

6:29  
pm



Side Letter of Agreement  
Service Employees International Union, Local 1000  
Union Proposal  
Bargaining Units 1, 3, 4, 11, 14, 15, 17, 20, 21

Date: 4/5/18

Proposal No: 3

**The Union proposes the following:**

The State of California and Service Employees International Union, Local 1000 agree to modify the existing agreement to include Government Code sections 3555.5 – 3559 (Public Employee Communication), which incorporates New Employee Orientation and the expansion of employee contact information provided to SEIU Local 1000.

- A. Within thirty (30) days of hire or by the first pay period of the month following hire, and every one hundred twenty (120) days thereafter, departments shall provide a bargaining unit list of all employees represented by SEIU Local 1000 that includes employees' work, home, personal cellular telephone numbers, and personal email address(es) on file with the employer. Nothing in this section shall be interpreted to modify or supersede the State's obligations to provide bargaining unit employee data pursuant to the parties' MOU or practices. All data shall be submitted in an electronic format that is sortable. Within ninety (90) days of the execution of this agreement, an agreed upon electronic reporting form will be made available to exchange this data.
  
- B. In accordance with Government Code section 6254.3(c), an employee may request that their home address, home telephone number, personal cellular telephone number, and personal email address(es) not be provided to SEIU Local 1000. The State shall not in any manner solicit new or current employees to request non-disclosure of this information. The State shall not provide a form to request non-disclosure of this information unless an employee personally requests it.
  
- C. Employee home address, home telephone number, personal cellular telephone number, and personal email address(es) shall be maintained as confidential by the Union. The Union shall take all reasonable steps to ensure the security of home address, home telephone number, personal cellular telephone number, and personal email address(es).

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*[Handwritten signatures]*

- D. The State shall not provide the home address, personal cellular telephone number, and personal email address(es) for employees protected as a victim of domestic violence, sexual assault, or stalking as set forth in Government Code section 3558.
- E. The information under this section shall not be deemed to be public records and shall not be open to public inspection except as set forth in Government Code section 6254.3.
- F. Departments shall provide SEIU Local 1000 at least ten (10) days notice in advance of any new employee orientation or as soon as the department has knowledge of when the orientation is scheduled, whichever provides greater notice. New employee orientation means the onboarding process of a new SEIU Local 1000 bargaining unit member, whether in person, online, or through other means or mediums, in which employees are advised of their employment status, rights, benefits, duties and responsibilities, or any other employment-related matters. The notice shall include a roster of attendees for each new employee orientation whenever possible.

FOR THE STATE:

FOR THE UNION:

T/AD

 4/5/18

Pam Manwiller  
Deputy Director of CalHR

 4/5/18

Margarita Maldonado  
VP of Bargaining, SEIU Local 1000