



King County
Metropolitan King County Council
Committee of the Whole

STAFF REPORT

Agenda Item No.:	6	Date:	3 Oct 2011
Proposed Ordinance No.:	2011-0375	Prepared by:	Nick Wagner

A. SUMMARY

Proposed Ordinance 2011-0375 (pp. 9-10 of these materials) would approve a collective bargaining agreement (CBA), including a memorandum of agreement (MOA), and a memorandum of understanding (MOU)¹ between King County and the International Brotherhood of Teamsters, Local 117. The CBA, the MOA, and the MOU cover 16 county employees who work for the Council as legislative analysts.

1. Periods of Time Covered by the Agreements

The CBA (pp. 11-36 of these materials) and the MOU (pp. 45-46 of these materials) cover the period from 11 September 2009 through 30 June 2013.

The MOA (pp. 39-41 of these materials) covers the period from 1 January 2011 through 31 December 2014.

2. The Bargaining Unit

The committee is familiar with the duties of the 16 legislative analysts who make up the bargaining unit. As described in the Executive's transmittal letter (*see* p. 55 of these materials), those duties include the following:

- "Conduct qualitative and quantitative analysis of policy issues";
- "Assist with 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;

¹ The MOU clarifies certain provisions of the CBA.

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

See CBA Section 8.1 and Addendum A (p. 37 of these materials).

B. BACKGROUND

This is a new bargaining unit, formed in 2009. Thus, there is no existing CBA with which to compare the proposed CBA. The MOA, however, which addresses cost of living adjustments (COLAs), is substantially the same as the COLA agreement that has been entered into by the vast majority of county employees. Key provisions of the CBA and the MOA are described below.

C. KEY CBA PROVISIONS

1. Pay Ranges and Step Increases

Wage rates for the bargaining unit are specified in CBA Section 8.1 (p. 25 of these materials), as clarified by the MOU (p. 45 of these materials). Bargaining unit members are currently in pay ranges 128, 130, and 131 of the Legislative Branch Exempt Salary Schedule. The CBA provides that retroactive to the first regular pay period in January of 2010, bargaining unit members will receive any pay step increase to which they would otherwise have been entitled at that time under that schedule.

Effective 1 January 2011, bargaining unit members will be placed in pay ranges 72, 76, and 79 of the 2011 King County 10 Step Annual/FLSA Exempt Squared Schedule (with Zero COLA for 2011). The specific pay range will depend on the employee’s classification, as described in Addendum A (p. 37 of these materials):

Classification	Pay Range
Legislative Analyst – Senior	72
Principal Legislative Analyst	76
Principal Legislative Analyst – Senior	79

Within the applicable pay range, each bargaining unit member will be placed at the step that provides a salary that is closest to, but not less than, the member’s current salary. In other words, no one’s salary will be decreased as a result of the transition.

Following placement in the new pay range, Senior Legislative Analysts will receive a step increase (unless they are at the top step after being placed), but Principal Legislative Analysts and Senior Principal Legislative Analysts will not. Starting on 1 January 2012, each bargaining unit members will receive a step increase on January

1 of each year, unless the member is already at the top step of the applicable range or received a performance evaluation of “below standards” for the previous year.

2. Work Week

Section 10.1 of the CBA (p. 27 of these materials) changes the standard work week from 35 hours to 40 hours, exclusive of lunch periods.

3. Work Assignments

Section 3.5 of the CBA (p. 15 of these materials) preserves to the County “the right to make all work assignments, including the determination of whether work will be assigned to bargaining unit members or other County employees, and to reassign work into or out of the bargaining unit.” There is a proviso, however: “[N]o bargaining unit employees will be laid-off due to a decision by the County to assign work historically performed by bargaining unit members outside the bargaining unit, prior to exhausting the statutory obligation to bargain.”

4. Classifications

Article 19 of the CBA (pp. 33-35 of these materials) provides that it is for the County to determine which classification an employee will be placed in. The primary factors in that determination are “job duties and responsibilities”; however, the County is permitted to “retain what it deems to be an appropriate distribution of employees in each classification.”

Article 19 also provides that an employee may request reclassification into the next higher classification if the employee has been in the current classification for four years and there has been a permanent, “significant and material” change in the employee’s duties and responsibilities. The request is to be submitted to the Council’s Chief of Staff or designee.

An appeal process is provided for employees’ whose reclassification request is denied by the Chief of Staff. The steps in the appeal process potentially include review by the County’s Department of Human Resources, the Council’s Employment Committee, the full Council, and a fact-finder whose findings are non-binding.

5. Performance Evaluations

Article 21 of the CBA (p. 35 of these materials) provides in part, “Within twelve (12) months of implementation of this Agreement, the parties agree to jointly develop a performance evaluation process.” Until then, the County is permitted to continue its existing process.

6. Layoffs

Article 16 of the CBA (p. 31 of these materials) provides that if the County determines that a layoff is necessary, “the County shall select the employee to be laid-off based upon the knowledge, skills and abilities of the employee, the needs of the employer, and the performance of employees.” If two or more employees are substantially equal in these respects, “seniority will be used as a tiebreaker.”

Article 16 provides that “[t]he weight to be given these factors is within the reasonable discretion of the County, and may only be overturned through the grievance procedure upon a showing that the County’s determination was arbitrary and capricious.”

7. Discipline

Section 3.3 of the CBA (p. 14 of these materials) first establishes standards and expectations for the conduct of bargaining unit employees:

- “The parties recognize the critical importance of obtaining the highest levels of performance from unit employees, and thus have mutually embraced a requirement of high performance.”
- “The Union and the employees also agree upon the County’s need to ensure employees fully comply with all rules, policies and practices of the County.”

Section 3.3 then provides: “As such, while the suspension, demotion and discharge of employees is subject to just cause, these standards and expectations shall be the baseline for any such determination.”

If the contract grievance procedure (*see* the following section) is invoked to resolve a dispute about the County’s application of the just cause standard, Section 3.3 provides that “the County’s judgment shall be upheld unless it is found to be arbitrary and capricious.” In addition, Section 3.3 provides: “Any action which is based upon the County’s judgment concerning the performance of a unit employee, and which has been documented through a process of performance management pursuant to Article 21, is final and may not be challenged through the arbitration procedure.”

8. Grievance Procedure

Article 11 of the CBA (pp. 27-30 of these materials) creates a four-step grievance procedure, which includes review by (1) the Council Chief of Staff, (2) the Chair of the Council’s Employment Committee, (3) the Employment Committee itself, and (4) arbitration (with the arbitrator to be selected from a panel furnished by the Federal Mediation and Conciliation Services or another agency if the parties agree.

Section 11.4 (pp. 29-30 of these materials) allows an aggrieved employee to choose between the CBA grievance procedure and the grievance procedure provided by the

Council Employment Committee, but: (a) only one may be chosen; (b) the choice must be made “at the conclusion of Step 1 of the procedure set forth by the Employment Committee or at the conclusion of Step 2 of the grievance procedure in Article 11”; and (c) “[t]he employee’s selection is final.”

9. Benefits

Article 9 of the CBA (p. 26 of these materials) provides: “The County will provide a medical, dental and life insurance plan for all benefit eligible employees; such plans, including any changes thereto, to be as negotiated by the County and the Union through the Joint Labor-Management Insurance Committee.”

10. Payroll System

Section 3.4 of the CBA (pp. 14-15 of these materials) acknowledges the County’s exclusive right “to define and implement a new payroll system, including but not limited to a biweekly payroll system” and provides: “Implementation of such system may include a conversion of wages and leave benefits into hourly amounts and the parties recognize King County’s exclusive right to make the changes necessary to implement such payroll system.”

D. KEY MOA PROVISIONS

In Section 8.2 (pp. 25-26 of these materials) and Addendum B (pp. 39-41 of these materials) the CBA provides for the following cost of living adjustments (“COLA”):

Year	Formula	COLA ²
2011	None	Zero
2012	90% of CPI-W for Seattle-Tacoma-Bremerton	1.63%
2013	95% of CPI-W for Seattle-Tacoma-Bremerton	2.05% (projected)
2014	95% of CPI-W for Seattle-Tacoma-Bremerton	1.85% (projected)

This is consistent with the COLA agreements that have been entered into by the vast majority of the County’s represented employees. The fiscal impact of the COLAs is described in section E below.

² The COLA percentages listed in the table differ slightly from those listed in the Fiscal Note at p. 53 of these materials, because the percentages in the table reflect the latest projections by the County’s Office of Financial and Economic Analysis.

Like the COLA agreements with other bargaining units, this CBA includes a COLA reopener provision that is triggered by “either an increase in the King County unemployment rate of more than 2 percentage points compared with the previous year or a decline of more than 7% in County retail sales as determined by comparing current year to previous year.” (Addendum B § 1, p. 39 of these materials)

E. FISCAL IMPACT

The fiscal impact of the agreement is described in the Executive’s Fiscal Note (p. 53 of these materials). From a base cost of \$2,034,526 for 2009, the CBA would result in the following increases in annual costs:

	COLA	Transfer to New Pay Range	Step Increase	Total Increase Over Prior Year ³
2010-2011 Retroactive	\$84,491	\$25,003	\$67,378	\$176,872
2012	\$35,287	0	\$23,519	\$58,806
2013	\$45,541	0	\$21,369	\$66,910
2014	\$41,940	0	See note. ⁴	See note. ⁴

F. CONSISTENCY WITH COUNTY LABOR POLICIES

The CBA and the MOA appear to be consistent with the County’s adopted labor policies.

