

Exhibit B

Memorandum of Understanding

Professional Employee Group

MEMORANDUM OF UNDERSTANDING

Between The

COUNTY OF IMPERIAL

And The

PROFESSIONAL EMPLOYEE GROUP

Effective through June 30, 2027

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Article 1- PARTIES

This Memorandum is made and entered into between the County of Imperial ("County") and the Professional Employees Group (PEG).

Article 2 - BINDING NATURE OF AGREEMENT

Both parties to this Agreement understand and hereby acknowledge that the provisions of this Agreement are binding on the parties, notwithstanding contrary provisions, which may exist in ordinances, resolutions or other agreements.

Article 3 - SEVERABILITY OF PROVISIONS

If any provision of this Agreement, or any section, subsection, subdivision, sentence, clause, phrase, word or portion thereof should be invalid or contrary to law, the remaining provisions shall not be affected, but shall continue to be given full force and effect as if the part so held had not been included herein.

Article 4 - CLARIFICATION

In the event any provision of this Agreement or any provision of any County ordinance or policy or procedure enacted or amended to implement any provision thereof needs clarification, or in the event of an inadvertent typographical or publication error, the County Executive Officer may, with the advice of the County Counsel, issue administrative instructions clarifying the intent of said provision as enacted. Such administrative instructions shall expire sixty (60) days from the date they were issued unless they are included in amendments added to such ordinances, policies or procedures by formal action of the Board of Supervisors.

Article 5 - RECOGNITION

The County recognizes PEG as the sole and exclusive bargaining agent for all employees in the unit, which includes the job classifications set forth in **Exhibit A**, attached hereto and thereby incorporated herein by reference. This bargaining unit shall include permanent and probationary part-time and full-time employees and shall exclude extra-help, seasonal special assignment, substitute and temporary employees.

Article 6 – TERM

Upon agreement of the parties, ratification by the bargaining units and adoption by the Board of Supervisors this MOU shall be in effect for the term of July 1, 2025 through June 30, 2027.

During the final year of this MOU, and prior to March 1, 2027, the bargaining units shall submit a written request to begin negotiations for a successor MOU to the County. Failure to provide notice shall result in the extension of this MOU for one (1) additional year on the same terms and conditions as contained therein.

Article 7 - PEG RIGHTS

7.1 Representation

PEG has the right to represent employees identified in Article 5 above as specified by state law and pursuant to the County's Employer-Employee Relations Policy. PEG will notify the County Director of Human Resources of its officers and directors, as well as any staff employees.

7.2 Official Representatives for Meet and Confer

PEG may select three (3) official representatives and three (3) official alternates who are County employees and may utilize time during normal working hours for meeting and conferring with authorized representatives of the County subject to advanced scheduling. However, no more than three (3) official representatives shall be allowed time-off with pay at any one time for meet and confer purposes. The names of all official representatives and alternates shall be submitted in writing to the County Director of Human Resources no later than May 1st each year.

Article 8 - MANAGEMENT RIGHTS

All management rights and functions shall remain vested exclusively with the County except those, which are clearly and expressly limited in this MOU. It is recognized merely by way of illustration that such management rights and functions include but are not limited to:

- A. The right to determine the mission of each of its agencies, departments, institutions, boards and commissions including the standards of services to be offered;
- B. The right of full and exclusive control of the management of the County; the supervision of all operations; the determination of the methods and means of performing any and all work; and the composition, assignment, direction, location and determination of the size and mission of the work force;
- C. The right to determine the work to be done by the employees including establishment of levels of service and staffing patterns;
- D. The right to change or introduce new or improved operations, methods, means or facilities; or to contract for work to be done;

- E. Subject to County ordinances, the right to hear, schedule, set and enforce performance standards, promote, reclassify, transfer, assign, release and lay-off employees; to suspend, demote, reduce in step or range, discipline and discharge employees for cause; to prescribe qualifications for employment and determine whether they are met;
- F. All the rights, responsibilities and prerogatives that is inherent in the County by virtue of all federal, state and local laws and regulations;
- G. The exercise by the County through its Board of Supervisors and management personnel of the rights enumerated herein above, shall not in any way directly or indirectly be subject to the County grievance procedure set forth herein.

Article 9 - WORKING HOURS

Compensation for County employees is predicated upon the performance of forty (40) hours of work during the "workweek". The workweek shall be established by resolution adopted by the Board of Supervisors.

Article 10 - WORKWEEK

Most County employees work five (5) days a week from 8:00 a.m. to 5:00 p.m. with one (1) hour for lunch. A break or rest period is normally scheduled for fifteen (15) minutes in the morning and in the afternoon. Some departments are required to work shifts. These shifts are scheduled by the department head.

Article 11 - OVERTIME

It is the policy of the County that overtime work is discouraged. Department heads are responsible for the advanced planning required to minimize the need for overtime. Department heads may authorize payment for overtime work with prior approval of the Board of Supervisors. No employee shall be allowed to work overtime without the express prior approval of the department Head, regardless of whether the overtime is compensated in wages or compensatory time off. Employees shall be compensated at the rate of one and one-half times the employee's regular rate of pay or one and one-half times compensatory time off for all authorized hours worked in excess of forty (40) hours in any work week. All hours worked beyond the normal work day shall be reported on the payroll certificate covering the period in which such time was worked, even where the total number of hours shown for the work week does not exceed forty (40) hours.

Article 12 - VACATION

12.1 Accrual

Every person holding a permanent position in the classified service shall be entitled to an annual paid vacation of fifteen (15) working days for each year of continuous full time service. For the purpose of this Article, service is continuous during approved paid or unpaid leaves. Service is not continuous when employment voluntarily or involuntarily terminates. Computation shall be based on .05769 of an hour for each hour of paid time up to a maximum of eighty (80) hours per pay period. Employees who have completed fifteen (15) years of continuous full time service shall be entitled to twenty (20) working days annual vacation. Computation of twenty (20) working days annual vacation shall be based on .07692 of an hour for each hour of paid time up to a maximum of eighty (80) hours per pay period.

12.2 Eligibility

All permanent County employees covered by this Memorandum shall be eligible to take vacations when one (1) year of continuous County employment is completed. All vacation shall be scheduled and taken subject to the approval of the employee's department head.

Article 13 - HOLIDAYS

13.1 Holidays

The following are established as holidays for all persons covered by this Memorandum:

1. January 1st
2. The third Monday in January (Martin Luther King, Jr. Day)
3. The third Monday in February
4. March 31st (Cesar Chavez Day)
5. Good Friday
6. The last Monday in May
7. July 4th
8. The first Monday in September
9. November 11th, known as Veteran's Day
10. The Thursday in November appointed as Thanksgiving
11. The Friday following Thanksgiving Day
12. December 25th
13. Effective July 1, 2000, a birthday holiday (personal day) will be scheduled within 30 days of the employee's birthday. Such holiday shall not be carried over from year-to-year and shall be scheduled in cooperation with the Department Head consistent with the operational needs of the County. The holiday shall be an eight-hour period within a single day for employees who

work a regularly scheduled eight-hour day or a regularly scheduled nine-hour day and a ten-hour day if the unit member is regularly scheduled to work a ten-hour day.

