

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

This Side Letter Agreement (“Agreement”) is made and entered into by the Service Employees’ International Union Local 521 on behalf of the Service Employees of Madera County (“SEMC”) 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 11.00.00 – Wages/Retirement of the Service Unit’s Memorandum of Understanding (“MOU”) dated July 1, 2024 through June 30, 2025. The modified language shall read as follows:

11.04.00 – 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.

11.04.01 - Working Out-of-Class (WOC)

Effective April 2020, 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 section 11.04.00 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

Service Unit - Working out-of-class Side letter - Continued

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 17/07/25 day of 17/07/25, 2025.

County of Madera:

**Service Employees of Madera County
(SEMC):**

Sabrina Mendez

Sabrina Mendez, Chief Negotiator

Miguel Barragan

Miguel Barragan (Jul 10, 2025 14:39 PDT)

Miguel Barragan, Internal Organizer-SEIU

Chenecua Dixon

Chenecua Dixon (Jul 10, 2025 16:35 PDT)

Chenecua Dixon, Director of Human Resources

Julie Dodd

Julie Dodd (Jul 10, 2025 07:29 PDT)

Julie Dodd, President-Professional Unit

Blake Chapman

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

Blake Chapman, Vice President-Service Unit











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

Final Audit Report

2025-07-17


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