



**King County**

**Metropolitan King County Council  
Transportation, Economy, and Environment Committee**

**STAFF REPORT**

<b>Agenda Item:</b>	8	<b>Name:</b>	Nick Wagner
<b>Proposed No.:</b>	2011-0209	<b>Date:</b>	May 10, 2011
<b>Invited:</b>	Rob Sprague, Labor Negotiator, King County Office of Labor Relations Michael Gonzales, Bargaining Agent, Teamsters, Local 174		

**SUBJECT**

A proposed ordinance approving a collective bargaining agreement between the County and Teamsters, Local 174.

**SUMMARY**

Proposed Ordinance 2011-0209 (pp. 7-8 of these materials) would approve a collective bargaining agreement ("CBA") between King County and Teamsters, Local 174. The CBA (pp. 9-69 of these materials) covers 225 employees in the Departments of Natural Resources and Parks ("DNRP") and Transportation ("DOT") for the period from 1 September 2010 through 31 December 2013.

**BACKGROUND**

The DOT employees in the bargaining unit work in the Road Services and Fleet Administration Divisions. Their responsibilities include road construction, maintenance, and signing services.

The DNRP employees work in the Parks Division, where they provide construction and maintenance services for County parks, and in the Solid Waste Division, where they handle solid and household hazardous waste at the County's transfer stations and landfill.

The job classifications covered by the CBA include Truck Driver, Transfer Station Operator, Scale Operator, Sign and Marking Specialist, and Utility Worker.

## **ANALYSIS**

### **A. New or Changed CBA provisions**

The principal changes in the proposed new CBA are described below:

#### **1. COLA**

The CBA provides in sections 9.3 through 9.5 (p. 31 of these materials) for the following cost of living adjustments ("COLA"):

<b>2011</b>	None
<b>2012</b>	90% of CPI-W for Seattle-Tacoma-Bremerton
<b>2013</b>	95% of CPI-W for Seattle-Tacoma-Bremerton

This reflects the COLA agreements that have been entered into by the vast majority of the County's represented employees. The annual savings from this bargaining unit's 2011 zero-COLA agreement come to almost \$300,000.<sup>1</sup>

Like the zero-COLA agreements with other bargaining units, the CBA includes a COLA reopener provision that is triggered by "either an increase in the King County unemployment rate of more than 2 percentage points compared with the previous year or a decline of more than 7% in County retail sales as determined by comparing current year to previous year." (CBA § 9.6, p. 31 of these materials)

The COLAs are projected to be 1.13 percent in 2012 and 1.88 percent in 2013.

#### **2. Pay Ranges**

Addendum A of the new CBA (p. 69 of these materials) shows a change from Range 46 to Range 47 for the Truck Driver II position. According to executive staff, this was not negotiated, but rather resulted from an arbitration award during the term of the previous CBA. The change in Addendum A simply conforms the CBA to the arbitration award. The Truck Driver II position is already being paid at Range 47.

#### **3. Shift Premium Pay**

The previous CBA contained several provisions for premium pay for working non-standard hours (that is, hours other than 9:00 a.m. to 5:00 p. m., Monday through Friday). (See CBA § 9.17, pp. 34-35 of these materials.) For example, second shift workers<sup>2</sup> received a pay premium of 10 percent, third shift workers<sup>3</sup> received a pay premium of 15 percent, and some, but not all, of those who worked a 7/10 schedule (10

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<sup>1</sup> The savings are greater if overtime is factored in.

<sup>2</sup> Second shift work is defined as work that is schedule to begin between noon and 8:59 p.m.

<sup>3</sup> Third shift work is defined as work that is scheduled to begin between 9:00 p.m. and 5:59 a.m.

hours a day, seven days a week, followed by seven days off) received a pay premium of 14.3 percent.

The proposed new CBA would award the 14.3 percent premium pay to all employees who work a 7/10 schedule.<sup>4</sup> The additional cost of this change is partially offset by a reduction in the number of holidays for those employees from 12 to three.

The net cost of the expanded premium pay for those working a 7/10 schedule is a retroactive payment of \$72,079 for 2010 and then an annual cost that in 2011 is projected to be \$216,237.

#### **4. Video Cameras**

The County currently has in place a number of cameras at the County facilities where the members of this bargaining unit are employed. Among other things, these cameras help the County to ensure that proper health and safety procedures are being followed, to prevent improper materials from being dumped at the County transfer stations, and to deter theft and vandalism.

The proposed new CBA would allow the County to install new cameras and reposition existing cameras to improve their effectiveness (CBA § 11.21, p. 51 of these materials). Cameras would not be permitted in areas such as break rooms, locker rooms, and restrooms. In addition, the County agrees that the effects of any newly installed or repositioned cameras, such as whether recordings from the cameras may be used as a basis for discipline, will be the subject of future bargaining.

As described by the Executive in his transmittal letter (pp. 77-79 of these materials), "This specifically allows for enhanced safety of the public and employees as well as better ensuring that our customers are complying with our Public Health permit requirements" (p. 77).

#### **5. Labor-Management Committees**

Section 11.9 of the new CBA (pp. 47-48 of these materials) provides that the parties will establish and participate in a labor-management committee process within each division to address issues of mutual interest, such as "employee cost savings suggestions, including those related to work which is currently contracted out by a division; transfer facility days and hours of operation; and Solid Waste Truck Driver III start times and station assignments" (CBA § 11.9.2).

#### **6. Expanded Grievance Process**

The CBA provides for a new Step 3 in the grievance process. Previously, grievances were filed first with the employee's immediate supervisor and then appealed to the

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<sup>4</sup> The employees affected by this provision work in the Solid Waste Division of DNR. Currently, only those in the position of Truck Driver III or Transfer Station Operator are entitled to premium pay for working a 7/10 schedule.

division director before going, if necessary, to mediation or arbitration. Section 13.8 (pp. 55-57 of these materials) provides for a new, third step before mediation or arbitration: appeal to the County’s Director of Labor Relations. This is intended to give the parties “a more effective means of resolving issues to mutual satisfaction as opposed to resolution through litigation” (Transmittal letter, p. 77 of these materials).

## **7. Consolidation and Clarification of Contract Language**

The new CBA consolidates and clarifies the contract language and contains numerous revisions that are designed to provide for “a more consistent, accurate and understandable application of workplace rules and practices” (Transmittal letter, p. 78 of these materials).

### **B. Consistency with Labor Policies**

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

### **C. Fiscal Impact**

The fiscal impact of the proposed new CBA is summarized in the Executive’s Fiscal Note (p. 75 of these materials). From a base cost of \$17,396,162 in 2010, the CBA would result in an increased annual cost of:

<b>2010</b>	\$77,167	0.44%
<b>2011</b>	\$154,334	0.88%
<b>2012</b>	\$199,193	1.13%
<b>2013</b>	\$335,145	1.88%

The annual increases for 2010 and 2011 represent primarily the net effect of the broader availability of shift differential pay, as described in section A.3 above.

The annual increases for 2012 and 2013 are due to the COLAs described in section A.1 above.

The Executive’s transmittal letter describes the CBA as “compar[ing] favorably with other settlements” and as being within the County’s capacity to finance (p. 78 of these materials).

## **LEGAL REVIEW**

The CBA has been reviewed by the Office of the Prosecuting Attorney, Civil Division. (Transmittal letter, p. 78 of these materials)

**ATTACHMENTS**

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**KING COUNTY**  
**Signature Report**

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

**May 6, 2011**

**Ordinance**

**Proposed No. 2011-0209.1**

**Sponsors**

1 AN ORDINANCE approving and adopting the collective  
2 bargaining agreement negotiated by and between King  
3 County and Teamsters Local 174 representing employees  
4 in the departments of natural resources and parks, and  
5 transportation; and establishing the effective date of said  
6 agreement.

7 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

8 SECTION 1. The collective bargaining agreement negotiated by and between  
9 King County and Teamsters Local 174 representing employees in the departments of  
10 natural resources and parks, and transportation and attached hereto is hereby approved  
11 and adopted by this reference made a part hereof.

12            SECTION 2. Terms and conditions of said agreement shall be effective from  
13            September 1, 2010, through and including December 31, 2013.

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KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON

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Larry Gossett, Chair

ATTEST:

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Anne Noris, Clerk of the Council

APPROVED this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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Dow Constantine, County Executive

**Attachments:** A. Agreement Between Teamsters, Local 174 and King County

AGREEMENT BETWEEN  
TEAMSTERS, LOCAL 174  
AND KING COUNTY

Attachment  
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1 **ARTICLE 2: UNION RECOGNITION AND MEMBERSHIP**

2 2.1. The County recognizes the Union as the exclusive representative of those employees  
3 whose job classifications are listed in Addendum A. The Union represents temporary and term-  
4 limited temporary employees consistent with Article 13.6.

5 2.2. It shall be a condition of employment that all employees covered by this Agreement who  
6 are members in good standing as defined by the Union on the effective date of this Agreement shall  
7 remain members in good standing or pay an agency fee to the Union. Employees who are not  
8 members on the effective date of this Agreement shall, on the thirtieth (30) day following the  
9 effective date of this Agreement, become and remain members in good standing in the Union or pay  
10 an agency fee to the Union. It shall also be a condition of employment that all employees covered by  
11 this Agreement and hired or assigned into the bargaining unit on or after the effective date shall, on  
12 the thirtieth (30) day following the beginning of such employment, become and remain members in  
13 good standing or pay an agency fee to the Union.

14 2.3. In accordance with existing law, an employee who holds bona fide religious tenets or  
15 beliefs that prohibit the payment of dues and/or fees to union organizations, shall be required, in lieu  
16 of periodic dues and fees, to pay sums equal to such dues and fees to a charitable organization  
17 mutually agreed on between the employee and the union. Such employee shall also, at the Union's  
18 request, be required to furnish proof to the Union on a monthly basis that said sums have been paid to  
19 such charitable organization in conformance with the above.

20 2.4. All fees and dues paid either to the Union or to charity shall be for non-political  
21 purposes.

22 2.5. Failure by an employee to abide by the above provisions shall constitute cause for  
23 discharge; provided, that when an employee fails to fulfill the above obligation, the Union shall  
24 provide the employee and the County with thirty (30) days notification of the Union's intent to  
25 initiate discharge action and during this period the employee may make restitution in the amount  
26 which is overdue. In the event that restitution is timely made and absent other impediments to good  
27 standing, the employee shall be relieved of the discharge notice.

28 2.6. Upon receipt of written authorization individually signed by an employee, the County

1 shall have deducted from the pay of such employee the amount of dues as certified by the Secretary-  
2 Treasurer of the Union and shall transmit the same to the Union.

3           2.7. The Union will indemnify, defend, and hold the County harmless against any claims  
4 made and against any suit instituted against the County on account of any check-off of dues for the  
5 Union. The Union agrees to refund to the County any amounts paid to it in error on account of the  
6 check-off provision upon presentation of proper evidence thereof.

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1 **ARTICLE 3: RIGHTS OF MANAGEMENT**

2           The management of the County and the direction of the work force are vested exclusively in  
3 the County subject to terms of this Agreement. The County may administer all matters not expressly  
4 covered by the language of this Agreement for its duration as the County from time to time may  
5 determine.

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1 **ARTICLE 4: HOLIDAYS**

2 4.1. All regular, probationary and term-limited temporary employees, except those on a 7/10  
3 work schedule, shall be granted the following holidays with pay:

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5 New Year's Day	January 1st
6 Martin Luther King, Jr. Day	Third Monday in January
7 President's Day	Third Monday in February
8 Memorial Day	Last Monday in May
9 Independence Day	July 4th*
10 Labor Day	First Monday in September
11 Veteran's Day	November 11
12 Thanksgiving Day	Fourth Thursday in November
13 Day after Thanksgiving	Friday following the fourth Thursday in November
14 Christmas Day	December 25th

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16 and any special or limited holidays as declared by the President of the United States or the Governor  
17 of the State of Washington and as approved by the Council.

18 4.2. Employees eligible for holiday pay as defined in 4.1 shall receive two (2) additional  
19 personal holidays to be administered through the vacation plan. One (1) day shall be accrued on the  
20 first of October and one (1) day on the first of November of each year. These days can be used in the  
21 same manner as any vacation day earned.

22 4.3.

23 A. **Road and Fleet.** Whenever a holiday falls upon a Sunday, the following Monday  
24 shall be observed as the holiday. A holiday falling on a Saturday shall be observed on the preceding  
25 Friday.

26 B. **Solid Waste and Parks.** Except for those employees who are working a 7/10  
27 work schedule, whenever a holiday falls on a regularly scheduled day off, the County will designate a  
28 regularly scheduled work day on which to recognize the holiday for the affected employee(s).

1 Normally, the holiday will be recognized on the day before or the day after the holiday. The list of  
2 designated holidays will be issued by December 1 of each year for the subsequent year. The effect of  
3 this designation is that the employee for whom the actual holiday fell on his/her regular day off and is  
4 now working on the designated holiday will be paid at the rate of time and one half for hours worked  
5 on the designated holiday, in addition to any holiday pay required under 4.1.

6 C. Employees on a 7/10 Schedule: holidays are observed on the day they occur.

7 4.4. All employees may be required to work holidays. Except for those employees who are  
8 working a 7/10 work schedule, all work on a holiday shall be paid at one and one-half (1-1/2) times  
9 the employee's regular rate of pay for all hours worked in addition to the regular holiday pay.

10 4.4.1. **Solid Waste and Parks.** Except for those employees who are working a 7/10  
11 work schedule, employees scheduled to work on a holiday as listed in 4.1 may request in writing to  
12 take the holiday off if such request is submitted no later than three (3) working days prior to the  
13 holiday. When the division receives such a request it will solicit volunteers to work the shift in  
14 question. At management's discretion, if no volunteer signs up to work such shift, the request may  
15 be denied. If there is more than one request from employees in the same classification, the division  
16 will deny such requests in inverse order of seniority within that classification.

