

Honorable Mayor and Members  
of the City Council  
City Hall  
Torrance, California

**Members of the Council:**

**SUBJECT: City Manager – Representation assignment of Emergency Medical Services Nurse position.**

**Expenditure: N/A**

**RECOMMENDATION**

Recommendation of the City Manager that the City Council:

- Concur with the Employee Relations Committee of the Civil Service Commission by assigning the Emergency Medical Services Nurse to the Professional Unit, represented by the Torrance Professional and Supervisory Association (TPSA).
- Adopt Resolution amending Certain Full-Time Salaried and Hourly Employees Resolution No. 2007-45 to remove the Emergency Medical Services Nurse position from the Resolution.
- Adopt Resolution pursuant to Memoranda of Understanding amending Resolution No. 2007-56 to add the Emergency Medical Services Nurse position to the Torrance Professional and Supervisory Association (TPSA).

**Funding**

None required for this action.

**BACKGROUND/ANALYSIS**

The Civil Service Manager, Laura Lohnes, received a request from the Emergency Medical Service Nurse, Laurie Lee Brown to be assigned to the Professional Unit, which is represented by the Torrance Professional and Supervisory Association (TPSA). Pursuant to Section 14.8.7 (d) of the Torrance Municipal Code, the Employee Relations Committee assigns newly established classifications to a representation unit. Since the Emergency Services Nurse position has never been assigned to a representation unit, it was deemed appropriate to consider the request in the same manner as the assignment of a newly created classification.

On October 26<sup>th</sup>, 2009, the Employee Relations Committee voted to approve the request to assign the Emergency Service Nurse position to the Professional Unit. The attached documents provide detailed background including the item from the Employee Relations Committee and supporting material including excerpts from the Torrance Municipal Code, as well as the actual position specification for the Emergency Medical Service Nurse position.

With the approval of the attached Resolutions, your Honorable Body will formally remove the position from the Certain Full-Time Salaried and Hourly Employees Resolution and assign the Emergency

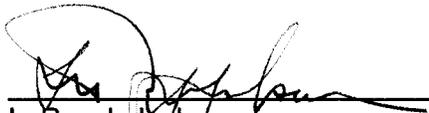
Medical Services Nurse position to the Professional Unit, with representation by the Torrance Professional and Supervisory Association (TPSA) Memorandum of Understanding.

Respectfully submitted,

LeROY J. JACKSON  
CITY MANAGER

By   
Aram Chaparyan  
Assistant to the City Manager

CONCUR:

  
LeRoy J. Jackson  
City Manager

- Attachment:
- A) Employee Relations Committee Meeting Item #3, October 26, 2009
  - B) Employee Relations Committee Resolution No 2009-02
  - C) Certain Full-Time Salaried and Hourly Employees Resolution Amendment #7
  - D) TPSA Supplemental #12

October 20, 2009

Committee Meeting  
October 26, 2009

Honorable Chair and Members  
of the Employee Relations Committee  
City Hall  
Torrance, California

**SUBJECT:** Request of the Non-Represented Emergency Services Nurse to be assigned to the Professional Unit

**RECOMMENDATION**

Staff recommends that your Honorable Body approve the attached Resolution assigning the Emergency Services Nurse classification to the Professional Unit.

**BACKGROUND**

The position of Emergency Services Nurse was created in September of 2007 as a non-Civil Service classification and has never been assigned to a representation unit (Attachment A). There is one incumbent in the classification and she has requested assignment to the Professional Unit, currently represented by Torrance Professional and Supervisory Association (Attachment B).

In accordance with Section 14.8.11 of the Torrance Municipal Code (Attachment C), Civil Service staff notified all employee organizations and the City Manager of the request that the Emergency Services Nurse classification be assigned to the Professional Unit (Attachment D). No challenges to the request were filed within thirty (30) calendar days of the notice.

**ANALYSIS**

Pursuant to Section 14.8.7 (d) of the Torrance Municipal Code (Attachment E), the Employee Relations Committee assigns newly established classifications to a representation unit. Since Emergency Services Nurse has never been assigned to a representation unit, it is appropriate to consider this request in the same manner as the assignment of a newly created classification.