G. LEGAL REVIEW

The CBA has been reviewed by the Office of the Prosecuting Attorney, Civil Division.

H. AMENDMENTS

Striking Amendment S1 (pp. 43-46 of these materials) would (1) add a memorandum of understanding to the documents that are being approved, (2) attach a copy of the memorandum of understanding to the proposed ordinance, and (3) clarify the effective

³ The amounts listed in the table differ slightly from those listed in the Fiscal Note at p. 53 of these materials, because the percentages in the table reflect the latest projections by the County’s Office of Financial and Economic Analysis.

⁴ The MOA runs through 2014, but the CBA runs only through 30 June 2013, so this table does not include step increases for 2014. Unless the parties agree otherwise, there will be step increases in 2014 for those employees who have not already reached the top step of their pay range.

dates of the collective bargaining agreement, the memorandum of agreement, and the memorandum of understanding.

Title Amendment T1 (p. 47 of these materials) would amend the title to conform to Striking Amendment S1.

INVITEES

1. Jim Johnson, Labor Negotiator, Office of Labor Relations, King County Executive Office
2. Spencer Thal, General Counsel, Teamsters, Local 117

ATTACHMENTS

Page

1. Proposed Ordinance 2011-0375	9
a. Att. A (collective bargaining agreement).....	11
b. Att. B (Addendum A: Wages).....	37
c. Att. C (MOA re. COLAs)	39
2. Striking Amendment S1	43
a. Att. A (MOU).....	45
3. Title Amendment T1	47
4. Checklist and summary of changes.....	49
5. Contract summary	51
6. Fiscal Note.....	53
7. Transmittal letter	55

[blank page]



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

September 29, 2011

Ordinance

Proposed No. 2011-0375.1

Sponsors Gossett and Phillips

1 AN ORDINANCE approving and adopting the collective
2 bargaining agreement and memorandum of agreement
3 negotiated by and between King County and International
4 Brotherhood of Teamsters Local 117 (Legislative Analysts)
5 representing employees in the King County Council; and
6 establishing the effective date of said agreements.

7 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

8 SECTION 1. The collective bargaining agreement and memorandum of
9 agreement negotiated by and between King County and International Brotherhood of
10 Teamsters Local 117 (Legislative Analysts) representing employees in the King County
11 Council and attached hereto are hereby approved and adopted by this reference made a
12 part hereof.

13 SECTION 2. Terms and conditions of said agreements shall be effective from
14 September 11, 2009, through and including June 30, 2013.
15

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Larry Gossett, Chair

ATTEST:

Anne Noris, Clerk of the Council

APPROVED this ____ day of _____, _____.

Dow Constantine, County Executive

Attachments: A. Agreement by and between King County and International Brotherhood of Teamsters Local Union No. 117 Legislative Analysts King County Council, B. Addendum A International Brotherhood of Teamsters Local 117 King County Council Legislative Analysts, C. Addendum B Memorandum of Agreement by and between King County and International Brotherhood of Teamsters Local 117 Addressing the 2011 Budget Crisis

AGREEMENT

By and Between

King County

And

INTERNATIONAL BROTHERHOOD OF TEAMSTERS

LOCAL UNION NO. 117

Legislative Analysts – King County Council

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

ARTICLE 1: PURPOSE..... 1

ARTICLE 2: UNION RECOGNITION AND MEMBERSHIP 1

ARTICLE 3: RIGHTS OF MANAGEMENT 3

ARTICLE 4: HOLIDAYS 4

ARTICLE 5: VACATIONS 5

ARTICLE 6: SICK LEAVE 7

ARTICLE 7: PAID LEAVES..... 10

ARTICLE 8: WAGE RATES..... 14

ARTICLE 9: MEDICAL, DENTAL AND LIFE INSURANCE..... 15

ARTICLE 10: HOURS OF WORK 16

ARTICLE 11: GRIEVANCE PROCEDURE..... 16

ARTICLE 12: EQUAL EMPLOYMENT OPPORTUNITY..... 19

ARTICLE 13: SAVINGS CLAUSE..... 19

ARTICLE 14: WORK STOPPAGES AND EMPLOYER PROTECTION..... 19

ARTICLE 15: WAIVER CLAUSE..... 20

ARTICLE 16: REDUCTION-IN-FORCE/LAYOFF REHIRS..... 20

ARTICLE 17: PAST PRACTICE 21

ARTICLE 18: MISCELLANEOUS 21

ARTICLE 19: CLASSIFICATIONS 22

ARTICLE 20: PENSION..... 24

ARTICLE 21: PERFORMANCE EVALUATIONS..... 24

ARTICLE 22: DURATION..... 25

ADDENDUM A: Wage Addendum

ADDENDUM B: Memorandum of Agreement By And Between King County And International
Brotherhood of Teamsters Local 117 Addressing The 2011 Budget Crisis

1 Provided however, that nothing contained in this section shall require an employee to join said
2 Union who can substantiate in accordance with case law bona fide religious tenets or teachings that
3 prohibit the payment of dues or initiation fees to Union organizations. Such employee shall pay an
4 amount of money equivalent to regular union dues and initiation fee; said amounts shall be paid to a
5 non-religious charity mutually agreed upon by the employee affected and the Union to which such
6 public employee would otherwise pay the dues and initiation fee. The public employee shall furnish
7 proof to the Union each month that such payment has been made.

8 **Section 2.3 Dues Deduction:** Upon receipt of written authorization individually signed by a
9 bargaining unit employee, the County shall have deducted from the pay of such employee the amount
10 of dues and initiation fee or the appropriate fair share payment for temporary employees, as certified
11 by the Union, and shall transmit the same to the Union.

12 The Union will indemnify, defend and hold the County harmless against any claims made and
13 against any suit instituted against the County on account of any check-off of dues for the Union. The
14 Union agrees to refund to the County any amounts paid to it in error on account of the check-off
15 provision upon presentation of proper evidence thereof.

16 **Section 2.4** The County will require all new employees hired, transferred, or promoted into a
17 position included in the bargaining unit to complete a form to inform the Union of their hire. One
18 copy of the form will be retained by County payroll, one copy of the form will be given to the
19 employee and the original will be sent to the Union. The County will notify the Union of any
20 employee leaving the bargaining unit.

21 **Section 2.5** The County will transmit to the Union a current listing of all employees in the
22 bargaining unit within thirty (30) days of the Union's request for such a list, not to exceed twice per
23 calendar year. For all employees performing bargaining unit work, the list shall include the name of
24 the employee, classification, department and salary.

25 **Section 2.6** Failure by an employee to satisfy the requirements of Section 2 shall constitute
26 cause for dismissal; provided that King County has no duty to act until the Union makes a written
27 request for discharge and verifies that the employee received written notification of the delinquency
28 including the amount owing, the method of calculation, and notification that non-payment after a

1 period of no less than seven (7) days will result in discharge by the County. A copy of each written
2 notification shall be mailed to the County concurrent with its mailing to the employee.

3 **ARTICLE 3: RIGHTS OF MANAGEMENT**

4 **Section 3.1** The Union recognizes the prerogatives of the County to operate and manage its
5 affairs in all respects in accordance with its responsibilities and powers of authority, subject to the
6 terms and conditions of this Agreement.

7 **Section 3.2** The County shall have the right to discipline and discharge employees, and the
8 right to layoff employees for lack of work or funds as part of a reorganization, for the occurrence of
9 conditions beyond the control of the County, or when such continuation of work would be wasteful
10 and unproductive. The County shall further have the right to hire, appoint, promote, train, assign,
11 appraise employee performance, contract work and direct the workforce; develop and modify
12 classification specifications, allocate positions to those classifications, determine work schedules,
13 schedule overtime work, and to establish the methods and processes by which work is performed, the
14 right to establish reasonable rules; and the right to take whatever actions are necessary in emergencies
15 in order to assure the proper functioning of the Council.

16 **Section 3.3 Discipline and Discharge:** The parties recognize the critical importance of
17 obtaining the highest levels of performance from unit employees, and thus have mutually embraced a
18 requirement of high performance. The Union and the employees also agree upon the County's need
19 to ensure employees fully comply with all rules, policies and practices of the County. As such, while
20 the suspension, demotion and discharge of employees is subject to just cause, these standards and
21 expectations shall be the baseline for any such determination.

22 Should the dispute resolution procedure be invoked in order to resolve a dispute concerning
23 the employer's application of the just cause standard, the County's judgment shall be upheld unless it
24 is found to be arbitrary and capricious. Any action which is based upon the County's judgment
25 concerning the performance of a unit employee, and which has been documented through a process of
26 performance management pursuant to Article 21, is final and may not be challenged through the
27 arbitration procedure.

28 **Section 3.4 Payroll System:** The right to define and implement a new payroll system,

1 including but not limited to a biweekly payroll system, is vested exclusively in King County.
2 Implementation of such system may include a conversion of wages and leave benefits into hourly
3 amounts and the parties recognize King County's exclusive right to make the changes necessary to
4 implement such payroll system.

