



King County

Metropolitan King County Council Law, Justice, Health, and Human Services Committee

STAFF REPORT

Agenda Item No.:	5	Date:	9 July 2013
Proposed No.:	2013-0267	Prepared by:	Nick Wagner

SUBJECT

An ordinance approving a collective bargaining agreement covering compensation and benefits for about 13 employees who work in King County Superior Court.¹

SUMMARY

Proposed Ordinance 2013-0267 (Att. 1) would approve a collective bargaining agreement (CBA) between King County and the Washington State Council of County and City Employees, Council 2, Local 2084-SC. The CBA (Att. 1-A) covers about 13 employees who work in King County Superior Court.

1. Term of the CBA

The CBA covers the three-year period from 1 January 2012 through 31 December 2014.²

2. The Bargaining Unit

As described in the Executive's transmittal letter (Att. 4), the employees who make up this bargaining unit manage cases and supervise Court Appointed Special Advocates (CASA) and Guardian Ad Litem volunteers as they represent the best interests of children in dependency matters in Family Court. CASA Attorneys represent CASA's at court hearings, trials, and depositions; they also provide case-specific legal advice for program staff.

NEW CONTRACT

This is a new bargaining unit and therefore a new CBA; however, the CBA essentially maintains the status quo with regard to compensation and benefits for the covered employees, relative to when they were unrepresented.

¹ Working conditions for these employees (other than compensation and benefits) are negotiated by the Superior Court, not by the County Executive, and are not subject to review and approval by the Council.

² Article 15 of the CBA (Att. 1-A, p. 18) lists the effective date as January 1 of 2013, not 2012; however, both the CBA footer and the transmittal letter list the effective date as 2012, and executive staff has informed council staff that 2012 is what the parties intended. The date listed in Article 15 will be corrected by the parties.

1. COLAs for 2012-2014

Section 5.3 of the CBA (Att. 1-A, pp. 3-4)³ provides that this bargaining unit receives the same COLAs for the years 2012 through 2014 as the vast majority of the County's represented employees:

Year	COLA Formula	COLA ⁴
2012	90% of CPI-W increase for Seattle-Tacoma-Bremerton, ⁵ with 0% floor and no ceiling	1.63%
2013	95% of CPI-W increase for Seattle-Tacoma-Bremerton, with 0% floor and no ceiling	3.09%
2014	95% of CPI-W increase for Seattle-Tacoma-Bremerton, with 0% floor and no ceiling	2.00%

The fiscal impact of the COLAs is described in the Fiscal Note (Att. 5), which is summarized in the table below. The COLA for 2012 has already been paid, and the COLA for 2013 is already being paid, since that was required pursuant to a 2010 memorandum of agreement (MOA) (Att. 1-C).

Section 5.3 also provides that COLA negotiations will be reopened if, comparing the current year to the previous year, there is either (1) an increase in the King County unemployment rate of more than two percentage points or (2) a decline of more than seven percent in county retail sales. Each year by July 30th the county will assess whether either of these conditions has been met. This is the same as the reopener that the county has agreed to with the vast majority of the county's represented employees.

2. No pay range changes

The CBA makes no changes in the pay ranges of the covered employees, which are listed in Addendum A to the CBA (Att. 1-B).

3. Benefits pursuant to the JLMIC benefits agreement

Like the majority of county employees, these employees will continue to be covered by the benefits agreement negotiated in the Joint Labor Management Insurance Committee (JLMIC) (CBA Article 6, Att. 1-A, p. 4).

FISCAL IMPACT

The fiscal impact of the CBA is detailed in the Fiscal Note (Att. 5) and is summarized in the table below.

³ Page references in this staff report refer to the page numbers of the specific attachment, not to the page numbers of the meeting materials.

⁴ The COLA percentages are based on the Fiscal Note (Att. 5). The percentage listed for 2014 is based on a projection by the County's Office of Economic and Financial Analysis.

⁵ More specifically: "the annual average growth rate of the bi-monthly Seattle-Tacoma-Bremerton Area Consumer Price index for Urban Wage Earners and Clerical Workers (CPI-W, July of the previous year to June of the current year)."

	2012	2013	2014
Increase over previous year	\$18,286	\$35,230	\$23,507
Cumulative increase over 2011	\$18,286	\$53,516	\$77,023

The fiscal impact of the CBA is attributable entirely to the COLAs. The 2012 COLA has already been paid, and the 2013 COLA is currently being paid, since that was provided for in the 2010 MOA on COLAs. The COLAs included in this CBA were agreed upon in 2010 and therefore have been built into county fiscal planning since then.

CONSISTENCY WITH LABOR POLICIES

The proposed CBA appears to be consistent with the County's labor policies.

LEGAL REVIEW

The CBA has been reviewed by the Office of the Prosecuting Attorney, Civil Division. (Att. 4: Transmittal letter)

INVITED

1. Lance King, Labor Negotiator, Office of Labor Relations
2. Bill Dennis, Research Director, Washington State Council of County and City Employees, Council 2, Local 2084-SC

ATTACHMENTS

1. Proposed Ordinance 2013-0267
 - Att. A (Collective Bargaining Agreement)
 - Att. B (Addendum A: Wages)
 - Att. C (MOA re. COLAs)
2. Checklist and Summary of Changes
3. Contract Summary
4. Transmittal letter
5. Fiscal Note

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KING COUNTY
Signature Report

ATTACHMENT 1
1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

July 3, 2013

Ordinance

Proposed No. 2013-0267.1

Sponsors

1 AN ORDINANCE approving and adopting the collective
2 bargaining agreement negotiated by and between King
3 County and Washington State Council of County and City
4 Employees, Council 2, Local 2084-SC (Superior Court -
5 Family Court Operations; Court Appointed Special
6 Advocates Specialists and Attorneys (CASA)) representing
7 employees in King County superior court; and establishing
8 the effective date of said agreement.

9 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

10 SECTION 1. The collective bargaining agreement negotiated by and between
11 King County and Washington State Council of County and City Employees, Council 2,
12 Local 2084-SC (Superior Court - Family Court Operations; Court Appointed Special
13 Advocates Specialists and Attorneys (CASA)) representing employees in King County
14 superior court and attached hereto is hereby approved and adopted by this reference made
15 a part hereof.

16 SECTION 2. Terms and conditions of said agreement shall be effective from
17 January 1, 2012, through and including December 31, 2014.

