

AGREEMENT BY AND BETWEEN

**SKAGIT COUNTY COMMISSIONERS  
AND  
SKAGIT COUNTY EMPLOYEES**

**REPRESENTED BY  
INTERNATIONAL FEDERATION OF PROFESSIONAL  
AND TECHNICAL ENGINEERS, LOCAL #17**

**Date of Adoption**

THROUGH

**December 31, 2010**

(Prepared: November 18, 2007)

**COVERING THE SKAGIT COUNTY  
DEPARTMENT OF EMERGENCY MANAGEMENT**

**SKAGIT COUNTY BOARD OF COMMISSIONERS  
AND  
SKAGIT COUNTY IFPTE #17 UNIT EMPLOYEES**

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THIS AGREEMENT entered into by the BOARD OF COUNTY COMMISSIONERS, SKAGIT COUNTY, Washington, hereinafter referred to as the Employer, and INTERNATIONAL FEDERATION OF PROFESSIONAL TECHNICAL ENGINEERS, LOCAL #17, hereinafter referred to as the Union, has at its purpose the promotion of harmonious relations between the Employer and the Union, establishment of an equitable and peaceful procedure for the resolution of differences, and the establishment of rates of pay, hours of work, and other conditions of employment.

## **PRODUCTIVITY**

It is mutually agreed that the Employer and the Union shall work together individually and collectively to provide the public with efficient service, to encourage good attendance of employees, and to promote a climate of labor relations that will aid in achieving a high level of efficiency within the Department.

## **ARTICLE 1 - RECOGNITION**

- 1.1 The Employer recognizes the Union as the sole and exclusive bargaining representative for all regular full-time and regular part-time employees employed in classifications listed in Appendix A of this Agreement as they currently exist, are created per Section 1.2 or as amended during the life of this Agreement.
- 1.2 Should a new classification, excluding supervisors and confidential employees be created within the bargaining unit, the Employer will notify the Union within five (5) working days and negotiations over appropriate wages for said classification will begin within thirty (30) days of the notification.
- 1.3 The Employer and the Union recognize that the County participates in certain work and/or educational training programs which are funded by moneys other than the County, and which provide work training or educational experience to individuals placed into County Departments.
- 1.4 The Employer and the Union further recognize that such programs provide valuable work and/or educational training to the individual, and provide a benefit to the County, and the community in general.
- 1.5 Therefore, it is the express intention of the parties that any such worker currently placed, or any such worker placed into a Department covered by this Agreement in the future is not part of the bargaining unit and is not covered by this agreement for such time as they are in the above-mentioned program.
- 1.6 Volunteers may be utilized for non-essential peripheral functions and tasks.

## **ARTICLE 2 - UNION SECURITY**

- 2.1 It shall be a condition of employment that all employees of the Employer covered by this Agreement who are members of the Union in good standing on the date this Agreement is executed shall remain members in good standing and those who are not members on the date this Agreement is executed shall, on or after the thirtieth

(30<sup>th</sup>) day following the date this Agreement is executed, become and remain members in good standing in the Union. It shall also be a condition of employment that all employees covered by this Agreement and hired on or after its execution date shall, on or after the thirtieth (30<sup>th</sup>) day following the beginning of such employment, become and remain members in good standing in the Union. Tender of the Union's periodic dues and initiation fees uniformly required as a condition of acquiring or obtaining such membership shall, for the purposes of this Article, be considered membership in the Union.

- 2.2 In order to provide bargaining unit employees the right of non-association with the Union because of the employee's belief in bona fide religious tenets or teachings of a church or religious body of which such employee is a member, which has historically held conscientious objections to joining or financially supporting a labor organization shall not be required to join or financially support the Union, but in the alternative, shall be required to pay a monthly amount equal to the Union membership fee to a non-religious charitable fund exempt from taxation under Section 501[c] [3] of the Internal Revenue Code. These religious objections and decisions as to which fund will be used must be documented and declared in writing and agreed upon by the Union and the employee.
- 2.3 The Employer agrees to deduct Union dues from each employee's wages if the employee so desires. The Employer shall submit the dues to the address and name provided by the Union.
- 2.4 The Union and all bargaining unit employees agree to indemnify and hold harmless the Employer from any and all liability resulting from such deductions.

### ARTICLE 3 - DEFINITIONS

- 3.1 **Overtime:** Time worked by non-exempt employees in excess of forty (40) hours per week excluding sick days, vacation days, holidays, bereavement leave, military leave or jury duty.
- 3.2 **Employee:** Any regular full-time or regular part-time person employed in the bargaining unit covered by this agreement.
- 3.3 **Exempt Employee:** An elected, executive, administrative, or professional employee exempt from the minimum wage and overtime requirements of the Fair Labor Standards Act.
- 3.4 **Membership Representative:** A duly elected or appointed representative/shop steward of the persons employed in the bargaining unit covered by this agreement.
- 3.5 **Non-Exempt Employee:** An employee eligible to receive overtime pay and the minimum wage as designated by the Fair Labor Standards Act.
- 3.6 **Part-time Employee:** An employee working a regular schedule of less than twenty (20) hours per week or on an on-call basis.

- 3.7 **Regular Full-time Employee:** An employee working a regular schedule of 40 hours per week.
- 3.8 **Regular Part-time Employee:** An employee working a regular schedule of at least 20 hours, but less than 40 hours per week.
- 3.9 **Temporary Employee:** An employee working a full-time or part-time schedule for a specified period of time, not to exceed five (5) months in a twelve (12) month period.
- 3.10 **Union Representative:** An authorized agent of Local #17.

#### **ARTICLE 4 - UNION MANAGEMENT RELATIONS**

- 4.1 All collective bargaining with respect to wages, hours and working conditions shall be conducted between the authorized representatives of the Union and County.
- 4.2 Agreements reached between the parties of this Agreement shall become effective only when signed by the Executive Director or designee of Local 17, a representative of the bargaining unit, and the Board of County Commissioners.
- 4.3 The Union shall select from its membership up to one (1) bargaining unit member from each bargaining unit to serve with the IFPTE Union Representative in negotiating multiunit issues with the Employer. Negotiations shall be conducted at mutually agreed times and places. The Union shall select from its membership up to two (2) bargaining unit members from the bargaining unit to serve with the IFPTE Union Representative in negotiating single unit issues with the Employer.
- 4.4 The membership representatives of the bargaining unit negotiating team will be paid their usual wage whenever negotiations are held with the Employer during normal working hours. Meetings extending beyond normal work hours shall be uncompensated.
- 4.5 Official Union Representatives shall be allowed time away from their duty station without loss of pay when attending meetings with the Employer, or when adjusting grievances or complaints. Such Representatives, or shop stewards, shall obtain permission from their supervisor before leaving the job site. Supervisors shall cooperate with the shop steward or the union representatives in order to expedite and resolve grievances or complaints. The Employer has the right to require that stewards refrain from excessive activities that result in a neglect of work. The Union and the Employer agree to jointly correct situations where management believes a steward is spending unreasonable amounts of time in this capacity.
- 4.6 On February 1st of each year, the Union shall submit to the Employer a written list of Union Officials, stewards, and negotiating committee members. The employer shall be notified of any changes that occur during the year within two (2) weeks after such changes occur.
- 4.7 The Employer shall allow Union stewards reasonable use of telephone, fax, computer and photocopier equipment for the sole purpose of adjusting grievances or

complaints. The Union shall be permitted to use County email for incidental personal use in accordance with County policy regarding email.

- 4.8 The County shall provide bulletin board space for the use of the Union in areas accessible to the members of the bargaining units; provided, however, that said space shall not be used for notices which are political in nature, posting of documents pertaining to specific grievances, unfair labor practices charges or related regulatory matters (unless required by an enforcement agency, Court or the PERC). All material posted shall be officially identified as International Federation of Professional and Technical Engineers, Local # 17.
- 4.9 The Union recognizes the right of the employer to operate and manage the affairs of the County. The Employer shall retain all customary, usual and exclusive rights, functions, prerogatives, and authority connected with or incident to its responsibility to manage the affairs of the Employer. The Employer shall have the unqualified right to unilaterally modify any employment condition not covered by the terms of this Agreement without bargaining either the decision to do so or its impact on the Bargaining Unit. Provided, however, the Union and the Employer shall meet during the term of the Agreement at the request of either party to discuss or attempt to resolve grievances or other problems, and to improve the relations between the parties.

