

To: Contra Costa County Housing Authority Board of Commissioners
 From: Joseph Villarreal, Housing Authority
 Date: May 10, 2016



Contra
Costa
County

Subject: APPROVE MEMORANDUM OF UNDERSTANDING WITH PUBLIC EMPLOYEES UNION LOCAL 1 AND
 ESTABLISH SALARY LEVELS FOR UNREPRESENTED EMPLOYEES FOR THE PERIOD JANUAR

RECOMMENDATIONS

ADOPT Resolution No. 5201 approving the Memorandum of Understanding with Public Employees Union, Local #1 (attached), establishing the salary levels to be effective May 21, 2016 and other employment terms for Housing Authority Clerical and Maintenance employees represented by Local 1 for the period January 1, 2016 through June 30, 2018;

AUTHORIZE the Executive Director to execute the Memorandum of Understanding with Public Employees Union, Local 1 on behalf of the Housing Authority; and

ADOPT Resolution No. 5202 establishing comparable salary modifications for unrepresented employees of the Housing Authority of the County of Contra Costa to be effective May 21, 2016.

BACKGROUND

Resolution No. 5201 - Proposed MOU with Public Employees Union, Local 1

Negotiations with Public Employees Union, Local 1 (Local 1) have resulted in a tentative agreement for an MOU for the period January 1, 2016 through June 30, 2018. The new

Action of Board On: **05/10/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

AYE: John Gioia, Commissioner
 Candace Andersen,
 Commissioner
 Mary N. Piepho,
 Commissioner
 Karen Mitchoff,
 Commissioner
 Federal D. Glover,
 Commissioner
 Jannel George-Oden,
 Commissioner

ABSENT: Fay Nathaniel,
 Commissioner

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: May 10, 2016

Joseph Villarreal, Executive Director

By: June McHuen, Deputy

Contact: 925-957-8028

cc:

MOU provides for a 3.0% cost of living increase effective the beginning of the first full pay period after Board approval (May 21, 2016), a 2.5% cost of living increase effective December 31, 2016, and a 1.5% cost of living increase effective December 30, 2017. The MOU also calls for a one-time ratification payment of \$750.

BACKGROUND (CONT'D)

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The other proposed changes to the economic terms of the agreement are:

A separate dental benefit payment for active employees. This payment will not extend to retirees. HACCC will make the following contributions toward dental insurance for active employees only during the term of the MOU:

- Employee only = \$63.72/month;
- Employee + 1 = \$110.81/month; and
- Employee + Family = \$186.36/month.
- The current reimbursement for glasses/contacts will change from \$175 annually, to \$350 every 2 years.
- The boot allowance for maintenance staff will increase from \$275 to \$325 every 2 years.

The MOU also provides for the following changes:

HACCC will consider internal and external candidates for vacant positions jointly and in rank order after the testing and evaluation process. Currently, vacant positions must first be offered to internal candidates who meet the minimum qualifications.

- An employee is not eligible for a promotion if they have promoted once within last 12 months. Under the current MOU there is no limit.
- An employee is not eligible for a promotion if they have been demoted in the past 12 months. Under the current MOU there is no limit tied to demotion.
- A shop steward can represent an employee in a different unit/work area.
- HACCC will provide simultaneous notice to Local 1 and employees of job vacancies.
- HACCC management will provide vacation scheduling approval to employees by March 1st. The current MOU requires this notice by March 31st.
- Clean-up time of up to 10 minutes will be provided as needed. If less, or no, time is needed, then no clean-up time will be provided.
- HACCC management will meet with Local 1 at least 60 days after the MOU is signed to clarify employee training duties and responsibilities.

Resolution No. 5202 - Unrepresented Employee Salary and Benefit Adjustments

The Resolution provides for the following salary and benefit changes for unrepresented employees:

- A 3.0% cost of living increase effective the beginning of the first full pay period after Board approval (May 21, 2016);
- A 2.5% cost of living increase effective December 31, 2016;

- A 1.5% cost of living increase effective December 30, 2017;
- A \$750 lump sum payment;
- A separate dental benefit payment for unrepresented active employees. This payment will not extend to retirees. HACCC will make the following contributions toward dental insurance for active employees:
 - Employee only = \$63.72/month;
 - Employee + 1 = \$110.81/month; and
 - Employee + Family = \$186.36/month.
- The reimbursement for glasses/contacts will change from \$175 annually, to \$350 every 2 years.

FISCAL IMPACT

The Housing Authority's current budget provides for the changes in the economic terms of the proposed MOU. Assuming current HUD funding levels, staff project that HACCC's reserve levels will not be decreased by the proposed salary and benefit modifications for represented and unrepresented employees.

CONSEQUENCE OF NEGATIVE ACTION

Should the Board of Commissioners elect not to adopt these actions, both HACCC's staff represented by Local 1 would be denied wage enhancements negotiated in good faith and calculated to be affordable to the agency and unrepresented staff would be denied similar wage increases. Additionally, HACCC would be legally obligated to immediately enter into new negotiations with Local 1.

CLERK'S ADDENDUM

ATTACHMENTS

Resolution 5202

Resolution 5201

Draft MOU