In the event any of the above holidays falls on Sunday, the following Monday shall be deemed a holiday in lieu thereof; if the holiday falls on Saturday, the preceding Friday shall be deemed a holiday in lieu thereof.

13.2 Holidays Worked

All employees covered by this Memorandum, who are required to work on a holiday, shall be compensated for such work performed at the rate of one and one-half times their regular rate of pay. Additionally, such employees shall receive equivalent time off which shall be reported as compensatory time earned on the payroll certificate. Employees whose regularly scheduled day off falls on a holiday shall be entitled to equivalent time off which shall be reported as compensatory time earned on the payroll certificate.

Article 14 - PAYDAY AND DEDUCTIONS

County employees are paid on Friday, every two weeks (bi-weekly). Your paycheck represents earnings from a previous pay period running from Friday of one week through Thursday two weeks later. Five days elapse after the end of the pay period before the employee is paid. Accompanying your check will be a statement of earnings, deductions, and accrual of vacation and sick leave benefits. The following deductions may be indicated:

- a. Federal Income Tax
- b. State Income Tax
- c. Retirement Contributions
- d. Group Insurance
- e. Special deductions for certain personnel

If you feel there has been an error in any paycheck you received, or if you have questions concerning the amount of your check, you should see your immediate supervisor or the payroll section of the Auditor-Controller's Office; telephone extension 1289.

Article 15 - SPECIAL PAY PRACTICES

15.1 Bilingual Differential Pay

The County shall compensate all County employees entitled to the bilingual differential pay pursuant to the Policy and Procedures for Payment of Bilingual Differential Pay in the amount of thirty dollars (\$30.00) per bi-weekly pay period.

15.2 Mileage

For all employees who are required to use their private vehicle on County business, the County shall establish a per mile reimbursement rate that will be equal to the current rate of reimbursement of the Internal Revenue Service.

15.3 Out-of-Class Work

Employees required to work out of classification by their department heads for a period exceeding thirty (30) calendar days duration shall receive a salary increase for all such work performed in excess of said thirty (30) day period. The salary increases shall be a minimum of five percent (5%) and at least at the level of the first salary step of the salary range of the job classification in which such work is being performed. When employees are required by their department heads to work out-of-class, the department head shall request approval of the out-of-class work salary increase from the Director of Human Resources, and such increase shall be granted if approved by the Director of Human Resources. Such out-of-class work salary increases may be granted upon the approval of the Director of Human Resources for a maximum period of ninety (90) days. The Board of Supervisors upon the request of the department head must approve any increase granted in excess of ninety (90) days. This provision shall not apply to persons who are incumbents of training positions directed to eventual employment in a higher-level job classification. The thirty (30) calendar day waiting period will be waived if the employee has been approved for out of class pay within the last three (3) years for the same assignment.

15.4 Shift Differential

Employees who are required to work certain types of work shifts outside normal working hours, shall receive shift differential pay in addition to their regular salaries as follows: (a) a differential of five percent (5%) of regular salary payment for those employees who are required to work more than half their scheduled hours between 3:00 p.m. and 11:00 p.m.; (b) a differential of seven and one-half percent (7 ½%) of regular salary payment for those employees who are required to work more than half of their scheduled hours between 11:00 p.m. and 7:00 a.m.

15.5 Tuition Reimbursement

Subject to existing policies and procedures, all employees covered herein shall be eligible for reimbursement for the actual costs of tuition, registration, laboratory fees, textbooks, parking fees and other required instructional materials or equipment under the County's Tuition Reimbursement Program. Tuition reimbursement for a total fiscal year amount of \$2,500 for undergraduate program and \$3,000 for graduate program. All other provisions are set forth in the County's Tuition Reimbursement Program Policy.

15.6 On-Call Pay

- a. Unit members in Information Technology Services, Public Health, APCD, Environmental Health and Public Works required by their management level supervisor to be "on-call" shall be compensated \$100.00 dollars for each 5-day workweek of "on-call" assignment pro-rated at the rate of \$20.00 for each workday of on-call service.

Unit members in Information Technology Services, Public Health, APCD, Environmental Health and Public Works required by their management level supervisor to be "on-call" shall be compensated \$100.00 dollars for each 2-day weekend of "on-call" assignment pro-rated at the rate of \$50.00 for each weekend day of on-call service.

Any unit member who is "on-call" shall be accessible by phone at all times to respond promptly to job-related telephone contacts. If necessary, they must leave his or her location within thirty (30) minutes and respond to the worksite within a reasonable period of time and/or required by his/her management. However, while "on-call" the employee shall be free to pursue personal matters, so long as he/she remains able to respond promptly to the contact and be ready to report to work if necessary in accordance to all County policies.

Each unit member shall be required to keep a log of all "on-call" service and responses, on a form provided by the department. The employee will be paid his or her regular or overtime rate of pay, whichever is applicable, for time actually worked because of a response to a job-related contact during the period of "on-call" service.

- b. However, for the below designated classifications assigned to the Department of Behavioral Health Services who are required to be "on call" as defined above, the compensation for each eight (8) hour period of "on call" shall be the equivalent of one (1) hour of the employee's regular rate of pay. In addition, the employee will be paid or be given compensatory time off at his or her regular or overtime rate of pay, whichever is applicable for time actually worked because of a response to a job related contact during the period of "on call" service. The foregoing subsection "g" applies to the following classifications: Clinical Psychologist I, Clinical Psychologist II, Behavioral Health Therapist I, Behavioral Health Therapist II, Behavioral Health Therapist III and Behavioral Health Supervising Therapist.

15.7 Safety Boots Stipend

- a. The County will pay a stipend in the amount of \$300 for the purchase of safety boots for preauthorized eligible employees as determined by the County Executive Officer or his designee per calendar year based on the need due to safety regulations.
- b. The County shall provide and process the stipend in an expeditious manner as part of the employees regularly scheduled payroll.

15.8 Uniform Allowance

- a. The county will provide each registered nurse (as listed below) required to wear a uniform an allowance of \$600.00 each year payable the first full pay period of the fiscal year:
1. Community Health Nurse 1/11
 2. Nursing Supervisor
 3. Physician Assistant / Nurse Practitioner 1/11
 4. Public Health Nurse 1/11

Article 16 DEFERRED COMPENSATION PROGRAM

The County agrees to provide to members of PEG the opportunity to participate in the County's Deferred Compensation Program.

