

Letter of Agreement

City of South San Francisco
AFSCME Local 829 and Teamsters Local 856 (Mid-Management and Confidential Units)

Modifying Existing MOU terms to extend the MOUs to June 30, 2025

The City, AFSCME Local 829, and Teamsters Local 856 (Mid-Management and Confidential) agree to modify the Unions' current MOUs from two year terms, into three year terms, with end dates of June 30, 2025, subject to the parties agreeing to the following modifications and both bargaining units' ratification and City Council approval:

1. Wages

All represented employees shall receive an across-the-board wage increase of three percent (3%), effective the first full pay period beginning on or after July 1, 2024.

2. Equity Adjustments for Teamsters-represented employees

The following classifications represented by Teamsters Local 856 shall receive a two percent (2%) equity adjustment effective the first full pay period beginning on or after July 1, 2024:

Mid-Management Unit

Assistant City Clerk
Business Manager
Childcare Assistant Supervisor
Deputy Parks and Recreation Director
Financial Analyst I
Financial Analyst II
Financial Analyst – Senior
Human Resources Manager
Library Director, Assistant
Library Program Manager
Literacy Program Manager
Maintenance Supervisor
Management Analyst I
Management Analyst II
Police Comm Records Manager
Recreation Community Srvs Coord.
Recreation Community Srvs Supervisor

Confidential Unit

Administrative Assistant I
Administrative Assistant II
Administrative Assistant - Senior
City Clerk Records Technician
Deputy City Clerk
Executive Assistant to the City Manager

Upon Union ratification and City Council approval of this MOU extension, the City and the Union shall convene a Labor Management Committee to discuss the process for an in-depth analysis of the below

Letter of Agreement
City of South San Francisco
AFSCME Local 829
Teamsters Local 856

classifications. The City shall conduct the job analysis and a draft total compensation survey and submit to the Labor Management Committee for review no later than September 1, 2024. The survey shall utilize the same benchmark cities and compensation parameters as used in the 2022 total compensation study. The committee shall meet to discuss the draft results of the study, and may recommend changes, prior to the finalization of the study. Any proposed amendments to the classification description(s) shall also be reviewed by the committee prior to finalization.

The committee will endeavor to reach agreement on any job description and/or salary changes by January 1, 2025.

Classifications for LMC Review

Computer Services Technician
Sr. Computer Services Technician

3. Existing Practices

The parties agree that existing practices within the scope of representation shall continue without change.

4. Maintenance of terms and conditions

The parties agree that all negotiable items have been discussed with respect to any subject or matter appropriate for collective bargaining, during negotiations leading to this MOU. Therefore, the parties shall not have obligation to meet and confer on any other proposed changes affecting items within the scope of representation, including wages, hours, or terms and conditions of employment, during the term of the agreement, except by mutual agreement.

5. Days Off for AFSCME & Teamsters-Represented Employees: the City shall ensure that no AFSCME-represented employees have regular workweek schedules with split days off. Likewise, the City shall ensure that no Teamsters-represented employees have regular workweek schedules with split days off. This provision shall not apply to:

1. Saturday rotation schedules currently in effect for Library employees.
2. Employees who have volunteered for optional schedules that change their regular workweek with management approval.

5. Coalition Bargaining for Successor MOUs: The parties agree to coalition bargaining between the City as one party, and AFSCME’s bargaining unit and the Teamsters’ confidential and mid-management bargaining units in a Union coalition as the other party, for successor negotiations in advance of the expiration of the MOU end date of June 30, 2025, subject to the following provisions:

- a. The Union Coalition shall be limited to the topics of economic terms (i.e. wages) and benefits, except as otherwise agreed to mutually by the parties. The City shall negotiate non-economic topics that are not mutually agreed to bargain jointly in the Coalition, separately with AFSCME and the Teamsters units.

Letter of Agreement
City of South San Francisco
AFSCME Local 829
Teamsters Local 856

- b. The Unions each individually reserve the right to unilaterally dissolve the Coalition and conduct negotiations for AFSCME and the Teamsters’ bargaining units separately, and apart from each other. In the event that one of the Unions determines to unilaterally dissolve the Coalition, it shall provide at least 20 calendar days advance notice to the City, with a carbon copy to the other Union. AFSCME and the Teamsters reserve the right to maintain the Coalition between AFSCME and one of the two Teamsters’ two bargaining units (i.e. confidential or mid-management), in the event that another Teamsters unit decides to separate from the Union Coalition while the other does not.
- c. The City and the Unions shall agree to Ground Rules in advance of negotiations for both Coalition as well as individual unit bargaining, which shall be separately agreed to prior to the commencement of said bargaining.
- d. The City and the Unions shall agree to begin successor MOU negotiations no later than January 10, 2025.

6. Ratification and Approval

This Agreement is subject to ratification by the membership of both AFSCME and the Teamster’s two bargaining units, as well as approval by the City Council.

SO AGREED.

For AFSCME:

For the Teamsters:

For the City:

DocuSigned by:

4616497A5091458...

Rod Palmquist, Union
Representative

May 17, 2024 | 12:34:16 PM PDT

Date

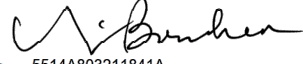
DocuSigned by:

B6CE754F23AE460...

Mark Leach,
Representative

May 17, 2024 | 12:36:37 PM PDT

Date

DocuSigned by:

5514A803211841A...

Christopher Boucher
Chief Negotiator

May 17, 2024 | 2:17:56 PM PDT

Date

DocuSigned by:

C66BA40A8C6E433...

Leah Lockhart
Human Resources
Director

Date Ratified by
AFSCME

Date Ratified by
Teamsters

Date Approved by
City Council