum of eleven dollars and fifty-three (\$11.53) cents bi-weekly for a total of three hundred (\$300.00) dollars per year toward their OPEB (other post-employment benefits). The City agrees that they will place these monies in a restricted account toward post-retirement benefits.

Effectively July 1, 2020 all members shall pay a sum of nineteen dollars and twenty-three cents bi-weekly for a total of five hundred (\$500.00) dollars per year toward their OPEB (other post-employment benefits). Effectively July 1, 2021 all members shall pay a sum of twenty-one dollars and fifteen cents bi-weekly for a total of five and fifty hundred (\$550.00) dollars per year toward their OPEB (other post-employment benefits). Effectively July 1, 2022 all members shall pay a sum of twenty-three dollars and seven cents bi-weekly for a total of six hundred (\$600.00) dollars per year toward their OPEB (other post-employment benefits). The City agrees that they will place these monies in a restricted account toward post-retirement benefits. The increase in cost will begin on the first pay period after July 1, 2020. No retroactive cost will be incurred by the employee if the contract is not ratified by June 30, 2020.

## SECTION 21.5

### LEGAL ASSISTANCE AND INDEMNIFICATION

In the event any employee covered by this Agreement is sued in any civil proceeding as a result of actions performed by said employee in the performance of his/her duties as an employee of the Cranston Police Department, the City of Cranston agrees to provide such employee with all necessary legal assistance and further agrees to pay any judgment rendered against such employee in any such proceeding; provided, however, that the City shall have the right to deny all or a portion of the benefits under this section if it determines that the employee acted outside the scope of his/her employment.

## SECTION 22

### GRIEVANCE & ARBITRATION PROCEDURE

- A) Definition/Exclusivity. A grievance is a dispute between the member (or the Union) and the City which involves (1) the application, meaning or interpretation of the express provisions of this Agreement, or, (2) a complaint or allegation that an employee has been treated unfairly or inequitably hereunder, or, (3) a complaint or allegation that a member's health, safety or liability is jeopardized. Notwithstanding the foregoing definition, a member shall not have the right to grieve or arbitrate the imposition of discipline or his dismissal from employment during his probationary period. The procedures set forth in this section shall comprise the sole and exclusive dispute resolution process for a grievance.
- B) Procedural Steps.
- Step 1. Not later than fifteen (15) days, excluding weekends and holidays, after the event giving rise to the grievance, the grievant must submit a written grievance to the union. The Union shall have an additional ten (10) days to investigate and submit the grievance in writing to the Chief of Police, with a copy contemporaneously delivered to the Director of Personnel. The Director of Personnel will immediately deliver a copy of the grievance to the Director of Administration. The Chief of Police or his/her designee shall respond to the Union, in writing, within five (5) days, excluding weekends and holidays, of the receipt of the grievance.
- Step 2. The Director of Administration shall give his/her written answer to the grievance within five (5) business days, excluding weekends and holidays, after receipt of the grievance. Should the Director of Administration fail to respond within the time period set forth herein, the grievance shall be deemed denied.
- C) Written Presentation. Any grievance presented in accordance with the procedures set forth in Paragraph (b) shall include a brief summary of the following: the facts giving rise to the grievance; the provision(s) of the Agreement, if any, alleged to have been violated; the name(s) of the aggrieved member(s); and the remedy sought. A grievance shall be signed and dated by a duly authorized Union representative. The Chief of Police, Director of Personnel or Director of

Administration may request a meeting with the member(s) and duly authorized Union representatives. **Union members are not authorized to negotiate settlements of grievances without an authorized member of the Union's Executive Board being present.**