Article 17 HEALTH INSURANCE

- A. Effective January 1, 2026, for the period of January 1, 2026 through December 31, 2027, each unit member's total bi-weekly contributions toward the purchase of one of the two County health benefit plans shall be as follows:

Medical Premiums (Calendar Year 2026)	Employee Only	Employee & Spouse	Employee & Children	Employee, Spouse & Children
Employee Cost Plan 1 (\$500 deductible)	\$70.45	\$184.83	\$159.42	\$273.84
Employee Cost Plan 2 (\$1,500 deductible)	\$9.23	\$30.80	\$13.37	\$44.16
Dual Buy Up (\$500 deductible)	n/a	\$154.03	n/a	\$229.68
Dual (\$1,500 deductible)	n/a	\$0.0	n/a	\$0.0

- B. All future increases, including any increases effective on January 1, 2028 in either the County's contribution and/or in the unit member's contribution toward full payment of the premium for any of the above health plans, shall be paid automatically by each unit member by payroll deductions from the unit member's bi-weekly paycheck without further authorization by the unit member unless mutually agreed otherwise in a successor MOU or other mutual agreement between Professional Employee Group bargaining unit and the Board of Supervisors.
- C. The selection of the Medical Plan shall be at the unit member's option, which must be exercised in writing by the member during the enrollment periods established by the COUNTY. If the member makes no selection, the COUNTY will select employee only coverage under Medical Plan II and apply its total contribution toward the payment of the premium for that plan. Any increases in the cost of Plan II shall be paid automatically by each unit member by payroll

deduction from the unit member's bi-weekly paycheck without further authorization by the unit member unless mutually agreed otherwise in a successor or other mutual agreement between the unit and the Board of Supervisors.

- D. During the term of this MOU, a unit member may also purchase vision and dental benefits under the plans approved by the Board of Supervisors. The unit member must elect to participate in writing during the enrollment periods established by the County. The full cost of any plan selected by the unit member will be paid through an automatic payroll from the member's bi-weekly paycheck.
- E. Effective January 1, 2026, the County Health Plan shall be configured as follows:

**County of Imperial - Active Employees
Blue Shield Medical Plan
Effective January 1, 2026**

	Plan I	Plan II
Maximum Lifetime Benefit		
Per Employee, Dependent	N/A	N/A
Annual Deductible (1)		
Individual	\$500	\$1,500
Family	\$1,000	\$3,000
In-Hospital Admission Fee (2)		
(For medical and mental health services)	\$250 per day (3 day max)	\$250 per day (3 day max)
Emergency Room Services	\$100	\$100
Co-Insurance		
(For medical and mental health services)		
Preferred Providers	20%	20%
Out-of Pocket Limit (individual)	\$3,000	\$6,000
Out-of Pocket Limit (family)	\$6,000	\$12,000
Non-Preferred Providers (4)	40%	40%
Out-of Pocket Limit (individual)	\$6,000	\$12,000
Out-of Pocket Limit (family)	\$12,000	\$24,000
Prescription Drug Benefit		
Brand (Deductible per individual)	\$200 Separate Deductible	\$350 Separate Deductible
Brand (Co-insurance)	20%	20%
Generic (Deductible per individual)	\$0	\$0
Generic (Co-insurance)	n/a	n/a
Chiropractic Benefit	80%	Not Covered
Annual Maximum	\$125	Not Covered
Cost Containment (3)	Included	Included

	All Plans	All Plans
Preventive Care Benefits		

	PPO Deductible & Co-Insurance waived	Non-PPO Deductible Applied
<i>Annual Health Appraisal Examination</i>		
- Annual physical examination	No Charge	Not covered
- Routine laboratory services	No Charge	40%
<i>Well Baby Care Benefits</i>		
- Office visits	No Charge	Not covered
- Routine laboratory services	No Charge	40%
<i>Immunizations & vaccinations including flu shot</i>	No Charge	Not covered
<i>Colorectal cancer screening</i>	No Charge	Not covered
<i>Osteoporosis screening (medically necessary)</i>	No Charge	40%

Benefit Modifications:

- **Generic Prescriptions:** No annual deductible or co-insurance will be applied
- **Diabetes Management Training:** Subject to Deductible, covered at 80% in network & 60% out of network.
- **Respiratory Therapy:** Subject to Deductible, covered at 80% in network & 60% out of network.
- **Out of Network Emergency Services** (as defined under plan document): covered at 80% in & out of network.
- **Out of Network Dialysis:** covered at 80% in network & 80% out of network - when no network option is available.

(1) Annual Deductible is applied for Inpatient Services at **all hospitals**

Deductible and Co-Insurance waived for Mexicali, (Mexico) Preferred Providers (PPO) up to \$5000.

Separate Mexico Network \$10 co-pay applies to all doctor's visits (office and specialist visit), and medical procedures (including but not limited to lab services, x-rays, surgeries and physical therapy)

(2) In-Hospital Admission Fee is separate from the Annual Deductible and will be charged for inpatient services provided in El Centro Regional Medical Center and Pioneers Memorial Hospital

(3) Second Surgical Opinion, Hospital Pre-Certification, Length of Stay Review, Pre-Admission Testing and Medical Case Management.

(4) For services by Non-Preferred Providers, the County will only pay 60% of the allowable amount, the employee is responsible for all other charges.

Employee is responsible to verify the status of a Preferred or non-Preferred Provider prior to receiving services.

Teladoc \$10 per visit at www.teladoc.com

updated 07/01/2021

- F. Unit members shall be notified of any increases in the premiums for the health plans, which will be effective at the beginning of each plan year on January 1. Such notice shall be provided no later than sixty days prior to the end of the plan year in which such increase is to commence. Such notice shall also identify a period prior to the end of the plan year, which shall be the open enrollment period.

Article 18 - LIFE INSURANCE

The following life insurance benefits will be provided during the term of this MOU:

The County will provide to each bargaining unit member, at the County's expense, \$125,000 of Group Term Life Insurance coverage under the life insurance program as elected and modified by the Board of Supervisors.

Article 19 - BEREAVEMENT LEAVE

Every unit member holding a permanent, full time position in the unit shall be entitled to bereavement leave without a charge being made for such leave to the employee's accumulated sick-leave benefits for up to three (3) bereavement leave incidents per fiscal year as follows:

- A. Five (5) days of "bereavement leave" for each death in the employee's immediate family for incidents occurring within 250 miles of the eligible employee's residence.
- B. Seven (7) days of "bereavement leave" for each death in the employee's immediate family for incidents that occurs beyond a 250-mile radius of the eligible employee's residence.
- C. "Immediate family" for purposes of this benefit, is defined to include the employee's spouse, domestic partner, grandfather, grandmother, spouse's or domestic partner's grandfather or grandmother, father, mother, father-in-law, mother-in-law, son, son-in-law, daughter, daughter-in-law, sister, sister-in-law, brother, brother-in-law, grandchild of either spouse or domestic partner or employee, and any relative living in the immediate household and any of the equivalent step relationships of the listed above.
- D. An employee shall be entitled to no more than twenty-one (21) days of leave under this Article per fiscal year. However, the total allowable days shall be determined by the actual incidents, not to exceed fifteen days. Unused leave under this Section shall not accumulate from year to year.

Article 20 - SICK LEAVE

20.1 Accrual

Each employee holding a permanent position in the classified service shall earn .04615 hours of sick leave with pay for each paid, regularly scheduled working hour to a maximum of eighty (80) working hours in any pay period. No employee shall be entitled to sick leave with pay while absent from duty on account of any of the following reasons:

- a. Sickness or disability sustained while on a leave of absence without pay;
- b. Vacation;
- c. Sickness or injury incurred while working for an employee other than the County of Imperial.

