

# LETTER OF AGREEMENT

BY AND BETWEEN  
THE BELLINGHAM/WHATCOM COUNTY HOUSING AUTHORITY  
AND  
SERVICE EMPLOYEES INTERNATIONAL UNION  
LOCAL 925

## 2024 Contract Reopener for 2025

Whereas the Bellingham/Whatcom County Housing Authority (herein Employer) and the Service Employees International Union, Local 925 (herein SEIU925) have contained in the current Collective Bargaining Agreement (herein CBA) Article 25 Term of Agreement, Section 25.1 Term of Agreement language regarding annual reopeners addressing wages, health benefits/VEBA, and one language item per party and,

Therefore the Employer and SEIU925 agree that the terms and conditions of the 2024-2028 Collective Bargaining Agreement are amended as provided below.

### 1. Article 25 Wages and Compensation

~~**Section 25.1 Wages 2024:** Effective January 1, 2024, the wage rates on the salary schedule shall be increased by 2.0%.~~

~~Effective the first pay period after the effective date of this Agreement, employees at the top of the wage scale at that time shall receive a one-time bonus equivalent to two percent (2%) of their annual wages at that time.~~

**Section 25.1 Wages 2025:** Effective January 1, 2025, the wage rates on the salary schedule shall be increased by four percent (4%).

### **Section 26.1: TERM OF AGREEMENT**

This Agreement shall remain in full force and effect from January 1, 2024, to December 31, 2028. This Agreement may be reopened at any time during its term upon mutual consent of the parties in writing. The parties further agree to reopen this Agreement at least ninety (90) days prior to the end of each contract year to negotiate prospective wages and compensation, VEBA contributions, medical contributions, and one language item by each party for the succeeding contract years (2025, 2026, 2027, 2028). During the ~~2028~~ 2026 contract year, prior to the next full bargaining, the parties shall complete a wage comparability study consistent with section 25.4, Wage Comparability Study.

### 2. Article 16 Health Benefits:

**Article 16.1, Change rates for medical to reflect the following Employee contributions:**

The Employer shall maintain for all full-time employees and their family members (children and spouse) family medical, family dental, and family eye care coverage through Group Health Cooperative, Group Health Options, Uniform Medical Plan PPO or Community Health Plan of Washington as long as offered through the Public Employees Benefit Board (PEBB). The following employee co-premiums shall be paid through automatic payroll deductions.

**Health Benefits 2024~~2025~~:** For the 2024 ~~2025~~ plan year, the employer agrees to absorb 100% of the health care increases from 2023 ~~2024~~ by calculating the aggregate cost of the increases for the represented employees and increasing the employer paid portion of the premiums in proportion to the current funding levels per census group, regardless of individual plan choice.

Employee Share	Kaiser WA Classic	Kaiser WA Value	Kaiser Sound Choice*	Kaiser CDHP	
EE	\$172.43	\$81.19	\$28.67	\$27.61	
ES	\$394.97	\$212.56	\$107.44	\$99.76	
EC	\$330.70	\$171.08	\$79.10	\$87.67	
EF	\$553.61	\$302.81	\$158.26	\$101.88	

  

Employee Share	UMP Classic	UMP Plus**	UMP Plus - PSHVN***	UMP CDHP	UMP Select
EE	\$97.44	\$63.74	\$63.74	\$25.66	\$57.17
ES	\$245.03	\$177.64	\$177.64	\$97.24	\$122.57
EC	\$199.79	\$140.54	\$140.54	\$85.28	\$98.96
EF	\$347.45	\$254.79	\$254.79	\$98.89	\$164.37

- \*Kaiser Sound Choice available in Snohomish County Only.
- \*\*UMP Plus Available in Skagit and Snohomish Counties Only.
- \*\*\*UMP Plus-PSHVN Available in Snohomish County Only.

