

**Side Letter Agreement Between  
County of Placer and  
The Placer County Deputy Sheriff's Association**

1. This Side Letter Agreement is between the County of Placer (hereinafter called "County") and the Placer County Deputy Sheriffs Association (DSA) (hereinafter called "Association") (collectively called "the parties").
2. The intent of this Side Letter Agreement is to amend Section 9.6 of the Memorandum of Understanding (MOU) between the parties, pertaining to "Sick Leave- Contribution from other Employees." The 2015-2018 MOU, Section 9.6 shall be amended as follows. The language below supersedes Section 9.6 as presented in the 2015-2018 MOU between the parties.

**9.6 - SICK LEAVE - CONTRIBUTION FROM OTHER EMPLOYEES**


Permanent employees shall be entitled to voluntarily donate vacation hours to another employee, based on the following criteria:

- a. To be eligible, an employee, or immediate family member, must have a verifiable long term illness or injury of at least ~~90~~30 days, and must have exhausted all personal vacation, sick leave and CTO, or soon will have exhausted such leave, resulting in the employee being in a no-pay status.
- b. Donations shall be made to specified individuals only.
- c. The receipt of donated hours shall not count as time worked for the purpose of fulfilling the required probationary service period.
- d. Donated vacation hours must be in increments of one (1) hour. Hours donated will be converted at the donor's hourly rate, and credited to the sick leave balance of the donee by converting the dollar amount donated to the donee's hourly rate. Example: Employee A is at \$10 per hour and donates one hour to Employee B who is making \$5 per hour. Employee B would be credited with two (2) hours of sick leave. Conversions for crediting will be rounded to the nearest one-half ( $\frac{1}{2}$ ) hour increment.
- e. Once donated to an individual, vacation hours cannot be reclaimed by donor. Example: A donates five (5) vacation days to B. B needs to use only four (4) days, and then returns to work. The remaining day is B's to keep - it does not revert to A's vacation account.
- f. When an employee is utilizing donated hours, they will not accrue additional vacation or sick leave time.
- g. The maximum time that may be donated into an employee's account is 1040 hours. Employees will receive the donated hours incrementally, based upon the duration of the leave and the number of hours needed to receive their regular pay less any worker's compensation benefits.
- h. In no event shall donated time have the effect of altering the employment rights of the County or the recipient employee, nor shall it extend or alter the limitations otherwise applicable to leaves of absence or sick leave.
- i. The employee's Association will be responsible for securing donations to the Sick Leave

accounts.

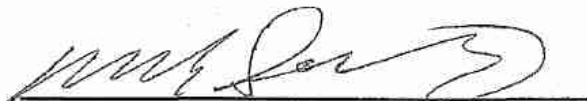
- j. Receipt of vacation contributions, which are converted to sick leave hours, from another employee to an employee on probation, does not count as time worked for the purpose of fulfilling the required probationary service time.
  - k. The employee must provide certification from a health care provider of the medical need, for either the employee or their immediate family member that requires the employee's prolonged absence from work. The employee will also certify he/she has, or will soon, exhaust all of their paid leave time available which will result in a substantial loss of income to the employee.
3. The terms and conditions set forth in this Side Letter Agreement have been mutually agreed upon by the designated bargaining representatives of the County and the Association, and will apply to all employees covered by the MOU between the County and the Association.
4. This Side Letter Agreement shall expire upon the expiration of the MOU.

**Authorized and Approved on behalf of the Placer County Deputy Sheriff's Association:**

 3.8.17

Batine Ramirez, DSA President

Date

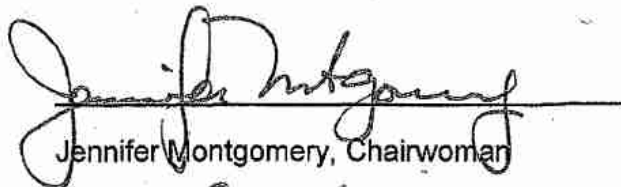


Mark-Salvo, DSA Business Representative

03/08/2017

Date

**Authorized and Approved on behalf of the Placer County Board of Supervisors:**



Jennifer Montgomery, Chairwoman

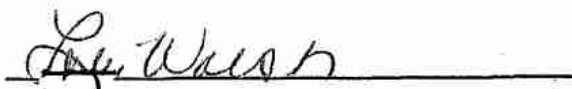
Date



David Boesch, County Executive Officer

4/18/17


Date

  
Lori Walsh, Human Resources Director

4-12-17

Date

THE FOREGOING INSTRUMENT IS A CORRECT  
COPY OF THE ORIGINAL ON FILE IN THIS OFFICE  
ATTEST

MEGAN WOOD  
Clerk of the Board of Supervisors, County  
of Placer, State of California  
  
Deputy Clerk