

Memorandum of Agreement
between
City of Cambridge (the City)
And
Teamsters Local 25 (the Union)
On behalf of Emergency Communications Supervisors

This Memorandum of Agreement (MOA) sets forth the material terms of a successor collective bargaining agreement reached between the Union's and the City's negotiating teams for the period of July 1, 2024 through June 30, 2027, subject to ratification by the membership of the Union. The Union's team shall sponsor and support such ratification. Failing such ratification, the Agreement shall be deemed void and both parties will be free to return to their prior bargaining positions.

The terms and provisions of the predecessor collective bargaining agreement that were effective from July 1, 2021 through June 30, 2024 shall remain in effect, except to the extent modified by this Agreement.

Article 33 Duration Section 1 Effective Period

This contract shall be effective as of July 1, 2024 and shall continue in full force and effect through June 30, 2027 and from year to year thereafter, except that either party may, by written notice to the other at least sixty (60) days prior to the termination date, or any anniversary date thereof, give notice of its desire to modify or terminate this Agreement.

Article 12 Compensation, Section 1. Wages

Employees covered by this Agreement shall receive the following base wage increases:

| | |
|--------------|------|
| July 1, 2024 | 3.0% |
| July 1, 2025 | 3.5% |
| July 1, 2026 | 2.5% |

Reopener Language

Should, during the life of this contract, any City of School unit reach voluntary agreement with the City for a general across-the-board base wage increase greater in percentage than that provided to this union, then the City and the union agree to

reopen the contract for the purpose of discussing base wages for the year or years in question.

Article 12, Compensation, Section 2. Medical Preparedness/Teleserve Training

Effective upon ratification increase Medical Preparedness/Teleserve Training allowance training to \$1750.

Also effective upon ratification, add the following language:

Mandatory Command Post Assignment

All EC Supervisors are required to work at least one Command Post or Public Safety Exercise every three years to ensure they can perform the necessary functions to handle a major incident, special event etc. This allows for on-the-job training during these events to ensure skill capacity as part of our Continuity of Operations Plan (COOP). An EC Supervisor initial command post assignment will be as a trainee with an assigned EC Supervisor.

All employees can sign up voluntarily throughout the year for specific events (Command Posts or Public Safety exercises) using the Command Post overtime rotation list. Those who have not worked a Command Post or Public Safety Exercise within three years and who have not signed up to work one by July 1 will be assigned a Command Post or Public Safety exercise as part of their regular shift or mandatory overtime. An employee working outside of their regular tour/shift will be paid overtime for these assignments. Mandatory Command Post assignments include special events that are in the field such as July 4th, Cambridge Carnival, MayFair, MIT/Harvard Commencement, public safety exercises and other events requiring a dedicated Dispatcher that are managed in the ECC, such as Boston Calling, etc.

Article 12 Compensation, Section 3. Bilingual Pay

Effective upon ratification, add the following languages: Amharic, Arabic, Bengali, and Chinese.

Article 12 Compensation, Section 4 Typing Stipend

Effective upon ratification increase the hourly stipends as follows:

- At least 40 mailable words per minute: \$0.35 per hour
- At least 50 mailable words per minute: \$0.60 per hour
- At least 60 mailable words per minute: \$0.70 per hour

Effective July 1, 2026 increase the hourly stipends as follows:

At least 40 mailable words per minute: \$0.40 per hour

At least 50 mailable words per minute: \$0.65 per hour

At least 60 mailable words per minute: \$0.75 per hour

Article 12 Compensation, Section 8. ECC Training Differential

Make the following changes to the first paragraph:

Change \$450 annual allowance to \$500 per July 5, 2023 side letter.

Effective upon ratification, increase the annual allowance to \$600.

Effective September 1, 2024, after any base wage increase is applied, employees eligible for the annual training differential will receive a \$0.30 per hour base wage increase and the annual training differential will be eliminated for all employees except for the Training Supervisor. It will be a continued requirement for all Emergency Communications Supervisors to maintain their certification as a trainer through a management-approved program.

Make the following changes to the second paragraph:

Change \$3.75 per hour stipend to \$6.00 per July 5, 2023 side letter.

Effective July 1, 2025, the Training Supervisor will not be eligible for the hourly stipend during regularly assigned training duties.

