

AGREEMENT
BETWEEN
AFSCME COUNCIL 5
REPRESENTING
ST. LOUIS COUNTY MERIT SYSTEM
BASIC UNIT EMPLOYEES
AND
ST. LOUIS COUNTY

2015-2016

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**AGREEMENT BETWEEN
THE AMERICAN FEDERATION
OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES COUNCIL 5
REPRESENTING ST. LOUIS COUNTY MERIT SYSTEM
BASIC UNIT EMPLOYEES AND ST. LOUIS COUNTY**

ARTICLE 1 - RECOGNITION

The County of St. Louis (hereinafter referred to as "the Employer") recognizes the Union as the exclusive representative for collective bargaining purposes for all Merit System employees of the St. Louis County Public Health and Human Services Department, who are public employees within the meaning of Minn. Stat. 179A.03, Subd. 14, excluding the confidential employees and supervisory employees, and all other employees, with respect to salary, wages, hours, working conditions, and other conditions of employment.

The Employer agrees to meet and confer with the fully accredited officers and committees of the Union on any questions and conditions of employment not covered by this Agreement. The Union shall also certify to the Employer a complete and current list of its officers and representatives.

ARTICLE 2 - MANAGEMENT RIGHTS

The Employer has and retains the right to control its properties, maintain order and efficiency, determine the amount of supervision, direct the work force, hire, promote, transfer, assign, suspend, demote, discharge, or retain employees in this unit, and take whatever action to carry out the mission of the Employer in situations of emergency. Such rights and responsibilities are limited only to the extent specifically modified within this Agreement.

ARTICLE 3 - UNION ACTIVITY, UNION SECURITY

1. Any employee duly authorized to represent the Union at International, State, District, or local negotiating meetings, shall be permitted leave from duty without pay upon one (1) week advance notice, provided the time does not interfere with the normal operation of the St. Louis County Public Health and Human Service Department. The Employee shall not be discriminated against nor lose any rights or status earned or enjoyed as a result of the leave.

2. Subject to approval of the Department Head, Union representatives shall have access to the premises to meet and confer with employees. The Union agrees not to

interfere with the Employer's operations.

3. Payment of dues:

A. Upon receipt of written notice from an employee to deduct monthly dues from his/her salary, the Employer agrees to make such payroll deductions and submit same to the Union. Submittal of dues to the properly designated Union Treasurer shall be before the next dues payroll period.

B. In order to discontinue membership in the Union, the employee shall first give written notice to the Union. The Union shall immediately notify the Accounting Department of said action and deductions shall be stopped at the next payroll period.

4. All employees in the bargaining unit who are not members of the exclusive representative organization shall be required to contribute through payroll checkoff a fair share fee for services as designated by the exclusive representative in accordance with the Public Employment Labor Relations Act of 1971, as amended.

5. The Employer shall deduct from the wages of any employee who is a member of the Union a P.E.O.P.L.E. deduction as provided for in a written authorization voluntarily executed by the employee on a form mutually agreeable to the Employer and the Union. The deduction shall be discontinued upon reasonable advance written notice from the employee to the Employer. The Employer shall remit any deductions made pursuant to this provision to the Union on a monthly basis.

6. The Union agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders or judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under provisions of this Article.

ARTICLE 4 - SELECTION OF PERSONNEL

Employment of social workers and other professional staff with the St. Louis County Public Health and Human Service Department is administered under the rules of the Minnesota Merit System. The St. Louis County Public Health and Human Service Department is an equal opportunity employer. The positions of Social Worker and other professional staff, are selected from the list of best qualified candidates under the rules of the Minnesota Merit System. This includes appointments, promotions, transfers, and reinstatements from registers established by examination. If the examination is given during working hours, the employee may take the exam, with supervisory approval, without losing any benefits.

ARTICLE 5 - APPOINTMENTS, STATUS

1. Probationary Period. All new, non-temporary employees are subject to a probationary period during their first six months of employment. Employees may not take any paid vacation leave during this time.

Promoted employees also serve a six-month probationary period in the new class. (There is no restriction on vacation leave if total employment with the Employer exceeds six (6) months.)

The Employer may also require that a reinstated or transferred employee (either from another jurisdiction, department, or position in the Public Health and Human Service Department) serve a new probationary period. Employees performing satisfactorily during their probationary period will be granted regular employee status at the end of probation. Time served as a temporary employee will not count as part of the probationary period.

2. Evaluations. Administrative appraisal shall be considered to determine salary increases and in making promotions, demotions, dismissals, and in determining the order of separation due to reduction in forces, in the event of equal seniority.

The Employer shall meet and confer with the Union on any proposed revision to the Administrative Appraisal Form prior to implementation.

3. Voluntary Demotions. An employee who wishes to take a voluntary demotion to a vacant position in a lower job classification should notify the Departmental Human Resources representative. The specific salary assignment must be determined and approved in each case.

4. Resignations. An employee must give four (4) weeks' written notice of resignation to the Public Health and Human Service Director. Accrued vacation time may not be counted as any part of the four weeks' notice.

An unauthorized absence from work is grounds for disciplinary action, subject to the grievance procedure, and any employee who is absent from work, without authorization, for three consecutive work days shall be deemed to have resigned.

5. Layoffs. When it becomes necessary, through lack of work or for other causes for which an employee is not at fault, to reduce the number of employees within the bargaining unit, the following procedures shall apply:

A. All emergency, provisional, and limited term employees shall be removed first.

B. Layoff shall be in inverse order of seniority by classification.

C. Seniority Ties: When two or more persons in a job class in which layoff or reduction is to be made have equal seniority in such class, the order of layoff or reduction in such tie cases shall be determined first by total time of service in the classification; second by total time of service with the agency; third by the average performance ratings for the time of service in the classification; fourth by total time of County employment; and if a tie still remains after consideration of the above factors, then by flip of the coin.

D. The Employer shall give each affected employee notice by certified mail - receipt signed by addressee only, at least fourteen (14) calendar days before the effective date of any layoff or recall and shall state the reasons for the layoff.

E. Layoff List: Whenever the Employer wishes to fill a vacancy or a new position in the bargaining unit and a layoff list exists for the classification in which the position is to be filled, the Employer shall offer re-employment in the order of seniority from the layoff list.

F. The Employer shall, as each opening occurs, contact the most senior person on the layoff list by certified mail to offer the opening to such person until the position is filled or the list is exhausted. If the person refuses to accept an appointment offered to him/her, the Employer shall remove his/her name from the layoff list. Any person providing the Employer with a statement from their attending physician stating that they are unable to work at that time shall not have his/her name removed from the layoff list for refusing to accept an appointment.

G. No employee shall have his/her name removed from a layoff list for refusing to accept an appointment in a geographic location other than the location from which said employee was laid off. For the purposes of this article, the parties agree that there are three (3) geographic locations: The Duluth area shall be considered as one location, the Range area shall be considered as another location, and the Ely area shall be considered a third location.

H. The classifications of Social Worker, Social Worker (Child Protection Specialist), Social Worker (MSW), and Social Worker (Child Protection Specialist) (MSW), will be considered one classification for the purposes of layoff.

I. Seniority shall consist of time accrued during employment with the St. Louis County Public Health and Human Service Department in a job classification within this bargaining unit. Time spent in a job classification outside of this bargaining unit will not be counted as bargaining unit seniority. Employees who have previously worked in a

position within this bargaining unit and who subsequently work in a position outside this bargaining unit, but have been continuously employed by the St. Louis County Public Health and Human Service Department shall retain their accrued seniority earned within this bargaining unit. Employees who resign or are dismissed from employment with St. Louis County Public Health and Human Service Department shall lose all accumulated seniority.

6. Re-employment. Re-employment of a former Merit System employee, who has resigned in good standing, may be given consideration, irrespective of the Merit System register, per Merit System Rule.

7. Transfers. Notice of the classification and location of positions available in the Public Health and Human Service Department will be posted on bulletin boards at each work site at least seven (7) calendar days prior to filling such vacancy. Employees in the same classification may request consideration for lateral transfer by submitting a memorandum to the Personnel Office within the stated time limit. All employees submitting such a memorandum within the stated time limit will be interviewed for the posted vacancy. Requests received after the stated time limit will only be given consideration if the Appointing Authority is still interested in seeing additional candidates. The Appointing Authority has the discretion to select one of the interested candidates or none of the interested candidates. Applicants who are not selected will be notified.

8. Dismissals. Any dismissal for disciplinary reasons shall not be finalized until the expiration of a seven (7) calendar day period of suspension without pay. Dismissals are subject to the grievance procedure.

ARTICLE 6 - WORK DAY/WORK WEEK, REST PERIODS

1. Adjusted Work Schedules. Normally, office work is to be done during the normal 8:00 a.m. to 4:30 p.m. work day, Monday through Friday. Employees will adjust their normal work day schedule for meetings with clients or other meetings which are the normal duties of the job, but are scheduled outside of the normal work day. The employee shall adjust his/her work schedule by a maximum of five (5) hours within two (2) pay periods and the employee's adjusted work schedule shall consist of a minimum of one hundred fifty (150) hours within these two (2) periods, seventy-five (75) hours of which, at a minimum to be worked in the first pay period. Supervisors may designate certain times during the normal work week which are not available for adjusting the work schedule. Supervisors shall make a good faith effort to accommodate the employees in establishing adjusted work schedules.