- D) Time Limitations. The time limitations set forth in this article are of the essence of this Agreement and the failure by a member (or the Union) to comply with the time limits shall be deemed to constitute a waiver of the grievance. Notwithstanding the time limitations set forth in this article, the City and Union may extend them by mutual written agreement.
- E) Submission to Arbitration. Any grievance, as defined in Paragraph (a) of this Section, that has been properly and timely processed through all of the grievance procedures set forth above and that has not been settled at the conclusion thereof, may be submitted to arbitration by the Union serving a written demand to the American Arbitration Association ("A.A.A.") with a copy to the Director of Personnel within ten (10) days, excluding weekends and holidays, after the response of the Director of Administration is due. The failure to file a demand for arbitration within the time limits set forth herein shall constitute a complete waiver of the member's(s') and Union's right to demand arbitration.
- F) Arbitration Selection. The demand for arbitration shall be submitted to the closest local office of the A.A.A. The A.A.A. shall furnish to the Union and the City a list of qualified and impartial arbitrators. The arbitrator selection process and arbitration proceedings shall be governed by the A.A.A.'s Voluntary Labor Arbitration Rules in effect as of the date of the demand for arbitration.
- G) Arbitrator's Authority and Jurisdiction. The authority and jurisdiction of the arbitrator and his opinion and award shall be confined exclusively to the interpretation and/or application of the express provision(s) of this Agreement. The arbitrator shall have no authority to add to, detract from, alter, amend or modify any provision of this Agreement. Without intending to limit the generality of the foregoing, the arbitrator shall be without power or authority to issue an award which exceeds his jurisdiction and authority under law and this Agreement.
- H) Binding Effect. Subject to applicable law, the decision of the arbitrator shall be final and binding upon both parties.
- I) Fees and Expenses of Arbitration. The fees of the A.A.A. and the fees and expenses of the arbitrator shall be shared equally by the Union and the City.

## SECTION 23

### PENSION

#### Section 1.

All City ordinances, state statutes and current benefits now in existence as evidenced by a memorandum of understanding signed by the City and IBPO, providing the various forms of retirement benefits in existence upon the execution of the Agreement for members of the bargaining unit are hereby incorporated by reference as if fully stated herein and shall inure to all members of the bargaining unit for the duration of this Agreement. No changes shall be made to said benefits without the written agreement between the City and the I.B.P.O.

Notwithstanding the above, For all existing employees who retire after the execution of this collective bargaining agreement, the pension cost-of-living adjustments (COLAs) will be fixed at 3.0% per annum, compounded, without any escalation based on raises granted to active employees.

For any employee hired on or after January 1, 2007, his salary for pension calculation purposes shall be his base salary as of the date of his retirement. (This shall not be construed to exclude longevity and holiday pay as components for pension calculation purposes). The percentage of any such employee's salary for pension calculation purposes shall not increase by 5.0% at age 55.

#### Section 2.

The City agrees to print and distribute a copy of the benefits articulated in Section 1 to all members of the bargaining unit.

#### Section 3.

The pension contribution to be made by officers who are currently (effective June 30, 2002) in the City of Cranston Pension Plan will be as follows:

Effective July 1, 2002 the contribution shall increase from 8% to 8.75%;  
Effective July 1, 2003 the contribution shall increase from 8.75% to 9.5%;  
Effective July 1, 2004 the contribution shall increase from 9.5% to 10%.

#### Section 4.

A) Officers hired on or after July 1, 2002 shall not be eligible for or entitled to receive the 3% Pension Annuity.

B) Effective July 1, 2002 the 3% Pension Annuity provided to officers who are currently (as of June 30, 2002) in the State of Rhode Island Pension Plan will be reduced to a 1 & ½ % annuity. Effective July 1, 2003 the remaining 1 & ½ % Pension Annuity provided to officers in the State of Rhode Island Pension Plan will be eliminated.

#### Section 5.

Effective July 1, 2002, all pension contributions on behalf of bargaining unit members shall be made "pre-tax" by the City; and the City shall agree to indemnify the



members in the event that the City causes the loss of the tax-qualification status of the Plan and the members are assessed penalties.

