



RESOLUTION NO. U-11323

1 A RESOLUTION relating to Tacoma Water; authorizing the execution of a
2 Letter Agreement for between the City and the International Brotherhood
3 of Electrical Workers, Local 483, Water Division Unit, regarding a Water
4 Operator-in-Training opportunity.

5 WHEREAS the City of Tacoma and the International Brotherhood of
6 Electrical Workers ("IBEW"), Local 483, Water Division Unit, recommends the
7 adoption of a Letter Agreement ("Agreement"), and

8 WHEREAS Tacoma Water wishes to provide the opportunity for
9 qualified, skilled, and interested employees to receive the necessary training
10 and development, in combination with their existing education and training, to
11 become certified at the Water Treatment Plant Operator (WTPO) Level 2, and

12 WHEREAS this opportunity will require a significant investment on the
13 part of Tacoma Water, and a significant commitment from any staff member
14 selected for this opportunity, and

15 WHEREAS qualified and interested Tacoma Water employees, who
16 have graduated the Tacoma Water apprenticeship program, may place their
17 name on an interest list, and

18 WHEREAS candidates selected for this opportunity would be temporarily
19 placed in a Water Treatment Plan Operator-in-Training position and be paid at
20 90 percent of the Water Treatment Plan Operator rate of pay, and

21 WHEREAS Tacoma Water will reimburse 100 percent of the testing fees
22 for successfully passed WTPO certification exams, as well as the annual fees
23 from the state of Washington, for maintenance of the achieved certification, and
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WHEREAS employees who successfully complete the training program, secure the WTPO Level 2 Certification, and meet education and experience requirements to obtain a temporary WTPO Level 3 Certification, would be eligible to compete for any vacant position in the Water Treatment Plant Operator classification per Civil Service Rules, and

WHEREAS applicants would be required to pass the WTPO Level 3 exam prior to completion of probation in the Water Treatment Plant Operator classification, and

WHEREAS it now appears in the best interest of the City that the Agreement negotiated by said union and the City be approved; Now, therefore, BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

That the proposed Letter Agreement between the City of Tacoma and the International Brotherhood of Electrical Workers, Local 483, Water Division Unit, regarding a Water-in-Training opportunity is approved and the Council of the City of Tacoma is requested to concur in the approval, pass and implement a pay and compensation ordinance, and authorize the proper officers of the City to execute said Agreement substantially in the form on file, as approved by the City Attorney.

Approved as to form:

_____ /s/ Chief Deputy City Attorney	_____ Chair
_____ Clerk	_____ Secretary
	Adopted _____



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: May 25, 2022

DATE: May 12, 2022

SUMMARY:

A resolution recommending adoption of a Letter of Agreement with the International Brotherhood of Electrical Workers, Local 483, Water Division Unit regarding a Water Operator-in-Training opportunity.

BACKGROUND:

The resolution recommends adoption of a Letter of Agreement negotiated with the International Brotherhood of Electrical Workers (IBEW), Local 483, Water Division Unit.

Tacoma Water wishes to provide the opportunity for qualified, skilled, and interested employees to receive the necessary training and development, in combination with their existing education and training, to become certified at the Water Treatment Plant Operator (WTPO) Level 2. This will require a significant investment on the part of Tacoma Water, and a significant commitment from any staff member selected for this opportunity.

Qualified and interested Tacoma Water employees, who have graduated the Tacoma Water apprenticeship program, may place their name on an interest list. Candidates selected for this opportunity would be temporarily placed in a Water Treatment Plant Operator-In-Training position and would be paid at 90 percent of the Water Treatment Plan Operator rate of pay. Tacoma Water will also reimburse 100 percent of the testing fees for successfully passed WTPO certification exams, as well as the annual fees from the State of Washington for maintenance of the achieved certification.

Employees who successfully complete the training program, secure the WTPO Level 2 Certification, and meet education and experience requirement to obtain a temporary WTPO Level 3 Certification would be eligible to compete for any vacant position in the Water Treatment Plan Operator classification, per Civil Service Rules. Applicants would be required to pass the WTPO Level 3 exam prior to completion of probation in the Water Treatment Plant Operator classification.

ATTACHMENTS:

Letter of Agreement

CONTACT:

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

LETTER OF AGREEMENT
Between
IBEW, Local 483
and
City of Tacoma
Water Division, Department of Public Utilities

Effective Date: _____

Subject: Water Operator in Training

The City of Tacoma, Tacoma Water and IBEW Local 483 Water Unit, hereby enter into this Letter of Agreement (LOA) which shall be attached to the collective bargaining agreement and incorporated as though fully set forth.

Background

Tacoma Water wishes to provide the opportunity for qualified, skilled, and interested employees to receive the necessary training and development, in combination with their existing education and training, to become certified at the Water Treatment Plant Operator (WTPO) Level 2. This will require a significant investment on the part of Tacoma Water, and a significant commitment from any staff member selected for this opportunity.

