

Coalition Labor Agreement (CLA) - Appendix for 447
Agreement Between King County
Professional and Technical Employees, Local 17
Staff Finance - Department of Community and Human Services

Table of Contents

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

ARTICLE 1: UNION RECOGNITION.....1

ARTICLE 2: APPLICATION OF COALITION LABOR AGREEMENT2

ARTICLE 3: NONDISCRIMINATION3

ARTICLE 4: MANAGEMENT RIGHTS.....3

ARTICLE 5: EMPLOYEE EXPECTATIONS4

ARTICLE 6: EMPLOYEE ASSISTANCE PROGRAM.....6

ARTICLE 7: PERFORMANCE EVALUATIONS6

ARTICLE 8: HOURS OF WORK.....7

ARTICLE 9: WAGE COMPENSATION8

ARTICLE 10: EXECUTIVE LEAVE11

ARTICLE 11: EMPLOYEE LAYOFF AND RECALL RIGHTS.....12

ARTICLE 12: HOLIDAYS.....15

ARTICLE 13: WAIVER CLAUSE16

ARTICLE 14: WORK STOPPAGE.....16

ARTICLE 15: HRA VEBA.....17

ARTICLE 16: EMERGENCY CLOSURES.....17

ARTICLE 17: DURATION17

ADDENDUM A - WAGES

1 Community and Human Services, excluding supervisors, confidential employees, and all
2 other employees.

3
4 **Section 1.2. Labor-Management Committee.** The Department and the Union agree to
5 establish and charter a Labor-Management Committee (LMC) in a timely fashion. The purpose
6 of LMC is to deal with matters of general concern to the Union and the Department. It is
7 understood that LMC meetings are consultative in nature and are not the venue for bargaining,
8 resolving individual issues, or for discussing grievances.

9 **Section 1.3. Bargaining Unit List.** Upon request, the County will provide the Union
10 with a current listing of all employees within 30 days of the request, but not to exceed twice per
11 calendar year. Such lists shall include the name of the employee, current classification, seniority,
12 and work location or mail stop code, whichever is more accurate.

13 **Section 1.4. Union Stewards.** Authorized representatives of the Union may have
14 reasonable access to its members in County facilities for transmittal of information or
15 representation purposes, as long as notice is provided by the union, and approval is provided by
16 the appropriate County supervisor(s). The work of the county employees, facilities, and services
17 to the public should be unimpaired when access is permitted during work hours. Stewards, with
18 approval of their supervisor, will be allowed reasonable time to perform their representational
19 duties (e.g., investigating grievances, attending Weingarten meetings) during regular hours
20 without suffering a loss in pay.

21 **Section 1.5. Release Time for Grievances and Appeals.** Employees who have filed a
22 grievance or appeal will be paid release time during their regularly scheduled hours to attend
23 such meetings with management and reasonable consultation with their Union representative.

24
25 **ARTICLE 2: APPLICATION OF COALITION LABOR AGREEMENT**

26 *Professional and Technical Employees, Local 17 - Staff Finance - Department of Community and Human Services*
27 *January 1, 2021 to December 31, 2024*

447CLAC0122

Page 2

28

1 The CLA shall apply to the individual bargaining unit’s employees as follows:

2 **Section 2.1.** The Preamble in its entirety.

3 **Section 2.2.** All Superseding and non-superseding provisions of the CLA.

4
5 **ARTICLE 3: NONDISCRIMINATION**

6 **Section 3.1. Avenue of Redress.** King County employees should pursue discrimination
7 complaints through the reporting process outlined in the King County Nondiscrimination, Anti-
8 Harassment & Inappropriate Conduct Policy. If a complaint does not adhere to the policy
9 process, the Union may communicate the process issue to the Department of Human Resources
10 Director for review and consideration. Alternatively, employees may choose to file a charge
11 with an appropriate Federal, County, City or State agency. Any complaints under Article 3 shall
12 not be subject to the grievance procedure.

