

Agreement

by and between

City of Vancouver

and

Joint Labor Coalition

Teamsters, Local #58

IAM, District Lodge #W24

Plumbers & Steamfitters, Local #290

January 1, 2022 – December 31, 2024

Joint Labor Coalition Contract

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Joint Labor Coalition Master Agreement

This agreement is between the City of Vancouver, a municipal corporation of the State of Washington and hereinafter referred to as the Employer, and the Joint Labor Coalition, comprised of those local Unions and associations affiliated with national Unions and associations described herein and hereinafter referred to as the Coalition or the Union for purposes of setting forth the mutual understanding of the parties regarding wages, hours, and conditions of employment of those employees for whom the Employer has recognized the Coalition as the exclusive collective bargaining representative.

1. Recognition and Bargaining Unit

- 1.1 The Employer hereby recognizes the Unions listed below as the exclusive bargaining representative for the purposes stated in Ch. 41.56 RCW of all regular full-time and regular half-time employees employed within the bargaining unit of this agreement and as certified by the State of Washington Public Employment Relations Commission (PERC), but shall exclude all supervisory, professional, temporary, seasonal and part-time workers or employees.
 - 1.1.1 All employees of the Grounds Maintenance Division of the Operations Center of the Public Works Department, as indicated on Appendix A to the master agreement, represented by Local #58, International Brotherhood of Teamsters, hereinafter referred to as the Union.
 - 1.1.2 All employees of the Equipment Services Division of the Public Works Department, including the Vancouver Fire Shop Personnel, as indicated on Appendix A to the master agreement, represented by District Lodge, #W24, International Association of Machinists, hereinafter referred to as the Union.
 - 1.1.3 All employees of Development Review Division (DRD) as indicated on Appendix A to the master agreement, represented by the Plumbers and Steamfitters, Local #290, hereinafter referred to as the Union.
 - 1.1.4 Seniority – At the date of ratification of the contract by all signatories to this Agreement, City seniority and bargaining unit seniority are of equal value, except for purposes of layoff and bumping as provided for in Article 26.
 - 1.1.5 The classifications of employees covered by this agreement are set forth in Appendix A which is attached hereto and made a part of this agreement. When classification on Union inclusion cannot be agreed upon by the Employer and the Union, either party may petition PERC to review the position in question and render a written opinion of its findings that shall be binding on the Employer and the Union.
 - 1.1.6 In instances where contract language is in conflict with addenda, the addenda takes precedence over the Master Agreement.

2. Nondiscrimination

- 2.1 The Employer and the Union agree that they will not discriminate unfairly against any employee by reason of race, creed, age, color, sex, national origin, religious belief, marital status, mental or physical disability, sexual orientation, active military duty or employees who have been honorably discharged, or any other criteria established by state or federal statutes, rules or regulations.
- 2.2 Whenever words denoting the masculine gender are used in this agreement, they are intended to apply equally to either gender.
- 2.3 There shall be no discrimination or harassment exercised against any employee covered by this agreement because of his or her membership or Union activities.

3. Rights of Management

- 3.1 The management of the municipal corporation, including but not limited to, the organization, scheduling, staffing, and direction of the workforce, is vested exclusively in the Employer, subject to the terms of this agreement. Examples of management rights include, but are not limited to:
 - 3.1.1 To take whatever action is either necessary or advisable to determine, manage and fulfill the mission of the organization;
 - 3.1.2 To determine the number of employees to be employed;
 - 3.1.3 To hire employees, determine their qualifications and assign and direct their work;
 - 3.1.4 To evaluate employees' performance;
 - 3.1.5 To set the standards of productivity, and the services to be provided;
 - 3.1.6 To control and regulate the use of facilities, equipment, and other property of the Employer;
 - 3.1.7 To determine the number, location and operation of departments, divisions, and all other units of the Employer;
 - 3.1.8 Determine the methods, processes and means of providing municipal services;
 - 3.1.9 Appoint and/or lateral transfer the assignment of employees to specific jobs within their job classification or title.
- 3.2 The Employer has the right to introduce any and all new, improved and automated methods or equipment to improve efficiency and to reduce costs and assign employees within the bargaining

unit in accordance with such improvements and cost reduction methods. All matters not specifically and expressly covered or treated by the language of this agreement may be administered for its duration by the Employer in accordance with such policies or procedures as the Employer, from time to time, may determine. This article recognizes an employee's right to use the grievance procedures set forth in Article 21 below.

4. Union Security

4.1 The terms and conditions of this agreement in regard to Union security are as follows:

- 4.1.1 The parties agree that the terms of this Agreement shall apply equally to all employees, as defined in Article 1.1 of this Agreement, and within the bargaining unit. Any bargaining unit employee may authorize the Employer to deduct from their pay the amount of Union membership dues charged by the Union for representation and services provided by the Union. This signed authorization must be in writing and forwarded to the Human Resources Department.
- 4.1.2 Any bargaining unit employee, as defined in Article 1.1 of this Agreement, who does not want to become a member of the Union, has the option to pay fees in an amount equal to Union dues charged by the Union for representation and services provided by the Union. This signed authorization must be in writing and forwarded to the Human Resources Department.
- 4.1.3 Those employees of the Employer as defined in 1.1 to this agreement, who do not elect to become a member of the Union and pay Union dues; or who do not pay fees to the Union; and who require services beyond bargaining the Agreement; may be charged fees for such services in an amount determined by the Union.
- 4.1.4 The Union agrees to provide the Employer with Union dues deduction assignment forms for each employee who desires to pay their Union dues and initiation fees by payroll deduction. The Employer will deduct such dues from the wages of the employees and forward them to the Union each month.
- 4.1.5 In the event an employee covered by the bargaining unit notifies the Employer that the employee no longer elects to have dues or fees deducted from their pay, the Employer shall notify the Union of the notification within five (5) working days.
- 4.1.6 Listing of New and Terminated Employees: The Employer agrees to notify the Union of new hires within the first thirty (30) days of employment:
 - a. By the 10th of the following month, a listing of bargaining unit employees hired, promoted or terminated during the previous month. Such listing shall contain the names of the employees, along with their job classification, and department.

- b. Twice each year, and upon request by a Coalition union, the Employer shall provide, within 14 calendar days of the request, a list of bargaining unit members, their department/section, classification, base pay, fulltime/part-time status and city seniority date. If specifically requested, the Employer will also provide the classification seniority for employees in the bargaining unit classifications requested. The process for calculating classification seniority is manual, and if such a request is made, the Employer will work with the union(s) to provide the information within a timeframe that is acceptable to both parties.
- c. Twice each year and upon request by the union, the employer shall provide, within 14 calendar days of the request, a listing of all non-represented employees, their classification and department.

4.1.7 The Union shall defend, indemnify and hold harmless the City and its officials, representatives and agents against any and all claims, suits orders, judgments, or liability arising from this Article.

5. Union Representatives and Union Activity

- 5.1 The Union shall inform the Employer in writing of the names of its officers, business representatives and stewards who are accredited to represent the Union, which information shall be kept up-to-date at all times. Only persons so designated will be accepted by the Employer as representatives of the Union.
- 5.2 Union representatives may, after receiving permission from the supervisor, visit the work location of employees covered by this agreement, for the purpose of administering provisions of the agreement related to grievance processing, disciplinary action and posting of Union notices on City provided bulletin boards.
- 5.3 Solicitation of Union membership or collection or checking of dues will not be conducted during working hours, other than as follows:
 - 1. Union representatives are allowed access to new employees at an agreed upon time by the City and Union, for purposes of informing the employee about the exclusive bargaining representative within the first ninety (90) days of the employee's start date; and
 - 2. Union representatives shall have access to new employees once for new employee orientation for no more than 30 minutes; and
 - 3. Access shall occur during the employee's regular working hours at the employee's regular worksite, unless otherwise agreed.

The Employer agrees not to discriminate against any member of the Union for his or her activity in behalf of or membership in the Union, provided such activity is not carried on during working hours, except as expressly provided in this agreement.

- 5.4 Employee officers of the Union or stewards shall be allowed reasonable time away from their work assignment for the purposes of meetings with the City for collective bargaining, grievances or disciplinary hearings or such other legitimate activities as are mutually agreed upon between

the Union and the City. City employees participating in such meetings or activities will be allowed to do so without loss of pay if scheduled during said employee's regularly scheduled work time. If meetings or activities go beyond the regularly scheduled work time, then the employees shall be on their own time not paid by the City. For the purposes of attendance at the bargaining table, including individual union addendum bargaining sessions, not more than two (2) on duty employees per Union will be present. The Plumbers and Steamfitters, Local 290 agree that they will have one (1) paid City employee at the bargaining table.

- 5.4.1 Employee Union representatives shall request permission from their immediate manager for time away from their work assignment. Such request shall be granted provided the time does not unreasonably detract from their work performance and is in compliance with the above requirements as to the nature of the activity. Time away from their work assignment to act in the role of Union representative shall be coded on their timesheet accordingly.
- 5.4.2 Employee Union representatives and affected employees shall be allowed time away from their work assignment for meetings with the City. A reasonable amount of prep and debrief time necessary for these meetings shall be allowed.
- 5.5 City work hours shall not be used by employees or the business representatives for the conduct of Union business or the promotion of Union affairs other than stated above.
- 5.6 The City shall provide bulletin board space for Union notices in a conspicuous location where workers frequent regularly in each work area.
- 5.7 Use of City telephones or computers related to Union business
 - a. City telephones or computers is allowed subject to the following:
 - 1. When such use is de minimis and incidental, such as arranging a meeting with a Union Representative.
 - 2. For the purpose of conducting an investigation of a grievance, such as individual inquiries to co-workers.
 - 3. For the purpose of interacting with the City's representatives concerning Union-City business, such as setting dates for City-Union meetings, making inquiries regarding grievances, etc.
 - b. The uses cited in "5.7 (a) may continue only if they incur no additional cost to the City. The content of any and all communications using the City computer system is not privileged and may be subject to City review.

6. Strikes, Work Stoppages and Work Slowdowns

- 6.1 The Employer and the Union's signatory to this agreement agree that the public interest requires the efficient and uninterrupted performance of all city services and to this end pledge their best efforts to avoid or eliminate any conduct contrary to this objective. During the term of this

agreement, the Union and/or the employees covered by this agreement shall not cause or engage in any work stoppage, strikes, slowdown or other interference with Employer functions, nor shall the city institute a lockout.

- 6.2 In the event that a strike, boycott, slowdown, mass sick call, work stoppage or other interruption of work occurs during the life of this agreement, the Employer shall notify the Union of the existence of such activity and request information from the Union as to whether or not the activity has been authorized. The Union, after immediately responding to the Employer's request, will then proceed to make every reasonable effort to terminate the work interruption activity and induce the employees concerned to return to work so that service to the citizens of the City of Vancouver will not be affected. Employees shall not earn any benefits or wages whatsoever while they are engaged in such actions. In addition, employees who engage in or encourage such actions shall be subject to discipline up to and including discharge.

7. Identification of Jobs

- 7.1 Job classifications shall be defined by the current class specification for each of the job class titles listed in Appendix A of this agreement.
- 7.2 The Employer shall have the sole responsibility for making work assignments. In the event of conflicting assignments from management representatives, the employee shall have the right to seek clarification from the directing management representative. The employee shall not be disciplined for following management directives.
- 7.3 When there is a change in the job duties assigned to an employee such that the employee is required to possess substantially different qualifications or is assigned a substantially different level of responsibility, the Employer shall conduct the classification review for the purpose of determining the appropriate job classification for the revised job. If reasonable and practical, the Employer will assign the positions to an existing class which better describes the duties assigned to the job. If there is no appropriate existing job classification, the Employer shall establish a new job classification. If the incumbent in the position is qualified for the revised job classification, the employee shall be placed in the new classification at the nearest step providing an increase. An incumbent who is not qualified for the new classification shall maintain his or her current range and continue to receive any step increases that are due.
- 7.4 The salary range for the new classification shall be established following Employer procedures so that the salary of the new class is competitive. The salary range shall be submitted to the Union for review. Within thirty (30) calendar days of receipt of such City notice, the Union shall notify the City of its agreement or disagreement with the City's provisional salary range for the new classification. If the Union disagrees with the salary range, it may request that the Employer shall negotiate with the Union with regard to establishment of an equitable salary range for the new job class. In the event the City and Union are unable to agree upon an equitable salary and mediation does not result in a resolution, the question may be submitted to an arbitrator under the procedures set forth in 21.3 of this agreement. The City shall have the right to employ persons at its provisional salary range during the term of negotiations, subject to full retroactive payment to all affected employees upon the conclusion of negotiations or arbitration.

- 7.5 If a new classification is established by the City, a notification consisting of the job specification will be provided in writing to the Union coalition.
- 7.6 During the life of this agreement, should the City perform a market study on wages, if any classification is above 105% or fall below 90% of the market rate, the parties agree to meet and confer on those classifications.

The City of Vancouver agrees to conduct a market study in 2020 of all positions in the Joint Labor Coalition, and will provide employees the opportunity to participate in the update of their job description.

8. Posting of Jobs

- 8.1 It is the desire and intent of the Employer to fill job vacancies from qualified applicants within the city before hiring new employees, providing the employees who apply have the required qualifications for the particular job.
- 8.2 Vacant positions will be filled from employment lists established by Human Resources except when an alternate procedure is allowed by employment policies in the case of entry level positions and flexibly staffed positions.

A flexibly staffed position is one which may be filled at the entry (I) level by an employee who may be promoted to the full working (II) level on the basis of successful performance at the entry level.

Placement on an employee list will be on the basis of examination of candidates' qualifications. Employees shall be allowed paid time off from their work schedule to participate in interviews for in-house positions. When candidates are to be examined for placement on an employment list, the City will post a notice of the examination and accept applications for seven (7) regularly scheduled working days and shall be posted in each reporting duty station subject to this Agreement where employee access to Employer provided computer systems and its internet network is not made available.

The employment list may be effective up to six months. Employees may decline consideration for appointment to a vacant position and remain on the employment list in the same rank or position.

- 8.3 Vacant positions may be posted on a simultaneous or internal/external basis, based on the following guidelines:
- 8.3.1 All applications will be collected directly by the Human Resources Department.
 - 8.3.2 The Employer shall first view internal applications.

8.3.3 If the Employer determines that no internal candidates meet the qualifications or staffing need as stated on the job announcement, the Employer may consider the external applicants in its recruitment process.

