

AGILE PILOT PROGRAM

New Section: Extra Help – Agile Pilot Program

1. The County will designate a separate group of Extra Help employees in the AFSCME/ SEIU Extra Help bargaining unit, entitled Term Employees, consisting solely of fixed term employees in the Agile Pilot Program.
2. The Pilot Program will apply for the period of October 1, 2013 – September 30, 2015.
3. For the period of the two year pilot program, San Mateo County will use Term Employees only in the following circumstances, at the County's discretion, for assignments not to exceed three years. (*Note: the terms "temporary" and "short term" below shall be defined as not to exceed three years for the purpose of Term Employees.*)
 - a. Temporary absence of incumbent.
 - b. Short-term variations in workload, including seasonal work
 - c. Short-term special projects/assignments/pilot programs
 - d. Temporary filling of vacant positions
 - e. Intermittent work
 - f. Temporary staffing prior to implementation of organizational or technological changes (e.g. computer programmers)
 - g. Work that has been traditionally outsourced
4. To the extent Term Employees are hired to facilitate work on planned projects, the County may exercise its discretion to assign such project work to Regular Employees while the Term Employees backfill Regular Employee job duties.
5. The number of positions filled in the two-year Extra-Help Agile Pilot Program will not exceed 73 positions. The County will meet and consult with the appropriate Union representative over any expansion of Extra Help-Agile pilot program or increase in cap on positions utilized in represented classifications above the initial 13 positions filled.

Initial AFSCME/SEIU classifications identified as positions for pilot projects are:

- a. Human Services Agency: Overpayment Unit – Benefit Analyst I/II/III (not to exceed 4 FTE)
 - b. Department of Public Works: Construction Services Unit – Capital Project Managers (not to exceed 4 FTE)
 - c. Information Services Department/Controllers/HR: Workday (HRIS) Project – Asst/Advisory/Systems/Senior Systems Engineers, Department System Analyst (not to exceed 5 FTE)
6. The Unions will assist in the development of, and participate in, the evaluation process of the Extra-Help Agile Pilot Program. The parties will meet to discuss the evaluation plan and strategy.
 7. In October 2015, the County and Unions will meet and confer regarding future terms and conditions of employment for Term Employees.
 8. The following terms and conditions of employment will apply solely to employees hired in the Extra Help-Agile Pilot Program:
 - a. Positions will be a Fixed Term as defined by the County, not to exceed 3 years

- b. Upon termination or release from employment, Term Employees have the right to the Reconsideration Process described in Section 18 of the MOU.
- c. Compensation will consist of the following:
 - i. Hourly wage, at the same rate of pay as Regular Employees who are in the same classification
 - ii. Paid Time Off - holiday, vacation and sick leave at the same rate as Regular Employees with the same tenure
 - iii. Health Benefits - the same as Regular Employees
 - iv. 401(a) plan.
 - 1. Employer contribution of 2% in year 1 of employment, 3% in year 2, and 4% in year 3
 - 2. Additional employer matching contribution based on employee contribution, up to an additional 3%.
 - 3. Employer contributions fully vest at the end of year 3. (One third (1/3) of the County's entire contribution (automatic contribution and matching contribution combined) will vest at the end of each year of service.) Employer contributions that have not vested upon employee separation shall be forfeited.
 - v. Term employees will not be eligible for retiree health benefits or SAMCERA defined benefit pension.