

**TENTATIVE AGREEMENT  
BETWEEN THE CITY OF HARTFORD  
AND  
CHPEA, SEIU, LOCAL 2001 CSEA**

The City of Hartford and the City of Hartford Professional Employee Association, SEIU, Local 2001 CSEA (hereinafter, "CHPEA") tentatively agree to extend their current July 1, 2020 through June 30, 2024 Collective Bargaining Agreement through June 30, 2026, subject to the ratification of CHPEA and approval by the City of Hartford Court of Common Council and the Municipal Accountability Review Board (hereinafter, "MARB"). This extension changes the general wage increase previously approved for Fiscal Year 2023-2024, provides for additional salary adjustments to certain CHPEA classifications, changes to the safety shoe allowance and provides for general wage increases in the two years of the extension as outlined in further detail in this Tentative Agreement. The July 1, 2020 through June 30, 2024 Collective Bargaining Agreement currently in effect shall remain unchanged, except as specifically outlined in this Tentative Agreement provided further that the Collective Bargaining Agreement shall be modified to reflect these changes.

*This Tentative Agreement represents concepts and not necessarily final contract language.  
Actual contract language will be drafted if the Tentative Agreement is ratified by CHPEA and  
approved by the Court of Common Council and MARB.*

**CITY OF HARTFORD**



LUKE BRONIN, MAYOR

9/26/23

DATE

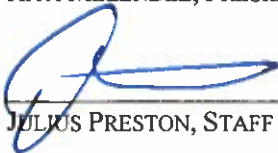
**CITY OF HARTFORD PROFESSIONAL EMPLOYEE ASSOCIATION, SEIU, LOCAL 2001 CSEA**



RITA MELENDEZ, PRESIDENT

9-25-23

DATE



JULIUS PRESTON, STAFF REPRESENTATIVE

9/25/23

DATE

**TENTATIVE AGREEMENT BETWEEN THE CITY AND CHPEA**

The CITY OF HARTFORD and the CITY OF HARTFORD PROFESSIONAL EMPLOYEES ASSOCIATION, SEIU, LOCAL 2001 CSEA (“CHPEA”) agree that the provisions of the Collective Bargaining Agreement in effect July 1, 2020 through June 30, 2024 shall remain in full force and effect, except as otherwise modified by this Tentative Agreement.

**1. DURATION, SECTION 8.5 - Replace with the following language:**

The duration of this Agreement shall extend from July 1, 2020 through June 30, 2026 and shall continue in effect thereafter unless amended, modified or terminated in accordance with this Section. Either party wishing to amend, modify or terminate this Agreement must so advise the other party in writing no later than 150 days prior to the expiration of this Agreement.

**The Cover Page of the Collective Bargaining Agreement, as well as any and all other references to duration will be changed to July 1, 2020 through June 30, 2026.**

**2. WAGES (APPENDIX A-2) – The current language in Appendix A-2 will be updated to incorporate the following changes relating to wages and the salary tables also will be updated accordingly.**

**Please note that the placement of the incumbents will not be incorporated into the language of the successor collective bargaining agreement.**

**a. Replace the fourth Paragraph of Appendix A-2, which provides for 0% general wages increases effective July 3, 2022 through June 30, 2024, with the following:**

Effective July 3, 2022, the salaries in effect on July 2, 2022 shall remain in effect through the pay period of the final approval of this Tentative Agreement between the City and CHPEA.

Effective the first full pay period after the final approval of this Tentative Agreement, the salaries in effect will be increased by five percent (5%), except for those classifications outlined below, for which the salaries in effect will be increasing by varying amounts as set forth below.

**Junior Planner, Class Code 2016.** Effective the first full pay period after the final approval of this Tentative Agreement, the salary schedule for the Junior Planner classification (Class Code 2016) will be removed from its current salary band, and the new biweekly salary schedule will be as follows:

0	1	2	3	4
Base Rate	1 Year	2 Years	3 Years	4 Years
\$2115.00	\$2220.75	\$2326.50	\$2432.25	\$2538.00

The full-time incumbents employed in this classification will be placed on the new salary schedule as provided below. This change in step will not impact their regular growth increment eligibility.

Employee Number	New Step
#948806	2
#949138	1

**Senior Planner, Class Code 2017.** Effective the first full pay period after the final approval of this Tentative Agreement, the salary schedule for the Senior Planner classification (Class Code 2017) will be removed from its current salary band, and the new biweekly salary schedule will be as follows:

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0	1	2	3	4
Base Rate	1 Year	2 Years	3 Years	4 Years
\$2600.00	\$2730.00	\$2860.00	\$2990.00	\$3120.00

The full-time incumbent employed in this classification, Employee # 947589, will be placed on Step 1 of the new salary schedule. This change in step will not impact her regular growth increment eligibility. If this Tentative Agreement is approved after October 1, 2023, the incumbent will be placed on Step 2 of the new salary schedule, as she is eligible for a growth increment on October 1, 2023.

