

**Memorandum of Understanding
By and Between
Thurston County,
Thurston County District Court,
and
AFSCME/WSCCCE Local 618-DC**

Re: Recognition and Addition of the District Court Probation Officers and District Court Mental Health and Veterans' Court Program to the 618-DC Bargaining Unit

On December 11, 2020, the WSCCCE presented signed union authorization cards representing a majority of the employees in the Thurston County District Court's Mental Health and Veterans' Court Program and the Thurston County District Court Probation program. As a result of this majority showing, the parties agree to the following:

1. Effective January 1, 2021, Thurston County and Thurston County District Court will voluntarily recognize non-supervisory and non-confidential employees in Mental Health/Veterans' Court and Probation Services as part of the 618-DC bargaining unit. Addendum A of the parties' collective bargaining agreement (CBA) will be modified by the addition of employees in these programs and the following classifications:
 - a. Probation Counselor;
 - b. Mental Health and Veterans Court Care Coordinators; and
 - c. Administrative Assistant
2. These newly union-represented positions will be covered by the terms and conditions of the 618-DC Collective Bargaining Agreement (CBA), effective January 1, 2021.
3. In addition to Addendum A, the following sections of the 618-DC CBA will be modified effective January 1, 2021:
 - A. Salary Chart, as per attached.
 - B. Article 5, Hours of Work and Overtime, shall have a new section added:
 - a. Mental Health and Veterans Court Care Coordinators are not "on-call" employees and are not compensated or expected to be available outside of scheduled work hours. However, due to client and program needs, it is recognized that these employees may on rare occasions receive a client phone call outside of scheduled work hours. The following rules apply to phone calls received outside of scheduled work hours:
 1. If an employee expects or knows ahead of time, they will receive a phone call outside of work hours, the employee will notify the supervisor in advance;

2. Employees must track all time spent on the call and associated follow-up work;
 3. Employees must notify their supervisor at the earliest opportunity of the call, including date, duration, reason, follow-up work performed and;
 4. Time spent working after-hours will be paid or adjusted in 15-minute increments. In lieu of overtime, a flexible work schedule adjustment within the workweek may be made by mutual agreement;
 5. The provisions of Article 9.2, Call-Back, do not apply to phone calls; and
 6. It is expected that receiving phone calls outside of scheduled work hours will be a rare occurrence. If the supervisor or the employee feels that an employee is working outside of scheduled hours in excess of "rare occurrence," the supervisor will work with the employee to identify alternative strategies to meet client and program needs.
4. The parties agree to convene a series of 618-DC labor-management committee meetings in 2021, to address working conditions and other appropriate topics. The date for the initial meeting will be January 6, 2021.
 5. This agreement will be incorporated into the successor to the 2020-2021 618-DC Collective Bargaining Agreement.

By their signatures below, the parties acknowledge their understanding and agreement:

**AFSCME/WSCCCE
LOCAL 618 DC**

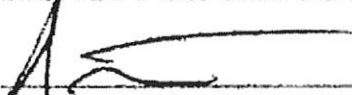
SIGNED FOR THE UNION:

/S/ via email, 1/19/2021
Chairperson, Local 618-DC

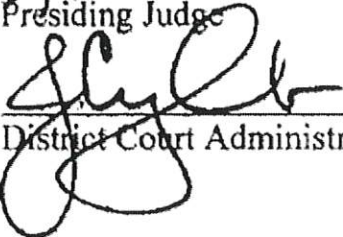
/S/ via email, 1/19/2021
WSCCCE Staff Representative

**THURSTON COUNTY
DISTRICT COURT**

SIGNED FOR THE COURT:



Presiding Judge



District Court Administrator

SIGNED FOR THE COUNTY:



Human Resources Director

/S/ via email, 1/21/2021
Labor Relations Negotiator

ADDENDUM A

RECOGNITION

The Employer recognizes the Union as the exclusive bargaining representative for the following Thurston County positions within the District Court:

Position	Range
Court Assistant I	06
Court Assistant II	07
Administrative Assistant I-Mental Health/Veterans' Court	08
Civil Court Clerk	08
Court Accounting Clerk	08
Calendar Coordinator	09
Courtroom Coordinator	09
Development Coordinator	09
Adult Probation Clerk	10
Mental Health and Veterans Court Care Coordinator	12
Adult Probation Counselor II	15



AFSCME 618-DC
Pay and Classification Plan
MONTHLY & SEMI-MONTHLY SALARY
 effective 01/01/2021 -- 1.5% COLA

2021
distct

RANGE	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
06	3,548	3,655	3,764	3,877	3,993	4,113	4,237	4,364	4,495	4,719
	1,774.00	1,827.50	1,882.00	1,938.50	1,996.50	2,056.50	2,118.50	2,182.00	2,247.50	2,359.50
07	3,726	3,837	3,952	4,071	4,193	4,319	4,449	4,582	4,719	4,955
	1,863.00	1,918.50	1,976.00	2,035.50	2,096.50	2,159.50	2,224.50	2,291.00	2,359.50	2,477.50
08	3,912	4,029	4,150	4,275	4,403	4,535	4,671	4,811	4,955	5,203
	1,956.00	2,014.50	2,075.00	2,137.50	2,201.50	2,267.50	2,335.50	2,405.50	2,477.50	2,601.50
09	4,107	4,231	4,358	4,488	4,623	4,762	4,905	5,052	5,203	5,463
	2,053.50	2,115.50	2,179.00	2,244.00	2,311.50	2,381.00	2,452.50	2,526.00	2,601.50	2,731.50
10	4,313	4,442	4,575	4,713	4,854	5,000	5,150	5,304	5,463	5,737
	2,156.50	2,221.00	2,287.50	2,356.50	2,427.00	2,500.00	2,575.00	2,652.00	2,731.50	2,868.50
12	4,755	4,898	5,044	5,196	5,352	5,512	5,678	5,848	6,023	6,325
	2,377.50	2,449.00	2,522.00	2,598.00	2,676.00	2,756.00	2,839.00	2,924.00	3,011.50	3,162.50
15	5,504	5,670	5,840	6,015	6,195	6,381	6,573	6,770	6,973	7,321
	2,752.00	2,835.00	2,920.00	3,007.50	3,097.50	3,190.50	3,286.50	3,385.00	3,486.50	3,660.50