

**Coalition Labor Agreement (CLA) - Appendix for 447**  
**Agreement Between King County**  
**Professional and Technical Employees, Local 17**  
**Staff Finance - Department of Community and Human Services**

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**APPENDIX for 447**  
**BETWEEN**  
**KING COUNTY AND**  
**PROTEC 17: DEPARTMENT OF COMMUNITY AND HUMAN SERVICES -**  
**FINANCE STAFF UNIT**

**PREAMBLE:** This Appendix in conjunction with the Coalition Labor Agreement constitutes a Collective Bargaining Agreement, the terms of which have been negotiated in good faith by representatives of King County (the County) and PROTEC17 (the Union). This Agreement shall be subject to approval by Ordinance by the Metropolitan King County Council (“the Council”) and the Union.

**DEFINITIONS.** Definitions that apply to this Agreement are found under King County Code (“Code”) 3.12.010, except as expressly defined otherwise in the Agreement. If a Code definition change is made that affects this Agreement, the County agrees to bargain the effects of the change to the extent required by law.

**ARTICLE 1: UNION RECOGNITION**

**Section 1.1. Bargaining Unit.** The County recognizes the Union as the exclusive collective bargaining representative of all employees whose job classifications are listed in the attached Addendum A and who meet the following criteria, per PERC Decision 12974 – PECB and PERC Decision 13285 – PECB:

All full-time and regular part-time employees in the Business Finance Officer I, II, III, and IV; Fiscal Specialist I, II, and III; and Contract Specialist I, II, and III job classes who work in the Finance & Administration section of the King County Department of

Community and Human Services, excluding supervisors, confidential employees, and all other employees.

Additionally, The County recognizes the Union as the exclusive collective bargaining representative, pursuant to MOU 447VR0124:

Grant Administrators who work in the Finance & Administration section of the King County Department of Community and Human Services.

**Section 1.2. Labor-Management Committee.** The Department and the Union agree to establish and charter a Labor-Management Committee (LMC) in a timely fashion. The purpose of LMC is to deal with matters of general concern to the Union and the Department. It is understood that LMC meetings are consultative in nature and are not the venue for bargaining, resolving individual issues, or for discussing grievances.

**Section 1.3. Union Stewards.** Authorized representatives of the Union may have reasonable access to its members in County facilities for transmittal of information or representation purposes, as long as notice is provided by the union, and approval is provided by the appropriate County supervisor(s). The work of the county employees, facilities, and services to the public should be unimpaired when access is permitted during work hours. Stewards, with approval of their supervisor, will be allowed reasonable time to perform their representational duties (e.g., investigating grievances, attending Weingarten meetings) during regular hours without suffering a loss in pay.

**Section 1.4. Release Time for Grievances and Appeals.** Employees who have filed a grievance or appeal will be paid release time during their regularly scheduled hours to attend such meetings with management and reasonable consultation with their Union representative.

## **ARTICLE 2: APPLICATION OF COALITION LABOR AGREEMENT**

The CLA shall apply to the individual bargaining unit's employees as follows:

**Section 2.1.** The Preamble in its entirety.

**Section 2.2.** All Superseding and non-superseding provisions of the CLA.

## **ARTICLE 3: NONDISCRIMINATION**

**Section 3.1. Avenue of Redress.** King County employees should pursue discrimination complaints through the reporting process outlined in the King County Nondiscrimination, Anti-Harassment & Inappropriate Conduct Policy. If a complaint does not adhere to the policy process, the Union may communicate the process issue to the Department of Human Resources Director for review and consideration. Alternatively, employees may choose to file a charge with an appropriate Federal, County, City or State agency. Complaints under Article 3 shall be subject to adjudication in accordance with Article 38 of the CLA.

