

2023 LETTER OF AGREEMENT
BETWEEN THE CITY OF LONG BEACH AND
THE LONG BEACH POLICE OFFICERS ASSOCIATION

RE: RECRUITMENT AND RETENTION INCENTIVES

This Letter of Agreement is entered between the City of Long Beach (“City”) and the Long Beach Police Officers Association (LBPOA”), (collectively “the Parties”).

WHEREAS, the Parties have entered into a Memorandum of Understanding (MOU) covering the period of October 1, 2022, to September 30, 2025, which includes incentives for retention and recruitment in Article Two, Sections XX and XXI;

WHEREAS, the Parties recognize the unprecedented recruitment and retention challenges facing law enforcement agencies nationally, both agree with the need to bolster recruitment incentives to attract new and lateral officers, as well as to create retention incentives to maintain staffing levels until new police officers can be onboarded and trained. Incentives payments approved herein are subject to all applicable deductions.

WHEREAS, the Parties have met and discussed the modification of recruitment and retention incentives to the LBPOA MOU and agree to the following effective October 1, 2023, through September 30, 2025, unless otherwise mutually agreed to in writing, all other terms and conditions of the LBPOA MOU remain in full force and effect:

Hiring Incentives

- Police Recruits and non-lateral Academy Graduates will receive a non-pensionable hiring incentive of \$6,000.
 - Hiring incentives for Police Recruits will be paid in three installments.
 - The first payment of \$1,000 will be made upon hire,
 - The second installment of \$2,000 will be made upon graduation of the LBPD Police Academy
 - The third payment of \$3,000 will be made upon passing of probation.
 - Recruits in the LBPD Academy on October 1, 2023, who did not receive the previous hiring incentive, will be eligible for the second and third incentive payments on the same schedule as candidates hired as new Recruits.
 - The payment schedule for individuals hired as Academy graduates (from any POST Accredited Academy) will be paid in two equal installments of \$3,000. The first payment upon hire and the second upon successful completion of probation.
 - Police Cadets, Interns, existing employees, and candidates hired by the Police Department with a conditional police recruit offer, will be exempted from the 2-year limit on previous City employment established by the City’s Incentive Policy.
- Individuals are eligible to receive the \$6,000 hiring incentive once in their career, across all city departments and classifications. If a City employee has received a portion of the \$6,000

incentive and moves to a new position eligible for the hiring incentive, they are eligible to receive only their remaining portion of the \$6,000 incentive, if any. Their remaining balance will be distributed according to the payout schedule associated with the new position.

- Lateral Police Officers hired after October 1, 2023, will receive a non-pensionable hiring bonus of \$30,000 paid out in three equal installments of \$10,000.
 - The first payment will be made upon hire,
 - The second payment will be made upon passing of probation, and
 - The third payment will be made 24 months after their date of hire.

For the purpose of this incentive, former POA members who are rehired after more than two years of separated time will be considered new employees.

Police Referral Bonus

- The Referral Incentive Bonus in Article Two, Section XXI of the MOU will be increased.
 - The non-pensionable referral bonus for Lateral Police Officers will increase from \$4,000 to \$5,000 and will be paid in two equal parts.
 - Once an applicant successfully completes 6-months of service as a City of Long Beach Police Officer, the referring POA Member shall be eligible to receive the first referral bonus.
 - Once the applicant has successfully completed the established probationary period, the referring POA Member shall be eligible to receive the second and final referral bonus.
 - POA Members will have until the Chief's selection of candidates to submit their request for the referral bonus.
 - Candidates identified during recruitment related activities do not qualify for the referral bonus.
- Referral Incentive Bonus for Police Recruits in Article Two, Section XXI of the MOU will be revised as follows:
 - The non-pensionable referral bonus for Police Recruits will increase from \$3,000 to \$3,500 and will be paid in two equal parts.
 - Once an applicant successfully completes the Police Academy the referring POA Member shall be eligible to receive the first referral bonus.
 - Once the applicant has successfully completed the established probationary period, the referring POA Member shall be eligible to receive the second and final referral bonus.
 - For applicants hired as Police Officer Academy Graduate, the referring POA Member shall be eligible to receive the one-time referral bonus upon the successful completion of the established probationary period.
 - POA Members will have until the Chief's selection of candidates to submit their request for the referral bonus.
 - Candidates identified during recruitment related activities do not qualify for the referral bonus.