9. Probation

- 9.1 A newly hired or rehired employee is subject to a six (6) month probationary period. The probationary period for new employees may be extended, with notification to the Union, to a maximum of six (6) additional months. The Employer may discipline or discharge any newly hired or rehired employee at any time during the probationary period, with or without cause, and such discipline or discharge shall not be subject to appeal.
- 9.2 Promotions and voluntary demotions are subject to a six (6) month probationary period. The probationary period for a promotion and voluntary demotion may be extended, with notification to the Union, to a maximum of six (6) additional months.

In the event an employee does not successfully complete a promotion/voluntary demotion probationary period, the employee will be assigned to the employee's original position (if available or vacant) or to another vacant position for which the employee is qualified in the same class as, and at the same salary level as, the employee's original position. If the original position is not available, and no other vacant position is available meeting the applicable criteria in this Article, the employee will be placed on a reinstatement list for their original position or classification for a maximum of thirty six (36) months. Nothing in this section shall restrict the rights of the Employer under Article 22.

- 9.3 An employee who is transferred into a job within the same classification or accepts a lateral transfer into a different classification may serve a six (6) month probationary period as set forth in this section, if the job is significantly different than their previous job. In the event an employee does not successfully complete a transfer probationary period, the employee will be assigned to the employee's original position (if vacant) or to another vacant position for which the employee is qualified in the same class as, and at the same salary level as, the employee's original position. If the original position or another available vacant position for which the employee is qualified is not available, the employee will be placed on a reinstatement list for their original position or same classification for a maximum of thirty-six (36) months. Nothing in this section shall restrict the rights of the Employer under Article 22.
- 9.4 Nothing in this Article shall restrict an employee's entitlement to applicable provisions impacting wages and benefits.

10. Work Week, Hours of Work, Shifts

- 10.1 The work week is defined as the period between 12:01 a.m., Sunday through 12:00 midnight the following Saturday, unless otherwise determined for specific employees.
- 10.2 Work Schedule

The normal assigned work schedule shall be five (5) consecutive days of eight (8) consecutive hours, excluding lunch periods, followed by two (2) days of rest; not to exceed forty (40) hours of work in the work week. It is understood that the five (5) consecutive days does not imply a Monday through Friday schedule. Other work schedules may be determined by mutual agreement of the Union and the Employer.

10.3 Work Shift

Short term, temporary shift reassignments may be made when the Employer determines that an emergency exists. Under those circumstances, the Employer shall give the employee a minimum of four (4) hours' notice prior to the start of the new shift. If such notice is less than four (4) hours, the Employer shall pay the employee according to call-back pay provisions of 11.4 of this agreement.

10.3.1 An emergency is defined as a natural event or unexpected circumstance which necessitates the Employer to change schedules on short notice to address essential operational or service needs on an immediate basis.

10.3.2 Normal shift starting times shall begin within the following time frames:

First shift - 7:00 p.m. to 4:59 a.m. (graveyard)

Second shift - 5:00 a.m. to 11:59 a.m. (day shift)

Third shift - 12:00 noon to 6:59 p.m. (swing shift)

Regular assignments to openings on shifts will be made based on seniority when the employee meets the qualifications of the new shift and the Employer's work needs. A regular assignment is one with no end date or one which is expected to last over thirty days. If the most senior employees decline then a less senior employee may be assigned.

10.4 Rest Periods

Each employee shall be given a 20-minute paid rest period in the first half of the working shift and a 20 minute paid rest period in the second half of the working shift, and an unpaid lunch period during the shift. Such periods begin when the employee leaves the work site and ends upon their return to the work site.

11. Rates of Pay

11.1 Wages

All bargaining Unit wages will be set as outlined in Appendix "A" to this agreement. Salary adjustments shall be calculated from step 1 of range 1.

Upon ratification of the 2022-2024 contract, employees who were active Joint Labor Coalition members and eligible to vote on the ratification of the 2022-2024 Joint Labor Coalition collective bargaining agreement will receive a one-time payment of \$900.00 (gross), prorated based on FTE status (e.g. a 0.5 FTE will receive \$450).

Effective January 1, 2022

Salary schedule will be adjusted by four and seventy-five hundredths percent (4.75%)

Effective January 1, 2023

The 2022 salary schedules for covered classification wages shall be adjusted by 4%.

Effective January 1, 2024

The 2023 salary schedules for covered classification wages shall be adjusted by 4%.

11.1.1 Payroll Periods

The pay periods and pay dates will be as follows:

Pay Period	Pay Date
1 st through 15 th	25 th
16 th through end of month	10 th

Employees will be paid a monthly salary which shall be split equally between the two (2) pay periods. Timesheets submitted in error will be corrected on the following pay check.

11.2 Salary Step Plan

Employees will move through the defined salary steps on an annual basis, based on adjusted salary review date. For example, if an employee is hired between the first (1st) and the fifteenth (15th) of the month the pay adjustment would be on the first (1st) day of the current month. If an employee is hired between the sixteenth (16th) and the end of the month, the adjustment would be on the first (1st) day of the following month.

11.2.1 Promoted Employees

At the time of promotion, employees will move to the step in the range of the new class which results in an increase of at least 5%. Upon successful completion of a promotional probationary period, the employee's salary shall then be increased to the next step of the new range on the adjusted salary review date and annually thereafter up to the top of the range. In no event shall a promoted employee's salary be less than the starting pay of the salary range for the new class, nor in excess of the highest step of the regular salary range for the new class.

11.2.2 Demoted Employees

Employees who voluntarily demote (defined as voluntarily applying for and accepting a position in a lower pay range) will be placed in the appropriate pay range for the new classification that results in the least amount of pay reduction, but not above the top of

the new range. If an employee is not at the top step, their next step date will be one-year from the demotion date.

11.2.3 Laterally Transferred Employees

Employees who voluntarily take a lateral transfer (defined as voluntarily applying for and accepting a position in the same pay range) will remain at their same step. If an employee is not at the top step, they will retain their next step date.

11.2.4 Flexibly Staffed Positions

Flexibly staffed positions are classifications that allow the City to hire individuals who lack one of the required qualifications (such as CDL) at a lower level, and then give them the time to obtain the needed requirement. Upon attainment of the needed requirement, the individual's position is moved to the higher classification. An example is the Grounds Maintenance Specialist I/II classification. At the time the position is moved to the higher classification, the employee will move to the step in the range of the higher classification which results in an increase of at least 5%. The employee's next eligibility for a step increase is one year from that date and annually thereafter up to the top of the new range.

- 11.3 The hourly rate of the employee will be their monthly base rate multiplied by twelve (12) months and divided by 2,080 hours. This rate multiplied by eight (8) hours (or ten (10) hours, if applicable) will be the daily base rate; multiplied by forty (40) hours will be the weekly base rate; and multiplied by 173.3 hours will be the monthly base rate. For purposes of overtime calculations only, the employee's hourly base rate shall be calculated using all compensation required by FLSA.

11.4 *Callback Pay*

Employees who have completed their regular shift, are on the way home, or at home, and are required to work other than a continuation of their shift, shall be paid at double their base rate of pay for hours worked. Any call-back pay shall be for a minimum of two (2) hours, during which time the Employer may provide and require work of the employee called back.

11.4.1 Overtime and Callback Time

All scheduled overtime and/or call back time shall be offered on a seniority basis by Department, starting with the most senior qualified person. At the Operations Center, when this departmental seniority list is exhausted, the Master Operations Center Seniority list will then be used. The most senior employees have the option as to placement on the call out list. Seniority is defined as length of employment with the city. In work groups who have an employee receiving standby pay per Article 11.4.3, the initial call will go to the employee carrying the pager or cell phone who will be responsible for the call. Call back pay shall be paid in accordance with Article 11.4 and overtime shall be paid in accordance with Article 11.5.1. Unanticipated and unscheduled overtime which extends beyond the end of a shift for the crew working on a specific project will be offered first to

the appropriate and qualified Union member(s) at the site working on the project at the end of the shift.

Temporary or seasonal workers will not be allowed to work scheduled overtime until regular full or half-time employees within that work unit have had the opportunity to work the overtime. The Employer will make a good faith effort to notify regular employees of overtime opportunities before such work is offered to temporary workers. This will not preclude temporary or seasonal workers from working overtime which extends beyond the end of their shift or emergency situations.

11.4.2 Telephone Calls at Home After Hours

Employees who are required by the Employer to answer work-related questions by telephone when they are not at work shall be paid for time actually spent on the telephone at the rate of one-and-one-half (1 ½) their normal base rate calculated to the nearest quarter hour, with a quarter-hour minimum. Special pay premiums, such as holiday pay, do not apply to time paid under this article.

11.4.3 Stand by Pay

If the Employer requires an employee to carry a pager or cell phone in order to respond to off duty call-outs, the employee carrying the pager or cell phone while off duty shall be compensated at a flat rate of \$150.00 per week or \$21.43 per day. The employee on standby must be fit for duty and able to reach the assigned duty station in forty (40) minutes. This does not apply to the Operations' Technical Rescue Team which is covered by an existing Memorandum of Understanding.

11.5 *Overtime Compensation*

The Employer will attempt to meet its overtime requirements on a voluntary basis among the employees and in the event there are insufficient volunteers to meet the requirements, the Employer may require the necessary employees to work starting with the least senior qualified employee.

11.5.1 Overtime compensation will start anytime an employee is required to work beyond the end of their shift (typically eight (8) hours or ten (10) hours per shift) and will be compensated to the nearest quarter hour, at the rate of time and one-half (1 ½) for the first eight (8) hours of overtime and thereafter at double time. Employees shall have the option to flex their schedule within their defined work week, without incurring overtime, as long as it is mutually agreed upon in advance.

11.5.2 Any employee required to work on their first day of rest, or their first and second day of rest in the case of employees who have three (3) consecutive days of rest, shall be compensated at their base rate plus one-half of their base rate or time and one-half (1½).

11.5.3 Any employee required to work on their second day of rest, or their third day of rest in the case of employees who have three (3) consecutive days of rest, shall be compensated at their base rate plus their base rate (double time) for the first eight (8) hours of work, and for any hours worked over eight (8) shall be compensated at her/his base rate plus time and one-half (2 ½ times). If the employee voluntarily chooses to work on these days of rest, the employee shall be compensated as outlined in 11.5.2, above.

11.5.4 All overtime compensation shall be paid in compliance with the requirements of the Federal FLSA and applicable Washington State laws.

11.5.5 Compensatory Time

Employees may accrue compensatory time off in lieu of overtime compensation.

11.5.5.1 The decision to grant comp time as an alternative to paid overtime shall be at the Employer's discretion.

11.5.5.2 Compensatory time off shall be accumulated at the same rate as overtime compensation would have otherwise been paid (i.e., time and one-half generally, except for work on the employee's second day of rest, or third day of rest for employees with three (3) consecutive days of rest).

11.5.5.3 The maximum accrual shall be eighty (80) hours.

11.5.5.4 Employees will be allowed to use accrued compensatory time off by mutual agreement with their supervisor, and subject to any restrictions for such use established under the Fair Labor Standards Act (FLSA).

11.5.5.5 In the event an employee is affected by layoff from their regular position, the employer will payout the balance of the Employee's compensatory time balance at the employee's rate of pay at the time of layoff.

11.6 *Shift Differential*

Any employee whose regularly scheduled shift is the third shift (swing shift) as defined in 10.3.2 shall be paid a shift differential of one dollar and seventy-five cents (\$1.75) per hour for hours worked; any employee whose regularly scheduled shift is the first shift (graveyard) as defined in 10.3.2 shall be paid a shift differential of two dollars (\$2.00) per hour for hours worked. For purposes of shift differential payment, regularly scheduled includes scheduled overtime, but does not include call back or extension of shift overtime. Requested assignments made to accommodate an employee's personal situation and shifts picked up on overtime do not qualify for shift differential. Employee regularly scheduled on first or third shift, will receive their regular shift differential payment when scheduled for work-related meetings or training on day shift.

11.7 *Working Out-of-Class*

- 11.7.1 An employee who is temporarily assigned by management, in writing, to perform the assigned duties and responsibilities of a higher level position shall be paid either at a rate 5% above their current rate of pay, (not to exceed the top of the range for the out-of-class assignment), or at the entry rate of the higher job class, whichever is greater.
- 11.7.1.1 An employee must be assigned for a period of three (3) or more consecutive work days to receive out-of-class pay. The out-of-class pay shall be paid beginning with the first hour of the assignment.
- 11.7.2 The same employee shall not be assigned to the higher level duties for more than six (6) consecutive months unless specifically approved by the City Manager for extenuating circumstances. The Union will be given notice when management anticipates that an employee will be performing the principle duties of a higher classification for a period of more than 30 days.
- 11.7.3 The out-of-class rate of pay shall apply for that time actually worked in the higher class. Periods of paid leave during the out-of-class assignment shall be compensated at the employee's normal rate of pay. Following a paid leave, the out-of-class pay shall resume on the first day returned; provided that the leave is for not more than fifteen (15) consecutive working days and the employee returns to the out-of-class assignment on the first day returned.
- 11.7.4 A position may be career developed up to a maximum of one (1) year.

12. Leave Benefits

12.1 *Paid Time Off (PTO)*

- 12.1.1 Employees shall accrue paid time off (PTO) in accordance with the schedule in Appendix B, to be used for vacation, illness or personal business.

Part-time employees assigned to a 0.50 – 0.90 FTE position will accrue PTO hours on a pro-rated basis to the maximum.

Bereavement leave and military leave are separate categories as specified in 12.4 and 12.5 of this article, below.

- 12.1.2 Employees may begin using accrued PTO hours as soon as the hours are earned in said bank. PTO hours accrued in a pay period cannot be used in the same pay period in which time is earned, i.e. PTO hours accrued in the 1st through the 15th pay period cannot be used until the 16th through the end of the month pay period and so forth.

An employee shall be paid for all earned and accrued PTO hours, as outlined in Appendix B, at the employee's current rate of pay when the employee terminates employment. All leave time may be used in a minimum of 30-minute segments.

12.1.3 PTO time off must be approved by the supervisor. Normally at least five (5) working days advance notice of the absence will be required unless mutually agreed upon shorter notice is provided. PTO scheduling within the division shall be based on seniority within the city and shall be limited to a two (2) week block per selection.