18

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Larry Gossett, Chair

ATTEST:

Anne Noris, Clerk of the Council

APPROVED this ____ day of _____, ____.

Dow Constantine, County Executive

Attachments: A. Agreement, B. Addendum A, C. Addendum B

1 AGREEMENT BETWEEN

2 KING COUNTY

3 AND

4 WASHINGTON STATE COUNCIL OF COUNTY AND CITY EMPLOYEES

5 COUNCIL 2, LOCAL 2084-SC (SUPERIOR COURT)

6 FAMILY COURT OPERATIONS

7 COURT APPOINTED SPECIAL ADVOCATES SPECIALISTS AND ATTORNEYS (CASA)

8 KING COUNTY WAGES AND BENEFITS

9
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CRISIS

1 under Public Employment Relations Commission Decision 11256 (PECB, 2011).

2 **2.2. Union Membership** - It shall be a condition of employment that all employees covered
3 by this Agreement who are members of the Union in good standing on the effective date of this
4 Agreement shall remain members in good standing or pay an agency fee. It shall also be a condition
5 of employment that all employees covered by this Agreement and hired or assigned into the
6 bargaining unit after its effective date shall, on the thirtieth (30th) day following the beginning of
7 such employment, become and remain members in good standing in the Union or pay an agency fee.

8 **2.3. Exemption** - In accordance with RCW 41.56.122, employees covered by this Agreement
9 who are forbidden from joining a Union by bona fide religious beliefs, or tenets or teachings of a
10 church or religious body, shall contribute an amount equivalent to regular Union dues and initiation
11 fees to a non-religious charity or to another charitable organization mutually agreed upon by the
12 employee affected and the Union.

13 The employee shall furnish written proof that such payments have been made.

14 **2.4. Dues Deduction** - Upon receipt of written authorization individually signed by an
15 employee, the County shall have deducted from the pay of such employee the amount of dues as
16 certified by the business manager of WSCCCE and shall transmit the same to its treasurer.

17 **2.5. Indemnification** - The Union will indemnify, defend and hold the County harmless
18 against any claims made and against any suit instituted against the County on account of any check-
19 off of dues for the Union. The Union agrees to refund to the County any amounts paid to it in error
20 on account of the check-off provisions upon presentation of proper evidence thereof.

21 **ARTICLE 3: RIGHTS OF MANAGEMENT AND COMPLETE AGREEMENT**

22 **3.1. Rights of the Court** - The management of the Court and the direction of the work force
23 is vested exclusively in the Court.

24 **3.2. Rights of the County** - The County has the right to determine and establish wages and
25 wage-related matters, such as wage rates for classifications and employees, the kinds and levels of
26 paid leaves and insured benefits, and how and when employees are compensated. All of the rights,
27 functions, powers and authority of the County not specifically abridged, delegated or modified by the
28 Agreement are recognized by the Union as being retained by the County.

1 **3.3: Contract Standardization** - The parties agree the County has the right to implement a
2 common biweekly payroll system that will standardize pay practices and Fair Labor Standards Act
3 workweeks. The parties agree that applicable provisions of the collective bargaining agreement may
4 be reopened at any time during the life of this agreement by the County for the purpose of negotiating
5 these standardized pay practices, to the extent required by law.

6 **ARTICLE 4: EQUAL EMPLOYMENT OPPORTUNITY**

7 **4.1. EEO** - The County or the Union shall not discriminate against any individual with
8 respect to compensation, terms, conditions, or privileges of employment because of legally protected
9 union activity, race, color, religion, national origin, age, ancestry, marital status, sexual orientation,
10 sensory, mental or physical disability or sex.

11 **4.2. Complaint** - Allegations of unlawful discrimination shall not be a proper subject for the
12 grievance procedure herein, but may instead be filed by an employee with the appropriate human
13 rights agency.

14 **ARTICLE 5: WAGES**

15 **5.1. Pay Ranges** - Wage rates for each classification are set forth in Addendum A.

16 **5.2. Step Increases**

17 **A.** Upon successful completion of a probationary period, a regular employee shall
18 advance to the next step in his/her classification wage range.

19 **B.** Annual step increases will be given after the first increase described in
20 Article 5.2.A, if the employee's work performance and work habits are satisfactory, as defined in the
21 "Performance Overview"; and until such time that the employee has reached Step 10.

22 **5.3. COLA** – The King County Standardized Salary Schedule will be adjusted upwards each
23 year to reflect the Cost of Living Adjustments that are guaranteed to the bargaining unit as set forth in
24 the attached Union Coalition Cost-of-Living ("COLA") Memorandum of Agreement, (attached as
25 Addendum B and incorporated herein by reference; Document Code: 458C0113_Addendum
26 B_000U0310_COLA-2011).

27 In 2012, Employees shall be eligible to receive 90% of the annual average growth rate of the
28 bi-monthly Seattle-Tacoma-Bremerton Area Consumer Price Index for Urban Wage Earners and

1 Clerical Workers (CPI-W, July of the previous year to June of the current year). Zero floor and no
2 ceiling. The COLA for 2012 is known to be 1.63%.

3 In 2013, Employees shall be eligible to receive 95% of the annual average growth rate of the
4 bi-monthly Seattle-Tacoma-Bremerton Area Consumer Price Index for Urban Wage Earners and
5 Clerical Workers (CPI-W, July of the previous year to June of the current year). Zero floor and no
6 ceiling. The COLA for 2013 is known to be 3.09%.

7 In 2014, Employees shall be eligible to receive 95% of the annual average growth rate of the
8 bi-monthly Seattle-Tacoma-Bremerton Area Consumer Price Index for Urban Wage Earners and
9 Clerical Workers (CPI-W, July of the previous year to June of the current year). Zero floor and no
10 ceiling.

11 The parties agree when significant shifts in economic and fiscal conditions occur during the
12 term of this agreement, the parties agree to reopen negotiations for COLA when triggered by either an
13 increase in the King County unemployment rate of more than two 2 percentage points compared with
14 the previous year or a decline of more than 7% in County retail sales as determined by comparing
15 current year to previous year. Data will be derived from Washington State Department in Revenue.
16 By no later than July 30th of each year of this agreement, the county will assess whether the economic
17 measurements listed above trigger contract reopeners on COLA for the subsequent year.

