

**EXHIBIT A**

**AGREEMENT**

**BETWEEN**

**THE CITY OF AUSTIN**

**AND**

**THE AUSTIN POLICE ASSOCIATION**

**[EFFECTIVE \_\_\_\_\_, 2008]**

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1 **ARTICLE 1**

2 **PREAMBLE**

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5 **Section 1. Date of Agreement**

6  
7 This Agreement made, entered into, and first effective this \_\_\_\_ day of \_\_\_\_\_, 2008  
8 (unless specific provisions or Exhibit terms set forth a later effective date) by and  
9 between the City of Austin, Texas, hereinafter referred to as the "CITY," and the Austin  
10 Police ASSOCIATION, hereinafter referred to as the "ASSOCIATION," and its terms  
11 shall be effective only until the expiration date of the Agreement, or as stipulated in this  
12 Agreement.

13  
14 **Section 2. Purpose of Agreement**

15  
16 WHEREAS, the CITY has voluntarily endorsed the practices and procedures of the  
17 statutory meet and confer process as an orderly way of conducting its relations with its  
18 police officers, insofar as such practices and procedures are appropriate to the functions  
19 and obligations of the CITY to retain the rights to operate the CITY government  
20 effectively in a responsible and efficient manner; and

21  
22 WHEREAS, the ASSOCIATION has pledged to support the service and mission of  
23 the Austin Police Department and to abide by the statutorily imposed no strike or work  
24 slow down obligations placed upon it; and

25  
26 WHEREAS, it is the intent and purpose of the parties to set forth herein their entire  
27 Agreement;

28  
29 NOW, THEREFORE, IN CONSIDERATION OF THE mutual covenants and  
30 agreements herein contained, the parties mutually agree as follows:

31  
32  
33 **ARTICLE 2**

34  
35 **DEFINITIONS**

36  
37 The following definitions apply to terms used in this Agreement, unless a different  
38 definition is required by the context in which the term is used.

- 39  
40 1. "ASSOCIATION" means the Austin Police Association, and its officers and  
41 agents authorized to act on its behalf.  
42  
43 2. "Chief" means the Chief of Police of the Austin Police Department or his  
44 designee.  
45

3. "Employer" or "CITY" means the City of Austin, Texas, the Austin Police Department and its officers, agents, managers, and others authorized to act on the CITY's behalf.
4. "HRD" means the City of Austin's Human Resources Department.
5. "Officer" means, all police officers, as the term is currently defined in Texas Local Government Code, Section 143.003 (5), and those hired under the provisions of this Agreement in the Austin Police Department, except the Head of the Department and, unless otherwise specified, Assistant Department Heads in the rank or classification immediately below that of the Department Head. The term also excludes cadets, civilian employees, retirees, and any other employees specifically exempted by the terms of this Agreement. Probationary officers are excluded from the coverage of Article 18 and cannot file grievances pursuant to Article 20 regarding disciplinary actions.
6. "Meet and Confer Statute" means Subchapter I of Chapter 143 of the Texas Local Government Code, Sections 143.301-143.313.
7. "Chapter 143" means Chapter 143 of the Texas Local Government Code.
8. "Authorized ASSOCIATION Representative" means a representative of the ASSOCIATION authorized by the ASSOCIATION's executive board to conduct business on behalf of the ASSOCIATION.
9. "Police Civil Service Commission" means the three (3) member Civil Service Commission appointed by the City Manager, pursuant to Section 143.006 of the Texas Local Government Code.
10. "Preemption" means to the extent that any provision of this article conflicts with or changes Chapter 143 or any other statute, executive order, local ordinance, or rule, this Agreement shall supersede such provision, as authorized by Section 143.307 of the Texas Local Government Code.
11. "Business day" means a day on which the City conducts normal business. In addition, the day of the act, event or default after which a period of time begins to run is not included. The last day of the period is included unless it is a weekend or City observed holiday.

### ARTICLE 3

#### RECOGNITION

The CITY recognizes the ASSOCIATION as the sole and exclusive bargaining agent for all covered police officers, pursuant to Section 143.301 et seq. of Chapter 143,

1 excluding the Police Chief, the Assistant Police Chiefs, and all civilian employees of the  
2 Police Department.

## 3 4 5 **ARTICLE 4**

### 6 7 **MANAGEMENT RIGHTS**

#### 8 9 **Section 1. Retained Rights – General**

10  
11 The CITY retains all inherent rights to manage the Police Department and its work  
12 force which it presently enjoys, subject to applicable federal and state statutes and local  
13 ordinances, resolutions, and rules, except as specifically provided in this Agreement.  
14 These rights include, but are not limited to: direction of the work force, including but not  
15 limited to, the right to hire; the right to discipline or discharge; the right to decide job  
16 qualifications for hiring; the right to lay-off or abolish positions; the right to make rules  
17 and regulations governing conduct and safety; the right to determine schedules of work  
18 together with the right to determine the methods, processes and manner of performing  
19 work; the determination of the size of the work force, and the assignment of work to  
20 officers within the department, including the right to transfer officers; the determination  
21 of policy affecting the selection of new officers; the right to establish the services and  
22 programs provided by the department, including the nature and level of such services and  
23 programs, as well as the type and quantity of resources allocated; the right to establish  
24 work performance measurement and standards; and the right to implement programs to  
25 increase the cost effectiveness of departmental operations.

#### 26 27 **Section 2. Retained Right of Independent Investigation**

28  
29 The Chief of Police and the City Manager fully retain their rights to independently  
30 investigate police conduct.

#### 31 32 **Section 3. Public Report by Volunteer Citizen Panel or Independent Investigator**

33  
34 a) The provisions of Section 143.089(g) of the Texas Local Government Code are  
35 expressly modified to the extent necessary to permit public release of a final report  
36 prepared by an investigator who conducts an Independent Investigation authorized by the  
37 Chief of Police or City Manager concerning police conduct. An “Independent  
38 Investigation” does not include attorney-client work product or privileged material  
39 related to the defense of claims or suits against the City of Austin. The release of a  
40 Volunteer Citizen Panel (hereinafter “Panel”) report is also authorized, subject to the  
41 limitations in this agreement.

42  
43 b) The public release of information authorized by this Section shall not contain or  
44 reveal evidentiary facts, or other substantive investigative information from the file,  
45 except to the extent that such information is at the time of such release no longer  
46 protected from public disclosure by law, or is already public as a matter of fact by lawful  
47 or authorized means or by the officer’s own release. For example, the names of officers

1 in an investigation may not be released; but could be released if those officers have  
2 elected to enter the public debate and discuss their involvement, or if the public has been  
3 informed of identities by lawful or authorized means in the course of grand jury or other  
4 legal proceedings. Likewise, the name, identifying characteristics, or contact information  
5 for any involved party or complainant shall not be released, except to the extent that such  
6 information is at the time of such release no longer protected from public disclosure by  
7 law, or is already public as a matter of fact by lawful or authorized means or by the  
8 officer's own release. The public statements authorized in this agreement are subject to  
9 review by the City of Austin Department of Law to insure compliance with this  
10 agreement and to determine whether the release of such information may be prohibited  
11 by any other law.

12  
13 c) This Section shall apply to any Independent Investigation or citizen panel report  
14 whether completed prior to or after the effective date of this Agreement, and applies to  
15 every position and rank within the Austin Police Department.

## 16 17 18 **ARTICLE 5**

### 19 20 **NON-DISCRIMINATION**

#### 21 22 **Section 1. Discrimination Prohibited**

23  
24 Neither the CITY nor the ASSOCIATION shall discriminate with regard to the  
25 implementation of any term or condition of this contract, against any officer covered by  
26 this Agreement in a manner which discrimination would violate any applicable federal or  
27 state law or any CITY ordinances on the basis of race, creed, color, national origin, age,  
28 sex, sexual orientation, or disability.

#### 29 30 **Section 2. Association Membership or Activity**

31  
32 Neither the CITY nor the ASSOCIATION shall interfere with the right of officers  
33 covered by this Agreement to become or not become members of the ASSOCIATION,  
34 and there shall be no discrimination against such officers because of lawful  
35 ASSOCIATION membership or non-membership activity or status.

#### 36 37 **Section 3. Association Fair Representation.**

38  
39 The ASSOCIATION recognizes its responsibility as the exclusive representative under  
40 the meet and confer statute and agrees to fairly represent all officers in the Department  
41 covered by this Agreement.

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## ARTICLE 6

### UNION DUES, CHECK OFF AND INDEMNIFICATION

#### Section 1. Payroll Deductions and Union Dues

Upon receipt of a signed authorization from an officer on a form supplied by the CITY, the dues and assessments that existed on the date of this Agreement, including but not necessarily limited to: APA dues, pagers, telephones, PAC, dues for Austin Police Women's Association, Amigos en Azul and Texas Peace Officers Association, and contributions by officers to the Association's charitable organization, *Austin Cops for Charities*, shall be deducted from such officer's pay. Officers who are already having dues deducted as of the execution date of this Agreement are not required to submit a new dues deduction form. The dues deductions shall be remitted promptly to the treasurer of the ASSOCIATION. The ASSOCIATION agrees to defray the actual cost of making such deductions, except deductions for *Austin Cops for Charities*, not to exceed the per deduction amount paid by other employee associations. The City agrees to provide a list of those members for whom deductions are made each month. The ASSOCIATION may change the amount of the deduction for those employees who have authorized payroll deductions by providing the City with a letter, at least thirty (30) calendar days in advance of the change, from the ASSOCIATION President advising the City that the amount has changed pursuant to the requirements of the ASSOCIATION's Constitution and Bylaws. The ASSOCIATION will promptly refund to the CITY any amount paid to the ASSOCIATION in error on account of this dues deduction provision. Additional assessments may be deducted by mutual agreement of the parties.

#### Section 2. Other Payroll Deductions

The CITY agrees that it will not authorize payroll deduction of dues or fees for any organization that purports to represent Austin police officers in employment matters, that is not currently authorized to have payroll deduction of dues. This requirement shall not apply to organizations specifically listed in this Article or organizations that enjoyed dues check off as of the date the Austin City Council recognized the APA as the sole and exclusive bargaining representative of officers in the Department, including the Austin Police Association and the Combined Law Enforcement Association of Texas

#### Section 3. Indemnification

The ASSOCIATION shall jointly defend the provisions of this article on behalf of both parties, and shall indemnify the CITY and any departments of the CITY and hold it harmless against any and all claims, demands, suits or other forms of liability that may arise out of, or by reason of, any actions taken by the CITY or any department of the CITY for any purpose of complying with provisions of this article. The Association shall be entitled to select and direct counsel for such defense, but shall reasonably cooperate with counsel designated by the City Attorney to participate.



1 **Section 4. Effect of Contract Expiration**

2  
3  
4 The provisions of this Article shall remain in full force and effect after expiration of  
5 this Agreement until a successor Agreement has been reached, or twelve (12) months  
6 after expiration of this Agreement.  
7

8  
9 **ARTICLE 7**

10  
11 **WAGES AND BENEFITS**

12  
13 **Section 1. Base Wages**

14  
15 **a) For Fiscal Year 2008-2009**

16  
17 Effective with the pay period beginning December 7, 2008, the pay scale attached  
18 hereto as Appendix A-1 shall apply to all police officers covered by this Agreement. The  
19 pay scale reflects a 2.5% increase to base wages.  
20

21 **b) For Fiscal Year 2009-2010**

22  
23 Effective with the first pay period of Fiscal Year 2009-2010, the pay scale  
24 attached hereto as Appendix A-2 shall apply to all police officers covered by this  
25 Agreement. The pay scale reflects a 3.0% increase to base wages. Provided, however,  
26 that if the majority of non-public safety employees, through any City-wide compensation  
27 program, receive a base wage increase of less than two and one-half percent (2.5%) for  
28 Fiscal Year 2009-2010, the three percent (3.0%) base wage increase provided for in this  
29 Section shall be reduced to a base wage increase of two and three-quarters percent  
30 (2.75%). If the base wage increase is adjusted as provided in this section, a new pay  
31 scale will be substituted for Appendix A-2.  
32

33 **c) For Fiscal Year 2010-2011**

34  
35 Effective with the first pay period of Fiscal Year 2010-2011, the pay scale  
36 attached hereto as Appendix A-3 shall apply to all police officers covered by this  
37 Agreement. The pay scale reflects a 3.0% increase in base wages.  
38

39 **d) For Option Year of Agreement Fiscal Year 2011-2012**

40  
41 If the City exercises its option to extend this Agreement for a fourth year, as  
42 provided in Article 21, the pay scale attached hereto as Appendix A-4 shall apply to all  
43 police officers covered by this Agreement. The pay scale reflects a 3.0% increase to base  
44 wages. Provided, however, that if the majority of non-public safety employees, through  
45 any City-wide compensation program, receive a base wage increase of more than 3.0%  
46 for Fiscal Year 2011-2012, the 3.0% base wage increase provided for in this Section shall  
47 be increased to the base wage increase received by the majority of non-public safety

1 employees. If the base wage increase is adjusted as provided in this section, a new pay  
2 scale will be substituted for Appendix A-4.

## 3 4 **Section 2. Longevity Pay**

5  
6 a) Longevity pay in the amount of ninety-six dollars (\$96.00) per year of service, up  
7 to a maximum of 25 years, shall continue to be paid in a lump sum in the first regularly  
8 scheduled pay period after the officer's anniversary date, which is the annual anniversary  
9 of the officer's most recent commission date. Beginning with Fiscal Year 2010-2011,  
10 longevity pay will be increased to one hundred dollars (\$100.00) per year of service, up  
11 to a maximum of 25 years. This change in payment of longevity does not affect the  
12 treatment of longevity for retirement and overtime purposes, and the CITY and the  
13 officers shall continue making contributions for longevity payments.

14  
15 b) It is expressly understood and agreed that this section shall be entitled to  
16 preemption including but not limited to the provision of §141.032 of the Texas Local  
17 Government Code.

## 18 19 **Section 3. Retirement Contributions**

20  
21 a) Beginning with Fiscal Year 2010-2011, the City shall increase its contribution  
22 rate to the Austin Police Retirement System by one percent (1.0%).

23  
24 b) If the City exercises its option to extend this Agreement for a fourth year (Fiscal  
25 Year 2011-2012), as provided in Article 21, the City shall increase its contribution rate to  
26 the Austin Police Retirement System by an additional one percent (1.0%).

27  
28 c) The City agrees that the statute governing the Austin Police Retirement System  
29 should be amended to incorporate the increased City contribution rate provided in this  
30 Agreement.

## 31 32 **Section 4. Field Training Officer Pay**

33  
34 a) Field training officer (FTO) pay shall be paid at the effective rate of one hundred  
35 and seventy five (\$175.00) per month to each officer assigned in the FTO program, as  
36 selected according to criteria established by the Chief. This payment shall not be made to  
37 officers assigned to the Training Division, to the FTO Program Coordinator. Officers  
38 authorized to train probationary patrol officers during their probationary period, and not a  
39 part of the FTO program, will be compensated for the actual hours spent training.

40  
41 b) It is expressly understood and agreed that this section shall be entitled to  
42 preemption including but not limited to the provision of §143.043 of the Texas Local  
43 Government Code.

1 **Section 5. Mental Health Certification Pay**

2  
3 a) Mental Health Certification Pay shall be paid at the effective rate of one hundred  
4 and seventy five dollars (\$175.00) per month to each officer assigned to a Patrol Shift,  
5 and serving as a Mental Health Officer as selected and approved according to criteria  
6 established by the Chief. This payment shall not be made to the officers assigned to the  
7 Crisis Intervention Team.

8  
9 b) It is expressly understood and agreed that this section shall be entitled to  
10 preemption including but not limited to the provision of Sections 143.041 and 143.042 of  
11 the Texas Local Government Code.

12  
13 **Section 6. Bilingual Pay**

14  
15 a) Bilingual pay will be paid at the rate of one hundred and seventy five (\$175.00)  
16 per month for officers certified under standards established by the Chief and assigned to  
17 the bilingual program. The bilingual program shall include German, Spanish,  
18 French/Haitian, Asian (Vietnamese, Cantonese, Thai, Korean, Japanese, and Malaysian),  
19 Russian, Ukrainian, and sign language for the deaf. Officers will not be paid  
20 cumulatively if they are certified in more than one language.

21  
22 b) It is expressly understood and agreed that this section shall be entitled to  
23 preemption including but not limited to the provision of Sections 143.041 and 143.042 of  
24 the Texas Local Government Code.

25  
26 **Section 7. Compensation for Lieutenants and Commanders**

27  
28 a) Lieutenants and Commanders shall be compensated on a salary basis and are  
29 exempt employees for purposes of overtime compensation under applicable federal law.  
30 The parties further agree that the Lieutenants and Commanders accept their salaries as  
31 inclusive of any and all overtime compensation.

32  
33 b) Lieutenants permanently assigned to an evening or night shift in Patrol shall be  
34 paid an additional stipend of three hundred dollars (\$300.00) per month. Lieutenants  
35 assigned to a Patrol Area Command who are assigned to an evening or night shift for a  
36 twenty eight (28) calendar day cycle, when the shift begins at or after 2:00 p.m., shall be  
37 entitled to three hundred dollars (\$300.00) per month.

38  
39 c) It is expressly understood and agreed that this section shall be entitled to  
40 preemption including but not limited to the provision of §143.047 and §142.0015 of the  
41 Texas Local Government Code.

42  
43 **Section 8. Assistant Chiefs**

44  
45 a) The Chief of Police has the right to set wages and benefits for the Assistant  
46 Chiefs, subject to the approval of the City Council as a part of the budget. The Chief may

1 designate one Assistant Chief as the Executive Assistant or Chief of Staff, whose pay and  
2 benefits may be different than the other Assistant Chiefs. Additional performance pay  
3 may be awarded in the Chief's discretion.

4  
5 b) It is expressly understood and agreed that this section shall be entitled to  
6 preemption including but not limited to the provision of §142.0015 and §143.041 of the  
7 Texas Local Government Code.

## 8 9 **Section 9. Clothing Allowance**

10  
11 During the term of this contract, the clothing allowance shall be five hundred dollars  
12 (\$500.00) per year for all officers deemed eligible by the Chief, with a payment schedule  
13 to be determined by the Chief.

## 14 15 **Section 10. Education and Certificate Pay**

16  
17 An officer shall be entitled to either Certificate pay or Education pay, at the highest  
18 qualifying rate, but shall not be entitled to both. Education pay shall only be payable for  
19 degrees or college credit from an accredited college or university. An accredited college  
20 or university is an institution of higher education that is accredited or authorized by the  
21 Southern Association of Colleges and Schools, the Middle States Association of Colleges  
22 and Schools, the New England Association of Schools and Colleges, the North Central  
23 Association of Colleges and Schools, the Northwest Association of Schools and Colleges,  
24 or the Western Association of Schools and Colleges (Reference: TCLEOSE Rule  
25 211.1(a)(3), as modified by the Commission from time to time).

### 26 27 **a) Certificate Pay**

28  
29 (1) Each officer holding an Intermediate TCLEOSE Certificate shall be paid  
30 fifty dollars (\$50.00) per month. Each officer holding an Advanced TCLEOSE  
31 Certificate shall be paid one hundred dollars (\$100) per month. Each officer holding a  
32 Master TCLEOSE Certificate shall be paid one hundred fifty dollars (\$150.00) per  
33 month.

34  
35 (2) No officer hired after March 25, 2001, will be eligible for Intermediate or  
36 Advanced Certificate pay. Certificate pay amounts at or above those set forth in this  
37 agreement remain in effect, and this agreement continues the right of all officers to  
38 qualify for or achieve Master Certification pay.

### 39 40 **b) Education Incentive Pay**

41  
42 (1) Each officer holding an Associate's degree or sixty (60) hours of college  
43 credit shall be paid one hundred dollars (\$100.00) per month.

44  
45 (2) Each officer holding a Bachelor's degree shall be paid two hundred and  
46 twenty dollars (\$220.00) per month.

1  
2 (3) Each officer holding a Master's degree shall be paid three hundred dollars  
3 (\$300.00) per month.  
4

5 **c) Preemption**  
6

7 It is expressly understood and agreed that this section shall be entitled to  
8 preemption including but not limited to the provision of Sections 143.041 and 143.044 of  
9 the Texas Local Government Code.  
10

11 **Section 11. Shift Differential**  
12

13 a) The CITY shall pay an additional three hundred dollars (\$300.00) per month to an  
14 officer normally assigned to an evening or night shift for a twenty eight (28) calendar day  
15 cycle, when the shift begins at or after 2:00 p.m. Only officers working 50% or more of  
16 their shifts beginning at or after 2:00 p.m., in a 28 calendar day cycle, shall be eligible.  
17 Shift differential pay shall apply to all ranks up to and including Sergeant. This provision  
18 shall apply in lieu of the City policy applicable to shift differential for any other  
19 employees  
20

21 b) It is expressly understood and agreed that this section shall be entitled to  
22 preemption including but not limited to the provision of §143.047 of the Texas Local  
23 Government Code.  
24

25 **Section 12. Monthly Paid Compensation**  
26

27 It is expressly understood and agreed that the CITY reserves the right to pro-rate and  
28 pay all monthly payments in bi-weekly equivalents.  
29

30 **Section 13. Preemption**  
31

32 It is expressly understood and agreed that all provisions of this Article shall preempt  
33 any statute, Executive Order, local ordinance, City policy or rule, which is in conflict  
34 with this Agreement and the procedures developed hereunder, including for example and  
35 not by way of limitation, any contrary provisions of Chapters 141, 142, and 143 of the  
36 Texas Local Government Code, including but not limited to Sections 141.032 and  
37 142.0015 and Sections 143.041 through 143.047.  
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## ARTICLE 8

### OVERTIME, ON-CALL, COURT TIME AND CALL BACK

#### Section 1. Overtime

For purposes of computing overtime, all approved paid leave time, other than sick leave, shall be calculated as hours worked.

#### Section 2. On-call status

The City will allow eight (8) hours of comp time per week for any non-exempt officer on call, as defined by Department policy implemented by the Chief. Officers placed on "court call" while under subpoena to court for two or more consecutive calendar days, shall not be eligible under the prior sentence, but shall receive one (1) hour of additional comp time per day for each regularly scheduled day off or pre-approved leave day.