Without limitation and by way of illustration, the exclusive prerogatives, functions, and rights of the Employer shall include the following:

- 4.9.1 To determine the specific programs and services offered by the employer, and the methods, means and facilities by which they shall be effectuated.
- 4.9.2 To determine the nature and qualifications of the work force, to introduce and assign the duties and equipment, to direct and evaluate the employees in the performance of their work assignments, and to determine schedules of work and time off.
- 4.9.3 To hire, promote, train, retain, lay-off, and to discipline, suspend, demote and discharge Employees for just cause, and to discharge initial probationary Employees at will.
- 4.9.4 To implement new, and to revise or discard whether in whole or in part, procedures, materials, equipment and facilities.
- 4.9.5 To eliminate, reorganize or combine the work of the Employer.
- 4.9.6 To sub-contract work beyond the capacity, and/or scope of the Bargaining Unit to perform, or in situations where the Employer can demonstrate that it is more cost effective.
- 4.9.7 To assign or remove duties and responsibilities, including the right to assign or re-assign Employees within their classification.

- 4.9.8 The Employer shall not be limited, confined or restricted by past practice, rule, custom or regulation in making changes to policy, procedure, rules or regulations to carry out the mission of the Employer.
- 4.10 The Union and its members, as individuals or as a group, will not initiate, cause, permit or participate or join in any strike, work stoppage, slow down, picketing or any other restriction of work. The Union recognizes that the employer is engaged in providing vital public services requiring continuous operation and recognizes its obligation, together with the employer, to work toward continuous service to the County.
- 4.11 Union-Management Committee - The County and the Union agree to establish a joint Union/Management Committee which will meet periodically during the term of this agreement to discuss matters of mutual concern. All discussions by the parties pursuant to this section of the Agreement shall be considered "off the record" and inadmissible as evidence in any tribunal.
- 4.11.1 The Committee will meet on the request of either party when that party believes there are matters which merit discussion. Committee business will be conducted on County time.
- 4.11.2 The Committee will include up to two (2) members chosen by the Union and up to two (2) members chosen by Management. Either party may invite additional participants on an ad-hoc basis.
- 4.11.3 It is understood that any items discussed in the Union/Management Committee shall not add to or alter the terms of the Collective Bargaining Agreement unless ratified by the membership of the Union and approved by the Board of County Commissioners. It is also understood that neither party to this agreement waives its right to negotiate any bargainable subject.

## **ARTICLE 5 - HEALTH AND WELFARE**

- 5.1 All terms and conditions regarding ARTICLE 5 - Health and Welfare contained in the expired 2003-2006 Agreement or existing terms and conditions shall remain in full force and effect until such time as Section 5.2 shall become effective.
- 5.2 Effective 1/1/2008 (or such later date as the County shall determine) all unit employees shall participate in the Standard Medical Plan, which includes the provisions of section 5.9, (SMP) and shall continue participating in such plan for the duration of their respective agreements with the additional agreement that such SMP may have its benefit levels adjusted from time to time in accordance with the procedures as setout in Sections 5.5, 5.6 or 5.8.
- 5.2.1 The parties agree that they have bargained the 'value' impact on employees resulting from the change to the SMP and such impact is included in settlement of this Agreement.
- 5.3 The County shall fund the SMP benefits, accumulation of reserves, and operation as herein provided:

- 5.3.1 For 2008 the County shall fund the SMP at not less than \$974.43 composite rate/eligible employee/month (2008 Funding) or not less than 110% of the 2007 funding whichever is greater.
- 5.3.2 For 2009 the County shall fund the SMP at not less than 110% of composite rate/eligible employee/month for 2008.
- 5.3.3 For 2010 the County shall fund the SMP at not less than 110% of composite rate/eligible employee/month for 2009.
- 5.4 All funding setout in Section 5.3 shall exclusively be used for the SMP and no amount reverted to any other purpose regardless of such surplus amounts as may accumulate.
- 5.5 Should the SMP accumulate “surplus reserves” (i.e. those amounts over-and-above a reasonable reserve required by prudent management of the SMP to provide funding of the SMP for actuarially predictable “bad years”) the Benefits Committee may recommend to the County such SMP benefit improvements as do not weaken the long term sustainability of the SMP at the current and future funding levels plus such increases as the County has agreed to. The County will not unduly withhold its agreement to such actuarially sound recommendations for benefit modifications by the Benefit Committee.
  - 5.5.1 Effective plan year 2009, conditioned upon the meeting of the Plan Reserve goal for 2008 the SMP deductible shall be modified to \$200/\$600.
- 5.6 Should the SMP experience negative actuarial trend experience, the Benefits Committee, for the purpose of reducing/adjusting benefit levels such that the SMP will remain fully funded by the funds committed by the County to the exclusive funding of the SMP shall meet and make said possible recommendations for the following plan year. Reserves may be considered in such actuarial evaluation for maintenance of benefits but shall not be depleted for the purpose of maintaining benefit levels that would otherwise require reduction to maintain financial stability of the SMP within the available funding limits. The County will not unduly withhold its agreement to such actuarially sound recommendations for benefit modifications by the Benefit Committee.
- 5.7 The Benefits Committee may have one representative from each Bargaining Unit, appointed by the Union, as well as a Union Representative. New Benefits Committee members will be afforded an educational/orientation once each year to be presented by the County’s Consultants and the HR Department.
- 5.8 If any change(s) to the SMP is required by the program provider or federal or state law, the Employer shall be required to immediately notify the Union of the required change, bargain (as required by RCW 41.56) until the required dates of change before implementation, and if implemented, bargain the impact of the change.
- 5.9 The Parties agree that this Agreement shall not discontinue the ability of employees to continue participation in Group Health, Optional Dental or HSA at the additional cost to be paid for by the employee.

## ARTICLE 6 - DRUG AND ALCOHOL

- 6.1 Employees will abide by Skagit County's Substance Abuse Policy, as revised by Resolution #18086, adopted December 4, 2000, which is incorporated into this Agreement by reference.

## ARTICLE 7 - PAID HOLIDAYS

- 7.1 The following shall be paid observed holidays and are the legal holidays established by the Washington Legislature in R.C.W. 1.16.050 as hereafter amended.

New Year's Day	First day of January
Martin Luther King's Birthday	Third Monday of January
President's Day	Third Monday of February
Memorial Day	Last Monday of May
Independence Day	Fourth day of July
Labor Day	First Monday of September
Veteran's Day	Eleventh day of November
Thanksgiving Day	Fourth Thursday of November
The day after Thanksgiving Day	Day immediately following Thanksgiving
Christmas Day	Twenty-fifth day of December

- 7.1.1 Floating Holidays - An employee shall be entitled to two (2) paid "floating" holidays per year after satisfactory completion of their probation period. Each employee may select the day on which he/she desires to take the additional holiday subject to the approval of the supervisor.
- 7.1.2 If an employee is unable to take his/her floating holidays prior to the end of the calendar year due to office workload, the employee shall be paid for the unused floating holiday(s).
- 7.2 Whenever a legal holiday falls on a Sunday, the next Monday shall be considered a legal holiday. Whenever a legal holiday falls on a Saturday, the previous Friday shall be considered a legal holiday.
- 7.3 Regular part-time and regular full-time employees scheduled to work the above referenced holidays shall be paid two and one-half (2½) times their regular rate of pay for all hours worked within the 24 hour period of the holiday.
- 7.4 In addition to holiday provisions covering observed holiday dates, employees scheduled to work the actual holiday (where the observed and actual holidays are not the same date) shall be paid two and one half (2½) times their regular rate for all hours worked within the 24 hour period of the actual holiday (in lieu of the observed) for the following holidays: New Years Day, Independence Day and Christmas Day.
- 7.5 Regular part-time employees shall receive prorated holiday pay based on the total hours compensated for the month or a percentage of a full-time work month of 173.33 hours.