**Notes:**

- (1) IRS rules require that those selecting CDHP plans exhaust all funds in their health savings account prior to accessing their VEBA account for reimbursement of covered expenses.
- (2) Kaiser Sound Choice only available to those living in: Snohomish County
- (3) UMP Plus only available to those living in: Skagit and Snohomish County
- (4) UMP Plus PSHVN only available to those living in: Snohomish County

**Section 16.4: VEBA**

The Employer shall contribute eighty-five dollars (\$85.00) per month toward each employee's VEBA account and shall re-educate employees on the VEBA benefit annually. Upon separation, the Employer shall contribute an amount equal to twenty five percent (25%) of the value of an employee's unused sick leave balance into a Health Reimbursement Account (VEBA), provided that the separation of employment was not due to gross misconduct or the employee failed to give at least two (2) weeks' notice of resignation.

All other terms and conditions contained in Article 16 Health Benefits shall be maintained as written.

### 3. Article 20 Layoff and Recall

#### Section 20.1: EMPLOYER DECISION

~~In the event the Employer decides to implement a reduction in force, the following procedure will be utilized in selecting personnel to be released from employment. Specific written reasons for the reduction in force will be given to the Union.~~

#### Section 20.2: SENIORITY RIGHTS

~~Seniority shall be defined as per Article 18—Section 18.1. Staff reduction shall be determined according to seniority with dismissal beginning with the employee with the least seniority within the job classification.~~

#### Section 20.3: REDUCTION IN FORCE PROCEDURES

~~No regular employee shall be laid off while there are seasonal, part-time, temporary, or probationary employees working in the same classification. Further, seasonal or temporary employees working in the same job classification shall be laid off before any entry level probationary employee is laid off. In effecting any reduction in force of regular employees, lay off order will be determined by Section 20.2 above.~~

~~If no position is available in the laid off employee's current job classification and his/her qualifications are relatively equal to the job related qualifications of an employee who occupies a position in another classification, the laid off employee's seniority, at his/her option, shall prevail.~~

#### Section 20.4: RECALL RIGHTS

~~Employees laid off due to this procedure shall remain in a re-employment pool for thirteen (13) months from the last date of employment with the Authority; provided that, the employee provides quarterly written notification of his/her continued desire to remain in the re-employment pool.~~

~~Employees in the re-employment pool shall be recalled to available positions for which they are qualified according to their seniority.~~

~~Employees released for reasons of reduction in force or job elimination shall retain their sick leave and seniority rights while they are in the re-employment pool.~~

**20.1 Union Notification of RIF or Reduction of Hours:** When the Employer has made the preliminary decision that a RIF or reduction of hours may be necessary, it will notify the Union in a timely manner. Within 10 calendar days of notification, appropriate representatives from the Union and Employer will meet to review the issues and process. The Union and Employer will work together in that meeting to review all possible alternatives. In the event that no alternative can be agreed to, the Employer will notify each member of the affected classification in writing consistent with the next paragraph and ask for volunteers.

**Notice to Employee:** After the meeting between the Employer and Union leadership and if the Employer determines that a RIF or reduction in hours within this bargaining unit is still necessary, all affected employees will receive a thirty (30) calendar day notice, prior to the RIF/reduction.

**20.2 Reduction in Force or Hours:** Employees will be selected for reduction in hours or layoff in reverse order of seniority within the department of the classification position selected for layoff or hours to be reduced within the department.

If a higher-level classification within a department is selected for lay-off, this person to be laid off will have the right to bump any less senior employee in the department in a classification at a lower pay level. If there is not a less senior employee in the department, then an employee slated to be laid off may use their seniority to bump less senior employees in another department if they meet the minimum qualifications for the position. No employee may bump into a classification that would result in an increase in pay level. Employees who bump into a lower pay level will maintain step placement on the wage schedule.

Employees reduced, but not laid-off, shall have preference for any additional time offered in their department for which they are qualified provided such time will not result in them working additional time beyond what they were reduced and will not qualify such employee for overtime, in which case it shall be offered consistent with Collective Bargaining Agreement.

