

SERB CLEARINGHOUSE GUIDE

Tips for Making a Clearinghouse Request

Ohio's Database of Public Employers and
Public Sector Collective Bargaining Agreements
1984 - Present



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WELCOME

The SERB CLEARINGHOUSE is a relational database containing information on all public employers and collective bargaining agreements in the State of Ohio. SERB's research function is mandated by law. Ohio Revised Code 4117.02(K)(5) mandates the State Employment Relations Board to “[m]ake studies and analyses of, and act as a clearinghouse of information relating to, conditions of employment of public employees throughout the state...” To comply with this mandate the SERB Clearinghouse database was born.

WHAT IS THE CLEARINGHOUSE?

The Clearinghouse is a computer database housed within SERB's Research and Training Section. It contains data gleaned from more than 3,000 current labor agreements on file with SERB. Customized wage and benefit reports are generated upon request.

As of July 1, 2016 the SERB Clearinghouse database contained the following:

- 2,733 Public employers
- 1,517 Public employers with collective bargaining agreements
- 3,343 Active collective bargaining agreements filed with SERB
- 312,506 Employees covered by collective bargaining agreements
- 32,812 Total collective bargaining agreements on file with SERB

KEEPING THE DATABASE UP TO DATE

Each year the Research and Training Section of SERB sends out an Employer Information Report form to each public employer. This form must be returned to SERB and its purpose is to collect the most up to date information available to update the Clearinghouse database. The Employer Information Report form requests updated contact information, address changes, employee counts, bargaining unit counts, and any new or extended Collective Bargaining Agreements.

NOTE: All Collective Bargaining Agreements must be filed by the employer within 30 days after the execution of the Collective Bargaining Agreement.

STANDARD REPORTS AVAILABLE

A standardized format has been developed for the following reports:

- Benchmark Report:** Compares annualized entry and top level salaries for any of over 300 job classifications.
Note: Hourly rates for Board of Education non-teaching classifications.
- Benefit Report:** Provides an array of economic and non-economic benefit data.
- Wage Settlement Report:** Shows negotiated across-the-board wage adjustments.
- Health Insurance Report:** Insurance data from the survey taken by public employers.
- Contract List Report:** Lists collective bargaining agreements on file with SERB.
- Wage Settlement Report:** Published February of each year, provides negotiated across-the-board wage adj.
- Annual Healthcare Report:** Published August 1st of each year, provides public sector insurance statistics.

MAKING A CLEARINGHOUSE REQUEST

You can specify how you want the data retrieved

Data is retrieved and reports are generated based on parameters stipulated by the individual making the request. The following are some of the criteria that are typically used as parameters:

Jurisdiction/Employer Type: Employers are grouped according to political subdivision, funding source, or other distinguishing characteristic. Each grouping is designated by a jurisdiction and employer type code (see Jurisdiction/Employer Type table).

Population: The population, according to the most recent federal decennial census, of each county, city, and township has been recorded. For school districts, annually updated pupil enrollment figures are recorded as "population."

Employer County: Reports are frequently requested for data extracted from contracts executed within a particular county, among a group of contiguous counties, or by some other grouping of counties.

Bargaining Unit: A bargaining unit code is assigned to each contract entered into the database. Reports can be run for a particular unit type such as safety (police or fire), teacher, blue collar, etc. (see Bargaining Unit Codes table).

Job Title: Over 300 job titles are monitored, based on the frequency in which they are found in contracts, and are recorded as benchmark classifications. (see Benchmark Job Titles table).

Active collective bargaining agreements are available on-line at www.serb.ohio.gov. Copies of the collective bargaining agreements can be downloaded from the site. Previous collective bargaining agreements are available upon request.

Approximately 2,400 fact-finding recommendations and 600 conciliation awards are available on-line at www.serb.ohio.gov. Copies of the reports can be downloaded from the site.

Please email your Clearinghouse request to one of the staff members below:

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REPORT EXAMPLES

SERB offers a variety of standard reports shown below. Custom reports may also be requested.

Benchmark Report

State Employment Relations Board Clearinghouse Benchmark Report

| Employer | Population | County | Union | Local | BU | Size | Start Date | End Date | Effective Date | Entry Level | Top Level | Hours/Week | Hours/Day | # of Steps | Step Years |
|-----------------------|------------|--------|-------|-------|----|------|------------|----------|----------------|-------------|-----------|------------|-----------|------------|------------|
| FIREFIGHTER | | | | | | | | | | | | | | | |
| MCKINLEY HEIGHTS CITY | | CUYA | IAFF | 1057 | FF | 35 | 01/01/17 | 12/31/20 | 01/01/17 | \$1.00 | \$1.00 | | | | |
| Count of Employers: 1 | | | | | | | | | | Average: | | \$1.00 | \$1.00 | | |

Wage Increase Report

State Employment Relations Board Clearinghouse Wage Increase Report

| Employer | County | Union | Local | BU | Date of Increase | Percent | Hourly | Annual | Hour Percent | Hour Amount | Year Percent | Year Amount | Lump Sum | Benefit Increase |
|-----------------------|--------|-------|-------|----|------------------|---------|--------|--------|--------------|-------------|--------------|-------------|----------|------------------|
| MCKINLEY HEIGHTS CITY | CUYA | IAFF | 1057 | FF | 01/01/2017 | 3.00 | | | | | | | | No |
| | | | | FF | 01/01/2018 | 2.50 | | | | | | | | No |
| | | | | FF | 01/01/2019 | 0.50 | | | | | | | | No |

Benefits Report

State Employment Relations Board Clearinghouse BENEFITS REPORT

Employer: MCKINLEY HEIGHTS CITY
County: CUYA **Population:** **Union:** IAFF **Local:** 1057 **BU:** FF **BUID:**
Start Date: 1/1/2017 **End Date:** 12/31/2020 **Execution Date:** **IRN:**

Paid Leave

Holidays 11
 Personal Days 1
 Birthday?
 Injury Leave 180 / DY
 Assault Leave
 Union Leave? Yes
 Holiday Pay
 Fatal Force
 Holi-vac

Vacation

1 Years 6 Days
 5 Years 9 Days
 11 Years 12 Days
 16 Years 15 Days
 21 Years 18 Days

Sick Leave & Bereavement

Days Per Year 7
 Maximum Accumulation:
 Attendance Bonus? Yes
 Bank/Donated Time? Yes < 11 >
 Bereavement
 Sick:
 Funeral: 1
 Other:

Insurance Report

The insurance report is a one page report that utilizes medical information obtained in the annual health insurance survey. This report includes medical premiums, employee contributions, prescription, dental, vision, and life insurance plan data.

