

## **Side Letter to Memorandum of Agreement with Local 1563**

Whereas, the County and Local 1563 are parties to a Memorandum of Agreement (MOA) covering the period of July 1, 2007 through June 30, 2010

Whereas, the County has recently completed the selection process for several promotions, resulting in significant operational and personnel changes;

Whereas, those operational and personnel changes will affect the usage and scheduling of leave and the placement of employees in leave groups for a large number of employees;

Whereas, the County and Local 1563 agree that scheduling leave for all of calendar year 2008 would not be advisable until the operational and personnel changes expected from the recent promotional processes are implemented;

Now, therefore, and in consideration of their mutual agreement hereto, the County and Local 1563 agree as a side letter to the MOA, to be effective solely from January 1, 2008 through January 21, 2008 as follows:

1. The scheduling of annual leave for calendar year 2008 will occur in December 2007 through January 18, 2008. During this period, employees will schedule leave for the period January 21, 2008 through January 7, 2009, the final pay period for calendar year 2008. Notwithstanding the Fire Department Rules and Regulations which states that leave will be scheduled over 26 pay periods; for Pay Period Calendar Year 2008, leave will be scheduled through January 7, 2009.
2. Prior to December 29, 2007, the actual dates between which annual leave for the upcoming leave year may be scheduled will be publicized via CAD system or departmental orders.

3. Leave taken between January 1, 2008 and January 20, 2008 will be taken from the employee's carry over leave, as that term is defined in the Fire Department's Rules and Regulations.
4. Leave taken between January 1, 2008 and January 20, 2008 will be subtracted from the amount of leave that will be required to be scheduled during the remainder of calendar year 2008.
5. Except as specifically included in this side letter, the annual leave selection process shall be conducted in the manner as set forth in the Fire Department's Rules and Regulations as of January 1, 2007, or as otherwise required pursuant to the MOA.

This amendment to the MOA is hereby incorporated therein.

**Anne Arundel County, Maryland**

By: \_\_\_\_\_  
Andrea M. Fulton, Personnel Officer

**Local 1563 Anne Arundel County  
Professional Fire Fighters Association**

By: \_\_\_\_\_  
Craig S. Oldershaw, President

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Approved as to form and legal sufficiency,  
Anne Arundel County Office of Law