

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM:** 3.13  
(ID # 26123)

**MEETING DATE:**  
Tuesday, October 08, 2024

**FROM :** HUMAN RESOURCES AND Fire Department

**SUBJECT:** HUMAN RESOURCES: Approval of the Side Letter Agreement between the County of Riverside & Service Employees International Union, Local 721 (SEIU) to add additional classifications to the existing uniform provision in the current MOU. [Total Cost - \$10,475, Ongoing Cost \$2,500 – 100% Departmental Budget]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the Side Letter of Agreement with the Service Employees International Union, Local 721 (SEIU) to allow the addition of two classifications to the Fire Uniform provision in the MOU.

**ACTION:**Policy

  
Tami Douglas-Schatz, Director of Human Resources 10/1/2024

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Gutierrez, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez  
Nays: None  
Absent: None  
Date: October 8, 2024  
xc: HR, Fire

Kimberly A. Rector  
Clerk of the Board

By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$2,975	\$2,500	\$10,475	\$2,500
<b>NET COUNTY COST</b>	\$0	\$0	\$0	\$0
<b>SOURCE OF FUNDS:</b> 100% Department Budget			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	24/25

**C.E.O. RECOMMENDATION:** Approve

**BACKGROUND:**

**Summary**

The County of Riverside Fire Department currently has a provision in the Memorandum of Understanding (MOU) between the County of Riverside and the Service Employees International Union, Local 721 (SEIU), which provides a newly hired employee or an employee that newly enters a uniformed job classification, a one-time initial voucher for the purchase of uniforms, not to exceed four hundred and seventy-five dollars (\$475).

The provision also provides that each employee in the uniformed classifications indicated in the MOU will receive twenty-five dollars and ninety-six cents (\$25.96) each pay period (26 pay periods) for a total annual uniform allowance of six hundred seventy-five dollars (\$675).

The Fire Department is seeking to add two (2) additional classifications to the list of uniformed classifications currently in the MOU. Specifically, to add the IT Supervising Communications Analyst (Job Code 86125) and the Facilities Project Manager III (Job Code 76608). Each classification currently has a single incumbent and the department anticipates filling a second Facilities Project Manager III within the next few months.

**Impact on Residents and Businesses**

There is no direct impact to residents or private businesses in the County of Riverside.

**ATTACHMENTS:**

- A. Fully Executed Side Letter

**SIDE LETTER OF AGREEMENT**

BETWEEN

**COUNTY OF RIVERSIDE**

AND

**THE SERVICE EMPLOYEES' INTERNATIONAL UNION, LOCAL 721**

This Side Letter of Agreement ("Agreement") between the County of Riverside ("County") and the Service Employees' International Union, Local 721 ("SEIU") (collectively "Parties") is entered into with respect to the following:

The Parties agree to amend Article 19, Dress Codes and Uniforms, Section 2(B), Department Specific Uniforms/Equipment of the 2024 - 2027 Memorandum of Understanding ("MOU") to add two classifications to the section pertaining to employees of the Fire Department:

Article 19  
DRESS CODES AND UNIFORMS

Section 2. Uniforms

B. Department Specific Uniforms/Equipment

1. Fire Department Employees. The County shall provide a newly hired employee or an employee that newly enters a uniformed job classification a one-time initial voucher for uniforms not to exceed four hundred seventy-five dollars (\$475.00) per employee. Each employee must obtain written authorization through their supervisor before going to an approved vendor. The voucher will be issued from County Fire Finance upon notification of hire date from supervisor. It is the employee's responsibility to request the initial voucher through their supervisor. Once the voucher is received, the employee will then obtain new uniform items from the contract vendor.

Additionally, the employee will receive \$25.96 each pay period (26 pay periods) for a total annual uniform allowance of six hundred seventy-five dollars (\$675). The one-time initial voucher and annual allowance will be provided for each employee in the following classifications:

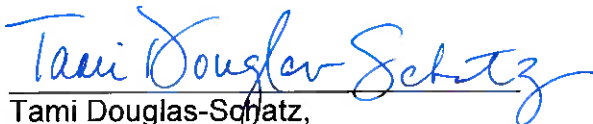
Fire Safety Supervisor (Job Code 37876)  
Fire Communications Supervisor (Job Code 13804)  
Senior Fire Communications Dispatcher (Job Code 13808)  
Supervising Fire Prevention Technician (Job Code 37871)  
Public Information Specialist (Job Code 74233)  
Senior Public Information Specialist (Job Code 74234)  
Fire Safety Engineer (Job Code 37877)

Fire Safety Engineer Associate (Job Code 37885)  
Fire Apparatus Fleet Supv (Job Code 66474)  
Supv Storekeeper (Job Code 15834)  
Administrative Services Supervisor (Job Code 74199 and assigned to Service Center/Warehouse)  
IT Supervisor Systems Administrator (Job Code 86167)  
IT Systems Administrator II/III (Job Code 86164/5)  
IT Communications Analyst III (Job Code 86124)  
IT Supervisor Communications Tech (Job Code 86135)  
Public Safety CAD Admin I/II/III (Job Code 86201/2/3)  
EMS Specialist (Job Code 79708)  
Sr. EMS Specialist (Job Code 79709)  
Sr. Media Production Specialist (Job Code 92753)  
Fire Dept Facilities Planner (Job Code 37881)  
Bldg Maintenance Supervisor (Job Code 62771)  
Registered Nurse V assigned to the Emergency Management Department (Job Class 74052)  
[IT Supervising Communications Analyst \(Job Code 86125\)](#)  
[Facilities Project Manager III \(Job Code 76608\)](#)

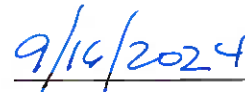
Each employee may decide how many garments to purchase; however, each employee is required to have the prescribed uniform items whenever reporting for duty.

The effective date of the change shall be the first full pay period after execution by both parties and approval by the Board of Supervisors.

FOR THE COUNTY OF RIVERSIDE



Tami Douglas-Schatz,  
Human Resources Director



Date

FOR THE SERVICE EMPLOYEES' INTERNATIONAL UNION, LOCAL 721



Eloy Alvarez  
Inland Regional Director  
SEIU Local 721



Date