

# **SIDE LETTER AGREEMENT VECTOR CONTROL TECHNICIAN II CAREER PATHWAY REQUIREMENTS**

## **COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT AND CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS CHAPTER 2001**

The Coachella Valley Mosquito and Vector Control District (“District”) and the California School Employees Association and its Chapter 2001 (“CSEA”) (collectively “Parties”) hereby agree to the following Memorandum of Understanding (MOU) in regards to the specific requirements needed to advance to a Vector Control Technician II as contemplated in the parties’ April 17, 2018 Side Letter Agreement on this topic:

### **OVERVIEW**

The parties’ April 17, 2018 Side Letter Agreement provides for the ability of a Vector Control Technician I to promote to a Vector Control Technician II (initially to Range 18/Step 3) upon completion of one year at Step 6 during a fiscal year, provided the VCT I meets the following conditions in the same fiscal year:

1. An overall rating of 3.5 or greater during the same fiscal year as the employee is assigned (or has otherwise previously reached) Step 6 of the VCT I classification.
2. The successful passing of an examination designed by the District, and agreed upon in form by CSEA, of three components:
  - A. A written component
  - B. A practical component
  - C. An interview component

### **A. THE WRITTEN COMPONENT**

1. CSEA and the District agree to a 40 question multiple choice exam with a passage rate of 75% (30 correct answers out of 40 questions total) in the following areas:
  - 20 questions from the CVMVCD Tech Reference Manual.
  - 10 general knowledge questions on daily work, protocols and field decisions.
  - 10 questions from Category B, C, and D relevant to the Coachella Valley
2. The District agrees to supply sample questions that will give candidates a general idea of the types of questions to be used.

### **B. THE PRACTICAL COMPONENT**

1. CSEA and District agree to two practical activities, which shall focus on basic repair of equipment (and not overhauls) as follows:
  - Basic repair of relevant small equipment VCT II use in their daily work (such as Maruyamas and solo backpack pump/sprayer)
  - Calibration of small equipment

2. The District's Operations Manager or employee acting in that capacity shall observe the two practical activities and grade on a pass/no pass basis on the procedure itself, and not any final numerical answer or result.

**C. THE INTERVIEW COMPONENT**

1. CSEA and the District agree that those who pass both the written and practical components shall be forwarded to the interview component, which shall be the last component.
2. The interview panel shall be comprised of the District's General Manager, and two panelists/interviewers from outside the District who are employees of another public sector district.
3. The interview component shall consist of eight interview questions that focus on the ability of the candidate to clearly communicate the goals of vector control to the public at large.
4. The District will supply sample questions to all interviewees that will give candidates a general idea of the type of questions to be used.
5. CSEA and the District further agree to a 75% passage rate (at least 6 sufficient answers out of eight total interview questions).

**D. TESTING AND PROMOTIONAL TIMELINES**

1. CSEA agrees to a twice annual testing and interview schedule during the following weeks, which starting in 2019-20 shall be:
  - Week of November 4<sup>th</sup>, 2019
  - Week of May 4<sup>th</sup>, 2020
2. Any bargaining unit employee who was eligible to advance on the Vector Control Technician II pathway as of June 30, 2019, and who is advanced to VCT II during the 2019-20 fiscal year shall be paid retroactively to July 1, 2019 at Range 18/Step 3 to reflect the employee's eligibility for advancement at the end of the 2018-19 fiscal year.

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 This Memorandum of Understanding (MOU) is subject to review under CSEA's Policy 610.

***Executed this day August 29, 2019 at Indio, California.***

**COACHELLA VALLEY MOSQUITO  
 AND VECTOR CONTROL DISTRICT**

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 Jeremy Wittie, General Manager  
 CVMVCD

**FOR CSEA and its CHAPTER # 2001**

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 Jess Lucia, President  
 CSEA Chapter 2001

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 Dale Wissman, CSEA Labor Relations Rep