5 **Section 3.5 Work Assignments:** In order to avoid work jurisdiction disputes, and to ensure
6 that work is performed in the most efficient and appropriate manner, the County retains the right to
7 make all work assignments, including the determination of whether work will be assigned to
8 bargaining unit members or other County employees, and to reassign work into or out of the
9 bargaining unit. Provided, however, no bargaining unit employees will be laid-off due to a decision
10 by the County to assign work historically performed by bargaining unit employees outside the
11 bargaining unit, prior to exhausting the statutory obligation to bargain.

12 **ARTICLE 4: HOLIDAYS**

13 **Section 4.1** Employees covered by this Labor Agreement shall be eligible for holidays with
14 pay as provided by King County Code 3.12.230, as amended.

15 A. Employees shall be granted the following holidays with pay:

New Year's Day	January 1st
Martin Luther King Jr.'s Birthday	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	First Monday in September
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	
Christmas Day	December 25th
Day Before New Year's Day	
Two (2) Personal Holidays	

27
28 and any special or limited holidays as declared by the president or governor, and as approved by the

1 Metropolitan King County Council.

2 **Section 4.2** For holidays falling on a Saturday, the Friday before shall be a paid holiday. For
3 holidays falling on a Sunday, the Monday following shall be a paid holiday.

4 **Section 4.3** Personal holidays shall be administered through the vacation plan. One (1) day
5 shall be available for use on the first of October and one (1) on the first day of November each year.

6 **Section 4.4** An employee must be in a pay status, either the employee's scheduled work day
7 before, or employee's scheduled work day after a holiday in order to receive holiday pay. An
8 employee leaving County employment the day prior to the holiday shall not receive holiday pay.

9 **ARTICLE 5: VACATIONS**

10 **Section 5.1** Employees covered by this Labor Agreement shall be eligible for vacations with
11 pay as provided by King County Code 3.12.190, as amended.

12 A. Employees shall accrue vacation leave as described in the following table:

Full Years of Service	Maximum Total Days
Upon hire through end of Year 5	12
Upon beginning of Year 6	15
Upon beginning of Year 9	16
Upon beginning of Year 11	20
Upon beginning of Year 17	21
Upon beginning of Year 18	22
Upon beginning of Year 19	23
Upon beginning of Year 20	24
Upon beginning of Year 21	25
Upon beginning of Year 22	26
Upon beginning of Year 23	27
Upon beginning of Year 24	28
Upon beginning of Year 25	29
Upon beginning of Year 26 and beyond	30

13
14
15
16
17
18
19
20
21
22
23
24
25
26
27 B. Employees eligible for leave shall accrue vacation leave from their date of hire in a
28 leave eligible position.

1 C. Employees eligible for leave shall not be eligible to take or be paid for vacation
2 leave until they have successfully completed their first six (6) months of County service in a leave
3 eligible position, and if they leave County employment prior to successfully completing their first six
4 (6) months of County service, shall forfeit and not be paid for accrued vacation leave.

5 D. Employees eligible for leave shall be paid for accrued vacation leave to their date
6 of separation up to the maximum accrual amount if they have successfully completed their first six
7 months of County service. Payment shall be the accrued vacation leave multiplied by the employee's
8 regular base rate of pay in effect upon the date of leaving County employment less mandatory
9 withholdings.

10 E. Employees eligible for leave shall not use or be paid for vacation leave until it has
11 accrued and such use or payment is consistent with the provisions of this Article.

12 F. No employee eligible for leave shall work for compensation for the County in any
13 capacity during the time that the employee is on vacation leave.

14 G. In cases of separation from County employment by death of an employee with
15 accrued vacation leave and who has successfully completed his/her first six (6) months of County
16 service in a leave eligible position, payment of unused vacation leave up to the maximum accrual
17 amount shall be made to the employee's estate, or, in applicable cases, as provided for by state law,
18 RCW Title 11.

19 H. If an employee resigns from a full-time regular or part-time regular position or is
20 laid off and subsequently returns to County employment within two years from such resignation or
21 layoff, as applicable, the employee's prior County service shall be counted in determining the
22 vacation leave accrual rate under Section 5.1.A.

23 **Section 5.2 Vacation Use.** In addition to the aforementioned vacation benefits provided in
24 King County Code 3.12.190, employees eligible for leave may accrue up to (480 hours) of vacation.
25 The County will give notice on or about July 1 of each year to employees whose vacation accrual will
26 exceed 480 hours by the end of the year. Employees who leave King County employment for any
27 reason will be paid for their unused vacation up to the maximum specified herein. Employees shall
28 forfeit the excess accrual effective the last day of the pay period that includes December 31st of each

1 year; unless the employee has received approval in accordance with County or Council policies and
2 procedures to carry over excess vacation accrual into the following year.

3 **ARTICLE 6: SICK LEAVE**

4 **Section 6.1** Employees covered by this Labor Agreement shall be eligible for sick leave
5 benefits as provided by King County Code 3.12.220, as amended.

6 **Section 6.2** Employees shall accrue sick leave benefits at the rate of 0.04616 hours for each
7 hour in regular pay status excluding overtime up to a maximum of eight (8) hours per month. Sick
8 leave shall not begin to accrue until the first of the month following the month in which the employee
9 commenced employment. The employee is not entitled to sick leave if not previously earned.

10 **Section 6.3** During the first six (6) months of service in a leave eligible position, employees
11 eligible to accrue vacation leave may, at the Supervisor's discretion, use any accrued days of vacation
12 leave as an extension of sick leave. If an employee does not work a full six (6) months in a leave
13 eligible position, any vacation leave used for sick leave must be reimbursed to the County upon
14 termination.

15 **Section 6.4** There shall be no limit to the hours of sick leave benefits accrued by an eligible
16 employee.

17 **Section 6.5** Separation from or termination of County employment except by reason of
18 retirement or layoff due to lack of work, funds, efficiency reasons or separation for non disciplinary
19 medical reasons, shall cancel all sick leave accrued to the employee as of the date of separation or
20 termination. Should the employee resign, be separated for non-disciplinary medical reasons or be laid
21 off and return to County employment within two years, accrued sick leave shall be restored; provided,
22 that such restoration shall not apply where the former employment was in a term-limited position.

23 **Section 6.6** Employees eligible to accrue leave and who have successfully completed at least
24 five years of County service and who retire as a result of length of service or who terminate by reason
25 of death shall be paid, or their estates paid for as provided for by RCW Title 11, as applicable, an
26 amount equal to thirty-five percent (35%) of their unused, accumulated sick leave multiplied by the
27 employee's rate of pay in effect upon the date of leaving County employment, less mandatory
28 withholdings.

1 **Section 6.7** An employee must use all of his or her sick leave before taking unpaid leave for
2 his or her own health reasons. If the injury is compensable under the County's workers compensation
3 program, then the employee has the option to augment or not augment time loss payments with the
4 use of accrued sick leave. For a leave for family reasons, the employee shall choose at the start of the
5 leave whether the particular leave would be paid or unpaid; but when an employee chooses to take
6 paid leave for family reasons, he or she may set aside a reserve of up to eighty (80) hours of accrued
7 sick leave. An employee who has exhausted all of his or her sick leave may use accrued vacation
8 leave before going on leave of absence without pay, if approved by his or her appointing authority.

9 **Section 6.8** Accrued sick leave shall be used for the following reasons:

10 A. The employee's bona fide illness; provided, that an employee who suffers an
11 occupational illness may not simultaneously collect sick leave and worker's compensation payments
12 in a total amount greater than the net regular pay of the employee;

13 B. The employee's incapacitating injury, provided that:

14 An employee injured on the job may not simultaneously collect sick leave and
15 worker's compensation payments in a total amount greater than the net regular pay of the employee;
16 though an employee who chooses not to augment his or her worker's compensation time loss pay
17 through the use of sick leave shall be deemed on unpaid leave status;

18 C. An employee who chooses to augment worker's compensation payments with the
19 use of accrued sick leave shall notify the worker's compensation office in writing at the beginning of
20 the leave;

21 D. Exposure to contagious diseases and resulting quarantine.

22 E. A female employee's temporary disability caused by or contributed to by
23 pregnancy and childbirth.

24 F. The employee's medical, ocular or dental appointments, provided that the
25 employee's supervisor has approved the scheduling of sick leave for such appointments.

26 G. To care for the employees child if the child has an illness or health condition which
27 requires treatment or supervision from the employee;

28 H. An employee may not collect sick leave for physical incapacity due to any injury or

1 occupational illness which is directly traceable to employment other than with the County.

2 I. To care for other family members, if:

3 1. The employee has been employed by the County for twelve months or more
4 and has worked a minimum of one thousand forty hours in the preceding twelve months;

5 2. the family member is the employee's spouse or domestic partner, the
6 employee's child, a child of the employee's spouse or domestic partner, the parent of the employee,
7 employee's spouse or domestic partner or an individual who stands or stood in loco parentis to the
8 employee, the employee's spouse or domestic partner; and

9 3. the reason for the leave is one of the following:

10 a. the birth of a son or daughter and care of the newborn child, or
11 placement with the employee of a son or daughter for adoption or foster care, if the leave is taken
12 within twelve months of the birth, adoption or placement;

13 b. the care of the employee's child or child of the employee's spouse or
14 domestic partner whose illness or health condition requires treatment or supervision by the employee;
15 or

16 c. the care of a family member who suffers from a serious health
17 condition.

18 4. To the extent that Washington State law provides more extensive benefits
19 for use of paid leave for family care, the Union and County agree that state law shall prevail.

