

SIDE LETTER AGREEMENT
BETWEEN
THE CITY OF SAN JOSE
AND
THE SAN JOSE POLICE OFFICERS' ASSOCIATION

Police Officer Recruitment Incentive

The City and the POA agree to implement a Police Officer Recruitment Incentive Program for active, sworn Police personnel who recruit applicants for the classifications of Police Recruit and Police Officer.

Active San Jose police officers, sergeants, lieutenants, and captains (Referrer) who refer candidates for employment into Police Recruit or Police Officer vacancies may receive an incentive award of up to a total of \$6,000 for Police Recruit referrals or \$7,500 for Police Officer referrals (laterals). The program will be administered as follows:

Program Guidelines

1. The Referrer must be a current Police Officer, Sergeant, Lieutenant, or Captain employed with the City of San Jose.
 - A Referrer cannot be at the rank of Deputy Chief or above.
 - Current Police Officers, Sergeants, Lieutenants, or Captains involved in the recruiting and/or hiring of Police Officers are not eligible to receive an incentive award.
2. The applicant must provide the Referrer's name on his or her application **prior** to submitting the application for consideration and certify that the Referrer referred and/or assisted in recruiting them, and that the applicant will not receive any portion of the incentive award provided to them.
 - The applicant may list more than one (1) Referrer on the application.
 - If multiple Referrers are named on the application, the incentive award will be divided evenly amongst the referrers.
3. The applicant must be hired into a full-time, permanent, budgeted vacancy as either a Police Recruit or Police Officer.

Incentive Award

If the above criteria are met, the Referrer shall receive the incentive award as follows:

Police Recruit – (up to a total of \$6,000)

1. \$2,000 upon hire of the applicant
2. \$2,000 upon the new employee's successful completion of The San Jose Police Academy
3. \$1,000 upon the new employee's successful completion of the Field Training Officer (FTO) program
4. \$1,000 upon the new employee's successful completion of the probationary period

Police Officer (lateral) – (up to a total of \$7,500)

1. \$3,750 upon hire of the applicant
2. \$1,875 upon the new employee's successful completion of the FTO program
3. \$1,875 upon the new employee's successful completion of the probationary period

Rehired Police Officer (lateral) – (up to a total of \$7,500)

1. \$3,750 upon hire of the applicant
2. \$3,750 upon the new employee's successful completion of the probationary period.
 - a. If a probationary period is not required, the new employee shall receive \$3,750 after completing six (6) months (1,040 hours) in their position


The Referrer shall receive the above amounts in the pay period following the new employee's successful completion of the items listed above. Incentive awards will be reported as taxable income.

The City and the POA agree that this Recruitment Incentive Program shall suspend the current referral program in place whereby Department members are awarded up to 40 hours of compensatory time for referring Police Recruit candidates and up to 60 hours for Police lateral or direct entry candidates until the expiration of this agreement. This agreement shall become effective upon the adoption date of the ordinance(s) implementing the terms of the Alternative Pension Reform Settlement Framework, dated July 15, 2015, and shall expire upon the expiration of the successor Memorandum of Agreement between the City and the POA.


FOR THE CITY:

 11/9/16

Jennifer Schembri Date
Director of Employee Relations

 11/9/16

Dave Knopf Date
Assistant Chief of Police


 11/9/16

Charles Sakai Date
Labor Consultant

FOR THE UNION:

 11/9/16

Paul Kelly Date
President, SJPOA

 11/9/16

Gregg Adam Date
SJPOA Counsel