#### Section 3. Court time

a) An officer who attends court more than one hour before the start of his/her regularly scheduled shift shall receive a minimum of four (4) hours compensation at time and one half. (e.g. If the officer is assigned to work from 9:00 a.m. till 7:00 p.m., and he/she must attend municipal court at 7:00 a.m. the same day, the officer is entitled to four (4) hours of overtime).

b) If the officer attends court one hour or less before the start of his/her regularly scheduled shift, the officer shall receive one (1) full hour of compensation at time and one half. (e.g. if the officer's shift starts at 9:00 a.m., but he/she must attend municipal court at 8:00 a.m. or later, the officer shall receive one full hour of overtime).

c) An officer who attends court after his/her regularly scheduled shift has ended shall receive a minimum of four (4) hours compensation at time and one half (e.g. If the officer is assigned to work from 10:00 p.m. till 8:00 a.m., and he/she must attend municipal court at 8:00 a.m. the same date, the officer is entitled to four (4) hours of overtime).

d) If the officer's court assignment begins during his/her regularly scheduled shift but continues beyond his/her normal duty hours, the officer will only be entitled to the actual amount of overtime hours worked. (e.g. If the officer is assigned to work from 10:00 p.m. till 8:00 a.m., and if the officer's court assignment begins at 7:30 a.m. and the officer is not dismissed from court until 9:00 a.m., the officer shall receive only one (1) hour of overtime).

1 **Section 4. Call back**

2  
3 a) Non-exempt officers who are off-duty and receive notification to return to duty  
4 status one hour or less before the start of their regularly scheduled shift shall receive one  
5 (1) full hour of compensation at time and one half.

6  
7 b) Non-exempt officers who are off-duty and receive notification to return to duty  
8 status shall receive a minimum of three (3) hours of compensation at time and one half  
9 when notified to return to duty status:

- 10  
11 1. After the conclusion of their regularly scheduled shift, or  
12 2. More than one (1) hour before their regularly scheduled shift.

13  
14 c) Non-exempt officers who are off-duty and receive notification to return to duty  
15 status shall receive only fifteen (15) minutes of compensation at time and a half should  
16 the callback be cancelled within fifteen (15) minutes of the notification, or the actual time  
17 spent completing the assignment lasted no more than fifteen (15) minutes.

18 .  
19 **Section 5. Preemption**

20  
21 It is expressly understood and agreed that all provisions of this Article shall preempt  
22 any statute, Executive Order, local ordinance, City policy or rule, which is in conflict  
23 with this Agreement and the procedures developed hereunder, including for example and  
24 not by way of limitation, any contrary provisions of Chapters 141, 142, and 143 of the  
25 Texas Local Government Code, including but not limited to Sections 142.0015 and  
26 142.009.

27  
28  
29 **ARTICLE 9**

30  
31 **SPECIAL LEAVE PROVISIONS**

32  
33 **Section 1. Emergency Leave**

34  
35 Each officer may utilize up to forty (40) hours of paid emergency leave for a death in  
36 the immediate family as defined in the City of Austin personnel policies.

37  
38 **Section 2. Sick Leave Donation**

39  
40 If an officer is in danger of having used all accrued time (vacation, sick, etc.) due to a  
41 serious illness or injury, as defined by the FMLA, other officers may voluntarily donate  
42 up to forty (40) hours of vacation or sick leave to the ill or injured employee to avoid loss  
43 of pay. No officer shall be permitted to bank more than four hundred (400) hours of such  
44 donated leave within any twelve (12) month period of time. Donated leave may only be  
45 used for the officer to whom donated. In the event that all of the donated leave time is  
46 not used, the City shall not be obligated to make any redistribution of banked hours to the  
47 donors. The remaining unused donated amount shall not be paid on separation.

1  
2 **Section 3. Payment of Sick Leave on Separation**  
3

4 Separation pay for accrued sick leave will be paid only to officers with at least ten  
5 (10) years of actual service who separate in good standing. An officer shall not be  
6 considered to have separated in good standing if he/she is indefinitely suspended or  
7 leaves the Department in lieu of termination. The maximum accrued sick leave payable  
8 will be 1,400 hours.  
9

10 **Section 4. Administrative Leave**  
11

12 Officers may be granted Administrative Leave based on participation in a City or  
13 departmental program that awards Administrative Leave to program participants or for  
14 any purpose or event authorized by the Chief.  
15

16 **Section 5. Preemption**  
17

18 It is expressly understood and agreed that all provisions of this Article shall preempt  
19 any statute, Executive Order, local ordinance, City policy or rule, which is in conflict  
20 with this Agreement and the procedures developed hereunder, including for example and  
21 not by way of limitation, any contrary provisions of Chapters 141, 142, and 143 of the  
22 Texas Local Government Code, including but not limited to Sections 143.041, 143.045,  
23 143.046.  
24  
25

26 **ARTICLE 10**  
27

28 **HOLIDAYS, VACATION AND SICK LEAVE**  
29

30 **Section 1. Christmas Holiday**  
31

32 All non-exempt hourly employees whose shift begins on December 25 shall continue  
33 to be paid time and one half their regular hourly rate for all hours actually worked for the  
34 entire shift. Exempt employees who are required by their immediate supervisor to work  
35 on Christmas shall be paid a holiday stipend pursuant to City policy.  
36

37 **Section 2. Seniority Standards**  
38

39 The City shall provide by policy for the application of seniority standards on use of  
40 Holidays and Vacation, but agrees that any policy will apply equal standards, either  
41 department-wide or division-wide.  
42

43 **Section 3. Vacation Accrual Rate**  
44

45 All sworn officers shall accrue regular vacation leave at the rate of 6.25 hours for  
46 each pay period in which benefits accrue.  
47



1 **Section 4. Accrual Caps for Vacation and Exception Vacation**

2  
3 All sworn officers may accrue up to four hundred (400) hours of vacation and up to  
4 one hundred sixty (160) hours of exception vacation. The maximum hours of vacation  
5 payable upon separation shall continue to be two hundred forty (240) hours of vacation  
6 and one hundred sixty (160) hours of exception vacation, in accordance with City policy.  
7

8 **Section 5. Sick Leave Accrual Rate**

9  
10 All sworn officers shall accrue sick leave at the rate of 6.08 hours for each pay period  
11 in which benefits accrue.  
12

13 **Section 6. Preemption**

14  
15 It is expressly understood and agreed that all provisions of this Article shall preempt  
16 any statute, Executive Order, local ordinance, City policy or rule, which is in conflict  
17 with this Agreement and the procedures developed hereunder, including for example and  
18 not by way of limitation, any contrary provisions of Chapters 141, 142, and 143 of the  
19 Texas Local Government Code, including but not limited to Sections 142.0013;  
20 142.0015; 142.0016; and Sections 143.045 and 143.046.  
21

22  
23 **ARTICLE 11**

24  
25 **ASSOCIATION BUSINESS LEAVE**

26  
27 **Section 1. Time Off For Association Business**

28  
29 a) An ASSOCIATION business leave time pool (the Pool) shall be created for the  
30 purpose of conducting ASSOCIATION business. Association business is defined as time  
31 spent in Meet and Confer negotiations, adjusting grievances or in dispute resolution  
32 process, attending the annual State CLEAT conference, the Association's Executive  
33 Board meetings, and regular Association business meetings. It is specifically understood  
34 and agreed that Association pool time shall not be utilized for legislative and/or political  
35 activities at the State or National level, unless they relate to the wages, rates of pay, hours  
36 of employment, or conditions of work affecting the members of the ASSOCIATION. At  
37 the local level, the use of Association pool time for legislative and/or political activities  
38 shall be limited to raising concerns regarding officer safety. Association pool time shall  
39 not be utilized for legislative and/or political activities related to any election of public  
40 officials or City Charter amendments. Association pool time shall not be utilized for  
41 legislative and/or political activities that are sponsored or supported by the Association's  
42 Political Action Committee(s).  
43

44 b) It is specifically understood and agreed that no Association pool time shall be  
45 utilized for legislative and/or political activities at the local, state, or national level that  
46 are contrary to the City's adopted legislative program. No Association pool time shall be

1 utilized for activities prohibited by Section 143.086 of Chapter 143 or by the Texas  
2 Ethics Commission. Nothing contained in this Subsection is intended to limit the use of  
3 the individual officer's remaining vacation time by the officer for legislative and/or  
4 political activities.

## 5 6 **Section 2. Establishment of Association Leave Time Pool**

7  
8 a) Each year during the term of this Agreement, during the first ten (10) days of the  
9 calendar year, the City will contribute 7,000 hours of Association Business Leave to a  
10 pool of leave time which may be used in accordance with this Article. The City will  
11 track deductions from the pool as Association Business Leave is used.

12  
13 b) Any pool hours remaining at the end of a calendar year will remain in the pool to  
14 be utilized in the following year. Hours of leave in the pool shall never have any cash or  
15 surrender value.

## 16 17 **Section 3. Use of Association Business Leave Time Pool**

18  
19 a) All Association business leave will be requested in writing to the ASSOCIATION  
20 President, and submitted in advance for approval by the Chief, including a determination  
21 that the occurrence for which Pool time is requested meets the requirements established  
22 in Section 1. The Chief may waive the requirement that the request and approval be in  
23 writing. Requests for use of Pool time shall be made as far in advance as is practicable.  
24 The ASSOCIATION President may be permitted up to 2080 hours of such leave, under  
25 criteria set by the Chief's office in a written policy. The ASSOCIATION President shall  
26 account for all leave time taken under such status through the Chief's office, and such  
27 time shall be subtracted from the Association leave pool. There shall be no entitlement  
28 for overtime pay for any hours worked on ASSOCIATION business. Such employee  
29 may at any time be required to return to duty if any emergency situation or the best  
30 interests of the Department require; and such employee may additionally be assigned to  
31 special projects, in the discretion of the Chief.

32  
33 b) ASSOCIATION Board Members and each of the standing Committee  
34 Chairpersons may each be authorized to utilize up to three hundred (300) hours from the  
35 Pool during the year. Subject to the Chief's operational control and approval, two Board  
36 Members or Committee Chairpersons may be authorized to utilize more than three  
37 hundred (300) hours of leave from the Pool during the year.. No more than one-half (1/2)  
38 of the hours specified in this Subsection may be used for legislative and/or political  
39 activities as limited in Subsection 1 above. The ASSOCIATION may request approval  
40 for the use of additional Pool hours for ASSOCIATION members. Any use of additional  
41 Pool time will be solely at the Chief's discretion. The practice of addressing cadet classes  
42 twice during cadet training, with approval of the time and content by the Chief, shall  
43 continue through the duration of this Agreement. Such time spent addressing cadet  
44 classes shall be deducted from the Pool. This provision does not exclude the Chief from  
45 approving other individuals or groups to address cadet classes at his discretion, including  
46 employee representative groups with current dues check off.

1  
2 **Section 4. Indemnification**  
3

4       The ASSOCIATION shall jointly defend the provisions of this article on behalf  
5 of both parties, and shall indemnify the CITY and any Department of the CITY and  
6 hold it harmless against any and all claims, demands, suits or other forms of liability  
7 that may arise out of, or by reason of, any actions taken by the CITY or any  
8 Department of the CITY for any purpose of complying with provisions of this  
9 article. The Association shall be entitled to select and direct counsel for such  
10 defense, but shall reasonably cooperate with counsel designated by the City  
11 Attorney to participate.  
12

13 **Section 5. Effect of Contract Expiration**  
14

15       The provisions of this Article shall remain in full force and effect after expiration of  
16 this Agreement until a successor Agreement has been reached, or twelve (12) months  
17 after expiration of this Agreement.  
18

19  
20 **ARTICLE 12**  
21

22 **ASSOCIATION COMMUNICATION**  
23

24       The ASSOCIATION'S access to City facilities and equipment to communicate with  
25 its membership shall include the use of one (1) bulletin board installed at each substation  
26 and satellite office, one (1) in the central Criminal Investigations Bureau report writing  
27 room, and one (1) in one other location agreed to by the ASSOCIATION and the Chief,  
28 and Departmental pagers. Use of pagers shall be in accordance with written Departmental  
29 policy, or shall otherwise be approved in advance by the Chief's office. Use of  
30 department equipment to create or send email on ASSOCIATION business is not  
31 allowed. The design and placement of the bulletin boards shall be approved in advance  
32 by the Chief or his designee.  
33

34 **Section 1. Guidelines for Association Bulletin Boards**  
35

36       The following guidelines shall apply to materials posted on the bulletin boards:  
37

- 38       a) There shall be no personal attacks or inflammatory statements.  
39  
40       b) All materials shall be directed toward dissemination of ASSOCIATION  
41 information.  
42  
43       c) Any concerns about the content of posted material shall be brought to the  
44 attention of the ASSOCIATION'S executive board for review and  
45 adjustment as soon as the concerns are noticed. The Chief shall direct the

1 objectionable material to be removed from the bulletin board until final  
2 determination.

- 3  
4 d) In any case, the Police Chief retains the final decision as to whether  
5 ASSOCIATION material may be posted on bulletin boards. At no time  
6 shall the bulletin boards contain any political endorsement, whether at the  
7 local, state or federal level.  
8  
9  
10

## 11 **ARTICLE 13**

### 12 **PROMOTIONS**

#### 13 **Section 1. Corporal/Detective**

14  
15 This Section becomes effective when the City Council adopts a classification  
16 ordinance that combines the current ranks of Corporal and Detective.  
17  
18

19  
20 Vacancies that occur in the current ranks of Corporal and/or Detective before the  
21 ranks are combined will be filled from existing eligibility lists until those lists are  
22 exhausted or expire. Vacancies created after expiration of the current lists will be filled  
23 from a list resulting from a Corporal/Detective exam that will be administered on or  
24 before March 31, 2009.  
25

#### 26 **a) Eligibility**

27  
28 (1) A Police Officer shall be eligible to sit for the Corporal/Detective  
29 promotional examination after completing four (4) continuous years of service in the rank  
30 of Police Officer immediately before the date of the written examination from the date of  
31 initial commission with APD.  
32

33 (2) The job description for the Corporal/Detective rank shall include the duties  
34 previously applicable to the separate ranks of Corporal and Detective and shall include  
35 acting as a supervisor when a Sergeant is not available, conducting assigned investigation  
36 and other duties as determined by the Chief and set out in the job description and general  
37 orders.  
38

39 (3) A Corporal/Detective becomes eligible for promotion to Sergeant after two  
40 (2) continuous years in rank. Any Corporal/Detective designated to perform duties as an  
41 acting Sergeant, shall be entitled to higher classification pay under the same criteria set  
42 forth in Department policy then applicable to any other supervisor temporarily working in  
43 the next higher rank.  
44

45 (4) The first examination for the rank of Corporal/Detective will occur no later  
46 than March 31, 2009. Positions in the rank of Corporal/Detective shall be filled from an

1 eligibility list created by a promotional procedure consisting of a written examination  
2 conducted in accordance with this Article.

3  
4 **b) Scoring**

5  
6 For the rank of Corporal/Detective the eligibility list shall be calculated as  
7 follows:

8  
9 **Written examination points:**

10 (See Section 5)

11	Maximum Exam Points	100
12	Maximum Education Points	2
13	Maximum Seniority Points	<u>+15*</u>
14	Total Maximum Points:	117**

15  
16  
17  
18  
19  
20 \*Seniority points calculated at 1 point per year of service, and shall be prorated for partial  
21 years.

22  
23 \*\*Formula shall be carried to 3 decimal points and rounded up from .0005. Police Civil  
24 Service tie-breaking rules will be applied if necessary.

25  
26 **c) Seniority**

27  
28 Each officer shall be entitled to up to a maximum of fifteen (15) seniority points  
29 to be added to the written exam score, equivalent to one (1) point per year of service,  
30 which shall be prorated for partial years.

31  
32 **d) Education**

33  
34 (1) The following education points shall be added to each candidates score, and  
35 shall only apply to college degrees from an accredited college or university, meeting the  
36 accreditation standard referenced in Article 7 Section 10 for education incentive pay. No  
37 cumulative points shall be allowed for more than one degree or Certification.

- 38  
39 (i) Add .5 point for 60 college credits  
40 (ii) Add 1.0 point for Bachelor Degree or Master Police Officer Certificate  
41 (iii) Add 2.0 points for Masters Degree  
42

43 It is the responsibility of the officer seeking education points to ensure that the  
44 Training Academy has the necessary supporting documentation for education points. The  
45 documentation must be received by the Training Academy no later than 5:00 p.m. on the  
46 seventh (7<sup>th</sup>) business day before the written examination is administered. No education

1 points will be counted unless proper documentation is timely received by the Training  
2 Academy.

3  
4 **e) Preemption**

5  
6 It is expressly understood and agreed that all provisions of this Article shall  
7 preempt any statute, Executive Order, local ordinance, City policy or rule, which is in  
8 conflict with this Agreement and the procedures developed hereunder, including for  
9 example and not by way of limitation, any contrary provisions of Chapters 141, 142, and  
10 143 of the Texas Local Government Code, including but not limited to the provisions of  
11 Subchapter B of Chapter 143 of the Texas Local Government Code.

12  
13 **Section 2. Sergeant**

14  
15 **a) Promotional Procedure for Rank of Sergeant**

16  
17 (1) Positions in the rank of Sergeant shall be filled from an eligibility list created  
18 by a promotional procedure consisting of a written examination and either a Technical  
19 Skills Evaluation or an Assessment Center conducted in accordance with this Article.

20  
21 (2) For each promotional cycle, the Chief of Police will determine whether the  
22 process will include a Technical Skills Evaluation or an Assessment Center. The notice  
23 for the Written Examination shall indicate whether the process will include a Technical  
24 Skills Evaluation or an Assessment Center.

25  
26 **b) Optional Technical Skills Evaluation**

27  
28 (1) The Technical Skills Evaluation will be developed by a consultant chosen by  
29 the Chief of Police from a list generated by the Human Resources Department. The  
30 Evaluation will consist of a written scenario to which the candidate shall submit a written  
31 response.

32  
33 (2) The Evaluation will be administered by the Civil Service Commission  
34 immediately following the Written Examination and before the grading of the Written  
35 Examination. The candidate's written responses to the Evaluation will be sealed and held  
36 for scoring by assessors selected by the consultant based on the same criteria used for  
37 selecting Assessment Center assessors in Section 6 below. The candidate's written  
38 responses to the Evaluation will not be graded unless the candidate scored at least seventy  
39 percent (70%) on the Written Examination.

40  
41 (3) Scoring of the written responses will be based on a key provided to the  
42 assessors by the consultant. The scoring key will award points based on whether the  
43 response includes applicable topics or concepts and shall not allow partial credit for  
44 topics or concepts, to ensure that the scoring is objective in nature and does not reflect the  
45 assessor's subjective judgment.

1  
2 **c) Scoring**  
3

4 After the Assessment Center or Technical Skills Evaluation scoring has been  
5 completed for the rank of Sergeant the eligibility list shall be calculated as follows:  
6  
7

<u>Written examination points:</u>		<u>Assessment Center or Technical Skills Evaluation</u>	
Maximum exam points	100	Maximum points	100
Maximum seniority points	<u>+15*</u>	Maximum education points	<u>+ 2</u>
Total maximum points:	115	Total maximum points:	102

16  
17 \*Seniority points calculated at 1 point per year of service, and shall be prorated for  
18 partial years.  
19  
20

21 **PROMOTION ELIGIBILITY LIST FORMULA:**  
22

23 (Written examination points + seniority points) / 115 x 100 x .70 adjustment factor  
24 +  
25 (Assessment Center or Technical Skills Evaluation Points + Education Points)  
26 / 102 x 100 x .30 adjustment factor  
27 =  
28 Total points for promotion list\*\*  
29

30 \*\*Formula shall be carried to 3 decimal points and rounded up from .0005. Police Civil  
31 Service tie-breaking rules will be applied if necessary.  
32

33 **d) Seniority**  
34

35 Each officer shall be entitled to up to a maximum of fifteen (15) seniority points  
36 to be added to the written exam score, equivalent to one (1) point per year of service,  
37 which shall be prorated for partial years.  
38

39 **e) Education**  
40

41 (1) The following education points shall be added to each candidate's score.  
42 These points shall only be added to the Assessment Center or Technical Skills Evaluation  
43 score in accordance with the formula below, and shall only apply to college degrees from  
44 an accredited college or university, meeting the accreditation standard referenced in  
45 Article 7 Section 10 for education incentive pay. No cumulative points shall be allowed  
46 for more than one degree or Certification.

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46

- (i) Add .5 point for 60 college credits
- (ii) Add 1.0 point for Bachelor Degree or Master Police Officer Certificate
- (iii) Add 2.0 points for Masters Degree

(2) It is the responsibility of the officer seeking education points to ensure that the Training Academy has the necessary supporting documentation for education points. The documentation must be received by the Training Academy no later than 5:00 p.m. on the seventh (7<sup>th</sup>) business day before the written examination is administered. No education points will be counted unless proper documentation is timely received by the Training Academy.

**f) Preemption**

It is expressly understood and agreed that all provisions of this Article shall preempt any statute, Executive Order, local ordinance, City policy or rule, which is in conflict with this Agreement and the procedures developed hereunder, including for example and not by way of limitation, any contrary provisions of Chapters 141, 142, and 143 of the Texas Local Government Code, including but not limited to the provisions of Subchapter B of Chapter 143 of the Texas Local Government Code.

**Section 3. Lieutenant**

**a) Promotional Procedure for Rank of Lieutenant**

Positions in the rank of Lieutenant shall be filled from an eligibility list created by a promotional procedure consisting of a written examination and an Assessment Center conducted in accordance with this Article.

**b) Scoring**

After the Assessment Center scoring has been completed, for the rank of Lieutenant the eligibility list shall be calculated as follows:

<u>Written examination points:</u>		<u>Assessment Center:</u>	
(See Section 5)			
Maximum exam points	100	Assessment Center points	100
Maximum seniority points	<u>+15*</u>	Maximum education points	<u>+ 2</u>
Total maximum points:	115	Total maximum points:	102

\*Seniority points calculated at 1 point per year of service, and shall be prorated for partial years.



