

CITY OF HAYWARD
and
SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 1021
CLERICAL AND RELATED UNIT

SIDE LETTER OF AGREEMENT

16.22 Health and Wellness

The City will reimburse full-time employees a maximum of fifty dollars (\$50.00) per month for expenses associated with health and wellness programs. This reimbursement may be used for recurring monthly fees associated with gym or health club memberships, fitness classes (such as yoga, Zumba, or similar), personal trainers, weight loss programs (such as Weight Watchers, Jenny Craig, or similar), short or long term disability plans or other health and wellness related expenses. Requests for reimbursement of monthly fees for health and wellness related expenses must be submitted in writing and accompanied by receipts and proof of monthly membership within thirty (30) days of the most recent monthly payment made by the employee. Following receipt and approval of the employee's request, the employee shall receive the health and wellness reimbursement on a monthly basis until the employee indicates he or she has cancelled the monthly health and wellness related payments. The employee will be expected to inform the City in a timely manner that he or she has ceased making recurring monthly payments for health and wellness related expenses. Timely notice under this section of the MOU shall mean no more than thirty (30) days from when the employee cancels his or her recurring monthly health and wellness related fees.

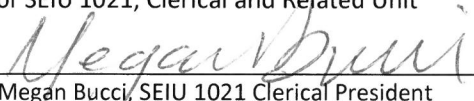
For one-time health and wellness expenses, requests must be made in writing within thirty (30) days of payment by the employee and submitted with receipts.


Expenses reimbursed under this program are subject to the approval of the Director of Human Resources and the City Manager. Although participants may not be required to produce monthly receipts for health and wellness payments made on a recurring monthly basis, the City, at the discretion of the Human Resources Director, or designee, may at any time request receipts to verify monthly payments have been continuous and the participating employee remains eligible to receive the health and wellness benefit in accordance with this section of the MOU.

The City's decision to reimburse an employee is not subject to dispute as provided for in Section 15.00 in this MOU.

The terms of this Side Letter shall supersede and replace the MOU provision and all other side letters on the specific section identified above.

For SEIU 1021, Clerical and Related Unit


Megan Bucci, SEIU 1021 Clerical President


Arlene Taylor, SEIU 1021 Field Representative

Dated 12-22-16

For City of Hayward

Kelly McAdoo, City Manager

Nina S. Collins, Director of Human Resources

Dated _____