

CALIFORNIA DEPARTMENT OF HUMAN RESOURCES SUMMARY OF SIDE LETTER AGREEMENT FOR BARGAINING UNIT 7

**Exclusive Employee Representative:
California Statewide Law Enforcement Association (CSLEA)**

Number of Employees: Approximately 7,774 full-time equivalents

General Provisions

I. Compensation

General Salary Increases (GSI) (Section 19.1)

- Effective July 1, 2023, Bargaining Unit 7 employees will receive a 3 percent (3%) GSI.
- Effective July 1, 2024, Bargaining Unit 7 employees will receive a 2 percent (2%) GSI.
- Effective July 1, 2025, Bargaining Unit 7 employees will receive a 2 percent (2%) GSI.

Special Salary Adjustments (SSA) (Section 19.1)

- Effective July 1, 2023, the following classification shall receive a special salary adjustment increase as listed:

CLASS TITLE	INCREASE AMOUNT
BRAND INSPECTOR	8.44%
COMMUNICATIONS OPERATOR	7%
INSPECTOR I, DCA	6.32%
INSPECTOR, DMV RANGE A only	3.84%
LICENSING REGISTRATION EXAMINER, DMV	5%
LIFEGUARD (PERM. INTERMITTENT)	6.5%
LIFEGUARD I (SEASONAL)	6.5%
LIFEGUARD II (SEASONAL)	6.5%
LIVESTOCK INSPECTOR RANGE A only	8.44%
MEASUREMENT STANDARDS SPECIALIST I RANGE A only	6.95%
POOL LIFEGUARD	6.5%
POOL LIFEGUARD -SEASONAL-	6.5%
PUBLIC SAFETY DISPATCHER, CHP	7%
PUBLIC SAFETY OPERATOR, CHP	7%

CLASS TITLE	INCREASE AMOUNT
SECURITY OFFICER I, DOJ	5%
SPECIAL INVESTIGATOR ASSISTANT	4.82%

- Effective July 1, 2023, the following classifications shall receive a special salary adjustment to the maximum salary of the classification. Employees who have been at the maximum salary for 12 qualifying pay periods will be moved to the new maximum salary.

CLASS TITLE	INCREASE AMOUNT at MAX ONLY
AGENT, ABC	5%
ARSON AND BOMB INVESTIGATOR	6.63%
ARSON AND BOMB INVESTIGATOR ASSISTANT	6.63%
CAPTAIN FIREFIGHTER/SECURITY OFFICER	4%
CONSERVATIONIST I	5%
COORDINATOR (FIRE AND RESCUE SERVICES)	2.5%
COORDINATOR (RADIOLOGICAL), OES	2.5%
COORDINATOR, COMMUNICATIONS, OES	2.5%
COORDINATOR, LAW ENFORCEMENT, OES	2.5%
CRIME ANALYST I	6.32%
CRIME ANALYST II	4%
CRIME ANALYST III	4%
CRIMINALIST	5%
DEPUTY STATE FIRE MARSHAL	5%
DEPUTY STATE FIRE MARSHAL III (SPECIALIST)	5%
EMERGENCY MANAGMENT COODINATOR/INSTRUCTOR II, OES	2.5%
EMERGENCY MANAGMENT COORDINATOR/INSTRUCTOR I, OES	2.5%
EMERGENCY SERIVCES COORDINATOR	2.5%
EXPOSITION PARK OFFICER RANGE B only	3%
FIELD REPRESENTATIVE, DOJ	3%
FIRE FIGHTER	4%
FIREFIGHTER/SECURITY OFFICER	4%
FISH AND GAME LIEUTENANT (SPECIALIST)	8%
FISH AND GAME WARDEN	8%
HOSPITAL POLICE OFFICER (see also 19.xx from Side Letter)	5%
INVESTIGATION SPECIALIST I, FTB	5%
INVESTIGATION SPECIALIST II (TECHNICAL), FTB	5.72%
INVESTIGATOR	5%

CLASS TITLE	INCREASE AMOUNT at MAX ONLY
LATENT PRINT ANALYST I	3%
LATENT PRINT ANALYST II	3%
LIVESTOCK INSPECTOR RANGE B only	3%
MOTOR CARRIER SPECIALIST I, CHP	7%
PEACE OFFICER I, DDS (see also 19.xx from Side Letter)	5%
SCHOOL PUPIL TRANSPORTATION SAFETY COORD.	5%
SENIOR BRAND INSPECTOR	3%
SENIOR CRIMINALIST	5%
SENIOR EMERGENCY SERVICES COORDINATOR, OES	2.5%
SENIOR LIVESTOCK INSPECTOR (SPECIALIST)	3%
SERGEANT, STATE FAIR POLICE	3%
SPECIAL AGENT SUPERVISOR, DOJ	8%
SPECIAL AGENT, DOJ	8%
SPECIAL INVESTIGATOR	5%
STATE FAIR POLICE OFFICER	3%
STATE FAIR POLICE OFFICER (SEASONAL)	3%
STATE PARK PEACE OFFICER (RANGER)	8%
STATE PARK PEACE OFFICER (LIFEGUARD)	8%
WARDEN-PILOT, DFG	8%