The determination of the appropriate unit is based on Torrance Municipal Code Section 14.8.11 (f) (2) which states that "the principal criterion shall be whether there is a community of interest among the employees." An analysis of factors relative to determining unit assignment indicates that the appropriate representation unit for Emergency Services Nurse is the Professional Unit.

**Fullest Freedom in the Exercise of Rights**

Inclusion in the Professional Unit will assure that the Emergency Services Nurse classification will be grouped with like classifications and will be responsible for performing duties that are similar in nature and level, and therefore share a common interest. They will share common interests with the Professional Unit, which will assure the Emergency Services Nurse the most latitude in exercising rights under the Employee Relations Section of the Torrance Municipal Code.

**History of Employee Relations in the Unit**

The Professional Unit has traditionally represented classifications that are similar in nature and level and is therefore appropriate that Emergency Services Unit be designated to this unit.

Effect on the Efficient Operation of the City

Designating the Emergency Services Nurse to the Professional Unit will have a beneficial effect on efficient operations of the City and sound employer-employee relations in that the Emergency Services Nurse will be grouped with other City classifications performing similar tasks and would share similar work interests and concerns.

Common Skills, Working Conditions, Job Duties, and Educational Requirements

As shown in the Job Specification (Attachment F) the duties of Emergency Service Nurse are professional in nature. The incumbent is responsible for conducting studies, assessments, trend analysis as determining training requirements for new programs. Like other classifications in the Professional unit, the Emergency Medical Nurse is responsible for exercising considerable discretion in the exercise of duties and also requires several licenses and certifications, which are common requirements found in the Professional Unit.

Effects on the Existing Classification Structure of Dividing a Single Classification Among Two or More Units

It is recommended that the Emergency Services Nurse remain in a single representation unit, the Professional Unit. Thus, there would be no adverse effect on the existing classification structure.

Respectfully Submitted,



Laura J. Lohnes  
Civil Service Manager

CONCUR:



Elaine M. Winer  
Human Resources Director

CONCUR:



LeRoy J. Jackson  
City Manager

- Attachment A: Item 12C Council Meeting September 25, 2007
- Attachment B: Request to Civil Service re: Admittance to Service Unit
- Attachment C: Section 14.8.11, Torrance Municipal Code
- Attachment D: Memo for Civil Service to All Employee Organizations, City Manager
- Attachment E: Section 14.8.7, Torrance Municipal Code
- Attachment F : Emergency Services Nurse Job Specification

Council Meeting of  
September 25, 2007

Honorable Mayor and Members  
of the City Council  
City Hall  
Torrance, California  
Members of the Council:

**SUBJECT: Adoption of an amendment to the Resolution for Certain Full Time Salaried and Hourly Employees to set the salary range for the newly created position of Emergency Medical Services Nurse.**

#### **RECOMMENDATION**

The City Manager recommends adoption of an amendment to the Resolution for Certain Full Time Salaried and Hourly Employees to set the salary range for the newly created position of Emergency Medical Services Nurse.

#### **Funding**

Funding is available in the Fire Department contract budget.

#### **BACKGROUND AND ANALYSIS**

Your honorable body approved the creation of the Emergency Medical Services (EMS) Nurse position as part of the 2007-2008 budget program modifications (Attachment A). The Fire Department has been contracting for the EMS Medical Services Program since 2002. The total contract amount was increased to \$104,000 due to an expansion of the scope of work related to federal and state mandates (Attachment B).

The creation of the EMS Nurse position will enable the Fire Department to recruit from a pool of qualified registered nurses and minimize the potential of turnover of contractors in the position. The EMS Nurse will be responsible for planning and evaluating the delivery of pre-hospital medical care by Emergency Medical Technicians and Paramedics. The EMS Nurse will also organize and implement a Quality Improvement Program for Paramedic and EMT-1 training. These efforts will enhance and maintain the operational effectiveness of the Torrance Fire Department and ensure compliance with state and federal mandates.

