

ARTICLE 22 – SEVERANCE PAY (Continued)

- 22.7 Any employee who is eligible to receive severance from the Employer under this article, shall have his/her accrued but unused vacation contributed to the PEHP listed in Article 22.6 above. Such amounts shall be made at the time of separation from employment.

ARTICLE 23 – NONDISCRIMINATION

- 23.1 The terms and conditions of this Agreement will be applied to employees equally without regard to, or discrimination for or against, any individual because of race, color, creed, sex, age, disability, or because of membership or non-membership in the Association.
- 23.2 Employees will perform their duties and responsibilities in a nondiscriminatory manner as such duties and responsibilities involve other employees and the general public.
- 23.3 Employees covered by this contract will be covered by the City Policy regarding nondiscrimination and sexual harassment, as well as applicable local, state, and federal laws.
- 23.4 Any member of the Bargaining Unit may file a grievance or a discrimination complaint and there shall not be retaliation by the City of Saint Paul for such action.

ARTICLE 24 – SICK LEAVE USAGE

- 24.1 **Sick Leave:** Effective September 1, 2016, sick leave shall accumulate at the rate of 0.05005 of a working hour for each full hour on the payroll, excluding overtime (13 days per year). Sick leave accumulation is unlimited. To be eligible for sick leave the employee must report to his/her supervisor no later than one-half hour past his/her regular scheduled starting time. The granting of sick leave shall be subject to the terms and provisions of Resolution No. 3250, of the City of Saint Paul.
- 24.2 Any employee who has accumulated sick leave credits as provided above shall be granted leave with pay for such period of time as the Head of the Department deems necessary, on account of sickness or injury of the employee or quarantine established by a public health enforcement agency, and may be granted leave with pay for such time as is actually necessary for office visits to a doctor, dentist, optometrist, etc.
- 24.3 In the case of a serious illness or disability of an employee's family member as defined by Minnesota Statute 181.9413, the head of the department shall grant leave with pay in order for the employee to care for or make arrangements for the care of such sick or disabled persons. Such paid leave shall be drawn from the employee's accumulated sick leave credits. Use of such sick leave shall be limited to 160 hours in a 12 month period.
- 24.4 The head of the department or the Human Resources Director may require a physician's certificate or additional certificates at any time during an employee's use of sick leave for the purposes stated above. All such certificates shall be forwarded by the appointing officer to the Human Resources Office.