MASTER AGREEMENT

BETWEEN

HOUSING AUTHORITY OF

BALTIMORE CITY

AND

THE AMERICAN FEDERATION OF

STATE, COUNTY, AND MUNICIPAL

EMPLOYEES

AFL-CIO MARYLAND

COUNCIL 3, LOCAL 2979

JANUARY 01, 2025 THROUGH DECEMBER 31, 2027

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ARTICLE 1: PURPOSE OF THIS AGREEMENT

It is the purpose of this Agreement to promote and ensure harmonious relations, cooperation, and understanding between the Employer and regular Employees, hereinafter referred to as Employee(s), covered hereby, to ensure true collective bargaining to the extent allowed by Federal, State, or local law, regulation or contractual obligations of the Employer with Federal authorities, and to set forth therein the basic policy covering wages, hours, and conditions of employment to be observed by those affected. The Employer and the Union recognize that in the application of this Agreement, the public interest is to be considered.

ARTICLE 2: UNION RECOGNITION

The Housing Authority of Baltimore City (hereinafter referred to as "HABC" or "Employer") hereby recognizes as the sole and exclusive representative for the purpose of collective bargaining, the American Federation of State, County and Municipal Employees, AFL-CIO, Council 3, and the following affiliated Local Union (hereinafter referred to collectively as the "Union"), which shall include all non-probationary Employees who are members of the Union in the classifications appearing on the list, which is attached to and made a part of this Agreement (See Appendix).

Local 2979 – HABC Maintenance Supervisors

Section 1: Distribution of Agreement

Employer shall post a copy of this Agreement to its Intranet and on ADP so that covered Employees may readily access it.

Section 2: Orientation of New Employees

Time will be made available at the end of the orientation day's schedule for the Union to address new members. This time is not to be considered as time worked. The scope of the presentation shall be limited to providing union membership information. The dates and times of new Employee orientations shall be provided to AFSCME at least two (2) weeks in advance. New Employee data and orientation information shall be transmitted to AFSCME by email. If the Union does not intend to attend the orientation, it will give the Employer forty-eight (48) hours' notice of cancellation, whenever possible.

Section 3: Orientation Schedule

The Orientation schedule will be provided to the Union Representative with the names and job titles of the new hires covered under this Collective Bargaining Agreement.

Section 4: Employee Communication

HABC agrees to publish, in a newsletter, AFSCME AFL-CIO Council 3's address:

> **AFSCME, AFL-CIO, Council 3**
> **Local 2979**
> **1410 Bush Street, Suite A**

Baltimore, MD 21230
(410) 837-7278

Section 5: Work Performed in Unit

A. Other than for tasks regularly performed by supervisors not in the bargaining unit prior to the effective date of this Agreement and, except to complete incidental tasks, satisfy unforeseen staffing emergencies, or to meet Act of God such as inclement weather, the work regularly assigned to positions within the bargaining unit shall be assigned to and performed by persons employed in the bargaining unit.

B. If the HABC decides to permanently fill any vacant or temporarily filled bargaining unit positions held open to implement the Rental Assistance Demonstration, such vacant or temporarily filled positions shall first be offered to dis-placed members of the bargaining unit, using seniority measured by initial date of hire.

Section 6: Access

AFSCME representatives may visit and talk with covered Employees at the request of management, for grievance meetings and/or investigatory interviews.

ARTICLE 3: DEDUCTION OF UNION DUES

Section 1: Dues Check Off

The Employer agrees to deduct Union dues and/or initiation fees, as established by the Union, from the pay of any Employee whom the Union is certified to represent, after receipt of signed authorization of such deductions starting with the first pay period following the completion of the Employee's probationary period. The authorization may be in hard copy or electronic and may be signed electronically or physically. Such withholdings for Union dues are to be transmitted to the American Federation of State, County and Municipal Employees, AFL-CIO, Council 3, within 30 days of the deduction. The Union will notify the Employer, in writing, thirty (30) days prior to any change in such dues or fees. The Union will indemnify and hold harmless the Employer for the collection of dues or fees.

Section 2: Employee Lists

The Employer agrees to provide the Union a list of Union Members who are newly hired, promoted, demoted, separated, or retired. Upon request, the Employer agrees to provide the Union with an alphabetical list of members covered under this Agreement from whom dues and/or service fees are deducted. The list shall include name, title, and entry date. Other information, as appropriate, will be provided with Employee authorization. Additionally, HABC will provide home addresses and home phone numbers for bargaining unit Employees if available in HRIS.

ARTICLE 4: GENERAL STATEMENT OF MANAGEMENT RIGHTS

Section 1:

Except as otherwise provided in this Agreement, the Employer to assure the efficient, economical, and orderly operation of its business shall enjoy and exercise the rights and prerogatives of management. Such rights shall include, but not be limited to, the right to establish management policies and to hire, promote, transfer, discipline, reclassify, and separate Employees.

Section 2:

The Employer may adopt and amend any benefit plans, major changes in standards of conduct, or job descriptions, provided that a copy of the proposed change is delivered to the Union in advance, it is reasonable and it is consistent with all other terms of this Agreement. The Employer shall notify the Union and give the Union a meaningful opportunity to confer with the Employer in advance over such a proposed adoption or amendment. In the event of a conflict with any term or condition covered in this Agreement, the provisions of this Agreement shall govern.

ARTICLE 5: WORK STOPPAGE

The Union agrees that neither the Union nor its officers, agents or members will authorize, instigate, aid, support or engage in a strike, slow-down, or work stoppage against the Employer. The Employer agrees not to lock out Employees.

ARTICLE 6: GRIEVANCE PROCEDURE AND ARBITRATION

Subject to any limitations of existing law, should the Union object to the method in which management policies, rules, etc., affecting the terms and conditions of employment are applied or implemented, it may resort to the Grievance Procedure contained in this Agreement including arbitration. A grievance may be settled in the following manner:

Section 1: Informal and Formal Resolution

It is mutually agreed that an attempt should be made to settle all complaints or disputes on an informal basis by having the complainant and/or their representatives discuss the matter with the immediate supervisor within ten (10) working days from the date the Employee could reasonably be expected to have knowledge of the facts or actions which are the cause of the complaint or dispute. However, no complaint or dispute will be considered after ninety (90) calendar days from the date of the events or conditions, which are the basis of the complaint.

Step 1: If the complaint is not resolved in the informal method mentioned above, the Employee and their representative are to reduce the complaint to writing on a Grievance Form (HABC No. 151-65) within seven (7) working days from the date of the informal discussion and present it to the appropriate second-line supervisor or designee, who is then required to give their written response to the grievant or the representative within seven (7) working days. If the Union does not receive a written response from the Employer’s representative within ten (10) working days after the date on which the grievance was first submitted, the grievance may be advanced by the Union to Step 2, as the Union may elect, but in no event more than twenty (20) working days after the Step 1 meeting was concluded.

Step 2: If the grievance has not been satisfactorily resolved at Step 1, the aggrieved Employee(s) and the Union Representative may request, in writing, a discussion of the grievance with the Senior Vice President, Human Resources or designee. Such requests must be made within seven (7) working days after the supervisor has responded in Step 1, or in the absence of a timely response from the Supervisor, then within twenty (20) working days after the date on which the grievance was first submitted. The Senior Vice President, Human Resources or designee shall meet with the aggrieved Employee(s) and the Union Representative(s) within fifteen (15) working days from the date requested and respond within fifteen (15) working days from the date of the discussion. By mutual agreement, a later date may be established for the meeting and/or response of the Senior Vice President, Human Resources or designee. If the Employer fails to respond within the time periods provided in Step 2, such failure to respond shall be deemed a denial of the grievance and the Union may advance the grievance to the next step. When the matter grieved concerns the demotion, suspension or discharge of one or more Employees, the Union may elect to begin the grievance procedure with the filing of a Grievance Form (HABC No. 151-65) within seven (7) working days from the Union's first knowledge of the Employer action that is contested in the grievance.

Step 1 shall be waived, and the aggrieved Employee will place the complaint into Step 2 when the grievance involves demotion, suspension or discharge.

General Provision: Prior to proceeding to binding arbitration, a conference may be held with the Federal Mediation and Conciliation Service to resolve the issue. Such conference shall not delay any scheduled arbitration action.

Step 3: The Union shall have thirty (30) working days after receipt of a written grievance answer from the Senior Vice President, Human Resources to submit a demand for arbitration, provided, however, if a written response is not delivered to the Union by the Senior Vice President, Human Resources or designee within ten (10) working days after a discussion of the grievance, or if a Step 2 discussion is not timely scheduled or timely conducted, the Union may elect to file a demand for arbitration within forty-five (45) days after the grievance is advanced to Step 2. A demand for arbitration shall be sufficient if it is delivered by letter to the Office of the Senior Vice President, Human Resources.

a) Selection of Arbitrator

The Senior Vice President, Human Resources or designee and the Union will meet within ten (10) working days to select an impartial Arbitrator. If the parties are unable to agree to an arbitrator, either the Employer or the Union may submit a request to the American Arbitration Association or the Federal Mediation and Conciliation Service to provide a list of nine (9) Arbitrators who are each members of the National Academy of Arbitrators. The parties shall elect an arbitrator from the list by exercising alternate strikes. The party to proceed first shall be selected by a flip of a coin. Should either party fail or refuse to join in a selection by alternative strikes, after due notice, the other party may proceed to make the selection. The decision and award of the Arbitrator selected shall be final and binding on the parties and on all Employees affected thereby.

b) **Decision of Arbitrator**
The decision of the Arbitrator shall be binding on the parties, and the Arbitrator will be requested to issue a decision within thirty (30) days after the conclusion of testimony and fact finding. The Arbitrator shall not have the power to add or to subtract from or modify the provisions of this Agreement, HABC policies, rules, issuance or applicable state or local laws through the award.

c) **Arbitration Costs**
The Employer and the Union will share any costs incurred in connection with the Arbitration proceedings equally. The requesting party shall pay any costs related to a cancellation or postponement upon receipt of the Arbitrator's bill.

d) **Arbitration Participants**
The Union will provide the Employer with a written list of Employees requested to appear at the Arbitration proceedings within five (5) days prior to the hearing. The Employer shall allow all agreed to Employees time off without loss of pay. Written statements and/or phone interviews may be accepted in lieu of attendance.

Section 2: Untimely Appeal and Response

If the finding or resolution of a grievance at any step of the procedure is not appealed by the Union within the prescribed time limits. Should the employer not respond in the prescribe time in Step 2 said grievance will be considered settled on the basis of the last answer provided by the Employer, and there shall be no further appeal.

Should the Employer not respond in the prescribed time in Step 1, the grievance shall automatically move to Step 2. Should the Employer not respond in the prescribed time in Step 2, the Union may send a "Notice to Cure" to the Chief Administrative Officer or Chief Operating Officer and the Senior Vice President, Human Resources. The Employer will then have thirty (30) days to render a response.

Section 3: President's Grievance

The Union President may initiate a grievance on matters that affect a specific group or class of Employees. In such instances, the grievance will be filed at Step 2.

Section 4: Waiver of Time Limits

Time limits may be waived upon written, mutual consent of the Union and the Employer for Step 2 or Step 3 of the grievance procedure. The Union will notify its concerned parties, and the Employer will notify its concerned parties.

Section 5: Expand or Modify Agreement

No grievance or its settlement shall serve to expand or modify this Agreement.

ARTICLE 7: UNION PRESIDENT/STEWARDS

Section 1: Accredited Union Stewards

Through December 31, 2025, Local 2979 will receive two (2) business days per week of paid time-off for the President. Beginning January 1, 2026, Local 2979 will receive one (1) business day per week of paid time-off for the President. Accountability for the President's time will be provided via a document that is signed on a bi-weekly basis by AFSCME Council 3 Staff Representative and timesheets must be provided to HABC by the respective Presidents in accordance to HABC policies. The document outlining accountability will be submitted to the Senior Vice President, Human Resources or their designee, stating the date and hours of union work and the union matter, to include the Employee's name, if applicable.

The Presidents' pay will be based on the following schedule:

Local 2979	The Highest Rate of Pay

Timekeeping for the President will be done via punching in and out on the timeclock at the Employee's assigned location when performing HABC work. When performing Union work, President will log time in ADP via payroll code provided by the Employer.

The Union president shall apply their allotted weekly official time to attendance of any AFSCME state or national convention (which occur in alternating years, once a year) for the particular week in which the convention occurs. If they do not have enough official time to cover the full convention, HABC shall grant the president the additional paid days off in that particular week for the purpose of attending the convention. For state conventions, the total time in the week shall not exceed 3 days and for national conventions, shall not exceed 5 days (inclusive of already allotted official time).

The Employer recognizes and shall deal with all of the accredited Union Stewards and the Union Presidents, as well as the Staff Representative(s) assigned by Council 3, in all matters relating to grievances and interpretation of this Agreement.

A written list of the Union Stewards that outlines the area to be represented by Stewards shall be furnished to the Employer immediately after their designation, and the Union shall notify the Employer promptly of any changes of such Union Stewards. The Union may designate up to two (2) Stewards. Stewards are in addition to Union Officers who may be assigned to address labor relations matters.

