

A G R E E M E N T

By and Between

THE CITY OF ISSAQUAH

And

TEAMSTERS LOCAL UNION NO. 117

**Affiliated With The
International Brotherhood of Teamsters**

Representing the Law Enforcement Commanders



Term of Agreement

January 1, 2021 through December 31, 2022



TEAMSTERS LOCAL UNION 117

Affiliated with the International Brotherhood of Teamsters

General Public and Private Sector Employees and Special Services Employees in King and Pierce Counties and Employees of the State of Washington

NOTICE TO ALL MEMBERS

If you become unemployed, or are off due to an on the-job injury, in the jurisdiction of the Local Union, you will be put on a withdrawal status on request providing all dues and other financial obligations are paid to the Local Union, including the dues for the month in which the withdrawal status is effective.

If you are on a dues check-off with your company and leave for any reason and dues are not deducted, it is your obligation and responsibility to keep your dues current or request a withdrawal.

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THIS AGREEMENT is by and between the CITY OF ISSAQUAH, WASHINGTON, hereinafter referred to as the Employer, and TEAMSTERS LOCAL UNION NO. 117, hereinafter referred to as the Union.

ARTICLE 1: DEFINITIONS

1.1 As used herein, the following terms shall be defined as follows:

1.1.1 "Employer" shall mean the City of Issaquah, Washington.

1.1.2 "Union" shall mean the Teamsters Local Union No 117.

1.1.3 "Bargaining Unit" shall mean all full time Commanders employed by City of Issaquah, excluding confidential employees and all other employees. Per Certification in PERC Case No. 132824-E-20, Decision No. 13213-PECB.

1.1.4 "Employee" shall mean an individual employed in the bargaining unit covered by this Agreement.

ARTICLE 2: RECOGNITION, UNION MEMBERSHIP AND PAYROLL DEDUCTION

2.1 Recognition - The City recognizes the Union as the exclusive bargaining representative for all employees in the bargaining unit as certified by the Public Employment Relations Commission.

2.2 Union Membership – All employees whose classification or job title is included in Article 1, Section 1 of this Agreement may voluntarily join the Union as a member.

2.3 Dues Deduction - Upon receipt of written authorization individually signed by a bargaining unit employee, the City shall deduct from the pay of such employee the amount of dues and fees as certified by the Union and shall transmit the same to the Union within ten business days of the issuance of pay checks. Such authorization shall be terminable upon the employee providing both the City and the Union 30 days' written notice.

2.4 List of Employees - The City will transmit to the Union a current listing of all employees in the bargaining unit within thirty (30) days of request for same but not to exceed twice per calendar year. Such list shall include the name of the employee, position, and salary.

2.5 Hold Harmless - The Union will indemnify and save the City harmless from all suits, actions, and claims against the City or persons acting on behalf of the City whether for damages, compensation or a combination thereof, arising out of the City's faithful compliance with the terms of this Article. In the event of any suit or proceeding brought to invalidate this Article, the Union will actively defend the suit or action. However, in the event any

determination is made by the highest court having jurisdiction that this Article is invalid, the Union shall be solely responsible for any reimbursement.

ARTICLE 3: WAGES

3.1 Employees covered by this Agreement shall receive the monthly rates of pay as set forth in Appendix A to this Agreement which by this reference shall be incorporated herein as if set forth in full.

ARTICLE 4: HOURS OF WORK

4.1 Commanders are FLSA exempt and typically work 40 hours a week, although may be required to work more hours, including nights and weekends. Typical schedules are 8 hours a day, 5 days a week. Alternative schedules may be implemented at the discretion of the Police Chief and may be terminated at the discretion of the Police Chief.

ARTICLE 5: HOLIDAYS

5.1 Employees shall receive eight (8) hours off with pay for each of the following recognized holidays plus two eight (8) hour floating holidays in lieu of time-off on the specific holiday(s). Holiday schedules shall be determined by the Employer.

