

OCT 19 2017

Kalamazoo County  
Human Resources**In the Matter of:****Kalamazoo County Sheriff's Deputies' Association****-and-****Kalamazoo County Sheriff's Office****Article 9 - Detective/Sergeant Promotional Assessments**

---

**LETTER OF UNDERSTANDING**

The Kalamazoo County Sheriff's Office and the KCSDA finalized the terms of the current collective bargaining agreement (CBA) on May 17, 2017. Included within the current CBA are provisions applying to "Promotions" under Article 9.

The previous CBA included provisions related to promotions under Article XIX, titled "Seniority."

Upon reflection of the current CBA, and in referring to the previous CBA, the parties agree that not all of their understandings related to promotions, and intended to be incorporated into the new and separate Article 9, were codified in the current language. Specifically, their continued understandings regarding filling of vacancies in the classification of "Detective/Sergeant" are not expressly included in Article 9.

As a result, the parties reach the following agreements to further clarify the intentions of the parties and the language of Article 9 regarding Detective/Sergeants:

1. As used in Article 9, Section 1, the phrase "any Sergeant position" was intended to include the classification of "Detective/Sergeant." Therefore, any reference to the term "Sergeant" within Article 9 shall refer also to "Detective/Sergeant," depending on which particular position is being filled.
2. In terms of eligibility for competing for Detective/Sergeant promotions, however, only employees in the F/NF19 will be eligible to compete for and be promoted to the classification of Detective.
3. By Memorandum dated June 30, 2017, the Sheriff's Office provided notice of an upcoming "Detective Promotional Assessment." (Attached hereto as Exhibit 1.) In light of the clarifications agreed upon in this Letter of Understanding, the KCSDA has no objections to the terms of that Memorandum.
4. The parties recognize and agree that the above clarifications will be incorporated into Article 9 of the CBA during the next bargaining period.

KALAMAZOO COUNTY

KALAMAZOO COUNTY SHERIFF'S

SHERIFF'S OFFICE

DEPUTIES' ASSOCIATION

Richard J. Fuller 8/7/17  
Date

D. P. [Signature] #7121 8/3/17  
Date

Timothy Snow 10.17.17  
Tim Snow, Clerk/Register Date

Dale Shugars 10.17.17  
BOC Chairman Dale Shugars Date



## Kalamazoo County Sheriff's Office

1500 Lamont Street  
Kalamazoo, Michigan 49048

### Memorandum

**To: ALL PERSONNEL**  
**From: UNDERSHERIFF PAUL MATYAS**  
**Date: JUNE 30, 2017**  
**Subject: DETECTIVE PROMOTIONAL ASSESSMENT**

The Sheriff's Office will be conducting a Detective Promotional Assessment on September 27 & 28, 2017. Any F19 or F22 who meets the following eligibility requirements and is interested in the Detective's position should submit an email or letter of interest to me prior to 4pm on August 1, 2017.

The following are the eligibility requirements:

- Only MCOLES employees with at least 5yrs of service as a Kalamazoo County Sheriff's Deputy holding the job classification of F/NF19 or F/NF22 combination classification or a combination of both F/NF19 or F/NF22 classification since their last date of hire shall be eligible to compete for and be promoted to Detective.
- The Detective Assessment will be conducted by Empco. The Assessment process shall consist of interview, in-basket exercise, and roll playing.
- Upon completion of the Assessment procedure, Empco will certify a list of employee's rank as qualified.
- Applicants who receive a qualified score will be subject to a Service Rating (personnel file, evaluation) and bargaining unit seniority review, and an interview by the Sheriff and/or his Command.
- Note that persons interested in the Polygraph Operators position must complete the Detective Assessment or be an existing Detective.