## **SECTION 24**

### **NO STRIKE CLAUSE**

In consideration of the right of employees covered by this Agreement to a resolution of disputed questions under the grievance and arbitration procedure, set forth in Section 22 and 23 hereof, Local 301 International Brotherhood of Police Officers for itself and for all employees covered by this Agreement, hereby agrees that no employee covered by this Agreement shall have any right to engage in any work stoppage, slow down or strike and that if any unauthorized or wild cat work stoppage, slow down and strike shall take place, it will immediately notify such employees so engaging in such unauthorized activities to cease and desist and shall publicly declare that such work stoppage, slow down or strike is illegal and unauthorized. Any employee engaging in any strike shall be subject to immediate dismissal by the City without any right to any benefits provided under this Agreement.

## **SECTION 25**

### **WEAPONS QUALIFICATIONS**

A police officer shall comply with qualification mandates of state law pertaining to his service weapon.

## **SECTION 26**

### **COURT TIME**

An off-duty police officer who reports to court without having received notice that he/she is not to appear shall be paid a minimum of four (4) hours pay at the rate time and one-half. If the officer is not required for the full four (4) hours the officer will be released immediately upon completion of the assignment and paid for the full four (4) hours.

## **SECTION 27**

### **FOOT PATROL**

No police officer shall be required to walk any foot post when extreme storm conditions exist, or when the outside temperature goes below twenty degrees (20), provided, however, that all beats and posts are manned by police cars.

## **SECTION 28**

### **RAIN GEAR AND RUBBER EQUIPMENT**

- A) All rubber goods and rain clothing shall be furnished by the City and a police officer may have access to such equipment as weather conditions require.
- B) The City shall provide the sum of one hundred twenty-five (\$125.00) dollars every three years for the purchase of rain gear for employees assigned to the following units; Detectives, Family Bureau Services, BCI, and Prosecution and Training.

## **SECTION 29**

### **SEVERABILITY OF PROVISIONS**

If any provisions of this Agreement, or application thereof to any person or circumstances, is held unconstitutional or otherwise invalid, the remaining provisions of this chapter and the application of such provisions to other persons or circumstances, other than those to which it is held invalid, shall not be affected thereby.

This Agreement shall take effect as provided in Section 39 and any and all rules, regulations, or orders, or parts of such that are inconsistent herewith are hereby held to be void.

## **SECTION 30**

### **ENTIRE UNDERSTANDING**

A) Any and all benefits now in existence as provided in this Agreement herein shall continue to accrue to said employees and shall be made a part hereof. Upon execution of this Agreement, no so called "side-agreements" shall exist or be recognized by the City without agreement of the City and the I.B.P.O.

B) Modifications. Any modifications or changes to this Agreement must be reduced to writing and executed by duly authorized representatives of the Employer and Union to include City Council ratification.

## **SECTION 31**

### **SCHOOLING AND SEMINARS**

- A) The City agrees that when a school, or seminar is offered to members of the Cranston Police Department, a notice of this school, or seminar will be announced a minimum of four (4) days via email with a bidding period that is agreed upon with The Chief of Police or designee and the Union. Members interested in attending this school or seminar, will follow the bidding procedure by submitting an email to the Chief of Police or designee in writing within the agreed upon time limit. When

selecting an employee to attend this school or seminar, the Chief of Police will not exercise his/her discretion arbitrarily or capriciously.

