

**Side Letter of Agreement between the County of Mendocino
and Mendocino County Management Association
December 14, 2023**

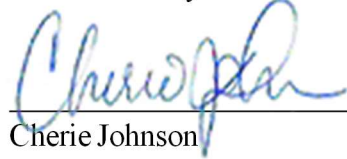
The County of Mendocino and Mendocino County Management Association agree extend the sunset language in Article 5, Section 5.10 of the Management Association Memorandum of Understanding to February 29, 2024.

5. COMPENSATION

5.10 Flex Time Off (FTO)

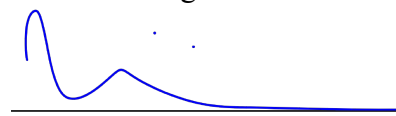
- A. Employees represented by Management Association are exempt under the Fair Labor Standards Act and are therefore not entitled to overtime pay or compensatory time off in lieu of overtime. Flexible time off (FTO), computed at the direct rate of one times the hours worked beyond the regular forty (40) hours per week by Exempt service employees, may be accumulated to a maximum of eighty (80) hours. Accumulated FTO hours may be taken by an employee as time off with pay upon the request of the employee and approval of the appointing authority. Accumulated FTO hours shall not be paid at any time. The choice of using Flexible Time Off, Vacation Leave, or Management/Personal Leave for an approved absence from work is at the election of the employee.
- B. Employees represented by the Association may accrue an additional forty (40) hours FTO during the term of this MOU. Section 5.10(B) of this Article shall sunset on February 29, 2024~~September 30, 2023~~, and any hours above eighty (80) will be forfeit.

For the County of Mendocino:



Cherie Johnson
Deputy CEO

For the Management Association:



Jennifer Thompson
Management Representative

Date: December 14, 2023