

**Coalition Labor Agreement (CLA) - Appendix for 030**  
**Agreement Between King County**  
**And**  
**Service Employees International Union, Local 925**  
**Involuntary Commitment Specialists - Mental Health, Department of Community & Human**  
**Services**

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**AGREEMENT BETWEEN**  
**KING COUNTY**  
**AND**  
**SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 925**  
**REPRESENTING INVOLUNTARY COMMITMENT SPECIALISTS IN THE**  
**DEPARTMENT OF COMMUNITY AND HUMAN SERVICES**

These articles constitute an agreement, terms of which have been negotiated in good faith, between the King County Labor Negotiating Team and the Union subscribing hereto. This Agreement shall be subject to approval by Ordinance by the County Council of King County, Washington.

**ARTICLE 1: PURPOSE AND INTENT**

The intent and purpose of this Agreement is to promote the continued improvement of the relationship between King County and its employees by providing a uniform basis for implementing the right of public employees to join organizations of their own choosing, and to be represented by such organizations in matters concerning their employment relations with King County and to expressly set forth in writing the negotiated wages, hours, and working conditions of such employees in appropriate bargaining units provided the County has authority to act on such matters.

**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.

**Section 2.3.** For ease of reference, the following provisions, which were previously listed in this Appendix, are covered in their entirety by the CLA:

Provision	CLA Article
Savings Clause	30
Medical, Dental and Life Insurance Programs	25
Grievance Procedure	26
Vacation Leave Cap	9
Vacation Accrual	32
Sick Leave	31
Bereavement Leave	8
FMLA/KCFML	11
Holidays	10
Equal Employment Opportunity	29
Duration	41

**ARTICLE 3: UNION RECOGNITION AND REPRESENTATION**

**Section 3.1.** The County recognizes the Union as representing Involuntary Commitment Specialists employed by the King County Department of Community and Human Services.

**Section 3.2.** The County will upon request transmit to the Union, not more than twice a year, a current listing of all employees in the unit. Such list shall indicate the name of the employee, wage rate, job classification and department or unit.

**Section 3.3.**

**A.** Authorized representatives of the Union, including shop stewards, may have reasonable access to its represented employees in County facilities for transmittal of information or representation purposes, as long as the work of the county employees and services to the public are unimpaired.

**B.** The Union shall have the right to appoint stewards within departments where its represented employees are employed under the terms of this Agreement. The department shall be

1 furnished with the names of stewards so appointed. The steward shall be allowed a reasonable time  
2 to investigate grievances during regular working hours providing the work of the County employees  
3 in providing service to the public is not interrupted.

4 C. A negotiating committee, consisting of three persons may be selected from  
5 amongst the bargaining unit employees by the Union. Such employees may be released during work  
6 hours to attend Appendix negotiations, provided that no overtime pay obligations shall result from  
7 participation of employees in negotiations.

8  
9 **ARTICLE 4: RIGHTS OF MANAGEMENT**

10 The management of the County and the direction of the work force is vested exclusively in  
11 King County subject to the terms of this Agreement. All matters not specifically and expressly  
12 covered or treated by the language of this Agreement may be administered for its duration by the  
13 County in accordance with such policy or procedures as the County from time to time may determine.

14  
15 **ARTICLE 5: WAIVER AND COMPLETE AGREEMENT**

16 The parties acknowledge that during the negotiations resulting in this Agreement each had the  
17 unlimited right and opportunity to make demands and proposals with respect to any and all subjects  
18 or matters not removed by law from the area of collective bargaining and understandings and  
19 agreements arrived at by the parties after exercise of that right and opportunity are set forth in this  
20 Agreement. The Employer and the Union each voluntarily and unqualifiedly waive the right and  
21 each agrees that the other shall not be obligated to bargain collectively with respect to any subject or  
22 matter not specifically referred to or covered in this Agreement, even though such subject or matter  
23 may not have been within the knowledge or contemplation of either or both of the parties at the time  
24 they negotiated or signed this Agreement. All rights and duties of both parties are specifically  
25 expressed in this Agreement and such expression is all inclusive. This Agreement constitutes the  
26 entire agreement between the parties and concludes collective bargaining for its term, subject only to  
27 a desire by both parties to mutually agree to amend or supplement at any time, and except for

1 negotiations over a successor collective bargaining agreement.