20.2 Notification

Any employee requesting sick leave shall furnish a certificate issued by a licensed physician, or other satisfactory proof of illness, upon the request of the department head. Any person absent from work because of sickness or injury shall notify or cause his or her department head to be notified the first day

of such absence, except where he/she is physically unable to do so. No person shall be allowed sick leave in excess of that actually accrued and credited to his or her sick leave account at the beginning of the pay period during which sick leave is used.

20.3 Fraction of Day Use

In any instance involving the use of a fraction of a day's sick leave, the minimum charge to the employee's sick leave account shall be one-quarter (1/4) hour.

20.4 Death or Critical Family Illness

Every person holding a permanent position in the classified service shall be entitled to use a maximum of five (5) days accumulated sick leave credit within any fiscal year for each absence due to death of his/her immediate family. Any employee covered by this agreement may within a fiscal year use a total of five (5) days of accumulated sick leave credit for the care of attendance upon members of his/her immediate family in the event of critical illness. For purposes of this article, immediate family shall mean and include a person's spouse or his/her father, mother, son, daughter, sister, brother, or the spouse of any of the preceding. Employees requesting the use of sick leave under this article may, at the discretion of the department head, be required to submit a certificate or statement from a licensed physician.

20.5 Sick-leave Buy Back

All employees covered by this Memorandum shall be entitled to a buy-back of sick leave benefits accrued to their accounts, as hereinafter provided. Employees who have at least 200 sick leave hours accrued to their accounts at the beginning of the fiscal year shall be entitled, at the end of the fiscal year, to be paid for one-half (1/2) of those sick leave hours earned during the fiscal year which are in excess of the total number of sick leave hours taken off during the year. Such buy-back of sick leave benefits shall be paid for by the County at the employee's base salary rate to which he/she was entitled as of the last day of the full pay-period occurring in the month of June of the fiscal year. In the month of July following the fiscal year, the Auditor-Controller shall determine the buy-back leave entitlement of all employees of the County who elect to receive such buy-back leave benefits for the previous fiscal year. Each department head shall by June 30 of the fiscal year, in writing, inform the Auditor-Controller of the elections of each employee, on forms provided by the Auditor-Controller and pursuant to instructions issued by the Auditor-Controller. Each employee determined by the Auditor-Controller to be entitled to a sick leave buy-back shall be provided a supplemental payroll warrant in the appropriate amount by the Auditor-Controller.

20.6 Sick Leave to Attend to Child, Parent or Spouse

Effective January 1, 2000, each calendar year, any unit member who is entitled to sick leave may use in any calendar year the unit member's accrued and available sick leave entitlement, in an amount not to exceed more than the sick leave that would be accrued during a six-month period at the unit member's then current rate of entitlement, to attend to an illness of a child, parent, or spouse of the employee. All conditions and restrictions placed by the County upon the use by an employee of sick leave shall also apply to the use by an employee of sick leave to attend to an illness of his or her child, parent, or spouse under this Article.

- a. For the purposes of this paragraph, a child means a biological, foster, or adopted child, a stepchild, a legal ward, or a child of a person standing in loco parentis. A parent means a biological, foster, or adoptive parent, a stepparent, or a legal guardian.
- b. This Section 20.6 does not extend the maximum period of leave to which an employee is entitled under Government Code section 12945.2 or the Federal Family Medical Leave Act of 1993.

Article 21 - GRIEVANCE PROCEDURE

1. Definition of Grievance:

A grievance is defined as a dispute over the application of the specific terms or provisions of this Memorandum of Understanding by an employee adversely affected thereby, but shall not include the following:

- (a) Disciplinary actions, including those, which shall be subject to appeal through County Ordinance provisions for the appeal of disciplinary actions.
- (b) The exercise of any County Managements rights as specified in this Memorandum or as found in the Employer Employee Relations Policy (EERP).
- (c) An impasse or dispute in the meeting and conferring process.

2. Rights

There shall be no restraint, interference, coercion, discrimination or reprisal against any employee for exercising any rights under the grievance procedure. The grievant, upon his or her request, is entitled to representation by his/her bargaining unit representative at each step of the grievance procedure.

Grievance Procedures:

Grievances must be initiated within ten (10) working days after the occurrence of the event, which caused the grievance.

- (a) Step 1 – An employee who has a grievance shall informally discuss his/her complaint with his/her immediate supervisor. Every reasonable effort shall be made to resolve the grievance at this level. The immediate supervisor shall respond to the grievant within ten (10) working days following the date of the informal discussion between the grievant and the supervisor.
- (b) Step 2 – If the employee feels his/her grievance has not been satisfactorily resolved, or if he/she receives no response from his/her immediate supervisor he/she shall have ten (10) working days from the date of the immediate supervisor's response to submit the grievance in writing to the next higher authority. The grievant shall provide a copy of the grievance to the bargaining unit representative. The higher authority shall within ten (10) working days of the receipt of the written grievance, supply an answer in writing to the aggrieved employee, explaining clearly his/her decision or proposed action.

- (c) Step 3 – If the aggrieved employee is not satisfied with the written answer received at Step 2, he/she may, within ten (10) working days of receipt of such written answer, appeal in writing to the department head. The department head shall confer with the employee and prior levels of supervision involved in an attempt to affect a harmonious solution. The department head shall reply in writing within ten (10) working days following receipt of the written grievance.
- (d) Step 4 – If the aggrieved employee is not satisfied with the written answer received at Step 3, he/she may, within ten (10) working days of receipt of such written answer, appeal in writing to the Director of Human Resources and Risk Management. The appeal must include this grievance, any attachments and the response at each level. The Director of Human Resources and Risk Management or designee shall review the grievance and reply in writing within ten (10) working days following receipt of the grievance documents.
- (e) Step 5 – If the aggrieved employee is not satisfied with the response he/she may submit a written request for review by the Employment Appeals Board to the Director of Human Resources and Risk Management within ten (10) working days of receipt of the written response.

3. Special Provisions:

The multi-level steps of the grievance procedure are designed to permit sufficient steps within larger departments having more than one supervisory level. In the case of departments with only one supervisory level between the grievant and the department head, Step 2 is waived. In departments that have more than three (3) levels of supervision, the department head may require that the grievance be processed through all supervisory levels. If the department head is the immediate supervisor, Steps 1 and 2 are eliminated. A grievance originating in a department that does not have supervisory levels between the employees and the department head shall be responded to in writing by the department head.

4. Waiver of Grievance

Failure of the aggrieved employee to file within the specified time limit for any step of the grievance procedure shall constitute an abandonment of the grievance. Failure of any designated level of supervision/management to respond within the specified time limits shall cause the grievance to move to the next step, if so desired by the employee, effective as of the date by which the supervisor/manager is required to respond.

Article 22 - FORCE REDUCTION LAYOFF POLICY

22.1 Purpose

It is the purpose of the County's Force Reduction Layoff Policy to provide for the orderly and equitable layoff of those personnel in County service who occupy positions which, due to a change of service (s), lack of work, discontinuance of a program, or for other reasons or circumstances as determined by the Board of Supervisors, are to be eliminated through reduction in force.

