

**SIDE LETTER AGREEMENT
BETWEEN THE
ROSEVILLE POLICE ASSOCIATION**

**AND
THE CITY OF ROSEVILLE**

CERTIFICATIONS ELIGIBLE FOR SPECIAL PAY

The City of Roseville (hereinafter referred to as "City") and the Roseville Police Association (hereinafter referred to as "RPA") entered into a Memorandum of Understanding ("MOU") with a term beginning on January 1, 2024, and terminating on December 31, 2027. The City and RPA are collectively referred to herein as the "Parties."

Background and Overview

The Parties hereby agree to the terms of this Side Letter Agreement ("SLA") in response to requests made by RPA regarding training and certification for the recently established positions of Crime Analysis Supervisor, Real Time Crime Center Specialist, and Police Systems Security and Compliance Technician. The new Crime Analysis Supervisor classification does not currently have an available supervisory training and certificate because the State of California Commission on Peace Officer Standards and Training ("POST") no longer allows enrollment by non-dispatch supervisors in the POST Supervisor Certificate course.

The Parties agree to add the Civilian Management Seminar, as listed below, as an approved certification, for the classifications of Animal Control Supervisor, Crime Analysis Supervisor, Police Property & Evidence Supervisor, and Records Supervisor.

To promote continuing education for RPA members as of the effective date of this SLA, for the recently created classification of Real Time Crime Center Specialist, the Parties agree to add the below POST Real Time Crime Center training course as an approved certification. For the recently added Police Systems Security and Compliance Technician, the Parties agree to add the POST Leading the Professional Employee (16 Hours) training course as listed below as an approved certification.

Effective January 10, 2026, the parties mutually agree to modify RPA MOU, APPENDIX "W" – Special Pays, as follows:

APPENDIX "W" – Special Pays

RPA Job Classification	Certification	Issuing Organization
Animal Control Officer	Advanced CA State Humane Officer's Academy Certificate	State Humane Association of CA

Animal Control Supervisor	POST Supervisor Certificate Civilian Management Seminar	POST PMW Associates
Communications Supervisor	Emergency Medical Dispatch (EMD) Certificate POST Supervisor Certificate	National Academy of Emergency Medical Dispatch POST
Community Services Officer I/II	Collision Investigation Certification Identity Theft Investigation	POST POST
Crime Analyst	Crime and Intelligence Analysis Certificate	CSUS
Crime Analysis Supervisor	POST Supervisor Certificate Civilian Management Seminar	POST PMW Associates
Dispatcher I/II	Basic Tactical Dispatcher Intermediate POST Dispatch Certificate	POST POST
	Emergency Medical Dispatch (EMD) Certificate Employees hired after 12/31/2017 are not eligible.	National Academy of Emergency Medical Dispatch
Police Property & Evidence Technician I/II	Certified Evidence and Property Specialist	International Association of Property and Evidence
Police Property & Evidence Supervisor	POST Supervisor Certificate Civilian Management Seminar	POST PMW Associates
Real Time Crime Center Specialist	Real Time Crime Centers	CSU, Long Beach/Justice Research & Training
Senior Police Records Clerk	Public Records Act Certification	POST or California Peace Officer Association (CPOA)
Police Records Clerk I/II	Public Records Act Certification	POST or California Peace Officer Association (CPOA)
Police Scene Technician I/II	Crime Scene Investigations	POST
Public Safety Program Coordinator	POST Supervisor Certificate Crime Prevention Through Environmental Design Advanced Certification	POST POST
Police Systems Security and Compliance Technician	Leading the Professional Employee (16 hour course)	POST
Records Supervisor	POST Supervisor Certificate Civilian Management Seminar	POST PMW Associates

Additionally, based on a recent CalPERS inquiry, it was determined that a provision in Article III. Special Pays section of the RPA MOU requiring employees not be eligible for special pay until they have successfully completed their one (1) year probationary period should be deleted to ensure the Special Pay certificate compensation reported for Classic and PEPRAs employees meets CalPERS requirements. While this language has been included in the RPA MOU since 1997, CalPERS staff indicated concern that the current and prior MOUs are potentially not in compliance with its recent interpretations of the applicable regulation that all employees in a classification be eligible for the Special Pay. The Parties agree that the Special Pay compensation reported for Classic and PEPRAs employees were reported in good faith and were subject to retirement contributions for Classic and PEPRAs employees. The City and RPA do not want retirees to be harmed. All employees in the positions above are eligible to receive the special pay compensation during the term of employment in those positions.

Thus, the parties mutually agree to modify the RPA MOU, Chapter 4. Salaries and Other Compensation, Article III. Special Pays, as follows:

ARTICLE III. SPECIAL PAYS

~~Employees shall not be deemed eligible to receive such pay until they have successfully completed their one (1) year probationary period. B.~~

- A. Employees in the job classes listed in Appendix W who acquire and maintain the corresponding certificates as listed will be paid two and one-half percent (2.5%) of their base salary. Employees must be using the referenced certificate as part of their primary job assignment.
- B. Where more than one certificate is listed per job class, no stacking of payments will be made (no additional payment will be made for a second certificate by an employee).

Exception: Communications Supervisor and Dispatcher I and Dispatcher II hired on or before October 1, 2013 who currently are paid for Emergency Medical Dispatch (EMD) Certificates will also be eligible for one (1) additional certificate as listed in Appendix W. Dispatcher I and Dispatcher II employees hired between 10/1/13 to 12/1/17, who possess an EMD certificate, are eligible for one (1) additional certificate pay as listed in Appendix W. Employees hired after 12/31/2017 are not eligible for EMD certificate pay.

- C. Employees promoting into supervisory positions are eligible to retain a lower level certification pay for a maximum of two (2) years following promotion or employment into an eligible position or until eligible for the Supervisory POST certificate, whichever comes first.
- D. Employees who possess certificates are responsible for submitting their certificate (or official POST training record demonstrating, to the satisfaction of the Police Chief, that the subject certificate has been obtained), in the Enterprise Resource Planning (ERP) system for approval in order to be paid the two and one-half percent (2.5%) stated above.

E. As new classifications are added, the City shall determine whether a Special Pay shall be provided based upon the provisions set forth in this Article. The City shall meet and confer with RPA regarding its decision.

The specific provisions contained in this SLA are intended to supersede any previous agreements, whether oral or written, regarding the matters contained in this SLA.

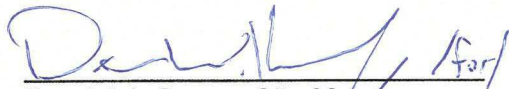
The Parties have satisfied their obligations to meet and confer in good faith in accordance with the Meyers-Milias-Brown Act ("MMBA").

Except as provided here, all wages, hours, and other terms and conditions of employment presently in the City's MOU and SLAs with the RPA remain in full force and effect.

THESE ARE TENTATIVE TERMS SUBJECT TO APPROVAL OF THE CITY COUNCIL.

CITY OF ROSEVILLE

ROSEVILLE POLICE ASSOCIATION




Dominick Casey, City Manager



Theresa O'Reilly-Hembree, President

1/15/2026
Date

1/13/26
Date



Dan Koontz, Labor Relations Consultant

1/13/26
Date