Memorandum of Agreement

Regarding

Wages for Administrative Support Services Occupational Group

By and Between

King County

And

Union Bargaining Coalition

WHEREAS King County and the Union Bargaining Coalition, representing International Brotherhood of Teamsters, Local 117; Office & Professional Employees International Union, Local 8; International Federation of Professional & Technical Engineers, Local 17; Service Employees International Union, Public Safety Employees, Local 519; Service Employees International Union, Local 6; and Washington State Council of County and City Employees, have bargained in good faith an agreement on wages and other related provisions;

WHEREAS such bargaining was conducted using a collaborative process designed to meet the interest of the parties, and represents a potential new bargaining direction for the County and its Unions;

WHEREAS the agreement reached by the parties require ratification by each bargaining unit, as part of the ratification process for a new collective bargaining agreement, and the Metropolitan King County Council, therefore,

IT IS HEREBY AGREED that the following provisions represent the agreement reached between King County and the Union Bargaining Coalition:

Duration of the Memorandum of Understanding Between Parties

The parties agree that the duration of the Memorandum of Agreement shall be the period January 1, 1999 through December 31, 2001.

Pay Ranges

The parties agree that the following classifications titles shall be compensated at the pay range and top step pay rates shown below:

Classification Title	***Pay Range***	***1999 Top Step Pay Rate***
Fiscal Specialist I	*34*	*$16.10*
Fiscal Specialist II	*38*	*$17.70*
Fiscal Specialist III	*42*	*$19.43*
Fiscal Specialist IV	*47*	*$21.91*
Administrative Specialist I	*33*	*$15.72*
Administrative Specialist II	*37*	*$17.27*
Administrative Specialist III	*41*	*$18.97*
Administrative Specialist IV	*46*	*$21.38*
Customer Services Specialist I	*32*	*$15.33*
Customer Services Specialist II	*36*	*$16.87*
Customer Services Specialist III	*40*	*$18.53*
Customer Services Specialist IV	*45*	*$20.87*
Technical Information Processing Specialist I	*32*	*$15.33*
Technical Information Processing Specialist II	*36*	*$16.87*
Technical Information Processing Specialist III	*40*	*$18.53*
Technical Information Processing Specialist IV	*45*	*$20.87*
Administrative Office Assistant	*29*	*$14.28*
Revenue Processor	*37*	*$17.27*

Effective Date of Pay Range Adjustments and Implementation Bargaining

The parties agree that the effective date of pay range adjustments shall be January 1, 1998, and that the effective date for bargaining unit employees hired after January 1, 1998 shall be their date of hire.

New King County Pay Plan

The parties agree that the above classification titles and pay rates will be placed on a squared, 10 step pay plan reflecting a 40 hour pay rate. Bargaining unit (hourly) employees scheduled to work less than 40 hours will be compensated at the appropriate step in the pay range. Future step progression will be provided as outlined in the applicable labor agreement. The 40 hour pay rate under the squared 10 step pay plan will be adjusted by annual cost of living increases provided for in the applicable labor agreement.

Step Placement on King County Pay Plan and Salary Y-Rating/Freeze

The parties agree that the following provisions apply in determining an employee's appropriate step placement and pay rate for bargaining unit positions:

- When a bargaining unit employee's classification is placed on a new salary range, the employee will be placed on the nearest step in the new range which provides an hourly rate at least 10 cents per hour greater than the employee's then current pay rate.

- When a bargaining unit employee's classification is placed on a new salary range with a top step which is lower than the employee's then current salary, the employee will have his/her then current salary y-rated or frozen. The employee's salary will remain frozen until such time as the application of a cost of living adjustment(s) make the new top step pay rate equal to, or greater than, the employee's y-rated or frozen salary. The employee's pay rate will then be adjusted to the new top step pay rate.

Step Progression

The parties agree that step progression for bargaining unit employees who are currently at the top of their pay range and who are placed at Step 1 of the higher pay range shall be as follows:

- Employees who have been at Step 10 for over 2.5 years are eligible to progress to Step 2.

- Employees who have been at Step 10 for over 5 years are eligible to progress to Step 3.

1999 Cost of Living Adjustment and Implementation of New Pay Ranges

Cost of Living Adjustment

The parties agree that bargaining unit members shall receive a 2% cost of living increase effective January 1, 1999, consistent with the squared 1999 salary schedule provided that a cost of living increase has not previously been provided to such bargaining unit members.

Retroactive Pay Adjustment

The parties agree that the retroactive pay adjustment shall be the difference between the employee's old pay rate in effect December 31, 1998 and the employee's new pay rate upon placement on the new pay range for all hours worked in 1998. The 1999 retroactive pay adjustment shall be the difference between the employee's pay rate in effect January 1, 1999 and the employee's new pay rate upon placement on the new pay range for all hours worked through time of implementation in 1999.