2. The annual work year shall be one thousand nine hundred fifty (1950) hours.

3. Hours worked includes emergency calls during off hours necessitated by client crisis, provided that such crisis requires the employee to leave home for an hour or more, and upon supervisory approval on the following workday.
4. Equivalent compensatory time shall be allowed employees for attending workshops that are job-related when the workshop is on the employee's scheduled day off and the request for compensatory time has been approved by the Director or his designee.
5. An optional four (4) day workweek, flextime work schedules, or job sharing arrangements may be had upon mutual agreement between the department head and the Union. Participants in an approved job sharing arrangement may, by mutual agreement between the job share participants, apportion the hospital, medical and dental benefits for which the job share position is eligible. Apportionment shall be limited to either (a) one (1) employee receiving all of the benefit and the other none; or (b) the two (2) employees splitting the benefit equally.
6. Standby Schedule. Employees will receive one (1) hour of compensatory time for each eight (8) hours of standby duty. Standby schedules shall be determined by meet and confer between employees and their supervisor.
7. Rest Periods. For employees working a scheduled shift of seven and one-half (7½) hours or longer, two rest periods of fifteen (15) minutes each are permitted, one in the morning and one in the afternoon.

ARTICLE 7 - SALARIES

1. The bi-weekly and hourly wage rates annexed hereto as Exhibit "A" shall be paid all employees within this jurisdiction effective retroactive to the first pay period of 2015 (1.75% increase). The bi-weekly and hourly wage rates annexed hereto as Exhibit "B" shall be paid all employees within this jurisdiction effective retroactive to the first pay period of 2016 (1.75% increase). The bi-weekly and hourly wage rates annexed hereto as Exhibit "C" shall be paid all employees within this jurisdiction effective December 24, 2016 (0.5% increase). Salary adjustments will be applied for the full pay period covered by the first bi-weekly paycheck of the new payroll year. The bi-weekly salary will be computed by multiplying the monthly salary times twelve (12) and dividing by twenty-six (26). The basic hourly rate will be computed by dividing the bi-weekly rate by seventy-five (75).

The official payroll year shall be defined as commencing with the beginning of the pay period covered by the first bi-weekly paycheck of the new calendar year. The end of the

payroll year shall apply to administration of the maximum sick leave accruals, waivers from the maximum vacation accumulation, as well as the use of allotted personal leave days specified in other provisions of this Agreement.

2. Salary adjustments shall not be a part of or any way affect the annual evaluation and pay rating system regardless of date of anniversary.

3. All step increases shall be carried with an employee in promotion to higher and demotion to lower classification, except that an employee's salary shall not exceed the maximum salary of the lower classification. No employee shall receive a lower salary in any classification than their starting salary in that particular classification.

4. Employees rated "unsatisfactory" on their annual evaluation shall be dismissed. Employees rated "marginal" shall receive no step increase, but upon being re-rated "marginal" and maintaining two consecutive "marginal" ratings, shall be dismissed. Those employees receiving a "competent" rating as their annual evaluation, shall be granted, aside and separate from a salary adjustment, a one-step salary increase on their anniversary date of employment, except when at maximum.

5. The anniversary date for an employee shall remain constant throughout the tenure of the employee, except when adjusted due to unpaid leaves of absence of more than thirty (30) calendar days' duration.

6. Employees shall receive a shift differential payment consisting of \$.45 per hour for all scheduled and assigned hours worked other than the hours of 8:00 a.m. to 4:30 p.m., Monday through Friday, except for schedules developed pursuant to Sections 1 and 5 of Article 6.

ARTICLE 8 - SALARY DEDUCTIONS

The following salary deductions are authorized by the law:

1. Federal and State Withholding Income Tax - the mandatory withholding tax is withheld each pay period. Determination of amount withheld is based on the number of dependents, plus the gross salary of the employee.

2. Public Employees Retirement Association - deductions begin upon completion of the first full month of employment and the amount is withheld each pay period.

3. Other - the Employer will allow payroll deduction for Credit Union, United Way, Federal Savings Bonds, Employee Fund, health and hospitalization insurance, Employer approved deferred compensation plans, and the St. Louis County Flexible Benefit Plan.

With respect to deductions for Credit Union, United Way and Federal Savings Bonds, the employee may choose the pay period in which the monthly deduction is to be made.

ARTICLE 9 - OVERTIME

Employees shall accrue compensatory time at the time and one-half rate for hours worked in excess of seventy-five (75) in a pay period under the following conditions:

- a) When approved in advance by the employee's supervisor;
- b) In an emergency situation. Emergency is defined as the following unforeseen/unplanned situations:
 - 1) Any time that the employee must take action to prevent loss of life or to prevent injury to the client's health or safety.
 - 2) Any time that the employee needs to effect a placement of a client or to prevent a placement of a client due to circumstances that have changed without notice.

The Employer reserves the right to alter the definition of emergency upon advance notice to employees.

For purposes of computing "hours worked" under this Article, authorized time off in the form of vacation, personal leave and holiday pay shall count as "hours worked." Sick leave and compensatory time shall not count as "hours worked."

Employees in this bargaining unit shall be deemed exempt under the Fair Labor Standards Act.

Compensatory time off will be scheduled by agreement between the supervisor and employee. If the Department does not allow the use of accumulated compensatory time by an employee who has requested to do so whenever there were reasonable opportunities, employees will be paid in cash at the end of the year for any compensatory time exceeding thirty-seven and one-half (37.50) hours. However, at the employee's option, up to thirty-seven and one-half (37.5) hours of compensatory time may be cashed out one time per year in a separate check to be paid no later than January 15 of the following year in which the compensatory time was earned, except at the employee's option up to thirty-seven and one-half (37.5) hours of compensatory time may be carried over to the following year. All compensatory time payoffs shall be paid at the pay plan rate in effect during the payroll year in which the compensatory time was earned.

ARTICLE 10 - HOLIDAYS

1. For permanent and probationary employees, the following days shall be considered holidays, namely: New Year's Day, Martin Luther King Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Friday after Thanksgiving, and Christmas Day.

For employees whose normal work week is Monday through Friday, if a holiday falls on a Saturday, the previous Friday shall be considered the holiday, and if a holiday falls on a Sunday, the following Monday shall be considered a holiday. For employees whose normal work week regularly includes Saturdays and Sundays, holidays shall be considered to be on the day on which the holiday actually falls.

2. If one of the above-listed holidays falls on an employee's regularly scheduled day off and the employee does not work the holiday, another day off will be scheduled during that payroll period. However, to be eligible to receive the holiday, an eligible employee must be in payroll status on the normal scheduled workday immediately preceding and the normal scheduled workday immediately following the holiday. Payroll status shall be defined as when actually working, on paid vacation, paid sick leave, paid personal leave day, compensatory time off, or on a paid leave of absence.

Employees required to work on a holiday shall receive one and one-half (1½) hours compensatory time for each hour worked on the holiday and in addition shall receive the employee's regular pay for the day or another day off. Employees required to work in excess of seven and one-half (7½) hours on a holiday, shall receive two and one-half (2½) hours compensatory time for each hour worked over seven and one-half (7½) hours. Provided, however, an employee who is scheduled to work and does work on a holiday may elect to take the compensation provided for in this paragraph in cash or compensatory time.

3. Part-Time Employees. Part-time employees hired after January 1, 2004 shall earn holidays and personal leave on a pro-rated basis. The pro-ration for personal leave and holidays shall be computed by dividing the first 1000 hours worked by the number of pay periods to determine the average hours worked per pay period. The average hours worked per pay period will then be divided by 75 to determine the percentage of pro-ration for the remainder of the calendar year. Annually thereafter, straight time hours worked in the preceding year will be divided by 1950 to determine the percentage of pro-ration.

ARTICLE 11 - PERSONAL LEAVE

1. For permanent and probationary employees, two (2) days of personal leave with pay will be granted to employees in the first year of employment and four (4) days of personal leave with pay will be granted to employees annually thereafter. Personal leave days shall be taken at a time mutually agreeable to the employee and his/her supervisor. Personal leave days are not accumulative from year to year. Personal leave days may be taken by probationary staff with at least three months of County employment and all staff with permanent status. Personal leave may be taken in one-half (½) hour increments.

2. Part-time employees shall earn personal leave on a prorated basis according to the formula set forth in Article 10, Section 3, above.

ARTICLE 12 - VACATION

1. Vacation Accumulation: Permanent and probationary employees shall earn vacation with pay according to the following schedule:

Years of Continuous Service	Vacation Accrual
0 - 1 Year	2.0 hours per bi-weekly pay period
After 1 through 5 years	5.50 hours per bi-weekly pay period
After 5 through 10 years	7.5 hours per bi-weekly pay period
After 10 through 15 years	8.5 hours per bi-weekly pay period
After 15 through 20 years	8.75 hours per bi-weekly pay period
After 20 through 25 years	9.0 hours per bi-weekly pay period
Over 25 years	9.5 hours per bi-weekly pay period

Vacation accrual for part-time employees shall be pro-rated in accordance with Article 10, Section 3.

