



Unit 9200

The Civil Service Employees Association, Inc.
Local 1000, American Federation of State, County and Municipal Employees, AFL-CIO

Westchester County Employees - Unit 9200

Sick Bank Rules and Policies April 6, 2009

Whereas it is understood that the Westchester County CSEA Unit 9200 Sick Bank Benefit is as important as Health Insurance;

Whereas it is understood that the maintenance of a current available balance of Sick Bank days is vitally important to the well being of the CSEA membership;

And Whereas it is understood that to continue to operate the Sick Bank for the benefit of all CSEA Unit 9200 members is now dependent on the re-establishing of new policies and rules in order for the Sick Bank program to continue to operate;

Therefore, these newly revised rules are being proposed at this time:

1. **Prior or current members must donate 5 (five) days by February 28, 2009 (or donate balance due) to rejoin or continue membership.**
2. **New members must donate 2 (two) sick or personal leave days to the sick bank. 13 (thirteen) months of prior employment is still required to join.**
3. **There shall be a 6 (six) month waiting period before applying for Sick Bank Leave requests for new members.**
4. **Personal Leave can be used in lieu of sufficient Sick Days to be donated.**
5. **Every year, on February 1st, all members will contribute 1 (one) day from their Sick Leave or Personal Leave balance to the Sick Bank commencing on February 1, 2010.**
6. **Audits of the Sick Bank records, approvals, applications, donations, balances and all aspects of the administration of the program will be conducted bi-annually. (Commissioner of Human Resources has designated forms to use for audits).**
7. **Reapplication is required every 40 (forty) workdays with doctor's documentation. A maximum of 13 pay periods shall be approved in any case per member – any extensions must be appealed to the Executive Board.**
8. **CSEA Unit 9200 will announce the Sick Bank balance on a monthly basis both at the monthly member meeting and on the www.csea9200.com web site.**
9. **Date of Re-Establishment of Sick Bank: December 1st, 2008.**

We reserve the right to change these rules and policies as the need and desirability arise.

Any Westchester County approvals will be summarily acquired as needed.

WEBSITE: www.csea9200.com