

AMENDMENT NO. 1

**MEMORANDUM OF UNDERSTANDING NO. 3
REGARDING THE CLERICAL AND SUPPORT SERVICES UNIT**

THIS AMENDMENT NO. 1 to the Clerical and Support Services Unit Memorandum of Understanding No. 3 is made and entered into this 26th day of October, 2016.

BY AND BETWEEN

**THE CITY OF LOS ANGELES
(HEREINAFTER REFERRED TO AS "MANAGEMENT")**

AND

**THE ALL CITY EMPLOYEES ASSOCIATION, Local 3090, AFSCME, AFL-CIO
(hereinafter referred to as "Union")**

JULY 1, 2015 THROUGH JUNE 30, 2018

Amend the following class and salaries as indicated below:

Appendix B – Salaries Operative on December 13, 2015

<u>CLASS CODE</u>	<u>TITLE</u>	<u>RANGE (MIN STEP)</u>	<u>RATE</u>
0845-1	Airport Guide I	1276 (6)	\$27,373 - \$38,920
0845-2	Airport Guide II	1345 (6)	\$28,856 - \$41,050
1112	Comnty/Admn Sup Wkr I	\$10.00/hr	

Appendix C – Salaries Operative on June 25, 2017

<u>CLASS CODE</u>	<u>TITLE</u>	<u>RANGE (MIN STEP)</u>	<u>RATE</u>
0845-1	Airport Guide I	1301 (6)	\$27,916 - \$39,713
0845-2	Airport Guide II	1372 (6)	\$29,440 - \$41,864
1112	Comnty/Admn Sup Wkr I	\$12.00/hr	

Appendix D – Salaries Operative on January 7, 2018

<u>CLASS CODE</u>	<u>TITLE</u>	<u>RANGE (MIN STEP)</u>	<u>RATE</u>
0845-1	Airport Guide I	1301 (6)	\$27,916 - \$40,799
0845-2	Airport Guide II	1372 (6)	\$29,440 - \$43,012
1112	Comnty/Admn Sup Wkr I	\$12.00/hr	

SALARY APPENDICES FOR TRAINEE CLASSIFICATIONS

Include the following salary appendices for the new trainee classifications.

Appendix B1 – Trainee Classes – Salaries Operative on December 13, 2015

<u>CLASS CODE</u>	<u>TITLE</u>	<u>RANGE (MIN STEP)</u>	<u>RATE</u>
1101-X	Office Trainee Admin Clerk	1715	\$35,809

Appendix C1 – Trainee Classes – Salaries Operative on June 25, 2017

<u>CLASS CODE</u>	<u>TITLE</u>	<u>RANGE (MIN STEP)</u>	<u>RATE</u>
1101-X	Office Trainee Admin Clerk	1752	\$36,581

Appendix D1 – Trainee Classes – Salaries Operative on January 7, 2018

<u>CLASS CODE</u>	<u>TITLE</u>	<u>RANGE (MIN STEP)</u>	<u>RATE</u>
1101-X	Office Trainee Admin Clerk	1752	\$36,581

Appendix E – Salary Notes

Note B – amend first paragraph of note B as follows:

- From: B. All employees in the class of Community and Administrative Support Worker I, Code 1112, shall be paid at the appropriate minimum wage as set forth by the Federal and State Government, whichever is higher.
- To: B. All employees in the class of Community and Administrative Support Worker I, Code 1112, shall be paid at the appropriate minimum wage as set forth by the Federal, State, or local Government, whichever is higher.

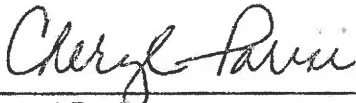
Note J is amended to add a new second paragraph (J.2) and renumber which reads:

- J.1 When an employee in the class of Senior Administrative Clerk, Code 1368, who is regularly assigned to the Police Department Records and Identification Division or Training Division, Operations Support Unit, is regularly assigned to operate a remote data entry and recall system (e.g., Video 370 CRT), such employee shall receive salary at the first premium level rate (2.75%) above the appropriate step rate of the salary range for his/her class. Additional compensation is pensionable.
- J.2 Effective March 6, 2016, employees in the class of Senior Administrative Clerk, Code 1368, who are regularly assigned to the Police Department Records and Identification Division, Vehicle Warrant Section, shall receive an additional two premium level bonus (5.5%) above the appropriate step rate of the salary range for the class, to equal 8.25% total. Additional compensation is pensionable.

Except for the Appendices specifically amended herein, all other Appendices, Articles and/or provisions of the 2015-2018 MOU No. 3 shall remain in full force and effect during the term of the MOU.

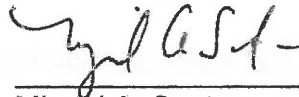
IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representative to execute this Amendment No. 1 to MOU No. 3, the day, month and year written below.

FOR THE UNION:

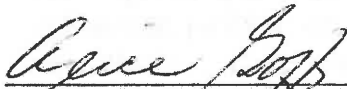


Cheryl Parisi
Executive Director
AFSCME District Council 36

FOR MANAGEMENT:



Miguel A. Santana
City Administrative Officer



Alice Goff, President
AFSCME, Local 3090

10/26/16.

Date

APPROVED AS TO FORM:



Office of the City Attorney

9/19/16

Date