Employees are eligible to receive and use accrued vacation with pay upon successful completion of their original probationary period. Provided, however, employees are eligible to receive and use accrued vacation with pay during an extension of the original probationary period.

Changes in vacation earnings shall be effective the beginning of the pay period that includes the first of the month following the employee's required years of service.

Vacation accumulation shall not exceed two-hundred seventy (270) hours maximum at the end of any given pay period; provided, however, upon special request in writing to

the Administration, and mutual agreement, an employee may be granted accumulated vacation time beyond the two-hundred seventy (270) hours.

2. Vacation time: Vacations will be allowed when requested, insofar as is practicable. To avoid disappointment, the employee shall inform his/her supervisor of vacation plans sufficiently in advance, that adequate staffing can be planned for the particular unit. In the event of conflict, the employee making the vacation request first will receive priority. Work shall be up to date before vacation begins.

Under normal conditions, vacation leave should be planned with the immediate supervisor and approved by the section supervisor. In the case of an absence because of an emergency, the employee should notify his/her immediate supervisor by telephone as soon as possible after eight o'clock A.M.

Single days of vacation may be taken with supervisory approval.

3. Wherever an employee is about to lose vacation because of the limitation of accumulation under this Article, the appointing authority upon the request of the employee shall make arrangements to permit the employee to take his/her current monthly earnings and thus prevent the loss of said earnings.

ARTICLE 13 - SICK LEAVE

1. Each permanent and probationary employee shall earn sick leave with pay in accordance with the following schedule:

Months of Service	Hours Per Pay Period
Commencing 0 - 12 months	2.00
Commencing 13-24 months	3.75
Commencing 25 months & over	5.25

Sick leave may accumulate up to fifteen hundred (1500) hours (or such greater number of hours, not to exceed nineteen hundred (1900) as an individual employee has accumulated as of the date of ratification by the County Board of the 2012-2014 contract).

2. Sick leave may be paid for absence because of an employee's inability to perform his/her duties by reason of illness or injury, by necessity for medical or dental care, or by exposure to a contagious disease under circumstances in which the health of employees with whom associated or members of the public necessarily dealt with would be endangered by attendance on duty. Sick leave cannot be used during an employee's scheduled vacation unless submittal of a letter from his/her physician to his/her Department Head.

Sick leave may be paid, upon approval of the supervisory staff, for absence due to illness in the immediate family of the employee where attendance of the employee is necessary. "Immediate family" for this purpose shall be defined as parents, step parents, spouse, children, step children or minor wards of the employee.

Sick leave may be paid, upon approval of the supervisory staff, for absence because of death in the immediate family of the employee where attendance of the employee is necessary. "Immediate family" for this purpose shall be defined as spouse, parents of spouse, parents, guardian, children, brothers, sisters, wards of the employee, grandparents or grandchildren or step-family members. An employee may, upon approval of his/her Department Head, be permitted up to a maximum of ten (10) days sick leave in the event of death in the immediate family, as defined in this section.

The Department Head may at any time request an employee to submit complete medical verification, on a form provided by the Employer, as to why the employee's illness or injury prevents the employee from working. The Department Head may indicate whether the verification shall be from an attending or a designated physician.

ARTICLE 14 - SICK LEAVE BANK

1. The Merit System Basic Unit Emergency Sick Leave Bank is an additional benefit system maintained by the Employer and shall be administered by a committee appointed by the Union to permit extensions of sick leave in the event of major illness or injury. The Union shall keep the Employer advised, in writing, of membership on the Committee. The Committee shall act pursuant to guidelines established by the St. Louis County Board of Commissioners. No employee shall be allowed to participate in the Sick Leave Bank until the employee has reached the maximum rate of accrual for sick leave.

The Committee, upon establishing a need for additional funding of the Sick Leave Bank, shall provide written documentation of such need to the Human Resources Director at the beginning of the payroll year. Upon receipt of reasonable documentation, one (1) day of sick leave will be deducted from the total sick leave accumulation of each unit employee (one-half (½) day for employees job sharing) qualified to participate in the Sick Leave Bank to be credited to the Merit System Basic Unit Emergency Sick Leave Bank.

An employee shall not be eligible to draw from the Sick Leave Bank unless the employee enters into a Sick Leave Bank Reimbursement Agreement, on a form prepared by the Employer, which: (1) acknowledges that the Employer has not agreed, by contract or otherwise, to compensate the employee any amount in excess of the employee's regular wages; (2) requires the employee to reimburse the Sick Leave Bank 100% of the funds

received; (3) authorizes and directs the Employer to deduct the amount drawn from the Sick Leave Bank from the wage loss proceeds, if any, awarded in a workers' compensation proceeding or from any other funds designated in the executed Sick Leave Bank Reimbursement Agreement; and (4) includes any other provisions applicable to the individual employee's specific request.

ARTICLE 15 - INSURANCE

Section 1. Health Insurance. The Employer agrees to permit all permanent and probationary employees to be covered by the St. Louis County Group Health Care Plan. The Employer shall contribute to the premium as follows for full-time employees:

Single Coverage	100%
Dependent Coverage	70%

The Employer shall contribute to the premium for part-time employees pursuant to Section 6 of this Article.

See attached Memorandum of Understanding.

[*NOTE: The actual descriptions of the Group Health Care Plan benefits are contained in the plan documents and are available in the Human Resources Department.]

Eligibility. Permanent and probationary employees are eligible for group health plan coverage on the first of the month following one (1) full calendar month of employment.

Section 2. Life Insurance. The Employer agrees to pay the full premium for group life insurance for full-time permanent and probationary employees and also contribute to the premium for part-time permanent and probationary employees pursuant to Section 6 of this Article. The amount of group life insurance is based on annual base salary, according to the following schedule:

<u>Annual Base Salary</u>	<u>Policy Amount</u>
Up to \$15,000	\$15,000
\$15,000 - \$20,000	\$20,000
\$20,000 - \$25,000	\$25,000
\$25,000 - \$30,000	\$30,000
\$30,000 - \$35,000	\$35,000
\$35,000 - \$40,000	\$40,000
\$40,000 - \$45,000	\$45,000
\$45,000 and over	\$50,000

Annual base salary shall be computed on January 1 of each year, or for new employees, on their date of hire.

Eligibility. Full-time employees become eligible for life insurance on the first of the month following six full calendar months of employment. Part-time employees become eligible on the first of the month following completion of 1,000 hours.

Section 3. Dental Insurance. The Employer will pay for the full cost of the premium for single dental coverage for all full-time permanent and probationary employees and also contribute to the premium for part-time permanent and probationary employees pursuant to Section 6 of this Article. The maximum benefit is \$1,500 per year.

Eligibility. Full-time employees become eligible for dental coverage on the first of the month following six full calendar months of employment. Part-time employees become eligible on the first of the month following the completion of 1,000 hours.

Section 4. Claims Against Employer. Any description of insurance benefits contained in this Article is intended to be informational only and the eligibility for benefits shall be governed by the terms of the insurance plan and not by this Agreement. The Employer's only obligation is to pay such amounts as agreed to herein and no claim shall be made against the Employer as a result of a denial of insurance benefits by the insurance plan administrator, except in case of error by the Employer in reporting information to the administrator.

Section 5. Participants in an approved job sharing arrangement may, by mutual agreement between the job share participants, apportion the health care and dental benefits for which the job share position is eligible. Apportionment shall be limited to either (a) one employee receiving all of the benefit and the other none; or (b) the two employees splitting the benefit equally.

Section 6. Prorated Employer Contribution for Eligible Part-Time Employees. Except for the employees covered by the memorandum contained in Exhibit G, all newly-appointed eligible part-time employees (new County employees, full-time employees moving to part-time status, and part-time employees changing positions) will receive a prorated Employer contribution to the premiums for health, dental and life coverage based on the full-time equivalent of the position to which they are appointed.

Thereafter, the proration amount for the following insurance year will be recalculated at the end of each payroll year. The proration amount will be equal to the percentage of the employee's full time equivalent based on the actual hours in payroll status during the previous payroll year. For this purpose, "payroll status" includes regular hours worked, the straight time equivalent of overtime hours worked, and any paid leave time.

ARTICLE 16 - WORKERS' COMPENSATION

1. Any employee who by reason of sickness or injury receives Workers' Compensation benefits may do either of the following:

a. Retain the Workers' Compensation benefits without assessment against any available leave credits, or

b. Retain the Workers' Compensation benefit and receive from the Employer any available earned accumulated sick leave, vacation leave or other accumulated leave benefit. The total weekly compensation including leave and worker's compensation benefits shall not exceed the regular weekly net base pay rate of the employee. "Net base pay" is defined as the employee's regular weekly gross less FICA, medicare, PERA and federal and state income tax withholding. Overtime will be considered on the same basis as it is for workers' compensation purposes.

If any employee uses sick leave pursuant to this agreement, and is subsequently awarded workers' compensation benefits for the same period, the Employer is authorized to deduct from workers' compensation wage loss benefits the amount of sick leave received by the employee, less the sick leave which the employee would be eligible to receive pursuant to Section 1 of this Article.

