

### Ground Rules for Labor Negotiations

1. Names of each party's main negotiating team will be provided. Only individuals previously identified as part of the negotiating team can participate.
  - a. The Parties reserve the rights name content experts predicted on the job description under discussion.
2. Each party shall designate a spokesperson.
3. All negotiations shall be conducted in closed session.
4. Each side shall have the right to caucus at any time for reasonable time periods.
5. The Parties shall adhere to a regular schedule:
  - a. Cancellation of a meeting shall be made at least twenty-four (24) hours in advance of the scheduled meeting when feasible.
6. The Parties agree to meet via regularly scheduled phone conferences during the off-weeks between each scheduled bargaining session. The Parties agree to exchange and discuss tentative agendas for the next bargaining session during these calls.
7. The Parties shall reasonably and promptly respond to information requests from the other Party.
8. The Parties pledge to make joint statements concerning the progress of bargaining over the Segal Waters Compensation and Classification Study.
  - a. Each party reserves the right to communicate with their respective principals or constituencies regarding the ongoing negotiations to include substantive developments and tentative agreements.
  - b. The Parties shall refrain from direct bargaining through any means (in-person, print, text, email, social media, Courtyard, etc.), including any direct communications with the other Parties' principals.
9. Agreement on a single issue shall only be tentative, subject to agreement on the entire Compensation and Reclassification Agreement.
10. The entire agreement shall be reduced to writing.
11. There will be no disclosure or discussion of proposals or conduct of the meetings and negotiations by either party or any agent of either party, nor any disclosures to print or television news media, except as agreed to by the Parties. Further, this does not prevent either Party from making disclosures to their principals for the purpose of facilitating negotiations.
12. All proposals shall be made in writing. However, both the Trial Court and the Union shall reserve the right to add, delete, amend, modify, or change proposals if mutually agreed upon in writing.

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13. Either party may utilize the services of outside consultants and may call upon professional and lay representatives to assist in the negotiations. The Parties shall provide advance written notice if they intend to bring such consultant or representative to a bargaining session.
14. There will be no official minutes of the bargaining sessions. Each side is free to keep its own notes.
15. There will be no cameras or recording equipment used during the bargaining sessions.
16. These Ground Rules may be amended by written agreement of the Parties.

The above listed Ground Rules have been agreed to this 20 day of September by both Parties as witnessed by the signatures below.

FOR THE UNION:

  
George Noel, Business Manager

FOR THE TRIAL COUNT:

  
James McDonagh, ACHRO for Labor Relations