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Joint Agreement between the City of Torrance and Torrance City Employees Association (TCEA)

TCEA and representatives of Management ("City") have met and conferred regarding the Enhanced Recruitment and Retention Incentives Pilot Program.

TCEA and City hereby agree to the addition of the Enhanced Recruitment and Retention Incentive Pilot Program as follows Effective September 8, 2024:

TORRANCE POLICE DEPARTMENT
ENHANCED RECRUITMENT AND RETENTION PILOT PROGRAM

1. The Torrance Police Department Enhanced Recruitment and Retention Pilot Program ("Pilot Program") will remain in effect until terminated by the City Manager and is subject to the limits of the City budget and approved staffing levels.

2. The City Manager may elect to terminate any portion of this "Pilot Program" providing it is not warranted or needed.

3. Paid active status in regard to this "Pilot Program" is defined as receiving payment for hours during which an employee is eligible to receive pay with the exception of hours paid running time.

4. Employees will need to remain on a paid, active status in the Torrance Police Department ("Department") to be eligible for incremental payments as outlined in **Exhibit A**.

5. Retention incentives, will be issued over the duration of the commitment as long as the employee remains on a paid, active status in the "Department."

6. Upon implementation on this "Pilot Program," previously approved recruitment and retention incentives including signing bonuses, childcare, and housing subsidies approved by City Council are terminated with existing participants grandfathered in, as to not adversely affect any employees receiving those benefits at time of incentive termination.
    a. These employees will be grandfathered until payments are completed.

7. "Pilot Program" Incentive payments shall not be considered pensionable earnings/compensation.

8. TCEA and Management agree to revisit "Pilot Program" specifications during the duration of this program.

Signed this 24th day of September 2024.

Management

DocuSigned by:
Chief Jeremiah Hart
73AA8AD2C40C4B0...
Jeremiah Hart
Police Chief

Signed by:
Jamie Le
B8C0DA7CF10B433...
Assistant to the City Manager

Torrance City Employees Association (TCEA)

Signed by:
Tracey Gowdy
692E15E36BE0420...
Tracey Gowdy
President

Signed by:
Melissa Matts
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Melissa Matts
Vice President

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Exhibit A

Torrance Police Department Enhanced Recruitment and Retention Incentive Program

(Torrance City Employees Association)

Effective September 8, 2024

Retention Bonus – Professional Staff

- **Maximum Bonus**: $10,000 per year for five years
- **Eligibility**: Police Department employees in the following classifications are eligible:
  - Administrative Assistants
  - Police Records Technician
- **Base Amount**: $7,500 annual bonus
- **Uniform Bonus**: $2,500 uniform bonus if permanently assigned (not on loan, working overtime, CARP…etc.) to a uniformed position including the jail, parking enforcement, front desk, etc.
- **Work Flexibility**: Current employees may be eligible to work from home 2 days per week if approved by a supervisor (non-patrol/essential functions)
- **Payment Structure**:
  - First payment upon initiation of program
  - Annual payments occur on anniversary of program start date capped at 5 total payments