2  
3 **ARTICLE 6: EQUAL EMPLOYMENT OPPORTUNITY**

4 Allegations of violations of this Article may be submitted through Step 3 of the grievance  
5 procedure set forth in the CLA.

6  
7 **ARTICLE 7: WORK STOPPAGES AND EMPLOYER PROTECTION**

8 **Section 7.1.** The employer and the Union agree that the public interest requires efficient and  
9 uninterrupted performance of all County services and to this end pledge their best efforts to avoid or  
10 eliminate any conduct contrary to this objective. Specifically, the Union shall not cause or condone  
11 any work stoppage, including any strike, slowdown or refusal to perform any customarily assigned  
12 duties, sick leave absence which is not bona fide, or other interference with County functions by  
13 employees under this Agreement and should same occur, the Union agrees to take appropriate steps  
14 to end such interference. Any concerted action by an employee in the bargaining unit shall be  
15 deemed a work stoppage if any of the above activities have occurred.

16 **Section 7.2.** Upon notification in writing by the County to the Union that any of its  
17 represented employees are engaged in a work stoppage, the Union shall immediately, in writing,  
18 order such represented employees to immediately cease engaging in such work stoppage and provide  
19 the County with a copy of such order. In addition, if requested by the County, a responsible official  
20 of the Union shall publicly order such represented employees to cease engaging in such a work  
21 stoppage.

22 **Section 7.3.** Any employee who commits any act prohibited in this section will be subject in  
23 accord with the County's Work Rules to the following action or penalties:

- 24 1. Discharge.  
25 2. Suspension or other disciplinary action as may be applicable to such employee.

26 **Section 7.4.** There shall be no lockouts during the life of this agreement.  
27

**ARTICLE 8: REDUCTION-IN-FORCE/LAYOFF/RECALL**

**Section 8.1.** Comprehensive leave eligible employees laid off as a result of a lack of work and/or shortage of funds shall be laid off according to seniority within classification as set forth in Section 4 of this Article; provided, however, employees serving in their initial probationary period shall be laid off prior to comprehensive leave eligible employees being laid off;

**Section 8.2.** Employees laid off shall be rehired in seniority order; namely, with most seniority will be rehired first.

**Section 8.3.** The County agrees to notify the Union at least 14 calendar days in advance, in writing, of any anticipated reduction in force.

**Section 8.4.** Seniority shall be defined as follows:

Length of service within the bargaining unit/classification including hours worked as a temporary employee, as described below:

**A.** A career service employee in the bargaining unit who resigns and subsequently returns to a career service bargaining unit position shall have seniority restored, provided the break in service is 24 months or less.

**B.** Seniority shall continue to accrue during any compensated absence from service or during any leave of absence without pay for periods of 30 calendar days or less.

**C.** Seniority shall be retained but shall not continue to accrue during that period of an authorized leave of absence without pay that exceeds 30 calendar days.

**D. Temporary employee:** All time worked as a temporary employee or term-limited temporary employee in a bargaining unit position during the immediately preceding 24 months prior to an appointment to a career service position within the same classification shall be added to the employee's seniority upon such appointment. Employees other than comprehensive leave eligible career service employees do not otherwise accrue seniority.

**ARTICLE 9: HOURS OF WORK AND OVERTIME**

**Section 9.1.** Hours of Work/Schedules:

1           A. The establishment of reasonable work schedules, work locations, and starting  
2 times is vested solely within the purview of department management, and may be changed from time  
3 to time provided a two week prior notice of change is given. The two week prior notice provision  
4 shall not apply to changes of roles, or in other circumstances over which the department cannot  
5 exercise control. This provision shall not prevent employees from mutually agreeing to schedule  
6 changes with the approval of the department. In the exercise of its scheduling prerogative,  
7 department management will give priority to meeting the dictates of the workload.

