

MEMORANDUM OF UNDERSTANDING 24-01  
BETWEEN

THE CITY OF OAK HARBOR AND THE OAK HARBOR POLICE ASSOCIATION  
ADDRESSING THE NON-COMMISSIONED UNIT CLASSIFICATION WAGE SCHEDULE

1) Date and Parties:

a) This Memorandum of Understanding (“MOU”) is dated for reference purposes on the 7<sup>th</sup> day of November 2024. It is entered into between the City of Oak Harbor, WA (“City”) and the Oak Harbor Police Association (“OHPA”).

2) General Recitals and MOU Purpose:

a) Both parties have entered into a Non-Commissioned Unit Collective Bargaining Agreement (CBA) with a term commencing January 1, 2024, and ending December 31, 2026.

b) OHPA identified the following errors in the language of the CBA:

i) Appendix A, sections A3, A4, and A5.

(1) The note at the bottom of each pay scale chart:

(a) Reads: Step 1 for Supervisor is 10% over 5-year Records Specialist.

(i) Recommended change: Step 1 Supervisor is 10% over Step 6 Records Specialist.

(b) Reads: Step 1 for Sergeant is 10% over 5-year Police Support Officer (PSO).

(i) Recommended change: Step 1 Sergeant is 10% over Step 6 Police Support Officer.

(2) Police Support Officer Sergeant pay chart step calculations do not reflect accurate calculations.

c) The OHPA has discussed and evaluated matters of concern in good faith and communicated with the City regarding language and pay scale calculation changes to the CBA.

d) Both parties agree to the following change.

i) Appendix A, sections A3, A4, and A5

(1) The note in the pay scales chart should read:

(a) Step 1 for Supervisor is 10% over Step 6 Records Specialist.

(b) Step 1 for Sergeant is 10% over Step 6 Police Support Officer (PSO).

(2) Appendix A, section A3 (2024 Pay scale calculation).

Classification	Group	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Police Support Officer Sergeant	PNE	\$7,060	\$7,307	\$7,563	\$7,828	N/A	N/A

(3) Appendix A, section A4 (2025 Pay scale calculation).

Classification	Group	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Police Support Officer Sergeant	PNE	\$7,343	\$7,600	\$7,866	\$8,141	N/A	N/A

(4) Appendix A, section A5 (2026 Pay scale calculation).

Classification	Group	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Police Support Officer Sergeant	PNE	\$7,564	\$7,829	\$8,103	\$8,387	N/A	N/A

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3) Civil Service:

a) "Appendix A Classification Schedule" does not fall under Civil Service purview.

4) Specific references to the CBA:

a) Except as specifically identified in this MOU, all terms and conditions of the CBA shall remain in full force and effect.

5) Miscellaneous Provisions:

a) The MOU does not establish past practice for either party and does not change or limit management rights as defined by Article 4 of the CBA.

b) The Parties acknowledge that they have freely and voluntarily entered into this MOU.

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Ronnie Wright, Mayor

Date

DocuSigned by:  
*Tony Slowik*  
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11/7/2024

Tony Slowik, Chief of Police

Date

DocuSigned by:  
*Emma House*  
DF35EA6C29684D6...

11/8/2024

Emma House, Human Resources Director

Date

Signed by:  
*Jeremy Andreano*  
042FF5FD2E1145A...

11/7/2024

Jeremy Andreano, Oak Harbor Police Association President

Date