

LOCAL 270

**UTILITY WORKERS UNION OF AMERICA**

AFFILIATED WITH THE AFL-CIO

LIGHT - HEAT



POWER - WATER

1400 EAST SCHAAF ROAD

BROOKLYN HEIGHTS, OHIO 44131

TELEPHONE: (216) 398-6153

FAX: (216) 398-6158

April 24, 2023

Dear Member:

The Committee has successfully negotiated a tentative successor Collective Bargaining Agreement. The Negotiating Committee unanimously recommends that the membership vote to ratify this contract.

Enclosed you will find a copy of the Summary of Agreement for your review. The language in your current contract, unless it has been changed, will remain. Below are some of the major changes:

- Wage increases of 2% for each year of the Contract, retroactive to April 1, 2022, and a one-time payment of 1000.00, payable within 60 days of ratification,
- Continuation of the current benefits plan,
- Addition of the Juneteenth holiday,
- Improvements to WPO Competency training program, and the NATE Certification training program,
- An increase to the allowable hours of sick time used by shift workers in a rolling calendar quarter, under the City's No Fault Attendance Policy,
- The member will receive reimbursement for any EPA license renewal and testing that receives a passing score, and the City will cover the registration cost for any required classes when the employee is approved for attendance.

The negotiating committee strongly suggests that you take the time to go over this document and your current contract language to familiarize yourselves with the changes.

An explanation meeting of the Summary of Agreement will be held at the time and location listed below. The committee will go over all changes and once all questions are asked and answered, secret ballot voting will take place.

We encourage you to attend one of the meetings listed below so you can voice your opinion and exercise your right as a Union member to vote.

**In order to vote, you must attend the explanation meeting. If you do not attend the explanation meeting you will not have the opportunity to vote.**

Fraternally,

*Local 270 Negotiating Committee:*

President Chris Ericksen,  
Vice-President Rob Scheffler,  
Recording Secretary Karl Scheffler,  
Division Chairman Kenny Walker  
Committee Members:  
Jonathon Blevins  
Scott Raimann  
Logan Readinger

### **MEETING DATE**

**Thursday May 11, 2023 at 7:30 am and 7 pm**

**Explanation and Ratification Meetings will be held at the Union Hall  
1400 E. Schaaf Rd., Brooklyn Heights, OH 44131**

**Please bring valid identification. If you do not have any you will still be able to vote if another member can validate that you are a member of this division.**

**There will be no alcoholic beverages allowed at the meeting.**

**CITY OF CLEVELAND  
UTILITY WORKERS UNION of AMERICA  
Local 270**

**FINAL, COMPREHENSIVE TENTATIVE AGREEMENT**

**April 15, 2023**

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The City of Cleveland (“City”) and the Utility Workers Union of America, Local 270 (“Union”), after full and fair negotiations, have reached this final, comprehensive tentative agreement on the terms of a successor to their April 1, 2019 through March 31, 2023 labor contract. The only amendments agreed to are those included herein and all other party proposals in these negotiations are withdrawn with prejudice. The terms herein are agreed to subject only to ratification by Union membership and approval by City Council.

**1. ARTICLE 46 - WAGES**

**a. Wages:**

First year: 2% base wage increase retroactive to April 1, 2022 for all current employees and employees who retired through the Ohio Public Employee Retirement System after April 1, 2022 but prior to execution of the 2022-2025 contract.

Second year: 2% base wage increase effective April 1, 2023

Third year: 2% base wage increase effective April 1, 2024

**b. Signing Bonus:**

**Employees employed as of the date of ratification (ratified by both the bargaining unit and City Council) of the CBA to receive a \$1,000.00 one-time, lump-sum payment, payable within sixty (60) days of ratification.**

**2. ARTICLE 34 – INSURANCE**

Maintain current contract language and plan design.

**3. ARTICLE 4 – NON-DISCRIMINATION**

Section 1 – Amend Section 1 to read as follows:

The City and the Union hereby state their commitments legal and moral, not to discriminate in any manner relating to employment or representation on the basis of race, color, creed, national origin, sex (**including sexual orientation, gender identity and expression**),

handicap disability, or age (for those age 40 or older), genetic background, veteran status, or any other characteristic protected by law.