**20.3 Layoff and Recall:** Employees laid off from their position (either bumped into another position within the organization or suffering job loss) shall be placed in a hiring pool for an eighteen (18) month period of time, and, as vacancies occur, rehiring shall be from the pool according to seniority and job classification, as long as the employee meets the minimum job qualifications. Employees who are recalled within eighteen (18) months will maintain previous seniority consistent with Section 18.3 Seniority Retention. Any Employee in the recall pool rejecting an offer of re-employment to their previous classification and previous FTE value, shall be dropped from the pool and lose all rights and privileges based on their former employment.

Employees reduced, but not laid-off, shall have preference for any additional time offered in their department for which they are qualified provided such time will not result in them working additional time beyond what they were reduced and will not qualify such employee for overtime, in which case it shall be offered consistent with Collective Bargaining Agreement.

**Section 20.5 Severance Pay:**

- A. One (1) through four (4) years of service.** Employees with one (1) year to four (4) years of continuous service who are laid off shall receive severance pay at the rate of one (1) week's pay for every complete year of service.
- B. Five (5) to nine (9) years of service.** In addition to severance pay outlined in (A) above, employees with five (5) to nine (9) years of continuous service who are laid off shall

receive severance pay at the rate of one (1) week's pay for every two (2) complete years of service worked beyond four (4) years.

**C. Ten (10) or more years of service.** In addition to severance pay outlined in (B) above, employees with ten (10) years or more of continuous service who are laid off shall receive severance pay at the rate of one (1) week's pay for every three (3) complete years of service worked beyond nine (9) years.

**D. Competition of severance pay.** Severance pay shall be at the employee's highest hourly rate shown on Appendix A, not including premiums or differentials.

**This Agreement shall be in full force and effective upon ratification and approval by both parties.**

Signed this 1/13/2025 day of \_\_\_\_\_, 2025.

Bellingham/Whatcom County

SEIU Local 925

Signed by:

*Andrew Calkins*

1/13/2025

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Andrew Calkins, Executive Director

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*Brandon D. Tippy*

1/13/2025

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Brandon Tippy, Internal Organizer

Signed by:

*Stephen Gockley*

1/13/2025

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Stephen Gockley,  
Board of Commissioners Chair Person

