

**Memorandum of Agreement**

**By and Between**

**King County**

**and**

**Public Safety Employees Union**

**Legal Administrative Specialists - Department of Judicial Administration**

**Subject: Transition to Biweekly Pay**

This Memorandum of Agreement is entered into by Public Safety Employees Union (the "Union") and King County (the "County").

1. The County provided timely notice to the Union of its intent to implement a biweekly payroll schedule for employees represented by the Union who are currently paid on a semi-monthly schedule.
2. As provided for in the collective bargaining agreement, the County is entitled to implement a biweekly payroll schedule for employees represented by the Union. The affected employees are members of Public Safety Employees Union.
3. To assist the employees during the transition period, employees may elect to receive a transition paycheck in an amount equivalent to one (1) week of the requesting employee's base wage.
4. The transition paycheck will be a payment of earnings for time worked after the close of the pay period covered by the last semi-monthly paycheck. Employees who elect to receive the transition check must request it on the designated form by no later than the cut-off to be established for such designation.
5. Employees who elect to receive the transition check must designate a repayment schedule; the options are to refund the County in equal deductions from future paychecks over either three (3) months, six (6) months, or twelve (12) months, beginning with the second (2nd) biweekly paycheck.

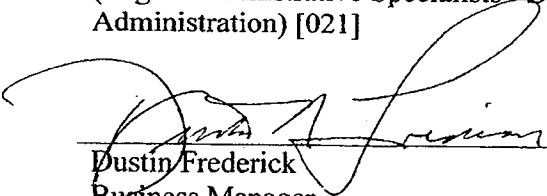
6. If an employee separates from County service prior to returning the full transition check amount, the remaining amount will be due and payable on the last day of that employee's County employment. The remainder may be deducted from the employee's final paycheck. If the amount of the final paycheck is insufficient to recover the remainder of the funds advanced in the transition check, the amount may be deducted from the payoff of accrued vacation leave. If the final paycheck and vacation payout are insufficient, the employee will be required to agree to a repayment plan acceptable to the County.

7. The County agrees to provide briefings on the progress of the transition to Union representatives at least once a month in the three (3) months preceding the transition and to provide ongoing information to employees as the transition plan approaches implementation.

8. The Union acknowledges that the County has fulfilled its obligation to bargain the effects of implementation of the biweekly pay with the execution of this Agreement.

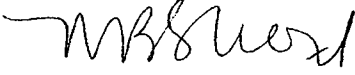
Upon complete execution of this agreement by all parties, it shall be effective through December 31, 2012.

For Public Safety Employees Union:  
(Legal Administrative Specialists - Department of Judicial  
Administration) [021]

  
\_\_\_\_\_  
Dustin Frederick  
Business Manager

6/4/09  
Date

For King County:

  
\_\_\_\_\_  
Mary Beth Short  
Labor Negotiator  
Human Resources Division  
Department of Executive Services

6/4/09  
Date