17 4.5. **Compensation for Holiday.** For regular employees who work a forty (40) hour  
18 workweek and are eligible for holiday pay, whenever a holiday occurs during an employee's  
19 regularly scheduled workday (5-8 work schedule), such employee shall receive compensation for the  
20 holiday on the basis of eight (8) hours of the employee's straight time rate (ten (10) hours for those  
21 employees on a "4-10" schedule to a maximum of ninety-six (96) hours per annum). Roads and Fleet  
22 Division employees working a 4-10 work schedule may, at the County's discretion, have their work  
23 schedule changed to a 5-8 work schedule during a week in which there is a holiday.

24 No employee shall be granted more than ninety-six (96) hours of holiday time in a calendar  
25 year including personal holidays as identified in Section 4.2 above.

26 4.6. **Full-time and Regular Part-time 7/10 Employees.** Employees on a 7/10 work  
27 schedule shall be entitled to ten (10) hours of holiday pay for the following three (3) holidays which  
28 occur on their on-shift. Thanksgiving Day (fourth Thursday in November), Christmas Day

1 (December 25) and New Year's Day (January 1). For these holidays that fall on an employee's off-  
2 shift, employees shall receive ten (10) hours pay for each holiday through a year-end cash payout at  
3 the base rate exclusive of overtime and shift premium.

4 **4.7. Scale Operator Holiday Eligibility.** An employee must be in a pay status either the  
5 employee's scheduled working day before or the employee's scheduled working day after a holiday  
6 in order to receive holiday pay. An employee leaving County employment the day prior to the  
7 holiday shall not receive holiday pay.

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1 **ARTICLE 5: VACATIONS**

2           **5.1.** Regular, probationary and term-limited temporary employees shall accrue vacation leave  
3 benefits for each hour paid at the straight time rate of pay, up to a maximum allowed by the King  
4 County Code.

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<b>Full Years of Service</b>	<b><i>Approximate</i> Hourly Accrual Rate</b>	<b><i>Approximate</i> Equivalent Annual Leave in Days</b>
Upon hire through end of Year 5	.0460	12
Upon beginning of Year 6	.0577	15
Upon beginning of Year 9	.0615	16
Upon beginning of Year 11	.0769	20
Upon beginning of Year 17	.0807	21
Upon beginning of Year 18	.0846	22
Upon beginning of Year 19	.0885	23
Upon beginning of Year 20	.0923	24
Upon beginning of Year 21	.0961	25
Upon beginning of Year 22	.1000	26
Upon beginning of Year 23	.1038	27
Upon beginning of Year 24	.1076	28
Upon beginning of Year 25	.1115	29
Upon beginning of Year 26 and beyond	.1153	30

1           **5.2.** Under no circumstances shall implementation of the above schedule result in a reduction  
2 of the vacation accrual rate for regular employees who are assigned to a 7/10 schedule as of August 1,  
3 1996. Such employees will receive vacation leave benefits for each hour in pay status exclusive of  
4 overtime as described in the following table:

5           Through end of year 3	.0460
6           Upon beginning of year 4	.065934
7           Upon beginning of year 11	.0769
8           Upon beginning of year 13	.087912
9           Upon beginning of year 19	(Article 5.1 Table)

10  
11           **5.3.** Employees eligible for vacation leave shall accrue vacation leave from their date of hire.

12           **5.4.** Employees shall not be eligible to take or be paid for vacation leave until they have  
13 successfully completed their first six (6) months of County service in a vacation leave eligible  
14 position except for a Washington Family Care Act qualifying event. If an employee in a vacation  
15 leave eligible position leaves County employment prior to successfully completing their first six (6)  
16 months of County service, the employee shall forfeit and not be paid for any accrued vacation leave.  
17 Regular employees and term-limited temporary employees shall be paid for accrued vacation leave to  
18 their date of separation up to the maximum accrual amount if they have successfully completed their  
19 first six (6) months of County service. Payment shall be the accrued vacation leave multiplied by the  
20 employee's regular base rate of pay in effect upon the date of leaving County employment less  
21 mandatory withholdings.

22           **5.5. Vacation Schedule.**

23           **A.** The division director/designee shall be responsible for establishing a flexible  
24 vacation schedule in such a manner as to achieve the most efficient functioning of the division, as  
25 well as to allow the maximum number of employees to utilize accrued vacation without detriment to  
26 County services.

27           **Solid Waste:** The major vacation schedule in the Solid Waste Division shall be determined  
28 by seniority bid, with the most senior employee having first bid. The Solid Waste Division shall

1 permit four (4) Transfer Station Operators, six (6) Truck Driver IIIs, three (3) Scale Operators and  
2 one (1) Tipper Worker I off on vacation leave at any one time, provided it can be done without  
3 detriment to King County services.

4       Vacation preference requests for a period beginning March 1 and ending the last day of  
5 February the following year must be received by management no later than February 1. The vacation  
6 schedule shall be posted on or before February 15. Vacation requests received after February 1 shall  
7 be granted, in the order received, when possible. However, subsequent vacation requests, up to the  
8 minimum number allowed in this section, shall not be denied for arbitrary or capricious reasons. In  
9 the event of scheduling conflicts within the division, classification seniority will prevail.

10       **B.** Regular part-time employees who are eligible for vacation leave may use vacation  
11 to fill out their work schedule. Unless previously approved for vacation leave, an employee may not  
12 take vacation leave on a day called for work during the employee's regular schedule except as  
13 provided under Article 5.5.A.

14       **5.6.** Employees who are eligible to accrue vacation leave may accrue up to sixty (60) days  
15 (480 hours) vacation per year, consistent with Article 5.1 and 5.2 of this contract. Such employees  
16 shall use vacation leave beyond the maximum accrual amount prior to December 31 of each year.  
17 Failure to use vacation leave beyond the maximum accrual amount will result in forfeiture of the  
18 vacation leave beyond the maximum amount unless the division director/designee has approved a  
19 carryover of such vacation leave because of cyclical workloads, work assignments or other reasons as  
20 may be in the best interests of the County.

21       **5.7.** Employees shall not use or be paid for vacation leave until it has accrued and such use or  
22 payment is consistent with the provisions of this Article.

23       **5.8.** No employee shall work for compensation for the County in any capacity during the time  
24 that the employee is on vacation leave.

25       **5.9.** Employees may use vacation in quarter hour (1/4) increments, at the discretion of the  
26 division director/designee.

27       **5.10.** In cases of separation from County employment by death an employee with accrued  
28 vacation leave who has successfully completed his or her first six (6) months of County service will

1 have unused vacation leave up to the maximum accrual amount paid to the employee's estate, or, in  
2 applicable cases, as provided for by state law, RCW Title 11.

3       **5.11.** If a regular employee resigns from County employment or is laid off and subsequently  
4 returns to County employment within two (2) years from such resignation or lay off, as applicable,  
5 the employee's prior County service shall be counted in determining the vacation leave accrual rate  
6 under Article 5.1.

7       **5.12.** If an employee is injured or becomes sick while on vacation leave s/he can use accrued  
8 sick leave for that time provided s/he notifies the division director/designee on the first day of the  
9 injury or illness. If it is physically impossible to give such notice on the first day, notice must be  
10 given as soon as possible and must be accompanied by an acceptable showing of the reasons for the  
11 delay. Verification of the injury or illness from a licensed practitioner may be required for approval  
12 of the sick leave request and the injury or illness must be of such severity that it would have  
13 prevented the employee from working had the employee not been on vacation leave.

14       **5.13. Vacation Accruals.** Vacation accruals shall be posted on the employees pay stub each  
15 pay period.

1 **ARTICLE 6: SICK LEAVE**

2           6.1. Regular, probationary and term-limited temporary employees shall accrue sick leave  
3 benefits at the rate of 0.04616 hours for each hour paid at the straight time rate of pay, up to a  
4 maximum of 96 hours per year. The employee is not entitled to sick leave if not previously earned.

5           6.2. During the first six (6) months of service, employees eligible to accrue vacation leave  
6 may, at the division director/designee's discretion, use any accrued days of vacation leave as an  
7 extension of sick leave. If an employee does not work a full six (6) months, any vacation leave used  
8 for sick leave must be reimbursed to the County upon termination.

9           6.3. Employees may use sick leave in quarter hour (1/4) increments, at the discretion of the  
10 division director/designee.

11           6.4. There shall be no limit to the hours of sick leave benefits accrued by an eligible  
12 employee.

13           6.5. The division director/designee is responsible for the proper administration of the sick  
14 leave benefit. Verification of illness from a licensed practitioner may be required for any requested  
15 sick leave absence.

16           6.6. Separation from or termination of County employment shall cancel all sick leave accrued  
17 to the employee as of the date of separation or termination. Should a regular employee resign or be  
18 laid off and return to County employment within two (2) years, accrued sick leave shall be restored.

19           6.7. Employees eligible to accrue sick leave and who have successfully completed at least  
20 five (5) years of County service and who retire as a result of length of service or who terminate by  
21 reason of death shall be paid, or their estates paid as provided for by RCW Title 11, as applicable, an  
22 amount equal to thirty-five (35%) percent of their unused, accumulated sick leave multiplied by the  
23 employee's rate of pay in effect upon the date of leaving County employment less mandatory  
24 withholdings. If the bargaining unit has adopted the Voluntary Employee Beneficiary Association  
25 (VEBA), this cash out will be subject to those provisions.

26           6.8. **Leave Without Pay for Health Reasons.** An employee must use all of his/her sick  
27 leave before taking unpaid leave for his/her own health reasons. If the injury is compensable under  
28 the County's workers compensation program, then the employee has the option to augment or not

1 augment time loss payments with the use of accrued sick leave.

2       **6.9. Leave Without Pay for Family Reasons.** For a leave for family reasons, the employee  
3 will choose at the start of the leave whether the particular leave would be paid or unpaid; but, when  
4 an employee chooses to take paid leave for family reasons he/she may set aside a reserve of up to  
5 eighty (80) hours of accrued sick leave.

6       **6.10. Use of Vacation Leave as Sick Leave.** An employee who has exhausted all of his/her  
7 sick leave may use accrued vacation leave before going on leave of absence without pay, if approved  
8 by his/her manager/designee.

9       **6.11. Use of Sick Leave.** Accrued sick leave will be used for the following reasons:

10           **A.** The employee's bona fide illness or incapacitating injury; provided that;

11                   1. An employee who suffers an occupational illness or is injured on the job  
12 may not simultaneously collect sick leave and worker's compensation payments in a total amount  
13 greater than the net regular pay of the employee; though an employee who chooses not to augment  
14 his/her worker's compensation time loss pay through the use of sick leave will be deemed on unpaid  
15 leave status;

16                   2. An employee who chooses to augment workers compensation payments  
17 with the use of accrued sick leave will notify the workers compensation office in writing at the  
18 beginning of the leave;

19                   3. An employee may not collect sick leave and worker's compensation time  
20 loss payments for physical incapacity due to any injury or occupational illness which is directly  
21 traceable to employment other than with the County.

22           **B.** Exposure to contagious diseases and resulting quarantine.

23           **C.** A female employee's temporary disability caused by or contributed to by  
24 pregnancy and childbirth.

25           **D.** The employee's medical, ocular or dental appointments, provided that the  
26 employee's manager/designee has approved the scheduling of sick leave for such appointments.

27           **E.** To care for the employee's eligible child if the child has an illness or health  
28 condition which requires treatment or supervision from the employee;

1 F. To care for other family members, if:

2 1. The employee has been employed by the County for twelve (12) months or  
3 more and has worked a minimum of one thousand forty (1040) hours for an employee who works a  
4 40 hour work schedule or nine hundred-ten (910) hours for an employee who works a 7/10 work  
5 schedule in the preceding twelve (12) months,

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

10 3. The reason for the leave is one of the following:

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

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

17 c. Care of a family member who suffers from a serious health  
18 condition.

19 G. In accordance with local, state and federal law, including but not limited to the  
20 Washington Family Care Act. However, nothing contained herein shall be construed to waive the  
21 Union's right to bargain the effects over changes in the law.

22 **6.12. Unpaid Leave.** An employee who has been employed by the County for twelve (12)  
23 months or more and has worked a minimum of one thousand forty (1040) hours for an employee who  
24 works a 40 hour work schedule or nine hundred-ten (910) hours for an employee who works a 7/10  
25 work schedule in the preceding twelve (12) months, may take a total of up to eighteen (18)  
26 workweeks of unpaid leave for his or her own serious health condition and for family reasons as  
27 provided in Article 6.11.E and 6.11.F combined, within a rolling twelve (12) month period. The  
28 leave may be continuous, which is consecutive days or weeks, or intermittent, which is taken in

1 whole or partial days as needed, Intermittent leave is subject to the following conditions:

2           **A. Birth or Adoption.** When a leave is taken after the birth or placement of a child  
3 for adoption or foster care, an employee may take leave intermittently or on a reduced leave schedule  
4 only if authorized by the employee's manager/designee.

5           **B. Reduced Schedules.** An employee may take leave intermittently or on a reduced  
6 schedule when medically necessary due to a serious health condition of the employee or family  
7 member of the employee; and

8           **C. Temporary Transfer.** If an employee requests intermittent leave or leave on a  
9 reduced leave schedule, under Article 6.12.B. above, that is foreseeable based on planned medical  
10 treatment, the manager/designee may require the employee to transfer temporarily to an available  
11 alternative position for which the employee is qualified and that has equivalent pay and benefits and  
12 that better accommodates recurring periods of leave than the regular position of the employee.

13           **6.12.1. Concurrent Time.** Use of donated leave will run concurrently with the  
14 eighteen (18) workweek family medical leave entitlement.

