



King County

Metropolitan King County Council Committee of the Whole

REVISED STAFF REPORT

Agenda Item No.:	4	Date:	23 Feb 2009
Ordinance No.:	2009-0105	Prepared by:	Nick Wagner

At its February 11 meeting, the Committee of the Whole reported Proposed Ordinance 2009-0105 out of committee with a Do Pass recommendation. Council staff was subsequently informed by Executive staff that a Human Resource Associate position in the Department of Development and Environmental Services had inadvertently been omitted from Attachment C to the proposed ordinance (Addendum B to the collective bargaining agreement). – A proposed amendment, substituting a revised version of Attachment C, is attached to this revised staff report for action at the Council meeting.

A. SUMMARY

Proposed Ordinance 2009-0105 would approve a collective bargaining agreement between King County and Teamsters Local 117 (Professional & Technical and Administrative Employees) covering 650 employees in DAJD, DDES, DES, DNRP, DOT, DPH, and OIRM¹ for calendar years 2009 and 2010.

1. The Bargaining Units

The new agreement would take the place of separate agreements for Administrative Support Employees and Professional and Technical Employees and would cover both of those bargaining units. The Executive reports that both he and the union agree that the new agreement will be suitable for the employees in both bargaining units and that the consolidation enhances the county's ability to administer policies across the county's departments and divisions. (*See* transmittal letter, pp. 91-92 of these materials.)

The Administrative Support Employees bargaining unit includes four classification series in four county departments: DES, DNRP, DPH, and DOT. (*See* Addendum A to the agreement, pp. 55-63 of these materials.) The work performed by employees in those classifications includes processing of documents and data, maintaining records and schedules, and other essential administrative functions. The previous agreement covering this bargaining unit ran from 1 January 2005 through 31 December 2007 and then was extended through 31 December 2008.

¹ Department of Adult and Juvenile Detention (DAJD), Department of Development and Environmental Services (DDES), Department of Executive Services (DES), Department of Natural Resources and Parks (DNRP), Department of Transportation (DOT), Department of Public Health (DPH), and Office of Information Resource Management (OIRM).

The agreement and the extension were both approved by the Council, by Ordinances 15102 and 16071, respectively.

The Professional and Technical Employees bargaining unit includes 34 classification series in the following departments: DAJD, DES, DNRP, DPH, DOT, and OIRM. (*See* Addendum B, pp. 65-79 of these materials.) The positions covered by this bargaining unit vary widely, from Accountant to Website Developer, as described at pp. 65-66. The previous agreement covering this bargaining unit ran from 1 January 2005 through 31 December 2007 and then was extended through 31 December 2008. The agreement and the extension were both approved by the Council, by Ordinances 15131 and 16071, respectively.

2. Consistency with Labor Policies

As described in the Contract Summary at pp. 81-83 of these materials, the proposed collective bargaining agreement appears consistent with the County's adopted labor policies. In particular, the consolidation under one agreement of two bargaining units that used to be under separate agreements is in furtherance of the policy that the county supports such consolidation where it is legal and appropriate.

Although the new agreement is coming before the Council several weeks after the expiration of the agreements that it replaces, the parties had reached tentative agreement on the terms of the new contract on 3 November 2008, almost two months before the expiration of the previous agreements, which continued in effect by operation of law.

3. Pay Ranges and COLA

The agreement maintains the existing pay ranges for all job classifications. The cost-of-living adjustments (COLA) for the two years covered by the agreement follow the standard county settlement agreed to with other unions. The adjustments are based on 90 percent of the CPI-W for All U.S. Cities, September-to-September Index, with a minimum and maximum increase of 2 percent and 6 percent, respectively. *See* contract section 8.6, p. 29 of these materials. The increase for 2009 is 4.88 percent, and the increase for 2010 is expected to be 4.27 percent.

4. Performance Evaluations

The Executive reports that although the new agreement is silent on the subject, the employees do receive performance evaluations annually.

5. Interest Arbitration

The bargaining units covered by the new agreement are not eligible for interest arbitration.

6. No-Strike Provision

Section 16.1 of the agreement (p. 45 of these materials) prohibits "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."

B. NEW CONTRACT PROVISIONS

The Executive has noted the following in his Summary of Changes (p. 85 of these materials):

1. Seniority, Reduction-in-Force, and Bumping

Article 18 of the new agreement (pp. 47-51 of these materials) contains extensive changes to the language on seniority, reduction-in-force, and bumping. The changes are designed to clarify the reduction-in-force procedures and expand bumping options for employees whose positions are eliminated in a reduction-in-force. The new agreement clarifies that seniority accrues only after the employee completes a probationary period. The agreement also adds more specific language about how a laid off employee may “bump” a less senior employee, provided that management deems the employee qualified to perform the work of the less senior displaced employee. A redline of the changes between the new Article 18 and the version found in the previous agreement covering professional and technical employees is provided at pp. 93-98 of these materials.