## **ARTICLE 4: MANAGEMENT RIGHTS**

**Section 4.1.** The Union recognizes the prerogatives of the County to operate and manage its affairs in all respects in accordance with its responsibilities and powers of authority and to direct the workforce except as may be limited by the express provisions of this Agreement. Such functions of the County include, but are not limited to, determining the mission, budget, organization, number of employees, and internal security practices of the Department; recruiting, examining, evaluating, promoting, training, transferring employees, and determining the time and methods of such action; disciplining, suspending, demoting, or dismissing regular employees for just cause; assigning and directing the work force; developing and modifying class specifications; determining the method, materials, and tools to accomplish the work; establishing reasonable work rules; assigning the hours of work; determining work locations; and the right to

1 take whatever actions may be necessary to carry out the Department's mission in case of  
2 emergency.

3 **Section 4.2. Employee Probation.** Employees hired into a regular Career Service  
4 position must first serve a six month probationary period, which may be extended for up to  
5 twelve months by the County. During a probationary term, employees are considered in "at-  
6 will" employment, and may be separated without just cause. Probationary terminations are not  
7 subject to the grievance procedure or appeal.

8 When the County extends an employee's probation, the employee and the union will also  
9 receive written notice about the extension, the reason(s) for the extension, and its duration. If the  
10 County fails to provide appropriate written notice to the employee due to clerical error, the  
11 employee's probation shall still be extended, but upon receiving notice of the error the County  
12 will promptly provide written notice to the employee and the union about the extension, the  
13 reason(s) for the extension, and its duration.

14 **Section 4.3. Trial Service Period.** All regular employees promoted or transferred to a  
15 different classification within the bargaining unit(s) shall serve a six (6) month trial service  
16 period. An employee who does not successfully complete the trial service period in a position to  
17 which the employee had been promoted or transferred may be restored to their former position  
18 provided the position number is vacant and available or filled by an SDA or STT. Additionally,  
19 if there is another vacancy in the employee's prior job classification and DCHS job description  
20 (practice area), from where the employee came, then the County may, at its sole discretion, place  
21 the employee into that open position. If an employee cannot be restored to their former  
22 classification, they shall be eligible for recall rights per Article 11.

## **ARTICLE 5: EMPLOYEE EXPECTATIONS**

**Section 5.1. Personnel Files.** Upon request, employees may examine their personnel files in the Department's Human Resources Office. Employees will be notified when material is placed into the employee's file related to disciplinary action and job performance. The employee shall have the right to add a written rebuttal statement from their perspective into their personnel file. The parties agree that any item placed in an employee's personnel file shall be accurate, related to employment, and in compliance with DHR policy regarding personnel file materials.

**Section 5.2. Performance Standards.** Management will communicate to the employee upon hire and during periodic review sessions about the performance expectations of a position, workplace expectations (e.g., based on relevant personnel policies/rules), and identify performance concerns promptly when the supervisor becomes aware of the issue(s). Management will also discuss with the employee if there is a significant change in job duties or if the performance standards change. All performance standards shall be equitably applied to all employees and have a nexus to the work assigned.

**Section 5.3. Workplace Expectations.** The County and Union recognize the critical importance of obtaining the high levels of performance from employees and workplace respect, and thus have mutually embraced a commitment to quality work performance. The County and Union share a mutual interest in promoting a workplace for employees that is respectful and professional; thus, supporting employees high levels of performance. Toward this end, either party may request to meet about whether these commitments and/or values are being upheld in the work place.

**Section 5.4. Off-duty Activities.** The off-duty activities of employees shall not be cause for disciplinary action unless said activities are a conflict of interest or are detrimental to the employee's work performance or the program or image of the Department and/or County.

**Section 5.5. Representation.** An employee will be afforded union representation

consistent with the law under *Weingarten*. If the employer schedules an investigatory meeting with an employee that they believe could lead to discipline of that employee, the County shall inform the employee and provide sufficient time for the employee to secure representation should they choose to. Employees should seek advice from their union stewards or union representatives about their *Weingarten* rights.

**Section 5.6. Written Policies and Procedures.** When DCHS changes existing policies or procedures or implements a new policy or procedure that impacts working conditions, it will provide notice and a copy of the policy or procedure to the union.