New Year's Day
Martin Luther King, Jr.'s Birthday
President's Day
Memorial Day
Independence Day
Labor Day

Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Eve
Christmas Day

Two (2) "Floating Holidays" designated by the employee after consultation with the Employer. These days will be added to the employee's leave balance and will appear on the first pay stub following their date of hire. The floating holidays must be taken by December 15th of the current calendar year or the hours will be forfeited.

ARTICLE 6: VACATION AND MANAGEMENT LEAVE

6.1 At the time of hire and annually thereafter, employees shall have the option of selecting from two vacation/sick leave schedules based on years of service. Once a selection is made, it will remain intact until such time as the employee requests a different vacation/sick leave schedule. This change can only be made during the annual open enrollment period at the end of each year. If no selection is made at the time of hire, Schedule 1 will be assigned.

VACATION SCHEDULE 2 w/12 days per year sick leave					VACATION SCHEDULE 2 w/8 days per year sick leave				
Years	Days Per Year	Hrs Per Month	Max Days Allowed	Max Hrs Allowed	Years	Days Per Year	Hrs per Month	Max Days Allowed	Max Hrs Allowed
0 – 4	12	8.00	24	192.00	0 – 4	16	10.67	32	256.08
5 – 9	16	10.67	32	256.08	5 – 9	20	13.33	40	319.92
10 –	20	13.33	40	319.92	10 –	24	16.00	48	384.00
15 –	22	14.67	44	352.08	15 –	26	17.33	52	415.92
20 +	24	16.00	48	384.00	20 +	28	18.67	56	448.08

SICK LEAVE SCHEDULE 1			SICK LEAVE SCHEDULE 2		
Days Per Year	Hrs Per Month	Hours Per Year	Days Per Year	Hrs Per Month	Hours Per Year
12	8.00	96	8	5.33	64

6.2 The final determination regarding the scheduling of vacation time off shall be subject to the sole discretion and approval of the Police Chief.

6.3 Management Leave – In recognition of attendance at public meetings and other demands which may require the attendance or efforts of FLSA Exempt employees outside of normal working hours, an annual Management Leave bank shall be provided. Employees shall receive sixty (60) hours of management leave annually. Deposits will be made on December 16 to be used during the following calendar year (ending December 15). Any Management Leave balances as of December 15th will not be carried forward into the next year and will be forfeited. Upon separation from the City, a balance of Management Leave shall not be cashed out and shall be forfeited. Requests to take Management Leave shall be made in the same manner as vacation leave is requested.

ARTICLE 7: SICK LEAVE

7.1 Sick Leave – Sick leave shall be accrued at the rate of either eight (8) hours per month or 5.33 hours per month, according to the vacation/sick leave schedule selected by the employee (presented above in Article 6). Employees shall be allowed to carry over up to twelve hundred eighty (1280) hours of sick leave from year to year. Any hours in excess of twelve hundred eighty (1280) at the time of carryover shall be forfeited.

7.2 Sick leave shall not be charged against an employee on a regularly scheduled day off.

7.3 Sick Leave Cash-Out – Upon leaving employment with the City, an employee with five (5) years of service who leaves the City in good standing may receive one percent (1%) per year of service (to a maximum of twenty-five percent [25%]) of the dollar value of their

sick leave accrual balance. This amount will be paid to the employee upon separation from the City.

ARTICLE 8: HEALTH AND WELFARE INSURANCE BENEFITS

Medical - The Employer shall pay each month the percentage of medical premiums for employees and dependents set forth in Appendix B. Employees and dependents may qualify for the Wellness rates annually; once qualified for the Wellness rates under the City's Wellness Program Document, which is set forth in Appendix B.5, the employees and dependents shall receive the Wellness rate for the entire calendar year. Once the qualification takes place, the employee will qualify annually and the qualification resets each calendar year thereafter under the City's Wellness Program Document. The details of how employees and dependents qualify for the Wellness rate are set out in Appendix B.5.

