

Substitute Bill No. 1 for

BILL NO. 148, 2022

ORDINANCE NO. \_\_\_\_\_, 2022

Introduced by Councilmembers Fitch and Days

**AN ORDINANCE**

AMENDING CHAPTER 201 SLCRO 1974, AS AMENDED, "PERSONNEL - GENERAL," BY REPEALING AND RE-ENACTING SECTION 201.190; AMENDING CHAPTER 201 SLCRO 1974, AS AMENDED, "PERSONNEL - GENERAL," BY ADDING AND ENACTING SECTION 201.285; AND AMENDING CHAPTER 202 SLCRO 1974, AS AMENDED, "PERSONNEL - CLASSIFIED SERVICE," BY REPEALING AND RE-ENACTING SECTION 202.170, PERTAINING TO PAID PARENTAL LEAVE FOR FULL-TIME EMPLOYEES OF ST. LOUIS COUNTY.

BE IT ORDAINED BY THE COUNTY COUNCIL OF ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

SECTION 1. Chapter 201, Title II SCLRO 1974 as amended, "Personnel - General" is hereby amended by repealing and re-enacting Section 201.190 as follows:

**201.190 Police Department—Commissioned and Non-Commissioned Employees—Compensation.**

-1. The Board of Police Commissioners shall determine the salary of the Superintendent of Police within the pay range established for the office by ordinance.

2. In accordance with the rules and regulations adopted by the Board, uniforms may be furnished to commissioned officers. Additional pay for educational achievement shall be as follows:

(a) Associates degree: \$1,200/year;

(b) Bachelor's degree: \$2,400/year;

(c) Master's degree: \$4,800/year;

(d) Doctorate degree: \$7,200/year.

[In 2021, such additional pay shall be divided by the number of pay periods remaining at such time as this ordinance becomes

NOTE: Matter enclosed in bold-faced brackets [thus] is not enacted and is intended to be omitted from the ordinance.

effective and applied to the employee's pay.] If an educational degree identified herein is earned during a calendar year, the additional pay provided for herein shall be prorated for the remainder of that year.

3. Additional pay for Police Academy recruits hired by the Board prior to January 9, 2000 shall be as follows:
  - (a) Twenty-five dollars (\$25.00) per month after the completion of thirty-two (32) semester hours or equivalent of college credit;
  - (b) Fifty dollars (\$50.00) per month after the completion of sixty-four (64) semester hours or equivalent of college credit;
  - (c) One hundred dollars (\$100.00) per month after obtaining a bachelor's degree; and
  - (d) One hundred twenty-five dollars (\$125.00) per month after obtaining a master's degree.
4. Additional pay for educational achievement may be authorized for recruits as follows:
  - (a) Bachelor's degree—Two and one-half (2.5) percent above that which would otherwise be authorized may be recommended by the Chief of Police, within the pay range authorized for commissioned officers; and
  - (b) Master's degree—Five (5) percent above that which would otherwise be authorized may be recommended by the Chief of Police, within the pay range authorized for commissioned officers.
5. The Board of Police Commissioners, upon recommendation of the Superintendent of Police, shall determine the salaries and position classifications of non-commissioned employees of the Department in accordance with the pay ranges established by ordinance for positions in the classified service.
6. The salary of the Deputy Chief shall be within pay range 120 as set forth in Section 201.366 SLCRO 1974 as amended.
7. Effective January 1, 2023 and upon approval by the Board of Police Commissioners and in conformity with applicable General Orders, the Board of Police Commissioners shall formulate and implement the necessary policies and procedures allowing for the following paid leave benefits, which shall be available to all full-time commissioned and non-commissioned employees, regardless of sex or gender, who have been employed in a full-time position for a period longer

than six (6) months and who have worked at least 720 hours in the last six (6) months:

(a) Except as otherwise provided, up to 480 hours in any twelve (12) month period upon the occurrence of any of the following qualifying events, provided that said leave shall be taken in one continuous period which shall run concurrently with any leave available for the same purpose(s) under the Family Medical Leave Act:

(i) The birth of a child or children by an employee, the spouse of an employee, the domestic partner of an employee, or by a surrogacy arrangement in which the employee or the employee's spouse or domestic partner is the intended permanent parent of the child or children; or

(ii) Placement of a child or children under the age of eighteen (18) with an employee by adoption or foster care; however, no such paid leave benefit shall be made available to an employee who adopts a spouse's or a domestic partner's child or children when said child or children are over the age of one (1).