## 2025 Salary Schedule Attachment

Monthly Rates		2025										
Position	Grade	*Salary Range	Step 1 - Monthly	Step 2 - Monthly	Step 3 - Monthly	Step 4 - Monthly	Step 5 - Monthly	Step 6 - Monthly	Step 7 - Monthly	Step 8 - Monthly	Step 9 - Monthly	
Senior Accountant	14	\$79,883 \$105,191	\$6,656.92	\$6,889.91	\$7,131.05	\$7,380.63	\$7,638.96	\$7,906.32	\$8,183.04	\$8,469.45	\$8,765.88	
Accountant	12	\$72,621 \$95,628	\$6,051.74	\$6,263.55	\$6,482.78	\$6,709.67	\$6,944.51	\$7,187.56	\$7,439.13	\$7,699.50	\$7,968.99	
Development Coordinator	12	\$72,621 \$95,628	\$6,051.74	\$6,263.55	\$6,482.78	\$6,709.67	\$6,944.51	\$7,187.56	\$7,439.13	\$7,699.50	\$7,968.99	
Housing Programs Coordinator III	10	\$65,869 \$86,737	\$5,489.11	\$5,681.23	\$5,880.07	\$6,085.87	\$6,298.87	\$6,519.33	\$6,747.51	\$6,983.67	\$7,228.10	
Housing Inspector	9	\$62,733 \$82,607	\$5,227.72	\$5,410.69	\$5,600.07	\$5,796.07	\$5,998.93	\$6,208.89	\$6,426.20	\$6,651.12	\$6,883.91	
IT Specialist - Housing Management Software	7	\$56,900 \$74,927	\$4,741.69	\$4,907.66	\$5,079.42	\$5,257.20	\$5,441.21	\$5,631.65	\$5,828.75	\$6,032.76	\$6,243.91	
IT Specialist - Systems Support Technician	7	\$56,900 \$74,927	\$4,741.69	\$4,907.66	\$5,079.42	\$5,257.20	\$5,441.21	\$5,631.65	\$5,828.75	\$6,032.76	\$6,243.91	
Accounting Technician - Payroll	6	\$54,191 \$71,359	\$4,515.90	\$4,673.96	\$4,837.55	\$5,006.86	\$5,182.10	\$5,363.48	\$5,551.20	\$5,745.49	\$5,946.58	
Housing Programs Coordinator II	6	\$54,191 \$71,359	\$4,515.90	\$4,673.96	\$4,837.55	\$5,006.86	\$5,182.10	\$5,363.48	\$5,551.20	\$5,745.49	\$5,946.58	
Property Manager	5	\$51,610 \$67,961	\$4,300.86	\$4,451.39	\$4,607.19	\$4,768.44	\$4,935.33	\$5,108.07	\$5,286.85	\$5,471.90	\$5,663.41	
Accounting Technician	5	\$51,610 \$67,961	\$4,300.86	\$4,451.39	\$4,607.19	\$4,768.44	\$4,935.33	\$5,108.07	\$5,286.85	\$5,471.90	\$5,663.41	
Housing Programs Coordinator I	4	\$49,153 \$64,725	\$4,096.06	\$4,239.41	\$4,387.80	\$4,541.37	\$4,700.32	\$4,864.83	\$5,035.10	\$5,211.33	\$5,393.72	
IT Support Technician	4	\$49,153 \$64,725	\$4,096.06	\$4,239.41	\$4,387.80	\$4,541.37	\$4,700.32	\$4,864.83	\$5,035.10	\$5,211.33	\$5,393.72	
Housing Programs Assistant	2	\$44,583 \$58,707	\$3,715.24	\$3,845.28	\$3,979.86	\$4,119.16	\$4,263.32	\$4,412.54	\$4,566.98	\$4,726.83	\$4,892.27	
Program Assistant, Inspections	2	\$44,583 \$58,707	\$3,715.24	\$3,845.28	\$3,979.86	\$4,119.16	\$4,263.32	\$4,412.54	\$4,566.98	\$4,726.83	\$4,892.27	

  

