

**SIDE LETTER
BETWEEN
Contra Costa County
And
Professional and Technical Engineers IFPTE, Local 21**

This Side Letter is by and between the Professional and Technical Engineers IFPTE, Local 21 ("Local 21") and Contra Costa County ("County") and is effective following approval by the Board of Supervisors.

This Side Letter amends the Memorandum of Understanding (MOU) between the County and Local 21, (July 1, 2016 – June 30, 2022) by modifying Section 5.1 – General Wages of the MOU as follows:

SECTION 5 - SALARIES

5.1 General Wages.

- A. 1. a. Effective July 1, 2016, or the first day of the month following approval by the Board of Supervisors, whichever is later, the base rate of pay for classifications represented by the Union will be increased by four percent (4%).
- b. Effective July 1, 2017, the base rate of pay for classifications represented by the Union will be increased by three percent (3%).
- c. Effective July 1, 2018, the base rate of pay for classifications represented by the Union will be increased by three percent (3%).
- d. The wage increases set forth in this section 5.1.A.1, above, do not apply to those classifications listed in Section 5.1.A.2-5.1.A.5. below.
2. Effective July 1, 2016 through September 30, 2019, the County will adjust the top steps in the classifications listed below so that those classes will have a top step at least 5% greater than the top step of the class of Charge Nurse (VWTF):

ASST DIRECTOR OF SAFETY & PERF IMPR	VWGB
CHIEF NURSING INFORMATICS OFC	VWDH
CHIEF OF DET HLTH NURSING SVCS	VWDG
DIR OF SAFETY & PERF IMPROVEME	VWFA
DIRECTOR OF AMBULATORY CARE NS	VWDC
DIRECTOR OF PSYCH NURSING SVCS	VWDD
DIRECTOR, INPATIENT NURSING OP	VWDF
HEALTH PLAN NURSE PROGRAM DIRECTOR	VRFA

3. Effective October 1, 2019, the County will adjust the top steps in the classifications listed below so that those classes will have a top step at least 5% greater than the top step of the class of Nursing Program Manager (VWHF). These classes will be reallocated in the future, as necessary to maintain such adjustments.

CHIEF NURSING INFORMATICS OFC	VWDH
CHIEF OF DET HLTH NURSING SVCS	VWDG
DIR OF SAFETY & PERF IMPROVEME	VWFA
DIRECTOR OF AMBULATORY CARE NS	VWDC
DIRECTOR OF PSYCH NURSING SVCS	VWDD
DIRECTOR, INPATIENT NURSING OP	VWDF
HEALTH PLAN NURSE PROGRAM DIRECTOR	VRFA

4. Effective July 1, 2016, or the first day of the month following approval by the Board of Supervisors, whichever is later, the following classes will be adjusted as described below and such classes will receive future increases necessary to maintain such adjustments. These classifications will not receive the wage increases set forth in Section 5.1.A.1 above:

- a. Pre-Hospital Care Coordinator (VBSG)

The salary schedule of the Pre-Hospital Care Coordinator (VBSG) will be the same as the Registered Nurse – Experienced Level (VWXD). Effective January 1, 2017, the salary schedule of the Pre-Hospital Coordinator will be the same as Registered Nurse (VWXG).

- b. Nursing Program Manager (VWHF)

In the event the difference between the top step base rate of pay for Nursing Program Manager (VWHF) and the Charge Nurse (VWTF) is less than 5%, the County will adjust all steps in the Nursing Program Manager class in order to achieve a difference of 5% at the top step between the two classes.

- c. Utilization Review Manager (VWHG)

In the event the difference between the top step base rate of pay for Utilization Review Manager (VWHG) and the Charge Nurse (VWTF) is less than 5%, the County will adjust all steps in the Utilization Review Manager class in order to achieve a difference of 5% at the top step between the two classes.

- d. Nursing Shift Coordinator (VWHH)

In the event the difference between the top step base rate of pay for Nursing Shift Coordinator (VWHH) and the Charge Nurse (VWTF) is less than 5%, the County will adjust all steps in the Nursing Shift Coordinator class in order to achieve a difference of 5% at the top step between the two classes.

