

**SIDE LETTER AGREEMENT**

BETWEEN

THE CITY OF SAN JOSE

AND

THE MUNICIPAL EMPLOYEES' FEDERATION, AFSCME, LOCAL 101 (MEF)

**EXPANSION OF COMMUNITY SERVICE OFFICER DUTIES**

The City of San Jose and the Municipal Employees' Federation, AFSCME, Local 101 (MEF) agree that the Community Service Officer I/II (6131/6132) and Senior Community Service Officer (6133) classification shall have their duties expanded to include the following duties currently done by sworn personnel in the San Jose Police Department:

- Marking and towing any abandoned vehicles
- Assist the Information Center on reports that do not require follow up (the current class specifications allow for this function)

The above duties would be in addition to their current duties, which include marking and towing stolen vehicles.

The parties agree that employees in the Community Service Officer I/II and Senior Community Service Officer classification shall receive two (2) hours of training related to the marking and towing of abandoned vehicles. The parties further agree to the attached changes to the Community Service Officer Procedure/Duty Manual and acknowledge that the classification specification for Community Service Officer I/II (6131/6132) and Senior Community Service Officer (6133) will be updated to read "Performs some enforcement duties as assigned."

The parties shall also continue to meet and confer on additional duties for the Community Service Officer I/II and Senior Community Service Officer classifications.

This agreement shall become effective when signed by all parties below.

FOR THE CITY:

FOR THE EMPLOYEE ORGANIZATION:

J. Schembri 10/12/17  
Jennifer Schembri Date  
Director of Employee Relations

Robyn Zamora 10/12/17  
Robyn Zamora Date  
President, MEF

Charles Allen 10-12-17  
Charles Allen Date  
Business Agent, MEF