15           **6.12.2. Insurance Premiums.** The County will continue its contribution toward  
16 health care during any unpaid leave taken under Article 6.12.

17           **6.12.3. Return to Work from Unpaid Leave.** An employee who returns from  
18 unpaid family or medical leave within the time provided in this Article is entitled, subject to layoff  
19 provisions, to:

20                   A. The same position he/she held when the leave commenced; or

21                   B. A position with equivalent status, benefits, pay and other terms and  
22 conditions of employment; and

23                   C. Seniority shall continue to accrue while on approved unpaid leave as  
24 provided under Article 6.12.

25           **6.12.4. Failure to Return to Work.** Failure to return to work by the expiration date  
26 of the leave of absence may be cause for removal and result in termination of the employee from  
27 County service.

28           **6.13. Definition of Child.** For purposes of this Article, a child means a biological, adopted

1 or foster child, a step child, a legal ward or a child of an employee standing in loco parentis to the  
2 child, who is under eighteen (18) years of age or is eighteen (18) years of age or older and incapable  
3 of self care because of mental or physical disability.

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1 **ARTICLE 7: PAID LEAVES**

2 **7.1. Donation of Leaves.** Donation of vacation leave hours and donation of sick leave hours.

3 **A. Vacation Leave Hours.**

4 **1. Approval Required.** An employee eligible for vacation leave may donate  
5 a portion of his/her accrued vacation leave to another employee eligible for leave benefits. Such  
6 donation will occur upon written request to and approval of the donating and receiving employee's  
7 department director(s), except that requests for vacation donation made for the purposes of  
8 supplementing the sick leave benefits of the receiving employee will not be denied unless approval  
9 would result in a departmental hardship for the receiving department.

10 **2. Limitations.** The number of hours donated will not exceed the donor's  
11 accrued vacation credit as of the date of the request. No donation of vacation hours will be permitted  
12 where it would cause the employee receiving the transfer to exceed his/her maximum vacation  
13 accrual.

14 **3. Return of Unused Donations.** Donated vacation leave hours must be used  
15 within ninety (90) calendar days following the date of donation. Donated hours not used within  
16 ninety (90) days or due to the death of the receiving employee will revert to the donor. Donated  
17 vacation leave hours will be excluded from vacation leave payoff provisions contained in this Article.  
18 For purposes of this Article, the first hours used by an employee will be accrued vacation leave hours.

19 **B. Sick Leave Hours.**

20 **1. Written Notice Required.** An employee eligible for sick leave may donate  
21 a portion of his/her accrued sick leave to another employee eligible for leave benefits upon written  
22 notice to the donating and receiving employee's department director(s).

23 **2. Minimum Leave Balance Required (Donor).** No donation will be  
24 permitted unless the donating employee's sick leave accrual balance immediately subsequent to the  
25 donation is one hundred (100) hours or more. No employee may donate more than twenty-five (25)  
26 hours of his/her accrued sick leave in a calendar year.

27 **3. Return of Unused Donations.** Donated sick leave hours must be used  
28 within ninety (90) calendar days. Donated hours not used within ninety (90) days or due to the death

1 of the receiving employee will revert to the donor. Donated sick leave hours will be excluded from  
2 the sick leave payoff provisions contained in this Agreement, and sick leave restoration provisions  
3 contained in this Agreement. For purposes of this Article, the first hours used by an employee will be  
4 accrued sick leave hours.

5 **C. No Solicitation.** All donations of vacation and sick leave made under this Article  
6 are strictly voluntary. An employee is prohibited from soliciting, offering or receiving monetary or  
7 any other compensation or benefits in exchange for donating vacation or sick leave hours.

8 **D. Conversion Rate.** All vacation and sick leave hours donated will be converted to  
9 a dollar value based on the donor's straight time hourly rate at the time of donation. Such dollar  
10 value will then be divided by the receiving employee's hourly rate to determine the actual number of  
11 hours received. Unused donated vacation and sick leave will be reconverted based on the donor's  
12 straight time hourly rate at the time of reconversion.

13 **7.2. Leave - Organ Donors.** The manager/designee will allow an employee eligible for paid  
14 leave who is voluntarily participating as a donor in life-giving or life-saving procedures such as, but  
15 not limited to, bone marrow transplants, kidney transplants, or blood transfusions up to five (5) days  
16 paid leave provided;

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

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

25 **C. Time off Subject to Agreement.** Time off from work for the purpose set out  
26 above in excess of five (5) working days will be subject to the terms of this Agreement.

27 **7.3. Bereavement Leave.**

28 **A.** An employee eligible for paid leave will be entitled to three (3) working days of

1 bereavement leave per occurrence due to death of a member of his/her immediate family.

2           **B.** An employee eligible for leave who has exhausted his/her bereavement leave, will  
3 be entitled to use sick leave in the amount of three (3) working days for each instance when death  
4 occurs to a member of the employee's immediate family or any relative continually living in the  
5 employee's household.

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

9           **D. Family Defined.** Immediate family means, as used in this article: spouse, child,  
10 parent, son-in-law, daughter-in-law, grandparent, grandchild, sibling, domestic partner and the child,  
11 parent, sibling, grandparent or grandchild of the spouse or domestic partner.

12           **7.4. School Volunteers.** An employee eligible for paid leave will be allowed the use of up to  
13 three (3) days of sick leave each year to allow the employee to perform volunteer services at the  
14 school attended by the employee's child provided; an employee requesting to use sick leave for this  
15 purpose will submit such request in writing specifying the name of the school and the nature of the  
16 volunteer services to be performed.

17           **7.5. Jury Duty.**

18           An employee eligible for paid leave who is called for jury duty will be entitled to regular pay  
19 for all on-shift work hours missed due to jury duty. The employee should deposit his or her jury duty  
20 fees, excluding mileage, with the Finance and Business Operations Division of the Department of  
21 Executive Services. Employees must contact their supervisor when dismissed from jury duty during  
22 regularly scheduled working hours and may be required to report back to work.

23           **7.6. Leave Examinations.** An employee eligible for paid leave will be entitled to necessary time  
24 off with pay for the purpose of participating in County qualifying or promotional examinations. This will  
25 include time required to complete any required interviews.

26           **7.7. Military Leave.** A leave of absence for active military duty or active military training  
27 duty will be granted to eligible employees in accordance with applicable provisions of state and/or  
28 federal law; provided, that a request for such leave shall be submitted to the manager/designee in

1 writing by the employee and accompanied by a validated copy of military orders ordering such active  
2 duty or active training duty.

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1 **ARTICLE 8: MEDICAL, DENTAL AND LIFE INSURANCE**

2           The County presently has in effect group medical, dental and life insurance plans for regular,  
3 probationary and term-limited temporary employees and agrees to maintain participation in the plans  
4 as determined by the Joint Labor-Management Insurance Committee or its successor.

5           The County agrees to continue to explore the Washington Teamsters Welfare Trust as an  
6 alternative to the current JLMIC Health & Welfare plans currently in place.

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1 **ARTICLE 9: CLASSIFICATIONS AND COMPENSATION**

2 9.1. The classifications of work, and rates of pay, and step progression for each classification  
3 covered by this Agreement shall be as listed under Addendum A. Local 174 may grieve jurisdiction  
4 issues related to work performed by the classifications listed under Addendum A, except as limited  
5 under Article 13.1.

6 9.2. Effective January 1, 2010, classifications covered by this Agreement shall be paid at the  
7 2010 King County Squared Table rates set forth in Addendum A.

8 9.3. Effective January 1, 2011, the wage rates in effect the previous December 31 for all  
9 employees shall remain as represented in Addendum A and consistent with the 2010 King County  
10 Step Hourly Squared Table as represented by the 2011 King County Squared Table.

11 9.4. **2012 COLA.** Effective January 1, 2012 employees shall be eligible to receive 90% of  
12 the annual average growth rate of the bi-monthly Seattle-Tacoma-Bremerton Area Consumer Price  
13 index for Urban Wage Earners and Clerical Workers (CPI-W, July of the previous year to June of the  
14 current year). Zero percent (0%) floor and no ceiling.

15 9.5. **2013 COLA.** Effective January 1, 2013 employees shall be eligible to receive 95% of  
16 the annual average growth rate of the bi-monthly Seattle-Tacoma-Bremerton Area Consumer Price  
17 index for Urban Wage Earners and Clerical Workers (CPI-W, July of the previous year to June of the  
18 current year). Zero percent (0%) floor and no ceiling.

19 9.6. **Economic and Fiscal Conditions Reopener.** The parties agree when significant shifts  
20 in economic and fiscal conditions occur during the term of this agreement, the parties agree to reopen  
21 negotiations for COLA when triggered by either an increase in the King County unemployment rate  
22 of more than 2 percentage points compared with the previous year or a decline of more than 7%, in  
23 County retail sales as determined by comparing current year to previous year. Data will be derived  
24 from Washington State Department of Revenue. By no later than July 30th of each year of this  
25 agreement, the county will assess whether the economic measurements listed above trigger contract  
26 reopeners on COLA for the subsequent year.

27 9.7. For employees hired into classifications with step progression, the initial step placement  
28 will be determined by the County.

1           **9.8. Promotional Reclassification.** A regular employee who is promoted from one  
2 classification covered by this Agreement to another classification covered by this Agreement, shall be  
3 placed into the lowest pay Step of the higher classification which still provides for a wage rate that is  
4 higher than that currently being received by the promoted employee, not to exceed the top step of the  
5 new classification.

6           **9.9. Demotional Reclassification.** A regular employee who is demoted from one  
7 classification covered by this Agreement to another classification covered by this Agreement, shall be  
8 placed into the highest pay Step of the lower classification which still provides for a wage rate that is  
9 lower than that currently being received by the demoted employee.

10           **9.10. Temporary Positions.** Temporary employees will be paid at the first step of the pay  
11 range specified in Addendum A. Temporary employees are not eligible for paid leaves or insured  
12 benefits. In the event that the temporary employee exceeds the annual working hour threshold  
13 defined in Chapter 3.12 of the K.C.C, he/she may also be entitled to receive additional compensation  
14 and also may be eligible to participate in the medical component of the insured benefits plan as  
15 provided under the Chapter and subsequent revisions thereof. All Temporary Sign and Marking  
16 Specialists shall be hired as Sign and Marking Specialist I's.

17           **9.11. Premium Pay.**

18           A. Truck Driver II will receive a premium of two and a half percent (2.5%) for actual  
19 hour(s) operating a vactor truck, operating the concrete mixer truck, pulling a loaded tilt top trailer or  
20 pulling a "pony."

21           B. All Sign and Marking Specialists with commercial drivers licenses and hazardous  
22 materials endorsements will be paid a premium of two and a half percent (2.5%) for actual hours  
23 spent on the striper truck and performing striping duties.

24           **9.12. Lead Compensation.** An employee assigned in writing by the manager/designee to be  
25 a lead will receive a premium of ten percent (10%) for all time assigned. Leads have responsibility  
26 for assigning, tracking, organizing and scheduling. Leads do not make hiring decisions, establish job  
27 performance standards or effectively recommend or participate in disciplining employees.

28           **9.13. Scale Operator Leads Cell Phone/Pager.** All designated Scale Operator Leads

1 required in writing to carry pagers or cell phones during their normally scheduled time off shall be  
2 compensated at the hourly rate of \$2.00 (two dollars) for all time spent while so assigned and not  
3 receiving other compensation. Assigned work from home will be paid at a minimum of fifteen (15)  
4 minutes, in fifteen (15) minute increments.

5 **9.14. Overtime.**

6 A. No employee shall have his/her work schedule altered for the sole purpose of  
7 avoiding the payment of overtime. No employee shall be required to work on his/her scheduled day  
8 off in lieu of his scheduled workday. Nothing herein shall be construed as meaning that an employee  
9 shall receive overtime pay for Saturday or Sunday work when such work is performed on his/her  
10 scheduled workday.

11 B. Employees on a 5-8 schedule who are required to work beyond eight (8) hours a  
12 day at the direction of their supervisor shall be compensated at the rate of one and one-half (1-1/2)  
13 times the employee's regular hourly rate of pay for time worked in excess of eight (8) hours per day  
14 or forty (40) hours per workweek. Employees on a 4/10 schedule who are required to work beyond  
15 ten (10) hours a day at the direction of their supervisor shall be compensated at a rate of one-and-one-  
16 half (1-1/2) times their regular hourly rate of pay for all time worked in excess of ten (10) hours per  
17 day or forty (40) hours per workweek. Employees on a 7/10 schedule who are required to work  
18 beyond ten (10) hours a day at the direction of their supervisor shall be compensated at the rate of  
19 one-and-one-half (1-1/2) times their regular hourly rate of pay for all time worked in excess of ten  
20 (10) hours per day or forty (40) hours per workweek.

21 C. All overtime shall be authorized in advance by the managers/designee in writing,  
22 except in emergencies.

23 **D. Scale Operator Mandatory Off-Shift Assignments.**

24 1. The County reserves the right to assign off-shift work, to be paid at the  
25 premium double time (2X) rate, in inverse order of seniority on a rotating basis, if there are no  
26 volunteers for the work.

27 2. If a Scale Operator is assigned to mandatory work during his/her off-shift,  
28 but does not work, this shall be treated as an unauthorized absence unless the supervisor has approved

1 the absence.

2                   3. Hours already paid at the double time rate are not used for the purposes of  
3 determining weekly overtime.

4                   4. Scale operators on a 7/10 schedule will be required to be on the mandatory  
5 rotation. Scale operators on a 5/8 schedule may opt to be on the mandatory rotation for A or B shift,  
6 or both or neither; the choice will be made when starting the schedule, and after that in January and  
7 June.

8                   5. Assigned mandatory shifts will not be cancelled or reduced more than 24  
9 hours after the time of assignment except by mutual agreement between the employee and the  
10 County.