18 **5.4. Work Out-of-Classification** - Employees who perform the preponderance of work
19 outside of their normal classification where the pay range is greater than their current classification
20 will receive a five percent (5%) increase or Step 1 of the new classification, whichever is greater.

21 **5.5. Mileage** - All employees who have been authorized to use their own transportation on
22 Court business shall be reimbursed at the IRS rate.

23 **ARTICLE 6: MEDICAL, DENTAL & LIFE INSURANCE**

24 The County will provide medical, dental, life, disability, and vision benefits for regular, term-
25 limited temporary and probationary employees and their eligible dependents as determined by the
26 King County Joint Labor Management Insurance Committee or its successor.

1 **ARTICLE 7: HOLIDAYS**

2 **7.1. Celebrated Holidays** - All regular, term-limited temporary and probationary employees
3 who work a full-time schedule shall be granted the following holidays with pay:

4

Holiday	Date
New Year's Day	January 1
Martin Luther King, Jr.'s Birthday	Third Monday in January
Presidents' Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veterans' Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day After Thanksgiving	Fourth Friday in November
Christmas Day	December 25
Floating Holiday	At employee's discretion

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21 **A.** All legal holidays as prescribed by statute (RCW 1.16.050) will be designated as
22 days off, with pay, subject to the employee being in a paid status the day before and the day after the
23 holiday.

24 **B.** holiday falling on Saturday or Sunday will be observed on the preceding Friday or
25 the following Monday.

26 **C.** Each employee is also entitled to one floating holiday per calendar year.
27 Employees may take their floating holidays during their probationary period. The floating holiday is
28 added to the annual leave balance, and is subject to the same approval process as requests for annual

1 leave.

2 **7.2. Part-time Employees** - Employees eligible for holidays who work a part-time schedule
3 receive paid holidays prorated based on their workweek schedule.

4 **ARTICLE 8: VACATIONS**

5 **8.1. Vacation Schedule for Employees** - Regular, term-limited temporary and probationary
6 employees who work a full-time schedule shall accrue vacation leave benefits as described as
7 follows:

Length of Service	Annual Vacation in Days
Upon hire through end of year 3	10
Upon beginning of year 4 and through year 5	15
Upon beginning of year 6 and through year 10	20
Upon beginning of year 11 and through year 25	25
Upon beginning of year 26 and through year 30	26
Upon beginning of year 31	27

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17 **8.2. Part-time Employees** - Part-time employees will earn vacation leave at a rate
18 proportionate to their position's standard part-time hours. Temporary employees (except Term-
19 Limited Temporary Employees) do not earn annual leave.

20 **8.3.** Employees will accrue vacation leave each pay period. Employees will be eligible to use
21 the leave time following the completion of probation.

22 **8.4.** Upon separation, employees eligible for vacation leave will be paid for accrued annual
23 leave not to exceed 60 days (420 hours).

24 **8.5. Vacation Accrual** - Each full-time leave-eligible employee may accrue vacation leave
25 up to a maximum of 60 days (420 hours). If such an employee's vacation leave balance exceeds 60
26 days (420 hours), on or before the last day of the pay period that includes December 31 of each year,
27 then the balance will be reduced and the employee will forfeit any vacation leave that exceeds 60 days
28 (420 hours). The Department Director may grant an employee specific permission to exceed the 60

1 days (420 hours) maximum for a period of not longer than one year. Requests to carry over vacation
2 leave accruals must be made by December 1st of the year in which the vacation leave over the
3 maximum was earned.

4 Vacation leave balances in excess of 60 days (420 hours) that have been carried over, but not
5 taken in the following year, will be forfeited. These leave accruals will be pro-rated for eligible part-
6 time employees.

7 **8.6.** The supervising authority must approve all use of vacation leave. Employees requesting
8 vacation leave are required to submit, in advance, a King County Superior Court Leave Request Form
9 to their supervisors for approval.

10 **8.7.** Vacation leave credits will not be earned during leaves of absence without pay.

11 **8.8.** Employees who are laid off or resign from Superior Court employment in good standing
12 and return to Superior Court employment within two years will have their prior service counted
13 toward future vacation leave accrual.

14 **ARTICLE 9: SICK LEAVE**

15 **9.1.** Sick leave is absence with pay necessitated by an employee's own illness, or to care for a
16 member of the employee's immediate family as defined in Article 10.3. Leave-eligible employees
17 may use sick leave, vacation leave, management leave, or any other paid leave they have accrued, to
18 care for immediate family members as defined in Article 10.3, regardless of the number of hours the
19 employee has worked for King County or Superior Court.

20 **9.2.** Regular full-time and probationary employees, and term-limited temporary employees,
21 will earn sick leave credits at the rate of one work day per month. Employees shall accrue sick leave
22 from their date of hire in a leave eligible position. Regular part-time employees earn sick leave at a
23 rate proportionate to the time worked. An employee may not earn sick leave for any month in which
24 the employee was absent without pay for more than 21 hours. A sick-leave eligible, part-time
25 employee may not earn sick leave for any month in which the employee was absent without pay for
26 more than the prorated rate of 21 hours.

27 **9.3.** An employee absent on sick leave will notify his/her supervisor within one-half hour
28 after the start of work. Otherwise, the absence will be considered unauthorized leave.

1 9.4. A doctor's certification may be required for any sick leave absence.

2 9.5. In addition to personal illness, the employee may charge against accumulated sick leave
3 personal visits to a licensed health-care provider, when prior approval has been given by the
4 employee's supervisor. Proof of the need for such absences, satisfactory to the supervisor, may be
5 required.

6 9.6. An employee who becomes ill while on vacation may have the annual leave converted to
7 sick leave after providing a doctor's certification to his/her supervisor.

8 **ARTICLE 10: MEDICAL AND FAMILY LEAVE**

9 10.1. Employees are eligible for Medical and Family Leave for a period of up to twelve (12)
10 work weeks within a rolling twelve-month period after they have been employed by King County for
11 at least 1,250 hours of service during the 12-month period immediately preceding the commencement
12 of the leave. For purposes of this subsection, a rolling twelve-month period is measured backward
13 from the date an employee uses any FMLA leave. An employee will be placed on Medical and
14 Family Leave for the employee's own serious health condition lasting more than three working days,
15 or for the serious health condition of a member of the employee's immediate family.

