



2022 - 2024 Tentative Agreement Summary City and County of San Francisco

Below is a summary and highlights of the terms of the Tentative Agreement reached between IFPTE Local 21 and the City and County of San Francisco. Any terms that were not modified remain in effect.

BARGAINING PRIORITIES

Term: July 1, 2022, through June 30, 2024

Wage Increases:

Over term of the Agreement, there will be a compounded 10.31% cost of living adjustment for all classifications.

Year 1. 5.25% effective July 1, 2022

Year 2* 4.75% (2.5% effective July 1, 2023, 2.25% effective the first pay period after January 1, 2024)

** Year 2 has timing triggers that if the City faces a \$300 million or more deficit, each of our base wage adjustments would be delayed by approximately six (6) months.*

New Improved Health & Safety Language:

Amended to state that employees shall not perform duties until an evaluation is complete in the presence of an imminent hazard. After the evaluation is complete, an employee will have additional rights to request re-assignment and not performing their duties, without loss of wages and benefits, if the employee still believes there is an imminent hazard.

New language also states that the Union may employ our own safety consultant to investigate the imminent hazard and if the Union consultant and the Health & Safety staff are unable to resolve the issue after 30 calendar days, the issue will skip steps 1-3 in the grievance procedure and go to expedited arbitration for a final determination.

Compensatory Time Rollover Cap for "Z" Employees:

Eliminates the 120-hour compensatory time rollover cap, effectively allowing all earned compensatory time hours up to the 160-hour cap to carry over each fiscal year.

**Category 18 Conversion from Temporary to Permanent:**

By December 31, 2023, those that are improperly classified as TEX or PEX will be converted to a PCS position through a process.

Telecommute Appeal Rights:

Telecommuting arrangements will not be denied or ended for arbitrary or capricious reason(s). An employee who meets the eligibility criteria and program guidelines may apply to participate in the TPP for a maximum of two (2) days each week, coming to work in person three (3) days each week. Employees may telecommute more than two (2) days per week, subject to the approval of the Appointing Officer and the Human Resources Director.

Telecommuting arrangements will not be denied or ended for arbitrary or capricious reason(s). In the event a represented employee has a good faith belief that a telecommuting request is denied for an arbitrary or capricious reason, or that an existing telecommuting agreement was terminated for an arbitrary or capricious reason, the member may appeal the decision to the City's Director of Human Resources, whose decision shall be final and binding.

Committee on Diversity, Equity, and Inclusion (DEI Committee):

The Committee on Diversity, Equity, and Inclusion (DEI Committee) was made permanent and will meet quarterly to discuss issues related to employees represented by the Union. The Union shall develop the meeting agendas, and may discuss issues of diversity, equity, and inclusion in City employment including, but not limited to, the recommendations in the June 2021 "Gould Report." Agenda items may also include: recommendations on equity in hiring (including hiring panels), onboarding, staff development, and career advancement processes and practices. Additionally, the Government Alliance of Race and Equity (GARE) program will continue for the term of the Agreement.

BENEFITS**Employee Development Fund (EDF):**

Unused EDF funds will now be carried to the next fiscal year. Language clarified that employees who work at least 20 hours per week for one year of continuous service as a City employee are eligible to use these funds.

Holidays:

Juneteenth on June 19th added to the list of recognized holidays. Columbus Day on the second Monday in October has been renamed to "Indigenous Peoples Day, Italian American Heritage Day."



Saturday Holiday:

Added language to provide employees who work on a holiday that is observed on a Friday, with the option to take a day off in the next fiscal year, in addition to the current year.

EMPLOYMENT CONDITIONS

Acting Assignment:

Language added stating that: Acting assignments are not intended to exceed six (6) months except to the extent required to backfill a position where the incumbent is on approved leave. When an acting assignment exceeds six (6) months, the relevant department shall, within fourteen (14) calendar days, provide a written report to the Department of Human Resources explaining why the position has not been filled through the merit-based exam process.

Anti-Discrimination:

Amended language to allow discrimination complaints to happen through all avenues listed below and the employee no longer has to select only one path:

- Grievance and arbitration procedures in MOU
- Civil Service Rules
- City Administrative Code
- Federal or state law

Nondiscrimination:

Added language to ensure that DHR EEO offers a complainant an intake interview within 30 days of DHR receiving a complaint within their jurisdiction.

Flexible Staffing:

Added language that acknowledges that Flexible Staffing Program allows for promotion and career advancement of qualified and successful incumbents. Departments are encouraged to consider the Flexible Staffing Program whenever possible.

Human Services Department of Disability and Aging Services Caseloads:

At the request of the Union, within the first fiscal year quarter of this Agreement, the Human Services Agency's Department of Disability and Aging Services (DAS) shall meet with represented members assigned to the Public Guardian, Public Administrator, and Representative Payee Programs to discuss caseloads.



Implicit Bias Training:

Increased our number of spots for the implicit bias training to 200 spots for the duration of the current agreement. Added that hiring managers have priority for this training in addition to supervisory employees. Also added language that our Union and the City shall meet and work cooperatively to develop a schedule of trainings.

New Employee Orientation:

Language added to this section to clarify that the orientation also applies to employees who have promoted or transferred into our bargaining unit. The time to meet with new employees has increased from 30 minutes to up to 45 minutes. Clarified that the Union presentation can be the final item on the agenda, but all bargaining unit participants still need to be present. Additionally, if ten or more employees are in attendance at the orientation, we can bring an additional Union member to help present.

Protective Footwear/Clothing:

Employees who are required to wear protective footwear will now be reimbursed up to \$200 annually for a pair of protective footwear.

