



**TO:** Elizabeth Pauli, City Manager  
**FROM:** Shelby Fritz, Human Resources Director  
Kari Louie, Assistant Human Resources Director  
Karen Short, Senior Human Resources Consultant  
Dylan Carlson, Labor Relations Division Manager  
**COPY:** City Council and City Clerk  
**SUBJECT:** Resolution - Authorize execution of a Letter of Agreement with the Professional & Technical Employees, Local 17, (PROTEC17) - May 21, 2024  
**DATE:** May 3, 2024

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**SUMMARY AND PURPOSE:**

A resolution authorizing the execution of a Letter of Agreement as negotiated with the Professional & Technical Employees, Local 17 (PROTEC17) regarding the Pierce County Force Investigation Team (PCFIT) for forensic services employees.

**BACKGROUND:**

The resolution will authorize the execution of a Letter of Agreement as negotiated with the Professional & Technical Employees, Local 17 (PROTEC17) regarding the Pierce County Force Investigation Team (PCFIT) for the classification of Forensic Services Supervisor.

In the fall of 2020, the TPD and peer departments in Pierce County arranged to mutually take part in PCFIT. At that time, TPD management notified employees (including those in Forensic Services) that it was seeking interested employees to participate in the certification process created by WAC 139-12-030 to respond to PCFIT investigations.

In October 2023, the Union contacted the City regarding ongoing implementation of the PCFIT as it relates to the Forensics Services Supervisor classification. The Parties mutually seek to clarify this issue moving forward with respect to PCFIT implementation and compensation for the Forensics Services Supervisor for taking part in PCFIT. TPD will encourage Forensic Services Supervisors to voluntarily apply for the PCFIT certification; and reserves the right to require qualified Forensic Services Supervisors to apply for PCFIT certification, and make a good faith effort to be approved by the civilian panel.

Retroactive to November 1, 2023, the Letter of Agreement provides for an application of rate of 5 percent for all hours assigned to and worked when performing a Pierce County Force Investigation Team (PCFIT) investigation. Retroactive to January 1, 2024, the agreement also provides for a lump-sum payment \$750 in recognition of employees who during a calendar year became PCFIT certified; and, at the start of a new calendar year, if the employee has remained continuously certified from the previous year, will receive another lump-sum certification payment of \$750.

**COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:**

Within this section, please state who will potentially be affected by this proposal and give a brief overview of the engagement and research you did with the community/customers to shape your recommendation. Also, emphasize how your legislation has included underrepresented communities' input.

**2025 STRATEGIC PRIORITIES:**

**Equity and Accessibility:**

Identify which Tacoma 2025 strategic goals your legislation most relates to, and then identify the [Equity Index](#)



Score for those goals in the geography your proposal will affect. Select the indicator(s) this legislation is most related to, then briefly explain how this legislation will impact the selected indicator(s) and/or improve the Equity Index Score. Use the dropdowns below and refer to guide for more information.

Economy/Workforce: Equity Index Score: Moderate Opportunity
Increase positive public perception related to the Tacoma economy.

Explain how your legislation will affect the selected indicator(s).
This legislation supports the responsible and sustainable management of City funds.

ALTERNATIVES:

Presumably, your recommendation is not the only potential course of action; please discuss other alternatives or actions that City Council or staff could take. Please use table below.

Table with 3 columns: Alternative(s), Positive Impact(s), Negative Impact(s). Row 1: Do not approve the Letter of Agreement, N/A, N/A

EVALUATION AND FOLLOW UP:

Please include what performance measures and/or benchmarks you have identified that indicate success. Explain how you will follow up with staff and/or Council to report success or changes.

STAFF/SPONSOR RECOMMENDATION:

Clearly state your recommendation and explain how your recommendation addresses the issue. Include next steps if appropriate. If you have a recommended effective date, enter here.

FISCAL IMPACT:

Fiscal impact information is provided by the Budget Office. Department Directors will be responsible for adhering to their overall levels of appropriation.

What Funding is being used to support the expense?

Are the expenditures and revenues planned and budgeted in this biennium's current budget?

Are there financial costs or other impacts of not implementing the legislation?

Yes

Will the legislation have an ongoing/recurring fiscal impact?

YES

Will the legislation change the City's FTE/personnel counts?

No

ATTACHMENTS:

Letter of Agreement