

Side Letter Agreement

BETWEEN
THE CITY OF SAN JOSE
And
THE MUNICIPAL EMPLOYEES' FEDERATION, AFSCME, LOCAL NO. 101 (MEF)

POSITION REALLOCATION REQUEST PROCESS


The parties agree that San Jose Municipal Code 3.04.540 provides that the Director of Human Resources has the authority to determine if a Reallocation Program should be in place at any given time and may establish procedures for allowing an individual employee to request reallocation of their position, if it is determined by the Director of Human Resources that providing a means for individual employees' job classifications to be reviewed and changed, if appropriate, is beneficial to the quality of the City of San Jose's employment systems.

The Director of Human Resources will review any reallocation requests on a case by case basis, provided that such request is (1) made directly by the Department Director or the Union, (2) is based on extenuating circumstances, and (3) is supported by the Department Director. Any such requests should be made prior to the submission of the Position Reallocation Request Form.

The Director of Human Resources will analyze relevant job information and approve or deny the Department Director and/or Union's request to review the reallocation. If the review request is approved, the Department may then submit the Position Reallocation Request Form to Human Resources for processing. Approval to review a position reallocation request does not guarantee approval of the request itself.


The parties agree that this Agreement shall not serve as precedent for future agreements and this Agreement shall not be construed or implied to obligate the parties to enter into any similar agreements in the future. This Agreement is considered part of a tentative agreement for a successor MOA between the parties and shall become effective only as part of the overall tentative agreement for a successor MOA, and when signed by all parties below and approved by the City Council, and is effective only during the term of the successor MOA.

FOR THE CITY:


 8/6/2021

Jennifer Schembri Date
Director of Employee Relations
Director of Human Resources

FOR THE UNION:

 Aug 5, 2021
Carol McEwan (Aug 5, 2021 19:48 PDT)

Carol McEwan (in lieu of) John Tucker
Date Business Representative, AFSCME

 8/4/2021

Steven Solorio Date
MEF President, AFSCME