



City Council Agenda Memo

Crest Hill, IL

Meeting Date:	December 18, 2023
Submitter:	Dave Strahl, Interim Human Resources Representative
Department:	Human Resources
Agenda Item:	Approval of Memorandum of Understanding (MOU) between Chapters 15 and 16 of the Metropolitan Alliance of Police and the City of Crest Hill

Summary: During the most recent contract negotiations for a new collective bargaining agreements effective May 1, 2022 to April 30, 2027, but not actually approved until October 16, 2023 and implemented soon thereafter, a change in the meaning of holiday for both the patrol and sergeants contracts was included. This change in definition of a holiday was changed from the “actual holiday” to the “day the holiday was observed by the city”. Generally, most holidays are recognized as part of a three-day weekend and have been defined through acknowledgement as legal holidays. However, some holidays, Christmas Eve (December 24), Christmas (December 25), New Years’s (January 1), Independence Day (July 4) and Veteran’s Day (November 11) float to a specific day of the week based on the holiday being determined as a recognized date. Therefore, when the holiday falls on a weekend the actual holiday is observed as a Friday if the holiday falls on a Saturday or on Monday if a holiday falls on a Sunday.

In the public safety world holidays are generally observed on the actual date of the holiday since these employees work a standard shift based on a 24/7 schedule so a weekday off is not critical to an actual observance of a holiday. When the new contracts were submitted for signature the holiday section defining the day on which a holiday was to be observed was changed inadvertently by the union. Since the current Human Resources representatives were not familiar with the process regarding any changes to the agreements that may have impacted the definition of holiday, the change in definition was not noticed when the final contract was being processed for city council approval. The changes that were focused on were in the area of economic impact and Human Resources personnel would have no reason to assume there had been a change in the definition of a holiday.

However, when the Veteran’s Day holiday occurred as being observed on November 10, payroll processed the police payroll using the 10th as the day in which holiday pay would be paid since that was the language that was in both agreements. Once the union determined this language was incorrect, they offered to address this issue through an MOU that defined a holiday as the actual day as has been the practice in previous contracts. Payroll that included the Veteran’s Day holiday was paid during the shortened workweek of Thanksgiving. There was a determination that the city

would follow the language of the contract so that payroll would not be delayed but would support a change for future holidays that occur after the effective date of the MOU.

Recommended Council Action: Staff recommends approval of the Memorandums of Understanding (MOU) regarding the definition of a holiday for police patrol and sergeants being designated as the actual holiday effective for future holidays occurring after the effective date of the approval of the MOUs.

Financial Impact:

Funding Source: General Fund through typical payroll processing.

Budgeted Amount:

Cost: No additional cost attributed to a change in the observed holidays. Holiday pay is designated through the collective bargaining agreement and the actual observed day has no impact on the cost of holiday pay for employees beyond what is already paid.

Attachments Copies of the draft Memorandum(s) of Agreement for Police Patrol and Sergeants.