



MEMORANDUM OF UNDERSTANDING

Between

City Of Bellingham

And

What-Comm Dispatchers Guild

What-Comm Certification Premium

- I. **PURPOSE:** This Memorandum of Understanding outlines the mutual understanding between the parties regarding the terms and conditions for the What-Comm Certification premium.

BACKGROUND: Article 28.4 of the What-Comm Dispatchers Guild - City of Bellingham 2017-2019 Collective Bargaining Agreement (CBA) calls for a Certification Premium of 1% for an employee who obtains and maintains the Telecommunicator I, II, and IV certifications through the Washington State Criminal Justice Training Commission (CJTC). In the summer of 2017 CJTC discontinued their T4 class and it is no longer available. T4 was a 24 hour course focusing on interpersonal skills and personal accountability, provided free of charge by CJTC. New dispatchers were sent to the first available T4 class once they completed training and began working independently as a Dispatcher 2. T4 was only offered 2-3 times per year, so there were times when new dispatchers had to wait several months to get into a class. The City of Bellingham and What-Comm Guild worked collaboratively to determine an equivalent replacement for T4.

- II. **SCOPE:** This Memorandum of Understanding covers all What-Comm Guild employees.

III. **AGREEMENT OF THE PARTIES:**

The following provisions are intended to document the revised terms and conditions for What-Comm Dispatchers to qualify for the 1% Certification Premium. These provisions shall not apply to What-Comm Dispatchers who have already obtained T4 Certification. T4 Certified Dispatchers shall continue to receive the 1% certification premium pay.

An employee will receive a one percent (1%) certification premium pay once they have met the following conditions:

1. Obtain and maintain T1 and T2 certifications through the Washington State Criminal Justice Training Commission.
2. Complete 24 hours of additional training provided by What-Comm to include a combination of the following:
 - a. Reading assignment

- b. Independent study courses
- c. In person training

Employees will be eligible to begin number 2 above once they have completed their training and have achieved Dispatcher 2 status. Once an employee becomes a Dispatcher 2 they will be provided with 8 hours of off console time per week to work on a, b, and c above. Employees may, with the approval of a Supervisor, request to come in on overtime to work on A, B, and C as listed above. In addition, employees may choose to work on reading and independent study courses while working a console during slow periods, as long as it does not interfere with their dispatching duties.

Examples for number 2 above may include, but are not limited to the following:

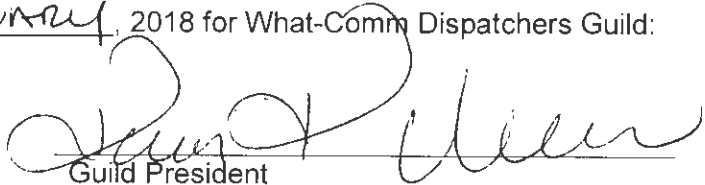
- a. Books
 - People Styles at Work by Robert Bolton and Dorothy Grover Bolton.
 - Sleeping Dogs...Ethics in the Workplace by George Mazzeo.
- b. Independent Study courses
 - APCO Conference online courses.
- c. In person training
 - Whatcom Dispute Resolution Center courses
 - Local College courses
 - Local Professional Development courses

All training in number 2 above must be documented through one or more of the following:

- a. Test or quiz
- b. Certificate of completion
- c. Short summary of the training written by the employee

IV. EFFECTIVE DATE: This memorandum will be effective upon ratification by both parties and will remain in effect until different terms are bargained either as part of collective bargaining or another MOU.

DATED this 25 day of JANUARY, 2018 for What-Comm Dispatchers Guild:



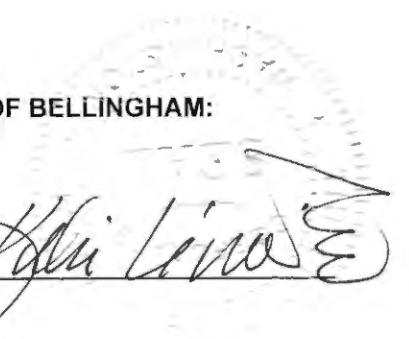
Guild President

DATED this 30 day of JANUARY, 2018 for Bellingham Police Department:



David Doll, Bellingham Police Chief

DATED this 14th day of February, 2018 for the CITY OF BELLINGHAM:



Kelli Lovato
Mayor

ATTEST: Brian Huskard
Finance Director

Angela Surr
Human Resources Service Manager

APPROVED AS TO FORM:

Jenna M
Office of the City Attorney