

EMPLOYEE/LABOR RELATIONS MANAGER'S REPORT
Presented to City of Madison Common Council
On
November 12, 2019

Re: City of Madison Handbook Changes for 2019

The following is a summary of the modifications to the City of Madison General Municipal Handbook, Madison Professional and Supervisory Handbook, and Madison City Attorney Association Handbook.

1. Modifications Requiring Ordinance Change:

- a. Funeral Leave for a death of a City Employee: Provides that the applicable Department Head may allow up to four hours to attend a memorial service of a current City employee without the requirement of taking paid leave.
- b. Saturday and Night differential: Extends night differential from Monday through Friday to Monday through Saturday.
- c. Holiday Pay when a holiday falls on a Sunday: Modifies the date of double time pay for holidays that fall on a Sunday to apply only to the calendar date of the holiday, rather than the Monday after the holiday.
- d. CER Representation: Allows for representation for Madison Professional and Supervisory Employee Association members at the Committee on Employee Relations exclusively for the purpose of meeting and conferring related to their handbook changes.

2. Additional Modifications Agreed Upon Without Needed Ordinance Changes:

- a. Clarification on hourly benefits: Provides clarity on which benefits apply to hourly employees, with no changes in actual benefit levels.
- b. Modifications to CARS APM: Provides a level of reimbursement of personal deductibles in specific cases where personal automobiles are required for use at work, and accidents occur.
- c. Potential development of 75% positions in Streets and Engineering pending agreement on parameters.
- d. Agreement to conduct full review of paid parental leave after one year of experience using collaborative review team.