New Employee Housing Subsidy

- It is agreed that living in the City of Long Beach during the early part of their career will enhance the connection between LBPB officers and the communities they serve.
- Police Recruits (including Academy Graduate/Academy Enrolled) and probationary Police Officers, who maintain a primary residence in the City of Long Beach, will be eligible to receive a non-pensionable monthly \$1,000 subsidy during their first 24 months of employment.
 - Eligible employees must submit a request and documentation for the rental subsidy within 3 months of hire or 3 months of program onset.
 - The subsidy shall be prorated, prospectively, if eligible employee establishes primary residency in Long Beach anytime during the eligible period.
 - The housing subsidy will be paid as part of the employees' regular paycheck, in the second check of the month.
 - The employee will receive the first housing subsidy beginning the month after submission and verification of proof of primary residence in Long Beach.
 - It is the responsibility of the employee to provide the documentation of eligibility and confirm receipt of verification with the Police Department Payroll Office.
 - Proof of residence may be in a rental or ownership status and proof of status shall be provided in the form of a current rental agreement, mortgage statement (last month statement), or proof of municipal utility (last month statement).
 - Employee's name (or that of spouse/ domestic partner) must be listed on the verifying document to be eligible for the subsidy. Affidavits of residence will not be accepted.
 - Probationary Police Officers are considered early career Police Officers and are eligible for a housing subsidy prorated through the remainder of their first 24 months of service with the Long Beach Police Department.
- Eligible employees may opt to waive the monthly \$1,000 in housing subsidies for a one-time, non-pensionable, homebuyer assistance program of up to \$24,000 for the purchase of a primary residence in the City of Long Beach.
 - Eligible employees must make an initial selection of either the rental subsidy, homebuyer assistance grant or no subsidy within 3 months of hire or 3 months of program onset.
 - Eligible employees have the option to move from rental subsidy or homebuyer assistance option once; the amount of the homebuyer assistance subsidy will be reduced by the amount of monthly housing subsidy already paid to the employee, with the combined total not to exceed \$24,000.
 - Eligible uses for the homebuyer assistance funds include down payment, non-recurring closing costs such as loan, title or escrow; and loan points or fees to buy down mortgage interest rates.
 - To receive the funds, eligible employees must sign an agreement acknowledging receipt of the funds and agreeing to occupy the home as their primary residence for a minimum of two consecutive years and continue employment with the Long

Beach Police Department for the aforementioned duration.

- Employees who receive the homebuyer assistance funds and voluntarily resign before the commitment of two years of continuous employment are completed, agree to repay a prorated amount based on the outstanding employment commitment.
- The City will coordinate with the employees' lenders to disburse funds directly to escrow.

For the purpose of this incentive, former POA members who are rehired after more than two years of separated time will be considered new employees.

New Employee – Childcare Subsidy

- It is understood that the demands of a career in law enforcement create significant barriers in the recruitment of candidates with children. Childcare provision is a powerful recruiting and retention tool, and will enable officers to work varied watches, overtime shifts, and allow them to work during school closures.
- Newly hired Police Recruits (including Academy Graduate/Academy Enrolled), and current probationary Police Officers will be eligible to receive a non-pensionable monthly \$1,000 in childcare subsidy for up to their first 24 months of employment.
 - If proof of dependent child(ren), 12 years of age and under, is not established upon hire, the subsidy will begin the second pay period of the month following submission and verification of documentation by the Police Department Payroll Office.
 - It is the responsibility of the employee to provide the verification upon eligibility and confirm receipt of verification with the Police Department Payroll Office.
 - Proof of dependent child(ren) will be verified through enrollment in benefits or subsequent submittal of copies of a birth certificate / adoption paper.
 - Employees must submit a signed affidavit, to the Police Department Payroll Office, declaring the need for and use of childcare services during the period of eligibility.
 - Eligible childcare providers include in-school childcare, licensed childcare provider, and childcare provided by family members during work hours.
 - Childcare subsidy will be a maximum of \$1,000 a month per sworn personnel with a qualifying dependent in the household (dependent age 12 or younger).
 - Probationary Police Officers are considered early career Police Officers and are eligible for a childcare subsidy prorated through the remainder of their first 24 months of service with the Long Beach Police Department.
 - Former POA members who are rehired after two years of separated time will be considered new employees for the purpose of this incentive.

Watch 1: Childcare Subsidy (1-year Pilot)

- It is understood that law enforcement families must often make sacrifices and find creative ways to manage childcare when one or both parents work a graveyard (Watch 1) shift. The additional burden of dealing with childcare makes the Watch 1 shift difficult for the Police Department to staff, creating unacceptable staffing shortfalls in Patrol Calls for Service.
 - As such, the City and the POA agree that POA Members at the rank of Police Officer who are regularly assigned to work Patrol Calls for Service (CFS) Watch 1 shall be eligible to receive a non-pensionable monthly \$750 childcare subsidy commencing the first full pay period October 2023.
 - POA members must be permanently assigned to work Patrol Calls for Service (CFS) Watch 1.
 - POA members permanently assigned to CFS Watch 1 but on temporary assignment to another shift or detail for two or more consecutive pay periods will not be eligible for the subsidy while on temporary re-assignment.
 - POA members temporarily assigned to CFS Watch 1 for two or more consecutive pay periods will be eligible.
 - Watch 1 (W1) is defined as CFS shift between the hours 2200-0800 every day of the week.
 - Proof of dependent child(ren), 12 years of age or under, may be verified through current enrollment in benefits or subsequent submittal of copies of a birth certificate / adoption paper.
 - Employees must submit a signed affidavit, to the Police Department Personnel Division, declaring the need for and use of childcare services during the period of eligibility.
 - Eligible childcare providers include in-school childcare, licensed childcare provider, and childcare provided by family members during work hours.
 - It is the responsibility of the employee to provide the documentation of eligibility and confirm receipt of verification with the Police Department Payroll Office.
 - The W1 childcare payment will be paid as part of the regular paycheck, in the second check of the month.
 - The first childcare payment will begin the month following verification of eligible dependent by the Police Department Payroll Office.
 - Subsidy is a maximum of \$750 a month per sworn personnel with a qualifying dependent.
 - It is the responsibility of the employee receiving the childcare subsidy to notify the PD Personnel Division, within 30 days, if they become ineligible for the funds due to change in schedule or assignment.
 - This incentive pay is not stackable with the \$1,000 childcare subsidy for new hires.
 - This is a one-year pilot program from Oct 1, 2023 – September 30, 2024.

Double Time: Critical Need Calls for Service Shifts

- POA Members at the rank of Police Officer assigned to work in a Patrol CFS overtime shift designated as “critical need” will be eligible to receive overtime pay at a double-time rate, defined as two times the employee’s adjusted rate of pay.
 - Employees at the rank of Police Officer who are forced to work an involuntary inverse patrol CFS over time (OT) shift on any watch, any day of the week are eligible to receive overtime pay at a rate of twice their adjusted pay rate (LBPD manual section 6.6.4 – Involuntary Overtime Process).
 - Critical need patrol CFS OT shifts are defined as:
 - Watch 1 (2200-0800) every day of the week;
 - Watch 2 (0700-1700) Saturday and Sunday; and
 - Watch 3 (1500-0100) Saturday and Sunday
 - Critical need CFS shifts can include volunteer OT shift, mandatory OT shift, PROP OT shift.
 - The City commits to explore the feasibility of banking double-time OT. Should banking of double-time OT be possible, it will be on a prospective basis and will be subject to the same banking and pay-off provisions and caps as regular overtime as described in Article Two, Section XIII.

Retention Incentive: Healthcare Premium Subsidy

- Retirement eligible (50 years old) POA members with 25 years of service are eligible for a Retention Health Care Premium Subsidy of 18 or 36 months, under the following conditions:
 - The eligible employee must defer retirement and commit to continuing to work, for a maximum of two 1-year periods.
 - The two commitment timeframes, of which an eligible employee may choose to work one or both, are 1-year periods:
 - January 1, 2024, to December 31, 2024, and/or
 - January 1, 2025, to December 31, 2025.
 - For each year of service worked under the commitment, the City will pay the costs of 18 months of the retiree medical premium upon that employee’s retirement. If the employee works two additional years, the City will pay for 36 months of the retiree’s medical premium upon retirement. The rate paid will be at the applicable retiree premium(s) for the period.
 - Medical premiums may include eligible family members if the family members were covered by the City in the early prior to retirement.
 - Employees must work a minimum threshold of 1700 regularly scheduled hours during their commitment year to receive a full year credit.
 - POA Members who do not meet the 1700-hour threshold will forfeit this benefit.
 - Overtime, transitional duty assignment work hours and 4850 hours do not count towards the 1700 regularly scheduled hour threshold.
 - Once the 18/36-month subsidy period ends the employees unused sick leave

(USL) bank can be used to fund health care premiums, per City practice.

- Eligible employees may opt to waive the Health Care Premium Subsidy in lieu of a one-time non-pensionable contribution to their Retirement Health Savings (RHS) Account.
 - Eligibility, commitment timeframe and provisions for the RHS contribution payment would be the same as for the health care premium subsidy.
 - For every additional year of service worked under the RHS contribution incentive, the equivalent cash value of 450 hours of Unused Sick Leave (USL) will be added to the employee's bank and made available for transfer to RHS under the provisions of the LBPD POA MOU for a combined total of 900 hours of USL for two years of additional service.


NOW THEREFORE, the Parties agree to the following:

- A. This Letter of Agreement shall not change any Memorandum of Understanding (MOU) provisions other than as outlined above.
- B. The modification of recruitment and retention incentives to the LBPOA MOU is intended to address the current staffing crisis and is not intended to confer ongoing rights of these incentives past the agreed upon operational period of October 1, 2023, through September 30, 2025, unless otherwise stated in this agreement.

THE PARTIES AGREE TO THE ABOVE:

FOR THE LONG BEACH POLICE OFFICERS ASSOCIATION:

11/27/23
Date


Rich Chambers, President, LBPOA

FOR THE CITY OF LONG BEACH:

11/27/2023
Date


Joe Ambrosini, Director of Human Resources