20 **Section 6.9** An employee may take a total of up to eighteen weeks unpaid leave for his or her
21 own serious health condition, and for family reasons as provided in Sections 6.8.g and 6.8.i
22 combined, within a twelve month period. The leave may be continuous, which is consecutive days or
23 weeks, or intermittent, which is taken in whole or partial days as needed. Intermittent leave is subject
24 to the following conditions:

25 A. When leave is taken after the birth or placement of a child for adoption or foster
26 care, an employee may take leave intermittently or on a reduced leave schedule only if authorized by
27 the employee's appointing authority.

28 B. An employee make take leave intermittently or on a reduced schedule when

1 medically necessary due to a serious health condition of the employee or family member of the
2 employee; and

3 C. If an employee requests intermittent leave or leave on a reduced leave schedule
4 under Section B. above, that is foreseeable based on planned medical treatment, the appointing
5 authority may require the employee to transfer temporarily to an available alternative position for
6 which the employee is qualified and that has equivalent pay and benefits and that better
7 accommodates recurring periods of leave than the regular position of the employee.

8 **Section 6.10** Use of donated leave shall run concurrently with the eighteen work week family
9 medical leave entitlement.

10 **Section 6.11** The County shall continue its contribution toward health care during any unpaid
11 leave taken under Section 9.

12 **Section 6.12** An employee who returns from unpaid family or medical leave within the time
13 provided in this Article is entitled, subject to bona fide layoff provisions, to:

14 A. the same position he or she held when the leave commenced; or

15 B. a position with equivalent status, benefits, pay and other terms and conditions of
16 employment; and

17 C. the same seniority accrued before the date on which the leave commenced.

18 **Section 6.13** Failure to return to work by the expiration date of the leave of absence may be
19 cause for removal and result in termination of the employee from County service.

20 **ARTICLE 7: PAID LEAVES**

21 **Section 7.1** Employees covered by this Labor Agreement shall be eligible for the following
22 paid leave benefits as provided for in King County Code 3.12.210, 3.12.215, 3.12.223, 3.12.225,
23 3.12.240, 3.12.260, as amended.

24 **Section 7.2 Bereavement Leave (KCC 3.12.210):**

25 A. Employees eligible for paid leaves shall be entitled to three (3) working days of
26 bereavement leave per occurrence, due to death of members of their immediate family.

27 B. Employees eligible for leaves who have exhausted their bereavement leave shall be
28 entitled to use sick leave in the amount of three (3) days for each instance of death when death occurs

1 to a member of the employee's immediate family.

2 C. In cases of family death where no sick leave benefit exists, the employee may be
3 granted leave without pay.

4 D. In the application of any of the foregoing provisions, when a holiday or regular day
5 off falls within the prescribed period of absence, it shall not be charged against the employee's sick
6 leave account nor bereavement leave credit.

7 E. Immediate family means any of the following relatives of the employee,
8 employee's spouse or employee's domestic partner: spouse, domestic partner, grandparent, parent,
9 child, sibling, child-in-law, parent-in-law, grandchild.

10 **Section 7.3 Organ Donor Leave (KCC 3.12.215):**

11 A. The appointing authority shall allow employees eligible for family leave, sick
12 leave, vacation leave or leave of absence without pay who are voluntarily participating as donors in
13 life-giving or life-saving procedures such as, but not limited to, bone marrow transplants, kidney
14 transplants, or blood transfusions to take five days paid leave without having such leave charged to
15 family leave, sick leave, vacation leave or leave of absence without pay; provided that the employee
16 shall:

17 1. Give the appointing authority reasonable advance notice of the need to take
18 time off from work for the donation of bone marrow, a kidney, or other organs or tissue where there is
19 a reasonable expectation that the employee's failure to donate may result in serious illness, injury,
20 pain or the eventual death of the identified recipient.

21 2. Provide written proof from an accredited medical institution, organization
22 or individual as to the need for the employee to donate bone marrow, a kidney, or other organs or
23 tissue or to participate in any other medical procedure where the participation of the donor is unique
24 or critical to a successful outcome.

25 B. Time off from work for the purposes set out above in excess of five (5) working
26 days shall be subject to existing leave policies contracted in this Agreement.

27 **Section 7.4 Donation of Leaves (KCC 3.12.223):**

28 A. Vacation leave hours.

1 1. Any employee eligible for leave benefits may donate a portion of his or her
2 accrued vacation leave to another employee eligible for leave benefits. Such donation will occur
3 upon written request to and approval of the donating director(s), except that requests for vacation
4 donation made for the purposes of supplementing the sick leave benefits of the receiving employee
5 shall not be denied unless approval would result in a hardship for the Council.

6 2. The number of hours donated shall not exceed the donor's accrued vacation
7 credit as of the date of the request. No donation of vacation hours shall be permitted where it would
8 cause the employee receiving the transfer to exceed his or her maximum vacation accrual.

9 3. Donated vacation leave hours must be used within ninety calendar days
10 following the date of donation. Donated hours not used within ninety days or due to the death of the
11 receiving employee shall revert to the donor. Donated vacation leave hours shall be excluded from
12 vacation leave payoff provisions contained in Article 5. For purposes of this section, the first hours
13 used by an employee shall be accrued vacation leave hours.

14 **B. Sick leave hours.**

15 1. Any employee eligible for leave benefits may donate a portion of his or her
16 accrued sick leave to another employee eligible for leave benefits upon written notice to the employee
17 and Chief of Staff.

18 2. No donation shall be permitted unless the donating employee's sick leave
19 accrual balance immediately subsequent to the donation is one hundred hours or more. No employee
20 may donate more than twenty-five hours of his or her accrued sick leave in a calendar year.

21 3. Donated sick leave hours must be used within ninety calendar days.
22 Donated hours not used within ninety days or due to the death of the receiving employee shall revert
23 to the donor. Donated sick leave hours shall be excluded from the sick leave payoff provisions
24 contained in Article 6, and sick leave restoration provisions contained in Article 6. For purposes of
25 this section, the first hours used by an employee shall be accrued sick leave hours.

26 **C. All donations of vacation and sick leave made under this section are strictly**
27 **voluntary. Employees are prohibited from soliciting, offering or receiving monetary or any other**
28 **compensation or benefits in exchange for donating vacation or sick leave hours.**

1 D. All vacation and sick leave hours donated shall be converted to a dollar value
2 based on the donor's straight time hourly rate at the time of donation. Such dollar value will then be
3 divided by the receiving employee's hourly rate to determine the actual number of hours received.
4 Unused donated vacation and sick leave shall be reconverted based on the donor's straight time
5 hourly rate at the time of reconversion.

6 **Section 7.5 Leave for School Volunteer Service (KCC 3.12.225):**

7 The Supervisor shall allow the use of up to three days of sick leave each year to allow
8 employees to perform volunteer services at the school attended by the employee's child, the
9 employee's grandchild, the child of the employee's domestic partner, or child that resides in the
10 employee's home. Employees requesting to use sick leave for this purpose shall submit such request
11 in writing specifying the name of the school and the nature of the volunteer services to be performed.

12 **Section 7.6 Jury Duty (KCC 3.12.240):**

13 Any employee eligible for leave benefits who is ordered on a jury shall be entitled to his or her
14 regular County pay; provided, that fees for such jury duty are deposited, exclusive of mileage, with
15 the Finance and Business Operations Division of the Department of Executive Services. Employees
16 shall report back to their work supervisor when dismissed from jury service.

17 **Section 7.7 Military Leave (KCC 3.12.260):**

18 A leave of absence for active military duty or active military training duty shall be granted to
19 eligible employees in accordance with applicable provisions of state and/or federal law; provided, that
20 a request for such leave shall be submitted to the appointing authority in writing by the employee and
21 accompanied by a validated copy of military orders ordering such active duty or active training duty.

22 **Section 7.8 Unpaid Leaves of Absence:**

23 **A. Short-Term Leaves of Absence.** A leave of absence without pay for a period not
24 exceeding sixty (60) consecutive days may be granted by the applicable Supervisor.

25 **B. Long-Term Leaves of Absence.** The Supervisor may grant a request for a leave
26 of absence for a period longer than sixty (60) days with the favorable recommendation of the
27 applicable Manager. Long-Term leaves may be conditional or unconditional, with any conditions set
28 forth in writing at the time that the leave is approved.

1 of Agreement are incorporated into this Collective Bargaining Agreement. For illustrative purposes,
2 the provisions of the Memorandum of Agreement pertaining to cost of living adjustments for the
3 years 2012 through 2013 are:

4 **A. 2012 COLA**

5 Employees shall be eligible to receive 90% of the annual average growth rate of the bi-
6 monthly Seattle-Tacoma-Bremerton Area Consumer Price Index for Urban Wage Earners and
7 Clerical Workers (CPI-W, July of the previous year to June of the current year). Zero floor and no
8 ceiling.

9 **B. 2013 COLA**

10 Employees shall be eligible to receive 95% of the annual average growth rate of the bi-
11 monthly Seattle-Tacoma-Bremerton Area Consumer Price Index for Urban Wage Earners and
12 Clerical Workers (CPI-W, July of the previous year to June of the current year). Zero floor and no
13 ceiling.