7.6 Holiday hours will be counted toward eligibility for sick leave and vacation benefits.

**ARTICLE 8 - VACATION LEAVE**

8.1 All employees shall be credited at the end of each calendar month of full-time employment with the following proportionate amounts of annual leave:

<b>Length of Employment</b>	<b>Days per Year</b>	<b>40 Hour Week Hours/Month</b>
0 through three (3) years	10 day	6 hours, 40 minutes
Four (4) through ten (10) years	15 days	10 hours, 0 minutes
Eleven (11) years	16 days	10 hours, 40 minutes
Twelve (12 ) years	17 days	11 hours, 20 minutes
Thirteen (13) years	18 days	12 hours, 0 minutes
Fourteen (14) years	19 days	12 hours, 40 minutes
Fifteen (15) years	20 days	13 hours, 20 minutes
Sixteen (16) years	21 days	14 hours, 0 minutes
Seventeen (17) years through Nineteen (19) years	22 days	14 hours, 40 minutes
Twenty (20) years and over	23 days	15 hours, 20 minutes

Regular part-time employees shall accrue vacation leave on a pro-rated basis, based upon the employee’s percentage of full time.

8.2 New employees shall accrue vacation benefits from date of employment for use following satisfactory completion of his/her probationary period.

8.3 Consistent with County needs and workload, employees may select their own vacation time with the approval of the Director/elected official.

8.4 Vacation leave shall be computed exclusive of holidays and days off.

8.5 Previous continuous County service accrued in a position outside of the bargaining unit shall be allowed in determining the initial grant of vacation leave for County employees transferring into the bargaining unit.

8.6 Accrual of vacation leave is based upon an employee’s regular weekly work schedule including regular hours worked, paid holidays, vacations, sick leave or bereavement leave and excluding overtime hours and other unpaid leave of absence periods. Vacation leave may be accrued and be carried over to the next anniversary year to a maximum of 240 hours. Vacation accrued in excess of 240 hours shall be credited to an employee only when vacation has been deferred at the approval of the Director or due to heavy workload. In all other cases, an employee’s earned vacation leave accrual shall not exceed said 240 hours by said employee’s anniversary date.

- 8.7 In the event of a change in the employee's regular weekly work schedule, the employee's accrual of vacation benefits shall be adjusted accordingly. A temporary change in the employee's regular weekly work schedule shall not affect the employee's accrual of vacation benefits.
- 8.8 An eligible employee who has satisfactorily completed probationary period with at least one full year of continuous employment who resigns with a minimum of two weeks notice will be paid accrued but unused vacation time up to the maximum allowable based on years of service through date of termination not to exceed thirty (30) working days or two hundred forty (240) hours, whichever is less, (except when additional accrual has been authorized by the Board of County Commissioners).
- 8.9 Employees may apply to be paid for up to eighty (80) hours of accrued but unused vacation leave on an annual basis subject to the following conditions:
- 8.9.1 The Department has the funding available to convert vacation to cash.
- 8.9.2 The employee has been employed by Skagit County for a minimum of four (4) consecutive years.
- 8.9.3 A minimum of ten (10) days of vacation leave must remain after the conversion of vacation leave for cash.
- 8.9.4 A minimum of ten (10) vacation days have been utilized for vacation purposes over the past twelve (12) months.
- 8.9.5 A minimum of ten (10) vacation days are scheduled to be taken by the employee over the ensuing twelve (12) months. A listing of the scheduled vacation days to be taken shall accompany the request for vacation leave conversion.
- 8.9.6 In the event that multiple requests are received, those employees with the most Skagit County seniority shall be considered first.
- 8.9.7 The cost of the vacation leave conversion must be absorbed by the departmental budget without necessitating a supplemental budget request
- 8.9.8 Requests must be submitted in writing to the Director and all requests must be received by each July 1<sup>st</sup> to receive consideration. Approval of said request shall be at the Director's discretion.
- 8.9.9 A granting or a denial of a request on a current year shall not be deemed an obligation of the Department in a subsequent year and all requests shall be considered annually on their then current merits.

## **ARTICLE 9 - SICK LEAVE**

- 9.1 Cumulative sick leave with pay shall accrue to each regular full-time employee at the rate of (1) working day of leave for each calendar month of service, and shall continue to accumulate while on sick leave or vacation. Regular part-time employees shall accrue sick leave on a pro-rated basis. Total accumulation shall not

exceed one hundred and twenty (120) days at full pay. An employee shall be paid for accumulated sick leave in accordance with County Policy 6.5.4.

- 9.2 Previous continuous regular full-time and regular part-time County service accrued in a position outside of the bargaining unit shall be allowed in determining the initial grant of sick leave for County employees transferring into the bargaining unit.
- 9.3 Sick leave shall be granted for the following reasons:
  - 9.3.1 Illness or injury which incapacitates the employee to the extent that he/she is unable to perform his/her work.
  - 9.3.2 Exposure to contagious disease such as would jeopardize the health of fellow workers or the public.
  - 9.3.3 Medical, dental or optical appointments.
  - 9.3.4 Enforced quarantine in accordance with health regulations.
  - 9.3.5 Temporary disabilities caused or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom.
  - 9.3.6 Illness in the immediate family requiring the attendance of the employee. Leave for such reason shall be limited as indicated in 10.5. "immediate family" includes spouse, parent, grandparent, grandchild, brother, sister, child or parent of the spouse, but not aunt, uncle, cousin, niece, or nephew unless living in the employee's household. Leave for each condition or period of illness shall not exceed three (3) days without the approval of the employee's supervisor.
- 9.4 Sick leave shall be computed exclusive of holidays and days off.
- 9.5 When an employee has exhausted available sick leave, the employee may thereafter utilize vacation time as a supplement to sick leave.
- 9.6 After three (3) working days, the employee shall furnish an attending physician's report if requested by the employer.
- 9.7 During the month of January, any employee who has expended no more than four (4) days of sick leave in the prior calendar year may at his/her discretion convert increments of four (4) days unused accrued sick leave from the previous calendar year for one (1) day annual leave with pay (maximum of three (3) days per year) provided that a minimum accrued balance of sixty (60) days sick leave is maintained after conversions.
- 9.8 Sick Leave Donation: Unit employees may donate and receive donated sick leave according to the policy of the County as same established, amended or repealed by the County Commissioners for unrepresented employees.

- 9.9 Sick Leave Cash Out: Unit employees may cash-out sick leave according to the policy of the County as same established, amended or repealed by the County Commissioners for unrepresented employees.

## **ARTICLE 10 - OTHER LEAVE TIME**

- 10.1 Bereavement Leave. It is hereby mutually agreed that in the event of a death in the immediate family of an employee, such employee shall be granted time off with full pay. "Immediate Family" and "Time Off" shall be defined as follows:

10.1.1 Immediate Family. The employee's immediate family for purposes of bereavement leave is defined as the employee's spouse, child, grandchild, parent, brother, sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandparent and guardian of the employee or spouse, or the death of any person residing with or legally dependent upon the employee.

10.1.2 Time Off. An employee shall be granted not more than three (3) working days absence with full pay to assist with funeral arrangements and services when death occurs within the State of Washington.

An employee shall be granted not more than five (5) working days absence with full pay to assist with funeral arrangements and services when death occurs outside the State of Washington.

An employee shall be granted not more than one-half (1/2) days absence with pay to attend the funeral of a fellow employee, or retired employee within the past five (5) years. Attendance of the funeral of a retired employee in excess of five (5) years must be approved by the employee's immediate supervisor.

Bereavement leave may be extended by the use of accrued vacation time with approval of the Director/elected official.

- 10.2 Jury Duty.

10.2.1 An employee who is called for municipal, superior or federal court jury duty or subpoenaed as a witness in one of the above named courts shall receive from the County his regular rate of pay for the actual time he/she is required to be absent from work because of such jury duty or subpoena, less any amount paid for such civil duty. Any such absence shall not be counted as sick leave or vacation.

10.2.2 If an employee is called for jury duty within Skagit County and is dismissed from such duty or appearance prior to noon, he/she shall report to work.

- 10.3 Military Leave.

10.3.1 Compensation, benefits and reemployment rights before, after and during military leave with pay shall be as outlined in state law and USERRA. Annual military leave with pay will be for a period not exceeding fifteen (15) working days per year, beginning October 1 and ending the following September 30, unless revised by law.

