

AGREEMENT
Among
MONROE COUNTY
And
CSEA, MONROE COUNTY EMPLOYEE UNIT
Local 828 Unit 7400

This Agreement is made by and between Monroe County (hereafter referred to as "County") and the Civil Service Employees Association Inc., Local 1000, AFSCME, AFL-CIO, Monroe County Local 828, Monroe County Employees Full-Time Unit 7400 (hereafter referred to as "CSEA" or the "Bargaining Unit"), and collectively referred to as the "Parties."

Whereas, The County and CSEA are parties to a collective bargaining agreement under the terms of the Taylor Law, and:

Whereas, The Parental Leave Policy will allow full-time county employees* paid time off to bond with their new child. Creating a family-friendly culture is a priority of the County in an effort to create and maintain a workplace that is supportive of employees both inside and outside of the workplace;

1. Paid parental leave is available for fulltime employees that birth or adopt a new child, and the leave must be used within the first 12 months of the child's birth or adoption of a child up to age 18. This policy does not retro back 12 months, and is applicable for parents who birthed or adopted a child as of August 1, 2023 and going forward only.
2. Paid parental leave will be 4 weeks**, and will be paid at the employees regular rate of pay. Roll call, shift differential, Flex, comp time, overtime and other over and above or specialized payments or banked time will not be applicable during this time.
3. The 4 weeks must be used consecutively and cannot be split up. Any unused time will not carry over to a new rolling year.
4. Paid parental leave must be utilized by a new parent within the first 12 months of a child's birth or adoption. Use of this leave needs to be approved by a supervisor through a 105 Change Form for use of the bank.
5. Paid Parental leave requests that are not immediately following the birth or adoption will require approval by the department to ensure continuity of services and will not be unreasonably denied.
6. Parental leave may be used for travel time that is needed in an adoption, to be present for a surrogate birth or a birth at a specialized medical facility,
7. The birth or adoption of multiple children does not lengthen the leave time,
8. 4 weeks** is the maximum time available to any full-time employee in a rolling calendar year under this leave.
9. A birth or adoption certificate may be required for the use of this bank. Failure to present proper documentation when requested within 30 days will result in the used time being taken out of the employee's vacation bank, comp bank, flex bank, personal bank, or any future banks that may be created at the County that is not a sick bank.
10. Parental Leave will run concurrently with the Family and Medical Leave Act ("FMLA"), as applicable.
11. An employee on paid parental leave will maintain their benefits and accruals based on their applicable

collective bargaining agreement.

12. If an employee is out on paid parental leave during an unforeseen temporary building closure (i.e. inclement weather, operational issue resulting in closure) the leave will not be extended.
13. Requests for utilization of paid parental leave shall be made to supervisors by the employee no less than 30 days in advance of use of this time. Accommodations will be made in circumstances where the need cannot be determined in advance, such as an early birth or an adoption notification.
14. Employees can begin notifying supervisors immediately of their request to utilize this leave. This leave will be available to full-time employees* on October 1, 2023.
15. Full time employees* can utilize this leave for children birthed or adopted as of August 1, 2023, there will be no further retro of the policy, and the 12 month rolling calendar will apply.

* A full-time employee for the purpose of this policy is an employee with full-time status with Monroe County for a minimum of 6 consecutive months immediately preceding the leave

** A week is determined by the employee's regular work schedule. The determination for a week will follow the applicable CBA or a MOA specific to work schedules.

This agreement constitutes neither a past practice nor will it be referenced in any manner in any other action or proceeding as evidence of a past practice.

DATED: September 18, 2023


Adam J. Bello
County Executive
Monroe County


Andrea Guzzetta Zury
Director, Human Resources
Monroe County


Holly Roth
President
CSEA, Monroe County Unit

 9/18/23
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