14 The parties agree when significant shifts in economic and fiscal conditions occur during the
15 term of this agreement, the parties agree to reopen negotiations for COLA when triggered by either an
16 increase in the King County unemployment rate of more than 2 percentage points compared with the
17 previous year or a decline of more than 7%, in County retail sales as determined by comparing current
18 year to previous year. Data will be derived from Washington State Department of Revenue. By no
19 later than July 30th of each year of this Agreement, the county will assess whether the economic
20 measurements listed above trigger contract reopeners on COLA for the subsequent year.

21 **Section 8.3 Temporary Assignment:** Bargaining unit members may be assigned to fill a
22 position on a temporary basis or perform duties of a higher classification on a temporary basis
23 pursuant to Council policy issued October 16, 2006, as amended.

24 **ARTICLE 9: MEDICAL, DENTAL AND LIFE INSURANCE**

25 The County will provide a medical, dental and life insurance plan for all benefit eligible
26 employees; such plans, including any changes thereto, to be as negotiated by the County and the
27 Union through the Joint Labor-Management Insurance Committee.
28

1 **ARTICLE 10: HOURS OF WORK**

2 **Section 10.1 Workweek.** The standard work week shall consist of forty (40) hours per week,
3 exclusive of lunch periods.

4 **Section 10.2 Workday.** The establishment of reasonable work schedules is vested within the
5 purview of the Council management and may be changed from time to time. The County agrees to
6 make a good faith effort to accommodate employees' requests for alternative work schedules/flex
7 time, consistent with efficient and effective County operations.

8 **ARTICLE 11: GRIEVANCE PROCEDURE**

9 **Section 11.1 Grievance/Arbitration/Mediation:** The County recognizes the importance
10 and desirability of settling grievances promptly and fairly in the interest of continued good employee
11 relations and morale and to this end the following procedure is outlined. To accomplish this, every
12 effort will be made to settle grievances at the lowest possible level of supervision.

13 Employees will be unimpeded and free from restraint, interference, coercion, discrimination
14 or reprisal in seeking adjudication of their grievances.

15 **A. Definition.**

16 Grievance - A claim by an employee or the Union that the terms of this Agreement have been
17 violated and/or a dispute exists concerning the proper application or interpretation of this Agreement.

18 **B. Procedure.**

19 **Step 1.** A grievance shall be verbally presented by the aggrieved employee (and
20 his/her representative if the employee wishes) to the Chief of Staff within ten (10) working days of
21 the occurrence of the events giving rise to such grievance, or, if the employee was unaware of said
22 events, the grievance shall be verbally presented to the Chief of Staff within ten (10) days of when a
23 reasonable employee would have become aware of the events. The Chief of Staff shall gain all
24 relevant facts and shall attempt to adjust the matter and notify the employee within ten (10) working
25 days. If a grievance is not presented in writing to the next level within ten (10) working days of the
26 decision of the Chief of Staff, it shall be presumed resolved and the union shall forfeit any further
27 right to advance the grievance.

28 **Step 2.** If after thorough evaluation, the decision of the Chief of Staff has not resolved

1 the grievance to the satisfaction of the employee, the grievance may be presented to the Chair of the
2 Employment Committee. All letters, memoranda and other written materials previously submitted to
3 lower levels of supervision shall be made available for the review and consideration of the Chair of
4 the Employment Committee. He/she may interview the employee and/or his/her representative and
5 receive any additional related evidence which he/she may deem pertinent to the grievance. He/she
6 shall make his/her written decision available within ten (10) working days and, in the event such
7 written decision is not available within ten (10) working days, the grievance shall be moved to the
8 next step. If the grievance is not pursued to the next higher level within fifteen (15) working days of
9 the decision of the Chair of the Employment Committee, it shall be presumed resolved and the union
10 shall forfeit any further right to advance the grievance.

11 **Step 3.** If the Chair of the Employment Committee's disposition of the grievance is
12 not satisfactory to the employee and Union, or an action or decision of the Chair of the Employment
13 Committee is the cause of the grievance, the Union may, in writing, refer the grievance to the
14 Employment Committee within ten (10) working days following receipt of the Chair of the
15 Employment Committee's decision or, in the case of a grievance against an action or decision of the
16 Chair of the Employment Committee, within ten (10) working days of the event giving rise to such
17 grievance. The Employment Committee will conduct a grievance hearing within fifteen (15) working
18 days of receipt of the grievance. The employee/Union and the Chair of the Employment Committee
19 or designee shall be provided the opportunity to present whatever information they consider relevant.
20 Strict rules of evidence need not be followed in conducting the hearing.

21 The Employment Committee shall render a final resolution within fifteen (15) working days
22 of the conclusion of the hearing.

23 **Step 4.** Either signatory party may request arbitration within fifteen (15) working days
24 of the conclusion of Step 3. A request for arbitration must be submitted in writing to the King
25 County Labor Relations Director or designee, and to the Council Chair, or to the Union representative
26 if the County Council requests arbitration. The arbitration request must specify:

- 27 a) Identification of section(s) of Agreement allegedly violated;
- 28 b) Details or nature of the violation;

- c) Position of party who is referring the grievance to arbitration;
- d) Questions which the arbitrator is being asked to decide; and
- e) Remedy sought.

The parties shall then select a disinterested party to serve as an arbitrator. In the event that the parties are unable to agree upon an arbitrator, then the arbitrator shall be selected from a panel of seven arbitrators furnished by the Federal Mediation and Conciliation Services or another agency if the parties agree. The arbitrator will be selected from the list by both the County representative and the Union, each alternately striking a name from the list until only one name remains. The arbitrator shall be asked to render a decision within 30 days of the close of the hearing and the decision of the arbitrator shall be final and binding on both parties.

The arbitrator shall have no power to change, alter, detract from or add to the provisions of this Agreement, but shall have the power only to apply and interpret the provisions of this Agreement in reaching a decision.

The arbitrator's fee and expenses and any court reporter's fee and expenses shall be borne equally by both parties. Each party shall bear the cost of any witnesses appearing on that party's behalf. Regardless of the outcome of the arbitration, each party shall bear the cost of its own legal representation.

Section 11.2 Union Representation. In the event the Employer requires an employee to attend a meeting for purposes of questioning an employee with respect to an incident which may lead to termination of that employee, should the employee desire Union representation in said matter, he/she shall notify the Employer at that time and shall be provided a reasonable time to arrange for Union representation.

Section 11.3 Extension of Timeframes. The parties may extend the above described deadlines in writing by mutual agreement of the parties.

Section 11.4 Election of Remedies. An employee who is covered by this Agreement has access either to the grievance procedure herein, or the grievance procedure provided the Council Employment Committee. Selection of one procedure will preclude access to the other to resolve the grievance. Selection must be made at the conclusion of Step 1 of the procedure set forth by the

1 Employment Committee or at the conclusion of Step 2 of the grievance procedure in Article 11. The
2 employee's selection is final.

3 **ARTICLE 12: EQUAL EMPLOYMENT OPPORTUNITY**

4 The County and the Union shall not unlawfully discriminate against any individual employees
5 with respect to compensation, terms, conditions or privileges of employment by reason of race, color,
6 sex, religion, national origin, religious belief, marital status, age, sexual orientation, gender identity,
7 political ideology, ancestry or disability. Allegations of unlawful discrimination shall not be a proper
8 subject for adjudication under the grievance arbitration procedure of Article 11 of this Agreement.
9 Grievances involving allegations of discrimination that are not resolved through the grievance
10 procedure of Article 11 may be referred by the grievant to the appropriate government agency.

11 **ARTICLE 13: SAVINGS CLAUSE**

12 Should any part hereof or any provision herein contained be rendered or declared invalid by
13 reason of any existing or subsequently enacted legislation or by any decree of a court of competent
14 jurisdiction, such invalidation of such part or portion of this Agreement shall not invalidate the
15 remaining portions hereof; provided, however, upon such invalidation the parties agree to meet and
16 negotiate such parts or provisions affected. The remaining parts or provisions shall remain in full
17 force and effect.

18 **ARTICLE 14: WORK STOPPAGES AND EMPLOYER PROTECTION**

19 **Section 14.1** The Employer and the Union agree that the public interest requires efficient and
20 uninterrupted performance of all County services and to this end pledge their best efforts to avoid or
21 eliminate any conduct contrary to this objective. Specifically, the Union shall not cause or condone
22 any work stoppage, including any strike, slowdown, or refusal to perform any customarily assigned
23 duties, sick leave absence which is not bona fide, or other interference with County functions by
24 employees under this Agreement and should same occur, the Union agrees to take appropriate steps to
25 end such interference. Any concerted action by any employees in any bargaining unit shall be
26 deemed a work stoppage if any of the above activities have occurred.

27 **Section 14.2** Upon notification in writing by the County to the Union that any of its members
28 are engaged in a work stoppage, the Union shall immediately, in writing, order such members to

1 immediately cease engaging in such work stoppage and provide the County with a copy of such order.
2 In addition, if requested by the County, a responsible official of the Union shall publicly order such
3 Union employees to cease engaging in such a work stoppage.

4 **Section 14.3** Any employee participating in such work stoppage or in other ways committing
5 an act prohibited in this article shall be considered absent without leave. The County may consider
6 such absence a resignation. Such employees are also subject to discharge, suspension, or other
7 disciplinary action.

8 **ARTICLE 15: WAIVER CLAUSE**

9 The parties acknowledge that each has had the unlimited right within the law and the
10 opportunity to make demands and proposals with respect to any matter deemed a proper subject for
11 collective bargaining. The results of the exercise of that right and opportunity are set forth in this
12 Agreement. Therefore, the County and the Union, for the duration of this Agreement, each agree to
13 waive the right to oblige the other party to bargain with respect to any subject or matter not
14 specifically referred to or covered in this Agreement.