10.3.2 Regardless of his/her status, any employee who voluntarily or upon demand leaves a position other than temporary to enter into active duty in the armed forces of the United States, or the Washington National Guard, shall be placed on military leave without pay and shall be entitled to be restored to his/her former position, or one of like seniority, status of pay, provided he /she applies for reemployment within the required timelines subsequent to his/her discharge or separation, and presents proof of honorable discharge or separation.

#### 10.4 Unpaid Leave.

10.4.1 All requests for Unpaid Leave of Absence shall be submitted in writing to the Director. Such requests shall state the reasons the leave of absence is being requested and the approximate length of time off the employee desires. The Employer shall respond to the requests for leave of absence in writing within ten (10) working days. The length of leave of absence shall be at the discretion of the Employer, and shall not be subject to the grievance procedure. Approved leave requests of six (6) months or less assure the employees' reinstatement to their current position.

10.4.2 Realizing an employee's first obligation is to the County, no leave of absence without pay shall be granted for personal financial gain or profit. No vacation or sick leave benefits or any other fringe benefits shall accrue while the employee is on leave of absence without pay, and the employee's pay progression and leave progression dates will be adjusted accordingly.

10.5 Serious Health Conditions, FMLA and Family Care Leave. The employer shall authorize leaves of absences to employees for qualifying circumstances, as specified in the Federal Family and Medical Leave Act (FMLA), the Washington Family Leave Law, the Family Care Act, this Agreement and in accordance with other relevant medical and family leave laws.

## **ARTICLE 11 - HOURS OF WORK AND OVERTIME**

### **HOURS OF LABOR**

11.1 The work week shall be forty (40) hours per week, as set out in Attachment A, or as agreed between both parties, for regular full-time employees. The work week for regular part-time (not on-call or temporary) employees shall be based on 40 hour work week, and shall be not less than 50% of the work week of a regular full-time employee.

11.1.1 The normal workweek begins at 12:01 am Saturday and ends at midnight the following Friday.

11.2 The Employer may unilaterally establish and modify the work day or work week schedule of hours of any work group or individual employee. A minimum of seven work days notice shall be provided prior to making schedule changes, except in emergency circumstances. The Employer shall solicit input from Department employees through the shop steward(s) prior to making non-emergent schedule changes. Individual requests for flexible work schedules will be allowed where

appropriate and mutually agreed upon. The employer may unilaterally modify the work day or work week schedule in emergency circumstances with less than seven (7) days notice.

## **OVERTIME**

- 11.3 Overtime for non-exempt employees shall be granted only upon approval of the supervisor in charge. Whenever an employee is specifically authorized or required by his/her supervisor to work overtime, he/she shall receive overtime pay for each hour worked.
- 11.4 Non-exempt employees shall earn overtime pay at the rate of one and one-half (1½) times the employee's base pay rate for each hour worked in a work week (excluding sick days, vacation days, holidays, personal holidays, bereavement leave and jury duty) which is in excess of forty (40) hours.
- 11.5 The hourly wage rate shall be determined by dividing the employee's monthly rate, including any pay considered as inclusive under the Fair Labor Standards Act, by 173.33 for those employees working a forty (40) hour work week.
- 11.6 Overtime will be reported in 15 minutes increments only. Employees working 7.5 minutes or more will receive overtime rounded to the next nearest 15 minutes. Employees working less than 7.5 minutes will receive overtime rounded to the previous nearest 15 minutes.
- 11.7 Agreement on Lunches and Breaks
- 11.7.1 Breaks include two (2) paid fifteen (15) minute rest breaks and a thirty (30) to sixty (60) minute lunch period on the employees' own time. Employees not "required" to work by their supervisor during a rest or lunch break are deemed to have been "allowed" to take such lunch or rest break. Rest and lunch breaks may be intermittent. Breaks may not be accumulated or not taken in order to shorten the work day or work week.

## **ARTICLE 12 - CLASSIFICATION AND PAY PLAN**

- 12.1 Classifications and ranges associated with the classifications are outlined in the Attachment A. Wages associated with the ranges and steps of the ranges are provided in Attachment A Wage Tables.
- 12.2 Employees shall progress through steps one (1) and two (2) of the range every twelve (12) months. Employees shall progress through steps three (3) through eight (8) of the range every eighteen (18) months.

## **ARTICLE 13 - DISCIPLINE AND DISCHARGE**

- 13.1 The success of the County is dependent upon providing the public with the highest possible level of service. The continued success of the County to maintain this effort is dependent upon all employees working effectively and productively together. The

County reserves full discretion to make any and all disciplinary decisions which it determines are necessary to ensure the highest level of service is provided.

- 13.2 Employees are subject to disciplinary action for just cause when they engage in conduct which violates a County policy, rule or regulation, for unsatisfactory work, or otherwise interferes with the safe and efficient operation of Skagit County business. Disciplinary actions may include oral warnings, written reprimands, suspensions, demotions, and discharges. A program of progressive discipline will be followed unless individual circumstances merit otherwise. Such circumstances include cases where the infraction is of such a serious nature that written reprimand, suspension, demotion or discharge is justifiable, even on a first offense.
- 13.3 The employees covered by this Agreement may examine their personnel files in the Human Resources Office in the presence of the HR Director (or HR designee) or a designated supervisor. Employees who challenge material included in their personnel files are permitted to insert material relating to the challenge.

#### **ARTICLE 14 - CAR ALLOWANCE**

- 14.1 Each eligible employee of the County that utilizes his/her car in the Employer's service with the permission of, or at the request of, their Supervisor, shall be compensated for at the rate as provided by County regulations.

#### **ARTICLE 15 - GRIEVANCE PROCEDURES**

- 15.1 A grievance is defined as any dispute between the Employer and the Union or between the Employer and any employee covered by this Agreement involving the interpretation, application or alleged violation of any provisions of this Agreement. For all grievances arising under this Agreement, the following procedures shall be followed:
  - 15.1.1 **Step 1.** Within five (5) working days from its occurrence, or reasonable knowledge, the aggrieved employee shall discuss his/her complaint with his/her immediate supervisor. The shop steward may be present, or present the grievance, if the employee desires. This discussion shall be a verbal discussion and, if settled, no further action shall be taken provided, such settlement shall not become a precedent for any subsequent grievance resolution.
  - 15.1.2 **Step 2.** If the complaint is not resolved in Step 1, the complaint, if judged valid by the Union, shall be reduced to a written grievance and submitted to the Department Director within ten (10) working days from the informal meeting in 15.1.1. The written grievance shall include a statement of the issue, a chronological listing of the pertinent events that took place, the section of the agreement violated, and the remedy sought. Such information shall be submitted on an official grievance form, which shall be provided by the Union. The Director shall submit his/her answer back to the Union Representative and employee from whom he/she received it within ten (10) working days.
  - 15.1.3 **Step 3.** If the grievance is not settled in Step 2 and the Union wishes to submit the grievance to Step 3 of the grievance procedure, it shall be referred in writing

to the Skagit County Board of Commissioners (Board) or its designee within ten (10) working days after the Director's answer in Step 2. The Board or its designee shall discuss the grievance or conduct a hearing within thirty (30) calendar days to provide the Union Representative and employee(s) an opportunity to present argument and evidence in support of their grievance at a time mutually agreeable to the parties. If the grievance is settled as a result of such meeting, the settlement shall be reduced in writing and signed by the Board or its designee and the Union. If no settlement is reached, the Board or its designee shall give the Board's written answer to the Union within five (5) working days following their meeting. With the exception of grievances involving disciplinary terminations or disputes involving Article 17, subsections 17.2 through 17.8, the decision of the Board or its designee shall be final and binding.

- 15.2 **Step 4.** If a grievance involving a disciplinary termination or dispute involving Article 17, subsections 17.2 through 17.8 is not settled in accordance with the foregoing procedure, the grievance as previously set forth in writing may be submitted by the Union for arbitration within ten (10) working days of receipt of the Employer's written response.

The Union shall request the FMCS to furnish a list of 11 Northwest arbitrators wherefrom one shall be mutually selected to hear the dispute. If mutual agreement is not achieved the arbitrator shall be selected from the list by both the County representative and the Union representative by each alternately striking a name from the list until only one name remains. The party to strike the first shall be determined by a coin toss.