Staff recommends inclusion of the position as part of the Certain Full Time Salaried and Hourly Employees Resolution due to the sensitive and confidential nature of the EMS

Nurse position. This placement will allow the EMS Nurse the ability to function independently and implement any necessary changes to existing operational guidelines and practices. The EMS Nurse will be responsible for monitoring and revising EMT related training based on field observation of personnel.

Respectfully submitted,

LeROY J. JACKSON  
CITY MANAGER

By   
Aram Chaparyan  
Assistant to the City Manager

CONCUR:

  
LeRoy J. Jackson  
City Manager

- Attachments:
- A. Excerpt from Item 12B from May 22, 2007 (General Fund Budget Program Modifications for 2007-2008)
  - B. Approved Program Revision for Fiscal Year 2007-08
  - C. Emergency Medical Services Nurse Job Specification
  - D. Certain Full Time Salaried and Hourly Employees Resolution



### **SECTION 14.8.11. ESTABLISHMENT OF REPRESENTATION UNITS.**

a) **Petition.** Establishment of a representation unit is initiated by petition of employees within the proposed unit.

1) The petition for representation must be accompanied by proof of employee approval equal to at least thirty (30) percent of the employees within the proposed unit.

2) The petition shall be filed with the Committee.

3) The Committee shall give notice of the filing to the City Manager and to the employees in the proposed unit and to any person or employee organization that has filed a written request for such notice.

4) A petition for the establishment of a representation unit may be combined with a petition that seeks to certify an employee organization as a recognized employee organization.

5) The petitions shall bear the signature of each employee so petitioning and that employee's class title and department.

b) **Challenge by employee organization:**

1) If an employee organization desires to challenge the appropriateness of the proposed representation unit and seeks to establish a different unit, it shall file a petition with the Committee within thirty (30) calendar days of the filing of the original petition requesting a unit determination.

2) The petition must be accompanied by proof of employee approval equal to at least thirty (30) percent of the employees in the unit requested by the challenging organization.

3) The petitions shall bear the signature of each employee so petitioning and that employee's class title and department.

c) **Challenge by City Manager.** If the City Manager decides to challenge the appropriateness of the proposed representation unit, he shall within thirty (30) calendar days of the filing of the original petition file a petition with the Committee requesting a determination.

d) **Certification of Unit.** If there has been no petition filed within the time specified challenging a petition to establish a representation unit, the Committee shall certify that the representation unit has been established.

e) **Amendment of petitions:**

1) If a challenge is lodged, the Committee shall notify the original petitioner in writing.

2) The original petitioner may amend the petition and resubmit it in accordance with subsection 1a) of this Section.

3) Upon the filing of an amended petition the original petition shall be deemed revoked and the amended petition shall be considered on its own merits as if originally filed.

f) **Determination of dispute.**

1) If a challenging petition has been duly filed, and the challenge has not been resolved by amendment or withdrawal, the Committee shall conduct a hearing on the petition and shall determine the appropriate representation unit or units.

2) In the determination of appropriate representation units the principal criterion shall be whether there is a community of interest among the employees. The following factors, among others, are to be considered in making such determination:

i) which unit will assure employees the fullest freedom in the exercise of rights set forth under this Code;

ii) the history of employee relations, in the unit, among other employees of the City, and in similar public employment;

iii) the effect of the unit on the efficient operation of the City and sound employer-employee relations;

iv) the extent to which employees have common skills, working conditions, job duties or similar educational requirements;

v) the effect on the existing classification structure of dividing a single classification among two

- (2) or more units; provided, however that no unit shall be established solely on the basis of the extent to which employees in the proposed unit have organized.
- 3) In the establishment of representation units, professional employees shall not be denied the right to have a representation unit composed solely of such professional employees.
- 4) The Committee shall conduct a hearing on each contested representation unit only after first giving the registered employee organizations concerned and the City Manager reasonable notice of the time and place of such hearing. The Committee may require the parties concerned to submit such additional information or material as it deems proper and necessary. The Committee shall make the decision on the appropriate unit and issue the notice thereon. Notice shall be given to employees of the unit, all registered employee organizations, the City Manager and the City Clerk. The Committee decision shall be final, subject to the provisions of subsection g) of this Section.
- 5) In the course of the hearing if an agreement between the parties is reached the agreement of the parties involved on the representation unit is subject to the Committee's concurrence that such unit is appropriate.
- 6) The Committee shall resolve any dispute concerning the relationship between existing representation units involving the addition of new classes to, or the deletion of classes from, the classification plan.
- g) If any registered employee organization which has lodged either an original petition for unit determination or a challenging petition is dissatisfied with a decision of the Committee with respect to the appropriateness of a representation unit, it may request mediation through the State Conciliation Service. Pending such mediation, the matter shall not be finally resolved by the Committee.

