

Letter of Agreement

The parties to this Letter of Agreement are the City of Portland (City) and COPPEA (City of Portland Professional Employees Association) (Union).


Recitals

1. The City and the Union are parties to a Collective Bargaining Agreement (CBA) from July 1, 2013 through June 30, 2017.
2. The CBA does not allow for Fair Labor Standards Act (FLSA) covered employees to flex their work schedule within a workday.
3. Fats, Oils and Grease (FOG) Program Inspectors, in the classification of Environmental Technician II, typically have a work schedule from 7:00 a.m. to 3:30 p.m.
4. FOG Program Environmental Technician II's are often scheduled to start early to perform restaurant inspections. These start times can be as early as 12:00 a.m., but are more often around 4:00 a.m.
5. When Environmental Technician II's are required to come in early, they are paid the overtime rate per Article 19, Section 7(a) of the COPPEA CBA. Employees are normally required to work until the end of their normal schedule which may lead to a work day of 11 or more hours.
6. If an employee, scheduled to start work before their normal schedule wants to leave after 8 hours, before their normal shift ends, they are required to take accrued leave to cover the hours they don't work.
7. At times an employee would rather be allowed to flex their work day, so that if required to come early they can leave after 8 hours, but not have to use accrued leave.

Agreement

1. The City and the Union agree to allow Environmental Technician II's in the Fat, Oils, and Grease Program to request to flex their schedule within a workday when required to come in early to perform inspections.
2. Employees shall make request at least a day before their shift to allow the Supervisor reasonable time to consider the request and manage workflow.
3. The overtime rate will continue to be paid for hours worked outside the employee's regular schedule.
4. The decision on whether to allow daily flexing or not is not subject to the grievance process.
5. Either party may terminate this agreement with 30 day notice.

For the City:




Anna Karwit, BHR Director

6-12-14

Date

For the Union:

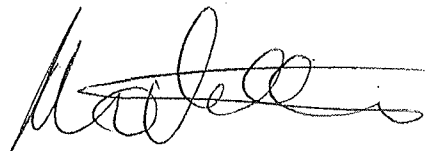


Amy Bowles, COPPEA Business Representative PTE17

6/10/14

Date

Approved as to Form:



Matt Farley, Deputy City Attorney

6-26-14

Date