

AMENDMENT TO THE MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF VENTURA AND THE VENTURA COUNTY DEPUTY SHERIFFS' ASSOCIATION

There is presently in full force and effect a Memorandum of Agreement ("MOA") between the County of Ventura ("County") and the Ventura County Deputy Sheriffs' Association ("VCDSA") which sets forth the terms and conditions of employment of all employees of the County represented by VCDSA for the period between April 30, 2021 through July 26, 2024.

The County and the VCDSA agree to amend the 2021-2024 MOA as follows:

1. Revise Article 6, "Premium Pay", Section 601, "Bilingual Premium Pay" as follows effective March 6, 2022:

Sec. 601 BILINGUAL PREMIUM PAY: Positions that require the use of bilingual skills shall be allocated for bilingual premium pay. An employee shall have the option to qualify or recertify/requalify for bilingual premium pay through either (a) the County-provided test or (b) a test conducted by the instructor with whom the Sheriff's Department contracts to teach a bilingual course. The level of an employee's bilingual proficiency shall also be determined through either (a) or (b) above. Employees assigned to such positions shall be eligible for bilingual premium pay at the level of their proficiency.

FOR ALL EMPLOYEES ~~CURRENTLY~~ RECEIVING BILINGUAL PREMIUM PAY AT LEVEL I, II or ~~III~~ ~~AS OF MARCH 18, 2014: Effective September 28, 2014, such employees shall be subject to a requalification examination through either the (a) or (b) option described above for the level of each employee's bilingual proficiency. Only those employees currently receiving the Level I premium are eligible to take the requalification exam for Level I. Employees receiving Level II premium must take and pass the Level II exam. Thereafter, a~~ All employees receiving bilingual premium pay at Level I or II shall be subject to a requalification examination through either the (a) or (b) option described above for their premium level every three (3) years. Employees receiving Level II premium pay may voluntarily elect to take the Level I "oral only" qualification examination offered by the Sheriff's Office in lieu of requalifying for the Level II premium. Should such employee pass the Level I examination, the premium pay for Level I shall be effective the next full pay period following the results to the examination. Any employees who fail to qualify at their current level of bilingual proficiency shall no longer be eligible for bilingual premium pay until they pass a subsequent qualification examination. Employees who have passed the County Level III exam are exempted from the requalification requirements.

FOR ALL EMPLOYEES NOT ~~CURRENTLY~~ RECEIVING BILINGUAL PREMIUM PAY ~~AS OF MARCH 18, 2014,~~ AND FOR ALL EMPLOYEES WHO FAIL TO PASS A REQUALIFICATION EXAM TO MAINTAIN ELIGIBILITY FOR THEIR CURRENT LEVEL OF BILINGUAL PAY: Such employees may take a qualification examination through either the (a) or (b) option described above for the level of their proficiency for Bilingual Levels I, II or III ~~only. The Level I premium will not be available to new participants or to those who fail a requalification exam for Level I.~~ Thereafter, all employees receiving bilingual premium pay, except those who pass the County Level III examination, shall be subject to requalification examination for their premium level every three (3) years. Any employees who fail to qualify at their current level of bilingual proficiency shall no longer be eligible for bilingual premium pay until they pass a subsequent qualification examination.

IN CONJUNCTION WITH THE INSTITUTION OF REQUALIFICATION EXAMINATIONS FOR BILINGUAL PREMIUM PAY: The Sheriff's Office will initiate training classes to assist employees both in obtaining and maintaining bilingual proficiency. Employees may attend training classes provided space is available and such attendance occurs on their own time or does not otherwise result in overtime expense.

The biweekly premium pay rates for the respective levels will be as follows:

<u>Bilingual Level</u>	<u>Premium Pay</u>
I	\$0.69/hr
II	\$1.38/hr
III	\$2.81/hr

Employees eligible to receive this premium pay shall receive the appropriate rate per hour compensated per biweekly pay period, not to exceed eighty (80) compensated hours per pay period.

Such premium pay shall be in addition to their base pay. To be eligible to receive this premium pay, upon the recommendation of the agency/department head and the Director-Human Resources, the County Executive Officer must designate that such payment will be made.

2. Add Article 36, "Employee Incentive Programs," as follows effective March 06, 2022:

**Article 36 [NEW]
EMPLOYEE INCENTIVE PROGRAMS**

Sec. 3601 NEW HIRE PRE-SERVICE INCENTIVE: Upon the Sheriff's recommendation and with the approval of the CEO or his/her designee, all newly hired employees in the job classification of Deputy Sheriff Trainee who comprise an Academy Class of the Ventura County Criminal Justice Training Center may receive a one-time New Hire Pre-Service Incentive of up to \$10,000. The Sheriff must request and the CEO must approve the New Hire Pre-Service Incentive prior to the posting of the Deputy Sheriff Trainee recruitment. Payment of the New Hire Pre-service Incentive shall be limited to two (2) Academy Classes per fiscal year for a limit of 70 total Pre-Service Incentive recipients. For purposes of this provision, "Pre-Service" means the employee was appointed from an open competitive recruitment, is not currently employed as a peace officer by a California law enforcement agency and must complete the Sheriff's Training Academy. The incentive will be paid within two (2) pay periods of the employee passing the following thresholds:

- Up to \$5,000 upon successfully completing the Sheriff's Training Academy;
- Up to \$5,000 at the end of the probationary period for Deputy Sheriff as specified in Article 18 of this Agreement.

The New Hire Pre-Service Incentive payment is subject to state and federal taxes, as well as any applicable payroll deductions.