**Section 5.7. Training.** The County and the Union agree that training and employee career development can be beneficial to both the County and the affected employees. Training, career development, and educational needs may be identified by both the County and by the employee. The County and the Union recognizes the mutual benefit to be attained by affording training opportunities to employees and shall endeavor to provide information and equitable and transparent access to training opportunities for its employees based on business and operational needs and, within budgeted appropriations.

## **ARTICLE 6: EMPLOYEE ASSISTANCE PROGRAM**

Employees may use or be referred to the County's Employee Assistance Program, pursuant to the eligibility requirements and guidelines of the program.

## **ARTICLE 7: PERFORMANCE EVALUATIONS**

**Section 7.1. Schedule of Performance Evaluations.** Career service employees will receive performance evaluations at least once during their probation period, and annually thereafter. The County shall provide clear and concise information and direction at regular intervals to all employees. Term limited temporary employees will receive performance

1 evaluations at least annually. If the County substantively changes performance evaluations, the  
2 union shall receive notice and an opportunity to bargain to the extent required by labor law.

3 **Section 7.2. Appeals to Performance Evaluations.** In accordance with Section 15.3. of  
4 the King County Personnel Guidelines, as amended, the following appeal process option shall be  
5 provided.

6 **7.2.1.** Within ten (10) working days after a copy of the performance appraisal  
7 form is given to the employee, the employee may request additional review and consideration by  
8 their division director (or, where the employee's supervisor is the division director, the  
9 department director). The employee should prepare a written request, which includes the  
10 following elements:

- 11 • Identify the appraisal by date, the name of the evaluator, and the date the  
12 appraisal was received.
- 13 • Specify the ratings or comments that the employee believes are incorrect.
- 14 • State the ratings or comments the employee believes should be made on  
15 the appraisal.
- 16 • Give facts substantiating each change requested.
- 17 • Keep a copy of the written request and send the original to the division (or  
18 department) director.

19 **7.2.2.** Upon receiving the request, the division (or department) director will have  
20 (15) calendar days to meet with the employee. The division (or department) director will either  
21 sustain or change the performance appraisal, and notify the employee of the decision in writing.  
22 In case of a change to the appraisal, a copy of the revised appraisal is to be included with the  
23 decision.

24 **7.2.3.** In the event that the issue is not resolved by the division director, the  
25 employee may, within (15) calendar days of the meeting with the division director, meet with the



department director, who will notify the employee of the decision in writing. The department director's decision to sustain or change the performance appraisal will be final.

**7.2.4.** Employees may include a rebuttal statement to a performance evaluation or appeal decision.

## **ARTICLE 8: HOURS OF WORK**

**Section 8.1. Workweek.** The standard work week shall be Monday through Friday and consist of 40 hours per week, exclusive of lunch periods. Scheduled workdays shall be determined by the County. Employees may request to have lunch periods for 30 minutes or 60 minutes subject to approval by the County.

**Section 8.2. Work Schedules.** The establishment of reasonable work schedules is vested within the purview of the County management and may be changed from time to time. 14 calendar days advance notice shall be afforded employees when involuntary permanent changes to a regular schedule are required by the Department. The County agrees to consider employee initiated requests for alternative work schedules, (e.g., 9-80 or 4/10 work schedule), or the opportunity to telecommute consistent with efficient and effective County operations. Management has discretion to approve, deny, modify, or revoke alternative work schedules and telecommute arrangements with 14 calendar days' notice to the impacted employee(s), and such decisions shall not be subject to appeal through the grievance procedure.

**Section 8.3. Cancellation of Vacation.** In the event that the Department cancels an employee's already scheduled and approved vacation, leaving no time to reschedule such vacation before the employee's maximum balance will be reached, the employee's vacation balance will be permitted to exceed the allowable maximum pursuant to King County's Vacation Carryover or Forfeiture policy, as amended.