12.1.4 "Unscheduled PTO" is defined as time off that is requested less than twenty-four (24) hours prior to the day of the leave. Unscheduled PTO needs to be reflected on an employee's timecard. Guidelines on the frequency and use of unscheduled PTO time will be established within individual divisions or departments.

12.2 *Grandfathered Sick Leave Cash Out*

Any employee hired before January 1, 1980, and retiring from the Employer with a bank of grandfathered sick leave shall be paid a sum equal to 50 percent (50%) of their accrued and unused grandfathered sick leave.

12.3 *Paid Leave while on FMLA Leave*

If an employee is on authorized leave which qualifies as protected under applicable State and Federal leave laws, the employee shall use existing PTO, grandfathered sick leave, and/or compensatory time, with the choice of which category to draw on first at the employee's option. At the employee's option, the employee may reserve up to forty (40) hours of PTO leave in their bank and elect to take leave without pay.

12.4 *Bereavement Leave*

A maximum of forty (40) hours (pro-rated based on FTE) of bereavement leave shall be allowed when there is a death in an employee's immediate family.

Immediate family is defined as spouse, domestic partner, child, mother, father, brother, sister or step family, aunt, uncle, niece or nephew, mother-in-law, father-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, grandparents and grandchildren, and grandparents and grandchildren of the spouse or member of the employee's household. Bereavement leave in excess of the durations identified above may be charged to an employee's PTO account or sick leave account, if applicable under FMLA or as required by law, with the approval of the supervisor. It is understood that the policy extends to similar members of a domestic partner's family as detailed above.

The City reserves the right to require documentation of the death using a standard form provided by the City.

12.5 *Military Leave*

The Employer abides by the provisions of the laws of the State of Washington and the Federal USERRA laws which stipulates that employees who are members of the National Guard or Federal Reserve Military Units are entitled to be absent from their duties for a period of up to twenty-one (21) days with pay during each military calendar year (October 1 through September 30) while engaged in the performance of ordered military duty and while going to or from such duty.

During periods of military conflict, an employee who is married to a military member of the US Armed Forces, National Guard or Reserves will be granted up to fifteen (15) days of unpaid leave before their deployment. Employees are eligible for this leave per deployment. The spouse must provide the Employer a copy of the member's orders.

12.6 *Family Leave – FMLA*

Under the terms of the Family and Medical Leave Act of 1993 (FMLA) and the state law, upon the completion of one (1) year of employment, any employee who has worked at least one thousand two hundred fifty (1,250) hours during the prior twelve (12) calendar months shall be entitled to up to twelve (12) weeks of leave in accordance with FMLA and based on a rolling twelve (12) month period for specified family and medical reasons as required by FMLA, and the Washington Family Care Act.

12.7 *Pregnancy/Childbirth Disability Leave*

When required by Washington State law, the Employer will grant a leave of absence for the period of temporary disability because of pregnancy or childbirth.

13. Holidays

13.1 The following days are recognized as legal paid holidays for which time off is to be granted:

New Year's Day -- January 1
Martin Luther King's Birthday - Third Monday in January
President's Day -- Third Monday in February
Memorial Day -- Last Monday in May
Juneteenth – June 19
Independence Day -- July 4
Labor Day -- First Monday in September
Veterans Day - November 11
Thanksgiving Day -- Fourth Thursday in November
Native American Heritage Day - Fourth Friday in November

Christmas Day -- December 25

- 13.2 Any of the above holidays which may fall on a calendar Saturday shall be celebrated on the previous Friday; any of the above holidays which fall on a calendar Sunday shall be celebrated on the following Monday.
- 13.3 Any employee whose normal work schedule requires him/her to work on a holiday may schedule eight (8) hours off at any time after the holiday, mutually agreed upon by the supervisor and the employee. Any employee for whom a holiday falls on their normal day off shall be granted eight (8) hours into a holiday bank to use as time off in the future, after mutually agreed upon by the supervisor and the employee.
- 13.3.1 This holiday bank shall have a limit of forty (40) hours for each employee. Once the bank reaches the limit, all further time will be paid out at the appropriate rate.
- 13.4 Any employee who is on medically authorized sick leave when a holiday occurs will receive eight (8) hours pay for that holiday and will not have their sick leave accrual charged.
- 13.5 Any employee who works on a city holiday, or its equivalent for shift personnel, shall be paid double their base rate for hours worked, plus pay for the holiday. Hours worked beyond eight (8) on the holiday shall be compensated at triple the employee's regular rate.

14. Employee Insurance

- 14.1 Employees covered by this agreement will be provided insurance benefits as follows:
- 14.2 **Life Insurance.** Each employee shall receive a life insurance policy in an amount equal to 100% of the employee's annual salary, rounded to the next higher multiple of \$1,000. In addition, employees shall have the option of choosing dependent and/or additional life insurance on a payroll deduction basis.
- 14.3 **Long Term Disability.** Regular full-time and half-time bargaining unit employees will be covered by a City-paid group long-term disability insurance policy.
- 14.4 **Health Insurance.**
- A. Employees and their eligible dependents will have the option of selecting any combination of medical and dental coverage from the following:
- a. **Medical**
- i. HMO Plan
- ii. HMO Plan – CDHP (Consumer Driven Health Plan)
- iii. PPO Plan
- iv. PPO Plan – CDHP (Consumer Driven Health Plan)
- b. **Dental**
- i. PPO Plan
- ii. HMO Plan

B. Consumer Driven Health Plans (CDHP).

- a. CDHP's will include a Health Savings Account (HSA).
 - i. The City will make a contribution to the Employee's HSA in the following amounts:
 - 1. Employee-only coverage - \$1,500
 - 2. Employee plus one or more dependents - \$3,000
- b. Employees may also contribute pre-tax dollars to their HSA up to the limits allowed by law.

C. Premiums.

2022-2024. Beginning January 1, 2022, January 1, 2023, and January 1, 2024, the City contribution will increase up to 5% of any increasing premium costs. This means the City will pay up to the first 5% of any increasing premium cost plus the City's previous year's premium sharing amount. The employee's share would be the previous year's premium sharing amount plus any premium costs above 5%. See appendix C for a copy of the 2022 healthcare rates.

- D. In addition, members have an opt-out/cash-back option for eligible employees upon certification of other group coverage.

E. Flexible Spending Account (FSA).

- a. For employees enrolled in a non-CDHP plan: Employees will have the option of participating in a FSA for reimbursable medical costs, dependent care costs, or premium sharing costs.
- b. For employees enrolled in a CDHP plan: Employees will have the option of participating in a FSA for dependent care costs.

- 14.5 It is understood that the type and level of benefits available from the City's health plan carriers may be changed from time to time by the carrier, and the City shall not have a duty or obligation to negotiate over such changes with the Coalition. Additionally, the City retains the right to change health plan providers as long as the new plan provides a comparable level of benefits as negotiated in this contract.

14.6 Dental Insurance.

The City will pay 100% of the employee and eligible dependent cost for selected dental insurance for the term of this agreement.

- 14.7 Medical and dental insurance premiums for regular part-time employees shall be paid by the Employer in the same portion as detailed in 14.4 above, and pro-rata, based on the employee's budgeted FTE (full-time equivalent).

- 14.8 The Labor-Management Insurance Committee will meet no less than annually to share information on benefits (including, but not limited to health, dental, life and long-term disability insurance). The City may also use this forum to gather feedback, ideas and alternatives to current plan offerings and/or designs as needed.

15. Fitness for Duty

The parties recognize that employees have the responsibility to report to work fit for duty.

15.1 To ensure physical and mental fitness, the employee may be required to provide to the Employer a fully completed certification from a medical and/or psychological provider on a City-provided form of the employee's fitness to perform the specific duties of their job or light duty alternative before returning to work.

15.2 The Employer also has the right to send employees for medical and/or psychological examinations at the City's expense for additional certification of fitness for duty whenever the Employer reasonably believes that the employee is not fit for duty or may be a danger to themselves or others.

- a. Should the findings of the employer requested medical and/or psychological exam have an adverse effect on the employee's employment, the employee will have an opportunity, at their sole discretion and expense, for a second examination.

15.3 The City shall comply with all applicable medical records confidentiality laws associated with any employee medical information.

16. Retirement Plan

- 16.1 All eligible employees and the Employer shall participate in the Washington Public Employees Retirement System (PERS) to the extent provided for by Washington state law.

17. Training Program

- 17.1 Training shall be scheduled by the Employer. Time spent in training shall be paid in compliance with the requirements of the Federal FLSA and applicable Washington State law. If the employee receives notification of essential certification requirements from the certifying agency, the employee has a responsibility to inform the Employer in a timely manner. City required safety and health trainings are not covered by this employee notification requirement.
- 17.2 Every effort will be made to schedule required training during on-duty time. Personnel may be scheduled and required to attend training outside of their normal shift.
- 17.3 Employees who desire tuition aid for specialized individual training or academic training may submit their request in accordance with City of Vancouver Policies and Procedures.

- 17.4 Any employee required to possess a certification for their position shall obtain such certification within the timeline established by the job announcement and/or offer letter, and shall maintain such certification during their tenure in such position. Failure to either obtain or maintain required certification(s) may be grounds for actions pursuant to Article 22 of this contract if the Employer has fulfilled their responsibility in accordance with subsections 17.1 and 17.2 above.

18. Clothing, Tools and Safety Equipment

- 18.1 The Employer shall purchase and replace such clothing, uniforms, and other equipment as designated by the department head, and shall make all necessary replacements as the need arises. All uniforms or equipment being replaced shall be returned to the Employer at the time of replacement.
- 18.2 Employees agree to maintain all clothing and equipment in good condition and not subject it to abuse beyond the regular call of duty.

19. Driver's Licenses

- 19.1 The parties recognize that the Federal Highway Administration (FHWA) has established regulations for employees required to have a Commercial Driver's license (CDL).

All employees in applicable positions are expected to obtain and maintain a commercial driver's license with such endorsement as necessary to operate vehicles assigned to their work unit.

Employees new to a position requiring a CDL shall be allowed up to six (6) months to obtain a CDL permit and up to one year to obtain the license. Both dates start from the date of hire into the position requiring a CDL. Failure to either obtain or maintain the required CDL may be grounds for discipline up to and including termination of employment.

The City will provide:

- 19.1.1 An opportunity for each employee to develop the skill required to obtain the license.
- 19.1.2 Reimbursement for fees to obtain the license and endorsements, provided that if the employee incurs additional charges because they fail any part of the exam, those charges shall be the employee's responsibility.
- 19.1.3 The required medical/physical examination, provided that, at the city option, the city may reimburse the employee for a physical examination by a physician of the Employer's choice. An employee wishing to use their own physician when the city offers a paid examination with its own physician will not be reimbursed for the examination.
- 19.1.4 Use of a city vehicle to take the practical/driving portion of the examination, on city time, provided that the city may require the employee demonstrate proficiency in

operating the vehicle in a trainee capacity before allowing the employee to use the vehicle in the driving test.

19.1.5 All employees required to maintain a Commercial Drivers' License shall be subject to all rules and regulations issued by the federal government including requirements for drug testing.

19.2 For those employees who must drive vehicles to carry out their job as determined by the Employer, if any employee has their driver's license (or CDL for those employees required to have a CDL) revoked or suspended for one hundred twenty (120) days or less, then the Employer will make a reasonable effort to reassign the employee to jobs not requiring driving. If such reassignment is not practical, the employee shall be suspended without pay. The employee may elect to take other appropriate available leave (accrued PTO or compensatory time) in lieu of suspension without pay. If the employee's driver's license (or CDL for those employees required to have CDL) is revoked or suspended for more than one hundred twenty (120) days, then the Employer shall make a reasonable effort to reassign the employee. If such reassignment is not practical, the employee shall be immediately discharged.

If an employee has been discharged from employment with the City for the loss of their required driver's license or CDL and is actively appealing the basis for the loss through the justice system, the City will consider them eligible for appointment to the next available position for which they are qualified if their appeal is successful and their required driver's license or CDL is reinstated within one year from the date of loss. An employee receiving an appointment to a position will return with the seniority and accrual rates that they had at the time they were discharged. Only employees who fit this specific criterion will be given this consideration.

19.3. Notwithstanding the provision of section 19.2 above, the Employer retains the right to pursue actions under Article 22 for inappropriate workplace behavior which results in their driver's license (or CDL for those employees required to have a CDL) being revoked or suspended.

19.4 If an employee in a job which requires a driver's license (or CDL for those employees required to have a CDL) has their license revoked or suspended for medical reasons, the Employer will make a reasonable effort to reassign the employee to duties which do not require a driver's license (or CDL for those employees required to have a CDL) and for which the employee is qualified. The Employer will not create work or a position to accommodate the employee. If the Employer is not able to find existing work to which the employee can be assigned, then the employee may be separated from employment in accordance with public laws, this contract and city policies.

20. Mileage Reimbursement, Parking Rates and Commute Trip Reduction (CTR)

20.1 Mileage Reimbursement- Some jobs may require the use of an individual employee's automobile. In the event this is required by the Employer, it will pay the employee a mileage reimbursement at the rate established by the Internal Revenue Service.

20.2 Parking Rates – City employees who work in the downtown area pay for parking in City-owned or -operated lots or on permitted street spaces. The rates below are applicable to those employees who currently work downtown or who will work downtown in the future.

20.2.1 City-Owned or -Operated Lot Rates and On-Street Parking.

With respect to all parking options, city employees will be expected to pay the prevailing parking rates.

20.2.3 Payment of Parking Fees

City work locations in the downtown area require employees to pay for parking should they want to park in a City owned or operated lot or in a permitted on-street parking space. Employees not currently paying parking fees because of their work location or commuting choice are subject to paying fees if their work location or commuting choice changes to one where parking fees are in effect. Conversely, employees who currently work in the downtown area and pay for parking will not be subject to that requirement should they relocate to an area where parking fees are not charged.

20.3 Commute Trip Reduction – The City participates in a Commute Trip Reduction (CTR) program and encourages employees to use alternate modes of transportation to get to and from work. For employees who use alternate modes of transportation for their work commute at least 60% of their scheduled work time (based on mandatory monthly self-reporting), the City will provide:

- a. a taxable cash incentive (\$25) for bicycling, walking, or carpooling to work; or
- b. 100% of the cost of a bus pass; or
- c. the option of a vanpool and will pay a variable amount (amount depends on the numbers of participants) to participating employees.

