AGREEMENT

by and between

KING COUNTY

and

TEAMSTERS LOCAL 117

(JOINT UNITS AGREEMENT)

February 1, 2014 through December 31, 2016

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KING COUNTY

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TEAMSTERS LOCAL 117

(JOINT UNITS AGREEMENT)

February 1, 2014 through December 31, 2016

These articles constitute an agreement, the terms of which have been negotiated in good faith between King County (County) and the Joint Units (Union). This agreement shall be subject to approval by ordinance by the Metropolitan County Council (Council) of King County, Washington.

ARTICLE 1: PURPOSE

1.1 The purpose of this Agreement is to promote the continued improvement of the relationship between the County and its employees through their Union. The Articles of this Agreement set forth the wages, hours, and working conditions for the bargaining unit employees.

ARTICLE 2: NON-DISCRIMINATION

2.1 The County and the Union agree that they will not unlawfully discriminate in employment against any employee by reason of race, color, age, sex, marital status, sexual orientation, creed, religion, ancestry, national origin, religious affiliation, gender identity, gender expression, or disability.

ARTICLE 3: UNION RECOGNITION AND MEMBERSHIP

3.1 Recognition - The County recognizes the Union as the exclusive bargaining representative of all regular, probationary, term-limited temporary and temporary employees whose job classifications are in the work units listed in the attached Appendices.

3.2 Dues and Fees - It will be a condition of employment that all employees covered by this Agreement who are members of the Union in good standing on the effective date of this Agreement will remain members in good standing and those who are not members on the effective date of this Agreement will on the thirtieth (30th) day following the effective date of this Agreement become and remain members in good standing in the Union or pay fees to the Union to the extent permitted by

law. It will also be a condition of employment that all employees covered by this Agreement and hired or assigned into the bargaining unit on or after its effective date will on the thirtieth (30th) day following the beginning of such employment become and remain members in good standing in the Union or pay fees to the Union to the extent permitted by law. Provided, however, that nothing contained in this Section will require employees to join the Union who can substantiate, in accordance with existing law, bona fide religious tenets or beliefs that prohibit the payment of dues or initiation fees to Union organizations. Such employees will pay an amount of money equivalent to regular Union dues and initiation fees to a non-religious charity or to another charitable organization mutually agreed upon by the employee and the Union. If the employee and the Union do not reach agreement on such matter, the Public Employment Relations Commission (PERC) shall designate the charitable organization. Employees will furnish proof to the Union each month that such payment has been made.

3.3 Separation - Failure by an employee to satisfy the requirements of Section 3.2 will constitute cause for dismissal; provided, that the County has no duty to act until the Union makes a written request for discharge and verifies that the employee received written notification of the delinquency including the amount owing, the method of calculation, and the notification that the non-payment after a period of no less than seven (7) days will result in discharge by the County. A copy of each written notification will be mailed to the County concurrent with its mailing to the employee.

3.4 Payroll Deduction - Upon receipt of written authorization individually signed by an employee, the County will have deducted from the pay of such employee the amount of dues and initiation fees as certified by the Union and will transmit the amount to the Union.

3.5 Indemnification - The Union will indemnify and hold the County harmless against any claims made and against any suit instituted against the County on account of any check-off of dues and initiation fees for the Union. The Union agrees to refund to the County any amounts paid to it in error upon presentation of proper evidence thereof.

3.6 Notice of Recognition - The County will require all new employees hired, transferred, or promoted into a position included in the bargaining unit to sign a form which will inform them of the Union's exclusive recognition. One (1) copy of the form will be retained by the County, one (1) copy

will be given to the employee and the original will be sent to the Union. The County will notify the Union when an employee leaves the bargaining unit.

3.7 Payroll Deduction for Political Contributions - The County shall, upon receipt of a written authorization form that conforms to legal requirements, deduct from the pay of a bargaining unit employee the amount of contribution the employee voluntarily chooses for deduction for political purposes and shall transmit the same to the Union/designee, in accordance with instructions provided by the Union.

ARTICLE 4: MANAGEMENT RIGHTS

4.1 General - The Union recognizes the prerogatives of the County to operate and manage its affairs in all respects in accordance with its responsibilities and powers of authority, subject to the terms and conditions of this Agreement.

4.2 Rights Enumerated - Unless modified by this Agreement, the County shall have the right to determine staffing levels and work locations; recruit, examine, hire, appoint, promote, train, layoff, and discipline and discharge regular employees for just cause; direct and assign the work; assign employees to work locations within the division; develop and modify classification specifications; allocate positions to those classifications; allocate employees to those positions; determine work shifts and work schedules; schedule and assign overtime work; establish the methods, means and processes by which work is performed; establish rules; and the right to take whatever actions are necessary in emergencies in order to assure the proper functioning of the work units.

ARTICLE 5: CLASSIFICATIONS AND COMPENSATION

5.1 Wage Rates - The classifications of employees covered by this Agreement and the corresponding rates of pay are set forth within Appendices "A" through "E" which are attached hereto and made a part of this Agreement.

5.2 Step Advancement - A regular employee may be hired at Step 1 of the wage range provided under the appendix covering the classification or above Step 1 as provided under the County's Personnel Guidelines. Upon completion of the probationary period for the initial hire into the classification, the employee will move from the initial step hired to the next wage Step in the

wage range, if hired at Step 1. If the employee is hired above Step 1, moving to the next Step is at the hiring authority's discretion within the first year after hire. Step increases thereafter will be annually, on the date of the first Step movement after the initial hire into the classification until the top step is reached. An employee working less than full-time will receive step increases prorated based on the full-time work schedule of the work unit.

5.3 Step on Promotion - A regular employee who is promoted from one classification to a higher paying classification will be placed into the pay step providing no less than a four and one-half percent (4-1/2%) increase in his/her base hourly rate of pay not to exceed the top pay step of the higher paying classification.

5.4 Temporary Employee Benefits – Temporary employees are not eligible for insured benefits (e.g., medical, dental, vision, life) or leave benefits, except as provided by law. However, a temporary employee may be eligible to receive other compensation provided under King County Code, as amended, in the event the employee exceeds the rolling year working hours threshold.

5.5 Temporary/Regular Positions - Temporary employees will not be used to supplant regular positions.

5.6 Cost-of-Living Adjustment (COLA)

5.6.1 Effective January 1, 2015, employees covered by this Agreement and employed in 2015 will receive a two percent (2%) COLA adjustment.

5.6.2 Effective January 1, 2016, employees covered by this Agreement and employed in 2016 will receive a two and one-quarter percent (2.25%) COLA adjustment.

5.7 Out-of-Classification - An employee may be temporarily assigned in writing by the manager/designee to a higher paid classification under this Agreement when the higher-level duties and responsibilities comprise the majority of the work performed. The employee will be paid at the first step of the higher paid classification that provides an increase of at least five (5) percent above his/her base hourly rate of pay for the hours so assigned. In the event that the employee works out-of-classification in excess of thirty (30) continuous days, all compensated hours will be at the higher rate of pay. Such assignments will not be used to supplant positions or violate Union jurisdictional rights. An employee assigned by the manager/designee to perform the duties of a lower paid

classification on a temporary basis will not have a reduction of wages.

5.8 Lead Assignment - An employee may be temporarily assigned in writing by the manager/designee to perform lead duties. The employee will be paid seven and one-half percent (7-1/2%) above his/her base hourly rate of pay. In the event that the employee works as a lead in excess of thirty (30) continuous days, all compensated hours will be at the higher rate of pay. This provision will be superseded by lead level classifications in the attached appendices, if such classifications have a higher wage rate than the employee's base hourly rate of pay.

5.9 Intermittent Full-Time Employees - Intermittent full-time employees (IFTE) are defined as regular benefited employees in positions performing bodies of work that are expected to last for more than six (6) months but less than twelve (12) months and where those bodies of work are expected to be repeated in consecutive years. The number of IFTEs may vary from year to year based upon funding and operational needs.

5.9.1 The length of employment each year is not guaranteed. At the conclusion of the employment period each year, career service IFTEs are laid off by position.

5.9.2 IFTE employees who are laid off are eligible for recall in inverse order into an IFTE of the same classification for one (1) year from the date of layoff.

5.9.3 Recalled IFTEs will not be required to serve a six (6) month probationary period after their initial probationary period is served. Should an employee not complete his/her probationary period within the first year, the probationary period will continue if recalled the immediate following year until such time as the six (6) months has been served.

5.9.4 Recalled IFTEs will resume the seniority which they had as of the date they were laid off, based on previous hours of work in the position.

5.9.5 Recalled IFTEs will have all previous time in the classification as an IFTE apply towards the pay Step advancement, in accordance with the appropriate Appendix of this Agreement.

5.9.6 Recalled IFTEs will have sick leave balances that they have accrued at the time of layoff restored upon reemployment. Recalled IFTEs will have all previous time spent in the classification as a IFTE apply towards vacation accrual rates regardless of whether they have completed probation.

5.9.7 IFTEs do not have an unilateral right to vacant, regular, full-time positions; this includes the Career Support Service process.

5.9.8 IFTEs do not have the right to bump regular, full-time employees even if they have less seniority.

5.9.9 Regular, full-time employees can be recalled to an IFTE position provided they have more seniority than the IFTE.

5.10 Ferry Tickets - Ferry tickets shall be provided for temporary assignments on Vashon Island when the employee is required to report directly to Vashon Island for the entire duration of the temporary assignment.

ARTICLE 6: HOURS OF WORK

6.1 Standard Five-Eight (5-8) Work Schedule - The standard work schedule will consist of five (5) consecutive work days not to exceed eight (8) hours each, exclusive of the meal period and not to exceed forty (40) hours per workweek, Monday through Friday inclusive.

6.1.1 Four-Ten (4-10) Work Schedule - There may be established a work schedule comprising of four (4) consecutive work days of ten (10) consecutive hours each work day exclusive of the meal period and not to exceed forty (40) hours per workweek. An established four-ten (4-10) work schedule will provide for three (3) consecutive days off, one of which will be a Saturday and/or a Sunday.

6.1.2 In the Roads Services Division, the 4-10 summer schedule shall generally be implemented beginning with the workweek that includes Memorial Day and concludes with the workweek that includes Labor Day. Any deviation from this schedule shall be accompanied with a fourteen (14) day notice from the County or by mutual agreement between the County and the Union.

6.1.3 Additional Work Schedules - By mutual agreement, additional work schedules may be established for each Appendix.

6.2 First Shift - An employee assigned to work on a shift beginning between the hours of 5:00 a.m. and 11:59 a.m. will be considered to be on first shift.

6.2.1 Second Shift - An employee assigned to work on a shift beginning between the hours of 12:00 p.m. and 8:59 p.m. will be considered to be on second shift. The pay rate for an

employee assigned to second shift will be his/her base hourly rate of pay plus ten (10) percent. An employee who is regularly assigned to the second shift will have all compensable time paid at the higher rate of pay.

6.2.2 Third Shift - An employee assigned to work on a shift beginning between the hours of 9:00 p.m. and 4:59 a.m. will be considered to be on third shift. The pay rate for an employee assigned third shift will be his/her base hourly rate of pay plus fifteen (15) percent. An employee who is regularly assigned to the third shift will have all compensable time paid at the higher rate of pay.

6.2.3 Overtime - The additional hourly compensation (shift premium) paid to employees assigned to second or third shift will not be paid for overtime hours worked by employees who are assigned to first shift.

6.3 Bid Postings - Except in situations where the shift or schedule was established pursuant to the Alternative Work Arrangement Policy, all newly established or changed regular work schedules (days of work), shifts (hours of work) and vacant positions in the work unit will be posted on work site bulletin boards. Employees within the specific classification in the affected work unit will have the opportunity to bid by seniority order for the work schedule, shift or vacancy. Absent adequate interest, the County may assign employees within the classification in the affected work unit to the remaining work schedules, shifts or vacancies by using inverse seniority order. Changes to work schedules or shifts will normally require a fourteen (14) calendar days notice to affected employees. Work units are defined in each Appendix.

6.3.1 Altering of Work Schedule - No employee will have his/her work schedule altered for the purpose of avoiding the payment of overtime except when an employee bids for such change as provided in Section 6.3. No employee will be required to work on his/her scheduled day off in lieu of the employee's scheduled workday. An employee will not receive overtime pay for working on Saturday and/or Sunday if the day(s) are part of his/her regular work schedule.

6.4 Temporary Work Schedule and/or Shift Change - The manager/designee may temporarily change an employee's work schedule and/or shift for planned projects, for training and for covering a shift due to an absence or vacancy. Such change will normally require at least fourteen

(14) calendar days notice to the employee, except when the County has less than fourteen (14) calendar days notice and the change is made for training or to cover an absence or vacancy.

