

File No. 190833

Committee Item No. 2

Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight

Date: October 3, 2019

Board of Supervisors Meeting:

Date: \_\_\_\_\_

#### Cmte Board

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|-------------------------------------|--------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/> | Motion                                       |
| <input type="checkbox"/>            | <input type="checkbox"/> | Resolution                                   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/> | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/> | Youth Commission Report                      |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Introduction Form                            |
| <input type="checkbox"/>            | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | MOU  |
| <input type="checkbox"/>            | <input type="checkbox"/> | Grant Information Form                       |
| <input type="checkbox"/>            | <input type="checkbox"/> | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Form 126 – Ethics Commission                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Award Letter                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/> | Public Correspondence                        |

#### OTHER

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|-------------------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>MOU Amend No. 1 – July 30, 2019</u>                      |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Controller's MOU Costing Letter – September 23, 2019</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Referral – August 5, 2019</u>                            |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____   |
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Prepared by: John Carroll

Date: Sept. 26, 2019

Prepared by: John Carroll

Date: \_\_\_\_\_

1 [Memorandum of Understanding - Fire Fighters Union Local 798, Unit 2]

2  
3 **Ordinance adopting and implementing the Second Amendment to the 2018-2021**  
4 **Memorandum of Understanding between the City and County of San Francisco and the**  
5 **San Francisco Fire Fighters Union, Local 798, Unit 2, to update the Union Security and**  
6 **Surf Rescue Premium provisions.**

7 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.  
8 **Additions to Codes** are in *single-underline italics Times New Roman font*.  
9 **Deletions to Codes** are in ~~*strikethrough italics Times New Roman font*~~.  
10 **Board amendment additions** are in double-underlined Arial font.  
11 **Board amendment deletions** are in ~~strikethrough Arial font~~.  
12 **Asterisks (\* \* \* \*)** indicate the omission of unchanged Code  
13 subsections or parts of tables.

14 Be it ordained by the People of the City and County of San Francisco:

15 Section 1. The Board of Supervisors hereby adopts and implements the Second  
16 Amendment to the 2018-2021 Memorandum of Understanding (“MOU”) between the City and  
17 County of San Francisco and the San Francisco Fire Fighters Union, Local 798, Unit 2, to  
18 update the Union Security and Surf Rescue Premium provisions.

19 The Second Amendment to the MOU so implemented is on file with the Clerk of the  
20 Board of Supervisors in Board File No. 190833.

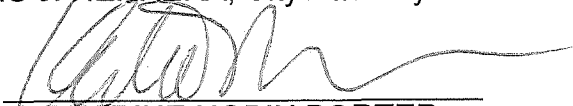
21 Section 2. The Board of Supervisors hereby authorizes the Department of Human  
22 Resources to make non-substantive ministerial or administrative corrections to the MOU.

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24 Section 3. Effective Date. This ordinance shall become effective upon enactment.  
25 Enactment occurs when the Mayor signs the ordinance, the Mayor returns the ordinance

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unsigned or does not sign the ordinance within ten days of receiving it, or the Board of Supervisors overrides the Mayor's veto of the ordinance.

APPROVED AS TO FORM:  
DENNIS J. HERRERA, City Attorney

By:   
KATHARINE HOBIN PORTER  
Chief Labor Attorney

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AMENDMENT No. 2  
TO THE 2018-2021 MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE CITY AND COUNTY OF SAN FRANCISCO  
AND  
SAN FRANCISCO FIRE FIGHTERS UNION  
LOCAL 798, IAFF, AFL-CIO  
UNIT 2

The parties hereby agree to amend the Memorandum of Understanding as follows, subject to approval by the San Francisco Board of Supervisors:

**SECTION 6. UNION SECURITY**

- ~~6.1 Payroll Deductions. The Union shall provide the Employee Relations Director and the City Controller with a statement of the membership dues for members in each classification in the bargaining unit, and a list of members in said classifications. Such list of represented members and statement of membership dues shall be amended as necessary. The Controller may take up to thirty (30) days to implement payroll deductions after notification by the Union.~~
- ~~6.2 The Controller shall continue to make membership dues deductions, as appropriate, from the regular periodic payroll warrant of each Union member.~~
- ~~6.3 Nine (9) business days following payday, the City shall promptly pay over to the Union all sums withheld for membership dues. All payroll deductions are subject to Administrative Code Section 16.90.~~

