

Town Council

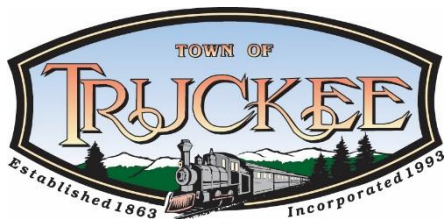
Lindsay Romack, Mayor

David Polivy, Vice Mayor

Anna Klovstad, Council Member

Jan Zabriskie, Council Member

Courtney Henderson, Council Member



Department Heads

Jen Callaway, Town Manager

Andy Morris, Town Attorney

Danny Renfrow, Chief of Police

Daniel Wilkins, Public Works Director/Town Engineer

Denyelle Nishimori, Community Development Director

Nicole Casey, Administrative Services Director

Kelly Carpenter, Town Clerk

Hilary Hobbs, Assistant to the Town Manager

Wednesday, November 15, 2023

Bob Raber and Jordan Salas  
Truckee General Employees Membership Association

**Re:** Adding Short-term Disability Insurance, Changes to Standby Pay Hours for CSOs, and Adjustment of Vision Fixed Rates

To the Truckee General Employees Membership Association Representatives:

This side letter memorializes changes to the Truckee General Employees Membership Association Memoranda of Understanding (MOU). These changes are in relation to the addition of employee funded short-term disability insurance and to a modification of the Town's fixed rates for vision insurance. There was one other management requested change to expand the hours that Community Services Officers (CSO) are eligible for standby pay.

The language listed in [blue](#) is the language that will be changed or added into the MOU. The remainder is to provide context and for information purposes only.

**Short-term Disability Insurance -**

Article 17 – *Disability Insurance* will be amended as follows:

All regular full-time employees will participate in and authorize a payroll deduction for a long-term disability premium [and a short-term disability premium](#). The Town agrees to incur the administrative costs resulting from the deductions and reporting requirements.

~~[By July 1, 2023, the Town agrees to research and present to the Group available options for employee-paid short-term disability insurance.](#)~~

**Standby Pay for CSOs –**

Article 22 – *Standby Pay* will be amended as follows:

The Town pays standby pay to the Community Service Officers in the ~~Animal Services Division~~ ~~Police Department~~ for any standby pay incurred during non-regularly scheduled work hours during the week and on weekends when deemed appropriate by the ~~Police Department Division Managers~~. Standby time incurred during non-regularly scheduled work hours from ~~5 p.m. 7 a.m.~~ to midnight shall be paid by the hours at 15% of the employee's hourly wage. Call-out pay during this time is a minimum of two (2) hours of overtime. From midnight until ~~8-7~~ a.m., standby pay shall not be paid, though the officer is required to respond to any call-outs. Call out pay during this time is a minimum of four (4) hours of overtime. Officers will be compensated for one (1) hour of overtime for any telephone responses to call-related issues during this time period. This response and overtime is subject to the supervisor's approval.

### **Vision Insurance Fixed Rates –**

The following language shall be added to Article 26 – *Health, Dental, and Vision Insurance Benefits* as follows:

For the plan year beginning January 1, 2024, the Town will pay the following monthly fixed rate contributions towards employee and dependent vision health care premiums:

Coverage	Town Contribution - Vision
Employee Only	\$18.18
Employee + Spouse	\$16.60
Employee + Family	\$13.30

All other provisions of the existing MOU remain unchanged. If this side letter accurately delineates our agreement, please indicate your agreement by signing below. These changes have already been presented to Council for final approval.

### **Signatures:**

X

Bob Raber  
TGEMA Representative

X

Jordan Salas  
TGEMA Representative

X

Nicole Casey  
Administrative Services Director

X

Jen Callaway  
Town Manager