BARGAINING UNIT CODES - EXPLAINED

SERB uses bargaining unit codes to identify like bargaining unit types across different employers.

| | | |
|----|--------------------|--|
| BC | Blue Collar: | Unskilled manual labor or semi-skilled or skilled maintenance. |
| EM | Emergency Medical: | Emergency medical or rescue. |
| FD | Fire Dispatcher: | Fire department telecommunications. |
| FF | Fire Fighter: | Fire suppression or fire prevention. |
| FS | Fire Supervisor: | Fire Lieutenant and above, excluding chief. |
| FX | Part-time fire: | Part-time fire. |
| HA | Health Aide: | Health care. |
| HE | Health Care: | Combination of unit types in a health care institution. |
| ME | Multi-Employer: | Not a bargaining unit definition. Indicates more than one employer is party to collective bargaining agreement. |
| MS | Mixed Safety: | Combination of safety and fire personnel. |
| MU | Mixed Unit: | Combination unit types, exclusive of safety or fire units. |
| N | Nurses: | Unit comprised exclusively of nurses. |
| NT | Non-Teaching: | Non-certificated school personnel. |
| SA | Safety: | Uniformed safety, below rank of sergeant. |
| SD | Safety Dispatcher: | Police and county sheriff dept. telecommunication. |
| SG | Security Guard: | Corrections officers and security guards. |
| SM | Safety-Mixed: | Combination of safety units. |
| SN | Safety Narcotics: | Narcotics agency personnel. |
| SS | Safety Supervisor: | Uniformed safety, rank of sergeant or above. |
| SX | Part-time Safety | Part-time police. |
| T | Teaching: | Usually certified under ORC by State Board of Education. |
| TA | Teaching Admin: | School administrators. |
| TE | Technical: | Skilled duties of a particular art, science or trade. |
| TM | Teaching-Mixed: | Combination of certified and classified personnel. |
| TS | Sub Teacher: | Substitute Teacher. |
| WC | White Collar: | Professional, paraprofessional, clerical, semi- technical or data processing. |
| WS | Wall-Safety-Combo: | Combination of any non-safety and/or fire personnel. (usually found in townships or small cities) |
| WW | Wall-to-Wall: | All employees of an employer who are eligible for representation by an employee representative. |

CLEARINGHOUSE JURISDICTION AND EMPLOYER TYPES

| | Jurisdiction ID | Employer Type | Description |
|-----------------------------|-----------------|---------------|---|
| Authorities | AU | ME | Metro Housing Authority |
| | AU | PT | Port Authority |
| Boards of Education | BE | CC | Commuter/Charter |
| | BE | CI | City Board of Education |
| | BE | CO | County Education Service Centers |
| | BE | JV | Joint Vocation/Career & Technical Schools |
| | BE | LO | Local Board of Education |
| | BE | VI | Exempted Village Schools |
| County Commissioners | CC | CS | Children Services |
| | CC | DE | County Departments |
| | CC | EA | County Enforcement Agency |
| | CC | HC | County Healthcare |
| | CC | HU | County Job and Family Services |
| | CC | NA | County Narcotics Agency |
| | CC | VA | County Veterans Services |
| County Elected | CE | AU | County Auditors |
| | CE | CL | County Clerk of Courts |
| | CE | CR | County Coroners |
| | CE | EG | County Engineers |
| | CE | PR | County Prosecutor |
| | CE | RE | County Recorders |
| | CE | SH | County Sheriffs |
| | CE | TR | County Treasurers |
| Colleges | CG | CU | Community College |
| | CG | TE | Technical College |
| City | CI | CL | City Clerk of Courts |
| | CI | HD | City Health Department/District |
| | CI | MA | City Mayors |
| County | CO | CF | County Correctional Treatment Facility |
| | CO | EM | County Emergency Medical |
| | CO | GV | County Governments |
| | CO | HO | County Hospital |
| | CO | MH | County Mental Health |
| | CO | MR | County Board of Development Disabilities |
| | CO | PD | County Public Defender |
| | CO | VA | County Veterans Services |
| Districts | DI | CD | Conservation District |
| | DI | CM | Cemetery District |
| | DI | EM | Emergency Medical District |
| | DI | FD | Fire District |
| | DI | HD | Health Department/District |
| | DI | JR | Juvenile Rehab |
| | DI | PK | Park District |
| | DI | SN | Sanitary District |
| | DI | WS | Water/Sewer District |
| Library | LI | CI | City Library |
| | LI | CO | County Library |
| Regional | RE | CF | Corrections / County Jail |
| | RE | IN | Income Tax Agency |
| | RE | PC | Planning Commissions |
| | RE | TA | Regional Transit Authority |
| | RE | TC | Turnpike Commission |
| State | ST | AG | Attorney General |
| | ST | AU | State Auditors |
| | ST | OC | State Office of Governor (State Units) |
| | ST | SC | State Secretary |
| | ST | TR | State Treasurers |
| | ST | UV | State Universities |
| Township | TW | TS | Township Trustees |

