

Memorandum of Agreement

(2023 Library External Classification Compensation Study)

I. Parties to the Agreement

The parties to this Memorandum of Agreement (hereafter referred to as "MoA") are Multnomah County, Oregon, (hereinafter referred to as the "County"), and Local 88 of the American Federation of State, County and Municipal Employees, AFL-CIO, (hereinafter referred to as the "Union"). This agreement applies to the General Unit 88-0.

II. Background

During the 2023 Market Adjustment (MA) Bargaining study, it became evident that job profiles under study (Librarian, Library Assistant, Library Safety Liaison, and Library Outreach Specialist) were not aligning with the tasks performed across the Library Department. In response, the County proposed a pause in the MA bargaining process, and recommended the initiation of a comprehensive Classification and Compensation (class comp) study by an outside consultant / third-party vendor (hereinafter "Consultant") to reassess the classifications within the library context. In addition, the parties agree to include the Library Access Services Assistant (ASA), in this process. The parties recognize that the ASA was added in order to look at all Library job profiles; however, the classification issues being experienced in the original MA job profiles are not shared for this job profile. Therefore, the primary focus for the ASA will be a compensation study with minor job profile updates if necessary.

THEREFORE, the parties have reached a mutual agreement as follows:

III. Terms of Agreement

A. The County and the Union agree to the initiation of a comprehensive class comp study by an outside Consultant to assess the classifications within the library context.

B. Classifications

The study which is intended to be performed by the outside consultant (third-party vendor) will include the following five (5) classifications:

1. Librarian
2. Library Assistant
3. Library Outreach Specialist
4. Library Safety Liaison
5. Library Access Services Assistant

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Considering the desire for an expedited study timeline and the time of year that the consultant will be performing the study, a one-time, non-precedent setting exception will be made for the wage surveys used as a part of this MOA. The wage survey effective dates gathered by the Consultant will be effective January 1, 2023 for Washington jurisdictions and July 1, 2023 for Oregon jurisdictions (or comparable 2023 effective dates for other states). Additionally, County wage rates for all identified job profiles will be based on the established wage tables effective July 1, 2023. This does not create any precedent for future market adjustment bargaining.

C. Effective Dates

The outcomes of the Librarian, Library Assistant, Library Outreach Specialist, and Library Safety Liaison will be effective July 1, 2023, per Article 14.I.D.6. The Library Access Services Assistant will be effective on the date of tentative agreement with no retroactivity.

D. Selection of Consultant

The County will follow all established contracting and procurement processes for the selection of a Consultant. The County will provide a copy of the RFP solicitation when it is posted, and a copy of the finalized agreement with the selected Consultant within the same week an agreement is made. The County retains the right to the final selection of the vendor and the format of the final product.

E. Scope of Study

The methodology of the study will follow the County's classification and compensation policies and the opportunity to discuss the results and make modifications will be achieved during the bargaining process.

F. Access to Information and Union Involvement Related to Study

The County shall provide the Union all materials, data and information submitted to the Consultant and all findings, materials, methodologies, and tools used or received from the Consultant within five (5) business days.

G. Findings Timeline

The parties have a shared interest in completing this process in a timely manner. The Consultant will provide the class comp findings within six (6)

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months from the execution of this agreement. Should the Consultant need to extend the deadline, both parties will be notified immediately and the County and Union will discuss the impact on Market Adjustment bargaining. Upon receipt of the study from the Consultant, the Union and County will meet to review and discuss the findings, and resume Market Adjustment bargaining.

H. New Job Profiles and Reclassification

If the results of the study leads to the creation of new job classifications and/or if employees are reclassified to a different job profile as a result of this study, then the County will follow the provisions of Article 15.IV through Article 15.VI related to reclassification and the establishment of new job profiles.

- I. This MOA shall not be deemed to set a precedent, practice, or custom, and neither party may raise it as such in any other forum.
- J. Any dispute over the meaning, interpretation, or application of this MOA shall be subject to the grievance procedure set forth in Article 18 of the parties' CBA.
- K. This MOA shall commence on the effective date and shall remain in full force and effect until the satisfactory completion and acceptance of the project described herein, or until terminated by either party with written notice.

Agreed to this date 7th of December, 2023.

For the Union:

Brian Dunnaville

Brian Dunnaville
Council Representative
Oregon AFSCME Local 88

For the County:

Cessa Diaz

Cessa Diaz
Labor Relations Manager
Multnomah County