

**Memorandum of Agreement
By and Between
King County
and
The King County Coalition of Unions**

Subject: Employee Referral Bonus Program for Deputy Sheriff, Corrections Officer, and Detention Officer Vacancies

Background:

1. Recruitment for positions in law enforcement and corrections has grown increasingly challenging in recent years, and King County (the County) is currently facing an unusually high vacancy rate among its commissioned employees, particularly Deputy Sheriffs, Corrections Officers, and Detention Officers. These ongoing vacancies are impacting the workforce and the County's ability to provide essential law enforcement and detention services.

2. Referrals can be a reliable method for attracting candidates who are more likely to successfully complete the required training programs and probationary periods, and current County employees can be a strong resource for new employee referrals.

3. The County has already initiated an employee referral bonus for employees in the Sheriff's Office and the Department of Adult and Juvenile Detention, but would like to expand eligibility County-wide in an effort to boost recruitment for Deputy Sheriffs, Corrections Officers, and Detention Officers.

Agreements:

1. A referral bonus of \$5,000 shall be paid to employees who refer a successful candidate for the position of Deputy Sheriff, Corrections Officer, or Detention Officer pursuant to the terms below. The referral bonus shall be paid to the referring employee in the first full pay period following the referred employee's successful completion of their probation period. The referring employee must be an active employee at the time of payment to receive the referral bonus. All Referral Payments shall be subject to all applicable federal and state taxes, retirement, or other withholdings.

2. The applicant must list the full (first and last name) of the referring employee and the referring employee's County Department on their initial job application, or the referral must be documented in the manner established as part of the hiring process by the King County Sheriff's Office and the Department of Adult and Juvenile Detention, which may not be added to or changed after the applicant's initial submittal of job application. The referred employee must have submitted their application for the position of Deputy Sheriff, Corrections Officer, or Detention Officer no later than December 31, 2022, or no later than the date in which this program ends, whichever comes first.

3. There is no limit with respect to the number of applicants an employee can refer, or the number of referral payments an employee may receive. However, only one employee may refer any given applicant, and only one referral incentive shall be paid per applicant. Employees may not receive a referral bonus by referring themselves as applicants. Employees may not

receive a referral bonus for referring another current King County employee, or someone who has been employed by King County within the last twelve (12) months.

4. Employees who by virtue of their job or assignment are tasked with the recruitment or hiring of Deputy Sheriffs, Corrections Officers or Juvenile Detention Officers are not eligible to receive the referral bonus for recruitments associated with their job or assignment. For example, employees tasked with attending a job fair for recruitment purposes is not eligible for the referral bonus(es) associated with any candidate(s) that were recruited from that job fair.


5. This Agreement shall not establish a practice or precedent in any way. In addition to the applicable collective bargaining agreement, this MOA is the full and final agreement of the parties related to the Employee Referral Bonus program.


6. Any disputes regarding the interpretation or application of this Agreement shall be resolved by the parties using the grievance procedures contained in the Parties collective bargaining agreement.

7. This Agreement is effective upon signature by all parties, and shall sunset any and all prior agreements related to Employee Referral bonuses, including but not limited to 000U0421, 000U0821, 463U0122, 352U0122, 226U0221, and 193,212,214,464U0122. Electronic signatures will have the same force and effect as does an original signature on this document. This Agreement may be signed in counterparts, which together shall constitute the entire agreement.

8. This Agreement shall expire on December 31, 2022, but may be extended by mutual agreement of all parties or terminated at the County’s sole discretion at any time, for any reason.

For King County Coalition of Unions:

<small>DocuSigned by:</small>  <small>AA962E4CF196498...</small>	5/16/2022
Maria Williams, Coalition Co-Chair	Date

<small>DocuSigned by:</small>  <small>9C7EE011347F4E7...</small>	5/17/2022
Michael Gonzales, Coalition Co-Chair	Date

For King County:

<small>DocuSigned by:</small>  <small>9063C72F4F6348F...</small>	5/17/2022
Megan Pedersen, Labor Relations Director	Date

<small>DocuSigned by:</small>  <small>EEB7CAF1C6B24B0...</small>	5/17/2022
Angela Marshall, Labor Relations Deputy Director	Date