

**SIDE LETTER OF UNDERSTANDING BETWEEN
THE SUPERIOR COURT OF LOS ANGELES COUNTY AND
SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 721 -
COURT REPORTERS UNIT**

COURT REPORTER HIRING AND RETENTION INCENTIVES

The Superior Court of Los Angeles County ("The Court" or "SCLAC") and the Service Employees International Union, Local 721 - Court Reporters Unit ("The Union") (collectively "The Parties") agree to this Side Letter of Understanding ("LOU") as an addendum to the current Memorandum of Understanding ("MOU") between The Parties to implement certain hiring and retention incentives for Court Reporters.

The funding for this Side Letter was appropriated in SB 109 as part of the State Budget Act. The primary purpose of this funding is to increase the number of Court Reporters employed by The Court and to maintain Court Reporters currently employed by The Court. Whereas The Parties agreed to hiring and retention incentives for the 25/26 fiscal years, the Court commits to making any owed payments for eligible employees as part of those agreements. In no circumstance may an employee pyramid¹ any of the incentives from the previous agreements with those contained herein.

In an effort to increase and retain Court Reporters at The Court, The Parties have met and conferred in good faith and hereby agree on the following:

1. Finder's Fee

- a. \$5,000 total paid at the following specified increments
 - i. \$2,000 after orientation
 - ii. \$3,000 one-year anniversary
- b. Payments will be issued within two regular pay periods following the designated increment.
- c. There shall be a cap of twenty-five (25) Finder's Fees paid out at the aforementioned amount during this fiscal year.
- d. The Finder's Fee shall only be available for A-status Reporters who are currently employed as a full-time court reporter for at least six (6) months at a public sector agency within the State of California, a federal system court reporter, or from the private sector, which includes Freelance court reporters.
- e. If the new Court Reporter leaves court service within the first year, the finder will not be eligible for any payment(s) beyond the (former) Court Reporter's notice of resignation date.
- f. No more than two finders per applicant/new hire will be eligible for the Finder's Fee. Applicants must provide the name of the finding employee(s) at the time of initial application submission within the required supplemental question(s). Should two finders' names be submitted, those finders will split the Finder's Fees 50/50.
- g. All Court employees are eligible to receive the Finder's Fee unless they are a member of the Senior Executive Team, Court Reporter Management, or Human Resources.
- h. The finding employee must be on The Court's payroll at each designated increment to

¹ Definition of "pyramid": For these incentives, it would be stacking offerings in a manner not intended within the agreement. The previous example provided: if a C-status Court Reporter was hired last year and received the incentives but decided to become full-time A-status this year, they would not be able to receive both incentives (two signing bonuses, equipment allowance, tuition reimbursement, etc.).

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- receive the Finder's Fee payment.
- i. The applicant must not have been employed as a Court Reporter for SCLAC in the previous 12 months of the application submission date. Current employees within the Court-paid Court Reporter Training Program may not list finders on their application. Any finders listed will not be paid a Finder's Fee.
 - j. Employees assigned to the Court Reporter unit must be employed by the court a minimum of one (1) year to be eligible for the finder's fee. No such restrictions shall be imposed for employees within any other bargaining unit.
 - k. Finders listed on applications of all new Court Reporters with a start date on or after July 1, 2026, but before the effective date of this Letter of Understanding, shall be eligible for the Finder's Fee in accordance with the terms of the FY2025-2026 LOU. Those in this category will not count against the cap listed in 1c.

2. Signing Bonus

- a. \$20,000 total for a new full-time (A-status) Court Reporter that remains employed full-time by The Court for at least twelve (12) months, paid at the following increments:
 - i. \$5,000 after the first pay period (PP) after orientation
 - ii. \$5,000 after the first PP after six months of employment
 - iii. \$10,000 after the first PP after 12-month anniversary
- b. Payments will be issued within two regular pay periods following the designated increment.
- c. There shall be a cap of twenty-five (25) Signing Bonuses paid out at the aforementioned amount during this fiscal year.
- d. The Court will re-evaluate the funds available to determine if increasing the CAP amounts is feasible at 15 and 20 hires. SEIU and the Court will Meet and Confer over such discussions.
- e. All new Court Reporters with a start date on or after July 1, 2026, but before the effective date of this Letter of Understanding, shall be eligible for a signing bonus in accordance with the terms of the FY2025-2026 LOU. Those in this category will not count against the cap listed in 2c.
- f. For 2a, the newly hired Court Reporter must be on The Court's active payroll at each designated increment to receive payment. Employees on an approved leave of more than thirty (30) consecutive days will have payment dates delayed by a period of time equivalent to the number of days the employee was on approved leave.
- g. The newly hired Court Reporter must not have left Court service as a Court Reporter for any reason in the previous 12 months of the application submission date.
- h. Existing Court Reporters employed at the time of this agreement who are not full-time (A-status) are eligible for the signing bonus at 50% of the above amounts.