- B) The Chief of Police and the Union agree to continue with the Police Department in-service program which allows the Chief of Police through the Training Division to temporarily transfer members of the Department from their permanent bid positions to the training academy for forty (40) hours of in-service training once a year. The program and courses will be developed by the training division and, with the approval of the Chief of Police, will consider any recommendations for programs and courses made by the Union.
- C) If an officer is awarded a school or seminar through the bidding system of the contract, that officer shall be compensated for traveling time if such officer is on a day off on the day that the school or seminar is being held or if the officer's work day is longer than his or her eight (8) hour tour of duty, such officer shall be compensated an hour for an hour for traveling time if said school is located outside of the State of Rhode Island. If an officer is on a day off when that officer attends a school or seminar that was awarded through the bidding system of the contract that officer will be compensated an hour for an hour while attending such school or seminar.
- D) SPECIALTY SCHOOLS - a school is defined as a "Specialty School" when the content of the course has a specific relationship to a division or unit within the City of Cranston Police Department or is considered an "instructor/trainer" development course where certification will result in further compensation (compensatory or overtime). When such a course is to be offered, it shall be posted for a minimum of four (4) days. via email with a bidding period agreed upon with the Chief of police or designee and the union. Members interested in attending this school or seminar, will follow the bidding procedure by submitting an email to the office of the Chief of Police or designee in writing within the agreed time limit. The most senior bidder from the respective division or unit shall be awarded the bid unless otherwise agreed upon by the Union and the City.
- E) NON-SPECIALTY SCHOOLS - A school so defined as a "non-specialty school" when the content of the course is non-specific, general or introductory in nature. When such a course is offered, it shall be posted for bid a minimum of four (4) days. via email with a bidding period agreed upon with the Chief of Police or designee and the Union. Members interested in attending this seminar or school, will follow the bidding procedure by submitting an email to the office of the Chief of Police or designee in writing within the agreed time limit. Non-Specialty schools will be awarded based off of a rotating list. The list will be established at the execution of this contract and all sworn members will be listed by seniority. Once a school is awarded the senior bidder's list position will then rotate to the bottom of the list.
- F) For schools or seminars which have a prerequisite, in these cases the Chief shall award the school or seminar to the most senior bidder who attended the previous school or seminar. The Chief may use his discretion in reference to officers who are IOD or on extended sick leave, taking into consideration schools and seminars which require prerequisite or are follow-ups for certifications.
- G) The Union agrees that on occasion with just cause the City may limit certain schools to specific shifts. The City must notify the Union about their reasoning for doing so prior to the bid being put out. If the Union and City cannot agree about the criteria for limiting a school to a specific shift, then the Local has the right to grieve this

issue. If the City finds the need to award a bid prior to the effective resolution of the grievance procedure, then the City will award the bid to the most senior bidder.

## **SECTION 32**

### **DISCIPLINARY ACTION**

- A) The service jacket and/or personnel file of the member of the bargaining unit which is kept by the Police and/or Personnel Department, will have expunged from its contents any disciplinary action after a period of three (3) years from the date of the disciplinary action provided that during the interim period the member has had no further departmental violations. Written notification by the officer must be made to both the City Personnel Director and the Chief of Police or their designee.
- B) Employees covered by this Agreement shall have the right to file a grievance for any disciplinary action even if it involves the Law Enforcement Officers' Bill of Rights, provided, however, that resort to the grievance procedure shall constitute a waiver of any right under the Law Enforcement Officers' Bill of Rights. The failure to grieve any such disciplinary action shall not be considered as establishing a past practice.
- C) **Union Representation**  
Any member of the bargaining unit shall, if he/she desires, be represented by an officer of or legal counsel chosen and provided by Local 301 when appearing before the Chief of the Department, any Major or any supervisor reporting directly to the Chief of the Department, or any other representative of the Department (i.e. Professional Standards) to answer charges that he/she has violated any rules and regulations of the Department or any of the terms and conditions of this Agreement, or to answer questions concerning such charges against another member or members of the bargaining unit (i.e. as a witness). The City or Department representative shall present an "Professional Standards Interrogation Rights Form" to any member who is ordered to answer such charges (a copy of which "Professional Standards Interrogation Rights Form" is attached hereto as Exhibit "A" and incorporated herein by reference).

## **SECTION 33**

### **SUBROGATION**

In any civil action where a bargaining unit member makes a claim for and recovers lost earnings paid by the City of Cranston against a third party tortfeasor or for job-related injuries and/or illness, the police officer shall reimburse the City of Cranston that portion of the settlement or judgment which represents the bargaining unit member's claim for lost earnings, provided, however, that police officer or his attorney shall be entitled to withhold from the amount to be reimbursed that portion of the cost, witness expenses, and other out of pocket expenses and reasonable attorney fees which the police officer is required to reimburse the City of Cranston bears to the amount recovered from the third party.