Commercial Driver's License Differential (Section 19.7)

- Effective the first day of the pay period following ratification by both parties, employees in the Department of Consumer Affairs Program Representative classification series will be eligible for this \$85.00 per month differential as well as the Oil Spill Prevention Specialist at the Department of Fish and Wildlife.

Diving Pay Differential (Section 19.9)

- Effective the first day of the pay period following ratification by both parties, the diving pay differential will be increased from \$9 to \$25 per diving hour.

Canine Care Differential (Section 19.13)

- Effective the first day of the pay period following ratification by both parties and upon assignment of a canine, employees in the Arson and Bomb Investigator classification series are eligible for this differential.

Night Shift Differential (Section 19.15)

- Effective the first day of the pay period following ratification by both parties, this differential is increased from \$1 to \$1.75 per hour and eligibility is expanded to employees in the Exposition Police Officer and Marine Safety Specialist I classifications.

Professional Competency Pay (Section 19.16)

- Effective the first day of the pay period following ratification by both parties, this differential is expanded to include Franchise Tax Board employees who have passed the Certified Fraud Examiner and the Certified Anti-Money Laundering Specialist examinations.

Recruitment and Retention Differential – California Highway Patrol (Section 19.17)

- Effective the first day of the pay period following ratification by both parties, the \$300 per month retention differential is extended to the Barstow and Fresno Communication Centers. The Border, Golden Gate, Los Angeles, and Orange County Communication Centers are increased from \$300 per month to \$750 per month.

Differential - Training Officer (Section 19.25)

- Effective the first day of the pay period following ratification by both parties, the one step pay differential is extended to various classifications at the Franchise Tax Board, State Lottery, Department of Public Health, Department of Cannabis Control, Employment Development Department, and Department of Social Services. Certain classifications are added for the Department of Justice, Department of Parks and Recreation, and Department of State Hospitals. To be eligible for this differential the employee must be designated and utilized by management in a training officer capacity.

Longevity Pay Differential (Section 19.26)

- Effective with the January 2024 pay period, employees not designated under peace officer firefighter retirement will be eligible for longevity pay, based on the criteria and implementation schedule below:
 - 2% on January 1, 2024, for employees with 17 or more years of service.
 - 3% on July 1, 2024, for employees with 20 or more years of service.
 - 4% on July 1, 2025, for employees with 23 or more years of service.
 - 5% on July 1, 2026, for employees with 25 or more years of service.

Professional Organization Dues (Section 19.30)

- Effective July 1, 2023, the reimbursement for membership in professional organizations will be increased from \$300 per year to \$500 per year. The Questioned Document Examiner series will also be eligible for this reimbursement.

Retention Differential, CalOES (Section 19.xx.New)

- Effective the first day of the pay period following ratification by both parties, employees in the Emergency Notification Controller (ENC) classification will be eligible to receive a monthly retention differential of 2% after the completion of 12 consecutive qualifying pay periods, an additional 3% after 24 consecutive qualifying pay periods and an additional 5% (for a total of 10%) after the completion of 48 consecutive qualifying pay periods. To be eligible for this differential, ENC employees must be assigned to the California State Warning Center.

Pay Differentials (Section 19.xx New)

- Effective the first day of the pay period following ratification by both parties, Department of Insurance Investigators employed and headquartered in Solano County will be eligible for a \$200 per month location differential.

II. Health and Welfare

Benefits (Section 10.1)

- The state's monthly health benefit contribution for each employee shall continue to be a flat dollar amount equal to 80 percent (80%) of the weighted average of the basic health benefit plan premiums of the four largest enrolled basic health plans. The flat dollar amounts shall be increased or decreased as appropriate pursuant to the formula on January 1, 2024, January 1, 2025 and January 1, 2026.

III. Miscellaneous

Union Leave (Section 2.10)

- Increases union reimbursement rates payable to the State for authorized Union Leave. Reimbursement rates shall reflect the actual expenses related to the affected employee's salary and benefits for all of the time the employee is out on Union Leave.

