

Memorandum of Understanding

Between SEIU 775 (the Union) and Consumer Direct Care Network Washington (the Employer)

Amendment to the 2025-2027 CBA Article 34: Annual Compliance Training

The present Memorandum of Understanding is entered by and between Consumer Direct Care Network Washington, LLC ("Employer" or "CDWA") and SEIU Local 775 ("Union") (together, the "Parties"). The Parties agree as follows:

1. The Employer and Union are parties to a collective bargaining agreement ("CBA") effective from July 1, 2025 to June 30, 2027 (CBA"), which governs the wages, benefits, hours, and working conditions of bargaining unit members.
2. The parties agree that the existing Collective Bargaining Agreement provision governing Annual Compliance Training (Article 34) includes a corrective action process. In practice, employees often reach the final stages of corrective action before becoming aware of the requirement, which can result in unnecessary terminations and client service interruptions. The parties therefore seek to modify the article to allow for the use of a brief administrative suspension as an alternative response to non-completion of required training. This change is intended to keep employees active and available to provide care, avoid unnecessary separations that trigger mandatory rehire waiting periods, maintain continuity of client services, reduce administrative burden and grievances associated with prolonged corrective action timelines, and preserve corrective action for performance-based issues rather than annual procedural requirements, while continuing to emphasize the importance of timely completion of compliance requirements. This approach is also consistent with the process the Employer already uses for Basic Training and Continuing Education non-compliance, where employees are placed on administrative hold rather than progressing through a corrective action sequence, thereby creating immediate awareness and supporting faster resolution.
3. The Parties agree to amend Article 34 as follows:

SECTION 34.1 ANNUAL COMPLIANCE TRAINING

All home care workers shall complete the Employer’s Annual Compliance Training.



SECTION 34.2 TRAINING ACCESS

The Employer will make the training directly accessible through the Employer’s systems. The training videos, materials and notices will be available in the languages outlined in Article 32. Employees will be provided with confirmation of completion upon successful completion of the training.

SECTION 34.3 TRAINING NOTIFICATIONS AND ADMINISTRATIVE SUSPENSION

The Employer shall give electronic notification via email and the Employer’s portal thirty (30) calendar days prior to each worker’s CDWA Annual Compliance Training deadline and will send a reminder via email, and/or the portal at fifteen (15) calendar days prior to deadline. IPs who are provided both notifications and do not complete the CDWA Annual Compliance Training by the deadline may be placed on administrative suspension pending completion of the training.

For the purposes of this article, administrative suspension shall be defined as the inability to input hours and submit timesheets. The Employer shall send the not okay to work notice to employees the day before being placed on administrative suspension. Employees will be allowed to continue to work and be paid until the Employer sends such notice.

For the Employer: 	For the Union:  Mike Bollich-Ziegler
Date: 04/06/2026	Date: 04-06-2026