CLEARINGHOUSE JOB TITLES

| ID # | Job Title | ID # | Job Title |
|------|--|------|-----------------------------------|
| 24 | ACCOUNT CLERK | 47 | CORPORAL |
| 230 | ACCOUNT CLERK 2 | 265 | CORRECTIONS CAPTAIN |
| 263 | ACCOUNTANT | 210 | CORRECTIONS CORPORAL |
| 291 | ACCOUNTANT 2 | 208 | CORRECTIONS LIEUTENANT |
| 292 | ADMINISTRATIVE ASSISTANT | 31 | CORRECTIONS OFCR/JAILER |
| 285 | ADMINISTRATIVE PROFESSIONAL 1 | 193 | CORRECTIONS SERGEANT |
| 312 | ADMINISTRATIVE SECRETARY | 271 | CORRECTIONS SUPERVISOR |
| 165 | ADULT EDUC INSTRUCTOR | 211 | COURT SERVICES OFFICER/DEPUTY |
| 313 | ADULT PROTECTION WORKER | 151 | CREW LEADER |
| 127 | ANIMAL CONTROL OFFICER | 219 | CRIME ANALYST |
| 289 | ARBORIST | 221 | CRIMINALIST |
| 170 | ASSISTANT CUSTODIAN | 8 | CROSSING GUARD |
| 36 | ASSISTANT ES PRINCIPAL | 110 | CUSTODIAN |
| 241 | ASSISTANT FIRE CHIEF | 259 | CUSTOMER SERVICE REPRESENTATIVE |
| 11 | ASSISTANT HS PRINCIPAL | 137 | DATA CENTER MANAGER |
| 20 | ASSISTANT JS PRINCIPAL | 42 | DATA ENTRY OPERATOR |
| 155 | ASSISTANT LIBRARIAN | 297 | DATE ENTRY OPERATOR 2 |
| 142 | ASSOCIATE INSTRUCTOR | 218 | DELIVERY WORKER |
| 51 | ASSOCIATE LIBRARIAN | 148 | DEPUTY |
| 212 | ATTORNEY | 264 | DEPUTY AUDITOR |
| 276 | BA - DEVELOPMENTAL SPECIALIST & EARLY INTERVENTION SPECIALIST | 290 | DEPUTY RECORDER |
| 7 | BA/BS TEACHER | 34 | DETECTIVE |
| 14 | BA/BS-150 TEACHER | 298 | DIETITIAN |
| 178 | BATTALION CHIEF | 258 | DIRECT CARE WORKER |
| 204 | BATTALION CHIEF/PARAMEDIC | 183 | DIRECTOR ADULT SCHOOL |
| 192 | BOILER OPERATOR | 184 | DIRECTOR INFORMATION TECH |
| 240 | BOOKKEEPER | 185 | DIRECTOR PD/PR |
| 314 | BOOKKEEPER 2 | 243 | DISPATCHER |
| 168 | BRICKMASON | 274 | DISPATCHER/CLERK |
| 135 | BUILDING INSPECTOR | 199 | DISPATCHER/JAILER |
| 69 | BUS AIDE | 171 | DP/ACCOUNTING CLERK |
| 140 | BUS DRIVER | 9 | DRAFTSPERSON |
| 91 | BUSINESS MANAGER | 182 | DRIVER ED INSTRUCTOR |
| 87 | CAFETERIA MANAGER | 198 | EDUCATIONAL INTERPRETER |
| 39 | CAFETERIA WORKER | 48 | EDUCATIONAL SPECIALIST |
| 79 | CAPTAIN | 32 | EDUCATIONAL/TEACHER AIDE |
| 160 | CARPENTER | 122 | ELECTRICAL INSPECTOR |
| 167 | CARPENTER APPRENTICE | 35 | ELECTRICIAN |
| 278 | CASE MANAGER 1 | 82 | ELEMENTARY PRINCIPAL |
| 279 | CASE MANAGER 2 | 248 | ELIGIBILITY REFERRAL SPECIALIST 1 |
| 147 | CASEWORKER | 299 | ELIGIBILITY REFERRAL SPECIALIST 2 |
| 175 | CASEWORKER 2 | 315 | EMPLOYMENT SERVICES COUNSELOR |
| 176 | CASEWORKER 3 | 114 | EMPLOYMENT SVC INTERVIEWER/REP |
| 44 | CASHIER | 172 | EMS-DISPATCHER |
| 293 | CASHIER 2 | 173 | EMT |
| 181 | CERT TEACHER ASSISTANT | 66 | EQUIPMENT OPER - HVY |
| 141 | CHEMIST | 133 | EQUIPMENT OPER - LT |
| 244 | CHILD CARE WORKER | 220 | EVIDENCE TECHNICIAN |
| 229 | CHILD SUPPORT ENFORCEMENT OFFICER | 33 | FACULTY I/INSTRUCTOR |
| 134 | CLERICAL SPECIALIST | 37 | FACULTY II/ASST PROF |
| 294 | CLERICAL SPECIALIST 2 | 90 | FACULTY III/ASSOC PROF |
| 295 | CLERICAL SPECIALIST 3 | 144 | FACULTY IV/PROFESSOR |
| 118 | CLERK | 56 | FAMILY SERVICE AIDE |
| 296 | CLERK 2 | 300 | FAMILY SERVICE AIDE 2 |
| 152 | CLERK-TYPIST | 281 | FINGERPRINT TECHNICIAN |
| 18 | COMPUTER OPERATOR | 60 | FIRE CAPTAIN |
| 45 | COMPUTER PROGRAMMER I | 195 | FIRE CAPTAIN/EMT |
| 216 | COMPUTER TECH | 197 | FIRE CAPTAIN/PARAMEDIC |
| 109 | COOK | 247 | FIRE DEPUTY CHIEF |
| | | 119 | FIRE DISPATCHER |

