

**CITY OF HAWAIIAN GARDENS  
EXHIBIT “A” TO RESOLUTION NO. 020-2021**

**SIDE LETTER AGREEMENT BETWEEN THE CITY OF HAWAIIAN GARDENS AND  
AMERICAN FEDERATION OF STATE, COUNTY & MUNICIPAL EMPLOYEES  
(AFSCME), RANK AND FILE BARGAINING UNIT, ESTABLISHING THE PROCESS  
FOR RECALLING EMPLOYEES AND SUSPENDING THE PANDEMIC FURLOUGH**

**WHEREAS**, restrictions on activities due to the COVID-19 pandemic are reduced, the City will continue to review the programs it can offer using existing staff and also review the recall of employees from layoff to support additional programming; and

**WHEREAS**, the parties negotiated in good faith to clarify the process for recalling employees from layoff in Article XI of the MOU; and

**WHEREAS**, the parties have also met and conferred regarding suspension of the pandemic furlough, as set forth herein, effective immediately upon execution of this Agreement and notification to employees to allow any necessary schedule modifications.

**I. PROCESS TO RECALL EMPLOYEES**

To implement Article XI of the parties’ Memorandum of Understanding, the City will fill vacant positions as they become available by recalling employees on the layoff list according to the following guidelines:

1. Per the MOU, Employees will be contacted based on seniority order for available positions within their family of jobs.
2. When a position becomes available, an individual on the recall list will be placed in that position. When applicable, an individual recalled must have the required license and/or certification(s) to fill a position that had said requirement prior to lay-off or when newly mandated by law.
3. If an individual declines a position, their name will remain on the recall list in the same seniority order so they may be contacted for the next available position within the family of jobs.
4. Individuals recalled to available positions will be placed on the same salary scale/step/ medical benefit they had prior to the layoff. If promotional opportunities arise pay/benefits will be commensurate.
5. Any and all provisions of the MOU not covered within are to be upheld.

All terms and conditions of Part I of this Agreement, which are intended to clarify the “Recall Process,” shall automatically terminate effective December 31, 2021.

**II. FURLOUGHS**

Furloughs were implemented effective February 13, 2021 for Rank and File. This furlough program, as approved in Resolution No. 006-2021 and scheduled to continue through December 31, 2021, shall be suspended, effective immediately upon execution of this Agreement. If the City determines that further furloughs are required to meet forecasted budget needs, the furlough program previously agreed to and approved in Resolution No. 006-2021 will be reinstated, with a 30-day notice to the Union.

SO AGREED:

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Date

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Linda Hollinsworth, Interim City Manager  
City of Hawaiian Gardens

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Date

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Ramie L. Torres  
President, AFSCME Local 3624

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Date

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Lori Condinus, Business Representative  
AFSCME Council 36