11                   **9.14.1. Overtime Thresholds.** For the purposes of this Agreement, all regular  
12 straight-time compensated hours will be used for the purposes of determining overtime thresholds.

13                   **9.15. Call Out.**

14                   A. A minimum of four (4) hours at the overtime rate pay shall be paid for each call-  
15 out. Where such overtime exceeds four (4) hours, the actual hours worked shall be paid at the  
16 overtime rates. Only one (1) overtime shift will be offered to an employee for each call-out.

17                   B. In the event an employee is called out within four (4) hours of his/her regularly  
18 scheduled start time, she/he will be paid at the overtime rate of pay for the actual time between the  
19 call out and the start time.

20                   C. A "callout" will be defined as a circumstance where an employee has left the work  
21 premises and is subsequently required to report back to work prior to his/her normally scheduled  
22 shift.

23                   **9.16. Signs and Marking Stand-by.** Employees assigned to be on stand-by shall receive  
24 \$1.00 per hour for each hour required to be on stand-by. Employees shall be required to be available  
25 for any call when on stand-by. When called out on stand-by, the employee shall receive call out pay  
26 as identified in Article 9.15 (except that the minimum shall be three (3) hours).

27                   **9.17. Shift Premium Pay.**

28                   A. A ten percent (10%) premium rate shall be paid for all second shift work, defined

1 as work scheduled to start between the hours of noon and 8:59 p.m.

2 **B.** A fifteen percent (15%) premium rate shall be paid for all third shift work, defined  
3 as work scheduled to start between the hours of 9:00 p.m. and 5:59 a.m.

4 **C.** The premiums shall be applied to the working hours listed in Article 10.

5 **D.** Employees who are regularly assigned to the second or third shift will have all  
6 compensable time paid at the higher rate.

7 **E.** Employees who work a 7/10 work schedule will receive a shift differential of  
8 14.3%.

9 **F.** Sections A and B above do not apply to Scale Operator classifications.

10 **9.18. Personal Vehicle.** All employees who have been authorized to use their own  
11 transportation on County business shall be reimbursed at the mileage rate established by County  
12 ordinance in effect at the time of reimbursement, as it may be amended.

13 **9.19. Bus Pass.**

14 **A.** Regular, probationary and term-limited employees shall be eligible to receive on  
15 an annual basis a fully subsidized, regular (Metro) transit pass.

16 **B.** Non-regular part-time and temporary employees shall receive cash in lieu of the  
17 fully subsidized "regular (Metro) transit pass" effective upon their exceeding the equivalent of six (6)  
18 months of full-time employment in a year. The amount of cash paid shall be pro-rated based on the  
19 employee's normal workweek, not to exceed \$20 per month.

20 **9.20. Emergency Work.** Emergency work, at other than the normal scheduled working  
21 hours or special scheduled working hours not enumerated in this Article, will be compensated as  
22 overtime. In the event this overtime work is accomplished prior to the normal working hours and the  
23 employee subsequently works his/her regular shift, his/her regular shift shall be compensated at  
24 regular time.

25 **9.21. Scheduled Overtime – Roads and Parks Divisions.** Scheduled overtime work, which  
26 may be required and is generally scheduled on weekends and holidays, shall first be offered to  
27 employees on a rotating seniority basis within the work group.

28 **9.21.1. Roads Division.** For work groups in which there is more than one pit-site, the

1 overtime shall first be offered to employees on a rotating basis within the pit-site, then to the entire  
2 work group. If the overtime is a continuation of work previously started by a particular crew within a  
3 work group, the overtime will first be offered to employees on a rotating seniority basis within the  
4 crew, then to the work group as described above. A work group is defined as a maintenance division  
5 or an entire crew operating out of the central shop, i.e., drainage crew, bridge crew, etc.

6 **9.22. Solid Waste Division Off Shift Work.** Employees who desire to work on their off-  
7 shift shall indicate their availability and shall be offered such work if available in order of seniority  
8 on a rotating basis. Employees shall only be included in this rotation after completing training.

9 **9.22.1. Scale Operators Off Shift Work.** Work shall be scheduled the Saturday  
10 prior to the next week beginning on Monday, except in case of necessity arising at a later time.

11 **9.22.2. Lead Off-Shift Work.** An employee designated as Lead must select available  
12 off-shift lead assignments before selecting other off-shift assignments.

13 a. Scale Operators. Each lead off-shift overtime offer after the Saturday  
14 scheduling will count as one (1) pass on the overtime wheel for that off-shift week.

15 b. Truck Drivers. Each lead off-shift overtime assignment will count as one  
16 (1) pass on the overtime wheel.

17 **9.23. Ferry Tickets.** Ferry tickets shall be provided for assignments on Vashon Island.

18 **9.24. Hazardous Materials Endorsement.** The County agrees to reimburse for costs of the  
19 fingerprinting and background check, the test, and the endorsement fee for a Commercial Drivers  
20 License hazardous materials endorsement and the time spent for fingerprinting and testing if the  
21 employee is required in writing by the Division to obtain such endorsement.

22 **9.25. Compensatory Time.** The accrual and use of compensatory time shall be administered  
23 consistent with King County Personnel Rules.

24 **9.26. Trainer(s) in Solid Waste.** When an employee is assigned in writing to provide  
25 training, that employee will be paid ten percent (10%) above his/her regular hourly rate for the hours  
26 spent training. Prior to implementing a selection process for new trainers, the Division and the Union  
27 will jointly develop trainer selection and removal criteria. Current trainers will continue as such until  
28 a selection process has been agreed upon.

1 **ARTICLE 10: WORK SCHEDULES AND SHIFT HOURS**

2 **10.1. Hours of Work.** The standard work schedule shall consist of five (5) consecutive  
3 standard workdays not to exceed eight (8) hours each day (5-8), exclusive of meal periods and not to  
4 exceed forty (40) hours per week, Monday through Friday inclusive. The working hours of each day  
5 shall normally be between 6:00 a.m. and 6:00 p.m.

6 **10.2. Transfer Station Operators, Scale Operators and Tipper Worker I's Work**  
7 **Schedules.**

8 **A.** The standard work schedule for employees working at the Solid Waste Division  
9 shall consist of seven (7) consecutive work days of ten (10) hours each day (7/10), exclusive of lunch  
10 periods (except for Transfer Station Operators and Scale Operators), followed by seven (7) days off,  
11 scheduled Monday through Sunday; except for the forty (40) hour work schedules. The working  
12 hours of each day for Transfer Station Operators and Scale Operators shall normally be between the  
13 hours of 6:00 a.m. and 8:00 p.m.

14 **B. Five-Eight (5-8) Work Schedule.** The County may establish a work schedule of  
15 five (5) consecutive work days of eight (8) hours each work day, not to exceed forty (40) hours per  
16 work week, Monday through Friday.

17 **10.3. Solid Waste Truck Driver Work Schedules**

18 **A.** The standard work schedule for Truck Driver III's shall consist of seven (7)  
19 consecutive work days of ten (10) hours each day (7/10), exclusive of lunch periods, followed by  
20 seven (7) days off, scheduled Monday through Sunday. The working hours of each day shall  
21 normally be between the hours of 4:00 a.m. and 6:00 p.m.

22 **B.** The 5/8 work schedule shall consist of five (5) consecutive standard workdays not  
23 to exceed eight (8) hours each day (5/8), exclusive of meal periods and not to exceed forty (40) hours  
24 per week, Monday through Friday inclusive.

25 **C.** The 4/10 work schedule shall consist of four (4) work days of ten (10) hours each  
26 work day, exclusive of meal periods, not to exceed forty (40) hours per work week, Monday through  
27 Friday. These shifts may or may not be consecutive days.

28 **D.** The parties are committed to meet to discuss improvements to the Truck Driver III

1 staffing model. To place the committee in the best position to identify improvements, the parties  
2 agreed to the following:

3                   1. The County and the Union each will appoint up to three people to  
4 participate on the committee, with the goal of appointing people who are committed to reviewing  
5 data and providing objective feedback.

6                   2. The committee will meet as needed, with the goal of reaching an agreement  
7 on the staffing model by January 31. The current bid will remain in effect until the 2011 bid is  
8 implemented.

9                   3. In the event the parties are unable to reach an agreement the Union reserves  
10 the right to grieve any perceived violation of Section 10.3

11                   **E. Vactor Truck Driver III and Fuel Truck Driver III.** The work schedule for the  
12 Solid Waste Truck Driver III responsible for operating the vactor truck and the Truck Driver III  
13 responsible for fueling all Solid Waste equipment at the Cedar Hills Landfill and other Solid Waste  
14 Division sites shall be a schedule as established in this Article.

15                   **10.4. Second and Third Shifts.**

16                   **A. Second Shift Transfer Station Operator.** The work schedule for employees  
17 assigned to the second shift at a transfer station shall consist of five (5) consecutive days of eight (8)  
18 hours each day (5-8), scheduled Monday through Friday. The working hours each day will normally  
19 be between noon and 8:59 p.m., inclusive of the meal period.

20                   **B. Second Shift for Truck Drivers.** The County may establish a second shift for  
21 Truck Drivers. The normal work schedule shall start between noon and 8:59 p.m. for full-time Truck  
22 Drivers regularly assigned to a second shift.

23                   **C. Third Shift for Transfer Station Operators and Truck Drivers.** The County  
24 may establish a third shift for Transfer Station Operators and Truck Drivers. The normal work  
25 schedule shall start between 9:00 p.m. and 5:59 a.m. for full-time Transfer Station Operators and  
26 Truck Drivers regularly assigned to a third shift. 7/10 Truck Driver IIIs starting between 4:00 a.m.  
27 and 5:59 a.m. shall be paid the shift premium for only those hours worked before 6:00 a.m.

28                   **D.** Regular employees will be paid a second and/or third shift premium for the actual

1 hours worked after 8:00 p.m. for a Transfer Station Operator or 6:00 p.m. for a Truck Driver. A  
2 regular employee backfilling for a full-time employee assigned to a second or third shift will receive  
3 the shift premium for that shift.

4 **E. Second and Third Shifts for Scale Operators.**

5 1. The County may establish a second shift consisting of five (5) consecutive  
6 days of eight (8) hours each day (5-8), scheduled Monday through Friday. When the majority of the  
7 hours worked by an employee assigned to the second shift are worked after 4:00 p.m. but before  
8 12:00 a.m. (midnight), the entire shift worked will be paid a ten percent (10%) shift premium.

9 2. The County may establish a third shift consisting of five (5) consecutive  
10 days of eight (8) hours each day (5-8), scheduled Monday through Friday. When the majority of the  
11 hours worked by an employee assigned to the third shift are worked after 12:00 a.m. (midnight) but  
12 before 6:00 a.m., the entire shift worked will be paid a fifteen percent (15%) shift premium.

13 **10.5. 4-10 Schedule**

14 The County may establish a work schedule of four (4) work days of ten (10) hours each work  
15 day, not to exceed forty (40) hours per work week, Monday through Friday. These shifts may or may  
16 not be consecutive days. Barring a contrary majority vote of the Transfer Station Operators, the 4/10  
17 schedules for Transfer Station Operators will be consecutive days, Monday through Thursday or  
18 Tuesday through Friday. This section does not apply to Scale Operators or Solid Waste Truck Driver  
19 III's.

20 **10.5.1. Roads and Parks 4-10 Schedule.** The County may establish a work schedule  
21 of four (4) work days of ten (10) hours each work day, Monday through Friday. This schedule, when  
22 implemented, shall generally be implemented beginning with the workweek that includes Memorial  
23 Day and concludes with the workweek that includes Labor Day. Any deviation from this schedule  
24 shall be accompanied with thirty days notice and/or based on mutual agreement between the County  
25 and the Union.

26 **10.6. Shift Bidding - Solid Waste Truck Drivers and Tipper Worker I.**

27 A. The annual shift bid will be posted on December 1 through 15 of each year. Bids  
28 will be accepted until 4:30 p.m. on December 15. Employees will be informed of the effective date

1 of their bids no later than the last day of December. All shift changes made as a result of the annual  
2 bid will be completed prior to the last day of January.

3           **B.** Bids will be awarded based upon bargaining unit seniority with the most senior  
4 employee having first choice of shift. Vacancies occurring throughout the year will be filled in a  
5 similar manner by the most senior person where qualified from among those bidding for the vacant  
6 position.

7           **C. EXCEPTION:** Willie Annis may remain in his position as fuel truck driver and  
8 his work preserved on a 4-10 schedule until he voluntarily bids out. His seniority date will be  
9 effective with his date of hire as a Truck Driver in the Solid Waste Division.

10           **D. Shift Hold Downs.** Temporary vacancies known in advance of one (1) week or  
11 more in duration for fulltime 7/10 truck drivers schedules created as a result of vacation, FMLA,  
12 military duty, on or off the job injury or illness, or leaves of absence shall be filled by seniority  
13 among the on-shift regular part-time employees. Once an RPT is awarded the assignment they will  
14 remain in that position until the bid employee returns from leave. In the event of a daily reduction in  
15 work, RPT's will be released in inverse seniority order, except that an RPT in a shift hold down will  
16 not be released until all other RPT's have been released regardless of seniority. In the event that  
17 more than one RPT are in a shift hold down, they will be released in inverse seniority order.

18           **10.7. Transfer Station Operators and Scale Operators.**

19           **A.** Classification openings shall be offered for bid to those employees who have  
20 completed initial training and shall be filled on a seniority basis with assignment offered to the most  
21 senior employee in the classification who is qualified to do the work.

22           **B.** There will be a voluntary sign-up period for regular employees wishing to change  
23 stations posted on December 1 of each year. The sign-up period shall be open for ten (10) calendar  
24 days.

