



RESOLUTION NO. U-11313

1 A RESOLUTION relating to Customer Services; authorizing the execution of a
2 Letter of Agreement between the City and the International Brotherhood
3 of Electrical Workers, Local 483, Customer and Field Services Unit.

4 WHEREAS the City of Tacoma and the International Brotherhood of
5 Electrical Workers ("IBEW"), Local 483, Customer and Field Services Unit,
6 negotiated a Letter of Agreement ("Agreement"), and
7

8 WHEREAS the Agreement provides for compensation and classification
9 updates to reflect changes to the organizational structure with the following
10 provisions:

- 11 1. Updates and a title change for Utilities Field Investigator (CSC 0602)
12 to Advanced Meter Field Investigator. The classification will also
13 receive a wage adjustment of approximately 5 percent and the salary
14 range will increase from 1 step to 3 steps, retroactive to January 1,
15 2022.
- 16 2. Creation of a new classified title of Advanced Meter Field
17 Investigator, Lead (CSC 0603). The classification will be classified,
18 hourly, overtime category A, and represented by the IBEW Local 483
19 Customer and Field Services bargaining unit. The salary range will
20 include 4 steps, set approximately 15 percent over the salary range
21 for Advanced Meter Field Investigator.
- 22 3. Plans for the transition of permanent employees in the Meter Reader
23 (CSC 0601) classification that are listed in the Agreement to the
24 Advanced Meter Field Investigator (CSC 0602) classification; and
- 25 4. Elimination of applications of rate for Meter Reader (CSC 0601) and
26 Utilities Investigator (CSC 0602) employees when assigned as Lead.

24 WHEREAS it now appears in the best interest of the City that the
25 Agreement negotiated by said union and the City be approved; Now, therefore,
26



1 BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

2 That said proposed Letter of Agreement between the City of Tacoma and
3 the International Brotherhood of Electrical Workers, Local 483, Customer and
4 Field Services Unit, is approved and the Council of the City of Tacoma is
5 requested to concur in the approval and authorize the proper officers of the City
6 to execute said Agreement substantially in the form on file, as approved by the
7 City Attorney.

9 Approved as to form: _____
10 Chair
11 _____ /s/ _____
11 Chief Deputy City Attorney Secretary
12 _____
12 Adopted _____
13 Clerk

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Board Action Memorandum

TO: Jackie Flowers, Director of Utilities
COPY: Charleen Jacobs, Director and Board Offices
FROM: Karen Short, Senior Human Resources Analyst
Shelby Fritz, Human Resources Director
Dylan Carlson, Senior Labor Relations Manager
Bill Fosbre, City Attorney
MEETING DATE: April 13, 2022
DATE: March 31, 2022

SUMMARY:

A resolution recommending adoption of a Letter of Agreement with the International Brotherhood of Electrical Workers, Local 483, Customer and Field Services Unit, related to updates to reflect changes to the organizational structure.

BACKGROUND:

The resolution recommends adoption of a Letter of Agreement to provide for compensation and classification updates to reflect changes to the organizational structure. The letter of agreement provides for the following:

1. Updates and a title change for Utilities Field Investigator (CSC 0602) to Advanced Meter Field Investigator. The classification will also receive a wage adjustment of approximately 5 percent, and the salary range will increase from 1 step to 3 steps, retroactive to January 1, 2022.
2. Creation of a new classified title of Advanced Meter Field Investigator, Lead (CSC 0603). The classification will be classified, hourly, overtime category A, and represented by the IBEW Local 483 Customer and Field Services bargaining unit. The salary range will include 4 steps, set approximately 15 percent over the salary range for Advanced Meter Field Investigator.
3. Plans for the transition of permanent employees in the Meter Reader (CSC 0601) classification that are listed in the agreement to the Advanced Meter Field Investigator (CSC 0602) classification.
4. Elimination of applications of rate for Meter Reader (CSC 0601) and Utilities Field Investigator (CSC 0602) employees when assigned as Lead.

