

MEMORANDUM OF AGREEMENT

By and between the City of Albany

and

Albany Police Association (APA)

RE: Bargaining Unit Exclusion of Administrative Assistants I

It is hereby agreed by the City and the Albany Police Association that the positions of Administrative Assistant I, reporting to the Administrative Services Supervisor (or successor classification), in the Albany Police Department, shall be classified as Administrative Assistant I (Confidential) and shall be excluded from the bargaining unit, as non-bargaining employees, for the following reasons:

1. These positions provide direct administrative support to the Police Chief, Captains, Administrative Services Supervisor, and other members of the Albany Police Department's management team.
2. These positions will be assisting the Administrative Services Supervisor, Police Chief and other representatives of the Police Department's management bargaining team with collective bargaining materials.
3. These positions will be responsible for handling other confidential material, including material related to tort claims, workers' compensation claims, employee discipline and employee and union grievances.

For APA:

For the City:



Robert Hayes, APA President



Mario Lattanzio, Police Chief



David Shaw, HR Director

05-27-2016