

SRCEA./MANAGEMENT Interest Based Negotiations (IBN) 2004
Session Six - March 12, 2004

NOTE: THIS IS AN INFORMATION DISSEMINATION TOOL ONLY. THERE IS NO MECHANISM TO RESPOND THROUGH THIS MAILBOX. SRCEA MEMBERS AND AFFECTED MANAGERS ARE ENCOURAGED TO REFER QUESTIONS AND COMMENTS TO THEIR RESPECTIVE IBN REPRESENTATIVES.

ATTENDANCE:

Lorrie Abbott, Tony Alvernaz, Donna Crowley, Fran Elm, Colleen Ferguson, David Hanson, Bob Harder, Diane Lesko, Ricia Maxie, Sandy Mello, Bette Smith, and John Sorensen

CHECK IN - (an exercise that encourages participation by asking each meeting participant a series of questions)

CITY COUNCIL REPORT BACK

Fran Elm, Employee Relations Manager, reported that in closed session on March 9, 2004, City Council members were provided information regarding the cost of retirement, health care, and the workers compensation program for all City employees, broken out by bargaining unit. Further discussion with the City Council about the City's financial situation will take place after the City Manager, Jeff Kolin, finishes his preliminary budget review on March 22, 2004.

FAMILY SICK LEAVE LANGUAGE

On February 13, 2004, the IBN Teams reached a tentative agreement to modify contract language in Article 15.14 regarding *Sick Leave - Family Illness* as follows:

Employees may use hours of accumulated sick leave for the serious illness of; 1) their spouse, qualified domestic partner, child, step-child, child of employee's domestic partner, parents and grandparents and; 2) with prior approval of the City Manager or his/her designee, to care for other members of the household or family.

At this session the group reached a tentative agreement to add the following language to Article 15.14:

The City may require an employee to provide a medical professional's statement which outlines the severity and expected duration of the illness or treatment prior to approving the use of sick leave under Article 15.14.

LAYOFF PROCEDURE

At the February 13th and February 20th meetings, the IBN Team discussed the management perspective regarding layoff procedures proposed by an Executive Staff

subcommittee. That group identified two types of seniority that could be considered for layoff procedures: classification seniority and City seniority. They also proposed that an employee identified for layoff could only bump to a position that he/she previously held if the incumbent had less City seniority. They agreed with previous discussions held in the management/labor Coalition that an employee in a flexibly staffed job classification such as Civil Engineering Technician could bump to a lower level, e.g. from a C.E. Tech III to a C.E. Tech II even if the employee identified for layoff had not held the lower level position. A flexibly staffed job classification is defined as a series in which an employee can advance through promotion. Advancement in such a series does not require a competitive exam.

SRCEA representatives asked that management consider adding bumping rights for *senior* job classifications to allow those in a senior position to bump to the lower non-senior position that had not been previously held, e.g., Senior Building Inspector to Building Inspector. Such senior positions differ from flexibly staffed positions in that advancement can only occur through a competitive process.

Fran reported that the Executive Staff subcommittee agreed that a Senior Administrative Assistant could bump an Administrative Assistant even if the Senior had never held an Administrative Assistant position because most Senior Administrative Assistants were hired at the senior level. They pointed out that most incumbents in the other senior positions citywide had advanced from the lower level position and therefore would have bumping rights already.

The group reached a tentative agreement to accept the guidelines proposed by the Executive Staff subcommittee with the understanding that these guidelines would be temporarily implemented in the event that the final budget proposals include actual layoffs. These guidelines would be used to address any layoffs that occur as part of the Fiscal Year 2004/2005 budget process and then re-evaluated and modified as necessary in a meet and confer process. The group agreed that the interests of flexibility and creativity should be applied to each layoff situation which will be addressed individually in a meet and confer process.

Fran will work on drafting language that incorporates the tentative agreement regarding layoff guidelines. That language will be discussed at the April 2nd meeting.

CALENDAR OF CONTRACT ISSUES

The IBN team will not be meeting on March 19th and 26th. The last day to bring up new contract issues is April 9th. The updated calendar is as follows:

April 2, 2004

SRCEA/MANAGEMENT IBN COMMUNIQUE
March 12, 2004

Cost of Health Care
Maintenance of Benefits
COLA Formula
COLA Increase
Salary Studies
Parity with other units
Term of Agreement
Increase maximum vacation accumulation
Vacation Buyback
Layoff Procedures

April 9, 2004

9/80 Work Schedule
Time Savings Plan (TSP) Language
Additional Floating holiday/Cesar Chavez Holiday
Retiree Health Plan Open Enrollment
One Time Selection of Vision and Dental Insurance for Permanent Part-Time Employees

April 16, 2004

Mandatory Time Off/Furloughs in Lieu of Layoffs
Contracting Out
Contract Retroactivity

May 7, 2004

Incorporate Side Letters and Amendments
Develop Contract Language

NEXT AGENDA

The next IBN team meeting will be held on Friday, April 2, 2004. The proposed agenda includes the following:

Check-in
Report Backs
Cost of Health Care
Maintenance of Benefits
COLA Formula

SRCEA/MANAGEMENT IBN COMMUNIQUE
March 12, 2004

COLA Increase
Salary Studies
Parity with other units
Term of Agreement
Increase maximum vacation accumulation
Vacation Buyback
Layoff Procedures
Communique
Check-out