

**SIDE LETTER AGREEMENT BETWEEN THE COUNTY OF PLACER AND
PLACER PUBLIC EMPLOYEES ORGANIZATION (PPEO)
REGARDING LONGEVITY PAY**

This Side Letter of Agreement is entered into between the County of Placer and the PPEO ("Parties") to change the the current Memorandum of Understanding (MOU) covering the term July 1, 2017 to June 30, 2022 regarding Longevity Pay. It is understood that the specific provisions contained in this Side Letter Agreement shall supersede any previous agreements or side letters, whether oral or written, regarding Longevity Pay.

The Parties have met and conferred in good faith concerning the terms and conditions of this side letter agreement and its implementation, and now therefore mutually agree that Section 6.05 of the current MOU be replaced with the language shown below effective November 1, 2019. New language is noted in bold/underline and deletions are noted in strike through.

6.05 – LONGEVITY

~~a. Each permanent employee who has been at Step 5 of his or her salary grade for ten thousand and four hundred (10,400) paid hours (five years' full-time paid service) with Placer County shall receive a one-time five percent (5%) increase in his or her current base hourly rate. The 10,400 hour period shall be calculated from the date the employee begins service at Step 5 in that salary grade. An employee who takes a voluntary demotion, transfer, or reclassification to a lower salary grade shall have the previously earned service at the higher salary grade count towards the longevity pay calculation in the lower grade.~~

- ~~1. Any form of overtime hours, extra help hours, and time off without pay regardless of the reason, will not be included for purposes of determining eligibility for longevity pay.~~
- ~~2. Eligible employees can only receive one longevity pay increase. Once a longevity increase has been provided to an employee it will remain with the employee regardless of any future position or classification changes.~~
- ~~3. Employees who separate from county service, but who reinstate at a future date, will follow the reinstatement provisions found in the Placer County Code, Chapter 3, Section 3.08.1150 for eligibility for longevity pay.~~
- ~~4. **Probation Officer Series.** Employees who have received the 10 year and/or 20 year longevity pay under the DSA MOU and the Placer County Code, Chapter 3, Section 3.12.060.8 of April 21, 2008, will continue to receive said pay in a grandfathered status. Probation Officer series employees will follow the PPEO Professional Unit longevity provision if they had not received longevity pay as of April 21, 2008.~~

a. Effective November 1, 2019 and subject to the conditions specified herein, PPEO represented employees shall be eligible for longevity pay under one of the following formulas.

1. Longevity Pay A: This category of longevity pay applies only to permanent employees who are already receiving longevity pay on or before October 31, 2019. For this category, each permanent employee will continue to receive longevity pay, which is a one-time five percent increase in his or her current base hourly rate. The basis to receive longevity pay will be determined by either one (but not both) of the following two formulas:

A. The permanent employee has been at step 5 of his or her salary grade for ten thousand four hundred (10,400) paid hours (five years continuous full-time paid service) with Placer County.

B. The permanent employee has worked at least ten thousand four hundred hours (10,400) paid hours (five years of continuous full-time paid service) calculated from the beginning of employment with Placer County.

2. Longevity Pay B: This category of longevity pay applies to permanent employees hired on or before October 31, 2019 that have not qualified for longevity pay on or before October 31, 2019. For this category, each permanent employee who has at least twenty thousand eight hundred (20,800) continuous paid hours calculated from the beginning of employment (ten (10) years of continuous full-time paid service) with Placer County shall receive as longevity pay a TWO PERCENT (2%) increase in his or her then current base hourly rate. Each permanent employee who has at least thirty one thousand two hundred (31,200) continuous paid hours calculated from the beginning of his or her employment (fifteen (15) years of continuous full-time paid service) shall receive as longevity pay a THREE PERCENT (3%) increase in his or her then current base hourly rate. This category of longevity pay shall be calculated on a cumulative basis to equal no more than five percent in total.

3. Longevity Pay C: This category of longevity pay applies solely to retirees of the County with a retirement date of October 31, 2019 or earlier that were PPEO Represented Employees and had received longevity pay prior to his or her retirement. For this category, each PPEO Represented retiree that received longevity pay on or before October 31, 2019 is deemed to have earned longevity pay under one of the following two formulas:

A. The retiree was a permanent employee that had been at step 5 of his or her salary grade for ten thousand four hundred (10,400) paid hours (five years full-time paid service) with Placer County.

B. The retiree was a permanent employee that worked at least ten thousand four hundred hours (10,400) paid hours (five years of continuous full-time paid service) calculated from the beginning of employment with Placer County.

If the retiree had not received longevity pay prior to his or her retirement on or before October 31, 2019, this sub-section does not grant or change the longevity pay status to the retiree as it applies only to retirees that had already received longevity pay on or before October 31, 2019.

4. PPEO Represented Employees permanently hired on or after November 1, 2019 shall not be eligible for longevity pay.

5. For purposes of Longevity Pay A employees and Longevity Pay C retirees of the County with a retirement date of October 31, 2019 or earlier, an employee or retiree who took a voluntary demotion, transfer or reclassification to a lower salary grade is deemed to have the previously earned work hours at the higher salary grade count towards the longevity pay calculation in the lower salary grade.

6. Any form of overtime hours, extra-help hours and time off without pay regardless of the reason, will not be included for purposes of determining eligibility for longevity pay under any of the longevity pay formulas.

7. Eligible employees or retirees can qualify for longevity pay only pursuant to one of the longevity pay formulas. Once a longevity increase has been provided to an employee it will remain with the employee regardless of any future position or classification changes.

8. Employees who separate from county service, but who reinstate at a future date, will follow the reinstatement provisions found in Section 3.08.1150 for eligibility for longevity pay.

9. Probation officer series employees who have received the ten (10) year and/or twenty (20) year longevity pay under the DSA MOU and Placer County Code Section 3.12.060(B) as of April 1, 2008, will continue to receive said pay in a grandfathered status. Probation officer series employees will follow the PPEO professional unit longevity provision if they had not received longevity pay as of April 1, 2008.

The terms and conditions set forth in this Side Letter Agreement have been mutually agreed upon by the designated bargaining representatives of the County and PPEO, and will apply to all employees covered by the MOU between the County and the PPEO.

This Side Letter Agreement shall expire upon the operative effect of the current MOU.

Authorized and Approved on behalf of the PPEO:

_____	_____
Bart Florence, Business Manager	Date
_____	_____
Steve Crouch, Director of Public Employees	Date
_____	_____
Gary Winegar, Business Representative	Date
_____	_____
Brandy Dunkel, PPEO President	Date
_____	_____
Ricky Martino, PPEO Vice President	Date

Authorized and Approved on behalf of the Placer County Board of Supervisors:

_____	_____
Kirk Uhler, Chairman	Date
_____	_____
Todd Leopold, County Executive Officer	Date
_____	_____
Kate Sampson, Human Resources Director	Date