

Memorandum of Understanding

CDL Training Program

The Syracuse Regional Airport Authority and Local 400A agree that the Authority will pay the costs of certified training and provide time off with pay for eligible employees to obtain their CDL B license with airbrakes endorsement on the following terms and conditions.

Eligible Employees

- All new full-time Airport Maintenance Workers with a CDL B permit at their time of hire upon completing twelve (12) months of full-time employment, provided that the training must be completed within eighteen (18) months of full-time employment.
- Any existing full-time Airport Maintenance Worker who was hired by the Authority with a CDL permit, who successfully obtained their CDL B with airbrakes endorsement after NYS put into place the requirement for certified training in 2022, and who are still employed as of the execution of this Memorandum of Understanding.
- Any new full-time Heavy Equipment Mechanics who wish to obtain their CDL B license with airbrakes endorsement.

Training Costs

- The Authority will pay 100% of the costs of the CDL B training required for airbrakes endorsement upon the employee's registration with a certified training provider selected by the Authority, including required books and materials.
- The Authority will pay the certified training provider directly at the time of the employee's training registration.
- Employees who already completed the certified training required for a CDL B license with airbrakes endorsement will be eligible for direct reimbursement of training costs upon submission of proof of payment, proof provided by the certified trainer that the employee successfully completed the training, and proof that the employee possesses a CDL B with airbrakes endorsement. An ACH form for reimbursement must be completed by the employee and submitted to Finance.
- The Authority will not pay for or reimburse for the cost of CDL A training, or any training above and beyond what's required for a CDL B with airbrakes endorsement.

Paid Time Off

- For employees not having already completed the training, the Authority will provide time off with pay for the time the employee is in the approved training class. The Authority will not pay for time missed from work above and beyond the required training class, but the employee may request to use available paid time off in accordance with the 400A contract if they want to attend additional non-required training.

- Requests for paid time off for particular days and hours must be requested in writing to the employee's supervisor. The employee must provide documentation that the time off was related to obtaining the CDL training with a certified provider.

Employee Commitments

- New full-time Airport Maintenance Workers eligible for this program must submit proof provided by the certified trainer that the employee successfully completed the training and proof that the employee obtained the CDL B with airbrakes endorsement within eighteen (18) months after hire in order to maintain employment with the Authority.
- In consideration of the Authority's payment of the cost of training, new full-time Airport Maintenance Workers eligible for this program must make a written commitment to stay employed with the Authority for two years from the date of obtaining their CDL B with airbrakes endorsement, or two years from the date of receiving reimbursement for those who already received their CDL B with airbrakes endorsement. Should the employee voluntarily resign prior to the end of the two-year commitment, they will be responsible for repaying the Authority the training costs at an amount prorated according to the employee's length of service under two years.

This Memorandum of Understanding does not set precedent for future training, compensation, or benefits. It may be terminated by the Authority in its sole discretion at any point if it determines it is no longer necessary to recruit or retain employees with CDL B licenses with airbrakes endorsement. In the event of termination, employees who have already commenced their training pursuant to this opportunity will be allowed to complete it. Prior agreements between the parties addressing CDL training are superseded.

**SYRACUSE REGIONAL AIRPORT
AUTHORITY**



**COUNCIL 66 and its affiliated LOCAL
UNION 400A of the AMERICAN
FEDERATION OF STATE, COUNTY
& MUNICIPAL EMPLOYEES AFL-CIO**

