

**SIDE BAR TO THE PARTIES'
COLLECTIVE NEGOTIATIONS AGREEMENT**

WHEREAS, the Township of Randolph (“Township”) and Randolph Police Benevolent Association Local No. 403A (“SOA”) are parties to a collective bargaining agreement (hereinafter “Agreement”) effective January 1, 2024 through December 31, 2027; and

WHEREAS, Article 5.A. of the Agreement sets forth a work week for superior officers as well as superior officers assigned to administration and services; and

WHEREAS, the SOA has approached the Township and requested a modification to the work schedule for the patrol division; and

WHEREAS, currently, in accordance with Article 5.A., the patrol division works a 4/4 12-hour schedule with a rotation from days to nights and nights to days every two weeks; and

WHEREAS, the SOA proposes to change the schedule to where some officers will work steady shifts and other officers will continue to rotate;

WHEREAS, the Township is amenable to make a change to the work schedule on a trial basis; and

WHEREAS, this modification to Article 5.A., shall sunset 12 months from implementation of the new work schedule set forth below, unless the Township agrees to continue the new work schedule beyond the first 12 months of implementation; and

WHEREAS, this modification to Article 5.A. shall sunset on the expiration date of the parties' current collective negotiations agreement unless agreed to be continued through collective negotiations for a successor agreement; and

WHEREAS, all terms of the existing Agreement shall remain in full force and effect except as modified by this Side Bar.

NOW, THEREFORE, the parties hereby agree to this Side Bar Agreement and amend Article 5.A. of the parties' Collective Negotiations Agreement.

1. The parties agree that Article 5.A. shall be replaced with the following:

ARTICLE 5

A. The normal work week for Superior Officers shall begin on Monday morning at 12:01 a.m. and end on the following Sunday at 12:00 midnight.

1. The Patrol Division shall be comprised of four squads (A, B, C, D) and all squads shall have a work schedule of twelve (12) hours per day, four (4) days on followed by four (4) days off, with a two-week rotation (if applicable).

a. Two (2) squads will rotate on a two tour/week cycle (i.e., two cycles of day shift before switching to two cycles of night shift and vice versa).

b. One (1) squad will work a steady day shift, and one (1) squad will work a steady night shift.

2. Administrative and Services personnel will work a 40-hour per week schedule as assigned by the Chief of Police.

3. The Chief of Police may change an officer's schedule to meet the operational needs of the department.

4. Squad Assignments

- a. Squad assignments will be determined by the Patrol Division Commander, considering a balance of seniority throughout each of the four squads. Selection for squads among the members of the Patrol Division will generally occur on an annual basis, although assignments may be shortened or lengthened based on the operational and manpower needs of the Department.
- b. Productivity standards that exist within the Patrol Division will be maintained for all squads, regardless of shift assignment.
- c. Transfers from one squad to another will be at the discretion of the Chief of Police or his designee. Transfers from squads may be made by the Patrol Division Commander due to emergency situations, disciplinary reasons, and other substantive reasons. Officers may request transfer through the chain of command with final approval at the discretion of the Chief of Police or his designee.
 - i. Officers making requests to change squads may have to forfeit their vacation selection if such transfer request places their vacation in conflict with previously approved vacations within the new squad. Otherwise, the transfer request will not be approved.
- d. Officers may make shift changes of single days and whole work cycles, provided such changes do not result in an officer receiving overtime when an officer would not otherwise have been eligible for overtime.

4. Minimum manpower of patrol officers on the road is a prerogative of and established by the Chief of Police. It may be changed at his discretion either permanently or on a temporary basis. Where

necessary, officers from uniformed specialized assignments may be utilized to provide or attain minimum manpower of patrol officers on the road.

2. There shall be a twelve (12) month evaluation period of this schedule modification measured from the date of implementation. At the conclusion of the evaluation period, the Township reserves the right to return to the prior schedule. Should the Township determine to return to the prior schedule for any reason the parties agree such a determination shall not be considered an unfair practice and shall not allow for the SOA to file for grievance arbitration or file any action in any court or administrative agency having jurisdiction.

So agreed.



Keith Donovan, President, PBA Local No.403A (SOA)

8/22/24
Date



Greg Poff, Township Manager

8/22/24
Date