13
14 **ARTICLE 4: MANAGEMENT RIGHTS**

15 **Section 4.1.**

16 The Union recognizes the prerogatives of the County to operate and manage its affairs in
17 all respects in accordance with its responsibilities and powers of authority and to direct the
18 workforce except as may be limited by the express provisions of this Agreement. Such functions
19 of the County include, but are not limited to, determining the mission, budget, organization,
20 number of employees, and internal security practices of the Department; recruiting, examining,
21 evaluating, promoting, training, transferring employees, and determining the time and methods
22 of such action; disciplining, suspending, demoting, or dismissing regular employees for just
23 cause; assigning and directing the work force; developing and modifying class specifications;
24 determining the method, materials, and tools to accomplish the work; establishing reasonable
25 work rules; assigning the hours of work; determining work locations; and the right to take

1 whatever actions may be necessary to carry out the Department’s mission in case of emergency.

2 **Section 4.2. Employee Probation.**

3 Employees hired into a regular Career Service position must first serve a six month
4 probationary period, which may be extended for up to twelve months by the County. During a
5 probationary term, employees are considered in “at-will” employment, and may be separated
6 without just cause. Probationary terminations are not subject to the grievance procedure or
7 appeal.

8 When the County extends an employee’s probation, the employee and the union will also
9 receive written notice about the extension, the reason(s) for the extension, and its duration. If the
10 County fails to provide appropriate written notice to the employee due to clerical error, the
11 employee’s probation shall still be extended, but upon receiving notice of the error the County
12 will promptly provide written notice to the employee and the union about the extension, the
13 reason(s) for the extension, and its duration.

14 **Section 4.3. Trial Service Period.** All regular employees promoted or transferred to a
15 different classification within the bargaining unit(s) shall serve a six (6) month trial service
16 period. An employee who does not successfully complete the trial service period in a position to
17 which the employee had been promoted or transferred may be restored to their former
18 position. Such restoration is not mandatory and is at the discretion of the former appointing
19 authority, but the County will make every effort to place the employee provided the position is
20 open and available. Additionally, if there is another vacancy in the employee’s prior job
21 classification and DCHS job description (practice area), from where the employee came, then the
22 County may, at its sole discretion, place the employee into that open position.

23
24 **ARTICLE 5: EMPLOYEE EXPECTATIONS**

1 **Section 5.1. Personnel Files.** Upon request, employees may examine their personnel
2 files in the Department’s Human Resources Office. Employees will be notified when material is
3 placed into the employee’s file related to disciplinary action and job performance. The employee
4 shall have the right to add a written rebuttal statement from their perspective into their personnel
5 file.

6 **Section 5.2. Performance Standards.** Management will communicate to the employee
7 upon hire and during periodic review sessions about the performance expectations of a position,
8 workplace expectations (e.g., based on relevant personnel policies/rules), and identify
9 performance concerns promptly when the supervisor becomes aware of the issue(s).
10 Management will also discuss with the employee if there is a significant change in job duties or
11 if the performance standards change.

12 **Section 5.3. Workplace Expectations.** The County and Union recognize the critical
13 importance of obtaining the high levels of performance from employees and workplace respect,
14 and thus have mutually embraced a commitment to quality work performance. The County and
15 Union share a mutual interest in promoting a workplace for employees that is respectful and
16 professional; thus, supporting employees high levels of performance. Toward this end, either
17 party may request to meet about whether these commitments and/or values are being upheld in
18 the work place.

19 **Section 5.4. Off-duty Activities.** The off-duty activities of employees shall not be cause
20 for disciplinary action unless said activities are a conflict of interest or are detrimental to the
21 employee’s work performance or the program or image of the Department and/or County.

22 **Section 5.5. Representation.** An employee will be afforded union representation
23 consistent with the law under *Weingarten*. If the employer schedules an investigatory meeting
24 with an employee that they believe could lead to discipline of that employee, the County shall
25 inform the employee and provide sufficient time for the employee to secure representation

1 should they choose to. Employees should seek advice from their union stewards or union
2 representatives about their *Weingarten* rights.

3 **Section 5.6 Written Policies and Procedures.** When DCHS changes existing policies or
4 procedures or implements a new policy or procedure that impacts working conditions, it will
5 provide notice and a copy of the policy or procedure to the union.

6
7 **ARTICLE 6: EMPLOYEE ASSISTANCE PROGRAM**

8 Employees may use or be referred to the County’s Employee Assistance Program,
9 pursuant to the eligibility requirements and guidelines of the program.

10
11 **ARTICLE 7: PERFORMANCE EVALUATIONS**

12 **Section 7.1. Schedule of Performance Evaluations.** Career service employees will
13 receive performance evaluations at least once during their probation period, and annually
14 thereafter. If the County substantively changes performance evaluations, the union shall receive
15 notice and an opportunity to bargain to the extent required by labor law.