Section 2: Investigate and Settle Grievances

Union Stewards, after serving appropriate notice by submitting a written request in duplicate on HABC Form #1272-62 for signature of their immediate supervisor, shall be allowed reasonable time off during working hours without loss of pay to investigate and settle grievances.

Section 3: Cooperation

Both the Union and the Employer agree to encourage constructive dealings and facilitate meetings between division heads, Union Stewards, and Union Representatives. The parties agree to participate in Agency Labor/Management meetings, semi-annually or as the need arises.

Upon implementation of the Rental Assistance Demonstration, upon reasonable advanced notice, the Authority shall allow a representative from the Union enough leave to meet with affected Employees to assist with issues related to the implementation.

Section 4: Negotiating Team Pay

If the Locals bargain together, then each union may designate up to three negotiating team members per bargaining unit to participate in contract negotiations, who will be paid their regular base rate of pay for time spent in negotiations, however such time will not count as time worked for the purposes of overtime. If any union bargains separately, then it may designate an equal number of members as the management team, but no less than three members. This provision should not be construed as a waiver of the Employer's asserted right to bargain with each local separately or of Council 3's right to request group bargaining.

ARTICLE 8: NON-DISCRIMINATION

The provisions of this Agreement shall be applied equally for all Employees in the bargaining unit without discrimination as to age, sex, marital status, race, color, creed, national origin, union political affiliation, or disability, as defined by the Americans with Disabilities Act. The Union shall share equally with the Employer the responsibility for applying the provisions of the Agreement.

ARTICLE 9: HOLIDAYS

Section 1: Holidays Defined

Whenever used in this Agreement, the term "Holiday" means one of the following days:

New Year's Day
Dr. Martin Luther King's Birthday*
President's Day
Good Friday
Memorial Day
Independence Day
Juneteenth Day
Labor Day
Veteran's Day
U.S. Presidential Election Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

*Third Monday in January

Section 2: Saturday Holidays

If a holiday falls on a Saturday, the preceding Friday will be observed as the holiday. If a holiday falls on a Sunday, the following Monday will be observed as the holiday.

Section 3: Holidays On Regularly Scheduled Day Off

If a holiday falls on the day of an Employee who has regularly scheduled days off other than Saturday or Sunday, the next scheduled working day of such Employee will be observed as the holiday.

Section 4: Holiday Pay

Employees who are not scheduled to work on a designated holiday shall be paid for seven and one-half (7-1/2) hours work at their regular rate of pay.

Section 5: Holiday Pay (Eligibility Requirements)

In order to be paid for a holiday, an Employee must have been employed prior to and remain employed after that holiday and must have been in a pay status at some time during the payroll period in which the holiday occurs.

Section 6: Holiday Work

Employees who are scheduled to work on a designated holiday will be paid their regular rate of pay. In addition, they will be paid one and one-half (1-1/2) times their regular hourly rate of pay for each hour worked regardless of the number of hours worked.

Section 7: Scheduled Holiday Work Unscheduled Leave Use

An Employee scheduled to work on a holiday who requests Universal Leave with twenty-four (24) hours prior notice may be charged Universal Leave on that day. Failure of an Employee to notify the Supervisor of an absence within twenty-four (24) hours may result in the Employee being placed in a no-pay status for that day.

ARTICLE 10: UNIVERSAL LEAVE

Section 1: Leave Accrual

Universal Leave is accrued in relationship to the length of regular continuous service with the Employer, provided that the Employee is in a pay status at any time during the payroll period when their anniversary date occurs. Universal Leave accrual shall be according to the following schedule:

Length of Service	Total Days Per Month	Total Days Per Year
1 month to less than 6 years	2.00	24

6 years to less than 11 years	2.25	27
11 years to less than 14 years	2.50	30
14 years to less than 19 years	2.75	33
19 years or more	3.00	36

Section 2: Maximum Accumulation

There will be a 120-day (900 hours) cap on the accrual of Universal Leave. Employees currently over the maximum amount of days shall be grandfather in for 2019 and shall not carry more than the allotted hours into the new fiscal year. Unused Universal Leave will be paid day-for-day at the time of termination or retirement unless there is bona fide indebtedness to the Employer.

Section 3: Universal Leave Usage

Universal Leave is subject to supervisory approval, but may not be unreasonably denied. Universal Leave may be used for any reason (vacation, personal, sick, or bereavement) and must be requested at least one (1) working day (24 hours) in advance whenever possible. "Emergency Use" of Universal Leave (not previously approved) may be subject to verification or denied if a pattern of abuse develops.

Section 4: Leave Abuse

The Employer is responsible for assuring that Employees do not abuse leave. The abuse of Universal Leave will be cause for the denial of Universal Leave and/or disciplinary action. Discipline will be appropriate for an Employee who has eight (8) occurrences of lateness or four (4) occurrences of Universal Leave Days that were not requested and approved at least twenty-four (24) hours in advance, whichever comes first during any calendar year (January – December). Previously approved use of Universal Leave time shall not be considered as time abuse. Discipline, except in the case of clearly flagrant abuse, shall be in writing.

Employees shall not be denied use of Universal Leave for illness or emergency purpose, unless appropriate prior warning has been given. This warning, except in the case of clearly flagrant abuse, shall be in writing to the Employee and in accordance with the prior paragraph.

Emergency departures from work which are due to illness shall not count as an occurrence if the employee is immediately seen by a medical provider and provides documentation upon return to work. Emergency departures will begin to count toward occurrences after the second "emergency departure" within a 12-month period.

Section 5: Leave Usage Increments

Universal Leave may be taken in increments of no less than fifteen (15) minutes.

Section 6: Employer Cancellation of Approved Leave

An Employee who has been granted approved Universal Leave and who is subsequently required by the Employer to reschedule their plans will be reimbursed for the cost of any reservations they had made subsequent to approval of their Universal Leave, provided proof of such costs is furnished to the Employer.

Section 7: Conflicting Leave Requests

In the event of conflicting Universal Leave requests by bargaining unit members, where more Employees than the minimum required to complete necessary work functions of a department, shop, etc., have requested the same time off, those making the earliest request shall be granted the time off. In the event that requests are made at the same time, conflicting requests shall be resolved on the basis of seniority.

Section 8: Universal Leave or Holiday

Pay for all Universal Leave or Holidays will be paid at the Employee's regular base rate of pay except for those Employees regularly assigned to a Night Shift as defined in Article 14 (Hours of Work). Employees regularly assigned to a Night Shift will receive the designated shift premium added to the base rate.

