LETTER OF AGREEMENT

between

City of Bellingham
and
Bellingham Police Guild

Pilot Program – Crime Scene Investigator Staffing

I. **PURPOSE:** This agreement sets forth the terms and conditions of a Pilot Program providing for a change in staffing for Crime Scene Investigators resulting in

II. **NO PRECEDENT:** This agreement is established in response to unique circumstances presently existing in the Bellingham Police Department. This agreement is not intended to set precedent for like circumstances in the future.

III. **SCOPE:** This agreement applies to Crime Scene Investigators and any other impacted members of the Police Guild.

IV. **AGREEMENT:**

WHEREAS, the Bellingham Police Department recognizes the important role CSIs play in the collection, preservation, processing and analysis of evidence and in supporting criminal investigations;

WHEREAS, CSIs are currently considered patrol personnel and are included in the Department's minimum staffing requirements;

WHEREAS, both the Department and Guild anticipate providing CSIs with additional time to perform laboratory, evidence processing and other crime scene investigation duties, while maintaining their status as patrol personnel, will provide operational and investigative benefits;

WHEREAS, the Department and Guild recognize the need to maintain operational flexibility and the ability to assign CSIs to patrol duties when necessary to meet minimum staffing requirements;

WHEREAS, the Department and Guild desire to establish a pilot program to evaluate operational impacts and benefits of this staffing and assignment model.

NOW, THEREFORE, the parties agree that:

- CSIs will continue to be considered patrol personnel.

- CSIs are expected to report to work in uniform, so they are ready to respond to emergencies or other calls for service if needed.
- CSIs will not be assigned to staff patrol shortages except for emergent situations as determined by the department.
- CSIs will respond to calls for service during emergent situations or at the direction of the supervisor.
- Generally, overtime will be posted for patrol shortages before utilizing CSIs for patrol staffing.
- In the event overtime is not filled or a patrol shortage occurs in an emergent fashion, CSIs will be used to staff patrol.
- Only one CSI can be on bid vacation at the same time. The unbid vacation provisions as outlined in article 25.8 will apply to CSIs.
- This change is being implemented as a pilot program.
- The Department reserves its management right to assign work and determine duties of employees, to schedule hours of work and to determine the number of personnel to be assigned to duty at any time including the right to return CSI's to patrol counting toward minimum staffing at any time based on operational or staffing needs.

- This agreement will be effective October 1, 2026 and will automatically sunset on December 31, 2027, during which time the program will be evaluated by the City and a subsequent recommendation as to the continuation of these provisions will be made.

DATED this _____ day of _____, 2026 for **The Bellingham Police Guild**:

_____
President

DATED this _____ day of _____, 2026 for the **CITY OF BELLINGHAM:**

_____
Chief of Police

_____
Human Resources