- 15.2.1 In connection with any arbitration proceeding held pursuant to this Agreement, it is understood as follows:

- A. The arbitrator shall have no power to render a decision that will add to, subtract from, alter, change, or modify the terms of this Agreement, and his/her power shall be limited to the interpretation or application of the express terms of this Agreement, and all other matters shall be excluded from arbitration.
- B. The decision of the arbitrator shall be final, conclusive and binding upon the Employer, and Union, and the employee(s) involved.
- C. The cost of the arbitrator shall be borne equally by the Employer and the Union, and each party shall bear the cost of presenting its own case.
- D. The arbitrator's decision shall be made in writing and shall be issued to the parties within thirty (30) days after the case is submitted to the arbitrator.
- E. Any arbitrator selected under Step 4 of this Article shall function pursuant to the voluntary labor arbitration regulations of the American Arbitration

Association unless stipulated otherwise in writing by the parties to this Agreement.

- 15.3 **Other provisions.** An aggrieved party shall be granted time off without loss of pay for the purpose of attending a hearing on the grievance.
- 15.3.1 A grievance may be entertained in or advanced to any step in the grievance procedure if the parties so jointly agree.
- 15.3.2 The time limits within which the action must be taken or a decision made as specified in this procedure may be extended by mutual written consent of the parties involved. A statement of the duration of such extension of time must be signed by both parties or by exchange of email.
- 15.3.3 Any grievance shall be considered settled at the completion of any step if the grieving party is satisfied, or deemed withdrawn if the matter is not appealed within the prescribed period of time.
- 15.3.4 Failure by the employer to meet any of the timelines shall permit the grievance to be submitted to the next step.
- 15.3.5 At any time during the grievance process the parties are encouraged to participate in mediation as an attempt to settle issues outside of the grievance process.

## **ARTICLE 16 - SENIORITY, PROMOTIONS, PROBATION, TRANSFERS**

- 16.1 Seniority means the employee's length of continuous service since his/her last date of hire with the County. After completion of the probation period, the employee's seniority will date from the date of hire for all benefits, wages, and conditions of employment.
- 16.2 The seniority list shall be brought up-to-date each year by the HR Department by February 1 and shall be posted in a conspicuous place. The list shall include the employee's date of hire with the County, and the date of hire with the applicable Department.
- 16.3 Vacancies in bargaining unit positions shall be posted in the Department for a minimum of 10 days prior to closing date for applications. Each posting shall include the position title, job summary, qualifications and rate of pay.
- 16.4 An employee receiving a promotion to a bargaining unit position shall serve a promotional probationary period in the new classification for a minimum period of ninety (90) days but not to exceed six (6) months at the discretion of Management. Any employee who fails to successfully complete the promotional probation shall revert to his/her last held position.
- 16.5 Promotions to a higher job classification shall be according to qualifications and documented performance. Provided, that when the qualifications and documented

performance of two eligible employees is equal, the promotion shall be based on seniority.

- 16.6 Consideration for filling vacancies and new positions created during the life of this Agreement shall be given to regular employees having the necessary qualifications.
- 16.7 In the event an employee is passed over for promotion, an explanation of why he/she has not been promoted shall be furnished to this employee upon his/her request with advice on what he/she needs to do to enable him/her to become eligible for future promotional openings, e.g., skills, expertise, training, schooling, etc.
- 16.8 An employee may request a non-promotional transfer to a posted job opening by submitting a request to the Director indicating the reason for the request. Non-promotional transfers on file shall be handled insofar as possible in accordance with seniority. Should a non-promotional transfer be denied, the provisions of subsection 16.5 shall apply.
- 16.9 All new employees shall be deemed probationary for the first six (6) months of employment. No appointment or employment shall be deemed complete until after the satisfactory completion of probationary service from the date of hire. Probation is an extension of the selection process and failure of the probationary period as determined by the Employer shall not be eligible for appeal through the grievance procedure or otherwise.

#### **ARTICLE 17 - LAYOFFS AND REDUCTIONS IN FORCE**

- 17.1 The Employer may lay off Employees for lack of work, budgetary restrictions, contracting or privatization of services, or good faith reorganization authorized by the Employer.
- 17.2 For the purposes of this Article, seniority is defined to be the length of employment with Skagit County.
  - 17.2.1 An Employee whose last two Employee evaluations document poor performance through below-average ratings for three or more performance categories or major duties per evaluation; or who has received disciplinary action in the form of suspension or demotion within the previous twenty four (24) month period, will not be afforded the protections of seniority conferred in Section 17.6. For lay-off purposes for such Employees, consideration shall be given to individual qualifications and documented performance, and when qualification and documented performance are deemed equal, seniority shall be the determining factor.
- 17.3 No regular full-time or regular part-time Employee shall be laid off while another person in the same classification is employed on an initial probationary or temporary basis in a position for which said Employee is qualified.
- 17.4 An approved leave of absence does not prevent an Employee from being subject to lay-off.

- 17.5 Prior to lay-off of any regular Employee, the County will provide at least fifteen (15) working days written notice to the Employee affected and to the Bargaining Representative. During such period the Bargaining Representative may offer proposals regarding alternatives to such lay-off which will be duly considered by the County. If the Employee to be laid-off is on initial probationary period, the following procedure will not apply and the county will be required to give the Employee a minimum of fifteen (15) working days advance notice.
- 17.6 In the event the County determines that no alternative other than a lay-off is feasible, the Employee whose position is abolished may:
1. Transfer to a vacant position, if one exists, in the same classification.
  2. Bump the Employee with the least seniority in the same classification.
  3. Bump the Employee with the least seniority in progressively lower classifications within the same classification series.
  4. Bump the Employee with the least seniority outside of their series but within their reduction-in-force (RIF) unit, provided he/she can meet the minimum qualifications for the job or has previously held that position (see below).
  5. For the purpose of number four (4) above, classifications will be grouped in the RIF units setout in ATTACHMENT A:
- 17.7 No new Employee shall be hired by the Employer until all available Employees placed on lay-off have been offered reemployment, provided the lay-off period does not exceed one year (365 days), and that the Employees keep the Employer advised of their current addresses. An offer of reemployment shall be in writing and sent by registered and regular mail to the Employee. An Employee so notified must indicate his/her acceptance of said reemployment within fourteen (14) days of mailing of the notice and shall be back on the job within thirty (30) days of acceptance of an offer or forfeit all reemployment rights under this Article.
- 17.8 Employees recalled from lay-off shall not lose previously accumulated seniority or time and service, accrued vacation or sick leave provided all other provisions of this Article are complied with, including that the Employee must be reemployed within one (1) year (365 days) to retain these call-back rights and that the Employee has successfully completed his/her applicable probationary period. However, Employees shall not have vacation time reinstated where the Employee has been compensated for said time by the Employer as a result of the lay-off.

## **ARTICLE 18 - MISCELLANEOUS PROVISIONS**

- 18.1 Cellular Phone Reimbursement: The County will reimburse employees for essential work-related air time used on their personal cellular phones provided that the employee fully documents such costs.
- 18.2 Workers Compensation: The parties acknowledge that the County does not self insure workers compensation insurance at this time. Accordingly, as set forth in

R.C.W. 51.16.140 the County shall deduct from the pay of each of his or her workers one-half of the amount he or she is required to pay, for medical benefits within each risk classification. The County will deduct the amount determined by the Director of the Department of Labor & Industries from each worker's paycheck.

- 18.3 Where Departments have by various means reimbursed or paid for an employee's licenses or certification and such licenses or certifications are required by the County for the employee to perform their assigned tasks the County agrees that it shall continue to reimburse or pay for such licenses or certifications. All employees required to have a licenses or certificate to perform their assignments shall not fail to obtain and retain such licenses or certificate.

#### **ARTICLE 19 - NON-DISCRIMINATION**

- 19.1 The provisions of the Agreement shall be applied equally to all employees in the bargaining unit without discrimination as defined in RCW 49.60 and in Title VII of the Civil Rights Act of 1964 (Pub. L. 88-352) (Title VII), as amended, as well as union affiliation or political affiliation. Reasonable accommodation will be made to enable any qualified disabled employee to safely and properly perform the duties of his/her job. {revised to accommodate law changes}

#### **ARTICLE 20 - SEPARABILITY AND SAVINGS**

- 20.1 If any article or section of this Agreement should be held invalid by operation of law or by any tribunal of competent jurisdiction, the balance of this Agreement shall continue in full force and effect. The article or section held invalid shall be modified as required by law or the tribunal of competent jurisdiction, or shall be re-negotiated for the purpose of adequate replacement.