Section 9: Holidays Falling Within Approved Universal Leave

Any holiday, as defined in this Agreement, that falls on or between the first and last day of an Employee's scheduled approved use of Universal Leave time will not be counted as a day of Universal Leave used.

Section 10: Leave On Early Closing Days

An Employee on Universal Leave on the day of an early closing, or late opening, will be charged for the full leave day they would have been charged if the early closing or late opening had not occurred.

Section 11: Leave Conversion in December

Employees will be permitted to convert up to five (5) days Universal Leave as long as their Universal Leave balance prior to conversion remains at least thirty-five (35) days, or up to ten (10) days if the balance prior to conversion is at least one hundred (100) days. Employees will be permitted to convert Universal Leave during dates established by the Employer at the rate of their current salary. At least one (1) of the conversion dates shall be scheduled prior to December 25th of each contract year.

Section 12: Maryland Healthy Working Families Act

This Article applies in place of the Maryland Healthy Working Families Act, MD Code, Labor and Employment, §3-1301 et seq, and in the opinion of the parties satisfies the same.

ARTICLE 11: OTHER LEAVE

Section 1: Court Leave

An Employee, who is required to serve as a juror in court, is allowed the time needed for such service without charge to their Universal Leave and is paid their regular salary.

The Employee summoned, as a juror shall notify their supervisor immediately, by memorandum, attaching a copy of their summons. An Employee who reports for jury duty and is dismissed, or if court is cancelled, is expected to report for the rest of the working day to their normal place of work.

An Employee subpoenaed as a witness (not as a plaintiff or as a defendant) in a court proceeding shall be granted Court Leave in accordance with the same provisions applicable for an Employee called as a juror.

Section 2: Job Injury Leave

Job Injury Leave is granted to an Employee beginning with the first workday of absence caused by an occupational injury or illness incurred in the course of employment. Injury or illness resulting in absence charged to Job Injury Leave is subject to medical authorization solely by the Employer's physician(s). Failure of an Employee to get such authorization will result in HABC contesting the Worker's Compensation Benefits until such authorization is obtained and may not be retroactive unless deemed so by the Employer's physician. The Employee will receive legally required Worker's Compensation Benefits in accordance with Worker's Compensation Laws of the State of Maryland.

Eligible Employees may elect to augment these benefits and to retain active pay status by charging accumulated Universal Leave at the rate of two (2) hours for each full day of absence.

Lump Sum Workers' Compensation full or permanent partial disability awards are not deducted from salary payments.

Section 3: Civil Defense Leave

An Employee who is an accredited volunteer of a Civil Defense Organization may be granted permission by the President and CEO to participate in Civil Defense Pre-Emergency Programs and test exercises during working hours without loss of pay or Universal Leave, subject to the following conditions:

a) A request for such leave must be made in each instance in writing to the President and CEO by the official charged with the responsibility for the Civil Defense Program of Baltimore City.

b) The total amount of time for which Civil Defense leave may be granted to an Employee for the purpose outlined above will not exceed thirty-seven and one-half (37.5) hours in any calendar year.

Section 4: Union Conventions, Conferences, and Training

Designated Union Stewards and/or Union vice presidents will be allowed to attend Union conventions and conferences provided the Union request for attendance is made in writing at least five (5) working days in advance and the Senior Vice President, Human Resources approves the request. A designated Union Steward or Union vice president will be allowed no more than seven (7) days per year of Official Leave with pay for Union Conventions and Conferences.

Designated Union Stewards and/or Union vice presidents may also be granted Official Leave with pay for Union training initiatives provided the Union request for attendance is made in writing at least five (5) working days in advance and the Senior Vice President, Human Resources approves the request. Local 2979 may utilize no more than ten (10) days per year of Official Leave with pay for Union Training.

Section 5: Bereavement Leave

Employees are allowed up to three (3) consecutive days off from their regularly scheduled duty with regular pay in the event of the death of the Employee's: Spouse, Domestic Partner, Child, Stepchild, Parent, Stepparent, Father-In-Law, Mother-In-Law, Sibling, Stepsibling, or an Adult that stood in loco parentis* to the Employee during childhood.

*In loco parentis refers to a relationship in which a person puts himself or herself in the situation of a parent by assuming and discharging the obligations of a parent to a child.

Employees are allowed one (1) day off from their regularly scheduled duty with regular pay in the event of the death of the Employee's: Brother-In-Law, Sister-In-Law, Uncle, Aunt, Grandparent, Grandchild, or Spouse's Grandparent.

Section 6: Voting Leave

For non-U.S. presidential elections, Employees who do not have two (2) consecutive non-working hours off while the polls are open are entitled to take up to two (2) hours of paid leave to vote. The Employer may require proof that the Employee voted.

ARTICLE 12: MILITARY FURLOUGH

Section 1: Military Furlough, Defined

Military Furlough is the placement of an Employee in a non-pay and non-work status, while the Employee is on active military service. An Employee is placed on Military Furlough when they enter active service in the Armed Forces of the United States, the U.S. Coast Guard, or the Public Health Service during any period in which persons are liable for involuntary induction into the armed services or during initial voluntary enlistment periods according to Federal Regulations.

The Employer agrees to follow the Uniformed Services Employment and Reemployment Rights Act of 1994, as amended. If further amendments are made, the Employer will also abide by them.

Section 2: Leave Cash-out Option

Employees who are called for active military service shall be paid for all accrued Universal Leave at that date. The Employee, at their discretion, may elect not to be paid for Universal Leave but to leave it to their credit for use upon returning to employment.

ARTICLE 13: LEAVE OF ABSENCE

Section 1: Application or Leave of Absence

Any Employee who has completed one (1) year of continuous service and covered by this Agreement, upon an application in writing, including an explanation with documentation and with the approval from the Employer, may be granted a leave of absence without pay not to exceed six (6) months for the following reasons:

1. Educational purposes, related to the Employee's employment
2. Election or appointment as an elected official of a recognized bargaining unit.

Such leave shall not be unreasonably denied provided the needs of the Employer are met; however, the Employee may be permanently replaced and may be considered for reemployment at the discretion of the Employer. Employees not retained are encouraged to review the HABC Job line, printed advertisements, and Web site to look for jobs for which they qualify. Employees not retained are encouraged to apply for any jobs for which they feel qualified. Those Employees recalled to regular positions within twelve (12) months of the beginning of their leave of absence shall experience no break in the Employee's service, and if reinstated to a position in the same grade, shall receive their last rate of pay.

Section 2: Leave of Absence in Excess of Thirty (30) Days

An Employee on Leave of Absence without Pay in excess of thirty (30) calendar days shall not lose any accrued leave or seniority but shall not continue to accrue any leave or seniority except for any Employee who is on a leave of absence without pay for military service. Those on military leave will continue to accrue seniority.

