

I. Parties

The Parties to this Side Letter of Agreement (herein after “Side Letter”) are the City of Emeryville and the Management of Emeryville Services Authority (herein after referred to as “MESA”) and the Service Employees International Union, Local 1021 (herein after referred to as the “Union”).

II. Background

The Parties are the signatories to a Memorandum of Understanding (hereinafter referred to as the “MOU”) setting forth terms and conditions of employment for certain MESA employees within the Service Employees International Union, Local 1021 bargaining unit.

The Parties agree as follows:

III. MOU Amendments

A. For Purposes of the MOU amendments set forth below, language that is overstruck (e.g., ~~overstruck~~) will be omitted from the MOU. Language that is *italicized* and **boldfaced** will be added to the MOU as indicated. Appendix A, attached hereto and referred to below, will replace the existing Appendix A in its entirety. The existing MOU will, in all other respects, remain in effect without change through the new term specified below.

B. Section 4 – Leave of Absence, Sub-Section 4.4 Family Sick Leave of the MOU is hereby amended to read as follows:

“A. Definition of Immediate Family. Immediate family is defined as employee's parents, step-parents, spouse, domestic partner, children, step-children, brother, sister, step-brother, step-sister, half-brother, half-sister, foster child, ward of the court, grandparents, step-grandparents, legal guardian, grandchildren, parents of employee's spouse, any person living in employee's household as a family member.

The following definition of immediate family language will be substituted for the above language on a trial basis for the term of this Agreement:

An employee’s family member is anyone who is bonded to the employee by blood, marriage, adoption, fostering, partnership or legal guardianship; anyone living in the same household as the employee; and anyone named on a list of chosen relations which identifies the relationship. Employees may submit their list of chosen relations to the City upon adoption of this MOU during the week of October 16th-23rd, 2019. Thereafter, the list will be designated upon employment or for current employees during the medical insurance annual “Open Enrollment” period. This language will expire on June 30, ~~2021~~**2023**.”

C. Section 4 – Leave of Absence, Sub-Section 4.8 Funeral Leave of the MOU is hereby amended to read as follows:

“In the event of a death in the immediate family of a permanent or probationary employee, they shall be granted upon request, such time off with pay as is necessary to make arrangements for the funeral and attend same, not to exceed three (3) regularly scheduled work days. This provision does not apply if the death occurs while the employee is on unpaid leave of absence or layoff.

Additional funeral leave for travel purposes not to exceed two (2) work days may be granted, and such leave is paid with no deductions from the employee’s leave bank. Any additional time

required may be allowed by the Department Head's discretion, and such leave must be taken from accumulated vacation or compensatory time leave banks.

For the purposes of this Section the immediate family shall be restricted to father, mother, brother, sister, spouse, child, step-child, foster child, ward of the court, legal guardian, grandparents, grandchildren, mother-in-law, father-in-law, domestic partners of unit members who have filed a Declaration of Domestic Partnership in accordance with established City policy, and parents and children of domestic partners, and any person living in the employee's household as a family member.

The following definition of immediate family language will be substituted for the above language on a trial basis for the term of this Agreement:

An employee's family member is anyone who is bonded to the employee by blood, marriage, adoption, fostering, partnership or legal guardianship; anyone living in the same household as the employee; and anyone named on a list of chosen relations which identifies the relationship, that the employee has given to the City upon employment or thereafter during the medical insurance annual "Open Enrollment" period. This language will expire on June 30, ~~2024~~**2023**."

D. Section 15 – Salary, Sub-Section 15.1 Rates in Appendix of the MOU is hereby amended to read as follows:

"The base wage rates for bargaining unit members are as set forth in Appendix A of this Memorandum of Understanding. The base rates shown in Appendix A shall increase by three and one-quarter percent (3.25%) effective on July 1, 2019; by three percent (3%) on the first day of the first pay period beginning on or after July 1, 2020; by two percent (2%) on the first day of the first pay period beginning on or after July 1, 2021; **and by three percent (3%) on the first day of the first pay period beginning on or after July 1, 2022.**

The City will pay bargaining unit members, employed with the City on date of payment, a non-pensionable lump sum payment of \$750 no later than June 30, 2020. ***The City will pay bargaining unit members, employed with the City on the date of payment, a non-pensionable lump sum of \$1,250 on December 5, 2022.*** The lump sum amount will be included in regular payroll and is subject to all applicable payroll tax and withholding.