1  
2 **PROMOTION ELIGIBILITY LIST FORMULA:**  
3

4 
$$\frac{(\text{Written examination points} + \text{seniority points})}{115} \times 100 \times .50 \text{ adjustment factor}$$
  
5 
$$+$$
  
6 
$$\frac{(\text{Assessment Center Points} + \text{Education Points})}{102} \times 100 \times .50 \text{ adjustment factor}$$
  
7  
8 
$$=$$
  
9 
$$\text{Total points for promotion list}^{**}$$

10  
11 **\*\*Formula shall be carried to 3 decimal points and rounded up from .0005. Police Civil**  
12 **Service tie-breaking rules will be applied if necessary.**  
13

14 **c) Seniority**  
15

16 Each officer shall be entitled to up to a maximum of fifteen (15) seniority points  
17 to be added to the written exam score, equivalent to one (1) point per year of service,  
18 which shall be prorated for partial years.  
19

20 **d) Education**  
21

22 (1) The following education points shall be added to each candidate's score.  
23 These points shall only be added to the assessment score in accordance with the formula  
24 below, and shall only apply to college degrees from an accredited college or university,  
25 meeting the accreditation standard referenced in Article 7 Section 10 for education  
26 incentive pay. No cumulative points shall be allowed for more than one degree.  
27

- 28 (i) Add 1.0 point for Bachelor Degree  
29 (ii) Add 2.0 points for Masters Degree  
30

31 (2) It is the responsibility of the officer seeking education points to ensure that the  
32 Training Academy has the necessary supporting documentation for education points. The  
33 documentation must be received by the Training Academy no later than 5:00 p.m. on the  
34 seventh (7<sup>th</sup>) business day before the written examination is administered. No education  
35 points will be counted unless proper documentation is timely received by the Training  
36 Academy.  
37

38 **c) Preemption**  
39

40 It is expressly understood and agreed that all provisions of this Article shall  
41 preempt any statute, Executive Order, local ordinance, City policy or rule, which is in  
42 conflict with this Agreement and the procedures developed hereunder, including for  
43 example and not by way of limitation, any contrary provisions of Chapters 141, 142, and  
44 143 of the Texas Local Government Code, including but not limited to the provisions of  
45 Subchapter B of Chapter 143 of the Texas Local Government Code.  
46

1  
2 **Section 4. Commanders**  
3

4 **a) Promotional Procedure for Rank of Commander**  
5

6 Positions in the rank of Commander shall be filled from an eligibility list created  
7 by a promotional procedure consisting of a written examination and an Assessment  
8 Center conducted in accordance with this Article.  
9

10 **b) Scoring**  
11

12 After the Assessment Center scoring has been completed for the rank of  
13 Commander, the eligibility list shall be calculated as follows:  
14

<u>Written examination points:</u>		<u>Assessment Center:</u>	
(See Section 5)			
Maximum exam points	100	Assessment Center points	100
Maximum seniority points	<u>+15*</u>	Maximum education points	<u>+ 2</u>
Total maximum points:	115	Total maximum points:	102

23  
24 \*Seniority points calculated at 1 point per year of service, and shall be prorated for partial  
25 years.  
26

27  
28 **PROMOTION ELIGIBILITY LIST FORMULA:**  
29

30 (Written examination points + seniority points) / 115 x 100 x .50 adjustment factor  
31 +  
32 (Assessment Center Points + Education Points) / 102 x 100 x .50 adjustment factor  
33  
34 =  
35 Total points for promotion list\*\*  
36

37 \*\*Formula shall be carried to 3 decimal points and rounded up from .0005. Police Civil  
38 Service tie-breaking rules will be applied if necessary.  
39

40 **c) Seniority**  
41

42 Each officer shall be entitled to up to a maximum of fifteen (15) seniority points  
43 to be added to the written exam score, equivalent to one (1) point per year of service,  
44 which shall be prorated for partial years.  
45  
46

1  
2 **d) Education**  
3

4 (1) The following education points shall be added to each candidate's score.  
5 These points shall only be added to the assessment score in accordance with the formula  
6 below, and shall only apply to college degrees from an accredited college or university,  
7 meeting the accreditation standard referenced in Article 7 Section 10 for education  
8 incentive pay. No cumulative points shall be allowed for more than one degree.  
9

- 10 (i) Add 1.0 point for Bachelor Degree  
11 (ii) Add 2.0 points for Masters Degree  
12

13 (2) It is the responsibility of the officer seeking education points to ensure that the  
14 Training Academy has the necessary supporting documentation for education points. The  
15 documentation must be received by the Training Academy no later than 5:00 p.m. on the  
16 seventh (7<sup>th</sup>) business day before the written examination is administered. No education  
17 points will be counted unless proper documentation is timely received by the Training  
18 Academy.  
19

20 **e) Preemption**  
21

22 It is expressly understood and agreed that all provisions of this Article shall  
23 preempt any statute, Executive Order, local ordinance, City policy or rule, which is in  
24 conflict with this Agreement and the procedures developed hereunder, including for  
25 example and not by way of limitation, any contrary provisions of Chapters 141, 142, and  
26 143 of the Texas Local Government Code, including but not limited to the provisions of  
27 Subchapter B of Chapter 143 of the Texas Local Government Code.  
28

29 **Section 5. Written Examination for Promotion to the Ranks of Corporal/ Detective,**  
30 **Sergeant, Lieutenant, and Commander.**  
31

32 All candidates for the ranks of Corporal/Detective, Sergeant, Lieutenant, and  
33 Commander shall first take a written examination. The maximum score for the written  
34 examination shall be one hundred (100) points. The written examination shall consist of  
35 questions relating to the duties of the rank to be filled, as contained in reading material  
36 selected by the Chief of Police. The CITY may engage an independent consultant to  
37 professionally develop the written examination questions after consultations with the  
38 Human Resources Department (HRD). The CITY will make a reasonable effort to have  
39 the written examination validated. The examination may be validated before or after the  
40 examination is given. Prior to being administered, the finalized examination shall be kept  
41 in a safe and secure manner.  
42

43 The CITY shall make reasonable efforts to provide a six (6) month study time  
44 window prior to promotional examinations, but it is recognized that expiration or  
45 exhaustion of a list may necessitate an earlier examination.  
46  
47

1     **Section 6.     Assessment Center Process for Promotion to the Ranks of Sergeant,**  
2     **Lieutenant or Commander.**

3  
4     a) Officers who pass the Sergeant's, Lieutenant's or Commander's written  
5     promotional examination with a score of seventy percent (70%) or higher will proceed to  
6     the next step of the examination process, which is an Assessment Center (unless a  
7     Technical Skills Evaluation is used for the rank of Sergeant).

8  
9     b) Prior to the written test being administered, the Chief shall establish assessment  
10    criteria based on job content and responsibility. The Human Resources Department will  
11    generate a list of consultants, and will review that list with the Chief, who will approve  
12    the list. The Chief shall also appoint three (3) members to serve on an Assessment  
13    Center Review Committee (ACRC), plus one (1) alternate. The ASSOCIATION shall  
14    also select three (3) individuals to serve on the ACRC and one (1) alternate. All ACRC  
15    members shall be selected from the tested rank or above. The ACRC shall meet and  
16    consider the list of consultants approved by the Chief and select the Assessment Center  
17    Consultant from the list which may be subject to Council approval, pursuant to City  
18    purchasing policies and procedures.

19  
20    c) After the Assessment Center Consultant has been selected, the Consultant will  
21    orient the ACRC. The Consultant will confer with both the Chief and the ACRC on the  
22    needs or issues affecting the design of the Assessment Center. Any input from the  
23    ASSOCIATION will be summarized by the ACRC and made available to anyone who  
24    requests it. The Consultant shall make all final decisions concerning the design and  
25    implementation of the Assessment Center.

26  
27    d) The consultant will design the Assessment Center from among the following  
28    exercises:

29  
30           In-Basket  
31           Problem Solving/Analysis  
32           Written and Oral Resumes/Structured Interviews  
33           Role-Playing  
34           Memo/Report Writing  
35           Oral Presentation/Plan Preparation  
36           Staff Meeting  
37           Special Event/Operations.

38  
39    The consultant is not required to utilize all of the exercises, but may select the  
40    exercises or combine the listed exercises into one or more exercises that are best suited  
41    for the particular rank.

42  
43    e) The Consultant also selects the assessors, who shall meet the following criteria:

44  
45           (1) Active duty, sworn officers of similar rank to the promotion, or above, from  
46           cities with a population of 200,000 or greater;

1  
2 (2) Shall not reside in Austin;

3  
4 (3) Shall not be related to any candidates for promotion;

5  
6 (4) Shall not be known to, beyond mere acquaintance, any candidates for  
7 promotion;

8  
9 (5) Shall have two (2) years of experience in the promoted or equivalent rank; and

10  
11 (6) Shall not be a current or former employee of the City of Austin.  
12

13 f) The Consultant shall conduct an orientation for candidates prior to administering  
14 the Assessment Center. The Consultant may deem the orientation mandatory, and all  
15 candidates must attend in order to participate, if it is declared mandatory. If the  
16 consultant deems orientation to be mandatory, then at least two (2) orientations shall be  
17 scheduled with one in the morning and one in the afternoon. If a mandatory orientation is  
18 scheduled during an officer's work time, he/she will be permitted to attend.  
19

20 g) The assessors selected by the Consultant will assess the candidates for the rank.  
21 The assessors shall award up to one hundred (100) points to each candidate participating  
22 in the assessment center. The assessment sessions will be videotaped, and candidates  
23 may review their own session pursuant to procedures established by Human Resources  
24 provided that candidates are given up to four (4) hours, which may be provided in smaller  
25 increments of time, to review their assessment session. The Human Resources  
26 Department shall make available blocks of time for officers to review examination results  
27 from 8:00 a.m. to 5:00 p.m., and at least two (2) evening options until 10:00 p.m. shall be  
28 provided. However, these time periods need not be kept available or staffed unless the  
29 times are reserved in advance. Examination reviews will be conducted on the officer's  
30 off-duty time. Copies of the videotapes will not be given to the candidate. Nothing in  
31 the assessment center process may be appealed either to the Police Civil Service  
32 Commission, hearing examiner, or the District Court.  
33

34 h) Preemption  
35

36 It is expressly understood and agreed that all provisions of this Article shall  
37 preempt any statute, Executive Order, local ordinance, City policy or rule, which is in  
38 conflict with this Agreement and the procedures developed hereunder, including for  
39 example and not by way of limitation, any contrary provisions of Chapters 141, 142, and  
40 143 of the Texas Local Government Code, including but not limited to the provisions of  
41 Subchapter B of Chapter 143 of the Texas Local Government Code.  
42

43 **Section 7. Eligibility Lists for the Ranks of Corporal/Detective, Sergeant,**  
44 **Lieutenant, and Commander.**  
45

46 a) All promotional eligibility lists created under this Article shall be constructed,  
47 with the highest total score being ranked number one and descending in numerical order.

b) All promotional eligibility lists shall be valid for twenty-four (24) months from the date that the eligibility list is finalized, even after termination of this Agreement.

c) If a written promotional examination for a rank has been given prior to the expiration of this Agreement, the promotional process for that rank may continue to completion, the expiration of this Agreement notwithstanding, and the resulting eligibility list shall have a life of twenty-four (24) months.

d) Preemption

It is expressly understood and agreed that all provisions of this Article shall preempt any statute, Executive Order, local ordinance, City policy or rule, which is in conflict with this Agreement and the procedures developed hereunder, including for example and not by way of limitation, any contrary provisions of Chapters 141, 142, and 143 of the Texas Local Government Code, including but not limited to the provisions of Subchapter B of Chapter 143 of the Texas Local Government Code.

## **Section 8. Appeals Criteria Committee**

An Appeals Criteria Committee (ACC) shall continue to determine the criteria for what may be appealed to the Police Civil Service Commission following all written promotional examinations. The ACC shall establish appeal criteria which will be used for all written examinations held during the term of this Agreement. The ACC, composed of seven (7) individuals, shall be appointed as follows:

- a) Three (3) members appointed by ASSOCIATION, each having taken at least one (1) promotional exam;
- b) Two (2) members appointed by the Chief of Police, each having taken at least one (1) promotional exam;
- c) One (1) member appointed by the Director of the Human Resources Department; and
- d) One (1) member appointed by the Chair of the Police Civil Service Commission.

A simple majority of the ACC shall approve the criteria. The Chief may reconvene the ACC if, after an eligibility list has been established, it appears that clarification or modification of the criteria is warranted. The criteria approved by the ACC shall not be appealable to either the Police Civil Service Commission, a hearing examiner, or to the District Court.

1 **Section 9. Appeal Process After Written Examination**

2  
3 Any officer who has taken a written promotional examination may, within seven (7)  
4 City of Austin business days of the posting of the written promotional exam results,  
5 review his/her examination results. The process shall be established by the Human  
6 Resources Department; provided, however, that each officer who has taken a promotional  
7 examination may have up to four (4) hours to review his/her examination, write, and  
8 submit the appeal, if any, which must be based on the appeal criteria approved by the  
9 ACC. Once an appeal is filed, it shall be assigned a number and processed anonymously.  
10 The officer may obtain a copy of his or her appeal. The Human Resources Division shall  
11 make available blocks of time for officers to review examination results from 8:00 a.m. to  
12 5:00 p.m., and at least two (2) evening options until 10:00 p.m. shall be provided.  
13 However, these time periods need not be kept available or staffed unless the times are  
14 reserved in advance. Examination reviews will be conducted on the officer's off-duty  
15 time. There will be no appeal to the Police Civil Service Commission, a hearing  
16 examiner, or to the District Court of any facet of the examination review process.  
17

18 **Section 10. Review by Employee Review Committee**

19  
20 An Employee Review Committee (ERC) will be appointed to screen written  
21 examination appeals to the Police Civil Service Commission, applying the criteria  
22 established by the ACC to determine which appeals should be rejected because they do  
23 not meet the criteria. Assuring for diversity as is practical and possible the ERC shall be  
24 comprised of five (5) members as follows:  
25

26 Four (4) officers of the rank of the promotional exam or higher, two (2) each  
27 appointed by the ASSOCIATION and the Chief of Police; and  
28

29 One (1) member appointed by HRD.  
30

31 Appeals may advance from the ERC to the Police Civil Service Commission by a  
32 vote of a simple majority of the ERC. The ERC will not make any statement, assertion, or  
33 recommendation regarding the validity of an appeal or subsequent Police Civil Service  
34 Commission action. There will be no State District Court appeal of the ERC's  
35 examination appeal determinations or from the Police Civil Service Commission's written  
36 examination appeal decisions, except an appeal alleging the CITY's failure to validate the  
37 written examination.  
38

39 **Section 11. Time Limit to Fill Vacant Positions**

40  
41 It is expressly understood and agreed that the provisions in Chapter 143.036(d) and  
42 (e) and 143.014(f) of the Local Government Code prescribing time limits for filling  
43 vacancies at the rank of Sergeant or above shall be expanded to one hundred and twenty  
44 (120) calendar days from the date the vacancy occurs during the term of this Agreement.  
45  
46

1 **Section 12. Committee on the Assessment Center Process**

2  
3 The CITY and the ASSOCIATION shall each appoint two (2) persons to a committee  
4 that shall schedule a meeting with the participants in each Assessment Center process to  
5 discuss the strengths and weaknesses perceived by the participants, after completion of  
6 the process. The Committee may recommend changes in the procedures set out in this  
7 Agreement.  
8

9 **Section 13. Military Promotions/Demotions**

10  
11 The following changes are made to Sections 143.036 and 143.072 of the Texas Local  
12 Government Code:  
13

14 a) When an officer is promoted as the result of a vacancy created by a military  
15 leave of absence, when the officer on military leave returns to active duty in the  
16 Department, the person who filled the most recent vacancy at that rank shall be the one  
17 who is demoted to the next lowest classification and placed on a reinstatement list, with  
18 such rights as prescribed in this Article.  
19

20 b) The same result applies to all other promotions in lower ranks which resulted  
21 from the first promotion and subsequent demotion.  
22

23 c) This Section shall be retroactive in all respects to September 1, 2001.  
24

25 d) All other provisions of Sections 143.036 and 143.072 not specifically changed by  
26 this Agreement shall remain in effect.  
27

28 **Section 14. Vacancy Created by Indefinite Suspension**

29  
30 a) Notwithstanding any provision in this Article or any provision in Local  
31 Government Code Chapter 143, an indefinite suspension of a police officer (despite any  
32 pending appeal) shall create a vacancy, but shall not expand the size of the classified  
33 service. In the event that an indefinite suspension is overturned on appeal and the officer  
34 is reinstated to active duty in the Department, the person who filled the most recent  
35 vacancy at that rank shall be the one who is demoted to the next lowest classification and  
36 placed on a reinstatement list, with such rights as prescribed in this Article.  
37

38 b) The same result applies to all other promotions in lower ranks which resulted  
39 from the first promotion and subsequent demotion.  
40

41 **Section 15. Reinstatement List**

42  
43 a) There shall be only one reinstatement list for each rank for persons demoted by  
44 virtue of Sections 13 and 14 of this Article.  
45

46 b) Any person placed on the reinstatement list shall remain on the list indefinitely.  
47



1 c) Persons on the list shall be entitled to reinstatement to the rank from which they  
2 were demoted in the same order as the demotion occurred. This results in the first  
3 demoted at that rank being the first reinstated. Reinstatements must occur off of the  
4 reinstatement list for that rank before any promotions from a promotional eligibility list.  
5 Until such reinstatements occur and the reinstatement list is exhausted, there shall be no  
6 “vacancy” created at that rank for the purpose of any promotional eligibility list.

7  
8 d) Time spent on a reinstatement list shall not be considered a break in service for  
9 civil service purposes, including, but not limited to eligibility for future promotional  
10 examinations.

## 11 12 **Section 16. Effect of Contract Expiration**

13  
14 The provisions of this Article shall remain in full force and effect after expiration of  
15 this Agreement as to:

16  
17 a) All promotional eligibility lists created during this agreement; and

18  
19 b) All reinstatement lists created pursuant to this Article.

## 20 21 **Section 17. Preemption**

22  
23 It is expressly understood and agreed that all provisions of this Article shall preempt  
24 any statute, Executive Order, local ordinance, City policy or rule, which is in conflict  
25 with this Agreement and the procedures developed hereunder, including for example and  
26 not by way of limitation, any contrary provisions of Chapters 141, 142, and 143 of the  
27 Texas Local Government Code, including but not limited to Sections 143.010;  
28 143.014(f); 143.036; 143.072, and all provisions of Subchapter B of Chapter 143 of the  
29 Texas Local Government Code.

# 30 31 32 **ARTICLE 14**

## 33 34 **HIRING PROCESSES**

### 35 36 **Part A. Application of Chapter 143 Processes**

37  
38 The Association, recognizing the City’s need for flexibility in the hiring of both  
39 experienced police officers and Cadets for the Department’s regular Training Academy  
40 program, hereby agrees to the deviations from Chapter 143 hiring procedures specifically  
41 authorized by this Article. Except as allowed by this Article, the City will comply with  
42 the hiring procedures specified in Chapter 143, and retains all prerogatives granted to it  
43 by the statutory procedures.

1 **Part B. Initial Hiring Process**

2  
3 **Section 1. Submission of Proper Application**

4  
5 a) In order to be considered for the position of cadet, each applicant must first  
6 submit a proper application as defined by the Department. A proper application shall  
7 include, but not be limited to, information on personal history, criminal history, driving  
8 record and age. The information submitted shall be used by the Police Department to  
9 determine whether the applicant meets the minimum qualifications to proceed to the  
10 testing phase of the process.

11  
12 b) The Police Chief shall establish the eligibility requirements for applicants for the  
13 position of police cadet, consistent with Chapter 143 and this Agreement.

14  
15 **Section 2. Maximum Age of Applicants.**

16  
17 For all applicants, the maximum age for application to the cadet position shall be  
18 forty-five (45) years old.

19  
20 **Section 3. Screening and Testing of Applicants**

21  
22 a) The Police Chief will develop and implement the screening and testing  
23 procedures used to determine whether an applicant will be offered a position as a police  
24 cadet in a Police Academy class. The screening and testing procedures will include, at a  
25 minimum, a structured Oral Interview Board and a background investigation. Nothing in  
26 this Agreement or in Chapter 143 will restrict the nature of the tests administered to  
27 applicants or the procedures used to administer those tests.

28  
29 b) Applicants who successfully complete all of the screening and testing procedures  
30 will be placed on an eligibility list in the order in which their applications were received.  
31 Applicants on the eligibility list may be offered a position as police cadet in any  
32 upcoming Police Academy class.

33  
34 c) Each eligibility list created as a result of the process described in this Section shall  
35 remain effective for twenty-four (24) months after certification by the Civil Service  
36 Commission.

37  
38 **Section 4. Police Internship Program**

39  
40 The Department may create and implement a Police Internship Program for  
41 individuals who are interested in becoming Austin Police officers. Anyone hired into the  
42 Internship Program must pass the same screening and testing procedures as applicants for  
43 the position of Police Cadet, either at the beginning or at the end of their participation in  
44 the Program. The duration of the Police Internship Program will be at least the  
45 equivalent of a college semester. Any intern who successfully completes the Police  
46 Internship Program shall be placed at the top of the current or next eligibility list for hire

1 as a Police Cadet. Up to twenty-five percent (25%) of each Police Academy class may  
2 consist of interns who successfully completed the Police Internship Program.

### 3 4 **Section 5. Effect on Present Cadet Classes**

5  
6 It is specifically understood and agreed that the hiring process set out in this  
7 Agreement shall not apply to persons hired before the effective date of this Agreement.

### 8 9 **Section 6. Probationary Period**

10  
11 The “at will” probationary period of individuals filling beginning positions in the  
12 police department shall begin, under this agreement, on the date the cadet receives his/her  
13 commission and shall end at the expiration of fifteen (15) months. The probationary  
14 period of any cadet that already holds a commission prior to entering the police academy  
15 shall begin on the date the officer receives their first assignment after successful  
16 completion of the academy, and shall end at the expiration of fifteen (15) months.  
17 However, any leave taken by a probationary police officer during this probationary time  
18 period, including but not limited to injury leave, FMLA leave, sick leave, shall extend  
19 this probationary period by the length of the leave taken. (Approved vacation leave other  
20 than FMLA will not so extend the probationary period.)

## 21 22 **Part C. Modified Hiring Process**

### 23 24 **Section 1. Applicability**

25  
26 The Modified Hiring Process applies only to the hiring of experienced police officers  
27 who may not need to attend the Department’s regular Training Academy program.  
28 Nothing in this Article applies to any PSEM law enforcement officer employed by the  
29 City’s Public Safety and Emergency Management Department who enter the Austin  
30 Police Department under the provisions of Article 25 of this Agreement.

### 31 32 **Section 2. Eligibility Requirements**

33  
34 a) The Chief of Police shall establish the eligibility requirements for applicants for  
35 the Modified Hiring Process. The requirements need not be the same as those established  
36 by Chapter 143 or those applicable to applicants for the position of Cadet in the  
37 Department’s regular Training Academy. The requirements may be modified by the  
38 Chief of Police, but shall include at least the following:

- 39  
40 (1) At the time of application, each applicant must be actively employed as a  
41 police officer for a municipal, county, or state law enforcement agency that  
42 handles a full array of urban police work. Each applicant must have a total  
43 of at least three years of active service as a police officer for one or more  
44 municipal, county, or state law enforcement agency. Employment by or  
45 experience with a school or university law enforcement agency is not  
46 acceptable.

2) Each applicant shall hold a current peace officer license from the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) or shall meet criteria established by the Chief for obtaining the TCLEOSE license.

3) Each applicant will be subject to a background investigation.

b) The Chief of Police or his designee may, at his or her sole discretion, deny the application of any applicant for the Modified Hiring Process and may determine whether a particular applicant meets the eligibility requirements.