16 **Section 7.2. Appeals to Performance Evaluations.** In accordance with Section 15.3. of
17 the King County Personnel Guidelines, as amended, the following appeal process option shall be
18 provided.

19 **7.2.1.** Within five working days after a copy of the performance appraisal
20 form is given to the employee, the employee may request additional review and consideration by
21 their division director (or, where the employee’s supervisor is the division director, the
22 department director). The employee should prepare a written request, which includes the
23 following elements:

- 24
 - Identify the appraisal by date, the name of the evaluator, and the
-
- 25 date the appraisal was received.

26 *Professional and Technical Employees, Local 17 - Staff Finance - Department of Community and Human Services*
January 1, 2021 to December 31, 2024

27 *447CLAC0122*

- 1 • Specify the ratings or comments that the employee believes are
- 2 incorrect.
- 3 • State the ratings or comments the employee believes should be
- 4 made on the appraisal.
- 5 • Give facts substantiating each change requested.
- 6 • Keep a copy of the written request and send the original to the
- 7 division (or department) director.

8 **7.2.2.** Upon receiving the request, the division (or department) director
9 will have (15) calendar days to meet with the employee. The division (or department) director
10 will either sustain or change the performance appraisal, and notify the employee of the decision
11 in writing. In case of a change to the appraisal, a copy of the revised appraisal is to be included
12 with the decision.

13 **7.2.3.** In the event that the issue is not resolved by the division director,
14 the employee may, within (15) calendar days of the meeting with the division director, meet with
15 the department director, who will notify the employee of the decision in writing. The department
16 director’s decision to sustain or change the performance appraisal will be final.

17 **7.2.4.** Employees may include a rebuttal statement to a performance
18 evaluation or appeal decision.

19

20 **ARTICLE 8: HOURS OF WORK**

21 **Section 8.1. Workweek.** The standard work week shall be Monday through Friday and
22 consist of 40 hours per week, exclusive of lunch periods. Scheduled workdays shall be
23 determined by the County. Employees may request to have lunch periods for 30 minutes or 60
24 minutes subject to approval by the County.

25 **Section 8.2. Workday.** The establishment of reasonable work schedules is vested

1 within the purview of the County management and may be changed from time to time.
2 14calendar days advance notice shall be afforded employees when involuntary permanent
3 changes to a regular schedule are required by the Department. The County agrees to consider
4 employee initiated requests for alternative work schedules, (e.g., 9-80 or 4/10 work schedule), or
5 the opportunity to telecommute consistent with efficient and effective County operations.
6 Management has discretion to approve, deny, modify, or revoke alternative work schedules and
7 telecommute arrangements with 14 calendar days' notice to the impacted employee(s), and such
8 decisions shall not be subject to appeal through the grievance procedure.

9 **Section 8.3. Cancellation of Vacation.** In the event that the Department cancels an
10 employee's already scheduled and approved vacation, leaving no time to reschedule such
11 vacation before the employee's maximum balance will be reached, the employee's vacation
12 balance will be permitted to exceed the allowable maximum pursuant to King County's Vacation
13 Carryover or Forfeiture policy, as amended.

14 **Section 8.4. Vacation Scheduling.** The County shall approve vacation time for
15 employees on such schedules as will least interfere with the functions of the Department but
16 which accommodate the desires of the employee to the greatest degree feasible.

17 **ARTICLE 9: WAGE COMPENSATION**

18 **Section 9.1. Wage Rates.** The parties agree that the classification titles shall be
19 compensated at the pay ranges and steps as shown in attached "Addendum A."

20 **Section 9.2. Step Progression.** Regular Career Service employees who start at step 1
21 shall advance from step 1 to step 2 upon successful completion of their probationary period.
22 Thereafter, regular Career Service employees shall receive a one-step increase effective January
23 1.

24 Regular career service employees hired above step 1 do not receive a step increase after
25

1 completion of probation, but will be eligible to progress to the next step annually on January 1
2 provided the employee has successfully completed probation.

3 Term Limited Temporary (TLT) employees are eligible to receive a one-step increase one
4 year from their date of hire in the position provided they have demonstrated satisfactory
5 performance, and annually thereafter subject to continued satisfactory performance. Short-Term
6 Temporary (STT) employees are not eligible to receive step increases.