22.2 General Provisions

- a. This policy shall not apply to the County Administrative Officer, agency heads or department heads, or to limited term employees.
- b. This policy shall not apply to a temporary layoff of less than four (4) consecutive weeks.
- c. When two (2) or more agencies/departments are consolidated, or when a function of one agency/department is transferred to another agency/department, employees in all involved agencies/departments shall be subject to layoff if one is necessary.
- d. The provisions contained herein below, regarding severance pay, reemployment lists, and status on reemployment, shall not apply if the County has a written agreement with an employer, public or private, which guarantees the County employee an offer of reasonably comparable employment with the new employer who is taking over a function formerly performed by County employees and the new employer does make such an offer in writing to the employee.

22.3 Order of Layoff

- a. When a reduction in the work force is necessary, employees of the agency/department shall be laid off in an order based on consideration of:
 1. Employment status
 2. Past performance
 3. Length of continuous service with the County
- b. Layoffs shall be made by class within an agency/department, except that, where appropriate, the Director of Human Resources may authorize a layoff by department within an agency.
- c. Within a class, employees shall be subject to layoff on the basis of employment status in the following order:

First:	Extra Help/Temporary
Second:	Probationary
Third:	Promotional Probationary
Fourth:	Permanent

After all extra help, temporary or probationary employees have been removed from a class within a layoff unit, the permanent employees with the lowest number of seniority and performance points (hereinafter "layoff points") shall be subject to layoff first. When two (2) or more employees have the same number of layoff points, the order of layoff for such employees shall be determined by drawing lots.

22.4 Layoff Points

- a. Layoff points shall be computed by the agency/department head in the following manner:
 1. Each affected employee shall receive one (1) layoff point for each month of continuous County service completed in his/her current classification, for a maximum of five (5) years, and shall receive one-half (k) layoff point for each month of such service exceeding five (5) years. Layoff points for service in a permanent part-time position shall be calculated on a pro-rated basis. In addition, for a maximum of the most recent five (5) years of continuous service completed in his/her current or a higher classification, each affected employee shall receive three (3) additional lay-off points for each evaluation factor rating of "excellent" received on an annual evaluation report, but not exceeding a total of twelve (12) additional points for any one (1) annual evaluation.
 2. Each affected employee shall lose three (3) layoff points for each evaluation factor rating of "needs attention" received by such employee on any annual evaluation report during the previous five (5) years of County service in the subject classification. No employee, however, shall lose more lay-off points on any one (1) annual evaluation report than earned on such annual evaluation report and for service completed in the subject year.
 3. Each affected employee shall lose five (5) layoff points for each evaluation factor rating of "unsatisfactory" received by such employee on any annual performance evaluation report during the previous five (5) years of County service in the subject classification. No employee, however, shall lose more lay-off points on any one (1) annual evaluation report than earned on such annual evaluation report and for service completed in the subject year.
- b. In preparing an employee's annual evaluation report, each evaluation factor shall be evaluated. While an overall performance evaluation check-up will appear on the Employment Development Record, completion of such overall evaluation check box is not mandatory, and no overall evaluation shall be utilized in the computation of lay-off points.
- c. For purposes of this Force Reduction Layoff Policy, "continuous county service" shall include all uninterrupted time served in paid status in the service of the County in the employee's current classification or in a higher related classification or while on approved leaves of absence. Service in a permanent part-time position shall be counted on a prorated basis. A military leave of absence shall not constitute a break in service. Continuous service shall not include County service rendered prior to a termination of County service, whether voluntary or for cause, and subsequent employment by the County, or service in an extra help or temporary position; prior layoffs due to reduction in force actions following by subsequent reemployment pursuant to the provisions of this policy, however, shall not constitute breaks in County service.

22.5 Notification to Affected Employees

Notification to those employees to be laid off shall be made in writing, shall specify the date the action is to be effective, the reason for the reduction in force action, shall outline how the layoff status for

the employee was determined, and shall be made to the affected employee personally or by registered or certified mail by the department head at least thirty (30) calendar days prior to the layoff date. Such notice shall inform the employee of the right of the employee to request a review of the action by the County's Employment Appeals Board pursuant to the provisions of Chapter 10.5 of Division 4, of Title 2 of the Codified Ordinances of the County of Imperial. Such notice also shall inform the employee of any rights such employee may have to severance pay, transfer, or voluntary reeducation in lieu of layoff and reemployment rights. Such notice shall be accompanied by a copy of this ordinance.

22.6 Severance Benefits

- a. Any employee in permanent status severed from the service of Imperial County as a result of reduction in force action shall be paid for his/her accrued vacation benefits in accordance with the provisions of section 3.40.060, of title 3, of the Codified Ordinances, and during the period following his/her severance, in consideration of past service and in addition to any other remuneration or benefits to which he/she may be entitled, a sum equivalent to a salary payment of forty (40) hours pay for each year or proportion thereof of full-time continuous service with the County to a maximum of five (5) years of service, computed at his/her last hourly. Such payment shall be initiated by the agency/department head and paid by the Auditor-Controller to the employee coinciding with existing pay periods and pay dates until the severance pay credit to which the employee is entitled is exhausted.
- b. Severance pay shall cease when any of the following occurs:
 1. Severance pay credit is exhausted.
 2. Upon rehire by the County, or by any other public or private employer.
 3. Refusal of a job offer by the County of a regular position in the class from which the employee was laid off.
- c. If the affected employee obtains other permanent employment in the service of Imperial County or by any other public or private employer after layoff, it shall be the duty of said person to report the fact of said employment to the County's Director of Human Resources. In the event severance payment is continued beyond the employee's date of reemployment the pro-rata portion of the severance payment paid beyond said reemployment date shall be repaid to the County within thirty (30) days of reemployment in a manner as determined by the Auditor-Controller.

22.7 Bumping Rights" and Voluntary Reduction in Lieu of Layoff

- a. A promotional probationary or permanent employee who is subject to layoff may, not later than ten (10) calendar days after the date of delivery of the layoff notice, exercise "bumping

rights" in any lower class by requesting a reduction to a lower class within the same occupational series in the layoff unit, provided the employee possesses the minimum qualifications for the class. The reduction shall be made if there is a vacant position in the layoff unit or an incumbent in the lower class in the layoff unit has fewer layoff points than the employee requesting the reduction. In the latter case, the layoff points for all affected employees in the lower class shall be computed on the basis of service in that class or in higher classification, and the incumbent in the lower class with the fewest number of such layoff points shall be subject to layoff.

- b. A permanent employee may exercise the same type of bumping rights" as provided for herein above in regard to a class in the layoff unit equal to the one in which such employee is employed, by requesting a transfer to such equal class, and the transfer shall be made if there is a vacant position in the equal class or an incumbent in the equal class has fewer layoff points than the employee requesting the transfer.
- c. If placement of a promotional probationary employee cannot be effected in the layoff unit by reduction to a lower class (because all incumbents in the lower class have more layoff points than the probationer), the probationary employee shall be laid off and shall be given reemployment rights in the class from which he/she is laid off.

