

## Amended Side Letter of Agreement

County of Lassen  
And  
Lassen County Deputy Sheriffs Association

April 15, 2025

This Amended Side Letter of Agreement (“Amendment Agreement”) is made and entered between the County of Lassen (County) and the Lassen County Deputy Sheriffs Association (DSA), collectively, the “Parties,” for purposes of implementing a negotiated change to the Memorandum of Understanding between the Parties (MOU). The Parties agree that the terms of this Amended Agreement are incorporated into the MOU by specific reference.

On September 26, 2024, the Parties entered into a Side Letter of Agreement to address staffing shortages at the Lassen County Jail, the terms of which are identified below. The Side Letter required the Parties to meet and confer prior to March 31, 2025, for the purpose of reviewing and renegotiating the provisions therein.

In accordance with Article 2.04 (Management Rights) of the MOU, the Sheriff has determined a continuing need to utilize deputies from the Patrol Divisions to cover ongoing staffing shortages at the Jail, which necessitates a continued change in working conditions. Having conferred on the ongoing staffing shortages, the Parties hereby enter into this Amended Side Letter of Agreement, as follows:

### **Patrol Deputy Shift Coverage**

For those Correctional Deputy staffing shortages that are not filled by Correctional Deputy voluntary sign-up coverage, the Sheriff shall assign two deputies from the Patrol Division to the Custody Division to address staffing shortages at the Jail under the following provisions:

- Patrol Deputy shift coverage rotations at the Jail will be for two full pay periods (four weeks). One Patrol Deputy will be assigned to each side of the week, with one assigned to Team 1, and the other to Team 2.
- Patrol Deputies may volunteer for the Jail assignments referenced above through a sign-up sheet posted next to the patrol schedule. Any unfilled Jail shifts referenced above will be assigned by the scheduling Sergeant based on reverse seniority of the Patrol Deputies.
- Post Assignments at the Jail will be to floor and control operations. Patrol Deputies will not be posted to the Special Housing Unit.
- Patrol Deputies assigned to the Jail will assist with inmate transportation to and from any appointments or court appearance, as needed.
- Patrol Deputies shall remain on their current 12-hour work schedule when assigned to the Jail. Jail shift hours will be from 1000 hours to 2200 hours.
- Patrol Deputies assigned to the Jail will be authorized to respond to the field at the request of the Patrol Sergeant for emergency assistance purposes.
- Patrol Deputies may sign up for overtime shifts of full or partial shift to help alleviate short staffing on the Patrol Side ..
- Any unresolved conflicts that may arise between a Patrol Deputy and the Jail Corporal shall be elevated to the Jail Sergeant. Any internal investigations involving Patrol Deputies while assigned at the Jail shall be handled by a Patrol Sergeant.

- The Parties agree to a meet and confer on any issues that are not first resolved internally as to the scope of duties for Patrol Deputies.

Patrol Deputies assigned to the Jail pursuant to this Side Letter shall receive an additional four (4) hours of Personal Leave for each full pay period worked in the Jail, which shall be used by the end of the calendar year in which it is accrued. In the event a Patrol Deputy is reasonably unable to use this additional leave by the end of the calendar year, the Sheriff shall have the discretion to approve the roll-over of the remaining leave hours. The Parties agree that the additional leave time provided herein shall not be “PERSable” for purposes of retirement compensation calculations.

Except as may otherwise be mutually agreed upon by the Parties, this Amended Agreement shall remain in effect until appropriate Custodial Deputy staffing is secured, or September 25, 2025, whichever comes first.

In all other respects, the MOU remains unchanged and this Amended Agreement will not be factored into current successor MOU negotiations.

**IT IS SO AGREED:**

\_\_\_\_\_  
Kristina Wicker-Estes,                      Date  
Lead Negotiator for DSA

\_\_\_\_\_  
Maurice Anderson,                      Date  
Interim Lassen County CAO

\_\_\_\_\_  
Kurtis Becker,                      Date  
LCDSA President

**ADOPTED:**

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Amanda Uhrhammer,                      Date  
County Counsel, County of Lassen