16 10.2. A serious health condition is an illness, injury, impairment, or physical or mental
17 condition lasting more than three days. Leave may be taken:

- 18 1. For a serious health condition that makes you unable to perform your job,
- 19 2. To care for your child after birth,
- 20 3. Following placement of a child with you for adoption or foster care,
- 21 4. To care for your spouse or domestic partner with a serious health condition,
- 22 5. To care for your parent (or a person who stood or stands in loco parentis to you)
23 with a serious health condition,
- 24 6. To care for your child or your spouse's child with a serious health condition.

1 **10.3** Immediate family will be defined as:

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● Children (including foster children and those to whom the employee stands <i>in loco parentis</i>)	● Children of spouse or domestic partner
● Parents and those who stood <i>in loco parentis</i> to the employee	● Parents of spouse or domestic partner
● Siblings	● Sibling of spouse or domestic partner
● Grandchildren	● Grandchildren of spouse or domestic partner
● Spouse or domestic partner	● Grandparents of spouse or domestic partner
● Grandparents	● Any relative residing with the employee

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14 **10.4.** An employee on Medical and Family Leave must provide written certification from the

15 employee's health care provider or the immediate family member's health care provider. Such

16 certification must specify that the employee is unable to work and must state the anticipated duration

17 of the employee's absence.

18 **10.5.** An employee may take leave intermittently or on a reduced schedule as authorized by

19 law when medically necessary due to a serious health condition of the employee or an immediate

20 family member of the employee. When intermittent leave is needed to care for an immediate family

21 member or the employee's own illness, and is for planned medical treatment, the employee must try

22 to schedule treatment so as not to unduly disrupt the court's operation.

23 When leave is taken after the birth, or placement of a child for adoption or foster care, an

24 employee may take leave intermittently or on a reduced leave schedule only if authorized by the

25 employee's department director.

26 **10.6.** Employees must use all accrued sick leave, all accrued vacation leave, and any donated

27 sick leave before going on unpaid Medical and Family Leave. If those paid leaves are exhausted, the

28 employee will be placed on unpaid leave for the remainder of the Medical and Family Leave.

1 **10.7.** During an employee's Medical and Family Leave, Superior Court will continue to pay
2 for the employee's medical, dental and vision care benefits.

3 **10.8. Parental Leave** - Employees may take up to eighteen work weeks of parental leave in a
4 rolling twelve-month period following the birth of a child and to care for the newborn child or
5 because of the placement of a child with the employee for adoption or foster care. During parental
6 leave, the employee's medical, dental and vision benefits will be paid by King County.

7 Employees are eligible for parental leave after they have been employed by King County for a
8 12-month period immediately preceding the commencement of the leave and have worked at least
9 1,090 hours within this 12-month period. Any period of temporary disability leave due to childbirth
10 is not subject to his requirement.

11 Employees on parental leave may accept sick leave donations during the period when the
12 employee is temporarily disabled due to childbirth. For remainder of parental leave, employees may
13 accept sick leave donations if medical certification is submitted. Employees must use all accrued sick
14 leave and all accrued vacation time before using any donated leave.

15 Parental leave runs concurrently with other leaves. Employees may be eligible under other
16 subsections of this policy for leave due to pregnancy disability.

17 **10.9. Sick Leave Conversion Program** - All regular full-time and part-time employees who
18 have worked at least one year for Superior Court are eligible to convert up to 14 hours of accrued sick
19 leave to 14 hours of vacation. This option is available in two six-month increments. The following
20 criteria apply:

21 a. The employee must have been working on paid status January 1 through June 30,
22 and/or July 1 through December 31;

23 b. Employees who have used 7 or fewer hours of sick leave in one of the above six-
24 month periods may convert up to 14 hours of sick leave to vacation;

25 c. Employees who have used more than 7 hours of sick leave but 14 or fewer hours of
26 sick leave, may convert up to 7 hours of sick leave to vacation.

27 This opportunity to convert sick leave hours to vacation hours is optional. Hours converted
28 from sick leave to vacation leave will be reflected in a subsequent pay period.

1 **10.10. Donation of Vacation and Sick Leave Hours** - To assist fellow employees who find
2 themselves in an emergency or special situation without enough sick or vacation leave, Superior
3 Court employees may transfer up to 35 vacation leave and 35 sick leave hours in a calendar year to
4 another King County employee under the following conditions:

5 **A. Vacation Leave Hours:** Both the donor and the donee must have completed one
6 year of service as a regular employee, the donation must be used within 90 days, and donated hours
7 that are not used within 90 days will revert to the donor. The transfer must be approved by the
8 Department Director; and the donor may not receive any compensation for such donation.

9 **B. Sick Leave Hours:** The donor's sick leave balance must equal 100 hours or more
10 after the deduction of the donation, the transfer must have the approval of the Department Director;
11 and the donor may not receive any compensation for such donation. Sick leave may be donated only
12 to employees who have exhausted their sick leave, compensatory time and vacation leave. Donated
13 sick leave must be used within 90 calendar days of the date of the donation. Donated hours that are
14 not used within 90 days will revert to the donating employee. Donated sick leave is excluded from
15 sick leave payoff provisions.

16 **C.** Donated annual leave and sick leave hours will be converted to dollar value based
17 on the donating employee's regular hourly rate at the time of the donation. This amount will then be
18 divided by the receiving employee's salary to determine the actual number of hours received. Unused
19 donated annual leave and sick leave will be reconverted based on the donating employee's regular
20 hourly rate at the time of the reconversion.

21 **ARTICLE 11: GENERAL LEAVES**

22 **11.1. Organ Donor Leave** - The Chief Administrative Officer may allow an employee who
23 is eligible for leave benefits to take up to five days' paid leave to participate as a donor in a life-
24 giving or life-saving procedure (for example, bone marrow or kidney transplants). The paid leave
25 will not be charged to Medical and Family leave, sick leave, vacation leave or leave of absence
26 without pay. There must be a reasonable expectation that the employee's failure to participate may
27 result in serious illness, injury, pain, or the eventual death of the identified recipient.

1 The employee must take the following steps:

- 2 1. Give the appointing authority reasonable advance notice of the need to take time
3 off; and,
4 2. Provide written proof from a physician as to the need for the employee to donate or
5 to participate in any other medical procedure where the participation of the donor is unique or critical
6 to a successful outcome.

