

MEMORANDUM OF UNDERSTANDING SICK LEAVE – ARTICLE 12

Effective 02/10/2026

This memorandum of understanding memorializes an agreement between Clallam Transit System, hereinafter referred to as “CTS,” and the Amalgamated Transit Union, Local 587, hereinafter referred to as the “UNION,” regarding the updates to RCW 49.46.210 relating to paid sick leave which takes effect on January 1, 2025.

Section 12.3 Use of Sick Leave

- A.** *All Employees are entitled to use accrued sick leave beginning 90 calendar days after the commencement of their employment.*
- B.** *Employees are authorized to use sick leave for the following reasons:*
 - 1) *An absence resulting from an Employee's mental or physical illness, injury, or health condition; to accommodate the Employee's need for medical diagnosis, care, or treatment of a mental or physical illness, injury, or health condition; or an Employee's need for preventative medical care.*
 - 2) *To allow the Employee to provide care for a family member with a mental or physical illness, injury, or health condition; care of a family member who needs medical diagnosis, care, or treatment preventive of a mental or physical illness, injury, or health condition; or care for a family member who needs medical care.*
 - 3) *When the Employee's place of business or the school or place of care of the employee's child has been closed by order of a public official for any health-related reasons or after the declaration of an emergency by a local, state, or federal government or agency.*
 - 4) *To prepare for or participate in any judicial or administrative immigration proceeding involving the employee or employee's family member.*
- C.** *CTS may require a physician's certificate or other reasonable proof of illness in the case of an absence due to illness, injury, or disability for which sick leave is payable where CTS has a reason to suspect abuse by the Employee or if CTS questions the physical capabilities of the Employee.*
- D.** *For purposes of this section, family members include:*
 - 1) *A Child: Biological, adoptive, or foster child, stepchild, child's spouse, or a child to whom the Employee stands in loco parentis, is a legal guardian, or is a de facto parent, regardless of age or dependency status.*
 - 2) *A Parent: Biological, adoptive, de facto, or foster parent, stepparent, or legal guardian of an Employee or the Employee's spouse, or an individual who stood in loco parentis when the Employee was a child.*
 - 3) *A Spouse: Husband or wife, as the case may be, or a state registered domestic partner.*
 - 4) *A Grandparent: Parent of the employee's parent.*
 - 5) *A Grandchild: Child of an employee's child.*
 - 6) *A Sibling.*

Family member also includes any individual who regularly resides in the employee's home, or where the relationship creates an expectation that the employee care for the person, and that individual depends on the employee for care. It does not include an individual who simply resides in the same home with no expectation that the employee care for the individual.

- E.** *Employees are authorized to use sick leave for absences that qualify for leave under the Domestic Violence Leave Act, chapter 49.76 RCW. Employees are prohibited from using sick leave for absences for which they are receiving time-loss benefits due to a worker's compensation claim. The provisions of the Family and Medical Leave Act (“FMLA”) may be applied concurrently with the use of sick leave, as allowed by statute.*
- F.** *Sick leave may not be donated or otherwise transferred to other Employees or CTS personnel.*
- G.** *If the use of sick leave by an Employee is found to be for an unauthorized purpose, CTS may deny payment of the requested sick leave and the Employee may be subject to disciplinary action.*
- H.** *CTS may require Employees to give reasonable notice of an absence from work, so long as such notice does not interfere with an Employee's lawful use of sick leave. CTS may not require, as a condition of an Employee*

taking sick leave, that the Employee search for or find a replacement worker to cover the hours during which the Employee is on sick leave.

- I. The maximum hours of sick leave that can be taken in any one day will be the scheduled work for that day less time worked. The minimum hours of sick leave that can be taken in any one day will be the scheduled work for that day or eight hours, whichever is less.*

This memorandum of understanding (MOU) will not establish or imply any precedent or past practice for use in any future agreements or other situations. CTS retains all management rights and responsibilities as described by law and by the current labor agreement.

CLALLAM TRANSIT SYSTEM

AMALGAMATED TRANSIT UNION, LOCAL 587

By: _____
Jason McNickle
General Manager

By: _____
Greg Woodfill
President

Date: _____

Date: _____