6.5 Meal and Rest Periods - Pursuant to RCW 49.12.187, the County and the Union agree to specifically supersede in total the Washington State provisions regarding meal and rest periods. While the County will try to provide meal and rest periods during a shift, meal and rest periods may occur at different times due to work requirements, and may be missed due to work emergencies. The employee will be paid for a missed meal or rest period.

ARTICLE 7: OVERTIME AND PREMIUMS

7.1 Overtime - An employee on a 5-8 work schedule will be compensated at the rate of one and one-half (1-1/2) times his/her regular hourly rate of pay (overtime rate) for all additional hours worked in excess of the eight (8) regular compensated hours per day or the forty (40) regular compensated hours per workweek, or on a holiday recognized in this Agreement (in addition to the holiday pay).

7.1.1 An employee on a 4-10 work schedule will be compensated at the rate of one and one-half (1-1/2) times the employee's regular hourly rate of pay (overtime rate) for all additional hours worked in excess of the ten (10) regular compensated hours per day or the forty (40) regular compensated hours per workweek, or on a holiday recognized in this Agreement (in addition to the holiday pay).

7.2 Scheduled overtime work - Scheduled overtime work normally will be offered to full-time regular, then part-time regular employees prior to all other employees except in those instances where regular employees are not readily available, or when it is an extension of the workday for an employee or work crew, or as provided in an Appendix to this Agreement. Readily available is defined as the employee not being on a leave status and is present at work or at home when called at the time the overtime work is being scheduled and is in the work unit in which the overtime will be worked.

7.3 Eight (8) Hour Break - An employee who is called in to work prior to his/her next regularly scheduled shift and works no less than twelve (12) hours overtime without at least eight (8) hours break before the start of his/her next regularly scheduled shift will, upon request, be relieved of

any requirement to work his/her next regularly scheduled shift. The employee can be directed by the County, for safety reasons, to not work his/her next regularly scheduled shift. In either of the above instances, the employee will receive overtime pay for all such overtime hours worked but may receive no pay for the regularly scheduled shift from which he/she was relieved.

7.4 Compensatory Time Off - Compensatory time off will be by written mutual agreement between the employee and the manager/designee. The request to earn compensatory time off must be initiated by the employee. Compensatory time off is subject to accrual and use in accordance with the Personnel Guidelines. Compensatory time off will be earned under the same conditions as overtime in accordance with Section 7.1.

7.5 Overtime Authorization - All overtime will be authorized in advance by the manager/designee in writing, except in emergencies. Saturday and Sunday work will not be considered overtime when it is a regularly scheduled workday for the employee.

7.6 Callout Premium - A minimum of four (4) hours at the overtime rate will be paid for each callout. Where such overtime exceeds four (4) hours, the actual hours worked will be paid at the overtime rate.

7.6.1 Callout - A "callout" will be defined as a circumstance where an employee has left the work premises and is subsequently required to report back to work prior to his/her normally scheduled shift. An employee who is called out before the commencement of his/her regular shift will be compensated in accordance with the provisions of Section 7.6; provided, however, in the event the employee is called back to work within four (4) hours of his/her regular shift, the employee will be compensated at the overtime rate for only the hours immediately preceding the start of his/her regular shift.

7.7 Emergency Work Premium - Emergency work, other than the normal scheduled shift or special schedule and/or shift not enumerated in Articles 6 or 7, will be credited as such and will be compensated as overtime. In the event this overtime work is accomplished prior to the normal working hours and the employee subsequently works his/her regular shift, the regular shift will be compensated at the employee's regular, hourly rate of pay.

7.8 Standby Premium - An employee assigned to standby status on non-duty days, by

written authority of the manager/designee, will be entitled to four (4) hours of pay at the overtime rate for each twenty-four (24) hour period or major portion thereof while on standby status. Any work performed on non-duty days while on standby status will be compensated at the overtime rate for actual time worked. An employee who is required in writing to be readily available to be called into work and/or who is required to wear a "beeper," cell phone or other communication device outside of his/her regular work hours will be considered to be on standby status.

7.9 Footwear Allowance - Effective January 1, 2015, an employee who is required to wear specific safety footwear, will be reimbursed up to one hundred-fifty dollars ($150.00) per calendar year to purchase and/or maintain protective footwear. The employee is responsible for submitting a receipt and filling out necessary document(s) for the reimbursement.

ARTICLE 8: HOLIDAYS

8.1 Holidays Observed - Regular, probationary, provisional and term-limited temporary employees (hereinafter: "leave eligible employees") who work a full-time work schedule will be granted the following holidays with pay:

New Year's Day	January 1st
Martin Luther King, Jr.'s Birthday	Third Monday in January
Presidents' Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	First Monday in September
Veterans' Day	November 11th
Thanksgiving Day	Fourth Thursday in November
Day After Thanksgiving Day	Day Following Thanksgiving Day
Christmas Day	December 25th

and any day designated by public proclamation of the President or Governor as a legal holiday and as approved by the Council.

8.1.1 Part-time Employees - Leave eligible employees who work a part-time work schedule will be granted each of the holidays identified in Section 8.1 with pay prorated to reflect their normally scheduled workweek.

8.2 Holidays on Scheduled Day Off - Whenever a holiday occurs during a full-time leave eligible employee's regularly scheduled day off, such employee either will receive compensation for the holidays identified in Section 8.1 or management will designate as an alternative holiday either the regularly scheduled workday before or after the holiday. Management will establish and notify affected employees of an alternative holiday schedule no later than December 15 of the preceding year.

8.3 4-10 Employees - A full-time leave eligible employee on a 4-10 work schedule may have two (2) hours of his/her accrued vacation leave applied in order to be compensated ten (10) hours for each holiday identified within Section 8.1, or use leave without pay if approved by the employee's supervisor. As an alternative, employees working a 4-10 work schedule may have their schedule changed by the County to a 5-8 work schedule during weeks which have a holiday.

8.4 Personal Holidays - Leave eligible employees will receive two (2) additional personal holidays (maximum of 8 hours for each day) to be administered through the vacation plan. The personal holiday for part-time regular employees will be pro-rated to reflect their normally scheduled workweek. These two (2) holidays will be added to accrued vacation during the first pay period that includes the first of October and during the first pay period and includes the first of November of each year. These days will be used in the same manner as any vacation day earned.

8.5 Holidays Falling on a Weekend - For those leave eligible employees whose regular work schedule is Monday through Friday, holidays falling on a Saturday will be observed on the preceding Friday and holidays falling on a Sunday will be observed on the following Monday. For those leave eligible employees whose regular work schedule requires working on a Saturday and/or a Sunday, holidays falling on these days will be observed on the actual date of the holiday.

8.6 Maximum Accrual - Leave eligible employees will receive no more than a maximum of eight (8) hours per holiday for a total of ninety-six (96) hours per year of holiday pay in any one (1) calendar year.

8.7 Pay Status - To be eligible for holiday pay, the employee must be in pay status on the employee's work day before and the employee's work day after the holiday. However, an employee who has successfully completed at least five (5) years of service and who retires at the end of the month in which the last regularly scheduled work day is a holiday will be eligible for holiday pay if the employee is in a pay status the work day before the day observed as the holiday.

8.8 Premium Pay - Work performed by a leave-eligible employee on a holiday shall be paid at one and one-half (1-1/2) times the employee's regular rate, in addition to the holiday pay.

ARTICLE 9: VACATIONS

9.1 Accrual Schedule - Regular, probationary, provisional and term-limited temporary employees (hereinafter: "leave eligible employees") will accrue vacation leave benefits as described in and further qualified by this Article.

EQUIVALENT ANNUAL VACATION FOR FULL-TIME EMPLOYEE		
Full Years of Service (Beginning)	**Working Days Per Year**	**Hours based on 40-hr workweek**
0-5	**12**	**96**
6	**15**	**120**
9	**16**	**128**
11	**20**	**160**
17	**21**	**168**
18	**22**	**176**
19	**23**	**184**
20	**24**	**192**
21	**25**	**200**
22	**26**	**208**
23	**27**	**216**
24	**28**	**224**
25	**29**	**232**
26	**30**	**240**

9.1.1 Part-time Employees - Leave eligible employees who work a part-time work schedule will accrue vacation leave in accordance with the vacation leave schedule set forth in

Section 9.1, prorated to reflect their normally scheduled workweek.

9.2 Commencement of Accrual - Leave eligible employees will accrue vacation leave from their date of hire in a benefit eligible position.

9.3 Maximum Accrual - Leave eligible employees who work a full-time work schedule may accrue up to sixty (60) days (480 hours) vacation leave. Leave eligible employees who work a part-time work schedule may accrue vacation leave up to sixty (60) days prorated to reflect their normally scheduled workday. Leave eligible employees will use vacation leave beyond the maximum accrual amount on or before the last day of the pay period that includes December 31 of each year. Failure to use vacation leave beyond the maximum amount will result in forfeiture of the vacation leave beyond the maximum amount, unless the employee has received approval in accordance with County policies and procedures to carry over vacation time in excess of the maximum amount.

9.4 Vacation Eligibility - A leave eligible employee cannot take or be paid for vacation leave until he/she has successfully completed his/her first six (6) months of County service in a leave eligible position. If a leave eligible employee leaves County employment prior to successfully completing his/her first six (6) months of County service in a leave eligible position, he/she will forfeit and not be paid for accrued vacation leave. Except as modified by a VEBA agreement, a leave eligible employee will be paid for accrued vacation leave to his/her date of separation up to the maximum accrual amount if the employee has successfully completed his/her first six (6) months of County service and is in good standing. Payment will be the accrued vacation leave multiplied by the employee's rate of pay in effect upon the date of leaving County employment less mandatory withholdings.

9.5 A leave eligible employee will not use or be paid for vacation leave until it has accrued and such use or payment is consistent with the provisions of this Article.

9.6 No County Work During Vacation - No employee will work for compensation for the County in any capacity during the time that the employee is on vacation leave.

9.7 Increments of Use - Vacation leave may be used in one-quarter (1/4) hour increments at the discretion of the manager/designee.

9.8 Vacation Payment upon Death - In cases of separation from County employment by

death of an employee with accrued vacation leave and who has successfully completed his/her first six (6) months of County service in a leave eligible position, payment of unused vacation leave up to the maximum accrual amount will be made to the employee's estate, or, in applicable cases, as provided for by State Law, RCW Title 11.

9.9 Vacation Scheduling - The manager/designee will be responsible for scheduling the vacation of employees in such a manner as to achieve the greatest vacation opportunity for the employees while maintaining the efficient functioning of the work unit.

9.10 Notification While on Paid Vacation or Compensatory Time Off - If a leave eligible employee is injured or becomes ill while on paid vacation or compensatory time off, in order to receive sick leave for that time, he/she must notify the manager/designee on the first day of the injury or illness, either by telephone or fax, or by letter postmarked the first day of the injury or illness. However, if it is physically impossible to give the required notice on the first day, notice must be sent as soon as possible and must be accompanied by an acceptable showing of reasons for the delay. A doctor's statement or other acceptable proof of the injury or illness, while on vacation or compensatory time off must be presented regardless of the number of days involved.

9.11 If a regular or probationary employee (who has previously achieved career service status) resigns from County employment or is laid off and subsequently returns to County employment within two (2) years from such resignation or lay off, as applicable, the employee's prior County service shall be counted in determining the vacation leave accrual rate under Section 9.1.

9.12 Term-Limited Temporary Employees - A term-limited temporary employee who, contiguous with his/her term-limited temporary employment becomes a regular employee shall have his/her accrued vacation leave accruals carry over with such regular appointment and the accrual rate will be determined based on his/her date of hire in the term-limited temporary position.

9.13 No Advance of Vacation Pay - An Employee shall not use or be paid for vacation leave until it has accrued and such use or payment is consistent with the provisions of this Article.

ARTICLE 10: SICK LEAVE

10.1 Sick Leave - Regular, probationary, provisional and term-limited temporary employees (hereinafter : "leave eligible employees") will accrue sick leave benefits at the rate of 0.04616 hours

for each hour in pay status exclusive of overtime up to a maximum of eight (8) hours per month. The employee is not entitled to sick leave if not previously earned.

10.2 Vacation as an Extension of Sick Leave - During the first six (6) months of service in a leave eligible position, leave eligible employees may use accrued vacation leave in accordance with the Washington State Family Care Act or, at the manager/designee's discretion, use any accrued days of vacation leave as an extension of sick leave. If an employee does not work a full six (6) months in a leave eligible position, any vacation leave used for sick leave must be reimbursed to the County upon termination.

10.3 Partial Day Increments - Sick leave may be used in one quarter (1/4) hour increments at the discretion of the manager/designee.