4. **ARTICLE 6 – UNION SECURITY AND CHECK OFF**

New Section 4 – Add new Section 4 reading as follows:

**Dues When There is No Income:** In the event an employee is not working and not receiving income from the City or Workers Compensation due to extended illness or injury, dues will not be collected until the employee is returned to paid status.

5. **ARTICLE 7 – UNION REPRESENTATION AND VISITATION**

Section 4 – Amend Section 4 to read as follows:

The representatives of the Union shall be permitted to enter the City’s premises during **normal** working hours, but at no time shall such visitation rights interfere with the work requirements of any employee or disrupt operations in any way unless expressly permitted by the City. Non-City employee Union representatives will provide at least twenty-four (24) hours’ notice of intent to make a site visit to the Department of Public Utilities Labor Relations Manager and HR Labor Relations Manager. In the event of an emergency situation requiring the Union to respond to a site immediately, non-City employee Union representatives will provide whatever notice of intent to make a site visit is possible. **If the emergency situation is after normal working hours, on a Holiday, or on a weekend, a Plant manager or Assistant Plant Manager must be present before Union representation may enter City premises.**

6. **ARTICLE 8 – PROBATIONARY PERIOD**

Article 8 - Amend Article 8 to read as follows:

New employees shall be on probation for a period of six (6) months. Said period may be extended an additional thirty (30) calendar days, on the mutual written agreement of the parties. New hires will be permitted to work overtime only after 120 calendar days, except when Management believes that the new hires are needed to work overtime because of operational necessity. Probationary employees may not file grievances protesting discharge/termination during the employee’s probationary period, **but may have Union representation and file grievances for alleged non-discharge/termination violations of the Contract.** The probationary period shall be extended for any approved leaves of absence.

7. **ARTICLE 9 – SENIORITY**

Section 6 – Amend the first and last paragraphs of Section 6 to read as follows:

Upon request on a monthly basis, the City will provide to the Union the names of any bargaining unit employees who have been hired or whose employment has ended for any reason. ~~Upon request~~ **Monthly**, the City will provide the Union with a seniority list of all employees within the bargaining unit. By November 1 of each year, seniority rosters for each group will be provided to the union and ~~the Stewards~~ **posted at the work locations by the City** throughout the departments affected.

\*\*\*\*

The seniority list shall contain the name, job classification, department, **work location** and date of classification entry of all employees in the bargaining unit.

8. **ARTICLE 14 – MILITARY LEAVE**

Sections 1 through 6 – Delete Sections 1 through 6 and replace with the following:

**Employees who are members of the Ohio organized militia or members of other reserve components of the armed forces of the United States, including the Ohio national guard, are entitled to a leave of absence from their positions without loss of pay for the time they are performing service in the uniformed services in accordance with Cleveland Codified Ordinance Section 171.57.**

9. **ARTICLE 17 – SICK LEAVE WITH PAY**

a. Sub-section (h) – Amend sub-section (h) to read as follows:

~~The City reserves the right to~~ **has implemented** a no-fault attendance policy **pursuant to its reserved rights**. ~~The City will notify the Union prior to implementing such a policy and will meet and confer with the Union regarding the policy. The Union reserves the right to file a grievance regarding the reasonableness of a newly implemented policy.~~

b. New sub-section (i) – Add new sub-section (i) reading as follows:

**The basis for disciplinary action under the City’s Sick/Absence Abuse Program for bargaining unit employees assigned to twelve (12) hour shifts will be more than thirty-six (36) hours of usage within a rolling calendar quarter. All other City provisions of City attendance policy will apply as written.**

10. **ARTICLE 23 – JOB EVALUATION AND DESCRIPTION**

Section 1 – Amend Section 1 to read as follows:

**Section 1: Right to Create:** The City has the sole and exclusive right to make job evaluations and job descriptions and create job classifications when it deems appropriate. **The City will notify the Union of revisions to bargaining unit job descriptions and the Union may raise questions about such revision through the Labor Management Committee process.**

11. **ARTICLE 25 – HOURS OF WORK**

Article 25 - Amend the third and fourth sentence of Article 25 to read as follows:

All Water Plant Operators currently work 12 hours per day, ~~three days one week and four days the next week~~, **on an alternating schedule of thirty-six (36) hours in one week and forty-eight (48) hours in the other week in a two (2) week pay period.** ~~but~~ The City reserves the right to change these shifts to those hours and under those conditions stated in the first sentence of this Article.

