MEMORANDUM OF UNDERSTANDING
BETWEEN
THE EVERGREEN STATE COLLEGE (EVERGREEN)
AND
WASHINGTON FEDERATION OF STATE EMPLOYEES (WFSE)

IT PROFESSIONAL STRUCTURE

The Memorandum of Understanding (MOU) sets forth the following agreement between The Evergreen State College (Evergreen) and the Washington Federation of State Employees (WFSE) pursuit to the classified employees 2019-2021 collective bargaining agreement (CBA) beginning July 1, 2019.

The State of Washington Office of Financial Management (OFM) and the Washington Federation of State Employees have reached agreement regarding the implementation of the new Information Technology Professional Structure (IT Professional Structure). Evergreen will adopt the new Job Families, Levels, and associate classification changes agreed to by OFM and WFSE for the new classifications in accordance with Article 42, Classification, of the current CBA.

In accordance with Article 42, Classification, Evergreen will allocate each bargaining unit position to the appropriate classification within the classification plan.

I.   Definitions:

The parties agree to the following terms and explanations for the purposes of implementation of the new IT Professional Structure.

Term	Explanation
Job Family	A functional discipline involving similar types of work requiring similar training, skills, knowledge, and expertise. IT Families include: Application Development, Customer Support, Data Management, IT Architecture, IT Business Analyst, IT Policy and Planning, IT Project Management, IT Security, IT Vendor Management, Network and Telecommunications, Quality Assurance, and System Administration.
Level	The measure of complexity of work performed. IT Levels include: Entry, Journey, Senior/Specialist, Expert, IT Manager, and Senior IT Manager
Allocation	The assignment of a position to a job family and level.

Reallocation	The assignment of a position to a different level and/or job family.
Class, Classes, and Classification (*where used in reference to job classification*)	Where these terms are used in the Evergreen/WFSE CBA, for the purposes of the implementation of the new IT Professional Structure, they shall be followed by "or job family/ies and level/s."

II. Impacts:

A. For the purposes of breaking ties in seniority for those employees impacted by the implementation of the new IT Professional Structure, Article 39.2 A, Seniority, of the CBA will not apply.

B. The following conditions of employment will not change because a position is being transitioned into the new IT Professional Structure:

    i. Required licensure and/or certifications;

    ii. The grievance procedure, as outlined in Article 30, Grievance Procedure;

    iii. Status, including time in classified services as an in-training, project, cyclic, trial service, transition review or probationary employee;

C. Consistent with Article 37, Mandatory Subjects, of the CBA, Evergreen will provide notice of any proposed change resulting in bargaining unit work leaving the bargaining unit.

III. Work History

A. Evergreen will utilize the assessment form developed by the workgroup convened by OFM and WFSE. The workgroup will develop an IT Assessment Form and the procedures that will be used for completion of the form. The purpose of the form is to allow an employee in an IT Professional Structure hired on or before June 30, 2019, the ability to objectively capture their work history, skills and abilities for the IT positions worked prior to June 30, 2019. In the event of a layoff, reversion, or other relevant employment action, the IT Assessment Form may be submitted and used, along with any other relevant information, to determine impacted employee option(s) or comparability within the IT Professional Structure.

B. Article 35.9, Layoff and Recall, will modified to the following:

    35.9   Options within the Layoff Unit
        A.   Employees will be laid off in accordance with seniority, as defined in Article 39, Seniority. The Employer will determine if the employee possesses the required skills and abilities for the position and the comparability of the position. The

Employer may require updated information from the employee regarding the employee's current skills and abilities. Employees being laid off will be provided one (1) option within the layoff unit in descending order of salary range and one (1) progressively lower level at a time:

1. A funded vacant position for which the employee has the skills and abilities, within the employee's current job classification.

2. A funded filled position held by the least senior employee for which the employee has the skills and abilities, within the employee's current job classification.

3. A funded vacant or filled position held by the least senior employee for which the employee has the skills and abilities, at the same or lower salary range as the employee's current permanent position, within a job classification in which the employee has held permanent status or, at the employee's written request, to a lower classification within the employee's current job classification series even if the employee has not held permanent status in the lower job classification.

B. For employees who have transitioned into the IT Professional Structure on July 1, 2019, layoff options within the layoff unit will be determined as follows:

1. Options will be provided in descending order of salary range and one (1) progressively lower level at a time based on comparable funded positions. Vacant positions will be offered prior to filled positions.

2. The Employer will determine if the employee possesses the required skills and abilities for the position and the comparability of the position based on the employee's work history and completed IT Assessment Form. The Employer may require updated information from the employee regarding their current skills and abilities.