#### **ARTICLE 21 - COMPLETE AGREEMENT CLAUSE**

- 21.1 This agreement and all of its Articles and/or including Attachments constitutes the entire Agreement between the parties and no oral statement shall add to nor supersede any of its provisions. Each party to this Agreement agrees that it has had the unlimited right to make proposals that are proper subjects for collective bargaining and waives the right to oblige the other party to negotiate any matters to become effective until the expiration of this Agreement.

#### **ARTICLE 22 - TERM OF AGREEMENT**

- 22.1 This agreement shall become effective on the date adopted by the Board of Skagit County Commissioners and shall remain in full force and effect until and through December 31, 2010. Should either party desire to change, modify, or terminate the Agreement, written notice must be given to the other party at least sixty (60) days, but not more than ninety (90) days prior to December 31, 2010. In the event of written notice of a desire to change or modify the Agreement by either or both parties, negotiations shall commence without undue delay. Written notice by either party of a desire to change or modify the Agreement prior to ninety (90) days prior to December 31, 2010, are subject to negotiations by mutual agreement only.

EXECUTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2007.

**Local 17, International Federation of  
Professional and Technical Engineers**

\_\_\_\_\_  
Joseph L. McGee, Executive Director

\_\_\_\_\_  
Carrie Blackwood Union Representative/ Director  
of Internal Organizing and Training

EXECUTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2007.

**Board of County Commissioners  
Skagit County, Washington**

\_\_\_\_\_  
Don Munks, Commissioner

\_\_\_\_\_  
Kenneth A. Dahlstedt, Commissioner

\_\_\_\_\_  
Sharon Dillon, Chairman

ATTEST:

\_\_\_\_\_  
JoAnne Giesbrecht, Clerk of the Board  
Skagit County Board of Commissioners

## ATTACHMENT A

### ADDITIONAL PROVISIONS

#### Dept of Emergency Management

##### A.1 WAGES:

A.1.1 There shall be no retroactive wage payments for 2007 hours compensated except as otherwise specifically stated in the CBA. All employees in the Bargaining Unit are to be paid a lump-sum contract settlement in the amount to be calculated as follows:

a) 2.5% of each employees' YTD 2007 gross wages up to the payroll period implementing the 2007 wage table setout at Attachment A of each Agreement, provided the employee continues to be employed by the County. The lump-sum payment shall be paid no later than December 25, 2007 or as close there to after the BOCC adopts this Agreement. Any person employed in a Bargaining Unit position and who is employed on the date of adoption by the BOCC shall be eligible for the lump-sum payment for the earnings during 2007 that were earned in the Bargaining Unit.

A.1.2 Effective January 1, 2008 a 3.5% increase to be derived through a one (1) range increase and a one (1) step decrease and wherever such process does not result in 3.5% increase to an employee the parties will resolve the matter such that the employee is made whole in an amount of a 3.5% , except as provided in "a" below, increase for the year and the County incurs no greater cost than 3.5%. Employee's step progression dates shall remain the same each had prior to the range advancement.

a) Employees who are in step eight (8) eight on January 1, 2008 will move up one (1) range and back one (1) step which may provide an increase of more than 3.5%. Such employees step progression date shall become January 1, 2008.

b) Any employee in step one (1) on January 1, 2008 shall remain in step one (1) of their current range until their step progression date and then they shall advance one (1) range and decrease one (1) step and whenever the process does not result in a 3.5% increase to an employee the parties will resolve the matter such that the employee is made whole in an amount of a 3.5% increase for the year and the County incurs no greater cost than 3.5%.

c) Employees whose current step progression date is January 1, 2008 shall advance one (1) step on that date and then A.1.2 shall apply.

d) Employees who are in step one (1) on January 1, 2008 and b) above does not apply shall advance one (1) step on January 1, 2008 but no range increase and shall advance one range upon their normal step progression date Such employee's step progression date shall remain the same each had prior to the step and range advancement.

A.1.3 Effective January 1, 2009 increase each range and step by 3.0%.

Dep. Fire Marshall, , Emergency Management Coordinator, Homeland Security Coordinator, and Fire Warden shall be advanced one range and back one step in 2009 placing them in Range 14 as of 1/1/09. Such employees step progression date shall remain the same each had prior to the step and range advancement.

A.1.4 Effective January 1, 2010 increase each range and step by 2.75%.

A.1.5 Wage tables are setout below

## A.2 ADDITIONAL COMPENSATION:

A.2.6 Interpreter Services: A premium pay of \$68.00 per month will be provided for each employee assigned to provide interpreter services to the public as a regular function of their position. A determination to award interpreter premium pay shall be made at the discretion of the Director. Interpreter premium pay shall be provided only so long as the employee is required to provide interpreting services to the public.

A.2.7 In the event an employee is temporarily reassigned to and will actually be performing the majority of responsibilities of a job of higher classification for five (5) working days or more the employee shall be paid the first step of the salary range for the job which represents a salary increase for the employee for the duration of the temporary assignment. Absent an unexpected situation, such assignments shall not exceed one (1) year..

A.2.8 On Call Pay when an employee is assigned to be on-call by their supervisor.

- b) Effective at ratification, employees shall be compensated for on call employment at a rate of \$150 per week.
- c) Effective January 1, 2009, employees shall be compensated for on call employment at a rate of \$200 per week.

## A.3 NON-EXEMPT COMP TIME:

A.3.1 Employees may accrue compensatory time at the rate of one-and-one-half (1½) hour of compensatory time for every hour of time worked after forty (40) hours per week. Time worked shall not include sick days, vacation days, holidays, personal holidays, bereavement leave and jury duty.

A.3.2 Compensatory time may be accrued up to a maximum of eighty (80) hours per year, but at no time may the employee have a compensatory time bank greater than forty (40) hours. This eighty (80)-hour compensatory time bank may not be used and replenished throughout the year, but is cumulative to the aforementioned maximum per year. Any carryover of accrued, unused compensatory time from one year to the next reduces the maximum amount that may be accrued in the following year in an amount equivalent to the carryover.

A.3.3 Employees must provide at least three (3) days notice to their supervisor before taking compensatory time and must have approval from their supervisor prior to taking compensatory leave. A supervisor shall not unreasonably deny the use of comp-time when the required notice is provided.

A.3.4 In the event an employee is required to work by their supervisor on a weekend (Saturday or Sunday) in the same workweek as a holiday, and the employee is not otherwise eligible for overtime for the weekend work, then the employee shall be granted one-half (.5) hour of compensatory time, in accordance with the compensatory accrual limits set out above, for every hour of straight time worked on the weekend until such time as they become eligible for overtime.

**A.4 LAYOFF AND RECALL:**

A.4.1 For the purpose of Article 17 §17.6, classifications will be grouped in the following RIF units:

- a) Administrative Coordinator
- b) Deputy Fire Marshall  
Fire Warden  
Emergency Management Coordinator  
Homeland Security Coordinator

**A.5 CLASSIFICATIONS:**

<b>Range</b>	<b>Job Classification</b>
	<i><b>NON-EXEMPT CLASSIFICATIONS</b></i>
9 10 (2008)	Administrative Coordinator
12 13 (2008) 14 (2009)	Deputy Fire Marshall Fire Warden Emergency Management Coordinator Homeland Security Coordinator