| ID # | Job Title | ID # | Job Title |
|------|--|------|--|
| 200 | FIRE INSPECTOR | 139 | MA/MS + 15 TEACHER |
| 21 | FIRE LIEUTENANT | 111 | MA/MS + 30 TEACHER |
| 194 | FIRE LIEUTENANT/EMT | 67 | MA/MS TEACHER |
| 196 | FIRE LIEUTENANT/PARAMEDIC | 256 | MACHINIST |
| 2 | FIRE SERGEANT | 55 | MAIL CLERK/MESSENGER |
| 46 | FIREFIGHTER | 112 | MAINT REPAIR WKR |
| 6 | FIREFIGHTER/EMT | 318 | MAINTENANCE REPAIR WORKER 2 |
| 52 | FIREFIGHTER/PARAMEDIC | 43 | MAINTENANCE SUPERVISOR |
| 301 | FISCAL OFFICER | 157 | MASON |
| 104 | FOOD SERVICE WORKER | 146 | MASONRY MAINTENANCE |
| 227 | FOREMAN | 80 | MECHANIC |
| 254 | FORENSIC SCIENTIST | 239 | MENTAL HEALTH TECH |
| 101 | GROUNDSKEEPER | 117 | METER READER |
| 10 | HABILITATION SPECIALIST | 266 | METER REPAIR TECHNICIAN |
| 15 | HEAD COOK | 186 | MID SCHOOL ASST PRINCIPAL |
| 63 | HEAD CUSTODIAN | 187 | MID SCHOOL PRINCIPAL |
| 322 | HEAD GROUNDSKEEPER | 126 | MONITOR |
| 3 | HEAD MAINTENANCE | 98 | MOTOR BUS OPERATOR |
| 143 | HEAD MECHANIC | 116 | NON-DEGREE FACULTY ASST |
| 163 | HEAD START BUS DRIVER | 25 | NON-DEGREE TEACHER |
| 162 | HEAD START TEACHER | 145 | NURSE AIDE |
| 164 | HEAD START TEACHER AIDE | 228 | NURSE PRACTICIONER |
| 71 | HIGH SCHOOL PRINCIPAL | 106 | NUTRITIONIST |
| 153 | HIGH SCHOOL SECRETARY | 57 | OCCUP/PHYSICAL THERAPIST |
| 103 | HIGHWAY PATROL DISPATCHER | 238 | OCCUPATIONAL THERAPIST ASST |
| 26 | HIGHWAY PATROL OFFICER | 100 | PAINTER |
| 88 | HIGHWAY PATROL SERGEANT | 65 | PAINTER APPRENTICE |
| 73 | HOME INSTRUCTOR | 174 | PARAMEDIC |
| 282 | HOUSEKEEPER | 283 | PARAPROFESSIONALS |
| 95 | HVAC MAINTENANCE | 53 | PARK MAINTENANCE |
| 129 | INCOME MAINT AIDE (UNIT SUPPORT WKR 1) | 29 | PARK RANGER |
| 316 | INCOME MAINT AIDE 2 (UNIT SUPPORT WKR 2) | 215 | PARK RANGER SERGEANT |
| 89 | INCOME MAINT WKR 2 (ELIG REFERRAL SPEC 1) | 226 | PARKING ATTENDANT |
| 105 | INCOME MAINT WKR 3 (ELIG REFERRAL SPEC 2) | 201 | PARKING ENFORCEMENT OFFICER |
| 270 | INFORMATION TECHNOLOGY TECH | 252 | PART-TIME 911 SAFETY DISPATCHER |
| 49 | INSPECTOR | 223 | PART-TIME CORRECTIONS |
| 169 | INTERPRETER FOR DEAF | 262 | PART-TIME FIRE CAPTAIN |
| 213 | INTERVENTION ASSISTANT | 249 | PART-TIME FIRE LIEUTENANT |
| 190 | INTERVENTION COORDINATOR | 261 | PART-TIME FIRE LIEUTENANT/EMT |
| 83 | INVESTIGATOR | 260 | PART-TIME FIRE LIEUTENANT/MEDIC |
| 302 | INVESTIGATOR 2 | 232 | PART-TIME FIREFIGHTER |
| 166 | ISG INSTRUCTOR | 250 | PART-TIME FIREFIGHTER/EMT |
| 84 | LAB TECHNICIAN | 251 | PART-TIME FIREFIGHTER/PARAMEDIC |
| 123 | LABORATORY ASST | 257 | PART-TIME PARK RANGER |
| 19 | LABORER | 222 | PART-TIME POLICE |
| 5 | LABORER-WATER/SEWER | 233 | PART-TIME SAFETY DISPATCHER |
| 179 | LATCH KEY AIDE | 284 | PART-TIME TOLL COLLECTOR |
| 180 | LATCH KEY LEADER | 13 | PHD/ED D TEACHER |
| 191 | LATCHKEY TEACHER | 74 | PHYSICAL THERAPY ASST |
| 92 | LAUNDRY WORKER | 136 | PLANT MAINT MECHANIC |
| 99 | LEAD INSTRUCTOR | 268 | PLANT OPERATOR |
| 303 | LEGAL SECRETARY | 267 | PLANT SUPERVISOR |
| 317 | LEGAL SPECIALIST | 93 | PLUMBER |
| 108 | LIBRARIAN | 12 | PLUMBING INSPECTOR |
| 120 | LIBRARY AIDE | 75 | POLICE CAPTAIN |
| 236 | LIBRARY MEDIA AIDE | 273 | POLICE COMMANDER |
| 234 | LIBRARY MEDIA SPECIALIST | 255 | POLICE EVIDENCE/FINGERPRINT TECHNICIAN |
| 27 | LIEUTENANT | 50 | POLICE LIEUTENANT |
| 138 | LINE WORKER | 41 | POLICE OFFICER |
| 61 | LPN | 125 | POLICE SERGEANT |
| 277 | MA - DEVELOPMENTAL SPECIALIST & EARLY INTERVENTION SPECIALIST | 288 | POWER PLANT OPERATOR |
| | | 130 | PRESCHOOL ASSOCIATE |

| ID # | Job Title | ID # | Job Title |
|-------------|-----------------------------------|-------------|--------------------------------|
| 40 | PRESCHOOL LEAD | 132 | SOCIAL SVC WKR |
| 203 | PRESCHOOL TEACHER | 107 | SOCIAL SVC WKR 2 |
| 28 | PROCESS SERVER | 85 | SOCIAL SVC WKR 3 |
| 206 | PROGRAM SPECIALIST | 121 | SPECIAL EDUCATION AIDE |
| 188 | PSYCHOLOGIST | 76 | SPECIAL SVCS SUPERVISOR |
| 77 | PUBLIC HEALTH NURSE | 320 | STATISTICIAN |
| 304 | PUBLIC INQUIRIES ASSISTANT | 309 | STATISTICS CLERK |
| 319 | PUBLIC INQUIRIES ASSISTANT | 269 | STNA (STATE TESTED NURSE AIDE) |
| 272 | PUBLIC SAFETY OFFICER | 97 | STOREKEEPER |
| 207 | PURCHASING SPECIALIST | 38 | SUBSTITUTE TEACHER CL I |
| 305 | QUALITY CONTROL REVIEWER | 131 | SUBSTITUTE TEACHER CL III |
| 205 | RECEPTIONIST | 150 | SUBSTITUTE TEACHER CLASS II |
| 154 | RECORD CLERK | 70 | TECH TYPIST |
| 158 | RN | 235 | TECHNOLOGY SPECIALIST |
| 86 | ROAD MAINT WKR/LABORER | 124 | TELEPHONE OPR |
| 202 | RPN | 242 | TOLL COLLECTOR |
| 246 | SAFETY DISPATCH LIEUTENANT | 209 | TRADESMEN |
| 245 | SAFETY DISPATCH SERGEANT | 54 | TRANSPORTATION SUPERVISOR |
| 1 | SAFETY DISPATCHER | 113 | TREE TRIMMER |
| 78 | SAFETY DISPATCHER - 911 | 94 | TRUCK DRIVER |
| 214 | SAFETY DISPATCHER SUPERVISOR | 22 | TUTOR |
| 30 | SAFETY DISPATCHER/COMMUNICATIONS | 156 | TYPIST |
| 62 | SANITARIAN | 310 | TYPIST 2 |
| 68 | SANITATION WORKER | 280 | UNIT SUPPORT WORKER |
| 128 | SECRETARY | 311 | UNIT SUPPORT WORKER 2 |
| 306 | SECRETARY 2 | 159 | VEHICLE OPERATOR |
| 115 | SECURITY OFFICER | 64 | VEHICLE SERVICE WKR |
| 102 | SERGEANT | 237 | VETERAN SERVICES OFFICER |
| 286 | SERVICE AND SUPPORT ADMINISTRATOR | 189 | VOCATIONAL SCHOOL DIRECTOR |
| 287 | SERVICE AND SUPPORT ADMINTR ASST | 58 | WASTEWATER PLANT OPERATOR |
| 321 | SERVICE WORKER | 23 | WATER METER REPAIRPERSON |
| 149 | SKILLED MAINTENANCE | 16 | WATER TREATMENT PLNT OPER |
| 307 | SOCIAL PROGRAM SPECIALIST | 81 | WELDER |
| 59 | SOCIAL SVC AIDE | 4 | WORKSHOP SPECIALIST |
| | | 72 | YOUTH LEADER |