# CITY OF TORRANCE

## INTEROFFICE COMMUNICATION

**DATE:** September 8, 2009

**TO:** LeRoy Jackson, City Manager  
Aram Chaparyan, Assistant to the City Manager  
All Employee Groups

**FROM:** Laura Lohnes, Civil Service Manager

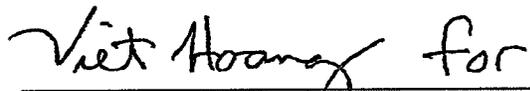
**SUBJECT:** Unit Determination for the position of Emergency Medical Services Nurse

Civil Service has received a request from the single incumbent in the position of Emergency Medical Services Nurse, requesting representation to the Professional Unit, represented by Torrance Professionals and Supervisors Association (TPSA). The position of Emergency Medical Services Nurse is currently not represented and is covered by the Certain Full-Time Salaried and Hourly Employees pay resolution.

Because this position is not represented, for the purposes of Unit Determination, the classification will be considered a new classification. Pursuant to Section 14.8.7 (d) of the Torrance Municipal Code, each newly established classification is assigned to a representation unit by the Employee Relations Committee of the Civil Service Commission.

In accordance with Section 14.8.11 of the Code, this memo serves as notice that Civil Service staff intends to bring forward an item for the Employee Relations Committee's consideration on October 12, 2009, proposing the classification of Emergency Medical Services Nurse be assigned to the Professional Unit, represented by TPSA, as requested by the incumbent. Any challenges to this recommendation should be submitted by Tuesday, October 6, 2009, to the Civil Service office.

Please call me at (310) 618-2967 if you have any further questions or concerns.

  
\_\_\_\_\_  
Laura Lohnes, Civil Service Manager

Attachments: TMC Section 14.8.7  
TMC Section 14.8.11

**SECTION 14.8.7. POWERS AND DUTIES OF EMPLOYEE RELATIONS COMMITTEE.**

(Amended by O-2652)

The Employee Relations Committee of the Civil Service Commission shall have the following duties and powers:

- a) To determine in disputed cases, or otherwise to approve appropriate representation units.
- b) To investigate charges of unfair employee relations practices for violations of the Article, and upon proper notice, to take such action as the Committee deems necessary to effectuate the policies of this Article, including, but not limited to, the issuance of cease and desist orders.
- c) To consider and decide issues relating to rights, privileges, and duties of a recognized employee organization in the event of a merger, amalgamation or transfer of jurisdiction between two or three recognized employee organizations.
- d) Assignment of new classifications: Each newly established classification shall be proposed to the Employee Relations Committee for assignment to an appropriate representation unit by the City Manager or his designee, after appropriate prior notification and consultation with all registered and recognized employee organizations. If a registered or recognized employee organization challenges the assignment, the Employee Relations Committee shall hold a public hearing to consider and decide the issue of assignment to an appropriate representation unit in the manner prescribed in Section 14.8.11. If there is no challenge the classification shall be assigned to an appropriate unit by the Employee Relations Committee.
- e) To take such other action, upon proper notice, as the Committee deems necessary to effectuate the policies of this Article.

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**EMERGENCY MEDICAL SERVICES NURSE**

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**Position Summary**

Under direction, the Emergency Medical Services (EMS) Nurse develops implements and evaluates the effectiveness of the EMS activities of Public Safety Personnel within the Fire Department. Monitors the prehospital patient care reporting system in compliance with county state and federal requirements; and performs related work as required.