10.4 Unlimited Accrual - There will be no limit to the hours of sick leave benefits accrued by a leave eligible employee.

10.5 Restoration following Separation - Separation from employment except by reason of retirement, resignation in good standing, layoff, or separation for non-disciplinary medical reasons will cancel all sick leave accrued to the leave eligible employee as of the date of separation. Should a regular employee who resigned in good standing, was laid off, or was separated for non-disciplinary medical reasons and returns to County employment within two (2) years, his/her accrued sick leave will be restored.

10.6 Pay upon Separation - Except as modified by a VEBA agreement a regular or probationary employee (who has previously achieved career service status) who has successfully completed at least five (5) years of County service and who retires as a result of length of service or who separates by reason of death will be paid, or his/her estate as provided for by RCW Title 11, as applicable, an amount equal to thirty-five percent (35%) of his/her unused, accumulated sick leave multiplied by the employee's rate of pay in effect upon the date of leaving County employment, less mandatory withholdings. Retire, as a result of length of service, means an employee is eligible, applies for and begins drawing a pension from PERS or the City of Seattle Retirement Plan immediately upon terminating County employment.

10.7 Leave Without Pay for Health Reasons - An employee must use all of his/her sick

leave before taking unpaid leave for his/her own health reasons. If the injury is compensable under the County's workers compensation program, then the employee has the option to augment or not augment time loss payments with the use of accrued sick leave.

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

10.9 Use of Vacation Leave as Sick Leave - An employee who has exhausted all of his/her sick leave may use accrued vacation leave before going on leave of absence without pay, if approved by his/her manager/designee, or in accordance with the Washington State Family Care Act.

10.10 Use of Sick Leave - Accrued sick leave will be used for the following reasons:

A. The employee's bona fide illness; provided, that an employee who suffers an occupational illness may not simultaneously collect sick leave and worker's compensation payments in a total amount greater than the net regular pay of the employee;

B. The employee's incapacitating injury, provided that:

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

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

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

C. Exposure to contagious diseases and resulting quarantine.

D. A female employee's temporary disability caused by or contributed to by pregnancy and childbirth.

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

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

G. To care for other family members, if:

1. The employee has been employed by the County for twelve (12) months or more and has worked a minimum of one thousand forty (1040) hours in the preceding twelve (12) months,

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

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

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

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

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

4. The parties agree that to the extent Washington State law provides greater benefits for the use of paid leave for family care, the state law shall prevail.

10.11 <u>Unpaid Leave</u> - An employee who has been employed by the County for twelve (12) months or more and has worked a minimum of one thousand forty (1040) hours in the preceding twelve (12) months, may take a total of up to eighteen (18) work weeks unpaid leave for his or her own serious health condition, and for family reasons as provided in Subsections 10.10.F and 10.10.G combined, within a twelve (12) month period. The leave may be continuous, which is consecutive

days or weeks, or intermittent, which is taken in whole or partial days as needed. Intermittent leave is subject to the following conditions:

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

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

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

10.11.1 Concurrent Time - Use of donated leave will run concurrently with the eighteen (18) workweek family medical leave entitlement.

10.11.2 Insurance Premiums - The County will continue its contribution toward health care during any unpaid leave taken under Section 10.11.

10.11.3 Return to Work from Unpaid Leave - An employee who returns from unpaid family or medical leave within the time provided in this Article is entitled, subject to layoff provisions, to:

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

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

C. The same seniority accrued before the date on which the leave commenced.

10.11.4 Failure to Return to Work - Failure to return to work by the expiration date of the leave of absence may be cause for removal and result in termination of the employee from County service.

10.12 Provider Certification - The manager/designee and employee is responsible for the

proper administration of the sick leave benefit. Verification from a licensed health care provider may be reasonably required to substantiate the health condition of the employee or family member for leave requests.

10.13 Definition of Child - For purposes of this Article, a child means a biological, adopted or foster child, a step child, a legal ward or a child of an employee standing in loco parentis to the child, who is: under eighteen (18) years of age; or is eighteen (18) years of age or older and incapable of self care because of mental or physical disability.

10.14 Term-Limited Temporary Employees - A term-limited temporary employee who, contiguous with his/her term-limited temporary employment becomes a regular employee shall have his/her accrued sick leave accruals carried over with the regular appointment.

ARTICLE 11: PAID LEAVES

11.1 Donation of Vacation and Sick Leave Hours.

A. Vacation leave hours

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

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

3. Return of Unused Donations - Donated vacation leave hours must be used within ninety (90) calendar days following the date of donation. Donated hours not used within ninety (90) days or due to the death of the receiving employee will revert to the donor. Donated vacation leave hours will be excluded from vacation leave payoff provisions contained in this Article. For purposes of Section 11.1.A, the first hours used by an employee will be accrued vacation leave

hours.

B. Sick leave hours

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

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

3. Return of Unused Donations - Donated sick leave hours must be used within ninety (90) calendar days. Donated hours not used within ninety (90) days or due to the death of the receiving employee will revert to the donor. Donated sick leave hours will be excluded from the sick leave payoff provisions contained in this Agreement, and sick leave restoration provisions contained in this Agreement. For purposes of Subsection 11.1.B, the first hours used by an employee will be accrued sick leave hours.

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

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

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

A. Notification - The employee gives the manager/designee reasonable advance

notice of the need to take time off from work for the donation of bone marrow, a kidney, or other organs or tissue where there is a reasonable expectation that the employee's failure to donate may result in serious illness, injury, pain or the eventual death of the identified recipient.

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

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

11.3 Bereavement Leave

A. An employee eligible for paid leave will be entitled to three (3) working days of bereavement leave per occurrence due to death of a member of his/her immediate family.

B. Use of Sick Leave in Addition to Bereavement Leave - An employee eligible for leave who has exhausted his/her bereavement leave, will be entitled to use sick leave in the amount of five (5) working days for each instance when death occurs to a member of the employee's immediate family.

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

D. Family Defined - Immediate family means, as used in this Article: spouse, domestic partner, grandparent, parent, child, sibling, child-in-law, parent-in-law, grandchild of the employee, employee's spouse or employee's domestic partner. "Child" means a biological, adopted, foster child, a stepchild, a legal ward or a child of an employee standing in loco parentis to the child.

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

11.5 Jury Duty - An employee eligible for leave benefits who is ordered on a jury during his/her work hours shall be entitled to his/her regular County pay provided any jury duty fees/pay received are deposited, exclusive of mileage, with the Finance and Business Operations Division, Department of Executive Services. Employees who are ineligible for paid leave shall not be entitled for his/her regular County pay for time spent on jury duty, but they may retain any jury duty fees/pay received.

11.5.1 Shift Adjust - When an employee is notified to serve on jury duty, he/she will inform the section manager/designee as soon as possible, but not later than two (2) weeks in advance, regarding the date the employee is required to report for jury duty. The section manager/designee will relieve the employee of regular duties prior to the time of reporting for jury duty and will reassign the employee to a shift and schedule that corresponds with the jury duty shift and schedule for the week(s) assigned. For purposes of this section, the shift is the hours the employee is required to report or be available for jury duty, and the schedule is assumed to be Monday through Friday, unless released sooner. When released from jury duty for the day, and/or when the total required assignment to jury duty has expired, the employee will notify his/her section manager/designee. The employee will be provided a reasonable time when dismissed from jury duty, as determined by the section manager/designee, before the employee must report to his/her regular shift and schedule.

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

11.7 Military Leave - A leave of absence for active military duty or active military training duty will be granted to eligible employees in accordance with applicable provisions of state and/or federal law; provided, that a request for such leave shall be submitted to the manager/designee in writing by the employee and accompanied by a validated copy of military orders ordering such active duty or active training duty.

ARTICLE 12: MEDICAL, DENTAL AND LIFE PLAN

12.1 Maintenance of Benefits - The County presently participates in group medical, dental and life insurance programs for eligible regular, probationary, provisional and term-limited temporary

employees and their eligible dependents. The County will maintain the current level of benefits under its group medical, dental, vision and life insurance programs during the life of this Agreement except as may be otherwise provided for in Section 12.2.

12.2 Insurance Committee - There will be a Joint Labor Management Insurance Committee (JLMIC) comprised of representatives from the County and the Labor Union Coalition. The function of the JLMIC will be to review, study and make recommendations relative to existing medical, dental, vision and life insurance programs. The County and the Union will implement any changes in employee insurance benefits which result from any agreement of the JLMIC.

12.3 Premiums While Off Work Due to On-the-Job Injury or Illness - The County shall continue to provide medical insurance coverage pursuant to the JLMIC cost share provisions for active employees and their dependents for those months they are unable to work due to an on-the-job injury or on-the-job illness and are receiving no sick leave or vacation benefits. The total number of months of medical insurance coverage provided for under this Section shall not exceed twelve (12) months or the number of months for which the employee continues to receive paid sick leave and/or paid vacation leave benefits, whichever is the greater.

ARTICLE 13: SENIORITY - LAYOFF AND RECALL

13.1 Seniority Rights - Regular employees will be afforded the right to utilize their seniority as hereinafter defined for the purposes specifically provided for within this Agreement.

13.2 Probation - An employee will be recognized as having attained seniority and regular employee status when such employee has completed a probation period equivalent of six (6) months worked in a career service position based on a full-time work schedule in a classification covered by this Agreement. Probation is also served when an employee is recalled from layoff, transfers or is rehired, demoted or promoted. The probation period may be extended by the manager/designee not to exceed a total of twelve (12) months worked. The County will notify the Union of a probation extension. Upon completion of the probation period, the employee will be assigned a classification seniority date which will be the date when he/she first commenced his/her probation for that classification. An employee working less than a full-time work schedule will have his/her probation prorated based on the full-time work schedule for the work unit.

13.2.1 An employee who is recalled from layoff within two (2) years, or is rehired within one (1) year will have his/her classification seniority restored upon successful completion of probation.

13.2.2 The movement of an active, career service employee to a different work unit, work crew, or work site within the same division will not be considered a transfer that requires a probation period, if the employee continues in the same job classification with substantially the same duties.

13.2.3 Resumption of Probationary Period Upon Recall From Layoff - In the event a regular employee is laid off during his/her probation period and is subsequently recalled to his/her classification within ninety (90) calendar days from the date of layoff, he/she will be credited with all days previously worked for purposes of satisfying his/her probation period and establishing his/her resultant classification seniority date.

13.3 Seniority Accrual While on Leave Due to Illness or Injury - An employee will continue to accrue seniority during an absence caused by an industrial injury or illness. An employee who is unable to work because of a non-work related injury or illness will not accumulate seniority during an unpaid leave of absence in excess of thirty (30) calendar days. However, if the employee is on approved FMLA and/or KCFML qualified leave, seniority shall continue to accrue for up to eighteen (18) workweeks of the qualified unpaid leave period.

13.3.1 Seniority Accrual While on Leave Without Pay - An employee on an approved unpaid leave of absence in excess of thirty (30) calendar days will not accumulate seniority credits during such absence except as provided under Section 13.3.

13.4 Promotion and Transfer - When a regular employee is promoted or transferred out of the bargaining unit and is no longer covered under this Agreement, and returns to the bargaining unit within twelve (12) months of the promotion or transfer, the employee will resume his/her seniority which he/she had on the date of the promotion or transfer.

A regular employee who is promoted or transferred to another County position and does not complete the probationary period may elect to return to the former position within six (6) months if the former position is vacant and available. If the position is not available, and as a result the

employee separates from County service, the employee will be entitled to recall rights to the former classification in accordance with Section 13.9 as if the employee had been laid off on the date of separation.

13.5 Seniority will be defined as follows:

- **"Classification Seniority"** will be defined as regular employee's total length of service within a specific classification covered by this Agreement. Regular employees in the Parks Division who were in a position covered by this Agreement prior to January 1, 1992 will not be credited with any classification seniority accrued prior to January 1, 1992 for purposes of layoff under this Article.
- **"Division Seniority"** will be defined as a regular employee's total length of service within a division of a department covered by this Agreement.
- **"Departmental Seniority"** will be defined as a regular employee's total length of service within a department.
- **"Bargaining Unit Seniority"** for purposes of this Agreement, will be defined as a regular employee's total length of service within a classification(s) covered by this Agreement.
- "**County Seniority**" will be defined as a regular employee's total length of service with the County in a career service position.

13.6 Forfeiture of Seniority - Seniority rights will be forfeited for any of the following causes:

- Discharge for just cause.
- Promotion or transfer outside of the bargaining unit for one (1) or more years.
- Layoff for more than two (2) years.
- Resignation; provided, however, in the event a regular employee who has completed his/her probation period is rehired to a classification covered under this Agreement within twelve (12) months from the date of his/her termination or resignation, the employee will then be credited with all his/her seniority credits previously existing on his/her last day worked.

