

MEMORANDUM OF UNDERSTANDING

between

THE CITY OF ST. HELENS

and

ST. HELENS POLICE ASSOCIATION

JUNE 2, 2021

DRAFT

PARTIES

“City” - City of St. Helens, Oregon

“Union” - St. Helens Police Association

RECITALS

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) is made and entered into as of June 16th, 2021 (the “Effective Date”), by and between the City of St. Helens (the “City”), and the St. Helens Police Association (the “Union”).

- A. The City will eliminate the Police Support Specialist Position from the salary schedule. Current staff hired at the Police Support Specialist will transfer to a new position as Records and Evidence Specialist. The transfer of position will also translate to a new step on the schedule that is listed below and outlined in Section D.
- B. The City will adjust Vacation Accruals based on the years of DPSST service including previous job experience. The following matrix will be instituted and adjusted for all new and current employees:

<u>Years of DPSST Experience</u>	<u>Vacation Accrual Per Month</u>	<u>Maximum Accrual</u>
00.00 – 03.99 Years	10.00	No Maximum
04.00 – 06.99 Years	12.00	No Maximum
07.00 – 09.99 Years	14.00	No Maximum
10.00 – 13.99 Years	16.00	No Maximum
14.00 – 19.99 Years	18.00	No Maximum
20.00 + Years	20.00	No Maximum

Employees hired on or before the 15th of the month, vacation leave shall accrue from the first of the month. Employees hired after the 16th of the month will start accruing vacation leave on the first of the following month. Full-time bargaining unit members may take earned vacation if approved after completion of field training.

Any employee who is laid off, discharged, retired or separated from the City, for any reasons, prior to using their vacation, will be compensated in cash for all unused vacation that has accumulated at the time of separation.

Section B of this Memorandum will supersede “Article 15 – Vacation” Section 1 and Section 2 in the SHPA 2020-2025 Contract as of the effective date of this Memorandum.

- C. Incoming lateral officers will receive 40.00 hours of Sick Leave on their first day of employment.
- D. The City of St. Helens and SHPA agree to a new salary structure shown below. This salary schedule will be effective June 16th, 2021 and will supersede Appendix A – Wage Scale in the SHPA 2020-2025 Contract. Wages shall be the following monthly base rates.

Police Union Employees - EFFECTIVE 6/16/2021		MONTHLY SALARY RANGE								
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9
Records and Evidence Specialist	SHPA	4,349	4,460	4,575	4,692	4,812	4,936	5,062	5,192	5,325
Code Enforcement Officer	SHPA	4,639	4,758	4,880	5,005	5,133	5,265	5,400	5,538	5,680
Patrol Officer	SHPA	5,798	5,947	6,099	6,256	6,416	6,581	6,749	6,923	7,100
Detective	SHPA	6,088	6,244	6,404	6,569	6,737	6,910	7,087	7,269	7,455
Corporal	SHPA	6,262	6,423	6,587	6,756	6,929	7,107	7,289	7,476	7,668

The following differential pay between positions and steps will be followed until otherwise noted in future contracts:

- Between each step is a 2.5% difference.
- Future COLA increases will be assessed on the Patrol Officer Top Step 9 and then calculated backwards each step at a 2.5% difference.
- Records and Evidence Specialist Step 9 will be 75% of the Patrol Officer base pay and then calculated backwards each step at a 2.5% difference.
- Code Enforcement Officer Step 9 will be 80% of the Patrol Officer base pay and then calculated backwards each step at a 2.5% difference.
- Detective Step 9 will be 5% above the Patrol Officer base pay and then calculated backwards each step at a 2.5% difference.
- Corporal Step 9 will be 8% above the Patrol Officer base pay and then calculated backwards each step at a 2.5% difference.

Monthly base pay steps for current and incoming lateral officers will be based on years of DPSST service including St. Helens and outside jurisdictions. Current SHPA officers will be re-placed on the new salary schedule based on the following years of service matrix and corresponding steps. Once initially placed, officers will continue their yearly step increase based on job performance and annual reviews.

<u>Years of DPSST Experience</u>	<u>Salary Step</u>
00.00 – 03.99 Years	Step 4
04.00 – 06.99 Years	Step 5
07.00 – 09.99 Years	Step 6
10.00 – 13.99 Years	Step 7
14.00 – 19.99 Years	Step 8
20.00 + Years	Step 9

- E. This Memorandum will supersede “Article 20 – Wages, Section 6” in reference to future COLA adjustments. The City of Beaverton and Hillsboro union contracts expire in 2022, at which time the SHPA and City will review COLA agreements of outside agencies and will negotiate SHPA COLA Adjustments for the remainder of the 2024/2025 Contract in late fiscal year 2021/2022.

This Memorandum of Understanding is entered into on this 2nd day of June, 2021 and acknowledged by the following signers:

ST. HELENS POLICE ASSOCIATION

CITY OF ST. HELENS

President

Rick Scholl, Mayor

SHPA Attorney

John Walsh, City Administrator

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