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**Reporting Relationships**

Receives direction from the Paramedic Coordinator (Fire Captain) or a Fire Battalion Chief.

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**Job Duties**

- Assists department staff in interpreting and ensuring compliance with EMS policies, procedures and protocols.
- Develops criteria on which to evaluate personnel needs and operational effectiveness.
- Monitors EMS program operations and personnel for compliance with legal requirements.
- Determines training requirements for emergency programs.
- Provides and coordinates training to department employees on EMS related topics, and reviews, monitors and revises EMS-related training programs to ensure that personnel meet required clinical standards.
- Gathers data, conducts trend analysis, identifies problems, and reports on the findings.
- Develops objectives and recommendations, implements policies, procedures and identifies operating standards related to emergency medical services and quality improvement findings.
- Monitors program operation and personnel to ensure compliance with local, state, and federal regulations.
- Conducts periodic needs assessments of the EMS program to assist in curriculum planning and development for EMS training and continuing education for Emergency Medical Technicians (EMT's) and paramedics.
- Coordinates skills maintenance program and identifies advanced life support and basic life support training needs by evaluating personnel in the classroom, clinical and field settings; and reviews EMS reports and provides feedback to EMS personnel.
- Evaluates paramedic and EMT medical care through direct observation and review of medical reports and tapes.
- Conducts studies and analysis of emergency medical performance quality improvement and emergency medical dispatch issues.
- Coordinates the evaluation of patient care with the base and receiving hospitals and acts as a liaison between the receiving facilities and the Fire Department.
- Serves as a liaison between the fire department and hospitals, designated medical director and other outside agencies, regarding EMS activities, procedures, policies and mandates.
- Functions as the continuous quality improvement coordinator (CQI) and reviews and assists in the resolution of emergency medical performance issues.
- Conduct trend analysis and problem identification for CQI and prepare related audit reports and correspondence pursuant to department requirements.
- Evaluates reports, tapes documentation of Pre-arrival Medical Instructions for Emergency Medical Dispatch (EMD) Program
- Identify training and educational needs for Emergency Medical Dispatch program.

## Knowledge and Abilities

### Knowledge of:

- County, State and Federal statutes and regulations pertaining to prehospital care, EMS and Quality Improvement programs.
- Pre-hospital care systems and emergency health care practices and procedures.
- EMS Continuing Education regulations and requirements.
- Current practices of EMS management and response procedures.
- Basic and advanced life support (BLS) (ALS).
- Principles and practices related to adult teaching, training and Continuous Quality Improvement.
- Public relations and customer service techniques.
- Emergency Medical Dispatch program, policies and procedures

### Ability to:

- Develop and implement EMS policies and procedures.
- Develop, conduct and facilitate training related to EMS CQI findings/needs.
- Develop curriculum and effective instructional delivery strategies & materials.
- Develop, conduct, and facilitate training meetings.
- Analyze program needs and develop, recommend and implement policies and procedures to achieve effective program operation.
- Effectively evaluate the performance of Paramedics and EMT personnel in the area of emergency medical services.
- Handle stressful or sensitive situation with tact and diplomacy.
- Prepare and organize data for professional reports and/or presentations using various research resources and modern software applications such as MS Office including word processing, spreadsheet, presentation, and database.
- Collect data and conduct analysis, and compute, interpret and compile statistics.
- Research methodologies and resources, including Internet and report writing.
- Computer software applications related to data analysis and report preparation.
- Establish and maintain effective working relationships with City employees, other public agencies, physicians and other medical professionals, community representatives and the public.
- Communicate effectively both orally and in writing.
- Shift priorities as departmental workload demands require and meet deadlines.
- Maintain confidentiality and exercise sound judgment.

## Education and Experience

*Any combination of education and experience that provides the required knowledge and skills is qualifying. A typical way of obtaining the necessary knowledge and abilities is:*

Associate of Science degree (AS), or greater in Nursing and five (5) years of experience in the delivery of emergency medical care, prehospital care, or an equivalent combination of education.

Experience as a Mobile Intensive Care Nurse (MICN) and/or Prehospital Care Coordinator is highly desirable.