13.7 Reduction in Work Force Procedure - In the event of a reduction-in-force, the County will layoff the regular employee in the classification affected who has the least classification seniority

within his/her division. Prior to any layoff, all term-limited temporary, provisional, temporary and probationary employees in the classification within the affected division of the department will be separated first. Where two (2) or more regular employees have the same classification seniority, the more senior employee will be the one who has the most seniority by applying the following seniority tie breakers in this order: 1) division, 2) department, 3) bargaining unit, 4) County, 5) total number of compensated hours, 6) a random method by mutual agreement.

13.8 Bumping Rights - A regular employee who becomes displaced due to a reduction-in-force will be permitted to use his/her classification seniority to displace or "bump out" the least senior regular employee occupying the same classification. The employee will also be permitted to use his/her bargaining unit seniority to displace or "bump out" the least senior regular employee occupying a classification within which the bumping regular employee had previously attained seniority status. Regular employees in the Parks Division who were in a classification covered by this Agreement prior to January 1, 1992 will accrue seniority as of January 1, 1992 for purposes of being able to exercise their bumping rights as provided under this Article.

13.8.1 Displaced Employees - A regular employee who becomes displaced due to another regular employee's exercise of Section 13.8 will also be afforded the right to displace or "bump out" the least senior regular employee in his/her classification in a similar manner.

13.9 Recall from Layoff - A regular employee displaced due to a reduction-in-force will be recalled to his/her classification in the inverse order of layoff subject to his/her ability to perform the work of the position for which he/she is recalled. A regular employee will be removed from the recall list after two (2) years from the date of layoff, or the employee is recalled, or the employee fails to accept or report to work after being recalled, or the employee requests to be removed from the recall list.

ARTICLE 14: MISCELLANEOUS

14.1 Seniority Lists - The County will transmit to the Union a current listing of all employees in each Appendix in February and August of each year. Such list will indicate the name of the employee, job classification, classification seniority date and work unit.

14.2 Contracting of Work - The County will not contract out work which the members of

the Union have historically performed unless it is required by law or is a business necessity due to an emergency situation or to augment the workforce on a short-term, temporary basis. Except for emergency situations, the County will provide notice to the Union of its intent to contract out and, upon request, bargain the decision and/or effects of that decision. Except as provided herein, under no circumstance will the County agree to any long-term or permanent contracting out of bargaining unit work. Nothing in this provision will limit what the County has historically contracted out, and no jobs will be eliminated due to contracting out.

14.3 Election to Union Office - A regular employee elected or appointed to an office in the Union, which requires all of his/her time will be given an unpaid leave of absence up to one (1) year without pay upon written application. This provision does not apply to shop stewards in the exercise of their duties which fall under Section 14.10.

14.4 Mileage Reimbursement - All employees who have been authorized to use their own transportation on County business will be reimbursed at the rate established by County ordinance.

14.5 Road and River Improvement Employees - All County Road and River Improvement employees will be allowed pay from time of reporting to a designated headquarters and will end when the employee returns from the field to such headquarters.

14.6 Rain Gear - The County will provide rain gear for all employees working in inclement weather as needed.

14.7 King County Labor-Management Committee(s) - The County and the Union recognizes the importance of a collective bargaining and employee relations climate in the County that encourages cooperative efforts and joint problem-solving amongst all involved parties to better serve the public, increase productivity, reduce waste, improve safety, improve morale, and recruit, train and retain quality employees. In the interest of meeting these challenges, the County and the Union agrees to establish labor-management committee(s) where mutually agreed.

14.8 Biweekly Payroll - The parties agree the County has the right to implement a common biweekly payroll system that will standardize pay practices and Fair Labor Standards Act workweeks. The parties agree that applicable provisions of the Agreement may be re-opened at any time during the life of this agreement by the County for the purpose of negotiating these standardized pay

practices, to the extent required by law.

14.9 Bulletin Boards - The County agrees to permit the Union shop stewards and business representatives to post on designated County bulletin boards the announcement of meetings, election of officers, and other Union material; provided, there is sufficient space beyond what is required by the County for normal business operations.

14.10 Shop Stewards - Shop stewards may conduct representational responsibilities including attending grievance, Weingarten and Loudermill meetings during his/her regular scheduled shift, without a loss of regular compensation, if excused from work by the employee's manager/designee.

14.11 Safety - The County, Union and employees agree to comply with all applicable safety laws and regulations. In the event an employee discovers or identifies an unsafe condition he/she will immediately notify the manager/designee. No employee will be disciplined for reporting an unsafe condition. No employee will be required to use unsafe equipment or work in an unsafe environment.

14.12 Bus Pass - The County agrees to maintain the current bus pass benefit for benefit eligible employees for the term of this Agreement.

14.13 Filling of Vacant Positions - Prior to the initiation of any open competitive process to fill a vacant bargaining unit position, the County will provide notice of the vacancy to all regular employees within the classification within the bargaining unit. A copy of the vacancy will be posted on the workplace bulletin board. Any regular member of the bargaining unit holding a position within the same classification as that of the vacant position will be given the opportunity to apply for the position. The appointment will be made to the applicant who the County determines has the knowledge, skills and ability to fill the position. Where the knowledge, skills and ability of the applicants are equal, the position will be awarded on the basis of classification seniority. This provision is not applicable to employees who hold a different employment status (i.e., part-time and full-time) than that of the vacant position in the classification.

14.14 Use of Term-Limited Temporary Employees - The County will notify the Union when it hires a term-limited temporary employee. The notice will include the classification, division hired, basis for the hire and expected length of employment. The County will meet with the Union, if

requested, within fourteen (14) days following such request.

14.15 Pension Trusts - The County agrees to re-open negotiations during the term of this Agreement upon request by the Union, solely for the purpose of negotiating procedures and policies for employees covered by this Agreement to participate in the Union's pension trust. The parties understand and agree that the Union will conduct a membership vote to determine whether the membership will participate in the pension trust, and that if a majority of members vote in favor of participation, all members must participate. The parties further agree that participation in the pension trust shall not result in an increase of pay for any employees covered by this Agreement.

14.16 Automated Vehicle Location - The Department of Transportation (DOT) may utilize Automated Vehicle Location (AVL) to improve worker safety and security, to efficiently and effectively deploy resources, and improve data collection and reporting.

14.16.1 DOT expressly agrees it shall not use AVL for the purpose of surveillance.

14.16.2 Any disciplinary decision supported by AVL data will be done in accordance to this Agreement.

ARTICLE 15: GRIEVANCE PROCEDURE

15 .1 Purpose - The County and the Union recognize the importance and desirability of settling grievances promptly and fairly in the interest of continued good employee relations and morale. In furtherance of this objective, the County and the Union will extend every effort to settle grievances at the lowest possible level of supervision.

15.2 No Discrimination - Employees will be unimpeded and free from restraint, interference, coercion, discrimination or reprisal in seeking adjudication of their grievances.

15.3 Grievance Definition - A grievance will be defined as an issue relating to the interpretation and application of rights, benefits, or conditions of employment as contained in this Agreement.

15.4 Exclusive Representative - The Union will not be required to press employee grievances if in the Union's opinion, such lack merit. With respect to the processing, disposition and/or settlement of any grievance, including hearings and final decision of any arbitrator, the Union will be the exclusive representative of the employee.

15.5 Access to Grievance Procedure - Employees, whether Union members or not, will have no independent unilateral privilege or right to invoke the grievance procedure; however, an employee's complaint may be presented to his/her supervisor. If the issue is not resolved, it may be referred to STEP 1.

15.6

A. STEP 1 - A grievance will be presented in writing by the shop steward or the Union representative within fourteen (14) calendar days of the occurrence or knowledge of such grievance to the employee's section manager/designee. The written grievance will describe the event or circumstances being grieved, the provision(s) of this Agreement that have allegedly been violated and the remedy sought. The section manager/designee will attempt to adjust the matter with the Union representative and notify the same within fourteen (14) calendar days after receipt of the grievance. If the shop steward/Union representative does not pursue the grievance to STEP 2 within fourteen (14) calendar days after receiving the section manager's/designee's written decision, the grievance will be presumed resolved.

B. STEP 2 - The grievance will be presented in writing to the division director/designee for investigation, discussion and written reply. The division director/designee will meet with the employee and Union to discuss the grievance within fourteen (14) calendar days of the receipt of the STEP 2 grievance. The division director/designee will issue a written decision to the employee and the Union within fourteen (14) calendar days following the discussion. If the Union does not pursue the grievance to STEP 3 within fourteen (14) calendar days after receiving the division director's/designee's written decision, the grievance will be presumed resolved.

C. STEP 3 - The grievance will be presented in writing to the labor negotiator, who will notify the Union of the need to form a joint committee of equal representation from the Union and the County with a maximum of two (2) people for each side. The committee will schedule a meeting for the purpose of resolving the grievance within thirty (30) calendar days after receiving the written grievance.

15.7 Arbitration - Should the committee be unable to resolve the grievance, either the County or the Union may make a written request of the other party for arbitration within thirty (30)

calendar days following the committee's written decision. The written request for arbitration must specify the exact question to be arbitrated, the provision(s) of the Agreement allegedly violated and the remedy sought.

15.7.1 Selection Process - The representatives for the parties will select a third disinterested party to serve as an arbitrator. In the event that the parties are unable to agree upon a third party to serve as an arbitrator, then the arbitrator will be selected from a panel of seven (7) names furnished by Federal Mediation and Conciliation Service (FMCS). The arbitrator will be selected from the list by both the County representative and the Union representative each alternately striking a name from the list until only one name remains. The remaining name will serve as the arbitrator. The arbitrator, under voluntary labor arbitration rules of the (FMCS), will be asked to render a decision promptly and the decision of the arbitrator will be final and binding upon all parties to the dispute.

15.7.2 Arbitrator's Authority Limited - The arbitrator will have no power to add to, subtract from, disregard, modify or otherwise alter any terms of this Agreement, or to negotiate new agreements, but will have the power only to apply and interpret the provisions of this Agreement in reaching a decision.

15.7.3 Arbitration Expenses - The arbitrator's fee and expenses will be paid equally by the County and the Union. The court reporter's fee and expenses, if mutually agreed upon in advance, will be paid equally by the County and the Union. Each party will pay the full costs and fees of its representatives including attorney's fees and the expenses of any witnesses appearing on its own behalf, regardless of the outcome of the arbitration.

15.8 Timelines - Timelines under this Article may be extended by mutual agreement of the parties responsible for addressing the grievance at each STEP. Unless mutually agreed between the parties responsible for addressing the grievance at each STEP no grievance STEP may be by-passed.

15.9 Mediation - Either party can request mediation of the other party prior to arbitration. If both parties agree to mediation, an impartial and mutually agreed upon mediation service will be used to mediate the grievance. In the event that the grievance is not resolved in mediation, either party may proceed to arbitration.

15.10 Grievances of Disciplinary Action - Regular employees are subject to a just cause standard for discipline or discharge. The provisions of this Article will not apply to probationary, temporary, provisional and term-limited temporary employees if they are disciplined or discharged.

15.10.1 Use of Reprimands - Reprimands issued to regular employees will not be used for progressive disciplinary actions, except to establish notice, after three (3) years of issuance of said discipline; provided, the employee has had no further reprimands during the three (3) year period.

15.11 Resolutions are Final and Binding - The disposition and/or settlement of any grievance or other matter in dispute as determined by and between the Union and the County will be final and binding upon all parties to the dispute.

ARTICLE 16: WORK STOPPAGES AND EMPLOYER PROTECTION

16.1 Work Stoppages - The County and the Union agree that the public interest requires efficient and uninterrupted performance of all County services and to this end pledge their best efforts to avoid or eliminate any conduct contrary to this objective. Specifically, the Union will not cause or condone any work stoppage, including any strike, slowdown, or refusal to perform any customarily assigned duties, sick leave absence which is not bonafide or other interference with County functions by employees under this Agreement and should same occur, the involved Union will take appropriate steps to end such interference. Any concerted action by any employee in any bargaining unit will be deemed a work stoppage if any of the afore-referenced activities have occurred contrary to the provisions of this Agreement. Being absent without authorized leave will be considered as an automatic resignation. Such a resignation may be rescinded by the department head if the employee presents satisfactory reasons for their absence within three (3) calendar days of the date his/her automatic resignation became effective.

16.2 Employer Protection - Upon notification in writing by the County to the Union that any of its members are engaged in a work stoppage, the Union will immediately, in writing, order such members to immediately cease engaging such work stoppage and provide the County with a copy of such order. In addition, if requested by the County, a responsible official of the Union will publicly order such Union members to cease engaging in such work stoppage.

