

1 *Metropolitan King County Council*
2 *Labor Policy Committee*
3 *Labor Policy Adoption Report*
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Date: June 25, 2012

Labor Policy relating to overtime

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7 STATEMENT OF FACTS:
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10 1. Government operations and services should be managed as
11 efficiently as possible.

12 2. Scheduling employees to work overtime is sometimes necessary-for example,
13 for continuity or cost-effectiveness of operations-but should not serve as a
14 substitute for sound management practices.
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16 3. Overtime entails sacrifice by employees who are asked or
17 required to work longer hours than usual, and sometimes entails
18 additional cost to the county.
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20 4. No employee should be required or permitted to work so much
21 overtime that his or her health or safety, or the health or safety of others, is
22 unnecessarily placed at risk, or that the quality or productivity of
23 government operations or services is substantially impaired.

24 5. Like all employers, King County is bound by the requirements
25 of the federal Fair Labor Standards Act and the Washington Minimum
26 Wage Act, which require overtime pay for certain employees under
27 certain circumstances.

28 FOR THE FOREGOING REASONS, LP 2010-031, Section 1.18, and
29 LAB 5-020 are each hereby amended to read as follows:

30 **Overtime.** ~~((In providing essential regional services, King County, from~~
31 ~~time to time, schedules employees for overtime work. It shall be the policy of King~~
32 ~~County that overtime shall be assigned sparingly to respond to unforeseen~~
33 ~~circumstances. Overtime should not be used as a means to accomplish day to day~~
34 ~~work.)) Subject to the county's collective bargaining obligations and applicable~~
35 ~~law, the county executive shall pursue as a goal in collective bargaining an~~
36 ~~agreement that is supportive of the following:~~

37 A. Overtime should be required or permitted only when necessary-for example,
38 for continuity or cost-effectiveness of operations-and not as a substitute for efficient
39 scheduling or adequate staffing.

40 B. In assigning and administering overtime, managers should continue to give
41 appropriate consideration to the health and safety of employees and the public, the
42 quality and productivity of services, and the need to maintain an appropriate staffing
43 level for operations.

44 C. To reduce unemployment, the county should hire or recall employees in
45 preference to paying current employees to work overtime if doing so is cost-effective, taking
46 into consideration all applicable costs, such as training, benefits and equipment.

47 D. Job classifications that are not required by law to be compensated on an hourly
48 basis should be compensated on a salaried basis whenever possible.

49 E. Vacations, compensatory time off and other forms of scheduled leave
50 should be coordinated to minimize the use of overtime to cover for employees who
51 are on leave.

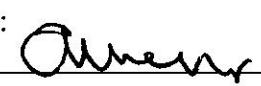
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54 The committee determines that this labor policy shall be ____ maintained as confidential OR
55 x made public.
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58 Adopted by the Labor Policy Committee on June 25, 2012 by the following vote:

59 Yes: 8 - Mr. Phillips, Mr. Gossett, Ms. Patterson, Ms. Lambert, Mr. Ferguson, Mr.
60 McDermott, Mr. von Reichbauer and Mr. Dunn
61 No: 0
62 Excused: 1 - Ms. Hague

63 King County, Washington

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Chair

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69 Attest:  _____, Clerk of the Council
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