(b) In the instance of a qualifying event as described in subsection (a) where both parents are eligible employees of St. Louis County, said employees shall designate one parent-employee the "primary caregiver" and one parent-employee the "secondary caregiver." The primary caregiver shall be eligible to receive up to 480 hours in any twelve (12) month period and the secondary caregiver shall be eligible to receive up to 160 hours in any twelve (12) month period upon the occurrence of any qualifying event described in subsection (a).

(c) Up to 80 hours in any twelve (12) month period for purposes of prenatal care appointments or pregnancy-related complications upon the employee's disclosure of the employee's medically confirmed pregnancy or the employee's spouse's or domestic partner's medically confirmed pregnancy. For purposes of this section, "prenatal care" shall mean medical care provided to a pregnant person by a doctor, nurse, midwife, or other health care provider and shall include, but not be limited to, the following: physical exams, weight checks, urine sampling, blood tests, imaging tests, ultrasound exams, stress tests, routine testing and

checkups, and discussions about the pregnant person's health or the fetus's health.

(d) Up to 80 hours for infant wellness medical appointments within:

(i) The first year of life of any child born to an employee or an employee's spouse or domestic partner or by a surrogacy arrangement in which the employee or the employee's spouse or domestic partner is the intended permanent parent of the child or children; or

(ii) One year of a child being placed in the care of an employee by adoption or foster care, regardless of the child's age at the time of placement. For purposes of this subsection, a "child" shall mean any person less than eighteen (18) years of age.

8. The paid leave benefits described in subsection 7 shall be available to all eligible full-time employees represented by a collective bargaining organization upon the written consent of the respective collective bargaining representative.

9[7]. (a) Commissioned officers within the Department of Police may be entitled to certain differential and special assignment pay only as set forth in an enforceable and applicable Collective Bargaining Agreement or as approved by the Police Board and are entitled to annual basic pay, subject to rules and regulations adopted by the Board, in accordance with pay matrix established as follows:

Police officer:

[2021

| Step | Annual Pay Rate | Hourly Pay Rate |
|------|-----------------|-----------------|
| 0    | \$53,774        | \$25.85         |
| 1    | \$55,488        | \$26.68         |
| 2    | \$57,202        | \$27.50         |
| 3    | \$58,916        | \$28.33         |
| 4    | \$60,630        | \$29.15         |
| 5    | \$62,344        | \$29.97         |
| 6    | \$64,058        | \$30.80         |
| 7    | \$65,772        | \$31.62         |
| 8    | \$67,486        | \$32.45         |
| 9    | \$69,200        | \$33.27         |
| 10   | \$70,913        | \$34.09         |

|    |          |           |
|----|----------|-----------|
| 11 | \$72,627 | \$34.92   |
| 12 | \$74,341 | \$35.74   |
| 13 | \$76,055 | \$36.57   |
| 14 | \$77,769 | \$37.39   |
| 15 | \$79,483 | \$38.21 ] |

**2022**

| Step | Annual Pay Rate | Hourly Pay Rate |
|------|-----------------|-----------------|
| 0    | \$55,387        | \$26.63         |
| 1    | \$57,153        | \$27.48         |
| 2    | \$58,918        | \$28.33         |
| 3    | \$60,683        | \$29.17         |
| 4    | \$62,449        | \$30.02         |
| 5    | \$64,214        | \$30.87         |
| 6    | \$65,979        | \$31.72         |
| 7    | \$67,745        | \$32.57         |
| 8    | \$69,510        | \$33.45         |
| 9    | \$71,276        | \$34.27         |
| 10   | \$73,041        | \$35.12         |
| 11   | \$74,806        | \$35.96         |
| 12   | \$76,572        | \$36.81         |
| 13   | \$78,337        | \$37.66         |
| 14   | \$80,102        | \$38.51         |
| 15   | \$81,868        | \$39.36         |

