

LETTER OF AGREEMENT
BETWEEN THE COALITION OF LOS ANGELES CITY UNIONS
AND THE CITY OF LOS ANGELES

PART-TIME EMPLOYMENT

WHEREAS, the Coalition of Los Angeles City Union (Coalition) and the City of Los Angeles (City) continue to engage in extensive discussions regarding the City's hiring and use of part-time (intermittent and half-time) employees; and,

WHEREAS, the Parties reaffirm that the use of intermittent employees should be limited to operational necessity where permanent full-time or half-time employment status is not feasible or regularly available, such as in emergencies, disasters or seasonal work; and,

WHEREAS, the City encourages and supports maximizing full-time hiring and scheduling.

THE COALITION AND THE CITY HEREBY AGREE AS FOLLOWS:

1. The Parties reaffirm the MOU provision that intermittent part-time employees shall qualify for half-time status benefits, shall be certified to LACERS, and shall be eligible to receive pro-rated benefits as of their date of hire after 1,000 compensated hours in one service year.

Additionally, the Parties agree that intermittent employees who transition to half-time who have accrued Compensatory Personal Time Off (CPTO) and/or Paid Sick Leave in accordance with Section 4.110.1 of the Los Angeles Administrative Code shall be allowed to carry over into their 100% sick leave bank a maximum of 48 hours of unused CPTO , Paid Sick Leave, or any combination of such unused time upon their designation to half-time status. Any unused CPTO and/or Paid Sick Leave in excess of the 48 hours carried over shall be deemed waived and lost.

2. The parties shall convene a joint labor management committee to address part-time issues, including but not limited to: aligning contract language among the Coalition units, where applicable; assisting impacted City departments in identifying the best methods for using part-time employees; and addressing any possible misunderstandings about the available resources for part-time employees.
3. Agreed upon changes to existing MOU language shall be reflected in amendments to the relevant MOUs, where applicable. Additional provisions to the MOU shall be reflected in a side letter between the parties.

4. The City shall follow the provisions of Mayoral Executive Directive No. 15 that directs City departments to limit the use of intermittent employees to operational necessity and maximize opportunities for full-time employment.
5. The City Administrative Officer (CAO) and the Personnel Department shall conduct a joint audit to maximize support of full-time and appropriate part-time positions in Departments that use part-time employees. The Mayor shall determine the priority order of departments to be studied. These Audit Report findings will be presented to the Mayor, appropriate Council committee(s), and appropriate union(s) no later than 18 months after City Council adoption of the relevant MOUs.
6. The Parties shall explore and establish a mechanism(s) for assisting interested part-time employees in obtaining full-time employment with the City.
7. The Parties mutually agree upon a regular meeting schedule and shall begin meeting no later than 90 days after City Council adoption of the Coalition MOUs and continue meeting until June 30, 2021. Thereafter, the Parties may mutually determine if an additional meeting(s) is necessary.

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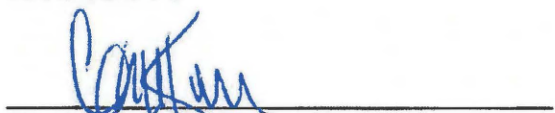
FOR THE COALITION:


Victor M. Gordo
LIUNA Local 777

6/21/2019
Date


David Sanders
SEIU Local 721

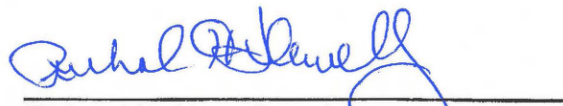

Chris Hannan, Council Representative
LA/OCBCTC


Gavin Koon, Business Representative
I.U.O.E. Local 501


Steve Koffroth
AFSCME District Council 36


Carlos Rubio
Teamsters Local 911

FOR THE CITY:


Richard H. Llewellyn, Jr.
City Administrative Officer

7/26/19
Date

Approved as to Form and Legality:


Office of the City Attorney

7/26/19
Date