

**Side Letter of Agreement
Between
City of Fresno
and
Fresno Police Officers Association**

Establishing a Corporal Assignment

The City of Fresno and the Fresno Police Officers Association (FPOA), representing Unit 4, Non-Management Police, have met and conferred, and have agreed to establish a Corporal assignment and replace Section 7.4.03 Training Officer/Specialist/TO Coordinator in its' entirety, as follows:

- 7.4.03 Police Corporal/Training Officers - Members occupying the assignment of Police Corporal will be assigned as Training Officers within the Patrol Division, and sign up on the patrol matrix. Corporals will wear the department approved uniform insignia on their uniform sleeve and the department approved Field Training Officer (FTO) pin above their right pocket.
1. Corporals will attend a POST certified training officer class and be assigned full time to the Patrol Matrix. They will primarily be responsible for training newly hired Police Officers and Cadets. Corporals will also be responsible for training Police Officers returning to patrol assignments from special units. Corporals will review Police Officer and Police Cadet reports, and perform all the duties of a Police Officer. Corporals are expected to mentor Police Officers and Police Cadets. To ensure the needs of the department are met, Corporals can be ordered back to meet patrol staffing and can AWS with officers.
 2. The department may utilize or allow Corporals assigned full time to the Patrol Matrix to be an acting Sergeant in compliance with MOU Section 7.14.01(1), (2), and (3) without having to pay acting Sergeant pay if the assignment is for five hours or less.
 3. Members occupying the assignment of Police Corporal will receive \$500 assignment pay per month in addition to their base rate of pay. This assignment pay is compensable for retirement purposes and cannot be combined with Senior Officer or Senior Sergeant incentive pay.
 4. The department should strive to maintain no less than two Corporals in each policing district on Watch I, six Corporals in each policing district on Watch II, and two Corporals in each policing district on Watch III. Corporals will sign up in the patrol matrix by seniority.
 5. Interested Police Officers and Specialists wishing to participate in the Corporal assignment must complete a written and oral test and must have completed four years of service as a patrol officer

with the Fresno Police Department by the written test date. Corporal candidates may substitute one year of service if they possess a four year degree from an accredited college. Corporal candidates may substitute two years of service if they have completed two or more years of sworn patrol officer service with another CA city police department or CA county sheriff's department. The City of Fresno Police Personnel Bureau/Section shall oversee a written Corporal exam requiring a minimum score of 80% to pass the exam. Corporal candidates successfully passing the written exam will participate in an oral panel interview process overseen by the Fresno Police Department Personnel Bureau/Section. The interview panel will consist of a minimum of three panelists selected by the Chief or the Chief's designee. Corporal candidates must achieve a score of 80% to pass the oral panel. Corporal candidates successfully completing the written and oral exams will be eligible to be assigned as a Corporal.

6. The Corporal assignment list is good for two years. The department may conduct more than one Corporal testing process within any two year period, but shall conduct a minimum of one Corporal test every two years.
7. Corporals must take and pass a written skills test every three years, demonstrating retention of knowledge. Corporals must pass the written skills test with a score of 80%. Corporals, who fail the written skills test will be given one additional opportunity to pass the written skills test within thirty (30) calendar days of failing the first written skills test. Corporals who fail the second written skills test will be deemed unqualified, and must participate in the full Corporal assignment testing process to become eligible for consideration.
8. Corporals on the assignment list will undergo a peer evaluation process approved by the Department and FPOA. The peer evaluation will be comprised of questions to which those participating in the survey will provide a score using a scale of 1-5, with one being the lowest score and five being the highest score. The questions will ask to rate the eligible Corporals on: 1. Leadership ability; 2. Communication skills; 3. Knowledge of laws; 4. Knowledge of policy/procedure; 5. Uses good judgment; 6. Professionalism and courteousness; 7. Demonstrates ethical conduct; and 8. Professional appearance. Only sworn members who worked in the same unit outside of the patrol matrix, and/or within the same policing district, or immediately supervised/managed the qualified corporal candidate within the twenty-four (24) months prior to the date of the corporal candidate taking his written exam are eligible to participate in the peer

evaluation. The peer evaluations will only be provided to the Chief of Police and to the individual Corporal evaluated. In the interest of promoting good leaders and not just good test takers, the Chief of Police should consider the peer evaluation when selecting Corporals from the Corporal assignment list.

9. The Chief of Police or the Chief's designee may seek input from supervisors and staff officers, but is responsible for selecting the Corporals from the Corporal assignment list.
10. Corporal assignments are not special unit assignments, and should generally be for a minimum of two years. The Chief of Police has right of assignment and may remove Corporals from their assignment with sixty (60) days' notice to meet the needs of the department.
11. Members on the Corporal assignment list assigned to the patrol matrix will be Training Officers and can wear the department approved FTO pin above their right uniform pocket. The primary function of Training Officers will be to train Police Cadets and Police Officers returning to the patrol matrix from a non- patrol matrix assignment. Training Officers can review and approve their trainee's reports. Training Officers who have received the POST certified training officer class can be utilized to train new recruit Police Officers and lateral Police Officers. Training Officers will be compensated with their officer pay and will be paid Corporal assignment pay prorated to when they are assigned a trainee. Training Officers will sign up in the patrol matrix by seniority and will not be restricted to designated details.
12. Training Officers wishing to remain a Training Officer, but not be considered for a Corporal assignment must take and pass a written skills test every three years demonstrating retention of knowledge. Training Officers must pass the written skills test with a score of 80%. Training Officers who fail the written skills test will be given one additional opportunity to pass the written skills test within thirty (30) days of failing the first written skills test. Training Officers who fail the second written skills test will be deemed unqualified, and must participate in the full Corporal assignment testing process to become eligible for consideration as a Training Officer.
13. Police Sergeants assigned as Corporal and Training Officer Coordinators as designated by the Chief of Police shall receive \$500 per month in addition to their base rate of pay. This premium pay is compensable for retirement purposes, however, a Sergeant

cannot receive Senior Officer incentive pay and Corporal Coordinator pay simultaneously.

14. Members who are ranked on a current Fresno Police Sergeant eligibility list, are deemed qualified to be Fresno Police Corporals. When the Sergeant list expires, so does their corporal eligibility.
15. Police Officers and Police Sergeants cannot receive Corporal assignment pay and Senior Officer or Senior Sergeant pay at the same time. Senior Officers and Senior Sergeants must relinquish Senior incentive pay upon receiving Corporal assignment pay.

The assignment of Police Corporal will be inserted throughout the FPOA Basic Unit MOU and any other documents where applicable recognizing FPOA members and Bargaining Unit 4 employees to ensure the same benefits are afforded them, which are currently afforded to FPOA members recognized as Police Officers, Police Specialist, and Police Sergeants.

These provisions will take effect on January 9, 2017 with the understanding that the department will start the Corporal assignment selection process after approval by the Fresno City Council. These provisions will expire on June 30, 2017, unless the FPOA and City mutually agree to extend this agreement in writing.

FOR THE FRESNO POLICE
OFFICERS ASSOCIATION:

FOR THE CITY OF FRESNO:

JACKY PARKS
FPOA President

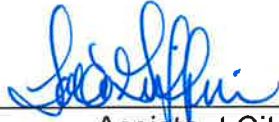
KENNETH G. PHILLIPS
Labor Relations Manager

JERRY DYER
Police Chief

Date: _____

APPROVED AS TO FORM
CITY ATTORNEY'S OFFICE

BY: _____



Assistant City Attorney