

# LETTER OF AGREEMENT

Between  
The City of Tacoma  
And  
Teamsters, Local 117 – General Unit

Date: \_\_\_\_\_, 2023

The City of Tacoma (the “City”) and Teamsters, Local 117 – General Unit (the “Union”), collectively (“the Parties”) enter into this Letter of Agreement (“LOA”).

The Parties agree that employees in the newly created classification of “Police Digital Evidence & Records Support Analyst” (CSC TBD) will be represented by the Union for the purposes of collective bargaining.

The Parties agree to the following regarding 2023 rates of pay for the newly created classification.

POLICE DIGITAL EVIDENCE & RECORDS SUPPORT ANALYST 2023* RATES OF PAY						
Code	Classification	1	2	3	4	5
TBD	Police Digital Evidence & Records Support Analyst	\$35.11	\$36.87	\$38.70	\$40.64	\$42.69
*For 2023, the Parties agree that the five-step salary schedule for the Police Digital Evidence & Records Support Analyst (CSD TBD) will be equivalent to the Public Disclosure Video Redaction Analyst (CSC 11430).						

The new classification will be classified, overtime category “A”, and FSLA non-exempt.

The Parties are currently in collective bargaining for a successor Collective Bargaining Agreement (“CBA”) to the 2019-2022 CBA. The successor CBA will commence on January 1, 2023. The Parties have agreed to the rates of pay for the Police Digital Evidence & Records Support Analyst for 2023, as described in the table above. For the remaining years of the successor CBA (2024 and any remaining years), the hourly rates of pay for the Police Digital Evidence & Records Support Analyst will be adjusted to match the Public Disclosure Video Redaction Analyst hourly rates of pay, step progression, and effective dates. This salary equity provision shall be expressly exempt from RCW 41.56.123, and shall sunset on the same date as the expiration of the successor CBA between the Parties.

The Police Digital Evidence & Records Support Analyst is intended to be part of a new Tacoma Police Department Records Management Unit. The Parties agree to meet quarterly during the implementation of that Unit to discuss any material impacts that may arise. Those meetings will end once the implementation is complete, or when the Parties agree that no further meetings are required, whichever comes first.

It is the intent of the Parties to adhere to the terms and conditions of this LOA during the current collective bargaining process, and for the term of a successor CBA. The Parties intend to incorporate the terms and conditions of this LOA into a future CBA, at the next collective bargaining opportunity, at which time the LOA will terminate.

This LOA is not to be used as precedent with respect to other collective bargaining agreements in other divisions or departments of the City or any other union.