15 **ARTICLE 16: REDUCTION-IN-FORCE/LAYOFF REHIRS**

16 In the event the County determines that a layoff is necessary, the County shall select the
17 employee to be laid-off based upon the knowledge, skills and abilities of the employee, the needs of
18 the employer, and the performance of employees. In the event the application of these factors results
19 in two employees being substantially equal, seniority will be used as a tiebreaker. The weight to be
20 given these factors is within the reasonable discretion of the County, and may only be overturned
21 through the grievance procedure upon a showing that the County's determination was arbitrary and
22 capricious.

23 An employee that has been laid-off will be placed on a recall list for a period of two (2) years
24 from the date of layoff. In filling a vacant bargaining unit position, the County will offer it to an
25 employee on the recall list prior to hiring from the outside, assuming the employee on the list is
26 qualified for the position. In the event more than one employee on the recall list is qualified for the
27 position, the County may determine which employee will be offered the opening.

1 **ARTICLE 17: PAST PRACTICE**

2 The parties agree that this Agreement will constitute the whole and entire Agreement between
3 the parties. Further, that any past practice which is not specifically and expressly contained within the
4 terms of this Agreement will be considered abolished and will no longer be considered a precedent.

5 **ARTICLE 18: MISCELLANEOUS**

6 **Section 18.1 Union Leave.** An employee elected or appointed to office in the Union which
7 requires a part or all of their time shall be given leave of absence up to one (1) year without pay upon
8 application.

9 **Section 18.2 Reimbursement for Personal Transportation.** All employees who have been
10 authorized to use their own transportation on County business shall be reimbursed at the rate
11 established through Ordinance by the County Council.

12 **Section 18.3 Bulletin Boards and Use of Equipment.** The employer agrees to permit the
13 Union shop stewards and business representatives to post on County bulletin boards the
14 announcement of meetings, election of officers, and any other similar official material from the
15 Union, providing there is sufficient space, beyond what is required by the County for "normal"
16 business operations, and provided further that such material is neither political nor inflammatory, as
17 determined by the employer.

18 Union shop stewards and business representatives shall be allowed to post electronic mail
19 notices on the County system if the notices meet the same requirements listed above. In addition,
20 such representatives may use the County electronic mail system for communications related to
21 contract administration. In no circumstances shall use of the County equipment interfere with County
22 operations. The Union recognizes that there is no assurance of privacy or confidentiality for
23 information sent through the County system.

24 **Section 18.4 Union Access.** Authorized representatives of the Union may have reasonable
25 access to its members in County facilities for transmittal of information or representation purposes
26 before work, after work, during lunch breaks, or other regular breaks, or at any reasonable time as
27 long as the work of the County employees and services to the public are unimpaired. Prior to
28 contacting members in County facilities, such authorized agents shall make arrangements with the

1 Chief of Staff.

2 **Section 18.5 Safety and Health.** In the event an employee discovers or identifies an unsafe
3 condition, the employee will immediately notify the supervisor. Employees will not be disciplined
4 for reporting unsafe conditions. No employee shall be required to use equipment which is unsafe, or
5 to work in an unsafe environment.

6 **Section 18.6 Bus Pass.** The County agrees to maintain the current bus pass benefit for
7 eligible employees for the life of this Agreement.

8 **Section 18.7 Job-Related Training.** The County will pay all fees and travel expenses for
9 required job-related training, as approved by the employer.

10 **Section 18.8 Employee Access.** The employee may examine the employee's personnel file.
11 Employees upon request may receive one copy from their personnel file copied at no cost. Material
12 relating to job performance or personal character will be provided to the employee prior to placement
13 in the personnel file. The employee may challenge the propriety of including it in the file, and/or
14 submit the employee's own documentation to be attached to the challenged material. Employees may
15 request to have materials that reflect favorably on their performance or character included in their
16 personnel file.

17 **Section 18.9. Disclosure.** An employee whose personnel file is subject to a public disclosure
18 demand will be notified of the demand on a timely basis, as provided in the King County Personnel
19 Records Management Guidelines.

20 **ARTICLE 19: CLASSIFICATIONS**

21 The determination of which classification an employee will be placed will be made by the
22 County. While job duties and responsibilities will be the primary factor determining the appropriate
23 classification for employees, it is also recognized that the Employer may retain what it deems to be an
24 appropriate distribution of employees in each classification. After an employee has been in a
25 classification for four (4) years, and if there has been a significant and material change in the duties
26 and responsibilities of the employee, and that the change is permanent rather than temporary, the
27 employee may file a request with the Chief of Staff (or designee) to be reclassified into the next
28 higher classification. The request must include supporting documentation, using the PDQ format.

1 The Chief of Staff will have sixty (60) days to review the request and respond to the employee.

2 In the event the employee is not satisfied with the determination of the Chief of Staff, the
3 employee may file an appeal, in writing, to the Chair of the King County Council's Employment
4 Committee, with a copy to the Chief of Staff. The Chief of Staff (or designee) will thereafter request
5 that the King County Department of Human Resources conduct a review of the employee's job
6 duties, and responsibilities, and make a recommendation on whether a re-classification is appropriate.
7 The recommendation, and supporting material, will be provided to the King County Council's
8 Employment Committee. The Committee will have thirty (30) days to review the recommendation
9 and make a determination. In the event the employee is not satisfied with the decision of the
10 Employment Committee, the matter may be appealed to the full King County Council. The decision
11 of the Council may only be appealed through a non-binding fact-finding process. In order to initiate
12 the fact finding process, the Union must provide the written notice to the County within fourteen (14)
13 calendar days of the Council's decision. If the parties are unable to agree upon a fact-finder, they will
14 request a panel from the Public Employment Relations Commission. The fact-finder will be charged
15 with making a non-binding recommendation to the parties on whether the employee's classification
16 should be changed, consistent with the above criteria. The fact-finding process shall be determined
17 by the fact-finder, and will be conducted fairly and expeditiously. Prior to issuing a formal
18 recommendation, the fact finder will meet informally with the parties to inform them of his or her
19 findings. Thereafter, the parties will have two (2) weeks to attempt to reach an agreement. If no
20 agreement is reached, the fact finder shall issue his or her non-binding decision. The cost of the fact-
21 finder shall be borne equally by the parties, while any other costs shall be the responsibility of the
22 party incurring them.

23 The County may initiate a review of the classification of an employee to determine whether
24 the job duties and responsibilities of the position should result in the employee being reduced to a
25 lower classification. The review shall be conducted by Human Resources. The review and
26 recommendation, and supporting material, will be provided to the King County Council's
27 Employment Committee. The Committee will have thirty (30) days to review the recommendation
28 and make a determination. In the event the employee is not satisfied with the decision of the

1 Employment Committee, or if the Employment Committee is unable to resolve the matter, it may be
2 appealed to the full King County Council. While the County may not appeal the determination of the
3 Council, the employee may pursue the matter through the grievance procedure.

4 **ARTICLE 20: PENSION**

5 In the event that the bargaining unit elects to participate in the Western Conference of
6 Teamsters Pension Trust ("Trust") the Employer agrees to adopt the standard County language
7 regarding contributions to the Trust, with a contribution rate designated by the bargaining unit, with a
8 start date to be determined by the parties.

9 In the event the Western Conference of Teamsters should impose any penalty or surcharge on
10 hourly contributions, all such amounts shall be paid by the Employer, with an equivalent payroll
11 deduction made to the wages specified in this Agreement.

12 **ARTICLE 21: PERFORMANCE EVALUATIONS**

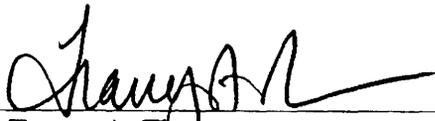
13 Within twelve (12) months of implementation on this Agreement, the parties agree to jointly
14 develop a performance evaluation process. Any such process is subject to County Council review
15 and approval and bargaining unit ratification prior to implementation. Until the new process is
16 implemented, the County may continue its existing performance evaluation process.

1 **ARTICLE 22: DURATION**

2 This Agreement and each of its provisions shall be in full force and effect when ratified by the
3 parties, unless a different effective date is specified, and covers the period of September 11, 2009
4 through June 30, 2013. Written notice to begin negotiations for a successor to this Agreement shall
5 be served by either party upon the other at least sixty (60) days prior to the expiration date.

6
7 APPROVED this 31 day of AUGUST, 2011.

