

CPPW makes the following counter proposal on Performance Standards on Oct 14, 2024. CPPW reserves the right to modify or adjust as negotiations continue so long as no TA has been reached.

NOTE: Section 1 a) and b) has language drawn from the PROTEC contract between City of Portland and PROTEC, with modifications to reflect current practices and proposals.

City Counter language from 5/21/24 is incorporated in Section ____.

Article ____

Performance Standards

Section 1, General. Both parties acknowledge the importance of providing meaningful, relevant, and timely feedback to employees by managers and supervisors, and vice versa. The parties recognize the City's right to establish and periodically review and revise performance norms and standards. Before adopting any revised performance norms and standards, the City shall notify the Union in writing and allow for thirty (30) days of review/response period.

- (a) As is standard for City of Portland bargaining contracts, CPPW would move to a step system for annual salary increases, thus making them non-merit eligible employees. Performance evaluations will not be tied to wages.
- (b) Utilizing established performance rating metrics, the City will implement Performance Incentive Leave (PIL) for CPPW members effective FY 24-25.
- (a)
 - (c) The City will conduct performance reviews during employee probationary periods and at least annually thereafter. Based on current practice, subject to change: the City will utilize SF PMGM, up to but not including the Calibration Phase, as the standardized system for performance reviews for all employees in the bargaining unit. After receiving the performance review, and by mutual agreement, the City and Union may meet to discuss any matters related to a performance review. Employees will be permitted to rebut and document any points raised in the performance review. The City will notify the Union of any failure by an employee to successfully pass the probationary period.
- (b)
 - (d) The City Wide Performance Management Goal Management Steering Committee must include an appointee from the Union.

Section 3, Performance Incentive Leave Distribution. Performance Incentive Leave (PIL) of up to eighty (80) hours of additional leave will be awarded to employees based on overall numeric rating in agreed upon evaluation system. PIL is not to be used in place of overtime pay or other earned leaves but would be used as an incentive for year-round high performance.

- (a) 0 – 80 hours is available for PIL. Leave will be awarded based on agreed upon scale tied directly to Overall Numeric Rating
- (b) All CPPW members would be eligible for the designated amount of PIL each FY.
- (c) PIL shall be tied to Overall Numeric Rating, as shown in the table below:

Performance Rating Categories	Overall Numeric Rating	PIL Hours Awarded
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Too New to Rate	0	0
Unsatisfactory	1.0-3.0	0
Below Expectations	3.1-5.0	0
Meets Expectations	5.1-7.0	32
Exceeds Expectations	7.1-9.0	56
Superior	9.1-10.0	80

(d) Process would commence at end of review cycle. Bureau SF PMGM Admins run a ratings report to capture all CPPW employee ratings, submit said report to Central Timekeeping/BHR. Corresponding PIL hours would be awarded to employee leave banks no later than October 1. PIL may be used or applied at any time during the FY that it is awarded.

- (a) **Section 4, Constraints of Use** Performance evaluations may only be used as a tool for improvement and in no circumstance may be used as a mechanism for discipline.
- (b) Employee evaluations/ratings shall not be used during recruitment decisions without expressed consent or permission of the employee.

Section 5, Disagreements. Failure to comply with any sections here in may result in a grievance by the Union.