

Side Letter Agreement  
Between SEIU, Local 1021 and County of Solano

This will confirm an understanding reached between the County of Solano, hereinafter referred to as "the County" and the Service Employees International Union (SEIU), Local 1021 representing unit 5, Health and Welfare Service employees, hereinafter referred to as "the Union." Collectively, County and Union are hereinafter referred to as "the parties."

The parties enter into this Side Letter Agreement effective May 6, 2018. The unit 5 collective bargaining agreement, Section 8.4 – Call Back and Standby Pay Differential, shall read as follows:

8.4 Call Back and Standby Pay Differential

A. Callback

1. Callback work occurs when an employee is called back to work outside of his/her normal work hours and/or work day, for an emergency or other unplanned and unscheduled event.

Callback work begins upon the employee's arrival to the work site or, for Social Worker III's assigned to standby duty who report back to an emergency work location from their home. Callback work begins at the time a Social Worker III leaves his/her house to attend to a call.

2. Callback work ends when the work which necessitated the callback is completed or three (3) hours after the callback period began, whichever is later.
3. If an employee receives notification cancelling the need for callback while en-route to the worksite or emergency work location, the callback period is deemed to have started and is considered to have ended two hours from when the initiating phone call was received.

B. Standby

1. **Standby: Child Welfare Services**

- a) In order to comply with State Department of Social Services regulations, which mandate 24-hour capability of responding to emergencies involving Child Welfare and Adult Protective Services, Social Worker III's assigned to Child Welfare and Adult Protective Services must be on standby duty.
- b) The department head agrees to first ask for volunteers from Social Worker III's in Child Welfare and Adult Protective Services when considering whom to assign to cover scheduled standby; however, the Union confirms the right and obligation of the County to assign Social Worker III's to standby duty. It is the Worker's responsibility to ensure that all the scheduled standby days are properly covered. If Workers trade standby time, it must be in the appropriate block of time indicated in Section 8.4.B.2 below, and reported to the answering service in a timely manner.

1. Social Worker III's who volunteer for standby duty may be assigned as necessary during a six (6) consecutive month period. The County will give as much notice as possible to Workers if it is necessary to assign standby duty.

It is the responsibility of the Department to provide the means by which the Social Worker III can be contacted. Such means of communication must afford them the ability to respond to calls or to make field contacts, when necessary, within the time frame specified by the State regulations and Solano County Policy.

2. **Standby: Full Service Partnership**

- a) The department head agrees to first ask for volunteers from Mental Health Clinician (Registered), Mental Health Clinician (Licensed) and Mental Health Specialist I/II when considering standby assignments. It is the employee's responsibility to ensure that all the scheduled standby days are properly covered. If employees trade standby time, ~~with prior department head or designee approval~~, it must be in the appropriate block as outlined in Section 8.4.B.2 below.



3. **Standby Schedules (Standby Duty)**

- a) **Child Welfare Services**  
For purposes of this section for workers assigned to Child Welfare Services, a weekday is defined as from 9:00 p.m. to 8:00 a.m. (11 hours). A Saturday is defined as 9:00 p.m. Friday to 12:00 midnight Saturday (27 hours). A Sunday is defined as 12:00 midnight Saturday to 8:00 a.m. Monday (32 hours). A holiday is defined as 9:00 p.m. on the evening preceding a fixed, recognized County holiday to 8:00 a.m. on the morning following the holiday (35 hours) except as follows. If a holiday falls on a Monday, Holiday Standby shall commence at 8:00 a.m. Monday and end at 8:00 a.m. Tuesday (24 hours). If a holiday falls on a Friday, Holiday Standby shall commence at 9:00 p.m. Thursday and end at 9:00 p.m. Friday (24 hours).
- b) **Adult Protective Services**  
For purposes of this section for workers assigned to Adult Protective Services, a weekday is defined as from 5:00 p.m. to 8:00 a.m. (15 hours). A Saturday is defined as 5:00 p.m. Friday to 12:00 midnight Saturday (31 hours). A Sunday is defined as 12:00 midnight Saturday to 8:00 a.m. Monday (32 hours). A holiday is defined as 5:00 p.m. on the evening preceding a fixed, recognized County holiday to 8:00 a.m. on the morning following the holiday (35 hours) except as follows. If a holiday falls on a Monday, Holiday Standby shall commence at 8:00 a.m. Monday and end at 8:00 a.m. Tuesday (24 hours). If a holiday falls on a Friday, Holiday Standby shall commence at 9:00 p.m. Thursday and end at 9:00 p.m. Friday (24 hours).
- c) **Full Service Partnership**  
For purposes of this section for workers assigned to Full Service Partnership, a weekday is defined as from 5:00 p.m. to 8:00 a.m. (15 hours). A Saturday is