Article 12 Compensation, Section 10. T-Pass Reimbursement

Effective three months after ratification, the City shall reimburse 75% of the cost of a monthly T-pass, up to a maximum reimbursement of \$300 pre-tax for T-passes purchased through payroll deduction.

Article 12 Compensation, Section 15. Computer Skills Proficiency

All employees, pursuant to passing basic computer skills proficiency tests in the following areas (as determined by the City, in consultation with the ECD Director, depending upon the needs of the Department): Microsoft Word, Outlook, Excel, Power Point and Writing Skills, will receive an hourly stipend according to the following chart, up to a maximum of \$2.10 per hour.

| Number of Proficiency Tests Passed | Additional Hourly Stipend |
|------------------------------------|---------------------------|
| One (1) | \$0.30 |
| Two (2) | \$0.60 |
| Three (3) | \$0.90 |
| Four (4) | \$1.20 |
| Five (5) | \$1.50 |
| Six (6) | \$1.80 |
| Seven (7) | \$2.10 |

Eligible employees who pass a proficiency test will receive a stipend for that application for five years from the initial payment. After that time, employees must re-take and pass another proficiency test in order to continue receiving the stipend. Tests may be re-taken no sooner than six months prior to the expiration of the stipend.

Effective upon ratification increase the stipends as follows:

| <u>Number of Proficiency Tests Passed</u> | <u>Hourly Stipend</u> |
|---|-----------------------|
| One | <u>\$0.35</u> |
| Two | <u>\$0.70</u> |
| Three | <u>\$1.05</u> |
| Four | <u>\$1.40</u> |
| Five | <u>\$1.75</u> |
| Six | <u>\$2.10</u> |
| Seven | <u>\$2.45</u> |

Note: As of the date of ratification, there were only five applications that members of the bargaining unit were eligible to receive a stipend for. Seven are listed in chart above in case the City decides to add any in the future.

The City may, in its discretion, add and/or remove applications based on technological changes and operational needs. The City will notify the Union if it adds or removes any applications. If the City removes an application from the list of available proficiencies, any employee who is currently receiving a stipend for that application will continue to receive it until an alternative proficiency test becomes available. Once available, those employees will have six months to pass the alternative proficiency in order to continue receiving the stipend.

Article 12 Compensation, Section 16. Essential Employee Stipend

Add to Section 16:

Effective September 1, 2024, \$0.75 will be added to base wages and the annual essential employee stipend will be eliminated. EC Supervisors will continue to be required to report to work in all circumstances.

Article 13 Hours of Employment, Section 3. Overtime

Effective January 19, 2025 or the first Sunday following ratification (whichever is later), all work performed on a Sunday (12:00 am on Sunday until 12:00 am on Monday) which is not regularly scheduled to be performed on that day shall be paid at two times the regular rate of pay. Employees will be paid two times their regular rate of pay for the entire shift that begins at 10:30 pm on Saturday but receive overtime pay at time and a half for any shift that begins at 10:30 pm on Sunday.

Article 13 Hours of Employment, New Section . Daylight Savings

Effective upon ratification, employees who are working when daylight savings time ends in the fall shall receive an extra hour of pay at the overtime rate of pay.

Article 16 Sick Leave, Section 8. Unused Sick Leave

Effective upon ratification, change the schedule of unused sick leave payout to the following:

| | |
|--------------|---|
| Days 1-100 | \$55 per day |
| Days 101-200 | \$95 per day |
| Days 201-300 | \$125 per day or 50% of the current daily rate, whichever is smaller but no less than \$105 |
| Days 301-450 | \$145 per day or 50% of current daily rate whichever is smaller but no less than \$125 |

Article 17 Personal Days

Effective on the January 1 following ratification, make the following change:

All full time employees who have been continuously employed for more than six (6) months shall be allowed three personal days (24 hours for 40 hour/week employees or 22.5 hours for 37.5 hour/week employees) per year for personal business, such time to be taken in increments of no less than four (4) (or for 37.5 hour per week employees in not less than 3.25) hour increments subject to advance approval of the department head.

Such leave time shall not accumulate from year to year and shall not be subject to any buy-back provisions of any article herein.