Each Employee shall select one of the City's Medical plans set forth in Appendix B. Each Employee may change from the Medical plan in Appendix B that the Employee selected to a different Medical plan in Appendix B during the annual open enrollment period (typically during the month of October) if so desired. Notice of the change from one Medical plan to a different Medical plan must be given to the Employer during open enrollment of the prior year, typically held during the month of October each year. The change to the coverage will begin effective January 1st of the following year.

New employees shall be eligible for Medical benefits the first day of the first month following employment.

- 8.1.1 The Employer retains the right to re-open the issue of medical insurance coverage levels in the event of unforeseen changes necessitated by Health Care Reform legislation at the State or Federal Level.

Dental and Orthodontia - The Employer shall pay each month one hundred percent (100%) of the premium necessary for the purchase of employee dental coverage and one hundred percent (100%) of the premium necessary for purchase of dependent dental coverage for the following insurance plans:

Association of Washington Cities Dental Plan F or Willamette Dental (\$10 co-pay plan) (offered through the Association of Washington Cities (AWC) Benefit Trust) as selected by the employee.

- 8.1.2 For any employee who selects Delta Dental, the Employer shall pay each month one hundred percent (100%) of the premium necessary for the purchase of employee orthodontia coverage and one hundred percent (100%) of the premium necessary for the purchase of dependent orthodontia coverage. The orthodontia plan provided will be Association of Washington Cities Orthodontia Plan V (offered through the AWC Benefit Trust).

- 8.2 Vision Hardware – The Employer shall pay each month one hundred percent (100%) of the premium necessary for the purchase of vision hardware insurance for the employee and the employee's dependents. The plan provided shall provide a two hundred dollar (\$200) per person per year vision hardware benefit.

8.3 Life Insurance - The Employer shall pay each month on behalf of each employee those premiums necessary for the purchase of a fifty thousand-dollar (\$50,000.00) Group Basic Term Life Insurance Plan naming a beneficiary selected by the employee.

8.4 Deferred Compensation - Employees in the bargaining unit who are enrolled in the deferred compensation plan shall become eligible to receive contributions from the Employer toward the ICMA Deferred Compensated Plan. Participating employees are responsible for following the procedural requirements as dictated by the ICMA Deferred Compensation Plan.

8.4.1 The Employer's contributions are a one-to-one match up to a maximum of two hundred dollars (\$200.00) per month.

8.5 Teamsters Retirees' Welfare Trust - Effective January 1, 2021 based on December 2020 hours and on a monthly basis thereafter, the City shall deduct from the employees' wages the sum of one hundred seventy-five dollars (\$175.00) per month for benefits under the "RWT-XL Plan". During the period this Collective Bargaining Agreement is in effect, the City agrees to remit payment to the Retirees Welfare Trust, c/o NORTHWEST ADMINISTRATORS, INC., for each employee who received compensation for eighty (80) hours or more in the previous month. Other than payroll deduction, the City shall have no responsibility for administration of this benefit. The parties agree that this benefit is paid solely by the employees via wage deduction and that the City's only role is to remit such payments as described above. The parties further agree that this approach to payment of the benefit is intended to remain a permanent feature that shall be maintained in successor labor agreements for as long as the parties continue to participate in the RWT-XL Plan. Nothing herein grants any vested rights to current or future retirees.

8.5.1 Maintenance of Benefits - The Trustees of the Washington Teamsters Welfare Trust or the Retirees Welfare Trust may modify benefits or eligibility of any plan (i.e. for the purpose of cost containment, cost management, or changes in medical technology and treatment). If increases are necessary to maintain the current benefits or eligibility, or benefits or eligibility as modified by the Trustees during the life of the Agreement, the employees, via payroll deduction as described above, shall pay such increases as determined by the Trustees.

ARTICLE 9: WELLNESS PROGRAM

9.1 Wellness Day Off – Employees shall be eligible for a wellness day off in the following calendar year based on guidelines established by the Wellness Committee and approved by Human Resources. The program is based on a calendar year and employees may choose to participate every year on January 1. There are no pro-rated allowances from date of hire.

9.2 Community Center Pass – Employees shall be eligible for an annual family pass for drop-in activities at the Community Center and Julius Boehm Pool. Passes are subject to the rules and restrictions of the Issaquah Community Center.

