

**SETTLEMENT AGREEMENT**  
**Municipal Construction Inspectors Association, Inc and the City of Los Angeles**  
**Multiple Group Grievances**

Municipal Construction Inspectors Association, Inc. (MCIA) has filed group grievances with the following City Departments:

- Department of Public Works, Bureau of Contract Administration
- Department of Building and Safety
- Housing & Community Investment Department
- Los Angeles World Airports

During the negotiations of the 2019-2022 successor Memorandum of Understanding (MOU) 05, which was subsequently extended through 2023, the parties negotiated a change in the maximum number of salary steps in salary ranges from 15 to 12 and new minimum starting steps for some classifications. At the time of the conversion from 15 to 12 steps, some employees' salary steps were below the new minimum starting step for their classification. The unintended consequence of existing employees remaining on a salary step lower than the minimum step upon which newly hired employees were placed is the basis of the group grievances.

The Office of the City Administrative Officer (CAO) and MCIA have agreed to resolve the dispute. The terms of the Settlement Agreement are as follows:

1. This Agreement covers affected employees as of the effective date of the 2019-2022, MOU 05 (July 1, 2019) as listed in the attached spreadsheet. Employees not listed in the attached spreadsheet, but identified as being placed on an incorrect step as a result of the change from a 15-step salary range to a 12-step range, effective on July 1, 2019, but implemented by the Office of the Controller on the 16th pay period of FY2019-20, beginning on January 19, 2020, will also be covered by this agreement.
2. Individual departments listed above will make salary step adjustments and retroactive calculations and payments for employees whose salary step was not aligned with the new minimum salary step as of July 1, 2019, as follows:
  - Employees who remain on a step below the new minimum starting step will be retroactively advanced to the minimum starting step. Those employees' subsequent salary step increases will be corrected and a retroactive paycheck will be issued so that an employee's pay is made whole.
  - All employees who were placed on a step below the minimum starting step and who were subsequently moved to the minimum starting step or higher will be retroactively moved to the minimum starting step on the date of the migration to 12-steps. Those employees' subsequent salary step increases will be recalculated, and a retroactive paycheck will be issued so that an employee's pay is made whole.

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3. Individual departments will make salary step adjustments and retroactive calculations and payments for employees who lost a step increase as a result of the 12-step salary schedule implementation date, as follows:
  - Employees who had a step increase between July 1, 2019, and January 19, 2020, inclusive, and were placed on or below the new minimum starting step due to the 12-step salary schedule transition shall be retroactively changed to one step above the new minimum starting step. Employees current salary steps will be recalculated and a retroactive paycheck will be issued so that an employee's pay is made whole.
  
4. For any employees who fall under the conditions of 2 and 3 above, departments will correct promotions and retirement calculations as follows:
  - If an affected employee was subsequently promoted to a new classification after the date of the transition, the employee salary steps will be recalculated and the employee will be issued a retroactive payment to be made whole up to the date of promotion.
    - If the employee is still in the same department after promotion, the department will recalculate the employee's starting step in the new class and any subsequent salary step increases. The employee will be issued a retroactive paycheck so that an employee's pay is made whole.
    - If the employee is in a new department after the promotion, the employee's previous department will notify the employee's new department of the change in their pre-promotion pay. The employee's new department will recalculate the promotional starting step and any subsequent salary step increases. The promoting department will issue a retroactive paycheck so that an employee's pay is made whole.
  - If an affected employee subsequently retired, the employee will be issued a retroactive payment up to the date of their retirement so that an employee's pay is made whole. The department will notify the Los Angeles Employees' Retirement System (LACERS) of the change in salary at the time of retirement.
  
5. Individual departments will maintain a record of the calculations of the retroactive salary step adjustments and payments. These records will be made available to the affected employee upon their request. Any dispute over the individual calculations will be subject to the grievance procedure in MOU 05. The parties acknowledge that it will take at least three months to complete the calculations for all affected employees. The retroactive payments will be included as part of one or more regular paychecks.

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6. MCIA will withdraw all of the group grievances with each affected department upon execution of this Agreement. Additionally, the Union will not sponsor or participate in any grievance, unfair labor employee relations practice claim, or other legal action concerning the claims made in the group grievances unless necessary to enforce this Agreement.
7. The settlement of this matter and the terms of this Settlement Agreement are based solely upon the unique facts of this case and shall not be cited or serve as a precedent in any other future grievance or litigation.


The undersigned affirm that they are authorized to execute this Agreement on behalf of their respective party.

**FOR THE UNION:**

  
\_\_\_\_\_  
Johnny Yutronich  
President, MCIA

3-29-2022  
Date

**FOR THE CITY:**

  
\_\_\_\_\_  
Matthew W. Szabo  
City Administrative Officer

4/8/2022  
Date