### **Section 3. Selection and Placement**

a) The Chief of Police shall establish the selection criteria and procedures for the Modified Hiring Process, which need not be the same as those established by Chapter 143 or those applicable to applicants for the position of Cadet in the Department's regular Training Academy. Applicants who meet the selection criteria and procedures may be hired without being placed on an eligibility list.

b) Upon hire, the applicant will be placed in the position of "Cadet Senior," regardless of any rank or position the officer previously held in another law enforcement agency, to the same extent as if they had been hired under the processes prescribed by Chapter 143. Each Cadet Senior must complete a Modified Training Academy and probationary period.

### **Section 4. Training and Probation**

a) The Chief of Police shall establish the training requirements for a Modified Training Academy. All Cadet Seniors hired through the Modified Hiring Process must successfully complete the Modified Training Academy.

b) Each Cadet Senior shall successfully complete a probationary period of at least three months following completion of the Modified Training Academy, but not to exceed the probationary period for officers hired through the Department's regular hiring process.

### **Section 5. Civil Service Status**

a) A Cadet Senior who successfully completes the Modified Training Academy will be placed in the Civil Service classification of Police Officer and automatically becomes a full-fledged Civil Service employee and has full Civil Service protection, subject to successfully completing probation. Until completion of probation, each officer hired through this Modified Hiring Process is an at-will employee who may be discharged by the Chief of Police at any time, without right of appeal.

1       b) Until completion of probation, an officer hired through the Modified Hiring  
2 Process is excluded from the coverage of Articles 17 and 18 and cannot file grievances  
3 pursuant to Article 20 regarding disciplinary actions.  
4

## 5       **Section 6. Pay and Seniority**

6

7       a) The Chief of Police may determine the pay rate for each Cadet Senior during the  
8 Modified Training Academy. Upon completion of the Academy, the Chief of Police may  
9 determine the pay rate for each Police Officer hired through this Modified Hiring  
10 Process. Any pay rate established by the Chief shall not exceed that of an officer with  
11 two years' experience in the Austin Police Department.  
12

13       b) Regardless of the pay rate established for each Cadet Senior, seniority for  
14 purposes of longevity pay shall begin when the officer successfully completes the  
15 Modified Training Academy.  
16

## 17       **Section 7. Promotional Eligibility**

18

19       Officers hired through the Modified Hiring Process must meet the same promotional  
20 eligibility requirements as Austin Police Department officers hired through the  
21 Department's regular initial hiring process.  
22

## 23       **Section 8. Implementation**

24

25       The Modified Hiring Process described by this Article may be used at any time, for  
26 any number of applicants, as authorized by the Chief of Police.  
27

## 28       **Part D. Additional Provisions**

29

### 30       **Section 1. Benefit of the Bargain**

31

32       The Association and the City share the goal of recruiting and hiring the most qualified  
33 applicants to become Austin Police Officers. The Association acknowledges the  
34 significant effort and skill of the Department's Recruiting Unit in trying to meet this goal,  
35 but recognize that the Department needs to be able to adjust hiring procedures as  
36 necessary, without having to wait until the next Meet & Confer negotiation process. The  
37 parties agree that the degree of flexibility incorporated into this Article is of benefit to  
38 both parties and that this Agreement would not have been reached without the flexibility  
39 provided by this Article.  
40

### 41       **Section 2. Defense of Actions**

42

43       **In the event an applicant files an action against the CITY and the**  
44 **ASSOCIATION on account of the operation of Article 14, the City agrees to jointly**  
45 **defend on behalf of both parties the validity of this provision adopted by both**  
46 **parties, with counsel of the CITY's choice. This provision does not preclude the**

1 **ASSOCIATION from retaining its own defense counsel, at its expense and the CITY**  
2 **shall reasonably cooperate with counsel designated by the ASSOCIATION to**  
3 **participate.**

### 4 5 **Section 3. Effect of Contract Expiration**

6  
7 The provisions of this Article shall remain in full force and effect after expiration of  
8 this Agreement as to:

9  
10 a) Any hiring process which has been commenced in substantial reliance upon  
11 the provisions of this Article;

12  
13 b) The length of the “at will” probationary period for individuals in that status  
14 prior to the expirations of this Agreement;

15  
16 c) Any eligibility list created under the terms of this Article will remain in effect  
17 for 24 months, notwithstanding the expiration of this Agreement;

18  
19 d) Any interns who are participating in the Police Internship Program at the  
20 expiration of this Agreement may be placed at the top of the first eligibility list created  
21 after expiration of this Agreement.  
22

### 23 **Section 4. Preemption**

24  
25 It is expressly understood and agreed that all provisions of this Article and any  
26 procedures developed under the authority granted in this Article shall preempt any  
27 statute, Executive Order, local ordinance, City policy or rule which is in conflict with this  
28 Agreement and the procedures developed hereunder, including for example and not by  
29 way of limitation, any contrary provisions of Chapters 141, 142, and 143 of the Texas  
30 Local Government Code, including but not limited to the provisions of Sections 143.021  
31 through 143.027.  
32

## 33 34 **ARTICLE 15**

### 35 36 **DRUG TESTING**

#### 37 38 **Section 1. Commitment to an Effective Drug Interdiction Program**

39  
40 The CITY and the ASSOCIATION agree that officers may be called upon in  
41 hazardous situations without warning, and that it is imperative to the interest of the  
42 officers and the public to ensure that officers are not substance impaired. In order to  
43 further their joint interest in protecting officers and the public, the CITY and the  
44 ASSOCIATION agree to mandatory drug testing as described in this section. The CITY  
45 and the ASSOCIATION have a mutual interest in ensuring that drug impaired officers do  
46 not perform law enforcement duties. The CITY and the ASSOCIATION are committed

1 to the principle that the mandatory drug testing policy for officers is designed and shall  
2 be administered to result in disciplinary action only against those officers who have  
3 violated the Police Department's rules, regulations, policies and procedures.  
4

## 5 **Section 2. Random Testing**

6  
7 One hundred percent (100%) of officers at all ranks, including the Chief, shall be  
8 susceptible to mandatory testing for illegal drugs and controlled substances during each  
9 calendar year on a fair and impartial statistical basis at the CITY's expense. The fair and  
10 impartial statistical basis (in which each officer has an equal chance of being selected  
11 during a calendar year) shall be by a non-discriminatory computerized program operated  
12 and certified as non-discriminatory by an independent firm hired by the CITY, and the  
13 officer shall be tested upon being selected by the computer.  
14

15 Upon notice of selection for random testing, any officer shall provide a urine sample  
16 in accordance with the policy or protocol established by the testing laboratory. Failure to  
17 provide a sample shall be equivalent to insubordination and may be the basis for  
18 suspension or indefinite suspension.  
19

## 20 **Section 3. Assurance of Accurate Results**

21  
22 Officers shall have the right to request that their urine sample be stored in case of  
23 legal disputes. The urine sample will be submitted to the designated testing facility where  
24 a sample will be maintained for the period of one year. Officers may, at their own  
25 expense, request to have a test administered at an approved physician's office  
26 accompanied by the testing personnel provided such testing is administered within eight  
27 (8) hours after notification by the Chief. Drug testing shall consist of a two-step  
28 procedure:  
29

- 30 1. Initial screening test.
- 31 2. Confirmation test.
- 32

33 Should a confirmation test be required, the test procedure will be technologically  
34 different and more sensitive than the initial screening test. Officers shall be provided  
35 with a notice of the result and may obtain a copy of the actual laboratory result upon  
36 request to the Lieutenant assigned responsibility as Drug Testing Coordinator.  
37

38 The CITY and the ASSOCIATION agree that only an appropriately certified  
39 laboratory should conduct drug testing. The laboratory selected shall be experienced and  
40 capable of quality control documentation, chain of custody and have a demonstrated  
41 technical expertise and proficiency in urine analysis and shall comply with all  
42 requirements of an appropriately certified laboratory. The CITY shall require any  
43 laboratory selected for collecting samples to conduct a background investigation on those  
44 laboratory personnel involved in the collecting or handling of an unsealed sample. In  
45 addition, the CITY shall require any laboratory involved in collecting samples to use only  
46 employees who have not been arrested by officers of the Austin Police Department or

1 convicted of a felony or misdemeanor crime involving dishonest conduct or possession of  
2 illegal drugs to be involved in collecting or handling of an unsealed sample collected  
3 from an officer. In the event that the laboratory that collects the initial samples is not the  
4 same laboratory that conducts the actual testing of those samples, only the laboratory that  
5 collects the initial samples must comply with the background and criminal history  
6 provision of this Agreement. Test results shall be inadmissible in any administrative  
7 disciplinary hearing if it is determined that the laboratory collecting samples failed to  
8 conduct a background investigation on the laboratory personnel involved in collecting or  
9 handling the unsealed sample which resulted in a positive test result.

10  
11 All records pertaining to the Department-required drug tests shall remain confidential  
12 except to the extent used in a disciplinary appeal. Drug test results and records shall be  
13 stored in a locked file under the control of the Drug Coordinator, under the supervision of  
14 the Chief, will maintain original copies submitted by the laboratory. No access to these  
15 files shall be allowed without written approval of the Chief.

#### 16 17 **Section 4. Testing on Reasonable Suspicion**

18  
19 Nothing in this Article shall be construed to prohibit the Chief from conducting a  
20 drug test on an officer, or a search of any areas in which the officer does not have a  
21 personal privacy expectation, based upon reasonable suspicion in accordance with the  
22 guidelines as set forth in Department policy for such by actions. Such actions may be  
23 taken upon the agreement of any two supervisors that there is a reasonable basis for a  
24 suspicion that:

- 25  
26 a) An officer is presently using or under the influence of illegal drugs or inhalants  
27  
28 b) An officer has possession of illegal drugs or inhalants  
29  
30 c) An officer has been associated with or involved with others who were using or  
31 under the influence of illegal drugs or inhalants, or who were in possession of  
32 same, which association or involvement was not authorized or required in  
33 connection with any law enforcement duty, under circumstances which  
34 reasonably indicate participation or complicity with, or protection of such other  
35 individuals  
36  
37 d) Any conduct or situation described in a-c immediately above involving  
38 alcohol, while on duty, or which results in on-duty impairment.

#### 39 40 **Section 5. Definitions**

41  
42 For the purposes of this Article:

43  
44 "Drug testing" shall be defined as the compulsory production and submission of a  
45 urine sample by an officer for chemical analysis to detect the presence of prohibited drug  
46 usage, in connection with the random testing process set forth herein; and production or



1 submission of urine, blood, or hair sample for a required test based on the reasonable  
2 suspicion standards set forth herein.

## 3 4 5 **ARTICLE 16**

### 6 7 **CITIZEN OVERSIGHT OF** 8 **THE AUSTIN POLICE DEPARTMENT**

#### 9 10 **Section 1. Citizen Oversight**

11  
12 a) Citizen Oversight means the process which incorporates citizen input into the  
13 administrative review of conduct of APD officers and the review of the Austin Police  
14 Department's policies and procedures. The City of Austin may provide for Citizen  
15 Oversight of the Austin Police Department. Citizen Oversight may include an Office of  
16 the Police Monitor and a Citizen Review Panel. The City agrees that there will be no  
17 parallel process created in addition to the one contemplated by these provisions.

18  
19 b) The purpose of Citizen Oversight is:

- 20  
21 1. To assure timely, fair, impartial, and objective administrative review of  
22 complaints against police officers, while protecting the individual rights  
23 of officers and citizens;  
24  
25 2. To provide an independent and objective review of the policies and  
26 procedures of the Austin Police Department; and  
27  
28 3. To provide a primary, but not exclusive, location for accepting  
29 administrative complaints of officer misconduct.  
30

31 c) Except as otherwise provided by this Agreement, the Chief of Police retains all  
32 management rights and authority over the process of administrative investigation of  
33 alleged misconduct by APD officers that could result in disciplinary action.  
34

35 d) Except as specifically permitted in this Article the Citizen Oversight process,  
36 regardless of its name or structure, shall not be used or permitted to gather evidence,  
37 contact or interview witnesses, or otherwise independently investigate a complaint of  
38 misconduct by an officer. There shall be no legal or administrative requirement, including  
39 but not limited to subpoena power or an order from the City Manager or the Department,  
40 that an officer appear before or present evidence to any individual, panel, committee,  
41 group, or forum of any type involved in Citizen Oversight. This provision has no  
42 application to any Independent Investigation authorized by the Chief of Police or the City  
43 Manager, regardless of whether the Independent Investigation was recommended by a  
44 Panel or Police Monitor, or to any hearing of an appeal of disciplinary action pursuant to  
45 this Agreement and/or Chapter 143 of the Texas Local Government Code. Police officers

1 remain subject to orders or subpoenas to appear and provide testimony or evidence in  
2 such investigations or hearings.

## 3 4 **Section 2. The Office of the Police Monitor (“OPM”)**

5  
6 a) The Police Monitor will have unfettered access to the Internal Affairs  
7 investigation process, except as provided herein. The Police Monitor may inquire of the  
8 Commander of the Internal Affairs Division or the Chief of Police, or the Chief’s  
9 designee, as to the status of any pending IAD investigation.

10  
11 b) The OPM shall not gather evidence, contact or interview witnesses (except the  
12 complainant as provided herein), or otherwise independently investigate a complaint.  
13 The OPM shall not have the authority to subpoena witnesses. There shall be no  
14 administrative requirement, including but not limited to an order from the City Manager  
15 or the Department, that a police officer appear or present evidence to the Police Monitor.  
16 The OPM may obtain the following information in connection with the filing of a  
17 complaint of officer misconduct:

- 18  
19 1. The complainant’s personal information;
- 20  
21 2. The nature of the complaint;
- 22  
23 3. Witness information;
- 24  
25 4. The incident location, date, and time; and
- 26  
27 5. The APD officer(s) involved.

28  
29 c) The OPM shall digitally audio record the taking of the information provided in  
30 subsection (b). The OPM will promptly forward the completed complaint and audio  
31 recording to IAD. A complaint by a complainant who is not a police officer shall not be  
32 accepted unless the complainant verifies the complaint in writing before a public officer  
33 who is authorized by law to take statements under oath. A complainant may be  
34 subsequently interviewed by the IAD investigator for purposes of clarification or to  
35 obtain additional information relevant to the investigation.

36  
37 d) Personnel from the OPM shall assist an individual in understanding the complaint  
38 process and the requirements for filing a complaint but shall not solicit or insist upon the  
39 filing of a complaint by any individual.

40  
41 e) A representative from the OPM may attend an interview of the officer who is the  
42 subject of the investigation or administrative inquiry, as well as all witness interviews.  
43 The OPM representative may not directly question the subject of the interview. At the  
44 conclusion of any interview, the OPM representative may take the IAD investigator aside  
45 and request that the investigator ask additional questions. Whether such information is  
46 sought in any witness interview is within the discretion of the IAD investigator.

1  
2 f) Neither the Police Monitor nor the Internal Affairs Representative(s) may remain  
3 in the Dismissal Review Hearing (or any other administrative hearing conducted for the  
4 purpose of determining whether the Department shall take disciplinary action against an  
5 officer for alleged misconduct) while the chain of command discusses the final  
6 classification and/or appropriate discipline, if any, to be imposed. The final classification  
7 of an allegation of misconduct is within the sole discretion of the Chief of Police, subject  
8 to the officer's right of appeal of any discipline imposed as provided by Chapter 143 of  
9 the Texas Local Government Code and this agreement.

10  
11 g) On a quarterly basis, the Police Monitor, the Chief of Police, the Commander of  
12 the Internal Affairs Division, and the Association President shall meet to discuss issues  
13 related to the citizen oversight process, and shall endeavor to answer questions, and  
14 provide relevant information.

### 15 16 **Section 3. Citizen Review Panel ("Panel")**

#### 17 18 **a) Function**

19  
20 (1) The Panel shall serve to make recommendations to the Chief of Police as  
21 provided in this Article, and in addition to review individual cases of officer conduct as  
22 authorized in this Article. Panel members shall perform their duties in a fair and  
23 objective manner.

24  
25 (2) The Panel shall provide a public report setting forth the basis and concerns of  
26 the Panel supporting any recommendation for an Independent Investigation. In addition,  
27 the Panel shall provide a public report setting forth the Panel's conclusions and  
28 recommendations after its review of any Independent Investigation.

#### 29 30 **b) Qualifications**

31  
32 To be eligible for appointment to the Panel, applicants must not have a felony  
33 criminal conviction, received deferred adjudication for a felony, or be under felony  
34 indictment. Prior to appointment, Panel members must submit to a criminal background  
35 investigation to determine their eligibility to serve on the Panel. A felony conviction,  
36 felony indictment, or felony deferred adjudication, after appointment, shall result in the  
37 immediate removal of the member from the Panel by the City Manager.

#### 38 39 **c) Training**

40  
41 To serve on the Panel, each member must complete the training prescribed herein  
42 prior to commencing their service on the Panel. The required training shall include: :

43  
44 (1) Attend a three to four (3-4) day training by APD tailored specifically for Panel  
45 members including, at a minimum, the following:

46  
47 a. Special Investigations Unit;

- b. Officer Involved Shootings;
- c. Response to resistance;
- d. The Police Training Academy;
- e. Crisis Intervention Team;
- f. Firearms, including FATS training;
- g. Bomb and SWAT;
- h. Ride-outs on at least two shifts in different parts of the City; and
- i. A presentation by the Association.

(2) Attend six (6) hours of training provided by the Internal Affairs Division.

The training requirements of Section c) shall apply only to Panel members who are appointed to the Panel after the effective date of this Agreement.

**d) Resign to Run**

Any person involved in the citizen oversight process as a Panel member, who files for public elective office shall immediately resign from their position in the citizen oversight process, and failing such resignation shall be immediately removed by the City Manager.

**e) Panel Review Process**

(1) Not later than thirty (30) calendar days after the mailing of the notice of the outcome of the investigation to the complainant, the complainant may request that the Police Monitor refer the complaint to the Panel.

(2) Without a complainant's request, only the following cases may be referred to the Panel:

- a. A "Critical Incident" as defined this Article;
- b. The appearance of a pattern of serious misconduct by the officer involved;
- c. The appearance of a pattern of department-wide misconduct;
- d. The appearance of serious official misconduct by one or more members of the Department;
- e. The appearance of bias based misconduct; or
- f. The appearance of issue(s) to be addressed by policy, procedure, or training recommendations.

1           **f) Nature of Proceedings**

2  
3           (1) The review of any case by the Panel shall not be conducted as a hearing or  
4 trial. Except for the receipt of public input/communications as provided by this Section  
5 or an Independent Investigation authorized by this Article, the Panel shall not gather  
6 evidence, contact or interview witnesses, or otherwise independently investigate a  
7 complaint. The Panel shall not have the authority to subpoena witnesses. There shall be  
8 no administrative requirement, including but not limited to an order from the City  
9 Manager or the Department, that a police officer appear or present evidence to the Panel.  
10 The Panel shall immediately forward any information or evidence of which it becomes  
11 aware to the Chief of Police through the Police Monitor.

12  
13           (2) A quorum shall be established prior to beginning the review of any case by the  
14 Panel.

15  
16           (3) Not less than five (5) business days prior to a Panel meeting, the OPM shall  
17 provide the Internal Affairs Division and the individual designated by the president of the  
18 Association as the Panel liaison, with a copy of the Panel meeting agenda. The Panel  
19 shall not take action upon or receive public input/communications concerning any case or  
20 issue not listed as an agenda item. The Internal Affairs Division shall promptly notify  
21 any officer who is the subject of a complaint listed as an agenda item as to the scheduled  
22 Panel meeting. Notice of special meetings shall be handled in a similar manner, unless  
23 circumstances require a shorter notice, in which case the notice shall be issued as soon as  
24 the special meeting is scheduled.

25  
26           (3) By virtue of its purely advisory role, the Panel is not a governmental body and  
27 is not subject to the Open Meetings Act. Those portions of the meeting during which  
28 public input/communication is accepted shall be open to the public and recorded by video  
29 and audio cassette tape.

30  
31           **g) Private Session**

32  
33           (1) Prior to receiving any communication from the complainant or any other  
34 public input/communications, the Panel may meet in private session to be briefed  
35 concerning the facts of the particular case to be reviewed. Either the Police Monitor or  
36 the IAD representative shall present to the Panel the information obtained from the IAD  
37 investigation. Members of the Panel may be provided with READ ONLY electronic  
38 access to all or part of the IAD files during these presentations.

39  
40           (2) An APD officer designated by the president of the Association and one  
41 individual from the Internal Affairs Division shall be present during the Panel private  
42 session case briefing, including the portion of the private session described in subsection  
43 “e” below, subject to the following provisions:

- 44  
45           a. The Association’s representative will not participate in the briefing and is  
46 present only as an observer, with the following exceptions:

1  
2 (i) The Association representative may request that the Police  
3 Monitor allow the representative to present information relevant to a  
4 case before the Panel.

5  
6 (ii) A Panel member may request that the Association representative  
7 present information relevant to a case before the Panel.

8  
9 (iii) Any information provided by the Association representative  
10 shall be presented in a neutral manner.

11  
12 b. The Association representative may not be involved in the case as a  
13 witness, investigator, relative, or officer in the chain of command.

14  
15 c. Information in the possession of the Association representative as a result  
16 of participation in such briefing shall not be disclosed or revealed other  
17 than as necessary as a part of official Association business in monitoring  
18 and enforcing this agreement, or in the normal course of dispute resolution  
19 processes under this agreement.

20  
21 (3) Panel members shall have full access to all administrative investigative and  
22 disciplinary files necessary to perform their functions under this agreement. Panel  
23 members may ask questions and obtain specific facts, details and information from the  
24 Police Monitor, IAD, or the Chief's office. As part of such access, the Police Monitor  
25 may permit individual Panel members to review an IAD case file for up to five (5) hours,  
26 at the Police Monitor's office and in the presence of a member of the Monitor's staff.  
27 This review opportunity may occur before the Panel's private session and/or after the  
28 Panel's public session regarding such case. The prohibitions and restrictions in Section 8  
29 of this Article apply to any confidential information viewed by Panel members during  
30 this review opportunity. Panel members shall not copy or remove any portion of the file.  
31 The Police Monitor shall be responsible for security of the file.

32  
33 (4) During any private Panel briefing, the presenter should exercise discretion and  
34 omit information from the briefing that the Police Monitor deems to be irrelevant to the  
35 citizen's complaint, as well as information of a highly personal nature that would  
36 constitute an unwarranted invasion of an individual's personal privacy interests.

37  
38 (5) Upon completion of the Panel case briefing, the complainant shall be allowed  
39 to address the Panel. The police officer who is the subject of the complaint may, but is  
40 not required to attend and listen to the address by the complainant. If the complainant is  
41 anxious or intimidated by the presence of the officer, the Panel shall videotape the  
42 complainant's address to the Panel, and allow the officer to view and respond to the taped  
43 statement outside the complainant's presence. Other than the complainant and the  
44 responding police officer, only those persons authorized to attend the Panel case briefing  
45 may be present during this portion of the Panel meeting.