ARTICLE 10: EQUIPMENT AND SUPPLIES

- 10.1 The Employer may make available coffee and normally related supplies; this provision shall not be subject to the grievance procedure.

ARTICLE 11: MANAGEMENT RIGHTS

- 11.1 The Union recognizes the prerogatives of the Employer to operate and manage its affairs in all respects in accordance with the responsibilities and powers of authority.
- 11.2 The Employer has the right to schedule work as required in a manner most advantageous to the Department and consistent with requirements of Municipal employment and public safety.
- 11.3 Every incidental duty connected with operations enumerated in job description is not always specifically described.
- 11.4 The Employer reserves the right to lay off personnel for lack of work or funds; or for the occurrence of conditions beyond the control of the Department; or when such continuation of work would be wasteful and unproductive. The Employer shall have the right to determine reasonable schedules of work and to establish the methods and processes by which such work is performed in accordance with Article 4 of this Agreement.
- 11.5 No policies or procedures covered by this Agreement shall be construed as reducing or abridging any of the following Employer authority:
- To evaluate employee performance;
 - To determine employee classification;
 - To subcontract;
 - To recruit, assign, transfer, or recommend promotion of employees to positions within the Department;
 - To take disciplinary action against employees for just cause;
 - To relieve employees from duties because of lack of work, lack of funds;
 - To determine methods, means, and personnel necessary for departmental operations;
 - To control the departmental budget;
 - To take whatever actions may be necessary in emergencies in order to assure the proper functioning of the Department.
- 11.6 Any and all rights concerned with the management and operation of the Department are exclusively that of the Employer unless otherwise provided by the terms of this Agreement.

ARTICLE 12: MISCELLANEOUS

- 12.1 Police employees may be used to replace Communications Specialists in their absence during meals, rest periods, emergency situations and/or administrative needs.

ARTICLE 13: GRIEVANCE PROCEDURE

- 13.1 Any grievance which may arise over the application, meaning or interpretation of this Agreement, shall be settled in the following manner except that in cases of suspension, demotion, or termination the appeal will begin at Step 2 and shall follow the Employer's established chain of command, unless the specified command level does not have the authority to resolve the grievance:

13.1.1 Prior to the filing of a grievance the employee may attempt to resolve the issue through informal discussions with the employee's immediate Supervisor. These informal discussions and any potential resolution by the Supervisor should be concluded within eight (8) calendar days of the occurrence of such grievance.

13.1.2 STEP 1 - A grievance shall be presented to the Police Chief in writing by the aggrieved employee with a copy to the Human Resources Department and/or the Union, within thirty (30) calendar days of the occurrence of such grievance. The Police Chief shall gain all relevant facts and shall attempt to adjust the matter and notify the employee/Union in writing within fourteen (14) calendar days.

13.1.3 STEP 2 - If the grievance is not resolved by the Police Chief, the employee and/or Union shall present the grievance, in writing, within twenty-one (21) calendar days to the City Administrator, after which the City Administrator shall attempt to resolve the matter and notify the employee/Union in writing within twenty-one (21) calendar days.

13.1.4 STEP 3 - If the grievance is not resolved by the City Administrator, the Union may refer the grievance within twenty-one (21) calendar days to arbitration by written notice to the Chief of Police. After receipt of the referral to arbitration, the parties will attempt to agree on an arbitrator. If the Union and the Employer are unable to agree upon an arbitrator, they shall jointly request that the American Arbitration Association or Federal Mediation and Conciliation Service provide a list of arbitrators from which the parties shall select one. The representatives of the Employer and the Union shall alternately eliminate the name of one (1) person on the list until one (1) name remains who shall hear and rule upon the dispute. It shall be the function of the arbitrator to hold a hearing at which time the parties may submit their cases concerning the grievance. The arbitrator shall render his/her decision based upon the interpretation and application of the provisions of the Agreement within thirty (30) calendar days after such hearing. The decision of the arbitrator shall be binding on the Employer, the Union and the employee(s) involved.