BOARD OF EDUCATION REGIONS

Region 1 - Southwest

Butler
Clermont
Clinton
Greene
Hamilton
Preble
Warren

Region 2 - West Central

Auglaize
Champaign
Clark
Darke
Logan
Mercer
Miami
Montgomery
Shelby

Region 3 - Northwest

Allen
Defiance
Fulton
Hancock
Henry
Lucas
Paulding
Putnam
Van Wert
Williams
Wood

Region 4 - North Central

Ashland
Erie
Huron
Lorain
Medina
Ottawa
Sandusky
Seneca
Summit
Wayne
Wyandot

Region 5 - South Central

Adams
Brown
Fayette
Gallia
Highland
Jackson
Lawrence
Pickaway
Pike
Ross
Scioto

Region 6 - Southeast

Athens
Fairfield
Guernsey
Hocking
Meigs
Monroe
Morgan
Muskingum
Noble
Perry
Vinton
Washington

Region 7 - East Central

Belmont
Carroll
Columbiana
Coshocton
Harrison
Holmes
Jefferson
Mahoning
Stark
Tuscarawas

Region 8 - Northeast

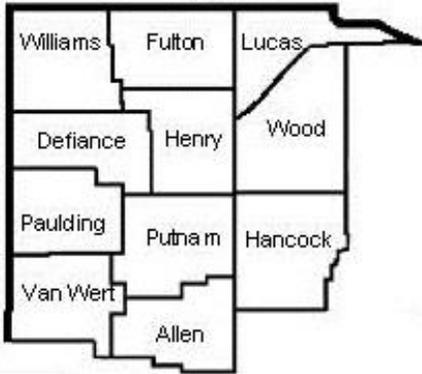
Ashtabula
Cuyahoga
Geauga
Lake
Portage
Trumbull

Region 0 - Central Region

Crawford
Delaware
Franklin
Hardin
Knox
Licking
Madison
Marion
Morrow
Richland
Union

BOARD OF EDUCATION REGIONS - MAP

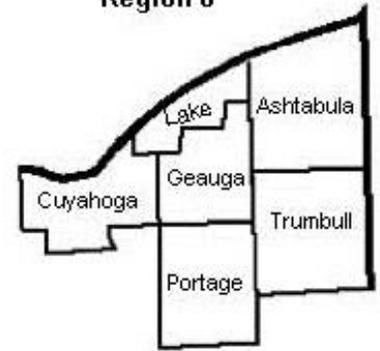
**Northwest
Region 3**



**North Central
Region 4**



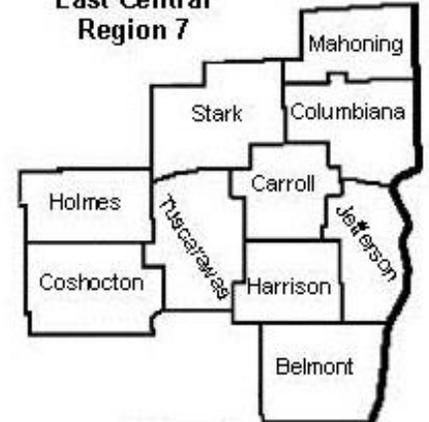
**Northeast
Region 8**



**Central
Region**



**East Central
Region 7**



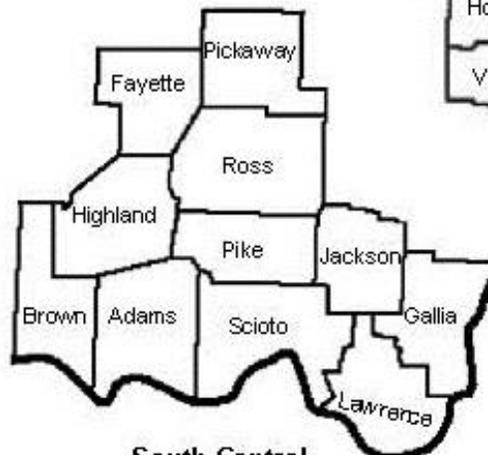
**West Central
Region 2**



**Southwest
Region 1**



**South Central
Region 5**



**Southeast
Region 6**



SERB REGIONS

Region 1 - Akron/Canton

Ashland
Carroll
Coshocton
Harrison
Holmes
Medina
Portage
Stark
Summit
Tuscarawas
Wayne

Region 2 - Cincinnati

Adams
Brown
Butler
Clermont
Clinton
Hamilton
Highland
Warren

Region 3 - Cleveland

Ashtabula
Cuyahoga
Erie
Geauga
Huron
Lake
Lorain

Region 4 - Columbus

Crawford
Delaware
Fairfield
Fayette
Franklin
Knox
Licking
Madison
Marion
Morrow
Pickaway
Pike
Richland
Ross
Scioto
Union
Wyandot

Region 5 - Dayton

Auglaize
Champaign
Clark
Darke
Greene
Logan
Mercer
Miami
Montgomery
Preble
Shelby

Region 6 - Southeast Ohio

Athens
Belmont
Gallia
Guernsey
Hocking
Jackson
Lawrence
Meigs
Monroe
Morgan
Muskingum
Noble
Perry
Vinton
Washington

