

SENT VIA EMAIL

September 10, 2015

Karl Van Gastel
ABMEI Negotiation Team Member

Don Lindsey
ABMEI Negotiation Team Member

Ron Davis
ABMEI Negotiation Team Member

RE: Probation for Qualified Promotions

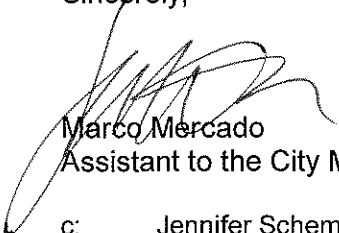
Dear Karl, Don and Ron:

Per our prior conversations, we understand that ABMEI has questions regarding the new flexibly staffed Building Inspector classifications, including questions related to probationary periods and salary step increases. While we work on gathering more information based on the questions we had discussed, we wanted to provide ABMEI clarification regarding a couple of items:

- Regarding the **probationary periods** in the new flexibly staffed classifications, it is our understanding that the Department will not exercise its right to reject from probation those current employees who transitioned into the new classifications, and who have previously passed probation in their former classification with the City.
- Regarding **salary step increases**, it is our understanding that current employees who qualifying promoted into the new classifications are eligible to receive step increases while they are on probation and with the same rating period. In other words, current employees who received qualifying promotions into the new flexibly staffed classifications should be eligible for salary step increases as if there was no qualifying promotion.

Please let me know if you have any questions. We are still working on providing additional information and we will get those to you as soon as possible.

Sincerely,


Marco Mercado
Assistant to the City Manager

c: Jennifer Schembri, Director of Employee Relations
Harry Freitas, Director, PBCE
Chu Chang, Deputy Director, PBCE