



Unit 9200

Civil Service Employees Association, Inc.

Local 1000, American Federation of State, County and Municipal Employees, AFL-CIO

Employees of Westchester County

"We Make Westchester Work"

Karen Pecora, *President*

FIRST TIME MEMBERSHIP ENROLLMENT ONLY

Dear Westchester County Employee:

As you know, the Westchester County Unit 9200 Sick Leave Bank has provided thousands of hours to eligible employees who would otherwise have faced the financial hardship of illness with no paycheck coming into their households.

ELIGIBILITY

Employees who are **NOT** presently enrolled can take the opportunity to join at this time by voluntarily donating two (2) sick or personal days.

In order to enroll, you must meet the following requirements:

- You must have at least thirteen (13) months of continuous service with the Westchester County.
- You must voluntarily contribute two (2) sick or personal leave days to the Sick Leave Bank in the month of February, 2012 [From 2/1/2012 to 2/29/2012].
- New members must be in the sick bank for six (6) months before applying for assistance.

Once a contribution is made, it cannot be withdrawn.

WITHDRAWAL OF SICK LEAVE FROM BANK

Approval of withdrawals from the Sick Leave Bank is based on your ability to return to work. If you do not intend – or are unable – to return to work, **YOU ARE NOT ELIGIBLE**. You are also **NOT ELIGIBLE** if you are receiving SSI, Worker's Compensation, or are in the process of applying for Worker's Compensation.

UNTIL ALL REQUIRED DOCUMENTS ARE RECEIVED, NO DECISION WILL BE RENDERED.

Requests are considered by members of the Committee who have been appointed by the Unit 9200 President.

According to your Unit 9200 contract, the Committee "shall administer the bank, be responsible for accepting and recording members, maintaining records and acting on each application for benefits submitted to it..." Decisions of the Board are final, subject to Westchester County approval that the Board acted in compliance with eligibility requirements.

MEMBERSHIP CARD

Membership Cards for the Sick Leave Bank must be **SUBMITTED TO YOUR DEPARTMENT TIMEKEEPER** on or before **February 29, 2012**. PLEASE BE SURE TO **SIGN AND DATE** THE CARD. Submissions beyond the February 28, 2012 deadline **cannot be accepted**.

**IF YOU ARE ALREADY A MEMBER OF THE SICK LEAVE BANK,
PLEASE DISREGARD THIS LETTER.**

Yours in Unionism,

Lois Morgan

Lois Morgan, Chair
Unit 9200 Sick Leave Bank

Grace Tirri

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Unit 9200 Sick Leave Bank

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