Except for reasons covered by the Family and Medical Leave Act, an Employee whose leave of absence or non-pay status exceeds thirty (30) calendar days may be permanently replaced and may be considered for re-employment solely at the discretion of the Employer.

ARTICLE 14: HOURS OF WORK

Section 1: Work Day Defined

The regular workday for most Employees shall consist of a shift of eight (8) consecutive hours within a twenty-four (24) hour period commencing at a time designated by the Employer. This eight (8) hour shift shall include a thirty (30) minute unpaid lunch period, and rest period provided for in this Article.

Section 2: Work Week Defined

The normal workweek for most Employees shall consist of five (5) consecutive eight-hour days within the seven (7) day workweek as defined by the Employer.

Section 3: Work Schedule Changes

Except for emergency situations, work schedules will not be changed without five (5) working days prior notice to the Employees affected.

The Employer will not use the changing of work schedules as a device for avoiding payment of overtime.

Section 4: Lunch Period

Employees will be granted a sixty (60)-minute lunch period during each workday. Thirty (30) minutes of the lunch period will be paid and thirty (30)-minutes will be unpaid. Whenever possible, the lunch period shall be scheduled at the middle of each workday. A ten (10) minute paid break will be scheduled in the middle of the second half of the workday.

Section 5: Work Schedule Posting

Work schedules showing the Employee's workday and workweek shall be communicated to the affected Employees.

Section 6: Evening & Night Shift Differential

Employees regularly assigned to Evening or Night Shift work shall be paid one dollar ($1.00) per hour above the established rates of their classifications for each hour worked on a shift that commences between the hours of 3:00 p.m. and 5:00 a.m. Regular assignment to a Night Shift is to be considered as working three (3) days or more per week for a period of at least thirty (30) consecutive days on a bona fide Evening or Night Shift. The premium will not be paid for work compensated at an overtime rate.

Section 7: Call-in Pay

Non-Exempt Employees called in to work outside their regular shift or regularly scheduled workweek shall receive pay for time actually worked but will receive no less than three (3) hours at the rate of pay applicable in accordance with the overtime provision of this Agreement.

If an Employee is called to work prior to, but annexed consecutively to their shift, the above noted provision shall not apply.

Exempt Employees that are called after scheduled work hours shall receive a minimum of thirty (30) minutes of compensatory time for each call received dealing with or resolving work issues.

ARTICLE 15: OVERTIME

Section 1: Overtime Rate

Any overtime work must be worked in units of fifteen (15) minutes in order to be compensable. Overtime must be approved in advance by a supervisor. Exempt Employees shall be compensated in the form of compensatory time. Non-Exempt Employees shall be compensated for overtime work as follows:

I. Non-Exempt Employees

- a) Employees will be compensated at the rate of one and one-half (1-1/2) times their regular rate of pay for time they are required to work in excess of thirty-seven and one-half (37 1/2) hours in a workweek.
- b) Employees will be compensated at the rate of two (2) times their regular rate of pay for the time they are required to work on the seventh (7th) consecutive day of their normal workweek.
- c) All leave with pay shall be considered time worked in the computation of overtime for Local 2979.

II. Exempt Employees

- a) Employees shall be compensated in the form of compensatory time at the rate time and one half. Use of compensatory hours shall be allowed in increments of thirty-seven and one-half (37 1/2) hours per pay period.
- b) Maximum accrual for compensatory hours is handled in accordance with the Employer's policies.

Section 2: Overtime Distribution

The Employer agrees to make reasonable efforts to see that overtime work is distributed equitably among the Employees working within the same job classification and work location. Employees from other locations can be requested when the needs of HABC cannot be met with current staff at that location.

Section 3: Overtime (Not Mandatory)

Employees will not be forced to work overtime against their expressed desires as long as other qualified Employees, who are willing to work, can reasonably meet the full requirements.

Section 4: Overtime by Supervisory Personnel

The Employer agrees to make a reasonable effort not to assign supervisory personnel to perform overtime work of unit personnel in order to avoid payment of overtime to unit members.

ARTICLE 16: MEAL ALLOWANCE

After an Employee has actually worked an eight (8) hour shift, and the Employee is required to work three (3) or more additional hours, the Employee shall receive up to a maximum of $12.00 meal allowance. Requests for the meal allowance must be made on Form No. 1168 Local Travel and Meal Expense Voucher accompanied by appropriate receipts and submitted to the supervisor on or before the fifth (5th) day of the month.

ARTICLE 17: LAYOFF

In the event of a reduction in force, those laid off in affected classifications will be laid off in inverse order of continuous length of service (least senior first) with the Employer. Those laid off will have the right to bump Employees in the same or lower graded classifications with the provision that bumping can only occur within the same local bargaining unit, division, and department, provided they are qualified and able to perform the job, and further provided that they have greater continuous service with the Employer than the person(s) in the same or lower graded classifications. Those Employees bumping down will receive the rate of pay for the new lower classification. If laid-off Employees are recalled within twelve (12) months, they shall retain their seniority, but if laid-off for more than twelve (12) months they will not retain their former seniority and will be considered a new Employee.

ARTICLE 18: HEALTH AND SAFETY

The Employer shall maintain a safe and secure workplace for the protection of all employees. The Employer agrees to make reasonable efforts to provide safe and healthful working conditions in the various places where work is performed.

The Employer and the Union shall cooperate in the enforcement of safety practices. Should an Employee feel that their work requires them to be in unsafe or unhealthy situations, the matter shall be brought to the attention of their immediate supervisor.

If not resolved, the Safety Officer should be contacted. If the matter is not adjusted satisfactorily, it will be processed according to the Grievance Procedure.

The Employer may mandate Employees to obtain appropriate inoculations or communicable diseases where exposure to the disease was in the course of employment and where inoculation is in response to a public health emergency or crisis. Employees may be exempt from inoculations (or vaccines) with a medical or religious reasonable accommodation.

The Employer has a legitimate interest in ensuring the safety and welfare of its Employees. HABC will continue to implement security and safety measures for the protection of Employees. A continuous review of safety measures shall be the joint responsibility of the HABC and the Union.

ARTICLE 19: PROTECTIVE CLOTHING

Section 1: Protective Clothing

The Employer will furnish each Employee, where necessary, protective clothing, rain gear, and gloves or any protective gear required under existing OSHA/MOSHA regulations without cost to the Employee and maintained in proper condition by the Employer. The Employer agrees to maintain, where appropriate, safe and sanitary locker rooms and lavatory facilities.

