

H1

## Side Letter of Agreement

County of Lassen  
And  
Lassen County Peace Officers Association

September \_\_\_\_, 2025

The Parties to this Side Letter of Agreement are the County of Lassen (County) and the Lassen County Peace Officers Association (POA). This Side Letter is intended to set forth and specify the understanding of the parties for how Correctional Technicians will be assigned to and compensated on a 12.25 hour shift schedule. The parties hereby agree to the following application of the current Memorandum of Understanding (MOU) between the County and the POA:

1. Pursuant to Article 7.01 Hours of Work, Sheriff McGarva is exercising his discretion to authorize a 12.25 hour shift schedule for Correctional Technicians. The Sheriff retains authority pursuant to Article 7.01 to modify such schedule in accordance with the MOU and law.
2. The 12.25 hour shift schedule shall consist of alternating weeks where one week consists of three (3) 12.25 hour shifts totaling 36.75 hours and the next week consists of four (4) 12.25 hour shift totaling 49 hours. These will be referred to as a short week and a long week.
3. Pursuant to Article 7.04 Overtime and Callback, the parties understand that employees will be paid overtime at time and one half for any time exceeding 12.25 hours in a workday.
4. Pursuant to federal labor law under the Fair Labor Standards Act (FLSA), the parties understand that employees will be paid overtime at time and one half for work exceeding forty (40) hours in an established seven (7) day work period (i.e. a work week).
5. The parties agree and understand that California Labor Code section 510 pertaining to overtime, including a daily rate for working over eight hours (1.5 rate) or for working over twelve hours (2.0 rate) does not apply.

6. Correctional Technicians assigned to the 12.25 shift schedule agree to use accrued CTO, vacation or holiday time on the short week to be paid for at least forty (40 hours each week).

**IT IS SO AGREED:**

\_\_\_\_\_  
Steve Allen, Date:  
POA Labor Representative


\_\_\_\_\_  
Maurice Anderson, CAO Date  
County of Lassen, State of California

\_\_\_\_\_  
Brittany Camarena Date  
POA President

**ADOPTED:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Tom Neely, CHAIR Date  
Board of Supervisors,  
County of Lassen, State of California

  
\_\_\_\_\_  
Amanda Uhrhammer, County Counsel  
County of Lassen, State of California

ATTEST:  
JULIE BUSTAMANTE, Clerk of the Board

BY \_\_\_\_\_  
MICHELE YDERRAGA, Deputy Clerk Date  
of the Board of Supervisors of the County  
of Lassen, State of California