Agreement

The Parties agree to the following: Successful Water Treatment Plant Operator-in-Training (WOIT) candidates must be capable of meeting the Education and Experience requirements set forth in Chapter 246-292 WAC and associated guidelines developed by the Washington Department of Health, and pass all required Water Treatment Plant Operator examinations to achieve a Level 2 certification in the prescribed timelines.

Candidates selected for this opportunity will be temporarily placed in the Water Treatment Plant Operator-in-Training (WOIT) position and paid at 90% of the Water Treatment Plant Operator (CSC 5112) rate of pay.

Qualified and interested Tacoma Water employees who have graduated the Tacoma Water apprenticeship program will be requested to place their name on an interest list. Individuals will be selected through a competitive process based on identified knowledge, skills, and qualifications. No more than two (2) WOIT's will be in the program at same time.

Selected candidates will be subject to an eighteen (18) month evaluation period, during which regular evaluations and feedback will be provided. Candidates must take and pass all WTPO certification exams as experience builds and is credited toward meeting minimum treatment plant operating experience requirements:

- WTPO Level 1 (within 12 months)
- WTPO Level 2 (within 18 months)

Employees entering the WOIT program with a previously-acquired WTPO Level 1 may be granted up to six (6) months credit toward the eighteen (18) month program based on previous experience at the exclusive determination of the Source Water & Treatment Manager (or designee), and consistent with state regulations.

Note: The Level 2 certification test may be taken prior to completion of the required treatment plant operating experience, resulting in a WTPO-IT Level 2 certification. Following completion of the required plant operating experience at the end of the WOIT program rotation, it is expected that the candidate will apply for an upgrade to the WTPO Level 2 certification.

Appointment to the WOIT program shall be temporary in nature. Consistent with TMC Section 1.24.710, no position will be filled on a temporary basis or any individual employed on a temporary basis beyond 12 months aggregate time in any two-year period, unless approved by the Civil Service Board. In order to accommodate the 18-month program duration requirement, the City will petition the Civil Service Board for such an exception. The Union hereby expresses support for such exceptions within the program as described in this Agreement.

While in the WOIT program, the employee is considered to be on a leave of absence from their permanent position and shall return to the permanent position (i.e. to the supervising desk at the reporting headquarters for that position) at the end of successful completion of the program. While on leave of absence the employee shall continue to accrue seniority in their permanent classification. Employees shall retain the right to bid (consistent with Article 10.2) while in the WOIT program, which shall change the permanent position to which the employee shall return at the end of the program.

While in the WOIT program, the employee may be required to work night shift as part of their training but will not be considered the Operator in Charge. While in the WOIT program, an employee will not be eligible for set-ups, standby, overtime in the section and classification they held prior to beginning the training program. A WOIT may supplement, but shall not supplant, a Water Treatment Plant Operator for staffing purposes.

An employee may withdraw from the WOIT program by providing written notice to their Supervisor, to be effective at the end of the following pay period. Failure to achieve established timelines or to successfully complete periodic reviews will result in separation from the WOIT program. An employee who previously held permanent Civil Service status prior to beginning the training program shall be returned during their training period to a position in that classification, unless separated under TMC Section 1.24.940, Disciplinary Action. In such a case, standard procedures for disciplinary action will be followed, in accordance with applicable municipal code and Collective Bargaining Agreement requirements.

Employees who successfully complete the training program, secure the WTPO Level 2 Certification, and meet the Education and Experience requirements necessary to obtain a temporary WTPO Level 3 certification as set forth in Chapter 246-292 WAC may compete for any vacant position in the Water Treatment Plant Operator classification, per the Civil Service Rules. Applicants will be required to demonstrate the ability to obtain a temporary WTPO Level 3 certification, or higher, at time of application and pass the WTPO Level 3 exam prior to completion of probation in the Water Treatment Plant Operator classification.

If two (2) or more current employees have successfully completed the WOIT training program and are ranked on a citywide Promotional List as described in TMC Sections 1.24.540 and 1.24.600(B), any permanent Water Treatment Plant Operator vacancies shall be filled from the citywide Promotional List. This citywide promotional recruitment will be open to all City employees who meet the classification's minimum qualifications, without regard to prior participation in the WOIT program. If fewer than two (2) current employees have successfully completed the WOIT training program and are ranked on a citywide Promotional List, permanent Water Treatment Plant Operator vacancies may be filled using an Open Competitive List.

Tacoma Water will reimburse 100% of the testing fees for successfully passed WTPO certification exams, as well as the annual fees from the State of Washington for maintenance of the achieved certification.

This LOA will become effective upon signature by the parties hereto and will remain in effect until terminated by mutual agreement of the Union and the City, or unilaterally by either the Union or the City with 90 calendar days' written notice. This LOA shall not establish precedent with respect to this or any other contract for any other division or department of the City, nor for other employees represented by this Union or any other Union.

Signed by:

Alice A. Phillips, Business Manager
IBEW, Local 483

Elizabeth Pauli
City Manager

Jackie Flower
Tacoma Public Utilities Director

Scott Dewhirst
Tacoma Water Superintendent

Shelby Fritz
Human Resources Director

Approved as to form

Cheryl Comer
Deputy City Attorney