



LETTER AGREEMENT NO. 19-23-PGE



PACIFIC GAS AND ELECTRIC COMPANY
LABOR RELATIONS
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WALNUT CREEK, CA 94598
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MATTHEW LEVY
DIRECTOR

INTERNATIONAL BROTHERHOOD OF
ELECTRICAL WORKERS, AFL-CIO
LOCAL UNION 1245, I.B.E.W.
P.O. BOX 2547
VACAVILLE, CALIFORNIA 95696
707.452.2700
TOM DALZELL
BUSINESS MANAGER

August 21, 2019

Mr. Tom Dalzell, Business Manager
Local Union No. 1245
International Brotherhood of
Electrical Workers, AFL-CIO
P.O. Box 2547
Vacaville, CA 95696

Dear Mr. Dalzell:

Pursuant to Title 400 and Section 204.4(b), the Company and Union established a joint committee to negotiate new classifications, job definitions, wage rates, and lines of progression within the Division Electric Meter Department, Exhibit VI-L and Section 600.12. The joint committee has reached agreement and recommends the following:

1) Oversight Committee

Upon execution of this Agreement the parties will establish a joint Oversight Committee to review any matters that may arise from this Agreement. The Oversight Committee will meet as required and will be limited to two members from management and two members from the bargaining unit.

2) Training Programs

The Oversight Committee will appoint a joint sub-committee, consisting of no more than four members from each side, to develop any training and/or testing requirements for each classification as described herein. In addition, the sub-committee will develop entry exams for the Energy Diversion Investigator classification. Such training or testing requirements and any entry exams shall be subject to review and approval of the Joint Apprenticeship Training Committee (JATC).

3) Job Definitions and Lines of Progression

Attachment 1 describes the Job Definitions and Lines of Progression for the purpose of Title 205 Job Bidding, Promotion and Transfer for two new classifications within the Division Electric Meter Department.

4) Transition of Incumbent Employees

a) The Company will place incumbent employees who are designated as Revenue Assurance Representative (RAR) into the Energy Diversion Investigator (EDI) classification and wage rate upon **ratification** of this Agreement. Future vacancies shall be filled as described under the Job Definitions and Lines of Progression for the purposes of Title 205 for the Energy Diversion Investigator.

b) The Company will place incumbent employees who are designated as Senior Revenue Assurance Representative (Senior RAR) into the Energy Diversion Specialist (EDS)

classification and wage rate upon **ratification** of this Agreement. Future vacancies shall be filled as described under the Job Definitions and Lines of Progression for the purposes of Title 205 for the Energy Diversion Specialist.

- c) All incumbent RAR and Senior RAR employees will be placed at the top step of their respective classifications for the Energy Diversion Investigator and the Energy Diversion Specialist, respectively upon **ratification** of this Agreement. If an incumbent's current base wage rate exceeds the top wage step of the assigned classification, the employee shall retain his/her current wage rate until such time as the top wage step exceeds the employee's current wage rate, or until such time as the employee has bid/transferred under Title 205, at which time the employee will be placed at the applicable wage step in accordance with Title 204.
- d) With respect to additional skill sets negotiated for the Energy Diversion Investigator classification as outlined in the EDI Job Description, all incumbent RAR, and Senior RAR employees will be required to successfully complete all relevant, and agreed upon, existing Meter Maintenance Person training modules as outlined in Exhibit II (attached). RAR incumbents who previously held the position of Meter Maintenance Person (MMP), and successfully passed MMP training modules, will be exempted from this provision, however will be required to demonstrate field proficiency.
- e) Incumbent employees will be provided ten (10) months from the start of MMP training to successfully complete all required modules and demonstrate field proficiency. Any incumbent employee who is unsuccessful in completing the required MMP training classroom modules, passing required MMP classroom tests and demonstrating field proficiency in those MMP skills within the assigned ten (10) months, will be returned to the entry step wage rate and will be given an additional six (6) months to develop their proficiency and successfully complete the required MMP training. It is recognized that the agreed to additional portions of MMP training, and utilization of them in field activities, is an important component of this classification. In the event any incumbent remains unsuccessful at the end of the additional six (6) month period, and after exhausting all attempts to become qualified, the Company and Union will meet to discuss the reason for the lack of competency before existing contractual provisions are applied. If at ten (10), months the MMP training has not been completed and is at no fault of the incumbent, the incumbents will retain their wage rates until all training has been provided.
- f) Incumbent employees will be eligible bidders to the Apprentice Meter Systems Technician position after being at the top rate of their respective Energy Diversion Investigator or Energy Diversion Specialist classification for a period of 18 months. Incumbents who have previously held the Meter Maintenance Person classification will be exempt from this requirement.
- g) With respect to the Energy Diversion Investigator and Energy Diversion Specialist employees covered under this Agreement and employees within the Electric Field Metering Lines of Progression, the Company shall not utilize Title 206 as a result of this Agreement, except as outlined in item 4(e) above.
- h) Incumbent employees are identified under Attachment 3 of this Agreement.