7 Employees under this Agreement are not under the County's merit system as provided under
8 KCC 3.15.020.

9 **Section 9.3. Step Progression - Exception.** All employees shall progress automatically
10 up the steps of the King County Square Table pursuant to Article 29.4 of the CLA. At the time
11 of ratification of the first collective bargaining agreement for this bargaining unit (February 12,
12 2020), the bargaining unit became ineligible for Merit Over the Top (MOT) pursuant to KCC
13 3.15.020 and the applicable County-wide procedures under the Performance Appraisal and Merit
14 Pay Systems Manual, as amended. New employees who have joined the bargaining unit on
15 February 12, 2020 or later, will continue to be ineligible for MOT. However, employees who
16 were members of this bargaining unit on or prior to the effective date of implementation of the
17 first Agreement with this bargaining unit (February 12, 2020), and employees who were accreted
18 into this bargaining unit through PERC Decision 13285 – PECB (January 7, 2021), shall
19 continue to be eligible to earn MOT pay per KCC 3.15 020 and the applicable County-wide
20 procedures under the Executive Branch Performance Appraisal and Merit Pay System Guidelines
21 based on outstanding performance while in their current job classification until the employee
22 vacates the bargaining unit for any reason. If the employee is selected for a Special Duty
23 position, this shall not be considered vacating their bargaining unit for purposes of this
24 exception. [See Coalition Labor Agreement 15.4(B) for applicable rules concerning pay
25 calculation in this circumstance].

26 *Professional and Technical Employees, Local 17 - Staff Finance - Department of Community and Human Services*
27 *January 1, 2021 to December 31, 2024*
447CLAC0122

1 **Section 9.4. Pay Upon Promotion.** Employee pay shall be increased consistent with
2 King County Code 3.15.130, as amended.

3 **Section 9.5. Pay Upon Demotion.** Employee pay will be reduced to the same step in
4 the lower pay range of the classification in which the employee demotes.

5 **Section 9.6. Overtime.** FLSA Non-Exempt employees shall be paid at an overtime rate
6 of time and one-half (1-1/2) their regular rate of pay for all actual hours worked in excess of 40
7 hours per workweek.

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

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

13 **The Contractual Overtime Rate** for each overtime hour worked shall be one and one-
14 half (1-1/2) times the combined amount of the employee’s hourly base rate of pay, as
15 specified in the Addendum A wage table, plus any applicable hourly pay premiums in
16 effect at the time the overtime is worked that are contractually required to be included
when calculating the Contractual Overtime Rate. If the Fair Labor Standards Act (FLSA)
17 requires a higher rate of pay for any overtime hours worked, the employee shall be paid
the higher rate of pay pursuant to the FLSA.

18
19 **Section 9.7.** Employees may make necessary adjustments, when approved by their
20 supervisor, in their normal work hours required to fulfill their job responsibilities within a forty
21 (40)-hour week without overtime compensation.

22 **9.7.1** Employee requests for overtime due to workload shall not be unreasonably
23 denied. Employees who have concerns that their requests for overtime have been unreasonably
24 denied should have a conversation with their supervisor (or if their supervisor is union-
25 represented, then the next higher level of supervision) about ways to manage workload and to

26 *Professional and Technical Employees, Local 17 - Staff Finance - Department of Community and Human Services*
27 *January 1, 2021 to December 31, 2024*

447CLAC0122

1 find mutual solutions to avoid overtime. The assignment of overtime work shall be at the
2 discretion of management.

3 **Section 9.8. Compensatory Time Off.**

4 For overtime eligible employees covered by this Agreement, overtime shall be paid at either the
5 applicable overtime rate or as compensatory time off. Compensatory time off shall only be
6 provided by mutual agreement between the employee and their supervisor and in such a manner
7 so as not to conflict with the Fair Labor Standards Act (FLSA). Employees cannot be required to
8 accept compensatory time in lieu of overtime pay, nor are supervisors required to grant
9 compensatory time. An employee's accrued compensatory time balance must not exceed 80
10 hours at any time.

11 **A.** Compensatory time must be used during the calendar year in which it is
12 accrued unless this is not feasible due to work demands. The employee may then request, and the
13 department director may approve, the carryover of a maximum of 40 hours of accrued
14 compensatory time. Such requests will not be unreasonably denied.