3. Retention Bonus

- a. All full-time court reporters with 5 or more years of full-time service as a bargaining Unit 861 Court Reporter, as of June 1, 2027, shall receive a retention bonus of \$5,000 in the last full pay period of FY 26/27.
- b. All C or V status court reporters who commit to work 20 hours per week and who have five (5) or more years of Court Service as referenced in 3a above, will be eligible for half this amount. Should a full-time court reporter change status to C or V status during this agreement, they will only be eligible for half the amount, regardless of the date the status change occurred.
- c. For those reporters who meet the eligibility as defined in 3a of this agreement, the Court will determine by June 15 whether there are enough funds to grant up to an additional \$5,000 to each reporter, which will be included in their final paycheck of the fiscal year.

4. Retention Bonus (Employees with 25+ years)

- a. All full-time court reporters with 25 or more years of full-time Court service as a bargaining Unit 861 Court Reporter, as of June 1, 2027, shall receive a retention bonus of \$11,000 in the last full pay period of FY 26/27.
- b. Purchased Service Credit does not count as service time for the purpose of this agreement.

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- c. The Court Reporter must be in active pay status on the following payroll date to receive this retention bonus.

5. Tuition Reimbursement

- a. Current SCLAC employees may be eligible for up to \$10k reimbursement upon presenting proof of direct payments toward a voice writing or steno machine writing school and successfully passing the CA CSR exam. The reimbursement process and program will be coordinated by the Court's Human Resources Department, including determining the number of employees eligible for the reimbursement.
- b. Funds for this tuition reimbursement are to be encumbered from the remaining FY25-26 allocation.

6. Floater Bonus

- a. Court Reporters actively working and assigned to the Floater Pool (not assigned to a courtroom and designated as a Regional Assigned Floater) will receive a 5% per pay period bonus.
- b. In the event SB 109 funding is renewed for FY 27/28, this bonus will continue, uninterrupted, until a new LOU agreement is finalized.

7. Miscellaneous

- a. For purposes of this agreement, program implementation shall be at the time this agreement is signed and ratified by The Parties. The agreement shall be retroactive to July 1, 2026.
- b. The Court will reimburse Court Reporters who provide proof of payment for an annual YesLaw subscription.
- c. A portion of allocated funds will be encumbered for advertising, candidate outreach, hiring events, and marketing efforts.
- d. For any outstanding LACERA pensionability considerations and/or policy decisions not yet decided at the time of implementation, payment for those incentives may be delayed until a determination is made.
- e. An accounting of all funds spent from the Los Angeles Superior Court's SB 109 allocation will be provided to Joint Council at each fiscal year-end.
- f. The Court agrees to provide a quarterly estimate of Los Angeles Superior Court's SB 109 Section 2.0 (0250-101-0932) (22) funding allocation for FY 26/27 during the term of this agreement.
- g. In the event there are projected to be any unused SB 109 funds for FY 26/27, the Court agrees to meet with SEIU/LACCRA by April 1, 2027, to develop a mutually agreeable plan to use some or all remaining funds.
- h. The Court will make every effort to obligate the full FY 26/27 allocation for its intended purpose.
- i. The Court encumbered funds from the FY25-26 allocation for a voice writer training program for current SCLAC employees not in the Court Reporter classification. This program will be coordinated by the Court's Human Resources Department. Prior to encumbering future funds the court will Meet and Confer with SEIU Local 721.
- j. The Court agrees to provide quarterly progress reports of the voice writer training program.
- k. If the State notifies the Court of its intention to sweep unspent funds, those funds will not be available for payment or reallocation.
- l. All payments under this agreement are contingent upon the availability of funds received by the Court under SB 109. If funds are exhausted prior to the end of the fiscal year, the Court's obligation to make any additional payments shall terminate. The Court will engage with the union to explore alternative funding solutions, ensuring that contractual obligations are honored to the fullest extent possible without relying on general fund dollars to supplement any payments under this agreement.

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- m. If the SB 109 recruitment and retention funding is renewed for FY 27/28, the first meeting to discuss the proposals for FY 27/28 shall take place no more than 30 days after June 1, 2027. This meeting shall include a review of the previous year's fund allocations and a strategic plan for any anticipated funding shortfalls to ensure there are no delays in successor negotiations.
- n. Funds encumbered for conferences will only be used for in-state conferences. Priority shall be given to conferences hosted by the DRA, CCRA, and NVRA.
- o. Court Management or HR Representatives attending a conference for recruitment purposes shall be limited to three (3) expensed through SB 109. This is not meant to limit how many non-reporter representatives are sent, only how many will be paid for through the fund.

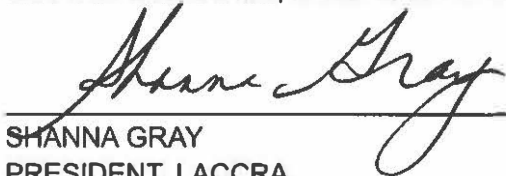
This incentive program shall sunset on June 30, 2027. A review of the program and continued funding authorized by the State will be factors in determining any extension of the program.

AGREED THIS 24 DAY OF September 2026.

SEIU:



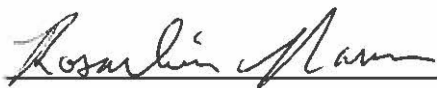
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SUPERIOR COURT OF CALIFORNIA,
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