**2023**

| Step | Annual Pay Rate | Hourly Pay Rate |
|------|-----------------|-----------------|
| 0    | \$56,493        | \$27.16         |
| 1    | \$58,302        | \$28.03         |
| 2    | \$60,112        | \$28.90         |
| 3    | \$61,880        | \$29.75         |
| 4    | \$63,690        | \$30.62         |
| 5    | \$65,499        | \$31.49         |
| 6    | \$67,288        | \$32.35         |
| 7    | \$69,098        | \$33.22         |
| 8    | \$70,907        | \$34.09         |
| 9    | \$72,717        | \$34.96         |
| 10   | \$74,506        | \$35.82         |
| 11   | \$76,294        | \$36.68         |
| 12   | \$78,104        | \$37.55         |
| 13   | \$79,893        | \$38.41         |
| 14   | \$81,702        | \$39.28         |
| 15   | \$83,512        | \$40.15         |

**2024**

| Step | Annual Pay Rate | Hourly Pay Rate |
|------|-----------------|-----------------|
| 0    | \$57,616        | \$27.70         |
| 1    | \$59,467        | \$28.59         |
| 2    | \$61,318        | \$29.48         |
| 3    | \$63,128        | \$30.35         |
| 4    | \$64,958        | \$31.23         |
| 5    | \$66,810        | \$32.12         |
| 6    | \$68,640        | \$33.00         |
| 7    | \$70,470        | \$33.88         |
| 8    | \$72,322        | \$34.77         |
| 9    | \$74,173        | \$35.66         |
| 10   | \$76,003        | \$36.54         |
| 11   | \$77,813        | \$37.41         |
| 12   | \$79,664        | \$38.30         |
| 13   | \$81,494        | \$39.18         |
| 14   | \$83,346        | \$40.07         |
| 15   | \$85,176        | \$40.95         |

Step 0 in all pay scales correlates to Starting Pay. Each step in the scale correlates to a completed year of service. Officers hired by the Department with commissioned years of service from other law enforcement departments will be placed on the pay scale as follows:

- 0-4 completed years: Step 0
- 5-9 completed years: Step 1
- 10-14 completed years: Step 2
- 15-19 completed years: Step 3
- 20 or more completed years: Step 4

Police officers receive a one-time payment upon achieving certain years of service, as follows: two thousand dollars (\$2,000.00) at twenty (20) years; three thousand five hundred dollars (\$3,500.00) at twenty-five (25) years; and five thousand dollars (\$5,000.00) at thirty (30) years.

Sergeant:

**[2021**

| Step | Annual Pay Rate | Hourly Pay Rate |
|------|-----------------|-----------------|
| 0    | \$74,339        | \$35.74         |
| 1    | \$77,667        | \$37.34         |
| 2    | \$80,995        | \$38.94         |

|    |          |          |
|----|----------|----------|
| 3  | \$82,659 | \$39.74  |
| 4  | \$84,323 | \$40.54  |
| 5  | \$85,987 | \$41.34  |
| 6  | \$87,651 | \$42.14  |
| 7  | \$89,315 | \$42.94  |
| 8  | \$90,979 | \$43.74  |
| 9  | \$92,643 | \$44.54  |
| 10 | \$94,307 | \$45.34】 |

**2022**

| Step | Annual Pay Rate | Hourly Pay Rate |
|------|-----------------|-----------------|
| 0    | \$76,565        | \$36.81         |
| 1    | \$79,893        | \$38.41         |
| 2    | \$83,221        | \$40.01         |
| 3    | \$84,885        | \$40.81         |
| 4    | \$86,549        | \$41.61         |
| 5    | \$88,212        | \$42.41         |
| 6    | \$89,877        | \$43.21         |
| 7    | \$91,541        | \$44.01         |
| 8    | \$93,205        | \$44.81         |
| 9    | \$94,869        | \$45.61         |
| 10   | \$96,533        | \$46.41         |