Incentives are currently available to all participating employees, regardless of their current work location.

21. Grievance Procedure

21.1 *Definition*

For purposes of this Agreement, the term "grievance" means any dispute between the Employer and the Union or an employee concerning the application or interpretation of the terms of this Agreement.

21.2 *Procedure*

The Union and Employer agree that written grievances alleged under this procedure will be subject to sincere and genuine efforts being made by the parties to adjust all problems

at the lowest level possible, and in a manner consistent with the requirements in this Article.

Any grievance raised shall be limited to the written statement of grievance as provided for in the initial applicable step as identified herein.

A written grievance shall be required to include the following information:

- a. Set forth the section(s) of the agreement allegedly violated and state the specific nature of the violation.
- b. Indicate the date(s) of the incident(s) grieved.
- c. Specify the remedy or solution to the grievance sought by the employee(s).
- d. Signed by the identified grievant(s), or in the case of a group grievance, signed by the steward of record.

Grievances shall be processed in accordance with the following procedures and may be submitted at the appropriate step, as mutually agreed:

- 21.2.1 Step 1: If a grievance is to be advanced under this procedure, it shall be presented by the employee to their immediate management representative (not covered by this Agreement) within ten (10) working days from the date the employee had knowledge or should have had knowledge of the alleged breach or violation of this Agreement.

The management representative (not covered by this Agreement) shall meet with the aggrieved employee and the Union steward within ten (10) working days of the management representative's (not covered by this Agreement) receipt of the grievance. The parties agree to make every effort to settle the grievance promptly at this stage. Within ten (10) working days after such meeting, the management representative (not covered by this Agreement) shall mail or deliver a copy of their decision to the aggrieved employee, the Union and the department head.

- 21.2.2. Step 2: If the grievance remains unresolved after a decision is rendered by the management representative (not covered by this Agreement), it shall be reduced to writing and delivered to the department head or designee, within ten (10) working days after mailing or delivery of the decision reached in Step 1, above.

The department head or their designee and management representative (not covered by this Agreement), shall convene a meeting with the aggrieved employee and Union representative within ten (10) working days of receipt of the grievance. The department head or designee shall make a decision on the matter within ten (10) working days of such meeting. Copies of the written decision shall be mailed or hand delivered to the aggrieved employee, the Union and the City Manager.

- 21.2.3 Step 3: If the grievance remains unresolved after the decision has been rendered by the department head or designee, the Union shall in writing deliver the grievance to the City Manager or their designated representative, with a copy to the department head,

within ten (10) working days after mailing or delivery of the decision reached in Step 2. The City Manager or their designee shall convene a meeting of the aggrieved, the Union representative, the department head, and other directly involved individuals as determined by the parties to be appropriate, within ten (10) working days of receipt of the written grievance and shall render their decision within ten (10) working days of such meeting with copies of the aggrieved employee, the Union and the department head.

- 21.2.4 The Union will attempt to explain to management why the grievance is still unresolved as it moves up the steps towards arbitration, but the explanation will not have merit as to the step advancement.

21.3 *Arbitration*

If the grievance remains unresolved after a decision is rendered in Step 3 above, it may be submitted by the Union to a mutually acceptable arbitrator as hereinafter provided. If the Union wishes to proceed to arbitration, such notice must be provided by the Union to the City Manager within fifteen (15) working days following the Union's receipt of the City Manager's decision as outlined in Step 3.

Should the grievance be submitted to arbitration, the parties shall mutually select a disinterested third party to serve as arbitrator. In the event the Employer and the Union are unable to agree on an arbitrator, the arbitrator shall be selected by the process of alternately striking from a panel of eleven (11) arbitrators from the Pacific Northwest region as furnished by the Federal Mediation and Conciliation Service (FMCS) or other mutually agreed to similar organization. The Union shall strike the first name. The request for an arbitrator shall state the general nature of the issue. The city and the Union will jointly share the fee for selection and services of an arbitrator. Each party shall pay the fees and expenses of their own attorneys, representatives and witnesses.

The arbitrator shall render a decision as promptly as possible. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and/or the Union, and shall have no authority to make a decision on any other issue not so submitted. The arbitrator shall have jurisdiction and authority only to interpret, apply or determine compliance with the specific terms of the agreement and shall not have jurisdiction to add to, detract from, or alter in any way, the provisions of this Agreement.

A decision within the jurisdiction of the arbitrator shall be final and binding upon all parties. The parties shall abide by the award made in connection with any arbitral difference.

21.4 *Discipline or Termination Grievances and Grievances Subject to Group Filing*

A grievance of a disciplinary or termination action, or a group grievance that affects a significant portion of the employees in the bargaining unit may be introduced by the Union in written form to the department head or designee as set forth in Step 2 of the grievance procedure, and proceed as set forth there from.

21.5 *Time Restriction*

If the grievance is not filed or advanced in accordance with the time limits set forth within the procedure, the grievance shall be considered non-submitted or resolved on the basis of the Employer's last response. A grievance not responded to by the Employer within the prescribed time limits shall be granted, provided that the remedy sought conforms to the provisions of this agreement and applicable laws. The parties may mutually agree to extend the time limits for any step of this procedure and any extension shall be reduced to writing for a specified period of time. All references to "working days" in this Article shall exclude Saturdays, Sundays, and all holidays recognized in Article 13 of this Agreement.

22. Employee Discipline and Termination

- 22.1 The Employer may discipline or discharge any newly hired or rehired employee at any time during the initial probationary period, with or without cause, and such discipline or discharge shall not be subject to appeal.
- 22.2 The Employer may, in good faith for just cause, take disciplinary action by written reprimand, suspension, transfer, delay of step increase, demotion or discharge. The degree of discipline administered shall depend on the severity of the infraction. Disciplinary action must be issued within thirty (30) calendar days after the Employer became aware of the offense, unless based on an extended pattern of performance or behavior. The thirty (30) calendar day timeline set forth herein may be extended upon mutual agreement between the Employer and the Union, except in cases of employee absence for any purpose and/or the unavailability of a Union representative. In those cases, the Employer is to issue the discipline to the employee upon their return to work and/or upon the next date of availability of a Union representative. Written reprimands may be grieved up to the City Manager or their designee, but not arbitration unless and until such time as such written reprimands are relied upon to support subsequent and timely discipline including suspension, transfer, delay of step increase, demotion or discharge.
- 22.3 The Employer shall not take any disciplinary action as defined in this section without giving the employee the right to have a Union representative present. If an employee(s) is requested to attend any meeting for the purpose of investigation, where such investigation may lead to discipline or discharge of that employee, that employee(s) will be informed of their right to have Union representation present before such meeting is to take place. The employee shall be provided a letter setting forth the reason(s) for such action at the time such action is taken or shortly thereafter.
- 22.4 Employees shall be given the opportunity to read and answer all disciplinary letters before placement of such material into their official personnel file maintained by Human Resources and will be requested to sign such letters. Signature thereon shall not be construed as admission of guilt or concurrence with the discipline, but rather an indication that the employee has seen and comprehends the gravity of the disciplinary action.

- 22.5 Copies of written reprimands and other disciplinary letters will be provided to the Union. After six (6) months, copies of written reprimands will be used only to indicate trends of behavior which may lead to discipline and/or discharge.
- 22.6 Only management representatives who are not covered by this agreement may discipline employees above a written reprimand.

23. Performance Evaluations

- 23.1 Each employee's job performance shall be reviewed and evaluated at least annually.
- 23.2 Performance evaluations are not disciplinary and are not subject to the grievance procedure.
- 23.3 An employee may append their written comments to the performance evaluation report. Employee comments must be attached and submitted with the signed performance evaluation to human resources.

24. Tobacco Free Work Environment

- 24.1 All city facilities, including city-owned buildings, vehicles, individual employee offices, and offices or other facilities rented or leased by the city will be tobacco free.

25. Non-Reduction of Wages and Working Conditions

- 25.1 The parties hereto agree that the wages and working conditions in effect and now being paid to and enjoyed by the members of the Union shall not be reduced in view of the provisions of this agreement; provided, nothing in this section shall be construed to limit in any way, the Employer's rights under Article 3., Rights of Management, above, or to make changes in current practices, provided: (1) Advance notice of the change is given to the Union and affected employees, and, (2) Reasonable opportunity is provided to discuss the change with the city.

26. Layoff, Recall, and Bumping

- 26.1 Layoff Procedure – Layoffs or reductions-in-force (including transfers for this purpose and reduction in hours) may be undertaken by the City due to budgetary reductions, organizational restructuring, lack of work, reduction or elimination of funds, material change in duties or organization, reduction-in-force or workload.
- 26.2 Alternatives to Layoff - The City will attempt to avoid layoffs, and whenever possible, shall consider alternatives to layoffs before final decisions are made. At the discretion of the City, these considerations may include:
 - 26.2.1 To avoid layoff an employee may transfer to a vacant position, if available. An employee may be eligible for a transfer provided that they meet the minimum qualifications for the job.

- 26.2.2 The City shall notify each employee subject to layoff of their rights and responsibilities as described in this Article. Such notification shall be reduced to writing and incorporated in each layoff notice the City issues to an employee subject to layoff.
- 26.3 After the City has identified the job classification, division (e.g. Grounds and Equipment Services), work group (e.g. Code Enforcement, Building Inspection, and Plans Examiners) or program area (e.g. Building and Code Compliance) being reduced, layoffs and resource reductions will be made in the following order:
- 26.3.1 Category 1 [Temporary, OSC, seasonal] and Category 2 [less than full-time, newly hired probationary employees] shall be laid-off prior to regular status, full-time employees. Part-time regular employees cannot bump less senior regular full-time employees.
- 26.3.2. The order in which employees will be laid off shall be determined based on Joint Labor Coalition seniority as defined in Section 26.7 of this Article.
- 26.3.3 Any exception to this will be mutually agreed to by the Union and City.
- 26.4 When an employee is identified for a layoff or reduction-in-force, they shall be permitted to move into a job or classification which they currently hold or has previously held, provided that the employee meets the minimum qualifications for the job. In doing so, the employee may “bump” the least senior employee in that job or classification within the bargaining unit. Bumping may only occur within the same bargaining unit.
- An employee who bumps into a new position as an alternative to layoff and who fails to perform the functions of the new position during probation will be placed on the reinstatement list. Such employees will only be eligible for reinstatement to the position from which they were laid off. Failure to pass probation for reasons other than performing the functions of the new position may result in termination in accordance with Article 22.
- 26.5 Notice to Union – Representatives of the City and the Union shall meet within fifteen (15) working days after the City has officially determined that a layoff or reduction-in-force will affect any Union member. At this meeting, the City shall inform the Union of the details of the layoff and provide a current seniority list as well as any other relevant information.
- 26.6 Notice to Employees – Each employee identified for layoff shall be given at least thirty (30) calendar days’ notice of such layoff in writing, with a copy to the Union. Employees who remain may be assigned the additional duties of those lower classified positions that were laid off. Such a situation will not result in a decrease in pay or downward reclassification.
- 26.6.1 Once the City has notified the affected employee of layoff and there is an available vacant position or a position for the employee to bump into, if any, they must notify Human Resources in writing of their intent to accept a vacant position or exercise bumping rights within ten (10) working days of the initial layoff notice. If notification is not received within the allotted time, rights to vacant positions or to bump shall be

waived by the employee. The Employee will subsequently be placed on the reinstatement list.

- 26.7 Seniority – Seniority for the purposes of layoff, recall and bumping shall be based upon City seniority for all members covered under this Agreement as of the date of contract ratifications, thereafter employees transferring into any bargaining unit subject to this Agreement, shall have seniority defined as the employees most recent date of hire within the Joint Labor Coalition. Should the seniority of any two or more employees be equal, the respective seniority rights of such employees shall be determined by date of application, and if that is the same, the affected employees shall draw lots. Employee seniority shall not be reduced because of unpaid leave due to protected leave provisions as provided for under state and federal regulations.
- 26.8 Recall – Employees who have been laid off, or transferred as an alternative to layoff, are eligible for reinstatement for a period of a maximum of thirty-six (36) months following the date of layoff. The names of persons laid off will be placed on a reinstatement list. When a vacancy occurs in the same job classification for which there exists a reinstatement list, the City will fill the vacancy using that list with the understanding that employees must meet the required minimum qualifications for the position to which they would be reinstated. If there is more than one employee on the reinstatement list eligible for a vacancy in a particular job class, the City will use seniority as defined in Article 26.7 in determining who shall be offered reinstatement. Reinstatement notices will be sent by certified mail to the last address reflected in the employee's official personnel file.
- 26.8.1 Employees in a reinstatement status may also apply and be considered for job openings outside their job classification prior to or after layoff. When an employee is reinstated within thirty-six (36) months to the job from which they were laid off, they will be placed into the same step occupied at the time of the layoff and will not serve an additional probationary period. Any recalled or reinstated employee will have their PTO accrual rates and sick leave balance and accrual rates restored to the same levels as of the date of layoff.
- 26.8.2 Any employee who is reinstated to a job other than the position from which they were laid off may serve a new probationary period. Employees will also be placed into the salary schedule for the new position consistent with the applicable salary schedule or guidelines.
- 26.8.3 Once an employee on the reinstatement list is offered a position, the employee must respond within fourteen (14) calendar days of the date of the notice, unless extended by mutual consent. The employee shall be responsible for notifying the Human Resources Department of any change in their address or telephone number while on layoff status.
- 26.8.4 Benefit accrual and service credit will be discontinued while in a layoff status of thirty (30) or more days. However, upon reinstatement, an employee's most recent hire date will be maintained, but the employee's service date will be adjusted to deduct the time spent in layoff status.

26.9 Eligibility for reinstatement ends if:

26.9.1 The employee refuses to accept an offer of reinstatement to a position in the same classification as that from which they were laid off.

26.9.2 The employee fails to respond to an offer of reinstatement within fourteen (14) calendar days following the date the offer is mailed.

26.9.3 The employee requests in writing to be removed from the reinstatement list.

26.9.4 The employee resigns or retires.

Definitions:

A. Transfer (moves laterally) – The movement from one position within a job classification to another position within the same job classification or pay range. A transferred employee would be placed at the same step in the same range as the position that they transferred from. Terms and conditions of transfers are provided in Article 9.3.

B. Demotion – The movement from a higher paid job classification to a lower paid job classification. An employee accepting a demotion may serve a probationary period and would be placed at the top step of the lower job classification range or the step in the job classification range that provides the least amount of decrease in pay.

