

**AGREEMENT**  
**between**  
**THE COUNTY COMMISSIONERS OF CHARLES COUNTY, MARYLAND,**  
**and**  
**THE SHERIFF OF CHARLES COUNTY**  
**and**  
**THE CHARLES COUNTY CORRECTIONAL OFFICERS ASSOCIATION**

April 13, 2023

The County Commissioners of Charles County ("Commissioners"), the Sheriff of Charles County ("Sheriff") and the Charles County Correctional Officers Association ("CCCOA") hereby enter into the following Agreement for the period of July 1, 2023 through June 30, 2025 (Fiscal Years 2024 and 2025).

**A. July 1, 2023 thru June 30, 2024 (FY2024)**

1. The County will implement the Pay Scale attached as Exhibit A on July 1, 2023.
2. Employees in the CCCOA Bargaining Unit ("CCCOA Employees") will receive an 8.52% market-rate pay scale adjustment for all current members effective on the first pay date following July 1, 2023.
3. CCCOA Employees will receive a merit increase on their anniversary date in FY2024 if they receive a satisfactory review and are otherwise eligible to receive a merit increase.
4. In the event the County decides to make a Leave Sell Back Program available to County employees, CCCOA Employees will have the option to participate in the Leave Sell Back Program under the same terms and conditions as other County employees.
5. If the County grants a bonus to employees on the County payroll (exclusive of Sworn Officers in the Charles County Sheriff's Office) in FY2024, CCCOA Employees will receive a bonus under the same terms.

**B. July 1, 2024 thru June 30, 2025 (FY2025)**

1. CCCOA Employees will receive a 2% cost of living adjustment ("COLA") on the first pay date following July 1, 2024. In the event that other County employees (exclusive of Sworn Officers in the Charles County Sheriff's Office) receive a COLA in excess of 2% in FY2025, employees covered by this Agreement shall receive the difference between the COLA received by other County employees and 2% at the same time that other County employees receive their COLA.
2. CCCOA Employees shall receive a merit increase in FY2025 only if other County employees (exclusive of Sworn Officers in the Charles County Sheriff's Office) receive a merit increase in FY2025. In the event that other County employees receive a merit increase in FY2025, employees covered by this Agreement shall receive a merit increase on their anniversary date in FY2025.
3. In the event the County decides to make a Leave Sell Back Program available to County employees, CCCOA Employees will have the option to participate in the Leave Sell Back Program under the same terms and conditions as other County employees.

4. If the County grants a bonus to employees on the County payroll (exclusive of Sworn Officers in the Charles County Sheriff's Office) in FY2025, CCCOA Employees will receive a bonus under the same terms.

**C. DROP**

The County will implement a cost -neutral Deferred Retirement Option Program ("DROP") for CCCOA Employees, effective July 1, 2023. The terms of the DROP are set forth in Exhibit B and shall be set forth in more detail in a formal Plan Document.

Except as modified by the terms set forth in Sections A through C above, the provisions of the July 1, 2023 to June 30, 2024 Memorandum of Understanding between the CCCOA and the Sheriff of Charles County, as well as any successor agreement between the CCCOA and the Sheriff of Charles County, shall remain in full force and effect for the duration of FY2024 and 2025.

**AGREED AND ACCEPTED:**

THE COUNTY COMMISSIONERS  
OF CHARLES COUNTY, MARYLAND

DATE: 5/16/2023

By: 

CHARLES COUNTY CORRECTIONAL  
OFFICERS ASSOCIATION

DATE: 5/11/2023

By:  #1626

SHERIFF OF CHARLES COUNTY

DATE: 05.11.23

By: 

## July 1, 2023 Correctional Officer Scale

Adjust CO1 minimum salary to \$52,000; 8.52% payscale adjustment for all current members;  
increase scale to a 75% spread; merits if given to all County Employees (exclusive of FOP)

| Grade | Minimum      | Midpoint     | Maximum       | Range Spread | Grade Progression | 3% of Midpoint |
|-------|--------------|--------------|---------------|--------------|-------------------|----------------|
| CO1   | \$ 52,000.00 | \$ 71,500.00 | \$ 91,000.00  | 75.0%        |                   | \$ 2,145.00    |
| CO2   | \$ 56,160.00 | \$ 77,220.00 | \$ 98,280.00  | 75.0%        | 8.0%              | \$ 2,316.60    |
| CFC   | \$ 60,652.80 | \$ 83,397.60 | \$ 106,142.40 | 75.0%        | 8.0%              | \$ 2,501.93    |
| CPL   | \$ 65,505.02 | \$ 90,069.41 | \$ 114,633.79 | 75.0%        | 8.0%              | \$ 2,702.08    |
| SGT   | \$ 70,745.43 | \$ 97,274.96 | \$ 123,804.50 | 75.0%        | 8.0%              | \$ 2,918.25    |

**CCCOA and CHARLES COUNTY  
COUNTY DROP PROPOSAL  
April 21, 2023**

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**Eligibility**

- Participation is optional
- A participant must have completed 25 years of actual service as defined in the Pension Plan with the County, or attained age 60, as of the date they begin participation in the DROP.

**Approval of DROP Participants**

- Participants must be approved by the Sheriff. The Sheriff may not arbitrarily deny an application to participate in the DROP without good reason. In the event the Sheriff denies an application, the individual may appeal the denial to the Director of Human Resources within 15 days of receiving notice of the denial.
- Applicants may revoke an application within 90 days of submission.

**DROP Participation Period**

- A participant may remain in the program for up to three years, after which time they must terminate employment.

**Disability or Death During Participation Period**

- If a participant becomes disabled or dies during the Participation Period, the DROP account is deleted and the participant or their beneficiary may be eligible to receive a retirement benefit as if they had not participated in the DROP.

**Interest Rate**

- The annual rate of return on the DROP account will equate to the 10 Year Treasury yield as of June 30<sup>th</sup> of each year. However, during the first three years of the existence of the program, the annual rate of return shall be not be less than 3%, nor shall it exceed the annual rate of return on accounts in the DROP program established for Sworn Officers in the Charles County Sheriff's Office.
- Negotiations will reopen 90 days prior to the third anniversary of the effective date of the DROP program to reset the interest rate, if necessary, to ensure that the DROP remains cost-neutral. In the event the parties cannot reach agreement on changes necessary to keep the program cost-neutral, no new participants may join until the parties agree to implement changes necessary to achieve cost neutrality.

**Sick Leave**

- Participants must have between 580 – 2580 hours of sick leave available if they want to apply sick leave towards their DROP account.
- Participants must keep 80 hours in their sick leave account to use towards any future leave needed as an employee.
- Maximum sick leave to apply towards DROP calculation is 2500 and minimum is 500 hours.
- Once sick leave is applied to the DROP account, the sick leave will be removed from the employee's sick leave balance.

**Other Terms**

- Participants will continue to make normal employee contributions to the pension during the DROP participation period. Contributions will be returned to the participant, with interest, at the conclusion of the Participation Period.
- Participants will not receive an annual COLA increase to their benefit during the Participation Period, but will be eligible for retiree COLA's upon completion of the Participation Period. No retroactive COLA's will be given.
- DROP benefit must be taken as a lump sum.