3. Employees being laid off will be provided one (1) option within the layoff unit:

a. A funded vacant position within their current permanent job family

level for which the employee has the skills and abilities.

b. A funded vacant potion within another job family and level at the same salary range for which the employee has the skills and abilities.

c. A funded filled position held by the least senior employee within their current permanent job family and level for which the employee has the skills and abilities.

d. A funded filled position held by the least senior employee within another job family and level within the same salary range as their current permanent job family and level for which the employee has the skills and abilities.

e. A funded vacant or filled position held by the least senior employee for which the employee has the skills and abilities, at the same or lower salary range as their current permanent position, within a job classification in which the employee has held permanent status or, at the employee's written request, to a lower classification within a job classification within a job classification series that the employee has held permanent status, even if the employee has not held permanent status in the lower job classification.

C. "Pool" options will be used when more than one employee in the same classification, with the same skills and abilities, within the same layoff unit are laid off at the same time, and there are at least the same number of options available as the number of employees comprising the "pool." All employees in the "pool" are offered the same options and asked to make their selections in order of preference. The option will be awarded based on seniority.

D. If a job classification in which an employee has previously held status has been abolished or revised, the Employer, when necessary, will confer with State Human Resources Director to determine the job classification history. The Employer will use the job classification history to identify the layoff option.

IV.   Compensation

A. The parties agree that the chart in Attachment 1 to this MOU reflects the IT Professional Structure, its job families and levels, and the assigned salary ranges effective July 1, 2019, prior to the application of any negotiated increases. The chart in Attachment 2 to this MOU reflects the steps within those ranges effective July 1, 2019 prior to the application of any negotiated increases.

B. In recognition of the unique scale of the IT Professional Structure, the parties agree to vary from the CBA for salary assignment. Employees reallocated into the IT Professional Structure on July 1, 2019 will have their initial salary determined as follows:

   i.   In those cases where the employee's current salary exceeds the maximum amount of the salary range for the new position, the employee will continue to be compensated at the salary they were receiving prior to the reallocation downward, until such time as the employee vacates the position or their salary falls within the new salary range.

   ii. All other employees will have their salary in effect as of June 30, 2019 increased by 2.5% (two and one-half percent). Effective July 1, 2019 these employees will transition to the assigned range and step on the IT Professional Structure salary schedule for their family and level that is nearest to, but no less than, their adjusted salary, except that no employee will be placed higher than Step M on the new salary schedule.

   iii. The new IT Professional Structure salary schedule will then be adjusted to reflect any negotiated general wage increase effective July 1, 2019.

C. Employees in the IT Professional Structure will receive periodic increases in accordance with Article 43 of the CBA.

D. Question #16 of the Step M Q&A applies to positions transitioned due to the implementation of the IT Professional Structure.

   16.   If a classification is moved to a new pay range as a result of collective bargaining will time spent at Step L of the previous range count towards the six-year requirement to move to step M of the new range?

   Yes. If a classification is moved to a new pay range as a result of collective bargaining, time spent at step L of the previous range will count towards the six-year requirement to move to step M of the new range.

E. Positions at the Entry, Journey, and Senior/Specialist level in the IT Professional Structure that are designated as a supervisor will receive a five percent (5%) supervisory pay differential in addition to the base salary.

F. This agreement is not precedent setting. Subject to legislative approval of the IT Professional Structure MOU between OFM and WFSE, employees will transition in the new OFM IT Professional Structure and appropriate job family beginning July 1, 2019. This agreement will take effect on June 30, 2019.

THE WASHINGTON FEDERATION
OF STATE EMPLOYEES

BY: _____

Ron Heley, Labor Advocate

DATE: _____6/17/19_____

THE EVERGREEN STATE
COLLEGE

BY: _____

Laurel R. Uznanski, AVP HRS

DATE _____6/17/19_____

Laurel R. Uzranski 6/17/19

The parties agree to implement the final version of the IT Professional Structure Range Assignments and recognize this attachment is a draft version from October, 2018.

IT Professional Structure Range Assignments
DRAFT

Ron Hilex 6/17/19

October-18

The IT Professional Structure has not been legislatively funded or adopted into the state's classification and compensation plan. All information is preliminary and not official.

