SNOHOMISH COUNTY 911 BOARD OF DIRECTORS
BOARD MEETING AGENDA
August 20th, 2026 at 8:30 a.m.
IN PERSON MEETING

Zoom Meeting Link:
https://us02web.zoom.us/j/88515313070?pwd=IfZHnjyb3yKdZepuoLZ3SIhWVYziWW.1
Webinar ID: 885 1531 3070
Password: 621516

1. **Call to Order**
   - **A. Roll Call**
   - **B. Announcements**: Employee Recognition – Brooke Jacobson
     https://www.kiro7.com/news/local/stanwood-family-hopes-close-call-with-toddler-serves-reminder-learn-cpr/6FJYJVU4IBH6PF4XSAIO5AULKY/
   - **C. Public Comment Policy:** Public Comments limited to 3 minutes on discussion items related to agency business.
2. **Approval of Agenda**
3. **Consent Agenda**
   - **A.** Minutes from the July 16th, 2026 Regular Board Meeting
   - **B.** July 2026 Blanket Voucher & Payroll Approval Form:
     - i. Checks 1202-1209; 21720-21834, for a total of $3,897,167.68
     - ii. Payroll Direct Deposit, in the amount of $1,517,029.24
   - **C.** APF – ILA with Snohomish County Information Technology
4. **Executive Session (15 minutes)**
5. **Old Business**
   - **A.** APF - Snohomish County Employee Association (SCEA) Dispatch Successor CBA
6. **New Business**
   - **A.** 2027 Budget Presentation
   - **B.** Tulalip Tribe Letter of Interest
   - **C.** DFR Trial Agreement
7. **Reports**
   - **A.** Agency Report
   - **B.** Police TAC
   - **C.** Fire TAC
8. **Committee Reports**
   - **A.** Finance Committee
   - **B.** Personnel Committee

C. Public Safety Technology Committee

D. County EESCS Committee (formerly County E911 Office)

E. County ECSF Program Advisory Board

9. **Reminder: Memorial Dedication at 1000**

10. **Good of the Order**

11. **Adjourn -** The next meeting is scheduled for September 17, 2026

SNOHOMISH COUNTY 911
BOARD OF DIRECTORS MEETING

BOARD MEETING
July 16, 2026

Board Members & Management in Attendance	☒ Jon Nehring-President	Marysville	☒ Jonathan Ventura	Arlington Police
	☒ Dave DeMarco	Everett Fire	☐ Dale Kaemingk	Brier
	☒ Ryan Lundquist	SRFR	☒ Drew Bono	Getchell
	☐ Brian Park	Everett Fire	☒ Deanna Gregory	Legal Counsel
	☒ Michael Fearnehough	South County Fire	☒ Kurt Mills	SNO911
	☐ Don Waller	Fire District 4	☒ Terry Peterson	SNO911
	☐ Joel Johnson	Fire District 24	☒ Andie Burton	SNO911
	☒ Susanna Johnson	SCSO Sheriff	☒ Rosie Akopyan	SNO911
	☐ Alessandra Szebenyi	Snohomish County	☒ Wade Anderson	SNO911
	☒ Robert Goetz	Everett Police	☒ Howard Tucker	SNO911
	☒ Judy Tuohy	Everett	☒ Chris Carlton-Bishop	SNO911
	☐ Cole Langdon	Lynnwood Police	☒ Rita Simmons-Owens	SNO911
	☒ Jeff Beazizo	Lake Stevens Police		

Alternate Board Members in Attendance	☒ David Sherman	South County Fire	☐ Don Schwab	Everett
	☐ Roy Waugh	SRFR	☐ Jim Lawless	Marysville Police
	☒ Brett Yeadon	Everett Police	☒ Jenna Nand	Edmonds
	☒ Ned Vander Pol	Marysville Fire	☐ Brett Gailey	Lake Stevens
	☒ Glen Albright	Mukilteo Fire	☐ Jeffrey Jolley	Monroe Police
	☐ Doug Jeske	Undersheriff	☒ Pete Caw	Mountlake Terrace PD
	☐ Chelsea Wright	Lynnwood	☐ Seth Albright	Everett Fire

Guest & Staff Attending	Greg Wong – Legal	Jeremy Stocker – FD#22	Tiff Brown – SNO911
	Lucia Schmit - SnoCo DEM		

AGENDA ITEMS		ACTION OR FOLLOW-UP
1. Call to Order, Roll Call and Announce-ments & Public Comment	**A. Call to Order:** Board Chair, Mayor Jon Nehring called the meeting to order at 8:30 a.m. Roll call was taken and a quorum was confirmed. **B. Announcements**: SNO911's Executive Director Kurt Mills announced the retirement of Chris Spooner and the Board thanked her for the 24 years of service. **C. Public Comment**: None	
2. Approval of Agenda	Staff asked to have item 6A, the 2027 Budget Presentation, removed from the agenda. It will be put on the August agenda. ***Chief Jeff Beazizo moved to approve the agenda excluding item 6A the 2027 Budget Presentation, seconded by Chief Drew Bono and approved unanimously.***	**Agenda Approved with edits.**
3. Consent Agenda	***Chief Beazizo moved to approve the Consent Agenda, including:*** **A.** Minutes from the June 18th Regular Board Meeting and the **B.** June 2026 Blanket Voucher & Payroll Approval Form: i. Checks 1195-1201; 21627-21719 for a total of $1,129,631.68 ii. Payroll Direct Deposit, in the amount of $1,482,168.75 ***Chief Ned Vander Pol seconded and the motion passed***	**Consent Agenda Approved**

AGENDA ITEMS		ACTION OR FOLLOW-UP
	unanimously.	
4. Executive Session	Greg Wong – Pacifica Law Group	
5. ADAPT Team Update	SNO911's Director of Technology Chris Carlton-Bishop walked the board through a PowerPoint presentation showcasing the team's approach for innovation across Operations, Information Technology and Radio Systems.	
6. Old Business	**A. This item was struck from the agenda.**	
7. New Business	**A. Resolution 2026-02 Board's Intent Regarding Executive Succession.** Executive Director Mills spoke about the Board's request for staff to consider the future of the Agency when Director Mills retires. After discussions with the Board Chair, the Chair of the Personnel Committee and legal counsel it was advised to bring the intention of the Agency to the Board in the form of this resolution, recommending Deputy Director Peterson. Rod Younker with Summit Law will create a transition plan for Director Mills and Executive Director Peterson after the dispatch negotiations are complete. <u>Chief Vander Pol moved to approve Resolution 2026-02 as presented. Seconded by Councilmember Jenna Nand with Chief Beazizo abstaining. Otherwise passed unanimously.</u>	**Resolution Passed**
8. Reports	**A. Agency Report.** Andie Burton, SNO911's Director of Operations shared statistics from the Fourth of July, which were also included in the packet. Deputy Director Peterson gave an update on the Real Time Intelligence Center (RTIC) program will be restarted in September, implementing new Peregrine technology. Along with another Drone as a First Responder (DFR) trial phase running mid-September through mid-October. Staff is working on a robust communication strategy to make sure that elected officials and members of the community have an opportunity to hear what is going on with the RTIC project. The Agency will host an "Elected Officials Day" where they can come into the office to tour the center and receive a presentation about what RTIC is and isn't. **B. Police TAC.** The meeting focused on operational needs with no further discussion needed. **C. Fire TAC.** This meeting also focused on operations with no further discussion necessary.	
9. Committee Reports	**A. Finance Committee.** Staff plans to bring the 2027 budget presentation to the August board meeting. **B. Personnel Committee.** The Committee reviewed the staffing report, upcoming academy and the budget. **C. Public Safety Technology Committee.** Director Mills reported that the Committee has some market research trips planned with a group focus on RFP development planning. **D. County EESCS Committee (Formerly County E911 Office).** The committee focused on the statewide service impairment on June 15^{th}. **E. County ECSF Program Advisory Board.** No meeting.	

AGENDA ITEMS		ACTION OR FOLLOW-UP
10. Good of the Order	Executive Director Mills reminded everyone that the August Board meeting will be held in-person.	
11. Adjourn	The meeting adjourned at 9:23 a.m. The next regularly scheduled Board Meeting is in-person on August 20, 2026.	

ACTION PROPOSAL FORM

Date: August 13th, 2026

Title: Snohomish County Internet ILA.

Background / Purpose:

Snohomish County 911 partners with Snohomish County Information Technology (SCIT) to provide internet connectivity and secure network services supporting the agency's emergency communications systems. The existing Interlocal Agreement expires in September 2026 and has been updated to establish a new five-year agreement through September 2031.

A key component of this agreement is SNO911's continued presence within the County's Meet-Me Room, the regional telecommunications hub where public agencies, internet providers, and partner networks interconnect. This facility provides the physical and network connectivity that enables SNO911 to exchange data with Snohomish County systems, fire and law enforcement agencies, and other regional public safety partners while maintaining resilient internet connectivity.

The agreement continues an existing service relationship and ensures uninterrupted connectivity supporting SNO911 operations and regional public safety partnerships.

This APF was reviewed and recommended for the Consent Agenda by the Finance Committee.

Suggested Action/Recommendation:

Authorize SNO911 to execute the attached Interlocal Agreement and associated Work Order with Snohomish County Department of Information Technology for continued internet connectivity, Meet-Me Room connectivity, and related network services.

Fund: Expenditure will be paid out of Operating Fund-70.

COUNTY DEPARTMENT: Department of Information Technology

CONTACT PERSON: Viggo Forde, Director

ADDRESS: 3000 Rockefeller Ave. Everett, WA 98201

TELEPHONE/EMAIL: (425) 388-3703 / viggo.forde@snoco.org

PUBLIC AGENCY: Snohomish County 911

AGENCY CONTACT PERSON: Chris Carlton-Bishop, Director of Technology

ADDRESS: 332 SW Everett Mall Way
Everett WA 98204

TELEPHONE/EMAIL: (425) 407-3925
ccarlton-bishop@sno911.org

PROJECT: Information Technology Services

AMOUNT: As specified in Work Orders
Not to exceed $75,000 for the five (5) year life of the Agreement

FUND SOURCE: Snohomish County 911

CONTRACT DURATION: September 14, 2026 through
September 13, 2031

INTERLOCAL AGREEMENT BETWEEN SNOHOMISH COUNTY 911 AND SNOHOMISH COUNTY TO PROVIDE INFORMATION TECHNOLOGY SERVICES

THIS AGREEMENT ("Agreement") is entered into by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington, through its Department of Information Technology (hereinafter "County" or "SCIT") and Snohomish County 911 (hereinafter "Agency") for the purpose of SCIT providing information technology services to Agency.

WHEREAS, this Agreement is made pursuant to the authority granted by Chapter 39.34 RCW, the Interlocal Cooperation Act; and

WHEREAS, Chapter 2.350 of the Snohomish County Code (SCC) provides for SCIT to provide for information services, information processing, software and purchased information services to public agencies and cash-on-delivery customers; and

WHEREAS, Agency is a "public agency" as that term is defined in SCC 2.350.020(13) and RCW 39.34.020; and

WHEREAS, Agency requires information technology services, which may include maintenance and support, assistance in the planning, management, control, operation, and use of information services, network, telecommunications, information processing, equipment, purchased services and proprietary software.

NOW, THEREFORE, and in consideration of the respective agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the County and Agency agree as follows:

1. <u>Scope of Information Technology Services:</u>

   a. The County will provide information technology goods and information processing services as agreed upon in Work Order ("WO"). Each WO shall be executed on behalf of the County by the County Executive, or designee, and an authorized agent for Agency, and subject to the general terms and conditions of this Agreement. Each WO will include a description of the specific services to be provided, the term, and the costs of such service from quotation or from the published rate or fee schedule, and any other terms or conditions applicable to that service. The scope of information technology goods and information services to be provided are limited to the following:

      A. Provide space in the Meet-Me-Room rack to mount Agency's network equipment in the SCIT data center;

      B. Provide cross-connects to connect to other agencies or services located in the SCIT data center;

      C. Assist in the planning, management, control, operation and use of integrated city, jurisdictional, government and County networks, telecommunications, information processing, systems and equipment required by Agency; provide Internet Service Provider (ISP) services;

      D. Coordination of the planning, management, control, operation, and use of information services, backbone network, telecommunications, information processing, equipment, purchased services and proprietary software required by Agency;

2. <u>Contract Maximum</u>: All WOs executed under this Agreement shall not exceed an aggregate total of $75,000.00.

3. <u>TREATMENT OF ASSETS</u>: COMPUTER APPLICATION PROGRAMS AND OTHER SOFTWARE SYSTEMS FURNISHED TO AGENCY BY THE COUNTY ARE FURNISHED ON AN "AS IS" BASIS WITH NO REPRESENTATIONS OR

WARRANTIES REGARDING USE OR RESULTS INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, UNLESS INDICATED IN A WO FOR SERVICE.

Agency Data: "Agency Data" means the data provided or input by or on behalf of Agency, and User or Affiliate of Agency or any authorized Third-Party User for use with the services. Agency shall own all rights, title and interest in and be completely responsible for the Agency Data, which shall never be deemed to be property of the County, even if delivered or incorporated therewith into any custom software or service provided by the County. The County shall have no responsibility whatsoever for the accuracy, quality, integrity, legality, reliability, appropriateness, and intellectual property ownership of Agency Data, and the County shall not review, monitor or check the Agency Data except as necessary to provide the service to Agency. The County shall not be responsible for, or liable, in any way, for the deletion, destruction, damage, breach or loss of any Agency Data through no fault of the County or its providers.

Property: Title to all property furnished by the County shall remain in the County. Title to all property purchased by Agency for which Agency is not reimbursed by the County shall remain the property of Agency. Title to all property purchased by Agency for which Agency is reimbursed by the County and is used as a component of services provided under this Agreement shall pass to and vest in the County upon completion, termination, or cancellation of the relevant WO or this Agreement.

Any property of the County furnished to Agency shall, unless otherwise provided in this Agreement, or approved by the County, be used only for the performance of this Agreement or a WO. Agency shall be responsible for any loss or damage to County property that County furnishes to Agency.

If County property is lost, destroyed, or damaged, Agency shall immediately notify the County and shall take all reasonable steps to protect the property from further damage.

Surrender of Property: Agency shall surrender to County all property belonging to County upon completion, termination, or cancellation of this Agreement. Conversely, County shall surrender to Agency all property of Agency upon completion, termination, or cancellation of this Agreement.

4. Time of Performance: Pursuant to RCW 39.34.040 this Agreement shall become effective upon signature by both parties and either (a) listing of this Agreement by subject on either party's web site or (b) recording of this Agreement with the Snohomish County Auditor. The Agreement shall remain in force for a period up to five (5) years, unless terminated earlier by either party upon ninety (90) days prior written notice to the other party.

5. Compensation: At no additional cost to Agency, Agency may request an estimate or quotation of cost for proposed information technology goods or information processing services from County. Specific agreements addressing costs, term, schedules, and other factors will be

described in an associated WO developed from initial estimates or quotations.

Agency will pay County for services provided hereunder and as set out in WOs.

Charges for information technology, goods and information processing services under this Agreement shall be based on the current published rate or fee schedule of the County in effect on the date of execution of this Agreement, unless otherwise provided in an amendment or in a WO. . Rate and Fee schedules are subject to change. Any rate or fee schedule of the County included as part of a WO shall apply to that WO (including any amendments thereto), and any subsequent services or WO unless another rate or fee schedule is provided by the County and approved by the Agency.

The County will submit an invoice or advice of charge to Agency annually in advance. Payment is due in full 30 days after receipt of the invoice by Agency and becomes delinquent sixty (60) days thereafter.

A late payment fee may be applied to any remaining balance sixty (60) days after receipt of invoice. Late payment charges, if any, will be imposed on the unpaid balance at a rate of one percent (1%) per month. If Agency fails to pay a WO invoice more than ninety (90) days past due, and fails to cure the same within 5 days written notice of the County, the County may terminate this Agreement or an applicable WO. Amounts disputed by Agency under Section 8 of this Agreement are not subject to late payment charges.

6. Obligations of Agency are as follows: As to all new Agency acquisitions of any information technology equipment, software or systems to be serviced under this Agreement, Agency shall undertake such acquisitions in accordance with guidelines, standards or procedures established by SCIT and shall secure written concurrence for any such procurement from the County Executive or his/her designee.

Agency shall make payment to County of all submitted invoices or advices of charge pursuant to Section 5 of this Agreement.

7. Mutual Covenants: Agency will promptly notify the County in writing of issues regarding invoices, or of services which Agency believes do not conform with the agreed upon terms of this Agreement and/or WO, within thirty (30) days of receipt of invoice or performance of services, whichever occurs later. Failure to give written notice within thirty (30) days after receipt of invoice or performance of services constitutes waiver of any objection to services or invoices.

Except as set forth in Section 5 of this Agreement, the parties shall attempt to resolve any issues arising under this Agreement and/or any applicable WO through negotiation and consultations. If that fails, the parties will seek to resolve disputes through the aid of a mutually selected, independent third party.

This Agreement may only be modified by a written amendment executed with the same formalities as are required for execution of this Agreement.

Both parties understand the County retains discretion regarding the operation and allocation of the aggregate information processing capacity at its disposal, including the capacity covered by this Agreement. County agrees to allocate sufficient capacity to meet the existing processing requirements of Agency during the term of this Agreement.

8. County Review and Approval: Upon submittal of any request to execute a WO or to perform optional services under any executed WO, the County may, following review by the SCIT, agree to perform such work or reject it, or request such modification or additions as it deems appropriate.

   At the outset of performance of each WO, or during performance of the WO to the extent the same is modified by the Parties, the County will either accept or reject Agency's systems and services as listed in the WO. The County will not invoice Agency until the County has accepted service and/or system delivery responsibility, and the WO has been approved per Section 1 of this Agreement. Agency is not required to pay for services or systems until the County accepts delivery responsibility for those services and/or systems.

9. Access to Books/Records: Each Party may, at reasonable times, and upon prior notification inspect the records of the other party relating to performance of this Agreement. County and Agency shall keep all records required by this Agreement in accordance with statutory archival requirements.

10. Indemnification and Hold Harmless: Subject to the liability limitation stated in Section 11 of this Agreement, Agency shall hold harmless, indemnify, and defend, at its own expense, SCIT, its elected and appointed officials, officers, employees and agents, from any loss or claim for damages of any nature whatsoever, arising out of Agency's collection, disclosure, maintenance, use or the breach of Agency Data, or its performance of this Agreement, including claims by Agency's employees or third parties, except for those losses or claims for damages solely caused by the negligence or willful misconduct of the County, its elected and appointed officials, officers, employees or agents.

    Subject to the liability limitations stated in Section 11 of this Agreement, County shall hold harmless, indemnify, and defend, at its own expense Agency, its elected and appointed officials, officers, employees and agents, from any loss or claim for damages of any nature whatsoever, except loss for data breach, arising out of County's performance of this Agreement, including claims by County employees or third parties, except for those losses or claims for damages solely caused by the negligence or willful misconduct of Agency, its elected and appointed officials, officers, employees or agents.

    Subject to the liability limitations stated in Section 11 of this Agreement, in the event of liability for damages of any nature whatsoever arising out of the performance of this Agreement by Agency and County, including claims by Agency's and County's own officers, officials, employees, agents, volunteers, or third parties, caused by or resulting from the concurrent negligence of Agency and the County, their officers, officials, employees, agents and volunteers, each party's liability hereunder shall only be to the extent of that party's negligence.

11. Limitation of Liability: In no event will County or Agency be liable for any special, consequential, indirect, punitive or incidental damages, including but not limited to loss of data, loss of revenue, or loss of profits, arising out of or in connection with the performance of the County or Agency under this Agreement or any WO hereunder, even if the County or Agency has been advised of the possibility of such damages. IN NO EVENT WILL THE COUNTY BE LIABLE FOR ANY STATUTORY OBLIGATIONS, CONSEQUENTIAL, INDIRECT, PUNITIVE OR INCIDENTAL DAMAGES, INCLUDING BUT NOT LIMITED TO BREACH AND/OR LOSS OF DATA NOT CAUSED BY THE COUNTY, LOSS OF REVENUE, LOSS OF GOODWILL OR LOSS OF PROFITS, ARISING OUT OF OR IN CONNECTION WITH THE PERFORMANCE OF THE COUNTY UNDER THIS AGREEMENT OR ANY SUPPLEMENTAL WORK ORDER HEREUNDER, WHETHER BASED IN CONTRACT, TORT, INTENDED CONDUCT OR OTHERWISE, INCLUDING WITHOUT LIMITATION COSTS INCURRED AS A RESULT OF DECISIONS MADE IN RELIANCE ON THE SERVICES, LOSS OF THE SERVICES, OR ANY OTHER LOSS OF DATA, THE COSTS OF RECOVERING OR RECONSTRUCTION SUCH DATA OR CLAIMS BY THIRD PARTIES.

12. Insurance:

12.1 Agency may self-insure against such risks in such amounts as are consistent with good practice or shall obtain a coverage agreement through a Risk Pool authorized by Chapter 48.62 RCW, which shall provide liability coverage for the liabilities contractually assumed. by Agency in this Agreement. **OR**

12.2

a. Agency shall maintain continuously for the duration of this Agreement the following insurance minimum limits of liability and meet the requirements below:
   - (i) **Commercial General Liability** written on an occurrence form at least as broad as ISO CG 00 01 with minimum limits of liability of $1,000,000 each occurrence, $2,000,000 General Aggregate, $2,000,000 Products/Completed Operations Aggregate, $1,000,000 Personal/Advertising Injury Liability, $1,000,000 Damage to Premises, $1,000,000 each accident/disease—policy limit/disease—each employee stop gap/Employer's Liability;
   - (ii) **Cyber Liability** Insurance, with limits not less than **$2,000,000** per occurrence or claim, **$2,000,000** aggregate. Coverage shall include, but not be limited to, claims involving security breach, system failure, data recovery, business interruption, cyber extortion, social engineering, infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, and alteration of electronic information. The policy

shall provide coverage for breach response costs, regulatory fines and penalties, as well as credit monitoring expenses.

b. Insurance Provisions and Requirements.

1. The insurance coverages required in this Agreement for all liability policies except Professional Liability, if applicable, must contain, or must be endorsed to contain, the following provisions:

(i) The County, its officers, officials, employees and agents are to be covered as additional insureds as respects liability arising out of activities performed by or on behalf of Agency in connection with this Agreement. Such coverage shall be primary and non-contributory insurance as respects the County, its officers, officials, employees and agents.

(ii) Agency's insurance coverage shall apply separately to each insured against whom a claim is made and/or lawsuit is brought, except with respect to the limits of the insurer's liability.

12.3.

a. The deductible and/or self-insured retention of the policies shall not limit or apply to Agency's liability to the County and shall be the sole responsibility of Agency.

b. Agency’s maintenance of insurance or self-insurance as required by this Agreement shall not be construed to limit the liability of Agency to the coverage provided by such insurance, or otherwise limit the County’s recourse to any remedy available at law or in equity.

c. The insurance requirements contained herein shall not in any manner be deemed to limit or qualify the liabilities or obligations assumed by Agency under this Agreement.

d. Agency shall ensure that any Subcontractor and all others performing any work under this Agreement shall obtain insurance appropriate to the services being provided and in amounts sufficient to cover the risks posed by such work.

13. Compliance with Laws: The County and Agency shall comply with all applicable federal, state, and local laws, rules, and regulations in performing this Agreement. Agency will comply with SCIT procedures and policies related to technology management and use of applicable County systems, applications and services, including but not limited to ensuring all users complete annual cyber security training. County shall provide Agency copies of and/or training for such procedures and policies, as necessary, to ensure compliance thereof.

14. Non-assignment: The County and Agency shall not assign any of the rights, duties, or obligations covered by this Agreement without the prior express written request and consent of the other party.

15. Conflicts between Attachments and Text: Should any conflicts exist between any attached exhibit or WO and the text of this Agreement, the text of this Agreement shall prevail.

16. Interlocal Cooperation Act (Chapter 39.34 RCW): The purpose of this Agreement is to allow the County to provide a variety of information technology services to Agency as needed over a five (5) year term. WOs will be executed by both parties as necessary and will describe the services to be provided and their associated costs. The parties agree that no separate legal or administrative entities are necessary to carry out this Agreement. The parties agree that it is not necessary to appoint an administrator or joint board to oversee the implementation of this Agreement. However, should a court of competent jurisdiction deem such an administrator or joint board necessary for purposes of the Interlocal Cooperation Act, Ch. 39.34 RCW, an administrator or joint board will be established by mutual agreement of the parties. Except as expressly provided to the contrary in this Agreement, any real or personal property used or acquired by either party in connection with the performance of this Agreement will remain the sole property of such party, and the other party shall have no interest therein.

17. Governing Law and Venue: This Agreement shall be governed by the laws of the State of Washington and any lawsuit regarding this Agreement must be brought in Snohomish County Superior Court, Washington.

18. Severability: Should any clause, phrase, sentence or paragraph of this Agreement be declared invalid or void, the remaining provisions of this Agreement shall remain in full force and effect.

19. Recording: The parties may file this Agreement with the Snohomish County Auditor pursuant to RCW 39.34.040 or list the Agreement by subject on either party's web site.

20. No Separate Legal Entity: To accomplish the purposes of this Agreement, the parties do not create a separate legal entity nor, except as may be required in Section 16 of this Agreement, do the parties form a joint board.

21. Public Records: This Agreement and all public records associated with this Agreement shall be available from the County for inspection and copying by the public where required by the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that public records then in the custody of Agency are needed for the County to respond to a request under the Act, as determined by the County, Agency agrees to make them promptly available to the County. If Agency considers any portion of any record provided to the County under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, Agency shall clearly identify any specific information that it claims to be confidential or proprietary. If the County receives a request under the Act to inspect or copy the information so identified by Agency and the County determines that release of the information is required by the Act or otherwise appropriate, the County's sole obligations shall be to notify Agency (a) of the request and (b) of the date that such information will be released to the requester unless Agency obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If Agency fails to timely obtain a court order enjoining disclosure, the County will release the requested information on the date specified. To the extent that public records then in the custody of the County are needed for Agency to respond to a request under the Act, as determined by Agency, the County agrees to make them promptly available to Agency. If the County

considers any portion of any record provided to Agency under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the County shall clearly identify any specific information that it claims to be confidential or proprietary. If Agency receives a request under the Act to inspect or copy the information so identified by the County and Agency determines that release of the information is required by the Act or otherwise appropriate, Agency's sole obligations shall be to notify the County (a) of the request and (b) of the date that such information will be released to the requester unless the County obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If the County fails to timely obtain a court order enjoining disclosure, Agency will release the requested information on the date specified.

Neither the County nor Agency has, and by this section assumes, any obligation on behalf of the other party to claim any exemption from disclosure under the Act. Each party shall not be liable to the other for releasing records not clearly identified as confidential or proprietary. Neither party shall be liable to the other for any records that it releases in compliance with this section or in compliance with an order of a court of competent jurisdiction.

22. Non-discrimination. It is the policy of the County to reject discrimination which denies equal treatment to any individual because of such individual's race, creed, color, national origin, families with children, sex, marital status, sexual orientation, age, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability as provided in Washington's Law against Discrimination, Chapter 49.60 RCW, and the Snohomish County Human Rights Ordinance, Chapter 2.460 SCC. These laws protect against specific forms of discrimination in employment, credit transactions, public accommodation, housing, county facilities and services, and county contracts.

    Agency shall comply with the substantive requirements of Chapter 2.460 SCC, which are incorporated herein by this reference. Execution of this Agreement constitutes a certification by Agency of Agency's compliance with the requirements of Chapter 2.460 SCC. If Agency is found to have violated this provision, or to have furnished false or misleading information in an investigation or proceeding conducted pursuant to this Agreement or Chapter 2.460 SCC, this Agreement may be subject to a declaration of default and termination at the County's discretion. This provision shall not affect Agency's obligations under other federal, state, or local laws against discrimination.

23. Authorization: Each individual executing this Agreement represents that such individual has been duly authorized to do so on behalf of the party by the governing body as required under RCW 39.34.030(2).

24. Prior Agreements: Any and all prior agreements of the parties related to the same subject matter as this Agreement shall be replaced and superseded by this Agreement.

Signature page follows.

"County"	"Agency"
SNOHOMISH COUNTY	SNOHOMISH COUNTY 911
By: ______________________________	By:______________________________
County Executive Director Date	Title: ____________________________ Date

Approved only as to form:

____

Deputy Prosecuting Attorney Date

Approved as to indemnification provisions:

____

Risk Management Date

Exhibit A - Work Order (WO 26-01)

Network, Internet & GIS Support Services

This Work Order ("WO") is executed between Snohomish County, through its Department of Information Technology (the "County" or "SCIT") and Snohomish County 911 ("Agency") pursuant to the terms and conditions of that certain Interlocal Agreement ("ILA") between Agency and Snohomish County to Provide Information Services effective upon signature by both parties. The parties acknowledge that they have read and understand the terms and conditions therein. All rights and obligations of the parties shall be subject to and governed by the terms of the ILA. This WO sets forth the obligations of the parties with respect to SCIT's provision of information services to Agency. This WO also serves as the Service Level Agreement, (See Section 8 Service Levels and Designated Points of Contact and Escalation Points Table of this WO) between Agency and SCIT.

1. **Purpose:** The purpose of this WO is for SCIT to provide to Agency information services as specified in Appendix A. Specific services and services costs are consistent with SCIT's published services and rates and are detailed in Appendix A, and by this reference incorporated herein.

2. **Scope of Work:** The specific services covered by this WO includes the "Primary" items listed in Appendix A – Services Listing and any item directly "associated" with the Primary items after acceptance by SCIT.

3. **Rates and Adjustments:** Rates under this WO shall be updated annually by the County, with counts and rate cost data negotiated as part of the County's annual budget and service rate model. As required, County, in conjunction with Agency, will perform inventories of all equipment, standard desktop software licenses, and services covered under this WO and the inventories will be adjusted as necessary. The County will invoice Agency based on these inventories unless additional equipment or services are added or deleted, in which case cost adjustments may occur.

4. **Payment for Services:** County will invoice Agency for the Services per Section 5, Compensation, of the Interlocal Agreement (ILA). Agency will be billed in full for Services rendered up to and including the date County receives Agency's cancellation or change request.

5. **Term and Termination:** The term of this WO is effective upon the date of execution by both parties unless terminated upon written notification to the other party. Either party may terminate this WO upon ninety (90) day's written notification to the other party. In the event the ILA is terminated, this WO shall also terminate on the ILA termination date.

6. **Prohibited Use of Services:**
    - **a.** Agency shall not use any Service in a manner that the County reasonably determines may adversely affect the County systems, the County customers, the integrity and operations of the County's business, or the County's ability to provide services to the County customers.
    - **b.** By executing this WO, Agency acknowledges and agrees that the County may monitor any activity and content associated with the use of the Services. the County may cooperate with law enforcement agencies in any investigation related to the use of a the County Service and investigate any complaint or reported violation of law or the County policy. The County may take action in response to requests the County reasonably deems to be legally enforceable. Action may include, but is not limited to, issuing warnings, suspension, or termination of a Service; removal of materials on a the County-hosted web site; or disclosure of information agencies, such as user contact details, IP addressing and traffic information, usage history, posted content, to law enforcement.

7. **Resale of Snohomish County Services:** Agency shall not resell or provide free of charge any Service to any third party without first entering into a Contract for Service with the County that permits these activities.

8. **Service Levels and Designated Points of Contact and Escalation Points:** SCIT's designated point of contact for Agency to request Support Services, contact Service personnel, request problem status updates, and receive problem resolutions is via the SCIT Help Desk at (425) 388-3378, Monday – Friday, 8:00 a.m. – 5:00 p.m., excluding holidays. Schedule is subject to change by written notice from SCIT.