27. Contracting-Out/Out-Sourcing

27.1 Should the City contract-out or out-source work which is currently being performed by Coalition Union employees, the City shall inform the Coalition and each affected Union and shall meet with the Coalition to impact bargain the effects.

27.2 Notwithstanding 27.1, the following notification and other procedures with regard to contracting out and outsourcing of bargaining unit work shall be implemented as indicated below.

27.2.1 The City shall inform the Union at least thirty (30) days prior to making a decision to pursue the contracting out or outsourcing of work. The City shall provide the Union an opportunity for discussion of the matter, including alternative methods of performing the work and the effects on bargaining unit employees. During this thirty (30) day period the Union shall have the opportunity to submit an alternate proposal. The City will give the Union's proposal due consideration. At the end of the thirty (30) day period, the City shall determine next steps in the implementation of its decision.

27.3 If the Employer does not accept a union-proposed alternative and reaches a decision to implement a plan that displaces bargaining unit members, the parties shall enter into impact bargaining as identified under the provisions of 27.1

28. Temporary or Seasonal Workers

- 28.1 “Temporary or seasonal worker” for purposes of this article shall mean one who is hired to work not more than 1,040 hours in any twelve (12) consecutive month period. Temporary workers will not be used for more than the 1,040 period. The Employer will not rotate temporaries through the same regular positions.
- 28.2 The intended use of temporary or seasonal workers by the Employer is to cover seasonal workloads and to fill unexpected vacancies created by a sudden increased work load, termination or disabilities of regular full time employees. It is acknowledged that there will be exceptions to this policy. Exceptions to this policy shall be mutually agreed upon in writing by the City and the Union.
- 28.3 Temporary or seasonal workers will not be allowed to work scheduled overtime until regular full or half-time employees within that work unit have had the opportunity to work the overtime. The Employer will make a good faith effort to notify regular employees of overtime opportunities before such work is offered to temporary workers. This will not preclude temporary or seasonal workers from working overtime which extends beyond the end of their shift or emergency situations.
- 28.4 The Employer will make all records of temporary or seasonal workers, the date they started, and total hours worked, available to the Union upon request.

29. Conflict of Contract and City Employment Policies

- 29.1 It is agreed that the intention of the parties to this agreement is that this agreement and all working agreements shall be consistent with the City Employment policies and that where it is found that the provisions of such an agreement are in conflict with the City Employment policies that the language of the agreement shall control.
- 29.2 Employees represented by this contract will be under the City’s Employment Policy Manual. It is the intent that departmental rules shall be superseded by the City’s Employment Policy Manual. If a situation occurs in which there is a difference between City rules/policies, and those of the department, Human Resources will meet with the Union and the affected department to reach a mutually agreeable solution.
- 29.3 Conflict in Language. When language in the Master Agreement conflicts with language in any applicable addendum, the applicable addendums shall take precedence over the Master Agreement.

30. Separability Clause

- 30.1 If an article of this agreement should be held invalid by operation of law or by any tribunal of competent jurisdiction or if compliance with or enforcement of any article should be restrained by such tribunal, the remainder of this agreement shall not be affected thereby and the parties shall enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement for such article.

31. Termination and Renewal

- 31.1 This agreement and all attachments hereto shall be in full force and effect from January 1, 2022 through December 31, 2024 and shall continue in effect if renewed or extended by mutual agreement.
- 31.2 Not more than one hundred twenty (120) days and not less than sixty (60) days prior to the end of the contract, either party may notify the other in writing of its desire to terminate or modify the agreement; provided that an earlier commencement may be scheduled by mutual agreement.

32. Labor-Management Committee

- 32.1 The Employer and the Coalition have established a labor-management committee which will meet on a regular basis. The committee shall include one (1) bargaining unit member and one (1) Union Staff Representative or Business Agent from each Union and not more than ten (10) management representatives. Topics for the agenda will be shared at least one (1) week before the meeting. Issues not covered by the contract, clarification of contract issues, various surveys and committee work related to mandatory bargaining subjects and city employment policies shall be regular agenda items for this committee.

Dated this _____ day of _____, 2022.

For the Employer

For the Union

Eric Holmes, City Manager

Walter LaChapelle, Teamsters, Local #58

Lisa Takach, HR Director

Nichet Newsome, IAM, District Lodge #W24

Carol Krohn, Plumbers & Steamfitters, #290

Approved as to form:

Jonathan Young, City Attorney

Attest:

Natasha Ramras, City Clerk

Appendix A - Pay Ranges

2022 Salary Schedule adjusted by 4.75% effective 1-1-2022

Joint Coalition 2022 Salary Ranges January 1, 2022 - December 31, 2022									
Range Number	Bargaining Unit	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1		\$ 3,174	\$ 3,286	\$ 3,400	\$ 3,520	\$ 3,643	\$ 3,771	\$ 3,902	\$ 4,058
1M	IAM	\$ 2,696	\$ 2,808	\$ 2,922	\$ 3,042	\$ 3,165	\$ 3,293	\$ 3,424	\$ 3,580
2		\$ 3,254	\$ 3,368	\$ 3,485	\$ 3,608	\$ 3,735	\$ 3,865	\$ 3,999	\$ 4,160
3		\$ 3,335	\$ 3,453	\$ 3,573	\$ 3,698	\$ 3,828	\$ 3,962	\$ 4,100	\$ 4,264
Vehicle Service Worker I	IAM								
3M	IAM	\$ 2,857	\$ 2,975	\$ 3,095	\$ 3,220	\$ 3,350	\$ 3,484	\$ 3,622	\$ 3,786
Vehicle Service Worker I	IAM								
4		\$ 3,419	\$ 3,537	\$ 3,662	\$ 3,791	\$ 3,923	\$ 4,061	\$ 4,204	\$ 4,371
5		\$ 3,505	\$ 3,627	\$ 3,754	\$ 3,885	\$ 4,021	\$ 4,161	\$ 4,306	\$ 4,479
6		\$ 3,592	\$ 3,718	\$ 3,849	\$ 3,983	\$ 4,122	\$ 4,265	\$ 4,415	\$ 4,591
7		\$ 3,682	\$ 3,811	\$ 3,944	\$ 4,081	\$ 4,226	\$ 4,373	\$ 4,525	\$ 4,705
7M	IAM	\$ 3,204	\$ 3,333	\$ 3,466	\$ 3,603	\$ 3,748	\$ 3,895	\$ 4,047	\$ 4,227
8		\$ 3,774	\$ 3,906	\$ 4,042	\$ 4,183	\$ 4,329	\$ 4,482	\$ 4,638	\$ 4,824
9		\$ 3,867	\$ 4,002	\$ 4,145	\$ 4,288	\$ 4,438	\$ 4,593	\$ 4,755	\$ 4,945
Vehicle Service Worker II	IAM								
9M	IAM	\$ 3,389	\$ 3,524	\$ 3,667	\$ 3,810	\$ 3,960	\$ 4,115	\$ 4,277	\$ 4,467
Vehicle Service Worker II - Fire	IAM								
10		\$ 3,965	\$ 4,103	\$ 4,246	\$ 4,396	\$ 4,550	\$ 4,707	\$ 4,873	\$ 5,068
10T	Teamsters	\$ 3,757	\$ 3,895	\$ 4,038	\$ 4,188	\$ 4,342	\$ 4,499	\$ 4,665	\$ 4,860
Maintenance Worker I - Grounds	Teamsters								
11		\$ 4,064	\$ 4,207	\$ 4,352	\$ 4,505	\$ 4,663	\$ 4,826	\$ 4,996	\$ 5,195

Vehicle Parts Specialist	IAM								
11M	IAM	\$ 3,586	\$ 3,729	\$ 3,874	\$ 4,027	\$ 4,185	\$ 4,348	\$ 4,518	\$ 4,717
Vehicle Parts Specialist - Fire	IAM								
12		\$ 4,164	\$ 4,313	\$ 4,462	\$ 4,617	\$ 4,780	\$ 4,947	\$ 5,120	\$ 5,325
13		\$ 4,270	\$ 4,419	\$ 4,573	\$ 4,735	\$ 4,899	\$ 5,070	\$ 5,248	\$ 5,456
Senior Vehicle Parts Specialist	IAM								
13M	IAM	\$ 3,792	\$ 3,941	\$ 4,095	\$ 4,257	\$ 4,421	\$ 4,592	\$ 4,770	\$ 4,978
Senior Vehicle Parts Specialist	IAM								
13T	Teamsters	\$ 4,062	\$ 4,211	\$ 4,365	\$ 4,527	\$ 4,691	\$ 4,862	\$ 5,040	\$ 5,248
Maintenance Worker II - Grounds	Teamsters								
14		\$ 4,376	\$ 4,528	\$ 4,688	\$ 4,852	\$ 5,022	\$ 5,198	\$ 5,380	\$ 5,596
15		\$ 4,485	\$ 4,643	\$ 4,805	\$ 4,972	\$ 5,147	\$ 5,328	\$ 5,513	\$ 5,733
15T	Teamsters	\$ 4,277	\$ 4,435	\$ 4,597	\$ 4,764	\$ 4,939	\$ 5,120	\$ 5,305	\$ 5,525
Grounds Maintenance Specialist I	Teamsters								
16		\$ 4,597	\$ 4,759	\$ 4,925	\$ 5,098	\$ 5,276	\$ 5,459	\$ 5,653	\$ 5,879
17		\$ 4,714	\$ 4,877	\$ 5,049	\$ 5,225	\$ 5,407	\$ 5,599	\$ 5,792	\$ 6,024
17T	Teamsters	\$ 4,506	\$ 4,669	\$ 4,841	\$ 5,017	\$ 5,199	\$ 5,391	\$ 5,584	\$ 5,816
Grounds Chemical Specialist	Teamsters								
Grounds Maintenance Specialist II	Teamsters								
Irrigation Specialist	Teamsters								
18		\$ 4,831	\$ 5,000	\$ 5,174	\$ 5,355	\$ 5,544	\$ 5,736	\$ 5,938	\$ 6,176
19		\$ 4,952	\$ 5,124	\$ 5,303	\$ 5,490	\$ 5,681	\$ 5,882	\$ 6,085	\$ 6,329
19T	Teamsters	\$ 4,744	\$ 4,916	\$ 5,095	\$ 5,282	\$ 5,473	\$ 5,674	\$ 5,877	\$ 6,121
Lead Maintenance Worker - Grounds	Teamsters								
20		\$ 5,075	\$ 5,015	\$ 5,191	\$ 5,370	\$ 5,560	\$ 5,754	\$ 5,955	\$ 6,193
Mechanic	IAM								

21		\$ 5,202	\$ 5,384	\$ 5,571	\$ 5,769	\$ 5,969	\$ 6,178	\$ 6,395	\$ 6,650
22		\$ 5,332	\$ 5,517	\$ 5,713	\$ 5,910	\$ 6,118	\$ 6,333	\$ 6,554	\$ 6,817
Building Inspector I	Plumbers & Steamfitters								
22M	IAM	\$ 4,854	\$ 5,039	\$ 5,235	\$ 5,432	\$ 5,640	\$ 5,855	\$ 6,076	\$ 6,339
23		\$ 5,464	\$ 5,658	\$ 5,853	\$ 6,059	\$ 6,271	\$ 6,489	\$ 6,719	\$ 6,987
Plans Examiner I	Plumbers & Steamfitters								
24		\$ 5,603	\$ 5,797	\$ 6,001	\$ 6,211	\$ 6,427	\$ 6,654	\$ 6,885	\$ 7,161
Senior Mechanic	IAM								
Code Enforcement Officer	Plumbers & Steamfitters								
24M	IAM	\$ 5,125	\$ 5,319	\$ 5,523	\$ 5,733	\$ 5,949	\$ 6,176	\$ 6,407	\$ 6,683
Emergency Equipment Mechanic	IAM								
25		\$ 5,740	\$ 5,942	\$ 6,150	\$ 6,366	\$ 6,589	\$ 6,820	\$ 7,059	\$ 7,340
26		\$ 5,886	\$ 6,091	\$ 6,304	\$ 6,525	\$ 6,754	\$ 6,990	\$ 7,234	\$ 7,524
26M	IAM	\$ 5,408	\$ 5,613	\$ 5,826	\$ 6,047	\$ 6,276	\$ 6,512	\$ 6,756	\$ 7,046
27		\$ 6,033	\$ 6,244	\$ 6,463	\$ 6,688	\$ 6,924	\$ 7,164	\$ 7,415	\$ 7,712
Plans Examiner II	Plumbers & Steamfitters								
28		\$ 6,182	\$ 6,400	\$ 6,624	\$ 6,856	\$ 7,096	\$ 7,344	\$ 7,600	\$ 7,904
Building Inspector II	Plumbers & Steamfitters								
28M	IAM	\$ 5,704	\$ 5,922	\$ 6,146	\$ 6,378	\$ 6,618	\$ 6,866	\$ 7,122	\$ 7,426
Senior Emergency Equipment Mechanic	IAM								
28T	Teamsters	\$ 5,974	\$ 6,192	\$ 6,416	\$ 6,648	\$ 6,888	\$ 7,136	\$ 7,392	\$ 7,696
29		\$ 6,338	\$ 6,559	\$ 6,789	\$ 7,028	\$ 7,273	\$ 7,527	\$ 7,790	\$ 8,103
30		\$ 6,497	\$ 6,724	\$ 6,959	\$ 7,204	\$ 7,456	\$ 7,715	\$ 7,987	\$ 8,305
30T	Teamsters	\$ 6,289	\$ 6,516	\$ 6,751	\$ 6,996	\$ 7,248	\$ 7,507	\$ 7,779	\$ 8,097

Public Works Supervisor - Grounds	Teamsters								
31		\$ 6,659	\$ 6,892	\$ 7,133	\$ 7,382	\$ 7,640	\$ 7,909	\$ 8,184	\$ 8,512
Plans Examiner III	Plumbers & Steamfitters								
32		\$ 6,824	\$ 7,064	\$ 7,312	\$ 7,567	\$ 7,832	\$ 8,107	\$ 8,389	\$ 8,726
Building Inspector III	Plumbers & Steamfitters								
33		\$ 6,995	\$ 7,241	\$ 7,495	\$ 7,757	\$ 8,027	\$ 8,311	\$ 8,601	\$ 8,944
Plans Examiner IV	Plumbers & Steamfitters								
34		\$ 7,170	\$ 7,422	\$ 7,682	\$ 7,952	\$ 8,228	\$ 8,517	\$ 8,816	\$ 9,168
Lead Building Inspector	Plumbers & Steamfitters								