**2023**

| Step | Annual Pay Rate | Hourly Pay Rate |
|------|-----------------|-----------------|
| 0    | \$78,104        | \$37.55         |
| 1    | \$81,432        | \$39.15         |
| 2    | \$84,760        | \$40.75         |
| 3    | \$86,424        | \$41.55         |
| 4    | \$88,088        | \$42.35         |
| 5    | \$89,752        | \$43.15         |
| 6    | \$91,416        | \$43.95         |
| 7    | \$93,080        | \$44.75         |
| 8    | \$94,744        | \$45.55         |
| 9    | \$96,408        | \$46.35         |
| 10   | \$98,072        | \$47.15         |

**2024**

| Step | Annual Pay Rate | Hourly Pay Rate |
|------|-----------------|-----------------|
| 0    | \$79,664        | \$38.30         |
| 1    | \$82,992        | \$39.90         |
| 2    | \$86,320        | \$41.50         |

|    |          |         |
|----|----------|---------|
| 3  | \$87,984 | \$42.30 |
| 4  | \$89,648 | \$43.10 |
| 5  | \$91,312 | \$43.90 |
| 6  | \$92,976 | \$44.70 |
| 7  | \$94,640 | \$45.50 |
| 8  | \$96,304 | \$46.30 |
| 9  | \$97,968 | \$47.10 |
| 10 | \$99,632 | \$47.90 |

Sergeants receive a one-time payment upon reaching the milestone years of service, as follows: two thousand dollars (\$2,000.00) at twenty (20) years; three thousand five hundred dollars (\$3,500.00) at twenty-five (25) years; and five thousand dollars (\$5,000.00) at thirty (30) years.

Lieutenant:

| Step | Annual Pay Rate | Hourly Pay Rate |
|------|-----------------|-----------------|
| 0    | \$97,781        | \$47.01         |
| 1    | \$99,549        | \$47.86         |
| 2    | \$101,317       | \$48.71         |
| 3    | \$103,085       | \$49.56         |
| 4    | \$104,853       | \$50.41         |
| 5    | \$106,621       | \$51.26         |
| 6    | \$108,389       | \$52.11         |

Each step on the pay scale correlates to a completed year in rank. On the effective date of the ordinance from which this section derives the Lieutenant will be placed in the appropriate step based on their years in rank. If the employee has been in rank beyond the number of steps, they will be placed in the highest step.

Lieutenants receive a one-time payment upon achieving certain years of service, as follows: two thousand dollars (\$2,000.00) at twenty (20) years; three thousand five hundred dollars (\$3,500.00) at twenty-five (25) years; and five thousand dollars (\$5,000.00) at thirty (30) years.

Captain:

| Step | Annual Pay Rate | Hourly Pay Rate |
|------|-----------------|-----------------|
| 0    | \$110,157       | \$52.96         |
| 1    | \$111,925       | \$53.81         |
| 2    | \$113,698       | \$54.66         |
| 3    | \$115,461       | \$55.51         |
| 4    | \$117,229       | \$56.36         |

Each step on the pay scale correlates to a completed year in rank. On the effective date of the ordinance from which this section derives the Captain will be placed in the appropriate step based on their years in rank. If the employee has been in rank beyond the number of steps, they will be placed in the highest step.

Captains receive a one-time payment upon achieving certain years of service as follows: two thousand dollars (\$2,000.00) at twenty (20) years; three thousand five hundred dollars (\$3,500.00) at twenty-five (25) years; and five thousand dollars (\$5,000.00) at thirty (30) years.

