

SIDE LETTER AGREEMENT

BETWEEN

THE CITY OF SAN JOSE

AND

THE ASSOCIATION OF BUILDING, MECHANICAL AND ELECTRICAL INSPECTORS
(ABMEI)

Educational and Professional Incentives

The City and ABMEI acknowledge that the ABMEI Memorandum of Agreement (MOA) has the following language regarding Educational and Professional Incentives:

5.9.1 Educational and Professional Program: The City will reimburse each employee one-hundred percent (100%) of expenses incurred, up to \$1000.00 per fiscal year, for registration, tuition, fees, and textbooks for college accredited courses which are either related to or beneficial for the employee's current position or related to or beneficial for a lateral transfer, promotion or other career opportunity within the City service as approved by the Department Director or designee. Of the \$1000.00 amount, up to \$600.00 may be used for non-college accredited courses, Continuing Education Units, Adult Education Classes, workshops, membership dues in professional associations, professional licenses, and professional certificates which are either related to or beneficial for the employee's current position or related to or beneficial for a lateral transfer, promotion or other career opportunity within the City service, as approved by the Department Director or designee. City Policy Manual Section 4.3.1, Education Reimbursement, outlines additional details of the program.

In resolution of the issues surrounding the availability of code books being provided to individual employees, and effective the beginning of the first full pay period after this Side Letter Agreement has been signed and executed, the City and ABMEI agree that:

1. Article 5.9.1 of the ABMEI MOA shall be amended as follows:

5.9.1 Educational and Professional Program: The City will reimburse each employee one-hundred percent (100%) of expenses incurred, up to \$1000.00 per fiscal year, for registration, tuition, fees, and textbooks for college accredited courses which are either related to or beneficial for the employee's current position or related to or beneficial for a lateral transfer, promotion or other career opportunity within the City service as approved

by the Department Director or designee. Of the \$1000.00 amount, up to \$600.00 may be used for code books, code commentary, code related study guides, professional reference books, and professional reference standards, non-college accredited courses, Continuing Education Units, Adult Education Classes, workshops, membership dues in professional associations, professional licenses, and professional certificates which are either related to or beneficial for the employee's current position or related to or beneficial for a lateral transfer, promotion or other career opportunity within the City service, as approved by the Department Director or designee. City Policy Manual Section 4.3.1, Education Reimbursement, outlines additional details of the program.

2. The terms of this Side Letter shall continue unless modified through the meet and confer process. In addition, the parties hereby agree to incorporate the language in this Side Letter into any successor MOA reached between the City and ABMEI.
3. The parties agree that the City will not provide individual code books to individual employees.

Nothing in this side letter shall supersede any other section of the ABMEI MOA.

This Side Letter shall be effective the beginning of the first full pay period following this agreement being signed by all parties below.


For the City:

For ABMEI:




Jennifer Schembri
Director of Employee Relations

11/29/17
Date



Peter Fenerin
President, ABMEI

11/28/17
Date



Rosalynn Hughey
Interim Director, PBCE

11/28/17
Date



Marco Mercado
Assistant to the City Manager, OER

11/28/17
Date