16.3 Discipline - Any employee participating in such work stoppage or in other ways committing an act prohibited in this Article will be subject to disciplinary action in accordance with the County's work rules up to and including discharge, suspension, or other disciplinary action as may be deemed applicable to such employee.

ARTICLE 17: WAIVER CLAUSE

The parties acknowledge that each has had the unlimited right within the law and the opportunity to make demands and proposals with respect to any matter deemed a proper subject for collective bargaining. The results of the exercise of that right and opportunity are set forth within this Agreement. This Agreement may be opened in its entirety or in part, by mutual agreement of the parties during the life of this Agreement.

ARTICLE 18: SAVINGS CLAUSE

Should any part hereof or any provisions herein contained be rendered or declared invalid by reason of any existing or subsequently enacted legislation or by any decree of a court of competent jurisdiction, such invalidation of such part or portions of this Agreement will not invalidate the remaining portions hereof; provided however, upon such invalidation the parties will meet and negotiate such parts or provisions affected. The remaining parts or provisions will remain in full force and effect.

ARTICLE 19: DURATION

19.1 Duration - This Agreement will become effective upon full and final ratification and approval by formal requisite means by the Council and covers the period from February 1, 2014 through December 31, 2016.

19.2 Reopener Clause - Contract negotiations for a successor Agreement may be initiated by either party by providing to the other written notice of its intention to do so at least sixty (60) days prior to the expiration.

APPROVED this 11 day of AUGUST, 2016.

By: Dow Constantine

King County Executive

International Brotherhood of Teamsters Local 117:

John Sceary
Secretary-Treasurer

APPENDIX A

Union Code: T2E

This APPENDIX modifies the Agreement by adding to, modifying or supplanting specific provision(s) therein, and covers employees working in the Airport, Roads Services, and Facilities Management Divisions.

Job Class Code	PeopleSoft Job Code	Classification Title	Pay Range	Steps
9440200	942202	Utility Worker II	39	1-2-3-4-5 *
9440400	942302	Utility Worker II - Lead	42	1-2-3-4-5 *
* These Steps equate to Steps 2-4-6-8-10 on the King County "Squared" Pay Schedule.				

A.1 Short-term Temporary Employees - A temporary employee will be hired at Step 3.

A.2 Position Opening, Work Site Location, and/or Days Off Assignments - Employees in Roads interested in transferring can submit or withdraw written requests at any time but will only be considered for a transfer if it is on file prior to the transfer review meeting. The County will post a notification at all work units of its intent to review transfer requests ten (10) days prior to doing so as a reminder to employees to submit requests if interested or to withdraw a request if they are no longer interested in being considered for a transfer. The required advance notification will include the current vacant position(s). Given that each transfer results in a subsequent vacancy, the current and subsequent vacancies will be addressed simultaneously in the transfer review meeting. All transfers will be reviewed and approved by the maintenance operations manager. Requests on file will be purged annually. An employee who changes work locations through this process cannot participate again for twelve (12) months following the effective date of the transfer.

A.2.1 <u>Work-Site Selection Process.</u>

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

conditions are met:

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

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

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

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

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

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

A.3 Temporary Hires - Temporary employees hired to fill vacancies in regular positions shall be hired from a current employment list.

A.4 Work Units - Work units will be defined as those County divisions in which members are regularly assigned to work. For employees working in the Roads Services Division, work units will be determined by the Labor-Management Committee.

A.5 If an employee who is not on standby accepts a work-related telephone call, and as a result performs a minimum of eight (8) minutes of work, the employee will be paid for fifteen (15) minutes at the overtime rate, or for the actual work time, whichever is greater. If the employee returns to work as a result of the call, the provisions of Section 7.6 and Subsection 7.6.1 will apply. The County may request documentation of the timing and nature of the telephone call. It is understood that employees who are not on call are not required to be available to respond to work-related calls during their off-duty time.

A.6 Unanticipated/Work Schedule and/or Shift Change - Normally, at least eight (8) hours of advance notice will be given to an employee prior to temporarily changing the employee's work schedule and/or shift to perform unanticipated projects and/or operations. In the event of snow removal, flood control, sanding, or other operations due to acts of nature which may or may not be anticipated, an employee may be placed on "Alert Status" and the eight (8) hours of advance notice will not be required.

A.7 Alert Status – Road Services employees will, in addition to his/her regular shift and schedule, be assigned an alert status shift and schedule (Alert).

A.7.1 Shift duration - Alert may be of varying duration; however, Alert will be at least eight (8) hours.

A.7.2 Alert Notification - Given the unpredictable nature of operational needs, Alert may be called at anytime and limited to the number of employees necessary to fulfill operational needs. Implementation of Alert Status will be considered to have taken place when the work hours of the employee's normal shift have been altered without the required advance notification as provided under Section A.6.

A.7.3 Transition to Alert - Transition to Alert may occur during an employee's regularly scheduled work day. In such cases, employees may be sent home before the end of the regular shift in order to get rest prior to the start of their Alert shift, or may be required to stay on his/her regular shift until the start of the Alert shift. The decision to send an employee home or require him/her to remain at work will be determined by the County based on operational and safety considerations, taking into consideration the desire of the employee. If the employee requests and is

approved to be relieved from his/her regular shift, he/she may use accrued vacation leave, compensatory time, or leave without pay for that portion of the regular shift he/she did not work. If the employee is relieved by management from his/her regular shift, the employee will be compensated for the remainder of the shift.

A.7.4 Employees on leave - If an employee is on leave when an alert status shift is called, he/she will not be called to work unless it is operationally necessary to do so. Employees who have been pre-approved for leave may be relieved from Alert when the leave is scheduled to begin unless the employee elects to cancel or postpone the start of the leave or is operationally necessary due to emergent conditions for management to cancel the leave. In the event that an employee's approved prescheduled leave is cancelled due to Alert, the County agrees to reimburse the employee's documented unreimbursed travel expenses that are directly attributed to the cancelled leave.

A.7.5 Compensation

1. When an employee transitions to the Alert shift during his/her normally scheduled shift, the employee will receive overtime for all time on the Alert shift that is worked on the calendar day after the employee's regular shift of eight (8) or ten (10) hours has been worked and paid at straight time.

2. When an employee begins the Alert shift on the day he/she is regularly scheduled to work but does not work his/her regular shift, or begins the Alert shift during the same day he/she was relieved of his/her regular shift as provided under Subsection A.7.3, or works the Alert shift on a day he/she is not normally schedule to work, the first four (4) hours worked on the Alert shift is paid at the rate of one and one-half (1-1/2) his/her regular rate of pay. The next eight (8) hours worked will be at the employee's regular rate of pay.

3. If an employee on Alert is approved to leave work at his/her own request or at the beginning of a leave as provided under Subsection A.7.4, he/she will be paid only for the hours worked.

4. Leave Accruals - An employee on Alert shift during a normally scheduled workday will receive vacation and sick leave accruals for the first eight (8) hours worked if regularly

assigned to a 5-8 work schedule, or ten (10) hours if regularly assigned to a 4-10 work schedule, in accordance with Sections 9.1 and 10.1, respectively.

5. Shift premium - Alert shifts will not be subject to shift premium pay as provided under Section 6.2.

6. Compensation and Breaks While on an Alert Status Shift - An employee who is assigned to work an Alert shift will be compensated for all hours assigned to the shift inclusive of all meal periods and breaks. The County will try to provide meal and rest periods in accordance with State regulations during an employee's Alert shift. The County and Union agree that by this section and RCW 49.12.187 the County may deviate from the meal periods and rest breaks contemplated in State regulations and that the employees' meal and rest periods may be missed due to work requirements. If a meal or rest period is missed, no additional pay will be provided.

A.8 Scheduled Weekend and Holiday Overtime - Overtime work which is required on weekends and holidays shall first be offered to employees on a rotating seniority basis within the work unit, if readily available. For work units in which there is more than one pit-site or crew the overtime shall first be offered to employees on a rotating basis within the pit-site or crew, then to the entire work unit. If the overtime is a continuation of work previously started by a particular crew within a work unit, the overtime will first be offered to employees on a rotating seniority basis within the crew, then to the work unit as described above. A work unit is defined as a maintenance division, pit sites, planning unit operating out of a central shop with crews i.e., drainage crew, bridge crew, etc.

A.9 Reorganization - In the event the County determines that a reorganization of work units or staff is necessary, the County can transfer whole crews as needed. In the event that the reorganization only involves reassigning positions, employees in the impacted work unit will be given an opportunity to voluntarily be reassigned to available work locations determined by the County. If more than one (1) employee elects to move to the same available location and there are not enough positions at that location, the assignment(s) will be given to the most senior employee(s). Absent adequate interest, the reassignment will be made by inverse seniority with the least senior in the work unit being reassigned first.

A.10 Union Pension - The County will pay seventy-five cents ($.75) per compensated hour, except for eligible vacation and sick leave hours cashed out upon termination of employment, to the Western Conference of Teamsters Pension Trust Fund on account of each member of the bargaining unit in accordance with the Parties' pension agreements. All bargaining unit employees will have their wage rate reduced by the amount of the County's contribution on the employee's behalf. Pension payments and provisions will be in accordance with the Parties' pension agreements.

A.11 Loan-in, Loan-out Roads Division.

A. Employees loaned-out from one work group to another will be based on seniority provided the skills and abilities are equal.

B. Before selecting employees to be loaned out, the supervisor will first determine if there are volunteers. If there are more volunteers than needed, the loan out will be offered first to the employee pursuant to Subsection A.

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

1. Temporary employees

2. Term-limited temporary employees

3. Regular employees, in reverse seniority order

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

E. Employees loaned-out to another work group are eligible for call-outs in that work group. While loaned out to another work group, the employee is no longer considered a member of the work group to which they are regularly assigned for the purposes of call outs, except during an "Alert" schedule (Section A.7), when the employee will be recalled to his/her regularly assigned work group.

F. Definition: Loan-out is defined as an employee being temporarily reassigned with

advanced notice for one (1) day or more to another work group during which time s/he may be required to report to that work site at the beginning of the day and is under the direction of that planning group's supervisor. When an employee is temporarily reassigned for one day or less, he/she reports to and leaves from, his/her regularly assigned work group.

APPENDIX B

Union Code(s): T2F

This APPENDIX modifies the Agreement by adding to, modifying or supplanting specific provision(s) therein.

Job Class Code	PeopleSoft Job Code	Classification Title	Pay Range	Steps
9410100	941101	Equipment Services and Maintenance Specialist	39	1-2-3-4-5 *
9410200	941001	Equipment Services and Maintenance Specialist - HD	43	1-2-3-4-5 *
2211100	221505	Inventory Purchasing Specialist I	42	1-2-3-4-5 *
2211200	221605	Inventory Purchasing Specialist II	46	1-2-3-4-5 *
2211300	221703	Inventory Purchasing Specialist III	49	1-2-3-4-5 *
5101100	512101	Road Use Investigators	49	1-2-3-4-5 *
5220100	522503	Security Officer	36	1-2-3-4-5 *
9321100	932102	Truck Driver I	36	1-2-3-4-5 *
944000	944001	Utility Worker - Assistant	29	1-2-3-4-5 *
2631300	265302	Warehouse Supervisor	53	1-2-3-4-5 *
* These Steps equate to Steps 2-4-6-8-10 on the King County "Squared" Pay Schedule.				

B.1 Short-term Temporary Employees - A temporary employee will be hired at Step 3.

B.2 Security Officers - The work schedules for regular career service Security Officers in the Solid Waste Division of the Department of Natural Resources and Parks consists of one (1) schedule of five eight-hour shifts (5-8), Monday through Friday; and one (1) schedule of two thirteen-hour shifts (2-13), Saturday through Sunday.

B.2.1 For the standard schedule of five eight-hour shifts (5-8), overtime will be paid for all time worked in excess of eight (8) hours in a workday or forty (40) hours in a workweek.

B.2.2 For the schedule of two thirteen-hour shifts (2-13), overtime will be paid for all time worked in excess of thirteen (13) hours in a workday or forty (40) hours in a workweek.

B.2.3 Security Officers are not eligible for shift differential under Section 6.2.

B.3 Work Units - Work units will be defined as those County divisions in which members are regularly assigned to work.

B.4 Classification Review - The County agrees to notify the Union if a job classification listed in this Appendix is modified during the term of this Agreement, and to negotiate the effects of the modifications if the Union requests.

APPENDIX C

Union Code: T2J

This APPENDIX modifies the Agreement by adding to, modifying or supplanting specific provision(s) therein.

