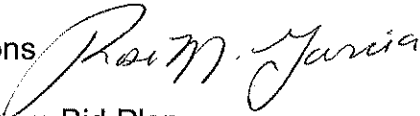


CITY OF LOS ANGELES
DEPARTMENT OF WATER AND POWER
INTRADEPARTMENTAL CORRESPONDENCE

Date: March 1, 2011

To: Aram Benyamin, Senior Assistant General Manager – Power System

From: Rose M. Garcia, Director of Labor Relations 

Subject: Implementation of Revised Load Dispatchers Bid Plan

On February 24, 2011, the designated representatives of the Los Angeles Department of Water and Power (LADWP) and the Los Angeles Water and Power Dispatchers Association (LAWPDA) agreed to revise the attached Load Dispatchers Bid Plan to include the language in the negotiated Letter of Agreement (LOA), entitled Footnote 3: Load Dispatching - Specialist Positions, last signed February 3, 2010.

This LOA is being forwarded to your organization for information and implementation retroactively effective January 1, 2009. Please forward to your administrative staff for information and implementation.

Any questions you may have concerning this LOA or its implementation should be addressed to me at Extension 71343.

Attachment

c/att: Edmund Russo, LAWPDA
Ronald O. Nichols
Ken Silver
Eileen Lau

Linda Ikegami
Rose M. Garcia
Anita T. Ortega
Sr. Labor Relations Representatives
Jae J. Anderson



ANTONIO R. VILLARAIGOSA
Mayor

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JONATHAN PARFREY
BARBARA E. MOSCHOS, *Secretary*

RONALD O. NICHOLS
General Manager

**LETTER OF AGREEMENT
LOAD DISPATCHERS BID PLAN**

The Parties to this Letter of Agreement (LOA) are designated representatives of the Los Angeles Department of Water and Power and the Los Angeles Water and Power Dispatchers Association (hereinafter referred to as the Parties). In accordance, with the Memorandum of Understanding for the Load Dispatchers Unit and an LOA entitled "Footnote 3: Load Dispatchers - Specialist Positions" last signed on February 3, 2010, the Parties mutually agreed to review and assess areas of specialty to address new technology, special projects, and training and determine the appropriate number of positions to be designated as specialist positions. In addition, the Parties agreed that any change in the number of specialist positions shall be done by mutual agreement and designated in the Load Dispatchers Bid Plan. Therefore, this LOA will amend the Load Dispatchers Bid Plan as follows:

"The Bid Plan (Plan) contained herein, and agreed to by designated representatives of the Los Angeles Department of Water and Power (LADWP) and the Los Angeles Water and Power Dispatchers Association (Association), provides a uniform procedure for the equitable assignment and reassignment of personnel to positions in the classes of Load Dispatcher and Senior Load Dispatcher and identifies areas of specialty to address new technology, special projects, and training.

The Plan shall be subject to:

- City, State and Federal Laws, rules and regulations which govern Equal Employment Opportunity and other employment related practices;
- The LADWP EEO policies and procedures;
- The Rules of the Board of Civil Service Commissioners; and
- The Memorandum of Understanding.

This Bid Plan shall be administered by a Joint Management Committee (Management) consisting of the Manager of Grid Operations, Manager of Subtransmission Load Dispatching, and the Manager of Wholesale Energy Resource Management (or their functional equivalents) or his/her designee.

Water and Power Conservation ... a way of life

111 North Hope Street, Los Angeles, California 90012-2607 Mailing address: Box 51111, Los Angeles 90051-5700
Telephone: (213) 367-4211 Cable address: DEWAPOLA



