

Head Start - Community Action Partnership of Madera County

The following is a detailed summary of the changes to the MOU on which the bargaining teams have reached a tentative agreement on subject to the approval of the Bargaining Unit employees:

- 1. Compensation Changes (Most Important):** Your team negotiated a 4.5% compensation increase for the membership to be effective retroactive to July 1 for all currently represented employees. It is broken down as 2.5% for the COLA (100% pass-through to employees) and 2.0% for the QI monies that the Agency was awarded. This is notable because CAPMC was not obligated to use any of the 2% for employee compensation, but was willing to do so to reward the employees for their hard work and to foster the already strong relationship between CAPMC, SEIU and the employees.
- 2. Insurance Benefit Contribution.** CAPMC was able to keep the current insurance benefit premiums at the same rates as 2020, so there will be no increase in payment for the employees. The amount CAPMC pays towards such premiums is \$503.00 which covers 100% of the premiums for at least one of the offered plans.
- 3. Omission of References to Policy Councils/Committees.** Policy Council and Committee approvals are removed from the MOU due to changes in Head Start regulations so that hires and terminations are not approved by the policy council/committee unless it involves the Executive Director, Head Start Director, Finance Director and Human Resources Director.
- 4. External/Outside Substitutes (Section 10).** This language is removed as CAPMC will only use internal substitutes from Madera Migrant and Madera Regional Head Start due to necessary background clearances. Due to travel, Fresno Migrant employees will not serve as substitute for the Madera Regional or Migrant.
- 5. Section 1.13 (Employee).** This proposed revision is to reflect the reality of the current positions of CAPMC and eliminate those that are no longer part of CAPMC. The Program Technician position is a new position description.
- 6. Sections 3.41 (b) and (e), 9.1.0** – These sections were revised to take into account situations like Covid-19 where shutdown/layoff is required by the government.
- 7. Section 3.5.18** – revised to reflect existing Head Start Centers.
- 8. Section 4.1.1** – revised to reflect current agency policy for probationary period in lieu of other discipline.
- 9. Sections 7.1.3 and 7.1.4** – revised to reflect current agency practice regarding notice of changes. No change in practice, but changes in the language to reflect current practices. Of course, HeadStart will give as much notice as possible for any changes.

10. **Sections 7.5.1, 7.5.2 and 7.5.5** – This language reflects current California law on meal and rest periods as well as Agency policy to ensure meal and rest periods are available and taken by employees.

11. **Section 11.9** – revised to have available discretionary leave that can be provided by the Executive Director if all other leaves have been exhausted. Head Start employees would benefit from this option depending upon their circumstances (such as significant health condition of employee or family member).

12. **Section 11.19** – Revised to reflect California law that FMLA and CFRA runs concurrently (at the same time)—only difference is Baby Bonding leave, which runs separately.

13. **Section 12.01** – there were no changes to holidays just using the more accurate naming of the holidays.

14. **Section 13.4 (L)** – this reflects current Agency policy and typical language found in such policies throughout California – cannabis use is treated the same as alcohol use, which means that employees are not to come to work under the influence of alcohol, cannabis or abusing prescription drugs in such a way to be negatively impacted at work.

15. **Sections 14.6-14.8** – arbitration provisions revised to have more streamlined arbitration process using language proposed by SEIU.

16. **Section 16.04.01** – the addition of the CPR and other qualifications are mandated by Head Start regulations and California regulations to obtain DSS clearance, etc.. It reflects current California law on background clearance.

17. **Sections 17.02 and 17.03** – this reflects current Agency policy about payment for obtaining Bachelor's degree.

18. **Section 18.03** – California law requires wages to be immediately paid once employer becomes aware of any underpayment. We want to make sure employees are immediately paid any wages that were mistakenly not made without any delay.

19. **Section 19.2.1** – the Agency cannot always undertake a salary survey by the end of December, so the language is changed to reflect regular salary surveys, but not always by December of each year.

20. **Section 19.5.1** – This was revised to show the current payment towards health insurance.

21. **Section 21** – The MOU is being renewed for a new 5 year term so we won't have to go through this process for a while, but subject to reopening each year for COLA and

insurance premium adjustments. It can also be opened twice during the 5 year term to discuss and negotiate non-monetary provisions.