**Lieutenant Colonel**

| Step | Annual Pay Rate | Hourly Pay Rate |
|------|-----------------|-----------------|
| 0    | \$122,533       | \$58.91         |
| 1    | \$124,301       | \$59.76         |
| 2    | \$126,069       | \$60.61         |
| 3    | \$127,837       | \$61.46         |

Each step on the pay scale correlates to a completed year in rank. On the effective date of the ordinance from which this section derives the Lieutenant Colonel will be placed in the appropriate step based on their years in rank. If the employee has been in rank beyond the number of steps, they will be placed in the highest step.

Lieutenant Colonels receive a one-time payment upon achieving certain years of service, as follows: two thousand dollars (\$2,000.00) at twenty (20) years; three thousand five hundred dollars (\$3,500.00) at twenty-five (25) years; and five thousand dollars (\$5,000.00) at thirty (30) years.

| Title                      | Pay Range               |
|----------------------------|-------------------------|
| 991 Police Academy Recruit | \$40,162.29–\$52,817.21 |

- (b) Employees shall not be paid below the minimum of the pay range to which their respective job class is assigned. All employees whose pay rate is below the pay range minimum shall have their pay adjusted to the minimum pay rate for their respective job classification.
- (c) The Board of Police Commissioners may implement the foregoing pay schedule in such a manner as will not be inconsistent with this section.

- (d) Each police officer assigned to flight operations as a pilot, and each police officer trained as an explosives technician, shall receive one hundred dollars (\$100.00) per month hazardous duty pay while so assigned. Sergeants and police officers assigned to tactical operations duty shall receive seventy-five dollars (\$75.00) per month special assignment pay while so assigned.
- (e) Commissioned officers below the rank of Lieutenant and each non-commissioned employee below Range 115 or subject to the Fair Labor Standards Act shall be compensated for overtime work in accordance with rules and regulations adopted by the Board.
- (f) All fire technicians and commissioned employees not included in the field uniform or blazer programs shall receive seventy-five dollars (\$75.00) per month clothing allowance. Commissioned employees included in the field uniform and blazer programs shall receive twenty-five dollars (\$25.00) per month for clothing maintenance while so assigned.
- (g) The Board of Police Commissioners may adopt rules and regulations to authorize reimbursement to employees participating in the St. Louis County tuition, reimbursement program.
- (h) Commissioned officers hired after the effective date of this section who have previously been employed as commissioned officers in other jurisdictions shall be given credit in the pay matrix set out in subsection 9(a) [7(a)] based upon a formula of one (1) year of credit for every five (5) completed years of commissioned employment, cumulatively, in other jurisdictions, except that commissioned officers holding the rank of police officers shall be given such credit as otherwise provided in this section. Commissioned officers hired after the effective date of this section who previously worked as commissioned officers for St. Louis County shall be given full credit, for purposes of said pay matrix, for their years of County-commissioned service.
- (i) Any commissioned Police Department employee subject to the matrix set out in subsection 9(a) [7(a)] who has been employed by the St. Louis County Police Department prior to the effective date thereof shall have their merit date adjusted so that their merit date shall thereafter be the effective date of the ordinance from which this section derives. Such adjusted merit date shall be used for the

calculation of future pay adjustments based upon years of service.

SECTION 2. Chapter 201, Title II SCLRO 1974 as amended, "Personnel - General" is hereby amended by adding and enacting one new Section 201.285 as follows:

**201.285 - Paid Parental Leave Benefits**

1. Effective January 1, 2023 the following paid leave benefits, shall be available to all employees who serve at the pleasure of their appointing authority and who do not have a property interest in their job, regardless of sex or gender, who have been employed in a full-time position for a period longer than six (6) months and who have worked at least 720 hours in the last six (6) months:

(a) Except as otherwise provided, up to 480 hours in any twelve (12) month period upon the occurrence of any of the following qualifying events, provided that said leave shall be taken in one continuous period which shall run concurrently with any leave available for the same purpose(s) under the Family Medical Leave Act:

(i) The birth of a child or children by an employee, the spouse of an employee, the domestic partner of an employee, or by a surrogacy arrangement in which the employee or the employee's spouse or domestic partner is the intended permanent parent of the child or children; or

(ii) Placement of a child or children under the age of eighteen (18) with an employee by adoption or foster care; however, no such paid leave benefit shall be made available to an employee who adopts a spouse's or a domestic partner's child or children when said child or children are over the age of one (1).