22.8 Reemployment Lists

- a. The names of permanent employees laid off shall be placed on layoff unit reinstatement lists for each of the classes from which laid off in the order of their layoff points with the person with the largest number of layoff points listed first. Vacancies that occur in that layoff unit in that class shall be offered first to persons on the layoff unit reinstatement list starting at the top of the list. The reinstatement list for a class shall be used before any other means of filling vacancies for that class.
- b. The names of permanent employees laid off shall also be placed on County preferred eligible lists for each of the classes from which laid off, in the order of their layoff points with the person with the largest number of layoff points listed first. When recruitment occurs for any such class in any agency/department of the County, the eligible at the top of preferred eligible list shall be given first consideration for these positions.
- c. Names of persons laid off shall be carried on the layoff unit reinstatement lists and the County preferred eligible lists for two (2) years, except that:
 - 1. A person appointed to a regular position in the County service shall be removed from the lists.
 - 2. A person who on three (3) separate occasions: rejects, declines referral for interview, or fails to respond within five (5) working days to offer of employment or employment

interviews in the class from which the person was laid off shall be removed from the lists.

3. A name may be removed from a reemployment list for any of the following causes: conviction of a crime, which would be sufficient to support dismissal of a permanent employee; conduct which would cause dismissal under the provisions of Section 3.32.030 of the County of Imperial; dismissal for cause from employment subsequent to layoff.
- d. Written notice of removal and the reason therefor shall be provided the person being removed from a reemployment list. Such notice shall inform the person of the right of the person to request a review of the action by the County's Employment Appeals Board pursuant to the provisions of Chapter 3.64 Title 3 of the Codified Ordinances of the County of Imperial. Such appeals shall be governed by the provisions of said Chapter 3.64 which pertain to dismissals, suspensions, or demotions of permanent employees.
- e. Persons certified as appointed from a reemployment list shall be willing and able to report for duty on the effective date of the appointment or within 14 days after the offer of reemployment has been made, whichever is later. Persons not so willing or able may be considered unavailable for the appointment.
- f. A person whose name appears on a reemployment list may be required to take and pass a medical examination prior to certification for reemployment. Such person may be considered unable to report for duty and may be passed over in the order of certification for reemployment until such person meets the prescribed physical standards. The standards applied in the medical examination shall be no more stringent than those shall, which would be applied to a continuing employee to determine fitness for duty. Written notice of non-approval shall be provided to persons on reemployment lists who fail to meet prescribed medical standards, and such notice shall inform the person of the right of the person to request a review of the action by the County's Employment Appeals Board pursuant to the provisions of Chapter 3.64, of Title 3 of the Codified Ordinances of the County of Imperial.

22.9 Status on Reemployment

- a. Any person employed by the County in any classification at any time during the life of the above-described reemployment lists, shall be reinstated into County service with benefits previously accrued to the credit of the employee, as follows:
 1. All sick leave credited to the employee's account when laid off shall be restored.
 2. All layoff points for force reduction purposes held upon layoff shall be restored.
 3. All prior continuous service shall be credited for the purpose of determining vacation earning rates, salary step advances, regular retirement credits and sick leave retirement credits.

4. The employee reemployed in the same classification shall be placed on the salary schedule pay step which the employee otherwise would have been entitled to had the employee been on a leave of absence without pay. The employee reemployed in a different classification shall be placed on the salary schedule pay step in his new classification in accordance with existing ordinance provisions pertaining to demotions, promotions, or transfers.
5. If reemployment is in a higher or different classification from that employed in at the time of layoff, the reemployed person shall be required to serve a new probationary period in the higher or different classification.
6. If the reemployment is of a promotional probationary employee to the same class from which he was laid off, said employee shall serve out the remainder of his probationary period following the date of reemployment in the same manner as if his probationary period had not been interrupted.

Article 23 – WAGES

Salary Wage Adjustment:

The County proposes a 3% base wage adjustment effective first full pay period in July 2025 or effective the first full pay period following ratification of the MOU, whichever is later.

The County proposes a 3% base wage adjustment effective first full pay period in July 2026.

The compensation increases provided during the term of this agreement shall satisfy any and all obligations of the parties to reopen Article 23 of the MOU for further negotiations. No further reopeners on economic issues, including salaries, shall be required during the term of this MOU.

Article 24 - COUNTY MASTER TRAINING FUND

During the term of this Memorandum, the County agrees to develop a proposal for the creation of a County Master Training Fund under the jurisdiction of the Director of Human Resources for the purpose of providing training and/or job related educational expenses. The creation of any such fund will be contingent upon the final approval of the County Board of Supervisors.

Article 25 - SALARY RECLASSIFICATIONS

The County herein agrees that no salary reclassification request submitted to the County by any Department shall be implemented with respect to the members of this bargaining unit unless the PEG is notified of such request and provided a reasonable opportunity to request to meet and confer with respect to such request. For purposes of this section, salary reclassification is herein defined as:

A request to adjust the salary of a job classification description wherein the duties and responsibilities of the job have not significantly changed as determined in accordance with the County's job analysis program.

Furthermore, the determination of whether a request is a salary reclassification or not shall be based on an analysis of the duties and responsibilities of a particular job and not a particular job title. It is the intent of this provision to resolve any and all salary adjustments through the meet and confer process.

Article 26 – CONCLUSION OF MEET AND CONFER

- 26.1 This MOU concludes all of the negotiations and obligations of both of the parties to 2013-2014 year of this MOU.
- 26.2 Upon written notice to the County that the bargaining unit has ratified a tentative agreement for the 2013-2014 year of this MOU, the County shall provide to the PEG negotiators two copies of an MOU containing the terms of the tentative agreement for review, signature and return of one executed copy to the County for ratification by the Board of Supervisors.

Article 27 - WORK FURLOUGHS

- 27.1 For the purpose of reducing County expenditures, the Board of Supervisors may require any employee to take no more than thirteen (13) working days per fiscal year of leave without pay. This leave will be called a "work furlough". The County shall provide at least ten (10) calendar days' written notice to each affected employee prior to the first day of each period of such work furlough. Prior to providing the notice, a County representative will be made available to explain to representatives of the Unit the financial basis for the furlough. This is for informational purposes only. Nothing in this provision means that the decision to require the furlough is subject to the grievance procedure. Nothing in this provision means that a work furlough is subject to meet and confer.
- 27.2 Periods of work furlough shall not affect an employee's entitlement to County contribution toward health benefits, accrual of seniority, accrual of vacation and sick leave, period of probationary employment, or anniversary date; nor shall a period of work furlough be considered a break in service. Periods of work furlough shall not adversely affect an employee's retirement service credit or otherwise reduce his/her retirement benefits. In a department in which there are both bargaining unit members and non-bargaining unit members in the same classification (i.e., extra help, temporary, seasonal, substitute), the non-bargaining unit members will not be employed during periods when bargaining unit members in the same classification in the department are on work furlough.

