

**Side Letter of Agreement
by and Between the
County of Madera and the
Service Employees' International Union Local 521 (SEIU)
[on behalf of the Professional Unit]**

This Side Letter Agreement (“Agreement”) is made and entered into by the Service Employees’ International Union Local 521 on behalf of the County of Madera Professional Association (“COMPA”), and the County of Madera (“County”) collectively referred to as the “Parties.” Having met and conferred in good faith, the Parties hereby agree to modify various sections within Article 12.00.00 – Payments and Miscellaneous Provisions of the Professional Unit’s Memorandum of Understanding (“MOU”) dated July 1, 2024 through June 30, 2025. The modified language shall read as follows:

12.00.00 – PAYMENTS and MISCELLANEOUS PROVISIONS

12.02.00

Employees covered may take the option of having their payroll check mailed.

12.02.01

Employees requesting this service must make prior arrangements and provide addressed and stamped envelopes to the Auditor’s Office.

12.02.02

This request must be made in writing and the County shall be held harmless should delays in the mail occur.

12.03.00– Use of Leave Time

All leave time, regardless of type, shall be used and charged by actual time used. Increments of even hours will be charged per past practice. Increments of less than one (1) hour will be recorded and adjusted by the department in which the Employee is assigned.

12.04.00– Right to Return to Promotional Position

A promotional probationary Employee who is returned to their former position due to another Employee’s failure to complete a required probationary period, shall have the right to return to that specific promotional position for a period of two (2) years from the date of release. Such Employee shall be required to satisfactorily complete the remaining portion of the probationary period.

12.05.00 – Appointment to a Position in a Class with a Higher Rate of Pay

Employees appointed to a position of higher salary range than previously held as a result of promotion, position reclassification, or temporary assignment to work out of class, shall be paid at the nearest higher salary in the new range which will provide at least a five percent (5%) increase, except that no increase shall exceed the “H” step of the new range. Salary increases pursuant to this section shall be effective on the date of appointment, and in the case of promotion or reclassification, a new anniversary date shall be established.


Chemecua Dixon (Jul 10, 2025 14:38 PDT)

12.06.00 – Working out-of-Class

When an Employee is temporarily assigned to perform all the duties of a higher paid classification, the Employee will receive special compensation for the difference in pay between their regular classification and the higher classification. The amount of pay an employee receives for work in the higher classification shall be in accordance with the terms of 12.05.00 above. Special compensation for working out-of-class is pensionable only for Classic CalPERS members. An employee’s eligibility for overtime and leave accrual shall be pursuant to their regular classification.

All requests for working out-of-class shall be submitted to the Director of Human Resources for authorization or denial. To qualify for the additional compensation, an employee must meet the minimum qualifications of the position in which they are working out-of-class.

The additional compensation will begin on the 15th consecutive regularly scheduled working day of such assignment, unless the Employer has knowledge that it will be an extended vacancy/absence (more than 15 days), in which case the acting pay differential shall commence immediately upon assignment.

All provisions of the MOU not amended by this side letter agreement shall remain in full force and effect.

Agreed this 14th day of July, 2025.

County of Madera:

County of Madera Professional Association (“COMPA”):



Sabrina Mendez, Chief Negotiator



Miguel Barragan, Internal Organizer



Chenecua Dixon (Jul 10, 2025 16:36 PDT)

Chenecua Dixon, Director of Human Resources



Julie Dodd, MSW (Jul 10, 2025 07:30 PDT)

Julie Dodd, President-Professional Unit



Blake Chapman (Jul 9, 2025 22:23 PDT)

Blake Chapman, Vice President-Service Unit



Miguel Barragan (Jul 10, 2025 14:38 PDT)

Side Letter of Agreement - Professional Unit (SEIU) Working Out of Class

Final Audit Report

2025-07-15

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"Side Letter of Agreement - Professional Unit (SEIU) Working Out of Class" History

-  Document created by Ivonne Salvador (ivonne.salvador@maderacounty.com)
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-  Document emailed to chapmanblake44@gmail.com for signature
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-  Signer chapmanblake44@gmail.com entered name at signing as Blake Chapman
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-  Document e-signed by Blake Chapman (chapmanblake44@gmail.com)
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-  Document emailed to julie.dodd@maderacounty.com for signature
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-  Signer julie.dodd@maderacounty.com entered name at signing as Julie Dodd, Msw
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-  Document e-signed by Julie Dodd, Msw (julie.dodd@maderacounty.com)
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 Agreement completed.

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