(b) In the instance of a qualifying event as described in subsection (a) where both parents are eligible employees of St. Louis County, said employees shall designate one parent-employee the "primary caregiver" and one parent-employee the "secondary caregiver." The primary caregiver shall be eligible to receive up to 480 hours in any twelve (12) month period and the secondary caregiver shall be eligible to receive up to 160 hours in any twelve (12) month period upon the occurrence of any qualifying event described in subsection (a).

(c) Up to 80 hours in any twelve (12) month period for purposes of prenatal care appointments or pregnancy-related complications upon the employee's disclosure of the employee's medically confirmed pregnancy or the employee's spouse's or domestic partner's medically confirmed pregnancy. For purposes of this section, "prenatal care" shall mean medical care provided to a pregnant person by a doctor, nurse, midwife, or other health care provider and shall include, but not be limited to, the following: physical exams, weight checks, urine sampling, blood tests, imaging tests, ultrasound exams, stress tests, routine testing and checkups, and discussions about the pregnant person's health or the fetus's health.

(d) Up to 80 hours for infant wellness medical appointments within:

(i) The first year of life of any child born to an employee or an employee's spouse or domestic partner or by a surrogacy arrangement in which the employee or the employee's spouse or domestic partner is the intended permanent parent of the child or children; or

(ii) One year of a child being placed in the care of an employee by adoption or foster care, regardless of the child's age at the time of placement. For purposes of this subsection, a "child" shall mean any person less than eighteen (18) years of age.

SECTION 3. Chapter 202, Title II SCLRO 1974 as amended, "Personnel - Classified Service" is hereby amended by repealing and re-enacting Section 202.170 as follows:

**202.170 - Rules to Be Established; Contents.**

-The Personnel Director shall prepare and recommend to the Commission a code of rules for the merit system which shall become effective upon approval by the Commission after public notice and public hearing. Amendments thereto may be made in the same manner upon recommendation of the Personnel Director or of the Commission. Such rules and amendments thereto shall be subject to modification by the County Council by ordinance or amendments thereto from time to time. The rules shall provide:

- (1) For the preparation, maintenance and revision of a position classification plan for all positions in the merit system based upon similarity of duties performed and responsibilities assumed, so that the same qualifications

may reasonably be required, for and the same schedule of pay may be equitably applied to all positions in the same job class. After such classification plan has been approved by the Commission, the Personnel Director shall allocate each position in the merit system to one (1) of the job classes in the plan. Any employee affected by the allocation of a position to a job class shall, after filing with the Personnel Director a written request for reconsideration thereof, be given a reasonable opportunity to be heard thereon by the Personnel Director.

- (2) For open competitive examinations to test the relative fitness of applicants for the respective positions. Such examinations shall be practical and may be written, oral, physical, a demonstration of skill or any combination of such types. Such examinations shall be announced publicly at least ten (10) days in advance and should be publicized through the press, radio and other media. No such competitive examination shall be required of a person who has retired from County employment and has been hired as an intermittent employee for up to six hundred forty (640) hours per year.
- (3) For promotions which shall give appropriate consideration to the applicant's qualifications, records of performance, seniority and conduct. Vacancies shall be filled by promotion whenever practicable, and promotion shall be on a competitive basis except where the Commission finds that competition is impracticable. A change in status from one (1) job class to another job class having a higher pay grade, range or rate shall constitute a promotion.
- (4) For the establishment of open competitive and promotional eligible lists which shall remain in force no longer than two (2) years. Such lists shall contain the names of successful candidates in order of their final grades in the respective examinations, except that on open competitive lists but not promotion lists:
  - a. persons who qualify by examination who have been separated with an honorable discharge or under honorable conditions from active duty in the armed forces of the United States before seeking entrance into the merit system and who are currently receiving compensation from the U. S. Veterans Administration for service-incurred disabilities, shall have not more than ten (10) points added to their final passing examination grades before their rank is determined, and other persons who qualify by examination who have

