

Memorandum of Understanding

By and Between

Thurston County,
the Thurston County Sheriff's Office,

and the

Thurston County Sheriff's Office Captains' Association

RE: COVID-19 Impacts - Maximum Vacation Leave Accrual

Due to the emergency conditions created by the COVID-19 pandemic, requests for vacation leave by essential personnel in the Sheriff's Office have been suspended until the emergency condition has been reduced or eliminated. As a result, many bargaining unit employees are 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

Employees may be allowed to accrue vacation leave to a maximum of ~~four hundred and forty (440) hours~~; five hundred (500) hours; however, upon retirement or separation from County service, employees shall be paid for a maximum of two hundred eighty (280) hours accumulated annual leave. If a current regular employee dies the entire balance of accrued vacation shall be paid to the appropriate beneficiary, but not to exceed four hundred and forty (440) hours.

For employees who depart from County service between March 1, 2019 and December 31, 2020 only, the vacation leave cash-out shall be paid into the departing employee's VEBA account.

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 440 hours will lose the excess accrual, absent mutual agreement to extend this Memorandum.

4. Once the local emergency declaration (Thurston County Board of County Commissioners Resolution No. 15880) is lifted or expires, the Sheriff's Office will make reasonable attempts to accommodate leave requests from employees who are likely to lose leave under this agreement.

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

For the County and Sheriff's Office:

For the Association:

Brad Watkins 4/23/2020
Brad Watkins, Chief Date
on behalf of Tim Braniff, Undersheriff

Gordon Phillips 4/23/2020
Gordon Phillips, Vice-President Date

Maria Aponte 4-20-2020
Maria Aponte Date
Director, Human Resources

Signed via email 4-21-2020
Daryl Garrettson Date
Association Attorney