

**Attachment to Ordinance #2038-2012
Amending Management Compensation Plan (MCP) #1150-2007,
as amended**

Section 1. To amend Section 3 of Ordinance No. 1150-2007, as amended, by amending Section 3 as follows:

“Active Service” – Being present and able to perform the duties to which an employee of the City of Columbus has been assigned.

“Appointing Authority” – An individual, officer, commission, agency, board or body having the power under the Charter or the Columbus City Codes of appointment to, or removal from, a position with the City.

“Calendar Week” – Seven (7) consecutive calendar days starting on Sunday and ending on Saturday.

“City” – City of Columbus, Ohio.

“Class or Classification” – A group of positions with the same descriptive title having similar duties and responsibilities and requiring similar qualifications and which can be distinguished from other groups of positions. There may be only one position in a particular class or classification.

“Compensatory Time” – Time off with pay for authorized overtime worked in lieu of salary or wages, calculated in accordance with Section 8 of this Ordinance.

“Continuous Service” – An employee’s length of service as a full-time employee of the City uninterrupted by a separation from City employment; provided, however, time in unpaid status and/or part-time status shall be deducted from length of service.

“Day” – A calendar day unless otherwise specified.

“Demotion” - A change to a classification which has a lower maximum rate of pay.

“Employee” – Any person employed by the City who is not a member of a bargaining unit or employed by the Department of Health.

“Extended Illness” - An illness which lasts more than three (3) consecutive workdays, including the day on which the holiday is celebrated, of injury leave, sick leave and/or disability leave.

“Family” – A spouse, domestic partner provided the terms of Ordinance No. 1077-2010, as amended, are met, son, daughter, brother, sister, parent, grandparent, grandchild, father-in-law, mother-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepsister, stepbrother, stepson, stepdaughter, half-brother, half-sister, and legal guardian or other person who stands in the place of a parent. [Note: This definition does not apply to the Family and Medical Leave Act.]

“Full-time Employee” – An employee who is hired to perform duties for the City according to an established work schedule which includes not less than forty (40) hours per work week and contemplates fifty-two (52) work weeks per year. “Full-time Employee” includes employees on full-time limited appointments of one (1) year and employees who have been employed for more than one (1) year of consecutive full-time limited appointments.

“Gender” - Every pronoun includes corresponding pronouns of different genders or numbers or both, to the extent the context permits.

“Overtime” – The time during which an employee is on duty working for the City in excess of regularly scheduled hours of work as set forth in Section 8. Overtime applies only to that time authorized to be worked by an Appointing Authority in accordance with the provisions of this Ordinance.

“Paid Status” – Employment by the City in active service or authorized leave with pay.

“Part-time Employment” – Working a schedule less than forty (40) hours per seven (7) consecutive days, for fifty-two (52) consecutive seven (7) day periods per annum.

“Payperiod” – A two (2) calendar week period beginning on a Sunday and ending on the second Saturday thereafter.

“Position” - Any office, employment or job calling for the performance of certain duties and the exercise of certain responsibilities by one individual. A position may be vacant, occupied part-time, or occupied full-time.

“Re-employment” – Taking a position with the City following a break in continuous service.

“Resignation” – The voluntary termination of employment of an employee, or absence without leave for five (5) consecutive workdays.

“Retirement” – Separation from City service which is not caused by resignation, layoff or discharge, with application for retirement benefits approved by the Ohio Public Employees Retirement System (OPERS) for an employee who (a) is 60 years of age or older at the time of separation with at least five (5) years of service under the OPERS, or (b) is at least 55 years of age at the time of separation with at least 25 years of service under the OPERS, or (c) regardless of age at the time of separation, has at least 30 years of service under the OPERS, or (d) has approved disability retirement benefits by the OPERS.

“Seasonal employees” – Employees who work a certain regular season or period of the year performing some work or activity limited to that season and either (a) average in the aggregate less than 500 hours in the previous year; or (b) less than 60% who worked one (1) year and returned the next.

“Separation from City Employment” – A termination of the employer-employee relationship and includes resignation, retirement, discharge for cause, layoff and certification termination resulting from the establishment of an eligible list. A layoff or certification termination, of thirty-five (35) days or less, or resignation to immediately accept another position in the employ of the City, shall not be considered a separation from City employment.

“Shift” – The employee’s regular work period, with the early morning shift hereinafter referred to as the first shift, the late afternoon shift hereinafter referred to as the second shift, and the late evening shift hereinafter referred to as the third shift.