**6.1 Authorization for Deductions**

- a. The Union shall submit any request to initiate, change, or cancel deductions of Contributions from represented employees' pay according to the Controller's "Union Deductions Procedure" ("Procedure"), which the Controller may amend from time to time with reasonable notice to the Union. "Contributions" as used in this Section 6 means Union membership dues, initiation fees, political action funds, other contributions, and any special membership assessments, as established and as may be changed from time to time by the Union.**
- b. The City shall deduct Contributions from a represented employee's pay upon submission by the Union of a request, in accordance with the Procedure. The Procedure shall include, and the Union must provide with each request, a certification by an authorized representative of the Union, confirming that for each employee for whom the Union has requested deduction of Contributions, the Union has and will maintain a voluntary written authorization signed by that employee authorizing the deduction. If the certification is not properly completed or submitted with the request, the City shall notify the Union, and make the requested deduction changes only upon receipt of a proper certification.**
- c. The Procedure is the exclusive method for the Union to request the City to initiate, change, or cancel deductions for Contributions.**
- d. Union rules provide that for employees whose membership card or other authorization form does not provide terms of revocation, the member may revoke by submitting a written revocation to the Union during the thirty (30) day period immediately before the anniversary**

date on which the employee signed the employee's form. The parties agree that the City has no role, responsibility or decision making authority over the terms of Union membership, including revocation of such membership, or over revocation of an employee's authorization for deductions of Contributions, except to cancel deductions upon notice from the Union as provided in this Section.

- e. The City shall implement new, changed, or cancelled deductions the pay period following the receipt of a request from the Union, but only if the Union submits the request by noon on the last Friday of a pay period. If the Controller's Office receives the request after that time, the City will implement the changes in two following pay periods.
- f. If an employee asks the City to deduct Contributions, the City shall direct the employee to the Union to obtain the Union authorization form. The City will not maintain a City authorization form for such deductions. If a represented employee hand delivers the official Union form authorizing such deductions to the Controller's Payroll Division, the City shall process the authorization and begin the deduction within thirty (30) days. The City will send the Union a copy of any authorization form that it receives directly from a represented employee.
- g. Except as otherwise provided in this subsection 6.1, each pay period, the City shall remit Contributions to the Union, after deducting the fee under San Francisco Administrative Code Section 16.92. In addition, the City will make available to the Union a database that includes the following information for each represented employee: name; DSW number; classification; department; work location; work, home, and personal cellular telephone number; personal email address if on file with the City; home address; and any Contributions amount deducted.
- h. Except as otherwise provided in this subsection 6.1, the City shall continue to deduct and remit Contributions until it receives notice to change or cancel deductions from the Union in accordance with the Procedure, or it receives an order from a court or administrative body directing the City to change or cancel the deductions for one or more employees.
- i. With the exception of subsection (f) above, the Union is responsible for all decisions to initiate, change, and cancel deductions, and for all matters regarding an employee's revocation of an authorization, and the City shall rely solely on information provided by the Union on such matters. The City shall direct all employee requests to change or cancel deductions, or to revoke an authorization for deductions, to the Union. The City shall not resolve disputes between the Union and represented employees about Union membership, the amount of Contributions, deductions, or revoking authorizations for deductions. The City shall not provide advice to employees about those matters, and shall direct employees with questions or concerns about those matters to the Union. The Union shall respond to such employee inquiries within no less than 10 business days.

#### 6.42 Indemnification

~~The Union agrees to indemnify and hold harmless the City for any loss or damage arising from this provision.~~ The Union shall indemnify, hold harmless, and defend the City against any claim, including but not limited to any civil or administrative action, and expense and liability of any kind, including but not limited to reasonable attorney's fees, legal costs, settlements, or judgments, arising from or related to the City's compliance with this section. The Union shall be responsible for the defense of any claim within this provision, subject to the following: (i) the City shall promptly give

written notice of any claim to the Union, (ii) the City shall provide any assistance that the Union may reasonably request for the defense of the claim; and (iii) the Union has the right to control the defense or settlement of the claim; provided, however, that the City shall have the right to participate in, but not control, any litigation for which indemnification is sought with counsel of its own choosing, at its own expense; and provided further that the Union may not settle or otherwise resolve any claim or action in a way that obligates the City in any manner, including but not limited to paying any amounts in settlement, taking or omitting to take any actions, agreeing to any policy change on the part of the City, or agreeing to any injunctive relief or consent decree being entered against the City, without the consent of the City. This duty to indemnify, hold harmless, and defend shall not apply to actions related to compliance with this section brought by the Union against the City. This subsection 6.2 shall not apply to any claim against the City where the City failed to process a timely, properly completed request to change or cancel a Contributions deduction, as provided in subsection 6.1.

### 6.53 New Employee Orientation

The rights and obligations of the City and the Union under Government Code Sections 3555-3559, are met through City-wide Union Access to New Employees Program applicable to all City Agencies and all City Employee Unions. See Appendix A.

