Date: April 17, 2017

To: Ron Galperin, Controller
Attn: Vijay Singhal, Principal Deputy Controller

From: Richard H. Llewellyn, Jr., Interim City Administrative Officer

Subject: TECHNICAL CORRECTIONS FOR THE 2015-2018 MEMORANDUM OF UNDERSTANDING (MOU) FOR THE EQUIPMENT OPERATION AND LABOR EMPLOYEES REPRESENTATION UNIT (MOU 04)

The 2015-2018 Memorandum of Understanding (MOU) between the City of Los Angeles and the Service Employees International Union, Local 721, for the Equipment Operation and Labor Employees Representation Unit (MOU 04) contains the following technical errors that require correction:

ARTICLE 5.10 - SALARIES

Subsection H(4) shall be corrected by removing the reference to ineligible subsection “(2)” and adding “H” before subsection (3). The new language should reflect the bold underlined information as shown below.

H. ADJUSTED SALARY FOR SPECIFIED ASSIGNMENTS

(4) Employees in the classes of Vocational Worker (Code 3113), Gardener Caretaker (Code 3141), and Senior Gardener (Code 3143) in the Department of Recreation and Parks who provide temporary relief, i.e., vacation, sick leave, IOD, etc., for Light Equipment Operators in the above-designated assignment(s) under H(1) and H(3), shall receive, for each day on which they perform the required duties at least fifty percent (50%) of the work day, salary at one (1) premium level above the appropriate step on the salary range prescribed for the class. (Non-pensionable)

ARTICLE 6.4 - UNIFORMS AND MAINTENANCE ALLOWANCES

The first paragraph of Subsection M (Work Shoes and Boots) shall be corrected to include the cash allowance amount language from the previous MOU and include the effective date of the new annual cash allowance. The new language should read in its entirety:
M. Work Shoes and Boots

Full time employees who are required by Management to wear a specific safety-type work shoe/boot or a uniform shoe/boot and whose employing department does not already provide said shoes or boots, or a cash allowance, shall receive a cash allowance of one hundred thirty five dollars ($135.00) and intermittent and half-time employees shall receive one-half this cash allowance ($67.50) for the purchase, repair and maintenance of said shoes or boots provided they are on active payroll status each January 1 during the term of this MOU. Effective December 13, 2015, this annual cash allowance shall increase to two hundred dollars ($200.00) and intermittent and half-time employees shall receive one-half this cash allowance (one hundred dollars [$100.00]). In no event shall an employee receive more than $200.00 under the provisions of this Article. This payment shall be made by separate check distributed in February for the term of the MOU.

ARTICLE 6.6 - EMPLOYEE BENEFITS

The first paragraph of Subsection B (Family Illness) shall be corrected to reflect the increase from the previous 12 working days allotment and add parenthetical total hours to the new 15 days allotment. The new language should reflect the bold underlined information as shown below:

B. FAMILY ILLNESS

(1) Management's present practices of allowances for leave for family illness will be continued during the term of this MOU. Effective December 27, 2015, the aggregate number of working days allowed in any one calendar year with full pay shall increase from twelve (12) days to not exceed fifteen (15) days (120 hours). Such practice of allowance for leave of illness in family shall be in accordance with LAAC Section 4.127. Upon the adoption of a child, an employee will be permitted to use fifteen (15) days (120 hours) of family illness sick leave.

ARTICLE 11.1 - SERVICE AND WORKFORCE RESTORATION

The list of classifications in Subsection A shall be corrected to include the classification of Water Utility Worker.

A. The City and the Union will mutually designate trainee-level positions and design training programs for targeted entry-level Civil Service classifications including, but not limited to:

<table>
<thead>
<tr>
<th>Classification Title</th>
<th>Class Code</th>
<th>MOU</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Utility Worker</td>
<td>3912</td>
<td>MOU 04</td>
</tr>
</tbody>
</table>
**SALARY APPENDICES FOR TRAINEE CLASSIFICATIONS**

The following revisions to Amendment 1 of MOU 4 are requested to correct the classification job title and salary rate for Vocational Worker Tree Surgeon Assistant. “Assistant” shall be added to the classification of “Vocational Worker Tree Surgeon,” the salary rate shall be corrected, and the title for the salary shall be corrected to “Initial Step.”

**Appendix B1**  
**Trainee Classes - Operative on December 13, 2015**

<table>
<thead>
<tr>
<th>CLASS CODE</th>
<th>TITLE</th>
<th>RANGE #</th>
<th>(MIN STEP)</th>
<th>INITIAL STEP</th>
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<tbody>
<tr>
<td>3113-T</td>
<td>Vocational Worker Tree Surgeon Assistant</td>
<td>1712</td>
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<td>$35,746</td>
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**Appendix C1**  
**Trainee Classes - Operative on April 3, 2016**

<table>
<thead>
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<td>Vocational Worker Tree Surgeon Assistant</td>
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**Appendix D1**  
**Trainee Classes - Operative on June 25, 2017**

<table>
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<td>3113-T</td>
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**Appendix E1**  
**Trainee Classes - Operative on January 7, 2018**

<table>
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<td>Vocational Worker Tree Surgeon Assistant</td>
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<td></td>
<td>$36,456</td>
</tr>
</tbody>
</table>

If you have any questions, please contact Jennifer Shar at (213) 473-7563 or Jennifer.Shar@lacity.org.

*RJH:MHA:JDS:0717087*

c: Rosemary Go, Controller’s Office  
Antonio Zepeda, Street Services  
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David Sanders, SEIU