

**Side Letter Regarding Special Provisions for Systems Administrator, Network and Systems Specialist I/II, and Public Safety Technology Supervisor
(Assigned to the Police Department)**

The following provisions apply solely to employees in the classifications listed below whom are regularly assigned to the Police Department:

The City and Local 21 have agreed that the following special provisions, consecutively numbered 1-8, will apply to the classifications of **Systems Administrator, Network and Systems Specialist II, Network Systems Manager and Public Safety Technology Supervisor** for a trial period commencing January 1, 2014 and ending June 30, 2014.

The City and Local 21 have further agreed that the continuation of any or all of these special provisions after June 30, 2014, will be at the sole discretion of the City Manager and that discontinuation of any or all of these special provisions after June 30, 2014 will not be subject to further collective bargaining, and cannot form the basis of a grievance, PERB unfair practice charge, or any other administrative, judicial or quasi-judicial proceeding.

Special Provisions applicable to the classifications of Systems Administrator, Network and Systems Specialist I/II, and Public Safety Technology Supervisor for a trial period commencing January 1, 2014 and ending June 30, 2014:

Sick Leave

1. As hourly employees, employees in these classifications will charge their sick leave on their time sheets as each hour or portion of an hour is used.

Vacation Leave

2. As hourly employees, employees in these classifications will charge their vacation leave on their time sheets as each hour or portion of an hour is used.

Administrative Leave

3. Due to their hourly status and eligibility for overtime, employees in these classifications will not be eligible for Administrative Leave as described in paragraphs 152 and 153 of the Memorandum of Understanding. However, during the trial period (January 1, 2014 through June 30, 2014), employees in these classification will be able to maintain and use any Administrative Leave accruals they currently possess.

Overtime

- 4. Rate of Compensation for Overtime Worked. As hourly employees, employees in these classifications who are required to work, during any one calendar week, in excess of either his/her normally scheduled work day or work week shall be compensated by cash at the rate of one and one-half (1 ½) times the amount of time worked as overtime.
- 5. Effect of Termination on Overtime. Each employee who resigns or is otherwise terminated shall be entitled to compensation for his/her accumulated overtime of record.
- 6. All overtime work shall be subject to prior approval of the Chief of Police or his/her designee.

Call Back Time

- 7. An employee called back to work shall be credited with a minimum amount of three hours time at the overtime rate. "Call back" generally shall be based upon either a proper request by an authorized person to an employee prior to the time that employee normally would leave home for reporting to duty on that work day, or a proper request to an employee after that employee has completed the normally assigned duty hours of that work day and has left his/her job with the anticipation of being off duty until the next work day. Time which is worked as overtime within the provisions of this section and which exceeds the three hours shall be compensated under the general overtime provisions. Call back time shall not be credited to any employee for time worked during the normal workday for that employee.
- 8. The Police Department may assign duties to employees called back for an entire three hour period.

Date: Jan. 9. 2014

For the City:



Chief Chris Magnus



Lisa Stephenson,
Interim HR Director

For the Union:



Pam Covington,
IFPTE Local 21 Representative



Al Shanklin,
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