7 Time off from work in excess of five working days is subject to other existing leave policies.

8 **11.2. Worker's Compensation Leave** - Superior Court employees are covered by King County
9 Safety and Worker's Compensation Industrial Insurance. If an employee is injured as a result of
10 employment or becomes ill as a direct result of employment, the employee must report the incident
11 immediately to his or her supervisor.

12 **11.3. Bereavement Leave** - Leave of up to three work days per instance will be allowed
13 following the death of any employee's immediate family member. For the purposes of this section,
14 "immediate family" is defined as follows:

- 15 ● Children - Children of spouse or domestic partner
- 16 ● Parents - Parents of spouse or domestic partner
- 17 ● Siblings - Siblings of spouse or domestic partner
- 18 ● Grandchildren - Grandchildren of spouse or domestic partner
- 19 ● Grandparents - Grandparents of spouse or domestic partner
- 20 ● Spouse or domestic partner
- 21 ● Any relative residing with the employee
- 22 ● An individual who stood *in loco parentis* to the employee, the employee's
23 spouse or domestic partner
- 24

25 An employee who has exhausted his or her bereavement leave may use up to three days of
26 sick leave for each instance when death occurs to an immediate family member. If no sick leave is
27 available, then the appointing authority may approve leave without pay. Holidays or regular days off
28 falling within the prescribed period of absence will not be charged against bereavement leave.

1 Prior notice and authorization is not required for leave under this paragraph. However, notice
2 of such absence must be given to the employee's supervisor as soon as possible.

3 **11.4. Payment for Accruals Upon Separation**

4 A. At the time of separation from service, an employee or the employee's estate or
5 beneficiary will be compensated in cash for accumulated vacation leave credits. When an employee
6 resigns, the supervising authority may require that written notice of such resignation be given at least
7 10 working days prior to the last day of work.

8 B. There is no provision for payment of sick leave accruals upon separation from
9 service due to dismissal, resignation or layoff. However, should an employee be laid off or resign in
10 good standing and return to work within two years, accrued sick leave credits will be restored to the
11 employee.

12 C. An employee on leave of absence without pay for military service may elect to
13 receive compensation in cash for accrued vacation leave credits.

14 **11.5. Leave Without Pay** - A regular employee may, at the discretion of the Department
15 Director and upon receiving prior written approval, be granted a leave of absence, without pay, for a
16 period not exceeding 2 calendar months. An employee will not be granted unpaid leave in a year
17 until such time as all accrued vacation leave credits have been used.

18 An employee may not earn sick leave or vacation leave credits for any month in which the
19 employee is absent without pay more than 21 hours. A leave of absence in excess of 30 days, except
20 for Medical and Family or military leave, will result in the loss of paid health benefits. At the
21 conclusion of such leave, the employee will return to the position.

22 **11.6. Jury Duty** - On proof of jury service, an employee will be granted a leave of absence
23 with pay, per RCW 2.36.165. No juror fee will be paid to an employee serving on any jury in King
24 County. Employees who serve on juries outside King County (e.g., in Kitsap, Pierce or Snohomish
25 Counties), must reimburse King County for any juror fees they receive. Employees must contact their
26 supervisor when dismissed from jury duty during regularly scheduled working hours and may be
27 required to report back to work.

28 **11.7. Military Leave** - An employee will be granted, for a period not exceeding twenty-one

1 (21) workdays days during each calendar year, leave of absence with pay for the purpose of taking
2 part in active military training duty as provided by State law (RCW 38.40.060). The employee must
3 submit a written request for military leave to the Chief Administrative Officer and must attach a
4 validated copy of the leave order.

5 During a military conflict, an employee who is the spouse of a member of the military as
6 provided by State law (RCW 49.77.030) is entitled to a total of fifteen (15) days of unpaid leave per
7 deployment. This leave may be taken while a spouse is on leave from deployment, or when ordered
8 to active duty and before deployment.

9 The employee must work an average of twenty or more hours per week to be eligible for this
10 leave. Accrued vacation or sick leave may be substituted for unpaid leave. An employee must
11 provide notice within five business days of receiving the notice of military leave.

12 **11.8. Management Leave** - FLSA Employees covered by this bargaining unit are employed
13 in a bona fide executive, administrative or professional capacity and are in turn exempt from overtime
14 payments under the Federal Fair Labor Standards Act. As such, bargaining unit employees are
15 expected to work the hours necessary to satisfactorily perform their jobs. Bargaining unit employees
16 are eligible for management leave pursuant to the King County Superior Court Administrative
17 Guidelines for Personnel, Section 8.03.

18 **ARTICLE 12: GRIEVANCE PROCEDURE**

19 **12.1.** The County and the Union recognize the importance and desirability of settling
20 grievances promptly and fairly in the interest of good employee relations and morale and to this end
21 the following procedure is outlined. Employees will be unimpeded and free from restraint,
22 interference, coercion, discrimination or reprisal in seeking adjudication of their grievances.

23 **12.2. Grievance Definition** - An issue raised by an employee, the Union or the Local
24 alleging a violation of the terms of this Agreement.

25 **12.3.** A grievance must be presented within ten (10) calendar days after the occurrence of the
26 incident that gave rise to such grievance. Employees have the right to union representation at all
27 levels of the grievance process.

1 **12.4. Grievance Procedure**

2 **A. Step 1.** A grievance relating to wages or wage-related matters shall be presented
3 in writing to the appropriate Court director/designee. The Court director/designee shall meet with the
4 employee and the Union representative to gain all relevant facts and shall attempt to resolve the
5 matter and notify the Union and the County within fifteen (15) calendar days following receipt of the
6 grievance.

7 **B. Step 2.** If the decision of the Court director/designee has not resolved the
8 grievance, the grievance may be presented in writing to the King County Labor Negotiator/designee
9 within ten (10) calendar days following the Step 1 response. The Labor Negotiator/designee shall
10 meet with the employee and Union representative to gain all relevant facts and shall attempt to settle
11 the dispute. The Labor Negotiator/designee will notify the employee and the Union in writing within
12 twenty-one (21) calendar days following the meeting of his/her decision.

13 **12.5. Arbitration** - Failing resolution at Step 2 of the grievance process, the Union may
14 request arbitration within thirty (30) calendar days of the conclusion of Step 2 specifying the exact
15 question which it wishes to arbitrate. The County and Union shall select a third disinterested party to
16 serve as an arbitrator. In the event that the parties are unable to agree upon an arbitrator, an arbitrator
17 will be selected from a list supplied by PERC or FMCS, whichever source is mutually acceptable.
18 The arbitrator will be selected from the list by both the County and the Union representatives. The
19 party to strike first will be determined by a coin toss. The arbitrator shall be asked to render a
20 decision as soon as possible after the case is heard. The arbitrator shall be final and binding on both
21 parties.

