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CITY OF SANTA ROSA
HUMAN RESOURCES

**Side Letter to the Memorandum of Understanding
Retroactive to April 1, 2022**

Recruitment Strategy for Bus Operator Trainee

In recognition that there is a dire need to hire and retain Bus Operators throughout the City, representatives from the City and SEIU Local 1021 met and conferred over the impact to eliminate the Bus Operator Trainee Classification and Pay Scale and start new employees on Step 1 of the Bus Operator Pay Scale. This agreement would be retroactive to April 1, 2022, to ensure that new hires do not come in at a higher rate than incumbents.

Current Pay Scales:

Position	Step 1	Step 2	Step 3	Step 4	Step 5
Bus Operator Trainee	19.04	20.88			
Bus Operator	24.87	26.09	27.41	28.74	30.23

The City and Service Employees International Union (SEIU), representing Unit 8 – Transit, have met and conferred and have agreed to amend the existing Memorandum of Understanding to eliminate the Bus Operator Trainee Classification and corresponding pay range, so that new hires will be hired at Step One of the Bus Operator range during their training period. This would bring the starting salary for Bus Operators Trainees to \$24.87 per hour, instead of \$19.04 per hour in the existing Bus Operator Trainee pay scale. The probationary period will begin when the Bus Operator is released from training to drive independently in revenue service.

The current language in Section 66.7 of the Unit 8 Memorandum of Understanding states that “Bus Operators in training shall begin at a wage rate of Step 1 of the Bus Operator Trainee salary range and progress to a maximum of Step 2 of the Bus Operator Trainee salary range according to the terms of the CityBus Operating Procedures.” CityBus Standard Operating Procedures Section IX (Training) specifies that the training period will not exceed 90 days and that trainees deemed to be fully competent prior to conclusion of the 90-day period shall advance to the first step of the Bus Operator salary schedule.

This Side Letter supersedes Section 66.7 of the Unit 8 Memorandum of Understanding and the CityBus Standard Operating Procedures Section IX (Training).

Ann Marie Reeve

For the City
Date 10/12/2022

HR Director for City

John Morrison

For SEIU Local 1021
Date 10/7/22

JOHN MORRISON

GARY BASILE