



**TO:** Elizabeth Pauli, City Manager  
**FROM:** Dylan Carlson, Senior Labor Relations Manager  
Karen Short, Senior Human Resources Analyst, Human Resources  
Shelby Fritz, Director, Human Resources  
Kari Louie, Assistant Director, Human Resources  
**COPY:** City Council and City Clerk  
**SUBJECT:** Pay & Compensation Ordinance – October 4, 2022  
**DATE:** September 19, 2022

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**SUMMARY AND PURPOSE:**

An ordinance amending the Tacoma Municipal Code (TMC) Compensation Plan, Chapter 1.12, to implement rates of pay and compensation for employees represented by the Teamsters Local Union No. 117, General Unit, regarding the Pierce County Force Investigation Team (PCFIT) for forensic services employees; and the creation of a new, unclassified, appointive title of Police Community Engagement Program Director.

**BACKGROUND:**

The ordinance will provide for the implementation of provisions of a Letter of Agreement negotiated with the Teamsters Local Union No. 117, General Unit.

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 that it was seeking interested employees to participate in the certification process created by WAC 139-12-030 to respond to PCFIT investigations. Successful completion of the process will result in PCFIT certification of a Crime Scene Technician or Forensic Specialist. TPD will encourage eligible employees to voluntarily apply for the PCFIT certification. Currently, only one Crime Scene Technician has been continuously PCFIT certified since 2021.

The ordinance 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. It will also provide 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.

The ordinance will also provide for the creation of a new unclassified, appointive title of Police Community Engagement Program Director. The classification will be non-represented and non-commissioned, with a pay range of \$62.70 to \$80.36 hourly, and will be designated as salaried, overtime exempt, and will not be eligible for overtime pay. The new position will create programs and events within our community in support of citizen and neighborhood needs. This non-commissioned position will work in and with Tacoma neighborhoods, local churches, schools and senior living communities (and more) to address new and ongoing needs in a non-law enforcement approach to building and maintaining positive relationships with the Tacoma Police Department and it's officers. The purpose of this position is to seek out, design and facilitate opportunities for service in our communities that don't require enforcement, but instead engagement in an effort to build a foundation of trust and relationship between Tacoma residents and the officers that serve the City of Tacoma.

**COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:**

The Letter of Agreement has been reached with the Teamsters Local Union No. 117, General Unit, and has been bargained in good faith.



**2025 STRATEGIC PRIORITIES:**

**Economy/Workforce:** Moderate Opportunity

**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.

Alternative(s)	Positive Impact(s)	Negative Impact(s)
Do not approve the legislation	N/A	unknown

**EVALUATION AND FOLLOW UP:**

**STAFF/SPONSOR RECOMMENDATION:**

Authorization from the City Council by resolution is required to implement the provisions of the Letter of Agreement with the Teamsters Local Union No. 117, General Unit.

**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?**

Participating departments will be responsible for continuing costs.

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

No

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

No

**Will the legislation have an ongoing/recurring fiscal impact?**

YES

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

Yes

**ATTACHMENTS:**

Fiscal Impact Memorandum from the Budget Office