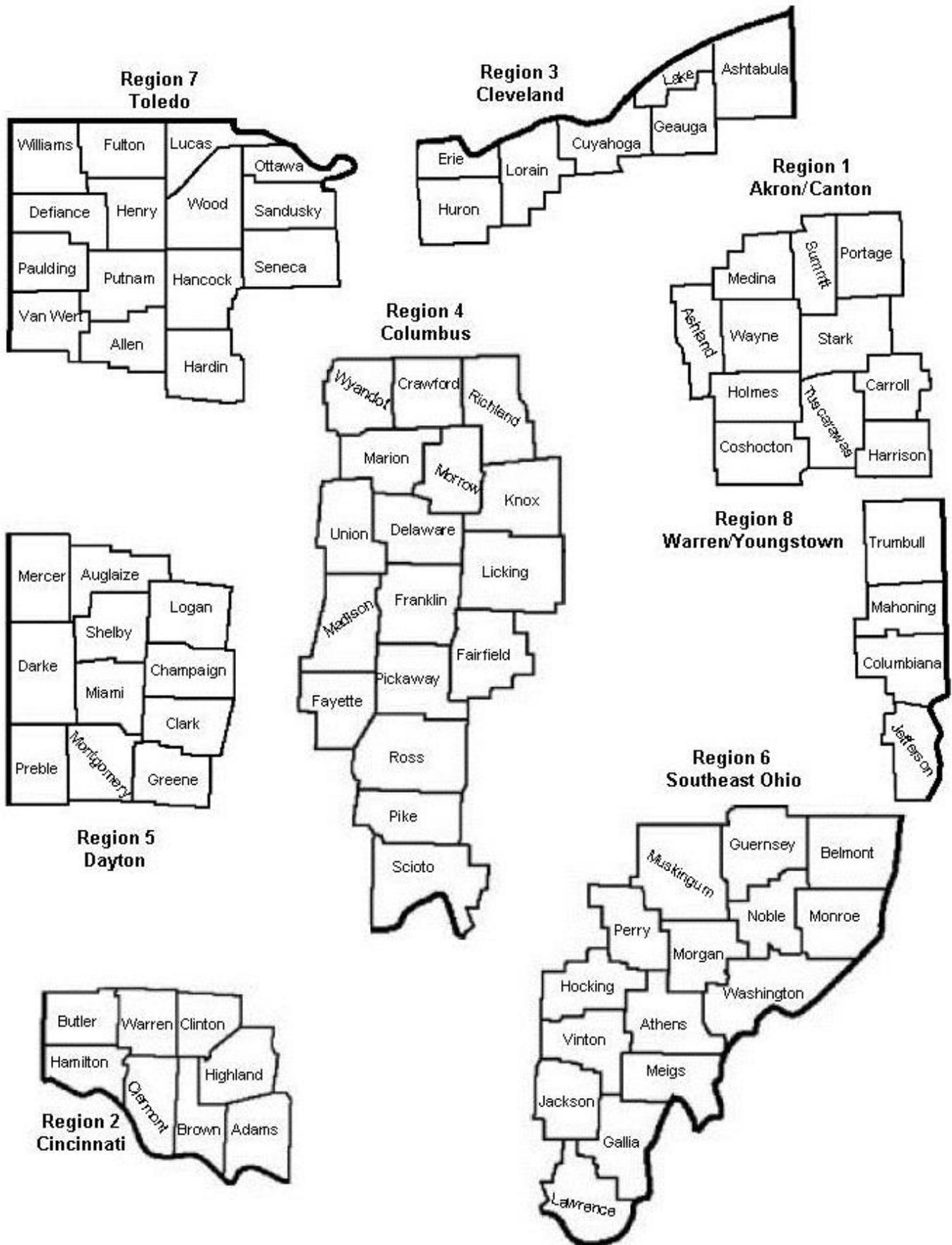
Region 7 - Toledo

Allen
Defiance
Fulton
Hancock
Hardin
Henry
Lucas
Ottawa
Paulding
Putnam
Sandusky
Seneca
Van Wert
Williams
Wood

Region 8 - Warren/Youngstown

Columbiana
Jefferson
Mahoning
Trumbull

SERB REGIONS - MAP



CONTRACT DATA SUMMARY SHEET DEFINITIONS

Guide to all the collective bargaining provisions tracked within Clearinghouse

WAGES:

| | |
|---------------------|--|
| Afternoon Dif: | Cents per hour or percentage adjustment to regular hourly rate for work performed during the afternoon, or <u>second shift</u> . |
| Evening Dif: | Cents per hour or percentage adjustment to regular hourly rate for work performed during the evening, or <u>third shift</u> . |
| Rank Differential: | Establish differential between pay level of police and fire command and non-command positions. |
| Hazard Pay: | Monetary adjustment for work performed which is considered hazardous or dangerous. It is calculated as an adjustment to the hourly (HR), weekly (WK), monthly (MO), bi-weekly (BW), or annual (AN) rate. |
| Retirement Pick-Up: | The percentage of the retirement contribution paid by the employer, in excess of the required contribution. Does not apply to "tax deferred" or "salary reduced" pick-up plans. |
| Merit Pay: (Y) | A compensation program where base pay increases are determined by individual performance. |
| Ed Incent: (Y) | Supplementary pay for college courses or degrees or for <u>advanced certifications or licenses</u> . |
| Furlough: (Y) | Employer-ordered mandatory leaves of absence that are not paid. |
| Ret Incent: (Y) | Early retirement incentive program. |
| Field Trip Rate: | Payment to school bus drivers for providing student field trip transportation. |
| EMT Pay: | Dollar amount added to base pay for performing duties as an emergency medical technician. |
| Paramedic Pay: | Dollar amount added to base pay for performing duties as a paramedic. |

ALLOWANCES

| | |
|----------------------|--|
| Uniform: | Employer provides uniforms (indicated by a "P") <u>or</u> employee receives a voucher to purchase uniform or go to a specific vendor (indicated by a "V"). Amt: = Dollar amount for annual uniform allowance. |
| Cleaning: (Y) | Employer provides uniform cleaning/maintenance <u>or</u> Amt: = Dollar amount for cleaning/maintenance of uniforms. |
| Tools Provided: (Y) | Tools are provided <u>or</u> Amt: = Dollar amount for annual tool allowance. |
| Shoes: | Dollar amount for annual shoe allowance. |
| Firearm Proficiency: | Firearm proficiency bonus. Include the frequency of occurrence. |
| Mileage: | IRS rate (Y) IRS rate for mileage reimbursement for use of personal vehicle for work related to travel. <u>or</u> Other: The cents per mile reimbursement other than IRS rate for use of personal vehicle for work related travel. |
| Tuition: (Y) | Full or partial reimbursement for approved courses. |
| Vacation: | Annual paid leave based upon number of years of employment. First column is the number of years required to be eligible for number of annual paid leave days in the 2nd column. |

LONGEVITY

Longevity: Supplementary payment based upon number of years of employment. In the table list the number of years required to qualify for payment amount (either a dollar amount or as a percent) with the specified frequency.

Abbreviations used for method of payment column.

\$: Set dollar amount.
%: Percentage of base salary.

Type = Frequency of payment:

AN: Annual payment.
BW: Bi-weekly payment.
HR: Hourly payment.
HP: Hours paid. Payment equals hours multiplied by the base hourly rate.
IN: Incremental Increase of a specific amount.
MO: Monthly payment.
MY: Monthly payment for each year of service. Years multiplied by amount equals annual longevity payment.
MX: Maximum paid.
YR: Annual payment for each year of service. Years multiplied by amount equals annual longevity payment.

PAID LEAVE

Holidays: Number of paid holidays per year.

Personal Days: Number of unconditional annual paid personal days. Separate from any other paid leave. Not combined with not using sick leave days.
Note: May be a FLOATING HOLIDAY.

Birthday: (Y) Birthday as a paid day off. It is not included in the number of holidays.

Injury Leave: The duration of paid leave for work related injury or illness.
Separate from workers' compensation, sick leave, or disability plan.
Coded as: calendar days (CD), work days (WD), weeks (WK), months (MO), or years (YR)

Assault Leave: Number of paid leave days for school or direct care employees who are assaulted while on duty. Separate from other leaves.

Union Leave: Paid leave for attendance of union sponsored or union related functions. Does not apply to time spent in negotiations, contract administration, and grievance investigation and representation.

