

TA 1/10/23

## SIDE LETTER AGREEMENT

Local 21 SFOCRA/SF Superior Court Negotiations  
12.29.22

1/9/22 The Court rejects the Unions proposal of 12/29/22 and counters as follows:

In an effort to enhance recruitment and retention, as discussed in previous meetings the Union proposes the following:

### **WAGES**

Effective July 1, 2021, all represented employees will receive a 5% increase to their base rate of pay.

Effective July 1, 2022, all represented employees will receive a 4% increase to their base rate of pay.

Effective July 1, 2023, all represented employees will receive a 4% increase to their base rate of pay.

Within 10 working days of fully ratifying terms of a new MOU, the Court will notify the City and County of San Francisco's Controller to process these salary increases— including any payments owed to represented employees from 7/1/21 through the date of ratification of the new MOU.

### **REALTIME**

Realtime Qualified Reporters, as defined in the following section, shall ~~continue to~~ receive a salary differential of 5.5% ~~10%~~ added to their regular rate of pay. Realtime Certified Reporters, as defined in the following section, shall receive a salary differential of 10.0% ~~20%~~ added to their regular rate of pay. These differentials shall be included as salary for pension purposes.

## SENIORITY INCREMENTS

### One-time Realignment

Effective upon ratification all Official Court Reporters currently employed with 4 or more years of service with the Court will advance to Step 4 on a one-time basis.

### Advancement Through Salary Steps

Entry at the First Step. Covered employees who enter a classification at the first pay step shall advance to the second step within the classification upon completion of two thousand eighty (2080) hours worked (exclusive of overtime), including paid holidays and other paid time off and to each successive step upon completion of an additional two thousand eighty (2080) hours worked (exclusive of overtime), including paid holidays and other paid time off, until the maximum salary rate is achieved.

Entry at Other than the First Step. The Court, at the CEO's sole discretion, may place a new, covered employee at a salary step other than step one, based on experience. Covered employees who enter a classification at a rate of pay other than the first pay step shall advance one step upon completion of two thousand eighty (2080) hours worked (exclusive of overtime), including paid holidays and other paid time off and continue to advance to each successive step upon completion of an additional two thousand eighty (2080) hours worked (exclusive of overtime), including paid holidays and other paid time off, until the maximum salary rate is achieved.

Steps	Current Base Salary	New Base Salary including 4% retroactive to July 1, 2022
Step 1	122,973	127,891
Step 2 (year 2)	125,521	133,006
Step 3 (year 3)	127,896	138,326
Step 4 (year 4)	130,329	143,859

## RECRUITMENT INCENTIVE

When, and if, the Court no longer receives AB154 funds, the court will no longer distribute this on-time payment at the rate indicated below and, instead, will revert to a one-time payment of \$4,000.

Upon hire a new Official Court Reporter will be eligible to be paid a ~~\$4,000~~ \$10,000 signing bonus. The signing bonus will be paid in four, equal instalments as follows: 1) payment one- upon hiring; 2) payment two- upon competing 1040 paid hours of work; 3) payment three- upon completing 1560 paid hours of work; 4) payment four- upon completing 2080 paid hours of work. These payments will be processed through the corresponding payroll cycles and issued accordingly.

If the new reporter previously worked for the Court, there must be a break in service of one year from separation date to rehire date for that reporter to be eligible for this signing bonus.

### **REFERRAL BONUS**

When, and if, the Court no longer receives AB154 funds, the court will no longer distribute this on-time payment at the rate indicated below and, instead, will revert to a one-time payment of \$1,000.

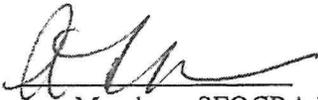
If an existing Official Court Reporter or Pro Tem refers an applicant that is hired by the Court, the existing reporter will receive a ~~\$1,000~~ \$2,000 referral bonus. This payment will be processed through the normal payroll cycle corresponding to the successful onboarding of the referred reporter and issued accordingly.

To be eligible for the referral bonus, the existing reporter and the new reporter must provide the Court's Human Resources office with a letter signed by both parties memorializing the referral. This letter may be included in the application materials or may be submitted after the new reporter is onboarded. The referral bonus will not be processed without this letter.

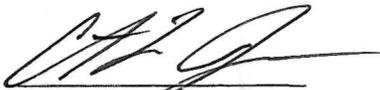
For the Union:



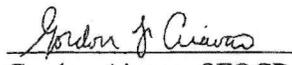
Angela Long, Local 21 Union Representative



Ann Mendoza, SFOCRA President



Christine Jordan, SFOCRA Secretary



Gordon Aiavao, SFOCRA Treasurer

For the Court:



Chief Human Resources Officer