


**Memorandum of Understanding Between the City of Marshalltown  
and Teamsters Local 238 representing the Marshalltown Police Bargaining Unit  
relating Paid Holidays for Clerical Staff**

16.5 Hourly civilian employees working a 10 hour shift will having the following apply to holidays:

If the holiday falls on a regularly schedule work day, the employee shall receive 10 hours of pay for the holiday not worked.

Dated 19<sup>th</sup> of July, 2017.



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For the Employer



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For the Union

**Memorandum of Understanding Between the City of Marshalltown  
and Teamsters Local 238 representing the Marshalltown Police Bargaining Unit  
relating to the assignment of overtime**

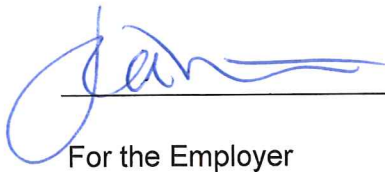
In the event a communications operator shift assignment is vacant due with at least 72 hours notice, a text will be sent to all full time employees advising them of any available overtime. During the first 48 hours after being notified of the overtime, the most senior employee responding to the Communications Supervisor and Lead Operator via e-mail will be awarded the overtime.


After the first 48 hours, any remaining overtime will be awarded on a first come, first serve basis.

In instances of an emergent nature or short term notice (less than 48 hours), the employer may assign the overtime at their discretion.

At no time shall an operator work 19 consecutive hours, unless an unforeseen emergency should occur. Communication Operators who have not completed their training period will be not be assigned to any vacant slot.

Dated 19<sup>th</sup> of July, 2017.

  
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For the Employer

  
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For the Union