

**Letter of Agreement  
Between  
City of Tacoma  
And  
City of Tacoma Washington, City and Pierce County Employees  
Local Number 120, AFL-CIO**

**Subject: IT Intern Classifications  
Date: June 20, 2016**

In accordance with Article 3 of the collective bargaining agreement between the City and Local 120, the City hereby acknowledges Local 120 as the exclusive bargaining representative for the classifications of IT Analyst Intern, IT Business Analyst, IT CST Intern, and IT Helpdesk Intern.

The Parties agree as follows:

1. The classification of Information Technology Programming Intern (CSC 4608) shall be retitled to IT Analyst Intern. The LOU which originally created the classification will be discontinued and replaced by this LOA.
2. Three new IT Intern classifications shall be created to support recruitment and retention into the Business Analyst, Computer Support Technician and IT Helpdesk Specialist classifications.
3. The rates of pay for the IT Intern classifications will be set as follows:

<i>Classification</i>	<i>Step 1 Rate of Pay</i>
IT Analyst Intern	80% of step 1 IT Analyst (CSC 0150)
IT CST Intern	80% of step 1 Computer Support Technician (CSC 0124)
IT Helpdesk Intern	80% of step 1 IT Helpdesk Specialist (CSC 0118)
IT Business Analyst Intern	80% of step 1 Business Analyst I (CSC 0141)

4. The Union hereby acknowledges its support of the IT Intern programs.
5. All IT Interns will meet membership requirements pursuant to Article 4 of the Collective Bargaining Agreement (CBA).
6. The IT Intern classifications are intended to be educational positions, to learn and perform work covered by Local 120 classification. When used, the intern classifications will be filled with only temporary employees and the duration of each intern's employment shall not exceed twelve (12) months aggregate time in any two-year period, per Section 1.24.710.
7. IT Interns shall not have rights or protections under the CBA related to continued employment, including protections under the layoff, recall, and/or bumping provisions.

The Parties agree to meet approximately eighteen (18) months following the establishment of this LOA to review the use of the intern classifications.

This Letter of Understanding is not to be used as a precedent with respect to any other contracts for any other divisions or departments of the City, nor by other employees represented by this Union, or any other Union.

**For WSCCCE, Local 120:**

**For the City of Tacoma:**

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Dylan Carlson, Staff Representative

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Human Resources Director

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William Gaines, Utilities Director

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T.C. Broadnax, City Manager