8                   1) Department management, with input from the bargaining unit, will  
9 designate a workweek (or workweeks) consisting of seven consecutive 24-hour periods. Each 24-  
10 hour period will consist of five (5) shifts which may be overlapping. Management will continue to  
11 discuss with employees, concerns, and ideas for improvements or changes, to the schedule  
12 configuration. The County agrees that it will not change the schedule configuration without  
13 notifying the Union and providing an opportunity to negotiate the effects of such change, unless the  
14 change is for a limited duration due to an emergency.

15                   2) When annual work schedules are changed by the County, the employees  
16 may select their desired schedule on the basis of seniority bid.

17                   3) **Meal and Rest Breaks:** Due to the crisis response nature of the work,  
18 employees will not have scheduled meal periods or rest periods, consistent with RCW 49.12.187. For  
19 employees receiving paid meal periods and/or intermittent rest periods, this agreement specifically  
20 supersedes in total the State provisions regarding meal and rest periods for Employees, and as such,  
21 these employees do not receive a designated meal or rest period. Employees receiving a paid meal  
22 period will be entitled to meal and rest periods only as described in this agreement, and not those  
23 provided by State law. Employees are entitled to intermittent rest periods, and are entitled to a thirty  
24 (30) minute meal period as close as possible to between two and five hours after the beginning of  
25 their work shift. Employees will remain subject to call and in paid status during such rest periods and  
26 meal periods.

27           **Section 9.2. Overtime:**

1           A. All employees shall be designated as hourly and eligible for compensation at the  
2 overtime rate for all time worked in excess of 40 hours in a work week. All work over 40 hours in a  
3 work week must be approved by a supervisor. For time worked in excess of an employees' regular  
4 weekly work schedule, but not more than 40 hours, employees will be compensated at the base  
5 hourly rate of pay. Employees must receive authorization in advance for work in excess of their  
6 regular scheduled shifts.

7           B. Definitions of "Full Time", "Part Time", "Term Limited" and "Short Term  
8 Temporary" employees are found in the King County Code.

9           C. Coverage for "Open" Shifts: Management will solicit volunteers by offering  
10 employees the opportunity to cover open shifts in the following order:

- 11                   a) Part time employees;
- 12                   b) "On call"/"per diem" (i.e., temporary) employees; and
- 13                   c) Full time employees

14           D. Overtime shall be computed in fifteen (15) minute increments. Assignment of  
15 overtime work will include consideration by the supervisor of both business needs and safety  
16 considerations, including those raised by the impacted employee.

17           **E. Contractual overtime.**

18           Contractual daily overtime shall be paid to employees who work more than their regularly  
19 scheduled workday, inclusive of alternative work schedules, at the Contractual Overtime Rate in  
20 effect at the time the overtime work is performed.

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

24           The Contractual Overtime Rate for each overtime hour worked shall be one and one-half (1-  
25 1/2) times -the combined amount of the employee's hourly base rate of pay, as specified in the  
26 Addendum A wage table, plus any applicable hourly pay premiums in effect at the time  
27 the overtime is worked that are contractually required to be included when calculating

1 the Contractual Overtime Rate. If the Fair Labor Standards Act (FLSA) requires a higher rate of pay  
 2 for any overtime hours worked, the employee shall be paid the higher rate of pay pursuant to the  
 3 FLSA.

4 **F. Compensatory Time:** By mutual agreement between the employee and  
 5 supervisor, the employee may receive compensatory time in lieu of pay, at the rate of one hour for  
 6 each hour in excess of the employees' regular weekly work schedule, but less than 40 in a workweek,  
 7 and one and one-half hour for each hour worked in excess of 40 in a workweek. The employee must  
 8 request compensatory time in advance for each incident of overtime work.

9 Employees with a vacation balance of less than 200 hours may choose to receive  
 10 compensatory time at the rate of 1.5 times all time worked on a holiday, in addition to the regular  
 11 hourly rate of pay for all time worked. An employee may choose to receive compensatory time, in  
 12 lieu of overtime, for attendance at staff meetings, mandatory training or court appearance outside the  
 13 employee's scheduled work shift, or assigned standby time.

