

Side Letter Agreement

Services Employees International Union, Local 721

Professional Unit
Amended

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, Open Case Investigators (OCI), Jurisdiction/Disposition (J/D) Writers performing intake or OCI tasks, the Child and Adult Abuse Hotline, or Carrier Workers* Unit shall be eligible:

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

* With Manager approval, Carrier Workers completing referral investigations from beginning to end and who meet all other criteria as specified below may be eligible. Only those hours worked on the completion of the referral investigation shall count towards the accumulation of hours for eligibility of the lump sum amount.

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
<i>* Hours required are cumulative</i>	

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.

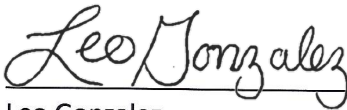
Employees are also required to complete and code time study for all Emergency Response eligible hours as appropriate.

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: _____

San Bernardino County



Leo Gonzalez
County Labor Relations Chief

SEIU Local 721



Eloy Alvarez
Regional Director