



## CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, March 24, 2020																																										
Category:	NEW BUSINESS																																										
Type:	ACTION																																										
Subject:	Consider approval of a Memorandum of Agreement between AFSCME and the City of Marshall																																										
Background Information:	<p>The Laboratory Specialist at our wastewater treatment facility has submitted a resignation notice with his intent to retire on May 29, 2020. Whenever we have a vacancy in a position, we review the job description prior to posting the position and starting a recruitment process. The Wastewater Treatment Facility Superintendent and the Director of Public Works/City Engineer performed a review of the job description and determined that a revision was necessary to the minimum and desirable qualifications sections. The essential functions of the position remain the same. Due to the amendment of the minimum and desirable qualifications, the position was submitted to our Hay Consultant for re-pointing.</p> <p>The Hay pointing resulted in a decrease in points from 281 to 238. The decrease in points impacts the union contract’s wage schedule in Appendix A for this position, in that the pointing moves the position to a lower pay band. Therefore, Staff are requesting Council consideration and approval of a memorandum of agreement with AFSCME that amends “Appendix A” of the union agreement—which is the wage schedule for the union positions.</p> <p>The pay range proposed reflects the following:</p> <table><tr><td>Laboratory Specialist</td><td>Step 1</td><td>Step 2</td><td>Step 3</td><td>Step 4</td><td>Step 5</td><td>Step 6</td></tr><tr><td>Current 2020</td><td>23.24</td><td>24.78</td><td>26.33</td><td>27.88</td><td>29.43</td><td>30.98</td></tr><tr><td>Proposed 2020</td><td>22.61</td><td>24.12</td><td>25.63</td><td>27.14</td><td>28.64</td><td>30.15</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Current 2021</td><td>23.99</td><td>25.59</td><td>27.19</td><td>28.79</td><td>30.39</td><td>31.99</td></tr><tr><td>Proposed 2021</td><td>23.35</td><td>24.90</td><td>26.46</td><td>28.02</td><td>29.57</td><td>31.13</td></tr></table> <p>We anticipate a brief transition period of 2 weeks or less, where our current employee will begin training in the new employee. Due to this potential overlap, we are proposing an implementation plan as follows:</p> <ul style="list-style-type: none"><li>a.) Adjust the 2020 and 2021 wage schedules of Appendix A to reflect the revised pay band for the Laboratory Specialist position effective immediately.</li><li>b.) Post, recruit, and hire into the position under the revised wage rates.</li><li>c.) No adjustment is proposed to the current employee’s wage rate. This employee will retire on May 29, 2020. Proposed language to this effect is included in the attached memorandum of agreement.</li></ul> <p>Staff have met with the Union and reached tentative agreement on the memorandum of agreement.</p> <p>If approved, Staff will proceed with posting, recruitment, and hiring of a Laboratory Specialist. This position will be posted both internally and externally.</p>	Laboratory Specialist	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Current 2020	23.24	24.78	26.33	27.88	29.43	30.98	Proposed 2020	22.61	24.12	25.63	27.14	28.64	30.15								Current 2021	23.99	25.59	27.19	28.79	30.39	31.99	Proposed 2021	23.35	24.90	26.46	28.02	29.57	31.13
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<b>Fiscal Impact:</b>	
<b>Alternative/ Variations:</b>	None recommended.
<b>Recommendations:</b>	That the Council approves the Memorandum of Agreement between AFSCME and the City of Marshall.