

April 12, 2022

TO: Rebecca Poirier, City Clerk

FROM: Jamie Le, Assistant to the City Manager

RE: **MANAGEMENT and TORRANCE MUNICIPAL EMPLOYEES (TFEA/ENGINEERS) JOINT LETTER OF AGREEMENT REGARDING IMPLEMENTATION OF A TRIAL PERIOD FOR THE ADDITION OF A 4/10 SCHEDULE FOR SENIOR FIRE PREVENTION SPECIALISTS AND FIRE PREVENTION SPECIALISTS.**

Management and Engineers Association/Torrance Fiscal Employees Association (ITFEA") met and have reached agreement as noted on the attached document. Section 14.8.14.b of the Torrance Municipal Code reads:

"If agreement is reached by management and a recognized employee organization or recognized employee organizations, on matters subject to approval by the City Council, they shall jointly prepare a written and signed memorandum of such understanding and present it to the City Council for determination. If agreement is reached on matters not subject to approval by the City Council, those conferring shall jointly prepare a written and signed memorandum of such agreement which shall be filed with the City Clerk."

Pursuant to the last sentence of the above paragraph, the City Manager's Office is filing the attached agreement with your office.

Management

Engineers Association/Torrance Fiscal Employees Association (TFEA)

Adam Chapoye

JLe

Christophe Rhodon

J LEO COOPER

Joint Agreement between the City of Torrance and Engineers Association/Torrance Fiscal Employees Association

Engineers Association/Torrance Fiscal Employees Association (TFEA") and representatives of Management ("City") have met and conferred on implementation of a trial period for the addition of a 4/10 schedule for Senior Fire Prevention Specialists (SFPS) and Fire Prevention Specialists (FPS). This trial period will be from January 2022 through December 2022. TFEA and City hereby agree as follows


- Trial 4/10 schedule is as follows:
 - Monday- Thursday (4-10s)
 - Tuesday-Friday (4-10s)
- The trial 4/10 Schedule is to begin with the deployment period beginning January 1 and will be reviewed prior to December 31, 2022.
- Employees in the classification of SFPS / FPS are assigned to the 4/10 Schedule shall be in actual attendance on duty 10 hours each work day inclusive of briefing, and training.
- Employee in the classification of SFPS / FPS shall work from 7:00 am till 6:00 pm with an unpaid hour for lunch.
- SFPS / FPS regular day off Monday or Friday shall rotate each year
 - Holiday for 4/10 participants
 - A holiday shall be 1 full work day.
 - Holidays falling on normal work days shall be paid for the normally scheduled 10 hours.
 - If a holiday falls on a scheduled day off, the City will close and the employee will accrue 10 hours of holiday leave which will be added to employee's vacation leave balance.
 - If such addition would cause the employee's vacation balance to exceed the maximum allowable for vacation accrual, the employee shall receive holiday pay at straight time instead.
- Scheduling of SFPS / FPS will be at the discretion of the Fire Chief
- The results of the new 4/10 schedule will be reviewed and evaluated at the beginning of December 2022 and decisions will be made whether or not to continue the new 4/10 schedule or revert back to the existing 9/80

Signed this 12th day of April, 2022.

Management



 Aram Chaparyan
 City Manager

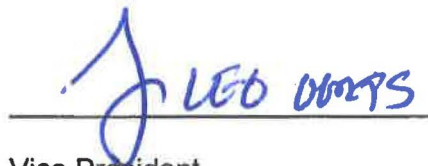


 Jamie Le
 Assistant to the City Manager

Engineers Association/Torrance Fiscal Employees Association (TFEA)



 Christopher Rhodes
 President



 J Leo Myers
 Vice President