1           **h) Public Session and Comments**

2  
3           (1) After any address by the complainant and/or responding police officer, the  
4 Panel shall meet in public session to receive any additional public input/communications  
5 concerning the case under review. During the public session, the Police Monitor shall  
6 take precautions to prevent discussion of the facts of the particular case and to prevent the  
7 public session from being used as a forum to gather evidence, interview witnesses, or  
8 otherwise independently investigate a complaint. Any individual who indicates that he  
9 has new or additional evidence concerning the particular case shall be referred to the  
10 Chief of Police or his designee. The rules that apply to citizen communications with the  
11 City Council shall apply to the public session of the Panel meetings.

12  
13           (2) The Police Monitor, in consultation with the Panel, shall set the time limits for  
14 such proceedings.

15  
16           **i) Deliberations**

17  
18           After receiving public input, if any, the Panel shall discuss the particular case  
19 under review in private session. The Police Monitor and/or the Assistant Police Monitor  
20 may be present during such discussion. No other individual may be present unless, the  
21 panel requests further information.

22  
23           **j) Action and Recommendations**

24  
25           (1) At the conclusion of the review process set forth above, the Panel, upon a  
26 majority vote of its total members, may make the following recommendations to Chief of  
27 Police:

- 28  
29           a. Further investigation by the Department is warranted;  
30  
31           b. Department policies warrant review and/or change;  
32  
33           c. An "Independent Investigation" is warranted; or  
34  
35           d. A written, non-binding recommendation on discipline.

36  
37           A recommendation on discipline is limited to cases involving a "critical incident"  
38 as defined in this Article. The Panel shall not take action or make recommendations not  
39 authorized by this Article.

40  
41           (2) After the Citizen Oversight process has been completed for a "critical  
42 incident," as that phrase is defined herein, the individuals involved in the Citizen  
43 Oversight process may make non-binding disciplinary recommendations to the Chief of  
44 Police. The final decision as to appropriate discipline is within the sole discretion of the  
45 Chief of Police, subject to the officer's right of appeal of any discipline imposed as  
46 provided by Chapter 143 of the Texas Local Government Code and this agreement. The

1 objectives of the process being served by a written recommendation as to discipline,  
2 neither the OPM employees nor individual members of the Panel shall publicly express  
3 agreement or disagreement with the final disciplinary decision of the Chief, other than as  
4 set forth in the written recommendation. Any such recommendation shall not be publicly  
5 disclosed prior to the Chief's final decision. After the Chief of Police has made his final  
6 decision, any such citizen or internal monitor recommendations shall be subject to public  
7 disclosure to the extent permitted by law. Violation of this provision shall be subject to  
8 the dispute resolution process set forth in Section 7 of this Article, but a Panel member  
9 shall not be subject to permanent removal from the Panel except upon a second violation  
10 of this standard.

11  
12 (3) For purposes of this Section, the term "Critical Incident" shall mean:

- 13  
14 a. An alleged use of force or other action by an Austin Police Officer that  
15 directly results in serious bodily injury or death (The definition of  
16 "serious bodily injury" found in the Texas Penal Code, Section  
17 1.07(a)(46) will apply.);  
18  
19 b. A death in custody; or  
20  
21 c. An officer involved shooting.  
22

23 (4) Members must attend the meeting and hear the merits of the case in order to  
24 vote. The Panel's recommendations shall be reduced to writing. The Panel's written  
25 recommendations shall explain the Panel's issues(s) or concern(s).  
26

27 (5) The Police Monitor shall consult with the Panel in formulating any  
28 recommendations to the Chief of Police. All recommendations to the Chief of Police by  
29 the Panel shall be made available to the public to the extent permitted by law and this  
30 Agreement.  
31

#### 32 **Section 4. Independent Investigation**

33  
34 a) In this Article, "Independent Investigation" means an administrative investigation  
35 or inquiry of alleged or potential misconduct by an officer, authorized by the Chief of  
36 Police or City Manager and conducted by a person(s) who is not:  
37

- 38 (1) An employee of the City of Austin;  
39  
40 (2) An employee of the Office of the Police Monitor; or  
41  
42 (3) A volunteer member of the Panel.  
43

44 b) An "Independent Investigation" does not include attorney-client work product or  
45 privileged material related to the defense of claims or suits against the City of Austin.  
46



1 c) The Chief of Police and the City Manager retain all management rights to  
2 authorize an Independent Investigation concerning police conduct.

3  
4 **Section 5. Public Report of Independent Investigation**

5  
6 a) The provisions of Section 143.089(g) of the Texas Local Government Code are  
7 expressly modified to the extent necessary to permit public release of a final report  
8 prepared by an investigator who conducts an Independent Investigation authorized by the  
9 Chief of Police or City Manager concerning police conduct.

10  
11 b) The public release of information authorized by this Section shall not contain or  
12 reveal evidentiary facts, or other substantive investigative information from the file,  
13 except to the extent that such information is at the time of such release no longer  
14 protected from public disclosure by law, or is already public as a matter of fact by lawful  
15 or authorized means or by the officer's own release. For example, the names of officers  
16 in an investigation may not be released, but could be released if those officers have  
17 elected to enter the public debate and discuss their involvement, or if the public has been  
18 informed of identities by lawful or authorized means in the course of grand jury or other  
19 legal proceedings. The public statements authorized in this agreement are subject to  
20 review by the City of Austin Law Department to insure compliance with this Agreement  
21 and to determine whether the release of such information may be prohibited by any other  
22 law.

23  
24 c) This Section shall apply to any Independent Investigation whether completed  
25 prior to or after the effective date of this Agreement and applies to every position and  
26 rank within the Austin Police Department.

27  
28 d) Section 143.089(g) of the Texas Local Government Code is modified and  
29 superseded to the extent necessary to permit the public release of the following  
30 information only:

- 31
- 32 1. A report setting forth the basis and concerns of the Panel supporting any  
33 recommendation for an Independent Investigation.
  - 34
  - 35 2. A report setting forth the Panel's conclusions and recommendations after its  
36 review of any Independent Investigation.
  - 37
  - 38 3. A report setting forth any policy recommendations made by the Panel.
  - 39
  - 40 4. A final report from an Independent Investigator, whether or not  
41 recommended by the Panel. This Section shall also apply to any Independent  
42 Investigation completed prior to ratification of this agreement.
  - 43
  - 44
  - 45
  - 46

1   **Section 6. Public Communication**

2  
3       a) Except as permitted by this Agreement, employees of the OPM and members of  
4 the Panel shall not publicly comment on the specifics of pending complaints and  
5 investigations prior to a panel decision. All public comments and communications by the  
6 OPM shall be factual and demonstrate impartiality to individual police officers, the  
7 Austin Police Department, the Austin Police Association, employees of the City of  
8 Austin, residents of the City of Austin, and community groups.

9  
10       b) Should a person participating on a Panel make public statements which, to a  
11 reasonable observer, would be perceived to express or demonstrate a position, bias, or  
12 prejudgment on the merits of a particular case that is under investigation or subject to  
13 review, prior to the completion of the citizen panel process for that case, such person will  
14 not be allowed to participate in the review, deliberation, or drafting of recommendations  
15 concerning that case. This provision does not prohibit the Panel or an individual Panel  
16 member from making generic, non-case related public statements about the Austin Police  
17 Department, or from providing information about the process, which does not appear to  
18 prejudice the merits, or demonstrate a bias on the case. In the event of a violation of this  
19 standard, the Panel member shall be subject to permanent removal from the panel as set  
20 forth below.

21  
22       c) No public comment or communication (including but not limited to oral or written  
23 statements, reports, newsletters, or other materials made, released, published or  
24 distributed) by the OPM or Panel members will make reference to or identify an officer  
25 by name, unless such release is then permitted by law, or the officer's name has become  
26 public as a matter of fact by lawful or authorized means, or by the officer's own release.  
27 Public comments or communications by the OPM and the Panel shall conform to state  
28 and federal law and this Agreement regarding confidentiality, and shall not contain  
29 information that is confidential or privileged under this Agreement or state, federal or  
30 common law.

31  
32       d) All OPM written publications shall be provided to the APD and the APA  
33 simultaneously with distribution to the public.

34  
35   **Section 7. Dispute Resolution**

36  
37       a) Complaints concerning the conduct of OPM employees shall be filed with the  
38 Police Monitor, or if the complaint concerns the personal conduct of the Police Monitor,  
39 shall be filed with the City Manager. If not resolved at the first level, a fact finder shall  
40 be appointed to review relevant materials and take evidence to reach written findings of  
41 fact, which shall be expedited for final resolution within two weeks after appointment.  
42 The fact finder shall be appointed by striking an AAA list, if the parties do not otherwise  
43 agree on a fact finder. Upon conclusion of the fact finding, and after review and  
44 evaluation of the fact finder's report, the Police Monitor (or City Manager if the  
45 complaint concerns the personal conduct of the Police Monitor) shall make a decision.  
46 The final decision shall be made by the City Manager.

1  
2 b) Complaints concerning the conduct of Panel members shall be filed with the City  
3 Manager. If a signed complaint is filed alleging specific comments by a Panel member  
4 that violate the standards in subparagraph 6 (b) above, the Panel's consideration shall be  
5 postponed or the particular Panel member shall not participate, until the matter is finally  
6 resolved. A complaint may not be based on statements or conduct previously raised and  
7 found insufficient for disqualification. Only one of such Panel members may be  
8 temporarily disqualified under this provision on a particular case. The City Manager  
9 shall promptly determine the complaint. The Association may appeal from the decision  
10 of the City Manager through the expedited arbitration process in this agreement. If two  
11 (2) consecutive complaints are found insufficient on a particular Panel member,  
12 subsequent complaints on that Panel member shall not result in temporary removal, but  
13 upon final determination that there has been a violation, such member shall be subject to  
14 permanent removal. Nothing shall prevent the Chief from taking disciplinary action  
15 within the statutory time frame, under the provisions of Chapter 143, as modified by this  
16 agreement.

17  
18 **Section 8. Access to Section 143.089(g) Files**

19  
20 a) Information concerning the administrative review of complaints against officers,  
21 including but not limited to Internal Affairs Division files and all contents thereof, are  
22 intended solely for the Department's use pursuant to Section 143.089(g) of the Texas  
23 Local Government Code (the 143.089(g) file.). All records of the Police Monitor's  
24 Office that relate to individual case investigations and the APD 143.089(g) file, although  
25 same are not APD files or records, shall have the same statutory character in the hands of  
26 the Police Monitor, and shall not be disclosed by any person, unless otherwise authorized  
27 by law. Public access to such information is strictly governed by this agreement and  
28 Texas law. To the extent necessary to perform their duties, individuals involved in the  
29 Citizen Oversight process are granted a right of access to the information contained  
30 within the 143.089(g) files of police officers.

31  
32 b) Individuals involved in the Citizen Oversight process shall not be provided with  
33 information contained within a personnel file, including the 143.089(g) file of a police  
34 officer, that is made confidential by a law other than Chapter 143 of the Texas Local  
35 Government Code, such as records concerning juveniles, sexual assault victims, and  
36 individuals who have tested positive for HIV. All persons who have access to IAD files  
37 or investigative information by virtue of this agreement shall not be provided with access  
38 to any records of criminal investigations by the APD unless those materials are a part of  
39 the IAD administrative investigation file.

40  
41 c) All individuals who have access by virtue of this agreement to IAD files or  
42 investigative information, including the information contained within the 143.089(g) files  
43 of police officers, shall be bound to the same extent as the Austin Police Department and  
44 the City of Austin to comply with the confidentiality provisions of this Agreement,  
45 Chapter 143 of the Texas Local Government Code, and the Texas Public Information  
46 Act. All such individuals shall further be bound to the same extent as the Austin Police

1 Department and the City of Austin to respect the rights of individual police officers under  
2 the Texas Constitution and the Fourth, Fifth, and Fourteenth Amendments to the U.S.  
3 Constitution, including not revealing information contained in a compelled statement  
4 protected by the doctrine set forth in *Garrity v. New Jersey*, 385 U.S. 493 (1967), and  
5 *Spevack v. Klein*, 385 U.S. 511 (1967).

6  
7 d) A breach of the confidentiality provisions of this Agreement and/or Chapter 143  
8 of the Texas Local Government Code by any individual involved in Citizen Oversight:

- 9  
10 1. Shall be a basis for removal from office;  
11  
12 2. May subject the individual to criminal prosecution for offenses including, but  
13 not limited to Abuse of Official Capacity, Official Oppression, Misuse of  
14 Official Information, or the Texas Public Information Act; and/or  
15  
16 3. May subject the individual to civil liability under applicable State and  
17 Federal law.  
18

19 e) The confidentiality provisions of this agreement, Chapter 143 of the Texas Local  
20 Government Code, and the Texas Public Information Act, are continuous in nature. All  
21 individuals involved in Citizen Oversight are subject to these confidentiality provisions  
22 even after their association with the Oversight process has terminated.  
23

24 f) Following any review of an alleged violation of the confidentiality provisions of  
25 this Agreement, the City Manager's office will provide information about the outcome of  
26 that review to any officer(s) directly affected by the alleged violation.  
27

## 28 **Section 9. Use of Evidence from the Citizen Oversight Process in Disciplinary** 29 **Appeals** 30

31 Opinions or recommendations from individuals involved in Citizen Oversight in a  
32 particular case may not be used by a party in connection with an appeal of any  
33 disciplinary action under the provisions of Chapter 143 of the Texas Local Government  
34 Code and this Agreement. No party to an arbitration or Civil Service proceeding may use  
35 or subpoena any member of the Citizen Review Panel or the Police Monitor (unless the  
36 Police Monitor took the complaint in the relevant case) as a witness at an arbitration or  
37 Civil Service proceeding including, but not limited to live or deposition testimony which  
38 concerns their duties or responsibilities in the oversight process or their opinions or  
39 recommendations in a particular case. This provision shall not prevent any testimony for  
40 evidentiary predicate.  
41

## 42 **Section 10. Partial Invalidation and Severance** 43

44 In the event that a Court Order, Judgment, Texas Attorney General Opinion, or  
45 arbitration decision, which is final and non-appealable, or which is otherwise allowed to  
46 take effect, which order, judgment, opinion, or decision holds that the right of access to

1 the information contained within the 143.089(g) files of police officers granted by this  
2 Article or the public dissemination of information pursuant to this Article, results in  
3 “public information” status under the Texas Public Information Act of the information  
4 contained within the 143.089(g) files of a police officer, the provision or provisions  
5 resulting in such a change in the status of the 143.089(g) file shall be invalidated and  
6 severed from the balance of this Agreement.

## 7 8 **Section 11. Remedies**

### 9 10 **a) Benefit of the Bargain**

11  
12 The CITY expressly retains its right and ability to proceed with the determination of  
13 whether or not police misconduct occurred and the authority of the Chief to impose  
14 disciplinary action. The ASSOCIATION recognizes the fact that such reservations are  
15 essential to this Agreement. No dispute concerning the operation and function of the  
16 Police Monitor’s Office or the Panel shall impair or delay the process of the Chief’s  
17 investigation and determination of whether or not police misconduct occurred and the  
18 degree of discipline, if any, to impose. This includes internal dispute resolution  
19 procedures in this Agreement, any grievance process or arbitration, and any litigation  
20 over such issues. In other words, any such dispute resolution processes may proceed, as  
21 set forth in this contract or by law, but the disciplinary process may likewise and  
22 simultaneously proceed to its conclusion without delay. The statutory time period for the  
23 Chief of Police to take disciplinary action against an officer shall be tolled to the extent of  
24 any period in which a court order, injunction, or TRO, obtained by the officer involved or  
25 the Association on behalf of the officer, halts the Department’s investigative or  
26 disciplinary process. In no event will the actual time exceed 180 calendar days. The  
27 parties agree that the processes in this Agreement, together with the remedies set forth  
28 and the procedural protections and rights extended to officers in this Agreement are  
29 adequate remedies at law for all disputes arising under this Article.

### 30 31 **b) Expedited Arbitration**

32  
33 The parties have agreed to expedited arbitration for all unresolved grievances related  
34 to the application or interpretation of this Article in order to achieve immediate resolution  
35 and to avoid the need for court intervention in equity. Such arbitrations shall be  
36 conducted pursuant to the Expedited Labor Arbitration Procedures established by the  
37 American Arbitration Association (“AAA”), as amended and effective December 1,  
38 2002. To be appointed, the arbitrator must be available to hear the arbitration within  
39 thirty (30) calendar days of selection and a decision shall be made within one (1) week of  
40 the hearing. The parties agree to create a list of pre-approved arbitrators. Failing same,  
41 or in the absence of an available arbitrator from such pre-approved list, the arbitrator  
42 designated by the AAA shall be required to be licensed as an attorney in the State of  
43 Texas. The parties both agree that the arbitrator has the discretion to receive and hear  
44 issues and testimony by written submission or phone conference, but may also require  
45 live testimony where appropriate.

1 **Section 12. Preemption**

2  
3 It is expressly understood and agreed that all provisions of this Article shall preempt  
4 any statute, Executive Order, local ordinance, City policy or rule, which is in conflict  
5 with this Agreement and the procedures developed hereunder, including for example and  
6 not by way of limitation, any contrary provisions of Chapters 141, 142, and 143 of the  
7 Texas Local Government Code, including but not limited to Section 143.089(g).  
8  
9

10 **ARTICLE 17**

11 **PROTECTED RIGHTS OF OFFICERS**

12 **Section 1. Effect of Article**

13  
14  
15  
16 The following provisions shall apply to the administrative investigation of alleged  
17 misconduct by APD police officers and the process of administrative discipline. To the  
18 extent of any conflict between this Agreement and the provisions of Chapter 143 of the  
19 Texas Local Government Code, the provisions of this Agreement shall control. To the  
20 extent of any conflict between this Article and any other provision of this agreement, this  
21 Article shall control.  
22

23 **Section 2. Definitions**

24  
25 In this Article:

- 26  
27 a) "Complaint" means any affidavit, administrative referral, or other document  
28 setting forth allegations or facts that may form the basis of future allegations  
29 of misconduct against an officer and which serves as the basis for initiating  
30 an investigation.  
31  
32 b) "Disciplinary Action" means suspension, indefinite suspension, demotion in  
33 rank, reprimand, or any combination of those actions.  
34  
35 c) "Investigation" means an administrative investigation of alleged misconduct  
36 by a police officer that could result in disciplinary action.  
37  
38 d) "Investigator" means an agent or employee of the Department or an  
39 Independent Investigator who participates in conducting an investigation.  
40  
41 e) "Statement" means any communication (oral or written) setting forth  
42 particulars or facts regarding the alleged misconduct under investigation.  
43  
44 f) "Evidence" means statements, reports, records, recordings, documents,  
45 computer data, text, graphics, videotape, photographs, or other tangible forms  
46 of information, including a "complaint".  
47

1   **Section 3. Compelled Testimony**

2  
3       There shall be no legal or administrative requirement, including but not limited to  
4 subpoena power or an order from the City Manager or the Department, that an officer  
5 appear before or present evidence to any individual, panel, committee, group, or forum of  
6 any type involved in Citizen Oversight. This provision has no application to any  
7 Independent Investigation authorized by the Chief of Police or the City Manager,  
8 regardless of whether the Independent Investigation was recommended by the Citizen's  
9 Review Panel or the Police Monitor, or to any hearing of an appeal of disciplinary action  
10 pursuant to this Agreement and/or Chapter 143 of the Texas Local Government Code.  
11 Police officers remain subject to orders or subpoenas to appear and provide testimony or  
12 evidence in such investigations or hearings.

13  
14   **Section 4. Access to Records by Officers**

15  
16       a) Not less than forty eight (48) hours before the officer who is the subject of an  
17 investigation provides a statement to an investigator, the officer shall be provided a copy  
18 of the complaint(s). The Department may omit the name and/or identity of the person  
19 making the complaint. In the event that the complaint(s) does not contain all allegations  
20 of misconduct under investigation, not less than forty eight (48) hours before the  
21 investigator begins the initial oral or written interrogation of the officer, the investigator  
22 must inform the officer in writing of the additional allegations being investigated.

23  
24       b) Before the officer who is the subject of an investigation provides a statement to an  
25 investigator, the officer and his representative shall be provided an opportunity to review  
26 any videotape, photograph, or other recording of the operative conduct or alleged  
27 injuries, if any, which is the subject of the allegations if such recording is within the  
28 possession or control of the Department.

29  
30       c) An officer is entitled to a copy of his or her statement to the Internal Affairs  
31 Division at the time when the statement is finalized and signed by the officer, but the  
32 statement remains confidential in the hands of the officer pursuant to 143.089(g), APD  
33 policy, and orders of non-communication about internal investigations, except for  
34 consultations with counsel.

35  
36       d) Before the officer who is the subject of an investigation provides a statement to an  
37 investigator, the officer and his representative shall be allowed to review the portions of  
38 any document(s) in which it is alleged that the officer provided false, incomplete,  
39 inconsistent, or conflicting information, or in which it is alleged that the officer omitted  
40 information in violation of any law or Department policy.

41  
42       e) Before the officer who is the subject of an investigation provides a statement to an  
43 investigator, the officer and his representative shall be allowed to review any report,  
44 supplement, use of force report, or other statement recorded or written by the officer,  
45 setting forth particulars or facts regarding the operative conduct which is the subject of  
46 the allegation(s).

1  
2 f) Not less than forty eight (48) hours before a Dismissal Review Hearing (or any  
3 other administrative hearing conducted for the purpose of determining whether the  
4 Department shall take disciplinary action against an officer for alleged misconduct), the  
5 officer and his representative shall be allowed to review for five (5) hours all evidence  
6 gathered or obtained during the investigation, and not previously reviewed by the officer  
7 pursuant to this Section. The evidence available for review shall not include any  
8 investigator's summary.

9  
10 g) When the Chief of Police is notified that the Panel plans to review a case  
11 involving a "critical incident" or an allegation of a civil rights violation, the officer and  
12 his representative shall be given an opportunity to meet with the Internal Affairs  
13 investigator and review witness statements and photographic or videotape evidence  
14 contained in the IA file, for a period of up to five (5) hours.

15  
16 h) Neither the officer nor his representative will be permitted to make copies of any  
17 witness statements, audio tapes, photographic or videotape evidence reviewed; however,  
18 they may take written notes only, provided that they comply with the confidentiality and  
19 use provisions in Section 6.

20  
21 i) Nothing in this Article shall be construed as requiring the Department to provide  
22 or make available for review by the officer or his representative any evidence from  
23 criminal investigations by the Austin Police Department unless that evidence is a part of  
24 the Internal Affairs Division administrative file. No criminal investigation material that  
25 is part of the Internal Affairs Department case file can be released if there is a pending  
26 criminal investigation or judicial proceeding.

## 27 28 **Section 5. Audio Taping of Dismissal Review Hearings**

29  
30 When a Dismissal Review Hearing (or any other administrative hearing conducted for  
31 the purpose of determining whether the Department shall take disciplinary action against  
32 an officer for alleged misconduct), is held, the officer who is the subject of the  
33 investigation may audio tape the portion of the hearing in which the chain-of-command  
34 discusses the IAD investigation and the disciplinary decision with the officer.

## 35 36 **Section 6. Confidentiality of Records and Misuse of Information**

37  
38 The access to records provided in Section 4 of this Article has been granted in  
39 exchange for the following agreements intended to insure confidentiality and to prevent  
40 retaliation or the threat of retaliation against any witness in an investigation:

41  
42 a) Retaliation or the threat of retaliation by an officer, or by an individual at the  
43 direction of the officer, against the author of an Internal Affairs statement is strictly  
44 prohibited. A sustained violation of this subsection shall result in either a temporary or  
45 indefinite suspension.



1 b) If an officer is suspended pursuant to this Section, the officer shall have the right  
2 to appeal the suspension to the Civil Service Commission or to an Independent Third  
3 Party Hearing Examiner pursuant to the provisions of this Agreement and Chapter 143 of  
4 the Texas Local Government Code. The Commission or the Hearing Examiner shall  
5 decide whether the specific charge related to this Section is true. If the charge is found to  
6 be true, the Commission or Hearing Examiner must affirm the disciplinary action and  
7 cannot amend, modify, or reduce the period of disciplinary suspension.

8  
9 c) Sections 143.053(e) & (f) of the Texas Local Government Code are hereby  
10 superseded to the extent of any conflict with this Section.

## 11 12 **Section 7. Right to Representation**

13  
14 An officer who is the subject of an investigation or administrative inquiry shall have  
15 the right to be represented by an attorney of the officer's choice during an interview  
16 provided the attorney complies with the Internal Affairs interview protocol. An officer  
17 shall have the right to be represented by an attorney of the officer's choice during a  
18 Dismissal Review Hearing (or other administrative hearing conducted for the purpose of  
19 determining whether the Department shall take disciplinary action against an officer for  
20 alleged misconduct.)

## 21 22 **Section 8. Violation of Officer's Rights**

23  
24 If the Department or any investigator violates any of the provisions of this Article or  
25 of Section 143.312 of the Texas Local Government Code while conducting an  
26 investigation, the Department shall reverse any punitive action which depends upon  
27 evidence resulting from a violation of this agreement; including a reprimand, and in any  
28 appeal, evidence resulting from a violation of this agreement shall be specifically  
29 excluded from introduction into evidence in any proceeding against the officer, including  
30 any disciplinary appeal hearing. The hearing examiner or arbitrator may make such other  
31 evidentiary rulings as are just and fair, after consideration of the circumstances of the  
32 violation.

# 33 34 35 **ARTICLE 18**

## 36 37 **DISCIPLINARY ACTIONS, DEMOTIONS AND APPEALS**

### 38 39 **Section 1. Suspensions of Three (3) Days or Less**

#### 40 41 **a) Appealable and Non-Appealable Suspensions**

42  
43 It is understood that most officers will make some errors during their career  
44 involving rule violations, including those who are good, professional police officers. The  
45 parties agree that short disciplinary suspensions are for the purpose of reinforcing the  
46 need for compliance with departmental standards and not necessarily as punishment.

1  
2 The parties agree that when an officer is suspended for 1, 2, or 3 days the officer  
3 may choose one of two methods of dealing with the suspensions as listed below.  
4

5 (1) **Suspensions that may not be appealed.** The officer may choose to use  
6 vacation or holiday time to serve the suspension with no loss of paid salary  
7 and no break in service for purposes of seniority, retirement, promotion, or  
8 any other purpose. The officer must agree that there is no right to appeal if  
9 this method of suspension is chosen.  
10

11 (2) **Suspensions that may be appealed.** The officer may appeal the suspension to  
12 arbitration or the Civil Service Commission. If the officer chooses to appeal  
13 the suspension, the arbitrator or Civil Service Commission's authority is  
14 limited to ruling on whether or not the charges against the officer are true or  
15 not true. If the arbitrator or Civil Service Commission finds the charges to be  
16 true, there is no authority to mitigate the punishment. If the arbitrator or Civil  
17 Service Commission finds the charges to be not true, the officer shall be fully  
18 reinstated with no loss of pay or benefit.  
19

20 b) **Arbitration Costs on Appealable Suspensions**  
21

22 In the event that an officer appeals a 1, 2 or 3 day suspension to arbitration, it is  
23 agreed that the party that loses the arbitration shall be responsible for all costs of the  
24 arbitrator, including travel and lodging if necessary.  
25

26 To facilitate such payment on the part of the officer he shall submit, at the time of  
27 appeal, a signed payroll deduction agreement that if the arbitrator rules in favor of the  
28 City he authorizes up to one hundred dollars (\$100.00) per month to be deducted from his  
29 regular pay until such time as what would usually be the City's portion of the arbitrator's  
30 costs have been satisfied.  
31

32  
33 c) **Reductions of Suspensions of Three (3) Days or Less to a Written Reprimand**  
34

35 The parties agree that temporary suspensions of 1, 2, or 3 days that were imposed  
36 on or after March 25, 2001, will be automatically reduced to a written reprimand under  
37 the following conditions:  
38

39 (1) Suspensions of 1, 2, or 3 days, which are/were not appealed, shall be reduced  
40 to a written reprimand two (2) years after the date the suspension was served  
41 on the officer if:  
42

43 i. The officer does/did not have a sustained complaint for  
44 substantially similar conduct within two (2) years from the date the  
45 suspension was served on the officer.  
46

1 (2) Suspensions of 1, 2, or 3 days, which are/were not appealed, shall be reduced  
2 to a written reprimand three (3) years after the date the suspension was served  
3 on the officer if:

4  
5 i. The officer has been previously disciplined for substantially  
6 similar conduct, and;

7  
8 ii. The officer does/did not have a sustained complaint for  
9 substantially similar conduct within the next three (3) years from  
10 the date the suspension was served on the officer.  
11

12 (3) Any controversy over whether or not the prior conduct was substantially  
13 similar may be presented to an arbitrator under the other provisions of this  
14 Article.  
15

16 (4) Suspensions of 1, 2, or 3 days that are/were appealed to the Civil Service  
17 Commission or a Hearing Examiner are not eligible for reduction to a written  
18 reprimand under this Agreement.  
19

20 (5) Suspensions of 1, 2, or 3 days that are/were reduced to a written reprimand  
21 shall not be introduced, cited, or used in any manner in subsequent  
22 disciplinary suspensions or appeals as to that officer, but the original  
23 disciplinary decision is not covered by this Section as to contentions of  
24 disparate discipline by other officers.  
25

26 (6) If the conditions set forth in subparts (a) or (b) are met, the Department shall  
27 notify the Civil Service Commission in writing that the temporary suspension  
28 has been reduced to a written reprimand. A copy of this document shall be  
29 included in the IAD investigative file, and the Department shall enter a  
30 notation in all disciplinary databases or records reflecting this change. The  
31 parties agree that the Department and the Civil Service Commission will not  
32 alter, destroy, conceal, or remove, any documents related to the temporary  
33 suspension, including but not limited to the letter of temporary suspension that  
34 was filed with the Commission as required by LGC 143.052(c), or the IAD  
35 investigative file itself.  
36

## 37 **Section 2. Suspensions of Fifteen (15) Days or Less**

38

39 If the Chief determines to suspend an officer for fifteen (15) days or less, the Chief  
40 may, at his sole discretion in hardship cases, authorize use of the officer's accumulated  
41 vacation leave to cover all or part of the suspension. It is also understood and agreed that  
42 if the Chief permits the use of vacation days for suspension, such days off shall be  
43 considered as equal punishment to traditional unpaid days of suspension. In no case will  
44 sick leave be substituted for unpaid days of suspension.  
45

1 **Section 3. Mutually Agreed Temporary Suspensions of Sixteen (16) to Ninety (90)**  
2 **Days**

3  
4 Either the Police Chief or the officer facing discipline may offer to impose or accept a  
5 suspension without pay for a period from sixteen (16) to ninety (90) days. If the officer  
6 accepts the mutually agreed suspension, there shall be no appeal either to the Police Civil  
7 Service Commission, to the District Court or to a Hearing Examiner. It is also  
8 understood and agreed that if the Chief permits the use of vacation days for suspension,  
9 such days off shall be considered as equal punishment to traditional unpaid days of  
10 suspension. In no case will sick leave be substituted for unpaid days of suspension.  
11

12 **Section 4. Payment for Accrued Leave Upon Indefinite Suspension.**

13  
14 a) An officer who has been indefinitely suspended may, upon request, be paid in a  
15 lump sum for up to two hundred forty (240) hours of accrued vacation and up to one  
16 hundred sixty (160) hours of accrued exception vacation.  
17

18 b) If the indefinite suspension is overturned as a result of the appeal, the Civil  
19 Service Commission or a Hearing Examiner may restore such leave, but a total award of  
20 leave and backpay, if any, shall be offset by the amount paid to the officer under Section  
21 a) above.  
22

23 **Section 5. Alternative Discipline by the Police Chief**

24  
25 In considering appropriate disciplinary action the Police Chief may require that an  
26 officer be evaluated by a qualified professional designated by the Police Chief. If that  
27 professional recommends a program of counseling and/or rehabilitation for the officer,  
28 the Police Chief may, as an alternative to temporary or indefinite suspension, or in  
29 combination with a temporary suspension, require that the officer successfully complete  
30 the recommended program. The program of counseling and/or rehabilitation will be  
31 completed on the officer's off-duty time, unless the Police Chief approves the use of  
32 accrued vacation leave or sick leave. The officer shall be responsible for paying all costs  
33 of the program of counseling and/or rehabilitation which are not covered by the officer's  
34 health insurance plan. If the officer's misconduct involves alcohol-related behavior, the  
35 Police Chief may require that the officer submit to mandatory alcohol testing, when  
36 ordered by the Police Chief, for a specified period of time. If, after entering the program  
37 of counseling and/or rehabilitation, the officer fails or refuses to complete the program,  
38 the officer may be indefinitely suspended. The officer has the right to appeal to the  
39 Police Civil Service Commission or to a third party Hearing Examiner any discipline  
40 imposed under this section by filing an appeal notice in accordance with the provisions of  
41 Chapter 143. On appeal, the Police Civil Service Commission or Hearing Examiner shall  
42 have the same duties and powers set forth in Chapter 143, but shall not have the power to  
43 substitute a program of counseling and/or rehabilitation different from the program  
44 imposed by the Police Chief or to substitute any period of suspension for the required  
45 program of counseling and/or rehabilitation.  
46

1 **Section 6. Alternative Discipline by Agreement**

2  
3 In considering appropriate disciplinary action, the Police Chief may require that an  
4 officer be evaluated by a qualified professional designated by the Police Chief. If that  
5 professional recommends a program of counseling and/or rehabilitation for the officer,  
6 the Police Chief may offer the officer the opportunity to enter into an alternative  
7 disciplinary agreement under which the officer would accept a temporary suspension of  
8 up to ninety (90) days and agree to successfully complete the program of counseling  
9 and/or rehabilitation recommended by the qualified professional designated by the Police  
10 Chief. The program of counseling and/or rehabilitation will be completed on the officer's  
11 off duty time, unless the Police Chief approves the use of accrued vacation leave or sick  
12 leave. The officer shall be responsible for paying all costs of the program of counseling  
13 and/or rehabilitation, which are not covered by the officer's health insurance plan. If the  
14 officer's misconduct involved alcohol related behavior, the Police Chief may require that  
15 the officer submit to mandatory alcohol testing, when ordered by the Police Chief, for a  
16 specified period of time. If the officer accepts the opportunity for agreed alternative  
17 discipline, the officer may not appeal any terms of the Agreement. If the officer fails to  
18 successfully complete the program of counseling and/or rehabilitation, the officer may be  
19 indefinitely suspended without right of appeal.  
20

21 **Section 7. Last Chance Agreement**

22  
23 a) In considering appropriate disciplinary action, the Police Chief may require that  
24 an officer be evaluated by a qualified professional designated by the Police Chief. If that  
25 professional recommends a program of counseling and/or rehabilitation for the officer,  
26 the Police Chief may offer the officer, as an alternative to indefinite suspension, the  
27 opportunity to enter into a last chance agreement. The agreement may include the  
28 following provisions in addition to any other provisions agreed upon by the officer and  
29 the Police Chief.  
30

- 31 (1) The officer will successfully complete the program of counseling and/or  
32 rehabilitation recommended by the qualified professional designated by the  
33 Police Chief.  
34  
35 (2) The program of counseling and/or rehabilitation will be completed on the  
36 officer's off-duty time, unless the Police Chief approves the use of accrued  
37 vacation leave or sick leave. The officer shall be responsible for paying all  
38 costs of the program of counseling and/or rehabilitation, which are not  
39 covered by the officer's health insurance plan.  
40  
41 (3) The officer will agree to a probationary period not to exceed one (1) year,  
42 with the additional requirement that if, during the probationary period, the  
43 officer commits the same or a similar act of misconduct, the officer will be  
44 indefinitely suspended without right of appeal.  
45

1       b) If the officer's misconduct involves alcohol-related behavior, the Police Chief  
2 may require that the officer submit to mandatory alcohol testing, upon order by the Police  
3 Chief, for a specified period of time. If the officer accepts the opportunity for a last  
4 chance agreement, the officer may not appeal any terms of the agreement. If the officer  
5 fails to successfully complete the agreed upon program, the officer may be indefinitely  
6 suspended without right of appeal.

## 7 8 **Section 8. Extending Disciplinary Deadline by Agreement**

9  
10       a) An officer and the Chief, or designee, may agree to extend any statutory deadline  
11 for imposing discipline for a period not to exceed thirty (30) days. Either the officer or  
12 the Chief may offer or request the extension. The agreement to extend the statutory  
13 deadline shall be in writing and shall be signed by both the officer and the Chief, or  
14 designee.

15  
16       b) Any disciplinary action taken by the Chief before the extended deadline shall be  
17 considered timely. An agreement to extend the deadline does not affect an officer's right  
18 of appeal from the disciplinary action.

## 19 20 **Section 9. Hearing Examiner Retained**

21  
22       The CITY recognizes that during the term of this Agreement officers have the right to  
23 an appeal of an indefinite suspension or suspension for a definite number of days (subject  
24 to the provisions herein on non-appealable suspensions of 1 to 3 days) before a Hearing  
25 Examiner as provided in Section 143.057 of the Texas Local Government Code. During  
26 the term of this Agreement, the parties specifically agree to retain this right of appeal, as  
27 modified herein, notwithstanding any change to Section 143.057 which may occur as a  
28 result of court or legislative action.

## 29 30 **Section 10. Hearing Examiner Provisions**

31  
32       In order to be mutually accepted on the hearing examiners list, an individual must be  
33 impartial to the ASSOCIATION and the CITY, shall be a member of the American  
34 Arbitration Association (AAA), have formal training in presentation and evaluation of  
35 evidence, and have experience in deciding municipal employment issues.

## 36 37 **Section 11. Procedures for Hearings Before Police Civil Service Commission and** 38 **Independent Hearing Examiners**

39  
40       It is expressly agreed that Police Civil Service Commission hearings and hearings  
41 before Hearing Examiners under 143.057 are informal administrative hearings and are  
42 not subject to discovery or evidentiary processes. Specifically it is understood that  
43 neither the Texas Rules of Evidence (TRE) or the Texas Rules of Court (TRC) apply to  
44 such hearings. If the Department calls a witness to testify during a hearing and that  
45 witness has given a statement to Internal Affairs regarding the pending case, then the

1 Department will provide a copy of that statement to the officer's counsel at the time the  
2 witness is called to testify.

### 4 **Section 12. Procedures Before Hearing Examiners**

6 In any proceeding before a hearing examiner, the following procedures shall be  
7 followed:

- 9 a) The Department shall furnish the charge letter to the hearing examiner by  
10 delivering a copy to the AAA far enough in advance, so that the hearing  
11 examiner receives the copy at least five (5) days before the start of the  
12 hearing.
- 14 b) The officer may furnish a position statement to the hearing examiner by  
15 delivering copies to the AAA and to the Department far enough in advance, so  
16 that the hearing examiner and the Department receives the copies at least five  
17 (5) days before the start of the hearing.
- 19 c) At the close of the presentation of evidence, the hearing examiner shall  
20 conduct a post-hearing conference with counsel for the Department and the  
21 officer and advise counsel what issue(s) the hearing officer wants covered in  
22 post-hearing briefs. This does not preclude either party from briefing  
23 anything not requested by the hearing examiner.
- 25 d) Failure of the AAA to meet its obligations as set out in this Subsection does  
26 not jeopardize the hearing rights of either the City or the officer.

### 28 **Section 13. Special Appeal Process for Demotions**

30 a) This Section applies only to involuntary demotions based on misconduct or  
31 performance issues. It does not apply the following:

- 33 (1) Demotions related to the return from military service of another officer;
- 34 (2) Demotions caused by a reduction in force;
- 35 (3) Demotions related to the reinstatement of another officer after recovery from a  
36 disability;
- 37 (4) Demotions from the rank of Assistant Chief of Police; or
- 38 (5) Demotions related to the reinstatement of another officer after indefinite  
39 suspension.

41 b) If the Chief chooses to demote an officer, the Chief shall file with the Civil  
42 Service Commission a written statement giving the reasons for the demotion. A copy of  
43 the written statement shall be furnished immediately to the affected officer.

45 c) The officer may appeal the demotion by filing a written appeal notice with the  
46 Director of Civil Service within ten (10) days after the date of the demotion. The officer

1 may elect to appeal to an independent third-party Hearing Examiner selected in  
2 accordance with the provisions of Section 143.057 of the Local Government Code, as  
3 amended by this Agreement. The officer's election to appeal to a Hearing Examiner  
4 must be contained in the officer's initial notice of appeal.

5  
6 d) During the pendency of the appeal, the officer's rank and pay shall not be  
7 changed but the Chief may reassign the officer to perform duties appropriate to the rank  
8 held by the officer immediately prior to the promotion. The officer's absence from his  
9 promoted position shall not create a vacancy, but the Chief may pay higher classification  
10 pay to another officer to perform the duties of the promoted position.

11  
12 e) If the officer appeals to the Civil Service Commission, the decision of the  
13 Commission is final and may not be appealed further. If the officer appeals to a Hearing  
14 Examiner, the decision may be appealed only on the grounds that the Hearing Examiner  
15 was without jurisdiction or exceeded its jurisdiction or that the order was procured by  
16 fraud, collusion, or other unlawful means.

17  
18 f) If the Commission or Hearing Examiner upholds the Chief's demotion, the officer  
19 shall be returned to the rank held immediately prior to the promotion, the officer's pay  
20 shall be adjusted accordingly, and the officer's name shall be permanently removed from  
21 the promotional eligibility list if the list is still in effect. The officer's time in grade in the  
22 promoted position shall not count toward eligibility for future promotion.

23  
24 g) If the Commission or Hearing Examiner overturns the Chief's demotion, the  
25 officer shall be returned to the promoted rank in an assignment to be determined by the  
26 Chief.

27  
28 h) In addition to the provisions listed in Section 18 *Preemption*, below, this Section  
29 shall be entitled to preemption including but not limited to Sections 143.010, 143.015,  
30 143.054, 143.057 and all provisions of Subchapter B of the Texas Local Government  
31 Code Chapter 143.

#### 32 33 **Section 14. Substitution of Demotion for Indefinite Suspension**

34  
35 In the appeal of an indefinite suspension, the Civil Service Commission or a Hearing  
36 Examiner may substitute a demotion for the indefinite suspension imposed by the Chief.

#### 37 38 **Section 15. Mediation**

39  
40 The City shall implement a voluntary mediation process concerning citizen  
41 complaints. The Association may appoint two persons to work with the City in  
42 developing the specific operating procedure. The process shall include and be based  
43 upon the following concepts:

- 44  
45 a) Mediation shall be an option offered to the complainant at the time the initial  
46 complaint is filed for minor nature complaints, such as rudeness.



1           b) For a complaint to proceed to mediation, both the officer and the complaining  
2           citizen must voluntarily agree.

3  
4           c) Once mediation has been agreed to, the matter cannot be returned to the  
5           Department to be handled as a disciplinary matter.

## 6 7 8   **Section 16. Effect of Contract Expiration**

9  
10       The provisions of this Agreement shall remain in full force and effect after expiration  
11       of this Agreement as to:

12  
13           a) Any investigation assigned a Control Number by the Internal Affairs Division  
14           prior to the expiration of this Agreement;

15  
16           b) Any disciplinary decision by the Chief prior to the expiration of this  
17           Agreement; or

18  
19           c) Any appeals of such disciplinary action.

## 20 21   **Section 17. Preemption**

22  
23       It is expressly understood and agreed that all provisions of this Article shall preempt  
24       any statute, Executive Order, local ordinance, City policy or rule, which is in conflict  
25       with this Agreement and the procedures developed hereunder, including for example and  
26       not by way of limitation, any contrary provisions of Chapters 141, 142, and 143 of the  
27       Texas Local Government Code, including but not limited to the provisions of Section  
28       143.072, the provisions of Subchapter D of Chapter 143 and all specific provisions  
29       referred to in this Article.

# 30 31 32                   **ARTICLE 19**

## 33 34                   **ASSIGNMENT CHANGES**

### 35 36   **Section 1. Advance Notice of Assignment Changes.**

37  
38       Except for normal shift rotations, for assignment changes that are determined far  
39       enough in advance, the Department will provide a twenty-eight (28) calendar-day notice  
40       to the affected officer. Advance notice of the assignment change may be waived by the  
41       Chief or his designee, if prior notice is not in the best interest of the Department or in any  
42       emergency situations. Advance notice of the assignment change may be waived by the  
43       officer. In the event of special hardship, an affected officer may appeal to the Assistant  
44       Chief of their Bureau for consideration of temporary scheduling or other adjustments to  
45       reduce or address personal hardships. The Chief shall create a joint committee with  
46       representatives appointed by the ASSOCIATION to evaluate hardship claims and to  
47       recommend action to the Assistant Chief.

