

SIDE LETTER TO AMEND MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF POWAY AND THE NON-SAFETY
EMPLOYEES REPRESENTED BY CALIFORNIA TEAMSTERS, LOCAL
9-1-1 DATED JULY 1, 2021 THROUGH JUNE 30, 2027

WHEREAS, the City of Poway (City) and Non-Safety employees, represented by California Teamsters, Local 9-1-1 (Teamsters), have entered into a Memorandum of Understanding (MOU) for the period of July 1, 2021 through June 30, 2027, covering specified items which are within the scope of representation, within the meaning of Government Code section 3504;

WHEREAS, pursuant to the terms of the current six-year MOU, the negotiated schedule for Water Treatment Plant Operators (WTPOs) is six 12-hour and one 8-hour shifts during the same two-week pay period, which rotates every four weeks;

WHEREAS, in June 2021, the City Council approved the addition of three new Full Time Equivalent WTPO positions to have two WTPOs on duty at all times;

WHEREAS, prior to implementing the negotiated schedule in the current MOU, the WTPOs requested, in coordination with the Teamsters 9-1-1 Business Representative, a change to the schedule in the MOU;

WHEREAS, the City agreed to meet and confer with Teamsters on a new schedule as requested;

WHEREAS, the amended schedule will consist of a rotating schedule with 8-hour shifts covering day, evening and overnight hours during the week, as well as 12-hour shifts during the weekend. Two WTPOs will be scheduled to work all shifts. One rotating WTPO position will be flexibly scheduled each week to help cover any vacant shifts due to preapproved time off, call-outs, or any other reason;

WHEREAS, the City and Teamsters have met and conferred in good faith, in compliance with Government Code section 3505, on the subject covered in this Amendment, and both the City and Teamsters support a new schedule for WTPOs.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Poway that the Memorandum of Understanding (MOU) for the period of July 1, 2021 through June 30, 2027, shall now be amended to read as follows:

Article 7. Payroll and Work Week

Section 5 - Work Hours

Water Treatment Plant Operators I/II/III

All Water Treatment Plant Operators (WTPOs), with the exception of the WTPO assigned to the Flex Operator shift, will work a rotating schedule consisting of 8-hour shifts covering day, evening and overnight hours during the week, as well as 12-hour shifts during the weekend, which will be rotated every 4 weeks. Employees scheduled for these shifts will have their days off grouped together, except each week one WTPO will have their two days off split for a two-week period.

The WTPO assigned to the Flex Operator shift will have a regular schedule of five 8-hour shifts per work week, but with a flexible schedule that will be adjusted to work for other WTPOs who

are sick or on vacation. Each WTPO with a T-3 to T-5 certification will be rotated through the Flex Operator shift, depending on the number of T-3 to T-5 Operators.

There will be a minimum of two WTPOs scheduled for all shifts. The new schedule eliminates the 48-hour rotating weekend shift.

Relief responsibility: The WTPO assigned to the rotating Flex Operator shift is the primary person who will be used to cover open shifts and therefore their schedule is subject to change in order to fill vacancies due to vacations or sick leave. The WTPO assigned to the Flex Operator shift is subject to working overtime on an as-needed basis.


Management reserves the right to designate specific shifts for individuals on a Performance Improvement Plan (PIP) or for disciplinary actions. Both parties agree to review the schedule on an ongoing basis and meet and confer on potential changes.

The City of Poway and Teamsters Local 9-1-1 agree to this Side Letter as a First Amendment to the MOU for the period of February 15, 2022 to June 30, 2027 for the City and Teamsters as contained herein.

City of Poway:



Chris Hazeltine
City Manager



Jodene Dunphy
HR/Risk Director




Eric Heidemann
Public Works Director



Troy DePriest
Assistant Director of Public Works




Jesse Bartlett-May
Water Treatment Plant Manager



Emily Wolf
HR Management Analyst

City of Poway Non-Safety Employees
Bargaining Unit (California Teamsters
Local 911):



Neil Sholander,
Business Representative
California Teamsters, Local 911



Bryce Greschke
Construction Maintenance Crew Leader
Chief Steward



Adrian Lara
Water Treatment Plant Operator III