City of Grand Haven

LETTER OF UNDERSTANDING

Due to the COVID-19 pandemic, POLC members were asked to cancel PTO requests due to potential staffing issues. In return the employer would like to modify the PTO maximum carry over section for the PTO carryover processing on June 30, 2020.

The employer, City of Grand Haven, and the union, POLC (Patrol), agree that:

This Letter of Understanding modifies the Collective Bargaining Agreement between the employer and the union effective from July 1, 2017 through June 30, 2020.

Section 13.7: Maximum Carry Over shall be modified as underlined below:

13.7: Maximum Carry Over. On June 30 of each year employees may carry over up to 72 hours into their next year’s PTO bank and up to 72 hours may be elected to be deposited into their HCSP at 100% of the value. Any additional amounts remaining in the employee’s PTO bank beyond what is carried over or deposited into the HCSP on June 30 will be lost. Employees may not waive PTO and take pay in lieu of leave. Due to the COVID-19 pandemic, employees shall be allowed to deposit an additional forty-two (42) hours into their HCSP, HSA, 457 retirement account, or comp time bank (maximum of 24 hours may be rolled into the comp bank) on June 30, 2020.

Pat McGinnis, City Manager

Zac VanOsdl, HR Manager

David Scott, Unit President

David Thomas, POLC

JAMES KIBART, UNION VP

519 Washington Avenue • Grand Haven • Michigan 49417-1486
Phone: (616) 842-3210 • Web Site: www.grandhaven.org