**Section 8.4. Vacation Scheduling.** The County shall approve vacation time for employees on such schedules as will least interfere with the functions of the Department but which accommodate the desires of the employee to the greatest degree feasible.

**Section 8.5 Changes to Work Location.** Management may require an employee to change their work location. In the event of an involuntary work location change, and except in emergency situations, employees shall be given 30-days notice of a change in their work location.

## **ARTICLE 9: WAGE COMPENSATION**

**Section 9.1. Wage Rates.** The parties agree that the classification titles shall be compensated at the pay ranges and steps as shown in attached "Addendum A."

**Section 9.2. Step Progression.** Regular Career Service employees who start at step 1 shall advance from step 1 to step 2 upon successful completion of their probationary period. Thereafter, regular Career Service employees shall receive a one-step increase effective January 1.

Regular career service employees hired above step 1 do not receive a step increase after completion of probation, but will be eligible to progress to the next step annually on January 1 provided the employee has successfully completed probation.

Term Limited Temporary (TLT) employees are eligible to receive a one-step increase one year from their date of hire in the position provided they have demonstrated satisfactory performance, and annually thereafter subject to continued satisfactory performance. Short-Term Temporary (STT) employees are not eligible to receive step increases.

Employees under this Agreement are not under the County's merit system as provided under KCC 3.15.020.

**Section 9.3. Step Progression - Exception.** All employees shall progress automatically up the steps of the King County Square Table pursuant to Article 29.4 of the CLA. At the time of ratification of the first collective bargaining agreement for this bargaining unit (February 12, 2020), the bargaining unit became ineligible for Merit Over the Top (MOT) pursuant to KCC 3.15.020 and the applicable County-wide procedures under the Performance Appraisal and Merit Pay Systems Manual, as amended. New employees who have joined the bargaining unit on February 12, 2020 or later, will continue to be ineligible for MOT. However, employees who were members of this bargaining unit on or prior to the effective date of implementation of the first Agreement with this bargaining unit (February 12, 2020), and employees who were accreted into this bargaining unit through PERC Decision 13285 – PECB (January 7, 2021), shall continue to be eligible to earn MOT pay per KCC 3.15 020 and the applicable County-wide procedures under the Executive Branch Performance Appraisal and Merit Pay System Guidelines based on outstanding performance while in their current job classification until the employee vacates the bargaining unit for any reason. If the employee is selected for a Special Duty position, this shall not be considered vacating their bargaining unit for purposes of this exception. [See Coalition Labor Agreement 15.4(B) for applicable rules concerning pay calculation in this circumstance].

**Section 9.4. Pay Upon Promotion.** Employee pay shall be increased consistent with King County Code 3.15.130, as amended.

**Section 9.5. Pay Upon Demotion.** Employee pay will be reduced to the same step in the lower pay range of the classification in which the employee demotes.

**Section 9.6. Overtime.** FLSA Non-Exempt employees shall be paid at an overtime rate of time and one-half (1-1/2) their regular rate of pay for all actual hours worked in excess of 40 hours per workweek.

**Contractual daily overtime** shall be paid to employees who work more than their

regularly scheduled workday, inclusive of alternative work schedules, at the Contractual Overtime Rate in effect at the time the overtime work is performed.

**Contractual weekly overtime** shall be paid to employees for all hours worked in excess of forty (40) hours per FLSA workweek at the Contractual Overtime Rate in effect at the time the overtime work is performed.

**The Contractual Overtime Rate** for each overtime hour worked shall be one and one-half (1-1/2) times the combined amount of the employee's hourly base rate of pay, as specified in the Addendum A wage table, plus any applicable hourly pay premiums in effect at the time the overtime is worked that are contractually required to be included when calculating the Contractual Overtime Rate. If the Fair Labor Standards Act (FLSA) requires a higher rate of pay for any overtime hours worked, the employee shall be paid the higher rate of pay pursuant to the FLSA.

