

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA

Item No. 5a

Date of Meeting October 26, 2010

DATE: October 8, 2010

TO: Tay Yoshitani, Chief Executive Officer

FROM: Lisa Hornfeck, Labor Relations Manager

SUBJECT: Memorandum of Understanding between the Port of Seattle and HOD Carriers and General Laborers Union Local 242 regarding Alternate Holiday Coverage.

REQUESTED ACTION:

Request authorization for the Chief Executive Officer to execute a new Memorandum of Understanding between the Port of Seattle and the HOD Carriers and General Laborers Union Local 242, to authorize the Marine Maintenance Clean Team, janitorial service, to take their holiday breaks on alternate days, within the same pay period. There is no anticipated additional cost to implement this practice.

BACKGROUND:

This memorandum covers five employees in Marine Maintenance. The memorandum will expire in three years unless extended by mutual agreement or incorporated into the Port of Seattle Building Trades Addendum.

This memorandum will authorize employees, under the coordination and oversight of the Crew Chief, to designate an alternative day off for their holiday within the same pay period either preceeding or following their normal days off. This is a mutual agreement that benefits both management and the employees through increased flexibility and coverage of critical janitorial services to customers, tenants and the general public during holiday periods.

Because holiday coverage is and always has been required this MOU will allow the team to collaboratively rotate holiday coverage and provide team member with a day off in lieu of a Port designated holiday. Typical holiday coverage requires that two (2) of the five (5) crew members work on a Port designated holiday.

The only change from the current practice is that employees may take an alternative day off in lieu of the holiday if they are required to work the actual holiday. Holiday pay, compensated at straight time, and pay for working on the actual holiday, compensated at double time, is

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unchanged and remains consistent with the current contract and practice. There is no anticipated additional cost for this proposal.

EXAMPLES:

Current Practice:

Team members working a Port designated holiday –

- 72 hours of straight time pay, plus
- **8 hours of straight time pay for the holiday**, plus
- 8 hours of double time pay for working the holiday

Team members not working a holiday –

- 72 hours of straight time pay, plus
- 8 hours of straight time pay for the holiday

Proposed:

Team members working a holiday and taking an alternate day off in lieu of the holiday –

- 72 hours of straight time pay (includes 8 hours of straight time for the alternate day off), plus
- 8 hours of double time pay for the holiday worked

Team members not working a holiday (no change) –

- 72 hours of straight time pay
- 8 hours of straight time pay for the holiday

In summary, the MOU allows a different paid day off (8 hrs at straight time) in lieu of a holiday. Currently, some team members work each holiday (8 hrs holiday pay at straight time plus 8 hrs at double time) with no alternate day off. This actually costs the Port 8 hours of pay more than the MOU requires.

This compromise for those working the holiday makes the following change in a 10 working day pay period:

- Current = 96 hrs gross pay (no holiday taken)
- **Proposed = 88 hrs gross pay (includes a day off with straight time pay)**

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OTHER DOCUMENTS ASSOCIATED WITH THIS REQUEST:

Memorandum of Agreement between the Port of Seattle and Local 242 re holiday and alternative day off