## **SECTION 34**

### **PENSION CREDIT FOR MILITARY AND MUNICIPAL SERVICE**

A) As of July 1, 1986, any member of the bargaining unit who has served in the armed forces, a reserve unit, a national guard unit or has prior municipal city time with the City of Cranston shall be allowed to buy back said time from the City of Cranston. Said time shall be bought back at the rate of ten percent (10%) of his/her annual salary in his/her first year of service with the City of Cranston multiplied by the number of years in said armed forces, reserve unit, guard unit or prior municipal service up to a maximum of four (4) years. Upon such payment being made to the City of Cranston by the employee, the number of years purchased shall be added to the members service time within the Department immediately. The crediting of said time shall be for pension purposes only and shall not affect a member's seniority or benefits in any other way while an active member. A member's seniority, longevity and vacation entitlements would not be affected by the purchase of said time prior to retirement. At the time of retirement, a member will receive credit for all years worked and purchased and will be entitled to benefits accordingly.

B) Any employee who was a member of the active armed forces shall be allowed to purchase back the amount of time spent in the active service up to a maximum of four (4) years. Any employee who was a member of a reserve unit or guard unit shall be allowed to purchase back an amount of time equal to the amount of active duty points accumulated by the employee while serving in the unit. Any employee who has prior full time municipal time with the City of Cranston shall be allowed to purchase back said time up to a maximum of four (4) years. It is clearly understood that the maximum amount of time whether military, municipal or a combination of both will be four (4) years maximum.

C) When submitting a request to purchase said time, proof of said time shall also be submitted. For example: A DD214, reserve or guard duty certificate or prior City records for municipal time.

## **SECTION 34.1**

### **TIME OFF FOR MILITARY SERVICE**

Those members currently serving in, but not limited to, the Army/Air National Guard, Army Reserves, Air Force Reserves, Navy Reserves, Marine Reserves, and Coast Guard Reserves, shall be granted a minimum of fourteen (14) Military Days and up to a maximum of thirty-four (34) Military Days per calendar year. Military Days are to be used when a member has a military training per their initial service requirements of one (1) weekend per month (referred to as "Drill") and the annual ("Annual Training") two (2) weeks of training. The members annual training schedule shall be submitted at the beginning of the calendar year or as soon as practicable prior to being entered into the scheduling software. All members shall be granted the maximum thirty-four (34) military days allotted for the training specified above. Any military orders received outside the members initial obligated Reserve/National Guard duties shall be unpaid unless that members salary and additional benefits are less than their department salary. Anytime a member is on unpaid military leave, that member shall not receive pension credits for that time missed unless a

difference in pay is granted. This shall not preclude a member from making their own pension contributions and/or healthcare contributions. If any changes to the training schedule occurs, the member shall give notice in a timely manner to their Division Commander. When military days are utilized, proper notice shall be given to those members' Division Commanders or their designee. Military Days shall be paid at the members current rate of pay and shall not be subject to staffing restrictions. This is not intended to create any staffing requirements.

## **SECTION 35**

### **WIDOWS AND WIDOWERS BENEFIT**

Seven to twenty years' service:

The City of Cranston agrees to pay a death benefit to the widow or widower of an employee with at least seven (7) years of service on the Department and a death benefit payment of thirty-three and one-third (33 1/3%) percent of the employee's salary which shall be fully escalated from year-to-year. This benefit shall be paid to a widow or widower until his/her death or until he/she remarries.

## **SECTION 36**

### **WIDOW'S/WIDOWER'S BENEFIT**

Twenty years or more of service:

The City of Cranston agrees to pay (per 1989 agreement), widow/widower of deceased Cranston Police Officers the following benefits in addition to any other benefits to which they have been entitled:

- A) Longevity and holiday pay shall be included in the widow/widower pension base for those widow/widowers, whose husbands/wives, were entitled to longevity and holiday pay in their pensions.
- B) Effective July 1, 1990, each widow/widower will receive a pension increase based upon sixty-seven and one-half (67 1/2%) percent of what the decedent's percentage increase would have been.
- C) In the event the City and Union negotiate across-the-board increase in any given year, the widows/widowers shall receive sixty-seven and one-half (67 1/2%) of the percentage increases represented by said across-the-board increase.