Payment of the New Hire Pre-Service Incentive shall be limited to 70 recipients each fiscal year. More than 70 New Hire Pre-Service Incentive payments may be issued in a fiscal year provided the combined total of the Lateral Hire and the Pre-service Incentive payments does not exceed 80. For example, if 75 Pre-Service Incentive payments are made in FY 2021-22, only 5 Lateral Hire Incentive payments may be made in the same fiscal year for a total of 80 total new hire incentive payments.

Subsequent to the aforementioned recommendation and approval, to be eligible to receive the New Hire Pre-Service Incentive, the employee must sign a written agreement, acknowledging and agreeing to the repayment stipulations including paycheck deductions for repayment of the New Hire Incentive.

An employee who receives the New Hire Pre-Service Incentive must maintain employment within the County of Ventura Sheriff's Office for a minimum of 4,160 compensable hours from the date of hire. If the employee is unable to satisfy the 4,160-hour requirement due to voluntary or involuntary separation, the employee is responsible for re-payment as follows:

Compensable Hours Completed	Repayment Amount
Within the probationary period.	\$5,000
After probation period but before 4,160 compensable hours.	\$5,000

If the employee fails to remain employed by the Sheriff's Office to satisfy the 4,160-hour compensable service requirement due to death or an injury or illness that, as determined by the County, permanently incapacitates the employee from performing the essential duties of the position, the County may in its sole discretion waive all or part of the liability owed by the employee. Any such waiver must be approved in writing by the Sheriff and the CEO or designee.

Sec. 3602 NEW LATERAL HIRE INCENTIVE: Upon the Sheriff's recommendation and with the approval of the CEO or his/her designee, an employee who is newly hired into the job classification of Deputy Sheriff may receive a one-time New Lateral Hire Incentive of up to \$15,000. The Sheriff must request and the CEO must approve the New Lateral Hire Incentive prior to the posting of the lateral hire Deputy Sheriff recruitment. Payment of the New Lateral Hire Incentive shall be limited to the first ten (10) appointments resulting from said lateral hire recruitment. For purposes of this provision, "Lateral Hire" means the employee was appointed from an open competitive recruitment and is currently employed as a peace officer in accordance with government code section 1031 and 1031.5 by a California law enforcement agency. The incentive will be paid within two (2) pay periods of the employee passing the following thresholds:

- Up to \$5,000 at time of appointment;
- Up to \$5,000 at the end of the probationary period as specified in Article 18 of this Agreement;
- Up to \$5,000 at the completion of 4,160 compensable hours

The New Lateral Hire Incentive payment is subject to state and federal taxes, as well as any applicable payroll deductions.

Payment of the New Hire Lateral Incentive shall be limited to 10 recipients each fiscal year. More than 10 Lateral Hire Incentive payments may be issued in a fiscal year provided the combined total of the Lateral Hire and

the Pre-service Incentive payments does not exceed 80. For example, if 15 Lateral Hire Incentive payments are made in FY 2021-22, only 65 Pre-service Incentive payments may be made in the same fiscal year for a total of 80 total new hire incentive payments.

Subsequent to the aforementioned recommendation and approval, to be eligible to receive the New Lateral Hire Incentive, the employee must sign a written agreement, acknowledging and agreeing to the repayment stipulations including paycheck deductions for repayment of the New Lateral Hire Incentive.

An employee who receives the New Lateral Hire Incentive must maintain employment within the County of Ventura Sheriff's Office for a minimum of 4,160 compensable hours from the date of hire. If the employee is unable to satisfy the 4,160-hour requirement due to voluntary or involuntary separation, the employee is responsible for re-payment as follows:

Compensable Hours Completed	Repayment Amount
Within the probationary period	\$5,000
After probation period but before 4,160 compensable hours.	\$5,000

If the employee fails to remain employed by the Sheriff's Office to satisfy the 4,160-hour compensable service requirement due to death or an injury or illness that, as determined by the County, permanently incapacitates the employee from performing the essential duties of the position, the County may in its sole discretion waive all or part of the liability owed by the employee. Any such waiver must be approved in writing by the Sheriff and the CEO or designee.

Sec. 3603 EMPLOYEE REFERRAL INCENTIVE: Upon the Sheriff's recommendation, and with the approval of the Director-Human Resources, employees shall be eligible to receive the Employee Referral Incentive in the amount of one-thousand dollars (\$1,000) per employee referral to the classifications of Deputy Sheriff and Deputy Sheriff Trainee. An employee is only eligible to receive up to five referral incentives per fiscal year.

The Employee Referral Incentive will be paid in one lump sum within two (2) pay periods of the referred employee completing the required probationary period. The Employee Referral Incentive is subject to state and federal taxes and any applicable payroll deductions.

The following criteria will be used in determining eligibility for payment of the Employee Referral Incentive:

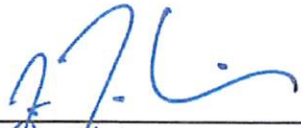
- A. Referring employee must be an active regular full-time or part-time employee;
- B. The external candidate shall not be a current or former employee, consultant, intern, temporary or student placement who has worked at the County within the last 12 months from the date of posting of the vacancy;
- C. The Employee Referral Incentive will be paid upon the completion by the referred external candidate of the required probationary period;
- D. The referred employee must identify one referring employee on their online application and the referring employee must notify the assigned recruiter of the referral. Award payments will not be split among multiple current employees.

The following listed employees are not eligible for the Employee Referral Incentive program; however, this list is not exhaustive and any employee involved in the assessment or decision-making process of the referred vacancy will not be eligible to receive the Employee Referral Incentive payment.

- A. All Human Resources Recruiters;
- B. Hiring Manager or second level managers, Directors or any executive level employees; and,
- C. Oral Raters and any employee on the interview panel.


Agreed to this 6th day of February, 2022, by:

FOR THE COUNTY:



J. Tapin Cosio
Chief Deputy Executive Officer/
Labor Relations

FOR VCDSA:



Nick Odenath
President