been separated with an honorable discharge or under honorable conditions from active duty in the armed forces of the United States and who performed: (a.) in a war; or (b.) in a campaign or expedition for which a campaign badge has been authorized; or (c.) during the period beginning April 28, 1952, and ending July 1, 1955; or (d.) for more than 180 consecutive days, other than for training, any part of which occurred during the period beginning February 1, 1955 and ending October 14, 1916; or (e.) in the armed forces at any time and is a disabled veteran as defined in this Rule before seeking entrance into the merit system, shall have not more than five (5) points added to their final passing grades before their rank is determined; and

- b. applicants resident in the County for at least one (1) year, who qualify by examination, may be ranked ahead of other applicants on eligible lists for job classes requiring no special skill or scientific, technical, managerial, professional or educational qualifications. The job classes to which exception b. applies shall be determined by the Personnel Director after consultation with appropriate appointing authorities and approval of the Commission.
- (5) For the rejection of applicants who fail to comply with established requirements in regard to such factors as age, physical condition, training and experience, or who have been convicted of violating a municipal, county, state or federal law which bears upon the person's proposed employment, or who have attempted any deception or fraud in connection with an examination, or who last held office of St. Louis County Council member less than two years prior to the date of application.
  - (6) For the appointment of a person standing among the highest available five (5) on the appropriate eligible list to fill a vacancy, provided, however, the eligible list shall exceed five (5) in order to include all persons tied with the fifth highest scoring person.
  - (7) For a period of probation not to exceed one (1) year before appointment or promotion may be made complete, and during which period a probationer may, with notification to the Personnel Director, be discharged or reduced in job class or rank, or restored to the appropriate eligible list.
  - (8) For temporary employment without examination, with the consent of the Personnel Director, when an appointing

authority finds it essential to fill a vacancy for a permanent position and the Personnel Director is unable to certify qualified applicants for such vacancy for the following reasons:

- a. there is no appropriate eligible list;
- b. there is not a sufficient number of persons on appropriate eligible lists who are available and qualified for appointment; or
- c. there is not sufficient time to conduct an examination and establish an eligible list.

No such temporary employment shall continue longer than six (6) months, nor shall successive temporary appointments be allowed.

- (9) For transfer from one (1) position to a similar position in the same job class or at the same level of responsibility, and for reinstatement of persons who resign in good standing or who are laid-off from their positions by reasons of lack of work or shortage of funds.
- (10) For keeping records of performance of all employees in the merit system, which records shall be considered in determining salary increases and decreases, permanent appointments, promotions, reinstatements, demotions, discharges and transfers, and the order of lay-offs because of lack of funds or work.
- (11) For lay-offs by reason of lack of funds or work, or abolition of a position, or material change in duties or organization, and for reinstatement of employees who have been laid-off, or have resigned or have been granted leaves of absence.
- (12) For suspension without pay from the service.
- (13) For discharge or reduction in job class or compensation after appointment or promotion is completed only after the person to be discharged or reduced has been presented with the reasons for such discharge or reduction, specifically stated in writing, and has been allowed to reply thereto in writing. The reasons and the reply shall be filed with the Personnel Director.
- (14) For hours of work, holidays, attendance, regulations and leaves of absence in the various job classes in the merit system; for annual, sick and special leaves of absence, with or without pay or with reduced pay.

