

Memorandum of Understanding  
By and Between  
Thurston County and Thurston County Central Services  
And  
AFSCME/WSCCCE Local 618-CO

RE: Central Services Facilities On-Call Procedure

Central Services Facilities Maintenance and Operations Services is responsible maintaining over 700,000 square feet of building space at 13 separate locations. Services are required to be provided during both normal business hours and after hours depending on the severity of the issue. It is critical that Central Services have a process in place to ensure staffing is available for after hour emergencies. To ensure these needs are met, the parties have reached the following agreement:

Agreement:

1. Central Service employees assigned to on-call duty shall be Facilities Technicians who have completed probation and can demonstrate aptitude to perform all duties associated with the on-call program. Each employee assigned to on-call duty shall carry the cellular phone (pager) for seven (7) consecutive days. The employee carrying the pager shall be responsible for answering and, if necessary, responding to calls.
2. Compensation for on-call duty shall be consistent with the Collective Bargaining Agreement. The employee on-call shall be responsible for determining, within the Department's standards for maintaining good customer service, whether the telephone call from a customer warrants an afterhours response or can wait till the following workday. If a site visit is warranted, the employee shall respond to the site within a one-hour window. The employee on-call will be provided a County vehicle consistent with the Thurston County Vehicle Use Policy for the purpose of carrying out their responsibilities.
3. An on-call duty schedule will be established every three months. Week by week rotations will be assigned by seniority within the Facilities Maintenance and Operations team with each week beginning on Wednesday mornings and running for 7 days. Employees may freely trade their weeks, as long as an employee does not schedule for more than three (3) adjacent weeks of on-call in a row. Available weeks will be offered on a seniority basis. It is the employee's

responsibility to ensure coverage for their assigned week and notify the Facilities Services Manager of any changes to the schedule.

4. In the event that an employee is unable to perform their on-call duty for reasons outside of their control (e.g. sickness) the employee will notify the Facilities Services Manager as soon as reasonably possible. At that time the Facilities Services Manager will request volunteers and assign the on-call assignment to the most senior volunteer. If there are no volunteers, the vacant on-call assignment will be assigned to the employee with the least seniority who is eligible (if the lowest seniority employee is unable to take the on-call due to a legitimate or verifiable reason, then it falls on the employee with the second to the lowest seniority...so on and so forth). Assigning vacant weeks will rotate and be assigned in order of reverse seniority. The three (3) week on-call limit will apply.
5. Either party may request to reopen discussion of the above agreement should circumstances change or concerns arise.

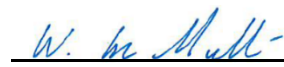
By their signatures below, the parties acknowledge their understanding and acceptance of this agreement, as of January 21, 2022:

For Thurston County:

For AFSCME/WSCCCE Local 618-CO:

  
\_\_\_\_\_  
Jason Ashe  
Facilities Services Manager

/S/ via email  
\_\_\_\_\_  
Mary Kincy  
Chapter Chair

  
\_\_\_\_\_  
Cameron Mullins  
Human Resources Analyst