Hourly Rates		2025										
Position	Grade	*Salary Range	Step 1 - Monthly	Step 2 - Monthly	Step 3 - Monthly	Step 4 - Monthly	Step 5 - Monthly	Step 6 - Monthly	Step 7 - Monthly	Step 8 - Monthly	Step 9 - Monthly	
Senior Accountant	14	\$79,883 \$105,191	\$42.67	\$44.17	\$45.71	\$47.31	\$48.96	\$50.68	\$52.46	\$54.29	\$56.19	
Accountant	12	\$72,621 \$95,628	\$38.79	\$40.15	\$41.56	\$43.01	\$44.51	\$46.07	\$47.68	\$49.36	\$51.08	
Development Coordinator	12	\$72,621 \$95,628	\$38.79	\$40.15	\$41.56	\$43.01	\$44.51	\$46.07	\$47.68	\$49.36	\$51.08	
Housing Programs Coordinator III	10	\$65,869 \$86,737	\$35.18	\$36.42	\$37.69	\$39.01	\$40.37	\$41.79	\$43.25	\$44.77	\$46.33	
Housing Inspector	9	\$62,733 \$82,607	\$33.51	\$34.68	\$35.90	\$37.16	\$38.46	\$39.80	\$41.19	\$42.64	\$44.13	
IT Specialist - Housing Management Software	7	\$56,900 \$74,927	\$30.40	\$31.46	\$32.56	\$33.70	\$34.88	\$36.10	\$37.36	\$38.67	\$40.03	
IT Specialist - Systems Support Technician	7	\$56,900 \$74,927	\$30.40	\$31.46	\$32.56	\$33.70	\$34.88	\$36.10	\$37.36	\$38.67	\$40.03	
Accounting Technician - Payroll	6	\$54,191 \$71,359	\$28.94	\$29.96	\$31.01	\$32.09	\$33.22	\$34.38	\$35.59	\$36.83	\$38.12	
Housing Programs Coordinator II	6	\$54,191 \$71,359	\$28.94	\$29.96	\$31.01	\$32.09	\$33.22	\$34.38	\$35.59	\$36.83	\$38.12	
Property Manager	5	\$51,610 \$67,961	\$27.57	\$28.54	\$29.54	\$30.57	\$31.64	\$32.74	\$33.88	\$35.08	\$36.31	
Accounting Technician	5	\$51,610 \$67,961	\$27.57	\$28.54	\$29.54	\$30.57	\$31.64	\$32.74	\$33.88	\$35.08	\$36.31	
Housing Programs Coordinator I	4	\$49,153 \$64,725	\$26.26	\$27.18	\$28.13	\$29.11	\$30.13	\$31.19	\$32.28	\$33.40	\$34.58	
IT Support Technician	4	\$49,153 \$64,725	\$26.26	\$27.18	\$28.13	\$29.11	\$30.13	\$31.19	\$32.28	\$33.40	\$34.58	
Housing Programs Assistant	2	\$44,583 \$58,707	\$23.82	\$24.65	\$25.51	\$26.41	\$27.33	\$28.29	\$29.28	\$30.30	\$31.36	
Program Assistant, Inspections	2	\$44,583 \$58,707	\$23.82	\$24.65	\$25.51	\$26.41	\$27.33	\$28.29	\$29.28	\$30.30	\$31.36	

\*Salary Range: Rounded to nearest dollar  
 \*\*Hourly Rate: Based upon 1,872 hours per year

## 2025 Hourly Wage Schedule Attachment

Monthly Rates		2025										
Position	Grade	*Salary Range		Step 1 - Monthly	Step 2 - Monthly	Step 3 - Monthly	Step 4 - Monthly	Step 5 - Monthly	Step 6 - Monthly	Step 7 - Monthly	Step 8 - Monthly	Step 9 - Monthly
Maintenance Technician III	10	\$65,869	\$86,737	\$5,489.11	\$5,681.23	\$5,880.07	\$6,085.87	\$6,298.88	\$6,519.34	\$6,747.51	\$6,983.67	\$7,228.10
Maintenance Program Specialist	9	\$62,733	\$82,607	\$5,227.72	\$5,410.69	\$5,600.07	\$5,796.07	\$5,998.93	\$6,208.89	\$6,426.20	\$6,651.12	\$6,883.91
Maintenance Technician II	7	\$56,900	\$74,927	\$4,741.69	\$4,907.66	\$5,079.42	\$5,257.20	\$5,441.20	\$5,630.61	\$5,828.75	\$6,032.76	\$6,243.91
Grounds Technician III	5	\$51,610	\$67,961	\$4,300.86	\$4,451.39	\$4,607.19	\$4,768.44	\$4,935.33	\$5,108.07	\$5,286.85	\$5,471.90	\$5,663.41
Maintenance Technician I	5	\$51,610	\$67,961	\$4,300.86	\$4,451.39	\$4,607.19	\$4,768.44	\$4,935.33	\$5,108.07	\$5,286.85	\$5,471.90	\$5,663.41
Maintenance Program Assistant	4	\$49,153	\$64,725	\$4,096.06	\$4,239.42	\$4,387.80	\$4,541.37	\$4,700.32	\$4,864.83	\$5,035.10	\$5,211.32	\$5,393.72
Building Services Tech III	3	\$46,812	\$61,643	\$3,901.01	\$4,037.54	\$4,178.86	\$4,325.11	\$4,476.49	\$4,633.17	\$4,795.34	\$4,963.17	\$5,136.88
Grounds Technician II	3	\$46,812	\$61,643	\$3,901.01	\$4,037.54	\$4,178.86	\$4,325.11	\$4,476.49	\$4,633.17	\$4,795.34	\$4,963.17	\$5,136.88
Building Services Tech II	2	\$44,583	\$58,707	\$3,715.24	\$3,845.28	\$3,979.86	\$4,119.16	\$4,263.33	\$4,412.54	\$4,566.98	\$4,726.83	\$4,892.27
Building Services Tech I	1	\$42,460	\$55,912	\$3,538.33	\$3,662.17	\$3,790.34	\$3,923.00	\$4,060.31	\$4,202.42	\$4,349.51	\$4,501.74	\$4,659.30
Grounds Technician I	1	\$42,460	\$55,912	\$3,538.33	\$3,662.17	\$3,790.34	\$3,923.00	\$4,060.31	\$4,202.42	\$4,349.51	\$4,501.74	\$4,659.30