12. **ARTICLE 30 – HOLIDAYS**

Section 1 – Amend Section 1 to read as follows:

**Fixed Holidays:** All regular full-time employees shall be entitled to nine (9) paid holidays, as follows:

New Year's Day	<b>Juneteenth</b>
Martin Luther King Day	Independence Day
President's Day	Labor Day
Good Friday	Thanksgiving Day
Memorial Day	Christmas

13. **ARTICLE 32 – CALL-IN PAY**

Article 32 - Amend Article 32 to read as follows:

An employee who is called in to work at a time when he is not regularly scheduled to report for work shall receive a minimum of four (4) hours of work at his applicable rate of pay. An employee who actually works less than the minimum of four (4) hours shall be compensated for a minimum of four (4) hours, either at the employee's straight-time rate of pay or, if eligible, at the overtime rate of pay, and all remaining paid time shall be at the employee's straight-time rate of pay. If an employee is called in and works more than four (4) hours, he shall receive pay for all hours actually worked, either at the employee's straight-time rate of pay or, if eligible, at the overtime rate of pay. The provisions of this article do not apply when an employee is scheduled to report for required regulatory training (**including EPA, CEU, and safety training**) and is given notice at least twenty-four (24) hours in advance regardless of the length of time the employee is engaged in such training. **If an employee is required to report for any training with fewer than twenty-four (24) hours advance notice, the employee will receive a minimum of four (4) hours of pay at the applicable rate of pay.**

14. **ARTICLE 37 – GRIEVANCE PROCEDURE**

a. Section 2 – Amend Section 2 to read as follows:

A grievance is defined as a dispute or difference between the City and employee(s) or the City and the Union concerning the interpretation and/or application of and/or compliance with any provision(s) of this Contract **and such other issues as the parties are expressly required to arbitrate before the arbitrator under the terms of this Agreement**, including any and all disciplinary actions.

- b. Section 7 – Amend Section 7 to read as follows:

**Arbitration shall be the sole and exclusive means of resolving disputes under this Agreement.** In the event a grievance goes to arbitration, the arbitrator shall have jurisdiction only over disputes arising out of grievances as the interpretation and/or application and/or compliance with the provisions of this Contract **and such other issues as the parties are expressly required to arbitrate before the arbitrator under the terms of this Agreement**, including all disciplinary actions. In reaching his decision, the arbitrator shall have no authority: (1) to add or to subtract from or modify in any way of the provisions of this Contract; (2) to pass upon issues governed by law; or (3) to make an award in conflict with law. The arbitrator shall issue a decision within thirty (30) calendar days after submission of the case to him.

15. **ARTICLE 41 – CLOTHING MAINTENANCE ALLOWANCE**

Article 41 – Amend Article 41 to read as follows:

At the City’s discretion, the City will provide uniforms for employees in this bargaining unit. The City will either maintain employee clothing or, at the City’s option, provide a clothing maintenance allowance of one hundred **and twenty-five** dollars (\$~~100~~**25.00**) annually. Effective in calendar year 2020**3**, this amount will increase to one hundred and ~~twenty-five~~ **fifty** dollars (\$~~125~~**50.00**). The City agrees at its option to provide employees with shoes or with an annual shoe allowance in the amount of ~~eighty one hundred and twenty~~ dollars (\$~~80~~**120.00**), which shall be paid in a lump sum to each employee not later than March 1 of each year. Effective in calendar year 2020**3**, this amount will increase to one hundred and ~~twenty~~ **fifty** dollars (\$~~125~~**50.00**). The City will pro-rate payments for employees hired after March 1. Notwithstanding the above, no bargaining unit member shall be entitled to more than one such payment in any contract year and newly hired employees shall not become entitled to said allowance until the next scheduled annual payment date for all other bargaining unit members.