“Temporary Appointment” - The definition of temporary appointment as it appears in the Charter of the City of Columbus and related Civil Service Rules and Regulations.

“Total City Service” – An employee’s length of service in the full-time employment of the City in active service or paid status. Non-consecutive periods of City service are included.

“Unpaid Status” - Time an employee is on suspension, on leave without pay or is absent without leave. Leave without pay status resulting from either injury received in the line of duty, approved disability coverage, or approved activities related to City-employee relations shall not be considered to be unpaid status.

“Workday” - A regularly scheduled working time assigned by the Appointing Authority in any twenty-four (24) hour period beginning at the regularly scheduled starting work time.

“Workweek” - Forty (40) hours of work in a regularly recurring period of seven (7) consecutive twenty-four (24) hour days during the period starting 12:01 a.m. Sunday to midnight the ensuing Sunday.

Section 2. To amend Section 15 of Ordinance No. 1150-2007, as amended, by amending Section 15(A) as follows:

(A) Disability Program Eligibility. The City will provide, at no cost to employees, a disability program covering full-time employees **who are eligible to accrue leaves** for non-work related illnesses and injuries. Employees must complete one (1) year of continuous City service before qualifying for disability; such benefits will become available at the first of the month following completion of one (1) year of continuous service. This program shall provide for payment to the employee from the twelfth (12th) day of accident or illness for employees in classifications listed in Sections 5(C), (D) and (E) of this ordinance, for a maximum of twenty-six (26) weeks per disability per calendar year, at eight-nine percent (89%) of the employee's standard gross wages (effective with the beginning of the payperiod following passage by City Council). Applicable federal, state and local flat tax rates and applicable Medicare charge(s) will be deducted. The employee may, if he/she so desires, elect to use all, or part, of his/her accumulated but unused sick leave in order to make up any difference between one hundred percent (100%) of his/her gross wages and the amount which he/she receives under the disability program, provided that all new (current year) sick leave accruals are exhausted before an employee may use the available balance in his/her Old Sick Leave Bank. If an employee exhausts all sick leave benefits, other approved leave may be granted by the Appointing Authority. During the period in which an employee receives such payments, he/she shall suffer no reduction in paid sick leave entitlement set forth in Section 14 of this Ordinance, as applicable. If, while receiving such payments, the employee performs work for the City or another employer, the amount of payment under the disability program shall be reduced by the compensation which he/she receives during that time period. The proper forms must be submitted to the City no later than forty-five (45) days from the commencement of the disability.

Section 3. To amend Section 5(E) of Ordinance No. 1150-2007, as amended, by enacting Section 5(E)-E as follows:

Ord. Section	Job Code	Class Title	Grade
5(E)-E175	1748	Emergency Preparedness Chief	95

Section 4. To amend Section 5(F) of Ordinance No. 1150-2007, as amended, by amending Sections 5(F)-L086, 5(F)-S290, 5(F)-S295, and 5(F)-S296, effective January 1, 2013, as follows:

Ord. Section	Job Code	Class Title	Grade
5(D)-L086	1988	Law Clerk (U)	\$10.85/hr. to \$16.27/hr.
5(D)-S290	0781	Student Intern I	\$7.85/hr. to \$11.00/hr.
5(D)-S295	0782	Student Intern II	\$7.85/hr. to \$14.45/hr.
S(D)-S296	0788	Student Intern III	\$10.00/hr. to \$15.30/hr.

Section 5. To amend Section 5(F) of Ordinance No. 1150-2007, as amended, by amending Sections 5(F)-L130, 5(F)-R063, and 5(F)-R105, effective January 1, 2013, as follows:

Ord. Section	Job Code	Class Title	Grade
5(F)-L130	3183	Lifeguard (Seasonal)	\$7.85/hr. to \$12.50/hr.
5(F)-R063	3684	Recreation and Parks Aide (Seasonal)	\$7.85/hr. to \$11.50/hr.
5(F)-R105	3169	Recreation Playground Leader (Seasonal)	\$7.85/hr. to \$12.50/hr.

Section 6. That existing Sections 3; 5(F)-L086, 5(F)-S290, 5(F)-S295, 5(F)-S296, 5(F)-L130, 5(F)-R063, 5(F)-R105; and 15(A) of Ordinance No. 1150-2007, as amended, are hereby repealed.

Section 7. For reasons stated in the preamble hereto, which is hereby made a part hereof, this ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after its passage and approval by the Mayor or ten (10) days after passage if the Mayor neither approves nor vetoes the same.