Section 2: Safety Shoes

Maintenance Employees are required to wear Safety Shoes during working hours. The Employer will provide, at no cost to the Employee, a selection of safety shoes through the Employer's vendor. The Employee, however, may purchase approved safety shoes (Oxfords, 6" boots, and 8" boots) elsewhere and be reimbursed up to one hundred and fifty ($150.00) dollars by the Employer. Any Employee requiring special fit not available through the Employer's vendor will receive full reimbursement for such shoes. Reimbursement will be processed for replacement shoes when the Employee has turned in the shoes that require replacement and a properly documented receipt for the new shoes they purchased to the Human Resources Division.

The Employer will approve higher costs for Employees from Local 2979 on an individual basis.

ARTICLE 20: UNIFORMS

The Employer will furnish at no cost to the Employees in the Painting Crew three (3) sets of overalls and two (2) sets of coveralls annually to members of the Central Maintenance Plastering, Landscape, Board-up and Dump Truck, and Carpentry (overall) crews. Coveralls (overalls) must be worn and maintained by the Employees. Furthermore, the Employer will furnish and maintain coveralls for those resurfacing roofs, cleaning boilers or other enclosed vessels, and those in the Paving and Drainage crews assigned to cleaning catch basins.

The Employer will provide uniforms for other classifications, as required by HABC's Policy and Operating Orders on Uniforms.

ARTICLE 21: VISITATION

Officers or accredited representatives of the Union who are not Employees of the Employer shall upon request, and after approval by the Senior Vice President, Human Resources, be admitted to the property of the Employer during working hours only for the purpose of ascertaining whether or not this Agreement is being observed by the parties or for assisting in the adjustment of grievances.

ARTICLE 22: WAGE RATE – JOB TITLES – PROMOTIONS

Section 1: Wage Rates

2025 Wage Rates

1. **On Scale:** Employees employed at the time of Ratification whose salary does not correspond to the scale in Appendix B-1 shall be placed on the salary scale in Appendix B-1 (one-time move), at the closest higher step to the Employee's then-current salary. Changes to salary as a result of placement on the scale in Appendix B-1 shall be retroactive to the first full pay period in January 2025.

2. **2025 COLA:** Retroactive to the first full pay period of January 2025, the salary scale shall increase by 2.5% as reflected in Appendix B-2.

3. **2025 Step Increase:** Employees shall advance to the next step in the salary scale within their grade and job classification in Appendix B-2, contingent upon having achieved a "Meets" or "Satisfactory" performance rating. This advancement shall be retroactive to the first full pay period in January 2025. Employees who have reached the maximum step within their grade and job classification will not receive step increases.

2026 and 2027 Wage Rates

1. **COLA:** In the first full pay period of January 2026 and 2027, the salary scale shall increase by 2.5%, as reflected in Appendix B-3 and B-4, respectively, contingent upon HABC's appropriation level of at least 90%.

2. **Step Increases**: In the first full pay period in February of 2026 and 2027, Employees will advance one step within their grade and job classification on the then-applicable salary scale, contingent upon the Employee achieving a "Meets" or "Satisfactory" performance rating and contingent upon HABC's appropriation level of at least 90%. Employees who have reached the maximum step within their grade and job classification will not receive step increases.

Section 2: General Provisions

a) The classifications, grades, and salary schedule for Employees covered by this Agreement are as described in the attached Appendix B.

b) **Clarification on Funding level:** The funding level from the prior year is the determining funding level for the following year's compensation (i.e., 2025 funding level will determine 2026). In any year when funding is below 90%, HABC retains the right to determine whether to offer COLA and step increases and if so, at what level.

c) All Employees who applied and are placed on a promotional eligibility list will be notified, in writing, as to their status.

d) The Employer agrees to furnish the Union the classifications, rates of pay, and job descriptions of all classifications covered by this Agreement.

e) The Employer will provide the Union with the process and/or method used in determining Titles and Grades.

f) The Employer agrees to provide the Union with a copy of the job description for any new job to be established or any existing job to be reclassified or altered, within thirty (30) days prior to the respective creation or alteration of such jobs provided such jobs are to perform duties similar to those being performed by unit personnel.

g) The Employer will attempt to fill all existing vacancies where Employees are serving in an out-of-title capacity in a timely manner. All out-of-title work performed shall be considered during the qualification process.

h) The Employer agrees to furnish the Union copies of all open and promotional announcements.

i) When vacancies within the unit are filled by promotion, the Employer agrees to recognize seniority as the deciding factor when all other factors are equal, as determined by the Employer.

j) HABC, in its discretion, may consider an Employee's years of related work experience and training that provides the required knowledge and abilities, as a substitute for an educational degree requirement for a position to which an Employee is seeking promotion within the bargaining unit. Where certifications or licensure are required for a position, years of experience will not be a substitute for these requirements.

k) Out-of-Title

Employees assigned to perform the duties and responsibilities of a higher classification for a period in excess of two (2) consecutive workdays shall be paid the higher rate for such services commencing on the third (3rd) working day in accordance with provisions set forth in the HABC Policy. This rate shall also apply for all forms of paid leave in circumstances where the Employee has received out-of-title pay on both the day preceding and the day following the paid leave day(s).

ARTICLE 23: LEGAL RESPONSIBILITY

The Employer agrees to indemnify and hold harmless Employees covered under this Agreement against any claims, which may arise in the course of carrying out their duties in an appropriate manner.

ARTICLE 24: CONTRACTING OF WORK

During the term of this Agreement, the Employer agrees to discuss with the Union any plan to contract work, which would directly result in a reduction in force at least three (3) months prior to its implementation.

ARTICLE 25: DISCIPLINE, DISCHARGE, AND REINSTATEMENT

Section 1: Discipline

Disciplinary action or measures shall, as a matter of general policy, be taken in private. The Employer may impose progressive discipline for less serious violations of rules and policies to include only the following:

1. Verbal Warning (not written)
2. 1st Written Warning
3. 2nd Written Warning
4. Suspension without pay
5. Discharge

However, the Employer reserves the right to impose more drastic disciplinary action including suspension without pay or immediate discharge if the violation of rules and policies warrants.

Any disciplinary action or measure imposed upon an Employee is subject to the Grievance Procedure.

Section 1b: Third Party Investigator

The Employer may need to employ the services of a Third-Party Investigator to assist with resolving disciplinary matters. The Employer agrees to notify the Union President when the determination is made to use a Third-Party Investigator.

Section 2: Discharge

An Employee shall not be discharged without just cause. At least twenty-four (24) hours before discharge, the Employer shall give the Employee, the Union President, and the Employee's designated staff representative written notice of the intent to discharge the Employee. The notice shall state the cause of such discharge. The Employer may place an Employee on Leave without Pay for a period not to exceed ten (10) calendar days, during which a determination will be made as to the Employee's discharge. The provisions of this Article shall not apply to an Employee discharged during their probationary period.

