

CHAPTER 188
Police Division

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| <p>188.01 Leave of absence with pay on holidays; exceptions.</p> <p>188.02 Paid sick leave.</p> <p>188.03 Emergency medical attention.</p> <p>188.04 Life insurance.</p> <p>188.05 Residence requirement.</p> | <p>188.06 Stand-by pay for clerk-stenographers.</p> <p>188.07 Lateral entry; selection of entry-level police officer without competitive civil service examination.</p> |
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CROSS REFERENCES

Police Division--see CHTR. Sec. 92
Established--see ADM. 139.04

**188.01 LEAVE OF ABSENCE WITH PAY ON HOLIDAYS;
EXCEPTIONS.**

(a) Except as hereinafter provided, the Chief and Assistant Chief of the Police Division shall be entitled to leave of absence with pay on each of the holidays and shall receive compensation therefor equivalent to one day's regular pay.

(b) In order for an employee to receive his regular pay for the holiday he shall work his regularly scheduled day immediately preceding and succeeding the holiday. Employees on sick leave, vacation or injury leave shall be considered as working their regular schedule for pay purposes.

(c) The birthday holiday is not a holiday for overtime or premium pay purposes. If an employee's birthday falls on his regularly scheduled day off or on another holiday, he shall be given a compensatory day off commensurate with the needs of the department.

(Ord. 72-90. Passed 5-2-72.)

188.02 PAID SICK LEAVE.

Pursuant to Ohio R.C. 124.38, each full-time employee of the City shall be entitled to four and six-tenths hours with pay for every eighty hours of service, to include sick leave, authorized vacation, paid holidays and overtime, but not leave of absence or lay-off; such sick leave to be granted by the appointing authority for

absence due to illness, injury, exposure to contagious disease, which could be communicated to other employees, or to serious illness of death in the employee's immediate family.

(Ord. 72-90. Passed 5-2-72.)

188.03 EMERGENCY MEDICAL ATTENTION.

(a) The acting head of the Police Division is authorized to call a surgeon to render surgical attention in an emergency to policemen disabled in the discharge of their duty.

(b) Bills for services rendered in accordance with subsection (a) hereof shall be presented to the City Commission and upon approval of the Commission and the City Manager, the Director of Finance is authorized to issue his warrant for the payment of such bill.

(Ord. 72-90. Passed 5-2-72.)

188.04 LIFE INSURANCE.

(a) All City police, through the rank of Captain shall be furnished with an eight thousand dollar (\$8,000) term life insurance policy with provision for accidental death and dismemberment coverage to be effective as of December 1, 1974. Such coverage is to be at no cost to the persons covered.

(b) On January 1, 1975, an additional two thousand dollars (\$2,000) of term life insurance and accidental death and dismemberment coverage shall be provided at no cost to the persons covered.

(Ord. 74-279. Passed 11-19-74.)

188.05 RESIDENCE REQUIREMENT.

All members of the Police Division shall reside within Clark County.

188.06 STAND-BY PAY FOR CLERK-STENOGRAPHERS.

The Chief of Police or other supervisory personnel within the Police Division authorized by the Chief of Police may require any non-bargaining unit member of the Police Division employed as a clerk-stenographer to make themselves available on a stand-by basis during the employee's non-routine work hours to provide stenography services for the Police Division. The Chief of Police or other supervisory personnel authorized by the Chief of Police shall determine that such stand-by services are needed and shall designate and inform the person who is needed to serve in a stand-by capacity prior to the commencement of such stand-by period. Any employee required to serve in a stand-by capacity shall keep the Police Division informed as to where they are and make themselves available for work during such stand-by period. Any such employee shall report to work within thirty minutes of notification that their services are needed. Any employee required to serve in a stand-by capacity pursuant to this section shall receive the following compensation:

(a) Any employee serving in a stand-by capacity who is not required to report to work shall receive compensation equal to one hour of work at one and one-half times the employee's regular base compensation for each eight-hour period of stand-by service the employee is required to serve but during which the employee is not required to report to work;

(b) Any employee serving in a stand-by capacity who is required to report

for work shall receive compensation at the rate of one and one-half the employee's regular base compensation for each hour of work performed; or, if less than two hours of work is required, then for two hours of work at one and one-half times the employee's regular base compensation.

In no event shall an employee receive compensation pursuant to both subsections (a) and (b) above for the same eight-hour period of stand-by service, and any compensation received pursuant to subsection (a) above shall not inure to the benefit of the employee for any other purpose.
(Ord. 88-62. Passed 2-9-88.)

188.07 LATERAL ENTRY; SELECTION OF ENTRY-LEVEL POLICE OFFICERS WITHOUT COMPETITIVE CIVIL SERVICE EXAMINATION.

Pursuant to the provisions of Section 47 of the Charter of The City of Springfield, Ohio, the City Commission has determined that certain candidates for appointment to the position of police officer may be considered for appointment without participating in a competitive civil service examination process. Such candidates shall be selected pursuant to the procedures and criteria set forth hereafter, and shall have such seniority rights and probationary period as set forth herein.

- (a) Selection Procedures and Criteria. Pursuant to appointing authority which may be delegated by the City Manager under Section 21(1) of the Charter of The City of Springfield, Ohio, the Chief of Police and Personnel Director shall together review resumes and applications to determine which applicants meet the lateral entry criteria hereinafter described. Persons shall be eligible for consideration by way of lateral entry, and without participating in a competitive civil service examination process, if they are currently employed as a police officer, deputy sheriff or state highway patrol officer and if they maintain current State of Ohio Peace Officer Certification. Two separate lists for the position of police officer may be maintained, one determined by conducting the competitive civil service examination process and the other by way of the lateral entry procedures. The Chief of Police and Personnel Director together may decide to consider a candidate from either list to fill a vacancy.

As with candidates for appointment who participate in a competitive civil service examination process, lateral entry candidates must submit to a thorough background investigation, polygraph examination, psychological evaluation, and an oral interview. A conditional job offer may be extended to a lateral entry candidate, but only subject to a complete physical examination which must be passed in order to be appointed to the position of police officer.

In addition to possessing current Ohio Peace Officer Training Certificates, lateral entry candidates must have a minimum of one year's experience up to the date of application in their current position as either a police officer, deputy sheriff or state highway patrol officer. Part-time officers or sheriffs and candidates who may be laid off will not be considered under lateral entry processes, but, instead, may be eligible to participate in the competitive civil service examination process. Lateral

entry candidates may come from any sized jurisdiction.

In addition to any criteria set forth in this Section, lateral entry candidates must meet the minimum qualifications for appointment to the position of police officer as may, from time-to-time, be enforced for candidates who participate in the competitive civil service examination process.

- (b) Seniority. Seniority in the Police Division for lateral entry candidates who are appointed to the position of police officer shall be determined based upon the date of hire with the City. Seniority for promotion or lay-off purposes for such officers shall also begin with the day of appointment as a police officer in the Springfield Police Division.
- (c) Rate of Compensation. Successful lateral entry candidates for appointment to the position of police officer shall receive compensation at a rate between current entry level pay and Step 4 of such pay-scale as may, from time-to-time, appear in the collective bargaining agreement between the City and the Springfield Police Patrolman's Association ("SPPA").
- (d) Probationary Period. Persons appointed through the lateral entry process to the position of police officer shall serve a probationary period of one year.

(Ord. 98-176. Passed 5-19-98.)