- e. Ambulatory Care Clinical Supervisor (VWHJ)
In the event the difference between the top step base rate of pay for Ambulatory Care Clinical Supervisor (VWHJ) and the Charge Nurse (VWTF) is less than 5%, the County will adjust all steps in the Ambulatory Care Clinical Supervisor class in order to achieve a difference of 5% at the top step between the two classes.

- f. Infection and Prevention Control Manager (VWSF)
The salary schedule of the Infection Control Coordinator (VWSF) shall be the same as the Clinical Nurse Specialist (VWTA).

- g. Advice Nurse Supervisor (VWHN)
In the event the difference between the top step base rate of pay for Advice Nurse Supervisor (VWHN) and the Advice Nurse II (VWTB) is less than 5%, the County will adjust all steps in the Advice Nurse Supervisor class in order to achieve a difference of 5% at the top step between the two classes. Effective January 1, 2017, reference to Advice Nurse II (VWTB) will be replaced with Advice Nurse (VWSN).

- h. Public Health Nurse Program Manager (VWHL)
In the event the difference between the top step base rate of pay for Public Health Nurse Program Manager (VWHL) and the Public Health Nurse (VVXA) is less than 5%, the County will adjust all steps in the Public Health Nurse Program Manager class in order to achieve a difference of 5% at the top step between the two classes.

- i. Advice Nurse Manager (VWHK)
In the event the difference between the top step base rate of pay for Advice Nurse Manager (VWHK) and the Advice Nurse Supervisor (Local 21 class of VWHN) is less than 5%, the County will adjust all steps in the Advice Nurse Manager class in order to achieve a difference of 5% at the top step between the two classes.

- j. Utilization Review Coordinator (VWSD)
In the event the difference between the top step base rate of pay for Utilization Review Coordinator (VWSD) and the Registered Nurse – Experienced Level (VWXD) is less than 2.5%, the County will adjust all steps in the Utilization Review Coordinator class in order to achieve a difference of 2.5% at the top step between the two classes. Effective January 1, 2017, reference to Registered Nurse – Experienced Level (VWXD) will be replaced with Registered Nurse (VWXG).

5. Effective October 1, 2019, the following classes will be adjusted as described below and such classes will receive future increases necessary to maintain such adjustments:

a. Assistant Director of Safety & Performance Improvement (VWGB)

In the event the difference between the top step base rate of pay for Assistant Director of Safety & Performance Improvement (VWGB) and the Nursing Program Manager (VWHF) is less than 2.5%, the County will adjust all steps in the Assistant Director of Safety & Performance Improvement class in order to achieve a difference of 2.5% at the top step between the two classes.

b. Director of Public Health Clinical Services (VVGs)

In the event the difference between the top step base rate of pay for Director of Public Health Clinical Services (VVGs) and the Public Health Nursing Program Manager (VWHL) is less than 5%, the County will adjust all steps in the Director of Public Health Clinical Services class in order to achieve a difference of 5% at the top step between the two classes.

c. Fire EMS Quality Improvement Coordinator (RWSD)

The salary schedule of the Fire EMS Quality Improvement Coordinator (RWSD) shall be the same as the Registered Nurse (VWXG).

d. Public Health Chief of Nursing and Clinical Services (VVDB)

In the event the difference between the top step base rate of pay for Public Health Chief of Nursing and Clinical Services (VVDB) and the Director of Public Health Clinical Services (VVGs) is less than 5%, the County will adjust all steps in the Public Health Chief of Nursing and Clinical Services class in order to achieve a difference of 5% at the top step between the two classes.

This Side Letter will remain in effect for the term of the current MOU between the County and Local 21 (July 1, 2016 – June 30, 2022). 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 Local 21 remain unchanged by this Side Letter.

Date: September 27, 2019

Contra Costa County:
(Signature/Printed Name)

[Signature] / Dorothy McCollum
[Signature] / Lisa Driscoll

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_____/_____

IFPTE, Local 21:
(Signature/Printed Name)

[Signature] / Sue Guest
[Signature] / Sean Stalbaum

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