

Memorandum of Agreement
Between the City of St Francis and
Law Enforcement Labor Services, Inc. Local No. 319
And Canine Officer
(Police Officer bargaining unit)

(Canine Compensation)

The City of St. Francis, MN, (the “City”) and Law Enforcement Labor Services, Inc. Local No. 319 (the “Union”) are parties to a collective bargaining agreement in effect from January 1, 2025, through December 31, 2027, providing for the terms and conditions of employment for certain police officers working for the City.

The City has expressed an interest in starting a Canine Program. In the process of developing such a potential program, the City has also explored identifying how the Canine Handler would be compensated.

The City, the Union and the affected Canine Handler (hereinafter referred to as the Parties) have all reviewed and agree upon the following:

1. In the event the City institutes a Canine Program during the term of this collective bargaining agreement, the Canine Program and Canine Handler compensation are established by the terms of this Agreement.
2. Canine Handlers shall be assigned for the useful life of a service dog unless otherwise assigned by the Employer. The useful life of a service dog shall be determined at the discretion of the City.
3. A Canine Handler shall be compensated at the pay rate established for police officers as determined by the collective bargaining agreement.
4. A Canine Handler shall receive thirty (30) minutes of paid time off per shift for the daily care, training and feeding of the service dog. The paid time off shall be included as part of the Canine Handler’s regular scheduled shift hours (e.g., a 10-hour shift would include 30 minutes of paid time off under this section, and 9.5 hours of scheduled time.)
5. A Canine Handler shall receive thirty (30) minutes’ pay at the officer’s regular rate for each day not scheduled to work for the care, training and feeding of the service dog, subject to Article 12, section 12.2 of the collective bargaining agreement requiring compensation at time and one-half an employee’s regular rate for hours worked in excess of 160 hours in a 28-day work cycle . Any additional time required for the care or training of the service dog must be approved in advance. The Canine Handler shall not receive the thirty minutes for any day the service dog is not under the Canine Handler’s custody, care and control.

6. A Canine Handler shall be subject to call and overtime as designated in Article XII The call out procedure and use of the service dog shall be determined solely by the Employer.
7. In addition to the base pay rate employees assigned to the Canine Handler position shall receive an additional one dollar (\$1.00) per hour for time worked in that capacity.
8. The Canine Handler may utilize the canine squad car to transport the canine to/from their residence and place of duty. The squad car may remain at the Canine Handler's residence during off duty hours.
9. The Canine Handler's signature acknowledges the following:
 - a. The reasonable and appropriate off duty time needed to care for the Canine is one-half hour per day. Care specifically includes, but is not limited to, feeding, grooming, training and exercise. It also broadly includes time needed to clean the squad car of dog hair and other substances.
 - b. The City has specifically instructed the Canine Handler to not work with their dog for more time than the above-noted time to care for the Canine.
 - c. This agreement was made prior to performing the work of Canine Handler.
 - d. The compensation arrangement pursuant to this Memorandum of Agreement is fair and reasonable and appropriately compensates the Canine Handler for all time spent caring for the Canine.
10. This Agreement will go into and remain in effect with the time a Canine is placed with the Canine Handler during the January 1, 2025 through December 31, 2027 collective bargaining agreement including the period of time such contract remains in effect pursuant to law following December 31, 2027 if a successor agreement is not reached by that date. This program remains solely within the authority of the City to discontinue, amend, modify or otherwise change.

For:

The City of St. Francis, MN

Date: _____

For:

**Law Enforcement Labor Services, Inc.
(Local #319)**

Doug Henning

Date: 09/29/2025

Canine Handler

Date:
