1 2 3 4 5 6 7 8 9	Ernest M. Malaspina (State Bar No. 187946)  emalaspina@hopkinscarley.com Michael W. M. Manoukian (State Bar No. 308  mmanoukian@hopkinscarley.com HOPKINS & CARLEY A Law Corporation The Letitia Building 70 S First Street San Jose, CA 95113-2406  mailing address: P.O. Box 1469 San Jose, CA 95109-1469 Telephone: (408) 286-9800 Facsimile: (408) 998-4790  Attorneys for Defendant TOTAL QUALITY MAINTENANCE, INC. Cary Kletter (SBN 210230)	3121)
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14	Attorneys for Plaintiffs ERIKA SANCHEZ CRUZ, ESPERANZA GOMEZ, and on behalf of all similarly situated persons	
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17	SUPERIOR COURT OF THE STATE OF CALIFORNIA	
18	COUNTY OF SANTA CLARA	
19	ERIKA SANCHEZ CRUZ, ESPERANZA	CASE NO. 23CV413379
20	GOMEZ, and on behalf of all similarly situated persons,	CLASS ACTION AND PAGA SETTLEMENT AGREEMENT
21	Plaintiffs,	SETTLEMENT AGREEMENT
22	v.	Action Filed: April 3, 2023 Trial Date: Not Yet Set
23	TOTAL QUALITY MAINTENANCE, INC.; and DOES 1 through 20, inclusive,	That Date. Not let set
24	Defendants.	
25	Defendants.	
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HOPKINS & CARLEY ATTORNEYS AT LAW SAN JOSE • REDWOOD CITY	4878-5314-0830.1	CA SETTI EMENT ACDEEMENT
,	CLASS ACTION AND PAGA SETTLEMENT AGREEMENT	

This Class Action and PAGA Settlement Agreement is entered into between Defendant TOTAL QUALITY MAINTENANCE, INC. and Plaintiffs ERIKA SANCHEZ CRUZ, and ESPERANZA GOMEZ, individually, and on behalf of all other similarly situated and as a representative of the State of California.

### **DEFINITIONS**

- 1. <u>Action</u>. The "Action" means the class and representative action lawsuit entitled *Erika Sanchez Cruz, Esperanza Gomez*, filed in the Superior Court of California, County of Santa Clara, Case No. 23CV413379.
- 2. <u>Agreement</u>. "Agreement" or "Settlement Agreement" shall refer to the instant Class Action and PAGA Settlement Agreement.
- 3. <u>Attorneys' Fees</u>. "Attorneys' Fees" refers to the amount to be awarded to Class Counsel for the work it has performed in furtherance of the Actions, which, pending Court approval, shall not exceed Forty-One Thousand Eighty Five Dollars (\$41,085.00) and which represents approximately one-third (1/3) of the Gross Settlement Amount.
- 4. <u>Attorneys' Costs.</u> "Attorneys' Costs" refers to the amount to be reimbursed for Class Counsel's litigation costs and expenses, which, pending Court approval, shall not exceed Five Thousand Dollars (\$5,000.00).
- 5. <u>Class Counsel</u>. "Class Counsel" shall mean Cary Kletter and Rachel Hallam of Klettter Law and/or any successor(s) thereof.
- 6. <u>Class Members and the Class</u>. "Class Members" (individually, "Class Member") are all current and former non-exempt employees of Total Quality Maintenance, Inc. employed in California during the Class Period.
- 7. <u>Class Notice</u>. "Class Notice" means the Notice of Class Action and PAGA Settlement mutually agreed upon by the Parties and approved by the Court to be sent to the Class Members and PAGA Members following preliminary approval that includes the scope of release language for Settled Claims and Settled PAGA Claims, notifies Class Members and PAGA Members of the Settlement, explains the Class Members' options, including how Class Members may opt out or object to the Settlement, and explains the facts and methods based on which the

4878-5314-0830.1

Class Members' and PAGA Members' estimated settlement payments are calculated, substantially in the form attached hereto as **Exhibit A**.

- 8. <u>Class Period</u>. "Class Period" means April 3, 2019 to the date of the Preliminary Approval Order.
- 9. <u>Class Settlement</u>. "Class Settlement" refers to the settlement and resolution of the Settled Claims.
- 10. <u>Complaint</u>. "Complaint" refers to the operative complaint in the Class Action Complaint and PAGA Representative Complaint.
- 11. <u>Court.</u> "Court" refers to the Superior Court of California, Santa Clara County, or other court, that will approve the Agreement.
- 12. <u>Day</u>. "Day" or "days" refers to a calendar day(s) unless otherwise stated. If any designated date or deadline falls on a weekend or holiday, the designated date or deadline will occur on the next business day.
  - 13. <u>Defendant</u>. "Defendant" means Total Quality Maintenance, Inc..
- 14. <u>Effective Date</u>. "Effective Date" of this Agreement means the first business day following the last of the following occurrences: (i) sixty (60) calendar days following the date the Court enters the Final Approval Order and Judgment; and (ii) if an appeal is taken from the Final Approval Order and Judgment, then the date of final resolution of that appeal (including any requests for rehearing and/or petitions for *certiorari*), resulting in final and complete judicial approval of the Settlement in its entirety, with no further challenge to the Settlement being possible.
- 15. <u>Final Approval Order and Judgment</u>. "Final Approval Order and Judgment" means the order and judgment entered and filed by the Court, that: (1) ultimately approves this Agreement; (2) awards and orders the payment of all required amounts pursuant to the terms of this Agreement, and (3) enters judgment in connection with the Actions pursuant to California Rules of Court, 3.769, et seq. The Final Approval Order and Judgment will constitute a binding and final resolution, have full *res judicata* effect, and discharge Defendant and Released Parties from liability for any and all claims by Plaintiffs, all Settlement Class Members as to all Settled Claims, and the

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HOPKINS & CARLEY ATTORNEYS AT LAW SAN JOSE + REDWOOD CITY State of California and PAGA Members as to all Settled PAGA Claims as set forth in this Agreement.

- 16. Final Approval Hearing. "Final Approval Hearing" means the hearing at which the Court shall consider the motion for final approval of this Settlement and determine whether to fully and finally approve the fairness and reasonableness of this Settlement and Agreement, and enter the Final Approval Order and Judgment.
- Last Known Address. "Last Known Address" means the most recently 17. recorded mailing address for a Class Member and/or PAGA Member contained in Defendant's payroll records.
- Gross Settlement Amount. "Gross Settlement Amount" means a total 18. payment of One Hundred Twenty-Four Thousand, Five Hundred Dollars (\$124,500.00), payable by Defendant under this Agreement. The Gross Settlement Amount includes all Attorneys' Fees, Attorney's Costs, Settlement Administration Costs, Service Payment to Plaintiffs, the PAGA Allocation, all wages withholdings for the wage portion of any individual settlement payments, and the Net Distribution to Class Members. In no event shall Defendant be required to pay any amounts above the Gross Settlement Amount to Plaintiffs, Class Counsel, the Class Members, the Labor and Workforce Development Agency ("LWDA") or PAGA Members to effectuate this Agreement. The Settlement Administrator will withhold the employees' share of wages withholding on settlement payments, as provided below, and Class Members and PAGA Members shall remain responsible for paying any additional taxes due on any payments they are issued under the settlement. Defendant shall pay any and all employer side taxes outside of the settlement.
- Net Distribution Fund. "Net Distribution Fund" means the amount available 19. for distribution to Settlement Class Members, which is the Gross Settlement Amount, less all Attorneys' Fees, Attorney's Costs, Settlement Administration Costs, Service Payment to Plaintiffs, and the PAGA Allocation. Each Settlement Class Member will be entitled to a pro rata share of the Net Distribution Fund (referred to as "Individual Settlement Payment") based on the number of Workweeks credited to each Settlement Class Member during the Class Period.

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20. <u>Objection</u>. "Objection" means an objection to the Class Settlement that a Settlement Class Member submits in writing to the Settlement Administrator. Each "Objection" must (1) contain the full name, address, and telephone number of the Settlement Class Member objecting; (2) be signed by the Settlement Class Member; (3) be postmarked or fax stamped on or before the Response Deadline (as defined below) and returned to the Settlement Administrator at the specified address or fax number; and (4) give the factual basis for objection to the Class Settlement. If a Class Member submits both an Objection and an Opt Out Request, he or she will be excluded from the Class Settlement and the Objection will not be considered.

21. Opt Out Request. "Opt Out Request" means a request by a Class Member to be excluded from the Class Settlement. Each "Opt Out Request" must (1) contain the full name, address, and telephone number of the Class Member requesting exclusion from the Class Settlement and the case name and number of the Initial Class Action; (2) be signed by the Class Member; (3) be postmarked or fax stamped on or before the Response Deadline and returned to the Settlement Administrator at the specified address or fax number; and (4) contain a statement substantially similar to:

"I WISH TO BE EXCLUDED FROM THE SETTLEMENT OF CLASS CLAIMS IN THE CRUZ V. TOTAL QUALITY MAINTENANCE, INC. LAWSUIT, AND UNDERSTAND THAT IF I ASK TO BE EXCLUDED, I WILL NOT RECEIVE AN INDIVIDUAL SETTLEMENT PAYMENT. I UNDERSTAND THAT, NEVERTHELESS, SETTLED PAGA CLAIMS WILL BE RELEASED AND SETTLED."

- 22. Parties. "Parties" shall mean Plaintiffs and Defendant.
- 23. <u>PAGA Allocation</u>. "PAGA Allocation" refers to the amount of Twenty Thousand Dollars and Zero Cents (\$20,000.00) which is allocated to the settlement of the Settled PAGA Claims, which will be distributed 75% to the Labor and Workforce Development Agency ("LWDA Payment") and 25% to PAGA Members ("Net PAGA Distribution Amount"), on a *pro rata* basis ("Individual PAGA Payment(s)" refer to PAGA Members' *pro rata* share of 25% of the PAGA Allocation).

- 24. <u>PAGA Members.</u> "PAGA Members" means all current and former non-exempt employees of Total Quality Maintenance, Inc. employed in the State of California during the PAGA Period.
- 25. <u>PAGA Period.</u> "PAGA Period" means the period from January 28, 2022, through the date of the Preliminary Approval Order.
- 26. <u>PAGA Settlement</u>. "PAGA Settlement" refers to the settlement and resolution of the Settled PAGA Claims.
  - 27. Plaintiffs. "Plaintiffs" mean Erika Sanchez Cruz and Esperanza Gomez.
- 28. <u>Preliminary Approval Order</u>. "Preliminary Approval Order" is the Order entered and filed by the Court that preliminarily approves the terms and conditions of this Agreement, including approval of the Parties' Agreement that specifies the content of notice and manner in which notice will be provided to the Class and responded to by the Class.
- 29. <u>Released Parties</u>. "Released Parties" means Defendant Total Quality Maintenance, Inc. and each of its officers, directors, members, partners, owners, shareholders, agents, servants, attorneys, assigns, affiliates, predecessors, successors, parent companies and organizations, insurers, and any and all other persons, firms and corporations in which Defendant may have an interest.
- 30. Response Deadline. The "Response Deadline" means the day that is forty-five (45) days after the date the Class Notice is mailed to Class Members via First-Class U.S. Mail and is the deadline to submit an Opt Out Request (as defined herein), Objection (as defined herein), and/or Workweeks Dispute (as defined below). Any Class Members that have their notices remailed shall have an additional fourteen (14) days to respond.
- 31. <u>Service Payment</u>. "Service Payment" refers to an individual payment to Plaintiffs approved by the Court, not to exceed Seven Thousand Five Hundred (\$7,500.00), in exchange for Plaintiffs' service in furtherance of the Actions.
- 32. <u>Settlement</u>. "Settlement" shall refer to the agreement of the Parties to settle the claims as set forth and embodied in this Agreement.