2. Bereavement Leave

Bereavement leave is increased from three days to five days per occurrence for a death in the employee’s family. *See* contract section 7.2 (pp. 22-23 of these materials).

3. Personnel Records

A new contract section 12.8 (*see* p. 37 of these materials) specifies employees’ right of access to their personnel records and the county’s obligation to maintain and safeguard personnel records and to notify an employee when an outside entity requests the employee’s personnel information. According to the Executive, the section conforms to the county’s Personnel Records Management Guidelines.

4. Resolution of Job Classification Disputes

A new section 8.4.C (*see* p. 28 of these materials) provides a dispute resolution process for job classification disputes if the matter has not been resolved by the internal Human Resources Division classification review process. The merits of the dispute would be decided by a mutually acceptable, neutral third party.

5. Executive Leave

Section 7.9 of the new agreement (*see* p. 26 of these materials) increases from three days to five days the guaranteed Executive Leave for overtime-exempt employees.

6. Stand-by Pay

A change in section 9.5 expands standby pay to cover work-related phone calls during off-duty time. (*See* p. 32 of these materials.)

C. FISCAL IMPACT

The fiscal impact of the agreement is described in the Fiscal Note at pp. 87-89 of these materials. From a base cost of \$40,799,514 in 2008, an increase of \$1,995,424 (4.89 percent) is projected for 2009, and a further increase of \$1,827,343 (4.27 percent) is projected for 2010.

D. LEGAL REVIEW

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

INVITEES

1. Karen Place, Labor Negotiator, Human Resources Division, King County DES
2. Betty Sorbo, Business Representative, Teamsters Local 117

ATTACHMENTS

1. 2009-0105 Amendment 1

Feb. 23, 2009

1

nw

Sponsor: Ferguson

Proposed No.: 2009-0105

1 **AMENDMENT TO PROPOSED ORDINANCE 2009-0105, VERSION 1**

2 Delete Attachment C and substitute the revised version of Attachment C that is attached
3 to this amendment.

4 **EFFECT: Adds a reference to a Human Resource Associate position in the**
5 **Department of Development and Environmental Services to the addendum listing**
6 **the positions covered by the collective bargaining agreement. The position had**
7 **inadvertently been omitted from the original Attachment.**

Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Master List *

Class Code	MSA Code	People Soft Code	Classification Title	Range**
2110200	8151	211203	Accountant	52
2110100	8150	211102	Accountant, Assistant	46
2110300	8152	211303	Accountant, Senior	56
2810100	8289	281208	Administrator I	50
2810200	8290	281303	Administrator II	56
7320200	8786	734506	Applications Developer, Journey	60
7320400	8788	734706	Applications Developer, Master	70
7320300	8787	734606	Applications Developer, Senior	65
2240100	8191	224102	Assistant Archivist	48
2131100	8161	214105	Business and Finance Officer I	53
2131200	8162	214205	Business and Finance Officer II	58
2131300	8163	214303	Business and Finance Officer III	62
2131400	8164	214403	Business and Finance Officer IV	67
2214200	8105	224802	Buyer	54
2214100	8104	224702	Buyer, Assistant	49
2214400	8107	225002	Buyer, Lead Senior	64
2214300	8106	224902	Buyer, Senior	59
2333100	8759	233602	Claims Administrator	50
2330200	8220	233203	Claims Officer	52
2332100	8760	233502	Claims Officer II	57
2501100	8253	252102	Communications Specialist I	51
2501200	8254	252207	Communications Specialist II	54
2501300	8255	252303	Communications Specialist III	58
2501400	8256	252403	Communications Specialist IV	64
7300100	8540	731101	Computer Operator	41
7300200	8541	731201	Computer Operator Specialist	43
7300300	8542	731302	Computer Operator, Supervisor	56
7301100	8543	731402	Data Control Specialist	43
7301300	N/A	737200	Data Control Specialist, Senior	48
7301200	8544	731502	Data Control Supervisor	53
7321200	8789	734806	Database Administrator, Journey	62
7321400	8791	735006	Database Administrator, Master	72
7321300	8790	734906	Database Administrator, Senior	67
7319200	8783	734206	Database Specialist, Journey	55
7319400	8785	734406	Database Specialist, Master	65
7319300	8784	734306	Database Specialist, Senior	60
7310200	8591	731006	Desktop Support Specialist, Journey	51
7310300	8594	731606	Desktop Support Specialist, Senior	56
2251100	8203	226204	Educator Consultant I	54
2251200	8204	226303	Educator Consultant II	58
7315200	8778	733706	EMail Administrator, Journey	56
7315300	8779	733806	EMail Administrator, Senior	61
7521100	8562	752502	Environmental Specialist I	47
8305100	8625	835102	Fire and Life Safety Technician	44
7322100	8792	735106	GIS Specialist, Entry	55
7322200	8793	735206	GIS Specialist, Journey	60
7322400	8795	735406	GIS Specialist, Master	70
7322300	8794	735306	GIS Specialist, Senior	65
2311200	8211	231204	Human Resource Analyst	57
2311300	8212	231304	Human Resource Analyst, Senior	62
2311100	8210	231103	Human Resource Associate	51

Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Master List *

Class Code	MSA Code	People Soft Code	Classification Title	Range**
7330100	8956	736106	IT Project Administrator, Journey	58
7330200	8957	736206	IT Project Administrator, Senior	63
7331100	8958	736306	IT Project Manager I	67
7331200	8959	736406	IT Project Manager II	72
7332100	8073	736603	IT Supervisor I	72
7323100	8796	735506	IT Systems Specialist, Entry	51
7323200	8797	735606	IT Systems Specialist, Journey	56
7323400	8799	735806	IT Systems Specialist, Master	66
7323300	8798	735706	IT Systems Specialist, Senior	61
7324100	8800	735906	IT Technical Trainer	55
7325100	8949	736006	IT Technical Writer	53
7311200	8607	731706	LAN Administrator, Journey	56
7311400	8686	731906	LAN Administrator, Master	66
7311300	8648	731806	LAN Administrator, Senior	61
2444100	8248	243803	Maintenance Planner Scheduler	58
7312400	8767	732606	Network Architect	72
2252300	8208	226703	Occupational Education and Training Program Administrator	58
2252400	8209	226801	Occupational Education and Training Program Administrator-Senior	63
5314100	8455	532301	Permit Technician	43
2441100	8242	243108	Project/Program Manager I	53
2441200	8243	243214	Project/Program Manager II	58
2441300	8244	243304	Project/Program Manager III	63
2441400	8245	243407	Project/Program Manager IV	68
2634100	8021	264804	Real Property Agent I	51
2634200	8022	264904	Real Property Agent II	55
2634300	8023	265004	Real Property Agent III	61
2634400	8024	265104	Real Property Agent IV	67
2634500	8025	265204	Real Property Agent Supervisor	71
2244100	8200	225401	Records Center Technician	36
2243100	8199	225302	Records Management Specialist	46
2334400	8226	234406	Safety and Health Administrator IV	62
7313400	8775	732906	Systems Architect	72
7313200	8768	732706	Systems Engineer, Journey	62
7313300	8769	732806	Systems Engineer, Senior	67
7314200	8776	733006	Telecommunications Specialist, Journey	59
7314300	8777	733606	Telecommunications Specialist, Senior	64
2430100	8237	242103	Water Quality Planner/Project Manager I	53
2430200	8238	242202	Water Quality Planner/Project Manager II	58
2430300	8239	242303	Water Quality Planner/Project Manager III	63
2430400	8240	242401	Water Quality Planner/Project Manager IV	68
7316200	8780	733906	Website Developer, Journey	58
7316400	8782	734106	Website Developer, Master	68
7316300	8781	734006	Website Developer, Senior	63

* Job titles covered by this agreement are within the departments and divisions indicated on the following pages.
 Excluded: supervisory employees, confidential employees, and employees represented by another labor organization.

** For rates, please refer to the King County Squared Salary Table.

Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Department of Adult and Juvenile Detention

Administrative Services*

Job Title
Human Resource Associate
Human Resource Analyst

* Certain employees are excluded.

cba Code: 154

**Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Department of Development & Environmental Services**

**Union Code(s): A117P
F3A**

Administration

Job Title
Human Resource Associate

**Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Department of Executive Services**

Facilities Management Division

Job Title
Project/Program Manager I
Project/Program Manager II
Project/Program Manager III
Project/Program Manager IV
Real Property Agent I
Real Property Agent II
Real Property Agent III
Real Property Agent IV
Real Property Agent Supervisor

Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Department of Executive Services

Finance and Business Operations Division

Job Title
Accountant
Accountant, Assistant
Accountant, Senior
Business and Finance Officer I
Business and Finance Officer II
Business and Finance Officer III
Business and Finance Officer IV
Buyer
Buyer, Assistant
Buyer, Lead Senior
Buyer, Senior
Educator Consultant I
Educator Consultant II
Human Resource Associate
Project/Program Manager I
Project/Program Manager II
Project/Program Manager III
Project/Program Manager IV

**Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Department of Executive Services
Human Resources Division**

Job Title
Applications Developer, Journey
Applications Developer, Master
Applications Developer, Senior
Claims Officer
Claims Officer II
Communications Specialist I
Communications Specialist II
Communications Specialist III
Database Administrator, Journey
Database Administrator, Master
Database Administrator, Senior
Database Specialist, Journey
Database Specialist, Master
Database Specialist, Senior
Desktop Support Specialist, Journey
Desktop Support Specialist, Senior
Educator Consultant I
Educator Consultant II
Email Administrator, Journey
Email Administrator, Senior
Fire and Life Safety Technician
GIS Specialist, Entry
GIS Specialist, Journey
GIS Specialist, Master
GIS Specialist, Senior
Human Resource Analyst

Job Title
Human Resource Analyst, Senior
Human Resource Associate
IT Project Administrator, Journey
IT Project Administrator, Senior
IT Project Manager I
IT Project Manager II
IT Systems Specialist, Entry
IT Systems Specialist, Journey
IT Systems Specialist, Master
IT Systems Specialist, Senior
IT Technical Writer
IT Trainer
LAN Administrator, Journey
LAN Administrator, Master
LAN Administrator, Senior
Occupational Education and Training Program Administrator
Occupational Education and Training Program Administrator, Senior
Safety and Health Administrator IV
Systems Architect
Systems Engineer, Journey
Systems Engineer, Senior
Telecommunications Specialist, Journey
Telecommunications Specialist, Senior
Web Developer, Journey
Web Developer, Master
Web Developer, Senior

Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Department of Executive Services

Records and Licensing Services Division
Office of Elections

Job Title
Administrator I *
Assistant Archivist
Computer Operator
Computer Operator Specialist
Records Center Technician
Records Management Specialist

* Office of Elections

**Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Department of Natural Resources and Parks**

Administration

Job Title
Communications Specialist I
Communications Specialist II
Communications Specialist III
Communications Specialist IV
Project/Program Manager I
Project/Program Manager II
Project/Program Manager III
Project/Program Manager IV

Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Department of Natural Resources and Parks

Parks Division

Job Title
Human Resource Analyst

**Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Department of Natural Resources and Parks**

Solid Waste Division

Job Title
Accountant
Accountant, Assistant
Accountant, Senior
Administrator I
Administrator II
Business and Finance Officer I
Business and Finance Officer II
Business and Finance Officer III
Business and Finance Officer IV
Human Resource Analyst
Human Resource Associate
Maintenance Planner Scheduler
Project/Program Manager I
Project/Program Manager II
Project/Program Manager III
Project/Program Manager IV

Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Department of Natural Resources and Parks

Wastewater Treatment Division

Job Title
Human Resource Associate
Human Resource Analyst

**Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Department of Natural Resources and Parks
Water and Land Resources Division**

Job Title
Accountant
Applications Developer, Journey
Applications Developer, Master
Applications Developer, Senior
Business and Finance Officer I
Business and Finance Officer II
Business and Finance Officer III
Business and Finance Officer IV
Communications Specialist I
Communications Specialist II
Communications Specialist III
Communications Specialist IV
Database Administrator, Journey
Database Administrator, Master
Database Administrator, Senior
Database Specialist, Journey
Database Specialist, Master
Database Specialist, Senior
Desktop Support Specialist, Journey
Desktop Support Specialist, Senior
Educator Consultant I
Educator Consultant II
Email Administrator, Journey
Email Administrator, Senior
Environmental Specialist I
GIS Specialist, Entry
GIS Specialist, Journey
GIS Specialist, Master
GIS Specialist, Senior

Job Title
IT Project Administrator, Journey
IT Project Administrator, Senior
IT Project Manager I
IT Project Manager II
IT Systems Specialist, Entry
IT Systems Specialist, Journey
IT Systems Specialist, Master
IT Systems Specialist, Senior
IT Technical Trainer
IT Technical Writer
LAN Administrator, Journey
LAN Administrator, Master
LAN Administrator, Senior
Project/Program Manager I
Project/Program Manager II
Project/Program Manager III
Project/Program Manager IV
Systems Architect
Systems Engineer, Journey
Systems Engineer, Senior
Telecommunications Specialist, Journey
Telecommunications Specialist, Senior
Water Quality Planner/Project Manager I
Water Quality Planner/Project Manager II
Water Quality Planner/Project Manager III
Water Quality Planner/Project Manager IV
Web Developer, Journey
Web Developer, Master
Web Developer, Senior

Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Department of Public Health

Finance & Administrative Services Division

Job Title
Human Resource Associate
Human Resource Analyst

**Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum
Department of Transportation**

Airport (Planning Section)

Job Title
Project/Program Manager I
Project/Program Manager II
Project/Program Manager III
Project/Program Manager IV

**Addendum B
International Brotherhood of Teamsters Local 117
Professional & Technical Employees
Wage Addendum**

Office of Information Resource Management

Job Title
Computer Operator
Computer Operator Specialist
Computer Operator, Supervisor
Data Control Specialist
Data Control Specialist, Senior
Data Control Supervisor