

**Letter of Agreement  
Between  
Professional Public Safety Management Association  
And  
City of Tacoma**

---

**Subject: Creation of Deputy Police Chief and Chief of Staff**

Professional Public Safety Management Association (PPSMA) and the City of Tacoma (City) (collectively the Parties) are currently engaged in active negotiations on a successor agreement to the 2019-2020 Collective Bargaining Agreement (CBA). Independent of the parties CBA negotiations, the parties have agreed to move forward with voluntary recognition of a new Deputy Police Chief classification, represented by PPSMA, as well as formalize the understanding regarding the City's creation of a civilian, non-commissioned, and non-represented Chief of Staff classification that will acquire PPSMA represented work.

This Letter of Agreement (LOA) addresses the impacts of both classifications and the appropriate bargaining unit status of each. The City has provided the scope and parameters of the Deputy Police Chief classification specification to PPSMA. The City agrees to continue to have collaborative bargaining conversations around the scope and parameters of Chief of Staff classification specification and the duties/work that the Chief of Staff would acquire from PPSMA, when the classification specification is created. The Parties agree that the City may move forward with the establishment, wages, and hiring of the Deputy Police Chief classification independent of ratification of the parties' successor CBA. The Parties agree that the wages for the Deputy Police Chief shall be set as follows, consistent with the indexing provision set forth in Article 7 of the Parties CBA:

Step	Indexing Provision	Index %
(2) Police:	Top step of Deputy Police Chief (CSC XXXX) above the top step of Assistant Police Chief (CSC 0770)	7.5%

Article 1 Bargaining Unit of the Parties' CBA shall be updated to include the Deputy Police Chief as follows:

**Article 1 Bargaining Unit**

The City hereby recognizes the Association as exclusive bargaining representative for the purposes stated in Chapter 41.56 RCW, as last amended, for all employees in those classifications listed as follows:

- 0770      A      Assistant Police Chief
- 0764      A      Assistant Fire Chief
- 0765      A      Deputy Fire Chief
- XXXX    A      Deputy Police Chief**

Employees in this unit are Appointive (at will) employees and as such serve at the pleasure of the appointing authority. The appointive authority has the ability to remove an employee from his/her position at any time.

To the extent that any Assistant Police Chief leaves their role as Assistant Police Chief, resulting from the filling of the Chief of Staff classification, such Assistant Police Chief shall have the right to elect to retire and receive the VEBA retirement program benefits, contingent upon qualification with age and service requirements. The Chief of Police agrees to waive the December 1 deadline under Section 8 of Addendum 2 VEBA. Should such Assistant Police Chief elect to exercise voluntary bumping rights as described in Article 12 of the CBA, their eligibility to participate in a VEBA retirement program will be governed by department policy and the applicable CBA. The City shall provide at least sixty (60) calendar days' notice prior to the elimination of an Assistant Police Chief position. Upon notification

of the elimination of an Assistant Police Chief position, such effected Assistant Police Chief shall provide notice to the City of their intent to retire or revert within fourteen (14) calendar days of the City's notice.

This LOA shall not establish precedent for the parties hereto, nor for any other collective bargaining units or departments of the City.

EXECUTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021

**For PPSMA**



July 8, 2021

\_\_\_\_\_  
Michael Mitchell                      Date  
President

**For City of Tacoma**

\_\_\_\_\_  
Elizabeth Pauli                      Date  
City Manager

\_\_\_\_\_  
Toryono Green                      Date  
Fire Chief

\_\_\_\_\_  
Mike Ake                              Date  
Interim Police Chief

Approved as to form:

\_\_\_\_\_  
Cheryl Comer                      Date  
Deputy City Attorney