14 An employee's accrued compensatory time balance must not exceed 80 hours at any time.  
 15 Accrued compensatory time will be cashed out at the end of each calendar year, unless the employee  
 16 requests and is approved to carry over a compensatory time balance, not to exceed 40 hours into the  
 17 following year. Carried over compensatory time will be cashed out in the pay period that includes  
 18 March 31.

19  
 20 **ARTICLE 10: VACATION REQUESTS AND APPROVALS**

21 In addition to CLA Articles 35 and 9:

22 **Vacation Bid Process:** Employees shall submit their initial vacation requests on a date to be  
 23 established by management that falls at least two weeks after the shift bid but prior to the first of  
 24 February each year. When operationally feasible and provided that minimum staffing levels are  
 25 maintained on weekends two (2) DCRs and one (1) Screener from each shift may be allowed off on  
 26 vacation at any one time. Division management shall develop a preliminary vacation schedule for a  
 27 twelve month period commencing in March and ending in February, granting to the extent possible,

1 requested vacation dates in the order established by seniority. Vacation requests for the first round  
2 shall be in increments of not less than one week's duration and not more than four weeks' duration  
3 during June, July, August, and December. A week is defined as Saturday through Friday and any  
4 portion of a week counts as a week for vacation draw requests. Additional vacation periods may be  
5 granted to requesting employees in the reverse of the order established by the seniority draw, using  
6 new requests submitted for this second round. Requests for the second round shall be limited to not  
7 more than two weeks, but are not limited to consecutive weeks. In the second round, employees may  
8 choose additional non-consecutive, available days in the week before or after their chosen vacation  
9 week(s). Following completion of rounds one and two described above, the final vacation schedule  
10 shall be posted on or before the first of March each year.

11 **Section 10.1.** All vacation requests made after the first and second rounds shall be granted  
12 where possible and on a first-come basis, but only with the mutual agreement of department  
13 management and the employee. If more requests are received simultaneously than can be scheduled,  
14 the conflict shall be resolved by awarding the time off to the employee with the most accumulated  
15 time (vacation and compensatory time). Requests for additional vacation and use of compensatory  
16 time on a first-come basis shall be submitted no earlier than the Friday which is six (6) weeks in  
17 advance of the week time off is desired, except as needed for time off to take advantage of training  
18 opportunities. (For example, if an employee wishes to have Wednesday of week 26 off, the  
19 employee may submit the request no earlier than Friday of week 20.) If an employee chooses to take  
20 additional non-consecutive available days in the week before or the week after their chosen vacation  
21 week, this will be considered two weeks for the second round. Any non-consecutive days picked in  
22 a week is considered a vacation week. Vacation requested and scheduled on a first-come basis may  
23 be taken in one-half hour increments.

24 **Section 10.2.** After the posting of vacation schedules, employees shall be permitted to  
25 exchange vacation periods with the approval of the department.

26 **Section 10.3.** Cancellation by an employee of any scheduled vacation should be given to the  
27 supervisor at least 30 calendar days in advance of the scheduled vacation. Excess vacation accruals

1 which result from cancellation of a previously scheduled vacation by an employee shall be forfeited  
2 at the end of each calendar year.

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4 **ARTICLE 11: HOLIDAYS WORKED**

5 In addition to CLA Article 10:

6 **Section 11.1. Holiday Pay:** Employees who work on a holiday will receive the overtime  
7 rate of pay for all holiday time worked, in addition to the base hourly rate of pay for all time  
8 worked. A “day” for full time employees shall reflect the regular work schedule. Part time  
9 employees will receive the holiday benefit on a pro rata basis.

10 A. When a holiday falls on an employee’s scheduled day off, the employee will  
11 receive the hourly equivalent of one “day” of holiday pay at the base hourly rate of pay.