    SCIT Contacts and Escalation Points:

Service Desk	425-388-3378
Systems and Network Engineering Supervisor	425-388-7171
GIS Supervisor	425-262-2150
Customer & Workstation Supervisor	425-388-3899
Infrastructure & Security Manager	425-388-3998
Deputy Director	425-388-3022
Director	425-388-3739

    Agency's designated point of contact for SCIT to send invoices, problem-solve and otherwise conduct business shall be:

Agency Primary Contact:	Chris Carlton-Bishop, Director of Technology Phone (425) 407-3925 Ccarlton-bishop@911.org

Agency Secondary Contact: Bleu Jaegel
(425) 407-3962
bjaegel@sno911.org

Agency Billing Contact: accounts@sno911.org

Service Level Response Table

Response Level	Condition	Response Time	Escalation Path
Emergency Response	Network outage, multi-user outage/ critical event, or when Agency is unable to conduct business.	2 hours	SCIT's assigned primary response contact will make contact within two (2) hours of receiving notification from either the Help Desk or Management. If contact is not made within 2 hours the call receiver will contact the secondary support contact. If still unable to contact, the appropriate supervisor will be contacted. The assigned response contact will schedule network operations access as necessary.
Priority Problem Response	Network is impaired, Agency is still able to conduct business, but no practical workaround exists.	3 Hours	SCIT's primary response contact will make contact with Agency's designated primary contact. If contact is not made within three (3) hours, the call receiver will contact the designated secondary contact. If still unable to contact, the appropriate supervisor will be contacted. The assigned response contact will schedule network operations access as necessary.
Routine Response	User is inconvenienced, or non-mission-critical application is impaired. Practical workaround exists.	3 Days	SCIT's primary response contact will respond to this category of call when all other service requests of higher priority have been answered. Every effort will be made to respond within three (3) business days. This category of call includes but is not limited to: training issues, minor operational issues, and minor system inconveniences.

9. **Declined Equipment:** No equipment is provided by this WO. All equipment maintenance is the responsibility of Agency.

10. **Pricing and Service Fees:** The pricing and fee schedule for services provided by SCIT are outlined in Appendix A of this WO.

11. **Modifications / Changes:** Services may be modified at any time upon mutual written agreement of the parties under the terms of the ILA. Modifications that remain within the ILA Contract Maximum will be made through the issuance of a new WO, which will take precedence over the original WO.

12. **Assignment:** Neither party shall assign any of the rights, duties, or obligations covered by this WO without the prior express written request and consent of each party.

13. **Notices:** Notices and other communications between the County and Agency where delivery is not otherwise specified in the ILA may be delivered by electronic mail. Communications related to the ILA may be directed to Snohomish County Department of Information Technology at: DIS.Admin@snoco.org. Agency shall provide the County with a valid email address to be used by the County for communications for the ILA and shall update that address as needed. The County shall fulfill its obligations under the ILA providing Agency with notice

at the email address most recently provided to the County by Agency for use in providing notices pursuant to the ILA.

14. Responsibilities:

a. <u>SCIT Responsibilities:</u>

i. Provide services listed in Appendix A.
ii. Configure, maintain, provide warranty and repair all County-owned equipment and transports.
iii. Provide IT Service Desk (425-388-3378) as initial point of contact for suspected problems or to request Data Center access.
iv. In the event SCIT determines a request for assistance is outside the scope of this WO, SCIT will work with the Agency to develop and recommend approaches to meet Agency requirements.
v. Provide Agency's fiber vendor a termination point for a single pair of single mode fiber.
vi. Provide Agency one (1) unit of rack space and UPS power in SCIT's Data Center for an ethernet switch.
vii. Provide path for fiber or single mode fiber between termination point and Agency's equipment.
viii. SCIT takes no ownership regarding the repair of Agency owned equipment.
ix. Provide escorted access to the Network Operations Center (NOC) between the hours of 8:00 am and 5:00 pm Pacific Time, Monday through Friday, excluding holidays. Access to Network Operations Center after hours will result in an additional per-incident fee as detailed in Appendix A to Exhibit A. Contact 425-388-3378 for access to the facility.
x. Provide internet service on a per-megabyte use basis.
xi. Provide a /29 address range to support Agency's public IP addressing needs.

b. <u>Agency Responsibilities:</u>

i. Provide fiber connectivity between Agency and County data facilities.
ii. Provide Ethernet Switching equipment for 1 unit of rack space within County Data Center.
iii. Provide maintenance of Ethernet Switching equipment.
iv. Maintain and support all Agency equipment placed in their leased cabinet space.
v. Comply with the Criminal Justice Information Services (CJIS) Security Policy of the U.S. Federal Bureau of Investigation (FBI) and sign CJIS security agreements, including allowing or performing any required employee background checks according to the CJIS policy, and completing online CJIS training and certification. Agency shall ensure that all staff working with the County are CJIS certified.

15. Scheduled Maintenance: Each Saturday between 12:00 am and 12:00 pm and Wednesday between 5:30 pm and 12:00 am Pacific Time are the County's regularly scheduled maintenance windows. Regular maintenance is essential to overall network health. If maintenance that will disrupt contracted services is scheduled by the County, the County will notify Agency two (2) business days prior to the scheduled action.

16. **Work Order Management**: Unless otherwise indicated, all correspondence regarding this WO should be directed to:

Agency Primary Contact:	Chris Carlton-Bishop, Director of Technology Snohomish County 911 332 SW Everett Mall Way Everett, WA 98204 Phone (425) 407-3925
SCIT Primary Contact:	JD Braathen, Systems & Network Engineering Supervisor Snohomish County Dept. of Information Technology 3000 Rockefeller Avenue, M/S 709 Everett, WA 98201 (425) 388-7171
SCIT Primary Contact: GIS Support Services	Ed Whitford, GIS & Data Supervisor Snohomish County Dept. of Information Technology 3000 Rockefeller Avenue, M/S 709 Everett, WA 98201 (425) 262-2150

By their signatures, County and Agency hereby acknowledge and accept the terms and conditions of this WO.

Approved	**Approved**
Snohomish County 911	**Snohomish County**
Signature	*Snohomish County Executive Director*
Print or Type Name	*Print or Type Name*
Title *Date*	*Title* *Date*

Appendix A to Exhibit A
Work Order Services and Summary of Costs

SCIT will provide the following Services at the prepaid support rate identified below.

<u>Annual invoice for all Services shall be issued in November.</u>

Note: Access during normal business hours will be covered under the Network Equipment Hosting service.

SCIT SERVICES AND RATES				
Service	**2026 Annual Rate**	**Metric**	**2026 Annual Fee**	
Network Equipment Hosting 2-Rack Unit Space First 4 cross connects	$600/Space ($50/month)	1 Space	$0	
Internet Access 1 Mbps via 95th Percentile	$10/Mb/month for 51-100 Mbps	85 Mbps	$10,200.00	
Network Services Administrative Fee	5% of total	Total $10,200 x 0.05	$510.00	
NETWORK SERVICES TOTAL			**$10,710.00**	
		GRAND TOTAL	**$10,710.00**	

PER USE BILLABLE SUPPORT SERVICES

Service	2026 Annual Rate
After Hours Access to Network Equipment Includes 5% Administrative Fee	$100.00/hour
GIS Analyst Direct Support	$87.00/hour
Senior GIS Analyst Direct Support	$95.00/hour

Support Services:

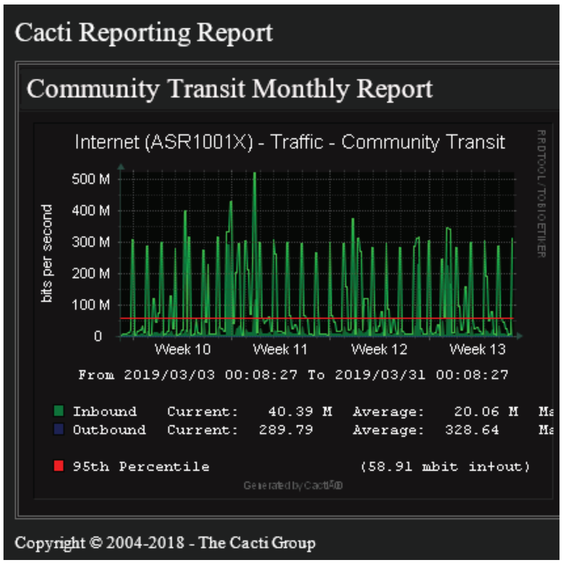
Each after-hours request to access the Data Center has an hourly fee of $100, with a three-hour minimum charge. The hourly fee will be assessed for each major portion of an hour that access is needed, until the earlier of either 1) the incident resolution, or 2) resuming of County normal business hours. Once the after-hours access has exceeded twelve hours in duration, an additional $200 flat fee will be assessed. After-hours access that exceeds 12 hours in duration will continue to incur a $100 per hour fee.

Additional hardware and software requested by Agency may be acquired by the County under this Agreement, and the actual costs will be passed along to Agency on their monthly invoice following County payment for goods and/or services.

Internet usage to be reviewed by SCIT and Agency will be billed on the 95th percentile.

Bandwidth data is measured from the customer's activated network interface port on SCIT internet colocation, gateway switch, and recorded in a log file every 1 minute. At the end of each month, the samples are sorted from highest to lowest, and the top 5% of bandwidth utilization data is discarded. The next highest measurement (95th percent) becomes the billable utilization for the month.

These graphs will be made available upon customer request. See example chart below:



Per the SCIT enterprise service model adopted by the County for all central IT services, the definition of the services are detailed in the 2024 IT Service catalog, located here: https://snohomishcountywa.gov/DocumentCenter/View/113063

ACTION PROPOSAL FORM

Date: August 12th, 2026

Title: Draft SCEA Successor CBA

Background/Purpose:

Staff recommends approval of the successor Collective Bargaining Agreement with the AFSCME / Snohomish County 911 Employees Association, which represents SNO911 dispatchers. The three-year agreement covers July 1, 2026, through June 30, 2029. It was negotiated with SCEA over several months and remains within the parameters established by the Board. The proposed agreement recognizes the essential work our dispatchers perform in service to our community.

This APF has been reviewed and recommended by the Finance and Personnel Committees.

Suggested Action/Recommendation:

Recommend approval by the Board of Directors contingent on the SCEA's ratification.

Key Economic Details

2026 COLA	5%	Sept 2026
2027 COLA	4.4%	July 2027
2027 Deferred Comp	0.6% match	July 2027
2028 COLA	3%	July 2028

AGREEMENT

by and between

Snohomish County 911

and

Snohomish County 911 Employees Association

~~October~~July 1, ~~2023~~2026 through June 30, ~~2026~~2029

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Table of Contents

PREAMBLE

THIS AGREEMENT is entered into by and between **SNOHOMISH COUNTY 911,** hereinafter referred to as the Employer, and SNOHOMISH COUNTY 911 EMPLOYEES ASSOCIATION**,** hereinafter referred to as Association, representing the communications employees.

ARTICLE 1 – DEFINITIONS

1.1 As used herein, the following terms shall be defined as follows:

1.1.1 "Union" and "Association" shall mean the Washington State Council of County and City Employees/AFSCME Council 2 and its affiliated local Snohomish County 911 Employees Association.

1.1.2 "Employer" shall mean Snohomish County 911.

1.1.3 "Employee" shall mean an individual employed in the bargaining unit covered by this Agreement.

1.1.4 "Emergency" shall mean an unforeseen combination of circumstances requiring immediate action.

1.1.5 "Annual Vacation" shall mean paid leave scheduled by prearrangement through a bid process.

1.1.6 "Holiday" shall mean a day established by this Agreement, as set forth in Article 8.

1.1.7 "Anniversary Date" shall mean the employee's date of hire for the current period of uninterrupted service with Snohomish County 911 or its predecessor employers, adjusted for unpaid leave, or as adjusted for continuous employment in the Relief Employee classification.

1.1.8 "Seniority" ~~shall be defined as the total length of current, continuous, uninterrupted service with Snohomish County 911 or its predecessor employers, adjusted for unpaid leave, or as adjusted for continuous employment in the Relief Employee classification. Likewise, "date~~is defined in Section 6.1 of this Agreement. "Date of hire" shall mean the hire date with Snohomish County 911 or its predecessor employers.

1.1.9 "Immediate family" for bereavement leave purposes only shall be defined as spouse, registered domestic partner, child, parent, sibling, mother-in-law, father-in-law, grandparents, grandchildren, stepparents, stepchildren, significant other, or relative whose legal/permanent residence is in the household of the employee.

Any employee requesting bereavement leave will identify full name of the deceased, date of death, relationship and city and state of death.

1.1.10 “Family member” for the purposes of sick leave only, shall be defined as a child, spouse, registered domestic partner, parent, parent-in-law, grandparent, grandchild, or sibling. A spouse is defined as a husband or wife as defined under Washington State law. A child is defined as a biological son or daughter, adopted or foster child, stepchild, a legal ward, a child of a person standing in loco parentis, or for whom the employee is a de facto parent regardless of age or dependency status.

1.1.11 “Unplanned absence” shall include any absence, tardiness or early departure that occurs with less than seventy-two (72) hours’ notice, but will not include absences where an employee uses leave protected by the Washington State Paid Sick Leave law or where an employee, otherwise prepared to work their full shift, receives approval from the supervisor to take leave because there is sufficient staff on duty to meet operational needs.

ARTICLE 2 – RECOGNITION, ASSOCIATION MEMBERSHIP AND PAYROLL DEDUCTION

2.1 **Recognition.** The Employer recognizes the Association as the exclusive bargaining representative for full-time and regular part-time employees of Snohomish County 911 in the job classifications identified in Appendix A.

All normal and customary duties connected with Public Safety Communications that have been assigned to the bargaining unit shall become and/or remain bargaining unit work performed by bargaining unit members. The application of this provision shall not preclude the Employer from performing bargaining unit work associated with management functions or under extraordinary circumstances. Such coverage shall be limited to the length of time necessary to obtain bargaining unit member coverage. It shall not be a violation of this agreement for the Employer to assign supervisors to perform bargaining unit work when to do so would avoid the need for overtime or activating an On-Call employee. In addition, on the “overlap day” (when more than two supervisors are staffed), it shall not be a violation for one of the regularly scheduled supervisors to dispatch or engage in call-taking provided that no regularly scheduled bargaining unit member is displaced. It will also not be a violation of this Agreement for a regularly scheduled supervisor to work in a call-taking or dispatch capacity in circumstances where a bargaining unit member is assigned to perform supervisory functions to facilitate skill development.

2.2 Association Dues. Employees wishing to authorize the withholding of Association dues must provide their authorization to the Association, which will provide written notice to the Employer. Upon receipt of the Association's written notice, the Employer shall deduct from the employee's pay the dues of the Association and remit to Council 2 all such deductions semimonthly or monthly, except that all deductions be uniform and regular to accommodate the processed payroll. The Association will notify the Employer at least thirty (30) days in advance of any changes in its dues.

2.3 Revocation. Employees may revoke their authorization for withholding of Association dues by providing written notice to the Association in accord with the terms of the authorization. The Employer will end dues deduction no later than the second payroll after receiving written notice from the Association that an employee has revoked authorization.

2.4 Indemnification. The Association agrees to defend, indemnify and save the Employer harmless against any liability which may arise by reason of any action taken by the Employer to comply with the provisions of this Section.

2.5 New Employee Orientation. The Employer shall notify the Union staff representative and Association president in writing at least two (2) days prior to the orientation of a new employee. The Association will be allowed a thirty (30) minute period during the orientation program to present information about its status as the exclusive representative of the bargaining unit. In the event that a new employee does not participate in a formal orientation program, the Association will be allowed a thirty (30) minute period during the employee's first ninety (90) days to conduct its introductory meeting. A newly hired employee who chooses to participate in such a meeting may do so during regular working hours without loss of pay.

2.6 Bargaining Unit Information. Once per quarter, unless requested sooner by the Association, the Employer will provide the Association with the following information, assuming such information is included in the Employer's personnel records: (1) employee names; (2) employee dates of hire; (3) employee job titles; (4) employee salaries or rates of pay; (5) employee work sites or locations; (6) cellular, home, and work telephone numbers; (7) work and personal email addresses; (8) home or personal mailing addresses. The information will be provided in an editable format. Should the Employer miss a quarterly notification, the Association will provide a reminder and opportunity to correct to the Employer before seeking a remedy under applicable law.

ARTICLE 3 – NON-DISCRIMINATION

3.1 The employer and the Association agree that they will not unlawfully discriminate against any individual with respect to race, color, religion, sex, age, national origin, marital status, political affiliation, honorably discharged veteran or military status, sexual orientation, or the presence of any sensory, mental, or physical disability unless the factor involved would, notwithstanding reasonable accommodation, prevent the proper performance of the work to be assigned, or membership in the Association.

ARTICLE 4 – ASSOCIATION RIGHTS

4.1 **Association Officials Time-Off**. The Association President and Secretary shall be granted release time while conducting labor negotiations, labor-management meetings or grievance resolution on behalf of employees in the bargaining unit provided:

4.1.1 They notify the Employer whenever feasible at least forty-eight (48) hours prior to the time-off;

4.1.2 The Employer is able to properly staff the employee's job duties during the time-off period without the need for additional staff; and

4.1.3 They remain available for call-back to the floor while conducting negotiations in the event work needs require their return.

4.2 **Leave for Bargaining Team and Executive Board Members.**

4.3 **Association Officials Time-Off**. The Association President and Secretary shall be granted release time while conducting labor negotiations, labor-management meetings or grievance resolution on behalf of employees in the bargaining unit provided:

4.3.1 They notify the Employer whenever feasible at least ninety-six (96) hours prior to the time-off;

4.3.2 The Employer is able to properly staff the employee's job duties during the time-off period without the need for additional staff; and

4.3.3 They remain available for call-back to the floor while conducting negotiations in the event work needs require their return.

4.4 **Leave for Bargaining Team and Executive Board Members.**

~~4.2.1~~4.4.1 Employees designated as Association bargaining team members or Executive Board members, will to the extent necessary for the purposes of attending contract negotiations or meetings with the employer related to grievance resolution, be exempt from limits on trades contained in this Agreement. Such employees will also be permitted to use their PTO ~~or PTO from the leave bank described in Section 4.2.2~~ for negotiations (including shifts that occur on the same day as negotiation sessions) or grievance meetings, provided that the Employer is able to properly staff the employee's job duties during the release time.

~~**4.2.2** Negotiations/Business Leave Bank. The Employer and the Association will establish a business leave bank for use by eligible Association members for Association activities, not otherwise subject to paid release time. The bank hours shall be established through the donation of PTO hours by employees from their individual PTO leave bank. Employees are allowed to donate all PTO leave hours in their PTO bank in excess of eighty (80) hours to the Negotiations/Business Leave Bank. The Employer agrees to administer the leave bank account and provide monthly statements to the Association.~~

4.4.2 Association Conferences. Association executive board members may use PTO or unpaid leave once per year to attend the Union's international convention, state convention or other Union-sponsored event or training; provided that the Association provides a minimum of ninety (90) days' notice of the event and the use of leave does not result in more than two (2) individuals being absent on the same day.

~~4.3~~4.5 Association Investigative and Visitation Privileges.

~~4.3.1~~4.5.1 Association officials may visit the work location of the employees at any time for the purpose of investigating grievances and disciplinary matters. Such representatives shall limit their activities during such investigations to matters relating to subjects covered by this Agreement, and matters within the jurisdiction of the Public Employment Relations Commission. Work hours shall not be used by employees or Association Officials for the promotion of Association affairs other than stated above. The Employer will not be held liable for breaches of confidentiality.

~~4.3.2~~4.5.2 At the supervisor's discretion and provided there exists a legitimate concern, an Association representative (not on duty) and a represented employee may leave the floor for the purposes of investigating disciplinary and grievance related matters.

~~4.4~~4.6 Bulletin Boards. The Employer shall provide space for a bulletin board which may be used by the Association. Such use shall be restricted to the legitimate business needs of the Association's Executive Board and shall not contain material that may be deemed hostile to any Snohomish County 911 employee or be disruptive or hostile towards legitimate Snohomish County 911 operations.

~~4.5~~4.7 **Association Use of Materials.** The Association shall not access or use Employer supplies, materials, equipment or facilities without prior approval of the Employer.

ARTICLE 5 – HOURS OF WORK, OVERTIME AND ON-CALL DUTIES

5.1 Work Schedule. ~~Subject to the Testing Period and related conditions below, the~~The normal work schedule will consist of ~~three (3)~~a combination of twelve (12) hour days on, in blocks of three (3) or four (4) consecutive days, followed by blocks of three (3) or four (4) consecutive days off, ~~followed by four (4) twelve (12) hour days, followed by three (3) consecutive days off (the "12-Hour" Schedule")~~that result in eighty-four (84) hours of work in a two (2) week period. Trainee dispatchers may be assigned to alternative schedules during their training period. All hours in a day shall be consecutive. Any change in schedule or workweek format (including the introduction of rotating shifts), shall be agreed to between the Association and Employer. ~~Either party may exercise the right to reopen this section to discuss concerns or issues relating to the work schedule during the Testing Period described below.~~

~~5.1.1 The "12-Hour Schedule" will be implemented for a forty-eight (48) month Testing Period. The purpose of the Testing Period is to allow time for both the Employer and the Association to understand and work through operational, financial and other impacts of managing the organization under a new schedule. The parties will meet regularly during the Testing Period to identify and address issues and concerns that develop. The parties will apply good faith efforts to resolve issues to ensure the primary goals of the new schedule are met including, but not limited to effectiveness of meeting minimum staffing, overall work-life balance, cost-neutrality, general fairness in the distribution of work hours (including On-Call shifts), additional costs caused by increases to overtime, with a goal of maintaining mutual agreement.~~

~~5.1.2 The parties agree to test the 12-Hour Schedule for a minimum of eighteen (18) months, beginning April 2022. In the absence of mutual agreement by both parties to continue the 12-Hour Schedule beyond eighteen (18) months from the implementation date, through the remainder of the Testing Period the parties will consider testing other schedules that were deemed viable options through schedule discussions and voting that occurred in May of 2021. If the parties elect to test another schedule alternative, this~~

~~Section of the Agreement may be reopened to address issues associated with the alternative schedule. In the absence of mutual agreement by both parties to test an alternative schedule during the remainder of the Testing Period, the schedules for all Calltakers, Trainee Dispatchers, Dispatchers and Cross-Trained Dispatchers will revert to the previous standard 5/8s Schedule; provided that the Employer will provide a minimum of six months' notice of the schedule reversion.~~

~~At the time of a reversion to the 5/8s Schedule, the financial modifications that were re-purposed for the transition to the 12-Hour Schedule will be restored as follows: restoration of contractual overtime for hours worked outside of a shift, restoration of shift differential, restoration of the higher premium paid for training, and any additional concessions made during the Testing Period.~~

~~5.1.3~~5.1.1 The parties share a goal of implementing an Engagement Schedule during the term of this Agreement to improve the workplace and the work-life balance for employees. The Engagement Schedule will reduce the number of full shifts worked during the normal work schedule to eliminate "long" weeks (weeks that currently include four (4), twelve (12) hour shifts). In place of the full shifts eliminated with this change, the Engagement Schedule will include paid work time (likely four (4) hours per month) for functions off the dispatch floor, such as training, team building, professional development, and other functions beneficial for the operation and the workplace. The parties recognize that transitioning to the Engagement Schedule will likely require a number of changes to the Agreement, including changes to Article 5, a recalculation of hourly rates and changes to issues like leave accrual and use, that will need to be addressed through bargaining. When staffing levels permit transition to the Engagement Schedule, the parties will reopen this Agreement to discuss and negotiate impacts associated with the schedule change.

5.2 Individual Schedule Changes.

5.2.1 The Employer shall not transfer or reassign an individual employee without providing the employee seventy-two (72) hours' notice, except in emergency conditions. The seventy-two (72) hours' notice may be waived under certain circumstances by mutual written agreement between the Employer and the employee.

5.2.2 Any request for change of assigned shift will be submitted in writing (to include the reason for the request) by the employee desiring to exchange shifts to their supervisor, who will then forward the request through the Chain of Command. The Employer will evaluate and respond in writing within ten (10) business days of receipt of the request. If approved, the Employer will implement the shift exchange as soon as possible, taking into consideration operational requirements. Employees who, with Employer approval, voluntarily exchange shifts shall not have their scheduled annual vacation guaranteed.

5.3 Meal and Rest Periods. The parties agree to paid meal and rest periods that vary from and supersede the requirements of WAC 296-126-092. The Employer shall "make a good faith effort" to provide the employees with the break time below. These breaks shall be provided as the workload allows, but employees must remain within the area subject to immediate callback should the workload require.

5.3.1 Employees working a four (4) hour day receive a total of fifteen (15) minutes of paid break time, typically in the form of one fifteen (15) minute rest break.

5.3.2 Employees working a six (6) hour day receive a total of forty-five (45) minutes of paid break time, typically in the form of a thirty (30) minute meal period and one (1) fifteen (15) minute rest break.

5.3.3 Employees working an eight (8) hour day receive a total of sixty (60) minutes of paid break time, typically in the form of one thirty (30) minute meal period and two fifteen (15) minute rest breaks.

5.3.4 Employees working a twelve (12) hour day receive a total of one hundred (100) minutes of paid break time, typically in the form of two thirty (30) minute meal breaks and two (2) twenty (20) minute rest breaks.

5.4 Overtime. Employees shall receive overtime pay for actual hours worked in excess of forty (40) hours in the Employer's established workweek. Overtime will be paid at one and one-half (1.5) times the employee's regular hourly rate of pay.

5.5 On-Call Program.

5.5.1 Employees will be required to be in an On-Call status periodically. "On-Call" status means off-duty employees scheduled must remain fit for duty, able to be contacted by the Employer by phone call or other electronic notification, and able to arrive at SNO911 prepared to work in a timely manner when activated. Employees who have been authorized to receive on-call pay shall be compensated at the On-Call Hourly rate described in Section 7.3 until such time as they report to work or are released from on-call status.

5.5.2 Employees who receive notice of activation during their on-call shift must verbally acknowledge the notice through a phone call or electronically within ~~ten~~fifteen (~~10~~15) minutes of its receipt. If notice of activation is provided prior to start of the employee's On-Call shift, the employee may acknowledge the notice when it is received but must acknowledge the notice no later than ~~ten~~fifteen (~~10~~15) minutes after the start of their On-Call shift. Activation notifications will be sent when the need becomes known.

(a) If an employee has been on-call activated (and acknowledged activation) for a partial shift and is subsequently on-call activated for an extension (time period after the initial activation hours), the employee is encouraged to acknowledge the new activation but will not be required to acknowledge as per defined in Section 5.5.2 since they have confirmed that they will work the initial (prior) activation hours. The employee will confirm with the on-duty supervisor upon arrival that they are aware of the subsequent activation(s) (or be advised by the supervisor). If an employee has already worked the first part of the on-call shift and has departed, they must acknowledge any subsequent activation notices as per defined in Section 5.5.2.

5.5.3 For an immediate activation, employees must arrive at their duty station no later than ~~one~~seventy-five (~~1~~75) ~~hour~~minutes from acknowledgement. Employees who receive advanced notification (more than ~~seventy~~seventy-five (~~70~~75) minutes) of an activation must arrive at their duty station at the assigned time.

(a) For employees who, as of the date of full ratification of this Agreement, live at a location that has a drive time of more than forty-five (45) minutes to the Employer's Everett location, the arrival time following immediate activation will be no later than ninety (90) minutes and the timeline for advanced notification will be one hundred (100) minutes. The parties will mutually identify employees subject to this provision, who will be identified in a memorandum of understanding. Those employees will remain subject to the alternate timelines in this paragraph as long as they remain at their current address.

5.5.4 Employees who, due to illness or injury (including all uses of paid sick leave authorized by RCW 49.46.210), would be unable to report to work if activated must notify an on-duty supervisor of their unavailability to fulfill the requirements of the On-Call shift assignment. Employees who follow the Employer's attendance policy procedures for reporting the illness or injury prior to activation will not be charged PTO time for the missed On-Call shift. Employees who first assert an illness or injury in response to activation will be required to use Paid Time Off for all activated hours missed (and may not use the PTO Non-Charge Option described in Section 9.4). Unless otherwise required by law, all employees who miss all or part of an assigned On-Call shift due to illness or injury must, within seven (7) days of being notified of the need to make up the missed assignment, schedule a make-up on-call shift to take place within sixty (60) days of the missed assignment, if one is available to sign up for within those seven (7) days and does not conflict with the employee's use of pre-approved annual leave. Make-up On-Call shifts will be fourteen (14) hours in length.

5.5.5 On-Call shift assignments will be made to establish an "On-Call List". The assignments to the On-Call List will be made based on the following criteria:

(a) There shall be up to three (3) fourteen (14) hour on-call shifts for each Day and Evening shift, and up to one (1) fourteen (14) hour on-call shift for Swing shift. (Seven 14-hour on-call shifts per 24-hour day.) On-Call shifts will begin two (2) hours before the standard shift start time.

(b) Employees will not be assigned on-call shifts that could require working hours outside of their normal shift schedule.

(c) Pre-assigned on-call days will be embedded into each work schedule. The number of staff required for pre-assigned on-call days may be adjusted from time to time if the Employer, following consultation with the Association, determines additional On-Call shifts are needed to preserve minimum staffing. Additional pre-assigned on-call shifts will be filled first with volunteers, and then if necessary added to pre-assigned on-call days with advanced notice. The Employer, in its sole discretion, will make periodic updates to pre-assigned On-Call days previously scheduled to ensure adequate coverage for the On-Call program.

(d) Dispatchers on a pre-assigned on-call day may put themselves into priority status for activations in the established four (4) hour increments. (This does not include voluntary on-call shifts). The priority on-call status may not be removed within ninety-six (96) hours of the shift start time.

~~**(d)**~~**(e)** Employees will be assigned an order of activation priority for the On-Call List as supervisors build out the schedule. The order of priority shall first be as follows. In the event of two employees being part of the same priority tier, the employee who has the fewest on-call hours in the On-Call Logging Bucket (described in Section 5.6.5) shall be first. ~~The parties agree that further discussion of issues regarding employees' ability to trade periods of on-call activation would be mutually beneficial and will address this topic in a labor-management committee process during the term of this Agreement:~~

(1) Employees who have voluntarily signed up for the on-call shift.

(2) Employees who are on a pre-assigned on-call day who have prioritized themselves for the on-call assignment.

(3) Employees (excluding employees described in (5) below) who are on a pre-assigned on-call day assigned to work a 36-hour bid schedule.

(4) Employees (excluding employees described in (5) below) who are on an on-call day assigned to work a 48-hour bid schedule.

(5) Employees with twenty-five (25) or more years of seniority, in inverse order of seniority.

(f) Employees will be allowed to switch their on call activated shift times with another employee who was also activated during the same shift, in four (4) hour increments.

(1) The supervisor must be notified at least twelve (12) hours prior to the shift start time.

(2) There shall only be one (1) switch per employee, per shift, and the request cannot be revoked or modified once the supervisor has been notified of the original request.

(g) An employee on call may volunteer to take another employee's on-call activation in four (4) hour increments.

(1) The supervisor must be notified at least twelve (12) hours prior to the shift start time.

(2) There shall only be one (1) switch per employee, per shift and the request cannot be revoked or modified once the supervisor has been notified of the original request.

5.5.6 Employees who have approved annual vacation secured through the annual vacation bid (excluding vacation bid through the quarterly option)~~,~~ and sabbatical shall be relieved from On-Call shifts that are adjacent to or overlap with approved time off, provided that in the event of a major catastrophic event, the Director may cancel all leaves. Employees relieved of an On-Call shift because of their annual vacation must schedule a make-up On-Call shift on a date within sixty (60) days (before or after) the vacated On-Call shift. A ~~bid~~selection process shall be conducted following the annual vacation bid, by seniority, for all employees who need to replace vacated on-call days. ~~The bid~~An employee who does not make their bid within forty-eight (48) hours of notice will be moved to the bottom of the order. The selection process for replacement on-call days will be completed ~~within thirty (30) days of the end of the vacation~~no later than December 31st of the year in which the bid takes place.

5.5.7 **On-Call Shift Rescheduling:** Employees may reschedule on-call shifts under the following guidelines.

(a) On-call shifts may only be rescheduled in full shifts (fourteen (14) hours); employees may not reschedule partial on-call shifts without special approval from an Operations Manager or designee.

(b) The automated scheduling software application may modify the order of on-call shift assignments consistent with this Article each time a reschedule request is entered.