2023 Salary Schedule adjusted by 4% effective 1-1-2023

Joint Coalition 2023 Salary Ranges January 1, 2023 - December 31, 2023

Range Number	Bargaining Unit	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1		\$ 3,301	\$ 3,417	\$ 3,536	\$ 3,661	\$ 3,789	\$ 3,922	\$ 4,058	\$ 4,220
1M	IAM	\$ 2,823	\$ 2,939	\$ 3,058	\$ 3,183	\$ 3,311	\$ 3,444	\$ 3,580	\$ 3,742
2		\$ 3,384	\$ 3,503	\$ 3,624	\$ 3,752	\$ 3,884	\$ 4,020	\$ 4,159	\$ 4,326
3		\$ 3,468	\$ 3,591	\$ 3,716	\$ 3,846	\$ 3,981	\$ 4,120	\$ 4,264	\$ 4,435
	Vehicle Service Worker I IAM								
3M	IAM	\$ 2,990	\$ 3,113	\$ 3,238	\$ 3,368	\$ 3,503	\$ 3,642	\$ 3,786	\$ 3,957
	Vehicle Service Worker I IAM								
4		\$ 3,556	\$ 3,678	\$ 3,808	\$ 3,943	\$ 4,080	\$ 4,223	\$ 4,372	\$ 4,546
5		\$ 3,645	\$ 3,772	\$ 3,904	\$ 4,040	\$ 4,182	\$ 4,327	\$ 4,478	\$ 4,658
6		\$ 3,736	\$ 3,867	\$ 4,003	\$ 4,142	\$ 4,287	\$ 4,436	\$ 4,592	\$ 4,775
7		\$ 3,829	\$ 3,963	\$ 4,102	\$ 4,244	\$ 4,395	\$ 4,548	\$ 4,706	\$ 4,893
7M	IAM	\$ 3,351	\$ 3,485	\$ 3,624	\$ 3,766	\$ 3,917	\$ 4,070	\$ 4,228	\$ 4,415
8		\$ 3,925	\$ 4,062	\$ 4,204	\$ 4,350	\$ 4,502	\$ 4,661	\$ 4,824	\$ 5,017
9		\$ 4,022	\$ 4,162	\$ 4,311	\$ 4,460	\$ 4,616	\$ 4,777	\$ 4,945	\$ 5,143
	Vehicle Service Worker II IAM								
9M	IAM	\$ 3,544	\$ 3,684	\$ 3,833	\$ 3,982	\$ 4,138	\$ 4,299	\$ 4,467	\$ 4,665
	Vehicle Service Worker II - Fire IAM								
10		\$ 4,124	\$ 4,267	\$ 4,416	\$ 4,572	\$ 4,732	\$ 4,895	\$ 5,068	\$ 5,271
10T	Teamsters	\$ 3,916	\$ 4,059	\$ 4,208	\$ 4,364	\$ 4,524	\$ 4,687	\$ 4,860	\$ 5,063
	Maintenance Worker I - Grounds Teamsters								
11		\$ 4,227	\$ 4,375	\$ 4,526	\$ 4,685	\$ 4,850	\$ 5,019	\$ 5,196	\$ 5,403

Vehicle Parts Specialist		IAM							
11M	IAM	\$ 3,749	\$ 3,897	\$ 4,048	\$ 4,207	\$ 4,372	\$ 4,541	\$ 4,718	\$ 4,925
Vehicle Parts Specialist - Fire		IAM							
12		\$ 4,331	\$ 4,486	\$ 4,640	\$ 4,802	\$ 4,971	\$ 5,145	\$ 5,325	\$ 5,538
13		\$ 4,441	\$ 4,596	\$ 4,756	\$ 4,924	\$ 5,095	\$ 5,273	\$ 5,458	\$ 5,674
Senior Vehicle Parts Specialist		IAM							
13M	IAM	\$ 3,963	\$ 4,118	\$ 4,278	\$ 4,446	\$ 4,617	\$ 4,795	\$ 4,980	\$ 5,196
Senior Vehicle Parts Specialist		IAM							
13T	Teamsters	\$ 4,233	\$ 4,388	\$ 4,548	\$ 4,716	\$ 4,887	\$ 5,065	\$ 5,250	\$ 5,466
Maintenance Worker II - Grounds		Teamsters							
14		\$ 4,551	\$ 4,709	\$ 4,876	\$ 5,046	\$ 5,223	\$ 5,406	\$ 5,595	\$ 5,820
15		\$ 4,664	\$ 4,829	\$ 4,997	\$ 5,171	\$ 5,353	\$ 5,541	\$ 5,734	\$ 5,962
15T	Teamsters	\$ 4,456	\$ 4,621	\$ 4,789	\$ 4,963	\$ 5,145	\$ 5,333	\$ 5,526	\$ 5,754
Grounds Maintenance Specialist I		Teamsters							
16		\$ 4,781	\$ 4,949	\$ 5,122	\$ 5,302	\$ 5,487	\$ 5,677	\$ 5,879	\$ 6,114
17		\$ 4,903	\$ 5,072	\$ 5,251	\$ 5,434	\$ 5,623	\$ 5,823	\$ 6,024	\$ 6,265
17T	Teamsters	\$ 4,695	\$ 4,864	\$ 5,043	\$ 5,226	\$ 5,415	\$ 5,615	\$ 5,816	\$ 6,057
Grounds Chemical Specialist Grounds Maintenance Specialist II Irrigation Specialist		Teamsters Teamsters Teamsters Teamsters							
18		\$ 5,024	\$ 5,200	\$ 5,381	\$ 5,569	\$ 5,766	\$ 5,965	\$ 6,176	\$ 6,423
19		\$ 5,150	\$ 5,329	\$ 5,515	\$ 5,710	\$ 5,908	\$ 6,117	\$ 6,328	\$ 6,582
19T	Teamsters	\$ 4,942	\$ 5,121	\$ 5,307	\$ 5,502	\$ 5,700	\$ 5,909	\$ 6,120	\$ 6,374
Lead Maintenance Worker - Grounds		Teamsters							
20		\$ 5,278	\$ 5,216	\$ 5,399	\$ 5,585	\$ 5,782	\$ 5,984	\$ 6,193	\$ 6,441

Mechanic IAM									
21		\$ 5,410	\$ 5,599	\$ 5,794	\$ 6,000	\$ 6,208	\$ 6,425	\$ 6,651	\$ 6,916
22		\$ 5,545	\$ 5,738	\$ 5,942	\$ 6,146	\$ 6,363	\$ 6,586	\$ 6,816	\$ 7,090
Building Inspector I Plumbers & Steamfitters									
22M	IAM	\$ 5,067	\$ 5,260	\$ 5,464	\$ 5,668	\$ 5,885	\$ 6,108	\$ 6,338	\$ 6,612
23		\$ 5,683	\$ 5,884	\$ 6,087	\$ 6,301	\$ 6,522	\$ 6,749	\$ 6,988	\$ 7,266
Plans Examiner I Plumbers & Steamfitters									
24		\$ 5,827	\$ 6,029	\$ 6,241	\$ 6,459	\$ 6,684	\$ 6,920	\$ 7,160	\$ 7,447
Senior Mechanic IAM Code Enforcement Officer Plumbers & Steamfitters									
24M	IAM	\$ 5,349	\$ 5,551	\$ 5,763	\$ 5,981	\$ 6,206	\$ 6,442	\$ 6,682	\$ 6,969
Emergency Equipment Mechanic IAM									
25		\$ 5,970	\$ 6,180	\$ 6,396	\$ 6,621	\$ 6,853	\$ 7,093	\$ 7,341	\$ 7,634
26		\$ 6,121	\$ 6,335	\$ 6,556	\$ 6,786	\$ 7,024	\$ 7,270	\$ 7,523	\$ 7,825
26M	IAM	\$ 5,643	\$ 5,857	\$ 6,078	\$ 6,308	\$ 6,546	\$ 6,792	\$ 7,045	\$ 7,347
27		\$ 6,274	\$ 6,494	\$ 6,722	\$ 6,956	\$ 7,201	\$ 7,451	\$ 7,712	\$ 8,020
Plans Examiner II Plumbers & Steamfitters									
28		\$ 6,429	\$ 6,656	\$ 6,889	\$ 7,130	\$ 7,380	\$ 7,638	\$ 7,904	\$ 8,220
Building Inspector II Plumbers & Steamfitters									
28M	IAM	\$ 5,951	\$ 6,178	\$ 6,411	\$ 6,652	\$ 6,902	\$ 7,160	\$ 7,426	\$ 7,742
Senior Emergency Equipment Mechanic IAM									
28T	Teamsters	\$ 6,221	\$ 6,448	\$ 6,681	\$ 6,922	\$ 7,172	\$ 7,430	\$ 7,696	\$ 8,012
29		\$ 6,592	\$ 6,821	\$ 7,061	\$ 7,309	\$ 7,564	\$ 7,828	\$ 8,102	\$ 8,427

30		\$ 6,757	\$ 6,993	\$ 7,237	\$ 7,492	\$ 7,754	\$ 8,024	\$ 8,306	\$ 8,637
30T	Teamsters	\$ 6,549	\$ 6,785	\$ 7,029	\$ 7,284	\$ 7,546	\$ 7,816	\$ 8,098	\$ 8,429
Public Works Supervisor - Grounds Teamsters									
31		\$ 6,925	\$ 7,168	\$ 7,418	\$ 7,677	\$ 7,946	\$ 8,225	\$ 8,511	\$ 8,852
Plans Examiner III Plumbers & Steamfitters									
32		\$ 7,097	\$ 7,347	\$ 7,604	\$ 7,870	\$ 8,145	\$ 8,431	\$ 8,725	\$ 9,075
Building Inspector III Plumbers & Steamfitters									
33		\$ 7,275	\$ 7,531	\$ 7,795	\$ 8,067	\$ 8,348	\$ 8,643	\$ 8,945	\$ 9,302
Plans Examiner IV Plumbers & Steamfitters									
34		\$ 7,457	\$ 7,719	\$ 7,989	\$ 8,270	\$ 8,557	\$ 8,858	\$ 9,169	\$ 9,535
Lead Building Inspector Plumbers & Steamfitters									

2024 Salary Schedule adjusted by 4% effective 1-1-2024

Joint Coalition 2024 Salary Ranges January 1, 2024 - December 31, 2024

Range Number	Bargaining Unit	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1		\$ 3,433	\$ 3,554	\$ 3,677	\$ 3,807	\$ 3,941	\$ 4,079	\$ 4,220	\$ 4,389
1M	IAM	\$ 2,955	\$ 3,076	\$ 3,199	\$ 3,329	\$ 3,463	\$ 3,601	\$ 3,742	\$ 3,911
2		\$ 3,519	\$ 3,643	\$ 3,769	\$ 3,902	\$ 4,039	\$ 4,181	\$ 4,325	\$ 4,499
3		\$ 3,607	\$ 3,735	\$ 3,865	\$ 4,000	\$ 4,140	\$ 4,285	\$ 4,435	\$ 4,612
	Vehicle Service Worker I IAM								
3M	IAM	\$ 3,129	\$ 3,257	\$ 3,387	\$ 3,522	\$ 3,662	\$ 3,807	\$ 3,957	\$ 4,134
	Vehicle Service Worker I IAM								
4		\$ 3,698	\$ 3,825	\$ 3,960	\$ 4,101	\$ 4,243	\$ 4,392	\$ 4,547	\$ 4,728
5		\$ 3,791	\$ 3,923	\$ 4,060	\$ 4,202	\$ 4,349	\$ 4,500	\$ 4,657	\$ 4,844
6		\$ 3,885	\$ 4,022	\$ 4,163	\$ 4,308	\$ 4,458	\$ 4,613	\$ 4,776	\$ 4,966
7		\$ 3,982	\$ 4,122	\$ 4,266	\$ 4,414	\$ 4,571	\$ 4,730	\$ 4,894	\$ 5,089
7M	IAM	\$ 3,504	\$ 3,644	\$ 3,788	\$ 3,936	\$ 4,093	\$ 4,252	\$ 4,416	\$ 4,611
8		\$ 4,082	\$ 4,224	\$ 4,372	\$ 4,524	\$ 4,682	\$ 4,847	\$ 5,017	\$ 5,218
9		\$ 4,183	\$ 4,328	\$ 4,483	\$ 4,638	\$ 4,801	\$ 4,968	\$ 5,143	\$ 5,349
	Vehicle Service Worker II IAM								
9M	IAM	\$ 3,705	\$ 3,850	\$ 4,005	\$ 4,160	\$ 4,323	\$ 4,490	\$ 4,665	\$ 4,871
	Vehicle Service Worker II - Fire IAM								
10		\$ 4,289	\$ 4,438	\$ 4,593	\$ 4,755	\$ 4,921	\$ 5,091	\$ 5,271	\$ 5,482
10T	Teamsters	\$ 4,081	\$ 4,230	\$ 4,385	\$ 4,547	\$ 4,713	\$ 4,883	\$ 5,063	\$ 5,274
	Maintenance Worker I - Grounds Teamsters								
11		\$ 4,396	\$ 4,550	\$ 4,707	\$ 4,872	\$ 5,044	\$ 5,220	\$ 5,404	\$ 5,619

