

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No.
202201034-1

Originating Department:	Administrative Services
Division/Program: (i.e. Dept. Division and Program)	Human Resources (HR)
Contract or Grant Administrator:	Melissa Keeley, Employee Relations Manager
Contractor's / Agency Name:	Letter of Agreement between Whatcom County and PROTEC17

Is this a New Contract? Yes No If not, is this an Amendment or Renewal to an Existing Contract? Yes No
 If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: 202201034

Does contract require Council Approval? Yes No If No, include WCC: _____
 Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)

Is this a grant agreement? Yes No If yes, grantor agency contract number(s): _____ CFDA#: _____

Is this contract grant funded? Yes No If yes, Whatcom County grant contract number(s): _____

Is this contract the result of a RFP or Bid process? Yes No If yes, RFP and Bid number(s): _____ Contract _____ Cost Center: _____

Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.

If YES, indicate exclusion(s) below:

<input checked="" type="checkbox"/> Professional services agreement for certified/licensed professional.	<input type="checkbox"/> Goods and services provided due to an emergency
<input type="checkbox"/> Contract work is for less than \$100,000.	<input type="checkbox"/> Contract for Commercial off the shelf items (COTS).
<input type="checkbox"/> Contract work is for less than 120 days.	<input type="checkbox"/> Work related subcontract less than \$25,000.
<input type="checkbox"/> Interlocal Agreement (between Governments).	<input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.

Contract Amount:(sum of original contract amount and any prior amendments): \$ _____ This Amendment Amount: \$ _____ Total Amended Amount: \$ _____	Council approval required for; all property leases, contracts or bid awards exceeding \$40,000 , and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when : 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope: _____	

Letter of Agreement between Whatcom County and PROTEC17 to amend the Collective Bargaining Agreement for the period January 1, 2022 - December 31, 2023.

Term of Contract: Addendum to 2022-2023 contract Expiration Date: 12/31/2023

Contract Routing:	1. Prepared by: Melissa Keeley	Date: 12/29/22
	2. Attorney signoff: by email George Roche	Date: 12/29/22
	3. AS Finance reviewed: _____	Date: _____
	4. IT reviewed (if IT related): _____	Date: _____
	5. Contractor signed: _____	Date: _____
	6. Submitted to Exec.: _____	Date: 1-11-23
	7. Council approved (if necessary): <u>✓ (AB2023-043)</u>	Date: 1-10-23
	8. Executive signed: _____	Date: 1-12-23
	9. Original to Council: _____	Date: 1-13-23

WHATCOM COUNTY
CONTRACT NO.
202201034-1

**LETTER OF AGREEMENT
BY AND BETWEEN
WHATCOM COUNTY, WASHINGTON
AND
PROTEC17**

This Letter of Understanding is by and between Whatcom County ("the County") and PROTEC17 ("the Union") regarding the 2022-2023 Collective Bargaining Agreement ("CBA")

The County and the Union acknowledge this CBA included a 2023 wage increase of 2%.

During 2022, the County settled new agreements providing a 6% wage increase for 2023.

Article 11 states, "Should the County provide a 2023 wage increase in excess of 2% to any other group of employees represented or non-represented, not including interest arbitration and the newly certified Public Defenders unit who have not received a wage increase since January 2020, the Union may request to re-open Article 11 for the sole purpose of discussing wages in 2023."

The parties, therefore, agree as follows:

To avoid inequity in pay among Health Department employees, effective January 8, 2023, each wage step in all ranges of the Addendum A salary matrix shall increase by an additional 4% for a total of 6%.

This LOU does not establish a precedent regarding wage adjustments and shall become effective upon the last signature by the authorized parties.

All other terms and conditions of the collective bargaining agreement shall remain unmodified and in full force and effect.

Name	Signature	Date
Melissa Keeley, Human Resources	Melissa Keeley	12/22/2022
Alexis Young, PROTEC17	Alexis Young	12/22/2022
Satpal Sidhu, County Executive	Satpal Sidhu	1/12/23

Approved as to Form:

DocuSigned by:
George Roche

12/22/2022

George Roche, Senior Civil Deputy Prosecuting Attorney

Date

**WHATCOM COUNTY
ADMINISTRATIVE SERVICES**



HUMAN RESOURCES

Whatcom County Courthouse
311 Grand Avenue, Suite #107
Bellingham, WA 98225-4038
(360) 778-5300

HR@co.whatcom.wa.us

MELISSA KEELEY
Manager

MEMO TO: County Council Members

CC: Satpal Sidhu, County Executive
Tyler Schroeder, Deputy Executive

FROM: Melissa Keeley, Human Resources Manager *MK*

DATE: December 29, 2022

SUBJECT: PROTEC17 Environmental Health LOA – 2023 Wages

The County and the Union have an established Collective Bargaining Agreement for PROTEC17 which represents professional environmental health staff. It includes a 2% wage increase for 2023.

Recently, other groups received a 6% wage increase for 2023. This Letter of Understanding provides an additional 4% wage increase (for a total of 6%) which will create internal equity and avoid compression among similarly situated employees.

Should you have any questions, I am available by email at mkeeley@co.whatcom.wa.us or at extension 5305.