13.1.4.1 The cost for the services of the arbitrator shall be shared equally by both parties. Both parties agree to apply the decision of the arbitrator to all substantially similar situations arising thereafter and to eliminate the filing of grievances where possible by the application of precedent. Neither the arbitrator nor any other person or persons involved in the grievance procedure shall have the power to negotiate new agreements, or to change any of the present provisions of this Agreement.

Each party shall be responsible for the costs of presenting its own case to the arbitrator, including witness and attorney's fees.

13.1.4.2 The parties agree that Section 13.1.4.1 will not apply (to either the grievance or the appeal) if the decision of the arbitrator is appealed to the courts by the City.

13.1.5 It is the intent of the parties that any alleged grievance shall be advanced from one step to the next as soon as is reasonably possible in order to achieve an expeditious resolution to the disputed issue. Grievances are deemed withdrawn if the matter is not moved to the next step within the prescribed amount of time, unless timelines have been waived or extended in accordance with Section 13.1.7.

13.1.6 An appeal on any matter under the jurisdiction of the Civil Service Commission and the grievance procedure of the contract may be filed simultaneously but may not be processed through both. In the event the City receives simultaneous appeals of the same action through an appeal to the Public Safety Civil Service Commission and through the grievance procedure, the City shall provide notice of the simultaneous appeals to the Union. If both appeals are still pending after sixty (60) days from the receipt of such notice by the Union, the appeal through the grievance procedure shall be deemed withdrawn.

13.1.7 The City and the Union may agree to bypass steps set forth here or agree to extend timeframes. Such agreements shall be in writing.

ARTICLE 14: PERFORMANCE OF DUTY

14.1 The Union and the Employer recognize that the public interest requires the efficient and uninterrupted performance of emergency service. To this end, the Union and the Employer pledge their best efforts to avoid or eliminate any conduct contrary to this objective.

14.2 During the life of this Agreement the Union shall not cause, encourage or participate in any strike including strike picketing, slowdown, walkout, or work stoppage. Nothing contained within this Agreement shall be construed to prohibit political activity of individual members, or the Union, as prescribed in RCW 41.06.250.

- 14.3 Notwithstanding anything else to the contrary contained within this Agreement, failure to respond to the Union's request to return to work by an individual's next scheduled work shift, may cause disciplinary action to be taken. This action may include suspension or immediate dismissal.

ARTICLE 15: SAVINGS CLAUSE

- 15.1 It is the intention of the parties hereto to comply with all applicable law and they believe that each and every part of this Agreement is lawful. All provisions of this Agreement shall be complied with unless any of such provisions shall be declared invalid or inoperative by a Court of final jurisdiction.
- 15.2 Should any provision of this Agreement and/or any attachments hereto be held invalid by operation of Law or by an tribunal of competent jurisdiction, or if compliance with or enforcement of any provisions should be restrained by such tribunal, the remainder of this Agreement and/or any attachments hereto shall not been affected thereby and the parties shall enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement of such provisions and/or any attachment hereto.

ARTICLE 16: DURATION

- 16.1 This Agreement shall be effective on the date of signing and shall remain in full force and effect through December 31, 2022, unless otherwise provided for herein and shall remain in effect during the course of negotiations on a new Agreement. All wage increases shall be effective as set forth in Appendix A of this Agreement.

APPENDIX A: WAGES

A.1 Rates of Pay –

A.1.1 The pay rates in effect December 31, 2020 shall remain in effect through December 31, 2021.

A.1.2 Effective January 1, 2022, the pay rates in effect on December 31, 2021 shall be increased by the positive changes in the Seattle-Tacoma-Bellevue June 2020 to June 2021 CPI-U.

