

Side Letter of Understanding – General Unit  
Side Letter of Understanding – Supervisor Unit

This Side Letter shall be an addendum to the current Memorandum of Understanding (MOU) between the Superior Court of California, County of Solano and the Service Employees International Union, Local 1021.

This Side Letter is applicable to Court Reporters in the General Unit and the Supervising Court Reporter in the Supervisor Unit. The funding for this Side Letter was appropriated in SB 170 as part of the State Budget Act. The primary purpose of this funding is to increase the number of staff court reporters and to maintain current staff court reporters. Per specific language in the statute:

“\$30,000,000 shall be allocated by the Judicial Council in a manner that ensures all courts are allocated funds to be utilized to increase the number of official court reporters in family and civil law cases. This funding may be used for recruitment and retention purposes, filling existing vacancies, converting part-time positions to full-time positions, increasing salary schedules, and providing signing and retention bonuses to enable trial courts to compete with private employers in the labor market. This funding shall not supplant existing trial court expenditures on court reporters in family law and civil law cases.”

In an effort to increase and maintain staff court reporters at the Superior Court of Solano County, the parties hereby agree as follows:

Salary:

Effective at the beginning of the first full pay period following execution of this side letter, all represented court reporter classifications shall receive a 6% salary adjustment, which shall accrue to the base rate of pay.

Retention Bonus:

For each current full-time regular court reporter that is employed with the Court as of the effective date of this Side Letter shall receive a \$7,500 retention bonus to be paid as followed. The sum of \$3,750 shall be paid the first full pay period after signing of this side letter. The sum of \$3,750 shall be paid on pay date June 16, 2023. This retention bonus is subject to applicable state and federal taxes. Any court reporter leaving court employment prior to June 16, 2023 shall have the first \$3,750 deducted from their final payout.

For each current part-time court reporter that is employed with the Court as of the effective date of this Side Letter shall receive a \$3,750 retention bonus to be paid as follows. The sum of

\$1,875 shall be paid the first full pay period after signing of this side letter. The sum of \$1,875 shall be paid on pay date June 16, 2023. Any court reporter leaving court employment prior to June 16, 2023 shall have the first \$1,875 deducted from their final payout. This retention bonus is subject to applicable state and federal taxes.

Hiring Bonus:

Each full-time court reporter that is hired with the Court after the effective date of this Side Letter shall receive a \$5,000 hiring bonus to be paid as follows:

- 1) \$2,500 to be paid in the first full pay check after employment.
- 2) \$2,500 to be paid after completing one year of service with the Solano Court.

This hiring bonus is subject to applicable state and federal taxes.

Each part-time court reporter in a .5 position or greater that is hired with the Court after the effective date of this Side Letter shall receive a \$2500 hiring bonus to be paid as follows:

- 1) \$1250 to be paid in the first full pay check after employment.
- 2) \$1250 to be paid after completing one year of service with the Solano Court.

This hiring bonus is subject to applicable state and federal taxes.

Finder's Fee:

Any court employee who refers a court reporter candidate to the Court for employment is eligible for a finder's fee if the following occur:

1. The current court employee informs Court HR that they are recommending a candidate.
2. The court reporter candidate upon applying to the Court must identify the same court employee to Court HR at the time the application is submitted.
3. The court reporter must be a successful applicant for a full-time regular position or for a part-time position of .5 or greater.
4. The court reporter must pass probation.
5. For a full-time position, the recommending court employee shall receive \$2,500 the first pay period after the new court reporter starts employment. The recommending court employee shall receive an additional \$2,500 when the court reporter passes probation.
6. For a part-time employee of .5 or greater, the recommending court employee shall receive \$1,250 the first pay period after the new court reporter starts employment. The recommending court employee shall receive an additional \$1,250 when the court reporter passes probation.

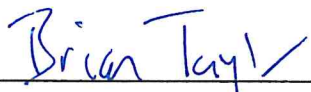
Tuition Reimbursement Voice Writing School:

The Court shall reserve \$20,000 of SB 170 funds for a tuition reimbursement program for any current court employee who enrolls and successfully completes voice-writing school. The Court

and the Union agree to a separate meeting to establish the parameters of the tuition reimbursement program, which must receive the final approval of the Court Executive Officer prior to implementation.

Sunset Provision:

This side letter agreement shall sunset on June 30, 2024, unless the Court and SEIU mutually agree to extend the agreement.



Brian Taylor, Court Executive Officer

Dated: 12/15/22



Arline Lisinski, Human Resources Director

Dated: 12/15/2022

  
Marcos Zepeda (Dec 14, 2022 13:14 PST)

Marcos Zepeda, SEIU Local 1021

Dated:



Reyes Hunter, Court Reporter

Dated:

  
Krista Wright (Dec 14, 2022 13:15 PST)

Krista Wright, Court Reporter

Dated:











# Side Letter of Understanding 170 Funding

Final Audit Report

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