A. General Rules

1. For purposes of this Plan, a position shall be defined as one of the work assignments shown as indicated on the *LOAD DISPATCHERS WORKING SCHEDULES*, or other work assignments for employees covered under this Plan.
2. When filling positions under this Plan, all positions will be awarded by seniority (see Section B.), except for the support positions identified in the section entitled, "Procedure for Bidding Positions" Item G6 in this Plan. The Association will provide a representative to review position awards before posting in order to verify that the bids were awarded to the candidates' highest priority bid commensurate with their seniority.
3. To establish ranking for bidding purposes, a Management representative shall publish a list showing the bid plan seniority of each employee covered by this bid plan. This list will be posted on a bulletin board before February 1st of each calendar year. In addition, a Management representative will maintain a continuous status roster of all positions.
4. It shall be the responsibility of Management to ensure that notices regarding status of positions and bid awards are posted at any location where a Load Dispatchers' bulletin board or space on a bulletin board is provided.
5. Management shall maintain a record of actions taken pursuant to this bid procedure which shall be available for inspection at reasonable times upon request. This record shall be kept for a period of three (3) years.
6. An employee may relinquish his/her right to his/her current bid position provided that he/she notifies a Management representative in writing. That employee would revert to the "unassigned" category from which he/she would be awarded another vacant position or if unable to successfully bid to another position, be assigned to a vacant position without bid rights.
7. Management may temporarily reassign an employee to another schedule or shift to meet the operating or training needs of load dispatching. In filling such temporary assignments, interested personnel possessing the necessary skills, knowledge, and ability will be considered in order of his/her seniority. If no one is interested, the least

senior employee that has the necessary skills, knowledge, and ability as determined by Management will be assigned. Notwithstanding the above, in cases where the temporary assignments are to specialized support positions as identified under Section G of this Plan, the methods to be used in determining which employee should be reassigned shall be entirely at Management's discretion. No incumbent shall be involuntarily displaced to accommodate a reassignment for probationary evaluation.

B. Seniority For Bidding Purposes

1. Bid seniority, for purposes of this Plan, shall include time served:
 - on regular, temporary, and limited appointments in the Civil Service class of the position being bid, and all higher classes in the Load Dispatcher series exclusive of time assigned as a Load Dispatcher Trainee;
 - as an Electrical Services Manager (having promoted from the Load Dispatcher series);
 - on temporary, limited, or emergency appointments outside the Load Dispatcher series;
 - during a probationary period while on a regular position outside the Load Dispatcher series; or
 - on military leave.
2. In the event that two bidders have the same bid seniority, the ranking will be determined in the following order:
 - a. The one who ranked highest on the respective Civil Service eligible list of the classification being bid.
 - b. LADWP seniority in all classifications.
 - c. City seniority in all classifications.
 - d. As determined by any random method to be determined by Management.
3. Persons who resign from City service shall maintain their seniority based upon the date of resignation (no bid seniority credit for the break-in-service period).

C. Persons Eligible to Bid

1. In order to be eligible to bid on a position in the class of Senior Load Dispatcher, an employee must currently hold a regular appointment to that class, hold a current North American Electric Reliability Corporation

(NERC) certification at least at the level required by Management, and have successfully completed the six-month probationary period.

2. In order to be eligible to bid on a position in the class of Load Dispatcher, an employee must currently hold a regular appointment to that class, hold a current NERC certification at least at the level required by Management and have successfully completed the six-month probationary period.

D. Positions Available for Bid

All vacant Load Dispatcher positions and Senior Load Dispatcher positions shall be filled in accordance with this Plan except as provided in the section entitled, "Procedure for Bidding Positions" Item G6.

An existing position shall be considered vacant when its incumbent:

- a. Terminates employment for any cause, or retires from LADWP.
- b. Receives a regular appointment to, and completes probation in another Civil Service class.
- c. Is permanently reassigned through this procedure to another position in the same Civil Service class.
- d. Goes on a leave of absence, if not protected by law, in excess of 90 days.
- e. Goes on temporary disability in excess of one year.
- f. Is placed on permanent disability.
- g. Relinquishes his or her position in accordance with Section A6.

E. New, Modified, or Abolished Positions

1. When new or modified positions are to be filled, a notice shall be posted in the designated areas for bid plan information. This posting will initiate an open bid period. The open bid period will be for a minimum of seven (7) calendar days and provided that each eligible has an opportunity to become aware of the position for at least four (4) calendar days, bids may be awarded as described in Section G-4 of this Plan. Persons eligible to bid for positions, who are on vacation or otherwise off, may be contacted outside of work and alerted to the new or modified position(s). Eligibles may waive the four day requirement at their discretion.
2. Management shall advise the Association in writing of the creation or elimination of any position.

