

**CITY OF HAYWARD
AND
HAYWARD POLICE OFFICERS' ASSOCIATION
SIDE LETTER OF AGREEMENT REGARDING SHIFT CHANGE**

This Side Letter of Agreement is made between the City of Hayward (City) and the Hayward Police Officers' Association (HPOA) to modify the work shifts for HPOA represented staff as set forth below. The parties, following good faith negotiations, have agreed to the below modifications in an effort to mitigate overtime expenses within the City's Police Department. The parties also agree that the terms of this Side Letter of Agreement are limited to only those specific items contained herein.

- 1) **Shift Schedule**: Effective January 2026, the following shift schedule will take effect within the Hayward Police Department:

Team 1

- Wed: A 0600–1830 / B 1030–2300
- Thu: A 0600–1830 / B 1030–2300
- Fri: A 0600–1830 / B 1030–2300

Team 2

- Sat: A 0600–1830 / B 1030–2300
- Sun: A 0600–1830 / B 1030–2300
- Mon: A 0600–1830 / B 1030–2300

Team 3

- Mon: B 1500–0330 / A 1800–0630
- Tue: B 1500–0330 / A 1800–0630
- Wed: B 1500–0330 / A 1800–0630

Team 4

- Fri: B 1500–0330 / A 1800–0630
- Sat: B 1500–0330 / A 1800–0630
- Sun: B 1500–0330 / A 1800–0630

Team 5

- Tue: A 0600–1830 / B 1030–2300
- Wed: ALL 1030–2300
- Thu: B 1500–0330 / A 1800–0630

- 2) **Team/Shift Composition**

- a. A Shifts on Teams 1-2 shall be originally staffed with no more than two assigned officers per team.

- b. A Shifts on Teams 3-4 shall be originally staffed with no more than three assigned officers per team.
- c. B Shifts on Teams 1-4 shall not be originally staffed with an assigned officer.
- d. Shift bidding will be as follows for Team 1 and Team 2:
 - i. A Shift will initially bid for ten (10) officers.
 - ii. B Shift will initially bid for four (4) officers. One K9 slot will be reserved on Teams 1 & 2.
- e. Shift bidding will be as follows for Team 3, Team 4 and Team 5:
 - i. A Shift will initially bid for nine (9) officers. One K9 slot will be reserved on Teams 3 & 4.
 - ii. B Shift will initially bid for five (5) officers.
- f. When officers are transferred from patrol to a special assignment, promoted, or transition from the Field Training Program, assignments will be made based on the operational needs of the Department.
- g. All shift bidding will be conducted based on seniority.

3) Overtime

- a. Overtime will be hired as necessary to ensure each team maintains the minimum number of officers as codified in the “Officers” section of the Watch Guidelines.
- b. Overtime minimums are met based on attendance by each respective assigned Team (a combination of both the A Shift and the B Shift of the same Team).

4) Effective Dates

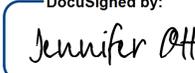
- a. The terms of this Agreement will expire in January 2027 unless the Parties mutually agree to extend the shift change set forth herein prior to the shift bidding process scheduled for September 2026.

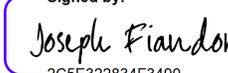
For the City of Hayward:

For the Hayward Police Officers’ Association:

Date: 12/31/2025

Date: 12/31/2025

DocuSigned by:

 By: _____
 Jennifer Ott
 City Manager

Signed by:

 By: _____
 Joseph Fiandor, Vice President
 Hayward Police Officers’ Association