22 **A.** The arbitrator shall have no power to change, alter, detract from or add to the
23 provisions of this Agreement, but shall have the power only to apply and interpret the provisions of
24 this Agreement in reaching a decision.

25 **B.** The arbitrator's fees and expenses shall be borne equally by both parties.

26 **C.** No matter may be arbitrated which the County, by law, has no authority over and
27 has no authority to change.

28 **D.** There shall be no strikes, cessation of work or walkouts during such conferences or

1 arbitration.

2 E. Each party to an arbitration proceeding shall bear the full cost of its representatives
3 and witnesses.

4 **12.6. Mediation**

5 A. **Unfair Labor Practice** - The County and the Union agree that thirty (30) calendar
6 days prior to filing a ULP complaint with PERC, the complaining party will notify the other party, in
7 writing, meet, and make a good faith attempt to resolve the concerns unless the deadline for filing
8 with PERC would otherwise pass or the complaining party is seeking a temporary restraining order as
9 relief for the alleged Unfair Labor Practice.

10 B. **Grievance** - After a grievance is initially filed, the following Alternative Dispute
11 Resolution (ADR) process may be followed, with mutual consent.

12 1. A meeting will be arranged by the County and Union Representatives.

13 2. The meeting will include a mediator(s) and the affected parties.

14 (a) The parties may mutually agree to other participants such as subject
15 matter experts.

16 3. The parties will meet at mutually agreeable times to attempt to resolve the
17 matter.

18 4. If the matter is resolved, the grievance will be withdrawn.

19 5. If the matter is not resolved, the grievance may continue through the
20 grievance process with thirty (30) days written notice following conclusion of the mediation process.

21 6. The moving party can initiate the next step in the grievance process at the
22 appropriate times, irrespective of this process.

23 7. Offers to settle and aspects of settlement discussions will not be used as
24 evidence or referred to if the grievance is not resolved by this process.

25 This section does not supersede or preclude any use of grievance mediation later in the
26 grievance process.

27 **12.7.** Time limits set forth in this Article may be extended by mutual agreement in writing.

28 **12.8.** Grievances shall be heard during normal working hours unless stipulated otherwise by

1 the parties.

2 **ARTICLE 13: SAVINGS CLAUSE**

3 Should any part hereof or any provision herein contained be rendered or declared invalid by
4 reasons of any existing or subsequently enacted legislation or by any decree of a court of competent
5 jurisdiction, such invalidation of such part or provision of this Agreement shall not invalidate the
6 remaining portions hereof; provided, however, upon such invalidation the parties agree to meet and
7 negotiate such parts or provisions affected. The remaining parts or provisions shall remain in full
8 force and effect.

9 **ARTICLE 14: WAIVER AND COMPLETE AGREEMENT**

10 The parties acknowledge that during the negotiations resulting in this Agreement each had the
11 unlimited right and opportunity to make demands and proposals with respect to wages and wage-
12 related matters and the agreements arrived at by the parties after exercise of that right and opportunity
13 are set forth in this Agreement. All rights and duties of both parties are specifically expressed in this
14 Agreement and such expression is included herein. This Agreement constitutes the entire agreement
15 between the parties and concludes collective bargaining for its terms, subject only to a desire by both
16 parties to mutually agree to amend or supplement this Agreement at any time, and except for
17 negotiations over a successor collective bargaining agreement.

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1 **ARTICLE 15: DURATION**

2 This Agreement shall become effective upon full and final ratification and approval by all
3 formal requisite means by the Metropolitan King County Council, unless a different effective date is
4 specified, and shall be in effect January 1, 2013 through December 31, 2014.

5
6 APPROVED this 6 day of JUNE, 2013.

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10 By: Dow Constant
11 King County Executive

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15
16 SIGNATORY ORGANIZATION:

17
18 William F. Dennis
19 Bill Dennis
20 Research Director
21 Washington State Council of County and City
22 Employees, Council 2, Local 2084-SC
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24
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26
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cba Code: 458

Union Code: N6

ADDENDUM "A"
to the
AGREEMENT
by and between
KING COUNTY, WASHINGTON
and
WASHINGTON STATE COUNCIL OF COUNTY AND CITY EMPLOYEES
LOCAL 2084-SC (Superior Court) CASA's
January 1, 2012 through December 31, 2014

THIS ADDENDUM is supplemental to the Agreement by and between KING COUNTY, WASHINGTON, hereinafter referred to as the Employer, and WASHINGTON STATE COUNCIL OF COUNTY AND CITY EMPLOYEES LOCAL 2084-SC (Superior Court) CASA's

A.1 Salary Ranges - The following Salary Ranges of the King County Standardized Annual/FLSA Exempt Salary Schedule below shall be in effect January 1, 2012 through December 31, 2014. The cost of living adjustment shall be as provided in Article 5.3 of the collective bargaining agreement.

Job Class Code	PeopleSoft Job Code	Classification Title	Pay Range Standard Table
6120100	663101	CASA Specialist	50*
6240100	664101	CASA Attorney	58*

* 35 hours per week

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**MEMORANDUM OF AGREEMENT
BY AND BETWEEN
KING COUNTY AND
<UNION>
ADDRESSING THE 2011 BUDGET CRISIS**

WHEREAS, the County is experiencing a financial crisis with a projected General Fund revenue shortfall of \$60 million;

WHEREAS, effective January 1, 2011, the County will eliminate hundreds of positions;

WHEREAS, the parties have an interest in preserving as many positions as possible;

WHEREAS, the employees represented by <Union - Contract>

cba Code	Union	Contract

WHEREAS, the national financial crisis, the County's structural financial imbalance, and declining revenues have significantly impacted the County's ability to pay Cost of Living adjustments to its employees;

WHEREAS, the parties will through this Agreement help to preserve essential services and reduce layoffs necessary during 2011.

NOW THEREFORE, King County and <Union> agree as follows.

1. The parties have negotiated that all employees covered by collective bargaining agreements that are open on the subject of 2011 Cost of Living pay adjustments and represented by the aforementioned Unions will not receive a 2011 Cost of Living pay adjustment.