## A.6 WAGE TABLE 2007 & 2008.

### IFPTE LOCAL 17 - DEM - 2007 & 2008 NON-EXEMPT

DURATION (MONTHS)		12	12	18	18	18	18	Additional Step 2%	
RANGE	PAY PERIOD	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
9	HOURLY	\$15.96	\$16.52	\$17.10	\$17.69	\$18.32	\$18.97	\$19.63	\$20.02
	MONTHLY (35)	\$2,420.60	\$2,505.53	\$2,593.50	\$2,682.98	\$2,778.53	\$2,877.12	\$2,977.22	\$3,036.76
	MONTHLY (40)	\$2,766.40	\$2,863.47	\$2,964.00	\$3,066.27	\$3,175.47	\$3,288.13	\$3,402.53	\$3,470.58
	ANNUAL (35)	\$29,047.20	\$30,066.40	\$31,122.00	\$32,195.80	\$33,342.40	\$34,525.40	\$35,726.60	\$36,441.13
	ANNUAL (40)	\$33,196.80	\$34,361.60	\$35,568.00	\$36,795.20	\$38,105.60	\$39,457.60	\$40,830.40	\$41,647.01
10	HOURLY	\$17.10	\$17.69	\$18.32	\$18.97	\$19.63	\$20.32	\$21.03	\$21.45
	MONTHLY (35)	\$2,593.50	\$2,682.98	\$2,778.53	\$2,877.12	\$2,977.22	\$3,081.87	\$3,189.55	\$3,253.34
	MONTHLY (40)	\$2,964.00	\$3,066.27	\$3,175.47	\$3,288.13	\$3,402.53	\$3,522.13	\$3,645.20	\$3,718.10
	ANNUAL (35)	\$31,122.00	\$32,195.80	\$33,342.40	\$34,525.40	\$35,726.60	\$36,982.40	\$38,274.60	\$39,040.09
	ANNUAL (40)	\$35,568.00	\$36,795.20	\$38,105.60	\$39,457.60	\$40,830.40	\$42,265.60	\$43,742.40	\$44,617.25
11	HOURLY	\$18.32	\$18.97	\$19.63	\$20.32	\$21.03	\$21.77	\$22.52	\$22.97
	MONTHLY (35)	\$2,778.53	\$2,877.12	\$2,977.22	\$3,081.87	\$3,189.55	\$3,301.78	\$3,415.53	\$3,483.84
	MONTHLY (40)	\$3,175.47	\$3,288.13	\$3,402.53	\$3,522.13	\$3,645.20	\$3,773.47	\$3,903.47	\$3,981.54
	ANNUAL (35)	\$33,342.40	\$34,525.40	\$35,726.60	\$36,982.40	\$38,274.60	\$39,621.40	\$40,986.40	\$41,806.13
	ANNUAL (40)	\$38,105.60	\$39,457.60	\$40,830.40	\$42,265.60	\$43,742.40	\$45,281.60	\$46,841.60	\$47,778.43
12	HOURLY	\$19.73	\$20.42	\$21.14	\$21.88	\$22.63	\$23.43	\$24.25	\$24.74
	MONTHLY (35)	\$2,992.10	\$3,097.28	\$3,205.50	\$3,318.29	\$3,432.61	\$3,553.03	\$3,678.02	\$3,751.58
	MONTHLY (40)	\$3,419.55	\$3,539.74	\$3,663.43	\$3,792.33	\$3,922.98	\$4,060.60	\$4,203.45	\$4,287.51
	ANNUAL (35)	\$35,905.23	\$37,167.31	\$38,465.97	\$39,819.51	\$41,191.33	\$42,636.32	\$44,136.18	\$45,018.91
	ANNUAL (40)	\$41,034.55	\$42,476.93	\$43,961.11	\$45,508.01	\$47,075.81	\$48,727.22	\$50,441.35	\$51,450.18
13	HOURLY	\$21.14	\$21.88	\$22.63	\$23.43	\$24.25	\$25.10	\$25.97	\$26.49
	MONTHLY (35)	\$3,205.50	\$3,318.29	\$3,432.61	\$3,553.03	\$3,678.02	\$3,807.58	\$3,938.66	\$4,017.44
	MONTHLY (40)	\$3,663.43	\$3,792.33	\$3,922.98	\$4,060.60	\$4,203.45	\$4,351.52	\$4,501.33	\$4,591.35
	ANNUAL (35)	\$38,465.97	\$39,819.51	\$41,191.33	\$42,636.32	\$44,136.18	\$45,690.92	\$47,263.94	\$48,209.22
	ANNUAL (40)	\$43,961.11	\$45,508.01	\$47,075.81	\$48,727.22	\$50,441.35	\$52,218.19	\$54,015.94	\$55,096.25
14	HOURLY	\$22.63	\$23.43	\$24.25	\$25.10	\$25.97	\$26.88	\$27.84	\$28.40
	MONTHLY (35)	\$3,432.61	\$3,553.03	\$3,678.02	\$3,807.58	\$3,938.66	\$4,077.37	\$4,222.17	\$4,306.62
	MONTHLY (40)	\$3,922.98	\$4,060.60	\$4,203.45	\$4,351.52	\$4,501.33	\$4,659.85	\$4,825.34	\$4,921.85
	ANNUAL (35)	\$41,191.33	\$42,636.32	\$44,136.18	\$45,690.92	\$47,263.94	\$48,928.43	\$50,666.07	\$51,679.39
	ANNUAL (40)	\$47,075.81	\$48,727.22	\$50,441.35	\$52,218.19	\$54,015.94	\$55,918.20	\$57,904.08	\$59,062.16

## A.7 WAGE TABLE 2009.

### IFPTE LOCAL 17 - DEM - 2009 NON-EXEMPT

3.00%									Additional
DURATION (MONTHS)		12	12	18	18	18	18	2%	
RANGE	PAY PERIOD	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
9	HOURLY	\$16.44	\$17.02	\$17.61	\$18.22	\$18.87	\$19.54	\$20.22	\$20.62
	MONTHLY (35)	\$2,493.22	\$2,580.70	\$2,671.31	\$2,763.47	\$2,861.89	\$2,963.43	\$3,066.53	\$3,127.86
	MONTHLY (40)	\$2,849.39	\$2,949.37	\$3,052.92	\$3,158.25	\$3,270.73	\$3,386.78	\$3,504.61	\$3,574.70
	ANNUAL (35)	\$29,918.62	\$30,968.39	\$32,055.66	\$33,161.67	\$34,342.67	\$35,561.16	\$36,798.40	\$37,534.37
	ANNUAL (40)	\$34,192.70	\$35,392.45	\$36,635.04	\$37,899.06	\$39,248.77	\$40,641.33	\$42,055.31	\$42,896.42
10	HOURLY	\$17.61	\$18.22	\$18.87	\$19.54	\$20.22	\$20.93	\$21.66	\$22.09
	MONTHLY (35)	\$2,671.31	\$2,763.47	\$2,861.89	\$2,963.43	\$3,066.53	\$3,174.32	\$3,285.24	\$3,350.94
	MONTHLY (40)	\$3,052.92	\$3,158.25	\$3,270.73	\$3,386.78	\$3,504.61	\$3,627.80	\$3,754.56	\$3,829.65
	ANNUAL (35)	\$32,055.66	\$33,161.67	\$34,342.67	\$35,561.16	\$36,798.40	\$38,091.87	\$39,422.84	\$40,211.29
	ANNUAL (40)	\$36,635.04	\$37,899.06	\$39,248.77	\$40,641.33	\$42,055.31	\$43,533.57	\$45,054.67	\$45,955.77
11	HOURLY	\$18.87	\$19.54	\$20.22	\$20.93	\$21.66	\$22.42	\$23.20	\$23.66
	MONTHLY (35)	\$2,861.89	\$2,963.43	\$3,066.53	\$3,174.32	\$3,285.24	\$3,400.84	\$3,518.00	\$3,588.36
	MONTHLY (40)	\$3,270.73	\$3,386.78	\$3,504.61	\$3,627.80	\$3,754.56	\$3,886.67	\$4,020.57	\$4,100.98
	ANNUAL (35)	\$34,342.67	\$35,561.16	\$36,798.40	\$38,091.87	\$39,422.84	\$40,810.04	\$42,215.99	\$43,060.31
	ANNUAL (40)	\$39,248.77	\$40,641.33	\$42,055.31	\$43,533.57	\$45,054.67	\$46,640.05	\$48,246.85	\$49,211.78
12	HOURLY	\$20.32	\$21.03	\$21.77	\$22.54	\$23.31	\$24.13	\$24.98	\$25.48
	MONTHLY (35)	\$3,081.87	\$3,190.19	\$3,301.66	\$3,417.84	\$3,535.59	\$3,659.62	\$3,788.36	\$3,864.12
	MONTHLY (40)	\$3,522.13	\$3,645.94	\$3,773.33	\$3,906.10	\$4,040.67	\$4,182.42	\$4,329.55	\$4,416.14
	ANNUAL (35)	\$36,982.39	\$38,282.33	\$39,619.95	\$41,014.09	\$42,427.07	\$43,915.41	\$45,460.27	\$46,369.47
	ANNUAL (40)	\$42,265.59	\$43,751.24	\$45,279.95	\$46,873.25	\$48,488.08	\$50,189.04	\$51,954.59	\$52,993.68
13	HOURLY	\$21.77	\$22.54	\$23.31	\$24.13	\$24.98	\$25.86	\$26.75	\$27.28
	MONTHLY (35)	\$3,301.66	\$3,417.84	\$3,535.59	\$3,659.62	\$3,788.36	\$3,921.80	\$4,056.82	\$4,137.96
	MONTHLY (40)	\$3,773.33	\$3,906.10	\$4,040.67	\$4,182.42	\$4,329.55	\$4,482.06	\$4,636.37	\$4,729.10
	ANNUAL (35)	\$39,619.95	\$41,014.09	\$42,427.07	\$43,915.41	\$45,460.27	\$47,061.65	\$48,681.86	\$49,655.50
	ANNUAL (40)	\$45,279.95	\$46,873.25	\$48,488.08	\$50,189.04	\$51,954.59	\$53,784.74	\$55,636.41	\$56,749.14
14	HOURLY	\$23.31	\$24.13	\$24.98	\$25.86	\$26.75	\$27.69	\$28.67	\$29.25
	MONTHLY (35)	\$3,535.59	\$3,659.62	\$3,788.36	\$3,921.80	\$4,056.82	\$4,199.69	\$4,348.84	\$4,435.81
	MONTHLY (40)	\$4,040.67	\$4,182.42	\$4,329.55	\$4,482.06	\$4,636.37	\$4,799.65	\$4,970.10	\$5,069.50
	ANNUAL (35)	\$42,427.07	\$43,915.41	\$45,460.27	\$47,061.65	\$48,681.86	\$50,396.28	\$52,186.05	\$53,229.77
	ANNUAL (40)	\$48,488.08	\$50,189.04	\$51,954.59	\$53,784.74	\$55,636.41	\$57,595.75	\$59,641.20	\$60,834.03