2. While an employee is receiving loss of wage benefits under the Workers' Compensation Act (temporary total or temporary partial disability benefits), the Employer shall continue to pay the Employer's share of hospital-medical insurance premiums for both single and family dependents' premiums together with the premiums on the employee's life insurance. Such payments shall continue even though the employee has exhausted his/her sick leave, vacation, and personal leave benefits. Payments of such premiums by the Employer pursuant to this Article shall end upon issuance of a notice of discontinuance of benefits by the Commissioner of the Department of Labor and Industry or upon the employee being declared permanently totally disabled.

3. Sick leave used by employees while receiving County Workers' Compensation benefits shall be credited back to the employee's sick leave reserve account at retirement, but not to exceed the individual employee's maximum allowable sick leave accumulation under Article 13, Section 1 as provided for in Article 21, Section 2. This Section is meant to mean sick leave used from the date the employee went to work for St. Louis County.

ARTICLE 17 - LEAVES OF ABSENCE

1. **Leaves Without Pay.** An employee may be granted a leave of absence without pay on the grounds of sickness, disability, or other good or sufficient reasons which are considered to be in the interest of the agency, providing, however, no leave shall exceed one (1) year, excluding the educational stipend program. Such leaves must be requested in writing by the employee and shall require written approval by the Public Health and Human Services Department Head.

2. **Parental Leave.** Upon 60 days' advance written request by an employee to his/her department head, up to a maximum of six continuous months of unpaid leave of absence shall be granted in connection with the birth or adoption of a child. Such leaves shall commence within one year after the birth or adoption. When both parents are employees within this contract, the parental leave shall be divided, upon request of the employees, in accordance with this Article.

3. **Military Leave.** Employees shall be entitled to military leave of absence and reinstatement in accordance with applicable law.

4. **Sabbatical Leave.** Employees holding a permanent position with St. Louis County Public Health and Human Service Department, after five (5) years of continuous employment in a position under the jurisdiction of the Minnesota Merit System, and subject to approval of the Department Head, may be granted a sabbatical leave of absence, without pay, for a period of not less than one (1) year nor in excess of two (2) years. An employee on a sabbatical leave shall not accrue additional seniority, vacation and sick leave during leave. These benefits will be frozen at the level immediately prior to the beginning of the leave.

During the sabbatical leave, an employee on a sabbatical leave shall not be employed in a position similar to a position held in the agency immediately prior to the leave of absence. The sabbatical leave of an employee violating this provision shall be canceled seven (7) calendar days after the Employer mails a notice of cancellation of the leave by certified mail to the last address of the employee which is on file with the Human Resources Office of the St. Louis County Public Health and Human Service Department. Cancellation of the leave shall not preclude the Department Head from considering additional disciplinary measures for a violation of this provision, subject to the grievance procedure.

The employee shall be returned to the job classification held at the time of the approval of the sabbatical leave, upon the first available opening after the expiration date of their leave. Any employee who resigns while on a leave will be paid the severance due him computed at the rate prevailing when the leave began.

Employees on an approved sabbatical leave under this section may be returned to a position prior to the expiration of their approved leave upon mutual agreement of the employee and the department head.

5. Special Leave. The Director may grant a leave of absence without pay to any permanent employee in the Classified Service to permit the employee to accept an appointed position in the Unclassified Service or higher position in the Classified Service. This shall be subject to the same conditions as outlined in the rules pertaining to military leave.

Any employee who resigns while on leave will be paid the severance due him, computed at the rate prevailing when the leave began.

6. Jury Duty. Each employee shall be paid full salary while on leave for serving on a jury or for work-related appearances in response to subpoena or as witness before a county, legislative committee, or other judicial or quasi-judicial body as a witness involving Federal, State, or political subdivisions thereof, and no loss of rights or salary while on such leave. Any fees or remunerations allowed beyond any salary received from St Louis County for such service shall be refunded or turned over to the Employer.

ARTICLE 18 - PROFESSIONAL, POLITICAL ACTIVITY

1. Professional Activity. Membership in professional social work organizations may require attendance at committee meetings, conferences, or institutes. Agency time spent in such activity within the state is subject to the advance approval of the Director or his/her designated representative. Permission to attend meetings, conferences, or institutes on Agency time outside the state may be recommended by the Director or his/her designated representative, subject to Board approval.

2. Political Activity. Political activity is permitted in accordance with applicable Federal and State statutes.

ARTICLE 19 - REIMBURSEMENT OF EXPENSES

1. Meals. The schedule of maximum payments for meal reimbursement shall be in accordance with the then-current County Board policy. Meal reimbursement shall be allowed only under the following circumstances:

a. Where an employee is in travel status within the County and overnight lodging is approved;

b. When an employee is in travel status outside of St. Louis County;

c. When an employee is required to attend a workshop, seminar or working lunch meeting where a meal is served for which payment is required.

2. Travel. An employee on approved travel status, upon obtaining advanced approval from the department head to incur lodging expense, shall be reimbursed for necessary lodging expense, single or double occupancy or its equivalent, upon presentation of receipt.

3. Claims. Expense reimbursement is limited to when personnel are involved in Agency business. The explanation on the claim voucher must be sufficiently clear to obviate questions on the part of those perusing the claim prior to payment or by auditors at the time of examination.

4. Education. When prior administrative approval has been granted, employees shall be reimbursed up to but not to exceed seventy-five percent (75%) of the educational cost of books and tuition for successful completion of courses.

ARTICLE 20 - GRIEVANCE PROCEDURE

“Grievance” means a dispute or disagreement as to the interpretation or application of any term or terms of this agreement. Should any employee feel that his/her rights and privileges under this Agreement have been violated, that employee shall:

A. Review the matter with the immediate supervisor.

B. If no understanding is reached, the aggrieved employee and/or his/her authorized representative shall within ten calendar days of the occurrence of the grievance present the written grievance to the Department’s Human Resources representative. Within ten calendar days thereafter the Human Resources representative shall submit his/her answer to the aggrieved employee and/or his/her representative.

C. If the grievance is not settled in Step B, the Union shall present the matter in writing to the County Grievance Board within ten (10) calendar days after receipt of the Step B written answer. The Grievance Board shall be composed of three (3) members appointed by the County Board of Commissioners.

Within ten (10) calendar days of receipt of such written grievance, the County Grievance Board shall schedule a hearing into the matter, after the close of which it shall render its decision no later than ten (10) calendar days thereafter.

D. If the grievance is not satisfactorily resolved under Step C, the Union may refer the matter to arbitration by giving the Employer written notice of intent to proceed to arbitration, within ten (10) calendar days after receipt of the County Grievance Board decision. At the same time the union gives notice to the Employer of intent to proceed to arbitration, the union shall request a list of seven (7) arbitrators from the State Bureau of Mediation Services and the parties shall alternately strike names from this list until only one (1) remains, which person shall be the arbitrator, with the first party striking to be determined by flip of a coin. The parties shall select the arbitrator pursuant to the above process within thirty (30) days after receipt of the panel of arbitrators from the Bureau of Mediation Services, unless the parties mutually agree to extend the thirty (30) day period.

The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrator shall consider only the specific issue submitted in writing by the Employer and the Union, and shall have no authority to make a decision on any other issue not so submitted. The arbitrator shall be without power to make decisions contrary to or inconsistent with or modifying or varying the application of laws and rules and regulations having the force and effect of law. If the arbitrator finds that the grievance concerns matters not covered by this Agreement or the procedures contained herein have not been adhered to, the arbitrator shall return the matter to the parties without decision. The arbitrator shall submit the decision in writing within thirty (30) calendar days following close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to an extension thereof. The decision shall be based solely upon the arbitrator's interpretation of the meaning or application of the express terms of this Agreement to the facts of the grievance presented. The decision of the arbitrator shall be final and binding. The fee and expenses of the arbitrator shall be divided equally between the Employer and the Union; provided, however, that each party shall be responsible for compensating its own representatives and witnesses.

If a grievance is not presented within the time limits set forth above, it shall be considered "waived." If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the Employer and Union representative involved in each step.

ARTICLE 21 - RETIREMENT

1. The County agrees to permit retired employees to be continued on the then existing hospitalization and insurance programs provided they qualify for retirement

under the rules and regulations of the P.E.R.A. or Coordinated Plans established by State Law and are otherwise eligible to continue coverage under Minn. Stat. §471.61.

2. The County has adopted a policy providing for the implementation of a Post-Retirement Health Care Savings Plan for qualifying employees covered by this agreement. Pursuant to that policy, to qualify for participation in the Post-Retirement Health Care Savings Plan, an employee must, at retirement, have been employed by the County for five (5) consecutive years immediately prior to retirement, and qualify for and receive retirement benefits under the rules and regulations of the Public Employees Retirement Association or other appropriate State of Minnesota sponsored retirement fund, or Social Security.

Pursuant to the Post-Retirement Health Care Savings Plan policy, the County shall, upon a qualifying employee's retirement, deposit the cash equivalent of the employee's accumulated, unused sick leave and accumulated, unused vacation into the employee's account with the plan.