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Group, Inc., a neutral third party administrator mutually chosen by the Parties and approved by the

Settlement Administrator. "Settlement Administrator" shall mean ILYM

- Settlement Administration Costs. "Settlement Administration Costs" refers 34. to the amount to be paid to the Settlement Administrator for the costs of administering this Settlement, not to exceed Eight Thousand Dollars and Zero Cents (\$8,000.00).
- Settled Class Claims. "Settled Class Claims" means all claims, charges, 35. complaints, liens, demands, causes of action, obligations, damages and liabilities, whether known or unknown, that arise during the Class Period that each Settlement Class Member had, now has, or may hereafter claim to have against the Released Parties and that were asserted in the Complaint, or that could have been asserted in the Complaint based on any of the facts or allegations in the Complaint, regardless of whether such claims arise under federal, state and/or local law, statute, ordinance, regulation, common law, or other source of law. The Settled Class Claims specifically include, but are not limited to claims for unpaid wages, claims for unpaid reporting time pay, claims for unpaid sick pay, the alleged failure to provide meal periods or compensation in lieu thereof, the alleged failure to provide paid rest periods, failure to timely furnish accurate itemized wage statements, record keeping violations, failure to timely pay wages, failure to reimburse business expenses, unfair business practices, and violations of the California Labor Code and Industrial Welfare Commission Wage Orders, including and not limited to, for violations of California Labor Code §§ 201, 202, 203, 210, 212, 213, 226(a), 226.3, 226.7, 510, 512, 516, 558, 1174, 1174.5, 1194, 1197, 1197.1, 1198, 2802, and Industrial Welfare Commission Wage Orders.
- Settled PAGA Claims. "Settled PAGA Claims" means all claims for civil 36. penalties that were asserted, or could have been asserted, or that arise, whether known or unknown, during the PAGA Period, based for any of the alleged violations of the California Labor Code and/or Industrial Welfare Commission Wage Orders that were asserted, or could have been asserted, within the Complaint and PAGA Notice based on any facts or allegations therein, including, but not limited to, violations of California Labor Code §§ 201, 202, 203, 210, 212, 213,

226(a), 226.3, 226.7, 510, 512, 516, 558, 1174, 1174.5, 1194, 1197, 1197.1, 1198, 2802, and Industrial Welfare Commission Wage Orders.

- 37. <u>Settlement Class/Settlement Class Member(s)</u>. "Settlement Class" or "Settlement Class Member(s)" means all Class Members who have not submitted a timely and valid Opt Out Request.
- 38. <u>Settlement Proceeds Distribution Deadline</u>. "Settlement Proceeds Distribution Deadline" means a date that is fourteen (14) days after the Gross Settlement Amount has been deposited by Defendant.
- 39. <u>Updated Address</u>. "Updated Address" means a mailing address that was updated by a reasonable address verification measure of the Settlement Administrator or by an updated mailing address provided by the United States Postal Service for a Class Member or PAGA Member.
- 40. Workweek. "Workweek" shall mean any calendar week (*i.e.*, a week beginning on Sunday and ending on Saturday) in which a Class Member or PAGA Member was employed by Defendant for at least one day. The Parties agree that, for purposes of determining a Class Member's and/or PAGA Member's Workweeks under this Agreement, Workweeks may be calculated as the number of days between a Class Member's hire date(s) or the start of the applicable Class Period or PAGA Period, which ever is later, and termination date(s), or the date of preliminary approval of the Settlement Agreement in the absence of a subsequent termination date, based on a 360-day year (using Microsoft Excel's DAYS360 or similar function which returns the number of days between two dates) and dividing the result by 7 and then rounding that number up to the nearest whole number.

## **RECITALS**

41. Plaintiffs' Class Action Complaint for Damages was filed on April 3, 2023 in the Superior Court of California, County of Santa Clara. Plaintifs allege the following causes of action: (1) failure to pay all wages; (2) failure to pay overtime pay; (3) meal period violations; (4) rest period violation; (5) failure to provide accurate, itemized wage statement; (6) waiting time

4878-5314-0830.1

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panealties; (7) failure to wages timely during employment; and (8) unfair business practices; and (9) PAGA.

- 42. Plaintiffs contend that on February 1, 2023, they provided the LWDA notice of intent to pursue civil penalties against Defendant under the Private Attorneys General Act for alleged violations of the California Labor Code and applicable Industrial Welfare Commission Wage Orders (the "PAGA Notice").
- 43. There are approximately 577 putative class members who were employed for approximately 53,758 workweeks during the Class period. For the PAGA claim, there are approximately 337 allegedly aggrieved employees who were employed for approximately 9,743 pay periods during the putative PAGA period. A number of the individuals that were employed during the Class/PAGA periods had one or more time periods where they were on TQM's payroll but not actually working, i.e., they were inactive but not terminated. These periods of inactivity reduce the number of workweeks and pay periods at issue given the employees were not performing any work during the periods of inactivity.
- 44. Plaintiffs, on behalf of themselves and Class Members, and Defendant attended and early neutral evalutation and mediation with David Sarnoff of Sarnoff Mediations on October 2, 2023. The Parties did not resolve their claims on October 2, 2023, but continued negotiations, which resulted in the instant Agreement.
- 45. The Parties agree that the terms and conditions of this Agreement are the result of lengthy, intensive arms-length negotiations between the Parties supervised by an experienced employment law mediator. The Parties agree that the Agreement is entered into in good faith as to each Class Member and PAGA Member, and based on the difficulties of proof and class certification, that the Settlement is fair, reasonable and adequate as to each Class Member and PAGA Member.

# TERMS AND CONDITIONS OF SETTLEMENT

NOW THEREFORE, in consideration of the recitals listed above and the promises and warranties set forth below, and intending to be legally bound and acknowledging the sufficiency of the consideration and undertakings set forth herein, Plaintiffs, individually on their own behalf and

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HOPKINS & CARLEY ATTORNEYS AT LAW SAN JOSE + REDWOOD CITY on behalf of the Class Members and the State of California pursuant to the Private Attorneys General Act, on the one hand, and Defendant, on the other hand, agree that the Actions shall be, and are finally and fully compromised and settled on the following terms and conditions.

46. Non-Admission of Liability. The Parties enter into this Agreement to resolve the Actions and to avoid the burden, expense, and risk of continued litigation. In entering into this Agreement, Defendant does not admit, and specifically denies, that Defendant has: violated any federal, state, or local law; violated any regulations or guidelines promulgated pursuant to any statute or any other applicable laws, regulations, or legal requirements; breached any contract; or engaged in any other culpable, wrongful or unlawful conduct with respect to its employees or any other person or entity. Neither this Agreement, nor any of its terms or provisions, nor any of the negotiations connected with it or proceedings, payouts, or other events associated with it, shall be construed as an admission or concession by Defendant of any such violation(s) or failure(s) to comply with any applicable law by Defendant or any Released Parties. The Parties intend this Settlement to be contingent upon the Court's granting preliminary and final approval of this Agreement; and in the event final approval of this Agreement is not obtained, the Parties do not waive, and instead expressly reserve, their respective rights to prosecute and defend the Actions as if this Agreement never existed. In the event that final approval of this Agreement is denied by the Court, fails to become effective, or is reversed, withdrawn, or modified by the Court or any other court with jurisdiction over the Actions, the Agreement shall become null and void ab initio and shall have no bearing on, and shall not be admissible in connection with, further proceedings in the Actions.

- 47. Stipulation for Class Certification. The Parties stipulate to the certification of the Class for purposes of this Settlement only. If, however, the Settlement does not become final for any reason, the Parties' Agreement shall become null and void ab initio and shall have no bearing on, and shall not be admissible in connection with, whether class certification would be appropriate in any other context in the Actions, or any other action.
- 48. Release of Settled Class Claims. As of the Effective Date and full funding of the Gross Settlement Amount, Plaintiffs and all Settlement Class Members shall be deemed to 4878-5314-0830.1

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have fully, finally, and forever released, settled, compromised, relinquished, and discharged any and all Settled Class Claims against any and all Released Parties. The Settlement includes a release of all Settled Class Claims during the Class Period by Settlement Class Members.

- a. The Parties agree for settlement purposes only that, because the Class Members are so numerous, it is impossible or impracticable to have each Class Member execute this Agreement. Accordingly, the Class Notice will advise all Class Members of the binding nature of the Class Settlement as to Settlement Class Members and the binding nature of the PAGA Settlement as to the State of California and all PAGA Members, and such notice shall have the same force and effect as if the Agreement were executed by each Class Member.
- b. The Parties agree that this is a settlement of disputed claims not involving undisputed wages, and that Labor Code Section 206.5 is therefore inapplicable.
- 49. Release of Settled PAGA Claims. As of the Effective Date and full funding of the Gross Settlement Amount, the State of California, with respect to Plaintiffs and all PAGA Members, shall be deemed to have fully, finally, and forever released, settled, compromised, relinquished, and discharged any and all of the Released Parties of and from any and all Settled PAGA Claims. The Parties agree that it is their intent that the terms set forth in this Agreement will release any further attempt, by lawsuit, administrative claim or action, arbitration, demand, or other action of any kind, by each and every PAGA Member to obtain any recovery based on the Settled PAGA Claims.
- 50. <u>Calculation of Settlement Payments</u>. The Gross Settlement Amount shall be apportioned as follows:
- a. <u>Attorneys' Fees</u>. Class Counsel will apply to the Court for an award of attorneys' fees of one-third (1/3) of the Gross Settlement Amount, which is no more than Forty-One Thousand Eighty-Five Dollars (\$41,085.00) (*i.e.*, Attorneys' Fees). The Attorneys' Fees shall be paid from and be deducted from the Gross Settlement Amount subject to Court approval, and Defendant will not oppose such application. In the event the Court approves an amount of attorneys' fees that is less than the amount provided herein, the unawarded amount shall become part of the Net Distribution Fund for distribution to Settlement Class Members. Any reduction by

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the Court shall not constitute grounds for revocation or cancellation of this Agreement by Plaintiffs, or grounds for an appeal of the Court's Order approving Attorneys' Fees.

- b. Attorneys' Costs. Class Counsel shall request approval of an amount not to exceed Five Thousand Dollars (\$5,000.00) for reimbursement of litigation costs and expenses incurred in the Actions (i.e., Attorneys' Costs), which will be paid and deducted from the Gross Settlement Amount subject to Court approval. Defendant will not oppose such application. Any unawarded Attorneys' Costs shall become part of the Net Distribution Fund for distribution to Settlement Class Members. Any reduction by the Court shall not constitute grounds for revocation or cancellation of this Agreement by Plaintiffs, or grounds for an appeal of the Court's Order approving attorneys' costs. Attorneys' Fees as specified in the preceding paragraph and Attorneys' Costs as specified in this paragraph shall cover all claimed and unclaimed Attorneys' Fees, Attorneys' Costs, and other amounts payable or awardable against Defendant for Class Counsel's work, effort, or involvement in the Actions and in carrying out the Agreement and includes any and all work, effort, or involvement to carry out the terms of the Agreement and as may be potentially or actually necessary or advisable to defend the Agreement and/or Settlement through appeal, or collateral attack or in any other forum or proceeding. These specified Attorneys' Fees and Attorneys' Costs shall be the sole payment for attorneys' fees and costs and, otherwise, the Parties and Class Members and their counsel shall bear their own fees and costs in connection with the Actions.
- c. <u>Settlement Administration Costs</u>. Class Counsel will also apply to the Court for approval of costs of settlement administration in an amount estimated to be up to Eight Thousand Dollars (\$8,000.00), which the Parties agree will be paid and deducted from the Gross Settlement Amount (*i.e.*, Settlement Administration Costs) subject to Court approval. Any unawarded amount shall become part of the Net Distribution Fund for distribution to Settlement Class Members. Class Counsel will specify the amount sought for such costs, up to the foregoing maximum, in Plaintiffs' motion for final approval of the Settlement.
- d. <u>Plaintiffs' Service Payment</u>. Class Counsel will apply to the Court for approval of an enhancement award for Plaintiffs in an amount not to exceed Seven Thousand