Employees with twenty (20) years of continuous service with the City will be entitled to receive an additional personal day (8 hours for 40 hour/week employees or 7.5 hours for 37.5 hour/week employees) on the January 1 following their anniversary date.

Employees on workers compensation or an unpaid leave of absence on the January 1 that it accrues will receive this time upon their return to work. In accordance with the City's current practice, this additional time will be subject to pro-rating when workers compensation absences exceed one (1) year.

Article 18 Bereavement Leave, Section 1. Bereavement Leave

Effective upon ratification replace the current language with the following:

Employees will be granted a leave of absence with pay for not more than five (5) shifts on account of the death of a spouse, child (including step-children), child's parent, domestic partner, mother or father (including step mother and step father), brother or sister (including step brother and step sister), son-in-law, daughter-in-law or parent-in-law. In order to qualify for bereavement leave based on a domestic partnership, the relationship must be either registered with a government agency, recognized by a court of law, or documented with the City's Human Resources Department (previously Personnel Department) on its Declaration of Domestic Partnership form.

Pay for an absence not to exceed three (3) shifts will be allowed on account of the death of a grandparent or grandchild.

Pay for an absence not to exceed three (3) shifts will also be allowed on account of the death of any relative who was a permanent member of the employee's household or of any other person with whom said employee made his or her home.

Bereavement Leave shall typically commence on either the date of death or, if an employee worked on the date of death, the following day and shall continue for the number of consecutive work shifts specified above. At their discretion and upon an employee's request, Department Heads and/or their designees may allow employees to defer all or part of their Bereavement Leave in order to attend delayed services.

Article 21 Training and Development, Section 2. Allocations

Effective July 1, 2025 increase the maximum to \$3300 per person annually for reimbursement for successful completion of training and education programs previously approved by the department head or their designee.

Effective July 1, 2025, increase the book reimbursement to \$250.

Article 21 Training and Development, Section 3. Cross-Training for ECC

Effective upon ratification increase Joint Dispatcher Certification pay to \$2600 per year.
Effective July 1, 2025, increase Joint Dispatcher Certification pay to \$3000 per year.
Effective July 1, 2026, increase Joint Dispatcher Certification pay to \$3200 per year.

Also, add a new paragraph at the end:

All Emergency Communications Supervisors will be required to perform/work assignments in all certified disciplines to maintain proficiencies in Fire, Police, and Call-Taker. These proficiencies will be assigned by the Assistant Director of Operations or designee during work hours. All EC Supervisors will be expected to perform a minimum of eight (8) hours of proficiencies each quarter.

Article 21 Training and Development, Section 4 [New]. Continuing Education

Add the following to Article 21 as Section 4, Continuing Education:

All EC Supervisors are required to complete 30 hours of continuing education biannually (every two years), at least two (2) hours per year will be leadership training, to continue to develop the supervisory/leadership skills needed as an EC Supervisor.

Article 24 Medical Insurance, Section 4. Option to Waive Health Insurance

Effective July 1, 2025 increase waiver amount to \$2,700 per year (\$225/month).

Article 12 Compensation, Section 6. Quality Assurance Stipend

Add to end of paragraph:

Effective for the December 2024 payment, increase the stipend to \$850. Effective for the December 2025 payment, increase the stipend to \$900.

Article 24 Medical Insurance, Section 3. Dental and Vision Plan

Effective July 1, 2024, the City shall contribute \$28.50 per week to the Local 25 Health and Welfare Fund (for Dental and Vision Coverage only) for all employees who work 20 hours per week or more. (These amounts represent \$13.00 plus 50% of the cost of the plan in excess of \$13.00.) The weekly employee contributions will be \$15.50 per week effective July 1, 2024. These rates will be in effect through June 30, 2027.

New Article Performance Evaluation:

Effective upon ratification add new Article:

The City shall have the right to implement a process to evaluate the job performance of bargaining unit members. Such evaluations will be used for the purpose of counseling and development. In the event some or all of the underlying facts contained in a performance evaluation are used to support disciplinary action, such disciplinary action will be subject to just cause.

Article 12, Section 12. Training Supervisor Stipend

Change name of Section to: Administrative, Relief, and Training Supervisor Stipend

Effective July 1, 2025, increase the stipend to \$3,500 annually.

