

**SIDE LETTER
BETWEEN
CONTRA COSTA COUNTY AND PHYSICIANS AND
DENTISTS ORGANIZATION OF CONTRA COSTA (PDOCC)**

This Side Letter amends the Memorandum of Understanding between the Physicians' and Dentists' Organization of Contra Costa ("Union" or "PDOCC") and the County of Contra Costa ("County") to modify Section 2.6 – Written Statement for New Employees of the MOU as follows:

2.6 Written Statement for New Employees.

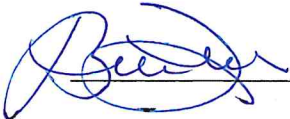
- A. The County will provide a written statement to each new employee hired into a classification in any of the bargaining units represented by PDOCC, that the employee's classification is represented by PDOCC and the name of a representative of the Union. The County will provide the employee with a packet of information that has been supplied by the Union.
- B. The County will make reasonable efforts to provide email notification to the Union as soon as a new employee hired into a classification represented by PDOCC has been scheduled for a new employee orientation. Whether or not email notification is provided, the County will provide written notice to the Union of all new employee orientations, at least ten (10) calendar days prior to the event. The County may provide less than ten (10) calendar days' notice to the Union in instances where there is an urgent need critical to the County's operations that was not reasonably foreseeable.
- C. The new employee orientation notice provided to the Union will include the date, time, and location of the orientation.
- D. The Union will be provided the opportunity to have up to two (2) representatives meet with new employees for up to thirty (30) minutes at the beginning of the orientation. One (1) of these representatives may be a bargaining unit member. A bargaining unit member attending orientation as a Union representative shall be given paid release time sufficient to cover the Union's presentation and travel time. The Union will provide the names of any employees who they wish to be released at least 48 hours in advance to the Labor Relations Manager. Approval for release time is subject to adequate staff coverage at the employee's worksite.
- E. The Union may provide written materials to new employees during the new employee orientation. The Union's presentation will be conducted during paid County time as a regular part of the new employee orientation. No representative of management shall be present during the Union's presentation.

The terms of this Side Letter are effective after it is approved by the Board of Supervisors and will be incorporated into the successor MOU between the County PDOCC. All other terms and conditions of the MOU between Contra


Costa County and PDOCC dated October 1, 2008 – December 31, 2017 remain unchanged by this Side Letter.

Date: 12/20/17

Contra Costa County:
(Signature / Printed Name)

 / Brie Lewis

Union Name:
(Signature / Printed Name)

 / David MacDonald