defined as 5:00 p.m. Friday to 12:00 midnight Saturday (31 hours). A Sunday is defined as 12:00 midnight Saturday to 8:00 a.m. Monday (32 hours). A holiday is defined as 5:00 p.m. on the evening preceding a fixed, recognized County holiday to 8:00 a.m. on the morning following the holiday (35 hours) except as follows. If a holiday falls on a Monday, Holiday Standby shall commence at 8:00 a.m. Monday and end at 8:00 a.m. Tuesday (24 hours). If a holiday falls on a Friday, Holiday Standby shall commence at 9:00 p.m. Thursday and end at 9:00 p.m. Friday (24 hours).

**C. Telephone Work**

1. Social Worker III's, Mental Health Clinician (Registered), Mental Health Clinician (Licensed) and Mental Health Specialist I/II who are assigned standby duty, must handle and respond to work telephone calls. Telephone work shall begin upon the initial telephone conversation and shall end upon the conclusion of the telephone call, follow-up calls and appropriate documentation from those calls.

**D. Compensation**

**1. Callback**

- a) Employees who are called back to work shall receive compensation subject to the provisions of Section 20.2, Overtime, and Section 8.4.D.4, and shall not exceed the maximum step of the working level classification.

**2. Standby Duty**

- a) Social Worker III's Health Clinicians (Registered) and Mental Health Clinicians (Licensed) working standby duty shall be compensated as follows:

1. Weekday standby: \$4.00
2. Saturday, Sunday and Holiday standby: \$5.00

- b) All unit employees working standby duty shall be compensated as follows:

1. Weekday standby: \$3.00
2. Saturday, Sunday and Holiday standby: \$4.00

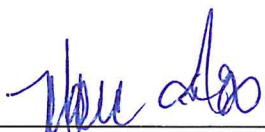
**3. Telephone Work Pay**

- a) Any Social Worker III, Mental Health Clinician (Registered), Mental Health Clinician (Licensed) and Mental Health Specialist I/II who is on assigned Standby Duty who handles phone calls from home on Saturdays, Sundays, holidays and/or evenings shall be paid for Telephone Work at his/her straight time hourly rate for actual time spent on the telephone call with a guaranteed minimum of two (2) hours. The two (2) hours minimum for phone calls applies to all phone calls made and received during the two (2) hour period following the initial phone call. If the phone call minimum period of two (2) hours overlaps with call back time, phone call standby pay shall be deducted from the call back pay (See Non-Pyramiding **Section 8.4.D.4**).

4. **Non-Pyramiding**

- a) No employee shall be entitled to receive for the same period both (1) Callback Pay, Standby Pay, or Telephone Work Pay and (2) pay for their normal work hours and/or work day. Notwithstanding any other provisions of this Section, no period of compensated Callback work, Standby Pay or Telephone Work shall end later than the beginning of the employee's normal work hours and/or work day.
- b) No employee shall be entitled to receive more than one of the three types of compensation set forth in this Section 8.4.D for the same time period.
  - 1. For employees who are assigned standby duty, the commencement of callback work ends the period of compensation under the standby pay provisions and begins the compensation under the Callback provisions.
  - 2. For employees who are on assigned standby duty, and who have commenced a period of Telephone Pay, the Commencement of Callback work ends the period of compensation under the Telephone Pay provisions and begins the period of compensation under the Callback Pay provisions.
  - 3. For employees who are on assigned standby duty, the Commencement of Telephone Work ends the period of compensation under the Standby Pay provisions and begins the period of compensation under the Telephone Pay provisions.
  - 4. For employees who are on assigned standby duty and who have been called back to work, all calls placed or received after the Commencement of Callback work and before the End of Callback work are part of the work performed as Callback, and do not commence a new period of Telephone Work.

FOR THE COUNTY:

  
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Marc A. Fox

Director of Human Resources

Date: 5/2/18

FOR THE UNION:

  
\_\_\_\_\_  
Timothy Gonzales

Regional Director

Date: 5/2/18