



**COUNTY OF SAN MATEO**  
**Inter-Departmental Correspondence**

Office of Housing/  
Housing Authority

**DATE:** February 25, 2003

**BOARD MEETING DATE:** March 11, 2003

**TO:** Honorable Board of Supervisors (Sitting as the Board of Commissioners)

**FROM:** Maureen Borland, Director, Human Services Agency  
Steve Cervantes, Director, Office of Housing *[Signature]*

**SUBJECT:** Resolution No. 611-C  
Approval and Adoption of the new MOU with AFSCME

**Recommendation**

Adopt Resolution No. 611-C implementing the Memorandum of Understanding (MOU) between the Housing Authority and American Federation of State, County and Municipal Employees (AFSCME) Local 829.

**Background**

The current MOU by and between AFSCME Local 829 and the Housing Authority of the County of San Mateo expired on February 1, 2003. Collective bargaining for the new MOU was completed on January 31, 2003 and was passed by the union membership and is now ready for the Board of Supervisors adoption.

**Discussion**

The Employee Public Services Department was consulted throughout the negotiations to ensure that all compensation and benefit issues were identified or comparable to those recently negotiated by the County and the unions (AFSCME and SEIU). Minor language changes were negotiated to non-monetary issues. The following summarizes the major elements in the MOU, which covers a forty-eight month period of February 2, 2003 through January 31, 2007.

**Wages:**

- Effective 2/2/03 = 4% general wage increase.
- Effective the first payroll period 2/04 = 3%
- Effective the first payroll period 2/05 = 3%
- Effective the first payroll period 2/06 = 4%

**Retirement:**

- Expanded the existing longevity retirement contribution. Effective within thirty (30) days of adoption of the MOU, the Housing Authority will modify the existing retirement plan as follows:
  1. For employees with at least 5 years of service, the Housing Authority will pick up 20% of the employees' retirement contribution (1% of base pay).
  2. For employees with at least 10 years of service, the Housing Authority will pick up 40% of the employees' retirement contribution (2% of base pay).
  3. For employees with at least 15 years of service, the Housing Authority will pick up 50% of the employees' retirement contribution (2.5% of base pay).
  4. The employer contribution for each employee will be increased by 1% on 1/1/05 and the increase will go into a fixed account.
  5. Effective 1/1/06 the employer contribution for each employee will be increased by 1% to a maximum of 9% and the increase to go into a fixed account.

**Retiree Medical:**

- Effective 2/2/03 increase payment to \$160 at Tier I and \$190 at Tier II.
- Effective first pay date in 2/05 increase payment to \$165 at Tier I and \$195 at Tier II.
- Effective with the MOU employees can increase the amount of sick leave they convert from 8 hours up to 14 hours with commensurate increase in the amount the Housing Authority will pay. Retirees can change the amount they are converting once a year.

**Medical:**

- Modify to provide maintenance of benefits. Negotiations may be reopened if the insurance premium increase by more than 20% in any given year.
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**Bilingual Pay:**

- Effective first pay date in 2/05 increase by \$2.50 per pay period for Tier I and \$5.00 for Tier II.

**On-Call Pay:**

- Effective 2/2/03 increase to \$3.95 per hour.

**Bereavement:**

- Add the following relatives for a maximum of 3 days leave: son-in-law, daughter-in-law, grandparents-in-law, brother-in-law and sister-in-law.

**Agency Shop:**

- Modify to provide that fee deduction will begin after 30 days of employment.

**OA Class Study:**

- (Letter of Understanding) The Housing Authority will initiate a classification study within 60 days of adoption of the new MOU and within 60 days of completion of the study the Housing Authority will meet with the Union regarding implementation of the results of the study.

This Resolution and Memorandum of Understanding have been approved by the County Counsel's Office as to form.

**Vision Alignment**

The MOU with AFSCME keeps the commitment of: Responsive, effective and collaborative government and goal 20: Government decisions are based on careful consideration of future impact, rather than temporary relief or immediate plan.

**Fiscal Impact**

There is no Net County Cost. The entire cost of the operations of the Housing Authority is paid by federal funds earned by the Housing Authority. The fiscal impact of the Housing Authority is approximately 2.5% of payroll over the four year term of the contract.

**RECOMMENDED**  
*J. Math*  
**COUNTY MANAGER**