City of Torrance  
Code: 3600

October 2007

### **Licenses and Certification**

Must possess a valid State of California driver's license of the appropriate class.  
Must obtain and maintain the following certifications within one (1) year of hire:

- State of California Licensure as an RN.
- California State Fire Marshal Instructor 1A & 1B certification.
- BLS Certification.
- ACLS Certification.

### **Special Requirements:**

*Performance of the essential duties of this position includes the following physical demands and/or working conditions.*

Work is performed in an office and/or classroom environment, and occasionally in outside weather conditions, with exposure to hazardous conditions. In the event of an emergency, may on occasion be exposed to blood and other body fluids and adverse conditions for an extended period of time. May be required to travel to a variety of off-site locations.

**EMPLOYEE RELATIONS COMMITTEE**

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE EMPLOYEE RELATIONS COMMITTEE OF THE CITY OF TORRANCE APPROVING THE ASSIGNMENT OF THE CLASSIFICATION OF EMERGENCY SERVICES NURSE TO THE PROFESSIONAL UNIT.**

WHEREAS, the Employee Relations Committee is responsible for the assignment of all job classifications to an appropriate employee representation unit; and

WHEREAS, the Emergency Services Nurse was created in 2007 as a non-Civil Service position and has never been assigned to an appropriate representation unit;

WHEREAS, the City Manager has recommended the classification of Emergency Services Nurse be assigned to the Professional Unit; and

WHEREAS, the Emergency Services Nurse position shares requires professional licensing and certifications, and has major job duties that require considerable discretion that is common within the Professional Unit; and

WHEREAS, the Emergency Services shares common working conditions found within the Professional Unit; and

WHEREAS, membership in the Professional Unit will afford Emergency Services Nurse the fullest freedom in exercise of the employee relations rights granted by the Torrance Municipal Code;

NOW THEREFORE, BE IT RESOLVED that the Employee Relations Committee of the City of Torrance hereby assigns the classification of Emergency Services Nurse to the Professional Unit.

INTRODUCED, APPROVED AND ADOPTED this \_\_\_\_\_ day of October, 2009.

\_\_\_\_\_  
Chair, Employee Relations Committee

ATTEST:

\_\_\_\_\_  
Laura J. Lohnes  
Civil Service Manager

APPROVED AS TO FORM:

Della Thompson Bell, Deputy City Attorney and  
Advisor to the Civil Service Commission

\_\_\_\_\_



RESOLUTION NO. 2009-02

A RESOLUTION OF THE EMPLOYEE RELATIONS COMMITTEE OF THE CITY OF  
TORRANCE APPROVING THE ASSIGNMENT OF THE CLASSIFICATION OF  
EMERGENCY SERVICES NURSE TO THE PROFESSIONAL UNIT.

WHEREAS, the Employee Relations Committee is responsible for the assignment of all job classifications to an appropriate employee representation unit; and

WHEREAS, the Emergency Services Nurse was created in 2007 as a non-Civil Service position and has never been assigned to an appropriate representation unit;

WHEREAS, the City Manager has recommended the classification of Emergency Services Nurse be assigned to the Professional Unit; and

WHEREAS, the Emergency Services Nurse position shares requires professional licensing and certifications, and has major job duties that require considerable discretion that is common within the Professional Unit; and

WHEREAS, the Emergency Services shares common working conditions found within the Professional Unit; and

WHEREAS, membership in the Professional Unit will afford Emergency Services Nurse the fullest freedom in exercise of the employee relations rights granted by the Torrance Municipal Code;

NOW THEREFORE, BE IT RESOLVED that the Employee Relations Committee of the City of Torrance hereby assigns the classification of Emergency Services Nurse to the Professional Unit.

INTRODUCED, APPROVED AND ADOPTED this 27<sup>th</sup> day of October, 2009.