ATTACHMENTS:

Letter of Agreement
Fiscal Impact Memorandum from the Budget Office

CONTACT:

Karen Short, Senior Human Resources Analyst, (253) 591-5424
Presenter: Dylan Carlson, Senior Labor Relations Manager, (253) 591-5609



To: Elizabeth Pauli, City Manager
From: Katie Johnston, Budget Officer
Date: March 31, 2022
Subject: Request for Fiscal Impact – Local 483 Customer & Field Services Letter of Agreement (TA)

Overview

The City of Tacoma and the Local 483 Customer & Field Services bargaining unit have reached a tentative agreement in order to meet the evolving business needs of the City:

1. Utilities Field Investigator classification (CSC 06020) updated and re-titled as “Advanced Meter Field Investigator” with a new wage table established.
2. Transition plan for permanent employees in the Meter Reader (CSC 06010) classification listed in this agreement to the Advanced Meter Field Investigator (CSC 06020) classification.
3. Creation of a new classification, “Advanced Meter Field Investigator, Lead” (CSC 06030) and the elimination of Lead Application of Rate.

Financial Impact

Retroactive to January 1, 2022, the Parties agree to update the wage scale for the Advanced Meter Field Investigator classification and to adopt the newly created Advanced Meter Field Investigator, Lead classification wage scale as shown below:

Code	A	Job Title	1	2	3	4	5
06020		Advanced Meter Field Investigator	32.80	34.50	36.22		
06030		Advanced Meter Field Investigator, Lead	36.10	37.95	39.84	41.84	

Step Placement:

Utility Field Investigators:

Retroactive to January 1, 2022, all current permanent Utility Field Investigators shall be placed at Step 3 of the Advanced Meter Field Investigator wage scale. Catherine Howard will be placed at the Step 3 of the Advanced Meter Field Investigator wage scale as this employee previously held standing in this classification and successfully completed a probationary period.

Meter Readers:

Retroactive to January 1, 2022, all current permanent Meter Readers who are being consolidated into the Advanced Meter Field Investigator classification shall be placed at Step 1 of the Advanced Meter Field Investigator wage scale.

Lead Meter Reader or Lead Utility Field Investigator:

Retroactive to January 1, 2022, the two employees currently who are receiving the Lead AOR shall be compensated based on the Advanced Meter Field Investigator, Lead wage scale as follows:

- Robert Hill – Shall be set up to Step 1
- Jeff Christian – Shall be set up to Step 3



Fund/Department	FTE	2022 Incremental Expense
Tacoma Public Utilities	25.0	\$87,000
Total	25.0	\$87,000

Funding for 2021-2022

The cost of the proposed wage increase is partially in the 2021-2022 budget. Departments will be responsible for adhering to their overall level of appropriation.

CC:

- Dylan Carlson, Labor Relations Manager
- Karen Short, Senior Human Resource Analyst
- Hayley Falk, Lead Management Analyst
- Jen Watts, Labor Analyst

LETTER OF AGREEMENT

Between

City of Tacoma

and

International Brotherhood of Electrical Workers, Local 483 – Customer Field Services Unit

Subject: Advanced Meter Field Investigator Classification

This Letter of Agreement (LOA) is by and between the City of Tacoma (City and/or Employer), and the IBEW Local 483, herein referred to as “the Parties”.

The LOA describes the Parties’ agreement regarding the following:

1. Utilities Field Investigator classification (CSC 06020) shall be updated and re-titled as “Advanced Meter Field Investigator”. A new wage table shall be established.
2. Transition plan for permanent employees in the Meter Reader (CSC 06010) classification that are listed in this agreement to the Advanced Meter Field Investigator (CSC 06020) classification.
3. Creation of a new classification, “Advanced Meter Field Investigator, Lead” (CSC 06030) and the elimination of Lead Application of Rate.

Agreement

Now, therefore, the Parties agree to the following terms:

Utility Field Investigators or Field Investigators:

In order to meet the evolving business needs of the City, the City will update the Utilities Field Investigator (CSC 06020) class specification and retitle the classification as “Advanced Meter Field Investigator.”

All references in the current Collective Bargaining Agreement (CBA) to Field Investigator or Utility Field Investigator shall be understood to reference Advanced Meter Field Investigators.

All current employees in the Utility Field Investigator classification shall be retitled to the classification of Advanced Meter Field Investigator. Consistent with the Tacoma Municipal Code 1.24.370, these employees will not be subject to a probationary period.