Accumulated, unused sick leave shall be an amount equal to the number of hours of unused sick leave multiplied by the employee's hourly base pay rate during the last payroll period prior to retirement. Accumulated sick leave hours shall not exceed the maximum allowable hours of sick leave accumulation for the individual employee pursuant to Article 13, Section 1. Accumulated, unused vacation shall be an amount equal to the number of hours of unused vacation time multiplied by the employee's hourly base pay rate during the last payroll period prior to retirement.

Prior to an employee's retirement, the County shall provide the employee with notice of his/her accrued vacation. The employee may utilize his/her vacation in full prior to retirement. If the employee does not qualify for the Post-Retirement Health Care Savings Plan, the employee shall, upon retirement, be paid in full for all accrued vacation. If the employee does qualify for the Post-Retirement Health Care Savings Plan, the employee shall have the cash equivalent of the employee's accrued vacation deposited into the employee's account pursuant to the County's Post-Retirement Health Care Savings Plan policy.

Adoption of the policy shall not be construed as a waiver of the County's position that employer contributions to Post-Retirement Health Care Savings Plans are not a mandatory topic of negotiations. The County may amend or repeal the policy at any time; provided, however, if the Union objects to the County's amendment or repeal, the Union shall be entitled, upon written notice to the County, to reinstate the terms of Article 19 of the 2000-2001 collective bargaining agreement in lieu of the Post-Retirement Health Care Savings Plan.

In the event that an employee is legally qualified to be exempt from the Post-Retirement Health Care Savings Plan and the employee's application for exemption is approved by the Plan Administrator, then in lieu of any of the above-referenced payments on behalf of the employee to a Post-Retirement Health Care Savings Plan account, the employee shall receive a taxable cash severance payment calculated as follows:

First, from the employee's accumulated, unused sick leave, calculate the lesser of one-half of the employee's accumulated, unused sick leave or the cost of the maximum life insurance benefit available to the employee under the employee's collective bargaining contract, when the life insurance is purchased as paid up life insurance. This amount shall be designated as the "option amount." The employee shall next designate the portion of the option amount which the employee wishes to use to purchase paid up life insurance. From the balance of the option amount, after deduction of the life insurance cost, shall be subtracted an amount equal to any Employer's FICA tax payable on the option amount. The remaining balance of the option amount shall then be paid to the employee as a cash payment, subject to withholding deductions required by law (e.g. employee's FICA, State and Federal income tax, etc.).

It is the parties' intention that in no event shall payment of the option amount, whether received as paid up life insurance or cash severance, result in a FICA tax payment by the Employer which cannot be fully deducted from the option amount.

3. The County is agreed to pay the employee's pension share as provided under Minnesota Law for payment into the P.E.R.A. Fund or the P.E.R.A. - Social Security Coordinated Plan for those employees having either plan, and to deduct the employee's share as required by the same pension law.

ARTICLE 22 - EQUAL APPLICATION

The provisions of this Agreement shall be applied equally to all employees in the bargaining unit without discrimination as to race creed, color, national origin, sex age religion, marital status, political affiliation, disability or status with regard to public assistance. The Union shall represent all employees in the bargaining unit without discrimination.

ARTICLE 23 - RETENTION OF BENEFITS, SAVINGS CLAUSE

All benefits now enjoyed and practices employed by the employees as negotiated in this contract shall remain in full force during the period of this agreement except as modified by mutual agreement of the parties and except modification required by law.

Savings Clause. If any provision of this agreement is declared by proper judicial authority to be unlawful, unenforceable or not in accordance with applicable Merit System Rules or law, or is contrary to a federal or state administrative ruling or is found to be in violation of legislation or administrative regulations, all other provisions of this agreement shall remain in full force and effect for the duration of this agreement.

ARTICLE 24 - TERMINATION AND RENEWAL

This Agreement shall be effective from January 1, 2015 until December 31, 2016. This agreement shall be automatically renewed from year to year thereafter unless either party shall notify the other, in writing, by June 1, prior to the anniversary date that it desires to modify or terminate this agreement.

FOR THE COUNTY BOARD

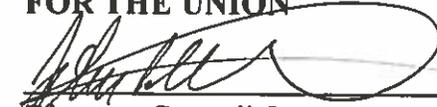


Chairman

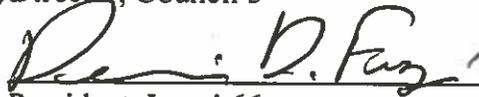


County Auditor

FOR THE UNION



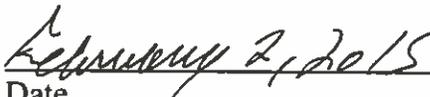
Director, Council 5



President, Local 66

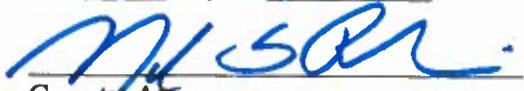


Field Representative



Date

Approved as to form and execution
this 23 day of Feb, 2015.



County Attorney

PAY PLAN MB

MERIT SYSTEM - BASIC UNIT EMPLOYEES

2015 PAY PLAN
Reflects 1.75% Increase
EFFECTIVE 12/13/2014

CLASSIFICATION

	1	2	3	4	5	6	7	8	9	10	11	12
Accountant												
Annually	40,209	41,867	43,680	45,494	47,424	49,589	52,007	54,425	56,804			
Monthly	3351	3489	3640	3791	3952	4132	4334	4535	4734			
Biweekly	1546.50	1610.25	1680.00	1749.75	1824.00	1907.25	2000.25	2093.25	2184.75			
Hourly	20.62	21.47	22.40	23.33	24.32	25.43	26.67	27.91	29.13			
Contract Services Representative												
Annually	44,675	46,488	48,516	50,837	53,274	55,653	58,149	60,645	63,434	66,476		
Monthly	3723	3874	4043	4236	4440	4638	4846	5054	5286	5540		
Biweekly	1718.25	1788.00	1866.00	1955.25	2049.00	2140.50	2236.50	2332.50	2439.75	2556.75		
Hourly	22.91	23.84	24.88	26.07	27.32	28.54	29.82	31.10	32.53	34.09		
Licensed Independent Clinical Social Worker												
Annually	46,488	48,516	50,837	53,274	55,653	58,149	60,645	63,434	66,476	69,401	70,980	
Monthly	3874	4043	4236	4440	4638	4846	5054	5286	5540	5783	5915	
Biweekly	1788.00	1866.00	1955.25	2049.00	2140.50	2236.50	2332.50	2439.75	2556.75	2669.25	2730.00	
Hourly	23.84	24.88	26.07	27.32	28.54	29.82	31.10	32.53	34.09	35.59	36.40	
Psychologist II												
Annually	53,274	55,653	58,149	60,645	63,434	66,476	69,401	72,677				
Monthly	4440	4638	4846	5054	5286	5540	5783	6056				
Biweekly	2049.00	2140.50	2236.50	2332.50	2439.75	2556.75	2669.25	2795.25				
Hourly	27.32	28.54	29.82	31.10	32.53	34.09	35.59	37.27				
Psychologist IV												
Annually	67,938	70,980	74,139	77,493	81,140	84,884	88,823	92,742				
Monthly	5662	5915	6178	6458	6762	7074	7402	7729				
Biweekly	2613.00	2730.00	2851.50	2980.50	3120.75	3264.75	3416.25	3567.00				
Hourly	34.84	36.40	38.02	39.74	41.61	43.53	45.55	47.56				
Social Worker, Social Worker (CPS), Social Worker (LS) (Hired prior to 2008-09 Contract Ratification)												
Annually	37,869	39,468	41,067	42,861	44,675	46,488	48,516	50,837	53,274	55,653	58,149	60,645
Monthly	3156	3289	3422	3572	3723	3874	4043	4236	4440	4638	4846	5054
Biweekly	1456.50	1518.00	1579.50	1648.50	1718.25	1788.00	1866.00	1955.25	2049.00	2140.50	2236.50	2332.50
Hourly	19.42	20.24	21.06	21.98	22.91	23.84	24.88	26.07	27.32	28.54	29.82	31.10
Social Worker, Social Worker (CPS), Social Worker (LS) (Hired after 2008-09 Contract Ratification)												
Annually	44,675	46,488	48,516	50,837	53,274	55,653	58,149	60,645	63,434	66,476		
Monthly	3723	3874	4043	4236	4440	4638	4846	5054	5286	5540		
Biweekly	1718.25	1788.00	1866.00	1955.25	2049.00	2140.50	2236.50	2332.50	2439.75	2556.75		
Hourly	22.91	23.84	24.88	26.07	27.32	28.54	29.82	31.10	32.53	34.09		
Staff Development Specialist Sr												
Annually	50,837	53,274	55,653	58,149	60,645	63,434	66,476	69,401	72,677			
Monthly	4236	4440	4638	4846	5054	5286	5540	5783	6056			
Biweekly	1955.25	2049.00	2140.50	2236.50	2332.50	2439.75	2556.75	2669.25	2795.25			
Hourly	26.07	27.32	28.54	29.82	31.10	32.53	34.09	35.59	37.27			

The salary steps herein shall not include any amounts paid by any Social Service Board under the provisions of Minnesota Statutes, Section 471.61.