The parties agree that wages will be increased by percentage amounts shown below:

A. 2012 COLA

Employees shall be eligible to receive 90% of the annual average growth rate of the bi-monthly Seattle-Tacoma-Bremerton Area Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W, July of the previous year to June of the current year). Zero floor and no ceiling.

ADDENDUM B

B. 2013 COLA

Employees shall be eligible to receive 95% of the annual average growth rate of the bi-monthly Seattle-Tacoma-Bremerton Area Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W, July of the previous year to June of the current year). Zero floor and no ceiling.

C. 2014 COLA

Employees shall be eligible to receive 95% of the annual average growth rate of the bi-monthly Seattle-Tacoma-Bremerton Area Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W, July of the previous year to June of the current year). Zero floor and no ceiling.

The parties agree when significant shifts in economic and fiscal conditions occur during the term of this agreement, the parties agree to reopen negotiations for COLA when triggered by either an increase in the King County unemployment rate of more than 2 percentage points compared with the previous year or a decline of more than 7% in County retail sales as determined by comparing current year to previous year. Data will be derived from Washington State Department of Revenue. By no later than July 30th of each year of this agreement, the county will assess whether the economic measurements listed above trigger contract reopeners on COLA for the subsequent year.

2. Employees covered by this Agreement will be eligible to receive, in 2011, 2012, 2013 and 2014, other forms of compensation adjustments as provided for in their collective bargaining agreement.

3. As determined by the County, savings generated by forgoing a 2011 Cost of Living pay adjustment shall be applied by the County in such a way as to reduce the loss of jobs held by bargaining unit members covered by the terms of this Agreement.

4. The County agrees to maintain the benefits negotiated in the Joint Labor Management Insurance Committee for 2011 through 2012.

5. The parties acknowledge that all parties have fulfilled their obligations to engage in collective bargaining over the subjects contained in this Agreement.

6. The parties acknowledge that this Agreement is subject to approval by the King County Council and ratification by the membership of the aforementioned Unions.

7. Any dispute regarding the interpretation and/or application of this Agreement shall be handled pursuant to the terms of the applicable Union's grievance procedure, provided that if more than one bargaining unit has the same or similar dispute, the grievances shall be consolidated.

8. The parties agree that this Memorandum of Agreement shall be in effect through December 31, 2014.

ADDENDUM B

9. The parties hereby agree that if, subsequent to the execution of this Agreement, the County reaches an agreement with the Amalgamated Transit Union, Local 587 (ATU) related to the 2011 COLA that is more favorable, this entire agreement will be reopened for negotiations for those bargaining units eligible for interest arbitration.

For <Union>:

Date

For King County:

Patti Cole-Tindall, Director
Office of Labor Relations
King County Executive Office

Date

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Checklist and Summary of Changes for the attached Collective Bargaining Agreement

Name of Agreement
Washington State Council of County and City Employees, Council 2, Local 2084-SC (Superior Court - Family Court Operations; Court Appointed Special Advocates Specialists and Attorneys (CASA))
Labor Negotiator
Lance King

<i>Prosecuting Attorney's Review</i>	Yes
<i>Legislative Review Form; Motion or Ordinance</i>	Yes
<i>Executive Letter</i>	Yes
<i>Fiscal Note</i>	Yes
<i>Six Point Summary</i>	Yes
<i>King County Council Adopted Labor Policies Contract Summary</i>	Yes
<i>Ordinance</i>	Yes
<i>Original Signed Agreement(s)</i>	Yes
<i>Does transmittal include MOU/MOA?</i>	No

<i>Six Point Summary of changes to the attached agreement:</i>
1. This is a new bargaining unit. The terms and conditions of the wages and benefits collective bargaining agreement essentially maintains the status quo from when these employees were unrepresented.
2. <u>The cost-of-living adjustment for 2012 is as follows:</u> Employees shall be eligible to receive 90% of the annual average growth rate of the bi-monthly Seattle-Tacoma-Bremerton Area Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W, July of the previous year to June of the current year). Zero floor and no ceiling. <u>The cost-of-living adjustments for 2013 and 2014 are as follows:</u> Employees shall be eligible to receive 95% of the annual average growth rate of the bi-monthly Seattle-Tacoma-Bremerton Area Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W, July of the previous year to June of the current year). Zero floor and no ceiling.
3. Bargaining unit members will be placed on the King County Standardized Annual/FLSA Exempt Salary Schedule, 35 hours per week, pay ranges 50 and 58.
4. The County will provide health insurance as determined by the King County Joint Labor Management Insurance Committee.
5. Language permitting the County to reopen the contract at any time to negotiate standardized pay practices was agreed to.
6.

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**KING COUNTY COUNCIL
ADOPTED LABOR POLICIES
CONTRACT SUMMARY**

CONTRACT: Washington State Council of County and City Employees, Council 2, Local 2084-SC (Superior Court - Family Court Operations; Court Appointed Special Advocates Specialists and Attorneys (CASA))

TERM OF CONTRACT: January 1, 2012, through December 31, 2014

DESCRIPTION OF WORK PERFORMED BY BARGAINING UNIT MEMBERS: CASA Specialists conduct case management and supervise Court Appointed Special Advocates (CASA) and Guardian Ad Litem volunteers as they represent the best interests of allegedly abused and neglected children in Family Court. CASA Attorneys represent CASA's at court hearings, trials and depositions and provide case-specific legal advice for program staff.