(c) There must be a minimum rest period between actual or potentially activated work periods of twelve (12) hours.

5.5.8 On-Call Shift Relinquishment.

(a) An ~~employer provided~~employer-provided form has been signed by both employees no later than forty-eight (48) hours before the first on-call shift date/time. Requests must be submitted electronically and shall be approved or denied by a ~~shift-supervisor~~shift supervisor no later than twenty-four (24) hours prior to the first trade date/time. Forms submitted less than forty-eight (48) hours before the start of an on-call shift will be denied.

~~**(b)** On-call shifts may only be rescheduled in full shifts (fourteen (14) hours); employees may not reschedule partial on-call shifts without special approval from an Operations Manager or designee.~~

~~(c)~~(b) Employees may relinquish up to three (3) on-call shifts per quarter.

~~(d) The automated scheduling software application may modify the order of on-call shift assignments consistent with this Article each time a reschedule request is entered.~~

(c) On-call shifts may be relinquished in four (4), eight (8) or twelve (12) hour increments, not to exceed twelve (12) hours; there shall be only one (1) relinquish per requestor for one twelve (12) hour shift. For a partial relinquish, only the employee working the first four (4) hours of the shift will be paid the additional two (2) hours of standby pay that occurs prior to the start or their shift. A partial shift relinquish shall be counted as one (1) relinquish.

~~(e)~~(d) Employees must be trained in call-taking and at least one other discipline to participate in any on-call ~~reschedule~~relinquish request, with the exception of any call-taking legacy employee(s).

~~(f)~~(e) An on-call shift that has already been relinquished may not be relinquished again.

~~(g) There must be a minimum rest period between actual or potentially activated work periods of twelve (12) hours.~~

5.6 Filling Vacancies. Vacancies will be filled by scheduled extra duty or by activating an employee from the On-Call List as described below. Vacancies will be filled in four (4) hour increments or for the remainder of the shift if less than four (4) hours remain. In the event an employee is activated from the On-Call List for two (2) increments that are separated by time off (a “bookended” shift), the employee may, at their election, work the hours between the assigned increments and hours worked in the gap will count towards the employee’s On-Call Logging Bucket.

5.6.1 Immediate Needs: To address immediate staffing needs (four (4) hour notice or less), the employer will activate an employee from the On-Call List in the order of priority outlined in Section 5.5.5(c). The Employer reserves the right to activate employees out of order to offer the work to activated employees already at the facility or where required to meet urgent operational needs.

5.6.2 Unplanned Short-Notice Needs: To address short-notice staffing needs (between four (4) and twenty-four (24) hours’ notice), the employer will:

(a) Make an assignment based on voluntary responses and the provisions in Section 5.6.3(a) if there are volunteers.

(b) Activate from the On-Call List in the order of priority outlined in Section 5.5.5(d).

5.6.3 Planned Needs for Additional Staff: To address planned staffing needs (more than twenty-four (24) hours' notice), the employer will follow the procedures below. The parties agree that further discussion of issues regarding the process for offering and assigning extra duty opportunities would be mutually beneficial, and will address this topic in a labor-management committee process during the term of this Agreement:

(a) Vacancies that cause a need for an extra-duty assignment will be filled using an automated scheduling program. Employees seeking extra duty opportunities will make themselves available for voluntary extra duty using the sign-up feature on their schedule calendar. Extra duty will be assigned in four (4) hour increments to the eligible employee with the least amount of hours in their Overtime Logging Bucket (see Section 5.6.4) at the time the opportunity is presented. It is the employee's responsibility to be aware of these overtime assignments.

(b) An employee may cancel a voluntary extra duty sign-up by personally contacting their supervisory team no less than ninety-six (96) hours prior to the scheduled work assignment. Except as otherwise provided by law, to cancel within ninety-six (96) hours of the scheduled work assignment, the employee must find another qualified employee to work the scheduled assignment and notify the supervisory team and the replacement employee of the details of the assignment no less than forty-eight (48) hours before the start of the shift.

(c) If no volunteers are identified within twenty-four (24) hours of the specified time of need, the vacancy will be assigned through the On-Call Program.

(d) Voluntary extra duty scheduled or worked shall not excuse the employee from attending mandatory training or team meetings.

5.6.4 Voluntary Extra Duty List ("VEDL Sign-Up List"). The employer shall establish a Voluntary Extra Duty List using a sign-up feature in an automated scheduling program that will rank employees in order of the number of extra-duty hours worked ("Extra Duty Logging Bucket"). The list will be used to determine the order in which voluntary extra duty is assigned. Assignment will be based on qualifications and least number of hours in the Extra Duty Logging Bucket. The Extra Duty Logging Bucket totals will revert back to zero on January 1 of each year. Relief employees will be front-loaded one thousand (1000) hours, and Supervisors will be front-loaded two thousand (2000) hours to facilitate the scheduling program's voluntary extra duty assignment order.

(a) Employees released from training and subject to extra duty assignment shall be awarded a number of hours (for use in the Extra Duty Logging Bucket) equal to the regular employee having the least amount of combined voluntary and activated On-Call hours. The number awarded is based upon the employee with the least hours overall, not based upon the lowest hours on the employee's shift. Employees with twenty-five (25) or more years of seniority will not be used for this comparison.

(b) Employees absent from the workplace as a result of paid or unpaid, non-protected leave, or exempt from extra duty shall not have their extra duty hours adjusted once they have returned or are no longer exempt. Employees returning from protected leave (paid or unpaid) of more than thirty (30) days will have their Extra Duty Logging Bucket hours adjusted based upon their average of extra duty hours worked that year to date.

5.6.5 Voluntary On-Call List ("VOC Sign-Up List"). The Employer shall establish a Voluntary On-Call List using a sign-up feature in an automated scheduling program to assign voluntary on-call shifts to employees (up to the established maximum number of on-call shifts needed). Employees will be able to sign up for Voluntary Extra Duty Time and Voluntary On-Call simultaneously. Once an employee signs up for the Voluntary On-Call shift, the signup may not be removed from the automated scheduling program if it is less than two (2) weeks before the date of the signup. If the employee has not been assigned any Extra Duty Time for the date in question seventy-two (72) hours prior to the start of the open on-call shift, they will be assigned the on-call shift. If there are more volunteers than on-call shifts available, the tie breaker will be seniority. Once assigned, the voluntary on-call shift may not be relinquished to the Employer or another employee. Employees assigned voluntary on-call shifts will be placed at the top of the on-call activation list. If there are two (2) or more employees assigned voluntary on-call shifts, activation shall occur by order of sign up (first come, first serve).

(a) Employees released from training and subject to On-Call shift assignment shall be awarded a number of hours equal to the regular employee having the least amount of On-Call hours. The number awarded is based upon the employee with the least hours overall, not based upon the lowest hours on the employee's shift. Employees with twenty-five (25) or more years of seniority will not be used for this comparison.

(b) Employees absent from the workplace as a result of paid or unpaid, non-protected leave, or exempt from overtime shall not have their On-Call Logging Bucket hours adjusted once they have returned or are no longer exempt. Employees returning from protected leave (paid or unpaid) of more than thirty (30) days will have their On-Call Logging Bucket hours adjusted based upon their average of ~~overtime~~on-call hours worked that year to date.

5.7 **Off-Duty Court Appearances**. Any employee required to report for a job-related court appearance on their day off shall be compensated a minimum of four (4) hours compensation at one and one-half (1-1/2) times the employee's regular straight time hourly rate of pay. Any witness fee paid to the employee for the job-related appearance will be remitted to the Employer.

ARTICLE 6 – SENIORITY AND PROBATION

6.1 **Seniority.** The Employer recognizes the principle that longer periods of service should be rewarded by proportionately greater job security and opportunity for advancement. The principle of seniority shall therefore be given primary consideration in all cases of layoff, rehires, shift bidding, and requests for time off (PTO used for annual vacation).

6.1.1 Employees begin accruing seniority on their date of hire for their most recent period of continuous employment. Unless otherwise required by law, employees will not accrue seniority during any period of unpaid, unprotected leave. An employee's seniority date will be adjusted forward for any period of unpaid, unprotected leave or layoff on a day-for-day basis. Employees who voluntarily separate from employment and are rehired into a bargaining unit position within five (5) years of their separation will be credited with their seniority accrued prior to their separation, less the time spent outside of the bargaining unit. (For example, an employee with 1800 days of seniority who voluntarily separates and is rehired 400 days later would be reinstated with 1400 days of seniority.)

6.1.2 An official seniority roster shall be determined by management and the Association effective ~~July 31st~~August 1st of each year. Where two (2) or more employees share the same hire date, the employee's initial seniority~~, rank on the seniority list shall~~ date will be established ~~according to the ranking on the eligibility list from which the employees were hired~~using the Employer's pre-hire seniority placement process.

6.1.3 The employer will conduct an annual shift bid beginning no later than August 15. The employer may subvert seniority and move an employee's shift when required to:

(a) Address harassment issues between two employees on a shift;

(b) Conduct a disciplinary investigation requiring the temporary reassignment of an employee to another shift; or

(c) Address operational needs (*e.g.*, to ensure adequate qualified personnel on a shift); provided that shift moves required by operational needs will last no longer than the operational need.

6.1.4 Full time employees who are changed to relief employee status and maintain continuous service with the Employer shall retain accrued seniority. Relief employees shall accrue seniority at a rate of one-third that full-time employees.

6.2 **Shift Vacancies.** Shift vacancies occurring after January 1 of the current year shall be filled based on a process agreed upon by the parties. Probationary employees shall be placed on the shift determined by Snohomish County 911 management to be best suited to the training goals established for that employee. Only regular full-time employees shall participate in the shift bid process, when it occurs.

When a full-time vacancy is filled, subsequent shift vacancies will be filled through the same process as outlined in this section.

6.3 **Layoff.** The Employer will determine whether and when financial conditions or operational needs require a layoff of existing employees. Any layoffs will proceed according to the following:

6.3.1 The Employer will identify the number of positions affected by the layoff. Layoffs will proceed in order of seniority, beginning with the bargaining unit employee with the least seniority.

6.3.2 The Employer will provide a minimum of thirty (30) days' notice to the Association and to the employee(s) holding positions designated for layoff. If requested, the Employer will meet with the Association during the notice period to discuss alternatives to the proposed layoff and/or bargain regarding the impacts of the proposed reductions.

6.3.3 Employees who have been laid off will be placed on a recall list for a period of two (2) years. Before hiring a new employee into a classification within the bargaining unit, the Employer will first offer the position to any employee(s) (in order of seniority if appropriate) on the recall list. The notification will be mailed to the most current mailing and email addresses on file. It is the responsibility of the employee(s) on layoff to keep the Employer informed of their current contact information. If the affected employee does not respond within seven (7) days of the date that notice is sent, the employee will be removed from the recall list and the next employee on the list will be contacted.

~~6.3~~6.4 Supervisor Job Vacancies.

~~6.3.1~~ When there is a vacancy in a supervisor position in the supervisory bargaining unit, the Employer will solicit internal applicants at the same time it solicits external applicants, though current dispatchers with three (3) or more years of seniority shall be given first consideration for filling the position based on their qualifications. In the event that no employee meeting the service criteria above is qualified for the position in the judgment of the Employer, the Employer may consider other current dispatchers and/or external candidates for the promotional position. When qualifications are equal, in the judgment of the Employer, seniority shall govern.

~~**6.3.2** Any employee on a layoff list is eligible to be hired as a relief or full-time employee when a position is open or when someone is needed to cover shortages and staffing.~~

~~6.4~~6.5 Probation. New employees hired into a bargaining unit position shall work under the provisions of this Agreement but shall be subject to a probation period of three hundred sixty-five (365) days. During the probation period, the employee may be disciplined or discharged at the discretion of the Employer and without recourse to the grievance procedure; provided however, that the Employer may not discipline or discharge for the purpose of evading specified benefits provided in this Agreement or for the purpose of discriminating against an employee because of Association activity. The Employer may extend the probation period to accommodate training needs and qualifications provided that the employee and the Association agree to such an extension and the extensions do not exceed a total of one hundred eighty (180) days. The Employer shall notify the Association when an extension is proposed to a probation period.

~~6.4.1~~6.5.1 Relief employees, if hired into a full-time position with no break in service, may return to the previously worked full-time position without being subject to the probation period.

~~6.4.2~~6.5.2 Employees reverting to a lower classification shall be required to complete the outstanding probation period for their previously held position. If the employee had already successfully satisfied the probation requirements of the previously held position, no additional probation period is required.

~~6.5~~6.6 **Legacy Employees.** Any employee hired prior to December 1, 2017, who is certified in a single discipline (*i.e.*, call taking, police dispatch, fire dispatch) shall be allowed to remain in that particular discipline. Legacy employees who wish to train in additional dispatch disciplines must notify Human Resources of their desire to enter training. A list will be maintained, and openings in available training classes will be filled in seniority order from those on the list.

6.7 Trainee Dispatcher. Entry-level employees newly hired into the bargaining unit will be placed in a Trainee Dispatcher ("TD") position.

6.7.1 TD's will be required to satisfactorily complete Call Taker training and one (1) dispatch discipline (either Police or Fire) selected by the Employer during the probationary period.

6.7.2 TD's will be assigned to academies and training programs to meet the anticipated staffing needs of the Employer.

6.7.3 TD's will be paid in accordance with the provisions in Appendix A.

6.7.4 The Employer will have just cause to terminate any Trainee Dispatcher who has successfully completed probation if they are unable to obtain certification in call taking, police dispatch and/or fire dispatch within twenty-four (24) months of their hire date, so long as the Employer has provided reasonable opportunities for the Trainee Dispatcher to obtain such certifications in that timeframe. When the Employer reasonably believes that a trainee will be unable to complete certification for all required fields within twenty-four (24) months, it will notify the Association in a timely fashion prior to the conclusion of the training period. If the Employer, in its sole discretion, decides not to terminate the employee, the parties will negotiate an extended time period for certification. Failure to complete the required certifications within the extended time period is just cause for termination.

ARTICLE 7 – WAGES

7.1 Wage Schedules. The hourly rates for all bargaining unit positions are set forth in Appendix A.

~~**7.2 One-Time Payments.** The one-time payments below will be paid to eligible employees in active employment status of as of the effective date of this Agreement.~~

~~7.2.1 In recognition of the transition time associated with the Association's change of affiliation and related certification processes, and to compensate employees for months since the expiration of the expired contract, regular and relief employees will receive a one-time gross payment equal to five percent (5%) of their gross earning between July 1, 2023, and September 30, 2023. Payment will be included in the first payroll period of November 2023.~~

~~7.2.2 Regular employees will receive the following one-time gross payments based on length of service to the Employer. Payment will be made no later than the second payroll of November 2023:~~

~~Employees with 5-10 years of service – $2500~~
~~Employees with 10-15 years of service – $3000~~
~~Employees with 15+ years of service – $3500~~

~~7.3~~7.2 **Longevity**. In addition to the monthly rates of pay provided herein the Employer shall pay employees longevity premiums as per the following schedule:

After completion of 5 years, $30 per month.
After completion of 10 years, $75 per month total.
After completion of 15 years, $110 per month total.
After completion of 20 years, $155 per month total.
After completion of 25 years, $200 per month total.

These calculations will be converted to an hourly rate (using the premium amount divided by 173.33), added to the employee's base rate, and multiplied by the numbers of hours worked each pay period.

~~7.3.1~~7.2.1 **Relief Employee Longevity.** Relief employees shall be eligible for longevity premium pay based on the employee's adjusted seniority. The payment will be converted to an hourly rate (using the premium amount divided by 173.33), added to the employee's base rate, and multiplied by the numbers of hours worked each pay period. Regular employees who transition to relief status will not lose seniority credit towards longevity pay.

~~7.4~~7.3 On-Call Hourly Rate.

~~7.4.1~~7.3.1 Employees who are assigned to be in On-Call status will be compensated at a rate of two dollars ($2.00) per hour until such time as they arrive at their duty station in response to an activation or are released from On-Call status.

~~7.4.2~~7.3.2 Employees who are assigned to be in Voluntary On-Call Status will be compensated at a rate of four dollars ($4.00) per hour until such time as they arrive at their duty station in response to an activation or are released from On-Call status.

~~7.5~~7.4 Training Premiums.

~~7.5.1~~7.4.1 Any employee, other than those employees assigned to the Office of Training and Standards, assigned to conduct individual training activities (which includes completing daily and weekly observation reports) shall be paid ~~five~~six dollars ($~~5~~6) per hour in addition to their regular wages for all hours spent in such training activities. Time spent on training activities (e.g., completing observation reports) outside of hours when the trainer is directly monitoring a trainee must be pre-approved by the supervisor.

~~7.5.2~~7.4.2 Employees selected to serve as ~~Certified~~Master Training Officers ("~~CTOs~~MTOs") will, upon completion of certification, receive an additional premium of two percent (2.0%) for all hours worked. ~~CTOs~~MTOs will continue to receive the training premium described in Section 7.5.1 above when they are actively conducting individual training activities.

~~7.6~~7.5 Changes in Pay Rates. When an employee's pay rate changes because of a step increase, advancement in longevity, promotion, change in eligibility for a monthly premium, or other significant personnel action, the change will take effect as follows:

~~7.6.2~~7.5.1 Changes that occur on the 1st through the 7th of the month will take effect on the 1st of the month during which they occur.

~~7.6.3~~7.5.2 Changes that occur on the 8th through the 22nd of the month will take effect on the 16th of the month during which they occur.

~~7.6.4~~7.5.3 Changes that occur on the 23rd through the end of the month will take effect on the 1st of the following month.

~~7.7~~7.6 **Overtime**. Shall be calculated consistent with the Fair Labor Standards Act and the State Minimum Wage Act and, where applicable, other provisions in this contract.

~~7.8~~7.7 **Deferred Compensation.** Each full-time employee enrolled in a 403b or 457 plan offered by the Employer shall receive the following deferred compensation benefits~~:~~. Effective January 1, 2027, an employee's base monthly salary for purposes of this Section will be determined by multiplying their base hourly rate by two thousand one hundred eighty-four (2184) hours and dividing the resulting total by twelve (12).

~~7.8.1~~7.7.1 **Non-Matching.** The Employer shall contribute three and one-half percent (3.5%) of each employee's base monthly salary ~~on~~ into each employee's account.

~~7.8.2~~7.7.2 **Matching.** In addition to the non-matching contributions set forth within Section 7.8.1, the Employer shall match an employee's contribution into their account on a one-for-one basis, up to a maximum of two and nine-tenths percent (2.9%) of the employee's base monthly salary~~. The employee shall indicate the amount of their contribution during an annual open period. Such contribution amount may not be changed until the next open period.~~; provided that the match will increase to a maximum of three and one-half percent (3.5%) effective July 1, 2027.

~~7.8.3~~7.7.3 **Fees.** The employee is responsible for payment of such plan administration and/or account maintenance fees as may be set by the Employer's plan(s). All account activities shall be in accordance with the rules and regulations of the plan(s).

7.8 **Premium Pay During Declared Emergencies.** In the event the Executive Director, in their sole discretion, declares a formal state of emergency at the Center due to a severe weather event or natural disaster, employees will be paid at one and one-half times (1.5x) their regular rate of pay for all hours worked during the period of the declared emergency.

7.9 **Payroll**. The Employer calculates payroll based on actual hours worked. The two pay periods per month are the 1st through the 15th of each month and the 16th through the last day of the month. ~~Through January 2024, the~~The two (2) paydays ~~per month occur on the 5th and 20th of each month, with the exception of bank holidays, when paydays will occur on the nearest available bank day. Effective in the month of March 2024, the two (2) paydays will shift to~~are the 7th and 22nd of each month, with the exception of bank holidays, when paydays will occur on the nearest available bank day. To mitigate for perceived impacts of actual hours worked in the month of February, each employee may sell back up to ~~four~~forty-eight (~~4~~48) ~~days~~hours of PTO. ~~The February sellback of up to four (4) days of PTO will be paid on the March 5th paycheck~~PTO hours sold back to the Employer will be included in the March 7th payroll.

ARTICLE 8 – HOLIDAYS

8.1 The following days shall be designated as holidays. Holidays will be recognized on the actual date of the holiday.

New Year's Day	Labor Day
Longevity Holiday	Veteran's Day
Martin Luther King Day	Thanksgiving Day
President's Day	Native American Heritage Day
Memorial Day	Christmas Eve Day
Juneteenth	Christmas Day
Independence Day	New Year's Eve Day

The Longevity Holiday will be awarded each year for employees who reach ten (10) years longevity or more.

8.2 Holiday Accruals.

8.2.1 Employees will accrue eight (8) hours of PTO for each holiday during which they are in paid status. ~~As of the effective date of this Agreement,~~ Employees who work between 1500 on December 31 and 0300 on January 1, and/or between 1500 on July 4 and 0300 on July 5, will accrue an additional one (1) hour of PTO for each such hour worked. Accrued PTO will be credited to employees in the payroll for the period including the holiday. Employees will be credited with the longevity holiday in the payroll for the period that includes the date they initially become eligible for the holiday, and in the payroll period that includes January 1 for each year thereafter.

8.2.2 During the pay period ending November 15, employees may elect to cash out up to one hundred twenty (120) hours (one hundred twenty-eight (128) hours for employees who have received the longevity holiday) of accrued PTO at their regular, straight time hourly rate. Employees electing to cash out PTO must submit a written PTO Form indicating the number of hours to be cashed out prior to November 1. Employees will receive payment for PTO cash outs in the paycheck for the period ending November 15. In no event may employees cash out ~~a greater number of PTO hours than they have~~PTO in an amount that would reduce the balance in their PTO leave bank to fewer than one hundred twenty (120) hours at the conclusion of the November 15 pay period.

8.3 Unless otherwise required by law, in addition to PTO used to cover their absence (see Article 9), an employee who has an unplanned absence for all or part of a shift that includes hours on a recognized holiday shall have their holiday PTO accrual reduced by two (2) times the number of hours missed during the twenty-four (24) hour holiday period, up to a maximum of eight (8) hours.

8.4 PTO credited in accord with this Article shall be the total exclusive consideration for holidays. Employees who work on a scheduled holiday shall be paid straight time wages unless they qualify for overtime as provided in Section 5.3.

ARTICLE 9 – ANNUAL VACATION/PAID TIME OFF (PTO)/SABBATICAL

9.1 All regular employees shall accrue ("PTO") that may be used for authorized absences or unplanned absences. Accrued PTO shall be credited to employees' individual PTO leave banks each pay period. Employees may not use PTO prior to the time it has been credited to their leave banks in the Employer's payroll system. (See Sections 9.2 and 9.3 for rules regarding scheduling PTO.)

9.1.1 Each employee's PTO leave bank will accrue hours according to the following chart:

	After Months Completed	Annual Total
A	< 48 months	192
B	48	216
C	108	240
D	156	264
E	204	288
F	252	300
G	288	312
H	336	324

Employees ~~on Leave without Pay~~ will ~~not~~only accrue PTO time ~~until~~when they ~~return to regular, full-time~~are in paid status.

9.1.2 In accordance with the Employer's PTO policy, employees are front-loaded seventy (70) hours of PTO, with all seventy (70) hours designated Washington State Paid Sick Leave protected by RCW 49.46.210. Front-loading occurs on the date of hire for new employees or the anniversary date of hire for ongoing employees. Front-loaded hours represent the first seventy (70) hours an employee earns through the accrual rates stated in Section 9.1.1. Once the employee has completed sufficient months of service to accrue seventy (70) hours, the employee will receive additional accruals credited to their PTO account as provided above. Employees who separate from employment having used front-loaded hours before they have accrued will have their final pay from the Employer adjusted by the value of the used but unearned PTO. To implement the provisions of this paragraph, the Employer will front-load a prorated amount of PTO (any portion of seventy (70) hours the employee has not yet accrued since their last anniversary date) into employees' PTO banks on October 1, 2023.

9.1.3 There is no cap on leave bank hours that may be accrued.

9.1.4 ~~Employees voluntarily leaving~~Upon separation from employment ~~may cash out a maximum of seven hundred fifty (750) hours of~~, employees will receive payment for their accrued but unused PTO, including any amounts accrued but not yet credited to their leave banks, ~~at their~~up to a maximum of seven hundred fifty (750) hours. Payment will be made at the employee's straight time rate. Employees may not cash out any front-loaded PTO that has not yet been accrued.

9.1.5 Employees will be credited with PTO step increases on their anniversary date of hire. PTO step increases and the PTO front-loading described in Section 9.1.2 will be implemented according to the schedule included in Section 7.6.

~~**8.1.6** Employees may donate PTO according to the Employer's Shared Leave Policy.~~

9.2 **Annual Vacation**. Annual vacation will be selected by bid by the employees in accordance with Article 6 and this Article. The vacation bidding process for annual vacations shall commence following the completion of the shift bid, but no later than forty-five (45) days after the shift bid has been initiated. ~~Bids~~Bidding for the first quarter of the coming year~~, for those employees opting to participate in~~ through the quarterly ~~bidding pursuant to~~bid process described in Section ~~9.7.2,~~9.7.4 will begin following completion of the ~~second~~third round of annual vacation bidding; quarterly bidding for the second, third and fourth quarters will commence approximately six (6) weeks prior to the beginning of each calendar quarter. If an employee has insufficient PTO for a pre-approved vacation, the employee's vacation will be reduced to the number of full shifts covered by the employee's available PTO. During a quarterly pre-bid review process, all pre-approved time for the coming calendar quarter for which an employee has insufficient PTO (including anticipated accrual) will be reduced to the number of shifts covered by the employee's available

PTO. In all other cases, once approved, an employee's annual vacation will not be canceled absent a major catastrophic event. Employees who incur non-refundable expenses such as hotel accommodations, airline or other tickets, etc., because of the cancellation of a vacation by the Employer due to a major catastrophic event will be reimbursed for such expenses within thirty (30) days of the cancellation.

9.3 PTO Requests. PTO may be used for any reason identified and under the terms set forth in RCW 49.46.210 as currently enacted and in accordance with the currently enacted regulations. Unless otherwise required by law, PTO requests for leave other than annual vacations may be submitted no more than thirty (30) days prior to the day(s) requested for leave. Requests submitted at least seven (7) days prior to the date of the requested leave shall be returned to the employee, approved or disapproved, by the Employer not less than five (5) calendar days before commencement of the leave. PTO requests that would reduce an employee's PTO bank to less than one (1) hour will not be approved until the employee's PTO balance has been confirmed by the Employer's payroll department. Approved leave may be cancelled by the Employer due to emergencies with seventy-two (72) hours' notice to the employee; provided however, that in the event of a major catastrophic event the Director may cancel all leaves.

9.4 PTO Non-Charge Option. If an employee uses planned PTO or unplanned PTO, followed by activated on-call hours, and both of these events occur in this order and within the same pay period, the employee may notify the employer that they elect to use the PTO Non-Charge Option. Each employee may elect this option up to five (5) times per calendar year. It may only be used for a single occurrence of PTO use of up to twelve (12) consecutive hours, and the number of hours subject to the PTO Non-Charge Option is further limited to the number of activated on-call hours assigned. The notification process to use the PTO Non-Charge Option will be established by the Employer. Employees must submit notice before the end of the shift on which they are working activated on-call hours. Once processed by the Employer, the PTO time meeting this criteria will not be charged to the employee's PTO bank.

9.5 Probationary Employees: Newly hired probationary employees are not eligible to bid for annual vacation until they have been released from training and assigned to a shift, at which time they may bid for available vacation leave per Article 6 and this Article. If a newly hired probationary employee is released from training and assigned a shift after the regular vacation bid has begun, they will be permitted to bid an equivalent number of bids in order to align with seniority. Newly hired probationary employees may ~~not~~ use planned leave (planned PTO) ~~while in active training sessions~~with the advanced approval of the Director of Operations or designee. Current full-time Employees voluntarily entering training in a higher paid job classification shall be granted pre-scheduled annual PTO (planned PTO for annual vacation - *see* Section 9.2 Annual Vacation) if it occurs during active training. ~~However, once training has commenced no other planned PTO will be granted during active training. Once training has been successfully completed, PTO may be utilized, even though a probation period still exists.~~

9.6 Vacation Limitations. Employees shall be allowed to take a maximum of one hundred sixty-eight (168) consecutive hours of vacation leave, except that from June 1 through August 31, and between the Monday immediately preceding Thanksgiving to January 2, the maximum shall be eighty-four (84) consecutive hours vacation leave.

9.6.1 Call Takers, Trainee Dispatchers and Dispatchers. Dayshift and Nightshift shall be allowed three (3) employees off on annual vacation at one time and swing shift shall be allowed one (1) employee off on annual vacation at one time. To the extent not filled during the annual bid or if a vacation bid is subsequently vacated, the vacation bid slots shall remain available for PTO use throughout the year on a first-come, first-served basis pursuant to Section 9.3.

9.7 Vacation Selection. ~~There~~Effective for 2027, there shall be three rounds of annual vacation bidding for ~~Call Takers,~~ Trainee Dispatchers, and Dispatchers. ~~The third round of vacation bidding will provide all employees with two options. Each employee shall designate their choice, through a formal documented process, upon completion of the annual shift bid process, but prior to the start of annual vacation bidding. Should an employee fail to designate their choice, they will automatically be designated as following Option 1. Once a bid is submitted, the choice between the two options will be irreversible for the calendar year.~~In addition, there will be quarterly vacation bids for each quarter, as follows:

9.7.1 ~~Option~~**Bid 1.** An employee may submit an annual bid as outlined in Article 9.2~~; or~~ of up to one hundred sixty-eight hours (168) of PTO.

9.7.2 Bid 2. An employee may submit an annual bid of up to eighty-four (84) hours of PTO.

9.7.3 Bid 3. An employee may submit an annual bid of up to eighty-four (84) hours of PTO.

~~8.7.2~~9.7.4 ~~Option 2. In lieu of participating in the traditional third round of annual vacation bidding, the employee~~**Quarterly Bids.** Employees may participate in quarterly bids for open vacation slots during the coming quarter. Each quarter, there will be three

(3) rounds of bidding. Employees participating in the quarterly bids may bid open vacation slots of a maximum of thirty-six (36) ~~consecutive~~ hours (three days). Bids must be in full-shift increments but need not be consecutive. Employees may place quarterly bids totaling ~~eighty-four (84) hours per calendar year; provided that employees who have had no Unplanned Time Off (partial or full shift absences which are either not pre-approved, protected under the Washington State Paid Sick Leave Law, or protected by FMLA) ("UPTO") during the twelve (12) month period preceding the bid may place bids totaling up to one hundred-twenty (120) hours~~one hundred sixty-eight (168) hours of PTO per calendar year. ~~PTO bid during previous quarters of the same calendar year will be subtracted from the amount remaining for bid. Employees that have less than one hour (60 minutes) of UPTO due to Unavoidable tardiness, shall be eligible for one hundred-twenty (120) hours per calendar year.~~

9.8 Shift Changes and Vacation Bids. Employees required to change shifts shall retain their original vacation bids. Employees who choose to change shifts due to posted shift bid openings shall retain their original annual vacation bids as long as the bid does not exceed the allowed shift limitations. If an employee loses their vacation bid due to the forgoing, the employee shall be allowed to take the vacation at another available time.

~~8.9~~ **Sabbatical Leave**. ~~Effective October 1, 2023, regular~~Regular employees who reach a five-year service milestone (continuous service from their most recent date of hire) will receive ~~eighty-four (84) hours of~~ paid sabbatical leave awarded on their anniversary date~~. Effective January 1, 2024, sabbatical~~ according to the schedule below. Sabbatical leave will be usable in the twelve (12) months following the employee's anniversary date for a single, continuous block of leave or may, at the employee's option, be cashed out. In the event an employee elects to use less than the full ~~eighty-four (84) hours~~allotment of leave, the remaining leave will be cashed out~~. Employees who became eligible for a sabbatical between October 1 and December 31 of 2023 will be allowed to take their sabbatical during the 2024 calendar year~~. One (1) employee will be permitted to be on sabbatical leave at a time except for the first week of July, which will be blacked out. The sabbatical leave spot will be in addition to the slots provided for employees to use PTO. Employees may schedule ~~PTO~~annual vacation adjacent to scheduled sabbatical leave through the normal vacation bidding processes.