25           **C.** A list of employees signing up shall be printed and circulated for ten (10) calendar  
26 days so that the employees on the list can examine the available openings and determine, based on  
27 locations and seniority, if they wish to remain on the bid list or withdraw. Withdrawals shall only be  
28 made during the ten (10) calendar days the list is circulated.

1           D. At the close of the circulation period, the supervisor shall complete the bidding  
2 process, by seniority, with those employees who remain on the list. Employees will be informed of  
3 the effective date of their bids no later than the last day of December. All shift changes made as a  
4 result of the annual bid will be completed prior to the last day of January.

5           E. Nothing herein shall affect the County's ability to assign work.

6           F. **Open Scale Operator Positions.** Open scale operator positions other than those  
7 created by reductions in force will be offered to all Scale Operators in order of seniority within  
8 fourteen (14) days of opening.

9           **10.8. Roads Work-Site Selection Process.**

10           A. Prior to filling a vacant bargaining unit position, regular employees of the  
11 bargaining unit will be provided with the first opportunity to transfer into the vacancy. The County  
12 determines when a position is vacant and when, and if it will be filled. The most senior employee in  
13 the classification will receive the first right of refusal for that position, provided the following  
14 conditions are met:

15                   1. He/she is qualified to perform the work;

16                   2. The transfer does not create an actual or potential legal risk to the County,  
17 examples of which include:

18                           a. There is no legal restraining order requiring separation of the  
19 employee requesting the transfer and one or more members of the planning unit into which the  
20 employee wishes to transfer;

21                           b. There is no documentation of sexual harassment or other  
22 discrimination allegations between the employee requesting the transfer and one or more members of  
23 the planning unit into which the employee wishes to transfer;

24                           c. There is no reasonable basis to believe that such a transfer will  
25 create a hostile work environment or hostile work relationship; and

26                           d. The employee is not currently under investigation or on a corrective  
27 action plan as a result of a disciplinary process, unless it is mutually agreed otherwise.

28           B. Employees can submit or withdraw written requests at any time but will only be

1 considered for a transfer if it is on file prior to the transfer review meeting. The County will post a  
2 notification at all work units of its intent to review transfer requests ten (10) days prior to doing so as  
3 a reminder to employees to submit requests if interested. The advance notification will include the  
4 current vacant positions(s). Given that each transfer results in a subsequent vacancy, the current and  
5 subsequent vacancies will be addressed simultaneously in the transfer review meeting. All transfers  
6 will be reviewed and approved by the maintenance operations manager or designee. Requests on file  
7 will be reviewed and approved by the maintenance operations manager or designee. Requests on file  
8 will be purged annually. An employee who changes work locations through this process cannot  
9 participate again for twelve (12) months following the effective date of the transfer.

10 **10.9. Parks Truck Driver II.**

11 A. Parks Truck Driver II shifts shall be offered for bid to those employees who have  
12 completed initial training and shall be filled on a seniority basis with assignment offered to the most  
13 senior Parks Truck Driver II qualified to do the work.

14 B. During the first pay period of each year, there will be a voluntary sign-up period  
15 during which regular Parks Truck Driver IIs may indicate their preferred shift(s). The sign-up period  
16 shall be open for ten (10) calendar days.

17 C. At the close of the sign-up period, the supervisor shall complete the bidding  
18 process by seniority.

19 D. Nothing herein shall affect the County's ability to assign work.

20 **10.10. Regular Part Time Solid Waste Division.**

21 A. Regular part-time employees are defined as employees occupying positions which  
22 may require their services for at least one-half (1/2) of a standard full-time work schedule.  
23 Employees so defined shall receive the same hourly rate as do their full-time counterparts and will be  
24 paid for actual hours worked.

25 B. Regular part-time employees shall be assigned to work as needed on a 7/10 work  
26 schedule with an equal number assigned to both seven (7) day shifts. Initial assignment to shifts "A"  
27 and "B" shall be on the basis of seniority. Subsequent calls to work shall be made on the basis of  
28 seniority within shift. Employees shall be guaranteed a minimum of four (4) hours for each day

1 assigned to work. Regular part-time Scale Operators shall select on-shift assignments on the basis of  
2 seniority with the longest remaining shift(s) being covered by the least senior employee(s) prior to  
3 assigning any remaining shift(s) to the overtime wheel. The County reserves the right to assign work  
4 as needed for Scale Operators, in inverse order of seniority, without restriction as to location of  
5 assignment, day of assignment, shift (day, second, third) or work performed. Travel time between  
6 work locations will be compensated and will be included when calculating the four (4) hour  
7 guarantee. Employees are also eligible for mileage reimbursement under Article 9.16 when using  
8 their own car when traveling between work locations.

9           C. Regular part-time employees shall not normally work more than seventy (70)  
10 hours during any consecutive two (2) week period. Off shift regular part-time employees having  
11 sixty (60) hours (sixty-six (66) hours for Scale Operators) or less time during the regular scheduled  
12 seven (7) days on, will be offered the first opportunity to fill out their seventy (70) hours during a  
13 consecutive two (2) weeks period on a rotating basis with the most senior being called first. If make-  
14 up work is offered, but declined by the employee, this shall be treated as hours worked for scheduling  
15 purposes. For Scale operators, work that exceeds forty (40) hours in any FLSA workweek shall not  
16 be allowed except as described in Section 9.14.B. or unless there are no volunteers to cover the work.  
17 Any work beyond the seventy (70) hours specified herein shall be offered to regular employees as  
18 specified in Article 9.22.

19           **10.11. Special Schedules - Roads, Traffic, Fleet and Parks.**

20           A. Supervisors may change the scheduled hours and provide special schedules for  
21 special operations, such as snow removal, flood control, sanding operations, other operations due to  
22 acts of nature, and other special schedules for special activities or projects.

23           B. Normally at least eight (8) hours advance notice shall be given the employee prior  
24 to the commencement of a special schedule or shift change, except in the case where snow removal,  
25 flood control, sanding operations, or other operations due to acts of nature that may be anticipated, in  
26 which case an "alert" or "stand-by" status advance warning is sufficient.

27           C. When an employee works an "alert" schedule, the employee will receive the first  
28 four (4) hours worked at the rate of one and one-half (1-1/2) his/her base rate of pay. The next eight

1 (8) hours worked will be at the employee's regular base rate of pay. Nothing herein guarantees that  
2 the employee will work more than eight (8) hours while on an "alert" schedule. The employee will  
3 receive sick and vacation leave accruals for the first eight (8) hours worked. Responsibility for the  
4 fair administration of the "alert" schedule shall be that of the superintendent of special operations or  
5 the superintendent of maintenance. At the onset of the 12 hour shift the County shall call out the  
6 number of drivers necessary and may call drivers prior to their shift up to four (4) hours prior to the  
7 start of their shift. For example, employees scheduled for the midnight to noon shift can be called for  
8 a qualifying event that is called between 8:00 p.m. and midnight.

9 **10.12.** The County will not institute any additional work schedules or shifts outside of the  
10 work schedules and shifts defined under this Article without first negotiating and securing mutual  
11 agreement to the matter with Local 174.

12 **10.13.** The County, in order to comply with the law, may change an employee's workweek.  
13 The employee who is granted a day off on the normal workweek of the shift shall not be granted an  
14 off-shift workday as part of the accommodation unless no regular part-time employees are available  
15 to fill available work. The employee may use approved vacation or unpaid leave for the day off  
16 granted for this purpose, or may exercise seniority rights by bidding to a work shift that provides for  
17 an improved accommodation. Such transfers shall be subject to the Union seniority provisions or  
18 must be negotiated by the Union and the County.

19 **10.14.** Except as specifically provided under the written provisions of this Agreement,  
20 nothing within this Agreement shall limit the County's rights to assign work, work locations and  
21 vehicles.

22 **10.15.** If an employee is scheduled to work but no work exists, the County must notify the  
23 employee at least two (2) hours prior to the beginning of the employee's shift or a four (4) hour  
24 minimum pay will be paid.

25 **10.16.** No employee shall be required to work a shift that begins less than nine (9) hours after  
26 the end of a previously worked shift. For regular part-time employees who decline to work such a  
27 shift, the hours would not be treated as hours offered.

28 **10.17.** The County will staff at least one (1) Scale Operator at transfer stations when scales

1 are open for business; except at Enumclaw and Vashon when closed to the public.

2           **10.18.** New employees in a training period will be scheduled as needed to complete a training  
3 program but will not be scheduled for overtime or to replace an employee in a regularly scheduled  
4 shift.

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1 **ARTICLE 11: MISCELLANEOUS**

2 11.1. Upon written application, a regular employee elected or appointed to a Teamsters Local  
3 174 office that requires all of his/her time shall be given a leave of absence without pay from work,  
4 normally not to exceed a period of five (5) years or the period the County permits for military leave,  
5 whichever is longer. The employee shall not suffer a loss of bargaining unit seniority rights and shall  
6 accumulate same during such leave. Leave may not be approved for more than one employee at a  
7 time per Department.

8 A regular employee designated by Teamsters Local 174 to serve on official union business  
9 that requires a part of his/her time shall be given a leave of absence without pay from work, provided  
10 it can be done without detriment to King County services and at least forty-eight (48) hours written  
11 notice is given to the Division. The employee shall not suffer a loss of bargaining unit seniority  
12 rights and shall accumulate same during such leave.

13 **11.2. Truck Selection - Solid Waste Division.**

14 A. Effective December 16 and through the last day of December each year and  
15 following a full shift bid, or when new trucks are purchased (excluding specialty trucks), the division  
16 will conduct a bid for all trucks beginning with the most senior driver.

17 B. The maximum number of trucks associated with the 7/10 shift shall be one-half  
18 (1/2) of the combined A-shift and B-shift, fulltime and RPT total.

19 C. Drivers filling vacancies that occur throughout the year shall be assigned the truck  
20 that is associated with that position.

21 D. For daily operations, on-shift seniority shall prevail. This vehicle selection process  
22 may be completed prior to the start time of the affected work shift. After the start time, trucks may  
23 be selected on a first-come, first-choice basis.

24 **11.3. Truck Selection – Roads Division.** Replacement equipment shall be assigned to the  
25 same employee whose equipment is being replaced. Prior to filling a vacancy with a transfer or new  
26 regular employee, the employees in that work group (as defined in Article 9.21.1) may select an open  
27 truck on the basis of seniority.

28 11.4. Transfer Station Operators operate the following equipment in the exercise of their job

1 responsibilities:

2           Compaction Equipment

3           Packer

4           Backhoe

5           Tractor (Goat) to pull trailers

6           and such other equipment as may be required.

7           **11.5. Safety Meetings.** Safety meetings for employees covered under this Agreement shall  
8 be conducted according to OSHA and WISHA rules and guidelines. Attendance at meetings will be  
9 paid for at a minimum of two (2) hours at the overtime rate for all employees not scheduled for work  
10 and who are required to attend the meeting, except for Scale Operators who shall receive a minimum  
11 of four (4) hours at the appropriate rate (overtime or straight time) for meetings that occur outside of  
12 their regular work hours.

13           **11.6.** No employee will be required or assigned to engage in any work activity involving  
14 unsafe conditions of work which are in violation of an applicable statute relating to safety of persons  
15 or equipment.

16           **11.7.** Rain gear and boots shall be provided at division expense for any employee whose  
17 duties are primarily done outside during inclement weather.

18           **11.8.** In relation to overloaded or defective equipment, littering, or any condition that cannot  
19 be attributed to the driver, the County shall accept full responsibility of payment of all fines and  
20 citations issued to a driver and shall forthwith provide bail, pay all fines and assessments, and  
21 compensate employees, at the straight-time rate, for all work missed and shall also pay all necessary  
22 lodging, meals, transportation, and attorney defense fees in connection therewith, provided the  
23 employee was performing pursuant to County instructions. If as a result of following the County's  
24 instructions, in relation to overloaded equipment, employees suffer suspension or revocation of  
25 license, the County must also offer to provide continued employment for the period involved at not  
26 less than regular earnings.

27           **11.9. Labor Management.** The Union and the County agree to establish and participate in a  
28 joint labor-management committee process to deal jointly with areas of mutual interest. The parties

1 may also agree to establish other kinds of joint committees. The parties are responsible for selecting  
2 their participants to the joint committee(s). Under no circumstances shall collective bargaining occur  
3 in any committee meeting. Any issues leading to collective bargaining will be conducted in an  
4 appropriate manner.

5           **11.9.1.** Labor Management Committees will be established within each division and  
6 will include the current bargaining unit members elected to serve during negotiations for the current  
7 contract from each work unit. A reasonable amount of time prior to any scheduled Labor  
8 Management Meeting, the parties shall compile an agenda of issues to be discussed. Based on the  
9 agenda the parties shall mutually agree as to which work units need to be represented. Meetings will  
10 be scheduled as needed, but at least annually, with each party having responsibility for logistics of  
11 every other meeting. Members who attend the Labor Management Meeting during their work hours  
12 shall not suffer a loss of pay.

13           **11.9.2.** Topic areas for a Labor Management Committee may include, but are not  
14 limited to: employee cost savings suggestions, including those related to work which is currently  
15 contracted out by a division; transfer facility days and hours of operation; and Solid Waste Truck  
16 Driver III start times and station assignments.

17           **11.9.3.** The County will provide ninety (90) days notice, if possible, but no less than  
18 thirty (30) days notice when it intends to change the hours and/or days of its operations.

19           **11.9.4.** The County will process information requests made by the Union as required  
20 by law.

21           **11.9.5. County and Union Partnership.** When invited by the County, the Union's  
22 Secretary-Treasurer/designee will meet with the County to address any operational matter.