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Five Hundred Dollars (\$7,500.00) each to be paid and deducted from the Gross Settlement Amount, subject to Court approval. Defendant will not oppose such application. Any unawarded amount shall become part of the Net Distribution Fund for distribution to Settlement Class Members. Any reduction by the Court shall not constitute grounds for revocation or cancellation of this Agreement by Plaintiffs, or grounds for an appeal of the Court's Order approving Plaintiffs' Service Payment.

PAGA Allocation and Payments. Pursuant to California Labor Code e. Section 2698, et seq., the Parties designate Twenty Thousand Dollars (\$20,000.00) of the Gross Settlement Amount to resolve the Settled PAGA Claims (i.e., the PAGA Allocation). Pursuant to the California Labor Code, seventy-five percent (75%) of the PAGA Allocation, which is Fifteen Thousand Dollars (\$15,000.00), will be paid to the LWDA (i.e., the LWDA Payment). The remaining twenty-five percent (25%) of the PAGA Allocation, which is Five Thousand Dollars (\$5,000.00) ("Net PAGA Distribution Amount"), shall be paid to PAGA Members on a pro rata basis based on the number of Workweeks worked by the PAGA Member during the PAGA Period as follows:

The Settlement Administrator will use the number of i. Workweeks worked by PAGA Members during the PAGA Period ("Qualifying PAGA Workweek(s)") as reflected in the Class List to be provided by Defendant to the Settlement Administrator;

Each of the PAGA Members is eligible to receive a pro rata ii. share of the Net PAGA Distribution Amount based on his or her share of the total number of Qualifying PAGA Workweeks worked.

iii. The value of a single Qualifying PAGA Workweek shall be determined by dividing the Net PAGA Distribution Amount by the total number of Qualifying PAGA Workweeks by all PAGA Members. Each PAGA Member shall receive an Individual PAGA Payment equal to his or her individual Qualifying PAGA Workweeks multiplied by the value of a single Qualifying PAGA Workweek. PAGA Members shall receive their respective PAGA Payments regardless of whether they opt out with respect to their class claims.

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PAGA Members may be entitled under any benefit plans.

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#### 52. Taxation of Settlement Proceeds.

any employee taxes owed on their Individual Settlement Payment.

will not affect any rights, contributions, or amounts to which any Settlement Class Members and/or

allocated as follows: twenty five percent (25%) of each participating Class Member's Individual

Settlement Payment will be allocated to settlement of wage claims (the "Wage Portions"), and

seventy five percent (75%) allocated to penalties and interest. The Wage Portions are subject to tax

withholding and will be reported on an IRS W-2 Form. The portion allocated to penalties and

interest (i.e. Non-Wage Portions) are not subject to wage withholdings and will be reported on IRS

1099 Forms (if required). Participating Class Members assume full responsibility and liability for

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CLASS ACTION AND PAGA SETTLEMENT AGREEMENT

The Individual PAGA Payments to PAGA Members will be b. designated one hundred percent (100%) as penalties and will be report on an IRS Form 1099 (if

The Parties agree that the Individual Settlement Payments shall be

- The Settlement Administrator shall calculate, withhold from the c. Individual Settlement Payments, and remit to applicable governmental agencies sufficient amounts, if any, as may be owed by Settlement Class Members for applicable employee taxes. The Settlement Administrator will issue appropriate tax forms, as required, to each such Settlement Class Member and PAGA Member consistent with the above allocations.
- d. All Parties represent that they have not received, and shall not rely on, advice or representations from other Parties or their agents regarding the tax treatment of payments under federal, state, or local law. In this regard, Defendant makes no representations regarding the taxability of the Individual Settlement Payments, Individual PAGA Payments, or any other payments made under this Agreement.
- Class Counsel will be issued an IRS Form 1099 for the Attorneys' Fees and Attorneys' Costs awarded by the Court.

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Plaintiffs will be issued an IRS Form 1099 for any Service Payments

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Settlement before the motions and supporting papers are filed with the Court. Failure of the Court to grant preliminary approval will be grounds for the Parties to terminate the Settlement and the terms of the Agreement. A request by the Court for supplemental briefing, or a preliminary denial pending additional briefing, shall not be deemed a denial of preliminary approval or final approval. To the extent the Court requests further or supplemental briefing, the Parties will work in good faith

### 54. <u>Notice Procedure</u>.

to address the Court's concerns and questions.

a. Class and PAGA Member Data. Within twenty-one (21) calendar days after notice of entry of the Preliminary Approval Order, Defendant shall provide to the Settlement Administrator a data file that identifies for each individual, his/her full name, last-known address, Social Security number, and the number of Qualifying Workweeks and, if applicable, Qualifying PAGA Workweeks for each Class Member (collectively referred to as the "Class List"). The Settlement Administrator will keep the Class List confidential and shall not provide it to anyone, including Class Counsel, absent express written approval from Defendant, and shall use it only for the purposes described herein, take adequate safeguards to protect confidential or private information, and return or certify the destruction of the information upon completion of the Settlement Administration process.

b. Settlement Administrator Duties. Prior to mailing the Class Notice, the Settlement Administrator will update the addresses for the Class Members and PAGA Members using skip trace. To the extent this process yields a different address from the one supplied by Defendant, that Updated Address shall replace the address supplied by Defendant (i.e., Last Known Address) and be treated as the new Last Known Address for purposes of this Agreement and for subsequent mailings in particular.

c. *Notice Process*. Within fourteen (14) calendar days following receipt of the Class List, the Settlement Administrator shall prepare and mail the approved Class Notice in English and Spanish. The Settlement Administrator shall deliver the Class Notice by First-Class U.S. Mail to each Class Member and PAGA Member's Last Known Address or Updated Address (if applicable).

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d. Opt Out Request. Any Class Member may exclude himself or herself from the Class Settlement. Any such Opt Out Request must be submitted to the Settlement Administrator in writing on or before the Response Deadline. Opt Out Requests do not apply to the PAGA Settlement; PAGA Members will be bound to the PAGA Settlement (i.e., the settlement and release of Settled PAGA Claims) irrespective of whether they exclude themselves from the Class Settlement.

Objections. Any Settlement Class Member may object to the Class Settlement by submitting an Objection to the Settlement Administrator. The Parties shall be permitted to file responses to any Objections prior to the Final Approval Hearing and/or to respond to or address the Objection at the Final Approval Hearing. At no time shall any of the Parties or their counsel seek to solicit or otherwise encourage Settlement Class Members to submit any Objections to the Settlement or appeal from the Final Approval Order and Judgment. Class Counsel shall not represent any Settlement Class Members with respect to any such Objections. Within two (2) business days after receipt of an Objection, the Settlement Administrator shall serve the Objection on the Parties, and at least sixteen (16) court days before the Final Approval Hearing, the Settlement Administrator shall submit all Objections received by the Settlement Administrator to the Court. The Court may consider any Opt Outs, and/or Objections submitted at or before the hearing on Final Approval.

55. Workweeks Disputes. Class Members will have the right to challenge the number of Qualifying Workweeks and/or Qualifying PAGA Workweeks allocated to them. Class Members shall have until the Response Deadline to submit to the Settlement Administrator their dispute in writing ("Workweek Dispute") in English or Spanish at the address indicated on the Class Notice. Each Workweeks Dispute must: (1) contain the full name, address, and telephone number of the Class Member and reference this Settlement; (2) be signed by the Class Member; (3) be postmarked or fax stamped on or before the Response Deadline and returned to the Settlement Administrator at the specified address or fax number; (4) clearly state the number of Workweeks and/or PAGA Workweeks he or she believes is correct; and (5) attach any documents the Class Member has to support his or her position that they be credited with the contended number of 4878-5314-0830.1

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Workweeks and/or PAGA Workweeks. The Settlement Administrator will inform Class Counsel and Defendant's counsel in writing of any timely submitted Workweeks Disputes. Defendant shall have the right to respond to any Workweek Dispute submitted by any Class Members within seven (7) calendar days of being informed of a timely submitted Workweek Dispute, and shall cooperate in providing the Settlement Administrator with information to determine all such Workweek Disputes. The Settlement Administrator will determine all such Workweek Disputes following Defendant's opportunity to respond. Subject to Court approval, Workweek Disputes will be resolved without hearing by the Settlement Administrator, who will make a decision based on Defendant's records and any documents or other information presented by the Class Member and/or PAGA Member making the Workweek Dispute, Class Counsel, or Defendant.

> f. Settlement Administrator Follow-up efforts.

If a Class Notice is returned by the Post Office as undeliverable, but with a forwarding address, on or before the Response Deadline, then, the Settlement Administrator shall re-mail it by First-Class U.S. mail. If a Class Member personally provides an updated address to the Settlement Administrator on or before the Response Deadline, then, the Settlement Administrator shall re-mail said Class Member's Class Notice by First-Class U.S. mail to the updated address provided by the Class Member. If a Class Notice is returned by the Post Office as undeliverable, without a forwarding address, on or before the Response Deadline, then, the Settlement Administrator shall conduct a search of the National Change of Address database and, if an alternate address that is likely to be more current is located, proceed to re-mail the Class Notice by First-Class U.S. mail to the alternate address.

Documenting Communications. The Settlement Administrator shall g. date stamp documents it receives, including Opt Out Requests, Objections, Workweek Disputes, and any correspondences and documents from Class Members and PAGA Members.

h. Settlement Administrator Declaration. At least fifteen (15) court days before the Final Approval Hearing, the Settlement Administrator shall prepare, subject to the Parties' input and approval, a declaration setting forth the due diligence and proof of mailing of the Class Notice, the results of the Settlement Administrator's mailings, including tracing and re-4878-5314-0830.1

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mailing efforts, and the Class Members' and PAGA Members' responses to those mailing, and provide additional information deemed necessary to approve the settlement.

i. Settlement Administrator Written Reports. Once every two weeks after initially mailing the Class Notices and prior to the Response Deadline, the Settlement Administrator shall provide the Parties with a report listing the number of Class Members that submitted Opt Out Requests, Objections, and/or Workweek Disputes. Within seven (7) calendar days after the Response Deadline, the Settlement Administrator will provide a final report listing the number of Class Members who submitted Opt Out Requests, Objections, and/or Workweeks Disputes.

Settlement Administrator Calculations of Individual Settlement Within seven (7) calendar days after resolving all Workweek Disputes made by Settlement Class Members, and following entry of the Final Approval Order and Judgment, the Settlement Administrator shall provide to the Parties a report showing its calculation of all amounts that must be funded by Defendant under the Settlement, including and not limited to, calculations of the Individual Settlement Payments to be made to Settlement Class Members and Individual PAGA Payments to be made to PAGA Members. After receiving the Settlement Administrator's report, Class Counsel and Defendant's counsel shall review the same to determine if the calculation of payments is consistent with this Agreement and the Court's orders, and shall notify the Settlement Administrator if either counsel does not believe the calculation is consistent with the Agreement and/or the Court's orders. After receipt of comments from counsel, the Settlement Administrator shall finalize its calculations of payments, at least five (5) calendar days prior to the distribution of such payments, and shall provide Class Counsel and Defendant's counsel with a final report listing the amount of all payments to be made to each Settlement Class Member from the Net Distribution Fund and listing the amount of all payments to be made to each PAGA Member from the Net PAGA Distribution Amount. The Settlement Administrator will also provide information that is requested and approved by both Parties regarding its duties and other aspects of the Settlement, and that is necessary to carry out the terms of the Settlement.

