

Memorandum of Understanding

By and Between

Thurston County,
the Thurston County Sheriff's Office,

and

AFSCME/WSCCCE Local 618-CD (Corrections)

RE: COVID-19 Impacts - Maximum Vacation Leave Accrual

Due to the emergency conditions created by the COVID-19 pandemic, requests for leave by essential personnel in the Sheriff's Corrections Bureau have been limited until the emergency condition has been reduced or eliminated. As a result, some bargaining unit employees may be reaching the maximum limit for vacation leave accrual while unable to use leave, resulting in a loss of leave accruals through no fault of their own.

To mitigate this impact, the parties have reached the following agreement:

1. Article 12.4 of the 2019-2021 Collective Bargaining Agreement is modified as follows (changes are underlined/~~struck through~~):

12.4 VACATION UPON TERMINATION

Regular employees may accrue up to a maximum of ~~three hundred eighty (380)~~ four hundred and twenty (420) hours of vacation. Upon an employee's retirement or separation from County employment, employees who have completed at least six (6) months of service shall be paid for a maximum of two hundred eighty (280) hours of accrued vacation. If a current regular employee dies the entire balance of accrued vacation shall be paid to the appropriate beneficiary, but not to exceed three hundred and eighty (380) hours.

2. This modification will be effective **March 16, 2020**. Adjustments to pay periods processed prior to the date this Memorandum is implemented will be made on a retroactive basis.
3. This agreement shall remain in place until expiration of the current collective bargaining agreement, December 31, 2021. As of **January 1, 2022**, any employee with a vacation leave accrual in excess of 380 hours will lose the excess accrual, absent mutual agreement to extend this Memorandum.

By their signatures below, the parties acknowledge their understanding of this agreement:

