

# Side Letter Agreement

## Services Employees International Union, Local 721

*Professional Unit*

### Emergency Response Lump Sum – Children and Family Services

**General** – The purpose of this provision is to compensate employees, who are regularly assigned to Emergency Response Operations for the Children and Family Services Department, when completing Emergency Response (ER) eligible duties.

Emergency Response is defined by California Department Social Services under the Emergency Response Enhancement Funding Program Plan.

**Eligibility** – The following classifications who are assigned to the Intake Unit and/or the Child and Adult Abuse Hotline Unit shall be eligible:

- i. Social Service Practitioner I, II, III
- ii. Lead Social Service Practitioner

**Payment** – Effective the pay period after board approval, employees who are in an eligible classification and assignment shall be eligible to receive a lump sum payment as outlined below:

Hours Required in Eligible Classification and Assignment*	Lump Sum Amount
1,040 hours	\$1,260
2,080 hours	\$1,820
4,160 hours	\$3,640
Maximum Total Payment	\$6,720
* Hours required are cumulative	

For the purpose of this Side Letter, hours refer to continuous regular hours for all hours actually worked, up to eighty (80) hours per pay period, in an eligible classification and assignment.

Payment will be made on the second pay date of a Time Study month. Time Study auditing months for the purpose of department recordkeeping are February, April, August, and November of each year.

Employees are also required to complete and code time study for all Emergency Response eligible hours as appropriate.

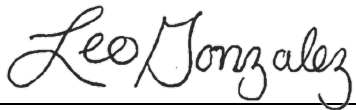
### **Exclusion and Limitations**

- (a) The funding for this Side Letter is valid for FY 2022-2023, FY 2023-2024, FY 2024-2025. Unless additional funding is allocated this article will sunset on June 13, 2025, or when funding is exhausted, whichever occurs first.

- (b) An employee who moves into an ineligible classification and/or assignment prior to meeting the eligible hours requirement will not be eligible for any portion of the lump sum amount and those hours will be forfeited.
- (c) Employees who meet the eligible hours requirement and subsequently move to an ineligible classification and/or assignment will be eligible to receive the lump sum amount.
- (d) An eligible employee who has separated from County employment for any reason prior to the pay period in which the payment is paid shall not be eligible to receive the payment.
- (e) In no instance shall an employee be eligible for more than \$6,720 in Emergency Response Lump Sum payment.
- (f) Employees who have been performing the duties since July 31, 2022 will have hours count during the evaluation period in February 2023.

Date Agreed: 12/19/2022

San Bernardino County



Leo Gonzalez  
Deputy Director/Labor Relations Chief

SEIU



Eloy Alvarez  
Regional Director