56. Requirements for Recovery of Individual Settlement Payments.

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HOPKINS & CARLEY ATTORNEYS AT LAW AN JOSE + REDWOOD CITY withdrawal shall have the same effect as a termination of this Agreement for failure to satisfy a condition of Settlement, and the Agreement shall become null and void and have no further force or effect, and Defendant will be responsible for any and all Settlement Administration Costs incurred thus far.

#### 57. Final Approval Hearing and Final Approval Order and Judgment.

- Entry of Final Judgment. At the Final Approval Hearing, Plaintiffs a. will request, and Defendant will concur in said request, that the Court enter a jointly-agreed upon Final Approval Order and Judgment.
- Motion. Within thirty (30) calendar days of the Response Deadline, Plaintiffs will draft and file a motion for final approval in conformity with any requirements from the Court and will take any other actions necessary to request the entry of a Final Approval Order and Judgment in accordance with this Agreement. In conjunction with the motion for final approval and requesting an award of Attorneys' Fees, Attorneys' Costs, and Service Payment, Class Counsel shall file a declaration from the Settlement Administrator confirming that the Class Notice was mailed to all Class Members as required by this Agreement, as well as any additional information Class Counsel, with the input and approval of Defendant, deems appropriate to provide to the Court.
- Order. The Parties shall take all reasonable efforts to secure entry of the Final Approval Order and Judgment. If the Court denies final approval of the Settlement, this Agreement shall be void ab initio, and Defendant shall have no obligation to make any payments under the Agreement besides any Settlement Administration Costs incurred thus far. A request by the Court for supplemental briefing, or a preliminary denial pending additional briefing, shall not be deemed a denial of final approval of the Settlement. To the extent the Court requests further or supplemental briefing, the Parties will work in good faith to address the Court's concerns and questions. Said Final Approval Order and Judgment shall contain the following provisions:
- Wherein the Court enters judgment, finding that this i. Agreement and Settlement is fair, just, equitable, reasonable, adequate, and in the best interests of the Class and was reached as a result of intensive, serious, and non-collusive arms-length

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a. The Parties agree that the Gross Settlement Amount will qualify as a settlement fund pursuant to the requirements of Section 468(B)(g) of the Internal Revenue Code of 1986, as amended, and Section 1.468B-1 *et seq.* of the income tax regulations. Furthermore, the Settlement Administrator is hereby designated as the "administrator" of the qualified settlement funds for purposes of Section 1.468B-2(k) of the income tax regulations. As such, all employee taxes imposed on the gross income of that settlement fund and any tax-related expenses arising from any income tax returns or other reporting documents that may be required by the Internal Revenue Service or any state or local taxing body will be paid from the Net Distribution Fund by the Settlement Administrator.

b. The Settlement Administrator shall be deemed to have timely distributed Individual Settlement Payments and Individual PAGA Payments if it places said payments in the mail (First-Class U.S.) within fourteen (14) days of Defendant funding the Gross Settlement Amount. If, within forty-five (45) days of the initial mailing of the payment(s), the Settlement Administrator receives notice from Settlement Class Members or PAGA Members that they have not received their settlement check due to changes of address or other circumstances, the Settlement Administrator shall make reasonable efforts to ensure the initial payment is cancelled and re-issue the payment to the Settlement Class Member or PAGA Member. The Settlement Administrator shall only undertake one re-issuance of a payment upon request of a Settlement Class Member.

- c. The distribution of Attorneys' Fees, Attorneys' Costs, LWDA Payment, and the Service Payment shall occur no later than the Settlement Proceeds Distribution Deadline. Under no circumstances shall the foregoing payments be made prior to the distribution of payments to Settlement Class Members and PAGA Members.
- 60. Individual Settlement Payment and Individual PAGA Payment checks will be valid for one hundred eighty (180) days after mailing by the Settlement Administrator.
- 61. After the one hundred eighty (180) day check validity period, settlement checks will become cancelled and funds associated with the cancelled checks will be transmitted to Katherine and George Alexander Community Law Center, a jointly-selected non-profit

organization in compliance with California Code of Civil Procedure section 384. Settlement Class Members and PAGA Members who fail to deposit or negotiate their check(s) in a timely fashion shall, nevertheless, remain subject to the terms of the Agreement and the Final Approval Order and Judgment.

- 62. Upon completion of administration of the Settlement, the Settlement Administrator shall provide written certification of such completion to the Court, Class Counsel, and Defendant's counsel.
- 63. <u>Binding Effect of Agreement on Settlement Class Members and PAGA</u>

  <u>Members.</u> Subject to final Court approval, all Settlement Class Members, the State of California, and PAGA Members shall be bound by this Agreement and Final Approval Order and Judgment shall be entered in the Initial Action.
- 64. Automatic Voiding of Agreement if Settlement Not Finalized. If for any reason the Effective Date does not occur, the Settlement shall be null and void and the orders and judgment to be entered pursuant to this Agreement shall be vacated; and the Parties will be returned to the status quo prior to entering this Agreement with respect to the Actions, as if the Parties had never entered into this Agreement. In addition, in such event, the Agreement and all negotiations, court orders and proceedings relating thereto shall be without prejudice to the rights of any and all Parties hereto, and evidence relating to the Agreement and all negotiations shall not be admissible or discoverable in the Actions or otherwise in any other proceeding.