5) Bidding Units and Filling Future Vacancies

- a) Bidding Units One through Thirteen shall be utilized for the purposes of Title 205 - Job Bidding, Promotion and Transfer.
- b) The Centralized Job Bidding Team (CJBT) shall establish bid codes for each classification and headquarters for employees covered under this Agreement, and when necessary, shall post new classifications at headquarters pursuant to 205.4 (h).

6) Demotion Units

- a) Demotion Units One through Six shall be utilized for the purposes of Title 206 - Demotion and Lay Off Procedure.
- b) The Company and Union will develop reverse lines of progression consistent with the intent of this Agreement and Title 206.

7) WAGE RATES:

The Company will establish SAP and Pay Scale Codes as soon as administratively possible. The 2019 Wage Rates shall be effective upon **ratification** of this Agreement. If necessary, employees covered by this Agreement shall be paid retroactive to the date of **ratification** of this Agreement.

2019 Wage Rates:

Energy Diversion Specialist (52232612)	\$52.25 (12 Months) \$48.66 (Start)
Energy Diversion Investigator (52232611)	\$46.96 (24 Months) \$45.48 (12 Months) \$44.16 (Start)

8) Short-Term Incentive Plan (STIP):

Incumbent RAR and Senior RAR employees will be eligible to participate in the quarterly 2019 Short-Term Incentive Plan (STIP) on a prorated participation rate up to the date of ratification of this Agreement, at which time STIP eligibility will be discontinued.


All other provisions of the collective bargaining agreement and supplements thereto, shall apply.

This Agreement is subject to ratification by the Revenue Assurance Representative and Senior Revenue Assurance Representative unit membership as identified herein and shall not become effective until the ratification vote is completed and approved by the membership.

If you agree, please so indicate in the space provided below and return one executed copy of this letter to the Company.

Very truly yours,

PACIFIC GAS AND ELECTRIC COMPANY

By: 
Matthew Levy
Director

The Union is in agreement.

LOCAL UNION NO. 1245, INTERNATIONAL
BROTHERHOOD OF ELECTRICAL WORKERS, AFL-CIO

August 27 th, 2019

By: 
Tom Dalzell
Business Manager

Job Definitions and Lines of Progression

Energy Diversion Specialist (EDS)
(52232612)

An employee who is a Subject Matter Expert (SME) in the technical aspects of gas and electric energy diversion, and those associated work activities necessary to mitigate it. The employee shall have the craft qualifications of an Energy Diversion Investigator, as well as the knowledge and experience necessary to provide the technical support required within the utility to successfully support energy diversion activities as assigned. An EDS will help develop and deliver relevant training content to support operations and can perform quality assessments of all field classifications performing energy diversion related work duties. During quality assessments, the EDS shall validate and ensure that the necessary work processes and procedures are followed to support energy diversion, investigation, and collection activities required by PG&E. Energy Diversion Specialists are representatives of the Company and will conduct themselves in a professional manner at all times when interacting with customers and outside agencies.

NOTES:

1. Classification requires a Class C driver’s license.
2. Qualified bidders to the EDS position shall have a minimum of 24 months in the Energy Diversion Investigator classification.
3. Persons bidding or hiring into this position must have successfully passed any applicable selection instrument(s) (e.g., test, test battery, technical interview, etc.) as agreed to by the Company and the Union for existing represented employees, which may include existing selection instrument(s) (e.g., Physical Test Battery, Industrial Skills Test, Work Orientation Inventory, etc.) or new selection instruments as deemed appropriate.
4. Persons hired/placed into this position through an unrestricted appointment who have not completed the Meter Maintenance Person (MMP) training, must complete the MMP training and pass all required tests. Additionally, such persons will also be required to pass the EDI training program (to be developed). Anyone not passing the required MMP training and/or the EDI training will be demoted in accordance with Section 206.15.
5. Employees shall be subject to training and qualifications as developed by the joint Company and Union Oversight Committee.