## **SECTION 37**

### **PATROL STAFFING REQUIREMENTS**

- A) The Patrol Captain will not be counted as a line supervisor for determining the number of supervisors needed for each respective shift.
- B) Vacancies in Staff and Services may be filled by Police Officers only as a Special Detail pursuant to Section 13 of this Agreement, and Police Officers on duty shall not be required to fill said vacancies.

**SECTION 38**

**DURATION OF THIS AGREEMENT**

This Agreement will remain in effect for the term of three (3) years, commencing July 1, 2023 and ending June 30, 2026.

If for any reason whatsoever, at the end of the term of this contract, a new contract has not been agreed upon between the International Brotherhood of Police Officers, Local 301 and the City of Cranston, this contract will remain in effect until such time as a new contract is agreed upon.

IN WITNESS WHEREOF, the said City of Cranston has caused this instrument to be executed and its corporate seal to be affixed by its Mayor and Director of Finance hereunto duly authorized by the City Council of the City of Cranston, the day and year first above written and the said Local 301, International Brotherhood of Police Officers, has caused this instrument to be signed by its president hereunto duly authorized the day and year first above written.


DATED: March 21, 2023

For the City of Cranston

  
Kenneth J. Hopkins, Mayor

  
Thomas Zidelis, Finance Director

For The Union

  
Michael Caramante, President  
IBPO Local #301

**EXHIBIT "A"**

**CRANSTON POLICE DEPARTMENT**

**Office of Professional Standards**

The Union strongly suggests that if any officer is asked or ordered by the Department to submit to any degree or form of oral questioning or to submit a written statement or report concerning their performance and/or actions as a police officer, the officer contact an officer of the Union before giving any response whatsoever.

Furthermore, the Union strongly suggests that prior to giving any oral and/or written statement, the officer wait for Union representation to be present. Failure to do so may have a drastic effect upon the Union's ability to assist or defend the officer.

By executing this Waiver Form, I hereby waive my right to have Union representation during departmental interrogation on the date set forth below regarding the following matter:

OPS Investigation #: \_\_\_\_\_ Date: \_\_\_\_\_

Employee Interviewed: \_\_\_\_\_  
Print Name

Signature of Employee: \_\_\_\_\_

Signature of Supervisor: \_\_\_\_\_



Exhibit C

**Cranston Police I.O.D. Questionnaire**

To ensure that your injury claim is accepted and processed without delay, it is suggested that you have this form filled out by the treating physician during your initial examination.

For initial injured on duty claims to be accepted under Section 17 of the contract:

*"A statement/report from the hospital or treating physician must indicate a diagnosis, the causation/job-relatedness of the injury/illness if determinable at that time, and whether or not the officer is able to remain on duty or is to be relieved of duty, and if relieved of duty, the length of time for which the officer is so relieved. Doctor's notes/reports that simply state that a police officer will be out of work for a period of time, and do not also provide a diagnosis and a statement regarding the causation/job-relatedness of the injury/illness if determinable at that time, will not be accepted."*

On \_\_\_/\_\_\_/\_\_\_, Officer \_\_\_\_\_ was treated for an injury/illness described as:

\_\_\_\_\_

A) Was this injury/illness reported to you by the officer as having occurred while on duty as a Cranston Police Officer? Yes No

B) The diagnosis of this injury/illness is:

\_\_\_\_\_  
\_\_\_\_\_

C) In your opinion, is the injury job related? Yes No

D) Does the officer need to be excused from work? Yes No

E) If yes, what date can the officer return to work? \_\_\_/\_\_\_/\_\_\_

F) In what capacity can the employee return to work? Full duty  
Light/Modified duty

Restrictions: \_\_\_\_\_

Physician name and address:

\_\_\_\_\_

Physician signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Cranston Police Report #: \_\_\_\_\_ - \_\_\_\_\_