  

Hourly Rates		2025										
Position	Grade	*Salary Range		Step 1 - Monthly	Step 2 - Monthly	Step 3 - Monthly	Step 4 - Monthly	Step 5 - Monthly	Step 6 - Monthly	Step 7 - Monthly	Step 8 - Monthly	Step 9 - Monthly
Maintenance Technician III	10	\$65,869	\$86,737	\$35.18	\$36.42	\$37.69	\$39.01	\$40.37	\$41.79	\$43.25	\$44.76	\$46.33
Maintenance Program Specialist	9	\$62,733	\$82,607	\$33.51	\$34.68	\$35.90	\$37.16	\$38.46	\$39.80	\$41.20	\$42.64	\$44.13
Maintenance Technician II	7	\$56,900	\$74,927	\$30.40	\$31.46	\$32.56	\$33.70	\$34.88	\$36.10	\$37.37	\$38.67	\$40.02
Grounds Technician III	5	\$51,610	\$67,961	\$27.57	\$28.54	\$29.53	\$30.57	\$31.64	\$32.74	\$33.89	\$35.08	\$36.31
Maintenance Technician I	5	\$51,610	\$67,961	\$27.57	\$28.54	\$29.53	\$30.57	\$31.64	\$32.74	\$33.89	\$35.08	\$36.31
Maintenance Program Assistant	4	\$49,153	\$64,725	\$26.26	\$27.18	\$28.13	\$29.11	\$30.13	\$31.19	\$32.27	\$33.40	\$34.58
Building Services Tech III	3	\$46,812	\$61,643	\$25.00	\$25.89	\$26.79	\$27.73	\$28.69	\$29.70	\$30.74	\$31.81	\$32.93
Grounds Technician II	3	\$46,812	\$61,643	\$25.00	\$25.89	\$26.79	\$27.73	\$28.69	\$29.70	\$30.74	\$31.81	\$32.93
Building Services Tech II	2	\$44,583	\$58,707	\$23.82	\$24.65	\$25.51	\$26.41	\$27.33	\$28.29	\$29.28	\$30.30	\$31.36
Building Services Tech I	1	\$42,460	\$55,912	\$22.68	\$23.48	\$24.30	\$25.15	\$26.03	\$26.94	\$27.88	\$28.86	\$29.87
Grounds Technician I	1	\$42,460	\$55,912	\$22.68	\$23.48	\$24.30	\$25.15	\$26.03	\$26.94	\$27.88	\$28.86	\$29.87

Maintenance on-call rates of pay for 2025 shall be \$48.66 per each Saturday, Sunday or holiday assigned and \$34.78 for all other days so assigned.

\*Salary Range: Rounded to nearest dollar

\*\*Hourly Rate: Based upon 1,872 hours per year