# Memorandum of Understanding Between The State of Washington and Washington Federation of State Employees

**COMMUNITY COLLEGES COALITION**

**Implementing Recognition and Retention Lump Sum Payment**

This Memorandum of Understanding (MOU) by and between Washington State (Employer), the Coalition of Community Colleges, Washington State Office of Financial Management, State Human Resources, Labor Relations Section, and the Washington Federation of State Employees Coalition of Community Colleges (WFSE CCC) is entered into for the purposes of implementing a one-time recognition lump sum payment.

1. In recognition of the service classified college employees have provided the citizens of Washington throughout the COVID pandemic and the need to retain critical college employees in all community colleges; a one-time lump sum bonus will be provided.

Effective **July 1, 2023**, bargaining unit employees will be eligible to receive a one-time lump sum payment of one thousand dollars ($1,000.00) if they meet the following condition:

Was hired on or before July 1, 2022 and still employed on July 1, 2023 and did not experience a break in service. Employees who meet the definition of temporary employee and who have met the 350 hour representation threshold are not considered to have a break in service.

1. The lump sum bonus will be reflected within the employee’s paycheck subject to all required state, federal, and retirement withholdings and will be paid no earlier than July 25, 2023. The one-time bonus will not be subject to union dues or other union fees.
2. Bargaining unit employees will only receive one lump sum payment regardless, of whether they occupy more than one position within State government or higher education.
   1. For Employees who hold more than one position within State government or higher education; the position for which they work the majority of their hours will be responsible for processing the lump sum payment.
   2. Payment eligibility is based on employee’s position on July 1, 2023.
3. The amount of the lump sum payment for part-time and temporary employees will be proportionate to the number of hours the part-time or temporary employee was in pay status during fiscal year 2023 in proportion to that required for full-time employment.
   1. For employees who hold more than one part-time and/or on call and/or temporary position, the number of hours will be cumulative from all positions. The lump sum payment will not exceed one thousand dollars ($1,000.00).
   2. Hours will be calculated as of June 30, 2023 and may affect the date when the payment is issued, therefore payments may be delayed to the August 10 paycheck.

The provisions contained in this MOU become effective on July 1, 2023. This MOU shall expire on July 30, 2023.

**TENTATIVE AGREEMENT REACHED**

**FOR THE UNION: FOR THE EMPLOYER:**

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**DATE DATE**

**JAMES DANNEN JANETTA SHEEHAN**