Peace Officer Schedule – Hearst Castle (Section 7.21)

- Establishes a 7(k)-work schedule of 171 hours as an option for the Department of Parks and Recreation to utilize during the term of the MOU and will expire with the MOU term. Leave and overtime will be in accordance with the leave and overtime provisions of the MOU.

Mandatory and Voluntary Overtime - CHP and Department of Parks and Recreation (Section 7.22)

- Adds provisions allowing the Department of Parks and Recreation to use procedures for equitable distribution of overtime which may not be based on seniority and subject to the operational needs of the department.

Holidays (Section 8.1)

- Clarifies that if an employee physically works over 40 hours in a workweek containing a regular holiday, they will be paid the appropriate overtime rate for all hours worked in excess of 40 hours in accordance with the Fair Labor Standards Act (FLSA).

Financial Assistance for Employee Death (Section 9.xx NEW)

- Employees may donate leave credits (CTO, annual leave, vacation, personal leave, excluding sick leave) to the leave bank of an employee who has suffered death or injury due to an illness that wasn't incurred in the line of duty.

Vacation and Leave Scheduling (Section 9.1)

- Adds vacation and leave scheduling procedures for DMV, Licensing Registration Examiners.

Bereavement Leave (Section 9.5)

- Incorporates statutory expansion of bereavement leave to five (5) unpaid days.

Family Care Leave (Section 10. New)

- Effective no later than January 1, 2024, employees enrolled in the annual leave program will be eligible for the non-industrial disability insurance Family Care Leave program. This program provides eligible employees up to six weeks of paid leave (50% of gross salary) within a 12-month period for the care of a seriously ill family member or to bond with a newborn child, adopted child or foster care placement.

Employees have the option to use their own leave credits to supplement up to 75 or 100 percent (75% or 100%) income benefit.

Business and Travel Expenses (Section 12.1 and New Appendix 1 - 12.1)

- During the term of this contract the State shall implement a business and travel expense reimbursement program that includes adopting the federal standard meal and incidental expense rate and lodging rates established by the federal General Services Administration (GSA). This shall include:
 - Adopting the federal standard meal and incidental expense (M&IE) rate established by the GSA at time of travel for in-state and out-of-state travel;
 - Adopting federal standard and non-standard reimbursement rates at time of travel for in-state, out-of-state, and out-of-country lodging;
 - Simplifying current reimbursement policy and administration and providing up to 75 percent (75%) of the federal standard rate established by the GSA for M&IE on the first and last day of travel;
 - Eliminating the state's long-term travel reimbursement rates and adopting the federal standard M&IE reimbursement rates for long-term meals, and receipted lodging shall be reimbursed up to the maximum federal standard and non-standard reimbursement rates.

Proper Protective Equipment (Section 13.1)

- Clarifies and amends PPE requirements across multiple departments and classifications within BU 7.

Classification Project – Firefighter Series and Firefighter Security Officer (Section 18xx NEW)

- The state with CalVet, Department of Parks and Recreation, and the Military Department agree to analyze and explore the bifurcation of the existing Firefighter/Security Officer (class code 8990).
- In addition to reviewing the firefighter duties from class code 8990, the state also agrees to review and analyze the Firefighter classification (class code 8979) and consolidate the duties and responsibilities. Further, the state will evaluate the creation of Fire Captain and Fire Engineer classifications.

- The state will provide a status update to CSLEA within six months after ratification of the MOU with the goal of completing the review and analysis no later than December 2024.

Miscellaneous Classification Studies (Section 18xx NEW)

- CSLEA and several departments will form new Joint Labor Task Forces (JLMTF) to analyze various classifications. If a JLMTF presents findings in support of a classification action, the Department will submit the requisite package to CalHR and the state will meet with CSLEA within 90 days of receipt of the classification package to discuss next steps.

California State Payroll System Project (Section 20.12 New)

- The parties agree to reopen the MOU to implement changes required by the California State Payroll System Project.

IV. Duration

- July 1, 2023, through June 30, 2026

V. Term

- Effective upon ratification by both parties. The union ratification process is anticipated to be completed on or about September 8, 2023.

VI. Fiscal

- Fiscal Year 2023-24 cost: \$73.9 million (\$27.6 million General Fund)
- Total 4-Year Incremental cost: \$135.9 million (\$51.5 million General Fund)
- Total 4-Year Budgetary cost: \$447.5 million (\$168.7 million General Fund)

VII. Agreement

- The Memorandum of Understanding Agreement between the State and CSLEA is posted on the [CalHR Bargaining Unit 7 Contract Webpage](#).