**Section 9.7.** Employees may make necessary adjustments, when approved by their supervisor, in their normal work hours required to fulfill their job responsibilities within a forty (40)-hour week without overtime compensation.

**9.7.1** Employee requests for overtime due to workload shall not be unreasonably denied. Employees who have concerns that their requests for overtime have been unreasonably denied should have a conversation with their supervisor (or if their supervisor is union-represented, then the next higher level of supervision) about ways to manage workload and to find mutual solutions to avoid overtime. The assignment of overtime work shall be at the discretion of management.

**9.7.2** Management shall make an effort to avoid assigning overtime (when not requested). When overtime needs to occur, qualified volunteers will be sought first. Nothing herein is intended to limit or abridge management's right to assign overtime.

**Section 9.8. Compensatory Time Off.** For overtime eligible employees covered by this

Agreement, overtime shall be paid at either the applicable overtime rate or as compensatory time off. Compensatory time off shall only be provided by mutual agreement between the employee and their supervisor and in such a manner so as not to conflict with the Fair Labor Standards Act (FLSA). Employees cannot be required to accept compensatory time in lieu of overtime pay, nor are supervisors required to grant compensatory time. An employee's accrued compensatory time balance must not exceed 80 hours at any time.

A. Compensatory time must be used during the calendar year in which it is accrued unless this is not feasible due to work demands. The employee may then request, and the department director may approve, the carryover of a maximum of 40 hours of accrued compensatory time. Such requests will not be unreasonably denied.

B. To request carry over of compensatory time, employees should email their direct supervisor with the reasons for their request by December 15. The supervisor will forward the request to DCHS Human Resources, which will manage the requests for approval from the department director.

C. Employees will be paid in the pay period that includes December 31 for all accrued compensatory time not carried over into the following year.

D. Compensatory hours that have been carried over must be used within the first quarter of the new calendar year, or will be cashed out in the pay period that includes March 31.

## **ARTICLE 10: EXECUTIVE LEAVE**

Benefit eligible salaried employees may be granted up to 10 days of Executive Leave per calendar year in accordance with Executive Policy. There will be no cash-out or carryover of unused Executive Leave to the following calendar year.

## **ARTICLE 11: EMPLOYEE LAYOFF AND RECALL RIGHTS**

**Section 11.1. Notice**— When the Department determines a reduction in force will occur, the Department will provide reasonable notification to the union of forthcoming layoffs. The union may request to meet with the Department prior to the implementation of the reduction in force for the purpose of discussing possible RIF mitigation strategies. Notice to the individual(s) impacted by the reduction in force will occur no less than 45 days prior to the effective date of the reduction in force, provided that the Department itself has no less than a 45 day notice of the budget or reorganization change. The Department will provide the impacted employee with written notification of the Department's intent to change or eliminate the employee's FTE. This notice will include the effective date of the change, a description of the employee's reduction in force and layoff/recall rights as provided under the contract and King County policies and procedures; and a list of current posted vacancies with active recruitments within DCHS available within the employee's current classification which includes the vacant position's allocated FTE level and work location. The Department will provide the union a copy of the notice given to the impacted employee.

**Section 11.2. Alternatives to layoff.** After a reduction in force is initiated, the parties may explore alternatives to layoff, as described below in the subparts below.

### **A. Transfers within the Department of Community and Human Services.**

The Department of Community and Human Services Director or their designee may transfer a DCHS employee from one position to another vacant position in the same classification within the Department.

**B. Voluntary Demotion.** A regularly appointed employee may volunteer for demotion to a lower classification upon their written request, availability of an open position, and the concurrence of DCHS. The employee so reduced shall be entitled to credit for previous regular service in the lower classification. Upon a showing, concurred with by the County that

the reason for such voluntary demotion no longer exists, the County may restore the employee to their former status. Nothing in this provision limits the County's ability to demote an employee involuntarily through the disciplinary process.

**C. Volunteer RIF.** When a reduction in force is to be initiated, employees may request to be voluntarily laid off if the employee is in the same work unit and classification as the position(s) determined to be eliminated/reduced. An employee who voluntarily chooses to be laid off will be placed on recall per section 11.4.