A.2 Wages

2021 Wages

Classification Title		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Police Commander	Annual	\$119,685	\$123,321	\$127,159	\$131,098	\$135,138	\$139,380	\$143,723	\$148,167	\$152,712	\$157,459	\$162,300
	Monthly	\$9,973.75	\$10,276.75	\$10,596.58	\$10,924.83	\$11,261.50	\$11,615.00	\$11,976.92	\$12,347.25	\$12,726.00	\$13,121.58	\$13,525.50
	Pay Period	\$4,986.88	\$5,138.38	\$5,298.29	\$5,462.42	\$5,630.75	\$5,807.50	\$5,988.46	\$6,173.63	\$6,363.00	\$6,560.79	\$6,762.75

A.3 Step increases are typically automatic upon an employee completing the months of service required at each step. In the event that an employee is not performing adequately at a satisfactory rate of improvement, step increases may be withheld until performance improves, at the discretion of the Police Chief.

A.4 The rates of pay in Section A.1 are the minimum rates of pay. Nothing shall prohibit the Employer from paying in excess of the minimum amounts.

A.5 If an employee's anniversary date occurs on the 1st through the 15th of the month, any STEP increases shall be effective on the 1st of that month. If an employee's anniversary date occurs on the 16th through the 31st of that month, any STEP increases shall be effective on the 1st of the following month.

APPENDIX B: CITY OF ISSAQUAH MEDICAL PLANS

B.1 The Employer shall offer the following medical plans for the employee to select from: Premera \$250 annual deductible, Premera \$1500 annual deductible HDHP w/ HSA, and Kaiser Permanente \$200 deductible.

B.2 Premium Sharing and HSA Contribution Amounts - The premiums shall be shared between the employee and the Employer on the following basis:

Premera \$250 Annual Deductible	Employee Premium Share with Wellness Participation	Employer Premium Share with Wellness participation
Employee	6%	94%
Spouse/Domestic Partner	10%	90%
1 st dependent	10%	90%
2 nd dependent +	10%	90%

Premera \$250 Annual Deductible	Employee Premium Share without Wellness Participation	Employer Premium Share without Wellness participation
Employee	12%	88%
Spouse/Domestic Partner	16%	84%
1 st dependent	16%	84%
2 nd dependent +	16%	84%

Premera \$1500 Annual Deductible HDHP w/ HSA	Employee Premium Share with Wellness Participation	Employer Premium Share with Wellness participation
Employee	0%	100%
Spouse	0%	100%
1 st dependent	0%	100%
2 nd dependent +	0%	100%
Employer HSA Contribution with Wellness Participation: \$3100 for employee, \$6250 full family (which shall be defined as employee plus one or more dependents).		

Premera \$1500 Annual Deductible HDHP w/ HSA	Employee Premium Share without Wellness Participation	Employer Premium Share without Wellness participation
Employee	0%	100%
Spouse	0%	100%

1 st dependent	0%	100%
2 nd dependent +	0%	100%
Employer HSA Contribution without Wellness Participation: \$2600 for employee, \$5250 full family (which shall be defined as employee plus one or more dependents).		

For Payroll purposes, administration of the HSA (for employees covered by the Premiera \$1500 Annual Deductible Plan) shall be pro-rated on a semi-annual basis with the option elected by the employee.

Kaiser Permanente \$200 Deductible Plan	Employee Premium Share with Wellness Participation	Employer Premium Share with Wellness participation
Employee	6%	94%
Spouse/Domestic Partner	10%	90%
1 st dependent	10%	90%
2 nd dependent +	10%	90%

Kaiser Permanente \$200 Deductible Plan	Employee Premium Share without Wellness Participation	Employer Premium Share without Wellness participation
Employee	12%	88%
Spouse/Domestic Partner	16%	84%
1 st dependent	16%	84%
2 nd dependent +	16%	84%

For each of the plans set forth above there shall be no additional charge to the employee if an employee has more than 2 dependents.

- B.3 The above employee and Employer premium sharing contributions shall be made monthly and shall be used only for the costs normally and reasonably associated with the provision of medical expenses for members of the City's health care fund which includes members of the bargaining unit and covered family members. The employee contributions shall be deducted semi-monthly from their paychecks.
- B.4 An employee whose spouse or domestic partner is either not employed, self-employed, working for an employer who does not offer medical coverage, or working for an employer but does not meet the eligibility requirements to obtain coverage under that employer's group medical plan (not working enough hours or in an ineligible class) may enroll their eligible spouse or domestic partner on the City's health insurance plan without penalty.

