



County of Lake

State of California

**Side Letter Agreement with the Lake County Correctional Officer's Association
(LCCOA) Unit 6 Regarding Amendment to the July 1, 2025 – June 30, 2029 MOU.**

The County and LCCOA agree that effective December 21, 2025 the Lake County Correctional Officer's Association Unit 6 July 1, 2025 – June 30, 2029 MOU shall be adjusted as follows:

3. HOURS OF WORK

3.1 WORK SCHEDULE

3.1.6 Standard Schedule for the Sheriff Department

The standard work schedule for employees in the Sheriff Department in the Deputy Sheriff I/II- Corrections shall not exceed eighty-four (84) hours per a fourteen (14) day work period utilizing a 5/8-hour workweek , 4/10-hour workweek , 3/4 12-hour workweek or a combination thereof. All days off will be consecutive. The work schedule shall be fourteen (14) days under Section 207(k) of the Fair Labor Standards Act, beginning Sunday and continuing through the following Saturday night of the second week.

3.1.7 Standard Schedule for Non-Sworn Civilian in the Sheriff Department

The standard work schedule for non-sworn civilian employees in the Sheriff's Department (Correctional Aide, Dispatch, Administrative) shall be forty (40) hours in a seven (7) day work week. All days off will be consecutive. The work schedule shall commence on Sunday and continue until the following Saturday.

3.4 OVERTIME

3.4.3 Mandatory Overtime

3.4.3.1 Mandatory Overtime Defined

Mandatory overtime is defined as any work hours **mandated by the Sheriff's Office** beyond an employee's regularly scheduled shift, which the employee is required to work.

3.4.3.2 Authority to Assign

The Sheriff's Office reserves the right to require mandatory overtime when operational needs demand, including but not limited to staff shortages, emergencies, or workload surges.

3.4.3.3 Mandatory Overtime Compensation

Mandatory overtime shall be paid at the rate of one and one-half (1 1/2) time the employee's regular hourly rate of pay, or compensatory time off at time and one-half, at the employee's option.

This side letter shall apply to the current MOU and any successor agreements and shall continue until such time as either:

- 1) A successor MOU is ratified by both the County and LCCOA; or
- 2) The County and LCCOA agree to amend the applicable sections of the current MOU, whichever is sooner.

COUNTY OF LAKE

Chairman,
Board of Supervisors

LAKE COUNTY CORRECTIONAL
OFFICERS ASSOCIATION


LCCOA President


Kristina Wicker-Estes

LCCOA Representative

ATTEST: SUSAN PARKER
SUSAN PARKER
Clerk to the Board of Supervisors

APPROVED AS TO FORM:
LLOYD GUINTIVANO
County Counsel

By: _____


[Lloyd Guintivano \(Jan 23, 2026 16:38:14 PST\)](#)









Side Letter Agreement LCCOA Unit 06 Regarding Mandatory Overtime Final signed by president

Final Audit Report

2026-01-24

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