16. **ARTICLE 42 – BUILDING SUPPORT PERSONNEL**

- a. Section 3 – Amend Section 3 to read as follows:

~~Effective upon ratification, the~~ City will pay each stationary engineer the sum of ~~one two hundred and fifty~~ dollars (\$~~150~~**200.00**) on or about March 31 each contract year. Effective in calendar year 2020**3**, this amount will increase to two hundred **and fifty** dollars (\$~~200~~**50.00**). The payment will represent the City’s entire obligation to stationary engineers for the purchase, use, or loss of personal tools.

b. Section 4 – Amend Section 4 to read as follows:

~~Effective upon ratification,~~ The City, at its discretion, will provide each stationary engineer with either uniforms or a three hundred and ~~forty~~ **seventy-five** dollars (\$~~350~~**75**.00) uniform allowance. Effective in calendar year 2020**3**, if the City elects not to provide uniforms, the uniform allowance will increase to ~~three~~**four** hundred and ~~seventy~~**five** dollars (\$~~375~~**400**.00).

c. New Section 11 – NATE Training Fund

Add the following New Section 11 to Article 42 reading as follows :

- a. To enable the Building Support Personnel to acquire necessary job skills and to create and maintain a path for their continuing education that allows them to become and stay proficient at their job duties and enhance their abilities to serve the public, Building Support Personnel may request to attend training on subjects related to their job duties in accordance with this Section. The Commissioner of Property Management, or his/her designee, has the discretion to approve all training requests related to the job duties of Building Support Personnel per the terms of this Section.
- b. The Building Support Personnel will provide the Commissioner of Property Management, or his/her designee, with requests for training that include: descriptions of the course subject matter; location; duration; all costs; certifications obtained by course completion; and whether the employee requests direct City payment or reimbursement. The following are examples of work-related training (including listed course materials and labs):
  1. Accredited Technical School, College Maintenance and Science Programs related to Building Support Personnel job duties.
  2. HVAC Company Training Programs such as those offered by Johnson Controls and Honeywell.
  3. Programs to Complete a Third Class Steam Engineers License and/or Low Pressure Boiler Operators License.
- c. Building Support Personnel must submit requests for training to the Commissioner of Property Management, or his/her designee, a minimum of three (3) calendar months prior to the date of the training and in accordance with all applicable City policies. The Commissioner of Property Management, or his/her designee, may approve training requests submitted with fewer than three (3) months' notice as permitted by the City's policies. With the Commissioner of Property Management's, or his/her designee's, approval of a training request, the training request will be submitted for approval for payment or employee reimbursement pursuant to City policies.

- d. The City's annual expenditures for training under this section will not exceed the net balance of the City's budgeted amount for NATE certification incentive pay minus the amount of NATE certification incentive pay actually or projected to be paid in the calendar year of the training requested. Example: If the City budgets \$10,000 for NATE certification incentive pay and actually pays out or projects payment of \$5,000 in NATE certification pay in a calendar year, there is a maximum of \$5,000 available for training under this Section in that calendar year. The City and the Union agree that if the amount of a training request exceeds the training budget in that calendar year the requesting employee may agree to pay additional training costs as a condition of approval of the request. Example: Training cost is \$5600 and there is \$5,000 available for training; the City would pay \$5000; and the employee would pay the remaining \$600 to obtain approval for the training.
- e. The City and the Union agree that the City will provide the Union with the projected amount available for training under this Section in January of each calendar year.
- f. The City and the Union agree that at no time will the City be required to fund training requests in an amount over the net balance of the budgeted NATE certification incentive pay amount minus the amount of NATE certification pay actually paid or projected to be paid in any calendar year.

17. **ARTICLE 44 – DURATION**

Article 44 – Amend Article 44 to read as follows:

This Contract represents a complete and final understanding of all bargainable issues between the City and the Union and, except as expressly set forth herein, it shall be effective as of April 1, 2019~~22~~ and remain in full force and effect through March 31, 2022~~25~~.

18. **ARTICLE 45 – STAFFING**

a. Section 5 – Amend the first sentence of Section 5 to read as follows:

The City agrees that Water Plant Managers, Assistant Water Plant Managers, ~~Shift Supervisors~~, and Water Plant Supervisor-Parma Control shall not perform any bargaining unit work except in short duration emergency or non-routine situations. For purposes of this Section, short term shall be defined as two (2) hours.

b. Section 6 – Amend the first sentence of Section 6 to read as follows:

The City agrees to reimburse the WPO's for the cost of any license renewal and for the costs of approved educational classes **and for EPA license testing that receive a passing score.**

c. Section 7 – Add the following sentence to Section 7:

The City will pay the registration fee for any required classes when an employee requests prior City approval for class attendance.