Job Class Code	PeopleSoft Job Code	Classification Title	Pay Range	Steps
3120400	313501	Chemical Dependency Program Screener	36	1-2-3-4-5 *
3120700	313901	Chemical Dependency Program Screener - Lead	39	1-2-3-4-5 *
* These Steps equate to Steps 2-4-6-8-10 on the King County "Squared" Pay Schedule				

C.1 Short-term Temporary Employees - A temporary employee will be hired at Step 3 and will be advanced to Step 4 after two thousand eighty (2080) hours worked.

C.2 Shift Premiums - Employees covered by this Appendix will receive ten dollars ($10.00) for working a shift other than a day shift. To qualify for the shift premium at least fifty percent (50%) of an employee's shift hours must be after 4:10 PM. (Replaces Subsections 6.2.1 and 6.2.2)

C.3 Bid Postings - The provisions of Section 6.3 (Bid Postings) will not apply to this Appendix.

C.3.1 Schedule Change - Employees will be given no less than forty eight (48) hours notice of involuntary changes in work schedules, unless due to an emergency situation, immediate changes are required to provide adequate levels of staffing. (Replaces Subsections 6.3.1, 6.4 et seq.) Vacant bargaining unit positions shall be filled as provided in Section 14.14.

C.3.2 4-10 Work Schedule - Employees may be assigned to a 4-10 work schedule.

C.4 Clothing Allowance – Effective January 1, 2015, regular employees will receive two hundred and twenty-five dollars ($225) and temporary employees will receive one hundred dollars twenty-five ($125) in the pay period that includes January 5 and the pay period that includes July 5 each year for clothing purchase and maintenance. Temporary employees will receive the allowance in the pay period that includes January 5 and the pay period that includes July 5 of each year provided

they worked at least two hundred forty (240) hours during the previous six (6) months.

C.4.1 Personal Protection Equipment (PPE) – The County shall provide each employee with required PPE equipment, including, but not limited to raingear which is visible at night.

C.5 Personal Property - Employees who unavoidably suffer a loss or damage to personal property while on duty will have property repaired or replaced at County expense. Reimbursement for personal property will not exceed one hundred fifty dollars ($150) unless the replacement cost is greater for necessary items such as prescription glasses and hearing aids. The County, to minimize its loss expense, may issue a policy as to which items will be brought on the premises at the employee's own risk, like expensive leather jackets and jewelry (other than wedding bands.)

C.6 When a holiday falls on a scheduled day off, eligible employees will receive eight (8) hours of holiday pay for full time employees, or holiday pay pro-rated to reflect their normally scheduled work week for part-time employees. (Modifies Subsection 8.1.1 and Section 8.2)

C.6.1 Instead of being paid holiday pay, employees eligible for holiday pay may elect to accrue up to eight (8) hours of compensatory time when working on a holiday or when a holiday falls on a scheduled day off. The compensatory time must be used within ninety (90) days of it being earned, unless there is a mutual agreement to extend. All compensatory time not used by the end of the calendar year may be paid out, as determined by the County, regardless of when the time was earned. (Modifies Section 8.1 and Subsection 8.1.1)

C.6.2 An employee who is scheduled to work on a holiday will be required to work unless absent on approved leave.

C.6.3 An employee who is absent on a holiday that is a scheduled work day will receive holiday pay as provided in Section 8.1 if the employee complies with required procedures for requesting leave, and the leave is approved.

C.6.4 The employee's sick leave balance will be charged if the absence is for a purpose covered by sick leave policies.

C.7 If the County determines that employees will be required to acquire and maintain a license or certification, the County will notify the Union prior to implementation and provide an

opportunity to negotiate the effects of the license or certification requirement. All mandatory work-related training will be on paid time and at County expense.

C.8 If an employee who is not on standby accepts a work-related telephone call, and as a result performs a minimum of eight (8) minutes of work, the employee will be paid for fifteen (15) minutes at the overtime rate, or for the actual work time, whichever is greater. If the employee returns to work as a result of the call, the provisions of Section 7.6 and Subsection 7.6.1 will apply. The County may request documentation of the timing and nature of the telephone call. It is understood that employees who are not on call are not required to be available to respond to work-related calls during their off-duty time.

C.9 Trading of Shifts – The trading of shifts shall be permissible on a case-by-case basis, if the employees involved mutually agree to trading shifts during the same workweek and the trade does not result in overtime being paid due to the trade. Management must approve all trades in advance.

C.10 Hiring Preference – Employees hired on or before January 1, 2015, and who have reached one thousand (1000) hours in two (2) calendar years shall be considered internal candidates when applying for a regular position.

C.11 Closure of Shift – The County will check the availability of all on-call employees before covering all or part of the shift with non-bargaining unit employees. Provided, however, the County can use non-bargaining unit employees if there is an immediate need to cover the shift while it is checking for the availability of on-call employees and, if available, the employee's arrival to the job.

C.12 Safety Committee – Sixty (60) days after full and final execution of the new labor agreement, the parties shall establish a safety committee and appoint one (1) bargaining unit representative and one (1) management representative as co-chairs.

C.13 Exposure to Health Risks – The parties recognize that the work of the employees expose them to health risks, such as body waste and fluids. An employee whose clothes have been soiled will, with supervisor approval, be relieved of duty with pay in order to change clothes. The supervisor's approval will not be unreasonably withheld.

APPENDIX D

Union Code: T2V

This APPENDIX modifies the Agreement by adding to, modifying or supplanting specific provision(s) therein.

Job Class Code	PeopleSoft Job Code	Classification Title	Pay Range	Steps
9440300	942401	Crew Chief	53	1-2-3-4-5 *
* These Steps equate to Steps 2-4-6-8-10 on the King County "Squared" Pay Schedule.				

D.1 Short-term Temporary Employees - A temporary employee will be hired at Step 3.

D.2 Position Opening, Work Site Location, and/or Days Off Assignments - Employees in Roads interested in transferring can submit or withdraw written requests at any time but will only be considered for a transfer if it is on file prior to the transfer review meeting. The County will post a notification at all work units of its intent to review transfer requests ten (10) days prior to doing so as a reminder to employees to submit requests if interested or to withdraw a request if they are no longer interested in being considered for a transfer. The required advance notification will include the current vacant positions(s). Given that each transfer results in a subsequent vacancy, the current and subsequent vacancies will be addressed simultaneously in the transfer review meeting. All transfers will be reviewed and approved by the maintenance operations manager. Requests on file will be purged annually. An employee who changes work locations through this process cannot participate again for twelve (12) months following the effective date of the transfer.

D.2.1 Work-Site Selection Process

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

1. The transfer does not create an actual or potential legal risk to the County,

examples of which include:

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

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

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

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

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

D.3 Crew Chief Callout Premium and Vehicles - Crew Chiefs who are assigned a County take-home vehicle will be paid a minimum of two (2) hours at the overtime rate for each callout when required to return to work once having left the work-site upon completion of their shift. The County shall retain exclusive right to assign vehicles to Crew Chiefs and/or to revoke such assignment at its exclusive discretion upon thirty (30) days notice. (Modifies Section 7.6 and Subsection 7.6.1)

D.3.1 In the event the County elects to revoke a take-home vehicle for a Crew Chief, the Crew Chief shall be compensated for any callout at the four (4) hour minimum rate provided for

within Sections 7.6 and 7.6.1.

D.4 Temporary Hires - Temporary employees hired to fill vacancies in regular positions shall be hired from a current employment list.

D.5 Work Units - Work units will be defined as those County divisions in which members are regularly assigned to work. For employees working in the Roads Services Division, work units will be determined by the Labor-Management Committee.

D.6 If an employee who is not on standby accepts a work-related telephone call, and as a result performs a minimum of eight (8) minutes of work, the employee will be paid for fifteen (15) minutes at the overtime rate, or for the actual work time, whichever is greater. If the employee returns to work as a result of the call, the provisions of Section 7.6 and Subsection 7.6.1 will apply. The County may request documentation of the timing and nature of the telephone call. It is understood that employees who are not on call are not required to be available to respond to work-related calls during their off-duty time.

D.7 Unanticipated/Work Schedule and/or Shift Change - Normally, at least eight (8) hours of advance notice will be given to an employee prior to temporarily changing the employee's work schedule and/or shift to perform unanticipated projects and/or operations. In the event of snow removal, flood control, sanding, or other operations due to acts of nature which may or may not be anticipated, an employee may be placed on "Alert Status" and the eight (8) hours of advance notice will not be required.

D.8 Alert Status – Road Services Employees will, in addition to his/her regular shift and schedule, be assigned an alert status shift and schedule (Alert).

D.8.1 Shift duration - Alert may be of varying duration; however, Alert will be at least eight (8) hours.

D.8.2 Alert Notification - Given the unpredictable nature of operational needs, Alert may be called at anytime and limited to the number of employees necessary to fulfill operational needs. Implementation of Alert Status will be considered to have taken place when the work hours of the employee's normal shift have been altered without the required advance notification in accordance with Section D.7.

D.8.3 Transition to Alert - Transition to Alert may occur during an employee's regularly scheduled work day. In such cases, employees may be sent home before the end of the regular shift in order to get rest prior to the start of their Alert shift, or may be required to stay on his/her regular shift until the start of the Alert shift. The decision to send an employee home or require him/her to remain at work will be determined by the County based on operational and safety considerations, taking into consideration the desire of the employee. If the employee requests and is approved to be relieved from his/her regular shift, he/she may use accrued vacation leave, compensatory time, or leave without pay for that portion of the regular shift he/she did not work. If the employee is relieved by management from his/her regular shift, the employee will be compensated for the remainder of the shift.

D.8.4 Employees on leave - If an employee is on leave when an alert status shift is called, he/she will not be called to work unless it is operationally necessary to do so. Employees who have been pre-approved for leave may be relieved from Alert when the leave is scheduled to begin unless the employee elects to cancel or postpone the start of the leave or is operationally necessary due to emergent conditions for management to cancel the leave. In the event that an employee's approved prescheduled leave is cancelled due to Alert, the County agrees to reimburse the employee's documented unreimbursed travel expenses that are directly attributed to the cancelled leave.

D.8.5 Compensation

1. When an employee transitions to the Alert shift during his/her normally scheduled shift, the employee will receive overtime for all time on the Alert shift that is worked on the calendar day after the employee's regular shift of eight (8) or ten (10) hours has been worked and paid at straight time.

2. When an employee begins the Alert shift on the day he/she is regularly scheduled to work but does not work his/her regular shift, or begins the Alert shift during the same day he/she was relieved of his/her regular shift as provided under Subsection D.8.3, or works the Alert shift on a day he/she is not normally schedule to work, the first four (4) hours worked on the Alert shift is paid at the rate of one and one-half (1-1/2) his/her regular rate of pay. The next eight (8)

hours worked will be at the employee's regular rate of pay.

3. If an employee on Alert is approved to leave work at his/her own request or at the beginning of a leave as provided under Subsection D.8.4, he/she will be paid only for the hours worked.

4. Leave Accruals - An employee on Alert shift during a normally scheduled workday will receive vacation and sick leave accruals for the first eight (8) hours worked if regularly assigned to a 5/8 work schedule, or ten (10) hours if regularly assigned to a 4/10 work schedule in accordance with Sections 9.1 and 10.1, respectively.

5. Shift premium - Alert shifts will not be subject to shift premium pay as provided under Section 6.2.

6. Compensation and Breaks While on an Alert Status Shift - An employee who is assigned to work an Alert shift will be compensated for all hours assigned to the shift inclusive of all meal periods and breaks. The County will try to provide meal and rest periods in accordance with State regulations during an employee's Alert shift. The County and Union agree that by this section and RCW 49.12.187 the County may deviate from the meal periods and rest breaks contemplated in State regulations and that the employees' meal and rest periods may be missed due to work requirements. If a meal or rest period is missed, no additional pay will be provided.

D.9 Scheduled Weekend and Holiday Overtime

A. Roads Division: Overtime work which is required on weekends and holidays shall first be offered to employees on a rotating seniority basis within the work unit, if readily available. For work units in which there is more than one pit-site or crew the overtime shall first be offered to employees on a rotating basis within the pit-site or crew, then to the entire work unit. If the overtime is a continuation of work previously started by a particular crew within a work unit, the overtime will first be offered to employees on a rotating seniority basis within the crew, then to the work unit as described above. A work unit is defined as a maintenance division, pit sites, planning unit operating out of a central shop with crews i.e., drainage crew, bridge crew, etc.

B. Solid Waste Division: Except as provided under Section 7.2, employees who are

desirous of working overtime on their "off shift" shall indicate their availability for same upon forms as prescribed by the division director/designee. Readily available employees will be selected from the list in order of seniority and availability on a rotation basis.