12 B. When a holiday falls on an employee’s scheduled work day, and the employee  
13 does not work, the employee will receive the hourly equivalent one “day” of holiday pay at the base  
14 hourly rate of pay.

15 C. Operational Application of Holiday Article and Holiday Pay: Holidays shall  
16 commence at 12:00 am and end at 11:59 pm the next day.

17 EXCEPT that for those working night shift and super swing shift (night shift is the shift that  
18 includes midnight, with hours both before and after midnight), the holiday shall commence on the  
19 evening of the holiday when the night shift begins.

20 D. **“Holiday Worked” premium pay:** Consistent with current contract language  
21 and practice, scheduled shift hours worked on a holiday shall continue to be paid at the overtime rate.  
22 For night shift and super swing employees this premium pay begins at the start of their shift. Using  
23 the current schedule as an example, this means that a night shift employee beginning the shift at  
24 11pm on Friday on the eve of the holiday will be paid time and one half for the regular 9.5 hour shift  
25 beginning at 11pm. (This is because the bulk of the night shift hours in this example fall on the  
26 holiday) If this employee works again beginning at 11pm on Saturday, s/he receives neither holiday  
27 pay nor “holiday worked” premium pay for that shift that begins on the holiday. Nothing in this

1 provision excludes an employee from earning both “holiday worked” premium pay and overtime (for  
 2 working an open shift) in the same work week.

3 **E. “Holiday Pay”:** for full time employees should reflect the regular employer  
 4 mandated work schedule of the Involuntary Commitment Specialists (ICS). Under the current  
 5 schedule the maximum holiday pay will be equal to 9.5 hours per holiday. Using the current  
 6 schedule as an example, a night shift employee beginning work at 11pm on a Friday will receive 9.5  
 7 hours of holiday pay beginning at 11pm.

8 When an employee is scheduled to work on a holiday but does not work, the employee  
 9 receives “holiday pay”, but the applicable leave bank (vacation, sick leave, etc.) will be reduced by  
 10 the number of hours absent, EXCEPT that when the employee does not work their scheduled holiday  
 11 shift due to a pre approved leave for the holiday, the employee receives “holiday pay”, but the  
 12 applicable leave bank is not reduced. “Pre approved” leave includes but is not limited to cases in  
 13 which vacation or sick leave has been pre scheduled and approved, as well as cases in which  
 14 management determines a specific holiday is overstaffed and thus not all employees scheduled are  
 15 needed on that day.

16 **Section 11.2. . Compensatory Time for Holiday:** Employees with a vacation balance of  
 17 less than 200 hours may elect to receive compensatory time at the rate of 1.5 times all time worked  
 18 on a holiday, in addition to the base hourly rate of pay for all time worked.

19 **Section 11.3. . Day of Observance:** Pursuant to CLA Article 10.

20 **Section 11.4. . Holiday Coverage:** After the final vacation schedule is posted, on or before  
 21 the first of March each year - a procedure for Holiday coverage for the remaining seven (7) holidays  
 22 of the year and the first three (3) holidays of the subsequent year will be developed. Whenever  
 23 possible, holiday assignments will be based on volunteers from the staff. However, if there are  
 24 insufficient volunteers, management will assign staff from the potential working pool. Assignment  
 25 will be based on a number of factors including the number of other major holidays worked and the  
 26 general work schedule. In the event there is a requirement to increase staffing on the recognized  
 27 holidays, employees will participate in the discussion about changes to be made.

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**ARTICLE 12: EMPLOYEE RIGHTS**

**Section 12.1: Safety:** No employee shall be required to use equipment which is not in a safe condition. In the event an employee discovers or identifies unsafe equipment, they will immediately notify the immediate supervisor in writing. Employees will not be disciplined for reporting unsafe equipment or working conditions to their immediate supervisor. Said equipment shall be repaired or replaced if the employer determines the equipment to be unsafe. At such time as the employer determines the equipment to be safe, the employee will be advised in writing.