19. DRUG AND ALCOHOL TESTING

Amend references to “illegal drugs or alcohol” to read “illegal drugs, non-prescribed legal drugs or alcohol.”

20. SIDE LETTER: Water Plant Operator Competency Demonstration and Compensation Procedure for Compression and Advanced Responsibilities

Amend the Side Letter as set forth in Attachment A to this final, comprehensive Tentative Agreement.

FOR THE UNION:

FOR THE CITY:

 VP L270 4/17/23  
Date

C. Hill 24 APR 23  
Date

Robert Scheffler VP L270 4/17/23  
Date

\_\_\_\_\_  
Date

Karl Scheffler 4/17/23  
Date

\_\_\_\_\_  
Date

Scott Rain 4/17/23  
Date

\_\_\_\_\_  
Date

[Signature] 4-17-23  
Date

\_\_\_\_\_  
Date

Ken Walker 4-17-23  
Date

\_\_\_\_\_  
Date

[Signature] 4-17-23  
Date

\_\_\_\_\_  
Date

[Signature] 4/17/2023  
Date

\_\_\_\_\_  
Date



**City of Cleveland**

**Justin M. Bibb, Mayor**

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Department of Human Resources  
601 Lakeside Avenue, Room 121  
Cleveland, Ohio 44114  
216/664-2493 Fax: 216-664-3489

**Water Plant Operator Competency Demonstration Side Letter: Compensation Procedure for Compression and Advanced Responsibilities**

1. This procedure is applicable for those untrained Water Plant Operator (WPO) personnel that are based at the Baldwin, Crown, Morgan and Nottingham water plants, and who need to demonstrate competency in (a) raw and finished pump operation; (b) filter operation; (c) residual handling; (d) chemical pump operation; (e) boiler operation; (f) generator operation; and (g) chemical analysis. The current description of these tasks is attached as Schedule A to this Agreement. Demonstration of these task competencies based upon the current description contained in Schedule A shall entitle the affected untrained WPO to the additional pay described in Article 45, Sections 2-3 of the Collective Bargaining Agreement between Cleveland and the Union. Cleveland may amend those descriptions after consultation with the Union through the LMC process.
2. This procedure is also applicable for those untrained WPO personnel that are based at the Parma Pumping Stations who need to demonstrate competency in (a) Distribution System; (b) generator and test mode; (c) Station Check list; and (d) Parma common tasks pumps and tower locations. The current description of these tasks is attached as Schedule B to this agreement. Demonstration of these task competencies based upon the current description contained in Schedule B shall entitle the affected untrained WPO to the additional pay described in Article 45, Sections 2-3 of the Collective Bargaining Agreement between Cleveland and the Union. Cleveland may amend those descriptions after consultation with the Union through the Labor Management Committee process.
3. Cleveland has published and made available to all WPO, Assistant Plant Manager (APM) and Plant Manager (PM) personnel, training curriculum which demonstrates each of the core competencies identified in this document. This training curriculum shall be used as the standard by which WPO personnel hired after the date of ratification shall be judged to determine whether they have achieved the described core competency. Untrained WPO's will have access to training demonstration videos which are stored in SharePoint on each Plant's home page.
4. When an untrained Water Plant Operator has completed the prescribed number of training evolutions and they have been signed off on Sharepoint as completed by a trained WPO, the PM or APM shall witness the untrained WPO complete the task as described in the training curriculum. The PM or APM will then sign the final line of the training record deeming the employee qualified in that task. All competency demonstration shall occur during normal work hours.