8
9
10
11 By: 
12 King County Executive

13
14
15
16
17 
18 Tracey A. Thompson
19 Secretary-Treasurer
20 Teamsters Local Union No. 117

cba Code: 454

ADDENDUM A
International Brotherhood of Teamsters Local 117
King County Council Legislative Analysts

Union Code(s): 0117Z
F15

Job Class Code	MSA Job Code	PeopleSoft Job Code	Classification Title	King County Squared Table Range
2800100	7036	246401	Legislative Analyst - Senior	72
2800200	7035	246201	Principal Legislative Analyst	76
2800300	7037	246301	Principal Legislative Analyst - Senior	79

Attachment B

[blank page]

MEMORANDUM OF AGREEMENT
BY AND BETWEEN
KING COUNTY AND
INTERNATIONAL BROTHERHOOD OF TEAMSTERS LOCAL 117
ADDRESSING THE 2011 BUDGET CRISIS

WHEREAS, the County is experiencing a financial crisis with a projected General Fund revenue shortfall of \$60 million;

WHEREAS, effective January 1, 2011, the County will eliminate hundreds of positions;

WHEREAS, the parties have an interest in preserving as many positions as possible;

WHEREAS, the employees represented by International Brotherhood of Teamsters Local 117 - Legislative Analysts - King County Council

cba Code	Union	Contract
454	Teamsters Local 117	Legislative Analysts - King County Council

WHEREAS, the national financial crisis, the County's structural financial imbalance, and declining revenues have significantly impacted the County's ability to pay Cost of Living adjustments to its employees;

WHEREAS, the parties will through this Agreement help to preserve essential services and reduce layoffs necessary during 2011.

NOW THEREFORE, King County and International Brotherhood of Teamsters Local 117 agree as follows.

1. The parties have negotiated that all employees covered by collective bargaining agreements that are open on the subject of 2011 Cost of Living pay adjustments and represented by the aforementioned Unions will not receive a 2011 Cost of Living pay adjustment.

The parties agree that wages will be increased by percentage amounts shown below:

A. 2012 COLA

Employees shall be eligible to receive 90% of 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). Zero floor and no ceiling.

ADDENDUM B

B. 2013 COLA

Employees shall be eligible to receive 95% of 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). Zero floor and no ceiling.

C. 2014 COLA

Employees shall be eligible to receive 95% of 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). Zero floor and no ceiling.

The parties agree when significant shifts in economic and fiscal conditions occur during the term of this agreement, the parties agree to reopen negotiations for COLA when triggered by either an increase in the King County unemployment rate of more than 2 percentage points compared with the previous year or a decline of more than 7% in County retail sales as determined by comparing current year to previous year. Data will be derived from Washington State Department of Revenue. By no later than July 30th of each year of this agreement, the county will assess whether the economic measurements listed above trigger contract reopeners on COLA for the subsequent year.

2. Employees covered by this Agreement will be eligible to receive, in 2011, 2012, 2013 and 2014, other forms of compensation adjustments as provided for in their collective bargaining agreement.

3. As determined by the County, savings generated by forgoing a 2011 Cost of Living pay adjustment shall be applied by the County in such a way as to reduce the loss of jobs held by bargaining unit members covered by the terms of this Agreement.

4. The County agrees to maintain the benefits negotiated in the Joint Labor Management Insurance Committee for 2011 through 2012.

5. The parties acknowledge that all parties have fulfilled their obligations to engage in collective bargaining over the subjects contained in this Agreement.

6. The parties acknowledge that this Agreement is subject to approval by the King County Council and ratification by the membership of the aforementioned Unions.

7. Any dispute regarding the interpretation and/or application of this Agreement shall be handled pursuant to the terms of the applicable Union's grievance procedure, provided that if more than one bargaining unit has the same or similar dispute, the grievances shall be consolidated.

8. The parties agree that this Memorandum of Agreement shall be in effect through December 31, 2014.

ADDENDUM B

9. The parties hereby agree that if, subsequent to the execution of this Agreement, the County reaches an agreement with the Amalgamated Transit Union, Local 587 (ATU) related to the 2011 COLA that is more favorable, this entire agreement will be reopened for negotiations for those bargaining units eligible for interest arbitration.

For International Brotherhood of Teamsters Local 117:



7/29/11
Date

For King County:



Patti Cole-Tindall, Director
Office of Labor Relations
King County Executive Office

8-1-11
Date

[blank page]

Oct. 3, 2011

nw

Sponsor: Gossett and Phillips

Proposed No.: 2011-0375

1 **STRIKING AMENDMENT TO PROPOSED ORDINANCE 2011-0375, VERSION**

2 **1**

3 On page 1, beginning on line 7, strike everything through page 2, line 14, and insert:

4 "BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

5 SECTION 1. The collective bargaining agreement, memorandum of agreement,
6 and memorandum of understanding negotiated by and between King County and
7 International Brotherhood of Teamsters Local 117 (Legislative Analysts) representing
8 employees in the King County Council and attached hereto are hereby approved and
9 adopted and by this reference made a part hereof.

10 SECTION 2. Terms and conditions of the collective bargaining agreement and
11 the memorandum of understanding shall be effective from September 11, 2009, through
12 June 30, 2013. Terms and conditions of the memorandum of agreement shall be effective
13 from January 1, 2011, through December 31, 2014."

14 Add Attachment D, Memorandum of Understanding Between King County and the
15 International Brotherhood of Teamsters, Local Union No. 117, Clarifying the Parties'
16 Collective Bargaining Agreement.

17 **EFFECT: The amendment: (1) adds a memorandum of understanding to the**
18 **documents that are being approved, (2) attaches a copy of the memorandum of**
19 **understanding to the proposed ordinance, and (3) clarifies the effective dates of the**
20 **collective bargaining agreement, the memorandum of agreement, and the**
21 **memorandum of understanding.**

**MEMORANDUM OF UNDERSTANDING
BETWEEN
KING COUNTY
AND
INTERNATIONAL BROTHERHOOD OF TEAMSTERS
LOCAL UNION NO. 117
Legislative Analysts - King County Council**

CLARIFYING THE PARTIES' COLLECTIVE BARGAINING AGREEMENT

WHEREAS, King County and the International Brotherhood of Teamsters, Local Union No. 117, have negotiated a collective bargaining agreement ("the CBA") concerning Legislative Analysts working at the King County Council that has been ratified by bargaining unit members and submitted by the County Executive for Council approval, and

WHEREAS, certain provisions of the CBA require clarification in order to ensure the intent of the parties is clear and is properly implemented in a manner consistent with the parties' intent;

NOW, THEREFORE, King County and the International Brotherhood of Teamsters, Local Union No. 117, agree as follows.

1. With regard to Section 8.1 of the CBA, the intent of the parties is as follows:

A. For calendar year 2010, the parties agree to the pay step progression in the applicable ranges 128, 130, and 131 of the Legislative Branch 2010 Exempt Salary Schedule, retroactive to the first regular pay period in January 2010, including a 2.0 percent cost of living increase for 2010.

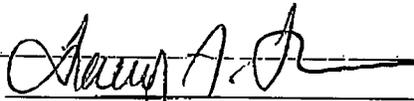
B. Effective January 1, 2011, bargaining unit members in the classification "Legislative Analyst - Senior" will be placed in Range 72 of the 2011 King County 10 Step Annual/FLSA Exempt Squared Schedule (with Zero COLA for 2011) at the step with the salary closest to, but not less than, the member's salary determined pursuant to section 1.A above. Immediately upon placement at the appropriate step of Range 72, each of these bargaining unit members will receive a step increase unless the member is already at the top step of Range 72.

C. Effective January 1, 2011, bargaining unit members in the classifications "Principal Legislative Analyst" and "Principal Legislative Analyst - Senior" will be placed in Ranges 76 and 79, respectively, of the 2011 King County 10 Step Annual/FLSA Exempt Squared Schedule (with Zero COLA for 2011) at the step with the salary closest to, but not less than, the member's salary determined pursuant to section 1.A above. Except for that placement, these bargaining unit members will not receive a step increase for 2011.

D. Beginning January 1, 2012, each bargaining unit member will receive an annual step increase unless the member received a performance evaluation of "below standards" for the preceding year or is already at the top step of the applicable pay range.

2. Consistent with Section 8.2 of the CBA and the Memorandum of Agreement that is Addendum B to the CBA, bargaining unit members will not receive a cost of living increase for 2011.

For the International Brotherhood of Teamsters
Local Union No. 117:



Tracey A. Thompson
Secretary-Treasurer

9-29-11

Date

For King County:



Patti Cole-Tindall, Director
Office of Labor Relations
King County Executive Office

9-30-11

Date

October 3, 2011

T1

nw

Sponsor: Gossett and Phillips

Proposed No.: 2011-0375

1 **TITLE AMENDMENT TO PROPOSED ORDINANCE 2011-0375, VERSION 1**

2 On page 1, beginning on line 1, strike lines 1 through 6, and insert:

3 "AN ORDINANCE approving and adopting a collective
4 bargaining agreement, memorandum of agreement, and
5 memorandum of understanding negotiated by and between
6 King County and International Brotherhood of Teamsters
7 Local 117 (Legislative Analysts) representing employees in
8 the King County Council; and establishing the effective
9 dates of the agreements."

