

Side Letter #1 to the 2018 – 2019 MOU
between
City of El Monte
and
SEIU LOCAL 721
General Mid-Management Unit

Effective April 19, 2018, the parties hereto agree to amend Article 2 of the GMMU MOU to add the following language regarding New Employee Orientations.

Section 2.05 New Employee Orientations

The City shall provide the Union with written notice of each employer-wide and department-level new employee orientation (NEO), regardless of the number of participants and/or manner in which the NEO occurs (i.e. in person, online, or otherwise). Such written notice shall be provided to the Union at least ten (10) business days prior to the event.

Union representatives shall be permitted to make a presentation, of up to one (1) hour, during a portion of the NEO. The Union's presentation may include written, audio, and/or visual materials. No management representative shall be present during the Union's presentation.

The City shall provide paid release time for the new hires and stewards to participate in the NEO.

Attendance at an NEO shall be mandatory for each new hire. For the purpose of this section, new hires shall be defined to include any employee new to SEIU Local 721, including but not limited to employees entering the unit through accretion or promotion/demotion.

The Union shall provide the following for the City to include in their new hire packet to be distributed at the NEO:

- Applications for union membership and COPE
- Copy of the current MOU
- Contact information of the designated union representative


Violations of this side letter are subject to the grievance procedure outlined in Article 10, including binding arbitration.

For City of El Monte:

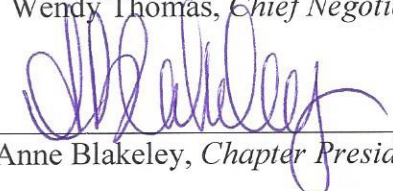


Alex Hamilton, *City Manager*

For SEIU Local 721:



Wendy Thomas, *Chief Negotiator*



Anne Blakeley, *Chapter President*