1  
2 **Section 2. Requested Job Assignment Transfers.**  
3

4 A reasonable, good faith effort shall be made to post initial assignment vacancies. It  
5 is recognized and understood that notice cannot be sent for all backfill transfers resulting  
6 from the initial vacancies. The usual process shall be to post notice and reference to the  
7 APD bulletin board and City email. This notice may be sent out to all employees on  
8 alpha pager, as near as possible to ten (10) days before closing the application process  
9 whether or not you get it. It shall be satisfactory to send an "all page" notice whether or  
10 not each individual officer receives it. Oral or written reprimands shall not affect an  
11 employee's ability to apply for a transfer to a sought after position, but may be  
12 considered along with all other factors in making a selection among applicants. Applying  
13 for a posted position shall neither jeopardize nor insure an officer's current assignment.  
14 The Chief shall establish a committee with representatives appointed by the  
15 ASSOCIATION to recommend changes or improvements in the process of posting notice  
16 of job assignment opportunities or openings.  
17

18  
19 **ARTICLE 20**  
20

21 **AGREEMENT GRIEVANCE PROCEDURE**  
22

23 **Section 1. Goals and Objectives**  
24

25 The parties agree that they share the interest of resolving disputes with minimum  
26 confrontation. To this end, the parties will attempt to insure that disputes are identified  
27 and resolved through a process committed to mutual respect, open communication, and  
28 joint problem solving.  
29

30  
31 **Section 2. Nature of Grievances**  
32

33 As used in this Article, a "grievance" is defined as any dispute, claim, or complaint  
34 involving the interpretation, application, or alleged violation of any provision of this  
35 Agreement. A grievance may be filed under this procedure by the ASSOCIATION or by  
36 any individual officer to whom this AGREEMENT applies. A grievance which does not  
37 relate to the application and/or interpretation of any provision of this Agreement shall be  
38 processed in accordance with a procedure to be established in writing by the Chief of  
39 Police. Grievances pending as of the effective date of this Agreement shall be processed  
40 under procedures in effect prior to the Agreement. Pending shall mean that the written  
41 grievance has been filed.  
42

43 **Section 3. Timelines**  
44

45 Any timeline or deadline provided in this Article may be extended by mutual written  
46 agreement of the parties involved at the particular step of the process where the timeline

1 applies. If any timeline or deadline for a decision is missed by the City, the grievance  
2 automatically proceeds to the next step in the process. If any timeline or deadline for a  
3 decision is missed by the Association, the grievance is considered to be resolved and  
4 dismissed.

#### 5 6 **Section 4. Steps of Grievance Procedure**

7  
8 The steps of this grievance procedure are as follows:

##### 9 10 **Step 1**

##### 11 12 **a) Filing of Grievance**

13  
14 The Association President or an aggrieved officer who desires to file a grievance  
15 under this procedure must file his/her grievance with the Association Grievance  
16 Committee within thirty (30) business days after the Association President or the officer  
17 knew of or should have known of the facts or event(s) giving rise to the grievance. A  
18 copy of the grievance shall be forwarded to the Chief of Police, or designee, by the  
19 Association Grievance Committee within three (3) business days after receipt of the  
20 grievance.

##### 21 22 **b) Response by Association Grievance Committee**

23  
24 Within fifteen (15) business days after its receipt of a grievance filed by an  
25 individual officer or filed on behalf of the Association under this procedure, the  
26 Association Grievance Committee shall determine, in its sole discretion, if a valid  
27 grievance exists. If the Association Grievance Committee determines that the grievance  
28 is valid, the grievance shall proceed to Step 2 of this procedure. If the Association  
29 determines that the grievance is not valid, the Association President will notify the Chief  
30 that no further proceedings are necessary.

##### 31 32 **Step 2**

33  
34 Any grievance found to be valid by the Association Grievance Committee shall be  
35 submitted to the Chief of Police within fifteen (15) business days of the Step 1 ruling.  
36 Each grievance shall be submitted on a form agreed to by the parties and must include:

- 37  
38 (1) A brief statement of the grievance and the facts or events upon which it is based;  
39  
40 (2) The section(s) of the Agreement alleged to have been violated;  
41  
42 (3) The steps taken, if any, by the grievant to resolve the issue; and  
43  
44 (4) A proposed resolution of the grievance.  
45

1 A grievance submitted in substantial compliance with this section shall not be denied  
2 on the basis of form. Within fifteen (15) business days after receipt of the Step 2  
3 grievance, the Chief of Police shall submit a written response to the Association  
4 Grievance Committee.

### 5 6 7 **Step 3** 8

9 If a grievance is not resolved at Step 2 , the Association may within fifteen (15)  
10 business days after receipt of the Chief's Step 2 response, submit the grievance to  
11 arbitration in accordance with the provisions of this Agreement. The grievance  
12 arbitration procedure shall be implemented by the Association notifying the Chief of  
13 Police in writing of its intent to submit the grievance to arbitration.

### 14 15 **Step 4** 16

17 The arbitration hearing will be scheduled by agreement at the earliest date possible,  
18 preferably within thirty (30) business days after submitting the grievance to arbitration.  
19 The arbitrator will be selected as agreed or under the AAA process.

20  
21 The hearing shall be held at a location which is convenient for all parties and the  
22 arbitrator and shall be conducted informally, without strict evidentiary or procedural  
23 rules. Unless otherwise mutually agreed, the submission to the arbitrator shall be based  
24 on the written grievance statement submitted by the Association Grievance Committee at  
25 Step 2. The arbitrator shall consider and decide only the issue(s) in the grievance  
26 statement or submitted in writing by agreement of the parties. The hearing shall be  
27 concluded as expeditiously as possible and the arbitrator's written decision shall be  
28 provided to both parties within thirty (30) calendar days after close of the hearing, unless  
29 the parties mutually agree otherwise  
30

31 The parties specifically agree that the arbitrator's authority shall be strictly limited to  
32 interpreting and applying the explicit provisions of this Agreement. The arbitrator shall  
33 not have authority to modify the agreement or create additional provisions not included in  
34 the Agreement. The parties agree that neither the City nor the Association shall have *ex*  
35 *parte* communications with the arbitrator concerning any matter involved in the  
36 grievance submitted to the arbitrator.  
37

38 Each party shall be responsible for its own expenses in preparing for and representing  
39 itself at arbitration. The fees of the arbitrator shall be borne by the losing party. In the  
40 event of a composite decision, the arbitrator shall determine the portion of such cost to be  
41 borne by each party. The written decision of the arbitrator may be appealed only on the  
42 grounds that the arbitrator was without jurisdiction or exceeded his jurisdiction; that the  
43 decision was procured by fraud, collusion, or other unlawful means; or that the  
44 arbitrator's decision is based upon a clear and manifest error of law.  
45  
46

1 **Section 5. Election of Remedies**

2  
3 It is specifically and expressly understood that filing a grievance under this Article,  
4 which has as its last step final and binding arbitration, constitutes an election of remedies.  
5

6 **Section 6. Statutory Appeals and Hearings**

7  
8 Except as specifically provided in this Agreement, all statutory rights of appeal to the  
9 Civil Service Commission or Hearing Examiner, including disciplinary matters,  
10 promotional bypasses, and demotions will be governed by Chapter 143 and are not  
11 subject to this contract grievance procedure.  
12  
13

14 **ARTICLE 21**

15 **TERM OF AGREEMENT**

16  
17  
18 **Section 1. Term of Agreement**

19  
20 a) This Agreement shall be effective as of the date it is ratified by the City Council,  
21 except as to any provisions herein specifically made effective on any other date. It shall  
22 remain in full force and effect, subject to the provisions of this Article, until September  
23 30, 2011.  
24

25 b) The provisions of this Agreement do not apply to any officer who separates from  
26 City employment before the effective date of this Agreement or before the effective date  
27 of any specific provisions hereof.  
28

29 **Section 2. Additional Option Year**

30  
31 The City may, at its option, extend this Agreement for one additional year, by  
32 notifying the Association on or before March 1, 2011, that it chooses to so extend this  
33 Agreement. All provisions of this Agreement will remain in full force and effect, subject  
34 to the provisions of this Article, during the additional year of this Agreement, which shall  
35 end on September 30, 2012.  
36

37 **Section 3. Continuing Relationship**

38  
39 a) The parties acknowledge their longstanding history of successful Meet & Confer  
40 negotiations and their joint efforts to continue to build on the framework of each previous  
41 agreement. This Agreement is the product of that relationship and negotiation history.  
42 Rather than including in this agreement many of the details or the processes which were  
43 in former agreements, the parties have limited the provisions in this agreement to those  
44 that are necessary. This includes agreements on the issues which may require a  
45 contractual modification of existing civil service law (access to the 143.089(g) file, and  
46 release of defined reports from Independent Investigations), agreements to outline the

1 broad concepts of citizen oversight, and agreements which clarify rights which exist with  
2 or without the agreement. Other aspects of the City's implementation of citizen oversight  
3 are its prerogatives under Texas law and the City Charter, and do not require contractual  
4 provisions. Both parties recognize that the City may proceed with citizen oversight under  
5 this new agreement substantially as it has done under the prior agreement, and the City is  
6 entitled to the maintenance of those prior rights and prerogatives, although this agreement  
7 does not require the City to operate citizen oversight under the prior provisions, except to  
8 the extent now specified in this agreement. Both parties recognize that without the  
9 continued ability of the City to carry out citizen oversight, this agreement would not have  
10 been reached, either as to the economic issues or the additional provisions for the  
11 procedural protections of officer's rights.

12  
13 b) In the event of any court order, judgment, Texas Attorney General's opinion or  
14 arbitration decision brought or caused by officers or the APA which substantially impairs  
15 oversight access to the 143.089(g) file, prevents release of the defined portions of reports  
16 of independent investigation, invalidates the 180 tolling provision in Article 16, or  
17 impairs the City's right to expedited arbitration as contemplated herein, the City may  
18 reopen negotiations to resolve and correct the issue or an alternate resolution. If a  
19 negotiated resolution of the issue is not achieved, the City may terminate this agreement  
20 after ninety (90) days written notice, and the parties may resume negotiations toward a  
21 successor agreement under the provisions Section 143.301 et.seq., of the Texas Local  
22 Government Code.

23  
24 c) In the event of any court order, judgment, Texas Attorney General's opinion or  
25 arbitration decision brought or caused by the City of Austin or other party with standing  
26 under this agreement substantially impairs the provisions of Article 17 pertaining to  
27 officer's rights, or which would allow full access to investigative evidence of officer  
28 misconduct in the absence of a disciplinary decision imposed by the Chief, the APA may  
29 reopen negotiations to resolve and correct the issue or an alternate resolution. If a  
30 negotiated resolution of the issue is not achieved, the City may terminate this agreement  
31 after ninety (90) days written notice, and the parties may resume negotiations toward a  
32 successor agreement under the provisions Section 143.301 et.seq., of the Texas Local  
33 Government Code.

#### 34 35 **Section 4. Notice and Renegotiation**

36  
37 If either the City or the Association desires to engage in negotiation for a successor  
38 Agreement, then either or both shall give the other party written notice of its desire to  
39 negotiate for a new Agreement no less than 120 days before the expiration of the present  
40 Agreement. In the event that notice of intent to renegotiate is given by either party, the  
41 parties will begin negotiations for a new Agreement not later than sixty (60) days after  
42 notice is given, unless the parties agree otherwise.

1 **Section 5. Continuation During Negotiations**

2  
3 If the parties are engaged in negotiations for a successor Agreement at the time this  
4 Agreement expires, the Association's and the City's negotiating teams shall have the  
5 authority to extend this Agreement in thirty (30) calendar day increments by mutual  
6 written agreement, during any period of good faith negotiations after such termination  
7 date, not to exceed a total of six (6) months.  
8

9 **Section 6. Effect of Termination**

10  
11 a) In the event that a successor Agreement has not been ratified before the expiration  
12 date of this Agreement (the expiration date of September 30, 2011, the extended  
13 expiration date of September 30, 2012, or any extended expiration date under Section 5  
14 above), all provisions of this Agreement, both economic and non-economic, shall expire  
15 and no longer be in full force and effect, except as to specific Articles or Sections hereof  
16 which provide that some or all of their terms will continue beyond expiration of this  
17 Agreement.  
18

19 b) In the event of any temporary expiration of the prior agreement before the legally  
20 effective approval of this Agreement, this Agreement shall nevertheless control all  
21 matters and rights defined hereunder, in spite of any such interim lapse or gap, as if this  
22 Agreement had become immediately effective upon the expiration of the prior  
23 Agreement. This provision of the Agreement shall not require exhaustion of  
24 administrative remedies by any person claiming rights relating to it or asserting its  
25 validity.  
26

27 c) After expiration/termination of this Agreement, it is expressly understood that the  
28 wages and compensation specified in this Agreement may then be placed at a level  
29 determined by the City Manager, as funds are authorized by the City Council, and this  
30 does not preclude wages and compensation being rolled back to pre-contract levels, as  
31 they existed on the day prior to the effective date of this Agreement.  
32

33 **Section 7. Funding Obligations**

34  
35 The CITY presently intends to continue this Agreement each fiscal year through its  
36 term, to pay all payments due, and to fully and promptly perform all of the obligations of  
37 the CITY under this Agreement. All obligations of the CITY shall be paid only out of  
38 current revenues or any other funds lawfully available therefore and appropriated for such  
39 purpose by the City Council, in compliance with the Texas Constitution, Article XI,  
40 Sections 5 and 7. In the event that the City of Austin cannot meet its funding obligations,  
41 as provided in the State Constitution, this entire Agreement becomes null and void.  
42  
43  
44  
45  
46

## Article 22

### Notices

#### Section 1. Association Notices

Notices the Association is required to provide to the City under this Agreement or Chapter 143, unless specifically noted otherwise, will be provided in writing to the office of the Chief of Police and the designated representative of the City Attorney's Office.

#### Section 2. City Notices

Notices the City is required to provide to the Association under this Agreement or Chapter 143, unless specifically noted otherwise, will be provided in writing to the Association President's office and the Association's designated attorney.

#### Section 3. Designation of Notice Recipients

Within 10 calendar days after the effective date of this Agreement, both parties will provide the other written notice of the correct mailing and e-mail addresses of its designated recipients.

#### Section 4. Timeliness of Mail Notice

A notice provided by mail will be deemed timely if addressed to the two correct mailing addresses for the City or the Association and postmarked no later than the date such notice is due.

#### Section 5. Adequacy of Email Notice

Use of email communications under this paragraph shall be preceded by confirmed exchanges at the outset of the agreement, from the sending to receiving servers, prior to using the email option for notices under this section. Each party agrees to provide notice of any change in email addresses of any designated recipient following the initial exchange of emails. In recognition of the fact that email systems are dependent on a number of technical factors, the parties agree to confirm the receipt of email notices by sending a "read receipt" to the other party or sending a brief acknowledgment of receipt. A notice sent by e-mail will be deemed timely if addressed to the two correct e-mail addresses for the City or the Association and sent by 4:59 p.m. on the due date.

#### Section 6. Notice of Address Changes

Notice of any changes of address or e-mail address must be provided in writing to the other party within 7 calendar days of the change.



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## ARTICLE 23

### ENTIRE AGREEMENT

#### Section 1. Subjects and Issues

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to raise issues and make proposals with respect to any subject or matter not removed by law from the meet and confer process, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the CITY and the ASSOCIATION, for the duration of this Agreement, each voluntarily and unqualifiedly waive the right, and each agrees that the other shall not be obligated, to meet and confer with respect to any subject or matter referred to, or covered in this Agreement, or with respect to any subject or matter not specifically referred to or covered in this Agreement, even though such subjects or matters may not have been within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement, except as provided for single issue negotiation above.

#### Section 2. Amendment of the Agreement

a) Except as provided in Subsection b) below, this Agreement may be amended during its term by the parties only by written mutual agreement ratified in accordance with the provisions of Chapter 143.

b) The Association's Executive Board and the City Manager are expressly delegated the power to enter into Memoranda of Amendment as necessary to implement the intentions of the parties with regard to Article 25, *Consolidation of Public Safety Officers into APD*.

#### Section 3. Benefit of the Bargain

a) In the event that the Texas Legislature amends any provision of Texas Local Government Code Chapters 141, 142 and 143 that changes wages or benefits for City of Austin Police Officers during the term of this Agreement, any such amendment shall not be applicable to the officers covered by this Agreement, unless the City Council adopts such amendment by Ordinance. Examples of wages and benefits include, but are not limited to, base salary, longevity, assignment pay, sick leave, vacation, health insurance, and weapon provision mandates.

b) During the negotiation of this Agreement, the City and the Association have agreed on the stated enhancements to employee compensation and benefits, in reliance on the cost of those enhancements. Both parties acknowledge that this Agreement would not have been reached, as reflected in this document, if the cost to the City had been higher. In the event of any proceeding in which the Association asserts the right to additional compensation or pay enhancements based on the provisions of this Agreement, the

1 decision-maker shall consider the cost of the contractual pay and benefits enhancements  
2 as part of the mutual agreement and meeting of the minds that resulted in approval of this  
3 Agreement by both parties.  
4

## 5 6 **ARTICLE 24**

### 7 8 **SAVINGS CLAUSES**

#### 9 10 **Section 1. Effect of Illegal Provision**

11  
12 If any provision of this Agreement is subsequently declared by legislative or judicial  
13 authority to be unlawful, unenforceable, or not in accordance with applicable statutes, all  
14 other provisions of this Agreement shall remain in full force and effect for the duration of  
15 this Agreement, and the parties shall meet as soon as possible to agree on a substitute  
16 provision.  
17

#### 18 **Section 2. Preemption of Local Government Code and Other Provisions**

19  
20 The provisions of this Agreement shall supersede and preempt the provisions of any  
21 statute, Executive Order, local ordinance, City policy or rule, which is in conflict with  
22 any provision of this Agreement and the procedures developed hereunder, including for  
23 example and not by way of limitation, any contrary provisions of Chapters 141, 142, and  
24 143 of the Texas Local Government Code; Ordinances of the City of Austin, Texas;  
25 Personnel Policies of the City of Austin, and Rules and Regulations of the Police  
26 Officers' Civil Service Commission for the City of Austin, Texas. This preemption  
27 provision is authorized by Section 143.307 of the Texas Local Government Code, and the  
28 parties have expressly agreed that each and every provision involving or creating such a  
29 conflict shall have the effect of superseding the statutory standard or result which would  
30 otherwise obtain, in the absence of this agreement. This provision is of the essence to the  
31 bargain and agreement which has been reached.  
32

#### 33 **Section 3. Change in Authorized Representative**

34  
35 During the term of this Agreement, if there is a withdrawal of recognition of the APA  
36 pursuant to Section 143.304 of the Texas Local Government Code, then it will be the  
37 CITY's option to continue the terms of this Agreement or to cancel the contract and  
38 engage in negotiations with the successor organization, if any.  
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## ARTICLE 25

### CONSOLIDATION OF PUBLIC SAFETY OFFICERS INTO APD

#### Section 1. Definitions

The following definitions apply to terms used in this Article and this Agreement, unless a different definition is required by the context in which the term is used:

a) "PSEM" refers to the City of Austin Public Safety and Emergency Management Department.

b) "PSEM law enforcement officer(s)" refers to PSEM employees who are commissioned by TCLEOSE as peace officers.

c) "Transition Completion Date" refers to the date that the last PSEM law enforcement officer successfully completes the modified cadet training program designed by APD specifically for the transition process.

#### Section 2. Statement of Intent

a) The intent of this Article is to provide for the consolidation of the law enforcement functions of the City's Public Safety and Emergency Management Department into the Austin Police Department. The paramount purpose in consolidating the two law enforcement agencies is to provide unity of command and improve safety in meeting the law enforcement needs of the community.

b) The parties acknowledge that a transition period is necessary to achieve consolidation and agree that this Article is intended to provide the flexibility necessary to structure the transition and accomplish consolidation in an orderly and cost-effective manner. The parties further intend that all PSEM law enforcement officers will be under the command of the Chief of Police at the earliest possible date and that the law enforcement functions of PSEM will cease to exist when the PSEM officers become APD employees.

c) A further intent of this Article is to achieve an integration of the PSEM law enforcement officers into the APD Civil Service classifications and compensation structure and to extend to them the benefits enjoyed by APD officers under Chapter 143 of the Texas Local Government Code and the terms of this Agreement, except as otherwise provided for in this Article.

d) The parties also intend that, when the transition period is complete, the consolidation of the former PSEM law enforcement officers into APD will be fully accomplished.

1     **Section 3. Basic Consolidation Provisions**

2  
3         a) The City will commence the consolidation transition in a timely manner after the  
4 effective date of this Article and will complete the transition within a period of eighteen  
5 (18) months after commencement. The transition will be completed on the date that the  
6 last PSEM law enforcement officer successfully completes the modified cadet training  
7 program designed by APD specifically for the transition process. That date is referred to  
8 in this Article as the “Transition Completion Date.”

9  
10        b) The Chief of Police will determine the methods, strategies, and processes for the  
11 transition and shall have full discretion to direct the transition, subject only to any  
12 limitations specified in this Article. Nothing in this Article shall be construed to abrogate  
13 any of the City’s management rights, unless specifically provided otherwise in this  
14 Article. During the transition, the Chief of Police retains full authority to determine the  
15 assignment and duties of both APD officers and the PSEM law enforcement officers.

16  
17        c) Notwithstanding any provisions of Chapter 143, the Chief of Police shall assume  
18 command of all law enforcement officers employed by PSEM on the effective date of this  
19 Article. All PSEM law enforcement officers will become APD employees on the  
20 effective date of this Article, to the same extent as if they had been hired under the  
21 processes prescribed by Chapter 143. If the effective date of this Article is delayed  
22 beyond the effective date of this Agreement, the provisions of Section 11 below shall  
23 apply during any period between the effective date of the Agreement and the effective  
24 date of this Article.

25  
26     **Section 4. Selection and Training**

27  
28        a) The Chief of Police shall establish the selection criteria and requirements for  
29 PSEM law enforcement officers who will be included in the transition, which shall  
30 include a background investigation. The Chief of Police shall not select any PSEM  
31 officer previously employed by APD whose employment was terminated or who resigned  
32 in lieu of termination, as determined by the Chief of Police.

33  
34        b) PSEM law enforcement officers selected for the transition must attend and  
35 successfully complete a modified cadet training program designed by APD specifically  
36 for the transition process. Any officer who does not successfully complete the  
37 requirements of the program, as determined by the Chief of Police, will be dismissed  
38 from APD without right of appeal or grievance under Civil Service law, the grievance  
39 process in this Agreement, or the City’s grievance process applicable to non-Civil  
40 Service employees.

41  
42        c) PSEM law enforcement officers who successfully complete the modified cadet  
43 training program will also complete an orientation period, as determined by the Chief of  
44 Police, but shall not be on probation for any period of time after completion of the  
45 program.