10 **EFFECT: Amends the title to conform to Striking Amendment S1.**

[blank page]



Checklist and Summary of Changes for the attached Collective Bargaining Agreement

Name of Agreement
International Brotherhood of Teamsters Local 117 (Legislative Analysts - King County Council) and Memorandum of Agreement
Labor Negotiator
James J. Johnson

<i>Prosecuting Attorney's Review</i>	Yes
<i>Document Tracking System Routing Form; Motion or Ordinance</i>	Yes
<i>Executive Letter</i>	Yes
<i>Fiscal Note</i>	Yes
<i>Six Point Summary</i>	Yes
<i>King County Council Adopted Labor Policies Contract Summary</i>	Yes
<i>Ordinance</i>	Yes
<i>Original Signed Agreement(s)</i>	Yes
<i>Does transmittal include MOU/MOA? X1</i>	Yes

<i>Six Point Summary of changes to the attached agreement:</i>
1. 2010 Wages and Cost-of-Living Adjustments (COLA) - The contract provides that bargaining unit employees receive COLA and step progression on the applicable ranges 128, 130 and 131 for calendar year 2010.
2. Bargaining unit members will be placed on the 2011 King County Salary Table pay ranges 72, 76 and 79.
3. Cost-of-Living Adjustment (COLA) – Bargaining unit employees are covered by a Memorandum of Agreement Addressing the 2011 Budget Crisis (dictating no COLA for 2011 and terms of COLA for subsequent years).
4. The contract provides that the county may continue to assign persons outside the bargaining unit to perform duties of bargaining unit employees.
5. Bargaining unit employees are subject to just cause suspension and discharge but if challenged, the county's judgment will be upheld unless it is arbitrary or capricious. In cases where the county's determination is based on a documented process of performance management, it may not be challenged.
6. The contract provides that layoff determinations shall be based on knowledge, skills and abilities of the employee, the performance of the employee and the needs of the employer.

[blank page]

CONTRACT SUMMARY

CONTRACT: International Brotherhood of Teamsters Local 117
(Legislative Analysts - King County Council) and
Memorandum of Agreement

TERM OF CONTRACT: September 11, 2009, through June 30, 2013

DESCRIPTION OF WORK PERFORMED BY BARGAINING UNIT MEMBERS: The employees in this bargaining unit conduct qualitative and quantitative analysis of policy issues, assist with development and implementation of council-directed initiatives and participate in the Council's annual budget adoption process by analyzing budgets and financial plans.

NEGOTIATOR: James J. Johnson

COUNCIL POLICY	COMMENTS
➤ REDUCTION-IN-FORCE:	The agreement provides for reduction-in-force based upon the knowledge, skills and abilities of the employee, the needs of the employer and the performance of employees.
➤ INTEREST-BASED BARGAINING:	The parties engaged in a modified interest based bargaining process.
➤ DIVERSITY IN THE COUNTY'S WORKFORCE:	The agreement has a non-discrimination clause.
➤ CONTRACTING OUT OF WORK:	The agreement does not limit the right of the county to assign the work of bargaining unit positions.
➤ LABOR / MANAGEMENT COMMITTEES:	The parties may convene a labor management committee as necessary.
➤ MEDIATION:	The parties may request mediation for the purpose of resolving disputes.
➤ CONTRACT CONSOLIDATION:	Not applicable.
➤ HEALTH BENEFITS COST SHARING:	The agreement calls for bargaining insured benefits in the Joint Labor Management Insurance Committee.
➤ TIMELINESS OF LABOR CONTRACT NEGOTIATIONS:	Release time was available to employees consistent with county policy.

**KING COUNTY COUNCIL
ADOPTED LABOR POLICIES
CONTRACT SUMMARY**

CONTRACT: International Brotherhood of Teamsters Local 117
(Legislative Analysts - King County Council) and
Memorandum of Agreement

COUNCIL POLICY	COMMENTS
➤ USE OF TEMPORARY AND PART-TIME EMPLOYEES:	The agreement is consistent with county policy on the use of temporary and part-time employees.

MISCELLANEOUS CONTRACT ISSUES:	
➤ BIWEEKLY PAY:	The agreement contains language providing the specifics on moving to a biweekly pay system.
➤ INTEREST ARBITRATION ELIGIBLE:	These employees are not eligible for interest arbitration.
➤ NO STRIKE PROVISION:	The agreement's no strike provision is consistent with standard provisions in other county contracts.
➤ ADDITIONAL LEAVE PROVISIONS:	The agreement's provisions on additional leave are consistent with county policy.
➤ HOURS OF WORK:	The standard workweek shall be based on a forty hour schedule.
➤ PERFORMANCE EVALUATIONS:	The employer conducts annual performance evaluations of the employees in this bargaining unit.



FISCAL NOTE 2011-375

Ordinance/Motion No.	Collective Bargaining Agreement		
Title:	International Brotherhood of Teamsters Local 117 (Legislative Analysts - King County Council)		
Effective Date:	9/11/2009 – 6/30/2013		
Affected Agency and/or Agencies:	KC Legislative Analyst's (County Council)		
Note Prepared by:	Matthew McCoy, Labor Relations Analyst, Office of Labor Relations	<i>MM</i> 7/26/11	Phone: 205-8004
Department Sign Off:	Carmela Ennis, Council Administrator		Phone: 296-1699
Note Reviewed by: Supplemental Required?	T.J. Stutman, Budget Analyst		Phone: 263-9716
NO <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/>	8/17/11	

EXPENDITURES FROM:

Fund Title	Fund Code	Department	2010 – 2011 Retro	2012	2013	2014
CX	10	KC Legislative Analysts	\$ 176,872	\$ 58,805	\$ 63,133	\$ 43,681
TOTAL			\$ 176,872	\$ 58,805	\$ 63,133	\$ 43,681

EXPENDITURE BY CATEGORIES:

Expense Type	Dept Code	Department	2009 Base	2010 – 2011 Retro	2012	2013	2014
Salaries			\$ 1,774,399	\$ 154,257	\$ 51,287	\$ 55,061	\$ 38,096
OT							
PERS & FICA			\$ 260,127	\$ 22,614	\$ 7,519	\$ 8,072	\$ 5,585
TOTAL			\$ 2,034,526	\$ 176,872	\$ 58,805	\$ 63,133	\$ 43,681

ASSUMPTIONS:

Assumptions used in estimating expenditure include:

- Contract Period (s):** 9/11/2009 – 6/30/2013.
- Wage Adjustments & Effective Dates:**
 - COLA:** 2.0% COLA effective January 1, 2010, 0.0% COLA effective January 1, 2011, 90% CPI-W Seattle-Tacoma-Bremerton 1/1/2012 (1.63%), 95% CPI-W Seattle-Tacoma-Bremerton 1/1/2013 (Assumed 1.88%), 95% CPI-W Seattle-Tacoma-Bremerton 1/1/2013 (Assumed 1.93%)
 - Other:** On 1/1/2011, the Senior Legislative Analysts move to range 72 of the King County Squared table, to the closest step on range 72 without a decrease. Those same employees then also get a step increase on 1/1/2011 if they are not at top step after being placed. On 1/1/2011 the Principal and Senior Principal legislative analysts get moved to range 76 and 79, respectively. Again, at closest step without a decrease. They do not get a step increase in 2011. Starting in 2012 and through 2013, all employees get a step increase if not at top step.
- Other Wage-Related Factors:**
 - PERS/FICA:** Payroll taxes estimated to be 14.66%.
 - Overtime:**
- Other Cost Factors:**

[blank page]

August 16, 2011

The Honorable Larry Gossett
Chair, King County Council
Room 1200
C O U R T H O U S E

Dear Councilmember Gossett:

The enclosed ordinance, if approved, will ratify the International Brotherhood of Teamsters Local 117 (Legislative Analysts) collective bargaining agreement and memorandum of agreement for the period of September 11, 2009, through June 30, 2013. This agreement covers 16 employees in the King County Council.

The employees in this bargaining unit conduct qualitative and quantitative analysis of policy issues, assist with development and implementation of council-directed initiatives and participate in the Council's annual budget adoption process by analyzing budgets and financial plans.

The enclosed collective bargaining agreement provides that bargaining unit employees are subject to just cause suspension and discharge but if challenged, the county's judgment will be upheld unless it is arbitrary or capricious. In cases where the county's determination is based on a documented process of performance management, it may not be challenged. The agreement provides for the efficient assignment of bargaining unit work to persons outside the bargaining unit and provides further that layoff determinations shall be based on knowledge, skills and abilities of the employee, the performance of the employee and the needs of the employer to perform duties of bargaining unit employees.

Cost-of-living adjustments (COLA) and step progression are negotiated benefits for 2010. Additionally, bargaining unit employees will be placed on the 2011 King County Salary Table pay ranges 72, 76 and 79. Other portions of the wage settlement follow the recently negotiated settlement agreed to with other labor organizations. For 2011, the COLA is zero. The COLA for 2012 is based on 90% of 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). The memorandum of agreement provides

August 16, 2011
Page 2

the COLA formula through 2014. The COLA for 2013 and 2014 increase the adjustment to 95% using the 2011-to-2012 and 2012-to-2013 COLA index. There is a zero floor and no ceiling for the 2012 through 2014 COLA.

The settlement reached is a product of good faith collective bargaining between King County and the Union. The agreement compares favorably with other settlements and is within our capacity to finance. This agreement has been reviewed by the Office of the Prosecuting Attorney, Civil Division.

If you have questions, please contact Patti Cole-Tindall, Director, Office of Labor Relations, at 206-296-4273 at your convenience.

Sincerely,

Dow Constantine
King County Executive

Enclosures

cc: King County Councilmembers
ATTN: Acting Chief of Staff
Anne Noris, Clerk of the Council
Dwight Dively, Director, Office of Performance, Strategy and Budget
Carrie Cihak, Director of Policy and Strategic Initiatives, King County Executive
Office
Patti Cole-Tindall, Director, Office of Labor Relations

The Honorable Larry Gossett
August 16, 2011
Page 3

bcc: Spencer Nathan Thal, General Counsel, International Brotherhood of Teamsters
Local 117
Jim Brewer, Legal Counsel, King County Council
Ken Guy, Director, Finance and Business Operations Division, Department of
Executive Services

454L0111