

**Workload Prioritization  
Letter of Agreement**

**I. PARTIES**

The parties to this agreement are Marion County (hereinafter, "the County") and SEIU Local 503, OPEU/MCEA Local 294 (hereinafter, "the Union").

**II. PURPOSE OF THE AGREEMENT**

The purpose of the agreement is to support the prioritization of the employee's workload.

**III. AGREEMENT**

It is the employee's responsibility to prioritize their workload. However, an employee may request assistance from their immediate supervisor in establishing or adjusting work priorities in order to carry out their work assignment. The supervisor will take into account variables that impact the difficulty of assignments to the employee. When the employee requests workload prioritization assistance in writing the immediate supervisor will issue a written response in a timely manner.

**IV. CONCLUSION**

The chief administrative officer, spokespersons, human resources, and the designated representatives of the Union, to be valid, must sign any letters of agreement. Such letters of agreement shall be attached and made part of the collective bargaining agreement. This agreement is made without precedent to either party and may not be used by either party in current or future negotiations.

Termination of agreement: unless otherwise negotiated through the bargaining process this agreement shall end June 30, 2026.

FOR THE UNION



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Kristina Ballow  
President, MCEA/Local 294

07/09/24

\_\_\_\_\_  
Date



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Heather Blankenheim  
Bargaining Strategist, SEIU Local 503, OPEU

07/09/24

\_\_\_\_\_  
Date

FOR THE COUNTY



\_\_\_\_\_  
Jan Fritz  
Chief Administrative Officer

7/10/2024

\_\_\_\_\_  
Date



\_\_\_\_\_  
Salvador Llerenas  
Chief Human Resources Officer

7/10/2024

\_\_\_\_\_  
Date

*Philip Shilts*

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Philip Shilts  
Public Services Director, SEIU Local 503, OPEU

07/09/24

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Date