

**LETTER OF UNDERSTANDING**

This Letter of Understanding is made on the date and year written below, by and between the 9<sup>TH</sup> JUDICIAL CIRCUIT COURT and COUNTY OF KALAMAZOO (hereafter the "Employer"), and the KALAMAZOO COUNTY EMPLOYEES OF THE CIRCUIT COURT UNIT OF UAW LOCAL NO. 2290 (hereafter the "Union"). The Employers and the Union are parties to a collective bargaining agreement with an effective date of January 1, 2018 (hereafter the "Contract"); and

**NOW, THEREFORE, IT IS HEREBY AGREED** as follows:

1. The Salary Schedule effective January 1, 2020, shall be changed as follows:
  - a. 2.0% wage increase for all steps of each classification, replacing the prior Salary Schedule in its entirety is attached hereto.
2. Effective January 1, 2020, the CBA shall be changed as follows:

Article 6 – Section J – Termination of Employment to read as follows: "If an employee voluntarily resigns from County service, the notification of the termination shall be put in writing by the employee to their direct supervisor and forwarded to the Human Resources Department. A payoff of accrued annual leave time will be granted to resigning employees who have completed a one (1) year employment period and provided their supervisor with a minimum of two (2) weeks advance written notice of their intent to resign and have surrendered all Court or County-issued property upon their departure. The Family Division Administrator or his/her designee will process the appropriate payroll/personnel forms to implement the termination.

Employees should also provide notice to the Human Resources Department of any change of address for W2 purposes and handle the options for insurance upon termination.

Terminated employees must immediately return to the Employer any property they may have including keys and/or supplies."

3. The remainder of the CBA shall remain unchanged.

**IT IS FURTHER AGREED THAT** after ratification of the Union membership, this Letter of Understanding will become effective on January 1, 2020 and it shall be unique to this case. The Employer does not waive any rights as to other future cases and it is expressly understood that this agreement will be without precedent or prejudice for any future circumstance.

KALAMAZOO COUNTY  
JUVENILE UNIT (UAW)

[Signature]  
UAW Staff Representative

Date: 12/5/19

[Signature]

Patricia Wood

[Signature]

KALAMAZOO COUNTY  
CIRCUIT COURT

[Signature]  
Hon. Alexander Lipsey  
Chief Judge

Date: 12/11/19

KALAMAZOO COUNTY

[Signature]  
Julie M. Rogers  
Chair, Board of  
Commissioners

Date: 12.17.19

[Signature]  
Timothy A. Snow  
County Clerk/Register

Date: 12.17.19