An employee whose spouse or domestic partner is eligible for group medical coverage through their employer, and does not enroll in the other employer's plan,

may enroll them on the City's plan but will be required to pay the entire spouse/domestic partner premium cost.

An employee whose spouse or domestic partner is enrolled in his or her employer's medical plan may enroll their eligible spouse or domestic partner on the City's health insurance plan as the secondary insurer without penalty.

B.5 Health & Wellness Incentive Program

B.5.1 Goals:

- Engage employees in their health
- Improve employee's health
- Maintain and preferably reduce medical claims cost trend
- Improve productivity and reduce absenteeism

B.5.2 Eligible Population

- Employees, spouses, domestic partners covered under the health plan.
- NOTE: Individuals not covered on the medical plan can participate, but they will NOT receive an incentive.

B.5.3 Requirements for Incentive Plan

Requirements for Incentive Plan

All four sections below must be met in order to achieve the lower premium.

1. Biometric Testing – Completion
 - Specifics
 - Measured height and weight, Calculated BMI
 - Fasting Cholesterol panel
 - Fasting Blood Sugar
 - Blood Pressure
 - Options
 - Onsite
 - Physician Form
2. Health Risk Assessment – Completion
 - Online
3. Non-Smoker or Non-Tobacco User Attestation

B.5.4 *Availability of an Alternative Standard* – The City is committed to helping enrollees achieve their best health. Rewards for participating in a wellness program are available to all employees. If any member is unable to meet a standard for a reward under this wellness program, as a reasonable accommodation they may qualify for an opportunity to earn the same reward by different means, including through submission of an alternative goal by the member's healthcare provider. Members who contact Human Resources will be directed to our wellness vendor for additional details on determining an appropriate alternative standard.

CITY OF ISSAQUAH



MARY LOU PAULY
Mayor

5.28.21

Date

**TEAMSTERS LOCAL UNION
NO. 117/IBT (ISSAQUAH POLICE
COMMANDERS)**



JOHN SCEARCY
Secretary-Treasurer

5.7.21

Date



TEAMSTERS LOCAL UNION 117

Affiliated with the International Brotherhood of Teamsters

General Public and Private Sector Employees and Special Services Employees in King and Pierce Counties and Employees of the State of Washington

WEINGARTEN RECOMMENDATIONS TO EMPLOYEES¹

The Union recommends employees take the following steps to protect their jobs²:

1. If you are asked to attend a meeting with management which you believe may lead to discipline, ask to have a Union steward present. If possible, notify the steward or other Union official of the meeting immediately. When in doubt, ask management whether or not anything said at the meeting could lead to disciplinary action.
2. If you are unable to obtain representation before entering the meeting, you should:
 - a. Ask whether you are free to leave the room if you choose to do so;
 - b. Ask whether anything said at the interview could lead to disciplinary action or discharge;
 - c. If so, ask that (1) a Union representative be contacted and brought to the meeting place before any questioning occurs, and (2) you be permitted to speak to the Union representative in private prior to the questioning;
 - d. If a Union representative is unavailable, ask that the meeting be postponed until a Union representative can be present;
 - e. In the event the employer nonetheless insists on proceeding with the meeting, ask that a fellow employee whom you trust be brought to the meeting to act as a witness.

IF THE EMPLOYER DENIES ANY OR ALL OF THE FOREGOING REQUESTS, THE UNION RECOMMENDS THAT YOU COMPLY WITH THEIR DEMANDS, INCLUDING ANSWERING THEIR QUESTIONS. HOWEVER, YOU SHOULD STATE THAT YOU ARE DOING SO ONLY UNDER PROTEST.

¹ These recommendations do not apply when an employee faces possible criminal charges. Such employees should obtain the advice of an attorney.

² These recommendations are not appropriate in some industries and should be tailored to reflect contract and internal Union procedures.