**SUBJECT:** The proposed Ordinance would approve and adopt two Memoranda of Agreement (MOA) between King County and various King County Unions, as described below, to expand a referral incentive option to more County employees who refer a successful candidate to a vacant deputy, corrections officer, or detention officer position.

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| **Descriptions:** | Memorandum of Agreement: Employee Referral Program for Deputy and Detention Vacancies (Coalition Agreement 000U0422)  Memorandum of Agreement: Employee Referral Program for Deputy and Detention Vacancies (Non-Coalition Agreement 000U0522) |
| **County Spokesperson:** | Diana Joy, Labor Relations Manager, Office of Labor Relations |
| **Union Spokesperson:** | Dennis Folk, KCCG President |

**OVERVIEW:** The King County Sheriff’s Office (KCSO) and the King County Department of Adult and Juvenile Detention (DAJD) continue to face unusually high vacancy rates among its uniformed deputies, corrections officers, and juvenile detention officers. The Departments are seeking to expand their current referral incentive.

Both KCSO and DAJD offer referral incentives to employees who refer a successful candidate to the position of deputy, corrections officer, or juvenile detention officer, but the incentive is limited to employees of those in the same department. Further, the current incentive amount for employees who refer successful corrections officers and juvenile detention officers is $3,500 per successful referral, while the referral amount for successful deputies is $5,000. These new MOAs expand the referral incentive to the majority of represented County employees at the higher standard rate of $5,000 per successful referral, and sunsets prior agreements. The only Union who is not party to the new referral incentive agreements is the King County Police Officers Guild.

**BARGAINING HISTORY:**

The County has agreements with unions representing employees at KCSO and DAJD to provide referral bonuses to employees of those agencies in the amounts of $5,000 and $3,500 respectively. These new agreements would expand the bonus option to other agencies, standardize the amount, and sunset prior agreements.

**SUMMARY OF TERMS:**

**Memorandum of Agreement: Employee Referral Program for Deputy and Detention Vacancies (Coalition Agreement 000U0422 and Non-Coalition Agreement 000U0522)**

**1.**  A referral bonus of $5,000 shall be paid to active employees who refer a successful candidate for the position of Deputy Sheriff, Corrections Officer, or Detention Officer following the referred employee’s successful completion of their probation period.

**2.**  There is no limit with respect to the number of applicants an employee can refer, or the number of referral payments an employee may receive.  However, only one employee may refer any given applicant, and only one referral incentive shall be paid per applicant.  Employees may not receive a referral bonus by referring themselves as applicants.  Employees may not receive a referral bonus for referring another current King County employee, or someone who has been employed by King County within the last twelve (12) months.

**4.** Employees who by virtue of their job or assignment are tasked with the recruitment or hiring of Deputy Sheriffs, Corrections Officers or Juvenile Detention Officers are not eligible to receive the referral bonus for recruitments associated with their job or assignment.

**FISCAL IMPACT:**

The fiscal impact of the Agreement is detailed in the Executive’s Fiscal Note for the proposed ordinance.

**ATTACHMENTS:**

1. Proposed Ordinance

2. Transmittal Letter

3. Fiscal Note for 000U0422, 000U0522, and 295U0822