

**SIDELETTER OF AGREEMENT BETWEEN THE COUNTY OF ALAMEDA AND THE
INTERNATIONAL FEDERATION OF PROFESSIONAL AND TECHNICAL ENGINEERS,
LOCAL 21 FOR REPRESENTATION UNITS S-06 AND S-25 PROFESSIONAL
ASSOCIATION OF COUNTY EMPLOYEES**

Bereavement Leave and Family Sick Leave

October 17, 2023

The County of Alameda ("County") and the International Federation of Professional and Technical Engineers, Local 21 for Representation Units S-06 and S-25 ("Union"), collectively herein, "Parties", have reached this Sideletter of Agreement ("Sideletter") to their 2021-2024 Memorandum of Understanding ("MOU") amending Section 9. (Death in Immediate Family) and subsection 14.G. (Family Sick Leave). This Sideletter memorializes the agreement reached between the Parties and is not intended to supersede any other terms and conditions of employment contained in the MOU.

The Parties agree to the following amendments effective January 1, 2023:

SECTION 9. BEREAVEMENT LEAVE

A regularly scheduled employee shall be granted up to five (5) days' leave of absence with pay by the Agency/Department Head because of a death in the immediate family. Employees requesting such leave must complete and submit the Bereavement Leave Statement within thirty (30) days of the start of the bereavement leave. Bereavement leave shall be completed within three (3) months of the death of the immediate family member. Bereavement leave may be taken in hourly increments.

For purposes of this Section 9. (Bereavement Leave), "immediate family" means a:

- Parent (biological, adoptive, step, foster, in-law, or legal guardian) of an employee, or the employee's spouse or domestic partner as defined in Appendix B (Domestic Partners);
- Spouse or domestic partner as defined in Appendix B (Domestic Partners);
- Child (biological, adopted, step, foster, legal ward, or child of a domestic partner as defined in Appendix B (Domestic Partners));
- Grandparent;
- Grandchild;
- Sibling;
- Any other person sharing the relationship of in loco parentis; and,
- When living in the household of the employee, a sibling-in-law or child-in-law.

Entitlement to leave of absence under this Section 9. (Bereavement Leave) shall be only for all hours the employee would have been scheduled to work for those days granted and shall be in addition to any other leave.

SECTION 14. SICK LEAVE

14.G. FAMILY SICK LEAVE. Effective July 1, 2015, employees, as defined in subsection 14.B. (Employee Defined) are eligible to use, in each calendar year, up to nine (9) days of accumulated sick leave to attend to immediate family members who are ill or injured, including emergency or

routine medical/dental appointments and/or to obtain or attempt to obtain any relief to help ensure the health, safety, or welfare of themselves or their child(ren) when the employee is a victim of domestic violence, sexual assault or stalking.

For the purpose of this subsection 14.G. (Family Sick Leave), "immediate family" means a:

- Parent (biological, adoptive, step, foster, in-law, or legal guardian) of an employee, or the employee's spouse or domestic partner as defined in Appendix B (Domestic Partners);
- Spouse or domestic partner as defined in Appendix B (Domestic Partners);
- Child (biological, adopted, step, foster, legal ward, child of a domestic partner as defined in Appendix B (Domestic Partners));
- Grandparent;
- Grandchild;
- Sibling; and
- Any other person sharing the relationship of in loco parentis.

Effective January 1, 2023, "immediate family" shall include a "designated person", defined as any individual related by blood or whose association with the employee is the equivalent of a family relationship. Employees shall identify their "designated person" at the time the leave is requested and are limited to one (1) "designated person" per twelve (12)-month period.

For the County:

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Mary Woo 10/20/2023
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Mary Woo, Labor Relations Analyst Date

For the Union:

DocuSigned by:
Jeff Duritz 10/20/2023
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Jeff Duritz, Representative/Organizer Date