Effective July 1, 2026, increase the stipend to \$4,000 annually.

Article 16, Section 4. Physician's Statements

Effective upon ratification, in the first paragraph, amend (a), remove (b) and reletter so that it reads as follows (the rest of the section to remain as currently in CBA):

A statement from the employee's physician containing the form and extent of the employee's illness or disability may be required in the following situations:

- (a) There is a pattern of repeated absences in recent months;
- (b) There is a pattern of taking sick days on days connected to scheduled time off (including holidays); or
- (c) There is a pattern of taking sick days on a particular day or days of the week.

Article 10, Section 6. Seniority, Lay-off Procedure

In the event of a proposed lay-off for lack of work or funds, or as a result of technological change, employees in order of their seniority shall have preference to work opportunities, and to recall to work after lay-off, consistent with civil service law. Employees shall be notified of a lay-off in a manner consistent with civil service law and the City shall comply with any bargaining obligations under M.G.L. Chapter 150E. Layoffs and recalls of all employees who are not permanently appointed under Chapter 31 shall be in accordance with Union seniority.

Article 15 Vacations, Section. 13 Vacations as Individual Days

Up two (2) tours of accumulated vacation time may be taken as individual days, subject to departmental workload, reasonable notice and department head approval. Effective January 1, 2025, Employees entitled to accrue five (5) weeks' vacation, or more per year make take up to one additional tour of accumulated vacation time, as individual days, subject to department workload, reasonable notice and department head approval. Such individual day vacation time may be used in units or increments of two hours or more, subject to departmental workload, reasonable notice, and the approval of the department head.

New Side Letter: Temporary Supervisors and Acting Supervisors

The City has the right to designate Emergency Telecommunications Dispatchers (ETDs) I or II as Temporary Supervisors to cover long-term absences or as Acting Supervisors to cover short-term absences within the Department. Temporary Supervisors and Acting Supervisors will continue to pay union dues under the CBA covering ETD I and ETD II positions.

Cross-Training Requirement Wage Adjustment

In recognition that the City has the right to require all members of this bargaining unit to be certified as Joint Dispatchers as a condition of employment provided they are offered an adequate training opportunity, effective July 1, 2025, after any across-the-board base wage increase, the bottom two steps of the wage scale will be eliminated and two new steps will be added so that the steps will be as follows:

7/1/25 hourly rate after any across-the-board increase

| | |
|---|-----------|
| 1 | \$47.8126 |
| 2 | \$49.0064 |
| 3 | \$50.2002 |
| 4 | \$51.3936 |
| 5 | \$52.5879 |
| 6 | \$53.7779 |
| 7 | \$54.9679 |

Employees at Steps 1 or 2 on July 1, 2025 will move to Step 1 on the new scale. July 1 will become the new anniversary date for purposes of future step increases for anyone previously at Steps 1 and 2. All other employees will move two steps below their step on July 1, 2025 and will move to the next higher step on their previous anniversary date.

Note: This proposal is contingent upon ratification prior to July 1, 2025.

Housekeeping

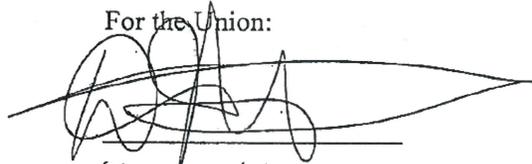
a. **Article 29 Miscellaneous, Section 6. Critical Incident Stress Management Debrief**

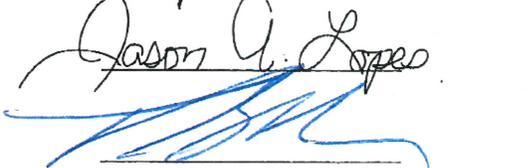
Add the following pursuant to side letter agreement dated July 5, 2023:

The parties agree that it is in the best interests of the Emergency Communications Department, and ETDs for all staff who were working on the floor during a significant event to attend the post-shift Critical Incident Stress Management (CISM) debriefing. Therefore, attendance at all such CISM debriefings will be mandatory for the impacted EC Supervisors unless they are excused due to exigent circumstances.

Agreed to this 25th day of February, 2025

For the Union:



Jason V. Lopez


Thomas G. Moran

For the City:



Jamie Matthews