Meter Readers:

With the deployment of advanced water and power meters, the City will no longer need permanent Meter Readers and as such all current permanent employees in the Meter Reader classification will be consolidated into the classification of Advanced Meter Field Investigator along with employees in the former Utility Field Investigator classification. Consistent with the Tacoma Municipal Code 1.24.370, these employees will not be subject to a probationary period.

Project and temporary employees in the Meter Reader classification shall be phased out as more advanced meters are deployed. Project and temporary Meter Readers will continue to be compensated as Meter Readers. When all project and temporary Meter Readers are separated from employment, the Human Resources Director will abolish the Meter Reader classification, (CSC 06010). The parties recognize that many of the

historical core duties of the Meter Reader classification are being incorporated into the Advanced Meter Field Investigator classification. Any duties which were historically exclusive bargaining unit work will remain the exclusive work of the IBEW 483 Customer and Field Services Bargaining Unit, consistent with RCW 41.56.

Seniority for the purpose of layoff for transitioning Meter Readers:

Tacoma Municipal Code, 1.24.900.B, provides that in the event of layoff, where seniority does not establish a definite seniority differential, the order of layoff shall be determined by the relative standing on the eligible list from which appointed. Because some employees listed below will share the same seniority date as the result of the consolidations of classifications to the Advanced Meter Field Investigator classification, the Parties agree to use the employee's job seniority date as a Meter Reader to break any ties in seniority for the purpose of layoff. The order is as follows with the most senior listed first:

1. Robert Hill
2. David Haydon
3. Jeanne Jollo
4. Dale Carter
5. Jeremy Sleeker
6. Catherine Howard
7. Daniel Borrowman
8. Erika Davis
9. Matthew Ricks

The Parties agree to amend Article 12 Section 13 as follows:

Section 12.13 - Overtime – TPU Field Staff Field Operations

Advanced Meter Field Investigators shall be assigned overtime on a voluntary basis from the overtime bid board. Advanced Meter Field Investigators who wish to work overtime, if it is available, on a given day shall so signify by moving their bid markers on the bid board within thirty (30) minutes of the start of their regular shift. Employees assigned to the South Service Center shall notify the office via email. Management shall have the right to assign up to a maximum of one-half hour (1/2) of overtime work to the end of an Advanced Meter Field Investigator or Meter Readers shift without regard to seniority. For additional overtime opportunities the following shall apply:

12.13.1 Advanced Meter Field Investigator Overtime Rotation: Overtime work will be equitably distributed among Advanced Meter Field Investigators that voluntarily choose to work overtime. At the end of each pay period, the Operations Manager or their designee will update a database of each individual's number of overtime hours worked. The overtime totals will be used to rank employees based on the amount of overtime worked from least to most. This process will repeat at the end of each pay period through the year. The process will reset with the first pay period of each year. Overtime call outs from the Energy Control Center (ECC) will be based on seniority and not subject to the process outlined in this paragraph. All overtime worked will be added to the calculation of hours of overtime worked. When a new Advanced Meter Field Investigator is hired, the average hours of overtime for all Advanced Meter Field Investigators will be calculated and the result shall be the hours assigned to the new Advanced Meter Field Investigator for the purpose of determining their placement on the rotation list. Employees will be provided all necessary training as soon as possible, estimated duration of training is three working weeks. Upon completion of training all employees will be eligible for overtime rotation. Training may be extended if shortcomings are clearly identified.

12.13.2 The Field Operations Manager shall make a determination no later than 4:20 p.m. whether and how many Advanced Meter Field Investigator crews are needed for overtime work. When two (2) person crews are necessary, in accordance with Section 12.11.4, employees must be physically present in the office, by 4:20 p.m., to be eligible for such overtime.

12.13.3 If, it is determined that additional Advanced Meter Field Investigator crews are needed for overtime work, the following procedures shall apply:

12.13.3.1 The Field Operations Manager (or designee) shall call out additional employees from the Advanced Meter Field Investigator rotational overtime callout list, as outlined in 12.3.1 by seniority on a voluntary basis, until sufficient employees to fill out needed crews have agreed to work.

12.13.4 Overtime for Advanced Meter Field Investigator, Leads shall be awarded based on seniority. Management shall have the right to assign up to a maximum of one-half hour (1/2) of overtime work to the end of their shift without regard to seniority.

