

Memorandum of Understanding
to the Agreement by and between
City of Kirkland and
Kirkland Police Guild Non-Commissioned Staff

Employee Telecommuting

This Memorandum of Understanding (MOU) is entered into to document the mutual agreement between the City of Kirkland, Washington (“Employer” or “City”) and the Kirkland Police Guild—Non-Commissioned Staff (“Guild”).

The City has a Telework Policy, Chapter 6, Policy 6-3 in the Administrative Policy Manual. The Employer and the Guild agree that all non-commissioned employees are allowed to request telework arrangements under this policy. Corrections Officers, Animal Control Officers, and Parking Enforcement Officers cannot be considered under the Telework Policy because of the nature of their work.

The Telework Policy will be utilized for telework requests and periodic reviews. The Chief of Police has the authority to determine whether an employee’s telework request will be granted.

The parties agree that nothing contained in this MOU creates a past practice and that the MOU is not precedent setting in any way.

This MOU may be executed in counterparts and, when signed by all parties, shall be binding upon the parties. The parties acknowledge and agree to the terms and conditions set forth in this MOU as evidenced by the signature of the applicable parties below. Transmission of this MOU by email showing the original signature of a party shall be considered an original signature and shall be binding upon the signatory party.

Any dispute and/or conflict as to the meaning, application, and/or interpretation of any portion of this MOU shall be resolved through the grievance – arbitration provisions of the CBA.

This MOU is effective immediately upon signature by all representatives and will expire on December 31, 2025.

City of Kirkland



Kurt Triplett, City Manager

1/3/24

Date

**Kirkland Police Guild
Non-Commissioned Support Staff**



Brian Frankeberger (Jan 3, 2024 14:05 PST)

Jan 3, 2024

Brian Frankeberger, President

Date

Labor Relations Review



Truc Dever (Jan 2, 2024 10:58 PST)
Human Resources Director

Approved as to Form



Darcey Eilers (Jan 2, 2024 10:57 PST)
Sr. Assistant City Attorney