

**City of Minneapolis  
and  
Minneapolis Professional Employees  
Association**

**LETTER OF AGREEMENT  
MPD Data Management Analyst**

**Whereas**, the City of Minneapolis (“City”) and the Minneapolis Professional Employees Association (“Association”) are parties (“the Parties”) to a collective bargaining agreement currently in effect; and

**Whereas**, a job audit of the title Records Management Specialist, currently non-represented, revealed the title no longer supervises employees. This resulted in the reclassification of the title to the Association; and

**Whereas**, a job analysis has been conducted that resulted in the reclassification of one of MPD’s Records Management Specialists to MPD Data Management Analyst; and

**Whereas**, the MPD Data Management Analyst has been evaluated at 428 total points and is assigned to Civil Service Grade 9. The job is FLSA exempt; and

**Whereas**, a detailed explanation of the MPD Information Management Analyst can be found in Classification Report 20-5.

**Now, therefore, be it resolved that:**


1. The MPD Data Management Analyst (grade 9, 428 total points) will be recognized by the parties as a classification for which the Association is the sole and exclusive collective bargaining representative; and
2. The following salary schedule will be effective January 1, 2020:

Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
MPD Data Management Analyst	\$64,057	\$67,444	\$71,274	\$75,065	\$79,086	\$83,784	\$88,483

3. This letter represents the full and complete agreement regarding this matter.

**Now therefore, the Parties have caused this Letter of Agreement to be executed by their duly authorized representatives whose signatures appear below.**

**FOR THE EMPLOYER:**

  
\_\_\_\_\_  
Date 04/09/2020  
Laura J. Davis  
Director Labor Relations

**FOR THE ASSOCIATION:**

Julie Piwoschuk-Kosmas 4/8/2020  
\_\_\_\_\_  
Date  
Julie Piwoschuk-Kosmas  
President, MPEA

**cc:** Mary Zenzen, Manager Police Record Services  
Sarah Almquist, Human Resources  
Katie Karow, Central Payroll  
Mike Hebner/Brenda Miller, Classifications/Compensation