Unreported absences of three (3) consecutive workdays will be cause for automatic discharge.

If, within a reasonable time (not more than fifteen (15) working days thereafter), a justification for the unreported absence, which is documented and acceptable to the Employer, is furnished, the Employee may be reinstated. Except for reasons covered by the Family and Medical Leave Act, an Employee in a non-pay status in excess of thirty (30) calendar days may be replaced.

Section 3: Reinstatement

Should it be determined unilaterally by the Employer or as a result of findings developed in the Grievance Procedure, including arbitration, that an Employee has been unjustly suspended or discharged, the employee shall be reinstated with or without back pay or any portion thereof, as shall be deemed appropriate.

Section 4: Reference to Disciplinary Action

Verbal warnings and 1st written warnings placed in an Employee's personnel folder shall not be referred to provided the Employee has had satisfactory job performance for a period of eighteen (18) months from the date of the recorded incident, and there have been no subsequent disciplinary actions recorded during that eighteen (18) month period.

Second (2nd) written warnings and suspensions shall not be referred to provided the Employee has had satisfactory job performance for a period of twenty-four (24) months from the date of the recorded incident, and there have been no subsequent disciplinary actions recorded during that twenty-four (24) month period.

The Office of Human Resources shall make available any disciplinary correspondence, provided the Union President or Shop Steward presents a written authorization from the Employee.

Section 5: Transfers

Transfers shall not be used as a disciplinary measure.

ARTICLE 26: PERSONNEL POLICY

Any matter relating to employment, working conditions, benefits, etc., not specifically treated in this Agreement will be handled according to or governed by the Personnel Policy of the Employer as duly established.

No executive order from the Mayor of the City of Baltimore, the President and CEO of the Housing Authority, or any other Administrative Officer, shall supersede the items covered under this Agreement.

ARTICLE 27: HEALTH AND WELFARE

Section 1: Coverage

The Employer agrees to provide Health and Welfare benefits during the term of this Agreement, which may include an indemnity plan, a preferred provider network, a point of service plan, an HMO, or a combination of such plans.

Employee Portion	HABC Portion
20%	80%

In the event of a lay-off, the Employer shall continue to pay its share of the health insurance premium for the laid-off Employee(s) for a period not to exceed thirty (30) days, provided the affected Employee(s) pays their contribution for said coverage.

Section 2: Comparable Plans

The Employer shall provide comparable health insurance, disability and retirement benefit plans, with the same or improved benefits, to those offered through June 30, 2013 throughout the term of this Agreement. Whenever the Employer considers a change from a "current" plan to a "comparable" plan under this Article, it shall first provide to the Union, at least sixty (60) days before any change is to occur, a complete description of the suggested new plan and its benefits and any changes or differences that are expected. The word "comparable" when used herein shall mean substantially the same, but not identical, benefits, coverage and means of access to benefits, so that the value received by the participants before and after the change is equivalent.

Section 3: Disability Policy

An Employer-paid disability insurance policy will be provided. The policy will provide Employees disabled due to non-occupational illnesses or injuries approximately two-thirds (2/3) of their gross pay.

ARTICLE 28: TRAINING/TUITION

The Employer agrees to cooperate with the Union in the development of Training Programs that will enhance Employee performance and promotional opportunities. Such proposals will be submitted to the President and CEO of HABC for approval.

Tuition Assistance will be approved for job-related courses in accordance with the HABC Manual of Personnel Policy and Procedure.

HABC will offer training on skilled trades, such as electrical, plumbing and carpentry, which will be open to union members whose jobs require these skills. The Union will work in partnership with HABC to offer relevant training to unit Employees.

ARTICLE 29: CHAIN OF COMMAND

The Union will be given an Organizational Chart, upon request.

ARTICLE 30: PENSION PLAN/RETIREMENT

The Employer shall provide a pension and retirement plan. Information concerning benefits shall be provided through the Human Resources Division.

ARTICLE 31: PENSION REPRESENTATIVE

Employees may apply for vacancies on the Pension Committee in accordance with the Pension Committee Charter and amendments. Members of the Pension Committee are appointed by the Board of Commissioners.

ARTICLE 32: MILEAGE REIMBURSEMENT

Employees that use their personal vehicles for agency business shall be reimbursed for mileage. Mileage reimbursement shall be consistent with the business standard mileage rate as prescribed by the Internal Revenue Service (IRS).

ARTICLE 33: PERFORMANCE EVALUATION

Whenever an overall unsatisfactory performance evaluation is given, the Employee will be provided with a full explanation by the rating supervisor and may request the presence of their Shop Steward, Union President, or other Union Representative.

ARTICLE 34: TERMINATION, CHANGE, OR AMENDMENT

This Agreement shall be effective on January 01, 2025 and remain in full force and effect until December 31, 2027. It shall be automatically renewed from year to year thereafter, unless either party shall give the other party written notice of the desire to terminate, modify, or amend the Agreement.

Such notice shall be given to the other party by registered mail at least sixty (60) days prior to December 31, 2027, or the year involved. Such notice shall be given in writing by mail and/or email, with copies to the Local Union President of 2979, President and CEO and the Senior Vice President of Human Resources of the Housing Authority for Baltimore City.

AFSCME LOCAL 2979

In Witness hereof, the parties hereto have set their hands and sealed on the th day of December 2025:

FOR THE UNION BY:

Patrick Moran, President, Council 3

Carl Harrison Sr. - President

Quetin Whaley- Treasurer

Dwayne Patrick- Executive Board

Kenneth Harris Jr.- Executive Board

Nicholas Wilkins- Executive Board

Deborah Pittman- Secretary

FOR HABC BY:

Janet Abrahams, President and Chief Executive Officer

Michael Moore, Executive Vice President and Chief Administrative Officer

Monica Watkins, Executive Vice President and Chief Operating Officer

Julia Sanders, Senior Vice President of Human Resources

Crystal Tanzymore, Senior Manager, Human Resources

APPENDIX A

LOCAL 2979 – EXCLUSIVE PROVISIONS

Temporary Assignments

The Union will be notified of all temporary assignments related to all Classifications under the Appendix, "Classifications and Grades." No Employees will work beyond a ninety (90) day period without prior notice to the affected Employees and their Union President for agreement.

Agency Vehicle Usage

With the approval of management, Maintenance Superintendents may take an HABC vehicle home for the purpose of responding to work-related matters.

