

**ADDENDUM D**

**MEMORANDUM OF AGREEMENT  
BY AND BETWEEN  
KING COUNTY  
AND  
INTERNATIONAL BROTHERHOOD OF TEAMSTERS LOCAL 117  
REPRESENTING LEGISLATIVE ANALYSTS**

**Subject:** Implementing a pilot project establishing a Team Leader assignment for designated employees and setting a compensation level for same

**Background:**

1. The International Brotherhood of Teamsters, Local 117 ("Union") represents employees in the King County Council's office. The scope of this bargaining unit is defined by the classifications that are listed in Addendum A of the current Collective Bargaining Agreement ("CBA"), effective September 11, 2009, through June 30, 2013.
2. In order to improve the delivery of services to Council members, as well as to ensure accurate and timely work, the Council wants to designate some employees as Team Leaders. It is intended that this will be a pilot project.
3. The parties have discussed this matter and agreed to the following.

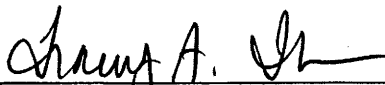
**Agreement:**

1. This agreement will go into effect upon signature of the parties and ratification by the King County Council, and will be in effect until the effective date of a successor CBA.
2. Employees will be designated and removed as Team Leaders at the discretion of the Chief of Staff or designee, provided that no employee will be designated as a Team Leader without his/her agreement.
3. A maximum of five (5) employees will be designated as Team Leaders at one time.
4. Team Leaders' additional duties and responsibilities will include, but not be limited to, the following:
  - a. Consultation with committee lead staff to ensure adequate staffing to meet the needs of the committee.
  - b. Mentoring and coaching assigned staff, as needed.

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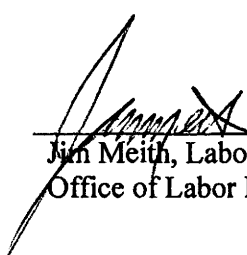
- c. Assigning work (in consultation with lead staff) to committee analysts and support staff.
  - d. Reviewing work against professional and technical standards.
  - e. Meeting on an ongoing basis with staff on his/her team to ensure that the work program goals are being met, and providing quarterly reviews based upon employee goals.
  - f. Ensuring that needed training is provided, depending on availability of resources.
  - g. Preparing performance evaluations.
5. Employees designated as Team Leaders will be compensated at a rate which is five percent (5%) greater than their regular rate for all time so assigned.
6. In consultation with the Union, the Chief of Staff or designee may review and revise the program as needed, excluding revision of the compensation rate.
7. The parties agree that this Agreement is non-precedential and does not establish a practice. It may not be used or referred to by any the parties except for the purpose of enforcing this Agreement itself.

For the International Brotherhood of Teamsters  
Local Union No. 117:

  
\_\_\_\_\_  
Tracey A. Thompson  
Secretary-Treasurer

11-26-12  
\_\_\_\_\_  
Date

For King County:

  
\_\_\_\_\_  
Jim Meith, Labor Negotiator  
Office of Labor Relations

11-28-12  
\_\_\_\_\_  
Date