23           **11.10. Drug and Alcohol Testing Policy.**

24           **A.** The parties to this Agreement have reviewed and adopted the "Policy for King  
25 County Prohibited Drug Use and Alcohol Misuse Education and Testing Program" with the following  
26 modifications:

27           **B.** The Union will be provided with a copy of the form(s) prepared indicating the  
28 grounds for requiring an employee to submit to a reasonable suspicion test within twenty-four (24)

1 hours of testing or as soon as possible thereafter.

2 C. When available, a second supervisor will observe a reasonable suspicion test and  
3 complete related forms in accordance with the policy.

4 11.11. The Union may have one (1) member from each of the eight (8) work units listed  
5 under Article 14.10, except Fleet, to attend contract negotiations with the County. The employee will  
6 suffer no loss of regular, straight-time pay when contract negotiations are held at the same time as the  
7 employee's regular scheduled hours of work.

8 **11.12. Contracting Out.**

9 The County shall not contract out work which the members of the Union have historically  
10 performed unless it is required by law or is a business necessity due to an emergency situation or to  
11 augment the workforce on a short-term, temporary basis. Except for emergency situations, the  
12 County shall provide notice to the Union of its intent to contract out and, upon request, bargain the  
13 decision and/or effects of that decision. Except as provided herein, under no circumstance shall the  
14 County agree to any long-term or permanent contracting out of bargaining unit work. Nothing in this  
15 provision shall limit what the County has historically contracted out, and no jobs will be eliminated  
16 due to contracting out.

17 11.13. As a condition of employment, positions requiring a driver's license must have valid  
18 Washington State driver's license and necessary endorsements for the position. The County has the  
19 right to check licenses when it deems necessary.

20 **11.14. Loan in-Loan out - Roads Division.**

21 A. Employees loaned-out from one work group to another will be based on seniority  
22 except when there is a legitimate business reason for doing otherwise. Legitimate business reasons  
23 include, but are not limited to, the need to match particular skills or experience with the work or lack  
24 of work for the employee(s) in their regularly assigned work group.

25 B. If there is no legitimate business reason for selecting certain employees to be  
26 loaned out, the supervisor will first determine if there are volunteers. If there are more volunteers  
27 than needed, the loan out will be offered first to the employee with the most bargaining unit seniority.

28 C. If there are no volunteers, employees will be selected in the following order:

- 1 1. Temporary employees
- 2 2. Term-limited temporary employees
- 3 3. Regular employees, in reverse seniority order

4 D. Employees loaned out to another work group are eligible for scheduled weekend  
5 overtime in that work group as long as their regularly scheduled work hours in that work group total  
6 20 hours or more during that week. An employee, who is not scheduled for weekend overtime work  
7 in the loan-out workgroup, remains eligible for scheduled weekend overtime in his/her regularly  
8 assigned workgroup. If there is scheduled overtime in both the loan-out group and regularly assigned  
9 workgroup, the loan-out group takes precedent.

10 E. Employees loaned-out to another work group are eligible for call-outs in that work  
11 group. While loaned out to another work group, the employee is no longer considered a member of  
12 the work group to which they are regularly assigned for the purposes of call outs, except during an  
13 “alert” schedule (Article 10.11), when the employee will be recalled to his/her regularly assigned  
14 work group.

15 F. Definition: Loan-out is defined as an employee being temporarily reassigned with  
16 advanced notice for one (1) day or more to another work group during which time s/he may be  
17 required to report to that work site at the beginning of the day and is under the direction of that  
18 planning group’s supervisor. (When an employee is temporarily reassigned for one day or less,  
19 he/she reports to and leaves from, his/her regularly assigned work group.)

20 G. When an employee is temporarily reassigned for one (1) day or less, s/he reports to  
21 and leaves from his/her regularly assigned work group. Nothing herein limits the County’s ability to  
22 assign vehicles or employees to other work groups for a day or less or to a different crew or pit-site  
23 within a workweek. Assignments of one (1) day or less will be based on legitimate business needs.

24 11.15. Temporary employees shall not be used to supplant regular positions.

25 11.16. **Bulletin Boards.** The County agrees to permit the Union to post Union material on  
26 County bulletin boards, provided there is sufficient space beyond what is required by the County for  
27 normal operations.

28 11.17. **Fax.** Shop stewards may use the County fax machine to send faxes to local numbers

1 for contract administration purposes on an incidental basis.

2       **11.18. Email.** Shop stewards who have email access may use email for contract  
3 administration purposes, provided such use is incidental, consistent with other County policies, and  
4 does not interfere with County business. The Union understands that email is not secure or private  
5 and is subject to public disclosure laws.

6       **11.19. Payroll.** The Union agrees to the implementation of a bi-weekly payroll schedule at  
7 such time that the County Executive so determines, and the County agrees to bargain the effects of  
8 such change.

9       **11.20. Safety Footwear.**

10       **A. Solid Waste and Parks.** For employees who are required to wear specific safety  
11 footwear, the County will reimburse up to seventy-five dollars (\$75.00) yearly or up to one-hundred  
12 fifty dollars (\$150.00) every other year, per employee. Employees will be responsible to purchase  
13 the required footwear, and submit an Expense Claim Form and receipt.

14       **B. Roads.** For employees who are required to wear specific safety footwear, the  
15 County will provide employees a yearly stipend of ninety dollars (\$90.00), before appropriate  
16 individual payroll taxes.

17       **11.21. Cameras.** The parties agree the County has the right to reposition existing cameras  
18 and to install new cameras (excluding cameras in the break room, locker room, restrooms, inside  
19 scale houses or offices). The parties mutually agree to bargain in good faith the effects of any  
20 repositioned or newly installed cameras. The County will not rely on camera footage as the basis for  
21 discipline for a first offense except in cases of destruction of property and/or use of force, fighting or  
22 striking another person during the bargaining of the effects of any current (meaning cameras that are  
23 the subject of the PERC charge and ongoing negotiations), repositioned or newly installed cameras.

1 **ARTICLE 12: DISCIPLINE AND DISCHARGE**

2 12.1. No regular employee shall be disciplined except for just cause. Employees will not be  
3 disciplined for off-duty conduct unless such conduct is job related.

4 12.2. As a condition precedent to any suspension or discharge, the County must have given  
5 the employee a written reprimand wherein facts forming the grounds of the County's dissatisfaction  
6 are clearly set forth. Written reprimands, suspensions or discharges must be given by registered,  
7 certified mail or personally with a written acknowledgment of receipt. Copies of all written  
8 reprimands, suspensions or discharges shall concurrently be forwarded to the Union.

9 12.3. Letters of reprimand shall be expunged from an employee's personal history file after a  
10 period of twelve (12) months.

11 12.4. Written reprimands are not necessary if the grounds are:

12 1. Dishonesty – Defined as false or misleading statements made by an employee  
13 during the course of an investigation and/or falsifying an official document and/or intentional  
14 omission of material fact(s).

15 2. Harassment and/or discrimination based on a protected status referenced in Article  
16 15.

17 3. Recklessness – Defined in Black's Law Dictionary.

18 4. Unauthorized use of County property, including unauthorized passengers while  
19 operating County vehicles.

20 5. Possession, sale or use of controlled substances intoxication or drinking while on  
21 duty.

22 6. Use of force, fighting or striking another person.

23 7. Insubordination, including but not limited to, refusal to follow reasonable orders  
24 from management. Use of profanity, in and of itself shall not be considered insubordination. The  
25 employees must be advised by the supervisor that their behavior is considered to be insubordinate and  
26 given an opportunity to cease and desist prior to any suspension or discharge. If the supervisor is not  
27 known to the employee, the supervisor must identify himself/herself to the employee prior to any  
28 claim of insubordination.

1           8. Theft – Defined as stealing time, materials, money or equivalent.

2           12.5. Discharges or suspensions must not be founded on evidence secured directly or  
3 indirectly through entrapment. Further, except for surveillance by on duty officers of the law,  
4 discharges or suspensions, for reckless driving must not be founded upon evidence secured directly or  
5 indirectly through surveillance.

6           12.6. **Notice of Intent.** All time limits set forth in this Section that refer to working days,  
7 shall include Monday through Friday and exclude all County recognized holidays.

8           A. Written reprimands and notice of intent to discharge or suspend must be executed  
9 within ten (10) working days of the incident. However, if the County's knowledge is not immediate  
10 or if the incident is such that an investigation of the circumstances is required, written reprimands and  
11 notice of the County's intent to suspend or discharge must be executed within ten (10) working days  
12 of the time the County acquires knowledge of the incident, or within ten (10) working days of the  
13 investigation.

14           B. Following the County's notice of intent to suspend or discharge, a Loudermill  
15 hearing shall be held within ten (10) working days of the notice, unless otherwise mutually agreed to  
16 by the parties. The final discipline decision shall normally be rendered within ten (10) working days  
17 of the hearing, unless otherwise mutually agreed to by the parties.

18           C. In no event shall discipline be imposed if the infraction is more than ninety (90)  
19 calendar days following the date of the incident; except, for the infractions listed under Article 12.4,  
20 not including insubordination. For the infractions that are exempted by the ninety (90) calendar day  
21 limitation, the county shall act on the infraction within a reasonable time period.

22           12.7.

23           A. An employee has the right to request an investigation, by the Union, of any written  
24 reprimand, suspension or discharge provided such request is made within ten (10) calendar days of  
25 receipt of same, otherwise the right to request an investigation is waived. The day of receipt of a  
26 written reprimand, suspension or discharge shall be excluded in figuring time. If the last day of the  
27 time period listed in this Article falls on a Saturday, Sunday, or holiday, the next following normal  
28 business day shall be considered the last day.

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**B.** Grievances arising as a result of any such investigation shall be settled in accordance with the provisions of Article 13, Settlement of Disputes.

1 **ARTICLE 13: SETTLEMENT OF DISPUTES**

2 **13.1. Preamble:**

3 A. The County and the Union recognize the importance of cooperative problem-  
4 solving approaches to the resolution of disputes.

5 B. The goal of this process is to explore all avenues that could resolve a grievance.  
6 Shop stewards and supervisors shall have broad authority to make decisions toward this end provided  
7 that such decisions shall not set precedence, establish a practice or, in any way, modify this  
8 Agreement. Both the County and the Union agree to empower their supervisors and stewards  
9 respectively, and to provide them the necessary training and access to staff resources necessary to  
10 implement this process.

11 13.2. The right to process and settle grievances is wholly, to the exclusion of any other means  
12 available, dependent upon the provisions of this Article.

13 13.3. The existing wage structures are not to be subjected to the provisions of this Article for  
14 determination or alteration.

15 13.4. The Union shall not be required to pursue employee grievances if, in the Union's  
16 opinion, such lack merit. With respect to the processing, disposition and/or settlement of any  
17 grievance, including hearings and final decisions of an arbitrator, the Union shall be the exclusive  
18 representative of the employee(s) covered.

19 13.5. Employees, whether Union members or not, shall have no independent unilateral  
20 privilege or right to invoke grievance procedures.

21 13.6. Probationary, temporary and term-limited temporary employees cannot grieve  
22 discipline or discharge.

23 13.7. The processing, disposition and/or settlement by and between the Union and the County  
24 of any grievance shall, except as provided in Articles 13.1.B , be absolute and final and binding on  
25 the Union and its members, the employee(s) involved and the County.

26 **13.8. Grievance Process.**

27 A. **Filing.** A grievance will be filed in writing with the employee's immediate  
28 supervisor within fifteen (15) days of the incident or reasonable first knowledge thereof. Grievances

1 involving discipline will advance directly to Step 2. All grievances must provide the following  
2 information:

- 3 • The date and nature of the occurrence giving rise to the grievance;
- 4 • The Article of the Agreement alleged to be violated;
- 5 • A description of how the Agreement is alleged to have been violated; and
- 6 • The remedy requested.

7 **Step 1.** The supervisor, employee and Union shall meet within ten (10) days after the  
8 grievance is filed to discuss and attempt to resolve the grievance, unless it is mutually agreed that a  
9 meeting is not necessary. If a resolution is reached, it must be reduced to writing and signed by the  
10 supervisor, employee and Union. Copies of the resolution must be provided to the Division Director  
11 and County Labor Negotiator within ten (10) days after the resolution is agreed upon. The resolution  
12 cannot, in any way whatsoever, modify the Agreement. If the grievance is not resolved at Step 1, the  
13 supervisor shall provide a written decision to the Union and the employee within ten (10) days after  
14 the Step 1 meeting. The Union will have ten (10) days following receipt of the supervisor's written  
15 decision in which to request a Step 2 meeting.

16 **Step 2.** If the grievance was not resolved at Step 1 or if the grievance involves  
17 discipline, the Union may make a written request of the Division Director for a Step 2 meeting. The  
18 Division Director, employee and Union shall meet within fifteen (15) days after receipt of the appeal  
19 to Step 2 and attempt to resolve the grievance. If a resolution is reached, it must be reduced to  
20 writing and signed by the Division Director, employee and Union. A copy of the resolution must be  
21 provided to County Labor Negotiator. The resolution cannot, in any way whatsoever, modify the  
22 Agreement. If the grievance is not resolved at Step 2, the Division Director shall provide a written  
23 decision to the Union within ten (10) days after the Step 2 meeting. The Union will have ten (10)  
24 days following receipt of the Division Director's written decision in which to request a Step 3  
25 meeting.

26 **Step 3.** If the grievance was not resolved at Step 2, the Union may make a written  
27 request of the Director of Labor Relations/designee for a Step 3 meeting. The Director of Labor  
28 Relations/designee shall meet within ten (10) days after receipt of the appeal to Step 3 and attempt to

1 resolve the grievance. The Director of Labor Relations/designee shall provide a written decision to  
2 the Union within ten (10) days after the Step 3 meeting. The Director of Labor Relations/designee  
3 shall have full authority to resolve the dispute. In the event the dispute is not resolved by the Director  
4 of Labor Relations/designee the Union will have ten (10) days following receipt of the written  
5 decision in which to request mediation or arbitration.