**Section 12.2: Personnel Files:** The employee and/or representative may examine the employee’s personnel file(s) if the employee so authorizes in writing. Material placed into the employee’s file(s) relating to job performance or personal character shall be brought to the employee’s attention. The employee may challenge the propriety of including it in the file(s). The employee shall have the right to insert documentation into the file(s), providing such documentation is relevant to the challenge. Unauthorized persons shall not have access to employee files or other personal data relating to their employment.

**ARTICLE 13: MISCELLANEOUS**

**Section 13.1. Temporary Employees:** The Union and the County recognize that the nature of the services offered by the County necessitates the use of temporary employees (commonly referred to as short-term temporary employees). These employees are part of the bargaining unit and subject to the terms of the Agreement. Temporary employees are not considered comprehensive benefits eligible employees, and as such are not eligible for vacation, holiday, medical, dental or other insurance benefits. However term-limited temporary employees are eligible for all benefits contained in this Appendix. The County agrees that these employees are supplementary to the regular work force and shall not be used to displace comprehensive leave eligible employees or undermine the integrity of the bargaining unit. Temporary and term-limited temporary employees are considered at-will and may be terminated without recourse to the just cause provisions or the

1 grievance procedures in the CLA. Just cause provisions and the grievance procedure will apply to all  
 2 other forms of disciplinary action.

3 **Section 13.2. Training:** The County may provide employees release time to attend training  
 4 programs that will be beneficial to their job performance. Notice of all such training opportunities  
 5 which management deems appropriate will be made available to all employees in writing. If the  
 6 County requires attendance at such training programs, the County will pay the expenses incurred.  
 7 Employees required to attend mandatory staff meetings on their day off will be reimbursed for  
 8 mileage and parking.

9 **Section 13.3. Work Rules:** Changes in written procedural guidelines or other work rules or  
 10 regulations will be implemented only upon written notification of revisions. No employee shall be  
 11 held responsible for violation of a written instruction, regulation, rule or guideline provided oral  
 12 instructions to do so were received from supervisory personnel.

13 **Section 13.4. LMC:** The County and the Union agree to establish a Labor-Management  
 14 Committee. The purpose of the Committee is to discuss matters of concern to either party, and  
 15 promote effective labor-management communications. Meetings shall be scheduled upon request of  
 16 either the Crisis and Commitment Coordinator or Union Representative (or designee), at a time  
 17 mutually agreed by the parties. Up to three represented employees from the bargaining unit shall be  
 18 entitled to participate in Committee meetings. Employees may be released during work hours to  
 19 attend Committee meetings, except that no overtime obligation will result from Committee activities.

20 **Section 13.5. Promotions:** Promotions shall be made in accordance with the King County  
 21 Code 3.15.130 and Personnel Guidelines. Any employee who is promoted within the Division and  
 22 does not successfully complete the probationary period for the position to which promoted, shall have  
 23 a right to return to their former position if it is vacant and available; this includes employees  
 24 promoted out of the bargaining unit. If the former position is not available, and the employee is  
 25 separated from the promotional position during the probationary period, the re-hire provisions of  
 26 Article 10 Section 2 will apply.

27 **Section 13.6. Job Sharing.** County Designated Mental Health Professionals may be

1 permitted to job share or to work part-time when practicable based on staffing requirements, budget  
 2 constraints, and at management’s prerogative.

3 **Section 13.7. COPE.** King County shall, upon receipt of a written authorization form that  
 4 conforms to legal requirements, deduct from the pay of such bargaining unit employee the amount of  
 5 contribution the employee voluntarily chooses for deduction for political purposes and shall transmit  
 6 the same to the Union.

7 **Section 13.8. Probation:** All newly hired and promoted employees must serve a  
 8 probationary period of at least six (6) months as defined in the King County Code and Personnel  
 9 Guidelines for the Career Service. The Guidelines specify that the probationary period is an  
 10 extension of the hiring process. The initial probationary period may be extended to up to twelve  
 11 months by the hiring authority. Probationary employees are considered at-will and may be terminated  
 12 without recourse to the just cause provisions or the grievance procedures in the CLA.