Hours of Sabbatical	**Years of Service Milestone**
84 hours	5 years

Hours of Sabbatical	Years of Service Milestone
96 hours	10 years
108 hours	15 years
120 hours	20 years
132 hours	25 years
144 hours	30 years
156 hours	35 years

ARTICLE 10 – LEAVES

10.1 Attendance Policy. Expectations regarding attendance, procedures for reporting absences and consequences for employees whose attendance is unsatisfactory are described in the Attendance Policy.

10.2 FMLA Leave. Eligible employees may use leave under the Family Medical Leave Act in accordance with the Employer's policy. Employees taking such leave must exhaust all PTO in their leave bank prior to taking any unpaid leave.

10.3 Paid Family and Medical Leave Program.

10.3.1 Eligible employees are covered by Washington's Family and Medical Leave Program, RCW 50A. ("PFML"). Eligibility for PFML leave and benefits is established by Washington law and is therefore independent of this Agreement. Employees will pay through payroll deduction the full cost of the premiums associated with PFML family leave benefits and forty-five percent (45%) of the cost of the premiums associated with PFML medical leave benefits, as determined under RCW 50A.10.30. The Employer will pay the remaining premium amounts.

10.3.2 Employees must provide the Employer with not less than thirty (30) calendar days' notice of PFML unless the need for leave is unforeseeable, in which case notice must be provided as soon as reasonably practicable.

10.3.3 Applications for PFML must be submitted to the State Department of Employment Security.

10.4 Bereavement Leave. A regular full-time employee who has a member of their ~~"immediate family"~~Immediate Family taken by death may request up to ~~three (3) days off without loss of pay; up to~~ five (5) paid days ~~off may be taken if funeral services are held out of the State of Washington~~to be used in no more than two (2) leave increments within twelve (12) months of death. . In the event that an employee needs more time away from work for the death of an immediate family member, or leave due to the death of a family member not covered by bereavement leave, they may use PTO (or in the absence of PTO, unpaid leave) with approval, which will not be unreasonably denied.

10.5 Jury Duty. An employee who is called for possible jury duty shall not lose any pay by reason of such call or by reason of serving as jurors. The employer shall pay such employees their regular compensation. Employees may retain any payment made to them as jurors.

10.5.1 Night shift employees who are selected for jury duty service shall be reassigned to the day shift for the period they are required to serve as jurors and they shall be covered by the provisions of this Article. Any employee selected for long-term jury duty (at least five (5) days) shall be reassigned to dayshift, Monday through Friday, for the period they are required to serve as jurors. Employees that serve five (5) or more days as jurors shall be allowed to take two (2) consecutive days off before returning to their normal assigned shift (PTO or time off without pay). Employees are expected to report for duty if released early from their jury duty requirements.

ARTICLE 11 – INSURANCE

11.1 The Employer will offer medical insurance coverage to full-time Association members and their dependents through the Association of Washington Cities ("AWC") Employee Benefit Trust. The Employer shall contribute the following percentages toward the premiums necessary to maintain medical insurance under the AWC HealthFirst 250 or AWC Kaiser Permanente $20 Copay/$200 Deductible Plan:

11.1.1 Ninety-five percent (95%) for employee only;

11.1.2 Ninety-two and one-half percent (92.5%) for employee + one dependent;

11.1.3 Ninety percent (90%) for employee + spouse; employee + two dependents; or employee/spouse/one dependent.

11.1.4 Eighty-five percent (85%) for employee/spouse/two or more dependents.

Any employee who opts out of medical coverage after providing adequate proof of insurance shall be entitled to an opt-out payment of five hundred fifty dollars ($550.00) per month.

11.2 The Employer will offer dental insurance coverage through the AWC Delta Dental Plan E, orthodontic insurance through the AWC Delta Orthro Rider Plan I, and vision insurance through the AWC Vision Services Plan. The Employer will contribute ninety-five percent (95.0%) of the premium for employee only coverage and eighty-five percent (85.0%) of the premium for employees insuring dependents.

11.3 The Employer will offer life, LTD and AD&D insurance coverage to its employees. The Employer will bargain with the Association before making any change to its coverage providers that would affect the terms of coverage.

11.4 In the event that there are material changes to the benefits provided by the health insurance plans specified in this Article, the Association may reopen this Agreement for the sole purpose of proposing an alternative plan. Unless and until any such proposal results in an agreed change of plan, employees will receive the benefits provided by the plans identified above as they are then-provided by the AWC Benefits Trust.

11.5 Medical, dental, orthodontic and vision insurance coverage is available to all regular, full-time employees in the bargaining unit, their spouses and dependent children under age 26. Employees hired on or prior to December 31, 2026, become eligible the first day of the month following hire. Effective January 1, 2027, employees become eligible on their start date.

11.6 Employee contributions toward the insurance premiums above will be made through payroll deductions, which will cover the premium for the month during which the deductions are withheld.

ARTICLE 12 – MISCELLANEOUS

12.1 **Safety Standards**. Both Employer and employees shall comply with State of Washington Safety Codes.

12.1.1 Each employee shall be issued the proper equipment required to perform their duties. Each employee shall ensure that their assigned workstation has sufficient resource materials on hand and available for their shift relief. If an employee cannot so ensure, they shall notify their shift supervisor.

12.2 ~~**Training/Team Meetings.**~~ **Training/Team Meetings.** When employees are required to attend training or meetings outside their normal shift, they will be paid at the overtime rate of pay for actual hours spent at such meetings. Time spent traveling to required or authorized in-person training or meetings away from the Employer's facilities will be considered time worked. Mandatory training and/or team meetings shall neither be considered as nor eligible for callback. Time spent attending mandatory training and/or team meetings will count towards the maximum number of hours an employee will be permitted to work on a shift or in a given period.

12.2.1 All mandatory training away from the Employer's facilities shall be paid for by the Employer, with such costs limited to registration, books, meals, lodging and travel expenses; those items not paid in advance shall be paid upon presentation of receipt of expense claims.

12.2.2 The Director or designee may assign full or partial shift adjustments in conjunction with training subject to the seventy-two (72) hour shift adjustment.

12.2.3 The Employer shall notify all employees, including relief employees, at least seven (7) days prior to any mandatory training/team meeting. In the case of relief employees, the Employer will notify these employees by phone or other reasonable means.

12.3 New Classification Changes. Should it become necessary to establish a new job classification or change an existing one during the life of this Agreement, the Employer and the Association shall meet to negotiate and consider the classification duties and if it is included or excluded from the bargaining unit; and if included what the compensation rate shall be.

12.4 New Hires. The Employer shall provide to new employees all materials necessary for new hires to perform their duties.

12.5 Relief Employees. The Employer may employ relief employees on an as needed basis. A relief employee shall be defined as an on-call employee hired to fill the absence or leave of a regular employee or to fill a vacancy in a regular position until a regular employee is appointed. A relief employee shall not be eligible for the benefits set forth within Articles 8, 9 and 10. Provided that relief employees who work on a scheduled holiday shall be paid one and one-half (1-1/2) times the employee's regular hourly rate of pay for all hours worked on the holidays. A relief employee shall not be used to supplant a regular employee. There shall be a requirement of thirty-two (32) hours worked each month for relief employees. This requirement may be reduced at the discretion of the Director, or his designee, based on current staffing requirements and shall not be considered a guarantee of thirty-two (32) hours per month for relief employees. All relief employees must be actively available for contact by the shift supervisors. Relief employees shall, absent an emergency, work no more than sixty-nine (69) hours per month. The Employer may pre-schedule up to twelve (12) regular hours per month. Remaining hours may be scheduled as desired with full-time staff, reserving up to twelve (12) hours per month to be scheduled by the Employer (based on relief employee stated availability). Employees may contract with relief employees up to twelve (12) months prior to the anticipated absence. Forms may be submitted up to ninety (90) days in advance. Relief employees may not participate in any shift rescheduling request. Relief employees may not be contracted for on-call shifts.

The maximum cumulative hours relief employees may work per calendar year is limited to eight hundred twenty-eight (828) hours. The Employer will provide to the Association the number of hours worked per month for each relief employee.

12.5.1 STEP increases for relief employees shall be predicated on five hundred twenty (520) hours worked in a twelve (12) month period. A relief employee working less than five hundred twenty (520) hours in a twelve (12) month period shall not receive a STEP increase until the five hundred twenty (520) hour requirement is met.

12.5.2 Once the five hundred twenty (520) hour requirement is met then the twelve (12) month period again starts for the next successive STEP increase hourly requirement.

ARTICLE 13 – MANAGEMENT RIGHTS

13.1 The management of the operation and the management of personnel and the performances of other functions not expressly limited by the terms of this Labor Agreement and/or State or Federal Law is the exclusive right of management.

ARTICLE 14 – PERFORMANCE OF DUTY

14.1 There shall be no strike, sympathy strikes, slowdown or stoppage of work, or any interference with the efficient management of the Organization during the term of this Agreement; nor shall any employee fail to perform his/her duties by refusing to cross any picket line of any labor organization during the term of this Agreement in order to perform his/her duties. Any employee who violates any provisions of this Article shall be subject to disciplinary action including discharge.

ARTICLE 15 – DISCIPLINE

15.1 **Just Cause**. The Employer shall not issue a letter of reprimand (written/disciplinary) to, suspend, demote, or discharge any employee who has completed their probation period without just cause. The Employer shall tailor discipline to respond to the nature and severity of the offense, and the employee's prior disciplinary record.

15.2 Investigations.

15.2.1 Disciplinary investigations that may result in discipline greater than letter of reprimand shall be commenced and concluded by the Employer within a reasonable amount of time after the Employer has knowledge of the facts and circumstances giving rise to the possibility that an employee has committed acts subject to discipline by the Employer. Employees have an obligation to cooperate with any investigation conducted by the Employer.

15.2.2 Employees are entitled, at their option, to have Association representation during any investigatory interview conducted by the Employer that the employee reasonably believes may result in discipline of the employee. During any such investigatory interview, a participating Association representative will be given the opportunity to ask questions, offer additional information and counsel the employee, but may not obstruct the Employer's investigation.

15.3 Pre-Disciplinary Procedure.

15.3.1 If the Employer intends to impose discipline that involves a loss of pay or termination of employment, the Employer shall inform the employee and the Association of the proposed discipline in writing. The written notice shall describe the event or conduct with sufficient particularity to permit the employee to understand the reason for the proposed discipline. A copy of the employer's investigative report will be provided to the employee and the Association with the written notice. Unless otherwise agreed between the employee and Employer, the written notice will be provided at least forty-eight (48) hours prior to the Pre-Disciplinary Meeting.

15.3.2 The Employer will schedule a Pre-Disciplinary Meeting to permit the employee and the Association to respond to a notice of intent to discipline. At the beginning of any Pre-Disciplinary Meeting, the Employer will describe its proposed discipline and the general reasons for issuing the proposed discipline.

15.3.3 No later than fourteen (14) calendar days after the close of the Pre-Disciplinary Meeting, the Employer shall inform the employee of its disciplinary decision in writing.

ARTICLE 16 – GRIEVANCE PROCEDURE

16.1 Purpose. The parties recognize that the most effective accomplishment of the work of Snohomish County 911 requires prompt consideration and equitable adjustments of the employee's grievances. It is the desire of the parties to adjust grievances informally and expeditiously whenever possible.

16.2 Grievance Defined. A grievance is a dispute between the Employer or its Management, and the Association/employee, as to the interpretation, application or violation of any terms or provisions of this Agreement. All grievances must be submitted in writing, and must state the alleged violation and the remedy requested.

16.3 Time Limits. Time limits within the grievance procedure may be waived or extended by the mutual agreement of both parties. If the Association or employee fails to act or respond within the specified time limits, the grievance will be considered waived. If the Employer fails to respond within the specified time limits, the grievance shall proceed to the next step of the grievance procedure. The day after the event, act or omission, or the day after the Association or employee became or reasonably should have become aware of the event, act or omission, shall be the first day of a timeline under this Article. In the event a time limit under this Article ends on a weekend or holiday, the deadline will automatically be extended to the following business day.

16.4 Informal Resolution of Problems. Employees are encouraged to attempt to resolve potential grievances through informal discussion with their supervisors and/or Association representative prior to filing a grievance.

16.5 Submission of Grievances and Responses. All grievances and requests for arbitration must be submitted to the Employer's Director of Human Resources or designee, who will be responsible for distributing the grievance or request to the appropriate Employer representative for response. All Employer responses will be submitted to the Association President. Grievances challenging disciplinary action may be asserted by an employee or by the Association on behalf of one or more employees; all other grievances may be asserted only by the Association.

16.5.1 STEP ONE: Regardless of the status of any informal discussion, a grievance must be submitted within twenty-eight (28) calendar days from the date the employee(s) or the Association became aware or should have become aware that contractual rights were violated. The appropriate Manager shall respond to the grievance in writing within fourteen (14) calendar days of its receipt.

16.5.2 STEP TWO: Should Step One fail to resolve the grievance, within fourteen (14) calendar days following receipt of the Step Two response, the Association will submit the grievance for consideration by the Director or designee. The Director shall respond to the grievance in writing within fourteen (14) calendar days of its receipt.

16.5.3 STEP THREE ARBITRATION: If the Association is dissatisfied with the decision of the Director, within thirty (30) calendar days following receipt of the Step Three response, the Association shall submit a written request for arbitration, setting forth the specific question to be arbitrated. In the event the parties are unable to agree upon an arbitrator within seven (7) calendar days of the Association's written request, the Association will request that the American Arbitration Association provide a list of nine (9) qualified and approved arbitrators from Washington and/or Oregon. Within fourteen (14) calendar days following the receipt of the list of eligible arbitrators, the parties' representatives shall meet or confer to select an arbitrator. The parties shall each strike four (4) arbitrators from the list in an alternating order, and the remaining arbitrator shall hear the dispute. The party exercising the first strike shall be the loser of a flip of a coin.

16.5.4 The decision of the arbitrator shall be final and binding on both parties. The arbitrator, however, shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. They shall consider and decide only the specific grievance submitted in writing by the Employer and the Association and shall have no authority to make a decision on any other issue not so submitted.

16.5.5 The Arbitrator's fees and expenses, the cost of any hearing room, and the cost of an original transcript if ordered by both parties, shall be borne equally by the Employer and the Association. All other costs and expenses, including attorneys' fees, shall be borne by the parties incurring them.

ARTICLE 17 – EMPLOYEES' BILL OF RIGHTS

17.1 All employees within the bargaining unit shall be entitled to the protection of what shall hereinafter be termed as the "Employees Bill of Rights" as set forth below, which shall be added to the present Rules and Regulations of the Employer. The wide-ranging powers and duties given to the Employer and its members involve them in all manner of contacts and relationships with the public. From these contacts come many questions concerning the actions of members of Snohomish County 911.

These questions often require immediate investigation by superiors designated by the Director of Snohomish County 911.

17.2 In criminal matters an employee shall be afforded those constitutional rights available to any citizen.

17.3 In matters relating to job performance, the following guidelines shall be followed:

17.3.1 Before any fact-finding inquiry, an employee shall be informed of the nature of the matter in sufficient detail to reasonably apprise him/her of the matter.

17.3.2 Any fact-finding inquiries of an employee shall be at a reasonable hour, preferably when the employee is on duty, unless the exigencies of the investigation dictate otherwise. Where practicable, interrogations shall be scheduled for the daytime.

17.3.3 Any fact-finding inquires (which shall not violate the employee's constitutional rights) shall take place at Snohomish County 911 except when impractical. The employee shall be afforded an opportunity and facilities to contact and consult privately with an attorney of their own choosing or a representative of the Association may be present during the inquiries.

17.3.4 The questioning shall not be overly long and the employee shall be entitled to such reasonable intermissions as they shall request for personal necessities, meals, telephone calls and rest periods.

17.3.5 The employee shall not be subjected to any offensive language, nor shall they be threatened with dismissal, transfer or other disciplinary punishment as a guise to attempt to obtain their resignation, nor shall he be intimidated in any other manner. No promises or rewards shall be made as an inducement to answer questions.

17.3.6 The Employer shall not require any employee covered by this Agreement to take or be subjected to a lie detector test as a condition of continued employment in positions covered by this Agreement.

17.3.7 The Employer shall maintain one official personnel file. ~~Employee evaluations~~Performance and disciplinary material shall only be placed in the file after the same has been presented to the employee and the presentation has been acknowledged by signature of the employee or the supervisor/manager presenting the evaluation or discipline. Employees may petition the Employer to remove or modify information in their personnel files. The

Employer will determine if irrelevant or erroneous information exists and remove all such information from the file. If the Employer does not agree with a request for removal, the employee may submit a statement of rebuttal or correction for entry into the record.

17.3.8 Performance improvement plans and documents memorializing performance coaching and counseling provide notice of performance issues and expectations. Such documents are not considered discipline, are not a step in a progressive discipline process, and are not subject to the grievance process. They will not be included in an employee's official personnel file unless they are used to support discipline at the level of a written reprimand or above, but may be maintained in ~~a supervisory working file. Documents will be removed from the supervisory working file at the time of the employee's annual review unless the supervisor, Human Resources or the Operations Manager deems them relevant to the Employee's ongoing~~the Employer's performance management system.

17.4 Medical or Psychological Examinations.

17.4.1 The Employer retains the right to require employees to submit to medical or psychological examinations when the Employer can identify legitimate, non-discriminatory reasons: to doubt the employee's capacity to perform their job duties; or to believe that the individual presents a significant risk of substantial harm to the health or safety of him/herself or others that cannot be eliminated or reduced by reasonable accommodation.

17.4.2 The Employer will comply with the Americans with Disabilities Act in all such examinations. All medical records maintained by the Employer will be maintained in separate confidential files, consistent with the ADA.

ARTICLE 18 – SAVINGS CLAUSE

18.1 It is the intention of the parties hereto to comply with all applicable provisions of the State or Federal Law and they believe that each and every part of this Agreement is lawful. All provisions of this Agreement shall be complied with unless any of such provisions shall be declared invalid or inoperative by a Court of final jurisdiction. In such event, either party may request renegotiation of such invalid provisions for the purpose of finding an adequate and lawful replacement thereof; provided however, that such findings shall have no effect whatsoever on the balance of this Agreement.

ARTICLE 19 – DURATION CLAUSE

19.1 ~~This Agreement shall become effective October 1, 2023, and shall~~Unless otherwise specified, terms of this Agreement will take effect beginning the first day of the pay period following full ratification by both parties. The Agreement will remain in full force and effect through June 30, ~~2026~~2029, during which time no additional provisions shall be negotiated except as many be mutually agreed upon between the Employer and the Association.

19.2 Each party shall endeavor to commence collective bargaining by April 15, ~~2026~~2029, on amendments to any and all provisions of this Agreement with the objective of concluding such bargaining prior to June 30, ~~2026~~2029, for an Agreement commencing July 1, ~~2026~~2029.

Dated this _____ day of _______________, ~~2023~~2026.

SNOHOMISH COUNTY 911 EMPLOYEES ASSOCIATION	SNOHOMISH COUNTY 911
By:____________________________	By:________________________________
SCEA President	Title:_______________________________

APPENDIX "A" – WAGE GRID

This Appendix is supplemental to the AGREEMENT by and between SNOHOMISH COUNTY 911, hereinafter referred to as the "Employer", and the Snohomish County 911 Employees Association, hereinafter referred to as the "Association."

A.1 **Salary Schedules.** Effective ~~October 1~~________, ~~2023~~2026, the hourly rates ~~(reflecting a 5% COLA at Step E and revised steps A-D with 5% between steps)~~ ~~will be~~will be increased by 5% as follows:

Base Hourly Rate					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
~~Call Taker~~ Trainee Dispatcher (2% less than Dispatcher)	$~~28.80~~ 36.58	~~$30.24~~	~~$31.75~~	~~$33.34~~	~~$-~~
Dispatcher	$37.33	$39.20	$41.16	$43.22	$45.38
Cross-Trained Dispatcher (3% more than Dispatcher)	$38.45	$40.37	$42.39	$44.51	$46.74
Certified Training Officer (2% above Cross-Trained Dispatcher)	$39.22	$41.18	$43.24	$45.40	$47.67

Base Monthly Rate*					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
Trainee Dispatcher (2% less than Dispatcher)	$~~31.58~~ 6,341				
Dispatcher	$~~32.22~~ 6,470	$~~33.84~~ 6,794	$~~35.53~~ 7,134	$~~37.30~~ 7,491	$~~39.17~~ 7,866
Cross-Trained Dispatcher (3% more than Dispatcher)	$~~33.19~~ 6,665	$~~34.85~~ 6,998	$~~36.59~~ 7,347	$~~38.42~~ 7,715	$~~40.34~~ 8,101
Certified Training Officer (2% above Cross-Trained Dispatcher)	$~~33.86~~ 6,798	$~~35.55~~ 7,138	$~~37.33~~ 7,495	$~~39.19~~ 7,870	$~~41.15~~ 8,263

**Used to calculate the Deferred Compensation amounts described in Section 7.7.*

~~A~~A2.~~2~~ **Salary Schedules.** Effective January 1, ~~2024~~2027, the ~~hourly~~pay rates will be ~~increased by 3.0% to~~ the following:

Base Hourly Rate					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
~~Call Taker~~Trainee Dispatcher (2% less than Dispatcher)	$~~29.67~~ 36.58	~~$31.15~~	~~$32.71~~	~~$34.34~~	~~$-~~
Dispatcher	$37.33	$39.20	$41.16	$43.22	$45.38
Cross-Trained Dispatcher (3% more than Dispatcher)	$38.45	$40.37	$42.39	$44.51	$46.74
Certified Training Officer (2% above Cross-Trained Dispatcher)	$39.22	$41.18	$43.24	$45.40	$47.67

Base Monthly Rate*					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
Trainee Dispatcher (2% less than Dispatcher)	$~~32.53~~ 6,658				
Dispatcher	$~~33.19~~ 6,794	$~~34.85~~ 7,134	$~~36.59~~ 7,491	$~~38.42~~ 7,866	$~~40.34~~ 8,259
Cross-Trained Dispatcher (3% more than Dispatcher)	$~~34.19~~ 6,998	$~~35.90~~ 7,348	$~~37.69~~ 7,715	$~~39.58~~ 8,101	$~~41.55~~ 8,506
Certified Training Officer (2% above Cross-Trained Dispatcher)	$~~34.87~~ 7,138	$~~36.61~~ 7,495	$~~38.44~~ 7,869	$~~40.37~~ 8,263	$~~42.39~~ 8,676

**Used to calculate the Deferred Compensation amounts described in Section 7.7.*

~~A~~A3.~~3~~ **Salary Schedules.** Effective July 1, ~~2024~~2027, the ~~monthly~~hourly rates ~~of pay~~ will be increased by ~~3.0% to the following~~4.4% as follows:

Base Hourly Rate					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
~~Call Taker~~ Trainee Dispatcher (2% less than Dispatcher)	$~~30.56~~ 38.19	~~$32.08~~	~~$33.69~~	~~$35.37~~	~~$-~~
Dispatcher	$38.97	$40.92	$42.97	$45.12	$47.38
Cross-Trained Dispatcher (3% more than Dispatcher)	$40.14	$42.15	$44.25	$46.47	$48.79
Certified Training Officer (2% above Cross-Trained Dispatcher)	$40.94	$42.99	$45.14	$47.40	$49.77

Base Monthly Rate*					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
Trainee Dispatcher (2% less than Dispatcher)	$~~33.50~~ 6,951				
Dispatcher	$~~34.19~~ 7,093	$~~35.90~~ 7,448	$~~37.69~~ 7,821	$~~39.58~~ 8,212	$~~41.55~~ 8,623
Cross-Trained Dispatcher (3% more than Dispatcher)	$~~35.21~~ 7,306	$~~36.97~~ 7,671	$~~38.82~~ 8,054	$~~40.76~~ 8,457	$~~42.80~~ 8,880
Certified Training Officer (2% above Cross-Trained Dispatcher)	$~~35.92~~ 7,452	$~~37.71~~ 7,825	$~~39.60~~ 8,216	$~~41.58~~ 8,627	$~~43.66~~ 9,058

**Used to calculate the Deferred Compensation amounts described in Section 7.7.*

A.4 **Salary Schedules.** Effective July 1, ~~2025~~2028, the monthly rates of pay will be increased by ~~4.0~~3.0% to the following:

Base Hourly Rate					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
~~Call Taker~~ Trainee Dispatcher (2% less than Dispatcher)	$~~31.78~~ 39.34	~~$33.37~~	~~$35.04~~	~~$36.79~~	~~$-~~
Dispatcher	$40.14	$42.15	$44.26	$46.47	$48.80
Cross-Trained Dispatcher (3% more than Dispatcher)	$41.35	$43.41	$45.58	$47.86	$50.26
Certified Training Officer (2% above Cross-Trained Dispatcher)	$42.17	$44.28	$46.50	$48.82	$51.26

Base Monthly Rate*					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
Trainee Dispatcher (2% less than Dispatcher)	$~~34.84~~ 7,159				
Dispatcher	$~~35.55~~ 7,305	$~~37.33~~ 7,671	$~~39.20~~ 8,055	$~~41.16~~ 8,458	$~~43.22~~ 8,881
Cross-Trained Dispatcher (3% more than Dispatcher)	$~~36.62~~ 7,525	$~~38.45~~ 7,901	$~~40.37~~ 8,296	$~~42.39~~ 8,711	$~~44.51~~ 9,147
Certified Training Officer (2% above Cross-Trained Dispatcher)	$~~37.35~~ 7,675	$~~39.22~~ 8,059	$~~41.18~~ 8,462	$~~43.24~~ 8,886	$~~45.40~~ 9,329

**Used to calculate the Deferred Compensation amounts described in Section 7.7.*

A.5 **Step Increases.**

A.~~4.1~~5.1 Employees shall commence receiving the next higher pay step within their classification as provided in Section 7.6 above.

A.~~4.2~~5.2 An employee promoted from one classification to another shall be placed into the lowest pay step of the higher classification which still provides for an increase higher than that currently being received by the promoted employee. A promoted employee shall retain their date of promotion as their anniversary date for purposes of administering pay step advancement.

A.6 **Cross-Trained Dispatchers.** Dispatchers who are cross trained in both police and fire disciplines will receive the Cross-Trained Dispatcher pay rate. The increase will be given to Dispatchers at the time they begin the academy/training for the second discipline.

A.7 **Trainee Dispatcher Wage Schedule.** Trainee Dispatchers (“TD”) shall be paid two percent (2.0%) less than the Dispatcher wage at Step A. Once a TD completes training in call taking and either police or fire dispatching, the TD shall proceed to a dispatcher at Step A. The date the Trainee is placed at Step A will be his/her anniversary date for purposes of administering pay step advancement.

APPENDIX “B” – PART-TIME DISPATCHERS

SNO911 and the Association agree to establish a part-time Dispatcher position that will deviate from the terms of the Agreement. The following information is only applicable to part-time Dispatchers, referred to as “Participants,” who have voluntarily agreed to resign from a full-time position and move into part-time status, based on the terms as follows:

- Participants will be scheduled by SNO911 Operations to work two (2) twelve (12) hour shifts per week (24 hours per week)
  - Shifts assigned to Participants will be determined by the Employer, taking into consideration operational needs and preferences indicated by the Participants
  - Participants are not permitted to participate in shift trades
  - Participants are not permitted to enter into PTO Contracts for full-time Dispatch employees
  - Participants may work a maximum of four (4) additional hours, per Employer-defined work week, if approved by the Director of Operations or designee
  - Participants are required to attend Operations Staff Meetings and/or meet the make-up requirements should they miss a meeting
  - Participants are required to maintain proficiency and ongoing training requirements consistent with full-time Dispatch staff
  - Participants will retain previously accrued seniority and will accrue seniority at a rate of fifty (50) percent of regular full-time employees
- Participants will accrue sick leave hours as defined by Washington State Sick Leave law provisions at the rate of one (1) hour of sick leave accrued for every forty (40) hours worked
- Participants will be permitted to take up to three (3) paid days to be used in no more than two (2) increments within twelve (12) months of the death of a member of their immediate family, as that term is defined in the Agreement
- Participants will not participate in the on-call program
- Participants will not accrue any PTO, Holiday PTO, Sabbatical Leave, or frontloaded PTO
- PTO accrued during a Participant’s full-time employment will be cashed out at the end of full-time employment per agency policy
- Requests for time off from regularly scheduled hours may be submitted to the Director of Operations or designee, who will approve or deny the request based on legal requirements and operational need. Except where required by law, approved time off for regularly scheduled hours will be unpaid

- Participants will not be eligible to participate in benefits programs full-time employees receive, such as medical, dental and vision coverage, long-term disability, life insurance, and AD&D
- Participants will participate in PERS/PSERS and may contribute to the Deferred Compensation Plan without Employer contribution or match per agency policy
- Participants may return to an open, full-time position without being subjected to a probationary period, upon which all regular pay and benefits available to full-time employees shall resume
- Participants will receive their current hourly rate of pay for hours worked; provided that participants who work on a day recognized as a holiday (see Article 8) will be compensated at one and one-half times their hourly rate of pay
- The participants are eligible for step increases and cross-training wage adjustments consistent with regular full-time employees as per the CBA
- Union dues will be deducted as per the Agreement
- Participants will be excluded from participating in the Master Training Officer (MTO) program

Summary report: **Litera Compare for Word 11.3.1.3 Document comparison done on 8/12/2026 7:33:59 AM**	
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Intelligent Table Comparison: Active	
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Embedded Excel	0
Format changes	0
Total Changes:	652

AGREEMENT

by and between

Snohomish County 911

and

Snohomish County 911 Employees Association

July 1, 2026 through June 30, 2029

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Table of Contents

PREAMBLE

THIS AGREEMENT is entered into by and between **SNOHOMISH COUNTY 911,** hereinafter referred to as the Employer, and SNOHOMISH COUNTY 911 EMPLOYEES ASSOCIATION**,** hereinafter referred to as Association, representing the communications employees.

ARTICLE 1 – DEFINITIONS

1.1 As used herein, the following terms shall be defined as follows:

1.1.1 "Union" and "Association" shall mean the Washington State Council of County and City Employees/AFSCME Council 2 and its affiliated local Snohomish County 911 Employees Association.

1.1.2 "Employer" shall mean Snohomish County 911.

1.1.3 "Employee" shall mean an individual employed in the bargaining unit covered by this Agreement.

1.1.4 “Emergency" shall mean an unforeseen combination of circumstances requiring immediate action.

1.1.5 "Annual Vacation" shall mean paid leave scheduled by prearrangement through a bid process.

1.1.6 "Holiday" shall mean a day established by this Agreement, as set forth in Article 8.

1.1.7 “Anniversary Date” shall mean the employee’s date of hire for the current period of uninterrupted service with Snohomish County 911 or its predecessor employers, adjusted for unpaid leave, or as adjusted for continuous employment in the Relief Employee classification.

1.1.8 “Seniority” is defined in Section 6.1 of this Agreement. “Date of hire” shall mean the hire date with Snohomish County 911 or its predecessor employers.

1.1.9 "Immediate family" for bereavement leave purposes only shall be defined as spouse, registered domestic partner, child, parent, sibling, mother-in-law, father-in-law, grandparents, grandchildren, stepparents, stepchildren, significant other, or relative whose legal/permanent residence is in the household of the employee. Any employee requesting bereavement leave will identify full name of the deceased, date of death, relationship and city and state of death.

1.1.10 "Family member" for the purposes of sick leave only, shall be defined as a child, spouse, registered domestic partner, parent, parent-in-law, grandparent, grandchild, or sibling. A spouse is defined as a husband or wife as defined under Washington State law. A child is defined as a biological son or daughter, adopted or foster child, stepchild, a legal ward, a child of a person standing in loco parentis, or for whom the employee is a de facto parent regardless of age or dependency status.

1.1.11 "Unplanned absence" shall include any absence, tardiness or early departure that occurs with less than seventy-two (72) hours' notice, but will not include absences where an employee uses leave protected by the Washington State Paid Sick Leave law or where an employee, otherwise prepared to work their full shift, receives approval from the supervisor to take leave because there is sufficient staff on duty to meet operational needs.