EXHIBIT A**COMPENSATION SCHEDULE FOR MERIT SYSTEM BASIC UNIT
2015 - 7.5 Hour Day (Reflects 1.75% Increase)
Effective 12/13/2014**

MONTHLY	BIWEEKLY	HOURLY
<u>SALARY</u>	<u>RATE</u>	<u>RATE</u>
3155.75	1456.50	19.42
3220.75	1486.50	19.82
3289.00	1518.00	20.24
3350.75	1546.50	20.62
3422.25	1579.50	21.06
3488.88	1610.25	21.47
3571.75	1648.50	21.98
3640.00	1680.00	22.40
3722.88	1718.25	22.91
3791.13	1749.75	23.33
3874.00	1788.00	23.84
3952.00	1824.00	24.32
4043.00	1866.00	24.88
4132.38	1907.25	25.43
4236.38	1955.25	26.07
4333.88	2000.25	26.67
4439.50	2049.00	27.32
4535.38	2093.25	27.91
4637.75	2140.50	28.54
4733.63	2184.75	29.13
4845.75	2236.50	29.82
4946.50	2283.00	30.44
5053.75	2332.50	31.10
5167.50	2385.00	31.80
5286.13	2439.75	32.53
5406.38	2495.25	33.27
5539.63	2556.75	34.09
5661.50	2613.00	34.84
5783.38	2669.25	35.59
5915.00	2730.00	36.40
6056.38	2795.25	37.27
6178.25	2851.50	38.02
6318.00	2916.00	38.88
6457.75	2980.50	39.74
6610.50	3051.00	40.68
6761.63	3120.75	41.61
6927.38	3197.25	42.63
7073.63	3264.75	43.53
7236.13	3339.75	44.53
7401.88	3416.25	45.55
7566.00	3492.00	46.56
7728.50	3567.00	47.56

PAY PLAN MB

MERIT SYSTEM - BASIC UNIT EMPLOYEES

2016 PAY PLAN

Reflects 1.75% Increase
EFFECTIVE 12/26/2015

CLASSIFICATION

	1	2	3	4	5	6	7	8	9	10	11	12
Accountant												
Annually	40,911	42,608	44,441	46,293	48,263	50,466	52,923	55,380	57,798			
Monthly	3409	3551	3703	3858	4022	4206	4410	4615	4817			
Biweekly	1573.50	1638.75	1709.25	1780.50	1856.25	1941.00	2035.50	2130.00	2223.00			
Hourly	20.98	21.85	22.79	23.74	24.75	25.88	27.14	28.40	29.64			
Contract Services Representative												
Annually	45,455	47,307	49,374	51,734	54,210	56,628	59,163	61,698	64,545	67,646		
Monthly	3788	3942	4115	4311	4518	4719	4930	5142	5379	5637		
Biweekly	1748.25	1819.50	1899.00	1989.75	2085.00	2178.00	2275.50	2373.00	2482.50	2601.75		
Hourly	23.31	24.26	25.32	26.53	27.80	29.04	30.34	31.64	33.10	34.69		
Licensed Independent Clinical Social Worker												
Annually	47,307	49,374	51,734	54,210	56,628	59,163	61,698	64,545	67,646	70,810	72,228	
Monthly	3942	4115	4311	4518	4719	4930	5142	5379	5637	5884	6019	
Biweekly	1819.50	1899.00	1989.75	2085.00	2178.00	2275.50	2373.00	2482.50	2601.75	2715.75	2778.00	
Hourly	24.26	25.32	26.53	27.80	29.04	30.34	31.64	33.10	34.69	36.21	37.04	
Psychologist II												
Annually	54,210	56,628	59,163	61,698	64,545	67,646	70,610	73,944				
Monthly	4518	4719	4930	5142	5379	5637	5884	6162				
Biweekly	2085.00	2178.00	2275.50	2373.00	2482.50	2601.75	2715.75	2844.00				
Hourly	27.80	29.04	30.34	31.64	33.10	34.69	36.21	37.92				
Psychologist IV												
Annually	69,128	72,228	75,446	78,858	82,563	86,366	90,383	94,361				
Monthly	5761	6019	6287	6572	6880	7197	7532	7863				
Biweekly	2656.75	2778.00	2901.75	3033.00	3175.50	3321.75	3478.25	3629.25				
Hourly	35.45	37.04	38.69	40.44	42.34	44.29	46.35	48.39				
Social Worker, Social Worker (CPS), Social Worker (LS) (Hired prior to 2008-09 Contract Ratification)												
Annually	38,532	40,151	41,789	43,602	45,455	47,307	49,374	51,734	54,210	56,628	59,163	61,698
Monthly	3211	3346	3482	3634	3788	3942	4115	4311	4518	4719	4930	5142
Biweekly	1482.00	1544.25	1607.25	1677.00	1748.25	1819.50	1899.00	1989.75	2085.00	2178.00	2275.50	2373.00
Hourly	19.76	20.59	21.43	22.36	23.31	24.26	25.32	26.53	27.80	29.04	30.34	31.64
Social Worker, Social Worker (CPS), Social Worker (LS) (Hired after 2008-09 Contract Ratification)												
Annually	45,455	47,307	49,374	51,734	54,210	56,628	59,163	61,698	64,545	67,646	70,810	
Monthly	3788	3942	4115	4311	4518	4719	4930	5142	5379	5637	5884	
Biweekly	1748.25	1819.50	1899.00	1989.75	2085.00	2178.00	2275.50	2373.00	2482.50	2601.75	2715.75	
Hourly	23.31	24.26	25.32	26.53	27.80	29.04	30.34	31.64	33.10	34.69	36.21	
Social Worker (MSW)												
Annually	51,734	54,210	56,628	59,163	61,698	64,545	67,646	70,610	73,944			
Monthly	4311	4518	4719	4930	5142	5379	5637	5884	6162			
Biweekly	1989.75	2085.00	2178.00	2275.50	2373.00	2482.50	2601.75	2715.75	2844.00			
Hourly	26.53	27.80	29.04	30.34	31.64	33.10	34.69	36.21	37.92			
Staff Development Specialist Sr												
Annually	51,734	54,210	56,628	59,163	61,698	64,545	67,646	70,610	73,944			
Monthly	4311	4518	4719	4930	5142	5379	5637	5884	6162			
Biweekly	1989.75	2085.00	2178.00	2275.50	2373.00	2482.50	2601.75	2715.75	2844.00			
Hourly	26.53	27.80	29.04	30.34	31.64	33.10	34.69	36.21	37.92			

The salary steps herein shall not include any amounts paid by any Social Service Board under the provisions of Minnesota Statutes, Section 471.61.

EXHIBIT B**COMPENSATION SCHEDULE FOR MERIT SYSTEM BASIC UNIT
2016 - 7.5 Hour Day (Reflects 1.75% Increase)
Effective 12/26/2015**

MONTHLY	BIWEEKLY	HOURLY
<u>SALARY</u>	<u>RATE</u>	<u>RATE</u>
3211.00	1482.00	19.76
3277.63	1512.75	20.17
3345.88	1544.25	20.59
3409.25	1573.50	20.98
3482.38	1607.25	21.43
3550.63	1638.75	21.85
3633.50	1677.00	22.36
3703.38	1709.25	22.79
3787.88	1748.25	23.31
3857.75	1780.50	23.74
3942.25	1819.50	24.26
4021.88	1856.25	24.75
4114.50	1899.00	25.32
4205.50	1941.00	25.88
4311.13	1989.75	26.53
4410.25	2035.50	27.14
4517.50	2085.00	27.80
4615.00	2130.00	28.40
4719.00	2178.00	29.04
4816.50	2223.00	29.64
4930.25	2275.50	30.34
5032.63	2322.75	30.97
5141.50	2373.00	31.64
5258.50	2427.00	32.36
5378.75	2482.50	33.10
5500.63	2538.75	33.85
5637.13	2601.75	34.69
5760.63	2658.75	35.45
5884.13	2715.75	36.21
6019.00	2778.00	37.04
6162.00	2844.00	37.92
6287.13	2901.75	38.69
6428.50	2967.00	39.56
6571.50	3033.00	40.44
6725.88	3104.25	41.39
6880.25	3175.50	42.34
7049.25	3253.50	43.38
7197.13	3321.75	44.29
7362.88	3398.25	45.31
7531.88	3476.25	46.35
7697.63	3552.75	47.37
7863.38	3629.25	48.39

