



Contra Costa County

To: Board of Supervisors
From: David Twa, County Administrator
Date: July 12, 2016

Subject: Memorandum of Understanding with AFSCME Local 512

RECOMMENDATION(S):

ADOPT Resolution No. 2016/446 approving the Memorandum of Understanding with AFSCME 512, for the period of July 1, 2016 through June 30, 2019; and PROVIDE hazard pay differential to employees #65172 and #45543 to the date it was discontinued while working in Org No. 6553 or Org No. 6381.

FISCAL IMPACT:

The estimated cost of the negotiated contract is \$1.23 million for FY 2016/17; \$2.07 million for FY 2017/18; and 2.9 million for FY 2018/19.

BACKGROUND:

AFSCME Local 512 (Local 512) began bargaining with Contra Costa County on April 13, 2016. A Tentative Agreement was reached between the County and Local 512 on June 24, 2016 and ratified on June 30, 2016. The resulting Memorandum of Understanding (MOU), which is attached, includes modifications to wages and benefits. In summary, those changes include:

- Duration of Agreement - Section 56

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **07/12/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, District II Supervisor
Mary N. Piepho, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

ABSENT: John Gioia, District I
Supervisor

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: July 12, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Lisa Driscoll, County Finance
Director (925) 335-1023

By: June McHuen, Deputy

- o The term of the agreement is July 1, 2016 through June 30, 2019.

BACKGROUND: (CONT'D)

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- General Wages - Section 5.1

- Effective July 1, 2016, or the first of the month following ratification, whichever is later, the base rate of pay will be increased by four percent (4%). In addition, the base rate of pay for classification of Ambulatory Care Clinic Coordinator (VAHB) and the classifications in the Engineering Technicians Unit (KL) will be increased by an additional two and one-half percent (2.5%).
- Effective July 1, 2017, the base rate of pay will be increased by three percent (3%).
- Effective July 1, 2018, the base rate of pay will be increased by three percent (3%).
- Wage increases in Section 5.1.A will not apply to the classification of Ex Customer Services Supervisor (X7HE).
- Deletes section regarding Lump Sum Payment.
- Effective July 1, 2016, performance pay steps will be converted to merit pay steps for classifications with performance pay steps.

- Union Security – Section 2.6

- Increases the amount of time the Union is afforded for presentations during new employee orientations, from fifteen (15) minutes to thirty (30) minutes.
- Deletes provision that references Section 18 of the 1977/79 MOU.

- Overtime and Compensatory Time - Overtime and Straight Time Compensatory Time – Section 7.3

- Revises language to clarify that employees do not need to re-elect compensatory time each year.
- Revises language to require new employees (including those demoted/promoted, etc.) hired after May 31 of each year to wait until the next fiscal year to select compensatory time.

- Vacation and Paid Personal Leave – Section 13

- Adjusts the vacation accrual rates for employees in the Property Appraiser Unit and Clerical Supervisory Unit.

- Sick Leave - Section 14

- Deletes sick leave buy-back provision.
- Deletes section regarding Disability Insurance Review Committee.

- State Disability Insurance - Section 16

- Updates section to clarify that the County's participation in the State Disability Insurance (SDI) program is subject to the rules and procedures established by the State of California.

- Health, Life & Dental Care – Section 20

- Incorporates the Health Care Re-Opener Side Letter dated October 6, 2015.
 - Updates Attachment B (Medical/Dental Plans) and includes reference to Attachment B in section.
- Probationary Periods Over Six (6)/Nine (9) Months – Section 21.2
 - Deletes “Appraiser Aide” class from provision.
- Grievance Procedure – Section 26
 - Removes references to “Human Resources Director” and replaces with “Employee Relations Officer or his/her designee.”
 - Adds language to clarify that the time limit for discipline appeals is governed by Section 25.6 (Procedure on Dismissal, Suspension, or Demotion).
- Bilingual Pay – Section 27
 - Updates bilingual pay amount to one hundred dollars (\$100.00).
- Retirement Contribution – Section 28
 - Deletes language regarding Safety Employees Retirement – Tier D – Employees hired or re-hired after December 31, 2012.
- Reimbursement for Meals - Section 29.3
 - Revises language to refer to Administrative Bulletin on expense reimbursement.
- Safety and Safety Equipment Reimbursement – Section 31.2
 - Revises the amount of reimbursement for the purchase and repair of safety shoes from one hundred sixty dollars (\$160.00) to two hundred seventy-five dollars (\$275.00) for every two year period.
 - Removes the one pair per year limitation for prescription safety glasses.
- Mileage – Section 32
 - Revises language to refer to Administrative Bulletin regarding expense reimbursement.
 - Adds new section regarding Commuter Benefit Program.
- Permanent-Intermittent Health Plan - Section 44
 - Deletes section regarding health plan for permanent-intermittent employees.
- Provisional Employee Benefits - Section 45
 - Deletes section regarding provisional employee benefits.
- Student Worker/Administrative Intern – Section 46.1.C
 - Changes references to “Student Worker/Administrative Intern” to “Student Intern.”
- Word Processing VDT Differentials – Section 47
 - Removes references to “VDT” (Video Display Terminal) and replaces with “CVC” (Computer Vision Care).
- Rotational Advisory Committee - Section 48.1

