

Memorandum of Agreement
between the
City of Albany
and the
Albany Police Association

Hiring Incentives for Lateral and Experienced Police Officers and 911 Dispatchers

This Memorandum of Agreement is entered into by and between the City of Albany (“City”) and the Albany Police Association (“Association”), collectively referred to as “The Parties,” effective February 1, 2024.

The Parties recognize that the labor market for police officer recruits and 911 dispatchers are at a record low both nationally and in Oregon. The Parties acknowledge that to address the resulting difficulty in recruiting police officers and 911 dispatchers, other law enforcement agencies within Oregon are offering incentives to attract qualified personnel, including reimbursement of costs associated with relocation.

As the City has a similar need to attract qualified personnel for police officer and 911 dispatcher positions, the Parties agree to the following:

1. The City will offer newly hired experienced or lateral police officers and 911 dispatchers (see definitions below) with the following incentives:

- a. **Reimbursement of Moving Expenses (laterals only):** For lateral police officers or 911 dispatchers who live more than 100 miles from the Albany, the City will provide reimbursement of moving expenses up to five thousand dollars (\$5,000) based on actual expenses incurred. The employee must provide documentation of expenses incurred. In determining mileage, the City will use the distance from the Albany Police Department to the employee’s principal residence prior to being hired and relocating. Reimbursement shall be limited to expenses incurred after the employee has executed a formal job offer.

If the employee resigns or is terminated with cause within 36 months of their date of hire, they will be responsible for repayment to the City for any previously reimbursed moving expenses on a prorated basis. The repayment amount owed to the City shall be reduced by one-thirty sixth (1/36) of the total amount for each month of completed employment. The City shall be authorized to withhold the amount owed to the City from the employee’s final paycheck. If the employee’s final paycheck is insufficient to permit recovery in full, the City reserves all legal rights to recover any amounts owed from the employee. Upon the completion of 36 months of employment, the employee is no longer subject to this repayment provision. If, at any time, the employee is terminated without cause, the employee shall not be obligated to repay any portion of reimbursed moving expenses.


- b. **Frontloaded Leave Accruals (experienced and laterals):** Experienced and lateral police officer and 911 dispatcher hires will also have the option to have six months’ worth of sick leave and vacation leave, based on the position’s regular rate of accrual as outlined within the collective bargaining agreement, frontloaded to their leave banks upon hire. New hires receiving this incentive will not be eligible to accrue additional sick leave or vacation leave in their banks until their time in service has caught up to the actual earned hours of leave that has been frontloaded per the collective bargaining agreement. Additionally, the waiting period for use of any frontloaded accruals shall be waived.

2. The City will award a current employee two hundred and fifty dollars (\$250.00) for referring an experienced or lateral police officer or 911 dispatcher who is successfully employed by the City,

to be paid at the first regular payroll after the experienced or lateral hire begins employment. To be eligible for this incentive, the experienced or lateral hire must note the referring employee's name on the employment application. If the newly hired employee names more than one referring employee, the \$250.00 referral incentive will be divided among all named referring employees.

3. A lateral police officer is defined as someone who has completed a minimum of three (3) years of comparable continuous service and is in good standing with their current/most recent police agency as a sworn police officer (responsible for 9-1-1 calls) for a recognized state, county, or city (municipal) entity.
4. An experienced police officer is defined as someone who has completed at least one (1) year but less than three (3) years of comparable continuous service and is in good standing with their current/most recent police agency as a sworn police officer (responsible for 9-1-1 calls) for a recognized state, county, or city (municipal) entity.
5. A lateral 911 dispatcher is defined as someone who has completed a minimum of three (3) years of comparable continuous service and is in good standing with their current/most recent agency as a certified 911 dispatcher responsible for taking 9-1-1 calls for a recognized state, county, or city (municipality), or regional entity.
6. An experienced 911 dispatcher is defined as someone who has completed at least one (1) year but less than three (3) years of comparable continuous service and is in good standing with their current/most recent agency as a certified 911 dispatcher responsible for taking 9-1-1 calls for a recognized state, county, or city (municipality), or regional entity.
7. The Chief shall have sole discretion in determining whether prior employment at another agency is considered comparable experience and will consider such factors as the types of calls for service, the size of the agency, the population and demographics served, etc.
8. The incentives outlined within this Agreement shall apply to eligible employees whose date of hire is on or after the effective date of this Agreement.
9. This agreement shall remain in effect until the Police Chief and Human Resources Director, in their judgement, determine these hiring incentives are no longer necessary. The Union shall receive no less than a 30-day notice prior to termination of this program.

For the City of Albany:


 1/26/2024

Marcia Harnden Date
Police Chief

 1/26/2024

Holly Roten Date
Human Resources Director

For the Albany Police Association:

 1/27/2024

Kyle Libra Date
Association President