APPENDIX B-1

LOCAL 2979 – CLASSIFICATIONS AND GRADES AT RATIFICATION

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
29791	$ 31.58	$ 32.21	$ 32.86	$ 33.51	$ 34.18	$ 34.87	$ 35.56	$ 36.28	$ 37.00	$ 37.74	$ 38.50	$ 39.27	$ 40.05	$ 40.85	$ 41.67
29792	$ 34.74	$ 35.43	$ 36.14	$ 36.87	$ 37.60	$ 38.36	$ 39.12	$ 39.91	$ 40.70	$ 41.52	$ 42.35	$ 43.19	$ 44.06	$ 44.94	$ 45.84
29793	$ 36.64	$ 37.37	$ 38.12	$ 38.88	$ 39.66	$ 40.45	$ 41.26	$ 42.09	$ 42.93	$ 43.79	$ 44.66	$ 45.56	$ 46.47	$ 47.40	$ 48.35
29794	$ 68,225	$ 69,590	$ 70,981	$ 72,401	$ 73,849	$ 75,326	$ 76,832	$ 78,369	$ 79,936	$ 81,535	$ 83,166	$ 84,829	$ 86,526	$ 88,256	$ 90,021

APPENDIX B-2

LOCAL 2979 – CLASSIFICATIONS AND GRADES – JANUARY 2025

2025 COLA	2.5%

Local 2979 - Wage Rates - January 1, 2025 Through December 31, 2025

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
2979 Grade 1	$ 32.37	$ 33.02	$ 33.68	$ 34.35	$ 35.04	$ 35.74	$ 36.45	$ 37.18	$ 37.93	$ 38.68	$ 39.46	$ 40.25	$ 41.05	$ 41.87	$ 42.71
2979 Grade 2	$ 35.61	$ 36.32	$ 37.05	$ 37.79	$ 38.54	$ 39.31	$ 40.10	$ 40.90	$ 41.72	$ 42.56	$ 43.41	$ 44.27	$ 45.16	$ 46.06	$ 46.98
2979 Grade 3	$ 37.56	$ 38.31	$ 39.07	$ 39.85	$ 40.65	$ 41.46	$ 42.29	$ 43.14	$ 44.00	$ 44.88	$ 45.78	$ 46.70	$ 47.63	$ 48.58	$ 49.55
2979 Grade 4	$ 69,931	$ 71,329	$ 72,756	$ 74,211	$ 75,695	$ 77,209	$ 78,753	$ 80,328	$ 81,935	$ 83,574	$ 85,245	$ 86,950	$ 88,689	$ 90,463	$ 92,272

APPENDIX B-3

LOCAL 2979 – CLASSIFICATIONS AND GRADES – JANUARY 2026

2026 COLA	2.5%

Local 2979 - Wage Rates - January 1, 2026 Through December 31, 2026															
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
2979 Grade 1	$ 33.18	$ 33.84	$ 34.52	$ 35.21	$ 35.91	$ 36.63	$ 37.36	$ 38.11	$ 38.87	$ 39.65	$ 40.44	$ 41.25	$ 42.08	$ 42.92	$ 43.78
2979 Grade 2	$ 36.50	$ 37.23	$ 37.97	$ 38.73	$ 39.51	$ 40.30	$ 41.10	$ 41.93	$ 42.76	$ 43.62	$ 44.49	$ 45.38	$ 46.29	$ 47.21	$ 48.16
2979 Grade 3	$ 38.49	$ 39.26	$ 40.05	$ 40.85	$ 41.67	$ 42.50	$ 43.35	$ 44.22	$ 45.10	$ 46.00	$ 46.93	$ 47.86	$ 48.82	$ 49.80	$ 50.79
2979 Grade 4	$ 71,679	$ 73,112	$ 74,575	$ 76,066	$ 77,588	$ 79,139	$ 80,722	$ 82,337	$ 83,983	$ 85,663	$ 87,376	$ 89,124	$ 90,906	$ 92,724	$ 94,579

APPENDIX B-4

LOCAL 2979 – CLASSIFICATIONS AND GRADES – JANUARY 2027

2027 COLA	2.5%

Local 2979 - Wage Rates - January 1, 2027 Through December 31, 2027															
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
2979 Grade 1	$ 34.01	$ 34.69	$ 35.38	$ 36.09	$ 36.81	$ 37.55	$ 38.30	$ 39.06	$ 39.85	$ 40.64	$ 41.46	$ 42.28	$ 43.13	$ 43.99	$ 44.87
2979 Grade 2	$ 37.41	$ 38.16	$ 38.92	$ 39.70	$ 40.50	$ 41.30	$ 42.13	$ 42.97	$ 43.83	$ 44.71	$ 45.60	$ 46.52	$ 47.45	$ 48.40	$ 49.36
2979 Grade 3	$ 39.46	$ 40.25	$ 41.05	$ 41.87	$ 42.71	$ 43.56	$ 44.44	$ 45.32	$ 46.23	$ 47.16	$ 48.10	$ 49.06	$ 50.04	$ 51.04	$ 52.06
2979 Grade 4	$ 73,471	$ 74,940	$ 76,439	$ 77,968	$ 79,527	$ 81,118	$ 82,740	$ 84,395	$ 86,083	$ 87,804	$ 89,561	$ 91,352	$ 93,179	$ 95,042	$ 96,943

APPENDIX C
GRIEVANCE FORM (HABC NO. 151-65)

HOUSING AUTHORITY of BALTIMORE CITY

Employee Petition of Grievance
Step 1

Employee Information (Please Type or Print)

SECTION I – Grievant Information

Full Name:

Last *First* *M.I.*

Job Title: **Employee ID #:**

Date Filed:

Site Info:

Division *Organizational Unit*

Steward's Name:

Last *First* *M.I.*

Date Incident Occurred:

A. **Statement of grievance based on fact(s) only: (Limit to 140 words)**

B. **Solution or Correction Recommended: (Limit to 140 words)**

Employee's Name

Signature ***Date***

Steward's Name

Signature ***Date***

Use 8 ½ x 11 blank sheet of paper for any additional comments

SECTION II Step 1 Decision

Immediate Supervisor's Decision: (Limit to 140 words)

Date of Decision:

Immediate Supervisor's Name (Please Print)

Immediate Supervisor's Signature

Employee/Steward Check Appropriate Box(es) Below

☐ **Accepted - (**Grievance Process Ends**)**

☐ **Rejected - (Request Appeal- Begin Step 2)**

Date Decision Received:

Employee's Name (Please Print)

Employee's Signature

Steward' Name (Please Print)

Steward's Signature

IMPORTANT NOTE: All signatures and dates must be completed prior to requesting Step 2 of the Grievance Process.