Seniority for the purpose of shift bid and vacation requests:

Because employees previously employed as Meter Readers and Field Investigators will all be in one classification (Advanced Meter Field Investigator), in order to recognize service to the Field Operations department, the Parties agree to utilize employees' most recent hire date as a permanent Meter Reader with the City for the purpose of calculating seniority for shift bid and vacation requests. For those employees that left Field Operations for another City position and then subsequently returned to Field Operations, time spent in another City position will not count toward their seniority date.

The order is as follows with the most senior listed first:

1. Tommie Frazier
2. Carolyn Solitaire
3. Merri McHugh
4. Robert Hill
5. Jeff Christian
6. Michael Beeks
7. David Haydon
8. Mike Reda
9. Dale Carter
10. Theron Hamer
11. Jeanne Jollo
12. John Boerner
13. Theresa Dupea
14. Teresa Puczyk
15. Heidi Booth
16. Jeremy Sleeker
17. Catherine Howard
18. Ted Hoiland
19. Patrick Welcher
20. Erika Davis
21. Daniel Borrowman

- 22. Rob Stojakovich
- 23. Matthew Ricks

Vacation requests for 2022 will be bid using the current Utility Field Investigator and Meter Reader lists. Vacation requests for 2023 will be bid by utilizing the list above.

Advanced Meter Field Investigator, Lead

A new standalone classification, “Advanced Meter Field Investigator, Lead” shall be established.

The Advanced Meter Field Investigator, Lead classification will be classified, overtime category A, eligible for longevity, and represented by the IBEW Local 483 Customer and Field Services bargaining unit, subject to City Council approval.

The current Application of Rate (AOR) for Meter Reader & Utility Field Investigators shall be abolished.

The Advanced Meter Field Investigator, Lead position shall be posted and recruited for utilizing current Civil Service Rules. Salary Step placement shall be made in compliance with TMC 1.12.050.

Wages:

The Parties agree to update the wage scale for the Advanced Meter Field Investigator classification and to adopt the newly created Advanced Meter Field Investigator, Lead classification wage scale as shown below to be effective and retroactive to January 1, 2022.

Code	A	Job Title	1	2	3	4	5
06020		Advanced Meter Field Investigator	32.85	34.50	36.22		
06030		Advanced Meter Field Investigator, Lead	36.14	37.95	39.84	41.84	

Step Placement:

Utility Field Investigators: All current permanent Utility Field Investigators shall be placed at Step 3 of the Advanced Meter Field Investigator wage scale. Catherine Howard will be placed at the Step 3 of the Advanced Meter Field Investigator wage scale as this employee previously held standing in this classification and successfully completed a probationary period.

Meter Readers: All current permanent Meter Readers who are being consolidated into the Advanced Meter Field Investigator classification shall be placed at Step 1 of the Advanced Meter Field Investigator wage scale.

Lead Meter Reader or Lead Utility Field Investigator: Until the Advanced Meter Field Investigator, Lead position is filled permanently, the two employees currently who are receiving the Lead AOR shall be compensated based on the Advanced Meter Field Investigator, Lead wage scale as follows:

Robert Hill – Shall be set up to Step 1

Jeff Christian – Shall be set up to Step 3

Should either Mr. Hill or Mr. Christian be selected to fill the Advanced Meter Field Investigator, Lead position they will also be placed on the salary table as described above. However, any time spent between the execution of this agreement and permanent appointment to the Advanced Meter Field Investigator, Lead shall count toward their step progression.

IBEW Local 483 and City management agree to work together to develop a training program for future employees hired into the Advanced Meter Field Investigator position.

This Letter of Agreement will be effective the first pay period following the effective date of the resolution, with the exception of the wage adjustments referenced above which will be effective January 1, 2022. This Letter of Agreement is not to be used as a precedent with respect to this or any other contracts for any other divisions or departments of the City, nor by other employees represented by this Union, or any other Union.

City of Tacoma

Local 483, International Brotherhood of
Electrical Workers, Customer and Field
Services Unit

Jackie Flowers
Director of Public Utilities

Alice Phillips
Business Manager

Steve Hatcher
Customer Service Manager

Dylan Carlson
Senior Labor Relations Manager

Andy Cherullo
Finance Director

Approved as to form:

Deputy City Attorney