Vehicle Parts Specialist		IAM							
11M	IAM	\$ 3,918	\$ 4,072	\$ 4,229	\$ 4,394	\$ 4,566	\$ 4,742	\$ 4,926	\$ 5,141
Vehicle Parts Specialist - Fire		IAM							
12		\$ 4,504	\$ 4,665	\$ 4,826	\$ 4,994	\$ 5,170	\$ 5,351	\$ 5,538	\$ 5,760
13		\$ 4,619	\$ 4,780	\$ 4,946	\$ 5,121	\$ 5,299	\$ 5,484	\$ 5,676	\$ 5,901
Senior Vehicle Parts Specialist		IAM							
13M	IAM	\$ 4,141	\$ 4,302	\$ 4,468	\$ 4,643	\$ 4,821	\$ 5,006	\$ 5,198	\$ 5,423
Senior Vehicle Parts Specialist		IAM							
13T	Teamsters	\$ 4,411	\$ 4,572	\$ 4,738	\$ 4,913	\$ 5,091	\$ 5,276	\$ 5,468	\$ 5,693
Maintenance Worker II - Grounds		Teamsters							
14		\$ 4,733	\$ 4,897	\$ 5,071	\$ 5,248	\$ 5,432	\$ 5,622	\$ 5,819	\$ 6,053
15		\$ 4,851	\$ 5,022	\$ 5,197	\$ 5,378	\$ 5,567	\$ 5,763	\$ 5,963	\$ 6,200
15T	Teamsters	\$ 4,643	\$ 4,814	\$ 4,989	\$ 5,170	\$ 5,359	\$ 5,555	\$ 5,755	\$ 5,992
Grounds Maintenance Specialist I		Teamsters							
16		\$ 4,972	\$ 5,147	\$ 5,327	\$ 5,514	\$ 5,706	\$ 5,904	\$ 6,114	\$ 6,359
17		\$ 5,099	\$ 5,275	\$ 5,461	\$ 5,651	\$ 5,848	\$ 6,056	\$ 6,265	\$ 6,516
17T	Teamsters	\$ 4,891	\$ 5,067	\$ 5,253	\$ 5,443	\$ 5,640	\$ 5,848	\$ 6,057	\$ 6,308
Grounds Chemical Specialist Grounds Maintenance Specialist II Irrigation Specialist		Teamsters Teamsters Teamsters Teamsters							
18		\$ 5,225	\$ 5,408	\$ 5,596	\$ 5,792	\$ 5,997	\$ 6,204	\$ 6,423	\$ 6,680
19		\$ 5,356	\$ 5,542	\$ 5,736	\$ 5,938	\$ 6,144	\$ 6,362	\$ 6,581	\$ 6,845
19T	Teamsters	\$ 5,148	\$ 5,334	\$ 5,528	\$ 5,730	\$ 5,936	\$ 6,154	\$ 6,373	\$ 6,637
Lead Maintenance Worker - Grounds		Teamsters							
20		\$ 5,489	\$ 5,425	\$ 5,615	\$ 5,808	\$ 6,013	\$ 6,223	\$ 6,441	\$ 6,699

Mechanic IAM									
21		\$ 5,626	\$ 5,823	\$ 6,026	\$ 6,240	\$ 6,456	\$ 6,682	\$ 6,917	\$ 7,193
22		\$ 5,767	\$ 5,968	\$ 6,180	\$ 6,392	\$ 6,618	\$ 6,849	\$ 7,089	\$ 7,374
	Building Inspector I Plumbers & Steamfitters								
22M	IAM	\$ 5,289	\$ 5,490	\$ 5,702	\$ 5,914	\$ 6,140	\$ 6,371	\$ 6,611	\$ 6,896
23		\$ 5,910	\$ 6,119	\$ 6,330	\$ 6,553	\$ 6,783	\$ 7,019	\$ 7,268	\$ 7,557
	Plans Examiner I Plumbers & Steamfitters								
24		\$ 6,060	\$ 6,270	\$ 6,491	\$ 6,717	\$ 6,951	\$ 7,197	\$ 7,446	\$ 7,745
	Senior Mechanic IAM Plumbers & Steamfitters Code Enforcement Officer								
24M	IAM	\$ 5,582	\$ 5,792	\$ 6,013	\$ 6,239	\$ 6,473	\$ 6,719	\$ 6,968	\$ 7,267
	Emergency Equipment Mechanic IAM								
25		\$ 6,209	\$ 6,427	\$ 6,652	\$ 6,886	\$ 7,127	\$ 7,377	\$ 7,635	\$ 7,939
26		\$ 6,366	\$ 6,588	\$ 6,818	\$ 7,057	\$ 7,305	\$ 7,561	\$ 7,824	\$ 8,138
26M	IAM	\$ 5,888	\$ 6,110	\$ 6,340	\$ 6,579	\$ 6,827	\$ 7,083	\$ 7,346	\$ 7,660
27		\$ 6,525	\$ 6,754	\$ 6,991	\$ 7,234	\$ 7,489	\$ 7,749	\$ 8,020	\$ 8,341
	Plans Examiner II Plumbers & Steamfitters								
28		\$ 6,686	\$ 6,922	\$ 7,165	\$ 7,415	\$ 7,675	\$ 7,944	\$ 8,220	\$ 8,549
	Building Inspector II Plumbers & Steamfitters								
28M	IAM	\$ 6,208	\$ 6,444	\$ 6,687	\$ 6,937	\$ 7,197	\$ 7,466	\$ 7,742	\$ 8,071
	Senior Emergency Equipment Mechanic IAM								
28T	Teamsters	\$ 6,478	\$ 6,714	\$ 6,957	\$ 7,207	\$ 7,467	\$ 7,736	\$ 8,012	\$ 8,341
29		\$ 6,856	\$ 7,094	\$ 7,343	\$ 7,601	\$ 7,867	\$ 8,141	\$ 8,426	\$ 8,764

30		\$ 7,027	\$ 7,273	\$ 7,526	\$ 7,792	\$ 8,064	\$ 8,345	\$ 8,638	\$ 8,982
30T	Teamsters	\$ 6,819	\$ 7,065	\$ 7,318	\$ 7,584	\$ 7,856	\$ 8,137	\$ 8,430	\$ 8,774
Public Works Supervisor - Grounds		Teamsters							
31		\$ 7,202	\$ 7,455	\$ 7,715	\$ 7,984	\$ 8,264	\$ 8,554	\$ 8,851	\$ 9,206
Plans Examiner III		Plumbers & Steamfitters							
32		\$ 7,381	\$ 7,641	\$ 7,908	\$ 8,185	\$ 8,471	\$ 8,768	\$ 9,074	\$ 9,438
Building Inspector III		Plumbers & Steamfitters							
33		\$ 7,566	\$ 7,832	\$ 8,107	\$ 8,390	\$ 8,682	\$ 8,989	\$ 9,303	\$ 9,674
Plans Examiner IV		Plumbers & Steamfitters							
34		\$ 7,755	\$ 8,028	\$ 8,309	\$ 8,601	\$ 8,899	\$ 9,212	\$ 9,536	\$ 9,916
Lead Building Inspector		Plumbers & Steamfitters							

Appendix B - Paid Time Off (PTO) Accrual Schedule
Effective 10-1-2015

Employee Paid Time Off (PTO) Accrual Schedule For employees hired between January 1, 1980 and March 24, 2003 (Based on an 8 hour day)						
Year of Service	Hours Per Month	Days Per Year	Maximum Accumulation Hours / Days (Max amount of payout at separation)		Maximum Accumulation Hours / Days	
0 to 5	18.34	27.5	440	55	608	76
5+ to 10	20.34	30.5	488	61	656	82
10+ to 15	22.34	33.5	536	67	704	88
15+ to 20	24.34	36.5	584	73	752	94
20+	26.34	39.5	632	79	800	100

Employee Paid Time Off (PTO) Accrual Schedule For employees hired after March 24, 2003 (Based on an 8 hour day)						
Year of Service	Hours Per Month	Days Per Year	Maximum Accumulation Hours / Days (Max amount of payout at separation)		Maximum Accumulation Hours / Days	
0 to 2	15	22.5	360	45	528	66
2+ to 5	18.34	27.5	440	55	608	76
5+ to 10	20.34	30.5	488	61	656	82
10+ to 15	22.34	33.5	536	67	704	88
15+ to 20	24.34	36.5	584	73	752	94
20++	26.34	39.5	632	79	800	100

Appendix C – 2021 Union Health Insurance Costs

Insurance Options:	Total Cost	City's Monthly Contribution	Employee's Monthly Premium Cost	Employee Monthly Premium Increase (from 2021)
Regence PPO w/ VSP vision				
Employee & Children	\$1,462.65	\$1,239.64	\$223.01	\$0.00
Employee & Spouse	\$1,706.33	\$1,431.70	\$274.63	\$0.00
Employee Only	\$811.97	\$727.00	\$84.97	\$0.00
Family	\$2,356.53	\$1,944.27	\$412.26	\$0.00
Regence PPO High-Deductible w/ VSP vision**				
Employee & Children	\$1,159.03	\$1,030.03	\$129.00	\$0.00
Employee & Spouse	\$1,352.20	\$1,201.64	\$150.56	\$0.00
Employee Only	\$643.73	\$572.10	\$71.63	\$0.00
Family	\$1,867.36	\$1,659.44	\$207.92	\$0.00
Kaiser				
Employee & Children	\$1,155.99	\$1,008.93	\$147.06	\$0.00
Employee & Spouse	\$1,284.41	\$1,113.19	\$171.22	\$0.00
Employee Only	\$642.16	\$591.70	\$50.46	\$0.00
Family	\$1,926.88	\$1,634.93	\$291.95	\$0.00
Kaiser High-Deductible**				
Employee & Children	\$803.64	\$740.36	\$63.28	\$0.00
Employee & Spouse	\$891.79	\$821.46	\$70.33	\$0.00
Employee Only	\$446.08	\$410.91	\$35.17	\$0.00
Family	\$1,337.88	\$1,232.40	\$105.48	\$0.00

Union Dental				
Delta Dental	Union Basic Dental (Total Cost)	City's Monthly Contribution	Basic Dental Employee's Monthly Premium Cost	Union Buy-up Dental* (Employee Portion for Buy-up, if elected)
Employee & Children	\$116.14	\$116.14	\$0.00	\$6.16
Employee & Spouse	\$89.00	\$89.00	\$0.00	\$4.70
Employee Only	\$50.37	\$50.37	\$0.00	\$2.69
Family	\$154.73	\$154.73	\$0.00	\$8.21

*** Dental Buy-up requires a 3-year commitment - must be on this plan 3 years before stopping the buy-up as long as you are eligible for benefits**

Kaiser Dental	Total Cost	City's Monthly Contribution	Employee's Monthly Premium Cost
Employee & Children	\$102.13	\$102.13	\$0.00
Employee & Spouse	\$113.48	\$113.48	\$0.00
Employee Only	\$56.74	\$56.74	\$0.00
Family	\$170.22	\$170.22	\$0.00

2022 Opt-Out: \$230/month (taxable income to employee)

International Machinists Union Addendum Agreement

This agreement, as of the date indicated therein, by and between the City of Vancouver, a municipal corporation of the State of Washington and hereinafter referred to as the Employer, and International Machinists Union District Lodge #W24, hereinafter referred to as the Union, WITNESSES that WHEREAS the parties have negotiated the terms and conditions of a collective bargaining agreement, hereinafter referred to as the Agreement, and terms and conditions of an addendum agreement, hereinafter referred to as the Addendum, relating to regular employees of the Employer and hereinafter referred to as employees represented by the Union and described in this addendum to special wages, hours, and other terms and conditions of employment of such employees and wish to reduce the addendum to writing agree hereto as follows, and to be part of the agreement.

1. Work Jurisdiction

- 1.1 Although the City of Vancouver maintains the ability to make work assignments as workload dictates, the city recognizes the work performed by mechanics shall be as follows: maintenance, rebuilding, dismantling, assembling, repairing, installing, erecting, cleaning, preparing and conditioning of all automotive parts, units and auxiliaries connected with passenger cars, motorcycles, tractors, trucks, shovels, trench digging, excavating equipment, fire apparatus, trucks, ladders and related equipment, other emergency equipment associated with fire emergency equipment and associated with fire emergency vehicles, and all types of machinery that are propelled by any type of combustion engine, and all of the machine or grinding processes connected with the foregoing including welding.
- 1.2 The primary work assignments of the Emergency Mechanics will remain focused on Fire Apparatus such as fire engines, fire trucks, water tenders, brush rigs, heavy rescue and specialty equipment.
- 1.3 None of the preceding work may be performed by the equipment superintendent and Equipment Mechanic Supervisor except de minimis work when no other mechanics are available.
- 1.4 Seniority for all mechanics will be defined as the length of service in that classification for the purpose of vacation scheduling, layoff for lack of work, overtime, and call back offers.

2. Employee Tools, Safety Boots and Safety Glasses

- 2.1 Each employee holding the position of mechanic or senior mechanic is required to provide, at their own expense, a basic set of tools appropriate to perform the work required of a journey level mechanic, including metric hand tools. The shop sets of metric tools currently provided by the city will remain available to employees, and may be expanded or replaced at the City's discretion.

2.2 *Tool/Safety Boot Allowance*

2.2.1 Each employee holding the following positions will be provided an annual tool/safety boot allowance as outlined below:

Mechanics	\$1,320
Senior Mechanics	\$1,320
Emergency Equipment Mechanics	\$1,320
Senior Emergency Equipment Mechanics	\$1,320
Vehicle Service Worker II	\$990
Vehicle Service Worker I	\$660

This allowance is to be used for tool and safety boot replacement and upgrading an employee's tool inventory.

The tool/safety boot allowance will be made to the employee on a monthly basis (1/12th payment monthly) through payroll.

2.2.2 All employees in the above classifications must wear industrial safety toe shoes at all times.

2.2.3 The Employer agrees to insure, for fire and burglary, the hand tools (including the tool box and electronic test equipment) which are in the possession of the employee at the Employer's place of work. The employee will be responsible to annually digitally photograph all tools that they own and provide the Employer with a copy of such documentation. The camera used for this purpose shall be made available by the Employer. In addition, the employee will provide to the City a written inventory of all tools over \$300 in value, including make and model, which inventory would be necessary documentation to provide the city if the need arose to make a claim for the loss of those tools.

2.3 *Safety Glasses*

All shop employees must wear safety glasses, with the Employer providing said glasses. For employees that desire prescription safety glasses, the Employer will provide reimbursement for prescription safety glasses on an annual basis, up to an annual maximum of \$300. Reimbursement under this article is subject the employee providing detailed receipts of the purchase to the Employer.

3. **Western Metal Industry Pension Plan**

3.1 The members represented by Machinists Local 1432 will be allowed to participate in the Western Metals Industry Pension Plan by diverting part of their wages into the plan. The amount of the

contribution will be determined by majority vote of the affected members of IAM Local 1432. The members employed at Operations and those at the Fire Department will vote as separate units.

- a. Rehabilitation Plan for the Western Metal Industry Pension Fund. Effective May 28, 2010 a rehabilitation plan was instituted for the pension plan due to a determined actuarial status of “critical.” The parties have agreed to follow the plan as outlined below until such time as there an amendment to or ending of the rehabilitation by the Plan.

