

## **Memorandum of Agreement**

### **Article 15, Investigation Procedures**

#### **I. Parties to the Agreement**

The parties to this Memorandum of Agreement (MOA) are Multnomah County (hereinafter "County"), Oregon on behalf of the Department of Community Justice (hereinafter "Department") and the Federation of Oregon Parole and Probation Officers (hereinafter the "Federation").


#### **II. Agreement**

- A. Due to the frequency of JII grievances, it may be necessary for the Department, from time-to-time, to conduct a preliminary inquiry into such grievances to assess whether a formal investigation is warranted. When the Department determines that a preliminary inquiry into a JII grievance is necessary, it will make all efforts to conduct its inquiry by utilizing only the information within the grievance and without the involvement of the employee against whom the allegations are made.
- B. If, based upon the information in the JII grievance alone, the Department is unable to assess whether a formal investigation of a JII grievance is warranted, it may involve the named employee, who may have union representation present. Any questions asked of the employee will be for the sole purpose of verifying the circumstances surrounding the allegations but will not involve the allegations themselves.
- C. If at any point during this inquiry the Department determines that it is more likely than not that there is some merit to a JII grievance, it will promptly stop the meeting, inform the employee that an investigation is commencing, and ask the employee if they wish to waive or invoke the 48-hour notice period in Article 15. If the employee waives notice and the union is already present, the Department will proceed with the formal investigation and interview after providing the specific allegations which form the basis for the investigation and any information necessary to reasonably apprise them of the facts upon which the allegations are based.
- D. If the employee wishes to waive the 48-hour notice period and the union is not present, the Department will contact a union representative, inform them that a formal investigation and interview is commencing, and that the employee has waived the 48-hour notice period prior to beginning the investigatory interview. Additionally, the Department will provide the specific allegations which form the basis for the investigation and any information necessary to reasonably apprise them of the facts upon which the allegations are based. Should the employee wish to have union representation present during the formal interview, the Department shall provide a reasonable amount of time for the employee to secure representation.

- E. If the employee does not wish to waive the 48-hour notice period, the inquiry will end, a follow-up interview will be scheduled, and Article 15 will be followed, including providing to the employee and the union the specific allegations which form the basis for the investigation and the information necessary to reasonably apprise them of the facts upon which the allegations are based at least forty-eight (48) hours prior to the interview, unless providing such information would otherwise compromise the investigation.

Agreed to this date, October 2, 2025

For the Federation:



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Tosha Vanderburg, President

For the County:



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Matt Davies, Labor Relations