Job level	Job Family	Range Assignment
Entry	IT App Development	4
Journey	IT App Development	5
Senior/Specialist	IT App Development	8
Expert	IT App Development	10
IT Manager	IT App Development	10
Sr IT Manager	IT App Development	11
Journey	IT Architecture	4
Senior/Specialist	IT Architecture	9
Expert	IT Architecture	11
IT Manager	IT Architecture	10
Sr IT Manager	IT Architecture	11
Entry	IT Business Analysis	3
Journey	IT Business Analysis	5
Senior/Specialist	IT Business Analysis	7
Expert	IT Business Analysis	9
IT Manager	IT Business Analysis	9
Sr IT Manager	IT Business Analysis	10
Entry	IT Customer Support	1
Journey	IT Customer Support	3
Senior/Specialist	IT Customer Support	5
IT Manager	IT Customer Support	8
Entry	IT Data Management	2
Journey	IT Data Management	6
Senior/Specialist	IT Data Management	7
Expert	IT Data Management	9
IT Manager	IT Data Management	10
Sr IT Manager	IT Data Management	11
Entry	IT Network & Telecoms	3
Journey	IT Network & Telecoms	5
Senior/Specialist	IT Network & Telecoms	7
Expert	IT Network & Telecoms	9
IT Manager	IT Network & Telecoms	9
Sr IT Manager	IT Network & Telecoms	11
Entry	IT Policy & Planning	2
Journey	IT Policy & Planning	3
Senior/Specialist	IT Policy & Planning	8
Expert	IT Policy & Planning	9
IT Manager	IT Policy & Planning	10
Sr IT Manager	IT Policy & Planning	11
Entry	IT Project Management	5
Journey	IT Project Management	6

Attachment 1

Job level	Job Family	Range Assignment
Senior/Specialist	IT Project Management	8
Expert	IT Project Management	10
IT Manager	IT Project Management	10
Sr IT Manager	IT Project Management	11
Entry	IT Quality Assurance	3
Journey	IT Quality Assurance	5
Senior/Specialist	IT Quality Assurance	7
Expert	IT Quality Assurance	8
IT Manager	IT Quality Assurance	9
Sr IT Manager	IT Quality Assurance	10
Journey	IT Security	5
Senior/Specialist	IT Security	8
Expert	IT Security	11
IT Manager	IT Security	10
Sr IT Manager	IT Security	11
Entry	IT Systems Admin	3
Journey	IT Systems Admin	6
Senior/Specialist	IT Systems Admin	7
Expert	IT Systems Admin	9
IT Manager	IT Systems Admin	8
Sr IT Manager	IT Systems Admin	9
Entry	IT Vendor Management	1
Journey	IT Vendor Management	4
Senior/Specialist	IT Vendor Management	7
Expert	IT Vendor Management	8
IT Manager	IT Vendor Management	10
Sr IT Manager	IT Vendor Management	11

IT SALARY SCHEDULE– TENTATIVE AGREEMENT

- This tentative agreement will only become final if it is first determined to be financially feasible by OFM and subsequently funded by the legislature in the 2019-2021 budgets.
- The schedule in the tentative agreement includes the legislatively approved January 2019 general wage increase. DOES NOT include any negotiated general wage increase for July 2019.

IT Range	A	B	C	D	E	F	G	H	I	J	K	L	M*
1	52,128	53,436	54,738	56,136	57,540	58,980	61,455	61,968	63,516	65,100	66,732	68,400	70,116
2	55,028	57,432	58,872	60,348	61,860	63,408	64,992	66,612	68,280	69,984	71,736	73,524	75,360
3	60,240	61,752	63,300	64,884	66,504	68,172	69,876	71,628	73,416	75,252	77,136	79,068	81,048
4	64,752	66,372	68,028	69,732	71,472	73,250	75,095	75,968	78,888	80,856	82,872	84,948	87,072
5	69,612	71,352	73,140	74,964	76,836	78,755	80,724	82,740	84,804	86,923	89,100	91,332	93,612
6	73,092	74,915	76,788	78,708	80,676	82,692	84,755	86,880	89,052	91,284	93,564	95,904	98,304
7	76,740	78,660	80,628	82,644	84,708	86,820	88,992	91,212	93,492	95,832	98,232	100,592	103,212
8	80,580	82,596	84,660	86,772	88,944	91,164	93,444	95,784	98,184	100,544	103,154	105,744	108,384
9	84,612	86,724	88,896	91,116	93,395	95,736	98,124	100,572	103,092	105,572	108,512	111,024	113,796
10	88,836	91,056	93,336	95,664	98,052	100,500	103,008	105,588	108,228	110,928	113,700	116,544	119,460
11	93,288	95,615	98,004	100,452	102,960	105,540	108,180	110,880	113,652	115,496	119,412	122,400	125,460

* All employees will progress to Step M six (6) years after being assigned to Step L in their permanent salary range.