# 65. <u>Publicity, Confidentiality and Non-Disparagement.</u>

- a. No public comment, communications to media, or any form of advertising or public announcement (including social media) regarding the Actions shall be made by Plaintiffs or Class Counsel at any time.
- b. Class Counsel agrees not to solicit any Class Members to exclude themselves from the terms of this Agreement, and further agrees not to initiate, contact, or have any communications with Class Members during the settlement approval process. Nothing will prevent Class Counsel from responding to inquiries from Class Members. Defendant agrees that it

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shall not discourage any Class Members from participating in the settlement and shall refer any questions to the Settlement Administrator.

- Prior to the motion for preliminary approval and submission of this c. Agreement to the Court, Class Counsel shall not discuss the terms of the Agreement with any person other than Plaintiffs, Defendant's counsel, and the Settlement Administrator, and that they will not discuss the negotiations leading to Agreement with any person other than Plaintiffs and Defendant's counsel. Class Counsel will, however, undertake any and all submissions of information and/or materials relating to the Actions and this Settlement to the LWDA to the extent required under the PAGA statute (e.g., submitting this Agreement to the LWDA at the same time as submitting it to the Court for preliminary approval).
- d. Each plaintiff acknowledges that she has not, and will not, discuss the terms of the Settlement with any persons other than Class Counsel, her spouse(s), if any, her tax preparer/accountant, and any other legal representative of Plaintiffs, prior to filing the motion for preliminary approval and submission of this Agreement to the Court. Each plaintiff further acknowledges that at no time will she disclose details of the negotiations leading to this Settlement, including information learned during or after mediation.
- To the extent permitted by applicable law and in order to implement e. the Settlement, each plaintiff agrees that she will not make any defamatory or disparaging statements about Defendant or any Released Party. However, Plaintiffs are not precluded from submitting declarations in support of certification of the Class for purposes of this Settlement and to support her receipt of a Service Payment.
- f. To the extent documents produced, formally or informally, by Defendant during the course of the Actions are confidential or otherwise subject to confidentiality, Plaintiffs and Class Counsel agree to maintain the confidentiality of such materials.
- Nothing in this provision will prohibit Class Counsel or Plaintiffs g. from seeking preliminary approval or final approval of the Settlement, or from making any disclosures as required by law.

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- of this Agreement, this Agreement may be altered, amended, modified or waived, in whole or in part, only in a writing signed by counsel for the Parties; after the Court has granted preliminary approval of this Agreement, it may be altered, amended, modified or waived, in whole or in part, only in a writing signed by counsel for the Parties, subject to approval by the Court. Any waiver of any provision of this Agreement shall not constitute a waiver of any other provision of this Agreement unless expressly so indicated.
- 67. Ongoing Cooperation. Plaintiffs and Defendant, and each of their respective counsel, shall cooperate in good faith to execute all documents and perform all acts necessary and proper to effectuate and implement the terms of this Agreement, including but not limited to drafting and submitting the motions for preliminary and final approval, and defending the Agreement and final judgment against objections and appeals. The Parties to this Agreement shall use their best efforts, including all efforts contemplated by this Agreement and any other efforts that may become necessary by order of the Court or otherwise, to effectuate this Agreement and the terms set forth herein.
- 68. <u>Parties' Authority</u>. The signatories hereby represent that they are fully authorized to enter into this Agreement and bind the Parties hereto to the terms and conditions hereof.
- 69. No Prior Assignments. The Parties and their counsel represent, covenant, and warrant that they have not directly or indirectly, assigned, transferred, encumbered, or purported to assign, transfer, or encumber to any person or entity any portion of any liability, claim, demand, action, cause of action, or rights herein released and discharged or herein establish and/or created, except as set forth herein.
- 70. <u>Binding on Successors</u>. This Agreement shall be binding and shall inure to the benefit of the Parties and their respective successors, assigns, executors, administrators, heirs and legal representatives, including the Released Parties.
- 71. <u>Integration/Entire Agreement</u>. The Parties warrant that no promise or inducement has been offered or made to any of the Parties except as set forth herein. This 4878-5314-0830.1

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Agreement constitutes the full, complete and entire understanding, agreement and arrangement between each plaintiff on behalf of herself, Class Members, PAGA Members, and the State of California pursuant to the Private Attorneys General Act, on the one hand, and Defendant and Released Parties on the other hand, with respect to the Settlement of the Actions and the Settled Class Claims and Settled PAGA Claims against the Released Parties. This Agreement supersedes any and all prior oral or written understandings, agreements and arrangements, express or implied, between the Parties with respect to the Settlement of the Actions and the Settled Class Claims and Settled PAGA Claims against the Released Parties. The Parties explicitly recognize California Civil Code Section 1625 and California Code of Civil Procedure Section 1856(a), which provide that a written agreement is to be construed according to its terms, and may not be varied or contradicted by extrinsic evidence, and agree that no such extrinsic oral or written representations or terms shall modify, vary, or contradict the terms of this Agreement.

- Execution in Counterparts. This Agreement may be signed in one or more 72. counterparts. A photographic, scanned, electronic, or facsimile copy of signatures shall be treated as an original signature for all purposes. All executed copies of this Agreement, and photocopies thereof (including facsimile or email copies of the signature pages), shall have the same force and effect and shall be as legally binding and enforceable as the original.
- Captions. The captions and section numbers in this Agreement are inserted 73. for the reader's convenience, and in no way define, limit, construe, or describe the scope or intent of the provisions of this Agreement.
- Governing Law. This Agreement shall be interpreted, construed, enforced, 74. and administered in accordance with the laws of the State of California, without regard to otherwise applicable principles of conflicts of laws.
- Mutual Preparation. The Parties have had a full opportunity to negotiate 75. the terms and conditions of this Agreement. Accordingly, this Agreement shall not be construed more strictly against one Party than another merely by virtue of the fact that it may have been prepared by counsel for one of the Parties, it being recognized that, because of the arms-length negotiations between the Parties, all Parties have contributed to the preparation of this Agreement.