13 **Section 13.9. Impact Bargaining:** Should Washington State legislation require a material  
 14 change to the job duties of the bargaining unit during the term of this Agreement, the parties will  
 15 bargain the effects of that new requirement as it pertains to wages, hours and/or working conditions  
 16 to the extent required by law.

17 **Section 13.10. Parking:** The parties agree the current parking benefit will continue with  
 18 parking provided for the swing shift that begins at 2:00 pm (beginning at 1:45 pm), as well as for the  
 19 “super swing” and night shifts. The parties agree to continue to research, discuss and negotiate  
 20 regarding a proposal to provide employee parking for the “late day” shift, which now begins at 11:00  
 21 am and ends at 8:30 pm.

22  
 23 **ARTICLE 14: WAGE RATES**

24 **Section 14.1.** The classifications and rates of pay for all bargaining unit employees are listed  
 25 in Addendum A of this Agreement. New career service employees (Involuntary Commitment  
 26 Specialist, Job Class Code # 3111100, and PeopleSoft Job Code # 311101) shall be hired at Step 1 of  
 27 Range 63 of the King County Squared Table pay range, or a higher step on the same range, at the

1 discretion of management. Employees hired at Step 1 shall be advanced to Step 2 after the successful  
 2 completion of a probation period of at least six months, which may be extended to up to twelve  
 3 months by the hiring authority. Non-probationary career service employees on Step 2 through Step  
 4 10 will receive a one step increase effective January 1 of each year. However, a new employee who  
 5 has not successfully completed probation by September 30 will not be entitled to an annual step  
 6 increase on January 1.

7 **Section 14.2.** Temporary employees including term limited temporaries will be paid per the  
 8 following schedule and increases in succeeding years per sections 2 and 3 of this Article:

9	0 - 320 hours worked	90% of Step 1 (Range 63)
10	321 - 640 hours worked	100% of Step 1 (Range 63)
11	641 + hours worked or previous employment as a King County Designated Mental Health Professional	110% of Step 1 (Range 63)
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17 **Section 14.3. Term Limited Temporary employees.** The County may employ term limited  
 18 temporary employees as defined in County Ordinance.

19 **Section 14.4. Payroll System.** The parties agree the County has the right to implement a  
 20 common biweekly payroll system that will standardize pay practices and Fair Labor Standards Act's  
 21 work weeks. The parties agree that applicable provisions of the collective bargaining agreement may  
 22 be re-opened at any time by the County for the purpose of negotiating these standardized pay  
 23 practices, to the extent required by law.

24 **Section 14.5. Shift Premium:**

25 **A.** In addition to the established base hourly rates of pay, employees whose regularly  
 26 assigned shift is the night shift (i.e., the shift that includes midnight) shall receive a shift differential  
 27 of \$1.50 per hour for all compensated hours. Employees temporarily assigned to such a shift are

1 eligible for this differential for actual hours worked on that shift.

2           **B.** In addition to the base established hourly rates of pay, employees whose regularly  
3 assigned shift is the “super swing” (i.e., the evening shift immediately preceding the night shift) shall  
4 receive a shift differential of \$1.50 per hour for all compensated hours. Employees temporarily  
5 assigned to such a shift are eligible for this differential for actual hours worked on this shift.

6           **C.** In addition to the established base hourly rates of pay, employees whose regularly  
7 assigned shift is the “swing” (i.e., the shift that begins mid or late afternoon and extends into the  
8 evening) shall receive a shift differential of \$1.50 per hour for all compensated hours. Employees  
9 temporarily assigned to such a shift are eligible for this differential for actual hours worked on this  
10 shift.

11           **Section 14.6. Lead Assignment Premium.** The Division Director (or designee) shall  
12 determine temporary Lead Assignments for those Involuntary Commitment Specialists (DCRs) that  
13 are qualified to be part of the DCR Lead program. The hourly wage rate of DCRs assigned as leads  
14 shall be five percent (5%) above the applicable base hourly wage rate of Involuntary Commitment  
15 Specialist for the actual hours worked with the assigned responsibilities (excluding any paid leave  
16 hours). This additional designation and pay is considered temporary and does not represent a  
17 promotion. The assignment, duration, and modification related to any Lead Assignment Premium  
18 shall be at the discretion of the Division Director (or designee).