15 **B.** To request carry over of compensatory time, employees should email their
16 direct supervisor with the reasons for their request by December 15. The supervisor will forward
17 the request to DCHS Human Resources, which will manage the requests for approval from the
18 department director.

19 **C.** Employees will be paid in the pay period that includes December 31 for all
20 accrued compensatory time not carried over into the following year.

21 **D.** Compensatory hours that have been carried over must be used within the first
22 quarter of the new calendar year, or will be cashed out in the pay period that includes March 31.

23
24 **ARTICLE 10: EXECUTIVE LEAVE**

1 Benefit eligible salaried employees may be granted up to 10 days of Executive Leave per
2 calendar year in accordance with Executive Policy. There will be no cash-out or carryover of
3 unused Executive Leave to the following calendar year.

4
5 **ARTICLE 11: EMPLOYEE LAYOFF AND RECALL RIGHTS**

6 **Section 11.1. Notice**– When the Department determines a reduction in force will occur,
7 the Department will provide reasonable notification to the union of forthcoming layoffs. The
8 union may request to meet with the Department prior to the implementation of the reduction in
9 force for the purpose of discussing possible RIF mitigation strategies. Notice to the individual(s)
10 impacted by the reduction in force will occur no less than 45 days prior to the effective date of
11 the reduction in force, provided that the Department itself has no less than a 45 day notice of the
12 budget or reorganization change. The Department will provide the impacted employee with
13 written notification of the Department’s intent to change or eliminate the employee’s FTE. This
14 notice will include the effective date of the change, a description of the employee’s reduction in
15 force and layoff/recall rights as provided under the contract and King County policies and
16 procedures; and a list of current posted vacancies with active recruitments within DCHS
17 available within the employee’s current classification which includes the vacant position’s
18 allocated FTE level and work location. The Department will provide the union a copy of the
19 notice given to the impacted employee.

20 **Section 11.2. Alternatives to layoff.** After a reduction in force is initiated, the parties
21 may explore alternatives to layoff, as described below in the subparts below.

22 **A. Transfers within the Department of Community and Human Services.**

23 The Department of Community and Human Services Director or their designee may transfer a
24 DCHS employee from one position to another vacant position in the same classification within
25 the Department.

1 **B. Voluntary Demotion.** A regularly appointed employee may volunteer for
2 demotion to a lower classification upon their written request, availability of an open position, and
3 the concurrence of DCHS. The employee so reduced shall be entitled to credit for previous
4 regular service in the lower classification. Upon a showing, concurred with by the County that
5 the reason for such voluntary demotion no longer exists, the County may restore the employee to
6 their former status. Nothing in this provision limits the County’s ability to demote an employee
7 involuntarily through the disciplinary process.

8 **C. Volunteer RIF.** When a reduction in force is to be initiated, employees may
9 request to be voluntarily laid off if the employee is in the same work unit and classification as the
10 position(s) determined to be eliminated/reduced. An employee who voluntarily chooses to be
11 laid off will be placed on recall per section 11.4.

12 **D. Rescission of layoff.** If circumstances change and the Department determine a
13 RIF is not necessary, the Department will notify the individual(s) in writing of the RIF
14 rescission. The union will be provided a copy of the rescission notice.

15 **E. Elimination of temporary employees.** Prior to laying off Career Service
16 Employees, the County will consider ending TLT and STT assignments in the work unit where
17 the layoff might occur.

18 **Section 11.3. Layoff Process.** In the event of a reduction in force due to lack of work,
19 lack of funds or considerations of efficiency, layoffs shall be conducted at a department,
20 division, or section level. The order of layoff shall be conducted by classification based on merit
21 as defined by Step 1 and 2 below. Where two or more career service employees within a class
22 are of substantially equal merit, bargaining unit seniority as defined by Section 8.3 shall
23 determine the order of layoff as between those employees with the lowest senior laid off first. In
24 lieu of laying off a career service employee, the Department Director (or designee) may reassign
25 the employee to a comparable, vacant position, when the Director determines the reassignment to

1 be in the best interests of the county, and the employee accepts the reassignment.

2 **Step 1:** The Department will determine the classification(s) subject to layoff, and then
3 determine the organizational scope of positions included in the layoffs such as Finance &
4 Administration or Regional Housing & Community Development (e.g., Section level) or at the
5 Division or Department level.

