

## MEMORANDUM OF UNDERSTANDING

Between Lewis County and Teamsters Union Local No. 252

Regarding Bilingual Pay Premium and Testing Requirements

This Memorandum of Understanding ("MOU") is entered into this 10<sup>th</sup> day of April, 2026 between **Lewis County** ("County") and **Teamsters Union Local No. 252** ("Union") to clarify the implementation of bilingual pay premiums and testing requirements pursuant to Article 5.18 of the **2026–2028 Master Labor Agreement (MLA)**.

### 1. Bilingual Pay Premium

Effective **March 1, 2026**, employees who have been utilizing Spanish language skills in the performance of their duties for the County shall receive a bilingual pay premium.

There are currently seven (7) positions represented under the MLA where Spanish bilingual skills (listening and speaking) meet a business need and are being utilized, as follows:

- Five (5) positions in Public Health and Social Services
- One (1) position in the Assessor's Office
- One (1) position in Facilities

The bilingual pay premium shall be assigned as follows:

- The Facilities position shall be eligible for a **1% conversational bilingual premium**
- The remaining positions shall be eligible for a **1% conversational OR 5% advanced bilingual premium**.

### 2. Employee Notification

The County shall notify each affected employee in writing of:

- Whether their position is designated for **conversational (1%) or advanced (5%)** bilingual premium pay; and
- Instructions and information regarding required language testing.

### 3. Testing Provider

- The County has selected **Alta Language Services** as the official testing provider.

### 4. Testing Standards

Employees must meet the following minimum test score requirements:

**For Conversational Bilingual Premium (1%):** a score of **7 or 8** on either the basic test (16 questions), or standard test (23 questions).

**For Advanced Bilingual Premium (5%):** a score of **9 or higher** on the Standard Test (23 questions).

## 5. Payment for Testing

The County shall pay for **one (1) language proficiency test per employee.**

- The estimated cost of a *proctored* speaking and listening IVR test is currently approximately \$73.
- Employees who choose to retest after an unsuccessful attempt shall be responsible for the cost of any additional testing.

## 6. Testing Deadline for Current Employees

Employees receiving bilingual pay as of **March 1, 2026**, must complete the required testing no later than **August 31, 2026**. Testing may be completed during the employee's regularly scheduled shift, subject to supervisory approval.

## 7. Failure to Meet Testing Requirements

- Employees who do not achieve the required minimum score shall have their bilingual premium pay discontinued effective the **first day of the pay period following receipt of test results.**
- Employees who decline to test shall have their bilingual premium discontinued **effective the first day of the pay period following notification of their decision.**
- Employees who fail to complete testing on or before August 31, 2026, shall have bilingual premium pay removed **effective September 1, 2026.**

## 8. New Employees

New employees hired into positions where speaking and listening in a foreign language is **required** as a condition of employment, will usually complete testing prior to an offer of employment.

- In circumstances where the candidate has proven their ability to speak and listen in a foreign language in another method prior to hire, the County may allow the employee to complete required testing within **two (2) months** of their hire date. This could potentially expedite the hiring process and allow for the test to be taken on work time.
- The County will pay for one test.

## 9. Duration

This MOU shall be in effect on the date signed by all parties, and shall remain in effect unless modified by mutual agreement of the parties or superseded by a successor agreement.

**Signatures:**

This MOU reflects the mutual understanding of the parties and is executed by the duly authorized representatives of the parties.

**TEAMSTERS UNION LOCAL NO. 252**

**LEWIS COUNTY**



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Brian Blaisdell, Secretary/Treasurer



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Angie Hodge, Human Resources



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Leah Randall, Business Agent