ARTICLE 2 – RECOGNITION, ASSOCIATION MEMBERSHIP AND PAYROLL DEDUCTION

2.1 Recognition. The Employer recognizes the Association as the exclusive bargaining representative for full-time and regular part-time employees of Snohomish County 911 in the job classifications identified in Appendix A.

All normal and customary duties connected with Public Safety Communications that have been assigned to the bargaining unit shall become and/or remain bargaining unit work performed by bargaining unit members. The application of this provision shall not preclude the Employer from performing bargaining unit work associated with management functions or under extraordinary circumstances. Such coverage shall be limited to the length of time necessary to obtain bargaining unit member coverage. It shall not be a violation of this agreement for the Employer to assign supervisors to perform bargaining unit work when to do so would avoid the need for overtime or activating an On-Call employee. In addition, on the "overlap day" (when more than two supervisors are staffed), it shall not be a violation for one of the regularly scheduled supervisors to dispatch or engage in call-taking provided that no regularly scheduled bargaining unit member is displaced. It will also not be a violation of this Agreement for a regularly scheduled supervisor to work in a call-taking or dispatch capacity in circumstances where a bargaining unit member is assigned to perform supervisory functions to facilitate skill development.

2.2 Association Dues. Employees wishing to authorize the withholding of Association dues must provide their authorization to the Association, which will provide written notice to the Employer. Upon receipt of the Association's written notice, the Employer shall deduct from the employee's pay the dues of the Association and remit to Council 2 all such deductions semimonthly or monthly, except that all deductions be uniform and regular to accommodate the processed payroll. The Association will notify the Employer at least thirty (30) days in advance of any changes in its dues.

2.3 **Revocation.** Employees may revoke their authorization for withholding of Association dues by providing written notice to the Association in accord with the terms of the authorization. The Employer will end dues deduction no later than the second payroll after receiving written notice from the Association that an employee has revoked authorization.

2.4 **Indemnification.** The Association agrees to defend, indemnify and save the Employer harmless against any liability which may arise by reason of any action taken by the Employer to comply with the provisions of this Section.

2.5 **New Employee Orientation**. The Employer shall notify the Union staff representative and Association president in writing at least two (2) days prior to the orientation of a new employee. The Association will be allowed a thirty (30) minute period during the orientation program to present information about its status as the exclusive representative of the bargaining unit. In the event that a new employee does not participate in a formal orientation program, the Association will be allowed a thirty (30) minute period during the employee's first ninety (90) days to conduct its introductory meeting. A newly hired employee who chooses to participate in such a meeting may do so during regular working hours without loss of pay.

2.6 **Bargaining Unit Information.** Once per quarter, unless requested sooner by the Association, the Employer will provide the Association with the following information, assuming such information is included in the Employer's personnel records: (1) employee names; (2) employee dates of hire; (3) employee job titles; (4) employee salaries or rates of pay; (5) employee work sites or locations; (6) cellular, home, and work telephone numbers; (7) work and personal email addresses; (8) home or personal mailing addresses. The information will be provided in an editable format. Should the Employer miss a quarterly notification, the Association will provide a reminder and opportunity to correct to the Employer before seeking a remedy under applicable law.

ARTICLE 3 – NON-DISCRIMINATION

3.1 The employer and the Association agree that they will not unlawfully discriminate against any individual with respect to race, color, religion, sex, age, national origin, marital status, political affiliation, honorably discharged veteran or military status, sexual orientation, or the presence of any sensory, mental, or physical disability unless the factor involved would, notwithstanding reasonable accommodation, prevent the proper performance of the work to be assigned, or membership in the Association.

ARTICLE 4 – ASSOCIATION RIGHTS

4.1 Leave for Bargaining Team and Executive Board Members.

4.2 Association Officials Time-Off. The Association President and Secretary shall be granted release time while conducting labor negotiations, labor-management meetings or grievance resolution on behalf of employees in the bargaining unit provided:

4.2.1 They notify the Employer whenever feasible at least ninety-six (96) hours prior to the time-off;

4.2.2 The Employer is able to properly staff the employee's job duties during the time-off period without the need for additional staff; and

4.2.3 They remain available for call-back to the floor while conducting negotiations in the event work needs require their return.

4.3 Leave for Bargaining Team and Executive Board Members.

4.3.1 Employees designated as Association bargaining team members or Executive Board members, will to the extent necessary for the purposes of attending contract negotiations or meetings with the employer related to grievance resolution, be exempt from limits on trades contained in this Agreement. Such employees will also be permitted to use their PTO for negotiations (including shifts that occur on the same day as negotiation sessions) or grievance meetings, provided that the Employer is able to properly staff the employee's job duties during the release time.

4.3.2 Association Conferences. Association executive board members may use PTO or unpaid leave once per year to attend the Union's international convention, state convention or other Union-sponsored event or training; provided that the Association provides a minimum of ninety (90) days' notice of the event and the use of leave does not result in more than two (2) individuals being absent on the same day.

4.4 Association Investigative and Visitation Privileges.

4.4.1 Association officials may visit the work location of the employees at any time for the purpose of investigating grievances and disciplinary matters. Such representatives shall limit their activities during such investigations to matters relating to subjects covered by this Agreement, and matters within the jurisdiction of the Public Employment Relations Commission. Work hours shall not be used by employees or Association Officials for the promotion of Association affairs other than stated above. The Employer will not be held liable for breaches of confidentiality.

4.4.2 At the supervisor's discretion and provided there exists a legitimate concern, an Association representative (not on duty) and a represented employee may leave the floor for the purposes of investigating disciplinary and grievance related matters.

4.5 **Bulletin Boards.** The Employer shall provide space for a bulletin board which may be used by the Association. Such use shall be restricted to the legitimate business needs of the Association's Executive Board and shall not contain material that may be deemed hostile to any Snohomish County 911 employee or be disruptive or hostile towards legitimate Snohomish County 911 operations.

4.6 **Association Use of Materials.** The Association shall not access or use Employer supplies, materials, equipment or facilities without prior approval of the Employer.

ARTICLE 5 – HOURS OF WORK, OVERTIME AND ON-CALL DUTIES

5.1 **Work Schedule.** The normal work schedule will consist of a combination of twelve (12) hour days on, in blocks of three (3) or four (4) consecutive days, followed by blocks of three (3) or four (4) consecutive days off, that result in eighty-four (84) hours of work in a two (2) week period. Trainee dispatchers may be assigned to alternative schedules during their training period. All hours in a day shall be consecutive. Any change in schedule or workweek format (including the introduction of rotating shifts), shall be agreed to between the Association and Employer.

5.1.1 The parties share a goal of implementing an Engagement Schedule during the term of this Agreement to improve the workplace and the work-life balance for employees. The Engagement Schedule will reduce the number of full shifts worked during the normal work schedule to eliminate "long" weeks (weeks that currently include four (4), twelve (12) hour shifts). In place of the full shifts eliminated with this change, the Engagement Schedule will include paid work time (likely four (4) hours per month) for functions off the dispatch floor, such as training, team building, professional development, and other functions beneficial for the operation and the workplace. The parties recognize that transitioning to the Engagement Schedule will likely require a number of changes to the Agreement, including changes to Article 5, a recalculation of hourly rates and changes to issues like leave accrual and use, that will need to be addressed through bargaining. When staffing levels permit transition to the Engagement Schedule, the parties will reopen this Agreement to discuss and negotiate impacts associated with the schedule change.

5.2 Individual Schedule Changes.

5.2.1 The Employer shall not transfer or reassign an individual employee without providing the employee seventy-two (72) hours' notice, except in emergency conditions. The seventy-two (72) hours' notice may be waived under certain circumstances by mutual written agreement between the Employer and the employee.

5.2.2 Any request for change of assigned shift will be submitted in writing (to include the reason for the request) by the employee desiring to exchange shifts to their supervisor, who will then forward the request through the Chain of Command. The Employer will evaluate and respond in writing within ten (10) business days of receipt of the request. If approved, the Employer will implement the shift exchange as soon as possible, taking into consideration operational requirements. Employees who, with Employer approval, voluntarily exchange shifts shall not have their scheduled annual vacation guaranteed.

5.3 Meal and Rest Periods. The parties agree to paid meal and rest periods that vary from and supersede the requirements of WAC 296-126-092. The Employer shall "make a good faith effort" to provide the employees with the break time below. These breaks shall be provided as the workload allows, but employees must remain within the area subject to immediate callback should the workload require.

5.3.1 Employees working a four (4) hour day receive a total of fifteen (15) minutes of paid break time, typically in the form of one fifteen (15) minute rest break.

5.3.2 Employees working a six (6) hour day receive a total of forty-five (45) minutes of paid break time, typically in the form of a thirty (30) minute meal period and one (1) fifteen (15) minute rest break.

5.3.3 Employees working an eight (8) hour day receive a total of sixty (60) minutes of paid break time, typically in the form of one thirty (30) minute meal period and two fifteen (15) minute rest breaks.

5.3.4 Employees working a twelve (12) hour day receive a total of one hundred (100) minutes of paid break time, typically in the form of two thirty (30) minute meal breaks and two (2) twenty (20) minute rest breaks.

5.4 Overtime. Employees shall receive overtime pay for actual hours worked in excess of forty (40) hours in the Employer's established workweek. Overtime will be paid at one and one-half (1.5) times the employee's regular hourly rate of pay.

5.5 On-Call Program.

5.5.1 Employees will be required to be in an On-Call status periodically. "On-Call" status means off-duty employees scheduled must remain fit for duty, able to be contacted by the Employer by phone call or other electronic notification, and able to arrive at SNO911 prepared to work in a timely manner when activated. Employees who have been authorized to receive on-call pay shall be compensated at the On-Call Hourly rate described in Section 7.3 until such time as they report to work or are released from on-call status.

5.5.2 Employees who receive notice of activation during their on-call shift must verbally acknowledge the notice through a phone call or electronically within fifteen (15) minutes of its receipt. If notice of activation is provided prior to start of the employee's On-Call shift, the employee may acknowledge the notice when it is received but must acknowledge the notice no later than fifteen (15) minutes after the start of their On-Call shift. Activation notifications will be sent when the need becomes known.

(a) If an employee has been on-call activated (and acknowledged activation) for a partial shift and is subsequently on-call activated for an extension (time period after the initial activation hours), the employee is encouraged to acknowledge the new activation but will not be required to acknowledge as per defined in Section 5.5.2 since they have confirmed that they will work the initial (prior) activation hours. The employee will confirm with the on-duty supervisor upon arrival that they are aware of the subsequent activation(s) (or be advised by the supervisor). If an employee has already worked the first part of the on-call shift and has departed, they must acknowledge any subsequent activation notices as per defined in Section 5.5.2.

5.5.3 For an immediate activation, employees must arrive at their duty station no later than seventy-five (75) minutes from acknowledgement. Employees who receive advanced notification (more than seventy-five (75) minutes) of an activation must arrive at their duty station at the assigned time.

(a) For employees who, as of the date of full ratification of this Agreement, live at a location that has a drive time of more than forty-five (45) minutes to the Employer's Everett location, the arrival time following immediate activation will be no later than ninety (90) minutes and the timeline for advanced notification will be one hundred (100) minutes. The parties will mutually identify employees subject to this provision, who will be identified in a memorandum of understanding. Those employees will remain subject to the alternate timelines in this paragraph as long as they remain at their current address.

5.5.4 Employees who, due to illness or injury (including all uses of paid sick leave authorized by RCW 49.46.210), would be unable to report to work if activated must notify an on-duty supervisor of their unavailability to fulfill the requirements of the On-Call shift assignment. Employees who follow the Employer's attendance policy procedures for reporting the illness or injury prior to activation will not be charged PTO time for the missed On-Call shift. Employees who first assert an illness or injury in response to activation will be required to use Paid Time Off for all activated hours missed (and may not use the PTO Non-Charge Option described in Section 9.4). Unless otherwise required by law, all employees who miss all or part of an assigned On-Call shift due to illness or injury must, within seven (7) days of being notified of the need to make up the missed assignment, schedule a make-up on-call shift to take place within sixty (60) days of the missed assignment, if one is available to sign up for within those seven (7) days and does not conflict with the employee's use of pre-approved annual leave. Make-up On-Call shifts will be fourteen (14) hours in length.

5.5.5 On-Call shift assignments will be made to establish an "On-Call List". The assignments to the On-Call List will be made based on the following criteria:

(a) There shall be up to three (3) fourteen (14) hour on-call shifts for each Day and Evening shift, and up to one (1) fourteen (14) hour on-call shift for Swing shift. (Seven 14-hour on-call shifts per 24-hour day.) On-Call shifts will begin two (2) hours before the standard shift start time.

(b) Employees will not be assigned on-call shifts that could require working hours outside of their normal shift schedule.

(c) Pre-assigned on-call days will be embedded into each work schedule. The number of staff required for pre-assigned on-call days may be adjusted from time to time if the Employer, following consultation with the Association, determines additional On-Call shifts are needed to preserve minimum staffing. Additional pre-assigned on-call shifts will be filled first with volunteers, and then if necessary added to pre-assigned on-call days with advanced notice. The Employer, in its sole discretion, will make periodic updates to pre-assigned On-Call days previously scheduled to ensure adequate coverage for the On-Call program.

(d) Dispatchers on a pre-assigned on-call day may put themselves into priority status for activations in the established four (4) hour increments. (This does not include voluntary on-call shifts). The priority on-call status may not be removed within ninety-six (96) hours of the shift start time.

(e) Employees will be assigned an order of activation priority for the On-Call List as supervisors build out the schedule. The order of priority shall first be as follows. In the event of two employees being part of the same priority tier, the employee who has the fewest on-call hours in the On-Call Logging Bucket (described in Section 5.6.5) shall be first.

(1) Employees who have voluntarily signed up for the on-call shift.

(2) Employees who are on a pre-assigned on-call day who have prioritized themselves for the on-call assignment.

(3) Employees (excluding employees described in (5) below) who are on a pre-assigned on-call day assigned to work a 36-hour bid schedule.

(4) Employees (excluding employees described in (5) below) who are on an on-call day assigned to work a 48-hour bid schedule.

(5) Employees with twenty-five (25) or more years of seniority, in inverse order of seniority.

(f) Employees will be allowed to switch their on call activated shift times with another employee who was also activated during the same shift, in four (4) hour increments.

(1) The supervisor must be notified at least twelve (12) hours prior to the shift start time.

(2) There shall only be one (1) switch per employee, per shift, and the request cannot be revoked or modified once the supervisor has been notified of the original request.

(g) An employee on call may volunteer to take another employee's on-call activation in four (4) hour increments.

(1) The supervisor must be notified at least twelve (12) hours prior to the shift start time.

(2) There shall only be one (1) switch per employee, per shift and the request cannot be revoked or modified once the supervisor has been notified of the original request.

5.5.6 Employees who have approved annual vacation secured through the annual vacation bid (excluding vacation bid through the quarterly option) and sabbatical shall be relieved from On-Call shifts that are adjacent to or overlap with approved time off, provided that in the event of a major catastrophic event, the Director may cancel all leaves. Employees relieved of an On-Call shift because of their annual vacation must schedule a make-up On-Call shift on a date within sixty (60) days (before or after) the vacated On-Call shift. A selection process shall be conducted following the annual vacation bid, by seniority, for all employees who need to replace vacated on-call days. An employee who does not make their bid within forty-eight (48) hours of notice will be moved to the bottom of the order. The selection process for replacement on-call days will be completed no later than December 31st of the year in which the bid takes place.

5.5.7 **On-Call Shift Rescheduling:** Employees may reschedule on-call shifts under the following guidelines.

(a) On-call shifts may only be rescheduled in full shifts (fourteen (14) hours); employees may not reschedule partial on-call shifts without special approval from an Operations Manager or designee.

(b) The automated scheduling software application may modify the order of on-call shift assignments consistent with this Article each time a reschedule request is entered.

(c) There must be a minimum rest period between actual or potentially activated work periods of twelve (12) hours.

5.5.8 **On-Call Shift Relinquishment.**

(a) An employer-provided form has been signed by both employees no later than forty-eight (48) hours before the first on-call shift date/time. Requests must be submitted electronically and shall be approved or denied by a shift supervisor no later than twenty-four (24) hours prior to the first trade date/time. Forms submitted less than forty-eight (48) hours before the start of an on-call shift will be denied.

(b) Employees may relinquish up to three (3) on-call shifts per quarter.

(c) On-call shifts may be relinquished in four (4), eight (8) or twelve (12) hour increments, not to exceed twelve (12) hours; there shall be only one (1) relinquish per requestor for one twelve (12) hour shift. For a partial relinquish, only the employee working the first four (4) hours of the shift will be paid the additional two (2) hours of standby pay that occurs prior to the start or their shift. A partial shift relinquish shall be counted as one (1) relinquish.

(d) Employees must be trained in call-taking and at least one other discipline to participate in any on-call relinquish request, with the exception of any call-taking legacy employee(s).

(e) An on-call shift that has already been relinquished may not be relinquished again.

5.6 Filling Vacancies. Vacancies will be filled by scheduled extra duty or by activating an employee from the On-Call List as described below. Vacancies will be filled in four (4) hour increments or for the remainder of the shift if less than four (4) hours remain. In the event an employee is activated from the On-Call List for two (2) increments that are separated by time off (a “bookended” shift), the employee may, at their election, work the hours between the assigned increments and hours worked in the gap will count towards the employee’s On-Call Logging Bucket.

5.6.1 Immediate Needs: To address immediate staffing needs (four (4) hour notice or less), the employer will activate an employee from the On-Call List in the order of priority outlined in Section 5.5.5(c). The Employer reserves the right to activate employees out of order to offer the work to activated employees already at the facility or where required to meet urgent operational needs.

5.6.2 Unplanned Short-Notice Needs: To address short-notice staffing needs (between four (4) and twenty-four (24) hours' notice), the employer will:

(a) Make an assignment based on voluntary responses and the provisions in Section 5.6.3(a) if there are volunteers.

(b) Activate from the On-Call List in the order of priority outlined in Section 5.5.5(d).

5.6.3 Planned Needs for Additional Staff: To address planned staffing needs (more than twenty-four (24) hours' notice), the employer will follow the procedures below. The parties agree that further discussion of issues regarding the process for offering and assigning extra duty opportunities would be mutually beneficial, and will address this topic in a labor-management committee process during the term of this Agreement:

(a) Vacancies that cause a need for an extra-duty assignment will be filled using an automated scheduling program. Employees seeking extra duty opportunities will make themselves available for voluntary extra duty using the sign-up feature on their schedule calendar. Extra duty will be assigned in four (4) hour increments to the eligible employee with the least amount of hours in their Overtime Logging Bucket (see Section 5.6.4) at the time the opportunity is presented. It is the employee's responsibility to be aware of these overtime assignments.

(b) An employee may cancel a voluntary extra duty sign-up by personally contacting their supervisory team no less than ninety-six (96) hours prior to the scheduled work assignment. Except as otherwise provided by law, to cancel within ninety-six (96) hours of the scheduled work assignment, the employee must find another qualified employee to work the scheduled assignment and notify the supervisory team and the replacement employee of the details of the assignment no less than forty-eight (48) hours before the start of the shift.

(c) If no volunteers are identified within twenty-four (24) hours of the specified time of need, the vacancy will be assigned through the On-Call Program.

(d) Voluntary extra duty scheduled or worked shall not excuse the employee from attending mandatory training or team meetings.

5.6.4 Voluntary Extra Duty List ("VEDL Sign-Up List"). The employer shall establish a Voluntary Extra Duty List using a sign-up feature in an automated scheduling program that will rank employees in order of the number of extra-duty hours worked ("Extra Duty Logging Bucket"). The list will be used to determine the order in which voluntary extra duty is assigned. Assignment will be based on qualifications and least number of hours in the Extra Duty Logging Bucket. The Extra Duty Logging Bucket totals will revert back to zero on January 1 of each year. Relief employees will be front-loaded one thousand (1000) hours, and Supervisors will be front-loaded two thousand (2000) hours to facilitate the scheduling program's voluntary extra duty assignment order.

(a) Employees released from training and subject to extra duty assignment shall be awarded a number of hours (for use in the Extra Duty Logging Bucket) equal to the regular employee having the least amount of combined voluntary and activated On-Call hours. The number awarded is based upon the employee with the least hours overall, not based upon the lowest hours on the employee's shift. Employees with twenty-five (25) or more years of seniority will not be used for this comparison.

(b) Employees absent from the workplace as a result of paid or unpaid, non-protected leave, or exempt from extra duty shall not have their extra duty hours adjusted once they have returned or are no longer exempt. Employees returning from protected leave (paid or unpaid) of more than thirty (30) days will have their Extra Duty Logging Bucket hours adjusted based upon their average of extra duty hours worked that year to date.

5.6.5 Voluntary On-Call List ("VOC Sign-Up List"). The Employer shall establish a Voluntary On-Call List using a sign-up feature in an automated scheduling program to assign voluntary on-call shifts to employees (up to the established maximum number of on-call shifts needed). Employees will be able to sign up for Voluntary Extra Duty Time and Voluntary On-Call simultaneously. Once an employee signs up for the Voluntary On-Call shift, the signup may not be removed from the automated scheduling program if it is less than two (2) weeks before the date of the signup. If the employee has not been assigned any Extra Duty Time for the date in question seventy-two (72) hours prior to the start of the open on-call shift, they will be assigned the on-call shift. If there are more volunteers than on-call shifts available, the tie breaker will be seniority. Once assigned, the voluntary on-call shift may not be relinquished to the Employer or another employee. Employees assigned voluntary on-call shifts will be placed at the top of the on-call activation list. If there are two (2) or more employees assigned voluntary on-call shifts, activation shall occur by order of sign up (first come, first serve).

(a) Employees released from training and subject to On-Call shift assignment shall be awarded a number of hours equal to the regular employee having the least amount of On-Call hours. The number awarded is based upon the employee with the least hours overall, not based upon the lowest hours on the employee's shift. Employees with twenty-five (25) or more years of seniority will not be used for this comparison.

(b) Employees absent from the workplace as a result of paid or unpaid, non-protected leave, or exempt from overtime shall not have their On-Call Logging Bucket hours adjusted once they have returned or are no longer exempt. Employees returning from protected leave (paid or unpaid) of more than thirty (30) days will have their On-Call Logging Bucket hours adjusted based upon their average of on-call hours worked that year to date.

5.7 Off-Duty Court Appearances. Any employee required to report for a job-related court appearance on their day off shall be compensated a minimum of four (4) hours compensation at one and one-half (1-1/2) times the employee's regular straight time hourly rate of pay. Any witness fee paid to the employee for the job-related appearance will be remitted to the Employer.

ARTICLE 6 – SENIORITY AND PROBATION

6.1 Seniority. The Employer recognizes the principle that longer periods of service should be rewarded by proportionately greater job security and opportunity for advancement. The principle of seniority shall therefore be given primary consideration in all cases of layoff, rehires, shift bidding, and requests for time off (PTO used for annual vacation).

6.1.1 Employees begin accruing seniority on their date of hire for their most recent period of continuous employment. Unless otherwise required by law, employees will not accrue seniority during any period of unpaid, unprotected leave. An employee's seniority date will be adjusted forward for any period of unpaid, unprotected leave or layoff on a day-for-day basis. Employees who voluntarily separate from employment and are rehired into a bargaining unit position within five (5) years of their separation will be credited with their seniority accrued prior to their separation, less the time spent outside of the bargaining unit. (For example, an employee with

1800 days of seniority who voluntarily separates and is rehired 400 days later would be reinstated with 1400 days of seniority.)

6.1.2 An official seniority roster shall be determined by management and the Association effective August 1st of each year. Where two (2) or more employees share the same hire date, the employee's initial seniority date will be established using the Employer's pre-hire seniority placement process.

6.1.3 The employer will conduct an annual shift bid beginning no later than August 15. The employer may subvert seniority and move an employee's shift when required to:

(a) Address harassment issues between two employees on a shift;

(b) Conduct a disciplinary investigation requiring the temporary reassignment of an employee to another shift; or

(c) Address operational needs (*e.g.*, to ensure adequate qualified personnel on a shift); provided that shift moves required by operational needs will last no longer than the operational need.

6.1.4 Full time employees who are changed to relief employee status and maintain continuous service with the Employer shall retain accrued seniority. Relief employees shall accrue seniority at a rate of one-third that full-time employees.

6.2 **Shift Vacancies.** Shift vacancies occurring after January 1 of the current year shall be filled based on a process agreed upon by the parties. Probationary employees shall be placed on the shift determined by Snohomish County 911 management to be best suited to the training goals established for that employee. Only regular full-time employees shall participate in the shift bid process, when it occurs.

When a full-time vacancy is filled, subsequent shift vacancies will be filled through the same process as outlined in this section.

6.3 **Layoff.** The Employer will determine whether and when financial conditions or operational needs require a layoff of existing employees. Any layoffs will proceed according to the following:

6.3.1 The Employer will identify the number of positions affected by the layoff. Layoffs will proceed in order of seniority, beginning with the bargaining unit employee with the least seniority.

6.3.2 The Employer will provide a minimum of thirty (30) days' notice to the Association and to the employee(s) holding positions designated for layoff. If requested, the Employer will meet with the Association during the notice period to discuss alternatives to the proposed layoff and/or bargain regarding the impacts of the proposed reductions.

6.3.3 Employees who have been laid off will be placed on a recall list for a period of two (2) years. Before hiring a new employee into a classification within the bargaining unit, the Employer will first offer the position to any employee(s) (in order of seniority if appropriate) on the recall list. The notification will be mailed to the most current mailing and email addresses on file. It is the responsibility of the employee(s) on layoff to keep the Employer informed of their current contact information. If the affected employee does not respond within seven (7) days of the date that notice is sent, the employee will be removed from the recall list and the next employee on the list will be contacted.

6.4 **Supervisor Job Vacancies**. When there is a vacancy in a supervisor position in the supervisory bargaining unit, the Employer will solicit internal applicants at the same time it solicits external applicants, though current dispatchers with three (3) or more years of seniority shall be given first consideration for filling the position based on their qualifications. In the event that no employee meeting the service criteria above is qualified for the position in the judgment of the Employer, the Employer may consider other current dispatchers and/or external candidates for the promotional position. When qualifications are equal, in the judgment of the Employer, seniority shall govern.

6.5 **Probation**. New employees hired into a bargaining unit position shall work under the provisions of this Agreement but shall be subject to a probation period of three hundred sixty-five (365) days. During the probation period, the employee may be disciplined or discharged at the discretion of the Employer and without recourse to the grievance procedure; provided however, that the Employer may not discipline or discharge for the purpose of evading specified benefits provided in this Agreement or for the purpose of discriminating against an employee because of Association activity. The Employer may extend the probation period to accommodate training needs and qualifications provided that the employee and the Association agree to such an extension and the extensions do not exceed a total of one hundred eighty (180) days. The Employer shall notify the Association when an extension is proposed to a probation period.

6.5.1 Relief employees, if hired into a full-time position with no break in service, may return to the previously worked full-time position without being subject to the probation period.

6.5.2 Employees reverting to a lower classification shall be required to complete the outstanding probation period for their previously held position. If the employee had already successfully satisfied the probation requirements of the previously held position, no additional probation period is required.

6.6 Legacy Employees. Any employee hired prior to December 1, 2017, who is certified in a single discipline (*i.e.*, call taking, police dispatch, fire dispatch) shall be allowed to remain in that particular discipline. Legacy employees who wish to train in additional dispatch disciplines must notify Human Resources of their desire to enter training. A list will be maintained, and openings in available training classes will be filled in seniority order from those on the list.

6.7 Trainee Dispatcher. Entry-level employees newly hired into the bargaining unit will be placed in a Trainee Dispatcher ("TD") position.

6.7.1 TD's will be required to satisfactorily complete Call Taker training and one (1) dispatch discipline (either Police or Fire) selected by the Employer during the probationary period.

6.7.2 TD's will be assigned to academies and training programs to meet the anticipated staffing needs of the Employer.

6.7.3 TD's will be paid in accordance with the provisions in Appendix A.

6.7.4 The Employer will have just cause to terminate any Trainee Dispatcher who has successfully completed probation if they are unable to obtain certification in call taking, police dispatch and/or fire dispatch within twenty-four (24) months of their hire date, so long as the Employer has provided reasonable opportunities for the Trainee Dispatcher to obtain such certifications in that timeframe. When the Employer reasonably believes that a trainee will be unable to complete certification for all required fields within twenty-four (24) months, it will notify the Association in a timely fashion prior to the conclusion of the training period. If the Employer, in its sole discretion, decides not to terminate the employee, the parties will negotiate an extended time period for certification. Failure to complete the required certifications within the extended time period is just cause for termination.

ARTICLE 7 – WAGES

7.1 Wage Schedules. The hourly rates for all bargaining unit positions are set forth in Appendix A.

7.2 Longevity. In addition to the monthly rates of pay provided herein the Employer shall pay employees longevity premiums as per the following schedule:

After completion of 5 years, $30 per month.
After completion of 10 years, $75 per month total.
After completion of 15 years, $110 per month total.
After completion of 20 years, $155 per month total.
After completion of 25 years, $200 per month total.

These calculations will be converted to an hourly rate (using the premium amount divided by 173.33), added to the employee's base rate, and multiplied by the numbers of hours worked each pay period.

7.2.1 Relief Employee Longevity. Relief employees shall be eligible for longevity premium pay based on the employee's adjusted seniority. The payment will be converted to an hourly rate (using the premium amount divided by 173.33), added to the employee's base rate, and multiplied by the numbers of hours worked each pay period. Regular employees who transition to relief status will not lose seniority credit towards longevity pay.

7.3 On-Call Hourly Rate.

7.3.1 Employees who are assigned to be in On-Call status will be compensated at a rate of two dollars ($2.00) per hour until such time as they arrive at their duty station in response to an activation or are released from On-Call status.

7.3.2 Employees who are assigned to be in Voluntary On-Call Status will be compensated at a rate of four dollars ($4.00) per hour until such time as they arrive at their duty station in response to an activation or are released from On-Call status.

7.4 Training Premiums.

7.4.1 Any employee, other than those employees assigned to the Office of Training and Standards, assigned to conduct individual training activities (which includes completing daily and weekly observation reports) shall be paid six dollars ($6) per hour in addition to their regular wages for all hours spent in such training activities. Time spent on training activities (e.g., completing observation reports) outside of hours when the trainer is directly monitoring a trainee must be pre-approved by the supervisor.

7.4.2 Employees selected to serve as Master Training Officers ("MTOs") will, upon completion of certification, receive an additional premium of two percent (2.0%) for all hours worked. MTOs will continue to receive the training premium described in Section 7.4.1 above when they are actively conducting individual training activities.

7.5 Changes in Pay Rates. When an employee's pay rate changes because of a step increase, advancement in longevity, promotion, change in eligibility for a monthly premium, or other significant personnel action, the change will take effect as follows:

7.5.1 Changes that occur on the 1st through the 7th of the month will take effect on the 1st of the month during which they occur.

7.5.2 Changes that occur on the 8th through the 22nd of the month will take effect on the 16th of the month during which they occur.

7.5.3 Changes that occur on the 23rd through the end of the month will take effect on the 1st of the following month.

7.6 Overtime. Shall be calculated consistent with the Fair Labor Standards Act and the State Minimum Wage Act and, where applicable, other provisions in this contract.

7.7 Deferred Compensation. Each full-time employee enrolled in a 403b or 457 plan offered by the Employer shall receive the following deferred compensation benefits. Effective January 1, 2027, an employee's base monthly salary for purposes of this Section will be determined by multiplying their base hourly rate by two thousand one hundred eighty-four (2184) hours and dividing the resulting total by twelve (12).

7.7.1 Non-Matching. The Employer shall contribute three and one-half percent (3.5%) of each employee's base monthly salary into each employee's account.

7.7.2 Matching. In addition to the non-matching contributions set forth within Section 7.7.1, the Employer shall match an employee's contribution into their account on a one-for-one basis, up to a maximum of two and nine-tenths percent (2.9%) of the employee's base monthly salary; provided that the match will increase to a maximum of three and one-half percent (3.5%) effective July 1, 2027.