**Assessment Technician (Class Code 0342)**. Effective the first full pay period after the final approval of this Tentative Agreement, the salary schedule for the Assessment Technician classification (Class Code 0342) will be removed from its current salary band, and the new biweekly salary schedule will be as follows:

0	1	2	3	4	5	6	7	8
Base Rate	½ Year	1 Year	1½ Years	2 Years	3 Years	4 Years	5 Years	6 Years
\$2325.00	\$2441.25	\$2557.50	\$2673.75	\$2790.00	\$2906.25	\$3022.50	\$3138.75	\$3255.00

Effective the first pay period after the final approval of this Tentative Agreement, the full-time incumbents employed in this classification will be placed on the new salary schedule as provided below. Their eligibility for future growth increments will be as provided below.

Employee Number	New Step	Next GI Eligibility
#946502	6	1 <sup>st</sup> Sunday in March 2024
#947331	6	1 <sup>st</sup> Sunday in October 2024

Effective the first pay period after the final approval of this Tentative Agreement, the hourly rate of pay of the temporary employee in this classification, Employee #949204, will be \$37.7813, the equivalent hourly rate of Step 6.

Any new employee hired in the classification of Assessment Technician before October 31, 2023 will be placed on Step 6 of the new salary schedule effective the first pay period after the final approval of this Tentative Agreement.

**Building Plans Examiner (Class Code 2070) and Mechanical Plans Examiner (Class Code 2009)**. Effective the first full pay period after the final approval of this Tentative Agreement, the biweekly salary schedule for the Building Plans Examiner and Mechanical Plans Examiner classifications (Class Codes 2070 and 2009, respectively) will be revised as follows:

0	1	2	3	4	5
Base Rate	1 Year	2 Years	3 Years	4 Years	5 Years
\$3200.22	\$3360.23	\$3520.24	\$3680.25	\$3840.26	\$4000.28

The full-time incumbent employed in the classification of Mechanical Plans Examiner, Employee # 948317, will be placed on Step 2 of the new salary schedule. This change in step will not impact his regular growth increment eligibility. If this Tentative Agreement is approved after October 1, 2023, the incumbent will be placed on Step 3 of the new salary schedule, as he is eligible for a growth increment on October 1, 2023.

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**Environmental Health Sanitarian Trainee (Class Code 3508), Environmental Health Sanitarian (Class Codes 3509, Previously, Environmental Health Sanitarian 1), and Environmental Health Sanitarian 2 (Class Code 3510).** Effective the first full pay period after the final approval of this Tentative Agreement, the Environmental Health Sanitarian 2 classification (Class Code 3510) will no longer be included in the City's Classification Plan in accordance with the changes outlined in Paragraph 4.c of this Tentative Agreement, and the biweekly salary schedules for the remaining CHPEA Environmental Health Sanitarian classifications will be revised as follows:

Environmental Health Sanitarian Trainee, Class Code 3508			
0	1	2	3
Base Rate	½ Year	1 Year	1½ Years
\$2175.37	\$2284.14	\$2392.91	\$2501.68

Environmental Health Sanitarian, Class Code 3509*					
0	1	2	3	4	5
Base Rate	1 Year	2 Years	3 Years	4 Years	5 Years
\$2885.00	\$3029.25	\$3173.50	\$3317.75	\$3462.00	\$3606.25

\*Classification title changed in accordance with Paragraph 4.c of this Tentative Agreement.

Effective the first pay period after the final approval of this Tentative Agreement, the full-time incumbents employed in the current classifications of 3508, 3509 and 3510 will be placed on the new salary schedules as provided below. Their eligibility for future growth increments will be as provided below.

Employee Number	Classification #	New Step	Next GI Eligibility
#948353	3508	2	6 months after the effective date of this Step Change in accordance with current practice
#948688	3508	2	6 months after the effective date of this Step Change in accordance with current practice
#949147	3508	2	6 months after the effective date of this Step Change in accordance with current practice
#943090	3509	2	1 <sup>st</sup> Sunday in August 2024
#948394	3509	0 (Base)	1 <sup>st</sup> Sunday in September 2024
#946327	3509 (Previously 3510)	3	1 <sup>st</sup> Sunday in October 2024

If this Tentative Agreement is approved after October 1, 2023, Employee #946327 will be placed on Step 4 of the new salary schedule, as he is eligible for a growth increment on October 1, 2023.

- b. *New fifth and sixth Paragraphs of Appendix A-2, which provides for general wage increases for FY2024-2025 and FY2025-2026.***

Effective to July 7, 2024, the salaries in effect on July 6, 2024 will be increased by two percent (2%).

Effective July 6, 2025, the salaries in effect on July 5, 2025 will be increased by two percent (2%).