The City will pay bargaining unit members, employed with the City on date of payment, a non-pensionable lump sum payment of \$750 no later than June 30, 2021, if and only if the City has reported cumulative Fiscal Year 2020-2021 transactions of Real Property Transfer Tax equaling no less than \$2.4 million by March 31st of 2021. The lump sum amount will be included in regular payroll and is subject to all applicable payroll tax and withholding."

E. Section 24 Duration of the MOU is hereby amended to read as follows:

"Except as otherwise expressly provided herein, if at all, for the retroactive application of specific contract terms, this Memorandum of Understanding shall take effect upon ratification and signing by the authorized representatives of both parties hereto and shall remain in effect through and including June 30, ~~2024~~**2023** and shall continue thereafter, from year to year, unless at least thirty (30) days prior to the first day of July, ~~2024~~**2023**, or the first day of July of any subsequent year, either party files written notice with the other of its desire to amend, modify, or terminate this Agreement."

IV. General Provisions

A. Upon adoption of this Side Letter of Agreement by the MESA Board, the Parties' respective duty to meet and confer over wage increases, effective July 1, 2022, as provided in the Parties' MOU prior to amendment as set forth above, shall be deemed to have been exhausted and concluded.

B. This Side Letter will take effect immediately upon adoption by the MESA Board.

C. The written terms herein embody the entire Side Letter of Agreement between the Parties.

In witness hereof, this Side Letter of Agreement was ratified and adopted by a vote of the MESA Board on _____, 2022.

For the Employer:

For the Union:

Christine Daniel, City Manager

Miroo Desai, President

Trish Raver, Human Resources Director

Ossee Desmangles, Business Representative

John Stead Mendez, SEIU CEO

Peter Masiak, SEIU East Bay Director

Blake Huntsman, SEIU Field Supervisor

Approved as to Form:

