



Labor Relations

APPROVED FY25 BUDGET

\$2,213,839

FULL TIME EQUIVALENTS

13.00

 JENNIFER HARLING, CHIEF LABOR RELATIONS OFFICER

MISSION STATEMENT

The Office of Labor Relations fosters high-performing labor-management relationships through the use of collaborative and interest-based methods that demonstrate the possibilities of effective labor-management partnership and confirm the value of the County's workforce.

BUDGET OVERVIEW






The total approved FY25 Operating Budget for the Office of Labor Relations is \$2,213,839, an increase of \$592,669 or 36.56 percent from the FY24 Approved Budget of \$1,621,170. Personnel Costs comprise 86.42 percent of the budget for 13 full-time position(s) and no part-time position(s), and a total of 13.00 FTEs. Total FTEs may include seasonal or temporary positions and may also reflect workforce charged to or from other departments or funds. Operating Expenses account for the remaining 13.58 percent of the FY25 budget.

COUNTY PRIORITY OUTCOMES

While this program area supports all seven of the County Executive's Priority Outcomes, the following is emphasized:

Effective, Sustainable Government

INNOVATIONS AND PRODUCTIVITY IMPROVEMENTS

-  Created and began implementation of a centralization plan to reassign countywide labor and employee relations functions to the Office of Labor Relations.
-  Negotiated a new Collective Bargaining Agreement (CBA) with the International Association of Fire Fighters and a new Direct Bargaining Agreement (DBA) with the Montgomery County Volunteer Fire-Rescue Association.
-  Modified the County's Collective Bargaining Issues Development and Strategy Process for Term Bargaining in order to streamline and expedite the process, and re-established a Collective Bargaining Policy Committee to set County priorities ahead of term bargaining.
-  Launched a new website highlighting the services that OLR provides.
-  Created and implemented multiple Standard Operating Procedures for ensuring that labor and employee relations issues are addressed timely and consistently, and developed training content on multiple labor and employee relations subjects that will ultimately become a comprehensive training library to guide and support departments.

- ✦ Established countywide Labor Management Relations Committee (LMRC) subcommittees on health and safety topics; department-level LMRCs in nearly every department in the County; and quarterly training for all LMRC members.
- ✦ Re-established the Conflict Facilitation Program - a program that affords employees and managers the opportunity to informally resolve workplace conflict.
- ✦ Modified and improved grievance processing through use of a new grievance tracker as well as software that allows OLR to track the status of all grievances in real time, and restarted the OLR scanning project effort to digitize and organize paper files.
- ✦ Modified and streamlined the Bargaining Unit determination process to ensure compliance with personnel regulations.
- ✦ Expanded and resourced the OLR Racial Equity and Social Justice Core Team with a second equity lead.

PROGRAM CONTACTS

Contact Jennifer Harling of the Office of Labor Relations at 240.777.5073 or Shantee Jackson of the Office of Management and Budget at 240.777.2751 for more information regarding this department's operating budget.

PROGRAM PERFORMANCE MEASURES

Performance measures for this department are included below (where applicable). The FY24 estimates reflect funding based on the FY24 Approved Budget. The FY25 and FY26 figures are performance targets based on the FY25 Approved Budget and funding for comparable service levels in FY26.

Measure	Actual FY22	Actual FY23	Estimated FY24	Target FY25	Target FY26
Program Measures					
Number of trainings on labor relations offered to County employees ¹	18	8	20	24	28
Number of County employees that attended trainings on labor relations	142	746	1,000	1,200	1,350
Total number of Labor Management Relations Committee (LMRC) meetings held with the three County employee unions (MCGEO, FOP, and IAFF)	17	29	40	46	52
Percent of LMRC meetings attended by an Office of Labor Relations representative	88%	79%	85%	85%	85%
Percent of grievances by a bargaining unit resolved without the intervention of a third party ²	98%	95%	97%	98%	98%

¹ The fluctuation of this performance measure may be attributed to leadership and staff transitions.

² The dip in this performance measure for FY23 may be attributed to the increased number of grievances filed.