## A.8 WAGE TABLE 2010.

### IFPTE LOCAL 17 - DEM - 2010 NON-EXEMPT

2.50%										Additional
DURATION (MONTHS)		12	12	18	18	18	18			Step
RANGE	PAY PERIOD	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	2%
9	HOURLY	\$16.85	\$17.44	\$18.05	\$18.68	\$19.34	\$20.03	\$20.72	\$21.14	
	MONTHLY (35)	\$2,555.55	\$2,645.22	\$2,738.09	\$2,832.56	\$2,933.44	\$3,037.52	\$3,143.20	\$3,206.06	
	MONTHLY (40)	\$2,920.63	\$3,023.10	\$3,129.24	\$3,237.21	\$3,352.50	\$3,471.45	\$3,592.22	\$3,664.07	
	ANNUAL (35)	\$30,666.58	\$31,742.60	\$32,857.05	\$33,990.72	\$35,201.24	\$36,450.19	\$37,718.36	\$38,472.73	
	ANNUAL (40)	\$35,047.52	\$36,277.26	\$37,550.92	\$38,846.53	\$40,229.99	\$41,657.36	\$43,106.69	\$43,968.83	
10	HOURLY	\$18.05	\$18.68	\$19.34	\$20.03	\$20.72	\$21.45	\$22.20	\$22.65	
	MONTHLY (35)	\$2,738.09	\$2,832.56	\$2,933.44	\$3,037.52	\$3,143.20	\$3,253.68	\$3,367.37	\$3,434.71	
	MONTHLY (40)	\$3,129.24	\$3,237.21	\$3,352.50	\$3,471.45	\$3,592.22	\$3,718.49	\$3,848.42	\$3,925.39	
	ANNUAL (35)	\$32,857.05	\$33,990.72	\$35,201.24	\$36,450.19	\$37,718.36	\$39,044.17	\$40,408.41	\$41,216.58	
	ANNUAL (40)	\$37,550.92	\$38,846.53	\$40,229.99	\$41,657.36	\$43,106.69	\$44,621.91	\$46,181.04	\$47,104.66	
10	HOURLY	\$19.34	\$20.03	\$20.72	\$21.45	\$22.20	\$22.98	\$23.78	\$24.25	
	MONTHLY (35)	\$2,933.44	\$3,037.52	\$3,143.20	\$3,253.68	\$3,367.37	\$3,485.86	\$3,605.95	\$3,678.07	
	MONTHLY (40)	\$3,352.50	\$3,471.45	\$3,592.22	\$3,718.49	\$3,848.42	\$3,983.84	\$4,121.08	\$4,203.51	
	ANNUAL (35)	\$35,201.24	\$36,450.19	\$37,718.36	\$39,044.17	\$40,408.41	\$41,830.29	\$43,271.39	\$44,136.82	
	ANNUAL (40)	\$40,229.99	\$41,657.36	\$43,106.69	\$44,621.91	\$46,181.04	\$47,806.05	\$49,453.02	\$50,442.08	
12	HOURLY	\$20.83	\$21.56	\$22.31	\$23.10	\$23.89	\$24.73	\$25.60	\$26.11	
	MONTHLY (35)	\$3,158.91	\$3,269.95	\$3,384.20	\$3,503.29	\$3,623.98	\$3,751.11	\$3,883.06	\$3,960.73	
	MONTHLY (40)	\$3,610.19	\$3,737.08	\$3,867.66	\$4,003.76	\$4,141.69	\$4,286.98	\$4,437.79	\$4,526.54	
	ANNUAL (35)	\$37,906.95	\$39,239.39	\$40,610.45	\$42,039.44	\$43,487.75	\$45,013.30	\$46,596.78	\$47,528.71	
	ANNUAL (40)	\$43,322.23	\$44,845.02	\$46,411.94	\$48,045.08	\$49,700.28	\$51,443.77	\$53,253.46	\$54,318.53	
13	HOURLY	\$22.31	\$23.10	\$23.89	\$24.73	\$25.60	\$26.50	\$27.42	\$27.97	
	MONTHLY (35)	\$3,384.20	\$3,503.29	\$3,623.98	\$3,751.11	\$3,883.06	\$4,019.85	\$4,158.24	\$4,241.41	
	MONTHLY (40)	\$3,867.66	\$4,003.76	\$4,141.69	\$4,286.98	\$4,437.79	\$4,594.11	\$4,752.28	\$4,847.32	
	ANNUAL (35)	\$40,610.45	\$42,039.44	\$43,487.75	\$45,013.30	\$46,596.78	\$48,238.19	\$49,898.91	\$50,896.89	
	ANNUAL (40)	\$46,411.94	\$48,045.08	\$49,700.28	\$51,443.77	\$53,253.46	\$55,129.36	\$57,027.32	\$58,167.87	
14	HOURLY	\$23.89	\$24.73	\$25.60	\$26.50	\$27.42	\$28.38	\$29.39	\$29.98	
	MONTHLY (35)	\$3,623.98	\$3,751.11	\$3,883.06	\$4,019.85	\$4,158.24	\$4,304.68	\$4,457.56	\$4,546.71	
	MONTHLY (40)	\$4,141.69	\$4,286.98	\$4,437.79	\$4,594.11	\$4,752.28	\$4,919.64	\$5,094.35	\$5,196.24	
	ANNUAL (35)	\$43,487.75	\$45,013.30	\$46,596.78	\$48,238.19	\$49,898.91	\$51,656.18	\$53,490.70	\$54,560.52	
	ANNUAL (40)	\$49,700.28	\$51,443.77	\$53,253.46	\$55,129.36	\$57,027.32	\$59,035.64	\$61,132.23	\$62,354.88	

**EXECUTED THIS** \_\_\_\_\_ day of \_\_\_\_\_, 2007

**Local No 17 Bargaining Committee Member**  
Skagit County Department of Emergency Management

\_\_\_\_\_  
Krista Salinas - DEM

**EXECUTED THIS** \_\_\_\_\_ day of \_\_\_\_\_, 2007

**Skagit County Human Resources**

\_\_\_\_\_  
Billie Kadrmas - Director