D.10 Reorganization - In the event the County determines that a reorganization of work units or staff is necessary, the County can transfer whole crews as needed. In the event that the reorganization only involves reassigning positions, employees in the impacted work unit will be given an opportunity to voluntarily be reassigned to available work locations determined by the County. If more than one (1) employee elects to move to the same available location and there are not enough positions at that location, the assignment(s) will be given to the most senior employee(s). Absent adequate interest, the reassignment will be made by inverse seniority with the least senior in the work unit being reassigned first.

D.11 Union Pension - The County will pay one dollar and seventy-five cents ($1.75) per compensated hour, except for eligible vacation and sick leave hours cashed out upon termination of employment, to the Western Conference of Teamsters Pension Trust Fund on account of each member of the bargaining unit in accordance with the Parties' pension agreements. All bargaining unit employees will have their wage rate reduced by the amount of the County's contribution on the employee's behalf. Pension payments and provisions will be in accordance with the Parties' pension agreements.

APPENDIX E

Union Code: T4F

This APPENDIX modifies the Agreement by adding to, modifying or supplanting specific provision(s) therein, and covers employees working in the Solid Waste Division.

Job Class Code	PeopleSoft Job Code	Classification Title	Pay Range	Steps
9440200	942203	Utility Worker II	39	1-2-3-4-5 *
9440400	942303	Utility Worker II - Lead	42	1-2-3-4-5 *
2211100	221506	Inventory Purchasing Specialist I	42	1-2-3-4-5 *
2211200	221608	Inventory Purchasing Specialist II	46	1-2-3-4-5 *
2211300	221706	Inventory Purchasing Specialist III	49	1-2-3-4-5 *
* These Steps equate to Steps 2-4-6-8-10 on the King County "Squared" Pay Schedule.				

E.1 Short-term Temporary Employees - A temporary employee will be hired at Step 3.

E.2 Position Opening, Work Site Location, and/or Days Off Assignments - Employees in Roads interested in transferring can submit or withdraw written requests at any time but will only be considered for a transfer if it is on file prior to the transfer review meeting. The County will post a notification at all work units of its intent to review transfer requests ten (10) days prior to doing so as a reminder to employees to submit requests if interested or to withdraw a request if they are no longer interested in being considered for a transfer. The required advance notification will include the current vacant positions(s). Given that each transfer results in a subsequent vacancy, the current and subsequent vacancies will be addressed simultaneously in the transfer review meeting. All transfers will be reviewed and approved by the maintenance operations manager. Requests on file will be purged annually. An employee who changes work locations through this process cannot participate again for twelve (12) months following the effective date of the transfer.

E.3 Temporary Hires - Temporary employees hired to fill vacancies in regular positions shall be hired from a current employment list.

E.4 Work Units - Work units will be defined as those County divisions in which members

are regularly assigned to work.

E.5 If an employee who is not on standby accepts a work-related telephone call, and as a result performs a minimum of eight (8) minutes of work, the employee will be paid for fifteen (15) minutes at the overtime rate, or for the actual work time, whichever is greater. If the employee returns to work as a result of the call, the provisions of Section 7.6 and Subsection 7.6.1 will apply. The County may request documentation of the timing and nature of the telephone call. It is understood that employees who are not on call are not required to be available to respond to work-related calls during their off-duty time.

E.6 The County agrees to conduct a classification and compensation study of the Utility Worker classification during the term of this Agreement, and to provide the Union with a report at the conclusion of the study. The County agrees to negotiate the effects of any implementation of the study results, if the Union requests.

E.7 Scheduled Weekend and Holiday Overtime - Except as provided under Section 7.2, employees who are desirous of working overtime on their "off shift" shall indicate their availability for same upon forms as prescribed by the division director/designee. Readily available employees will be selected from the list in order of seniority and availability on a rotation basis.

E.8 Union Pension - The County will pay one dollar ($1.00) per compensated hour, except for eligible vacation and sick leave hours cashed out upon termination of employment, to the Western Conference of Teamsters Pension Trust Fund on account of each member of the bargaining unit in accordance with the Parties' pension agreements. All bargaining unit employees will have their wage rate reduced by the amount of the County's contribution on the employee's behalf. Pension payments and provisions will be in accordance with the Parties' pension agreements.

ADDENDUM A

MEMORANDUM OF AGREEMENT
BY AND BETWEEN
KING COUNTY AND
THE UNDERSIGNED UNIONS

ADDRESSING "TOTAL COMPENSATION" COALITION BARGAINING; 2015-2016 BUDGET; AND COST-OF-LIVING WAGE ADJUSTMENTS FOR KING COUNTY COALITION OF LABOR UNIONS BARGAINING UNIT MEMBERS 2015-2016

Introduction:

King County and the Coalition of King County Labor Unions have a longstanding history of working collaboratively to address the many serious challenges faced by King County over the past two decades.

The partnership between King County and the Coalition of King County Labor Unions has resulted in several Agreements over the years intended to preserve the high quality and diversity of services offered to the public, to preserve positions held by the county's high quality employees, to standardize pay ranges and practices in King County and to reorganize county functions to bring greater efficiencies to King County government.

Agreements between King County and the Coalition of King County Labor Unions have included agreements allowing unpaid furloughs, agreements supporting a Lean process and implementation of Lean proposals, agreements standardizing certain classification and compensation processes, agreements that make efficient use of county resources by bargaining many labor issues in countywide coalitions, agreements establishing effective use of Labor Management Committees across King County to facilitate frequent and transparent information sharing and discussion and agreements such as the zero ("0") cost-of-living adjustment (COLA) Agreement intended to address the county's budget crisis at the height of the great recession.

The parties have also worked together in Olympia and elsewhere in attempting to secure additional funding options for King County services. The parties continue to engage in solution-based discussions aimed at addressing funding shortages for various public services.

The parties have an interest in continuing their longstanding history of working collaboratively to meet the serious challenges facing King County and its employees, and have bargained in good faith to address the interests of the parties as they relate to economic issues. The County continues to face serious fiscal challenges due to a longstanding structural imbalance between non-discretionary expenditure growth rates and revenue growth rates restricted by state law; and in 2015-2016 expects to eliminate hundreds of positions due to the loss of state and federal funds and to budget cuts to several departments. This Agreement meets the interests of the parties and advances the goals of the King County Strategic Plan by demonstrating "sound financial management" as well as by recognizing King County employees, the county's "most valued resource," in working with King County to meet the challenges that will be presented during the term of this Agreement.

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Agreement:

NOW THEREFORE, the undersigned Union and King County agree as follows.

January 1, 2015 Cost-of-Living Adjustment contract rollovers and re-openers

1. Effective January 1, 2015, employees covered by this Agreement and employed in 2015 will receive a 2% Cost-of-Living Wage Adjustment;

2. All other compensation elements ("wages, premiums, incentives, and other monetary payments; and all forms of leave and benefits") of current collective bargaining agreements (CBAs) are "rolled over" and neither increased nor decreased through 2016; provided, however, that where the County and a union were already in the process of collective bargaining with respect to certain elements of "Total Compensation" prior to June 27, 2014, there may be increases or decreases in certain elements of "Total Compensation" in those collective bargaining agreements. Additionally, the Coalition "Administrative Support" Memorandum of Agreement (attached as Addendum A) is also effective 2015-2016 and expires January 31, 2016;

3. All compensation elements of CBAs shall be opened on January 1, 2015, or later, as requested by the County, for the purpose of bargaining in union coalition a "Total Compensation" agreement that will be effective January 1, 2017 or later, as agreed to by the parties. "Total Compensation" elements are wages, premiums, incentives, and other monetary payments; and all forms of leave and benefits. The parties agree to bargain, to the extent required by law, the effects of any newly created job classifications and other organizational changes. Discussion during re-opener will include these "Total Compensation" elements as well as county initiatives that include but are not limited to "Employer of the Future" and "Standards." It is noted that the Joint Labor Management Insurance Committee (JLMIC) Agreement covering benefits (part of "Total Compensation") is already opened in 2016 and nothing in this Agreement is intended to change the terms of that Agreement.

January 1, 2016 Cost-of-Living Adjustment contract rollovers and re-openers

1. Effective January 1, 2016, employees covered by this Agreement and employed in 2016 will receive a 2.25% Cost-of-Living Wage Adjustment;

2. Consistent with #2 for 2015 above, all compensation elements of CBA "rolled over" and neither increased nor decreased through 2016; provided, however, that where the County and a union were already in the process of collective bargaining with respect to certain elements of "Total Compensation" prior to June 27, 2014, there may be increases or decreases in certain elements of "Total Compensation" in those collective bargaining agreements. Additionally, the Coalition "Administrative Support" Memorandum of Agreement (attached as Addendum A) is also effective 2015-2016 and expires January 31, 2016;

3. Re-openers consistent with #3 for 2015 above.

Lump Sum Coalition Participation Premium Payment

On or before December 31, 2014, a flat lump sum Coalition Participation Premium payment of $500.00 per employee will be paid to bargaining unit members who are employed by King County on June 27, 2014, and whose bargaining units ratify this agreement on or before

ADDENDUM A

August 15, 2014. This payment is in consideration of the agreement by participating unions to bargain economic issues with King County as a coalition rather than as individual bargaining units, resulting in process efficiencies and savings in administrative costs for King County. Additionally, this payment is in consideration for the agreement by participating unions to open all compensation elements of CBAs on January 1, 2015 or later, at the request of King County, for the purpose of bargaining a "Total Compensation" agreement in coalition. "Total Compensation" elements are defined earlier in this Memorandum of Agreement.

Changes to King County Family and Medical Leave

The parties agree to a change in practice that will run King County Family Medical Leave (KCFML) and Family Medical Leave Act (FMLA) *concurrently*, rather than consecutively. This change is contingent upon the necessary King County Code change/policy being adopted by the King County Council and then implemented for non-represented King County employees. This agreement does not prohibit the use of KCFML intermittent leave after 12 weeks. The agreed upon change will not be implemented for represented employees before July 1, 2015. The parties agree to work together to identify the King County Code language changes necessary to implement this change. As with all decision making in King County, the Equity and Social Justice Ordinance (#16948) will be applied.

It is further agreed that:

1. The COLA increases and lump sum payments outlined in this Agreement establish no precedent with respect to future payments to King County employees;

2. The parties acknowledge that all parties have fulfilled their obligations to engage in collective bargaining over the subjects contained in this Agreement;

3. The parties acknowledge that this Agreement is subject to approval by the King County Council and ratification by the membership of the aforementioned Unions;

4. Any dispute regarding the interpretation and/or application of this Agreement shall be handled pursuant to the terms of the applicable Union's grievance procedure, provided that if more than one bargaining unit has the same or similar dispute, the grievances shall be consolidated; and

5. The parties agree that this Memorandum of Agreement is contingent upon ratification by the King County Council, and shall be effective once fully ratified by King County (having already been ratified by the undersigned Unions) through December 31, 2016.

For King County:

P. Cole-Tindall — 8-22-14

Patti Cole-Tindall, Director
Office of Labor Relations
King County Executive Office

Date

ADDENDUM A

MEMORANDUM OF AGREEMENT
BY AND BETWEEN
KING COUNTY AND
THE UNDERSIGNED UNIONS

ADDRESSING "TOTAL COMPENSATION" COALITION BARGAINING; 2015-2016 BUDGET; AND COST-OF-LIVING WAGE ADJUSTMENTS FOR KING COUNTY COALITION OF LABOR UNIONS BARGAINING UNIT MEMBERS 2015-2016

Labor Organization: International Brotherhood of Teamsters Local 117

Ratified by the Members covered by the Contracts listed below:

cba code	Labor Organization	Contract
412	Teamsters Local 117	Administrator I - Transit, Department of Transportation
456	Teamsters Local 117	Information Technology Managers and Supervisors - Department of King County Information Technology, Executive Branch Departments
461	Teamsters Local 117	Joint Units Agreement
454	Teamsters Local 117	Legislative Analysts - King County Council
230	Teamsters Local 117	Print Shop - Graphic Communications; Department of Executive Services (Facilities Management Division)
154	Teamsters Local 117	Professional & Technical and Administrative Employees
155	Teamsters Local 117	Prosecuting Attorney's Office
352	Teamsters Local 117	Security Screeners - King County Sheriff's Office
152	Teamsters Local 117	Transit Section Managers - Department of Transportation
159	Teamsters Local 117	Wastewater Treatment Division, Managers and Assistant Managers - Department of Natural Resources & Parks
156	Teamsters Local 117	Wastewater Treatment Division, Professional & Technical and Administrative Support - Department of Natural Resources & Parks
157	Teamsters Local 117	Wastewater Treatment Division, Supervisors - Department of Natural Resources & Parks

For International Brotherhood of Teamsters Local 117:

Tracey A. Thompson

Tracey A. Thompson
Secretary-Treasurer

08/21/14
Date

ADDENDUM A
ADDENDUM A

MEMORANDUM OF AGREEMENT

BY AND BETWEEN

KING COUNTY

AND

COALITION OF LABOR UNIONS

REPRESENTING

KING COUNTY ADMINISTRATIVE SUPPORT CLASSIFICATIONS

Subject: Coalition bargaining for employees in specified administrative support classifications

WHEREAS, King County and the undersigned labor unions representing certain administrative support classifications ("the Coalition") have agreed to bargain wages for those classifications in a coalition so that any agreements reached would be binding on all parties to the negotiations and would satisfy all bargaining obligations between the parties with respect to wages for the duration agreed to by the parties in such an agreement; and

WHEREAS, King County and the Coalition have reached an agreement on wages, pursuant to the terms set forth herein, and therefore have fully satisfied their bargaining obligations on the issue of wages for the duration of this Agreement;

Now THEREFORE, the parties have agreed as follows:

1. The terms set forth in this Agreement shall apply to all positions which are in the following classifications and which are currently represented by any of the undersigned bargaining units:

Fiscal Specialist 1 – 4
Administrative Specialist 1 – 4
Customer Service Specialist 1 – 4
Technical Information Processing Specialist 1 – 4
Administrative Office Assistant
Public Health Administrative Support Supervisor
Administrative Staff Assistant

The positions referenced herein shall be referred to as "Coalition Administrative Support Positions" and shall not include positions covered by bargaining units eligible for interest arbitration.