1 **Section 5. Civil Service Status**

2  
3 a) All PSEM law enforcement officers who successfully complete the modified  
4 cadet training program, as determined by the Chief, will be placed in the APD Civil  
5 Service rank of Police Officer, regardless of their previous position or rank in PSEM, and  
6 will thereafter be Civil Service employees, subject to the provisions of this Agreement.  
7

8 b) Any change in rank resulting from the consolidation transition shall not be  
9 construed as a demotion under either Civil Service law or the City's Personnel Policies.  
10 A PSEM law enforcement officer whose rank changes as a result of the consolidation  
11 transition may not file a grievance regarding that change in rank under the grievance  
12 process set out in this Agreement or under the City's Personnel Policies.  
13

14 **Section 6. Wages and Benefits**

15  
16 a) On the effective date of this Article, the compensation of all PSEM law  
17 enforcement officers will be determined as follows:  
18

19 (1) Base Salary: Each officer will be placed into the APD Base Salary Schedule  
20 at the pay step which matches the officer's base salary from PSEM for the pay period  
21 immediately prior to the effective date of this Article. If the Base Salary Schedule does  
22 not include a pay step that matches the officer's PSEM base salary, the officer will be  
23 placed at the next higher pay step on the Schedule. All placements will result in the  
24 officer receiving a step pay increase in the second year of this Agreement, except that no  
25 PSEM officer will be placed above the pay step applicable to APD officers with sixteen  
26 (16) years of service. An officer's years of service with PSEM do not affect an officer's  
27 initial placement in the Schedule. After initial placement, the officer will advance  
28 through the step pay program in sequence without regard to the officer's years of service  
29 with APD or PSEM. For example, a PSEM officer who is placed in pay step 60  
30 (applicable to 5 years of service for an APD officer) will advance to pay step 70  
31 (applicable to 6 years of service for an APD officer) at the beginning of the second year  
32 of this Agreement.  
33

34 (2) Stipends and Special Pay Items: The stipends received by PSEM officers will  
35 be discontinued on the effective date of this Article. Thereafter, all officers are eligible to  
36 receive the special pay items in Article 7 (Field Training Officer Pay; Mental Health  
37 Certification Pay; Bilingual Pay; Shift Differential; and Education Incentive or  
38 Certification Pay) for which they qualify, in accordance with the terms of this  
39 Agreement.  
40

41 (3) Longevity Pay: Each officer will receive longevity pay as provided in Article  
42 7 of this Agreement based on the officer's cumulative years of service with both PSEM  
43 and APD.  
44

45 b) No later than thirty (30) calendar days after the effective date of this Article, the  
46 City will determine whether any PSEM law enforcement officers will incur a loss in pay

1 as a result of placement into the APD Base Salary Schedule and special pay program  
2 provided by Article 7. If the determination reflects a loss in pay for any officer during  
3 the first year of this Agreement, the officer will receive the difference in a lump sum  
4 payment no later than forty-five (45) calendar days after the effective date of this Article.  
5 If such a loss will occur for any PSEM officer during the second year of this Agreement,  
6 the officer will receive the difference in a lump sum payment at the beginning of the  
7 second year of this Agreement.

8  
9 c) Any change in compensation resulting from the consolidation transition shall not  
10 be construed as a demotion or promotion under Civil Service law, this Agreement, or the  
11 City's Personnel Policies. A PSEM law enforcement officer whose compensation  
12 changes as a result of the consolidation transition may not file a grievance regarding that  
13 change in compensation under the grievance process set out in this Agreement or under  
14 the City's Personnel Policies.

## 15 16 **Section 7. Transfer of Leave and Compensatory Time Balances**

17  
18 a) On the effective date of this Article, each PSEM law enforcement officer will  
19 begin accruing leave at the same rate as APD officers.

20  
21 b) Leave balances accrued by PSEM law enforcement officers prior to the effective  
22 date of this Article will be transferred to APD on the effective date of this Article.  
23 Special vacation balances of PSEM officers due to settlement of claims regarding  
24 vacation accrual rates shall be transferred to APD and shall remain subject to the terms of  
25 the applicable settlement agreement.

26  
27 c) All compensatory time balances will be transferred to APD on the effective date  
28 of this Agreement, but must be used by the former PSEM officers within three (3) years  
29 after the effective date of this Agreement.

## 30 31 **Section 8. Payment of Accrued Sick Leave**

32  
33 Accrued sick leave will be paid to a former PSEM law enforcement officers under the  
34 following conditions:

35  
36 a) An officer who retires under both the City of Austin Employees Retirement  
37 System and the Austin Police Retirement System, will be paid for all accrued sick leave  
38 in accordance with the provisions of Article 9, except that the 10-year service  
39 requirement shall not apply.

40  
41 b) An officer who was hired by the City of Austin prior to October 1, 1986, who  
42 separates from the City for any reason other than retirement will be paid for a maximum  
43 of 720 hours of accrued sick leave.

44  
45 c) An officer who was hired after October 1, 1986, who separates from the City after  
46 the effective date of this Article for any reason other than retirement will be paid for

1 accrued sick leave in accordance with Article 9 of this Agreement, but years of service  
2 with PSEM will not be counted as years of service with APD for purposes of the 10-year  
3 service requirement.

#### 4 5 **Section 9. Promotional Eligibility**

6  
7 A PSEM law enforcement officer who successfully completes the transition and  
8 becomes an APD officer shall be eligible to take the promotional examination for the  
9 rank immediately above Police Officer upon completion of five (5) years of service. For  
10 purposes of calculating the required five (5) years of service, all service with APD after  
11 the Transition Completion Date plus up to three (3) years of continuous service in PSEM  
12 immediately prior to the effective date of this Article shall be counted toward the  
13 requirement.

#### 14 15 **Section 10. Conditions Precedent**

16  
17 To prevent impairment of retirement benefits for the PSEM law enforcement officers,  
18 Sections 2 through 10 of this Article shall not be effective unless the following conditions  
19 are met:

20  
21 a) The City Council approves a resolution to support legislation in the 2009  
22 Legislature to amend the Austin Police Retirement System (APRS) pension statute to:

23  
24 (1) Increase the City's contribution rate for APRS to the amount determined by  
25 the System's actuary to fund the additional liabilities incurred by the System  
26 as a result of participating in the Proportionate Retirement Program; and

27  
28 (2) Require that approximately six (6) years after the System begins participating  
29 in the Proportionate Retirement Program, the System's actuary must conduct a  
30 five-year experience study to determine whether the City's contribution rate  
31 should be increased or decreased based on utilization of the Proportionate  
32 Retirement Program during that period.

33  
34 b) The City and the APRS Board of Trustees concur on a reasonable plan and  
35 schedule by which the Board of Trustees will adopt a final resolution electing to  
36 participate in the Proportionate Retirement Program. If the agreed schedule delays the  
37 adoption of the final resolution by the APRS Board of Trustees until after the effective  
38 date of this Agreement, the effective date of Sections 3 through 9 of this Article shall be  
39 delayed until the final resolution is adopted by the APRS Board of Trustees.

40  
41 c) The City's increased contribution rate to the APRS to fund additional liabilities  
42 incurred as the result of participation in the Proportionate Retirement Program does not  
43 exceed 18.25%. However, the City may accept a higher contribution rate, approve the  
44 APRS election to participate in the Proportionate Retirement Program, and waive the  
45 enforcement of the condition set out in this paragraph.

1 **Section 11. Unified Command**

2  
3 a) The parties agree that unified command of APD and PSEM law enforcement  
4 officers should be achieved at the earliest possible date. If the effective date of this  
5 Article is delayed beyond the effective date of this Agreement based on the provisions of  
6 Section 10 above, the provisions of this Section shall apply until the effective date of the  
7 remainder of this Article.

8  
9 b) From the effective date of this Agreement until the effective date of this Article,  
10 the Director or Acting Director of PSEM shall temporarily report directly to the Chief of  
11 Police. The Chief of Police shall assume command of all PSEM law enforcement  
12 functions by virtue of this reporting relationship, but PSEM shall remain a separate City  
13 department during this period.

14  
15 c) Notwithstanding any provisions of Civil Service law, the PSEM officers will not  
16 become APD employees until the effective date of this Article.

17  
18 **Section 12. Grievances**

19  
20 A grievance may be filed under this Article only on the following issues:

- 21  
22 1) That the City failed to properly apply the prescribed methodology of this  
23 Article in determining the proper placement of a PSEM officer in the APD  
24 Base Salary Schedule; or  
25  
26 2) That a PSEM officer was placed in the APD Base Salary Schedule above the  
27 pay step applicable to APD officers with sixteen (16) years of service.

28  
29 **Section 13. Preemption**

30  
31 It is expressly understood and agreed that all provisions of this Article shall preempt  
32 any statute, Executive Order, local ordinance, City policy or rule, which is in conflict  
33 with this Agreement and the procedures developed hereunder, including for example and  
34 not by way of limitation, any contrary provisions of Chapters 141, 142, and 143 of the  
35 Texas Local Government Code, including but not limited to the provisions of Sections  
36 143.003; 143.010; 143.014; 143.021(b) and (c); Sections 143.022 through 143.036;  
37 Sections 143.041; and Sections 143.051 though 143.



1           IN WITNESS WHEREOF, THE PARTIES HAVE CAUSED TO HAVE THIS  
2   AGREEMENT TO BE SIGNED BY THEIR DULY AUTHORIZED  
3   REPRESENTATIVES ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2008.

4  
5   CITY OF AUSTIN

AUSTIN POLICE ASSOCIATION

6  
7  
8  
9   \_\_\_\_\_  
10   Marc A. Ott  
11   City Manager

\_\_\_\_\_  
George Vanderhule  
President

City of Austin Proposed Police Pay Schedule FY 2009-10 Draft

40 Hour Week														
GRADE	A	B	C	D	E	F	G	H	I	J	K	L	M	
PAYSTEP	10	20	30	40	50	60	70	80	90	100	110	120	130	
YEAR	BASE	1	2	3	4	5	6	7	8	9	10	11	12	
OFFICER	HR	25.180	28.256	31.187	31.187	31.187	31.187	33.369	33.369	33.369	33.369	35.705	35.705	35.705
17050	MO	4,364	4,898	5,406	5,406	5,406	5,406	5,784	5,784	5,784	5,784	6,189	6,189	6,189
P02	YR	52,374	58,773	64,869	64,869	64,869	64,869	69,408	69,408	69,408	69,408	74,267	74,267	74,267
CORPORAL/DETECTIVE	HR					33.993	33.993	36.373	36.373	36.373	36.373	38.919	38.919	38.919
17025	MO					5,892	5,892	6,305	6,305	6,305	6,305	6,746	6,746	6,746
P07	YR					70,706	70,706	75,655	75,655	75,655	75,655	80,952	80,952	80,952
SERGEANT	HR							39.646	39.646	39.646	39.646	42.421	42.421	42.421
17070	MO							6,872	6,872	6,872	6,872	7,353	7,353	7,353
P08	YR							82,463	82,463	82,463	82,463	88,236	88,236	88,236
LIEUTENANT	HR									45.593	45.593	48.784	48.784	48.784
17045	MO									7,903	7,903	8,456	8,456	8,456
P09	YR									94,833	94,833	101,471	101,471	101,471
COMMANDER	HR											56.411	56.411	56.411
17018	MO											9,778	9,778	9,778
P10	YR											117,335	117,335	117,335
NOTES: MONTH & ANNUAL PAY RATES ARE APPROXIMATIONS DUE TO STATISTICAL ROUNDING.														
Police Cadet					15.385	HOURLY		2,667	MONTHLY		32,001	YEARLY		
GRADE	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	
PAYSTEP	140	150	160	170	180	190	200	210	220	230	240	250	260	
YEAR	13	14	15	16	17	18	19	20	21	22	23	24	25	
OFFICER	HR	35.705	38.204	38.204	40.880	40.880	40.880	40.880	40.880	40.880	40.880	40.880	40.880	40.880
17050	MO	6,189	6,622	6,622	7,086	7,086	7,086	7,086	7,086	7,086	7,086	7,086	7,086	7,086
P02	YR	74,267	79,465	79,465	85,030	85,030	85,030	85,030	85,030	85,030	85,030	85,030	85,030	85,030
CORPORAL/DETECTIVE	HR	38.919	41.643	41.643	44.559	44.559	44.559	44.559	44.559	44.559	44.559	44.559	44.559	44.559
17025	MO	6,746	7,218	7,218	7,724	7,724	7,724	7,724	7,724	7,724	7,724	7,724	7,724	7,724
P07	YR	80,952	86,617	86,617	92,683	92,683	92,683	92,683	92,683	92,683	92,683	92,683	92,683	92,683
SERGEANT	HR	42.421	45.390	45.390	48.568	48.568	48.568	48.568	48.568	48.568	48.568	48.568	48.568	48.568
17070	MO	7,353	7,868	7,868	8,418	8,418	8,418	8,418	8,418	8,418	8,418	8,418	8,418	8,418
P08	YR	88,236	94,411	94,411	101,021	101,021	101,021	101,021	101,021	101,021	101,021	101,021	101,021	101,021
LIEUTENANT	HR	48.784	52.199	52.199	55.853	55.853	55.853	55.853	55.853	55.853	55.853	55.853	55.853	55.853
17045	MO	8,456	9,048	9,048	9,724	9,724	9,724	9,724	9,724	9,724	9,724	9,724	9,724	9,724
P09	YR	101,471	108,575	108,575	116,175	116,175	116,175	116,175	116,175	116,175	116,175	116,175	116,175	116,175
COMMANDER	HR	56.411	60.359	60.359	64.584	64.584	64.584	64.584	64.584	64.584	64.584	64.584	64.584	64.584
17018	MO	9,778	10,462	10,462	11,195	11,195	11,195	11,195	11,195	11,195	11,195	11,195	11,195	11,195
P10	YR	117,335	125,547	125,547	134,336	134,336	134,336	134,336	134,336	134,336	134,336	134,336	134,336	134,336
NOTES: MONTH & ANNUAL PAY RATES ARE APPROXIMATIONS DUE TO STATISTICAL ROUNDING.														
Police Cadet					15.385	HOURLY		2,667	MONTHLY		32,001	YEARLY		
Year 2: 3.0% effective first pay period FY 2009-10, provided that if other City employees receive less than 2.5% in a base wage increase, the amount of increase for under the M&C Agreement shall be reduced to 2.75%														

City of Austin Proposed Police Pay Schedule FY 2010-11 Draft

### 40 Hour Week

GRADE		A	B	C	D	E	F	G	H	I	J	K	L	M
PAYSTEP		10	20	30	40	50	60	70	80	90	100	110	120	130
YEAR		BASE	1	2	3	4	5	6	7	8	9	10	11	12
OFFICER	HR	25,935	29,104	32,122	32,122	32,122	32,122	34,370	34,370	34,370	34,370	36,777	36,777	36,777
17050	MO	4,495	5,045	5,568	5,568	5,568	5,568	5,957	5,957	5,957	5,957	6,375	6,375	6,375
P02	YR	53,945	60,536	66,815	66,815	66,815	66,815	71,490	71,490	71,490	71,490	76,495	76,495	76,495
CORPORAL/DETECTIVE	HR					35,013	35,013	37,464	37,464	37,464	37,464	40,087	40,087	40,087
17025	MO					6,069	6,069	6,494	6,494	6,494	6,494	6,948	6,948	6,948
P07	YR					72,827	72,827	77,925	77,925	77,925	77,925	83,380	83,380	83,380
SERGEANT	HR								40,835	40,835	40,835	43,694	43,694	43,694
17070	MO								7,078	7,078	7,078	7,574	7,574	7,574
P08	YR								84,937	84,937	84,937	90,883	90,883	90,883
LIEUTENANT	HR										46,960	50,248	50,248	50,248
17045	MO										8,140	8,710	8,710	8,710
P09	YR										97,678	104,515	104,515	104,515
COMMANDER	HR												58,103	58,103
17018	MO												10,071	10,071
P10	YR												120,855	120,855

Proposed

NOTES:		MONTH & ANNUAL PAY RATES ARE APPROXIMATIONS DUE TO STATISTICAL ROUNDING.												
Police Cadet						15,385	HOURLY		2,667	MONTHLY		32,001	YEARLY	
GRADE		N	O	P	Q	R	S	T	U	V	W	X	Y	Z
PAYSTEP		140	150	160	170	180	190	200	210	220	230	240	250	260
YEAR		13	14	15	16	17	18	19	20	21	22	23	24	25
OFFICER	HR	36,777	39,351	39,351	42,106	42,106	42,106	42,106	42,106	42,106	42,106	42,106	42,106	42,106
17050	MO	6,375	6,821	6,821	7,298	7,298	7,298	7,298	7,298	7,298	7,298	7,298	7,298	7,298
P02	YR	76,495	81,849	81,849	87,581	87,581	87,581	87,581	87,581	87,581	87,581	87,581	87,581	87,581
CORPORAL/DETECTIVE	HR	40,087	42,892	42,892	45,896	45,896	45,896	45,896	45,896	45,896	45,896	45,896	45,896	45,896
17025	MO	6,948	7,435	7,435	7,955	7,955	7,955	7,955	7,955	7,955	7,955	7,955	7,955	7,955
P07	YR	83,380	89,216	89,216	95,463	95,463	95,463	95,463	95,463	95,463	95,463	95,463	95,463	95,463
SERGEANT	HR	43,694	46,752	46,752	50,025	50,025	50,025	50,025	50,025	50,025	50,025	50,025	50,025	50,025
17070	MO	7,574	8,104	8,104	8,671	8,671	8,671	8,671	8,671	8,671	8,671	8,671	8,671	8,671
P08	YR	90,883	97,243	97,243	104,051	104,051	104,051	104,051	104,051	104,051	104,051	104,051	104,051	104,051
LIEUTENANT	HR	50,248	53,765	53,765	57,529	57,529	57,529	57,529	57,529	57,529	57,529	57,529	57,529	57,529
17045	MO	8,710	9,319	9,319	9,170	9,972	9,972	9,972	9,972	9,972	9,972	9,972	9,972	9,972
P09	YR	104,515	111,832	111,832	110,040	119,660	119,660	119,660	119,660	119,660	119,660	119,660	119,660	119,660
COMMANDER	HR	58,103	62,170	62,170	66,522	66,522	66,522	66,522	66,522	66,522	66,522	66,522	66,522	66,522
17018	MO	10,071	10,776	10,776	11,530	11,530	11,530	11,530	11,530	11,530	11,530	11,530	11,530	11,530
P10	YR	120,855	129,314	129,314	138,366	138,366	138,366	138,366	138,366	138,366	138,366	138,366	138,366	138,366

NOTES:		MONTH & ANNUAL PAY RATES ARE APPROXIMATIONS DUE TO STATISTICAL ROUNDING.												
Police Cadet						15,385	HOURLY		2,667	MONTHLY		32,001	YEARLY	
Year 3: 3.0% effective first pay period FY 2010-11														

City of Austin Proposed Police Pay Schedule - FY 2011-12 - Draft

40 Hour Week														
	GRADE	A	B	C	D	E	F	G	H	I	J	K	L	M
	PAYSTEP	10	20	30	40	50	60	70	80	90	100	110	120	130
	YEAR	BASE	1	2	3	4	5	6	7	8	9	10	11	12
OFFICER	HR	26,713	29,977	33,086	33,086	33,086	33,086	35,401	35,401	35,401	35,401	37,880	37,880	37,880
17050	MO	4,630	5,196	5,735	5,735	5,735	5,735	6,136	6,136	6,136	6,136	6,566	6,566	6,566
P02	YR	55,563	62,352	68,819	68,819	68,819	68,819	73,635	73,635	73,635	73,635	78,790	78,790	78,790
CORPORAL/DETECTIVE	HR					36,063	36,063	38,588	38,588	38,588	38,588	41,289	41,289	41,289
17025	MO					6,251	6,251	6,689	6,689	6,689	6,689	7,157	7,157	7,157
P07	YR					75,011	75,011	80,263	80,263	80,263	80,263	85,882	85,882	85,882
SERGEANT	HR								42,060	42,060	42,060	45,005	45,005	45,005
17070	MO								7,290	7,290	7,290	7,801	7,801	7,801
P08	YR								87,485	87,485	87,485	93,609	93,609	93,609
LIEUTENANT	HR										48,369	51,755	51,755	51,755
17045	MO										8,384	8,971	8,971	8,971
P09	YR										100,608	107,650	107,650	107,650
COMMANDER	HR												59,846	59,846
17018	MO												10,373	10,373
P10	YR												124,480	124,480
NOTES:		MONTH & ANNUAL PAY RATES ARE APPROXIMATIONS DUE TO STATISTICAL ROUNDING.												
Police Cadet						15,385	HOURLY		2,667	MONTHLY		32,001	YEARLY	
	GRADE	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
	PAYSTEP	140	150	160	170	180	190	200	210	220	230	240	250	260
	YEAR	13	14	15	16	17	18	19	20	21	22	23	24	25
OFFICER	HR	37,880	40,531	40,531	43,369	43,369	43,369	43,369	43,369	43,369	43,369	43,369	43,369	43,369
17050	MO	6,566	7,025	7,025	7,517	7,517	7,517	7,517	7,517	7,517	7,517	7,517	7,517	7,517
P02	YR	78,790	84,305	84,305	90,208	90,208	90,208	90,208	90,208	90,208	90,208	90,208	90,208	90,208
CORPORAL/DETECTIVE	HR	41,289	44,179	44,179	47,273	47,273	47,273	47,273	47,273	47,273	47,273	47,273	47,273	47,273
17025	MO	7,157	7,658	7,658	8,194	8,194	8,194	8,194	8,194	8,194	8,194	8,194	8,194	8,194
P07	YR	85,882	91,892	91,892	98,327	98,327	98,327	98,327	98,327	98,327	98,327	98,327	98,327	98,327
SERGEANT	HR	45,005	48,154	48,154	51,525	51,525	51,525	51,525	51,525	51,525	51,525	51,525	51,525	51,525
17070	MO	7,801	8,347	8,347	8,931	8,931	8,931	8,931	8,931	8,931	8,931	8,931	8,931	8,931
P08	YR	93,609	100,161	100,161	107,173	107,173	107,173	107,173	107,173	107,173	107,173	107,173	107,173	107,173
LIEUTENANT	HR	51,755	55,378	55,378	59,255	59,255	59,255	59,255	59,255	59,255	59,255	59,255	59,255	59,255
17045	MO	8,971	9,599	9,599	9,170	10,271	10,271	10,271	10,271	10,271	10,271	10,271	10,271	10,271
P09	YR	107,650	115,187	115,187	110,040	123,250	123,250	123,250	123,250	123,250	123,250	123,250	123,250	123,250
COMMANDER	HR	59,846	64,035	64,035	68,518	68,518	68,518	68,518	68,518	68,518	68,518	68,518	68,518	68,518
17018	MO	10,373	11,099	11,099	11,876	11,876	11,876	11,876	11,876	11,876	11,876	11,876	11,876	11,876
P10	YR	124,480	133,193	133,193	142,517	142,517	142,517	142,517	142,517	142,517	142,517	142,517	142,517	142,517
NOTES:		MONTH & ANNUAL PAY RATES ARE APPROXIMATIONS DUE TO STATISTICAL ROUNDING.												
Police Cadet						15,385	HOURLY		2,667	MONTHLY		32,001	YEARLY	
Year 4: The City may elect to extend the Agreement for a 4th year, under the same terms and conditions, and if that option is exercised, the pay increase will be 3% effective the first pay period FY 2011-012.														