

SIDE LETTER AGREEMENT

Between

Central Contra Costa County Sanitary District

And

AFSCME/Public Employees Union, Local #1

February 22, 2024

Central Contra Costa County Sanitary District (District) and AFSCME/Public Employees Union, Local #1 (Local 1) met and conferred on several occasions between August 2023 and January 2024 with the purpose of creating a Limited Duration Position Program (LDPP). The intent of this program is to create positions that augment regular District staff to accomplish work but only that of a limited and specific nature.

The following parameters were agreed upon by the District and the Union:

- Incumbents filling these positions will have the option to be Local 1 members as outlined in Article III, Section 1 – Union Membership and Dues Checkoff of the Memorandum of Understanding (MOU).
- The incumbents will receive all benefits outlined in Article IV – Benefit Provisions of the MOU with the exception of Section 1.4-Retiree Health and Welfare Benefits and Section 1.10-Registration Differential.
- The incumbents in these positions will receive the same merit increases as outlined in Article II, Section 1.1-Merit Increases, and general increases as outlined in Article II, Section 1.4-General Increases.
- The positions will have the same title as current District classifications with the designation of “Limited Duration”. The positions will be reflected in this manner of the District’s organizational chart.
- In the case of a layoff, these positions would be first in the order of layoffs.
- The District will articulate, in writing, the anticipated timeframe and scope of the work for every position to the bargaining unit.
- Once an incumbent has completed one limited duration position, they will be required to serve a 90-day cooling off period before they are eligible to be considered for another limited duration position.
- No position shall exceed a five-year term.

- The number of positions at any given time will be capped at no more than 5% of the District's full-time equivalent (FTE) count **and** no more than 10% of Local 1's membership count.
- Vacant permanent positions in the same classification as the requested limited duration position within a workgroup must be filled by a regular, permanent employee before the addition of a limited duration position will be approved.
- Incumbents in these positions may provide direction and assign work to employees if it relates to their area of responsibility. However, they will not be the supervisor of record for permanent staff and will not conduct performance evaluations or be responsible for any disciplinary action.
- Regular, permanent staff may compete for a limited duration position via the District's recruitment process. If offered the position, the employee shall return to their previously held regular, permanent position upon the completion of the limited duration position with the same terms and conditions. If a Local #1 represented employee fills a Local #1 designated limited duration position, all provisions of the Local #1 MOU shall apply and seniority shall remain intact.
- Except for those provisions specifically mentioned in this side letter, no other provisions of the MOU will apply to these positions or the incumbents filling these positions.

For the District:

For AFSCME/PEU, Local #1:

Teji O'Malley

Winston Ingram

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Human Resources and
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Winston Ingram
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