7.7.3 Fees. The employee is responsible for payment of such plan administration and/or account maintenance fees as may be set by the Employer's plan(s). All account activities shall be in accordance with the rules and regulations of the plan(s).

7.8 Premium Pay During Declared Emergencies. In the event the Executive Director, in their sole discretion, declares a formal state of emergency at the Center due to a severe weather event or natural disaster, employees will be paid at one and one-half times (1.5x) their regular rate of pay for all hours worked during the period of the declared emergency.

7.9 Payroll. The Employer calculates payroll based on actual hours worked. The two pay periods per month are the 1st through the 15th of each month and the 16th through the last day of the month. The two (2) paydays are the 7th and 22nd of each month, with the exception of bank holidays, when paydays will occur on the nearest available bank day. To mitigate for perceived impacts of actual hours worked in the month of February, each employee may sell back up to forty-eight (48) hours of PTO. PTO hours sold back to the Employer will be included in the March 7th payroll.

ARTICLE 8 – HOLIDAYS

8.1 The following days shall be designated as holidays. Holidays will be recognized on the actual date of the holiday.

New Year's Day	Labor Day
Longevity Holiday	Veteran's Day
Martin Luther King Day	Thanksgiving Day
President's Day	Native American Heritage Day
Memorial Day	Christmas Eve Day
Juneteenth	Christmas Day
Independence Day	New Year's Eve Day

The Longevity Holiday will be awarded each year for employees who reach ten (10) years longevity or more.

8.2 Holiday Accruals.

8.2.1 Employees will accrue eight (8) hours of PTO for each holiday during which they are in paid status. Employees who work between 1500 on December 31 and 0300 on January 1, and/or between 1500 on July 4 and 0300 on July 5, will accrue an additional one (1) hour of PTO for each such hour worked. Accrued PTO will be credited to employees in the payroll for the period including the holiday. Employees will be credited with the longevity holiday in the payroll for the period that includes the date they initially become eligible for the holiday, and in the payroll period that includes January 1 for each year thereafter.

8.2.2 During the pay period ending November 15, employees may elect to cash out up to one hundred twenty (120) hours (one hundred twenty-eight (128) hours for employees who have received the longevity holiday) of accrued PTO at their regular, straight time hourly rate. Employees electing to cash out PTO must submit a written PTO Form indicating the number of hours to be cashed out prior to November 1. Employees will receive payment for PTO cash outs in the paycheck for the period ending November 15. In no event may employees cash out PTO in an amount that would reduce the balance in their PTO leave bank to fewer than one hundred twenty (120) hours at the conclusion of the November 15 pay period.

8.3 Unless otherwise required by law, in addition to PTO used to cover their absence (see Article 9), an employee who has an unplanned absence for all or part of a shift that includes hours on a recognized holiday shall have their holiday PTO accrual reduced by two (2) times the number of hours missed during the twenty-four (24) hour holiday period, up to a maximum of eight (8) hours.

8.4 PTO credited in accord with this Article shall be the total exclusive consideration for holidays. Employees who work on a scheduled holiday shall be paid straight time wages unless they qualify for overtime as provided in Section 5.3.

ARTICLE 9 – ANNUAL VACATION/PAID TIME OFF (PTO)/SABBATICAL

9.1 All regular employees shall accrue ("PTO") that may be used for authorized absences or unplanned absences. Accrued PTO shall be credited to employees' individual PTO leave banks each pay period. Employees may not use PTO prior to the time it has been credited to their leave banks in the Employer's payroll system. (See Sections 9.2 and 9.3 for rules regarding scheduling PTO.)

9.1.1 Each employee's PTO leave bank will accrue hours according to the following chart:

	After Months Completed	Annual Total
A	< 48 months	192
B	48	216
C	108	240
D	156	264
E	204	288
F	252	300
G	288	312
H	336	324

Employees will only accrue PTO time when they are in paid status.

9.1.2 In accordance with the Employer's PTO policy, employees are front-loaded seventy (70) hours of PTO, with all seventy (70) hours designated Washington State Paid Sick Leave protected by RCW 49.46.210. Front-loading occurs on the date of hire for new employees or the anniversary date of hire for ongoing employees. Front-loaded hours represent the first seventy (70) hours an employee earns through the accrual rates stated in Section 9.1.1. Once the employee has completed sufficient months of service to accrue seventy (70) hours, the employee will receive additional accruals credited to their PTO account as provided above. Employees who separate from employment having used front-loaded hours before they have accrued will have their final pay from the Employer adjusted by the value of the used but unearned PTO.

9.1.3 There is no cap on leave bank hours that may be accrued.

9.1.4 Upon separation from employment, employees will receive payment for their accrued but unused PTO, including any amounts accrued but not yet credited to their leave banks, up to a maximum of seven hundred fifty (750) hours. Payment will be made at the employee's straight time rate. Employees may not cash out any front-loaded PTO that has not yet been accrued.

9.1.5 Employees will be credited with PTO step increases on their anniversary date of hire. PTO step increases and the PTO front-loading described in Section 9.1.2 will be implemented according to the schedule included in Section 7.6.

9.2 **Annual Vacation**. Annual vacation will be selected by bid by the employees in accordance with Article 6 and this Article. The vacation bidding process for annual vacations shall commence following the completion of the shift bid, but no later than forty-five (45) days after the shift bid has been initiated. Bidding for the first quarter of the coming year through the quarterly bid process described in Section 9.7.4 will begin following completion of the third round of annual vacation bidding; quarterly bidding for the second, third and fourth quarters will commence approximately six (6) weeks prior to the beginning of each calendar quarter. If an employee has insufficient PTO for a pre-approved vacation, the employee's vacation will be reduced to the number of full shifts covered by the employee's available PTO. During a quarterly pre-bid review process, all pre-approved time for the coming calendar quarter for which an employee has insufficient PTO (including anticipated accrual) will be reduced to the number of shifts covered by the employee's available PTO. In all other cases, once approved, an employee's annual vacation will not be canceled absent a major catastrophic event. Employees who incur non-refundable expenses such as hotel accommodations, airline or other tickets, etc., because of the cancellation of a vacation by the Employer due to a major catastrophic event will be reimbursed for such expenses within thirty (30) days of the cancellation.

9.3 PTO Requests. PTO may be used for any reason identified and under the terms set forth in RCW 49.46.210 as currently enacted and in accordance with the currently enacted regulations. Unless otherwise required by law, PTO requests for leave other than annual vacations may be submitted no more than thirty (30) days prior to the day(s) requested for leave. Requests submitted at least seven (7) days prior to the date of the requested leave shall be returned to the employee, approved or disapproved, by the Employer not less than five (5) calendar days before commencement of the leave. PTO requests that would reduce an employee's PTO bank to less than one (1) hour will not be approved until the employee's PTO balance has been confirmed by the Employer's payroll department. Approved leave may be cancelled by the Employer due to emergencies with seventy-two (72) hours' notice to the employee; provided however, that in the event of a major catastrophic event the Director may cancel all leaves.

9.4 PTO Non-Charge Option. If an employee uses planned PTO or unplanned PTO, followed by activated on-call hours, and both of these events occur in this order and within the same pay period, the employee may notify the employer that they elect to use the PTO Non-Charge Option. Each employee may elect this option up to five (5) times per calendar year. It may only be used for a single occurrence of PTO use of up to twelve (12) consecutive hours, and the number of hours subject to the PTO Non-Charge Option is further limited to the number of activated on-call hours assigned. The notification process to use the PTO Non-Charge Option will be established by the Employer. Employees must submit notice before the end of the shift on which they are working activated on-call hours. Once processed by the Employer, the PTO time meeting this criteria will not be charged to the employee's PTO bank.

9.5 Probationary Employees: Newly hired probationary employees are not eligible to bid for annual vacation until they have been released from training and assigned to a shift, at which time they may bid for available vacation leave per Article 6 and this Article. If a newly hired probationary employee is released from training and assigned a shift after the regular vacation bid has begun, they will be permitted to bid an equivalent number of bids in order to align with seniority. Newly hired probationary employees may use planned leave (planned PTO) with the advanced approval of the Director of Operations or designee. Current full-time Employees voluntarily entering training in a higher paid job classification shall be granted pre-scheduled annual PTO (planned PTO for annual vacation - *see* Section 9.2 Annual Vacation) if it occurs during active training.

9.6 Vacation Limitations. Employees shall be allowed to take a maximum of one hundred sixty-eight (168) consecutive hours of vacation leave, except that from June 1 through August 31, and between the Monday immediately preceding Thanksgiving to January 2, the maximum shall be eighty-four (84) consecutive hours vacation leave.

9.6.1 Call Takers, Trainee Dispatchers and Dispatchers. Dayshift and Nightshift shall be allowed three (3) employees off on annual vacation at one time and swing shift shall be allowed one (1) employee off on annual vacation at one time. To the extent not filled during the annual bid or if a vacation bid is subsequently vacated, the vacation bid slots shall remain available for PTO use throughout the year on a first-come, first-served basis pursuant to Section 9.3.

9.7 Vacation Selection. Effective for 2027, there shall be three rounds of annual vacation bidding for Trainee Dispatchers, and Dispatchers. In addition, there will be quarterly vacation bids for each quarter, as follows:

9.7.1 Bid 1. An employee may submit an annual bid as outlined in Article 9.2 of up to one hundred sixty-eight hours (168) of PTO.

9.7.2 Bid 2. An employee may submit an annual bid of up to eighty-four (84) hours of PTO.

9.7.3 Bid 3. An employee may submit an annual bid of up to eighty-four (84) hours of PTO.

9.7.4 Quarterly Bids. Employees may participate in quarterly bids for open vacation slots during the coming quarter. Each quarter, there will be three (3) rounds of bidding. Employees participating in the quarterly bids may bid open vacation slots of a maximum of thirty-six (36) hours (three days). Bids must be in full-shift increments but need not be consecutive. Employees may place quarterly bids totaling one hundred sixty-eight (168) hours of PTO per calendar year.

9.8 Shift Changes and Vacation Bids. Employees required to change shifts shall retain their original vacation bids. Employees who choose to change shifts due to posted shift bid openings shall retain their original annual vacation bids as long as the bid does not exceed the allowed shift limitations. If an employee loses their vacation bid due to the forgoing, the employee shall be allowed to take the vacation at another available time.

Sabbatical Leave. Regular employees who reach a five-year service milestone (continuous service from their most recent date of hire) will receive paid sabbatical leave awarded on their anniversary date according to the schedule below. Sabbatical leave will be usable in the twelve (12) months following the employee's anniversary date for a single, continuous block of leave or may, at the employee's option, be cashed out. In the event an employee elects to use less than the full allotment of leave, the remaining leave will be cashed out. One (1) employee will be permitted to be on sabbatical leave at a time except for the first week of July, which will be blacked out. The sabbatical leave spot will be in addition to the slots provided for employees to use PTO. Employees may schedule annual vacation adjacent to scheduled sabbatical leave through the normal vacation bidding processes.

Hours of Sabbatical	**Years of Service Milestone**
84 hours	5 years
96 hours	10 years
108 hours	15 years
120 hours	20 years
132 hours	25 years
144 hours	30 years
156 hours	35 years

ARTICLE 10 – LEAVES

10.1 Attendance Policy. Expectations regarding attendance, procedures for reporting absences and consequences for employees whose attendance is unsatisfactory are described in the Attendance Policy.

10.2 FMLA Leave. Eligible employees may use leave under the Family Medical Leave Act in accordance with the Employer's policy. Employees taking such leave must exhaust all PTO in their leave bank prior to taking any unpaid leave.

10.3 Paid Family and Medical Leave Program.

10.3.1 Eligible employees are covered by Washington's Family and Medical Leave Program, RCW 50A. ("PFML"). Eligibility for PFML leave and benefits is established by Washington law and is therefore independent of this Agreement. Employees will pay through payroll deduction the full cost of the premiums associated with PFML family leave benefits and forty-five percent (45%) of the cost of the premiums associated with PFML medical leave benefits, as determined under RCW 50A.10.30. The Employer will pay the remaining premium amounts.

10.3.2 Employees must provide the Employer with not less than thirty (30) calendar days' notice of PFML unless the need for leave is unforeseeable, in which case notice must be provided as soon as reasonably practicable.

10.3.3 Applications for PFML must be submitted to the State Department of Employment Security.

10.4 Bereavement Leave. A regular full-time employee who has a member of their Immediate Family taken by death may request up to five (5) paid days to be used in no more than two (2) leave increments within twelve (12) months of death. . In the event that an employee needs more time away from work for the death of an immediate family member, or leave due to the death of a family member not covered by bereavement leave, they may use PTO (or in the absence of PTO, unpaid leave) with approval, which will not be unreasonably denied.

10.5 Jury Duty. An employee who is called for possible jury duty shall not lose any pay by reason of such call or by reason of serving as jurors. The employer shall pay such employees their regular compensation. Employees may retain any payment made to them as jurors.

10.5.1 Night shift employees who are selected for jury duty service shall be reassigned to the day shift for the period they are required to serve as jurors and they shall be covered by the provisions of this

Article. Any employee selected for long-term jury duty (at least five (5) days) shall be reassigned to dayshift, Monday through Friday, for the period they are required to serve as jurors. Employees that serve five (5) or more days as jurors shall be allowed to take two (2) consecutive days off before returning to their normal assigned shift (PTO or time off without pay). Employees are expected to report for duty if released early from their jury duty requirements.

ARTICLE 11 – INSURANCE

11.1 The Employer will offer medical insurance coverage to full-time Association members and their dependents through the Association of Washington Cities ("AWC") Employee Benefit Trust. The Employer shall contribute the following percentages toward the premiums necessary to maintain medical insurance under the AWC HealthFirst 250 or AWC Kaiser Permanente $20 Copay/$200 Deductible Plan:

11.1.1 Ninety-five percent (95%) for employee only;

11.1.2 Ninety-two and one-half percent (92.5%) for employee + one dependent;

11.1.3 Ninety percent (90%) for employee + spouse; employee + two dependents; or employee/spouse/one dependent.

11.1.4 Eighty-five percent (85%) for employee/spouse/two or more dependents.

Any employee who opts out of medical coverage after providing adequate proof of insurance shall be entitled to an opt-out payment of five hundred fifty dollars ($550.00) per month.

11.2 The Employer will offer dental insurance coverage through the AWC Delta Dental Plan E, orthodontic insurance through the AWC Delta Orthro Rider Plan I, and vision insurance through the AWC Vision Services Plan. The Employer will contribute ninety-five percent (95.0%) of the premium for employee only coverage and eighty-five percent (85.0%) of the premium for employees insuring dependents.

11.3 The Employer will offer life, LTD and AD&D insurance coverage to its employees. The Employer will bargain with the Association before making any change to its coverage providers that would affect the terms of coverage.

11.4 In the event that there are material changes to the benefits provided by the health insurance plans specified in this Article, the Association may reopen this Agreement for the sole purpose of proposing an alternative plan. Unless and until any such proposal results in an agreed change of plan, employees will receive the benefits provided by the plans identified above as they are then-provided by the AWC Benefits Trust.

11.5 Medical, dental, orthodontic and vision insurance coverage is available to all regular, full-time employees in the bargaining unit, their spouses and dependent children under age 26. Employees hired on or prior to December 31, 2026, become eligible the first day of the month following hire. Effective January 1, 2027, employees become eligible on their start date.

11.6 Employee contributions toward the insurance premiums above will be made through payroll deductions, which will cover the premium for the month during which the deductions are withheld.

ARTICLE 12 – MISCELLANEOUS

12.1 **Safety Standards**. Both Employer and employees shall comply with State of Washington Safety Codes.

12.1.1 Each employee shall be issued the proper equipment required to perform their duties. Each employee shall ensure that their assigned workstation has sufficient resource materials on hand and available for their shift relief. If an employee cannot so ensure, they shall notify their shift supervisor.

12.2 **Training/Team Meetings.** When employees are required to attend training or meetings outside their normal shift, they will be paid at the overtime rate of pay for actual hours spent at such meetings. Time spent traveling to required or authorized in-person training or meetings away from the Employer's facilities will be considered time worked. Mandatory training and/or team meetings shall neither be considered as nor eligible for callback. Time spent attending mandatory training and/or team meetings will count towards the maximum number of hours an employee will be permitted to work on a shift or in a given period.

12.2.1 All mandatory training away from the Employer's facilities shall be paid for by the Employer, with such costs limited to registration, books, meals, lodging and travel expenses; those items not paid in advance shall be paid upon presentation of receipt of expense claims.

12.2.2 The Director or designee may assign full or partial shift adjustments in conjunction with training subject to the seventy-two (72) hour shift adjustment.

12.2.3 The Employer shall notify all employees, including relief employees, at least seven (7) days prior to any mandatory training/team meeting. In the case of relief employees, the

Employer will notify these employees by phone or other reasonable means.

12.3 New Classification Changes. Should it become necessary to establish a new job classification or change an existing one during the life of this Agreement, the Employer and the Association shall meet to negotiate and consider the classification duties and if it is included or excluded from the bargaining unit; and if included what the compensation rate shall be.

12.4 New Hires. The Employer shall provide to new employees all materials necessary for new hires to perform their duties.

12.5 Relief Employees. The Employer may employ relief employees on an as needed basis. A relief employee shall be defined as an on-call employee hired to fill the absence or leave of a regular employee or to fill a vacancy in a regular position until a regular employee is appointed. A relief employee shall not be eligible for the benefits set forth within Articles 8, 9 and 10. Provided that relief employees who work on a scheduled holiday shall be paid one and one-half (1-1/2) times the employee's regular hourly rate of pay for all hours worked on the holidays. A relief employee shall not be used to supplant a regular employee. There shall be a requirement of thirty-two (32) hours worked each month for relief employees. This requirement may be reduced at the discretion of the Director, or his designee, based on current staffing requirements and shall not be considered a guarantee of thirty-two (32) hours per month for relief employees. All relief employees must be actively available for contact by the shift supervisors. Relief employees shall, absent an emergency, work no more than sixty-nine (69) hours per month. The Employer may pre-schedule up to twelve (12) regular hours per month. Remaining hours may be scheduled as desired with full-time staff, reserving up to twelve (12) hours per month to be scheduled by the Employer (based on relief employee stated availability). Employees may contract with relief employees up to twelve (12) months prior to the anticipated absence. Forms may be submitted up to ninety (90) days in advance. Relief employees may not participate in any shift rescheduling request. Relief employees may not be contracted for on-call shifts.

The maximum cumulative hours relief employees may work per calendar year is limited to eight hundred twenty-eight (828) hours. The Employer will provide to the Association the number of hours worked per month for each relief employee.

12.5.1 STEP increases for relief employees shall be predicated on five hundred twenty (520) hours worked in a twelve (12) month period. A relief employee working less than five hundred twenty (520) hours in a twelve (12) month period shall not receive a STEP increase until the five hundred twenty (520) hour requirement is met.

12.5.2 Once the five hundred twenty (520) hour requirement is met then the twelve (12) month period again starts for the next successive STEP increase hourly requirement.

ARTICLE 13 – MANAGEMENT RIGHTS

13.1 The management of the operation and the management of personnel and the performances of other functions not expressly limited by the terms of this Labor Agreement and/or State or Federal Law is the exclusive right of management.

ARTICLE 14 – PERFORMANCE OF DUTY

14.1 There shall be no strike, sympathy strikes, slowdown or stoppage of work, or any interference with the efficient management of the Organization during the term of this Agreement; nor shall any employee fail to perform his/her duties by refusing to cross any picket line of any labor organization during the term of this Agreement in order to perform his/her duties. Any employee who violates any provisions of this Article shall be subject to disciplinary action including discharge.

ARTICLE 15 – DISCIPLINE

15.1 **Just Cause**. The Employer shall not issue a letter of reprimand (written/disciplinary) to, suspend, demote, or discharge any employee who has completed their probation period without just cause. The Employer shall tailor discipline to respond to the nature and severity of the offense, and the employee's prior disciplinary record.

15.2 **Investigations.**

15.2.1 Disciplinary investigations that may result in discipline greater than letter of reprimand shall be commenced and concluded by the Employer within a reasonable amount of time after the Employer has knowledge of the facts and circumstances giving rise to the possibility that an employee has committed acts subject to discipline by the Employer. Employees have an obligation to cooperate with any investigation conducted by the Employer.

15.2.2 Employees are entitled, at their option, to have Association representation during any investigatory interview conducted by the Employer that the employee reasonably believes may result in discipline of the employee. During any such investigatory interview, a participating Association representative will be given the opportunity to ask questions, offer additional information and counsel the employee, but may not obstruct the Employer's investigation.

15.3 Pre-Disciplinary Procedure.

15.3.1 If the Employer intends to impose discipline that involves a loss of pay or termination of employment, the Employer shall inform the employee and the Association of the proposed discipline in writing. The written notice shall describe the event or conduct with sufficient particularity to permit the employee to understand the reason for the proposed discipline. A copy of the employer's investigative report will be provided to the employee and the Association with the written notice. Unless otherwise agreed between the employee and Employer, the written notice will be provided at least forty-eight (48) hours prior to the Pre-Disciplinary Meeting.

15.3.2 The Employer will schedule a Pre-Disciplinary Meeting to permit the employee and the Association to respond to a notice of intent to discipline. At the beginning of any Pre-Disciplinary Meeting, the Employer will describe its proposed discipline and the general reasons for issuing the proposed discipline.

15.3.3 No later than fourteen (14) calendar days after the close of the Pre-Disciplinary Meeting, the Employer shall inform the employee of its disciplinary decision in writing.

ARTICLE 16 – GRIEVANCE PROCEDURE

16.1 Purpose. The parties recognize that the most effective accomplishment of the work of Snohomish County 911 requires prompt consideration and equitable adjustments of the employee's grievances. It is the desire of the parties to adjust grievances informally and expeditiously whenever possible.

16.2 Grievance Defined. A grievance is a dispute between the Employer or its Management, and the Association/employee, as to the interpretation, application or violation of any terms or provisions of this Agreement. All grievances must be submitted in writing, and must state the alleged violation and the remedy requested.

16.3 Time Limits. Time limits within the grievance procedure may be waived or extended by the mutual agreement of both parties. If the Association or employee fails to act or respond within the specified time limits, the grievance will be considered waived. If the Employer fails to respond within the specified time limits, the grievance shall proceed to the next step of the grievance procedure. The day after the event, act or omission, or the day after the Association or employee became or reasonably should have become aware of the event, act or omission, shall be the first day of a timeline under this Article. In the event a time limit under this Article ends on a weekend or holiday, the deadline will automatically be extended to the following business day.

16.4 Informal Resolution of Problems. Employees are encouraged to attempt to resolve potential grievances through informal discussion with their supervisors and/or Association representative prior to filing a grievance.

16.5 Submission of Grievances and Responses. All grievances and requests for arbitration must be submitted to the Employer's Director of Human Resources or designee, who will be responsible for distributing the grievance or request to the appropriate Employer representative for response. All Employer responses will be submitted to the Association President. Grievances challenging disciplinary action may be asserted by an employee or by the Association on behalf of one or more employees; all other grievances may be asserted only by the Association.

16.5.1 STEP ONE: Regardless of the status of any informal discussion, a grievance must be submitted within twenty-eight (28) calendar days from the date the employee(s) or the Association became aware or should have become aware that contractual rights were violated. The appropriate Manager shall respond to the grievance in writing within fourteen (14) calendar days of its receipt.

16.5.2 STEP TWO: Should Step One fail to resolve the grievance, within fourteen (14) calendar days following receipt of the Step Two response, the Association will submit the grievance for consideration by the Director or designee. The Director shall respond to the grievance in writing within fourteen (14) calendar days of its receipt.

16.5.3 STEP THREE ARBITRATION: If the Association is dissatisfied with the decision of the Director, within thirty (30) calendar days following receipt of the Step Three response, the Association shall submit a written request for arbitration, setting forth the specific question to be arbitrated. In the event the parties are unable to agree upon an arbitrator within seven (7) calendar days of the Association's written request, the Association will request that the American Arbitration Association provide a list of nine (9) qualified and approved arbitrators from Washington and/or Oregon. Within fourteen (14) calendar days following the receipt of the list of eligible arbitrators, the parties' representatives shall meet or confer to select an arbitrator. The parties shall each strike four (4) arbitrators from the list in an alternating order, and the remaining arbitrator shall hear the dispute. The party exercising the first strike shall be the loser of a flip of a coin.

16.5.4 The decision of the arbitrator shall be final and binding on both parties. The arbitrator, however, shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. They shall consider and decide only the specific grievance submitted in writing by the Employer and the Association and shall have no authority to make a decision on any other issue not so submitted.

16.5.5 The Arbitrator's fees and expenses, the cost of any hearing room, and the cost of an original transcript if ordered by both parties, shall be borne equally by the Employer and the Association. All other costs and expenses, including attorneys' fees, shall be borne by the parties incurring them.

ARTICLE 17 – EMPLOYEES' BILL OF RIGHTS

17.1 All employees within the bargaining unit shall be entitled to the protection of what shall hereinafter be termed as the "Employees Bill of Rights" as set forth below, which shall be added to the present Rules and Regulations of the Employer. The wide-ranging powers and duties given to the Employer and its members involve them in all manner of contacts and relationships with the public. From these contacts come many questions concerning the actions of members of Snohomish County 911. These questions often require immediate investigation by superiors designated by the Director of Snohomish County 911.

17.2 In criminal matters an employee shall be afforded those constitutional rights available to any citizen.

17.3 In matters relating to job performance, the following guidelines shall be followed:

17.3.1 Before any fact-finding inquiry, an employee shall be informed of the nature of the matter in sufficient detail to reasonably apprise him/her of the matter.

17.3.2 Any fact-finding inquiries of an employee shall be at a reasonable hour, preferably when the employee is on duty, unless the exigencies of the investigation dictate otherwise. Where practicable, interrogations shall be scheduled for the daytime.

17.3.3 Any fact-finding inquires (which shall not violate the employee's constitutional rights) shall take place at Snohomish County 911 except when impractical. The employee shall be afforded an opportunity and facilities to contact and consult privately with an attorney of their own choosing or a representative of the Association may be present during the inquiries.

17.3.4 The questioning shall not be overly long and the employee shall be entitled to such reasonable intermissions as they shall request for personal necessities, meals, telephone calls and rest periods.

17.3.5 The employee shall not be subjected to any offensive language, nor shall they be threatened with dismissal, transfer or other disciplinary punishment as a guise to attempt to obtain their resignation, nor shall he be intimidated in any other manner. No promises or rewards shall be made as an inducement to answer questions.

17.3.6 The Employer shall not require any employee covered by this Agreement to take or be subjected to a lie detector test as a condition of continued employment in positions covered by this Agreement.

17.3.7 The Employer shall maintain one official personnel file. Performance and disciplinary material shall only be placed in the file after the same has been presented to the employee and the presentation has been acknowledged by signature of the employee or the supervisor/manager presenting the evaluation or discipline. Employees may petition the Employer to remove or modify information in their personnel files. The Employer will determine if irrelevant or erroneous information exists and remove all such information from the file. If the Employer does not agree with a request for removal, the employee may submit a statement of rebuttal or correction for entry into the record.

17.3.8 Performance improvement plans and documents memorializing performance coaching and counseling provide notice of performance issues and expectations. Such documents are not considered discipline, are not a step in a progressive discipline process, and are not subject to the grievance process. They will not be included in an employee’s official personnel file unless they are used to support discipline at the level of a written reprimand or above, but may be maintained in the Employer’s performance management system.

17.4 Medical or Psychological Examinations.

17.4.1 The Employer retains the right to require employees to submit to medical or psychological examinations when the Employer can identify legitimate, non-discriminatory reasons: to doubt the employee’s capacity to perform their job duties; or to believe that the individual presents a significant risk of substantial harm to the health or safety of him/herself or others that cannot be eliminated or reduced by reasonable accommodation.

17.4.2 The Employer will comply with the Americans with Disabilities Act in all such examinations. All medical records maintained by the Employer will be maintained in separate confidential files, consistent with the ADA.

ARTICLE 18 – SAVINGS CLAUSE

18.1 It is the intention of the parties hereto to comply with all applicable provisions of the State or Federal Law and they believe that each and every part of this Agreement is lawful. All provisions of this Agreement shall be complied with unless any of such provisions shall be declared invalid or inoperative by a Court of final jurisdiction. In such event, either party may request renegotiation of such invalid provisions for the purpose of finding an adequate and lawful replacement thereof; provided however, that such findings shall have no effect whatsoever on the balance of this Agreement.

ARTICLE 19 – DURATION CLAUSE

19.1 Unless otherwise specified, terms of this Agreement will take effect beginning the first day of the pay period following full ratification by both parties. The Agreement will remain in full force and effect through June 30, 2029, during which time no additional provisions shall be negotiated except as many be mutually agreed upon between the Employer and the Association.

19.2 Each party shall endeavor to commence collective bargaining by April 15, 2029, on amendments to any and all provisions of this Agreement with the objective of concluding such bargaining prior to June 30, 2029, for an Agreement commencing July 1, 2029.

Dated this _____ day of _______________, 2026.

SNOHOMISH COUNTY 911 EMPLOYEES ASSOCIATION	SNOHOMISH COUNTY 911
By:_____________________________	By:_________________________________
SCEA President	Title:________________________________

APPENDIX "A" – WAGE GRID

This Appendix is supplemental to the AGREEMENT by and between SNOHOMISH COUNTY 911, hereinafter referred to as the "Employer", and the Snohomish County 911 Employees Association, hereinafter referred to as the "Association."

A.1 **Salary Schedules.** Effective _________, 2026, the hourly rates will be increased by 5% as follows:

Base Hourly Rate					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
Trainee Dispatcher (2% less than Dispatcher)	$36.58				
Dispatcher	$37.33	$39.20	$41.16	$43.22	$45.38
Cross-Trained Dispatcher (3% more than Dispatcher)	$38.45	$40.37	$42.39	$44.51	$46.74
Master Training Officer (2% above Cross-Trained Dispatcher)	$39.22	$41.18	$43.24	$45.40	$47.67

Base Monthly Rate*					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
Trainee Dispatcher (2% less than Dispatcher)	$6,341				
Dispatcher	$6,470	$6,794	$7,134	$7,491	$7,866
Cross-Trained Dispatcher (3% more than Dispatcher)	$6,665	$6,998	$7,347	$7,715	$8,101
Master Training Officer (2% above Cross-Trained Dispatcher)	$6,798	$7,138	$7,495	$7,870	$8,263

**Used to calculate the Deferred Compensation amounts described in Section 7.7.*

A2. **Salary Schedules.** Effective January 1, 2027, the pay rates will be the following:

Base Hourly Rate					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
Trainee Dispatcher (2% less than Dispatcher)	$36.58				
Dispatcher	$37.33	$39.20	$41.16	$43.22	$45.38
Cross-Trained Dispatcher (3% more than Dispatcher)	$38.45	$40.37	$42.39	$44.51	$46.74
Master Training Officer (2% above Cross-Trained Dispatcher)	$39.22	$41.18	$43.24	$45.40	$47.67

Base Monthly Rate*					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
Trainee Dispatcher (2% less than Dispatcher)	$6,658				
Dispatcher	$6,794	$7,134	$7,491	$7,866	$8,259
Cross-Trained Dispatcher (3% more than Dispatcher)	$6,998	$7,348	$7,715	$8,101	$8,506
Master Training Officer (2% above Cross-Trained Dispatcher)	$7,138	$7,495	$7,869	$8,263	$8,676

**Used to calculate the Deferred Compensation amounts described in Section 7.7.*

A3. **Salary Schedules.** Effective July 1, 2027, the hourly rates will be increased by 4.4% as follows:

Base Hourly Rate					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
Trainee Dispatcher (2% less than Dispatcher)	$38.19				
Dispatcher	$38.97	$40.92	$42.97	$45.12	$47.38
Cross-Trained Dispatcher (3% more than Dispatcher)	$40.14	$42.15	$44.25	$46.47	$48.79
Certified Training Officer (2% above Cross-Trained Dispatcher)	$40.94	$42.99	$45.14	$47.40	$49.77

Base Monthly Rate*					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
Trainee Dispatcher (2% less than Dispatcher)	$6,951				
Dispatcher	$7,093	$7,448	$7,821	$8,212	$8,623
Cross-Trained Dispatcher (3% more than Dispatcher)	$7,306	$7,671	$8,054	$8,457	$8,880
Certified Training Officer (2% above Cross-Trained Dispatcher)	$7,452	$7,825	$8,216	$8,627	$9,058

**Used to calculate the Deferred Compensation amounts described in Section 7.7.*

A.4 **Salary Schedules.** Effective July 1, 2028, the monthly rates of pay will be increased by 3.0% to the following:

Base Hourly Rate					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
Trainee Dispatcher (2% less than Dispatcher)	$39.34				
Dispatcher	$40.14	$42.15	$44.26	$46.47	$48.80
Cross-Trained Dispatcher (3% more than Dispatcher)	$41.35	$43.41	$45.58	$47.86	$50.26
Certified Training Officer (2% above Cross-Trained Dispatcher)	$42.17	$44.28	$46.50	$48.82	$51.26

Base Monthly Rate*					
Classification	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**
	0-12 months	13-24 months	35-36 months	37-48 months	49+ months
Trainee Dispatcher (2% less than Dispatcher)	$7,159				
Dispatcher	$7,305	$7,671	$8,055	$8,458	$8,881
Cross-Trained Dispatcher (3% more than Dispatcher)	$7,525	$7,901	$8,296	$8,711	$9,147
Certified Training Officer (2% above Cross-Trained Dispatcher)	$7,675	$8,059	$8,462	$8,886	$9,329

**Used to calculate the Deferred Compensation amounts described in Section 7.7.*

A.5 **Step Increases.**

A.5.1 Employees shall commence receiving the next higher pay step within their classification as provided in Section 7.5 above.

