



AGENDA REPORT

Human Resources

DATE:	December 6, 2022
TO:	Mayor Butt and Members of the City Council
FROM:	Sharrone Taylor, Interim Director of Human Resources Nickie Mastay, Deputy City Manager
Subject:	Resolution to Adopt the IFPTE Local 21 Side Letter for Sworn Executive Management Personnel Sick Leave Cash-out
FINANCIAL IMPACT:	Fiscal impact is determined once executive sworn personnel separates from City service.
PREVIOUS COUNCIL ACTION:	n/a
STATEMENT OF THE ISSUE:	City Council approval is required to adopt the resolution approving the Side Letter agreement between the City and IFPTE Local 21 Executive Management Unit.
RECOMMENDED ACTION:	ADOPT a resolution approving the Side Letter agreement between the City and IFPTE Local 21 Executive Management Unit regarding sick leave cash-out at retirement for Sworn Executive Management Personnel – Human Resources (Sharrone Taylor/Nickie Mastay 510-620-6602).

DISCUSSION:

It was brought to the attention of Human Resources that a key benefit that allows Sworn Executive Management personnel (Police Chief, Assistant Police Chief, Fire Chief, and Deputy Fire Chief) to receive a payout of a percentage of their sick leave balance upon retirement from the Richmond Police Management and Richmond Fire Management Memorandums of Understanding was not carried forward to the IFPTE Local 21 – Executive Management Memorandum of Understanding that was adopted by City Council with an effective date of July 1, 2021.

The Human Resources Department and IFPTE Local 21 – Executive Management Unit negotiated in good faith and agreed via Side Letter agreement to incorporate this benefit in the IFPTE Local 21 Executive Management Memorandum of Understanding. Therefore, the Human Resources Department is bringing forth the Side Letter for City Council approval that permits Sworn Executive Personnel who retire from City service for reasons other than disability to be entitled to receive pay for their accumulated sick leave at the same rate and terms afforded to police and fire management employees represented by the Richmond Police Management and Richmond Fire Management Associations, respectively.

NEXT STEPS:

City staff recommends that the City Council approve the resolution adopting the Side Letter agreement Sick Leave Cash-out between the City and IFPTE Local 21 Executive Management Bargaining Unit.

DOCUMENTS ATTACHED:

- Attachment 1 – Resolution approving Sworn Executive Personnel Sick Leave Payout Upon Separation
- Attachment 2 – IFPTE Local 21 Executive Unit Side Letter – Sworn Executive Personnel Sick Leave Cash-out