- 27.3 No employee may be required to take more than five (5) days per month of work furlough. If a furlough is required for more than one (1) day in a month, the employee's pay will not be reduced by more than one (1) day per pay period. The County will establish a schedule of pay reductions, in advance of and/or following the furlough to complete the pay reduction. Pay reductions may be in units of less than one day per pay period. If an employee is separated from service, any remaining reduction will be taken from the employee's remaining pay due.
- 27.4 A decision to implement a furlough will not be made based upon whether the affected positions are "general fund" positions under the County budget, except to the extent required by law. The County intends that a furlough would normally be part of a general plan in which one or more departments as a whole would close for business to the extent possible under applicable law and the operational needs of the County, as determined by the Board. Other exceptions to department closure would be made only under specific circumstances approved by the Board.

Article 28 - PROBATIONARY PERIOD

Regular employees newly hired into the unit after December 31, 1997, shall serve a probationary period of one (1) year pursuant to the terms of applicable County policies and ordinances. All regular employees rehired, transferred, or promoted in the unit after December 31, 1998, shall serve a probationary period of one (1) year pursuant to the terms of applicable county policies and ordinances. For the purposes of this Article and employee is "transferred" when they move from one department to another.

Article 29 – REOPENERS PROVISIONS

There will be no reopeners for the term of this MOU.

This Article shall in no way preclude the parties from meeting and conferring as required over any modifications to the Drug and Alcohol Policy; County of Imperial Employee Handbook, Sexual Harassment Policy, FMLA Policy and the County of Imperial Employer-Employee Relations Policy; nor shall this Article preclude the parties' participation in any effects bargaining obligations pertaining to the exercise of the County's Management Rights set forth in Article 8.

Article 30 – ENHANCED RETIREMENT BENEFIT

- 30.1 Effective July 1, 2005, the County began providing to eligible bargaining unit members who are general members of the County Retirement System as opposed to safety members, the enhanced retirement benefits provided for in California Government Code section 31676.14 under the County Employees Retirement Law of 1937 on the terms and conditions set forth in this Article 30.

- 30.2 Pursuant to Government Code section 31676.14 and 31678.2, the County Board of Supervisors adopted a Resolution, which provided to eligible general retirement members an increase in the general service retirement allowance under the terms and conditions of Government Code sections 31676.14 and 31678.2, which shall be subject to the conditions set forth in this Article. Government Code sections 31676.14 and 31678.2 are incorporated by reference herein as though fully set forth.
- 30.3 Adoption of the resolution for the increased retirement benefit described in this Article was conditioned upon all eligible unit members paying the full additional contributions of both the County and the general member for the benefit upon the effective date of the benefit and any increases in the contributions of the general member and/or the County thereafter. The Retirement Board will set the exact current amount.
- 30.4 General members eligible for the benefit described in Section 30.1 above shall not be required to pay any estimated unfunded liability for the benefit, which existed prior to the effective date of the resolution whether known, or unknown by the County.
- 30.5 Both legacy employees and PEPRA employees are responsible for payment of the UAAL or the supplemental retirement benefit. Under the original resolution providing for this supplemental retirement benefit, all members agreed to bear responsibility for the full payment of the UAAL associated with the supplemental retirement benefit such that the County would bear no additional cost. This obligation was and remains an obligation of all members in perpetuity. The legacy members shall continue to be required to pay the UAAL for supplemental retirement benefit in order to maintain the benefit. As PEPRA employees are not eligible to receive such benefit, the County agrees to make the required payment of the UAAL on behalf of the PEPRA employees as soon as administratively feasible in Fiscal Year 2022/2023 or upon ratification of the MOU, whichever is later. Such contributions on behalf of the County shall be non-refundable to the member.
- 30.6 The County's obligation to pay the UAAL for the enhanced benefit on behalf of PEPRA employees shall terminate upon the expiration of this Agreement – i.e., June 30, 2027. At that time, the County will have no further obligation to make further payments of the UAAL for PEPRA employees absent an express agreement between the parties. Moreover, the County will have no obligation to make payments of the UAAL for PEPRA employees during the negotiation of a successor agreement. Instead, effective July 1, 2027, the arrangement will revert back to the original resolution with all members (both legacy and PEPRA) being required to bear the full responsibility for payment of the UAAL for the supplemental retirement benefit.

In accordance with Government Code section 7522.30, this provision is not intended to constitute a payment of any portion of the required employee contribution to the normal cost of the retirement benefits received by PEPRA employees. Should it subsequently be

determined that this provision violates the prohibition on the County's ability to pay for the employee contribution to the normal cost of PEPRA employees' retirement benefits, the PEPRA employees will be immediately required to resume payment of their share of the UAAL for the supplemental retirement benefit.

- 30.7 Unit members waive any right or entitlement they might otherwise have had to payment by the County of any increased payroll costs for the increased retirement benefit pursuant to Government Code sections 31676.14 and 31678.2.
- 30.8 The County agrees to pay 3% of the required Employee Paid Member Contribution ("EPMC") for the legacy employees for the duration of this contract. The County's obligation to pay the 3% EPMC shall terminate upon the expiration of this agreement and it will have no obligation to make further payments of the EPMC for legacy employees absent an express agreement between the parties.
- 30.9 Unit members acknowledge that contribution rates are adjusted annually through an actuarial study with contribution rates set by the Imperial County Board of Retirement. Unit members agree that they shall pay those contribution rates, including any applicable increases, as established by the Imperial County Board of Retirement and adopted by the Board of Supervisors for all retirement benefits, subject to those contributions agreed to by the County in sections 30.5 and 30.8.

Article 31 - NONSERVICE CONNECTED DISABILITY RETIREMENT BENEFIT

Pursuant to Government Code section 31727.7, nonservice-connected disability pensions shall be provided to all eligible bargaining unit members who are general or safety members based on years of credited service on the conditions set forth below:

- 31.1 Pursuant to Government Code section 31727.7, a nonservice-connected disability allowance shall be provided to disability retirements effective on or after January 1, 2006 in lieu of any other allowance to a general or safety member who has five (5) years or more credited service based on the following table:

Years of credited service:	Percentage of final compensation
Five years, but less than six years	20.0
Six years, but less than seven years	22.0
Seven years, but less than eight years	24.0
Eight years, but less than nine years	26.0
Nine years, but less than ten years	28.0
Ten years, but less than eleven years	30.0

Eleven years, but less than twelve years	32.0
Twelve years, but less than thirteen years	34.0
Thirteen years, but less than fourteen years	36.0
Fourteen years, but less than fifteen years	38.0
Fifteen or more years	40.0

31.2 The nonservice-connected disability retirement allowance shall only apply to:

1. Persons who become members of the retirement system after the operative date prescribed in Section 31727.7;
2. Management and confidential employees and employees not part of a unit who were members prior to the operative date prescribed in Section 31727.7 above elect to be subject to this section on or after such operative date. The Board of Supervisors shall prescribe the time period and conditions governing the election.

31.3 The nonservice-connected disability retirement allowance described in section 31.2 above shall not be enacted unless the representatives of all County bargaining units enter into a tentative agreement including this Article 31 requiring their members to be enrolled in this benefit on or before November 1, 2005.