6 **B. Grievance Settlement Offers.** Rejected settlement offers made by either side will  
7 be of no value, and will not be admissible in any mediation or arbitration.

8 **13.9. Optional Mediation.**

9 If the decision at the Step 3 has not resolved the grievance, the Union may submit the matter  
10 in writing to the Labor Negotiator/designee within ten (10) days of receiving the Director of Labor  
11 Relations grievance decision in Article 13.8.A. Step 3 above, with a request for mediation. In the  
12 event the grievance is not resolved through mediation, the Union may proceed to request arbitration  
13 within ten (10) days of concluding the mediation process.

14 **13.10. Arbitration.**

15 **A.** Should arbitration be requested, it must be done so within ten (10) working days of  
16 concluding mediation or not later than ten (10) working days of receiving the Director of Labor  
17 Relations grievance decision. The request for arbitration shall be submitted in writing to the Labor  
18 Negotiator/designee and it must specify the issue to be arbitrated.

19 **B.** The parties shall select a third disinterested party to serve as an arbitrator. In the  
20 event that the parties are unable to agree upon an arbitrator, then the arbitrator shall be selected from  
21 a panel of nine (9) arbitrators furnished by the Federal Mediation and Conciliation Service (FMCS).  
22 Both the County representative and the Union, will each alternately strike a name from the list until  
23 only one name remains. The party who strikes first shall be determined by a coin flip. An arbitrator  
24 must be selected within five (5) days of receiving the list from FMCS.

25 **C.** Within a reasonable time of the arbitrator's selection, the arbitrator shall hold a  
26 hearing. The hearing shall not be public. The arbitrator shall afford the Union and the County liberal  
27 rights to present exhibits and other documentary evidence (including affidavits from witnesses) and  
28 to examine and cross-examine witnesses. The Union and County may be represented as individually

1 desired. Upon the arbitrator's, or Union's or County's request, and when practicable, the County  
2 shall make employees available as witnesses. All witnesses shall be free of restraint, interference,  
3 coercion, or reprisal. Employee witnesses called by the County shall not lose wages while testifying  
4 as a witness. The arbitrator shall have the power to and may, from time to time, provide reasonable  
5 continuances and postponements of the hearing(s) as deemed appropriate or as agreed by the Union  
6 and the County.

7           D. The arbitrator shall be asked to render a decision promptly and the decision of the  
8 arbitrator shall be final and binding on both parties. The arbitrator shall retain jurisdiction until the  
9 final decision is made, unless otherwise agreed to by the parties. The written decision shall be dated  
10 and shall include orderly and concise findings of fact. Copies of the final decision shall be furnished  
11 to the Union and County.

12           E. The parties shall require the arbitrator to agree that, by accepting the position of  
13 arbitrator, she/he shall abide and be bound by the provisions of this Article. The arbitrator shall have  
14 no power to add or subtract from or to disregard, modify or otherwise alter any term of this  
15 Agreement or any other agreement(s) between the Union and the County or to negotiate new  
16 agreements. The arbitrator's powers are limited to interpretations or a decision concerning  
17 appropriate application of the terms of this Agreement or other existing pertinent agreement(s), if  
18 any, with respect to the issue being arbitrated.

19           F. Failure to abide by the final decision of the Director of Labor Relations or  
20 Arbitrator shall be a violation of this Agreement. The Union or the County may, if deemed  
21 expedient, seek court enforcement of any final decision of the Arbitrator.

22           G. Fees for the arbitrator shall be paid equally by the Union and the County. If the  
23 Union and County agree that shorthand, stenotype or other reporter should record the proceedings,  
24 the cost incidental thereto shall be shared equally and each shall have access to the record. If the  
25 Union or the County provide their own separate means for recording the proceedings, such shall not,  
26 as a matter of right, be available to the other. In the event of death or disqualification or  
27 unavailability of the arbitrator, a replacement may be made consistent with initial arbitrator  
28 appointment provisions and, in such event, no fee shall be due the displaced arbitrator.

1           **H.** The Union and the County is each responsible for their own costs, fees, and  
2 expenses that are related directly or indirectly to the processes of any pre-grievance, grievance,  
3 arbitration or mediation as provided under this Article.

4           **13.11. Time Limits.** All time limits set forth in this Article refer to working days, which  
5 shall include Monday through Friday and exclude all County recognized holidays. Time limits can  
6 be extended upon mutual agreement.

7           **13.12.** The County and the Union agree that to the extent that there is any conflict between a  
8 decision of an Arbitrator and a decision of the Public Employment Relations Commission (PERC),  
9 the decision of the PERC shall prevail.

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1 **ARTICLE 14: SENIORITY**

2 **14.1. Seniority Defined.**

3 A. County Seniority is defined as total length of regular service with the County.

4 B. Departmental Seniority is defined as total length of regular service within the  
5 department.

6 C. Work Unit Seniority is defined as total length of regular service within the work  
7 unit.

8 **14.2.** In the event of reduction-in-force, work unit seniority shall have greater weight than  
9 departmental seniority.

10 **14.3.** Where two or more employees have the same seniority within the bargaining unit, then  
11 departmental and, if required, County seniority shall apply.

12 **14.4.**

13 A. A regular employee shall be entitled to work unit seniority when such employee  
14 shall have completed a probationary period of six (6) consecutive months in a work unit covered by  
15 this Agreement.

16 B. Seniority shall date back to the beginning of the six (6) month probationary period,  
17 upon completion of same.

18 C. Employees laid off during their six (6) month probationary period may be recalled  
19 to work unit work within ninety (90) calendar days of their layoff, they shall be credited with all days  
20 previously worked for purposes of computing work unit seniority as set forth in Article 14.1.C.

21 **14.5.** Seniority rights shall be forfeited for either of the following causes:

22 A. Discharge for any justifiable cause.

23 B. Resignation.

24 **14.6.** Employees shall not suffer a loss of work unit seniority rights and shall accumulate it  
25 during the employee's absence caused by industrial illness or injury, or maternity or paternity after  
26 sick leave and vacation benefits are exhausted.

27 **14.7.** Except as provided in Articles 11.1 and 6.12.3.C, employees on an approved leave of  
28 absence without pay shall not accumulate seniority credits during such absence.

1           **14.8.** When an employee is or has been promoted or transferred from the work unit to another  
2 job so as to be excluded from coverage by this Agreement, such employee may be returned to the  
3 work unit by the County and he/she shall resume his/her seniority which he/she had as of the date of  
4 promotion or transfer; except that such employees outside of the work unit in excess of six (6)  
5 months shall not have work unit division seniority restored upon their return to the work unit.

6           **14.9.** Employees laid off shall be recalled in the inverse order of layoff; namely, those laid  
7 off last will be recalled first.

8           **14.10. Work Units – Defined.**

- 9           A. Transfer Station Operators: Solid Waste  
10           B. Truck Driver III: Solid Waste  
11           C. Truck Driver I, II, and III: Roads Services  
12           D. Sign and Marking Specialists: All divisions  
13           E. Truck Driver II: Parks  
14           F. Truck Driver I and III: Fleet  
15           G. Scale Operator: Solid Waste  
16           H. Tipper Worker I: Solid Waste

17           **14.11. Seniority List.** The County will supply the Union business agent with a seniority list  
18 by September 1st of each year. If necessary, the list will be updated quarterly. The list will have the  
19 employee's name, classification, work unit seniority, and County seniority.

20           **14.12. Scale Operator Lateral Bumping.** Lateral bumping may occur in the following  
21 situations:

- 22           • If a Scale Operator position is eliminated.  
23           • If there is a change in shift start time or ending time of greater than one (1) hour.  
24 (except for regular seasonal changes).  
25           • If there is a change in shift start time or ending time of one (1) hour or less and  
26 within six (6) months another change is made that alters the original shift start time or ending time by  
27 more than one (1) hour (except for regular seasonal changes).  
28           • If there is a change in which days of the week the station is open (except for regular

1 seasonal changes).

2 In the above situations, the employee who held the affected position has the option to bump  
3 any less senior employee in the class; any employee who is bumped by a more senior employee can  
4 bump any less senior employee in the class. Bumping shall occur pursuant to the following  
5 procedures, but may be modified on a case by case basis with the agreement of both the Union and  
6 the County:

7 **Step 1.** Affected employees submit a list of shift/location preferences in order of  
8 priority.

9 **Step 2.** All affected employees in the classification and the union will be notified in  
10 writing of the position elimination at least thirty (30) days prior to the event occurring.

11 **Step 3.** This process will include the employee (or employees) whose position(s)  
12 has/have been eliminated, plus all regular fulltime and regular part-time bargaining unit employees  
13 with less seniority than the most senior employee whose position has been eliminated.

14 **Step 4.** All affected regular fulltime and regular part-time employees bid for position  
15 preferences in order of priority. The supervisor shall provide a formal position list to each affected  
16 employee with the notice provided per Step 1 above, which will include all work locations and shifts  
17 available for bid.

18 **Step 5.** All affected employees will be required to submit position preferences in  
19 order of priority to their immediate supervisor. All affected employees will be given fourteen (14)  
20 calendar days to submit their preferences to the immediate supervisor after receipt of the formal  
21 position list.

22 **Step 6.** Within seven (7) calendar days, the Division shall provide to the Union and  
23 the employees the results of the lateral bumping process, prior to the implementation of the new  
24 assignments. The results should include the schedule for implementation and a list of all employees'  
25 work shifts and locations.

26 **Step 7.** New position bids will be requested for each occurrence that could result in a  
27 lateral bumping process within the classification.

1 **ARTICLE 15: EQUAL EMPLOYMENT OPPORTUNITY**

2           The County or the Union shall not unlawfully discriminate against any individual with respect  
3 to compensation, terms, conditions, or privileges of employment because of race, color, religion,  
4 marital status, sexual orientation, national origin, age, sex, or disability. Allegations of unlawful  
5 discrimination shall not be a proper subject for adjudication under the arbitration procedure of Article  
6 13 of this Agreement. Grievances involving allegations of discrimination that are not resolved  
7 through the grievance procedure of Article 13 may be referred by the grievant to the appropriate  
8 government agency.

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1 **ARTICLE 16: SAVINGS CLAUSE**

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

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1 **ARTICLE 17: WORK STOPPAGES AND EMPLOYER PROTECTION**

2 17.1. The County and the Union agree that the public interest requires efficient and  
3 uninterrupted performance of all County services and to this end pledge their best efforts to avoid or  
4 eliminate any conduct contrary to this objective. Specifically, the Union shall not cause or condone  
5 any work stoppage, including any strike, slowdown, or refusal to perform any customarily assigned  
6 duties, sick leave absence which is not bona fide, or other interference with County functions by  
7 employees under this Agreement and should the same occur, the Union agrees to take appropriate  
8 steps to end such interference. Any concerted action by any employees in the bargaining unit shall be  
9 deemed a work stoppage if any of the above activities have occurred contrary to the provisions of this  
10 Agreement. Being absent without authorized leave shall be considered as an automatic resignation.  
11 The department head may rescind such a resignation if the employee presents satisfactory reasons for  
12 his absence within three (3) calendar days of the date his automatic resignation became effective.

13 17.2. Upon notification in writing by the County to the Union that any of its members are  
14 engaged in a work stoppage, the Union shall immediately, in writing, order such members to  
15 immediately cease engaging in such work stoppage and provide the County with a copy of such  
16 order. In addition, if requested by the County, a responsible official of the Union shall publicly order  
17 such employees to cease engaging in such a work stoppage.

18 17.3. Any employee who commits any act prohibited in this Section will be subject in  
19 accordance with the County's work rules to the following action or penalties:

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

22 17.4. No member of the bargaining unit will be disciplined solely for refusing to cross a  
23 picket line of a lawful strike that has been sanctioned by Joint Council of Teamsters 28. The Union  
24 agrees that nothing under the agreement would limit the County in carrying out its operations and  
25 functions in the event that employees exercise this provision and that doing, the Union will not file a  
26 grievance or unfair labor practice or take any type of action against the County.

1 **ARTICLE 18: PENSION**

2           **18.1.** Effective January 1, 2007, the County agrees to contribute one dollar (\$1.00) for every  
3 hour for which compensation is paid to the Western Conference of Teamsters Pension Trust on behalf  
4 of employees within the job classifications represented by Teamsters Local Union 174. Employees  
5 have elected to reduce their wage rates in Addendum A by the amount of one dollar (\$1.00) for every  
6 compensable hour.

7           **18.2.** The total amount due for each calendar month shall be remitted in a lump sum not later  
8 than twenty (20) days after the last business day of the month.

9           **18.3.** The County agrees to abide by the rules established by the trustees of said Trust to  
10 facilitate the accurate determination of hours for which contributions are due, prompt and orderly  
11 collections and accurate reporting and recording of amounts paid. Upon Union request, a copy of  
12 Pension transmittals shall be posted on the bulletin boards.

13           **18.4. Re-opener.** The parties agree that if a majority of a work unit, as defined in Article  
14 14.10, votes to reduce their cost of living adjustment and increase their pension contribution by the  
15 same amount in any year, the County and the Union will make the necessary changes.

1 **ARTICLE 19: WAIVER CLAUSE**

2           The parties acknowledge that each has had the unlimited right within the law and the  
3 opportunity to make demands and proposals with respect to any matter deemed a proper subject for  
4 collective bargaining. The results of the exercise of that right and opportunity are set forth in this  
5 Agreement. All letters of understanding executed prior to the signature of this Agreement which  
6 have not been incorporated into this Agreement are null and void. Therefore, the County and the  
7 Union, for the duration of this Agreement, each agrees to waive the right to oblige the other party to  
8 bargain with respect to any subject or matter not specifically referred to or covered in this Agreement.

