

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA REQUEST

TO: Board of County Commissioners

FROM: Mark McCauley, County Administrator
Sarah Melancon, Human Resources Director

DATE: July 3, 2023

SUBJECT: Memorandum of Agreement – FOP/JCSOUSS 9/80 Schedule

STATEMENT OF ISSUE:

Alternate work schedules may be approved for employees when they 1) meet the business needs of the Department, 2) are approved by the Department Head and 3) are agreed to through a Collective Bargaining Agreement (CBA). Employees in Sheriff's Uniformed Support Services may be eligible to work a 9/80 work schedule. However, employees may not be approved to work a 9/80 work schedule because this alternative schedule is not outlined in the CBA.

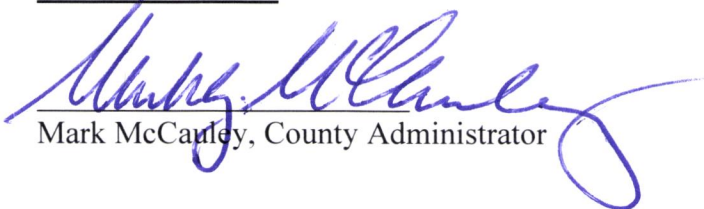
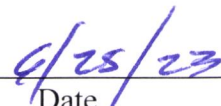
ANALYSIS:

The CBA between Jefferson County and Fraternal Order of Police (FOP)/Jefferson County Sheriff's Office Uniformed Support Services (JCSOUSS) outlines work schedules and overtime administration for alternative work schedules, for example a 10-hour day/4 day per week shift. However, an alternative work schedule is not outlined for the 9/80 work schedule. Jefferson County Sheriff's Office and the JCSOUSS wish to include the 9/80 work schedule in the current CBA that will expire on December 31, 2024.

RECOMMENDATION:

Approve and sign the Memorandum of Agreements between Jefferson County and FOP/JCSOUSS to include a 9/80 work schedule in the CBA.

REVIEWED BY:

 
Mark McCauley, County Administrator Date

**MEMORANDUM OF AGREEMENT
BY AND BETWEEN
JEFFERSON COUNTY, WA (Employer)
AND
FOP/JCSOUSS EMPLOYEE ASSOCIATION**

- A. The Employer and Association are Parties to a Collective Bargaining Agreement (CBA) which will expire on December 31, 2024, and;
- B. The Parties determined that the “9/80” work schedule may be an Alternate Work Schedule available to employees based on the business needs of the Department and approval of the Sheriff or designee, and;
- C. The Parties wish to include the “9/80” work schedule in this Jefferson County Sheriff’s Office Uniformed Support Services Agreement §§ Article 8 Hours of Work, and,
- D. The Parties wish to amend overtime hours in §§ Article 9 Overtime Compensation to be consistent with a “9/80” schedule.

NOW THEREFORE IT IS AGREED:

- 1. The CBA will remain as adopted with the herein additions with the following modifications.
- 2. The alternate work schedule shall be assigned or eliminated at the discretion of the Sheriff or Designee upon thirty (30) days’ notice in non-emergent situations and immediately in emergent situations.
- 3. Article 8 Hours of Work is hereby supplemented as follows:
 - 8.1.4 Employees assigned to “9/80” work week shall have statutory overtime calculated based upon their bi-weekly pay-period (14-days).
 - 8.1.4.1 Any work in excess of the 160-hour, 28-day work period constitutes overtime.
 - 8.1.4.2 All time worked in excess of eighty (80) hours within the same pay-period shall be overtime and paid for at the rate of time and one half.
- 4. Article 9 OVERTIME COMPENSATION shall be supplemented as follows:
 - a. Section 9.1 shall include the provisions above regarding schedules and overtime.
 - b. Section 9.2 through Section 9.11 shall be applicable to employees assigned to a “9/80” work schedule, however the application of such subsections shall be consistent with the purpose of a “9/80” schedule for the control of overtime.
- 5. All other terms and conditions of the unexpired CBA shall remain as written.

This MOA-2023-1 shall be effective as of the date of adoption by the County.

Jefferson County Commissioners
JEFFERSON COUNTY WASHINGTON

Greg Brotherton, Chair

Heidi Eisenhour

Kate Dean

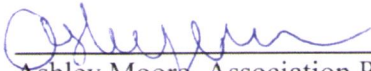
Date

ATTEST:

Clerk of the Board

Carolyn Gallaway, CMC

JCSOUSS EMPLOYEE ASSOCIATION



Ashley Moore, Association President
JCSOUSS Employee Association

Date: 6/23/23

Approved as to Form:



Philip C. Hunsucker
Chief Civil Deputy Prosecuting Attorney

Date: June 28, 2023