A.5.2 An employee promoted from one classification to another shall be placed into the lowest pay step of the higher classification which still provides for an increase higher than that currently being received by the promoted employee. A promoted employee shall retain their date of promotion as their anniversary date for purposes of administering pay step advancement.

A.6 **Cross-Trained Dispatchers.** Dispatchers who are cross trained in both police and fire disciplines will receive the Cross-Trained Dispatcher pay rate. The increase will be given to Dispatchers at the time they begin the academy/training for the second discipline.

A.7 **Trainee Dispatcher Wage Schedule.** Trainee Dispatchers ("TD") shall be paid two percent (2.0%) less than the Dispatcher wage at Step A. Once a TD completes training in call taking and either police or fire dispatching, the TD shall proceed to a dispatcher at Step A. The date the Trainee is placed at Step A will be his/her anniversary date for purposes of administering pay step advancement.

APPENDIX "B" – PART-TIME DISPATCHERS

SNO911 and the Association agree to establish a part-time Dispatcher position that will deviate from the terms of the Agreement. The following information is only applicable to part-time Dispatchers, referred to as "Participants," who have voluntarily agreed to resign from a full-time position and move into part-time status, based on the terms as follows:

- Participants will be scheduled by SNO911 Operations to work two (2) twelve (12) hour shifts per week (24 hours per week)
  - Shifts assigned to Participants will be determined by the Employer, taking into consideration operational needs and preferences indicated by the Participants
  - Participants are not permitted to participate in shift trades
  - Participants are not permitted to enter into PTO Contracts for full-time Dispatch employees
  - Participants may work a maximum of four (4) additional hours, per Employer-defined work week, if approved by the Director of Operations or designee
  - Participants are required to attend Operations Staff Meetings and/or meet the make-up requirements should they miss a meeting
  - Participants are required to maintain proficiency and ongoing training requirements consistent with full-time Dispatch staff
  - Participants will retain previously accrued seniority and will accrue seniority at a rate of fifty (50) percent of regular full-time employees
- Participants will accrue sick leave hours as defined by Washington State Sick Leave law provisions at the rate of one (1) hour of sick leave accrued for every forty (40) hours worked
- Participants will be permitted to take up to three (3) paid days to be used in no more than two (2) increments within twelve (12) months of the death of a member of their immediate family, as that term is defined in the Agreement
- Participants will not participate in the on-call program
- Participants will not accrue any PTO, Holiday PTO, Sabbatical Leave, or frontloaded PTO
- PTO accrued during a Participant's full-time employment will be cashed out at the end of full-time employment per agency policy
- Requests for time off from regularly scheduled hours may be submitted to the Director of Operations or designee, who will approve or deny the request based on legal requirements and operational need. Except where required by law, approved time off for regularly scheduled hours will be unpaid

- Participants will not be eligible to participate in benefits programs full-time employees receive, such as medical, dental and vision coverage, long-term disability, life insurance, and AD&D
- Participants will participate in PERS/PSERS and may contribute to the Deferred Compensation Plan without Employer contribution or match per agency policy
- Participants may return to an open, full-time position without being subjected to a probationary period, upon which all regular pay and benefits available to full-time employees shall resume
- Participants will receive their current hourly rate of pay for hours worked; provided that participants who work on a day recognized as a holiday (see Article 8) will be compensated at one and one-half times their hourly rate of pay
- The participants are eligible for step increases and cross-training wage adjustments consistent with regular full-time employees as per the CBA
- Union dues will be deducted as per the Agreement
- Participants will be excluded from participating in the Master Training Officer (MTO) program

SNOHOMISH COUNTY 911

2027 Budget Presentation

August 20, 2026

WWW.SNO911.ORG

Agenda

1. Introduction

2. Background

- Personnel Cost Drivers (Updated)
- Notable Call Outs
- June Board Budget Direction
- July Budget Presentation Delayed to Resolve Nurse Navigator

3. 2027 Budget

- Personnel Related
- Non-Personnel Related
- Budget Review
- Assessment Review

Personnel Drivers

(80% of Budget)

- Healthcare: Regence Forecasted at 8-10% and Kaiser Forecasted at 10-12% increases (Updated)
- PERS/PSERS: 8.97% from 8.07%
- CPI-U June-June: 4.5%
- Overtime Budgeting: Status quo
- Collective Bargaining Agreements: Dispatchers Expired 6/30, Supervisors 12/31

Notable Call Outs

1. Nurse Referral Program is now incorporated into Fire Assessments
   - No additional assessment

2. Office of Financial Management (OFM) has a new timeframe for publishing estimated populations
   - Still published in May, but cities now have a 30-day review period
   - ILA references most recent official number
   - Population numbers remain the same for 2027 as applied in 2026

Board June Direction

- At the June Board meeting, staff reviewed the April retreat budget pro forma, which forecasted a 4.7% assessment increase.
- Staff recognized that, given the current economic climate, a 4.7% increase was higher than desired and sought Board direction.
- The Board provided direction to refine the budget with an assessment increase approximate to 3.5%.
- This budget reflects the Board's June guidance while continuing to support core service needs and fiscal responsibility.

SNOHOMISH COUNTY 911

Personnel Changes

- 2023 Board Resolution to increase dispatcher staff by 12, adding 4 each year for three years. Added 4 in 2024 & 2025, deferred in 2026, now requesting 2 in 2027.

- New Manager Operations Systems to focus on internal systems needs, development and management. Function already eliminated +$150,000 annual cost from budget and there are numerous other opportunities to develop in-house solutions to improve service without additional costs

- Restructure of Police/Public Records approved in June (Reclass from Manager to Supervisor)

- Restructure of tech position to align with tech evolutions approved in June (cost neutral)

Non-Personnel Costs

- Biggest needle movers are elimination of rent and related costs from Marysville warehouse and Pinnacle Tower lease for a radio site.
- Inflationary increases from technical service providers are noticeable, as are other costs such as fuel.
- SpidrTech & Motorola Link contracts cancelled
- Numerous other costs renegotiated, eliminated and reduced (including Tyler renegotiated annual maintenance costs)

SNOHOMISH COUNTY 911 Proposed Operating Budget with Prior Year Comparison

Ordinary Income/Expense	2026	2027	$ Change	% Change
Income				
4020 · Dispatch Service Assessments	$ 18,527,299	$ 19,508,349	$ 981,050	** 5.30%
4040 · E911 Excise Tax Revenue	$ 7,626,803	$ 7,741,205	$ 114,402	1.50%
4045 · Emergency Communications Sales Tax Revenue	$ 7,376,752	$ 8,145,012	$ 768,260	10.41%
4046 · Reimbursed Income	$ 580,000	$ 221,309	$ (358,691)	-61.84%
4200 · Miscellaneous Income	$ 2,076,911	$ 2,054,260	$ (22,651)	-1.09%
Total Income	$ 36,187,765	$ 37,670,135	$ 1,482,369	4.10%
Expense				
Total 5000 · Personnel Expenses	$ 28,129,559	$ 30,223,475	$ 2,093,916	7.44%
Total 6000 · Reimbursed & Misc Expenses	$ 802,121	$ 499,171	$ (302,950)	-37.77%
Total 6150 · Professional Fees	$ 302,500	$ 345,500	$ 43,000	14.21%
Total 6200 · Administrative Support	$ 59,500	$ 55,500	$ (4,000)	-6.72%
Total 6225 · Recognition	$ 20,000	$ 20,000	$ -	0.00%
Total 6250 · Rent	$ 828,000	$ 572,691	$ (255,309)	-30.83%
Total 6252 · Utilities	$ 350,000	$ 200,000	$ (150,000)	-42.86%
Total 6300 · Repairs & Maintenance	$ 4,555,636	$ 4,664,098	$ 108,462	2.38%
Total 6350 · Insurance	$ 596,000	$ 595,000	$ (1,000)	-0.17%
Total 6400 · Communication	$ 182,000	$ 162,000	$ (20,000)	-10.99%
Total 6500 · Training & Travel	$ 247,450	$ 234,700	$ (12,750)	-5.15%
Total 6600 · Minor Capital Equipment	$ 75,000	$ 60,000	$ (15,000)	-20.00%
Total 6700 · Office Supplies	$ 40,000	$ 38,000	$ (2,000)	-5.00%
Total Expense	$ 36,187,766	$ 37,670,135	$ 1,482,369	4.10%

** Total 2027 assessment increase is 3.34%. 5.30% includes the Nurse Navigation program (cost shared between fire agencies) which was a separate fire assessment in 2026. See assessment worksheet for additional details.

2027 Proposed Assessments

Agency	2026 SNO911 Assessment w/ Nurse Nav (Fire Only)	2027 SNO911 Assessment w/ Nurse Nav (Fire Only)	Assessment Difference $	Assessment Difference %	Enhanced Police Records	Calls for Service 2023/24	Calls for Service 2024/25	% Change in Calls for Service	Assessed Valuation 2026	Assessed Valuation 2027	% Change in Assessed Valuation	2026 Population	2027 Population	% Change in Population
Arlington Police	$ 373,027	$ 383,541	$ 10,514	2.82%		26,901	27,306	1.51%	$ 5,478,941,593	$ 5,659,517,282	3.30%	23,080	23,080	0.00%
Brier Police	$ 123,888	$ 144,475	$ 20,588	16.62%	✓	7,280	8,895	22.18%	$ 2,237,434,536	$ 2,381,347,929	6.43%	6,630	6,630	0.00%
Darrington Police	$ 21,007	$ 21,323	$ 316	1.51%		1,480	1,487	0.47%	$ 283,928,718	$ 279,895,058	-1.42%	1,520	1,520	0.00%
Edmonds Police	$ 586,527	$ 601,539	$ 15,012	2.56%	✓	24,979	24,949	-0.12%	$ 15,996,864,784	$ 16,952,634,382	5.97%	43,510	43,510	0.00%
Everett Fire	$ 1,395,958	$ 1,419,884	$ 23,925	1.71%		25,514	24,799	-2.80%	$ 27,847,087,386	$ 29,193,486,460	4.83%	114,700	114,700	0.00%
Everett Police	$ 2,451,013	$ 2,449,737	$ (1,276)	-0.05%		138,770	128,134	-7.66%	$ 27,847,087,386	$ 29,193,486,460	4.83%	114,700	114,700	0.00%
Fire 4	$ 267,859	$ 280,593	$ 12,734	4.75%		3,696	3,744	1.30%	$ 8,466,311,577	$ 9,026,735,259	6.62%	30,548	30,548	0.00%
Fire 5	$ 87,000	$ 89,673	$ 2,673	3.07%		1,223	1,203	-1.64%	$ 2,235,384,315	$ 2,369,865,449	6.02%	11,529	11,529	0.00%
Snohomish Regional Fire & Rescue	$ 1,159,922	$ 1,225,407	$ 65,486	5.65%		12,363	12,651	2.33%	$ 44,006,087,861	$ 47,681,226,861	8.35%	166,493	166,493	0.00%
Fire 15	$ 62,753	$ 73,173	$ 10,420	16.60%		1,283	1,504	17.23%	$ 719,087,909	$ 728,313,549	1.28%	4,880	4,880	0.00%
Fire 16	$ 23,327	$ 24,694	$ 1,366	5.86%		243	248	2.06%	$ 947,757,682	$ 1,035,342,800	9.24%	3,202	3,202	0.00%
Fire 17	$ 135,419	$ 138,536	$ 3,117	2.30%		2,095	2,042	-2.53%	$ 3,270,202,130	$ 3,445,645,822	5.36%	15,463	15,463	0.00%
Fire 19	$ 30,097	$ 32,119	$ 2,021	6.72%		396	415	4.80%	$ 939,548,326	$ 1,010,871,268	7.59%	3,810	3,810	0.00%
Fire 21	$ 70,605	$ 72,462	$ 1,857	2.63%		920	905	-1.63%	$ 2,124,745,761	$ 2,206,433,827	3.84%	9,400	9,400	0.00%
Fire 22	$ 41,683	$ 44,779	$ 3,096	7.43%		487	525	7.80%	$ 1,513,491,552	$ 1,605,737,648	6.09%	5,511	5,511	0.00%
Fire 24	$ 31,993	$ 33,830	$ 1,836	5.74%		540	564	4.44%	$ 655,491,926	$ 656,998,550	0.23%	3,332	3,332	0.00%
Fire 25	$ 7,941	$ 8,076	$ 136	1.71%		109	106	-2.75%	$ 227,120,407	$ 232,781,429	2.49%	1,008	1,008	0.00%
Fire 26	$ 52,496	$ 55,643	$ 3,148	6.00%		897	938	4.57%	$ 1,118,011,980	$ 1,132,750,269	1.32%	5,114	5,114	0.00%
Fire 27	$ 2,559	$ 2,515	$ (44)	-1.71%		29	26	-10.34%	$ 155,239,522	$ 160,732,677	3.54%	112	112	0.00%
Gold Bar Police	$ 39,162	$ 35,522	$ (3,641)	-9.30%		3,070	2,603	-15.21%	$ 369,804,400	$ 395,259,410	6.88%	2,350	2,350	0.00%
Granite Falls Police	$ 63,034	$ 63,368	$ 334	0.53%		4,336	4,236	-2.31%	$ 892,924,763	$ 937,144,238	4.95%	4,775	4,775	0.00%
Lake Stevens Police	$ 413,486	$ 432,326	$ 18,841	4.56%		21,687	22,705	4.69%	$ 9,235,821,305	$ 9,717,825,321	5.22%	42,180	42,180	0.00%
Lynnwood Police	$ 711,462	$ 726,244	$ 14,781	2.08%	✓	42,841	42,444	-0.93%	$ 10,745,727,293	$ 11,556,993,141	7.55%	42,540	42,540	0.00%
Marysville RFA	$ 863,265	$ 893,997	$ 30,731	3.56%		14,265	14,216	-0.34%	$ 18,915,890,352	$ 19,943,592,720	5.43%	90,400	90,400	0.00%
Marysville Police	$ 1,247,905	$ 1,271,066	$ 23,160	1.86%		67,445	66,863	-0.86%	$ 15,256,413,340	$ 16,093,049,858	5.48%	75,640	75,640	0.00%
Mill Creek Police	$ 316,177	$ 358,902	$ 42,724	13.51%	✓	16,426	19,713	20.01%	$ 6,424,303,943	$ 6,740,035,873	4.91%	21,630	21,630	0.00%
Mountlake Terrace Police	$ 350,535	$ 370,854	$ 20,319	5.80%	✓	20,086	21,291	6.00%	$ 5,254,348,356	$ 5,452,155,743	3.76%	24,640	24,640	0.00%
Monroe Police	$ 308,605	$ 316,013	$ 7,408	2.40%		21,377	21,503	0.59%	$ 4,855,392,959	$ 5,088,002,568	4.79%	20,960	20,960	0.00%
Mukilteo Fire	$ 190,373	$ 198,371	$ 7,998	4.20%		2,270	2,247	-1.01%	$ 7,629,614,225	$ 8,254,546,081	8.19%	21,600	21,600	0.00%
Mukilteo Police	$ 420,304	$ 408,768	$ (11,536)	-2.74%	✓	24,914	22,734	-8.75%	$ 7,629,614,225	$ 8,254,546,081	8.19%	21,600	21,600	0.00%
North County RFA	$ 515,184	$ 545,147	$ 29,962	5.82%		8,683	9,020	3.88%	$ 11,805,360,778	$ 12,189,711,319	3.26%	49,022	49,022	0.00%
South County Fire RFA	$ 2,552,624	$ 2,684,763	$ 132,139	5.18%		36,410	37,156	2.05%	$ 78,066,989,159	$ 83,276,247,401	6.67%	280,803	280,803	0.00%
SCSO (unincorp)	$ 3,560,615	$ 3,681,788	$ 121,173	3.40%		164,144	166,675	1.54%	$ 96,037,996,913	$ 102,888,997,491	7.13%	379,255	379,255	0.00%
Snohomish Police	$ 163,707	$ 174,093	$ 10,386	6.34%		11,391	12,091	6.15%	$ 2,687,672,263	$ 2,853,429,570	6.17%	10,500	10,500	0.00%
Stanwood Police	$ 123,684	$ 120,190	$ (3,494)	-2.83%		8,604	7,955	-7.54%	$ 1,771,980,967	$ 1,882,695,224	6.25%	8,950	8,950	0.00%
Sultan Police	$ 88,136	$ 95,478	$ 7,342	8.33%		5,813	6,360	9.41%	$ 1,289,559,066	$ 1,376,265,939	6.72%	7,405	7,405	0.00%
Woodway Police	$ 23,966	$ 29,462	$ 5,496	22.93%	✓	659	1,078	63.58%	$ 1,094,020,553	$ 1,185,897,384	8.40%	1,345	1,345	0.00%
Totals	**$ 18,877,299**	**$ 19,508,349**	**$ 631,050**	**3.34%**		**723,626**	**721,331**	**-0.32%**	**$ 426,033,260,211**	**$ 453,040,198,341**	**5.29%**	**1,670,137**	**1,670,137**	

2027 Proposed Assessments

Contract Member Assessments

	2026	2027	$ Change	% Change
Airport Fire	$11,589	$14,198	$2,609	22.51%
Fire Marshall	$7,998	$8,787	$790	9.87%
Stillaguamish Police	$212,286	$258,881	$46,595	21.95%
Tulalip Police Radio Su	$47,853	$53,040	$5,187	10.84%

Enhanced Police Records Assessment Breakout (Included in Assessment)

	2026	2027	$ Change	% Change
Brier Police	$ 14,079	$ 16,562	$ 2,483	17.63%
Edmonds Police	$ 68,121	$ 71,157	$ 3,036	4.46%
Lynnwood Police	$ 81,032	$ 84,049	$ 3,016	3.72%
Mill Creek Police	$ 36,379	$ 41,701	$ 5,322	14.63%
Mountlake Terrace Poli	$ 40,221	$ 43,138	$ 2,917	7.25%
Mukilteo Police	$ 47,696	$ 47,279	$ (417)	-0.87%
Woodway Police	$ 2,787	$ 3,451	$ 664	23.83%

SNOHOMISH COUNTY 911 Proposed Operating Budget with Prior Year Comparison

Ordinary Income/Expense	2026	2027	$ Change	% Change
Income				
4020 · Dispatch Service Assessments	$ 18,527,299	$ 19,508,349	$ 981,050	** 5.30%
4040 · E911 Excise Tax Revenue	$ 7,626,803	$ 7,741,205	$ 114,402	1.50%
4045 · Emergency Communications Sales Tax Revenue	$ 7,376,752	$ 8,145,012	$ 768,260	10.41%
4046 · Reimbursed Income	$ 580,000	$ 221,309	$ (358,691)	-61.84%
4200 · Miscellaneous Income	$ 2,076,911	$ 2,054,260	$ (22,651)	-1.09%
Total Income	$ 36,187,765	$ 37,670,135	$ 1,482,369	4.10%
Expense				
Total 5000 · Personnel Expenses	$ 28,129,559	$ 30,223,475	$ 2,093,916	7.44%
Total 6000 · Reimbursed & Misc Expenses	$ 802,121	$ 499,171	$ (302,950)	-37.77%
Total 6150 · Professional Fees	$ 302,500	$ 345,500	$ 43,000	14.21%
Total 6200 · Administrative Support	$ 59,500	$ 55,500	$ (4,000)	-6.72%
Total 6225 · Recognition	$ 20,000	$ 20,000	$ -	0.00%
Total 6250 · Rent	$ 828,000	$ 572,691	$ (255,309)	-30.83%
Total 6252 · Utilities	$ 350,000	$ 200,000	$ (150,000)	-42.86%
Total 6300 · Repairs & Maintenance	$ 4,555,636	$ 4,664,098	$ 108,462	2.38%
Total 6350 · Insurance	$ 596,000	$ 595,000	$ (1,000)	-0.17%
Total 6400 · Communication	$ 182,000	$ 162,000	$ (20,000)	-10.99%
Total 6500 · Training & Travel	$ 247,450	$ 234,700	$ (12,750)	-5.15%
Total 6600 · Minor Capital Equipment	$ 75,000	$ 60,000	$ (15,000)	-20.00%
Total 6700 · Office Supplies	$ 40,000	$ 38,000	$ (2,000)	-5.00%
Total Expense	$ 36,187,766	$ 37,670,135	$ 1,482,369	4.10%

** Total 2027 assessment increase is 3.34%. 5.30% includes the Nurse Navigation program (cost shared between fire agencies) which was a separate fire assessment in 2026. See assessment worksheet for additional details.

Recommended Motion

Approve the 2027 Budget as presented

With approval of this budget, SNO911's assessments will have increased by a total of only 2.9% over the past two budget cycles. This reflects the disciplined fiscal stewardship of the Board and agency leadership during a period of sustained inflation, rising labor costs, and growing technology demands.

At the same time, SNO911 continues to deliver essential public safety services to all 44 member agencies under increasingly challenging conditions. We are controlling costs without reducing core services. Where practical, we are bringing capabilities in-house, reducing reliance on commercial solutions, and making strategic use of shared resources.

We are also developing a long-term financial plan to replace the core public safety technologies used by every member agency and all three county jails. This work will help ensure these critical systems remain reliable, sustainable, and responsive to the needs of our communities.

This budget reflects responsible leadership, practical innovation, and a clear commitment to today's mission and the county's long-term public safety needs.

SNO911

Q2 2026

Statement of Operations

January 1, 2026 Through June 30, 2026

	Jan - Jun 26	Budget	$ Over Budget	% of Budget	Tickmarks
Ordinary Income/Expense					
Income					
4020 · Member Assessments	9,315,029.04	18,759,172.00	-9,444,142.96	49.66%	On Target
4040 · E911 Excise Tax Revenue	3,760,201.71	7,626,803.00	-3,866,601.29	49.3%	On Target
4045 · Emergency Sales Tax Revenue	3,369,002.00	7,376,752.00	-4,007,750.00	45.67%	On Target
4200 · Miscellaneous Income	769,355.75	2,425,038.00	-1,655,682.25	31.73%	a
Total Income	17,213,588.50	36,187,765.00	-18,974,176.50	47.57%	On Target
Gross Profit	17,213,588.50	36,187,765.00	-18,974,176.50	47.57%	
Expense					
5000 · Payroll Expense					
5100 · Salaries & Wages	3,151,846.72	6,827,376.00	-4,261,653.11	46.17%	
5113 · Salaries & Wages - Dispatch	4,681,061.59	11,142,913.00	-6,461,851.41	42.01%	
Total 5100 · Salaries & Wages	7,832,908.31	17,970,289.00	-10,137,380.69	43.59%	b
5200 · Overtime	28,828.45	25,000.00	-2,060.12	91.76%	
5213 · Overtime - Dispatch	1,279,698.15	1,000,000.00	279,698.15	127.97%	
Total 5200 · Overtime	1,308,526.60	1,025,000.00	283,526.60	127.66%	b
5300 · PTO	1,046,265.65	1,770,000.00	-723,734.35	59.11%	On Target
5500 · PTO Accrual Cash Outs	301,590.65	390,000.00	-88,409.35	77.33%	c
5600 · Employee Benefits	1,596,993.16	3,894,276.00	-2,297,282.84	41.01%	d
5700 · Employer PERS & Retirement Matc	1,181,693.56	2,663,534.00	-1,481,840.44	44.37%	e
5800 · Employer Payroll Taxes	249,720.26	416,458.00	-166,737.74	59.96%	f
Total 5000 · Payroll Expense	13,517,698.19	28,129,557.00	-14,611,858.81	48.06%	On Target
6000 · Reimbursed Expense	253,377.91	802,121.00	-548,743.09	31.59%	g
6150 · Professional Fees	325,037.08	302,500.00	22,537.08	107.45%	h
6200 · Administrative Support	75,111.87	59,501.00	15,610.87	126.24%	i
6225 · Recognition	15,139.12	20,000.00	-4,860.88	75.7%	j
6250 · Rent	422,609.31	828,000.00	-405,390.69	51.04%	On Target
6252 · Utilities	150,388.13	350,000.00	-199,611.87	42.97%	k
6300 · Repairs & Maintenance	1,324,552.32	4,555,636.00	-3,231,083.68	29.08%	l
6350 · Insurance	587,334.00	596,000.00	-8,666.00	98.55%	Fixed, Won't Change
6400 · Communication	96,466.60	182,000.00	-85,533.40	53.0%	On Target
6500 · Training and Travel	107,321.36	247,450.00	-140,128.64	43.37%	m
6600 · Minor Capital Equipment	24,364.65	75,000.00	-50,635.35	32.49%	n
6700 · Supplies	28,314.61	40,000.00	-11,685.39	70.79%	o
Total Expense	16,927,715.15	36,187,765.00	-19,260,049.85	46.78%	On Target
Net Ordinary Income	285,873.35	0.00	285,873.35	100.0%	
Net Income	**285,873.35**	**0.00**	**285,873.35**	**100.0%**	p

SN0911
Q2 2026
Statement of Operations
January 1, 2026 through June 30, 2026
Tick Mark Legend

a) Miscellaneous Income is lower than expected for this time of the year, but this should get closer to budget as the year progresses.

b) Total payroll is below budget for the year as actual headcount is below budgeted headcount. As with past years, we expect dispatch straight payroll to be less than budgeted as the dispatch center is not at full headcount. However, these hours compensated by more overtime earned by existing dispatchers. We budgeted $1MM for dispatcher overtime for 2026 and are already over-budget by $279k in 2026. We anticipate being about $2MM under budget for straight payroll for dispatchers, offset by a little less than that in dispatcher overtime.

c) PTO accrual cash out are higher than anticipated for this time of year as two long-time employees retired and had PTO cash outs totaling about $130k just for those two employees. We are not aware of any other long-term employees planning to retire in 2026 at this time.

d) EE benefits are below budget due to being understaffed and timing of benefit payments.

e) PERS and Retirement match are under budget due mostly to being understaffed.

f) Employer portion of Payroll taxes is slightly higher than budget to the PTO cash outs mentioned above.

g) Reimbursed expenses are under-budget, but that is due to timing. Will come closer to budget as year continues.

h) Professional fees are over budget due predominately to legal fees, a 1099 contractor used for a special HR project and a compensation study.

i) Administrative support is over budget due to AI subscriptions, an outside vendor art project and some bank analysis charges we are currently working on with the bank to reduce.

j) Recognition is over budget due to February Awards Ceremony that accounts for approximately 50% of the annual recognition spend.

k) Utilities is under budget for the year and we expect this to continue. We did not have good insight into the utility expenses for the new facility when preparing the 2026 budget; actual expenses are coming in less than anticipated.

l) Repairs and Maintenance are under budget due to timing of payments to software providers. During the second half of the year these actual expenses will be more in line with the budgeted amount.

m) Training and Travel mostly under budget due to timing as Q3 and Q4 will see an increase in travel costs, although we do not expect these costs to over budget by year's end.

n) Minor Capital Expenses coming in under budget as we are in a new building and much of what would fit under this expense item were included in the build out of the new facility.

o) Supplies is over budget at this point of the year as the new building has more supply stations than the old facility and money was spent to supply these stations with supplies. We don't expect to incur similar costs in the second half of the year.

p) Current Net Income is currently positive, which is great for a negative assessment year. We will continue to monitor all accounts in order to ensure we have a positive net income at year-end, which then becomes carryover.

Hazen Shopbell, *Chairman*
Deborah Parker, *Vice Chair*
Theresa Sheldon, *Secretary*
Ryan Miller, *Treasurer*

Board of Directors
6406 Marine Dr, Tulalip, WA 98271
360-716-4500 • Fax 360-716-0628

Teri Gobin, *Council*
Glen Gobin, *Council*
Malory Simpson, *Council*

July 10th , 2026

Terry Peterson, Deputy Director
Snohomish County 911 (SNO911)
332 SW Everett Mall Way,
Everett, WA 98204

Re: Tulalip Tribes - Interest in Future Technology Alignment with SNO911

Dear Mr. Peterson,

The Tulalip Tribes and Tulalip Police Department (TPD) would like to formally express our interest in aligning with SNO911's CAD, Mobile, and Records (LERMS) platform at the time of SNO911's next major technology system transition. We understand this project is just starting, with a potential implementation occurring in early 2028. We believe this approach offers TPD the opportunity to participate in system configuration, training, and implementation alongside SNO911 and its partner agencies, while allowing us to plan our own resources around a known transition point.

The Tulalip Tribes and TPD recognize the value of continuing to strengthen our working relationships with other law enforcement agencies across Snohomish County. While TPD maintains its distinct role and authority as a tribal law enforcement agency, including our jurisdiction's unique court processes, we know that effective public safety response often depends on coordination across jurisdictional lines. We view this technology alignment as one part of a broader, ongoing conversation about how TPD, SNO911, and its partner agencies can continue to support one another. We remain open to discussing what that partnership might look like, the needs of both organizations, and working through any Tribal Sovereignty questions and concerns.

We appreciate SNO911's continued partnership and look forward to ongoing collaboration.

Sincerely,

Hazen Shopbell
Chairman of the Tulalip Tribes

Contact, Shawn Ledford, Police Chief
Phone: 360.716.5900
Email: sledford@tulaliptribalpolice.org

The Tulalip Tribes is the federally recognized successor in interest to the Snohomish, Snoqualmie, Skykomish, and other allied tribes and bands signatory to the Treaty of Point Elliott.

Board Packet Memorandum

Date: August 20, 2026

To: Snohomish County 911 Board Members

From: Leadership Team

General
Mission-critical systems [1] have been operating at normal since the last Agency Report.

New Website
We are pleased to report that SNO911 recently launched a new website! The reimagined website is modernized with a fresh look that is artistically designed to show the connection between what is occurring in the field and the wonderful work our teams do behind the scenes. The responder portal remains for member agencies to access to things like training videos, radio procedures, and radio visor cards. The website also continues to be the main repository for board packets and annual reports.

RTIC & DFR Trial Period
SNO911 is beginning to plan for a ramp-up of what will be the second phase of the Real Time Intelligence Center RTIC. The RTIC operation is intended to support and augment real-time public safety responses. We will begin staffing the RTIC on a part-time basis specifically to support an upcoming Drone as a First Responder (DFR) trial period. The month-long DFR trial begins mid-September. This is similar to what SNO911 led in August 2025 but will run for an entire month. SCSO and SCF are partnering with Skydio with the intent to have remote DFR pilots operating in the RTIC so we can begin to understand and operationalize its benefits. Also of note is the implementation of Peregrine. This analytical tool took longer to get technically connected due to the complexity of a multi-discipline CAD/RMS database configuration. A local implementation team just met for the first time on Friday and will begin examining workflows.

