



**HUMAN RESOURCES  
COUNTY OF HUMBOLDT**

825 FIFTH STREET, ROOM 100, EUREKA, CA 95501  
PHONE: (707) 476-2349 FAX: (707) 445-7285  
www.humboldtgov.org/hr

**SIDE LETTER OF AGREEMENT  
FMCSA Trainer Incentive Pay**

**FMCSA Trainer - Incentive Pay**

The purpose of this side letter is to provide guidelines for the Federal Motor Carrier Safety Administration (FMCSA) Trainer Incentive Pay; for employees who are registered as a certified trainer with the FMCSA to train other employees to test for their commercial driver's license (CDL) as part of their job; thus, adding value to County related business. This language will apply to eligible employees only, as outlined in the criteria below.

This letter represents the Parties' agreement to amend Section 12 of the Memorandum of Understanding (MOU) between the County of Humboldt and the American Federation of State, County, and Municipal Employees (AFSCME). Underlined sections are additions and strikethrough indicates deletion.

12.13. Federal Motor Carrier Safety Administration (FMCSA) Trainer Incentive Pay

Employee's may request, and must be designated, as an FMCSA Trainer by their Department Head and/or their designee. After assessing the organizational/business needs of the Department in performing its official functions, the Department Head and/or their designee must determine that there is a need for an FMCSA Trainer for the position that is held by the requesting employee. The selected employee must provide verification that they meet FMCSA requirements to serve as an FMCSA Trainer.

While serving as an FMCSA Trainer, the selected employee will provide training and supervision in compliance with FMCSA standards to other employees working to obtain their Commercial Driver's License (CDL);

The incentive pay will only apply to hours worked while providing training in an FMCSA Trainer capacity. Eligible hours will be paid \$25 per hour in addition to the employee's base rate of pay. FMCSA Trainer incentive hours will be coded on the employee's timecard and paid out by pay period.

FOR THE COUNTY

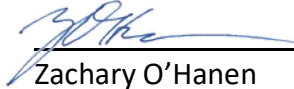
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Virginia Bass, Chair  
Humboldt County Board of Supervisors



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Elishia Hayes  
County Administrative Officer



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Zachary O'Hanen  
Interim Director of Human Resources

FOR THE UNION



8/25/22

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Andrew Redden  
Business Agent, Local 1684

  
Sarah Ireland (Aug 26, 2022 07:54 PDT)

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Sarah Ireland  
President, Local 1684


# Side Letter of Agreement - FMCSA Trainer Incentive Pay

Final Audit Report

2022-08-26


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