19           Lead assignment duties may include:

- 20           a. Lead probationary employees including providing training to CCS staff
- 21           b. Prioritize and direct shift case assignment
- 22           c. Provide input to supervisors on employee performance
- 23           d. Other duties as assigned

24 It is understood that employees covered by this agreement, in the ordinary course of their  
25 responsibilities, will be expected to participate in the general orientation process of new employees.  
26 This includes providing information, support and guidance to new employees in the Department.

1 For Service Employees International Union, Local 925:

2 DocuSigned by:

3 *Grant Engle*

8F48AA8C1DB1452...

4 Grant Engle

5 Lead Negotiator

6 Signed by:

7 *Barry Westbrook*

872FA230E8E241A...

8 Barry Westbrook

9 Bargaining Unit Negotiator

10 Signed by:

11 *Steven J Darrow JR*

A77976FCC54E4A4...

12 Steve Darrow

13 Bargaining Unit Negotiator

14 Signed by:

15 *Virginia Witter*

BAA80E8BA3AC458...

16 Virginia Witter

17 Bargaining Unit Negotiator

18 For King County:

19 DocuSigned by:

20 *James Crowe*

CC4A46B1BF59463...

21 James J Crowe

22 Labor Relations Negotiator – Senior

23 King County Executive Office Labor Relations

1 cba Code: 030

Union Code: A4

2  
3 **ADDENDUM A:**

4 **Wage Rates**

PeopleSoft Job Code	Job Class Code	Classification Title	Range*
311101	3111100	Involuntary Commitment Specialist	63
312401	3111400	Involuntary Commitment Screener	58
*All classifications are paid from the King County Squared Salary Schedule.			

**ADDENDUM B:**

**Vacation Request Pilot**

1. Upon implementation of Appendix 030 and continuing for one year from that date Section 10.1 of Appendix 030 shall be administered as follows:
  - a. Employees covered by this agreement may submit vacation requests after the first and second round of requests at any time during the Pilot program.
  - b. Only vacation requests submitted for the calendar year 2026 will be subject to this pilot.
2. Vacation requests shall be granted where possible and on a first-come basis, but only with the mutual agreement of department management and the employee.
3. If more requests are received simultaneously than can be scheduled, the conflict shall be resolved by awarding the time off to the employee with the most accumulated time (vacation and compensatory time).
4. If an employee chooses to take additional non-consecutive available days in the week before or the week after their chosen vacation week, this will be considered two weeks for the second round. Any non-consecutive days picked in a week is considered a vacation week. Vacation requested and scheduled on a first-come basis may be taken in one-half hour increments.
5. Sections 10.2 and 10.3 remain in effect during the term of the pilot.
6. The parties agree to meet six months after the implementation of this agreement to fully assess the pilot program, including operational successes or challenges management and members have been experiencing.
7. Upon conclusion of the Pilot, the County and the Union will meet for a final debrief to discuss potentially extending the program for the life of this collective bargaining agreement.
8. Upon conclusion of the pilot, and unless mutually agreed upon otherwise, vacation requests will follow the current established practice/procedure.

**ADDENDUM C:**

**Lead Assignment Discussions**

Beginning in February 2026 through August 2026 the parties agree to utilize regular LMC meetings to discuss duties to be attached to the Lead Assignment and jointly arrive at a set of criteria to establish minimum qualifications for the lead assignment thereby establishing an eligibility pool which will be used in making lead assignments.

**ADDENDUM D:**

**Ratification Bonus**

Effective upon the first day of the first full pay period following the effective date of the ordinance

1 adopting this agreement, which is ten days following the King County executive’s approval signature,  
2 employees will receive a one-time \$1500 ratification incentive. This ratification incentive will only  
3 be paid to employees per the terms of eligibility reflected in the Compensation Settlement for  
4 Implementation of Retroactive Increases MOA (see CLA).  
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