

MEMORANDUM OF UNDERSTANDING
BETWEEN
RENTON TECHNICAL COLLEGE
AND
THE WASHINGTON FEDERATION OF STATE EMPLOYEES

Temporary Layoff Opportunities Through the ESD SharedWork Program to Address Budget Issues

Section 1 - Scope of application and employee considerations

The parties agree that to address the serious budget shortfall facing Washington State, and in turn Renton Technical College (RTC), RTC will use the process set out below to temporarily reduce the hours of bargaining unit employees.

Between July 1, 2020 and June 30, 2021, RTC may implement temporary layoffs (TLO) per Article 18.11, of up to twelve (12) days. Employees whose hours are temporarily reduced who participate in the ESD SharedWork Program up through July 25, 2020, may qualify to receive additional unemployment assistance for each week they are in temporary layoff status and are receiving unemployment compensation. To assist employees who are subject to the temporary layoffs (TLO) outlined in this MOU, RTC agrees to work with the Employment Security Department to arrange for educational guidance and assistance with the application process for the SharedWork program and assistance with applying for unemployment benefits for which they may be eligible. During the term of this MOU some employee performance measures may require consideration for an adjustment proportionate to the number of work days spent in temporary layoff status.

RTC, under this collective bargaining agreement and considering TLO, will apply for participation in the SharedWork program and utilize that program to provide benefits to their employees who are being reduced in hours (RIH) consistent with the SharedWork requirements. Once that decision has been made, the College agrees to follow the steps in the MOU.

Section 2 - Voluntary Option for Temporary Hour Reduction

RTC can also solicit volunteers for temporary layoffs for a minimum of one day per week (a reduction of 8 hours per week) for all eligible employees, but for no more than fifty percent (50%) of their weekly hours. Employee requests for voluntary reduction in hours/layoffs will be contingent upon College approval.

Section 3 – Employer-directed furloughs through July 25, 2020

- A. The employer will designate July 10, July 17 and July 24, 2020 as a furlough day for all employees in the WFSE bargaining unit. In the event that a critical business need precludes a bargaining unit member from the designated furlough days, the employees will seek approval from their supervisor to move their furlough day to an alternate day within the same workweek. This is contingent RTC receives timely approval by ESD for participation in the SharedWork Program.

- B. During a furlough week, full-time employees who work a flex schedule (whether one flex day per week or one every-other week) will convert to a regular Monday-Friday eight (8) hours per day work schedule with one furlough day. Employees who wish to move their furlough day(s) to an existing flex day or previously approved annual leave day must provide the employer notice of this change by July 1, 2020. This notice applies to all furlough days in July.

Section 4

In administering the assignment of Employer-directed reductions in hours RTC will strive to identify the largest employee pool possible in order to spread the burden of salary reductions over the widest population while also taking into consideration the operational and service delivery requirements of the college.

The parties agree that - should additional reductions in hours become necessary beyond the days set out above - the college shall provide notice of its intent to do so and will satisfy its bargaining obligations. In addition to the provisions outlined above, the parties agree to continued discussions on or after July 1, 2020 to identify options to address budget issues during the next biennium.

Dated: June __, 2020

For Renton Technical College

For the Union

Kevin D. McCarthy
President

Jenny Ho
Labor Advocate

