

**IFPTE Local 21, Unit 16 (AMMPS)  
Mid-Management Professionals  
2022 Contract Negotiations – Solano County  
Union Proposal #3  
Date Presented: 7/14/22**

**MOU Section 3.2 — ~~Human Resources New Employee Orientation~~**

The ~~Recognized Employee Organization (Association)~~ Union shall have access to employees as part of the Human Resource's Department's new employee orientation as follows:

- A. A representative of the Recognized Employee Organization (Association) shall be permitted thirty (30) minutes to meet with employees of the bargaining unit at the New Employee Orientation conducted by Human Resources (HR).
- B. The County shall advise the employee organization of the dates and times at which the Association's Representative can present to employees covered by their bargaining unit. Such notice shall be provided no later than ten (10) days before the scheduled orientation.
- C. The Association Representative shall advise the County five (5) days prior to the scheduled HR New Employee Orientation if it will be meeting and presenting information to the employees. Failure to provide notice of its intent to present will result in the Association waiving its right to present at the meeting.
- D. No later than two (2) days prior to any scheduled New Employee Orientation for which the Association has provided notice of its intention to present, the County shall provide a list to the Association that includes the names, job titles, and departments of all new employees within the bargaining unit who are expected to attend the orientation.
- E. If the Association Representative is not available to present at its designated time slot, the Association will be deemed to have waived its right to present at that meeting. No additional time or rescheduling will be afforded.
- F. If multiple Union/Association attend HR's New Employee Orientation, each Union/Association will meet with employees of the bargaining group at the same time. Separate meetings rooms may be provided but are not guaranteed; however, groups will be divided into "break-out" sessions in the room and/or close proximity to the room scheduled for new employee orientation.
- G. ~~The employees shall have the sole option to meet with the Association during this time or may take the time to review County policies or other materials as provided by the County associated with the new employee orientation.~~
- H. The Association agrees to stay within its designated time period and will not cause a delay to the new employee orientation schedule. For example, if the Association Representative is scheduled to present from 9:15a.m.-9:30a.m., and s/he arrives at 9:20a.m., the Association Representative shall have from 9:20a.m. - 9:30a.m. to present. If the Association Representative arrives at 9:35a.m., s/he will have waived their opportunity to present to the group. No additional time or rescheduling will be afforded.

I. The Association may provide copies of Association materials to employees within its bargaining unit during HR's New Employee Orientation. The Association is responsible for producing, copying and distributing materials to employees. If the Association Representative confirms its attendance at the meeting, this provision shall relieve the County from any other provision requiring the County to distribute Association materials.

J. Procedure on Promotions:

1. The County shall notify the Union within five (5) days of promoting an employee into the bargaining unit from another bargaining unit. The notice shall include the employee's name, job classification, department, date of promotion, and contact information.
2. Within ten (10) days of promotion, the County shall schedule a thirty (30) minute meeting between the promoted employee and the Union.

~~K. The Association may discuss only the following topics during the new employee orientation:~~

- ~~1. The structure of the Association~~
- ~~2. How to contact the Association and/or Association officers~~
- ~~3. Association's role in collective bargaining~~
- ~~4. Benefits of Association membership~~

~~K. The Association agrees to not disparage the County and/or its supervisors or management during this meeting.~~

~~L. The provisions above in this Section shall not be subject to the grievance and arbitration procedure.~~

For the Union:

For the County:

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Date:

\_\_\_\_\_

Date: