

**AGREEMENT
BETWEEN
OAKLAND UNIVERSITY
AND
POLICE OFFICERS
ASSOCIATION
OF MICHIGAN**

(EXCERPT)

**OCTOBER 1, 2017 –
SEPTEMBER 30, 2021**

LETTER OF AGREEMENT

TWELVE (12) HOUR SHIFTS

The parties to this letter of agreement hereby agree to the following amendments that would occur due to changing from 8-hour shifts to 12 hours shifts. Twelve-hour shifts shall not apply to special assignments within the OUPD i.e. Detective's Position, Technical Support Position, etc...

1. Either POAM or OUPD Command can terminate the LOA for any reason with a 60 day notice.
2. OUPD personnel will be divided into 4 even platoons, two platoons assigned to day shift, 2 platoons assigned to night shift (Platoon = 1 sergeant, 3 officers, 1 dispatcher)
3. Shifts will run from 7:00 AM to 7:00 PM for day shift and 7:00 PM to 7:00 AM for night shift
4. As designed, each member will be assigned to 84 hours of work per pay period. To offset the extra 4 hours, all personnel assigned to 12-hour shifts will need to work one 8-hour shift per pay period. The shift sergeant is responsible for scheduling this 8-hour day. Should the 8 hour day results in overtime, the individual scheduled for the 8 hour day has the first right to the overtime hours; not to exceed 4 hours
5. Sick time use will be changed to sick hours rather than sick days for the purpose of policy violations. Discipline will occur after usage of more than 84 hours (7 days) of sick time in a sliding 12-month period.
6. All members will continue to receive 8 hours of comp for holidays that fall on their leave (non-scheduled) days. Holidays that fall within the regularly scheduled shift period will be scheduled at minimum man power, therefore some members of each shift, will have the holiday off by University seniority selection and shall receive 8 hours of straight pay for that day. These members are strongly encouraged to use this day as their 8-hour day for the pay period in which the holiday falls. Members also have the option to supplement this day with 4 hours of accrued time. Holiday pay will begin at 7:00 AM on the holiday and commence for a 24-hour period. (For example, holiday pay will begin at 7:00 AM on July 4 and end at 7:00 AM on July 5)
7. OUPD in-house training that is 8 hours in length will only count as 8 hours worked. To offset the four hour shortage, members may:
 - A. Return to work and finish the remaining 4 hours
 - B. Cover the 4 hours with vacation, personal, or comp hours
 - C. Choose the day as their "short day" for the pay period, pending supervisory approval.

Off-site training that is scheduled to be eight (8) hours in length or more will count as a scheduled workday.

8. Maximum hours (Health and Safety) worked in a day will increase from 16 hours to 18 hours. After working 18 consecutive hours, all members shall have a minimum of six (6) hours off prior to return to work.
9. MINIMUM MANPOWER: (This paragraph applies only to Police Officers.) In the Implementation of Section 10.1 of the Collective Bargaining Agreement, the Employer will normally schedule two (2) Police Officers to work on each shift. In the event that either of the normally scheduled employees is unable to work for any reason, the Employer shall not be required to call in any other employee to work for any reason, the Employer shall not be required to call in any other employee to work if such call in would require the payment of any form of premium compensation to the employee. In all cases the Employer will either have two (2) Police Officers on duty or will comply with the back-up requirements of Section 10.1. For purposes of determining compliance with the back-up requirements of Section 10.1, no certified Officer assigned to duty as a Dispatcher shall be counted. It is understood that while the department is on 12-hour shifts, FOR HOLIDAYS ONLY, there may not be two normally scheduled Police Officers as described above in this paragraph due to Holidays being picked based on University Seniority including sergeants and dispatchers. This in no way affects there being two normally scheduled Police Officers on non-holidays.
10. Sick, Vacation, and Personal days will be based on a scheduled day off (12 hours).
11. Work performed by a police officer/dispatcher beyond (12) hours in a normal workday, shall be paid at the overtime rate which is one and one half (1-1/2) hours for each overtime hour worked.
Hours worked by a police officer/dispatcher in excess of eighty hours in a normal pay period shall be paid at the overtime rate which is one and one half (1-1/2) hours for each overtime hours worked.
12. From this date forward shift selection will be at least 60 days prior to the beginning of the next shift assignment period. The employer will post a copy of the seniority list. It will also post its manpower requirements for each shift. Shifts selections will be picked November 1st, to be effective on the first Monday of January of each year, and May 1st to be effective the first Monday of July. The employees will have two weeks to pick a shift.
13. If at the end of that two-week period an employee is unable to pick a shift, management has the right to pick a shift for that employee.
14. Shift picks and holidays will now be chosen by University Seniority. Therefore, since Sergeants now fall into seniority Sergeants could be forced to work holidays.
15. Vacation requests shall be approved 60 days prior to the beginning of the month that the vacation starts. For example if a POAM member puts in a vacation request to start on June 15th, that request would get approved April 1st, not April 15th.
16. Any vacation requests that are submitted 60 days or more prior to the start of the vacation will be approved based upon seniority. Any vacation requests that are submitted 59 days or less prior to the month that the vacation starts will be approved on a first come, first served basis.

17. Requests with the same date of submission will be approved based upon seniority.

18. Vacations previously approved will be honored.