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**CITY OF MINNEAPOLIS**

**And**

**AMERICAN FEDERATION OF STATE,  
COUNTY AND MUNICIPAL EMPLOYEES,  
DISTRICT COUNCIL NO. 5, LOCAL  
UNION NO. 9, AFL-CIO  
(General Unit)**

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**LETTER OF AGREEMENT**

**Language Access Plan Premium Rate of Pay**

**WHEREAS**, the City of Minneapolis ("Employer") and American Federation of State, County and Municipal Employees, District Council No. 5, Local Union No. 9, AFL-CIO, General Unit ("Union") are parties to a Collective Bargaining Agreement currently in effect;

**WHEREAS** the population of the City of Minneapolis is becoming increasingly diverse;

**WHEREAS** the Employer is strongly committed to making City services and information about those services available to members of the public, regardless of language barriers;

**WHEREAS** the Minneapolis City Council has adopted a Language Access Plan ("Plan") to make City programs, services and activities more accessible to members of the public with limited-English language proficiency; and,

**WHEREAS** the Employer wishes for City employees who possess and use specific language skills in providing City services to be eligible to receive additional compensation for use of those skills.

**NOW THEREFORE THE PARTIES HERETO AGREE AS FOLLOWS:**

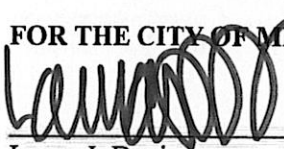
1. Applicable Languages. Languages other than English to which this Letter of Agreement applies are Spanish, Somali, Hmong, Amharic, Vietnamese, Lao, and Oromo ("other languages"). Additional languages may be designated if identified by departments and authorized by the City's Chief Human Resource Officer.
2. Utilization of Skills in Other Languages. In their sole discretion, City departments may provide additional compensation to qualified employees who intermittently utilize skills in other languages providing City services to members of the public with limited-English proficiency under the following conditions:
  - a. An employee's supervisor assigns an employee to use the employee's other language skills;
  - b. The employee's use of the other language skills is essential, or advantageous, to the

employee's job performance; and,

- c. Use of the other language skills will allow access to, or provide City services to, members of the public with limited-English proficiency.
3. Demonstration of Proficiency. In order to be qualified for the premium described herein, employees must demonstrate proficiency in the other language at the competency level required by the Employer. The Employer, in its sole discretion, will establish the minimum language proficiency level required by each department based upon business needs.
4. Premium Rate of Pay. Effective March 1, 2020 employees utilizing other language skills serving members of the public with limited English proficiency, in accordance with the conditions set forth in paragraph (2) above, shall receive a premium rate as set forth below. The premium rate of pay shall not apply to employees in positions where a second language is a minimum qualification.
  - a. Non-exempt employees will be compensated at the rate of \$9.50 per day for any work day when both assigned and used.
  - b. Exempt employees will be compensated at the rate of \$9.50 per day for any work day when both assigned and used.

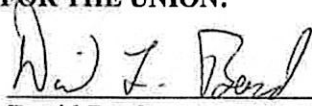
**THE PARTIES** have caused this Letter of Agreement to be executed by their duly authorized representatives whose signatures appear below.

**FOR THE CITY OF MINNEAPOLIS:**

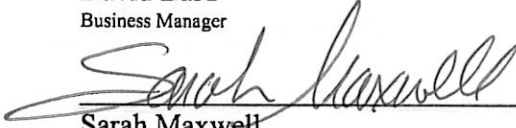
  
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Laura J. Davis  
Director, Labor Relations

  
\_\_\_\_\_  
Date

**FOR THE UNION:**

  
\_\_\_\_\_  
David Bard  
Business Manager

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Sarah Maxwell  
President

  
\_\_\_\_\_  
Date