

**LETTER OF AGREEMENT
BETWEEN
THE COUNTY OF SONOMA AND
SONOMA COUNTY LAW ENFORCEMENT ASSOCIATION (SCLEA)**

SUBJECT: HOLIDAY COMPENSATORY TIME OFF

For a period of time, up to August 2004, some County payroll clerks were paying off holiday Compensatory Time Off (CTO) before overtime that is accrued as compensatory time, in the absence of the employee stating a preference. To address possible concerns related to the pay off of holiday compensatory time first and how that might impact an employee's final compensation for retirement, the parties agree to the following:

1. County employees are provided a choice of the type of compensatory time to be paid.
2. Where an employee has a balance of non-statutory overtime, such non-statutory CTO hours will be accredited to holiday CTO, up to the 80 hour maximum. This transaction will take place after the second pay date in January and prior to the first pay date in February 2005.

This represents the full and final agreement of the parties.

SIGNATURES

FOR THE COUNTY

X Jocanna Sidwell

Date: Dec. 1, 2004

FOR THE ASSOCIATION

X M. A. O'Brien

Date: 12/07/04

RECEIVED

HUMAN RESOURCES
COUNTY OF SONOMA