

**MEMORANDUM OF UNDERSTANDING
BETWEEN
COUNTY COMMISSIONERS OF CARROLL COUNTY
AND
MARYLAND CLASSIFIED EMPLOYEES ASSOCIATION; INC. CHAPTER 550**

THIS MEMORANDUM OF UNDERSTANDING, effective as of this 21st day of June 2024, by and between **MARYLAND CLASSIFIED EMPLOYEES ASSOCIATION, INC.**, on behalf of **CARROLL COUNTY CHAPTER NO. 550** (hereinafter referred to as "MCEA"), and **THE COUNTY COMMISSIONERS OF CARROLL COUNTY, MARYLAND**, a body corporate and politic of the State of Maryland (hereinafter referred to as "County").

WHEREAS, The County has recognized MCEA as a representative for certain employees of County who are members of Chapter No. 550; and

WHEREAS, the parties now desire to extend that recognition under this Memorandum of Understanding under the following terms and conditions.

1. This Memorandum of Understanding shall become effective when signed and shall continue through June 30, 2026. Either party may terminate this Memorandum of Understanding at any time for any reason upon giving written notice to the other party.
2. The following employees are eligible for membership in MCEA Chapter No. 550:
 - a. Persons employed by the County, not otherwise specifically exempted.
 - b. The following employees are specifically exempted from membership in MCEA Chapter No. 550:
 - i. Any elected or appointed official;
 - ii. Any supervisory employee;
 - iii. Any employee in the Department of the County Attorney, the Department of Management and Budget, the Board of County Commissioners Office, the Department of Human Resources;
 - iv. Any employee of the Circuit Court of Carroll County, the Sheriff of Carroll County, the Carroll County Board of Education, and the States Attorney of Carroll County;

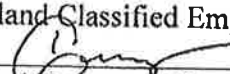
- v. Any employee paid by County, in part or in whole, whose duties are directly governed by a State Agency, such as the Soil Conservation District, the Health Department, or the Agricultural Extension Service; and
 - vi. Any employee whose salary is paid in full or part by the State, Federal, or private grants or contributions.
- 3. Membership in MCEA is voluntary to all eligible employees of the County.
- 4. County agrees to deduct dues in the amounts requested from the pay of eligible MCEA members who individually request such action in writing on a form approved for this purpose by County and MCEA.
 - a. Eligible for payroll deduction shall be determined in accordance with Paragraph 2. All ineligible members shall be automatically removed from payroll deduction.
 - b. Employees may revoke payroll deduction authorization at any time upon written notice to the County.
 - b. County agrees to advise all eligible new employees of the availability of payroll deduction for MCEA dues.
- 5. MCEA shall provide County with a written list of changes of officers and representatives within thirty (30) days of any changes.
- 6. Officers and members of MCEA Chapter No. 550 may be granted time off with pay to attend State or regional meetings or seminars sponsored by MCEA or to attend other MCEA business. MCEA Chapter No.550 may use a maximum of fourteen (14) days of administrative leave per fiscal year. Any requests for administrative leave shall be submitted in writing to the supervisor of the requesting employee and the Director of Human Resources for approval at least fourteen (14) business days in advance of the requested time off. Such request shall contain the date and location of such meeting and a list of persons desiring to attend.
- 7. The County Commissioners or their designees agree to meet annually with MCEA Chapter No. 550. MCEA shall initiate such meeting requests through the Director of Human Resources and provide an agenda in advance of such meetings.
- 8. The parties to this Memorandum of Understanding shall operate so that no persons are denied employment or other benefits on the grounds of race,

color, religion, sex, creed, national origin, age, marital status, sexual orientation, or physical or mental handicap.

9. The terms of this Memorandum of Understanding and its execution shall be construed, interpreted and enforced according to the laws of the State of Maryland.
10. This Memorandum of Understanding represents the complete, total, and final understanding of the parties and no other understanding or representations, oral or written, regarding the subject matter of this Memorandum, shall be deemed to exist or to bind the parties hereto at the time of execution.

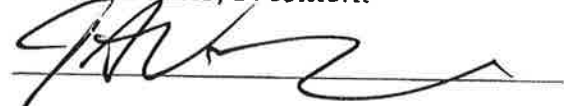
Approved this 13th day of June, 2024

Maryland Classified Employees Association


Michael Keeney, LRS "MCEA"

CARROLL COMMISSIONERS OF
CARROLL COUNTY, MARYLAND

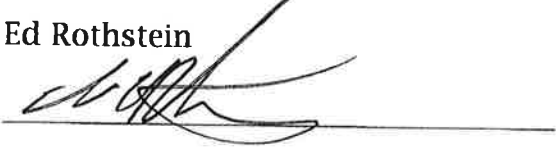

Kenneth Kiler, *President*


Joseph Vigliotti, *Vice President*


Tom Gordon III


Michael Guerin


Ed Rothstein


Timothy C. Burke
County Attorney