PROGRAM DESCRIPTIONS

✦ Labor Relations

The Office of Labor Relations (OLR) administers the County's labor and employee relations programs. These include conducting collective bargaining with the three County unions and volunteer Firefighters; administering and ensuring compliance with collective bargaining agreements (CBAs) and other labor-management agreements and personnel regulations; managing collaborative labor-management programs and joint initiatives, including Labor-Management Relations Committees (LMRCs) and other joint committees; administering grievance and dispute procedures, including both negotiated and regulatory, including the Alternative Dispute Resolution and Conflict Facilitation processes, and facilitating the timely resolution of workplace disputes; advising County managers on CBA issues, personnel policies and procedures, and employee relations matters; and conducting

training for County managers and employees on labor-management and employee relations topics.

BUDGET SUMMARY

	Actual FY23	Budget FY24	Estimate FY24	Approved FY25	%Chg Bud/App
COUNTY GENERAL FUND					
EXPENDITURES					
Salaries and Wages	782,283	985,868	1,011,118	1,530,873	55.3 %
Employee Benefits	188,621	251,812	254,060	382,388	51.9 %
County General Fund Personnel Costs	970,904	1,237,680	1,265,178	1,913,261	54.6 %
Operating Expenses	476,582	383,490	383,490	300,578	-21.6 %
County General Fund Expenditures	1,447,486	1,621,170	1,648,668	2,213,839	36.6 %
PERSONNEL					
Full-Time	8	8	8	13	62.5 %
Part-Time	0	0	0	0	—
FTEs	8.00	8.00	8.00	13.00	62.5 %

FY25 APPROVED CHANGES

	Expenditures	FTEs
COUNTY GENERAL FUND		
	FY24 ORIGINAL APPROPRIATION	1,621,170 8.00
<u>Other Adjustments (with no service impacts)</u>		
Shift: Transfer Long-term Vacant Position from Department of Transportation to OLR to Support Countywide Labor and Employee Relations Functions [Labor Relations]	148,594	1.00
Shift: Transfer Vacant Position from Department of Police to OLR to Support Countywide Labor and Employee Relations Functions [Labor Relations]	123,410	1.00
Shift: Transfer Vacant Position from Fire and Rescue Service to OLR to Support Countywide Labor and Employee Relations Functions [Labor Relations]	123,410	1.00
Shift: Transfer Long-term Vacant Position from Department of Health and Human Services to OLR to Support Countywide Labor and Employee Relations Functions [Labor Relations]	95,885	1.00
Increase Cost: Annualization of FY24 Personnel Costs	95,505	0.00
Shift: Transfer Long-term Vacant Position from Department of General Services to OLR to Support Countywide Labor and Employee Relations Functions [Labor Relations]	65,594	1.00
Increase Cost: FY25 Compensation Adjustment	43,131	0.00
Increase Cost: Annualization of FY24 Compensation Increases	38,396	0.00
Restore: Restore One-Time Lapse Increase [Labor Relations]	2,550	0.00
Increase Cost: Retirement Adjustment	288	0.00
Increase Cost: Printing and Mail	88	0.00
Decrease Cost: Partial Year Lapse of Three Positions Based on Likely Hiring Timeframes [Labor Relations]	(144,182)	0.00
	FY25 APPROVED	2,213,839 13.00

FUNDING PARAMETER ITEMS

CC APPROVED (\$000S)

Title	FY25	FY26	FY27	FY28	FY29	FY30
COUNTY GENERAL FUND						
EXPENDITURES						
FY25 Approved	2,214	2,214	2,214	2,214	2,214	2,214
No inflation or compensation change is included in outyear projections.						
Restore One-Time Lapse Increase	0	144	144	144	144	144
Restoration of one-time lapse adjustment in the budget development year						
Labor Contracts	0	19	19	19	19	19
These figures represent the estimated annualized cost of general wage adjustments, service increments, and other negotiated items.						
Subtotal Expenditures	2,214	2,377	2,377	2,377	2,377	2,377