**D. Rescission of layoff.** If circumstances change and the Department determine a RIF is not necessary, the Department will notify the individual(s) in writing of the RIF rescission. The union will be provided a copy of the rescission notice.

**E. Elimination of temporary employees.** Prior to laying off Career Service Employees, the County will consider ending TLT and STT assignments in the work unit where the layoff might occur.

**Section 11.3. Layoff Process.** In the event of a reduction in force due to lack of work, lack of funds or considerations of efficiency, layoffs shall be conducted at a department, division, or section level. The order of layoff shall be conducted by classification based on merit as defined by Step 1 and 2 below. Where two or more career service employees within a class are of substantially equal merit, bargaining unit seniority as defined by Section 11.5 shall determine the order of layoff as between those employees with the lowest senior laid off first. In lieu of laying off a career service employee, the Department Director (or designee) may reassign the employee to a comparable, vacant position, when the Director determines the reassignment to be in the best interests of the county, and the employee accepts the reassignment.

**Step 1:** The Department will determine the classification(s) subject to layoff, and then determine the organizational scope of positions included in the layoffs such as Finance & Administration or Regional Housing & Community Development (e.g., Section level) or at the

1 Division or Department level.

2       **Step 2:** Once the scope of layoffs has been decided, the merit of employees in the  
3 classification positions within that organizational unit will be reviewed. Employees in positions  
4 within the scope of layoffs with the lowest merit will be subject to layoff first. Merit decision  
5 must be equally applied to all persons in the classification within the organizational scope of  
6 layoffs. (e.g., if the Department determines two BFO 3s in a particular section of the Department  
7 will be subject to layoff, all of the BFO 3s in that section shall be subject to the merit review, but  
8 BFO 3's outside that section, but within the bargaining unit, will not be reviewed or be subject to  
9 layoff. In reviewing the merit of employee(s) within a predetermined scope of layoffs, the  
10 Department will determine the following:

11           ➤ **Step 2(a).** Does the employee have the ability to perform the functions that  
12 will remain in the work unit after layoffs, including whether incumbents have the requisite  
13 knowledge, skills and abilities (KSAs) to perform the functions of the remaining position(s).  
14 The KSAs should be compiled by a subject matter expert of the group impacted by layoffs, and a  
15 courtesy copy shall be provided to the union for review. Any employee(s) that do not have the  
16 necessary KSAs to perform the functions of remaining positions will be subject to layoff first.

17           ➤ **Step 2(b).** The merit rank of employee incumbents in a classification position  
18 subject to layoff shall be established by the Department from highest to lowest in the  
19 classification with the lowest being subject to layoff first. To determine merit rank, the  
20 Department will review and compare recent performance evaluations, commendations, and any  
21 disciplinary records. Where two or more employees within a class are of substantially equal  
22 merit, bargaining unit seniority shall determine the order of layoff as between those employees  
23 with the lowest senior laid off first. Upon Union request, the Department shall provide the merit  
24 rank list to the Union, and describe how the merit rank list was determined by the Department by  
25 individual position.



**Section 11.4. Recall.** An employee that has been laid off will be placed on a recall list for a period of two (2) years from the date of layoff. In filling a vacant bargaining unit position, the County will offer it to an employee on the recall list prior to hiring from the outside, assuming the employee on the list is qualified for the position, and did not receive negative documented performance issues or disciplinary action in two years prior to the layoff date. In the event more than one employee on the recall list is equally qualified for the position, the employee with the highest seniority will be recalled first. Employees who are recalled to the same position within the two year period after layoff will not have to serve a probationary period and be hired back with the same step placement.

