

**DIRECTIVE 22.3
COLLECTIVE BARGAINING AND CONTRACT
MANAGEMENT**

Issue Date: 04/29/2020	By Order of Chief of Police
Rescinds: (Issue 08/20/2015)	CALEA Standards Referenced: 22.3.1 & 22.3.2
Pages: 2	

This directive consists of the following sections:

[22.3.1 Agency Role](#)

[22.3.2 Ratification Responsibilities](#)

POLICY & PROCEDURE

The purpose of this directive is to provide for the role of the Miami Township Police Department as it pertains to Collective Bargaining. This directive will also provide an outline as to the administration, procedures and labor management of the Collective Bargaining Agreements. Collective Bargaining is subject to the requirements of Ohio Revised Code 4117, Public Employee’s Collective Bargaining.

[22.3.1 Agency Role](#)

The bargaining team formed for the employer for the purpose of bargaining collectively with representatives of the employee’s collective bargaining groups of the Miami Township Police Department will normally consist of an individual appointed by the Board of Township Trustees and the Chief of Police, or his/her designee.

The Township Administrator serves as the principle negotiator for the Township, to present proposals and counter proposals on behalf of the Township.

Miami Township bargains collectively with these groups: Police Officers & Police Sergeants. The employer recognizes that the employee groups may be represented by themselves or by an organization chosen by the employee group.

The employer currently recognizes the Fraternal Order of Police, Ohio Labor Council, Inc. as the exclusive bargaining agent for the employee groups listed.

In compliance with Ohio Revised Code, Chapter 4117 representatives of Miami Township and representatives of the employee’s collective bargaining group will follow the principles of ‘good faith’ bargaining; that is, oral agreements during negotiations are

reflected in written contractual language and carried out in future labor management relations.

Prior to beginning the negotiation process, both parties shall decide on mutually acceptable procedures which the bargaining teams shall adhere to during the collective bargaining process. These ground rules shall include the following items:

- The size and composition of the bargaining teams.
- Compensation for police department employees acting as bargaining team members during the bargaining process.
- Time schedules and agendas for meetings.
- Procedures pertaining to the release of information to third parties during negotiations.
- Method for introducing issues.
- Method for resolving conflict.

Procedures for resolving impasses are described in Ohio Revised Code, Section 4117.14.

As a result of collective bargaining between Miami Township and the employee's collective bargaining groups, a written record in the form of an agreement will be drafted. The agreement shall be signed by representatives of both parties to signify agreement. Miami Township is committed to abide by the letter and spirit of the agreements by and between the Miami Township Board of Trustees and the Fraternal Order of Police.

22.3.2 Actions Required After Ratification of Negotiated Labor Agreements

Upon the signing of the ratified labor agreements by the appropriate persons, all employees are notified of ratified contract availability and acknowledge their receipt via sign off in PowerDMS. Changes from the existing Collective Bargaining Agreements will be noted to department supervisors.

Upon the issuance of a new labor agreement, the Chief of Police shall order a review of the new labor agreement by the Accreditation Manager, who will after review of the new labor agreement, review and amend affected department directives, if necessary. Upon completion of any necessary revision to agency directive, policy or procedure, the Chief of Police shall review the affected directive, policy or procedure and order the affected revision to coincide with the terms of the labor agreement.

The Chief of Police will disseminate information relative to a new labor agreement, including modifications to existing agreements, to managers and supervisors of bargaining unit employees.