ADDENDUM A

2. Beginning on January 1, 2012, regular employees in Coalition Administrative Support Positions shall receive a wage increase of 1.5% above Step 10 upon completing 15 years service with King County, and a 3.0% increase (not cumulative with the 1.5% increase after 15 years) above Step 10 upon completing 20 years service with King County; provided, however, that the employee is eligible for the above Step 10 premium only if he/she receives at least a 3.25 rating on the prior year's performance evaluation. For purposes of this provision, years of service shall be based on the employee's Adjusted Service Date as that term is defined in the King County Personnel Guidelines. The requirement that the employee earn at least a 3.25 rating on the performance evaluation shall be waived for any year in which the employee did not receive a performance evaluation prior to the start of the calendar year. There shall be no limit or quota on the number of employees eligible to receive this wage premium above Step 10.

3. This Agreement fully satisfies the parties' bargaining obligations with respect to wages for any and all Coalition Administrative Support Positions through December 31, 2013. The parties have agreed to bargain a successor agreement on wages in coalition utilizing the same process as was agreed to in these negotiations (see September 30, 2008 "Ground Rules for King County Administrative Support Coalition Bargaining" (attached hereto as Exhibit A)) with the additional agreement that any market surveys conducted for those negotiations will be based on the following list of jurisdictions:

1. Snohomish County
2. Pierce County
3. City of Seattle
4. City of Bellevue
5. City of Tacoma
6. City of Everett
7. City of Redmond
8. City of Renton
9. City of Kent
10. Port of Seattle

4. It is the parties' intent to not simultaneously provide employees with both: a) the wage premiums referenced in Paragraph 2 of this Agreement, and b) an above-top-step merit premium program. Therefore, employees in bargaining units which have eligibility for above-top-step merit pay are not eligible for premium under Paragraph 2 of this Agreement; however, such bargaining units may elect to forgo above-top-step merit for their members who are part of this coalition in order for those members to be eligible for the premium under Paragraph 2 of this Agreement. This provision would give employees who are covered by these administrative support coalition negotiations the option of: a) continuing to receive above-top-step merit pay they have access to under their respective bargaining unit's existing collective bargaining agreement, or b) receiving the wage premium under Paragraph 2 of this Agreement. Such employees must elect their preferred option as a group as part of these negotiations, and must indicate their selection within 60 days of execution of this Agreement, and that selection will remain in effect for the duration of this Agreement.

ADDENDUM A

5. This Agreement applies to positions in the classifications referenced above (Paragraph 1) covered by the following collective bargaining agreements:

Union	Contract	cba Code
International Brotherhood of Teamsters Local 117	Professional & Technical and Administrative Employees	154
International Brotherhood of Teamsters Local 117	Wastewater Treatment Division, Professional & Technical and Administrative Support - Department of Natural Resources and Parks	156
Joint Crafts Council, Construction Crafts	Appendix K: Departments: Executive Services (Facilities Management; Records, Elections & Licensing Services), Natural Resources & Parks, Transportation	350
Office & Professional Employees International Union, Local 8	Department of Assessments	035
Office & Professional Employees International Union, Local 8	Departments: Public Health (Division of Alcohol, Tobacco and Other Drugs Prevention), Community and Human Services (Mental Health, Chemical Abuse and Dependency Services Division)	038
Professional and Technical Employees, Local 17	Professional and Technical - Department of Transportation	046
Professional and Technical Employees, Local 17	Departments: Development and Environmental Services, Executive Services, Natural Resources and Parks, Transportation	040
Professional and Technical Employees, Local 17	Departments: Public Health, Community and Human Services	060
Public Safety Employees Union	Non-Commissioned - Department of Adult and Juvenile Detention	191
Public Safety Employees Union	Non-Commissioned - King County Sheriff's Office	193
Technical Employees Association	Wastewater Treatment Division, Department of Natural Resources and Parks, Staff	428
Washington State Council of County and City Employees, Council 2, Local 2084-SC	Superior Court - Staff (Wages Only)	273
Washington State Council of County and City Employees, Council 2, Local 2084SC-S	Superior Court - Supervisors (Wages Only)	274
Washington State Council of County and City Employees, Council 2, Local 21AD	Department of Adult and Juvenile Detention	080
Washington State Council of County and City Employees, Council 2, Local 1652	Medical Examiner - Department of Public Health	260
Washington State Council of County and City Employees, Council 2, Local 1652M	WorkSource - Department of Community and Human Services	263
Washington State Council of County and City Employees, Council 2, Local 1652R	Industrial and Hazardous Waste	275

ADDENDUM A

6. This Agreement shall remain in effect through December 31, 2013.

For International Brotherhood of Teamsters Local 117:

Tracey A. Thompson, Secretary-Treasurer — Date: 4/25/11

For Office & Professional Employees International Union, Local 8:

Amanda Saylor, Union Representative — Date: 4/25/11

For Professional and Technical Employees, Local 17:

Behnaz Nelson, Union Representative — Date: 4/26/11

Janet Parks, Union Representative — Date: 4/25/11

For Public Safety Employees Union:

Dustin Frederick, Business Manager — Date: 4/25/11

For Technical Employees Association:

Ade Franklin, President — Date: 4.27.11

For Washington State Council of County and City Employees, Council 2:

Diana Prenguber, Staff Representative — Date: 4-25-11

For King County:

James J. Johnson, Labor Negotiator III — Date: 4/28/11

ADDENDUM A
ADDENDUM A

EXHIBIT A

GROUND RULES FOR KING COUNTY ADMINISTRATIVE SUPPORT COALITION BARGAINING

1. **Authority of the Coalition.** The parties agree that the Union coalition is speaking with one voice, and that the parties are engaged in coalition bargaining rather than coordinated bargaining. To that end, each of the unions party to coalition bargaining agree that they will be bound by the results of the coalition bargaining, and that their authority will be limited by the Union coalition's lead negotiator. Each of the unions further agree that the County's participation in coalition bargaining fulfills the County's statutory obligation to bargain regarding the issues within the scope of this coalition bargaining while the parties are engage in this coalition bargaining and for the duration of any agreement reached. The coalition has agreed that for ratification purposes, the Unions will conduct a pooled vote with one employee, one vote, with all votes consolidated and the result determined by a simple majority.

2. **Authority of the County.** The parties agree that the County is speaking with one voice, and the parties are engaged in coalition bargaining rather than coordinated bargaining. The County's interest in coalition bargaining stems from its effort to maintain a consistent compensation structure for administrative staff across Departments. The County as a whole, and each of its departments, will be bound by any agreement reached in this process.

3. **Status of Contracts.** The status of contracts will not affect a union's participation in this process, nor will it affect the other provisions of this agreement. The parties are agreeing to reopen all contracts for the purpose of negotiating compensation relating to the specified administrative support classifications.

4. **Scope of Topic.** The scope of the discussions will be to negotiate wage rates for the classifications at issue. The parties may agree to address additional issues in the course of this bargaining.

5. **Scope of Classifications.** Administrative Support classifications, including the following:

   Fiscal Specialist 1-4
   Administrative Specialist 1-4
   Customers Service Specialist 1-4
   Technical Information Processing Specialist 1-4
   Administrative Office Assistant
   Medical Application Specialist (Health)
   Administrative Specialist Supervisor (Health)
   Administrative Staff Assistant
   ~~(Application Worker)~~ Social Services Specialist

   and any other classification that the parties may agree to include during the course of negotiations.

ADDENDUM A

6. **Scope of Bargaining Units Included.** The bargaining units as defined in Addendum A to this agreement are included in this coalition bargaining.

7. **Negotiation Process.**

A. Lead Negotiators. The lead negotiator for the County will be the Manager of Labor Relations or such other negotiator as may be appointed by the County. The lead negotiator for the Coalition will be the General Counsel for Teamsters Local 117 or such other negotiator as may be appointed by the Coalition. Only the lead negotiator will have the authority to bind the party that they represent.

B. Table Composition. Each party will name a fixed set of participants in the negotiation. Others may be permitted to participate as subject matter experts but not as members of each negotiating team. The unions agree to name no more than two (2) employee representatives per union; provided that Local 17 may appoint four (4) employee representatives. The County agrees to provide release time to participate in negotiation provided that such release time does not interfere with the operations of the County. In such event, the parties will discuss alternatives to address the issue.

C. Dates. The lead negotiator for each party shall set a complete set of negotiating dates beginning in January, 2009, and concluding by April 15, 2009.

D. Location. Bargaining sessions will be held at downtown County facilities.

8. **Communication.** The expectation is that the parties will bargain at the table rather than in the workplace. Prior to issuing written communications with County employees or Union members regarding the substance of these negotiations, a party intending to issue such a communication will provide the other party with prior notice of that communication and will attempt to resolve any issues regarding the content of the communication prior to publication. The parties retain the right to communicate with their constituencies in non-written form. However, consistent with the spirit of this commitment, the parties will respect the concept of prior notice outlined in this paragraph.

ADDENDUM A

9. **Mediation and Fact Finding.** If the parties fail to reach agreement, the parties will simultaneously (1) request the assistance of an impartial third party selected by the parties; if the parties cannot reach agreement, then the mediator will be selected through the Public Employment Relations Commission to mediate the negotiations; and (2) appoint a neutral fact-finder pursuant to the selection process below. The mediation will be scheduled ahead of the fact finding hearing. The fact-finder shall be charged to make non-binding recommendations to the parties as to the terms of an agreement regarding wage rates for the classifications at issue. The fact-finder shall consider the market position of the classifications and the economic circumstances of the employer in making his or her recommendations. The fact-finding will be concluded no later than sixty (60) days after the conclusion of mediation with the recommendation to each party. The cost of the fact-finder shall be borne equally by the parties.

   a. **Selection.** The parties will attempt to mutually agree on a fact-finder. Absent such agreement, the parties will request a panel from the Public Employment Relations Commission and will select a fact finder through mutual striking.
   b. **Hearing.** The hearing procedure shall be determined by the fact finder but shall be conducted fairly and expeditiously.
   c. **Recommendation.** Prior to issuing a formal recommendation, the fact finder will meet informally with the parties to inform them of his or her findings. Thereafter, the parties will have one week to attempt to reach an agreement. If the parties are unable to reach agreement the fact finder shall issue his or her decision.

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10. **Return to Individual Bargaining.** After the issuance of the recommendation, the parties may return to mediation or otherwise attempt to resolve the agreement. If the parties fail to agree after the fact finding process, the coalition process will be concluded and the parties will return to bargaining their individual contracts. The parties understand that such bargaining will begin fresh, and the positions taken in this coalition bargaining will not be applicable to that bargaining.

Dated this 30th day of September, 2008.

KING COUNTY

Elizabeth Ford, Labor Relations Manager

TEAMSTERS LOCAL UNION NO. 117

Spencer Nathan Thal, General Counsel

IFPTE, LOCAL 17

Behnaz Nelson, Union Representative

TECHNICAL EMPLOYEES ASSOCIATION

Roger Browne, President

IFPTE, LOCAL 17

Janet Parks, Union Representative

WSCCCE, Council 2

Diana Prenguber, Staff Representative

OPEIU, LOCAL 8

Shannon Halme, Union Representative

PUBLIC SAFETY EMPLOYEES UNION 519

Dustin Frederick, Business Manager