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Job Class Code	MSA Job Code	PeopleSoft Job Code	Classification Title	Squared Table Range
4102200	8382	413202	Scale Operator - Base Rate	37
4102220	8747	413103	Scale Operator - Cedar Falls	40
4102210	8748	413104	Scale Operator - Cedar Hills	43
8102100	8596	813101	Sign and Marking Specialist I	44
8102200	8597	813202	Sign and Marking Specialist II	47
8102300	8598	813303	Sign and Marking Specialist Lead	51
9322100	8682	933301	Transfer Station Operator	47
9321100	8679	932103	Truck Driver I	44
9321200	8680	932202	Truck Driver II	47
9321300	8681	932301	Truck Driver III	48
9440100	8692	942106	Utility Worker I (Tipper Worker I)	35

13 1. All classifications utilize Steps 2-4-6-8-10, as follows:

Step	Months
2	0 to 6 months
4	7 to 18 months
6	19 to 30 months
8	31 to 42 months
10	43+ months

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 19 2. Employees at Step 2 will progress to Step 4 after completion of probation. Subsequent  
 20 Step progression will occur annually thereafter.

21 3. Effective January 1, 2007, any bargaining unit employee who is not at top Step and was  
 22 hired prior to October 1, 2006 will utilize Steps 2-4-6-10. Such employees at Step A will be placed at  
 23 Step 2, employees at Step B will be placed at Step 4, and employees at Step C will be placed at Step  
 24 6. The calculation of the number of months at each step will not be impacted by the January 1, 2007  
 move to the Squared Table. Step progression for these employees will occur as follows:

Step	Months
2	0 to 6 months
4	7 to 18 months
6	19 to 30 months
10	31+ months

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## Checklist and Summary of Changes for the attached Collective Bargaining Agreement

<b>Name of Agreement</b>
<b>Teamsters Local 174 (Departments: Natural Resources and Parks, Transportation)</b>
<b>Labor Negotiator</b>
<b>Rob Sprague</b>

<b><i>Prosecuting Attorney's Review</i></b>	<b>Yes</b>
<b><i>Document Tracking System Routing Form; Motion or Ordinance</i></b>	<b>Yes</b>
<b><i>Executive Letter</i></b>	<b>Yes</b>
<b><i>Fiscal Note</i></b>	<b>Yes</b>
<b><i>Six Point Summary</i></b>	<b>Yes</b>
<b><i>King County Council Adopted Labor Policies Contract Summary</i></b>	<b>Yes</b>
<b><i>Ordinance</i></b>	<b>Yes</b>
<b><i>Original Signed Agreement(s)</i></b>	<b>Yes</b>
<b><i>Does transmittal include MOU/MOA?</i></b>	<b>No</b>

<b><i>Six Point Summary of changes to the attached agreement:</i></b>
1. The agreement provides for a zero COLA in 2011 and a COLA calculation in future years based on the local consumer price index, consistent with the agreement with other county unions, including a re-opener should certain economic indicators be triggered.
2. The agreement provides clarification of the county's right to install and re-position cameras, with an agreement to negotiate the effects (disciplinary applications) of any newly installed or re-positioned cameras.
3. The agreement provides for the expansion of the 7/10 shift premium to all classifications that are working that schedule in Solid Waste, in conjunction with reducing the premium holidays down to three holidays; New Years Day, Thanksgiving Day, and Christmas Day.
4. The agreement outlines specific Labor/Management Committee processes to address concerns of mutual concern, including an effective and efficient staffing model, overtime issues, and other issues that may come up.
5. The agreement incorporates a new Step 3 into the Grievance Process so that there is an additional step for the Office of Labor Relations to review the grievance after the Department review and prior to being submitted to Arbitration.
6. The agreement provides for the incorporation of the Utility Worker I's into the bargaining unit to make efficient use of equipment at the Cedar Hills Landfill.

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

**CONTRACT:** Teamsters Local 174 (Departments: Natural Resources and Parks, Transportation)

**TERM OF CONTRACT:** September 1, 2010, through December 31, 2013.

**DESCRIPTION OF WORK PERFORMED BY BARGAINING UNIT MEMBERS:** The employees in the Roads Services and Fleet Divisions provide road construction, maintenance and signing services. The employees in the Parks Division provide construction and maintenance services for county parks. The employees in the Solid Waste Division handle the solid and household hazardous waste at the county's transfer stations and landfill.

**NEGOTIATOR:** Rob Sprague

<b>COUNCIL POLICY</b>	<b>COMMENTS</b>
➤ <b>REDUCTION-IN-FORCE:</b>	The agreement provides for layoff by work unit seniority.
➤ <b>INTEREST-BASED BARGAINING:</b>	The parties engaged in a traditional negotiation process, but had a number of collaborative discussions about the various issues addressed.
➤ <b>DIVERSITY IN THE COUNTY'S WORKFORCE:</b>	The agreement contains a standard non-discrimination provision.
➤ <b>CONTRACTING OUT OF WORK:</b>	The agreement provides that management may contract out when required by law, as a business necessity due to emergency, or to augment the workforce on a short-term basis.
➤ <b>LABOR / MANAGEMENT COMMITTEES:</b>	The agreement expands the existing labor/management committee language to create a defined committee and examples of issues to address.
➤ <b>MEDIATION:</b>	The agreement specifies mediation as a potential option for the resolution of disputes.
➤ <b>CONTRACT CONSOLIDATION:</b>	The contract is consistent with consolidation policies as it covers a variety of classifications in two separate departments.
➤ <b>HEALTH BENEFITS COST SHARING:</b>	The agreement provides for maintaining the Joint Labor Management Insurance Committee for health benefits and provides for an agreement to explore potential future coverage through the Teamsters Welfare Trust.

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

**CONTRACT:** Teamsters Local 174 (Departments: Natural Resources and Parks, Transportation)

<b>COUNCIL POLICY</b>	<b>COMMENTS</b>
➤ <b>TIMELINESS OF LABOR CONTRACT NEGOTIATIONS:</b>	The negotiations for this agreement were extensive, resulting in a large number of revisions and modifications to the collective bargaining agreement.
➤ <b>USE OF TEMPORARY AND PART-TIME EMPLOYEES:</b>	The use of temporary and part-time employees to augment the regular workforce is consistent with King County Code.

<b>MISCELLANEOUS CONTRACT ISSUES:</b>	
➤ <b>BIWEEKLY PAY:</b>	The agreement allows for the county to implement a biweekly pay plan.
➤ <b>INTEREST ARBITRATION ELIGIBLE:</b>	The employees in this bargaining unit are not interest arbitration eligible.
➤ <b>NO STRIKE PROVISION:</b>	The agreement contains standard language prohibiting work stoppages.
➤ <b>ADDITIONAL LEAVE PROVISIONS:</b>	All leave provisions are consistent with King County Code.
➤ <b>HOURS OF WORK:</b>	Certain employees in Solid Waste work a 7/10 schedule based on operational need. Other full time employees covered by this agreement work a 40-hour work week.
➤ <b>PERFORMANCE EVALUATIONS:</b>	The agreement is silent on performance evaluations.

**FISCAL NOTE**

<b>Ordinance/Motion No.</b>	Collective Bargaining Agreement	
<b>Title:</b>	Teamsters Local 174 (Departments: Natural Resources and Parks, Transportation)	
<b>Effective Date:</b>	Contract from 9/1/2010 – 12/31/2013	
<b>Affected Agency and/or Agencies:</b>	Solid Waste, Roads, Parks, Fleet Admin	
<b>Note Prepared by:</b>	Matthew McCoy, Labor Relations Analyst, Office of Labor Relations	<b>Phone:</b> 205-8004
<b>Department Sign Off:</b>	Ann Berrysmith, Fiscal Services Manager, SWD, DNRP	<b>Phone:</b> 296-4457
<b>Department Sign Off:</b>	Greg Scharrer, Sup of Budget and Info Systems, RDS, DOT	<b>Phone:</b> 296-8746
<b>Department Sign Off:</b>	Jerry Hughs, Finance Manager, Parks, DNRP	<b>Phone:</b> 263-6240
<b>Department Sign Off:</b>	Deanne Radke, Assistant Division Director, Fleet, DOT	<b>Phone:</b> 296-6569
<b>Note Reviewed by: Supplemental Required?</b> NO <input type="checkbox"/> YES <input type="checkbox"/>	Jennifer Lehman (SWD), Budget Analyst	<b>Phone:</b> 263-9705
<b>Note Reviewed by: Supplemental Required?</b> NO <input type="checkbox"/> YES <input type="checkbox"/>	Tesia Forbes (Parks), Budget Analyst	<b>Phone:</b> 263-9695
<b>Note Reviewed by: Supplemental Required?</b> NO <input type="checkbox"/> YES <input type="checkbox"/>	John Baker (Fleet), Budget Analyst	<b>Phone:</b> 263-9680
<b>Note Reviewed by: Supplemental Required?</b> NO <input type="checkbox"/> YES <input type="checkbox"/>	Shelley De Wys(Roads), Budget Analyst	<b>Phone:</b> 263-9718

**EXPENDITURES FROM:**

Fund Title	Fund Code	Department	2010	2011	2012	2013
Parks Levy	1451	DNRP	\$ 0	\$ 0	\$ 3,025	\$ 5,089
County Road	1030	DOT	\$ 5,088	\$ 10,176	\$ 53,856	\$ 90,614
Solid Waste	4040	DNRP	\$ 72,079	\$ 144,158	\$ 140,812	\$ 236,918
Fleet Admin	5570	DOT	\$ 0	\$ 0	\$ 1,500	\$ 2,524
<b>TOTAL</b>			<b>\$ 77,167</b>	<b>\$ 154,334</b>	<b>\$ 199,193</b>	<b>\$ 335,145</b>

**EXPENDITURE BY CATEGORIES:**

Expense Type	Department	2010 Base	2010 Retro	2011	2012	2013
Salaries	All	\$ 13,727,322	\$ 57,839	\$ 115,678	\$ 157,079	\$ 264,289
OT		\$ 1,444,631	\$ 9,462	\$ 18,923	\$ 16,645	\$ 28,006
PERS & FICA		\$ 2,224,208	\$ 9,866	\$ 19,733	\$ 25,468	\$ 42,850
<b>TOTAL</b>		<b>\$ 17,396,162</b>	<b>\$ 77,167</b>	<b>\$ 154,334</b>	<b>\$ 199,193</b>	<b>\$ 335,145</b>

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April 19, 2011

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

Dear Councilmember Gossett:

The enclosed ordinance, if approved, will ratify the Teamsters Local 174 collective bargaining agreement for the period of September 1, 2010, through December 31, 2013. This agreement covers 225 employees in the Departments of Natural Resources and Parks and Transportation.

The employees in the Roads Services and Fleet Divisions provide road construction, maintenance and signing services. The employees in the Parks Division provide construction and maintenance services for County parks. The employees in the Solid Waste Division handle the solid and household hazardous waste at the County's transfer stations and landfill. The covered job classifications include Truck Driver, Transfer Station Operator, Scale Operator, Sign and Marking Specialist, and Utility Worker.

The agreement contains a number of changes from the previous contract. It contains significant improvements in efficiency, accountability, and productivity for the County and provides for a more consistent, accurate and understandable application of workplace rules and practices. The parties agreed that the County has the ability to install and reposition video cameras at the work place and that the parties would negotiate the effects of any newly installed or repositioned cameras. This specifically allows for enhanced safety of the public and employees as well as better ensuring that our customers are complying with our Public Health permit requirements. Another key aspect of the agreement provides for the creation and utilization of Labor/Management Committees to address staffing models, cost-savings, overtime applications, etc. The parties have committed to utilizing this collaborative tool to make sure, among other things, that scheduling and overtime are being as efficiently utilized as possible. Additionally, the agreement implements an additional internal grievance step prior to arbitration with hopes of giving the parties a more effective means of resolving issues to mutual satisfaction as opposed to resolution through litigation. The parties also agreed to the

incorporation of the Utility Worker into the bargaining unit. This allows for the Solid Waste trailers to be more efficiently emptied at Cedar Hills Landfill when they arrive from the Transfer Stations.

The agreement consolidates many of the provisions of the previous collective bargaining agreement and clarified some existing practices to make the contract easier to administer. Specifically, language was negotiated that covers various working condition issues, such as: vacation selection, lead assignment responsibilities, on-call assignments, hazardous materials certification, application of shift premiums, shift bidding, assignment of part-time hours, vehicle selection and timelines for issue resolution. Many of these provisions either had varying practices or language, and were consolidated to create more uniform and consistent application.

The agreement does provide for the expansion of the 7/10 shift premium in Solid Waste to all classifications on the 7/10 schedule. This premium had previously not been applied to the Scale Operator and Utility Worker Classifications. In conjunction with this expansion, the number of premium holidays for the affected employees was reduced from 12 down to 3 (New Years Day, Thanksgiving Day, and Christmas Day), consistent with other employees receiving the premium.

The wage settlement for 2011 calls for a zero cost-of-living adjustment (COLA). The cost-of-living adjustments for 2012 and 2013 follow the recently negotiated County settlement agreed to with other labor organizations. That adjustment for 2012 is based on 90% of the annual average growth rate of the bi-monthly Seattle-Tacoma-Bremerton Area Consumer Price index for Urban Wage Earners and Clerical Workers (CPI-W, July to June). That adjustment for 2013 is based on 95% of the annual average growth rate of the bi-monthly Seattle-Tacoma-Bremerton Area Consumer Price index for Urban Wage Earners and Clerical Workers (CPI-W, July to June).

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

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

The Honorable Larry Gossett  
April 19, 2011  
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If you have questions, please contact Patti Cole-Tindall, Director, Office of Labor Relations, at 206-296-4273, at your convenience.

Sincerely,

Dow Constantine  
King County Executive

Enclosures

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