ATTACHMENT A

5. If competency has been demonstrated and the employee is deemed qualified, the PM shall immediately pass documentation of the qualification and the recommendation to the Administrative Manager of Operations. If competency has not been demonstrated, the affected employee may repeat the performance of the task after additional training has been completed with a trained WPO.
6. Employees hired as Water Plant Operators on or after January 22, 2018 shall be required to complete all competencies within one (1) year after the date of hire. Employees hired into the former Water Plant Operator II classification before May 27, 2015 shall not be required to demonstrate attainment of the competencies covered by paragraphs 1-5.
7. A trained Water Plant Operator who has completed all of the competency tasks described in paragraphs (1) and (2) of this Article shall undergo a training program in accordance with paragraph 9 of this Agreement to demonstrate the additional competencies of: (a) trouble shooting; (b) filter profiling; (c) generator testing/operation; (d) employee training; and (e) chemical pump drop checks. The current description of these tasks is attached as Schedule D to this Agreement. Demonstration of these task competencies based upon the current description contained in Schedule D shall entitle the affected trained WPO to the additional pay described in paragraph 8 of this Agreement. Cleveland may amend those descriptions after consultation with the Union through the LMC process.
8. Upon competency demonstration via written documentation compiled by the trained Water Plant Operator and reviewed and confirmed by an Assistant Plant Manager or the Plant Manager for the tasks identified in paragraph 7, the compensation of the affected trained Water Plant Operator shall be increased, exclusive of any license incentives, as follows:

Retroactive to April 1, 2022: \$ \_\_\_\_\_ (WITH AGREED TO WAGE INCREASE)  
Effective April 1, 2023: \$ \_\_\_\_\_ (WITH AGREED TO WAGE INCREASE)  
Effective April 1, 2024: \$ \_\_\_\_\_ (WITH AGREED TO WAGE INCREASE)

9. The training program and additional compensation described in paragraph 7 shall be administered under the following terms and conditions:
  - a. Trained Water Plant Operators who have obtained their OEPA Class 2 or 3 license are eligible to be trained to assume additional responsibilities in exchange for an increased hourly compensation above the current top WPO rate.
  - b. New responsibilities assumed by the trained Water Plant Operators will be non-exclusive bargaining unit work. Management employees or non-management employees designated by Management can perform these responsibilities, at the discretion of Management.

## ATTACHMENT A

- c. Trained Water Plant Operators who attain these responsibilities will be required to perform these responsibilities and will be evaluated as such by management and will be held accountable for such performance through established mechanisms (e.g., evaluations, counseling and/or discipline).
- d. All trained Water Plant Operators who become eligible following the date of ratification of the new labor agreement shall undergo training for assuming these responsibilities. The training curriculum shall be implemented within three (3) months after ratification of this Agreement.
- e. All trained Water Plant Operators who become eligible following ratification of the new labor agreement shall begin participating in such training promptly upon becoming eligible.
- f. The training period for learning and assuming these responsibilities shall be one year from the start of training for trained Water Plant Operators who have attained an OEPA Class 2 license and six months for trained Water Plant Operators who have attained an OEPA Class 3 License; this training period shall neither be shortened nor extended.
- g. All eligible trained Water Plant Operators who begin the training program shall be expected to successfully complete the program within the respective training period, subject to any extensions required by law for approved leaves of absence.
- h. Trained Water Plant Operators who successfully complete the training curriculum shall receive a lump sum payment at the conclusion equal to one-half the difference between the current top WPO rate and the increased rate times 1040 hours (1092 hours for those on the 12-hour schedule) for the six-month training period or 2080 hours (2184 hours for those on the 12-hour schedule) for the one-year training period, subject to all tax withholdings, pension contributions and dues deductions within 45 calendar days.

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**SCHEDULE - A**

**Core Competencies**

**For: Baldwin, Crown, G.A. Morgan, Nottingham**

**Chemical Analysis (must have OEPA Certification)**

- Monitor and react to water quality deviations
- Perform chemical analysis
- Record results into LIMS program
- Perform jar tests

**Common Tasks**

- Demonstrate knowledge of EPA regulations, Partnership goals, CWD performance requirements
- Monitor PCCS for current operational conditions
- Perform thorough physical initial round for operational conditions
- Check and insure backup equipment is ready for service
- Decision making-Reacting to appropriately to all collected data
- Troubleshoot problems with equipment and conditions
- Write work orders for equipment repair
- Document actions and issues in SharePoint
- Recognizing conditions and alerting management to them.
- Be able to perform all tasks manually

**Raw & Finished Pump Operation**

- Operate pumps when required
- Monitor and adjust discharge pressures
- Monitor and record pump operating conditions
- Monitor and maintain pump oil levels
- Monitor pump vibration levels
- Monitor SCADA, hydraulic structures and district pressures
- Monitor switch gears
- Monitor and record power usage
- Check UPS conditions
- Check traveling screens

