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| **Agenda Item No.:** |  | **Date:** | 30 Sep 2013 |
| **Proposed No.:** | 2013-0371 | **Prepared by:** | Nick Wagner |

**SUBJECT**

An ordinance adopting a collective bargaining agreement between King County and the International Brotherhood of Teamsters, Local 117, covering 17 employees who serve as legislative analysts for the county council.

**SUMMARY**

Proposed Ordinance 2013-0371 (Att. 1 to this staff report) would approve a collective bargaining agreement (CBA) between King County and the International Brotherhood of Teamsters, Local 117. The CBA (Att. 1-A) covers 17 employees who serve as legislative analysts for the county council.

1. **Term of the CBA**

The CBA covers the one-year period from 1 July 2013 through 30 June 2014. (CBA Article 22, Att. 1-A, p. 25)[[1]](#footnote-1)

1. **The Bargaining Unit**

The committee is familiar with the duties of the 17 legislative analysts who make up the bargaining unit. As described in the Executive’s transmittal letter (Att. 4), those duties include:

* “Conduct qualitative and quantitative analysis of policy issues”;
* “Assist with the development and implementation of Council-directed initiatives”; and
* “Participate in the Council’s annual budget adoption process by analyzing budgets and financial plans.”

The bargaining unit consists of the following classifications:

* Legislative Analyst – Senior;
* Principal Legislative Analyst; and
* Principal Legislative Analyst – Senior.

*See* CBA Section 8.1 (Att. 1-A, p. 14) and Addendum A (Att. 1-B).

**CHANGED CONTRACT PROVISIONS**

There are few changes from the previous CBA. The most notable are described below.

1. **COLAs**

Section 8.2 (Att. 1-A, pp. 14-15) and Addendum B to the CBA (Att. 1-C) provide for the following cost of living adjustments (COLAs), which had previously been agreed to by MOA in 20122 and are the same as those agreed to with the vast majority of the county’s represented employees for the years in question:

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| **Year** | **COLA Formula** | **COLA[[2]](#footnote-2)** |
| **2013** | 95% of CPI-W increase for Seattle-Tacoma-Bremerton, [[3]](#footnote-3) with 0% floor and no ceiling | 3.09% |
| **2014** | 95% of CPI-W increase for Seattle-Tacoma-Bremerton, with 0% floor and no ceiling | 1.67% |

The fiscal impact of the COLAs is described in the Fiscal Note (Att. 5). The COLA for 2013 is already being paid, since it was required pursuant to the “zero COLA” MOA.

Addendum B (Att. 1-C) also provides that COLA negotiations will be reopened if, comparing the current year to the previous year, there is either (1) an increase in the King County unemployment rate of more than two percentage points or (2) a decline of more than seven percent in county retail sales. Each year by July 30th the county will assess whether either of these conditions has been met. This is the same as the reopener that the county has agreed to with the vast majority of the county’s represented employees.

1. **No changes in pay ranges**

The CBA includes no changes in the pay ranges for the bargaining unit, which are listed in Addendum A (Att. 1-B).

1. **Team Leader Pilot Project**

Addendum D (Att. 1-E) is a previously-agreed MOA from 2012 creating a pilot project whereby the council chief of staff or his designee may appoint up to five Team Leaders from among the bargaining unit members, subject to their consent to serve in that capacity. The purposes of the project is “to improve the delivery of services to councilmembers, as well as to ensure accurate and timely work.” The specific duties of the Team Leaders include:

1. Consultation with committee lead staff to ensure adequate staffing to meet the needs of the committee.
2. Mentoring and coaching assigned staff, as needed.
3. Assigning work (in consultation with lead staff) to committee analysts and support staff.
4. Reviewing work against professional and technical standards.
5. Meeting on an ongoing basis with staff on his/her team to ensure that the work program goals are being met, and providing quarterly reviews based upon employee goals.
6. Ensuring that needed training is provided, depending on availability of resources.
7. Preparing performance evaluations.

The MOA further provides, “Employees designated as Team Leaders will be compensated at a rate which is five percent (5%) greater than their regular rate for all time so assigned.”

Finally, the MOA also provides that, “[i]n consultation with the Union, the Chief of Staff or designee may review and revise the program as needed, excluding revision of the compensation rate.”

1. **Performance evaluations**

Addendum E (Att. 1-F) is a previously-agreed MOA from 2012 adopting a process for performance evaluations of bargaining unit members. The process has been reviewed and approved by the council’s Employment and Administration Committee. The MOA included attachments that consisted of the evaluation forms and evaluation instructions, which have not been made a part of Addendum E, but are incorporated by reference.

1. **Clarifications and codifications**

The proposed new CBA includes several clarifications and codifications of existing practices.[[4]](#footnote-4)

**FISCAL IMPACT**

The fiscal impact of the CBA, which is attributable entirely to COLAs, is described in the Fiscal Note (Att. 5); however, the total cost increase for 2014 was already provided for in the zero COLA agreement in which most county employees joined. The new CBA makes no change in that regard.

The Fiscal Note was originally prepared on the basis of the OEFA projection for 2014. Now that actual data have become available, OEFA has determined that the actual COLA for 2014 will be 1.67% instead of 2.00%; therefore, the actual fiscal impact for 2014 will be slightly lower than the amount indicated in the Fiscal Note.

**CONSISTENCY WITH LABOR POLICIES**

The proposed CBA appears to be consistent with the County’s labor policies.

**LEGAL REVIEW**

The CBA has been reviewed by the Office of the Prosecuting Attorney, Civil Division. (Att. 4: Transmittal letter)

**INVITED**

1. Sasha Alessi, Labor Negotiator, King County Office of Labor Relations
2. Spencer Thal, General Counsel, Teamsters, Local 117

**ATTACHMENTS**

1. Proposed Ordinance 2013-0371

Att. A (Collective Bargaining Agreement)

Att. B (Addendum A: Wages)

Att. C (Addendum B: MOA re. COLAs)

Att. D (Addendum C: MOA clarifying CBA)

Att. E (Addendum D: MOA re. Team Leader Pilot Project)

Att. F (Addendum E: MOA re. Performance Evaluations)

1. Checklist and Summary of Changes
2. Contract Summary
3. Transmittal letter
4. Fiscal Note
1. Page references in this staff report refer to the page numbers of the specific attachment, not to the page numbers of the meeting materials. [↑](#footnote-ref-1)
2. The COLA percentages are based on the Fiscal Note (Att. 5). The percentage listed for 2014 is based on updated information provided by the County’s Office of Economic and Financial Analysis. [↑](#footnote-ref-2)
3. More specifically: “the annual average growth rate of the bi-monthly Seattle-Tacoma-Bremerton Area Consumer Price index for Urban Wage Earners and Clerical Workers (CPI-W, July of the previous year to June of the current year).” [↑](#footnote-ref-3)
4. Those changes are in sections 4.3 (holidays), 5.2 (vacation use), and 6.2 (sick leave). [↑](#footnote-ref-4)