**Section 11.5. Seniority.** Employee bargaining unit seniority shall be determined by the Adjusted Service Date in a career service position covered by this Agreement. Classification seniority is defined as the total length of service in a classification covered by this Agreement (i.e., time spent as a BFO II in DCHS), including sick leave, holiday and vacation leave in a classification without a break in service. Only career service employees are eligible to earn classification seniority, however, any STT or TLT employee who is hired into a career service position in the same classification shall have all service time applied toward their classification seniority. Employees who transfer, promote or demote into a different job classification under this contract will accrue seniority hours in the new classification upon start of their placement in the position. Previous seniority hours earned in other classifications worked under this contract will be retained (e.g., an employee recalled to a previously held classification will be credited with the seniority accrued while in that classification).

**Section 11.6. Priority Placement.** The County will provide access to priority placement services through the County's Priority Placement Program for employees who have been notified of their impending layoff.

**ARTICLE 12: HOLIDAYS**

Holiday leave benefits shall be provided pursuant to the CLA Article 10, except as provided below.

**Section 12.1 Pro-ration of Paid Holiday for Part-time Employees.** A regular part-time employee shall receive prorated paid holiday time off (or paid time off in lieu thereof) based upon their FTE status

**ARTICLE 13: WAIVER CLAUSE**

**Section 13.1.** The parties acknowledge that each has had the unlimited right within the law and the opportunity to make demands and proposals with respect to any matter deemed a proper subject for collective bargaining. The results of the exercise of that right and opportunity are set forth in this Agreement. Unless otherwise mutually agreed, the County and the Union, for the duration of this Agreement, each agree to waive the right to oblige the other party to bargain with respect to any subject or matter not specifically referred to or covered in this Agreement.

**ARTICLE 14: WORK STOPPAGE**

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

occurred.

**Section 14.2.** Upon notification in writing by the County to the Union that any of its members are engaged in a work stoppage, the Union shall immediately, in writing, order such members to immediately cease engaging in such work stoppage and provide the County with a copy of such order. In addition, if requested by the County, a responsible official of the Union shall publicly order such Union employees to cease engaging in such a work stoppage.

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

## **ARTICLE 15: HRA VEBA**

The King County HRA VEBA benefit is a tax-free, post-retirement medical expense account used by retirees and their eligible dependents to pay for qualified medical expenses. This bargaining unit is eligible to participate in VEBA benefits pursuant to the Joint Labor Management Insurance Committee Agreement, currently document code 000U0125 ("MOA").

## **ARTICLE 16: EMERGENCY CLOSURES**

For employees who DCHS has designated as "mission critical," applicable King County policies that are in effect at the time shall determine employees' rights concerning emergency closures. "Mission critical" employees will be notified if they are so designated and provided the applicable policies.

For Professional and Technical Employees, Local 17:

Signed by:



Regan McBride, Union Representative

For Professional and Technical Employees, Local 17:

DocuSigned by:



Karen Estevenin, Executive Director

For King County:

DocuSigned by:



James Crowe, Senior Labor Negotiator  
Office of Labor Relations, Executive Office

**CBA: 447****Union Code: C22****ADDENDUM A - WAGES**

<b>Job Class Code</b>	<b>PeopleSoft Job Code</b>	<b>Classification Title</b>	<b>FLSA**</b>	<b>Range*</b>
214113	2131100	Business and Finance Officer I	Non-Exempt	53
214218	2131200	Business and Finance Officer II	Exempt	58
214319	2131300	Business and Finance Officer III	Exempt	62
214418	2131400	Business and Finance Officer IV	Exempt	67
223805	2215100	Contract Specialist I	Non-Exempt	56
223906	2215200	Contract Specialist II	Exempt	61
224006	2215300	Contract Specialist III	Exempt	66
411114	4101100	Fiscal Specialist I	Non-Exempt	35
411218	4101200	Fiscal Specialist II	Non-Exempt	39
411319	4101300	Fiscal Specialist III	Non-Exempt	43
225901	2216300	Grant Administrator	Exempt	65

\*All salary ranges are on the King County Squared Table Salary Schedule.

\*\*Current FLSA status are listed for informational purposes only and do not represent negotiated FLSA statuses