

THE CITY OF PINOLE AND PINOLE POLICE EMPLOYEES ASSOCIATION
JULY 1, 2023 – JUNE 30, 2025 MEMORANDUM OF UNDERSTANDING

SIDE LETTER OF AGREEMENT
AMENDING EDUCATION INCENTIVE PROGRAMS

I. Parties

The Parties to this Side Letter of Agreement (herein after “Side Letter”) are the City of Pinole (hereinafter referred to as the “City”) and the Pinole Police Employees Association (hereinafter referred to as the “Association”).

II. Background

The Parties are the signatories to a Memorandum of Understanding (hereinafter referred to as the “MOU”) setting forth terms and conditions of employment for certain City employees. The terms set forth below amend the existing 2023-2025 MOU. The Parties agree as follows:

III. MOU Amendment

- A. For Purposes of the MOU amendments set forth below, language that is overstruck (e.g., ~~overstruck~~) will be omitted from the MOU. Language that is *italicized* and **boldfaced** will be added to the MOU as indicated. The existing MOU including all current Side Letters, if applicable, between the Parties will, in all other respects, remain in effect without change through the new term specified below.
- B. Article 23. EDUCATION INCENTIVE PROGRAMS, Sub-Sections 23.01 and 23.02 of the MOU are hereby amended to read as follows:

ARTICLE 23. EDUCATION INCENTIVE PROGRAMS

23.01 Amount of Educational Degree ***and*** Certificate Pay

The City will pay covered employees an education incentive for one degree ~~or~~ ***and*** one POST Certificate as follows:

POST Certificates

- | | |
|---------------------------------|---|
| • Intermediate POST Certificate | 2.5% of base salary |
| • Advanced POST Certificate | 2.5% <i>5.0%</i> of base salary |

Degrees

- | | |
|------------------------------------|---|
| • <i>Associate’s Degree</i> | <i>2.5% of base salary</i> |
| • Bachelor’s Degree | 2.5% <i>5.0%</i> of base salary |

Effective the first full pay period after June 30, 2023, the City will add an additional education incentive as follows:

- | | |
|-------------------|---|
| • Master’s Degree | 2.5% <i>7.5%</i> of base salary |
|-------------------|---|

~~This~~ ~~The education~~ Educational Degree ~~and Certificate~~ ~~certificate~~ Pay ~~pay incentive amounts~~ shall only be paid to employees holding a certification or degree beyond that which is required for their classification, as outlined in the job description.

The education **and certificate pay** incentive amounts above can compound subject to sub-section 23.02.

23.02 Maximum Amount Provided

The maximum Educational Degree ~~and~~ Certificate Pay for which an employee is eligible is seven and one-half percent (7.5%) of base salary. To be eligible, an employee must possess and provide verification of said qualifications to the City. **Additional pay incentives will commence the first full pay period, but not less than two (2) weeks, after documentation has been provided to the City.**

IV. General Provisions



- A. This Side Letter will take effect on January 1, 2024 upon adoption by the City Council of the City of Pinole.
- B. The written terms herein embody the entire Side Letter of Agreement between the Parties, all other terms and conditions of the MOU remain unchanged.

Agreed to this 26th day of February, 2024

CITY OF PINOLE

DocuSigned by:	
	2/26/2024
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Neil H. Gang, Interim City Manager	Date
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	2/26/2024
<small>87A838465ABD470...</small>	
Stacy Shell, Human Resources Director	Date

PINOLE POLICE EMPLOYEES ASSOCIATION

DocuSigned by:	
	2/20/2024
<small>1F6CFE9732BB4B0...</small>	
Scott Russo, President	Date
DocuSigned by:	
	2/26/2024
<small>F996CE30965E417...</small>	
Jim Bickert, Labor Representative	Date