6 **Step 2:** Once the scope of layoffs has been decided, the merit of employees in the
7 classification positions within that organizational unit will be reviewed. Employees in positions
8 within the scope of layoffs with the lowest merit will be subject to layoff first. Merit decision
9 must be equally applied to all persons in the classification within the organizational scope of
10 layoffs. (e.g., if the Department determines two BFO 3s in a particular section of the Department
11 will be subject to layoff, all of the BFO 3s in that section shall be subject to the merit review, but
12 BFO 3's outside that section, but within the bargaining unit, will not be reviewed or be subject to
13 layoff. In reviewing the merit of employee(s) within a predetermined scope of layoffs, the
14 Department will determine the following:

15 ➤ **Step 2(a).** Does the employee have the ability to perform the functions that
16 will remain in the work unit after layoffs, including whether incumbents have the requisite
17 knowledge, skills and abilities (KSAs) to perform the functions of the remaining position(s).
18 The KSAs should be compiled by a subject matter expert of the group impacted by layoffs, and a
19 courtesy copy shall be provided to the union for review. Any employee(s) that do not have the
20 necessary KSAs to perform the functions of remaining positions will be subject to layoff first.

21 ➤ **Step 2(b).** The merit rank of employee incumbents in a classification position
22 subject to layoff shall be established by the Department from highest to lowest in the
23 classification with the lowest being subject to layoff first. To determine merit rank, the
24 Department will review and compare recent performance evaluations, commendations, and any
25 disciplinary records. Where two or more employees within a class are of substantially equal

1 merit, bargaining unit seniority shall determine the order of layoff as between those employees
2 with the lowest senior laid off first. Upon Union request, the Department shall provide the merit
3 rank list to the Union, and describe how the merit rank list was determined by the Department by
4 individual position.

5 **Section 11.4. Recall.** An employee that has been laid off will be placed on a recall list
6 for a period of two (2) years from the date of layoff. In filling a vacant bargaining unit position,
7 the County will offer it to an employee on the recall list prior to hiring from the outside,
8 assuming the employee on the list is qualified for the position, and did not receive negative
9 documented performance issues or disciplinary action in two years prior to the layoff date. In
10 the event more than one employee on the recall list is equally qualified for the position, the
11 employee with the highest seniority will be recalled first Employees who are recalled to the
12 same position within the two year period after layoff will not have to serve a probationary period
13 and be hired back with the same step placement.

14 **Section 11.5. Seniority.** Employee bargaining unit seniority shall be determined by the
15 Adjusted Service Date in a career service position covered by this Agreement. Additionally,
16 time in a temporary position (i.e. Term-Limited-Temporary) in a position covered by this
17 Agreement will also be counted if there is no break in service that exceeds 30 calendar days
18 when an employee moves from a term-limited temporary position into a career service position,
19 or up to a two year break for employees recalled from layoff.

20
21 **ARTICLE 12: HOLIDAYS**

22 Holiday leave benefits shall be provided pursuant to the CLA Article 10, except as
23 provided below.
24
25

1 **Section 12.1 Pro-ration of Paid Holiday for Part-time Employees.** A regular part-
2 time employee shall receive prorated paid holiday time off (or paid time off in lieu thereof) based
3 upon their FTE status
4

5 **ARTICLE 13: WAIVER CLAUSE**

6 **Section 13.1.** The parties acknowledge that each has had the unlimited right within the
7 law and the opportunity to make demands and proposals with respect to any matter deemed a
8 proper subject for collective bargaining. The results of the exercise of that right and opportunity
9 are set forth in this Agreement. Unless otherwise mutually agreed, the County and the Union,
10 for the duration of this Agreement, each agree to waive the right to oblige the other party to
11 bargain with respect to any subject or matter not specifically referred to or covered in this
12 Agreement.
13

14 **ARTICLE 14: WORK STOPPAGE**

15 **Section 14.1.** The County and the Union agree that the public interest requires efficient
16 and uninterrupted performance of all County services and to this end pledge their best efforts to
17 avoid or eliminate any conduct contrary to this objective. Specifically, the Union shall not cause
18 or condone any work stoppage, including any strike, slowdown, or refusal to perform any
19 customarily assigned duties, sick leave absence which is not bona fide, or other interference with
20 County functions by employees under this Agreement and should same occur, the Union agrees
21 to take appropriate steps to end such interference. Any concerted action by any employees in
22 any bargaining unit shall be deemed a work stoppage if any of the above activities have
23 occurred.