PAY PLAN MB

MERIT SYSTEM - BASIC UNIT EMPLOYEES

PAY PLAN

Reflects 0.5% Increase

PAY PLAN EFFECTIVE 12/24/2016

CLASSIFICATION	1	2	3	4	5	6	7	8	9	10	11	12
Accountant	41,106	42,822	44,655	46,527	48,497	50,720	53,196	55,653	58,091	60,513	62,927	65,334
Annually												
Monthly	3426	3569	3721	3877	4041	4227	4433	4638	4841	5046	5251	5456
Biweekly	1581.00	1647.00	1717.50	1789.50	1865.25	1950.75	2046.00	2140.50	2234.25	2328.00	2421.75	2515.50
Hourly	21.08	21.96	22.90	23.86	24.87	26.01	27.28	28.54	29.79	31.06	32.32	33.58
Contract Services Representative	45,689	47,541	49,628	51,987	54,483	56,921	59,456	62,010	64,677	67,377	70,111	72,880
Annually												
Monthly	3807	3962	4136	4332	4540	4743	4955	5168	5406	5665	5913	6050
Biweekly	1757.25	1828.50	1908.75	1999.50	2095.50	2189.25	2286.75	2385.00	2485.25	2584.50	2684.75	2792.25
Hourly	23.43	24.38	25.45	26.66	27.94	29.19	30.49	31.80	33.27	34.86	36.39	37.23
Licensed Independent Clinical Social Worker	47,541	49,628	51,987	54,483	56,921	59,456	62,010	64,677	67,377	70,111	72,880	75,689
Annually												
Monthly	3952	4136	4332	4540	4743	4955	5168	5406	5665	5913	6050	6292
Biweekly	1828.50	1908.75	1999.50	2095.50	2189.25	2286.75	2385.00	2485.25	2584.50	2684.75	2792.25	2902.50
Hourly	24.38	25.45	26.66	27.94	29.19	30.49	31.80	33.27	34.86	36.39	37.23	38.11
Psychologist II	54,483	56,921	59,456	62,010	64,677	67,377	70,111	72,880	75,689	78,533	81,423	84,359
Annually												
Monthly	4540	4743	4955	5168	5406	5665	5913	6193	6465	6737	7011	7288
Biweekly	2095.50	2189.25	2286.75	2385.00	2485.25	2584.50	2684.75	2792.25	2899.75	3007.25	3114.75	3222.25
Hourly	27.94	29.19	30.49	31.80	33.27	34.86	36.39	38.11	39.86	41.61	43.36	45.11
Psychologist IV	69,479	72,599	75,816	79,248	82,973	86,795	90,831	94,829	98,899	103,033	107,231	111,503
Annually												
Monthly	5790	6050	6318	6604	6914	7233	7569	7902	8241	8584	8931	9282
Biweekly	2672.25	2792.25	2916.00	3048.00	3191.25	3338.25	3493.50	3647.25	3808.50	3967.25	4128.50	4292.25
Hourly	35.63	37.23	38.88	40.64	42.55	44.51	46.58	48.63	50.76	52.94	55.16	57.43
Social Worker, Social Worker (CPS), Social Worker (LS) (Hired prior to 2008-09 Contract Ratification)	38,727	40,346	42,003	43,817	45,689	47,541	49,628	51,987	54,483	56,921	59,456	62,010
Annually												
Monthly	3227	3362	3500	3651	3807	3962	4136	4332	4540	4743	4955	5168
Biweekly	1489.50	1551.75	1615.50	1685.25	1757.25	1828.50	1908.75	1999.50	2095.50	2189.25	2286.75	2385.00
Hourly	19.86	20.69	21.54	22.47	23.43	24.38	25.45	26.66	27.94	29.19	30.49	31.80
Social Worker, Social Worker (CPS), Social Worker (LS) (Hired after 2008-09 Contract Ratification)	45,689	47,541	49,628	51,987	54,483	56,921	59,456	62,010	64,677	67,377	70,111	72,880
Annually												
Monthly	3807	3962	4136	4332	4540	4743	4955	5168	5406	5665	5913	6050
Biweekly	1757.25	1828.50	1908.75	1999.50	2095.50	2189.25	2286.75	2385.00	2485.25	2584.50	2684.75	2792.25
Hourly	23.43	24.38	25.45	26.66	27.94	29.19	30.49	31.80	33.27	34.86	36.39	37.23
Social Worker (MSW)	51,987	54,483	56,921	59,456	62,010	64,677	67,377	70,111	72,880	75,689	78,533	81,423
Annually												
Monthly	4332	4540	4743	4955	5168	5406	5665	5913	6193	6465	6737	7011
Biweekly	1999.50	2095.50	2189.25	2286.75	2385.00	2485.25	2584.50	2684.75	2792.25	2899.75	3007.25	3114.75
Hourly	26.66	27.94	29.19	30.49	31.80	33.27	34.86	36.39	38.11	39.86	41.61	43.36
Staff Development Specialist Sr	64,677	67,377	70,111	72,880	75,689	78,533	81,423	84,359	87,341	90,369	93,443	96,563
Annually												
Monthly	5389	5615	5843	6072	6303	6536	6771	7008	7247	7488	7731	7976
Biweekly	2499.50	2607.25	2716.50	2827.25	2938.50	3050.25	3163.50	3278.25	3393.50	3509.25	3626.50	3744.25
Hourly	33.27	34.86	36.39	38.11	39.86	41.61	43.36	45.11	46.94	48.76	50.58	52.40

The salary steps herein shall not include any amounts paid by any Social Service Board under the provisions of Minnesota Statutes, Section 471.61.

EXHIBIT C**COMPENSATION SCHEDULE FOR MERIT SYSTEM BASIC UNIT
7.5 Hour Day (Reflects 0.5% Increase)
Effective 12/24/2016**

MONTHLY	BIWEEKLY	HOURLY
<u>SALARY</u>	<u>RATE</u>	<u>RATE</u>
3227.25	1489.50	19.86
3293.88	1520.25	20.27
3362.13	1551.75	20.69
3425.50	1581.00	21.08
3500.25	1615.50	21.54
3568.50	1647.00	21.96
3651.38	1685.25	22.47
3721.25	1717.50	22.90
3807.38	1757.25	23.43
3877.25	1789.50	23.86
3961.75	1828.50	24.38
4041.38	1865.25	24.87
4135.63	1908.75	25.45
4226.63	1950.75	26.01
4332.25	1999.50	26.66
4433.00	2046.00	27.28
4540.25	2095.50	27.94
4637.75	2140.50	28.54
4743.38	2189.25	29.19
4840.88	2234.25	29.79
4954.63	2286.75	30.49
5057.00	2334.00	31.12
5167.50	2385.00	31.80
5284.50	2439.00	32.52
5406.38	2495.25	33.27
5528.25	2551.50	34.02
5664.75	2614.50	34.86
5789.88	2672.25	35.63
5986.50	2763.00	36.84
6124.63	2826.75	37.69
6269.25	2893.50	38.58
6397.63	2952.75	39.37
6540.63	3018.75	40.25
6686.88	3086.25	41.15
6842.88	3158.25	42.11
7000.50	3231.00	43.08
7172.75	3310.50	44.14
7323.88	3380.25	45.07
7491.25	3457.50	46.10
7663.50	3537.00	47.16
7832.50	3615.00	48.20
8001.50	3693.00	49.24

EXHIBIT D

**MERIT SYSTEM BASIC
ANNIVERSARY DATE LIST
AS OF JANUARY 6, 2015**

Last	First	Annv Date	Job Title
Abell	Sheryl	09/01	Social Worker (CPS)
Allan	Denise	06/01	Social Worker (CPS) (MSW)
Allen	Cecile	01/01	Accountant
Anderson	Jay	09/01	Accountant
Anderson	Julie	03/01	Social Worker (CPS) (MSW)
Anderson	Sarah	12/01	Social Worker (CPS) (MSW)
Baasch	Michael	02/01	Social Worker
Bachschneider	Laura	03/01	Social Worker (CPS)
Bates	Katherine	03/01	Social Worker (CPS)
Beckman	Tiffany	05/01	Social Worker (CPS)
Berrigan	Thomas	11/01	Social Worker (CPS) (MSW)
Billeter	Gladys	01/01	Social Worker
Blomstrom	Eric	11/01	Contract Services Representative
Bolf	Jane	10/01	Social Worker
Bolos	Susan	04/01	Social Worker (CPS) (MSW)
Bolton	Erin	07/01	Licensed Independent Clinical SW
Borgstrom	Marianne	08/01	Social Worker
Brandt	Jason	01/01	Social Worker (CPS) (MSW)
Brandt	Laura	06/01	Social Worker (CPS) (MSW)
Bretto-Prusak	Mary	12/01	Social Worker (MSW)
Broadwater	Lindsay	11/01	Social Worker (MSW)
Bryant	Michael	06/01	Social Worker (CPS) (MSW)
Cadotte	Jonathan	06/01	Social Worker (CPS)
Carlson	Darrin	03/01	Social Worker
Carrillo	Alicia	03/01	Social Worker (CPS) (MSW)
Chafee	Rachel	02/01	Social Worker
Chandler	Patricia	03/01	Social Worker (CPS) (MSW)
Checketts	Hannah	11/01	Social Worker (CPS)
Chilberg	Sarah	03/01	Social Worker
Cook	Jaclyn	07/01	Social Worker (MSW)
Cool	Abby	12/01	Social Worker (CPS)
Cousineau	Terrol	04/01	Social Worker (CPS)
Crouley	Rochelle	04/01	Social Worker
Crow	Kelly	02/01	Social Worker (CPS)
Cullen	Terri	03/01	Social Worker

