



TO: Elizabeth Pauli, City Manager
FROM: Dylan Carlson, Senior Labor Relations Manager
Karen Short, Senior Human Resources Analyst, Human Resources
Gary Buchanan, Director, Human Resources
COPY: City Council and City Clerk
SUBJECT: Resolution – Authorize execution of a Letter of Agreement with the Teamsters Local Union No. 117, Tacoma Venues & Events Unit – October 13, 2020
DATE: September 28, 2020

SUMMARY AND PURPOSE:

A resolution authorizing the execution of a Letter of Agreement as negotiated with the Teamsters Local Union No. 117, Tacoma Venues & Events Unit, regarding alternate work schedules to address budget constraints.

BACKGROUND:

The resolution will authorize the execution of a Letter of Agreement negotiated with the Teamsters Local Union No. 117, Tacoma Venues & Events Unit, regarding a 50/50 alternate schedule to address significant budget constraints resulting from the COVID-19 pandemic.

The COVID-19 Pandemic has significantly impacted operations and revenues at the City of Tacoma and Tacoma Venues and Events. In response to emergency proclamations, public health recommendations, financial shortfalls, and in order to better provide for employee social distancing in the workplace, the City has temporarily reduced or eliminated some services.

The Letter of Agreement provides for a 50/50 alternative schedule (the equivalent of .5 FTE) effective as of October 5, 2020, to address financial shortfalls, operational needs, and employee health, safety, and engagement. Employees will be subject to a schedule alternating between one week in full-time status (40 hours), followed by a week with no scheduled hours. Employees will have the opportunity to apply for unemployment insurance benefits for each week with no scheduled work hours. The agreement also provides that the City will continue to pay the employer’s share of health & welfare benefits, and employee benefit premium deductions will continue via payroll deduction as if the employee were in a full-time status, and will be maintained through December 31, 2020. Employee leave accruals will be prorated based on the 50/50 schedule.

COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH:

Terms of this Letter of Agreement have been discussed with the Teamsters Local Union No. 117, Tacoma Venues & Events Unit, and have been bargained in good faith.

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

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 execution of the Letter of Agreement	N/A	unknown

EVALUATION AND FOLLOW UP:

STAFF/SPONSOR RECOMMENDATION:

Authorization from the City Council by resolution is required to authorize execution of the Letter of Agreement with the Teamsters Local Union No. 117, Tacoma Venues & Events Unit.

FISCAL IMPACT:

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

ATTACHMENTS:

Letter of Agreement

Fiscal Impact from the Budget Office