24 **Section 14.2.** Upon notification in writing by the County to the Union that any of its
25 members are engaged in a work stoppage, the Union shall immediately, in writing, order such

1 members to immediately cease engaging in such work stoppage and provide the County with a
2 copy of such order. In addition, if requested by the County, a responsible official of the Union
3 shall publicly order such Union employees to cease engaging in such a work stoppage.

4 **Section 14.3.** Any employee participating in such work stoppage or in other ways
5 committing an act prohibited in this article shall be considered absent without leave. The County
6 may consider such absence a resignation. Such employees are also subject to discharge,
7 suspension, or other disciplinary action.

8
9 **ARTICLE 15: HRA VEBA**

10 The King County HRA VEBA benefit is a tax-free, post-retirement medical expense
11 account used by retirees and their eligible dependents to pay for qualified medical expenses.
12 This bargaining unit is eligible to participate in VEBA benefits pursuant to the Joint Labor
13 Management Insurance Committee Agreement, currently document code 000U0120 (“MOA”).

14
15 **ARTICLE 16: EMERGENCY CLOSURES**

16 For employees who DCHS has designated as “mission critical,” applicable King County
17 policies that are in effect at the time shall determine employees’ rights concerning emergency
18 closures. “Mission critical” employees will be notified if they are so designated and provided the
19 applicable policies.

20
21 **ARTICLE 17: DURATION**

22 **17.1.** This contract shall become effective upon ratification by the Association and the
23 conclusion of the approval process by King County through December 31, 2024. Unless
24 otherwise provided in this Agreement, all changes effectuated by the Agreement shall be
25 effective following the parties’ full and final ratification of the Agreement.

26 *Professional and Technical Employees, Local 17 - Staff Finance - Department of Community and Human Services*
27 *January 1, 2021 to December 31, 2024*

447CLAC0122


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For Professional and Technical Employees,
Local 17:

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Regan McBride, Union Representative

For Professional and Technical Employees,
Local 17:

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Karen Estevenin, Executive Director

For King County Office of Labor Relations:

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David S. Levin, Senior Labor Negotiator

1 **CBA: 447****Union Code: C22**2 **ADDENDUM A - WAGES**

3	4	5	6	7
Job Class Code	PeopleSoft Job Code	Classification Title	FLSA**	Range*
6	214113	2131100	Business and Finance Officer I	Non-Exempt 53
7	214218	2131200	Business and Finance Officer II	Exempt 58
8	214319	2131300	Business and Finance Officer III	Exempt 62
9	214418	2131400	Business and Finance Officer IV	Exempt 67
10	223805	2215100	Contract Specialist I	Non-Exempt 56
11	223906	2215200	Contract Specialist II	Exempt 61
12	224006	2215300	Contract Specialist III	Exempt 66
13	411114	4101100	Fiscal Specialist I	Non-Exempt 34
14	411218	4101200	Fiscal Specialist II	Non-Exempt 38
15	411319	4101300	Fiscal Specialist III	Non-Exempt 42

16 *All salary ranges are on the King County Squared Table Salary Schedule.

17
18
19
20 **Current FLSA status are listed for informational purposes only and do not represent
21 negotiated FLSA statuses

Certificate Of Completion

Envelope Id: F7E71FF8089A4BC5916E318EE32A3A17	Status: Completed
Subject: Please DocuSign: Coalition Labor Agreement (CLA) - Appendix for 447 - 447CLAC0122.pdf	
Source Envelope:	
Document Pages: 20	Signatures: 3
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Carolyn Coleman
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	11943 Sunset Hills Rd
	Reston, VA 20190
	carolyn.coleman@kingcounty.gov
	IP Address: 97.113.85.23

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7/20/2022 10:01:26 AM	carolyn.coleman@kingcounty.gov	
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Karen Estevenin
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 Signed: 7/20/2022 10:34:59 AM

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 ID: 22f2bf9a-7d16-4fe2-a747-479a277c4230

David Levin
 David.Levin@kingcounty.gov
 Labor Relations Negotiator
 King County Executive Department-OLR
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 Signed: 7/25/2022 12:46:11 PM

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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	7/20/2022 10:03:03 AM
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