

SIDE LETTER BETWEEN CONTRA COSTA COUNTY AND DEPUTY SHERIFFS ASSOCIATION RANK & FILE UNIT

This Side Letter amends the Memorandum of Understanding between the Deputy Sheriffs Association, Rank and File Unit (“Association” or “DSA”) and the County of Contra Costa (“County”), (July 1, 2016 – June 30, 2019) to modify Sections 6.1.F and 20.2.a.ii as follows:

SECTION 6 - DAYS AND HOURS OF WORK

6.1 Definitions

- F. **12/80 Work Schedule (Non-Sworn)**: A 12/80 work schedule is ONLY available to employees in the following classifications: Supervising Sheriff Dispatcher (64HD), Sheriff Dispatcher I (64WK), and Sheriff Dispatcher II (64WM). A 12/80 work schedule is where an employee works a recurring schedule of thirty-six (36) hours in one calendar week and forty-four (44) hours in the next calendar week ~~but only forty (40) hours in the designated workweek~~. In the thirty-six (36) hour calendar week, the employee works three (3) twelve (12) hour days and has the same day of the week off that is worked for eight (8) hours in the forty-four (44) hour calendar week. That day is designated as Wednesday. In the forty-four (44) hour calendar week, the employee works three (3) twelve (12) hour days and one (1) eight (8) hour day on Wednesday. Section 7.1 of the MOU governs which hours qualify as MOU overtime hours. For FLSA overtime hours, the FLSA work period is 1,040 hours in the designated re-occurring 26-week period per Section 7(b)(1) of the FLSA. FLSA overtime for non-sworn employees working a 12/80 schedule shall be for hours actually worked in excess of 1,040 in the applicable 26-week FLSA work period, twelve (12) in a day, or fifty-six (56) in a workweek. The recurring 26-week work period for all employees on a 12/80 schedule will begin effective January 28, 2019. The work period for all 12/80 schedules shall begin on a Monday.

SECTION 20 – WORK SCHEDULING

20.2 Patrol, Detention, Technical Services, and Court Security Division Scheduling. The policy and procedures for establishing a work schedule for Deputies and Sergeants assigned to the Detention Division and Patrol Division (including Contract Cities), and Dispatchers and Supervising Dispatchers assigned to the Technical Services Division, and Sheriff’s Aides assigned to the Detention Division, will be as follows:

- a. **Length of Shifts**.
- i. The bidding of shifts for Deputies, Sergeants, and Sheriff’s Aides shall take place on a bi-annual basis. The shift periods will be:

January – June, July – December


- ii. The bidding of shifts for Dispatchers and Supervising Dispatchers shall take place on tri-annual basis. New shifts will occur on the first Monday of a new 12/80 work schedule. The shift periods will be:

January – April, May - August
September – December

This Side Letter will remain in effect for the term of the current Memorandum of Understanding (“MOU”) between the County and DSA (July 1, 2016 – June 30, 2019). The terms of the Side Letter will be incorporated into the successor MOU unless otherwise negotiated by the parties. All other terms and conditions of the current MOU between the County and DSA-Management remain unchanged by this Side Letter.

Date: 1-15-2019

Contra Costa County:
(Signature / Printed Name)



Deputy Sheriffs Association:
(Signature / Printed Name)