NEGOTIATOR: Lance King

COUNCIL POLICY	COMMENTS
➤ REDUCTION-IN-FORCE:	N/A (This agreement only covers wages and wage related items.)
➤ INTEREST-BASED BARGAINING:	The parties utilized interest-based bargaining techniques.
➤ DIVERSITY IN THE COUNTY'S WORKFORCE:	This agreement contains a non-discrimination clause consistent with other King County collective bargaining agreements.
➤ CONTRACTING OUT OF WORK:	The wages agreement does not specifically address the contracting out of work.
➤ LABOR / MANAGEMENT COMMITTEES:	N/A (This agreement only covers wage and wage related items.)
➤ MEDIATION:	This agreement contains provisions for voluntary mediation of wage related grievances.
➤ CONTRACT CONSOLIDATION:	This bargaining unit covers all represented positions in Family Court Services.
➤ HEALTH BENEFITS COST SHARING:	N/A

**KING COUNTY COUNCIL
ADOPTED LABOR POLICIES
CONTRACT SUMMARY**

CONTRACT:

Washington State Council of County and City Employees, Council 2, Local 2084-SC (Superior Court - Family Court Operations; Court Appointed Special Advocates Specialists and Attorneys (CASA))

COUNCIL POLICY	COMMENTS
➤ TIMELINESS OF LABOR CONTRACT NEGOTIATIONS:	The parties were diligent to negotiate this agreement as expeditiously as possible.
➤ USE OF TEMPORARY AND PART-TIME EMPLOYEES:	N/A

MISCELLANEOUS CONTRACT ISSUES:	
➤ BIWEEKLY PAY:	The employees covered by this agreement are paid on a biweekly schedule.
➤ INTEREST ARBITRATION ELIGIBLE:	The employees covered by this agreement are not interest arbitration eligible.
➤ NO STRIKE PROVISION:	This agreement contains no strike language.
➤ ADDITIONAL LEAVE PROVISIONS:	N/A
➤ HOURS OF WORK:	Employees covered by this agreement work a 35 hour work week.
➤ PERFORMANCE EVALUATIONS:	The employees covered by this agreement receive annual performance evaluations.

June 4 2013

The Honorable Larry Gossett
Chair, King County Council
Room 1200
C O U R T H O U S E

Dear Councilmember Gossett:

This letter transmits an ordinance that will enable King County to represent the best interests of children who have allegedly been abused and/or neglected.

The enclosed ordinance, if approved, will ratify the Washington State Council of County and City Employees, Council 2, Local 2084-SC (Superior Court - Family Court Operations; Court Appointed Special Advocates Specialists and Attorneys (CASA)) collective bargaining agreement for the period of January 1, 2012, through December 31, 2014. This agreement covers 13 employees in King County Superior Court. Employees in this bargaining unit conduct case management and supervise Court Appointed Special Advocates (CASA) and Guardian Ad Litem volunteers as they represent the best interests of children in Family Court in dependency matters. CASA Attorneys represent CASA's at court hearings, trials, and depositions; and provide case specific legal advice for program staff.

This agreement furthers the goals of the County's Strategic Plan as it contains improvements in efficiency, accountability, and productivity for the County, including language related to vacation leave, sick leave and holidays that comports with how these benefits have been historically administered and to comply with moving to a common payroll system. The agreement also contains language permitting the County to reopen the contract at any time to negotiate standardized pay practices.

There are no changes to the wage schedule and the cost-of-living adjustments for 2012, 2013, and 2014 follow the standard County settlement agreed to with other labor organizations.

The settlement reached is a product of good faith collective bargaining between King County and the Union. The agreement compares favorably with other settlements and is within our capacity to finance. This agreement has been reviewed by the Office of the Prosecuting Attorney, Civil Division.

The Honorable Larry Gossett

June 4, 2013

Page 2

Thank you for your consideration of this ordinance. This important legislation will help King County represent abused and/or neglected children in court dependency matters.

If you have questions, please contact Patti Cole-Tindall, Director, Office of Labor Relations, at 206-296-4273.

Sincerely,

Dow Constantine
King County Executive

Enclosures

cc: King County Councilmembers

ATTN: Michael Woywod, Chief of Staff

Anne Noris, Clerk of the Council

Carrie S. Cihak, Chief Advisor, Policy and Strategic Initiatives, King County
Executive Office

Dwight Dively, Director, Office of Performance, Strategy and Budget

Patti Cole-Tindall, Director, Office of Labor Relations



FISCAL NOTE

Ordinance/Motion No.	Collective Bargaining Agreement		
Title:	Washington State Council of County and City Employees, Council 2, Local 2084-SC (Superior Court - Family Court Operations; Court Appointed Special Advocates Specialists and Attorneys (CASA))		
Effective Date:	1/1/2012		
Affected Agency:	King County Superior Court		
Note Prepared by:	Matthew McCoy, Labor Relations Analyst, Office of Labor Relations	Phone: 205-8004	
Department Sign Off:	Steve Davis, Business and Finance Manager, Superior Court	Phone: 296-9377	
Note Reviewed by:	Supplemental Required? NO <input checked="" type="checkbox"/> YES <input type="checkbox"/>	Andrew Bauck, Budget Analyst	Phone: 263-9771

EXPENDITURES FROM:

Fund Title	Fund Code	Department	2012	2013	2014
CX	10		\$ 13,134	\$ 25,304	\$ 16,884
MIDD	1135		\$ 1,309	\$ 2,521	\$ 1,683
SC Grants	2140		\$ 3,843	\$ 7,405	\$ 4,940
TOTAL: Increase FM previous year			\$ 18,286	\$ 35,230	\$ 23,507
TOTAL: Cumulative			\$ 18,286	\$ 53,516	\$ 77,023

EXPENDITURE BY CATEGORIES:

Expense Type	Fund Code	Department	2011 Base	2012	2013	2014
Salaries			\$ 976,539	\$ 15,918	\$ 30,667	\$ 20,462
OT						
PERS & FICA			\$ 145,309	\$ 2,368	\$ 4,563	\$ 3,045
TOTAL			\$ 1,121,848			
TOTAL: Increase FM previous year			\$ 18,286	\$ 35,230	\$ 23,507	
TOTAL: Cumulative			\$ 18,286	\$ 53,516	\$ 77,023	

ASSUMPTIONS:

Assumptions used in estimating expenditure include:	
1. Contract Period(s):	1/1/2012 – 12/31/2014
2. Wage Adjustments & Effective Dates:	
COLA:	90% CPI-W Seattle-Tacoma-Bremerton 1/1/2012 (1.63%) 95% CPI-W Seattle-Tacoma-Bremerton 1/1/2013 (3.09%) 95% CPI-W Seattle-Tacoma-Bremerton 1/1/2014 (Assumed 2.00%)
Other:	
Retro/Lump Sum Payment:	Retro COLA pay of approximately \$18,186 for all of 2012 plus \$17,570 for 2013 covering the period up to September 1, 2013 (assuming this is the implementation date) for a total retro of \$35,856.
3. Other Wage-Related Factors:	
Step Increase Movement:	No change
PERS & FICA:	Payroll taxes estimated to be 14.98%.
Overtime:	
4. Other Cost Factors:	
	Assumes staffing is constant.