Paid Time Off Days: Number of banked days in which employer pools sick days, vacation days, and personal days that allows employees to use as the need or desire arises.

Fatal Force: (Y) Paid time off in the event of an incidence of fatal force.

Holiday/Vac: (Y) Vacation days are combined with holidays.

SICK LEAVE

Sick Days/Year: Number of sick days that may accrue annually for uses specified in the contract.

Maximum Sick: The maximum days of sick leave that may be accrued. A blank indicates that sick leave may accumulate without limit.

Attendance Bonus: (Y) Paid leave or compensation as an incentive for the use of none or only a specific portion of available sick leave in one year.

Bank/Donated Time: (Y) Employees may bank or donate accumulated sick leave time to be used by other employees who have exhausted their sick leave benefits.

BEREAVEMENT LEAVE

Sick: Number of sick leave days that may be used following the death of a family member or other person defined within the provision.

Funeral: Number of paid funeral leave days, not from sick leave, that may be used following the death of a family member or other person defined within the provision.

Other: (Y) Provision for modified uses of leave for bereavement purposes as circumstances warrant (EG. additional days for traveling over 150 miles to attend a funeral or sick leave may be used for additional days).

HOURS OF WORK

| | |
|-----------------|--|
| Comp. Time Max: | Maximum allowable hours of accumulated compensatory time. |
| Flex Time: (Y) | Flex work schedules permitted. |
| Call In: (Y) | Minimum guaranteed hours work, or pay, if called to work at a time that is not contiguous with the beginning or ending of a work shift. The hours or pay are guaranteed at the OT = Overtime Rate ST = Straight Time Rate AR = Appropriate Rate |
| Court: (Y) | Minimum guaranteed hours, or compensation, for appearance in court for work related matters. Note: Does not apply to jury duty. The hours or pay are guaranteed at the OT = Overtime Rate ST = Straight Time Rate AR = Appropriate Rate |
| Stand By: (Y) | Payment for remaining ready and available for work, or on call, apart from the regularly scheduled work shift. |
| Report In: | Minimum guaranteed hours or pay for reporting in for regularly scheduled work or shift. Example: Reports into work and is then dismissed because no work is available or event prevents work. |
| Meal Time: | Duration in minutes of <u>paid</u> meal time. |
| Rest Break: | Frequency (first digit) and duration (remaining digits), in minutes, of paid breaks. For Example: 2/15 = two fifteen minute rest breaks. |
| Overtime Cycle: | Maximum number of hours worked before overtime is accrued / followed by the number of days in the overtime cycle. Example: Over 8 hours in one day 8 / 1 Over 40 hours in one week 40 / 7 Over 80 hours in two weeks 80 / 14 Over 171 hours in 28 days 171 / 28 |

SENIORITY

- Probationary Period: Minimum length of a probationary period for new hires.
Coded as: days (DY), months (MO), work day (WD), calendar day (CD), year (YR).
- Shift: (Y) Preference given to seniority in the assignment of shifts.
- Recall Years: Number of years in which employees on layoff retain recall rights.
- Super Seniority: (Y) Super seniority for union officers.

GRIEVANCE ARBITRATION

- Arbitration: (Y) Final and binding arbitration as the terminal step of the procedure for addressing and resolving grievances.
- Cost: Distribution of arbitrator payment by Employer and Union.
Coded as Equal (E), Loser (L), or Other (O)
- Mediation Step; (Y) Mediation is an option or step in the Grievance Procedure.

OTHER

- Fair Share: (Y) Required payment of a service fee or service charge to the union by employees who are members of the bargaining unit and choose not to join the union.
- Residency: (Y) Requirement that residence is maintained within a designated area, usually within the jurisdiction of the employer (e.g., city, county, township, school district, etc.).
- Drug Test: (Y) Provision for drug testing of employees includes any of the following:
Type: Specified as:
RT Random Testing
RS Reasonable
PC Probable Cause
PA Post Accident
PE Pre-Employment
- Fitness Std.: (Y) Physical fitness requirements or standards.
- Sub-Contract: (Y) Contracting out or sub-contracting of bargaining unit work.
- Moonlighting: (Y) Having a second job in addition to one's regular employment.
- Past Practice: (Y) Long standing frequent practice that is accepted and known by the union and management.

Minimum Staffing: (Y) Minimum staffing levels indicated.

Light Duty: (Y) Temporary modification of duties to allow employee to return to work in a limited capacity.

Suc./Priv: (Y) Successorship or privatization of employer operations or facilities.

MAD: (Y) Mutually agreed upon dispute resolution procedure. A procedure that supersedes the statutory dispute resolution procedure in ORC Chapter 4117.14.

Type: Specified as

MEDI: Mediation

F/F: Fact-Finding

AARB: Advisory Arbitration

ARB: Interest Arbitration

PNL: Advisory Panel

BARB: Binding Arbitration

Class Size: (Y) Contract lists specified number of students in classroom as opposed to general goals.

WAGE INCREASE

Date of Increase: Effective date of the wage increase negotiated.

Percent: Across-the-board percentage wage increase negotiated.

Hourly: Hourly amount across-the-board increase given as a negotiated increase.

Annual: A negotiated dollar amount added to the base salary.

Lump Sum: A one-time dollar amount given which is NOT added to the wage scale.
Many times this is a signing bonus.

Comments: Explanation of an unusual wage increase or signing bonus or a provisional increase.
Example: Sergeants receive a 2% and Lieutenants receive a 2.5% or STEP FREEZE.

BENCHMARKS

| | |
|--------------|---|
| Job Title: | Job title in Collective Bargaining Agreement. |
| Date: | Effective date of the salary. |
| Entry Level: | Entry level or step in salary schedule in ANNUAL amount. Note: Enter hourly wage if BOE support staff or if work at a library. |
| Top Level: | Top level or step in salary schedule in ANNUAL amount. Note: Enter hourly wage if BOE support staff or if work at a library. |
| Work Week: | The number of work hours in a work week. |
| Hrs/Day: | The number of work days in a year. |
| Days/Yr: | The number of work days in a year. |
| # Steps: | The number of steps for the job title. |
| Step Yrs: | The number of years it takes to get to the top step. |

CONTRACT DATA SUMMARY SHEET EXAMPLE

FOR SERB INTERNAL OFFICE USE ONLY: Employer # _____ Contract # _____ Case # _____

GENERAL Contract Data Summary Sheet

Employer Name: City of McKinley Heights County: Cuyahoga



Union: AFSCME 8 Local: 3412

Start Date: ___/___/___ End Date: ___/___/___

WAGE SUPPLEMENTS: PAGE:
 Aft. Dif.: \$.57 / ___ % 72
 Eve. Dif.: \$.70 / ___ % 72
 Rank Differential: (Y) ___ ___
 Hazard Pay: \$ ___/or ___ % ___
 Retirement Pick-up: ___ % ___
 Merit Pay: (Y) 70
 Education Incentive: (Y) ___ ___