We will be hosting an elected official focused RTIC/DFR open house in late September. More information will be shared about this soon.

Continuity of Operations "Bugout" Drill
SNO911 Supervisors Brent Heitman and Zack Sanders, supported by Operations Manager Derek Wilson led a simulated evacuation drill from headquarters to our South Campus backup location on the evening of Tuesday, July 28th. This drill built upon a previous tabletop type exercise and allowed for real-world experience in a controlled environment. All SNO911 dispatch operations

[1] 911 Phones, CAD, Radio, Critical Systems [Unplanned]

ran on CAD Lite for the duration of the exercise, and we dispatched Marysville Police while in-transit to the backup location, with another dispatcher in place at headquarters able to resume dispatch duties for Marysville PD if there were any unforeseen issues. The drill was a success, and our dispatcher was able to maintain connectivity throughout the journey to South Campus, dispatching calls along the way. Thank you to Marysville Police for partnering with us for this exercise and to all of our other agencies who agreed to the brief disruption and move off of our primary software for this drill.

In addition to continuity of operations planning, the drill afforded us an opportunity to test a new feature in CAD Lite. This feature will automatically pull current unit status and active calls for service in to CAD Lite from Tyler CAD in the event of an outage. The benefit of this tool in its final form is immense, allowing dispatchers to ensure units and calls are accounted for without having to scramble to print or otherwise capture current status in the middle of an outage transition to CAD Lite; helping improve responder safety as well.

Staffing Shortage & Condensed Operations

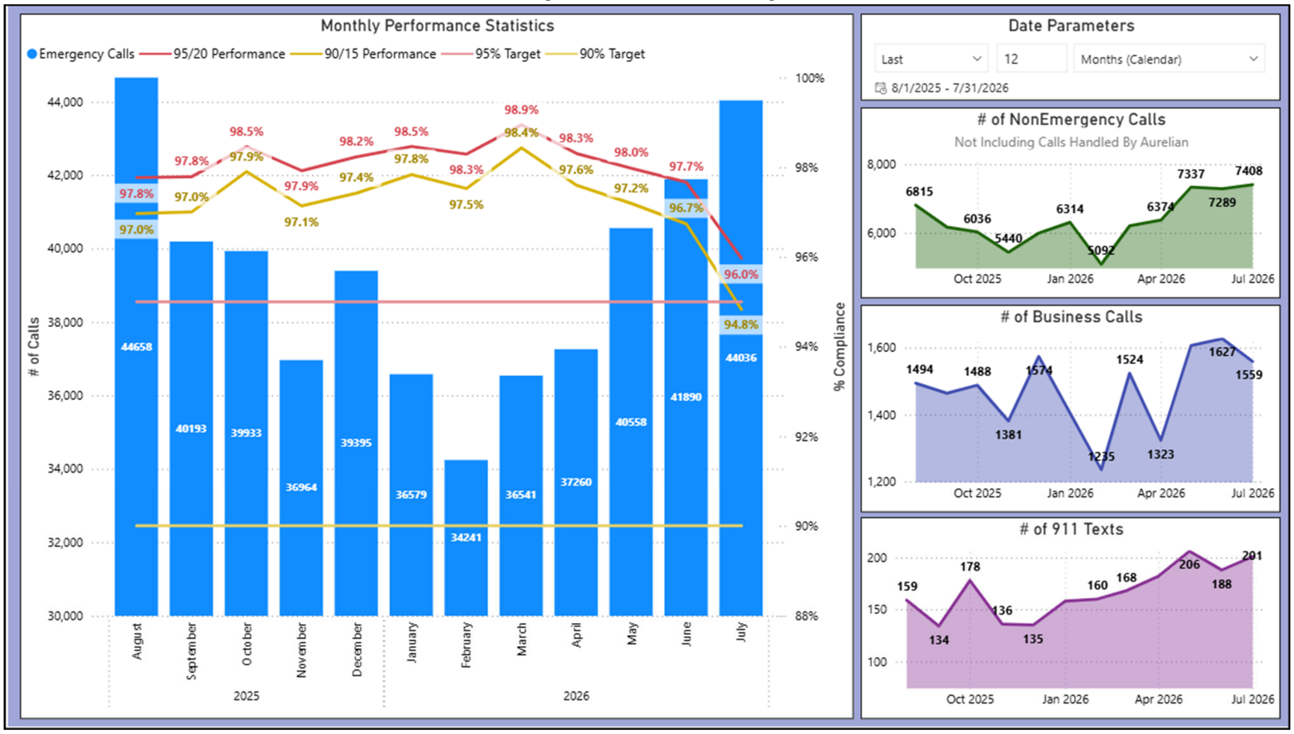
On the morning of Saturday, August 15th, SNO911 dispatch staffing fell below minimum staffing and entered a critical level due to several unplanned absences. Supervisors on-duty exercised our existing staffing plan for critical shortages by consolidating four law enforcement talk groups into two between the hours of 0700-1100 (Police 1 and Police 2, Everett PD Main and Everett PD Data). The stressed operations plans have been in place for several years, but use of these plans has largely been reserved for drills and other planned events. We appreciate the understanding and cooperation of field supervisors and have put together an after action report with a few lessons learned to better our process should this occur again in the future.

ADAPT Team & Building Internal Resiliency

As SNO911 continues developing applications through the ADAPT team, the agency is taking steps to ensure these tools remain supportable over the long term. This includes establishing consistent documentation, along with clear ownership and support paths so that knowledge and support are shared across the team rather than dependent on any one individual.

Additionally, the ADAPT team is beginning to document and visualize how these applications and supporting systems depend on one another. This will provide a clearer picture of critical services, help identify potential support risks, and guide future support priorities. These efforts help protect SNO911's investment in internally developed solutions while strengthening continuity and long-term reliability.

Monthly Statistical Reports



Text-to-911 Report

911 Texts	Type	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	YTD TOTAL	YTD GROUP TOTAL
Appropriate Use	True Emergency	11	2	1	4	6	10	25						59	59
Incorrect Use	Follow-Up	5	8	2	3	14	4	12						48	301
	Area Checks	3	7	10	2	2	2	9						35	
	Info	0	2	0	0	1	0	0						3	
	Noise	8	1	0	2	3	6	10						30	
	Traffic	3	2	2	12	3	9	2						33	
	Other Complaints	13	30	27	13	24	28	17						152	
Misuse	Accidental	4	4	4	6	9	6	5						38	602
	Accidental Auto Alert	2	0	0	0	1	3	7						13	
	Behavioral Health	73	72	78	111	105	54	40						533	
	Prank	3	4	2	1	1	3	4						18	
Other	Test	0	3	2	1	1	3	2						12	302
	Abandoned	4	9	7	5	13	21	12						71	
	Non-English	2	0	3	0	0	1	0						6	
	Subsequent	8	10	12	8	8	15	26						87	
	Transfer	8	2	9	6	5	11	14						55	
	Voice Call	11	4	10	8	10	12	16						71	
Month Total		158	160	169	182	206	188	201	0	0	0	0	0	1,264	1,264

Abandoned: Non-Responsive
Accidental: Person accidentally texted 9-1-1
Accidental Auto Alert: Device accidentally texted 9-1-1
Area Check: Check of area for person, vehicle, etc.
Behavioral Health: Calls that result in BHC by LE/EMS
Follow-up: Where is officer?, Subject is no longer here
Info: What is the phone number for animal control?
Noise: Music, People, Fireworks, Alarm w/o Emergency, etc.
Non-English: Texter uses language other than English
Other: Any other request or complaint, Media from Intrado
Prank: Calls that do not attempt to give any valid/useful information
Subsequent: Additional inbound text after call released by call taker
Test: PSAP testing, Training TXT29-1-1, Vendor test
Traffic: Speeders, DUIs, Parking, etc.
Transfer: Text calls that result in a Transfer to another PSAP or Entity
Voice Call: Dispatchers called the texter/texter placed voice call
True: Texter is Deaf, Texter is fearful that a voice call will put them in danger, Call results in tranport to jail/hospital

Fire Calls - All

Year	2026								Total
Jurisdiction	01-Jan	02-Feb	03-Mar	04-Apr	05-May	06-Jun	07-Jul	Total	
Everett Fire Department	1,915	1,740	2,037	2,049	2,080	2,191	2,081	14,093	14,093
Marysville Fire District	1,159	1,186	1,218	1,212	1,240	1,260	1,334	8,609	8,609
Mukilteo Fire	187	153	197	186	190	226	199	1,338	1,338
North County Regional Fire Authority	724	683	713	737	834	780	874	5,345	5,345
Sky Valley Fire	67	59	64	69	68	80	99	506	506
Snohomish County Airport Fire Department	18	23	18	16	22	17	20	134	134
Snohomish County Fire District #15	148	125	104	107	119	114	156	873	873
Snohomish County Fire District #16	27	21	20	16	14	22	25	145	145
Snohomish County Fire District #17	165	140	163	162	202	182	178	1,192	1,192
Snohomish County Fire District #19	30	26	31	32	34	23	40	216	216
Snohomish County Fire District #21	70	73	45	75	64	88	83	498	498
Snohomish County Fire District #22	47	42	39	50	45	48	50	321	321
Snohomish County Fire District #24	38	36	60	39	44	42	69	328	328
Snohomish County Fire District #25	13	15	13	14	15	12	16	98	98
Snohomish County Fire District #27	1	2	2	3	3	2	3	16	16
Snohomish County Fire District #4	299	284	305	337	335	356	361	2,277	2,277
Snohomish County Fire District #5	89	71	74	98	123	118	153	726	726
Snohomish Regional Fire and Rescue	1,084	958	1,096	1,045	1,134	1,184	1,203	7,704	7,704
South Snohomish County Fire and Rescue	3,210	2,774	3,222	3,196	3,176	3,256	3,470	22,304	22,304
Total	9,291	8,411	9,421	9,443	9,742	10,001	10,414	66,723	66,723

Police Calls - All

Year	2026								Total
Jurisdiction	01-Jan	02-Feb	03-Mar	04-Apr	05-May	06-Jun	07-Jul	Total	
Arlington Police Department	1,701	1,650	1,582	1,584	1,701	1,852	2,046	12,116	12,116
Brier Police Department	505	532	628	619	700	668	775	4,427	4,427
Darrington Police Department	113	109	139	124	137	153	138	913	913
Edmonds Police Department	2,186	1,798	1,951	1,915	2,190	2,211	2,340	14,591	14,591
Everett Police Department	9,215	8,598	9,241	10,034	10,191	11,299	12,097	70,675	70,675
Gold Bar Police Department	180	204	137	213	171	259	232	1,396	1,396
Granite Falls Police Department	316	370	386	424	522	412	445	2,875	2,875
Index Police Department	43	49	62	54	70	56	48	382	382
Lake Stevens Police Department	2,279	2,087	1,940	2,169	2,420	2,358	2,270	15,523	15,523
Lynnwood Police Department	3,787	3,738	4,011	3,889	3,600	4,025	4,244	27,294	27,294
Marysville Police Department	4,991	4,465	4,976	4,937	5,538	5,491	5,877	36,275	36,275
Mill Creek Police Department	1,582	1,478	1,676	1,749	1,647	1,784	1,649	11,565	11,565
Monroe Police Department	1,876	1,790	1,893	1,827	1,934	1,874	2,102	13,296	13,296
Mountlake Terrace Police Department	1,740	1,448	1,636	1,543	1,488	1,570	1,570	10,995	10,995
Mukilteo Police Department	2,104	1,682	1,973	2,047	2,151	1,822	2,093	13,872	13,872
Snohomish County Sheriff's Office	12,855	12,333	12,969	12,970	14,200	14,242	15,164	94,733	94,733
Snohomish Police Department	686	734	773	823	826	951	981	5,774	5,774
Stanwood Police Department	565	586	656	617	668	640	631	4,363	4,363
Stillaguamish Tribal Police	432	322	338	326	339	362	461	2,580	2,580
Sultan Police Department	422	558	456	543	616	592	593	3,780	3,780
Woodway Police Department	194	159	146	170	177	144	186	1,176	1,176
Total	47,772	44,690	47,569	48,577	51,286	52,765	55,942	348,601	348,601

Snohomish County 911
Police Technical Advisory Committee
Meeting Summary for July 14, 2026 / 10:30-11:30 p.m.
NEW HQ – 332 SW EVERETT MALL WAY, BOARDROOM

Meeting Attendance:

POLICE TAC REPRESENTATIVES					
Lt. Mike Gilbert - Arlington	x	Cmdr. Brian Jorgensen – Lynnwood	x	Bureau Chief – Mike Martin - SCSO	x
Clerk Antonia Buell – Brier		Asst. Chief Jim Lawless – Marysville		Chief Nathan Alanis – Snohomish	
Cmdr. Shane Hawley – Edmonds		Chief Stan White – Mill Creek		Lt. Jason Toner – Stanwood	
Capt. Bob Goetz- Everett		Dep. Chief Ryan Irving – Monroe	x	Megan Newman - Stillaguamish	
Dep. Chief Dean Thomas – Lake Stevens		Cmdr. Mike Haynes – Mountlake Terrace		Lt. Doug Jackson - Everett	
Lt. Tim Morgan – Everett	x	Asst. Chief Colt Davis – Mukilteo	x		
Dep. Chief Curtis Zatylny – Lynnwood		Raulie Robertson – SCSO			
Lt. Peter Barrett - Arlington		Cmdr. Brian Jorgensen - Lynnwood		Sgt. Karl Gilije - Stanwood	
Corporal Brittany Harris – Edmonds		Cmdr. Adam Vermeulen – Marysville	x	Capt. James Massingale - Stillaguamish	
Dep. Chief Jeff Hendrickson – Everett		Dep. Dir. Eric Chartrand – Mill Creek		Officer Pete Knowlton – Stillaguamish	
Sgt. Jim Barnes – Lake Stevens		Chief, Jeff Jolley - Monroe		VACANT – Snohomish Alternate	
Cmdr. Dean Thomas – Lake Stevens		Chief Pet Caw – Mountlake Terrace			
Det. Sgt. Nicole Stone – Mukilteo		Capt. Andy Kahler - SCSO			
Executive Director Kurt Mills		Ops Manager Marie Arnold	x	Jeremy Waldner – SNO911	x
Deputy Director Terry Peterson	x	Ops Manager Hattie Schweitzer			
Director of Tech Chris Carlton-Bishop	x	App. Team Mgr. Brent Meyer			
Director of Ops Andie Burton	x	Sec./Inf. Team Manager Bleu Jaegel			
Ops. Manager Derek Wilson		Radio Sys. Mgr. Howard Tucker	x		
Master PO Travis Katzer - Everett					

Note: *Follow-up action items are noted in italics.* Decisions are underlined. **Motions are underlined and bold.**

Chair Jim Lawless called the meeting to order at 1030.

1. **Roll Call –** taken via sign-in sheet as attendees arrived

2. **Reports:**
   - A. **SNO911 Updates**: Discussion centered around the role of law enforcement, specifically park rangers and animal control as it relates to SB5974; the reserve veterinary program will also sunset due to training challenges. Animal control officers will continue responding to calls in a limited capacity and will no longer be armed.
   - B. **PTCC:** *Brent Meyer*
   - C. **Policy Review Committee –** The group continued the discussion around law enforcement commissioning requirements, particularly park rangers, animal control and parking enforcement. Not all of these positions have commissions, though Everett's do. Also discussed updates to certain forms for NCIC and NIBRS. Marie will be coordinating the kickoff meeting and also mentioned planning for upcoming vendor meetings at APCO and IACP.

D. PSTC – Travis, Sergeant Reiner and Rebecca from SCSO will be primary representatives on this committee. The team plans to restart the RTIC operation in September, to coincide with a month long DFR trial involving four dock locations provided by AXON. RTIC leadership is also meeting with AXON to discuss regional pricing opportunities, aiming to leverage the county's size for better product pricing.

E. RTIC Status Update – RTIC leadership is planning to develop a price book with agencies and will report back on the results at upcoming meetings. The group reviewed policy changes regarding encrypted radio talk groups, specifically allowing primary LE groups on vehicle-mounted or fixed mobiles but not on portables. This recommendation was agreed upon and will go before the SNO911 board for approval.

F. Radio Communications Workgroup

i. Policy Revision – Encrypted Radios – *Terry***:** The recommendation is that only primary LE agencies have access to encrypted talk groups, which would exclude NW Ambulance and Camano Fire. The working group has reached consensus on this proposed solution and the redline version of the Board level policy was included in the Fire TAC packet. This was presented at Police TAC on 7/14, and the request was made to formally present to the full chief-level group to ensure consensus. It was agreed that the policy change recommendation will be presented to both Police and Fire TAC and Police and Fire Chiefs in September before being taken to the SNO911 Board for policy approval.

3. Technical Update: *Chris Carlton-Bishop*

4. New Business:

A. Bugout Drill – *Andie:* Andie proposed a bug-out drill for July 28th at 2:30pm, simulating a move to CAD light during an outage, with plans to continue dispatching while in route to Mountlake Terrace. The drill will require approval from Fire TAC due to its impact on radio operations. Can also possibly time this drill with another planned outage in August if needed.

5. Old Business:

6. Good of the Order: Howard announced the creation of a new email group for radio programming that will include police, fire and outside agencies with plans to distribute info bulletins to better inform frontline staff about changes.

It was also reported that the Darrington antenna coverage has improved due to recent work on the site; the Machias tower project is ongoing, as are challenges with fleet expansion due to budget constraints and long lead times for radio orders.

7. Adjourned

SNOHOMISH COUNTY 911
Fire Technical Advisory / Operations Committee

July 15, 2026 – 1100 Hours at SNO911/Zoom Hybrid

Committee Members in Attendance	☐ Eric Andrews	Sky Valley Fire	☐ Joel Johnson	Fire District 24
	☒ John Chalfant	South County Fire	☐ Willie Harper	Fire District 25
	☐ Jason Hodkinson	Fire District 4	☐ Mike Worthy	Fire District 27
	☐ Seth Johnson	Fire District 5	☒ Seth Albright	Everett Fire
	☐ Ryan Shaughnessy	Fire District 15	☐ Jeff Cole	Marysville Fire
	☐ Justin Johnson	Fire District 16	☐ Blake Engnes	Mukilteo Fire
	☐ Chad Crandall	Fire District 17	☐ Dave Kraski	North County RFA
	☒ Keith Strotz	Fire District 19	☐ Brett Blankenship	Paine Field Airport FD
	☐ Chad Schmidt	Fire District 21	☐ Ryan Lundquist	SRFR
	☐ Travis Hots	Fire District 22	☐ Roy Waugh	SRFR
Alternates in Attendance	☐ Whitney Mansfield	Fire District 4	☐ Ned Vander Pol	Marysville Fire
	☐ Scott Anderson	Fire District 16	☐ Chris Clark	Mukilteo Fire
	☐ Jim Haverfield	First District 17	☐	North County RFA
	☐ Gino Bellizzi	Fire District 19	☐ Tony Mace	Paine Field Airport FD
	☒ Jeremy Stocker	Fire District 22	☐ Ernie Walters	Sky Valley Fire
	☐ Ryan White	Fire District 15	☒ Colby Titland	SRFR
	☐ Dave DeMarco	Everett Fire	☒ Jarrod Spence	Fire District 5
	☐ Zach Hanson	North County	☒ Drew Bono	SCFD 22
	☐ Corey Wiley	Paine Field Airport FD	☐ Vince Read	SRFR
	☐ Tom Keene	South County Fire	☒ Kris Groeneveld	South County Fire
	☒ Brian Park	SRFR	☒ Todd Wigal	South County Fire

Guests and Staff in Attendance	Andie Burton – SNO911	Marie Arnold – SNO911	Brent Meyers – SNO911
	Rae Wade – SNO911	Terry Peterson – SNO911	Chris Carlton-Bishop – SNO911

Note: *Follow-up action items are noted in italics.* <u>Decisions are underlined</u>**.**

Chairman Jeremy Stocker called the meeting to order at 1100 hours.

1. **ANNOUNCEMENTS. -** None

2. **APPROVAL OF MINUTES.** Note: due to a technical issue, the names of the individual making the motion and the individual seconding the motion were not captured. The minutes were unanimously approved by TAC members.

3. **COMMITTEE UPDATES.**
   - **A. PTCC / NWS –** *Brent:* No update / July PTCC meeting covered LE topics.
   - **B. Technical Update –** *CCB:* Planned Locution downtime for server updates on 7/22 from 0800-0900, notification will be forthcoming.
   - **C. Radio Replacement Committee –** *Howard:* Updated on August radio programming for PSERN and Machias construction. Also requested input from agencies on codeplugs for the fall SNO911 radio update.

D. **Fire Radio Procedures Committee –** No report

E. **Fire User Group –** No report

F. **Fire Standards/Data –** No report

G. **County Fire Resource Plan Committee –** No report

H. **SNO911 DRC/DSC –** *Terry:* Representatives from GMR (Nurse Navigation) will be onsite for the next DRC/DSC meeting.

I. **Public Safety Tech Committee (PSTC) –** *Terry:* Contingent headed to APCO International conference in August, have arranged meetings with several vendors to survey the current landscape mostly on the CAD side.

4. **SNO911 UPDATE** – No update

5. **RESPONSE PLAN CHANGES** – *Rae:* No major changes to report. Added a new quadrant for specific clinic-based responses for Marysville units. Additionally, adding E26 back to South County response plans in Station 11 and 23 area per Paine Field Fire and South County Fire.

6. **OLD BUSINESS.**

A. Policy Revision – Encrypted Radios – *Terry:* The recommendation is that only primary LE agencies have access to encrypted talk groups, which would exclude NW Ambulance and Camano Fire. The working group has reached consensus on this proposed solution and the redline version of the Board level policy was included in the Fire TAC packet. This was presented at Police TAC on 7/14, and the request was made to formally present to the full chief-level group to ensure consensus. *It was agreed that the policy change recommendation will be presented to both Police and Fire TAC and Police and Fire Chiefs in September before being taken to the SNO911 Board for policy approval.*

7. **NEW BUSINESS.**

A. Automatic Crash Notifications from Cell Phones for MVC's – *Stocker*: Discussion regarding recent dispatches for automated notifications that widely are false, can response plans be modified? SNO911 staff shared that MPDS has a single determinant code for all types of automatic notifications. Suggestion that possibly the DRC/DSC could look at data and suggest a change to the EMS call type that determinant code routes to. Group discussion on whether or not that falls within the DRC/DSC purview. *SNO911 will attempt to pull data to see how many times this determinant code has been used and what the outcomes are and bring that back to the September meeting.*

B. Capabilities – Paramedic – *Stocker:* Chief Stocker facilitated a conversation regarding the concept of using capabilities in Tyler for paramedics. While this may better serve some agencies depending on how medics are deployed, there are other downstream effects in the current system that cause unintended consequences. The group agreed that improvements in this area are needed and should be documented to be included in the upcoming requirements documentation related to the PSTI.

C. Bugout Drill – *Andie:* SNO911 is working on refreshing our bugout plans now that we are settled in the new facility. We have held a tabletop exercise and now would like to simulate a real-life bugout where dispatch staff leave the facility and dispatch in transit to South Campus. SNO911 is proposing we do this on Tuesday 7/28 between 2300 and approximately 0300 (likely less than the planned window). We will be using a law enforcement agency as the test subject who will receive radio dispatches in transit, however all dispatchers in the center will be operating off of CAD Lite for the duration of the drill. For fire users, this will require a radio watch for the duration of the drill. Normally, we would plan to do this at the same time as a planned outage for CAD or network maintenance, however, Derek has created functionality in CAD Lite that will drastically improve the dispatcher experience and responder safety that we would like to test in a controlled environment. There is impetus to do this sooner rather than later so that it will be available to staff in the event of an unplanned outage. (Tool imports unit status and calls for service active in the system at the time of the outage automatically in to CAD Lite). Request approved by TAC members – notification message to agencies to follow.

8. GOOD OF THE ORDER. Chief Stocker proposed canceling the August Fire TAC meeting, and the group agreed. Will meet again in September.

9. ADJOURN. The Fire TAC / Operations Committee adjourned at 1207 hours.

The next Fire Technical Advisory/Operations Committee meeting is scheduled for September 16, 2026 at 11:00 a.m. via Zoom or in person at SNO911 Headquarters in the Board Room.

Snohomish County 911 - Finance Committee
Meeting Summary for August 13, 2026 / 1:30 – 3:00 p.m.

Meeting Attendance:

Finance Committee					
Dave DeMarco [Chair]	X	Ryan Lundquist	X	Jenna Nand	X
Jim Lawless	X				
Staff and Guests					
Kurt Mills	X	Wade Anderson	X	Terry Peterson	X
Chris Carlton-Bishop	X	Rita Simmons-Owens	X	Tiff Brown	X

Decisions are underlined; follow-up matters are in *italics*.

1. Call to Order, Introductions, and Announcements. Meeting began at 1:31 p.m. Reminder that the board meeting is in person and Dave is chairing it because Jon is on vacation. At 10am we'll have the memorial dedication and everyone is invited to stay for that.

2. Blanket Voucher Report.

   Jim Lawless moved to recommend the blanket voucher report to the full Board, seconded by Jenna Nand. The motion was passed unanimously.

3. Fund Balance Report – included as information. Wade pointed out that staff is in the process of closing fund 150 for the future facility investment account.

4. Old Business – 2027 Budget Presentation. Kurt called out the changes made from last month's committee suggestions. Listed the June Board requests. Updated real numbers from Regence and Kaiser for insurance increases. Tentative agreement with the Dispatchers Union. Nurse Nav is rolled into the budget. OFM population cycle will stay status quo. Reviewed personnel changes. Restructured a couple positions in Records and Tech being better prepared for the future. Non personnel costs. OFM changing cycle of producing that data. Terry walked through some of the assessment difference numbers and how they effect the grand totals. We will remain one year behind in population numbers due to this change in producing the data. Staff recommendation to the finance committee is to recommend approval of the 2027 budget to the board.

   Ryan Lundquist moves to approve bringing the budget to the full board, Jim Lawless seconded. There was no further discussion and passed unanimously.

5. New Business

   A. Q2 2026 Financial Statement Review. Wade walked the committee through the Statement of Operations calling out some of the major budget expense line items such as utilities, PTO cash outs, Dispatch salaries and wages. No action needed.

   B. APF – ILA Snohomish County IT. Internet costs went up because uses are higher this is a renewal of the ILA between the county and SNO911 for the internet. This has gone through Legal review. Consider for Consent agenda.

      Jim Lawless moved to approve this ILA and put it on the Consent Agenda at the next board meeting. Ryan Lundquist seconded and passed unanimously.

C. **APF – Draft Collective Bargaining w/ Dispatcher's Union.** Union is currently ratifying. If they do ratify then will be brought to the board next week. Legal will be present at that time as well. A lot of clarifying info is being updated. The 12-hour schedule has been in place for the past 4 years under a temporary article in the agreement, the current version makes this standard. Differed Comp calculation was adjusted.

Staff will create a grid on the front APF page provide summary to callout big moving pieces across 3-year agreement.

Ryan Lundquist moved to approve this APF as presented to the board. Jim Lawless seconded and passed with all in favor.

6. **Good of the Order** – DeMarco asked how common in WA state for dispatch center to have an alternate site. It's very common, other centers do the same. We can reroute to ValleyCom not physical space there. Working to bring a light touch remodel of south campus to the board, not using the full amount already approved. Any unspent funds will be rerouted to PSTC project CP80. Coming soon in September fund balance report.

7. **Adjourn.** The meeting adjourned at 2:12 p.m.

The next regularly scheduled Finance meeting is scheduled for Thursday, September 10th at 1:30 p.m.

Snohomish County 911
Personnel Committee
Meeting Summary for August 12, 2026 11:00 a.m.

Meeting Attendance:

Committee Members					
Jeff Beazizo (Chair)	X	Jonathan Ventura	X	Ned Vander Pol	X
Staff Support Team					
Kurt Mills	X	Terry Peterson	X	Rosie Akopyan	X
Wade Anderson		Chris Carlton-Bishop	X	Tiff Brown - notetaker	X

Decisions are <u>underlined</u>; follow up matters are in *italic*.

The meeting was called to order by Committee Chair Chief Beazizo at 11:01 a.m.

1. **Staffing Report review:** Another 6-person academy started. Two vacancies in the Tech department with one in background and interviews ongoing for the other vacancy.

2. **APF – Draft Tentative Collective Bargaining Agreement AFSCME/SCEA/SNO911:** Kurt walked the committee through the red-lined version. The current agreement expired on July 1st and once ratified (Union is expected to deliver voting results by Monday 8/17) by the membership, the document will be brought to the Board for review and approval. Ned pointed out some duplicate language in sections 4.1 and 4.3 sections; these will be reviewed and corrected. The highlights from the new contract included: codifying the 12-hour schedule in the CBA; substantial language clarifications were negotiated around On-Call activation terminology; employees requested adding seniority preservation language for those who resign and return; accumulation was adjusted as the Union requested; training pay premiums increased to incentivize for more trainers; additional sabbatical leave was bargained for longer term employment as a retention tool; request for time off outside of vacation bidding process was adjusted to help increase options for short notice time off and to resolve an outstanding grievance; medical benefits will become available to new hires effective their first date of employment (after Jan 1, 2027); an increased contribution match for Deferred Comp was agreed to, as well as an adjustment to how the monthly base wages are calculated; the pay increases agreed to remained within the boundaries approved by the Board. The Red-lined version of the tentative agreement will be sent out in the August 20th board packet. During the upcoming board meeting, an Executive Session will be conducted to review and seek approval of the contract. This Committee recommends this APF to the board.

3. **Round Table:** The September meeting will be cancelled due to travel plans.

4. The committee adjourned at 11:25 a.m. The next Personnel Committee Meeting is scheduled for October 14th, 2026 at 11:00 a.m.

Snohomish County 911
Public Safety Technology Committee
Meeting Summary for August 12, 2026

Meeting Attendance:

Committee Members					
Dave DeMarco	X	Jonathan Ventura	X	Tim Hannah - NPSG	X
Cole Langdon	X	Ryan Lundquist [Chair]		John Chalfant	
Seth Albright – Everett Fire		Shaughn Maxwell		Brett Yeadon	
Staff & Support Team					
Kurt Mills	X	Terry Peterson	X	Chris Carlton-Bishop	X
Brent Meyer	X	Bob Rausch - NPSG	X	Tiffani Brown	X

Decisions are underlined; follow-up matters are in italics.

The meeting was called to order at 2:30 p.m.

Tim and Bob with NPSG addressed the Committee.

1. APCO Conf. Summary – Bob/NPSG – Strong participation; vendor questionnaires are available for review. Vendor visits were well received. Vendor surveys are being collected, and raw data are being converted into a graph to easily identify who may advance to future stages of evaluation. AI is being leveraged across the board. *TenEight is a small company vying for our business and handling new technology responsibly.

2. IACP Conf. Planning – Bob/NPSG – The same style of questionnaires and surveys will be used. We'll use the same strategic outline and plan of attack for this conference. Staff will work to schedule an hour with TenEight during this conference for a Zoom call since they aren't participating at the show? JMS/Integration discussions need to be addressed as well.

   *Rebecca from the Sheriff's Office, Jerry Riener, Travis Katzer are attending so far.

3. CONFIRE Site Visit for Tablet Command. Interested in seeing how the tablets interface with CAD.

4. NPSG Overview/Timelines. RFP procurement strategy, Florian Demo using 3AM mapping to track the location of people, APCO conference hall engagement, CONFIRE visit logistics, what is NPSG's engagement be once the shows are complete? What is the recommendation for future solicitation? What vendors are viable? After IACP, strategic timelines, budget implementations, and determine the next step. SNO911 has a decision to make since funding is in place; Staff must decide whether to proceed after this process to determine what the future will look like over the next 3–4 months.

5. Project Scope Discussion – dropping fire records? Fire RMS scope consensus is that fire records should not be a part of the project. Fire TAC agrees with this.

6. Roundtable – The September meeting will be cancelled.

   Meeting adjourned at 3:11 p.m.

   The next meeting was scheduled for Wednesday, September 9; however, this conflicts with the CONFIRE visit. October 14 will be the next meeting date.