This retroactive pay adjustment shall only be provided to those bargaining unit employees whose salaries have not been y-rated or frozen as a result of being over the market after the application of the 1999 cost of living increase.

Premium for Participating in Coalition Bargaining

The parties agree, as a premium for participating in coalition bargaining, that career service bargaining unit employees who are currently employed and who meet one of the following criteria after the application of the 1999 cost of living adjustment will receive a one-time only payment (less legally required withholding) equal to 2**%** of compensable wages earned during 1998:

1. Employees whose salaries are y-rated or frozen.

2. Employees who are placed at Step 10 of the new pay range.

3. Employees who lose one or more steps (progression) in the new pay range.

4. Employees who are not y-rated or frozen and who are currently compensated at the 35 hour pay rate on the current salary schedule and whose salary will be placed in a pay range based on the market (40 hour) pay rate on the new salary schedule.

Application of Pay Ranges as a Result of Collective Bargaining with Other Union(s)

Without any value attributed to the above referenced premium, the parties agree that should the County enter into an agreement with a union or otherwise compensate employees in the classifications of Fiscal Specialist I-IV, Administrative Specialist I-IV, Technical Information Processing Specialist I-IV, Customer Services Specialist I-IV and Revenue Processor in any manner greater than those terms of compensation agreed upon for bargaining unit members covered by the Memorandum of Agreement, the Memorandum of Agreement may be reopened by the parties for the purpose of negotiating

the application of the more favorable terms of compensation to bargaining unit members represented by the union bargaining coalition.

Allocations and Establishment of Pay Rates for Temporary Represented Employees

The parties agree that until such time as temporary positions have been allocated to the above classification titles and appropriate pay rates are established, temporary employees shall continue to receive applicable provisions of their collective bargaining agreement**,** including step and cost of living increases effective January 1, 1999. Further, the parties agree that temporary represented employees are to be allocated to the new classification titles indicated above.

Review of Allocations for Certain Represented Positions

"Pre-Implementation Review"

The parties agree that the County shall review the allocations of certain represented positions identified by participating Unions as "outlyers" as part of the "fine-tuning" process necessary to complete these negotiations. The participating Unions agree to provide a list of "outlyers" no later than July 1, 1999. Pay rate adjustments to the new squared 10-step hourly pay grid for classification allocations that are changed as a result of this "pre-implementation" review/fine-tuning will be effective January 1, 1998. The actual implementation of the new classifications will be effective upon ratification of this Memorandum of Agreement by each bargaining unit.

"Post-Implementation Review"

The parties agree that in recognition of the effort of the Union Bargaining Coalition on behalf of their respective members to provide equitable application of the Metropolitan King County Council Motion regarding classification/compensation, the County will request that the Personnel Board, consistent with its current and applicable procedures, establish a priority system for addressing classification allocation appeals. The County recognizes that the unions have an uncontested right to appeal classification determinations to the Personnel Board or as otherwise provided in each respective collective bargaining agreement. The priority system to be recommended to the Personnel Board will be as follows:

1. Appeals that are already in process under the Classification/Compensation Project Appeals Process.

2. Appeals filed by employees whose salaries have been y-rated or frozen.

3. Appeals filed by employees who are at Step 10 in the new pay range.

4. Appeals filed by employees whose allocation has resulted in a move to a higher step in the new salary schedule from their former step placement under the old salary schedule.

5. Other allocation issues identified by unions on behalf of their bargaining unit members due to demonstrated inequities that have been reviewed by the Union Bargaining Coalition with the Office of Human Resources Management.

THE PARTIES HEREBY AGREE to this Memorandum of Agreement dated as follows:

King County:

I agree on behalf of King County:

_____ _____

Ron Sims, County Executive Date

Union Bargaining Coalition:

I agree on behalf of
International Brotherhood of Teamsters, Local 117:

_____ _____

John A. Williams, Secretary Treasurer Date

I agree on behalf of
International Federation of Professional & Technical Engineers, Local 17:

_____ _____

Kim Ramsey, Union Representative Date

I agree on behalf of
Service Employees International Union, Public Safety Employees, Local 519:

Dustin Frederick, Business Manager	Date

I agree on behalf of
Washington State Council of County and City Employees:

Clem Edwards, Staff Representative	Date

I agree on behalf of
Office & Professional Employees International Union, Local 8:

David C. Winders, Union Representative	Date

I agree on behalf of
Service Employees International Union, Local 6:

Irene Eldridge, Negotiator	Date