(15) Effective January 1, 2023, and upon approval of the Civil Service Commission, the Civil Service Commission shall formulate and implement the necessary policies and procedures, allowing for the following paid leave benefits, which shall be available to all full-time employees in the merit system, regardless of sex or gender, who have been employed in a full-time position for a period longer than six (6) months and who have worked at least 720 hours in the last six (6) months:

- a. Except as otherwise provided, up to 480 hours in any twelve (12) month period upon the occurrence of any of the following qualifying events, provided that said leave shall be taken in one continuous period which shall run concurrently with any leave available for the same purpose(s) under the Family Medical Leave Act:
  - i. The birth of a child or children by an employee, the spouse of an employee, the domestic partner of an employee, or by a surrogacy arrangement in which the employee or the employee's spouse or domestic partner is the intended permanent parent of the child or children; or
  - ii. Placement of a child or children under the age of eighteen (18) with an employee by adoption or foster care; however, no such paid leave benefit shall be made available to an employee who adopts a spouse's or a domestic partner's child or children when said child or children are over the age of one (1).
- b. In the instance of a qualifying event as described in subsection (a) where both parents are eligible employees of St. Louis County, said employees shall designate one parent-employee the "primary caregiver" and one parent-employee the "secondary caregiver." The primary caregiver shall be eligible to receive up to 480 hours in any twelve (12) month period and the secondary caregiver shall be eligible to receive up to 160 hours in any twelve (12) month period upon the occurrence of any qualifying event described in subsection (a).
- c. Up to 80 hours in any twelve (12) month period for purposes of prenatal care appointments or

pregnancy-related complications upon the employee's disclosure of the employee's medically confirmed pregnancy or the employee's spouse's or domestic partner's medically confirmed pregnancy. For purposes of this section, "prenatal care" shall mean medical care provided to a pregnant person by a doctor, nurse, midwife, or other health care provider and shall include, but not be limited to, the following: physical exams, weight checks, urine sampling, blood tests, imaging tests, ultrasound exams, stress tests, routine testing and checkups, and discussions about the pregnant person's health or the fetus's health.

d. Up to 80 hours in any twelve (12) month period for purposes of infant wellness medical appointments within:

i. The first year of life of any child born to an employee or an employee's spouse or domestic partner or by a surrogacy arrangement in which the employee or the employee's spouse or domestic partner is the intended permanent parent of the child or children; or

ii. One year of a child being placed in the care of an employee by adoption or foster care, regardless of the child's age at the time of placement. For purposes of this subsection, a "child" shall mean any person less than eighteen (18) years of age.

(16) The paid leave benefits described in subsection (15) shall be available to all eligible full-time employees represented by a collective bargaining organization upon the written consent of the respective collective bargaining representative.

(17) [(15)] For the development and operation of programs to improve the work effectiveness and morale of employees in the merit system, including training, safety, health, welfare, counseling, recreation and employee relations, in cooperation with appointing authorities and others.

(18) [(16)] For establishment of procedures for hearing any person aggrieved by a decision of the Personnel Director relating to the rejection of the person's application, to the rating of the person's examination, experience or other

qualifications, or to the person's assignment to a job class.

(19) [(17)] For the hearing by the Commission of any appeal from an employee who is discharged or involuntarily demoted after successfully completing the probationary period of service, or who is suspended for more than thirty (30) days in any one (1) year except for pretermination suspensions and investigative suspensions. Both the appealing employee and the appointing authority whose action is reviewed shall have the right to be heard. At such hearings technical rules of evidence shall not apply. If the Commission finds that the action appealed from was taken for any reason not based on the employee's lack of merit or ability, the employee shall be reinstated to the employee's former position or a position of like status and pay, and may be reimbursed for any loss of pay resulting from the action appealed.

(20) [(18)] For the hearing by the Commission of complaints or suggestions from members of the public relating to the administration of this Chapter.

(21) [(19)] For a method or methods of breaking a tie vote of the Commission one of which method or methods may be by less than a majority of the persons voting on any matter requiring a vote.

(22) [(20)] For such other rules and administrative regulations not inconsistent with this Chapter, as may be proper and necessary for the enforcement of this Chapter.

ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
CHAIR, COUNTY COUNCIL

APPROVED: \_\_\_\_\_

\_\_\_\_\_  
COUNTY EXECUTIVE

ATTEST: \_\_\_\_\_  
ADMINISTRATIVE DIRECTOR

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
COUNTY COUNSELOR