Reasonable Accommodation:

Amended language to allow reasonable accommodation appeals to happen through all avenues listed below and the employee no longer has to select only one path:

- Human Resources Director
- Grievance and arbitration procedures in MOU
- Civil Service Rules
- City Administrative Code
- Federal or state law

Tech Hire - 9976 Appointments:

The Union and the City will agree to meet and discuss the use of the Category 12 Technology Expert I - 9976 appointments.

SALARY/PREMIUMS/CERTIFICATES/DIFFERENTIALS

Appendix C, CIP Addendum:

The Capital Improvement Plan Projects MOU Addendum (Appendix C) and related provisions (Article III. Section B. Part 6.), have been extended until June 30, 2024.



Supervisory Differential Adjustment:

Language added to include that Extended Ranges should be considered, (and the rest of the language as is)

Advanced Appraiser Certificate:

Language updated to establish that employees in the classifications listed below who work for the Office of the Assessor-Recorder will receive an increased \$2,000 lump sum for maintaining the certificates listed in this section:

- 4220 Tax Auditor-Appraiser
- 4222 Senior Tax Auditor-Appraiser
- 4224 Principal Tax Auditor-Appraiser
- 4261 Real Property Appraiser
- 4265 Senior Real Property Appraiser
- 4267 Principal Real Property Appraiser

Lead Person Pay:

Additional compensation for a Lead Person has been increased from \$10.00 to \$15.00 per day.

SALARY AND WAGE RANGE ADJUSTMENTS

All adjustments listed below are in addition to the base wage increase of 5.25% in Year 1 and 4.75% in Year 2 of the contract.

Accounting Series Equity:

There will be an increase to the base wages by 1.5% effective July 1, 2022, and 2.5% effective July 1, 2023, for the following classifications:

- 1649 Accountant Intern
- 1652 Accountant II
- 1654 Accountant III
- 1657 Accountant IV
- 1670 Financial Systems Supervisor

Architects Equity:

There will be an increase to the base wages by 1.5% effective July 1, 2022, and 1.5% effective July 1, 2023, for the following classifications:

- 5260 Architectural/Landscape Architectural Assistant I
- 5261 Architectural/Landscape Architectural Assistant II
- 5262 Landscape Architectural Associate I



- 5265 Architectural Associate I
- 5266 Architectural Associate II
- 5268 Architect
- 5272 Landscape Architectural Associate II
- 5274 Landscape Architect

There will be an increase to the base wages by 2.5% effective July 1, 2022, and 2.5% effective July 1, 2023, for the following classifications:

- 5120 Architectural Administrator

Estate Investigator Equity:

There will be an increase to the base wages by 2.0% effective July 1, 2022, for the following classifications:

- 4230 Estate Investigator
- 4231 Senior Estate Investigator

Human Resources Equity:

There will be an increase to the base wages by 5.0% effective July 1, 2022, for the following classifications:

- 1241 Personnel Analyst
- 1244 Senior Personnel Analyst

EEO Programs Specialists Equity:

Effective July 1, 2022, the base wage for the classification set forth below shall be increased by 8.63%.

- 1233 EEO Programs Specialists

This wage adjustment shall be applied prior to the application of any other wage increases effective on July 1, 2022.

Fire Protection Engineer Parity:

Employees in the 5215 Fire Protection Engineer classification will receive an increase to the base wages by 5.0% effective July 1, 2022.

IT Equity:

Employees in the 1044 IS Engineer-Principal and 1054 IS Business Analyst-Principal will now have two additional extended range steps with each at 2.5%.

There will be an increase to the base wages by 2.5% effective July 1, 2022, and 2.5% effective July 1, 2023, for the following classifications:

- 1061 IS Program Analyst-Assistant



- 1062 IS Programmer Analyst
- 1063 IS Programmer Analyst-Senior
- 1064 IS Programmer Analyst-Principal

Engineering Series Equity:

There will be an increase to the base wages by 1.5% effective July 1, 2022, and 1.5% effective July 1, 2023, for the following classifications:

- 5201 Junior Engineer
- 5203 Assistant Engineer
- 5241 Engineer
- 5211 Senior Engineer/ Architect/Landscape Architect
- 5212 Principal Engineer/Architect/Landscape Architect
- 5209 Industrial Engineer
- 5214 Building Plans Engineer
- 5218 Structural Engineer
- 5219 Senior Structural Engineer
- 5174 Administrative Engineer

There will be an increase to the base wages by 2.5% effective July 1, 2022, and 2.5% effective July 1, 2023, for the following classification:

- 5207 Associate Engineer

Health Program Educator Equity:

Effective July 1, 2022, the base wage for the classification set forth below shall be increased by one percent (1.0%). Effective July 1, 2023, the base wage for the classification set forth below shall be increased by one percent (1.0%).

- 2822 Health Program Educator

Senior Health Program Educator:

Effective July 1, 2022, the base wage for the classification set forth below shall be increased by one percent (1.0%). Effective July 1, 2023, the base wage for the classification set forth below shall be increased by one percent (1.0%).

- 2825 Senior Health Program Educator

Physician Assistant Parity:

Employees in the 2218 Physician Assistant classification will now receive the following premiums that employees in the 2328 Nurse Practitioners classification are eligible for:

- shift differential
- standby pay
- quality of care premium
- jail health services premium



- weekend premium
- preceptor and MERT premium

Administrative Analysts Series Equity Study:

No later than August 1, 2023, the Union and City will meet to study equity for the 1823 and 1824 classifications.