

Memorandum of Agreement

By and Between

King County

and

**Washington State Council of County and City Employees, Council 2, Local 21AD –
Department of Adult and Juvenile Detention [080/D2]**

and

**Public Safety Employees Union - Non-Commissioned –
Department of Adult and Juvenile Detention [191/H7]**

and

**Washington State Council of County and City Employees, Council 2, Local 2084-S –
Department of Adult and Juvenile Detention
(Juvenile Detention Division Supervisors) [276/N3]**

and

King County Corrections Guild - Department of Adult and Juvenile Detention [295/Q2]

and

**King County Juvenile Detention Guild - Department of Adult and Juvenile Detention –
Non-Supervisory Staff [296/Q3]**

and

**King County Juvenile Detention Guild - Department of Adult and Juvenile Detention –
Juvenile Detention Officers [297/Q5]**

and

**Public Safety Employees Union - Department of Adult and Juvenile Detention
Management [330/S1]**

and

**Uniformed Command Association - Corrections Jail Captains –
Department of Adult and Juvenile Detention [380/V1]**

SUBJECT: Employee Referral Program

Background:

1. Because of the continuing need to fill Correction Officer and Juvenile Detention Officer vacancies to manage mandatory overtime, it remains a Department of Adult and Juvenile Detention (the Department) priority to increase the quantity of viable applicants for these positions.

2. Employee referrals have been shown to be a reliable method for attracting candidates who are more likely to successfully complete the required training programs and probationary periods.

3. Consequently, the Department is seeking to implement a third iteration of an Employee Referral Program.

Agreements:

1. A new Employee Referral Program shall be started for new Corrections Officer and Juvenile Detention Officer recruitments in January 2022, and will replace the prior Employee Referral Program (000U0421) upon implementation. The Employee Referral Program will end no later than December 31, 2022. The Employee Referral Program may be extended by mutual

agreement of all parties or terminated at King County’s (the County’s) sole discretion at any time, for any reason.

2. A referral bonus of \$3,500 shall be paid to employees who refer a successful candidate for the position of Corrections Officer or Juvenile Detention Officer. The referral bonus shall be paid to the referring employee in the paycheck for the pay period in which the referred employee successfully completes their probation period. To be eligible to receive a Referral Payment, an employee must be employed by the County on the day on which a payment becomes due.

3. The applicant must list the full (first and last name) of the referring employee on their initial job application. There is no limit with respect to the number of applicants an employee can refer, or the number of referral payments an employee may receive. However, only one employee may refer any given applicant, and only one referral incentive shall be paid per applicant. Employees may not receive a referral bonus by referring themselves as applicants. Employees may not receive a referral bonus for referring another current King County employee, or someone who has been employed by King County within the last twelve (12) months.

4. Employees who by virtue of their job or assignment are tasked with the recruitment or hiring of Corrections Officers or Juvenile Detention Officers are not eligible to receive the referral bonus for recruitments associated with their job or assignment. For example, employees tasked with attending a job fair for recruitment purposes is not eligible for the referral bonus(es) associated with any candidate(s) that were recruited from that job fair.

5. All Referral Payments shall be subject to all applicable federal and state taxes, retirement, or other withholdings.

6. This Agreement shall not establish a practice or precedent in any way.

7. In addition to the applicable collective bargaining agreements, this MOA is the full and final agreement of the parties related to the Employee Referral Program.

8. Any disputes regarding the interpretation or application of this Agreement shall be resolved by the parties using the grievance procedures of the applicable collective bargaining agreement.

9. This Agreement is effective, upon signature by all parties. Electronic signatures will have the same force and effect as does an original signature on this document. This Agreement may be signed in counterparts, which together shall constitute the entire agreement.

10. This Agreement shall expire on December 31, 2022, subject to the cancellation and extension provisions of Agreement 1 above.

For King County:

DocuSigned by:
Diana Joy
1599FA1B311E404

12/30/2021

Diana Joy, Labor Relations Negotiator
Office of Labor Relations
King County Executive Office

Date

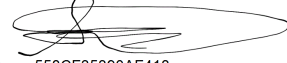
**Memorandum of Agreement
By and Between
King County
and
Washington State Council of County and City Employees, Council 2, Local 21AD –
Department of Adult and Juvenile Detention
[080/D2]**

SUBJECT: Employee Referral Program

**Labor Organization: Washington State Council of County and City Employees,
Council 2, Local 21AD**

CBA Code	Labor Organization	Contract
080	WSCCCE, Council 2, Local 21AD	Department of Adult and Juvenile Detention

For Washington State Council of County and
City Employees, Council 2, Local 21AD:

DocuSigned by:

558CE35390AF418

Suzette Dickerson
Staff Representative

12/22/2021

Date


**Memorandum of Agreement
By and Between
King County
and
Public Safety Employees Union
Department of Adult and Juvenile Detention
Non-Commissioned DAJD [191/H7]
Management DAJD [330/S1]**

SUBJECT: Employee Referral Program

Labor Organization: Public Safety Employees Union

CBA Code	Labor Organization	Contract
191	PSEU	Non-Commissioned - Department of Adult and Juvenile Detention
330	PSEU	Management - Department of Adult and Juvenile Detention

