

**APPENDIX 5**  
**GIS SPECIALIST CAREER DEVELOPMENT PLAN (4)**

The salary for any person appointed to a Position as a GIS Specialist shall be as follows:

- Range 134 ~~133~~, step A           with less than 6 months service in such Position.
- Range 134 ~~133~~, step B           with not less than 6 months service in such Position.
- Range 134 ~~133~~, step C           with not less than 12 months at step B and with satisfactory service for the preceding 12 months.
- Range 134 ~~133~~, step D           with not less than 12 months at step C and with satisfactory service for the preceding 12 months.
- Range 134 ~~133~~, step E           with not less than 12 months at step D and with satisfactory service for the preceding 12 months and completion of an applicable course in the GIS development discipline. This course could include a professional vendor or third-party training, vocational training, or college level course. Examples of applicable course training might include C++, Java, ESRI applications or utilities, Oracle database administration. Course must be approved by the MIS Manager.
- Range 135 ~~134~~, step E           with not less than 12 months at Range 134 ~~133~~, step E and with satisfactory service for the preceding 12 months and completion of an applicable course in the GIS development discipline. This course could include a vendor or third-party professional training, vocational training, or college level course. Examples of applicable course training might include C++, Java, ESRI applications or utilities, Oracle database administration. Course must be approved by the MIS Manager.
- Range 136 ~~135~~, step E           with not less than 12 months at Range 135 ~~134~~, step E and with satisfactory service for the preceding 12 months and completion of an applicable course in the GIS development discipline. This course could include a vendor or third-party professional training, vocational training, or college level course. Examples of applicable course training might include C++, Java, ESRI applications or utilities, Oracle database administration. Course must be approved by the MIS Manager.
- Range 137 ~~136~~, step E           with not less than 12 months at Range 136 ~~135~~, step E and with satisfactory service for the preceding 12 months and completion of an applicable course in the GIS development discipline. This course could include a professional training, vocational training, or college level course. Examples of applicable course training might include C++, Java, ESRI applications or utilities, Oracle database administration. Course must be approved by the MIS Manager.

\*Satisfactory service will be determination of the Manager, MIS. Incumbents who disagree with the Manager's determination may grieve it in accordance with Article 45.

## MEMORANDUM OF UNDERSTANDING

### GIS SPECIALIST CAREER DEVELOPMENT PLAN

**Between City of Duluth and AFSCME Minnesota Council 5, Local 66  
City of Duluth Basic Unit**

Parties to this agreement are the City of Duluth (“Employer”) and AFSCME Minnesota Council 5, Local 66, City of Duluth Basic Unit (“Union”):

The parties acknowledge the following:

1. That the Employer and Union are currently parties to a 2022-2024 collective bargaining agreement (“CBA”).
2. The Employer and Union both want to abolish CBA Appendix 5 - DATA PROCESSING CAREER DEVELOPMENT PLAN, COMPUTER OPERATOR SERIES (2).
3. The Employer and Union both want to modify CBA Appendix 5: PROGRAMMER ANALYST CAREER DEVELOPMENT PLAN (3).
4. The job classification of Computer Operator was abolished by mutual agreement of the Employer and Union. There are no employees currently working for the Employer in the position of Computer Operator.
5. Pursuant to a job audit conducted on the GIS Specialist job classification, and after Duluth Civil Service Board approval, the Duluth City Council approved amending Pay Ranges from 133-135 to 134-136.
6. The parties wish to amend the GIS Specialist Career Development plan as well to match those increased Pay Ranges.

**THEREFORE, in exchange and consideration of the parties’ mutual promises to each other, the Employer and Union agree as follows:**

- A. Effective April 24, 2023, the CBA shall be modified by deleting CBA Appendix 5 - DATA PROCESSING CAREER DEVELOPMENT PLAN, COMPUTER OPERATOR SERIES (2).
- B. Effective April 24, 2023, CBA Appendix 5 – GIS SPECIALIST CAREER DEVELOPMENT PLAN shall be modified as follows (changes marked):

- C. CBA Appendix I shall be modified so that the Pay Range for the job classifications of GIS Specialist shall be paid at Pay Range 134-137.
- D. The Pay Step and Pay Range for current employees shall increase by one Pay Range.
- E. Any pay increases provided for pursuant to this Agreement shall not be retroactive. No retroactive pay will be provided. The pay adjustments shall become effective April 24, 2023 for hours worked on or after April 24, 2023.
- F. The CBA changes made pursuant to this Agreement shall be incorporated into the parties' successor CBA unless expressly modified in the parties' successor CBA.
- G. Except as amended herein, the terms and conditions of the CBA remain in full force and effect.

**CITY OF DULUTH**

**AFSCME Minnesota Council 5, Local 66**



\_\_\_\_\_  
Noah Schuchman  
Chief Administrative Officer  
Authorized Representative

Date: 6/20/2023



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Wendy Wohlwend  
Chair

Date: 6/20/2023

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Field Representative  
Exclusive Representative

Date: \_\_\_\_\_