A position that has been modified by undergoing a significant change, such as a change in working hours or days off pattern will be considered to be an elimination of a bid position and the creation of a new bid position.

The Association shall be advised at least two weeks before the anticipated date that a job will be created, abolished, or significantly changed, or less if mutually agreed to by the Association and Management.

Once Management has notified the Association in writing of its intent to eliminate a bid position, no person shall be awarded said bid position.

All bid positions changed for any of the above reasons will be open for bid, and each person qualified to bid will be entitled to submit a revised bid form. The Association will also be advised at least two weeks, or less if mutually agreed to by the Association and Management, before implementation of any proposed changes in number of positions or position designations available for bid or positions to be held vacant.

- 3 Any bid position eliminated and then recreated within one (1) year, with substantially the same duties, regardless of position name, shall first be offered to the person holding said position at the time of elimination. If refused, the position will then be filled in accordance with the appropriate provisions of this bid plan.

F. Displacement

For purposes of this Plan, a person will displace to the highest position on their bid form occupied by a person of lesser seniority for the following reasons:

- a. Their position is eliminated.
- b. The person returns from a leave of absence greater than 90 days but less than one year.
- c. The person is displaced for one of the above reasons.

G. Procedure For Bidding Positions

1. A Management representative shall accept and maintain a continuous file of the form, "Dispatchers Bid Form." Every eligible employee shall submit in writing on the form provided, a list of the positions that he/she would like to bid. If the employee does not wish to designate any

positions, he/she shall so indicate by writing NONE in the first space on the designated form. Bids shall be submitted in a manner designated by Management which shall be indicated on the bid announcement.

2. Bids for positions shall be listed by the bidder in a preferential order on a bid form. A new "Dispatchers Bid Form" placed in the file voids an existing form in the file. Dispatchers Bid Forms may be submitted or revised at any time during the year.
3. The bid file will be a closed file and may be inspected only by representatives from Management or the Association. Employees, however, may inspect their own bid forms in the file.
4. Management will award bids based on the bid sheets on file on the closing date indicated on the job announcement. If a position becomes vacant, bids will be awarded based on the bid sheets on file at the time the position becomes vacant.
5. A Management representative shall award any vacant position to the successful bidder within fourteen (14) calendar days from the date established in Section G4. If a vacancy and a new or abolished position occur within the 14 calendar day award period, a single bid sheet closing date will be designated to consolidate the bid award process. The 14 calendar day award deadline may be extended by mutual agreement between the Association and Management.
6. The Load Dispatching function requires the following specialized support positions, or new positions performing the same specialized functions:
 - o Trainer;
 - o Research and Reports;
 - o Outage Coordinator (Request or Bid positions);
 - o Computer Display;
 - o Other positions mutually agreed to by Management and the Association;
 - o Other specialized support positions expected to last less than two years.

Up to ten (10) of the above described positions in total, may be compensated with a specialist premium as allowed in the MOU. Positions receiving a specialist premium, as well as other specialized positions expected to last less than two years, are not subject to filling


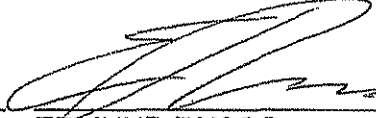
under this Bid Plan and will be assigned entirely at the discretion of Management.

Additional support positions not receiving a specialist premium will be filled in accordance with this Plan.

7. Assignments of the successful bidders to their new positions shall be made as soon as practical after awarding the position.

If Management is unable to assign a successful bidder to his/her bid position within forty-nine (49) calendar days, he/she shall be provided with a written explanation, if requested by the bidder."

This Bid Plan amendment is retroactively effective to January 1, 2009, as provided for in the LOA entitled, "Footnote 3: Load Dispatchers - Specialist Positions."

	
RONALD O. NICHOLS General Manager Los Angeles Department of Water and Power	EDMUND RUSSO President Los Angeles Water and Power Dispatchers Association
Date: <u>2/18/11</u>	Date: <u>2/24/11</u>