Article 32 - PRETAX CONTRIBUTIONS

The County proposes to treat employee contributions to the County Retirement Plan as if they were the employer contributions within the meaning of 26 U.S.C. section 414(h)(2) which shall result in unit member contributions to the retirement plan being paid by unit members but being made on a pre-tax basis to reduce gross taxable wages. This proposal is conditional upon the agreement of all bargaining units. If all bargaining units tentatively agree in writing, the Board of Supervisors will adopt a resolution, which will become effective January 1, 2006. The parties agree that the County shall not be liable for and is not responsible for advising individual employees on the impacts of this plan on their current personal tax liability or upon the individual taxation of the withdrawal or receipt of retirement contributions as a result of the adoption of a resolution pursuant to this provision.

Article 33 - AB 119 EMPLOYEE ORIENTATION

The County will provide a representative of Professional Employee Group with 20 minutes at the end of each orientation (estimated from 11:40 a.m.-12:00 p.m.) to meet with new association members.

Additionally, the County will provide, within 30 days of hire and at least every 120 days, the name, job title, department, work location, work/home/cellular number, personal email addresses and home address that are on file with the County of Imperial Human Resources Department.

Article 34 - CLASSIFICATION AND COMPENSATION STUDY

During the term of this MOU, the parties agree to meet and confer over the potential implementation of adjustments on the County's pending Classification and Compensation Study.

Article 35 - VACATION BUY BACK

Effective upon ratification of the MOU, unit members will participate in the vacation buyback program up to a maximum of 40 hours. All other criteria of the current program will apply.

Dated: 6/20/2025

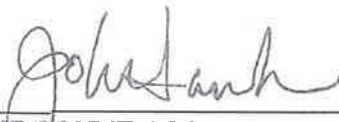


FOR THE PROFESSIONAL EMPLOYEE GROUP
RICARDO AVILA

Dated: _____

FOR THE PROFESSIONAL EMPLOYEE GROUP

Dated: 6-24-25



FOR THE COUNTY OF IMPERIAL
JOHN HAWK, CHAIRMAN
IMPERIAL COUNTY BOARD OF SUPERVISORS

ATTACHMENT A

Professional Employee Group

Positions	Range
Accountant	241
Accountant-Auditor	268
Administrative Analyst I	273
Administrative Analyst II	295
Administrative Analyst III	317
Agricultural Biologist-Standards Specialist I	258
Agricultural Biologist-Standards Specialist II	284
Agricultural Biologist-Standards Specialist III	312
Agricultural Biologist-Standards Specialist IV	344
Air Pollution Control District Senior Engineer	311
Air Pollution Control Engineer I	280
Air Pollution Control Engineer II	290
Air Pollution Control Environmental Coordinator I	280
Air Pollution Control Environmental Coordinator II	290
Air Pollution Control Inspector I	218
Air Pollution Control Inspector II	245
Air Pollution Control Inspector III	263
Air Pollution Control Monitoring Specialist	249
Air Pollution Control Monitoring Technician	239
Air Pollution Control Special Projects Coordinator I	280
Air Pollution Control Special Projects Coordinator II	290
Air Pollution Control Specialist	269
Appraiser I	215
Appraiser II	235
Appraiser III	253
ASD Program Coordinator	295
Assessment Systems Analyst	296
Assistant Engineer	335
Associate Engineer	370
Auditor-Appraiser I	235
Auditor-Appraiser II	253

Behavioral Health Supervising Therapist	376
Behavioral Health Therapist I	316
Behavioral Health Therapist II	336
Behavioral Health Therapist III	356
Business Project Advisor	280
Capital Improvement Program Project Coordinator	320
Clinical Psychologist I	397
Clinical Psychologist II	417
Communicable Diseases Specialist	214
Community and Economic Development Coordinator I	253
Community and Economic Development Coordinator II	280
Community and Economic Development Coordinator III	292
Community Health Nurse I	306
Community Health Nurse II	324
Construction Engineering Coordinator	284
Continuing Care Supervisor-Mental Health	289
County Surveyor	395
DA Criminal Justice System Administrator	287
Department Administrative Manager	298
Department Fiscal Manager	283
Elections Coordinator	256
Emergency Communications Project Coordinator	297
Emergency Medical Services Coordinator	295
Environmental Health Compliance Specialist I	273
Environmental Health Compliance Specialist II	291
Environmental Health Compliance Specialist III	309
Environmental Health Compliance Specialist III(Salton Sea and Imperial county Water Way Specialist)	309
Environmental Health Specialist I	311
Environmental Health Specialist II	328
Environmental Health Specialist III	343
Epidemiologist I	311
Epidemiologist II	333
Facilities Special Projects Coordinator	320
GIS Project Coordinator	297
Health Education Specialist I	248
Health Education Specialist II	299

Health Programs Coordinator	278
Infrastructure Engineer I	320
Infrastructure Engineer II	340
Infrastructure Engineer III	360
IT Business Analyst	297
Junior Engineer	305
Law Clerk	247
Literacy Coordinator	256
Multimedia / Communications Specialist I	273
Multimedia / Communications Specialist II	295
Network Engineer	334
Nursing Supervisor	329
Occupational Therapist	343
Permit Specialist	268
Physician Assistant/Nurse Practitioner I	381
Physician Assistant/Nurse Practitioner II	401
Planner I	241
Planner II	275
Planner III	293
Planner IV	311
Plant Pathologist-Entomologist	334
Principal Engineer	395
Professional Student Intern	192
Program Coordinator-Area Agency on Aging	284
Program Supervisor - Epidemiology	347
Program Supervisor I	294
Program Supervisor I-Public Health	294
Program Supervisor I-Public Health Nursing	311
Program Supervisor II	311
Program Supervisor II-Public Health	311
Program Supervisor II-Public Health Nursing	371
Program Supervisor III	333
Psychiatric Mental Health Nurse Practitioner	401
Psychiatric Nurse I	258
Psychiatric Nurse II	279
Public Defender Investigator	278



Public Health Information Officer	318
Public Health Laboratory Technical Supervisor	337
Public Health Microbiologist	314
Public Health Nurse I	328
Public Health Nurse II	353
Public Health Nutritionist	290
Public Health Program Planning & Evaluation Specialist	349
Quality Improvement Coordinator	296
Quality Improvement Specialist	269
Regional Innovation Officer	295
Retirement Financial Officer	293
Senior Accountant Auditor	289
Senior System Support Analyst-Social Services	317
Software Administrator I	290
Software Administrator II	310
Special Projects Coordinator	344
Special Projects Coordinator-Public Health	344
Special Projects Coordinator – Health Equity	344
Staff Services Analyst I	273
Staff Services Analyst I-Fiscal or Staff Development	273
Staff Services Analyst I-Public Health	273
Staff Services Analyst II	295
Staff Services Analyst II-Fiscal or Staff Development	295
Staff Services Analyst II -Public Health	295
Staff Services Analyst III	317
Staff Services Analyst III-Fiscal	317
Supervising Clinical Psychologist	437
Systems Support Analyst- Social Services	263
Vector Biologist-Entomologist	312
Youth Services Specialist I	226
Youth Services Specialist II	246



I hereby certify that the foregoing instrument is a correct copy of the original on file with this office.

Date: 07/01/25

Clerk of the Board of Supervisors
County of Imperial

BY: m. Donayre
Deputy

Approved by the Board of Supervisors
6/24/25 34
Date Minute Order #