John Kennedy, City Attorney

**MANAGEMENT OF EMERYVILLE SERVICES AUTHORITY
LOCAL 1021 BARGAINING UNIT
CLASSIFICATIONS AND SALARIES**

Effective Date: July 1, 2022

<u>Job Code</u>	<u>JOB CLASSIFICATION</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>Hrs/Wk</u>	<u>Eff.Date</u>
1161	ACCOUNTANT	7,275	7,639	8,021	8,423	8,844	35	7/1/2022
1160	ACCOUNTANT, SENIOR	8,167	8,577	9,005	9,456	9,928	35	7/1/2022
1180	ACCOUNTING TECHNICIAN	5,956	6,253	6,566	6,894	7,239	35	7/1/2022
1410	ADMINISTRATIVE ANALYST *	7,202	7,562	7,941	8,337	8,754	35	7/1/2022
1510	ADMINISTRATIVE SECRETARY	5,438	5,710	5,996	6,296	6,611	35	7/1/2022
1705	ASSISTANT COOK	2,506	2,631	2,763	2,901	3,046	40	7/1/2022
1501	ASSISTANT PLANNER	6,304	6,619	6,949	7,297	7,662	35	7/1/2022
1322	ASSOCIATE CIVIL ENGINEER	8,843	9,285	9,749	10,236	10,747	35	7/1/2022
1535	BUILDING INSPECTOR	7,870	8,263	8,676	9,109	9,564	40	7/1/2022
1507	BUILDING PERMIT TECH./PLAN CHECKER	6,533	6,860	7,203	7,563	7,942	35	7/1/2022
1500	ASSOCIATE PLANNER	7,953	8,351	8,768	9,207	9,667	35	7/1/2022
1453	COMM&ECON DEV COORDR I	6,762	7,099	7,455	7,827	8,219	35	7/1/2022
1450	COMM.&ECON. DEV COORDR II	8,632	9,063	9,516	9,992	10,491	35	7/1/2022
1236	COMMUNITY SERVICES OFFICER	5,855	6,148	6,456	6,778	7,118	40	7/1/2022
1700	COOK	2,852	2,995	3,145	3,303	3,467	40	7/1/2022
1390	CREW LEADER	6,515	6,841	7,182	7,541	7,919	40	7/1/2022
1245	CRIME ANALYST	7,232	7,594	7,974	8,373	8,792	40	7/1/2022
1321	ENGINEER, SENIOR CIVIL	9,511	9,986	10,485	11,009	11,559	35	7/1/2022
1325	ENVIRONMENTAL PROGRAMS ANALYST	6,942	7,289	7,654	8,036	8,438	35	7/1/2022
1326	ENVIRONMENTAL PROGRAMS TECHNICIAN	5,312	5,578	5,857	6,150	6,457	35	7/1/2022
1655	FAMILY SUBSIDY SPECIALIST	5,016	5,266	5,529	5,805	6,096	40	7/1/2022
1370	MAINTENANCE WORKER-GENERAL	5,484	5,759	6,047	6,350	6,667	40	7/1/2022
1710	MEAL HANDLER (Hourly Part-time)	17.56	18.44	19.36	20.33	21.35		7/1/2022
1470	OFFICE ASSISTANT I *	3,502	3,676	3,860	4,053	4,256	35	7/1/2022
1480	OFFICE ASSISTANT I (Hourly Part-Time)	23.08	24.24	25.45	26.72	28.06		7/1/2022
1460	OFFICE ASSISTANT II *	4,392	4,611	4,842	5,084	5,338	35	7/1/2022
1481	OFFICE ASSISTANT II (Hourly Part-Time)	28.95	30.40	31.92	33.52	35.19		7/1/2022
1190	PAYROLL TECHNICIAN	6,264	6,577	6,905	7,251	7,613	35	7/1/2022
1505	PLANNING TECHNICIAN	5,642	5,925	6,221	6,533	6,860	35	7/1/2022
1232	POLICE ADMINISTRATIVE SPECIALIST	6,148	6,456	6,778	7,118	7,474	40	7/1/2022
1242	POLICE COMMUNICATIONS DISPATCHER	6,324	6,640	6,972	7,322	7,688	40	7/1/2022
1234	POLICE EVIDENCE TECHNICIAN	6,148	6,456	6,778	7,118	7,474	40	7/1/2022
1241	POLICE RECORDS SPECIALIST	5,855	6,148	6,456	6,778	7,118	40	7/1/2022
1240	POLICE SERVICES TECHNICIAN	5,855	6,148	6,456	6,778	7,118	40	7/1/2022
1605	PROGRAM COORDINATOR	5,417	5,690	5,974	6,272	6,587	40	7/1/2022
1595	RECREATION ASSISTANT	4,815	5,056	5,308	5,573	5,852	40	7/1/2022
1170	SENIOR ACCOUNTING TECHNICIAN	6,263	6,577	6,905	7,251	7,613	35	7/1/2022
1610	SENIOR CENTER CASE MANAGER	6,395	6,715	7,051	7,403	7,773	40	7/1/2022
1537	SENIOR BUILDING INSPECTOR	8,267	8,681	9,114	9,569	10,048	40	7/1/2022
1503	SENIOR PLANNER	8,803	9,242	9,704	10,188	10,697	35	7/1/2022
1685	TEACHER ASSISTANT	3,056	3,208	3,370	3,538	3,715	40	7/1/2022
1675	TEACHER ASSOCIATE	3,370	3,538	3,715	3,901	4,096	40	7/1/2022
1665	TEACHER	4,052	4,255	4,467	4,691	4,925	40	7/1/2022
1695	LEAD TEACHER	5,172	5,431	5,702	5,987	6,286	40	7/1/2022
1660	TEACHER II	3,784	3,973	4,172	4,381	4,599	40	7/1/2022
1670	TEACHER I	2,853	2,996	3,146	3,304	3,469	40	7/1/2022
1690	TEACHER AIDE-SUBSTITUTE (Hourly Part-Time)	17.63	18.51	19.44				7/1/2022
1680	TEACHER-SUBSTITUTE (Hourly Part-Time)	19.44	20.41	21.43				7/1/2022

* Positions in the public safety and/or Community Services Departments work a 40 hour/week schedule