SICK LEAVE PAGE:
 Sick Days/Year: 12 46
 Max Sick : 280 46
 Attendance Bonus: (Y) 74
 Bank/Donated Time: (Y) 50

WAGE INCREASE ACROSS BOARD:
PG 66
Date of Increase 04 / 01 / 14
 Percent 3.0 %
 Hourly \$ _____
 Annual \$ _____
 Lump Sum \$ _____
 Comments _____

ALLOWANCES: PAGE:
 Uniform: (P/V) P 87
 Amt: \$ _____
 Cleaning: (Y) ___ ___
 Amt: \$ _____
 Tools: (Y) 88
 Amt: \$ 45
 Shoes: \$ _____
 Mileage-IRS Rate: (Y) 89
 Other: \$ _____
 Tuition: (Y) 84

BEREAVEMENT LEAVE
 Sick: ___ ___
 Funeral: 5 48
 Other: (Y) ___ ___

Date of Increase 04 / 01 / 15
 Percent 3.0 %
 Hourly \$ _____
 Annual \$ _____
 Lump Sum \$ _____
 Comments _____

VACATION: 44
3 Years 10 Days
6 Years 16 Days
13 Years 23 Days
20 Years 26 Days
25 Years 30 Days
 Holi-Vac Combo: (Y) ___ ___

HOURS OF WORK PAGE:
 Comp Time Max: 120 Hrs 40
 Call In: (Y) 3 Hrs OT 72
 Court: (Y) 3 Hrs OT 59
 Stand By: (Y) ___ ___
 Report In: (Y) 4 Hrs 71
 Rest Break: 2 / 15 Min 40
 Overtime Cycle: 40 / 7 35

Date of Increase 04 / 01 / 16
 Percent 3.0 %
 Hourly \$ _____
 Annual \$ _____
 Lump Sum \$ _____
 Comments _____

LONGEVITY: 73
 (Years) (Amt.) (%) (Type)
5 600 ___ AN
6 100 ___ IN
25 1000 ___ MX
 ___ ___ ___ ___

SENIORITY
 Prob. Period: 1 / ___ YR. 31
 Shift: (Y) ___ ___
 Recall Years: 2 31
 Super Seniority ___ ___

Date of Increase ___/___/___
 Percent ___ %
 Hourly \$ _____
 Annual \$ _____
 Lump Sum \$ _____
 Comments _____

PAID LEAVE PAGE:
 Holidays: 9 41
 Personal Days: 3 43
 Birthday: (Y) 42
 Injury Leave: 40 / WD 53
 Union Leave: (Y) 16

ARBITRATION
 Arbitration: (Y) 26
 Cost (E/L/O): E 26
 Mediation Step: (Y) 30
OTHER
 Fair Share: (Y) 8
 Residency: (Y) ___ ___
 Drug Test: (Y) RS RT 63
 Fitness Std. (Y) ___ ___
 Sub-Contract: (Y) 6
 Min Staff: (Y) ___ ___
 MAD: (Y) ___ ___

BENCHMARKS PAGE: APP B

Job Title MECHANIC

| | | | | |
|-------|---------------------|---------------------|---------------------|--------------------------------|
| Date | <u>04 / 01 / 14</u> | <u>04 / 01 / 15</u> | <u>04 / 01 / 16</u> | <u> / / </u> |
| Entry | \$ <u>41,516.80</u> | \$ <u>42,761.48</u> | \$ <u>44,044.32</u> | \$ <u> </u> |
| Top | \$ <u>50,856.00</u> | \$ <u>52,381.68</u> | \$ <u>53,953.13</u> | \$ <u> </u> |

Work Week: 40
Hrs/Day: 8
Days/Yr: 260
Steps: 8
Step Yrs:

Job Title BUILDING INSPECTOR

| | | | | |
|-------|---------------------|---------------------|---------------------|--------------------------------|
| Date | <u>04 / 01 / 14</u> | <u>04 / 01 / 15</u> | <u>04 / 01 / 16</u> | <u> / / </u> |
| Entry | \$ <u>46,363.20</u> | \$ <u>47,754.09</u> | \$ <u>49,186.71</u> | \$ <u> </u> |
| Top | \$ <u>48,817.60</u> | \$ <u>50,282.13</u> | \$ <u>51,790.59</u> | \$ <u> </u> |

Work Week: 40
Hrs/Day: 8
Days/Yr: 260
Steps: 8
Step Yrs:

Job Title MAINT. REPAIR WORKER

| | | | | |
|-------|---------------------|---------------------|---------------------|--------------------------------|
| Date | <u>04 / 01 / 14</u> | <u>04 / 01 / 15</u> | <u>04 / 01 / 16</u> | <u> / / </u> |
| Entry | \$ <u>38,792.00</u> | \$ <u>39,955.76</u> | \$ <u>41,154.43</u> | \$ <u> </u> |
| Top | \$ <u>48,027.20</u> | \$ <u>49,468.01</u> | \$ <u>50,952.05</u> | \$ <u> </u> |

Work Week: 40
Hrs/Day: 8
Days/Yr: 260
Steps: 8
Step Yrs:

Job Title CASHIER

| | | | | |
|-------|---------------------|---------------------|---------------------|--------------------------------|
| Date | <u>04 / 01 / 14</u> | <u>04 / 01 / 15</u> | <u>04 / 01 / 16</u> | <u> / / </u> |
| Entry | \$ <u>37,876.80</u> | \$ <u>39,013.10</u> | \$ <u>40,183.49</u> | \$ <u> </u> |
| Top | \$ <u>47,008.00</u> | \$ <u>48,418.24</u> | \$ <u>49,870.79</u> | \$ <u> </u> |

Work Week: 40
Hrs/Day: 8
Days/Yr: 260
Steps: 8
Step Yrs:

Job Title COMPUTER OPERATOR

| | | | | |
|-------|---------------------|---------------------|---------------------|--------------------------------|
| Date | <u>04 / 01 / 14</u> | <u>04 / 01 / 15</u> | <u>04 / 01 / 16</u> | <u> / / </u> |
| Entry | \$ <u>36,982.40</u> | \$ <u>38,091.87</u> | \$ <u>39,234.63</u> | \$ <u> </u> |
| Top | \$ <u>46,196.80</u> | \$ <u>47,582.70</u> | \$ <u>49,010.18</u> | \$ <u> </u> |

Work Week: 40
Hrs/Day: 8
Days/Yr: 260
Steps: 8
Step Yrs: