

**Side Letter Agreement to the
County of El Dorado
And
Operating Engineers Local #3 AFL-CIO
Trades and Crafts Bargaining Unit
For
Memorandum of Understanding**

Date: May 6, 2026

Subject: Article 11.B. – Reduction in Force

The Parties agree that Article 11.B. of the MOU shall be amended as follows:

“B. Procedure for Permanent Layoffs

Reduction in Force occurs when the Board of Supervisors by Resolution amends the Authorized Personnel Allocation Resolution and/or adopts a Proposed or Final Budget that deletes specific positions by classification from a department.

1. The Department of Human Resources, with the assistance of the affected department, determines the individuals to be laid off for the initial classification in which a layoff is to occur and for succeeding lower level if displacement by bumping (demoting in lieu of layoff) is anticipated in accordance with this Article according to retention points. A list of the classifications in which positions are proposed to be deleted along with the names and total retention points of employees in those classes shall be sent to the Union by email and mail at the Union's current address. The County shall not provide verbal or written notice of potential layoffs to affected employees and/or post that information in the affected department(s) sooner than two business days after the list is sent to the Union. It is the appointing authority's responsibility to ensure posting.
2. Layoffs and displacements are made within the department involved and are not Countywide.
3. Written notice of layoff shall be served on affected employees in person or by USPS Priority mail sent to the last address on file with the Department of Human Resources. Notice will be served or mailed no later than thirty (30) calendar days prior to the effective date of separation. The thirty (30) calendar days shall include the effective date and the date served. Notice shall be deemed served upon the proof of service.

4. The written layoff notice shall include the effective date of the separation (layoff), the reasons for the layoff, displacement (bumping) rights, if any, rehire or restoration rights and the appeal rights. Such notice shall also set a specific deadline of not less than five (5) working days for when the affected employee must notify the Department of Human Resources that they will be exercising their displacement rights.”

For the County: _____

Jack Hughes
Chief Negotiator

For the Union: _____

Shannon Starr
Chief Negotiator

Date: _____

Date: _____