Western Proposal 3/31/2022

Memorandum of Agreement

The following Memorandum of Agreement ("MOA") is entered into by and between Western
Washington University ("Western") and the Washington Federation of State Employees ("WFSE").

Agreement

Both Western and WFSE recognize that there are unique and urgent recruitment and retention concerns
that exist within Facilities Management (FM). As a means of stabilizing staffing within FM and
expanding the potential to fill current and future vacancies, the parties agree to the following:

1. Effective April 16, 2022, WFSE FM employees will receive a one-time lump sum retention
   payment of $2,000. This payment will be prorated based on the employees’ recorded FTE as of
   April 16, 2022. Employees eligible for the retention payment are those who:
   a. Are actively employed on April 16, 2022 in a permanent FM position, and
   b. Commit to one additional year of continued employment in a permanent position with
      Western, beginning from the date the retention agreement is signed and ending one
      year later. The retention payment will be subject to full repayment if the employee
      leaves prior to fulfilling the agreement, unless they are separated as part of a layoff or
      reduction in force. The University will withhold amounts owed in repayment from the
      employee’s final paycheck. If the final paycheck is insufficient to satisfy the repayment
      obligation, the employee will make other arrangements to repay amounts owed.

2. Effective immediately, Western has discretion to provide a recruitment incentive payment to
   employees hired into FM permanent positions in an amount not to exceed $2,000. The
   recruitment incentive payment may be made in two installments: The first payment will be
   payable with the employee’s first paycheck, and the second payment will be payable following
   12 months of employment. The total payment amount will be prorated based on the
   employees’ recorded FTE at the time of payment. Recruitment incentive payments may be
   subject to full repayment if the employee voluntarily separates from employment prior to
   completing one year of service. The University will withhold amounts owed in repayment from
   the employee’s final paycheck. If the final paycheck is insufficient to satisfy the repayment
   obligation, the employee will make other arrangements to repay amounts owed.

Both parties agree this is not precedent setting.

This Memorandum of Understanding shall become effective upon signature of both parties and shall
remain in effect until June 30, 2023.

Acknowledged and Agreed:

For the Union:
Kurt Spiegel, Director of Advocacy
Washington Federation of State Employees

For the Employer:

Ann Gilbert
Western Washington University