SAP Job Code	Next Lower Classifications
52232611	<i>Energy Diversion Investigator</i>

SAP Job Code	Same or Higher Classifications
52232612	<i>Energy Diversion Specialist</i>
50010389	Metering Tech Crew Leader
50010424	Metering Systems Technician
50010425	Metering Systems Technician - UN
50010426	Appr. Metering Systems Technician

Job Definitions and Lines of Progression

Energy Diversion Investigator (EDI) **(52232611)**

A Field Employee who conducts investigations of potential energy diversion and associated safety issues, which may involve the analysis of leads, customer contact, analysis of Company records, and visual inspections of all service and meter related components. Documents field conditions and collects investigation evidence to support appropriate Company action. May be assigned to assist in establishing the basis for billing and/or diversion related charges. Is the local subject matter expert in energy diversion and may be required to assist or advise others within their local area. EDIs are representatives of the Company and will conduct themselves in a professional manner at all times when interacting with customers and outside agencies. EDI will also have field duties and responsibilities limited to:

- a) Install, maintain, read, upgrade, replace/change: gas modules, and single-phase, self-contained electric meters (maximum 240-volt, 200-amp, socket meters without bypass).
- b) May verify meter communication status, network health, locate stolen or lost/found meters, and obtain meter reads by using an approved network verification tool.
- c) Collects and verifies meter/module information.
- d) Turn off and Shut-Off Non- Pay (SONP) of residential electric single-phase, self-contained meters; electric turn-ons, and Restore Lock Non- Pay (RLNP).
- e) May perform meter reads on any gas or electric meter.
- f) When properly trained, qualified, and equipped, may be assigned to perform 911 storm/emergency stand-by duties.

NOTES:

1. Electric Meter maintenance duties independently performed will be limited to single-phase, self-contained electric meters rated at 240-volt, 200 amp or below.
2. Classification requires a Class C driver's license.
3. Persons bidding or hiring into this position must have successfully passed any applicable selection instrument(s) (e.g., test, test battery, technical interview, etc.) as agreed to by the Company and the Union for existing represented employees, which may include existing selection instrument(s) (e.g., Physical Test Battery, Industrial Skills Test, Work Orientation Inventory, etc.) or new selection instruments as deemed appropriate.
4. Qualified bidders to the Energy Diversion Investigator classification must have completed and passed the Meter Maintenance Person (MMP) training modules and tests. Additionally, employees will be required to pass the EDI training program (to be developed). Persons not passing the required EDI training will be demoted in accordance with Section 206.15.
5. Persons hired/placed into this position through an unrestricted appointment who have not completed the Meter Maintenance Person (MMP) training, must complete the MMP training and pass all required tests. Additionally, such persons will also be required to pass the EDI training program (to be developed). Anyone not passing the required MMP training and/or the EDI training will be demoted in accordance with Section 206.15.

Job Definitions and Lines of Progression

6. Employees shall be subject to training and qualifications as developed by the joint Company and Union Oversight Committee.

SAP Job Code	Next Lower Classifications
50406798	Meter Maintenance Person

SAP Job Code	Same or Higher Classifications
52232611	<i>Energy Diversion Investigator</i>
52232612	<i>Energy Diversion Specialist</i>
50010389	Metering Tech Crew Leader
50010424	Metering Systems Technician
50010425	Metering Systems Technician - UN
50010426	Appr. Metering Systems Technician

MMP Training Modules

1. MMP Intro R&R
2. MMP Safety
3. Customer Interaction & Confidence
4. Customer Relations & Escalation
5. SmartMeter Overview
6. SMOC & SmartView
7. How to Read Meters
8. Gas Modules
9. Gas SO OQ AC DP**
10. Getac
11. FAS
12. TIL
13. Programming Modules
14. Electric Meters
15. Arc Flash
16. Voltage Check
17. ECI Re-Read
18. Electric Meter Programming
19. Squid-PRO Meter Connector
20. Greenbook – EUSERC
21. Revenue Assurance
22. Credit Ops
23. Residential Rates
24. Timekeeping
25. Annexation
26. HOT Books

****Note: Module #9 Gas SO OQ AC DP will not be required training for incumbent RARs and Senior RARs. The EDI and EDS classifications will not perform this work.**

Incumbent Employees

Employee Number	Employee Name	Job Title
8959	Blue, Calary Lynn	Revenue Assurance Representative
11725	Tate, William R	Revenue Assurance Representative
28513	Keegan, Jodi Ann	Revenue Assurance Representative
29340	Graddy, Brian Matthew	Revenue Assurance Representative
36738	Clare, Brett John	Revenue Assurance Representative
38293	Cain III, Moses	Revenue Assurance Representative
42314	Gaona, Manuel M	Revenue Assurance Representative
43942	Locke, Linda L	Revenue Assurance Representative
112011	Abril, Jon	Revenue Assurance Representative
115900	Porter, Robert J.	Revenue Assurance Representative
220374	Ly, Tuan Truong	Revenue Assurance Representative
220854	Reid, Sean Russell	Revenue Assurance Representative
223714	Weidemann, David Bruce	Revenue Assurance Representative
235178	Hatcher, Brandon	Revenue Assurance Representative
51517	Goodspeed, Jeffery Ryan	Revenue Assurance Representative, Senior
72584	Weist, Toby B	Revenue Assurance Representative, Senior