UAPD and the State of California Telework Stipend Program

Management Counter Proposal 3
June 23, 2022

Telework Stipend Program

A. Eligibility

Effective January 1, 2022, employees who have an approved telework agreement on file with the department shall receive a telework stipend as provided below:

- 1. Employees identified as <u>Remote Centered</u>, with an approved telework agreement shall receive \$50 per month.
- 2. Employees identified as <u>Office Centered</u>, with an approved telework agreement shall receive \$25 dollars per month.
- Incidental telework does not qualify for this stipend. The approved telework agreement must designate the employee's telework status as either Remote Centered or Office Centered.

B. Payment Process

- 1. This stipend shall be paid for each eligible pay period, payable the following pay period.
- The employee's approved telework status as of the first day of the pay period shall
 determine the payment amount for the entire pay period. However, if the employee's
 approved telework status changes during the month from Office Centered to Remote
 Centered, then the employee shall receive the amount for Remote Centered status
 only.
- 3. This payment is not subject to a qualifying pay period.
- 4. For approved telework agreements that are effective other than the first of the pay period, the stipend is payable upon a fully executed telework agreement.
- 5. Employees on leave (paid or unpaid) for the entire pay period are not eligible for this payment.
- Employees paid bi-monthly/semi-monthly shall receive one payment for the entire telework calendar month.
- 7. No receipts shall be required for the payment of this stipend.

- 8. Effective the first day of the pay period following ratification, no reimbursement claims will be authorized for utilities, phone, cable/internet, or other telework incurred costs. Except for approved office supplies such as paper, pens, and printer cartridges, claims shall be submitted in accordance with the MOU and departmental policy.
- Any change to the employee's telework status which affects the eligibility of this stipend shall be administered in accordance with the provisions of this side letter and the terms of the MOU.
- C. The Telework Stipend Program is grievable through the CalHR level. This program shall not be subject to arbitration. Any decision reached at the CalHR level shall be final.
- D. Should the stipend amounts, as listed in Section A(1) and A(2), for any other Bargaining Unit result in more than what is received by Bargaining Unit 16 employees, the same rate shall apply to Unit 16 employees simultaneously. This provision is effective through June 30, 2023.
- E. Telework Joint Labor Management Committee
 - 1. Upon written request, the State and the Union shall meet no more than four (4) times per fiscal year. Upon mutual agreement the parties may meet more frequently to continue discussion under this section. The Union and State shall each select up to five (5) representatives. Union representatives shall serve without loss of compensation. The State and Union will discuss cross-departmental issues related to the implementation and administration of the Statewide Telework Policy such as equipment, tools, service delivery, and employee cost. Any recommendations from the committee shall be submitted directly to the Deputy Director of Labor Relations, CalHR.
 - Upon mutual agreement Subject Matter Experts may be allowed to attend.
 Additional representatives may be permitted upon mutual agreement between the parties.
 - 3. The Union and State will mutually develop an agenda prior to each meeting.

4. This provision is effective through June 30, 2023.

Brian Lin Walsh

Labor Relations Officer

CalHR

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6/23/2022

Nereyda Rivera

Senior Representative

UAPD

6/23/2022

Date