SIDELETTER OF AGREEMENT
BETWEEN THE
TOWN OF LOS GATOS AND TOWN EMPLOYEES' ASSOCIATION

In consideration of the current staffing issues in the Communications division within the Police Department resulting in limited opportunities to use vacation leave or compensatory time off, the Parties agree as follows:

1. Town will continue the temporary removal of the vacation accrual maximum cap and the compensatory time off maximum cap for Communication Dispatchers, Communication Dispatcher Leads, and Senior Communication Dispatchers (collectively or individually referred to herein "Dispatchers" or "Dispatcher") through the last full pay period in March 2023.

2. Dispatchers' vacation accrual maximum cap will be returned to 310 hours and the compensatory time off cap will be returned to 100 hours on the day after the end of the last full pay period in March 2023.

3. If a Dispatcher's vacation or compensatory leave balance is still above the maximum cap hours the day after the end of the last full pay period in March 2023, the hours will remain in the employee's leave banks for future use or cash out but accruals will not resume until the balances are below the maximum cap hours.

4. There is no limit to the amount of vacation leave or compensatory time off a Dispatcher may elect to cash out in calendar year 2023.

5. Dispatchers may take advantage of an additional cash out opportunity in the first full pay period of March 2023.

The parties agree that the preceding language temporarily modifies **Overtime Sections 11.4.3 and 11.4.5** and **Vacation Accrual Sections 18.2.1 and 18.2.2** of the 2022-2024 TEA Memorandum of Understanding.

This side letter automatically sunsets on March 31, 2023.

FOR TOWN EMPLOYEES' ASSOCIATION:

8\10\2022
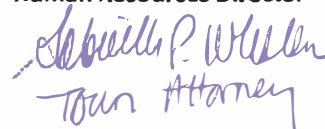_____
Christine Crosson
Communications Dispatcher Lead

_____
Cheryl Schiele
Employee Representation Services, Inc.

TOWN OF LOS GATOS:

_____
Laurel Prevetti
Town Manager

_____
Arn Andrews
Assistant Town Manager

Salina Flores
_____
Salina Flores
Human Resources Director

Town Attorney