Chair, Employee Relations Committee

ATTEST:

  
Laura J. Lohries  
Civil Service Manager

APPROVED AS TO FORM:

Della Thompson Bell, Deputy City Attorney and  
Advisor to the Civil Service Commission





## RESOLUTION 2010-\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE AMENDING RESOLUTION NO. 2007-45 SETTING FORTH CHANGES REGARDING THE HOURS, WAGES, AND WORKING CONDITIONS FOR CERTAIN FULL TIME SALARIED AND HOURLY EMPLOYEES.**

The City Council of the City of Torrance does hereby resolve as follows:

**SECTION I**

That Resolution No. 2007-45 is hereby amended as follows:

**SECTION II**

*Effective January 31, 2010*

**ARTICLE 1 – COMPENSATION****SECTION 1.1 PAY RANGES AND CLASS TITLES****DELETE**

*Effective February 1, 2009*

<b>Monthly Rates:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
Emergency Medical Services Nurse	6,226	6,537	6,864	7,207	7,567

**SECTION III SEVERABILITY**

If any section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction such decision shall not affect the validity of the remaining portions of the Resolution. The City Council hereby declares that it would have passed this Resolution and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

INTRODUCED, APPROVED, AND ADOPTED this \_\_\_\_ day of February, 2010.

\_\_\_\_\_  
Mayor Frank Scotto

APPROVED AS TO FORM:  
JOHN FELLOWS III, City Attorney

ATTEST:

By \_\_\_\_\_  
Patrick Q. Sullivan, Assistant City Attorney

\_\_\_\_\_  
Sue Herbers, CMC  
City Clerk



**MEMORANDUM OF UNDERSTANDING**

**TORRANCE PROFESSIONAL AND SUPERVISORY ASSOCIATION  
(TPSA)**

**2007 – 2010**

**SUPPLEMENTAL #12**

A SUPPLEMENTAL MEMORANDUM OF UNDERSTANDING SETTING FORTH THE HOURS, WAGES AND WORKING CONDITIONS FOR EMPLOYEES REPRESENTED BY THE TORRANCE PROFESSIONAL AND SUPERVISORY ASSOCIATION (TPSA)

An agreement of the undersigned representatives of the Torrance Professional and Supervisory Association (TPSA) and the representatives of the City of Torrance (City) that:

The attached Resolution is recommended to the City Council for adoption in its entirety. It covers wages, hours and working conditions for the period of February 15, 2009, to March 31, 2010, and was reached through agreement of the undersigned parties.

Signed this \_\_\_ day of February, 2010.

Management

TPSA

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**RESOLUTION NO. 2010-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TORRANCE  
AMENDING RESOLUTION NO. 2007-56 SETTING FORTH CHANGES  
REGARDING HOURS, WAGES AND WORKING CONDITIONS FOR  
EMPLOYEES REPRESENTED BY THE TORRANCE PROFESSIONAL AND  
SUPERVISORY ASSOCIATION (TPSA)**

The City Council of the City of Torrance does hereby resolve as follows:

**SECTION I**

That Resolution No. 2007-56 is hereby amended.

**SECTION II**

The following agreement between representatives of Management and the representatives of the Torrance Professional and Supervisory Association (TPSA) is hereby amended as follows:

*Effective January 31, 2010*

**ARTICLE 13 – AMENDMENTS**

**SECTION 13.8 AMENDMENT TO SECTION 3.2 – PREMIUM PAY**

**ARTICLE 3 – COMPENSATION**

**SECTION 3.1 PAY RANGES AND CLASS TITLES**

**ADD**

*Effective January 31, 2010*

<b>Monthly Rates:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
Emergency Medical Services Nurse	5,919	6,215	6,526	6,852	7,194

**SECTION III SEVERABILITY**

If any section, subsection, sentence, clause or phrase of this resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction such decision shall not affect the validity of the remaining portions of the Resolution. The City Council hereby declares that it would have passed this resolution and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Introduced, approved and adopted this \_\_\_\_\_ day of February 9, 2010

\_\_\_\_\_  
Mayor of the City of Torrance

APPROVED AS TO FORM:  
JOHN FELLOWS III, City Attorney

ATTEST:

By \_\_\_\_\_  
Patrick Q. Sullivan, Assistant City Attorney

\_\_\_\_\_  
Sue Herbers  
City Clerk