

**MEMORANDUM OF AGREEMENT
BETWEEN
MONTGOMERY COUNTY GOVERNMENT
AND
UNITED FOOD AND COMMERCIAL WORKERS, LOCAL 1994
MUNICIPAL AND COUNTY GOVERNMENT EMPLOYEES ORGANIZATION**

(Supersedes All Prior MOAs Concerning MCPL Operating Hours)

The Montgomery County Government (County) and the United Food and Commercial Workers, Local 1994, Municipal and County Government Employees Organization (MCGEO), agree as follows:

Purpose and General Guidance. This MOA addresses the implementation of the expansion of public service hours at the Montgomery County Public Libraries (MCPL) to sixty-four (64) weekly service hours, to include Sunday service hours. The change to the operating schedule will be implemented at all MCPL branches.

- (1) *Branch Schedule.* The following operating schedule will be implemented at all MCPL branches beginning January 2, 2022:

Sunday	10-6
Monday	10-8
Tuesday	10-8
Wednesday	10-8
Thursday	10-8
Friday	10-6
Saturday	10-6

- (2) *Employee Scheduling*


- (a) Shift scheduling is conducted at the branch/unit level. Sunday shifts for bargaining unit staff will be assigned first by soliciting volunteers. Where there are no volunteers, employees in that branch or unit shall be assigned to the Sunday shift on a rotating basis. All branch staff (bargaining unit and non-bargaining unit members), and MCPL staff that work in direct support of branch functions, are expected to work on Sunday.
- (b) The parties acknowledge that it may be necessary to detail employees from one branch to another to ensure sufficient staffing for 64-hour weekly branch public service hours using the established process for implementing a detail.
- (c) Employees must follow established policies & procedures concerning scheduled/unscheduled leave and religious exemptions.
- (d) Management's right to schedule is not impacted by this MOA.

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- (3) *Shift Differential.* Article 5.3 (Shift Differential) of the CBA and the Memorandum of Agreement executed in October and November 2010 (and carried over in July 2021) remain applicable to the hours an employee works under the new operating schedule, including staff working the Sunday shift.
- (4) *Manager/Supervisor training.*
- (a) Management has identified the need for refresher training to assist in the smooth restoration of hours. Management will deliver training on scheduling practices to all managers and supervisors in the department that will ensure successful implementation of this MOA. The Department will advise the Union in writing of when all managers that perform scheduling duties have received the above-mentioned training.
 - (b) New managers and supervisors will receive this same training as a part of their department onboarding.
- (5) *Duration.* This MOA will take effect on January 2, 2022


IN WITNESS WHEREOF, the Parties hereto have caused their names to be subscribed by their duly authorized officers and representatives as of the dates indicated below.

For MCGEO

 11/19/2021
Gino Renne Date
President


For the County:

 11/30/21
Rich Madaleno Date
Chief Administrative Officer

 11/19/2021
Anita Vassallo Date
Director, Public Libraries

 11/19/21
Jennifer Harling Date
Chief Labor Relations Officer

Approved for form and legality by:

 11/24/2021
Edward E. Haenfling, Jr. Date
Associate County Attorney