**Boiler Operation**

- Operate boiler
- Document operational conditions
- Maintain adequate pressure
- Maintain chemical tanks
- Collect samples for analyses

**Filter Operation**

- Monitor and record hourly operational conditions
- React to out of spec conditions
- Perform filter washes as necessary

- Put filters in and out of service

**Residuals Handling**

- Transfer sludge from sed. basins
- Transfer sludge from clarifiers
- Thicken or dilute sludge
- Send sludge to sewer district
- Operate sludge press (Crown WTP operation only)

**Chemical Pump Operation**

- Operate chemical pumps
- Monitor and adjust chemical feed systems
- Adjust chemical dosages
- Fill day tanks

**Common Tasks Generator Operation**

- Operate generators when necessary
- Understand the generator operation at the facility where the operator is located
- Ability to start a generator remotely using PCCS/SCADA
- Ability to start generator locally
- Understand the difference between a no load test, parallel operation and total outage

**SCHEDULE - B**

**Core Competencies**

**For: Parma Control**

**Common Tasks**

- Learn locations of pump stations and towers
- Learn the shortest routes
- Using radio communications
- Reacting to radio communications from other CWD departments

**Station Check List**

- Operate pumps when required
- Monitor and record pump operating conditions
- Monitor and maintain pump oil levels
- Monitor pump vibration levels

**Distribution System**

- Monitor and adjust discharge pressures
- Maintain adequate pressure
- Understand different areas of influence
- Monitor SCADA, hydraulic structures and district pressures
- Document operational conditions

**Common Tasks Generator Operation**

- Understand the generator operation at each station
- Ability to start a generator remotely using SCADA
- Ability to start generator locally
- Understand the difference between a no load test, parallel operation and total outage

**SCHEDULE C**

**Competency Demonstration Readiness Notice Form**

\_\_\_\_\_, provides notice that they are ready to demonstrate  
Printed Name

competency in the task of \_\_\_\_\_.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

## **SCHEDULE - D**

### **Core Competencies**

**For: Trained WPO Operators and operators that have completed the compression training and are in possession of a OEPA Class II license**

#### **Troubleshooting**

- Ability to diagnose various treatment, programming, equipment and hydraulic problems
- Must investigate problems and attempt to resolve issues
- Must be able to write a quantitative report describing problem and procedures to resolve issue
- Management will develop scenarios to test operators troubleshooting abilities

#### **Filter Profiling (Treatment Plants Only)**

- Must participate in and show proficiency in filter coring/profiling procedures
- Must be able to direct other operators through the procedure
- Must enter results onto spreadsheets

#### **Valve Operation (Parma Control Only)**

- Must show proficiency and knowledge in operation of hydraulically controlled valve operators
- Must understand torque controls and valve closing procedures
- Must keep legible records
- Must be able to train other operators in proper valve closing procedures

#### **Generator Testing/Operation**

- Must complete training, show understand and demonstrate proper procedures for generator operations
- Ability to start generator remotely or locally

#### **Employee Training**

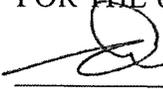
- Must train and instruct less senior operators in;
  - Proper operational procedures
  - Chemical treatment
  - Filtration, pumping, distribution
  - Residual handling
  - EPA regulations and AWWA Partnership

#### **Chemical Pump Drop Checks**

- Must be able to perform pump drop check to verify that chemical pumps are operating correctly
- Must perform drop check procedures monthly

ATTACHMENT A

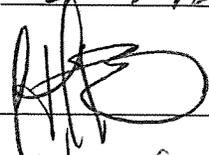
FOR THE UNION:

  
\_\_\_\_\_  
Date 4/17/23

Robert Scheppler VP 270 4/17/23  
\_\_\_\_\_  
Date

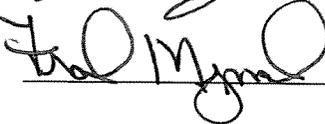
Karl Scheppler 4/17/23  
\_\_\_\_\_  
Date

Scott Brown 4/17/23  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date 4-17-23

Ken Walker 4-17-23  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date 4-17-23

  
\_\_\_\_\_  
Date 4/17/2023

FOR THE CITY:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date