- Revises language to make consistent with current practice.
- Classification Studies – Section 49
 - Deletes section regarding review of Clerical Supervisor positions in which Office Manager duties are allegedly being performed.
- Sheriff's Department Shift and Holiday Agreement - Section 50
 - Deletes section regarding the shift and holiday agreement for the Services Division in the Sheriff Department.
- New Section – Hazard Pay – Section 50
 - Provides hazard pay to permanent and part-time employees in the classification of Clerical Supervisor (JWHF) who are eligible to receive hazard pay for those hours worked in Psychiatric Emergency (Org. #6381) and in Hospital Admissions Martinez (Org. #6553).
- Property Appraiser Unit Special Issues – Section 51
 - Revises mileage allowance for use of personal vehicles on County business to the rates allowed by the IRS.
 - Deletes provision regarding physical examinations.
 - Removes requirement that the unit's annual 4/10 summer schedule start on July 1. The updated annual 4/10 schedule will begin when the Assessor declares and end on October 31 each year.
- Special Studies/Projects/Adjustments - Section 53
 - Deletes provision regarding the feasibility study of an Ineligible Deferred Compensation Plan.
 - Deletes provision regarding EHSD's quarterly review of the amount and nature of work of individuals in the Income Maintenance Unit.
 - Deletes provision regarding meetings between EHSD and the Union to discuss the potential impacts future automation could have on the amount and nature of work for the Income Maintenance Unit.
 - Deletes provision regarding a Labor-Management Committee to develop an attendance program.
 - Deletes provision regarding meetings between the County and the Union to discuss performance evaluation on a County-wide basis.
 - Deletes provision regarding meeting and conferring with representatives from the Labor Coalition to develop rules and guidelines governing the conduct and administration of Adjustment Boards.
 - Deletes provision regarding the County's comprehensive proposal for replacement of the current system of monthly pay with a bi-weekly pay system.
 - Deletes provision regarding the development of a broad based pilot Wellness Incentive Program.
 - Deletes provision regarding the creation of a Labor/Management Committee to study and recommend actions necessary to standardize payment and application of differentials.

- Deletes provision regarding a study of classifications represented by AFSCME Local 512 in the Probation Supervisors Unit.
- Special Benefits – Section 54
 - Revises language to clarify that employees are not eligible for Vacation Buy Back upon rehire.
 - Adds Engineering Technician Unit to \$45,000 Group Term Life Insurance.
 - Adds Engineering Technician Unit and Property Appraisers Unit to Professional Development benefit.
- Removal of references to “Probation Supervisor Unit” – Global Change
 - Removes references to “Probation Supervisor Unit” throughout MOU.
- Removal of references to “Institutional Supervisor I” – Global Change
 - Removes references to “Institutional Supervisor I” throughout MOU.
- Various Side Letters and MOU attachments/appendices are deleted from, updated, or incorporated into the new MOU as described in the tentative agreement between the parties.

Inclusion of the new Section 50 settles Grievance No. 055-15 and PERB Unfair Practice Charge No. SF-CE-1380-M. Settlement also includes agreement to pay two employees (employee #65172 and employee #5665) for hazard pay while working in Org No. 6553 and Org No. 6381, from the time it was discontinued. Following approval of the MOU, Human Resources will close Grievance No. 055-15 and the Union will notify PERB of its withdrawal of UPC No. SF-CE-1380-M.

CONSEQUENCE OF NEGATIVE ACTION:

The County will be out of contract with AFSCME, Local 512 and may experience recruitment and retention difficulties.

ATTACHMENTS

Resolution No. 2016/446

AFSCME Local 512 MOU