

## MEMORANDUM OF UNDERSTANDING

This memorandum of understanding (MOU) is entered into between the City of Salem (City) and the 911 Professional Communication Employees' Association (PCEA.) regarding Emergency Staffing Pay.

WHEREAS, The Willamette Valley Communications Center (WVCC) is currently experiencing an unprecedented staffing crisis. This crisis is causing WVCC to operate below the minimum number of staff needed to operate efficiently, safely and error free. It is not uncommon for WVCC to operate with minimal to zero CT's on-duty for any given shift. This has been highlighted as a liability not only to WVCC, the user-agencies we serve, but also the City as a whole; and

WHEREAS, the parties agree to the following outline of a trial beginning immediately for Call Takers (CT) and Communications Specialists I, II, III (CSI, CSII, CSIII.) Both parties will review this trial monthly at regularly scheduled Joint Labor Committee meetings.

WHEREAS, both parties agree that the intention of this MOU is to assist WVCC with filling vacancies caused by WVCC's existing staffing crises.

NOW, THEREFORE, The Parties agree as follows:

1. At WVCC managements discretion, when daily minimum staffing levels are not being met, emergency staffing pay can be offered for eligible CT, CSI, CSII, and CSIII at two (2.0) times their regular rate of pay.
2. For a CT, CSI, CSII, or CSIII to be eligible for emergency staffing pay, the individual employee must complete and/or has completed a total of ten (10) hours of OT for the city calendar workweek beginning Monday at 00:00 thru Sunday at 23:59. (Exception below for scheduled Vacation)
3. WVCC employees will only be offered emergency staffing pay after being notified by the on-duty Communication Specialist Supervisor (CSS) via an "Emergency Staffing Page".
4. The emergency staffing pay will only count towards the accepted OT hours offered from the "Emergency Staffing Page", and if the employee has and/or will complete ten (10) hours of OT for the city calendar workweek.

If the minimum ten (10) hours of OT is not met by an employee, but they accepted and worked OT from responding to an "Emergency Staffing Page", that employee will get OT at one and one-half (1.5) times their regular rate of pay and will not receive the emergency staffing pay

5. Emergency staffing pay cannot be applied to compensatory time and must be paid out in each pay period earned.
6. Employees' will be compensated at their current rate of pay when receiving Emergency staffing pay Current rate of pay will include employees<sup>2</sup> working in a WOC or AIC capacity while working emergency staffing overtime.
7. Employees are encouraged to take their vacation time for work life balance, however if an employee is on a pre-scheduled calendar workweek vacation, they have the option to respond to the "Emergency Staffing Page" and receive the OT at two (2) times their regular rate of pay, if the OT day is not on one of their normally scheduled workdays.
8. Emergency staffing pay will not be prescheduled but will be awarded to the employee that replies to the overtime page first (1<sup>st</sup>).
9. The above agreement is not intended to be precedent setting, adopted into policy and/or negotiate into the existing PCEA Labor Management contract. The City of Salem and/or WVCC management has the right to end this agreement at any date.

DocuSigned by:  
*Lisa Breitbach* 8/19/2022  
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On behalf of PCEA Date  
Lisa Breitbach, President

DocuSigned by:  
*Mike Mblock* 8/19/2022  
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On behalf of the City of Salem Date  
Mike Niblock, Fire Chief  
DocuSigned by:  
*Krishna Namburi* 8/22/2022  
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On behalf of the City of Salem Date  
Krishna Namburi, Enterprise Services  
Director