- 3. SAFETY SHOES, SECTION 6.10 – Add the following new paragraph to the end of Section 6.10:**

Notwithstanding anything herein to the contrary, effective Fiscal Year 2023-24 and thereafter, employees in the job classifications of Environmental Health Sanitarian Trainee (#3508), Environmental Health Sanitarian (#3509), Public Health Sanitarian Inspector (#3501), and Zoning

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Enforcement Officer (#4030) only, shall be provided with one (1) pair of safety shoes of a cost up to one hundred twenty dollars (\$120) dollars, inclusive of state sales tax, from an approved City vendor.

4. **MINIMUM QUALIFICATION CHANGES FOR CERTAIN CHPEA CLASSIFICATIONS –** Effective the first full pay period after final approval of this Tentative Agreement, the minimum qualifications for the following classifications will be changed as described below. In addition to the revisions to minimum qualifications, the remainder of the job description will be updated to accurately reflect the current duties and responsibilities of the classification, as well as the necessary knowledge, skills and abilities. Without waiving its right “to determine the content of job classification” as set forth in Article I, Section 1.5 Management Rights of the current Collective Bargaining Agreement, the updated job descriptions, including the changes to minimum qualifications as outlined above, will be provided to CHPEA upon completion.

- a. **Junior Planner, Class Code 2016.** Effective upon the final approval of this Tentative Agreement, the *Minimum Qualifications* for the Junior Planner classification (Class Code 2016) will be as follows:

**Minimum Qualifications**

Graduation from an accredited college with major work in planning, Urban Studies, public or business administration, architecture, political science, sustainability, community development, law or a closely related field;

OR

An Associate’s degree and two (2) years of experience in land use planning.

- b. **Senior Planner, Class Code 2017.** Effective upon the final approval of this Tentative Agreement, the *Minimum Qualifications* for the Senior Planner classification (Class Code 2017) will be as follows:

**Minimum Qualifications**

Graduation from an accredited college with major work in planning, Urban Studies, public or business administration, architecture, political science, sustainability, community development, law or a closely related field AND two (2) years of responsible professional experience in urban development or planning.

OR

An Associate’s degree and four (4) years of experience in land use planning.

- c. **Environmental Health Sanitarian Series (Class Codes 3508, 3509 and 3510).** Effective the first full pay period after the final approval of this Tentative Agreement, the following changes will be implemented as it relates to the CHPEA Environmental Health Sanitarian classifications:

- i. The *Minimum Qualifications* and the *Licenses; Certifications; Special Requirements* for the Environmental Health Sanitarian Trainee classification (Class Code 3508) will be as follows:

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### **Minimum Qualifications**

Bachelor's degree from an accredited college or university with a major in public health, environmental health, biological sciences, sanitary engineering or a closely related field.

### **Licenses; Certifications; Special Requirements**

Must possess and maintain a valid driver's license.

Must obtain Food Establishment Inspector Certification from the State of Connecticut within twenty-four (24) months.

Must obtain Lead Inspector Certification from the State of Connecticut within twenty-four (24) months.

Must obtain Phase I Subsurface Sewage Disposal Certification from the State of Connecticut within twenty-four(24) months.

Must obtain Pool Certification from the State of Connecticut within twenty-four (24) months.

May be required to obtain additional certification as a result of legislative requirements.

Shall serve a minimum of a twelve-month to a maximum of an eighteen-month probationary period.

The employee may not remain as an Environmental Health Sanitarian Trainee for more than two years. An employee who fails to obtain the specified State certifications within the two-year training period shall either return to his/her former or comparable position, if available, or be terminated.

- ii. Environmental Health Sanitarian 1 (Class Code 3509) and Environmental Health Sanitarian 2 (Class Code 3510) will be collapsed into one classification of Environmental Health Sanitarian and the Class Code will be 3509. The Environmental Health Sanitarian 2 (Class Code 3510) will be deleted from the City's Classification Plan effective the first full pay period after the final approval of this Tentative Agreement.

The *Minimum Qualifications* and the *Licenses; Certifications; Special Requirements* for the Environmental Health Sanitarian (Class Code 3509) will be as follows:

### **Minimum Qualifications**

Bachelor's degree from an accredited college or university with a major in public health, environmental health, biological sciences, sanitary engineering or a closely related field, **AND** two (2) years of experience in the field of environmental health.

Master's degree from an accredited college or university in public health, environmental health, or a closely related field preferred.

### **Licenses; Certifications; Special Requirements**

Must possess and maintain a valid driver's license.

Must obtain certification as a Connecticut Registered Sanitarian within twenty-four (24) months.

Must possess and maintain Food Establishment Inspector Certification from the State of Connecticut.

Must possess and maintain Lead Inspector Certification from the State of Connecticut.

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Must possess and maintain Phase I Subsurface Sewage Disposal Certification from the State of Connecticut.

Must obtain Pool Certification from the State of Connecticut within six (6) months.

May be required to obtain additional certification as a result of legislative requirements.

The final approval date of this Tentative Agreement will be the start date to obtain the Registered Sanitarian and Pool Certifications for full-time employees currently employed in the classification of Environmental Health Sanitarian 1.