## SECTION 28. HAZARDOUS MATERIALS PAY

- 28.1 Members who are qualified Hazardous Materials (HAZ MAT) Specialists shall receive \$26.50 Hazardous Materials Pay, per biweekly pay period.
- 28.2 Any employee who possesses a Hazardous Materials Certificate shall receive a Haz Mat premium of five percent (5%) of base pay for all hours worked at Battalion 2.
- 28.3 Any employee who is qualified as a Surf Rescue Swimmer shall receive a Surf Rescue premium of five percent (5%) of base pay for all hours worked in designated **Premium** Surf Rescue spots at Station 14; Truck 16, 18, 19, 23, 34, 35, or 51; Airport Station 2; or Engine 16 **Stations 14, 16, 18, 19, 23, 34, 35, or 51, or at the Airport. The number of designated Premium Surf Rescue Spots will not exceed twenty-two (22) and will be assigned according to a Department General Order.**
- 28.4 Hazardous Materials Pay and Surf Rescue Premium Pay shall be considered as part of an employee's regular rate of pay for the purpose of computing overtime pay due under this Agreement only to the extent required by the Fair Labor Standards Act, but shall not be included in the calculation of retirement benefits due from the San Francisco City & County Employees' Retirement System or any other benefit which is a function or percentage of salary.
- 28.5 Hazardous Materials Pay may be stacked with Retention Pay and Training and Education Achievement Pay. Members who are permanently assigned by the Chief of Department to a Hazardous Material Specialist assignment may stack this premium with Retention Pay and Training and Education Achievement Pay.

FOR THE CITY

Date: 7/30/19

  
\_\_\_\_\_

Carol Isen  
Employee Relations Director

FOR THE UNION

Date: 7/29/2019

  
\_\_\_\_\_

Shon Buford  
President

*APPROVED AS TO FORM:*

City Attorney

Date: 7/29/19

  
\_\_\_\_\_

Katharine Hobin Porter  
Chief Labor Attorney



**OFFICE OF THE CONTROLLER**  
CITY AND COUNTY OF SAN FRANCISCO

Ben Rosenfield  
Controller  
Todd Rydstrom  
Deputy Controller

**MEMORANDUM**

**TO:** Ms. Angela Calvillo  
Clerk of the Board of Supervisors

**FROM:** Ben Rosenfield

**DATE:** September 23, 2019

**SUBJECT:** File Nos. 190832, 190833, 190834 – Memorandum of Understanding – Various Bargaining Units Representing Fire Fighters and Laborers in the City and County of San Francisco

Dear Ms. Calvillo,

In accordance with Ordinance 92-94, I submit a cost analysis of an amendment to the MOUs between the Fire Fighters Union Local 798 (Unit 1 and Unit 2) and the Laborers International Union, Local 261. The MOUs being amended for the Fire Fighters are for the period July 1, 2018 through June 30, 2021. The MOU being amended for Laborers is for the period July 1, 2019 through June 30, 2022.

The amendments make various administrative changes to payroll procedures and union security rules. The Laborers' MOU also corrects language on health care contributions to be consistent with Citywide policy. There is no clear cost increase or decrease to the City directly attributable to these amendments.

If you have additional questions or concerns, please contact me at 554-7500 or Carol Lu of my staff at 554-7647.

Sincerely,

A handwritten signature in black ink, appearing to be "Ben Rosenfield", enclosed within a large, hand-drawn oval.

Ben-Rosenfield  
Controller



BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 554-5227

## MEMORANDUM

TO: Ben Rosenfield, City Controller, Office of the Controller

FROM: John Carroll, Assistant Clerk, GAO Committee, Board of Supervisors

DATE: August 5, 2019

SUBJECT: LEGISLATION INTRODUCED - Cost Analysis, Memoranda of Understanding - July 2019

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The Board of Supervisors' Government Audit and Oversight Committee has received the following proposed legislation, introduced by Mayor Breed on July 30, 2019:

These matters are pending committee action; I'm forwarding them to you for a cost analysis.

Please forward your analysis to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

**File No. 190832 [Memorandum of Understanding - Fire Fighters Union Local 798, Unit 1]**

Ordinance adopting and implementing the First Amendment to the 2018-2021 Memorandum of Understanding between the City and County of San Francisco and the San Francisco Fire Fighters Union, Local 798, Unit 1, to update the Union Security and Surf Rescue Premium provisions.

**File No. 190833 [Memorandum of Understanding - Fire Fighters Union Local 798, Unit 2]**

Ordinance adopting and implementing the Second Amendment to the 2018-2021 Memorandum of Understanding between the City and County of San Francisco and the San Francisco Fire Fighters Union, Local 798, Unit 2, to update the Union Security and Surf Rescue Premium provisions.

**File No. 190834 [Memorandum of Understanding - Laborers International Union, Local 261]**

Ordinance adopting and implementing the First Amendment to the 2019-2022 Memorandum of Understanding between the City and County of San Francisco and the Laborers International Union, Local 261, to update the Overtime Compensation and Health Insurance provisions.

c: Todd Rydstrom, Office of the Controller  
Michelle Allersma, Office of the Controller  
Carol Lu, Office of the Controller



SK

TO: Angela Calvillo, Clerk of the Board of Supervisors  
FROM: Sophia Kittler  
RE: Memorandum of Understanding - Fire Fighters Union Local 798, Unit 2  
DATE: 7/30/19

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**Ordinance adopting and implementing the Second Amendment to the 2018-2021 Memorandum of Understanding between the City and County of San Francisco and the San Francisco Fire Fighters Union, Local 798, Unit 2, to update the Union Security and Surf Rescue Premium provisions.**

Should you have any questions, please contact Sophia Kittler at 415-554-6153.

RECEIVED  
CITY CLERK  
30 JUL 30 PM 3:57  
AK