For Public Safety Employees Union:

DocuSigned by:

A8D839F33E3042B

Dustin Frederick
Business Manager

12/22/2021

Date


**Memorandum of Agreement
By and Between
King County
and
Washington State Council of County and City Employees, Council 2, Local 2084-S –
Department of Adult and Juvenile Detention (Juvenile Detention Division Supervisors)
[276/N3]**

SUBJECT: Employee Referral Program

**Labor Organization: Washington State Council of County and City Employees,
Council 2, Local 2084-S**

CBA Code	Labor Organization	Contract
276	WSCCCE, Council 2, Local 2084-S	Department of Adult and Juvenile Detention (Juvenile Detention Division Supervisors)

For Washington State Council of County and
City Employees, Council 2, Local 2084-S:

DocuSigned by:

EC8DF8FEC94E4CC

 Michael Rainey
 Staff Representative

12/27/2021

 Date

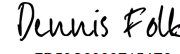
**Memorandum of Agreement
By and Between
King County
and
King County Corrections Guild
Department of Adult and Juvenile Detention
[295/Q2]**

SUBJECT: Employee Referral Program

Labor Organization: King County Corrections Guild

CBA Code	Labor Organization	Contract
295	KCCG	Department of Adult and Juvenile Detention

For King County Corrections Guild:

DocuSigned by:

7D59C6066F154E3...

Dennis Folk
President

12/28/2021

Date

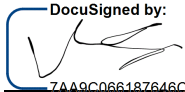
**Memorandum of Agreement
By and Between
King County
and
King County Juvenile Detention Guild
Department of Adult and Juvenile Detention – Juvenile Detention
Non-Supervisory Staff [296/Q3]
Juvenile Detention Officers [297/Q5]**

SUBJECT: Employee Referral Program

Labor Organization: King County Juvenile Detention Guild

CBA Code	Labor Organization	Contract
296	KCJDG	Non-Supervisory Staff - Department of Adult and Juvenile Detention
297	KCJDG	Juvenile Detention Officers - Department of Adult and Juvenile Detention

For King County Juvenile Detention Guild:

DocuSigned by:


7AA9C066187646C

Officer Jason Smith
President

12/30/2021

Date

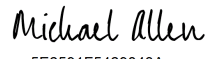
**Memorandum of Agreement
By and Between
King County
and
Uniformed Command Association – Corrections Jail Captains -
Department of Adult and Juvenile Detention
[380/V1]**

SUBJECT: Employee Referral Program

Labor Organization: Uniformed Command Association

CBA Code	Labor Organization	Contract
380	UCA	Corrections Jail Captains - Department of Adult and Juvenile Detention

For Uniformed Command Association:

DocuSigned by:

5E2501F5420843A...

Captain Michael Allen
President

12/30/2021

Date

Certificate Of Completion

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Certificate Pages: 6	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Diana Joy
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	11943 Sunset Hills Rd
	Reston, VA 20190
	Diana.Watkins@kingcounty.gov
	IP Address: 198.49.222.20

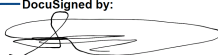
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Storage Appliance Status: Connected	Pool: King County-King County Executive Office-Office of Labor Relations	Location: DocuSign

Signer Events

Suzette Dickerson
SuzetteD@council2.com
Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

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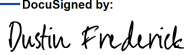
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Dustin Frederick
dustin@local519.org
Security Level: Email, Account Authentication (None)

DocuSigned by:

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Michael Rainey
Michaelr@council2.com
Security Level: Email, Account Authentication (None)

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Dennis Folk
dennis.folk@kccguild.org
Security Level: Email, Account Authentication (None)

DocuSigned by:

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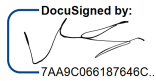
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Signer Events	Signature	Timestamp
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Jason Smith
 jason.smith@kingcounty.gov
 Security Level: Email, Account Authentication (None)



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 Signed using mobile

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Michael Allen
 michael.allen@kingcounty.gov
 Security Level: Email, Account Authentication (None)



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Diana Joy
 diana.watkins@kingcounty.gov
 Labor Relations Negotiator
 King County Executive Department-OLR
 Security Level: Email, Account Authentication (None)



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Electronic Record and Signature Disclosure:
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Andrea Larson
 andlarson@kingcounty.gov
 Security Level: Email, Account Authentication (None)



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 Not Offered via DocuSign

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Notary Events	Signature	Timestamp
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Completed	Security Checked	12/30/2021 12:32:01 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact King County Sub Account - Office of Labor Relations:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: bmconnaughey@kingcounty.gov

To advise King County Sub Account - Office of Labor Relations of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at bmconnaughey@kingcounty.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To request paper copies from King County Sub Account - Office of Labor Relations

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to bmconnaughey@kingcounty.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

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To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to bmcconnaughey@kingcounty.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify King County Sub Account - Office of Labor Relations as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by King County Sub Account - Office of Labor Relations during the course of your relationship with King County Sub Account - Office of Labor Relations.