<u>Effective Date</u>	<u>Contribution Rate</u>
<u>7-1-2016</u>	<u>\$1.96</u>
<u>7-1-2017</u>	<u>\$2.12</u>
<u>7-1-2018</u>	<u>\$2.28</u>
<u>7-1-2019</u>	<u>\$2.44</u>
<u>7-1-2020</u>	<u>\$2.60</u>
<u>7-1-2021</u>	<u>\$2.76</u>

- 3.2 This plan shall be in addition to, and will not replace, the Washington Public Employees Retirement System (PERS).

4. Shift Assignments

- 4.1 Assignment to vacancies on shifts will be made based upon seniority when the employee meets the qualifications of the new shift and the Employer’s work needs.
- 4.2 Shift preference must be filed more than three (3) working days prior to an organization effecting a shift change or declaring a job opening by submission of a dated open requisition. Forms will be provided and made available by the City. If an employee does not file a shift preference, it shall be assumed that the employee is on their preferred shift.
- 4.3 Under no circumstances will the provisions of this section be construed to enable an employee, at their request, to displace or “bump” a less senior employee from their job and shift.

5. Emergency Equipment Mechanics Subsection: In addition to Articles 1 - 4, the following language applies to Emergency Equipment Mechanics Only.

- 5.1 Job Requirements for Emergency Equipment Mechanics:

In order to apply for the position of emergency equipment mechanic, applicants must possess ASE certifications as noted in the job classification and job notice. In addition, within the time period outlined in the job classification, emergency equipment mechanics must become certified in all EVT areas as outlined in the job classification.

- 5.2. The city shall pay all fees associated with maintaining ASE certifications, and with obtaining and maintaining EVT certifications. This shall include costs required for out-of-town travel, food, and lodging, associated with these exams.

6. VEBA Medical Reimbursement Plan

- 6.1 On behalf of all IAM members in the Union's bargaining unit employed in the Fire Shop of the City of Vancouver (the "group"), contributions on behalf of each employee in the group shall be mandatory and based on a payroll deduction. The dollar amount of pre-tax contribution shall be determined on an annual basis.

7. Working Out of Classification

- 7.1 When an employee is required to act as a temporary supervisor they shall be paid in accordance with Article 11.7 of the Agreement.

8. Termination and Renewal

- 8.1 Provisions for termination and renewal for this addendum shall be identical to the master agreement.

Dated this _____ day of _____, 2022.

For the Employer

For the Union

Eric Holmes, City Manager

Nichet Newsome, IAM District Lodge #W24

Lisa Takach, HR Director
Approved as to form:

Jonathan Young, City Attorney

Attest:

Natasha Ramras, City Clerk

Plumbers and Steamfitters Local 290 Addendum Agreement

This agreement, as of the date indicated therein, by and between the City of Vancouver, a municipal corporation of the State of Washington and hereinafter referred to as the Employer, and Plumbers and Steamfitters, Local 290, hereinafter referred to as the Union, WITNESSES that WHEREAS the parties have negotiated the terms and conditions of a collective bargaining agreement, hereinafter referred to as the Agreement, and terms and conditions of an addendum agreement, hereinafter referred to as the Addendum, relating to regular employees of the Employer and hereinafter referred to as employees represented by the Union and described in this addendum to special wages, hours, and other terms and conditions of employment of such employees and wish to reduce the addendum to writing agree hereto as follows, and to be part of the agreement.

1. Work Jurisdiction

- 1.1 The work of the Development Review Division and delegated by the Building Official as provided for in Vancouver Municipal Code, as represented by the United Association of Plumbers and Steamfitters Local 290, shall include all site inspections and plan review of all building, plumbing, mechanical, structural, electrical, property maintenance and zoning requirements, as well as any adopted building codes or standards of the City. Recognition of Development Review Division work groups are as follows: Building Inspection, Building Electrical Inspection, Building Plan Review and Code Compliance.

2. Acting or Out-of-Class Assignments

- 2.1 When acting or out-of-class for a maximum 6 month assignment opportunities are available to higher paying positions, preference shall be give on a rotation basis to qualified employees within the division/work group. The rotation list shall be by workgroup seniority. Employees must have one (1) year of service prior to consideration for placement on the rotation list. When the most senior employee has been given an out-of-class appointment, the next appointment shall be given to the next lower person on the list. Employees on the list have the option of refusing the out of class assignment.

3. Training, Certification and License Allowance

- 3.1 Employees shall receive \$110 per month for one (1) additional certification beyond the minimum required and relevant to job duties as per DRS Policy 1726 Employee Inspection Certification Allowance.
- 3.2 DRS Policy 1726 Employee Inspection Certification Allowance will be maintained by DRS for the term of this agreement. The policy will not be modified except by agreement with UA Local 290.
- 3.3 The Employer will, reimburse the employee for any fees paid for

required certification tests and renewals, and training. When an employee holds more than 1 certification, where possible and permissible by ICC, they will renew their certifications together. The employee will provide the City with evidence of satisfactory completion of any necessary tests.

- 3.4 Reimbursements shall be made within thirty (30) days after the employee provides the City with a receipt and evidence of satisfactory completion of any necessary tests.

4. Employee Clothing Allowance

- 4.1 The Employer shall reimburse the employee for clothing required by the employer and/or WISHA, up to a maximum of \$350 per Inspector and Code Compliance Officer and \$250 per Plans Examiner per calendar year and where relevant and appropriate, that such clothing displays the City logo. When working in the field, employees are required to wear at least one piece of clothing with the City's name and logo visible at all times.
- 4.2 Reimbursements shall be made within thirty (30) days after the employee provides the City with a receipt. Purchases will be made through a City approved catalog/website/contract. Any additional costs to put the logo onto purchased clothing will be counted in the maximum annual allowance.

5. Scheduled Overtime

- 5.1 Scheduled overtime and call back shall be offered to the assigned Project Inspector, Code Compliance Officer or Plans Examiner first, then to the most senior qualified person on the workgroup seniority list. If the seniority list is exhausted the least senior will be assigned the overtime or call back.

6. Termination and Renewal

- 6.1 Provisions for termination and renewal for this addendum shall be identical to the master agreement.

Dated this _____ day of _____, 2022.

For the Employer

For the Union

Eric Holmes, City Manager

Carol Krohn,
Plumbers and Steamfitters, Local 290

Lisa Takach, HR Director

Approved as to form:

Jonathan Young, City Attorney

Attest:

Natasha Ramras, City Clerk

Teamsters, Local #58 Addendum Agreement

This agreement, as of the date indicated therein, by and between the City of Vancouver, a municipal corporation of the State of Washington and hereinafter referred to as the Employer, and the International Brotherhood of Teamsters, Local #58, hereinafter referred to as the Union, WITNESSES that WHEREAS the parties have negotiated the terms and conditions of a collective bargaining agreement, hereinafter referred to as the Agreement, and terms and conditions of an addendum agreement, hereinafter referred to as the Addendum, relating to regular employees of the Employer and hereinafter referred to as employees represented by the Union and described in this addendum to special wages, hours, and other terms and conditions of employment of such employees and wish to reduce the addendum to writing agree hereto as follows, and to be part of the agreement.

1. License Fees

1.1 The City will pay all fees for certifications required by the City.

2. Termination and Renewal

2.1. Provisions for termination and renewal for this addendum shall be identical to the master agreement.

3. Acting or Out-Of-Class Assignments

3.1 When acting or out-of-class appointments are made to higher paying positions, preference shall be given on a rotation basis to qualified employees within the division. The rotation list shall be by seniority. Employees must have one (1) year of service prior to consideration for placement on the rotation list. When the most senior employee has been given an out-of-class appointment, the next appointment shall be given to the next lower person on the list. Employees on the list have the option of refusing the out-of-class appointment.

4. Western Conference of Teamsters Pension Plan

4.1 Effective January 1, 2016, the Employer shall continue to pay into the Western Conference of Teamsters Pension Trust on account of each employee performing work of the bargaining unit, for each hour in which compensation is paid. The hourly contribution rate shall be eighty cents (\$0.80) per compensable hour.

Thereafter, the Employer shall pay into the Western Conference of Teamsters Pension Trust on account of each employee performing work in the bargaining unit, for each hour in which compensation is paid. The hourly contribution rate shall be allocated as follows:

Effective Date	Total \$/Hour
1/1/12	\$.60
1/1/13	\$.70
1/1/14	\$.80

1/1/17	\$1.00
1/1/18	\$1.20

All contributions to be allocated to the Basic Plan.

- 4.2 Otherwise-excluded employees or workers are to be included in the Employer-paid mandatory participation of the Western Conference of Teamsters Pension Plan if they are performing work within the jurisdiction of this unit, including those on a temporary or seasonal basis and those in a 'Supervisory' or 'Lead' position.
- 4.3 The total amount due for each calendar month shall be remitted in a lump sum not later than ten (10) days after the last business day of each month. The Employer agrees to abide by such rules as may be established by the Trust of said Trust to facilitate the determination of the hours for which contributions are due, the prompt and orderly collection of such amounts and the accurate reporting and recording of such amounts paid on account of each employee performing the work of the bargaining unit. Failure to make all payments herein provided for, within the time specified, shall be breach of this Agreement.
- 4.4 The Western Conference of Teamsters Pension Plan shall continue to be an additional retirement plan, and will not replace, the Washington Public Employees Retirement System (PERS).

5. Scheduled Overtime

- 5.1 Scheduled overtime will be from the grounds seniority list on a rotation basis by their city hire date. The assigned supervisor/designee will rotate through the seniority list consistently through each event. Multiple day events will be scheduled on a day by day basis.
- 5.2 Overtime will not be approved for staff on light duty, or work restrictions relevant to scheduled overtime.
- 5.3 Employees on their initial probation period may work scheduled overtime if they:
 - a. Possess valid CDL, if relevant to overtime and;
 - b. Successfully trained in operation of all equipment relevant to overtime.
 - c. Or work with another qualified employee.
- 5.4 An employee on probation may work overtime if it is the continuation of a normal work day to finish a specific task, and is approved by a supervisor/designee.
- 5.5 If employee is on PTO, the supervisor/designee will place one call to their primary phone. Employee will have until the of that normal work day to reply before next person is contacted.
- 5.6 Grounds employees in a career development role outside their work group will be contacted for overtime assignments following the rotation guidelines listed above.
- 5.7 Department cross training/rotation – employee will be contacted by supervisor/designee for overtime by placing one call to the employee's primary phone. Employee will have until the end of that normal work day to reply before the next person is contacted.
- 5.8 The assigned supervisor/designee will maintain a list that shows accepted or unaccepted overtime and dates.

6. Regular Appointments

- 6.1 When regular appointments are made, current employees shall be given preference by their seniority if their qualifications are equal or superior to those of other applicants.

7. Shift Assignments

- 7.1 The Employer and the employee also recognize the need from time to time for temporary shift reassignments when an emergency does not exist. In these situations, the Employer agrees to give the employee a minimum of twenty-four (24) hours' notice in advance of the new shift starting time. Regular shift reassignments shall be according to Article 10 of the master agreement.
- 7.2 From time to time, 4-day week, ten (10) hour work schedules may be temporarily rescheduled to fill needs due to sick leave, military leave, or other unanticipated absences. This would involve transferring an employee from one period of four (4) consecutive days to another. Such rescheduling will not be subject to provisions for premium pay on the first, second, and third day; provided that the following criteria are met:
 - 7.2.1 Any time a work schedule is changed, it will consist of consecutive days of work.
 - 7.2.2 Employees will be notified of the rescheduling at least twenty-four (24) hours in advance of the new work schedule.
 - 7.2.3 The shift change shall be of a temporary nature not to exceed thirty (30) days.
 - 7.2.4 Employees may request shift changes, but the city shall assume no obligation for premium pay on the initial first, second, or third day of the new shift.

8. Wages

- 8.1 At the time of ratification of this agreement, employees, by a majority vote, may elect to divert wages from the negotiated increase, into the pension to be contributed into the Western Conference of Teamsters Pension Plan during the first year of this Agreement.
- 8.2 Employees by a majority vote may elect to divert negotiated wage increases into the pension to be contributed to into the "Western Conference of Teamsters Pension Plan" on an annual basis.
- 8.3 Homeless Camp Clean up

Scheduled homeless clean-up designated by the HART team or other City management representative that are deemed a public health hazard will be paid an additional hourly rate of \$1.00 above the assigned employees pay for working such assignment. The premium will not be paid for hazards or camp clean-up found as part of regularly assigned duties associated with sanitation and maintenance of City parks and facilities.

9. Corrections Crews and Volunteer Use and Limitations

- 9.1 This section is limited to establish the use of corrections crews and volunteers including instituting limitations on the same.
- 9.2 Corrections crews and volunteers are controlled by the employer and may be utilized with limitations as approved by the Operations Center Manager or designee. Work performed by the corrections crews shall be directed by employees of the bargaining unit.
- 9.3 Work performed by corrections crews and volunteers is limited to the following:
- a) Storm debris cleanup and removal;
 - b) Litter patrol cleanup duties including emptying trash bins and performing hand cleanup;
 - c) Use of manual tools for raking shrub beds, medians, turf areas around tree bases and headstones and the raking of grass and heavy clippings;
 - d) Manual weeding and invasive vegetation removal other than the exclusions subject to paragraph (e) below;
 - e) Use of weed eaters and edgers only for park perimeters, right of ways and/or overgrown areas and medians except for manicured areas;¹
 - f) Use of back pack blowers;
 - g) Hand painting of picnic table boards;
 - h) Volunteer work shall be mutually agreed upon between the employer and the Union*
 - i) Other work as mutually agreed upon between the employer and the Union*.

*Union Stewards are designated by the union business representative to act as the Union's volunteer coordinator for the purpose of entering into an agreement for work projects identified herein.

Effective October 19, 2011 and through the life of this Agreement, in the event of layoffs, the tasks subject to paragraph (e) shall not be permitted by corrections crews, except for safety/liability sensitive areas including medians and right of ways.

Dated this _____ day of _____, 2022.

For the Employer

For the Union

Eric Holmes, City Manager

Walter LaChapelle, Teamsters, Local #58

Lisa Takach, HR Director

Approved as to form:

Jonathan Young, City Attorney

Attest:

Natasha Ramras, City Clerk