

ARTICLE 4

REPRESENTATION, OFFICERS, STEWARDS AND BARGAINING COMMITTEE

- A. The Union shall annually submit to the Director, Human Resources a list of the names and offices held by each member of Local 411. Said notice shall include all designated officers, Executive Board members, Chief Steward, Stewards and Alternate Stewards.
- B. Chief Steward, Stewards and Alternate Stewards:
1. The Union shall designate the Chief Steward, District Stewards and District Alternate Stewards. District Stewards and District Alternate Stewards shall be regular employees of the District in which their Department/location is assigned.
 - a. Chief Steward: At the request of the Local President or, in the absence of a District Steward, the Chief Steward shall be permitted, a maximum of one (1) hour per day, noncumulative, during the regular work schedule and without loss of time or pay, to investigate and present grievances to the Employer. If travel is required, the Chief Steward shall be permitted a maximum of one and-one-half (1 1/2) hours per day to investigate and present grievances to the Employer. A greater period of time may be granted, in writing, by the Chief Steward's Department Head or designee.
 - b. District Stewards: District Stewards shall be permitted a maximum of one (1) hour per day, noncumulative, during the regular work schedule and without loss of time or pay, to investigate and present grievances to the Employer. A greater period of time may be granted, in writing, by the Steward's Department Head or designee. Because travel may be required, Stewards in Districts 7, 8 and 10, only, shall be permitted a maximum of one and-one-half (1 1/2) hours per day to investigate and present grievances to the Employer.
 - c. Alternate District Stewards: Alternate District Stewards shall function as a Steward only when the Local President assigns the Alternate Stewards to duties of a Steward for a particular situation. If the Employer needs to discuss a matter with a Steward, and the Steward is unavailable, the Employer shall contact the Local President, who shall notify and assign the Alternate Steward to the particular situation.
- C. Each District shall be represented by one (1) Steward, as follows:
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| DISTRICT 1: | Verkuilen Building, Central Receiving, Emergency Services & Communications and Microfilm |
| DISTRICT 2: | Sheriff Department, Health Department (including Animal Shelter) |
| DISTRICT 3: | Library |

- DISTRICT 4: Court Building Clericals
- DISTRICT 5: County Building Clericals, Administration Building
- DISTRICT 6: Facilities & Operations Department, except Clericals
- DISTRICT 7: Warren and St. Clair Shores Satellites
- DISTRICT 8: Community Mental Health employees, except Clericals
- DISTRICT 9: Pumping Station
- DISTRICT 10: Public Works (except Pumping Station) and Parks & Recreation
- DISTRICT 11A: Martha T. Berry Day Shift employees in the following classifications: Nurse Aide, Ward Clerk and Central Supply Clerk
- DISTRICT 11B: Martha T. Berry Afternoon Shift employees in the following classifications: Nurse Aide, Ward Clerk and Custodian
- DISTRICT 11C: Martha T. Berry Midnight Shift employees in the following classifications: Nurse Aide, Ward Clerk and Custodian
- DISTRICT 11D: Martha T. Berry Housekeeping, Laundry and Day Shift Custodian employees
- DISTRICT 11E: Martha T. Berry Clerical, Stores Clerk, Lab and Therapy employees
- DISTRICT 11F: Martha T. Berry Dietary employees

D. The parties agree that if any creation, relocation or consolidation of a Department or Division of a Department is made, a Special Conference will be held, if warranted, to assign, reassign, add or delete the Steward and/or Districts that are listed in Section C., above. Any changes agreed upon will be reduced to writing and will become a part of this Collective Bargaining Agreement.

E. Local President's Union Release Time:

The union release time for the Local President shall be in accordance with the Letter of Understanding (Re: Union Release for Local President) which is attached to and is part of this Agreement.

If the County chooses to hire an employee or employees to replace the Local President during the time the Local President is performing his/her union release duties, said employee(s) may remain as a County employee(s) during the Local President's term of office without regard to the six (6) month employment limitation of other temporary employees, as specified in Article 12, Regular Employee Defined. Said temporary employee shall not be represented by Local 411 and shall be hired and classified solely at the discretion of the Employer.

F. Bargaining Committee:

1. The Bargaining Committee shall be comprised of the Local President, Vice-President, and five (5) additional members. Council 25 shall be allowed to send a representative(s) to the bargaining sessions.
2. The Parties agree that negotiations will be conducted at mutually acceptable times and places. The Bargaining Committee shall be released from regular duty and compensated for all time spent negotiating during the member's regular work schedule.