

Memorandum of Understanding

Between

Grand Rapids Community College

And

Campus Police – Police Officers Labor Council

December, 2023

This Memorandum of Understanding (“MOU”) is made by mutual agreement between Grand Rapids Community College (“GRCC” or “College”) and the Grand Rapids Community College Campus Police – Police Officers Labor Council (“POLC”) (collectively, the “Parties”) for the purpose of extending the Parties’ pilot program relating to employee wellness.

The Parties mutually agree as follows:

1. The Parties previously created a pilot program with the intention of providing POLC employees with an opportunity to participate in wellness activities, including those offered by GRCC or at the College’s Ford Fieldhouse. The Parties agreed to this pilot program to explore whether offering time to engage in such wellness activities would be beneficial to employees’ health, job satisfaction and engagement with College-sponsored programs.
2. The Parties understood that the unique aspects of POLC staffing requirements and positions, including those relating to the maintenance of the College’s safety and security, required that they agree upon a framework for POLC employees participating in the activities referenced in the preceding Section of this MOU. Consequently, the Parties agreed to the following terms regarding the pilot program:
 - a. POLC employees may utilize a maximum of one and a half (1 ½) hours per day, one (1) day per week to engage in wellness activities during their regularly scheduled workday. The use of such time for wellness activities will take the place of any permissible breaks, including breaks for lunch or meals on such days.
 - b. All time utilized for wellness activities must be arranged in advance and approved by the employee’s supervisor. Supervisory approval shall be conditioned upon notice of an employee’s location while engaging in any wellness activity.
 - c. No more than one (1) POLC employee may utilize time to engage in wellness activities during the same time period on any day.

- d. Time for wellness activities is not guaranteed, and shall not be approved by an employees' supervisor whenever it would cause, create or contribute to any concern regarding staffing, safety or security.
 - e. Time for wellness activities shall not be approved if the use of such time would in any way interfere with the normal operations of the Grand Rapids Community College Police Department.
 - f. Any POLC employee who utilizes time for wellness activities must do so on campus.
 - g. Any POLC employee who utilizes time for wellness activities must be available and able to promptly respond to any call, concern, emergency or any other circumstances requiring the presence of a POLC employee while engaging in such activities.
3. The MOU initially executed by the Parties provided that the pilot program would expire six (6) months from the date that the initial MOU was executed by both Parties.
4. The Parties now wish to continue the pilot program, by way of this MOU, until June 30, 2025, the date of the expiration of the Parties' current collective bargaining agreement.
5. The College may terminate the pilot program prior to the date identified above in Section 4 in the event that this program in any way contributes to any staffing, safety or security concern(s), as determined solely by the College.
6. This MOU shall not alter or amend the contract in any way except as specified herein.

David Thomas

Dave Thomas, Police Officers Labor Council

December 15, 2023

Date

Mike DeKam

Mike DeKam, Labor Representative

12-15-23

Date

BHA

Grand Rapids Community College

12/15/23

Date