Dailey	Susan	04/01	Contract Services Representative
Dall	Michaela	07/01	Social Worker (CPS)
Denny	Angela	05/01	Social Worker (CPS)
DeRosier	Laura	07/01	Social Worker (MSW)
Dickinson	Michael	01/01	Social Worker (MSW)
Diercks	Steven	06/01	Social Worker (CPS)
Dirkes	Kimberly	05/01	Social Worker (MSW)
Doell	Susan	11/01	Social Worker (CPS)
Donald	Karen	12/01	Social Worker (MSW)
Dreiling	Anjenette	08/01	Social Worker (CPS) (MSW)
Dunphy	Danelle	05/01	Social Worker
Elj	Cheryl	07/01	Social Worker
Ellingson	James	05/01	Social Worker (MSW)
Esler	Roxanne	01/01	Social Worker (MSW)
Esson	Kathy	01/01	Social Worker
Fatiga	Michelle	05/01	Social Worker (CPS) (MSW)
Feldt	Kevin	03/01	Social Worker (CPS)
Feldt	Patricia	12/01	Social Worker (CPS)
Fena	Andrew	07/01	Social Worker (CPS) (MSW)
Ferguson	Donald	02/01	Psychologist IV
Fick	Jennifer	10/01	Social Worker (CPS) (MSW)
Finseth	Cale	05/01	Social Worker (CPS)
Fischer	Denise	04/01	Social Worker
Frazier	Dennis	11/01	Social Worker (CPS)
Fredrickson	Julie	08/01	Social Worker
Freeman	Michelle	07/01	Social Worker (CPS)
Fruehauf Jr	Richard	10/01	Social Worker (MSW)
Gaylord	Jimmy	10/01	Licensed Independent Clinical SW
Gilbertson	Kimberly	11/01	Social Worker
Gitar	Robert	03/01	Social Worker
Goblirsch	Kali	04/01	Social Worker (CPS)
Gorden	Angela	09/01	Social Worker
Grahek	Margaret	12/01	Social Worker
Grahek	Patrick	06/01	Licensed Independent Clinical SW
Gravening	Kelly	02/01	Social Worker (CPS) (MSW)
Gurno	Marcia	10/01	Social Worker
Hagsten	Mary	08/01	Social Worker (CPS)
Hannay	Kathy	05/01	Social Worker
Harju	Brent	05/01	Social Worker (MSW)
Harlander	Michele	04/01	Social Worker
Harrison	Dorcelia	06/01	Social Worker (CPS) (MSW)
Heazlett	Christina	05/01	Licensed Independent Clinical SW
Hendrickson	Christine	03/01	Social Worker (CPS)

Hess	Bob	03/01	Licensed Independent Clinical SW
Heyesen	Kyle	03/01	Social Worker (MSW)
Hilinski	Theresa	11/01	Social Worker (CPS) (MSW)
Hoffmockel	Bradley	10/01	Social Worker (CPS) (MSW)
Hoffmockel	Kimberly	05/01	Social Worker (MSW)
Holschuh	Mary	06/01	Social Worker
Horlocker	Dana	07/01	Social Worker (MSW)
Hughes	Bonnie	11/01	Social Worker (CPS)
Inman	Brenda	12/01	Social Worker (CPS)
Jago	James	07/01	Social Worker (CPS)
Jamnack	Helen	07/01	Social Worker
Janz	Michelle	05/01	Social Worker
Jershe	Arlene	12/01	Social Worker (CPS)
Johnson	Matthew	08/01	Social Worker
Johnson	Tanya	05/01	Social Worker
Judnick	Kathleen	08/01	Social Worker
Karakash	Katherine	04/01	Social Worker (MSW)
Karish	Martha	02/01	Social Worker (CPS) (MSW)
Karsh	Charlotte	04/01	Social Worker (CPS) (MSW)
Kearney	Ilona	11/01	Licensed Independent Clinical SW
Keister	Melida	11/01	Social Worker
Kellner-Robinson	Kathryn	08/01	Social Worker (MSW)
Kimball	Danette	09/01	Social Worker (CPS) (MSW)
Kleffman	Ann	01/01	Social Worker
Kramar	Deborah	10/01	Social Worker (CPS) (MSW)
Krohn	Annie	05/01	Social Worker (CPS) (MSW)
Kuettel	Laura	04/01	Social Worker (CPS)
Kuhl	Mindy	04/01	Social Worker (CPS)
Kurth	Todd	05/01	Social Worker
Kyllander	Sarah	09/01	Social Worker (CPS)
Lawson	Mary	11/01	Staff Development Specialist Senior
Lehman	Stacey	12/01	Social Worker (CPS)
Lehr	Melissa	09/01	Social Worker (CPS) (MSW)
Longen	Lawaine	07/01	Social Worker (CPS) (MSW)
Lopac	Shawna	05/01	Social Worker (CPS)
Luke	Patricia	10/01	Social Worker (CPS)
Lull	Alayna	12/01	Social Worker (CPS) (MSW)
Lund	Holly	01/01	Social Worker
Lund	Kathleen	06/01	Social Worker (MSW)
Lundgren	Stephanie	04/01	Licensed Independent Clinical SW
Maki	Joan	05/01	Social Worker (CPS)
Maki	Rebecca	05/01	Social Worker (CPS) (MSW)
Markee	Jill	04/01	Social Worker

Markovich	Heather	03/01	Social Worker (CPS)
Marshall	Diane	04/01	Social Worker
Marsolek	Brian	02/01	Social Worker (MSW)
Martin	Justin	07/01	Social Worker (CPS) (MSW)
Martin	Kathleen	11/01	Social Worker
Martucci	Pietro	09/01	Social Worker (CPS)
Marturano	Debra	02/01	Social Worker (CPS)
Mattei	Nora	11/01	Licensed Independent Clinical SW
Mayry	Rachel	06/01	Social Worker (CPS)
McClain	Darin	12/01	Social Worker
McClain	Melissa	01/01	Social Worker
McClellan	Kristi	02/01	Social Worker
McDonald	Kim	05/01	Social Worker (CPS)
McDonald	Liana	05/01	Social Worker (CPS) (MSW)
McEnroe-Kuhnert	Mary	02/01	Social Worker (CPS)
McGreevey	Karen	09/01	Social Worker
McPeak	Brenda	08/01	Social Worker (CPS)
Metzinger	Jessica	01/01	Social Worker (CPS) (MSW)
Miller	Britt	09/01	Social Worker (MSW)
Miller	Claire	05/01	Social Worker (CPS) (MSW)
Nash	Paul	06/01	Social Worker
Nelson	Deborah	08/01	Social Worker (MSW)
Nelson-Birchhill	Stacey	07/01	Social Worker
Noll	Angela	03/01	Social Worker (MSW)
Noll	Thomas	11/01	Social Worker (MSW)
Nordick	Sierra	02/01	Social Worker
Norenberg	Matthias	04/01	Social Worker (CPS) (MSW)
Obije	Charles	07/01	Social Worker (MSW)
Obryan-Goette	Jeannie	08/01	Social Worker
Ocepek	Diane	06/01	Social Worker
O'Halloran	Mary	09/01	Social Worker
O'Halloran-Johnson	Theresa	06/01	Social Worker
O'Leary	Michelle	10/01	Social Worker (CPS) (MSW)
Olson	Carol	05/01	Social Worker (CPS)
Olson	Jamie	06/01	Social Worker (CPS) (MSW)
Olson	Kathleen	02/01	Social Worker
Ostrofsky	Melissa	09/01	Social Worker (CPS) (MSW)
Patenaude	Amy	08/01	Social Worker (CPS) (MSW)
Pederson	Michelle	10/01	Social Worker (CPS)
Peterson	Donelda	09/01	Social Worker (CPS)
Pickering	DeLorr	04/01	Social Worker (MSW)
Polaske	Laura	01/01	Social Worker (CPS)
Polcher	Jeffrey	12/01	Social Worker

Postal	Jamie	08/01	Social Worker
Potter	Bobbi	04/01	Social Worker (CPS) (MSW)
Prouse	John	10/01	Social Worker
Prudhomme	Mary	02/01	Social Worker
Pursi	Amanda	09/01	Social Worker
Radzak	Kevin	02/01	Social Worker
Rahman	Nichole	05/01	Social Worker (MSW)
Ranisate	Naomi	01/01	Social Worker
Rees	Darci	01/01	Social Worker (MSW)
Reich	Crystal	12/01	Social Worker
Repensky	Deborah	05/01	Social Worker
Riggle	Thad	03/01	Social Worker
Rolandson	Michele	09/01	Social Worker (CPS)
Rolf	Kristin	04/01	Social Worker
Romero	Nicole	08/01	Social Worker (CPS)
Ryss	Marcia	04/01	Social Worker (MSW)
Salo	Lisa	11/01	Social Worker (CPS) (MSW)
Sarazine	MEg	06/01	Social Worker
Sather	Kelly	03/01	Licensed Independent Clinical SW
Savela-Gornik	Anita	08/01	Social Worker (CPS)
Schaefer	Abigail	05/01	Contract Services Representative
Schloesser	Michelle	04/01	Social Worker
Schunk	David	04/01	Social Worker (CPS)
Seguin	Cynthia	11/01	Social Worker (CPS) (MSW)
Seymour	Polly	06/01	Social Worker (CPS) (MSW)
Shermer	Angela	11/01	Social Worker (MSW)
Siebenaler	Elizabeth	02/01	Social Worker (CPS) (MSW)
Simmons	Sheri	04/01	Social Worker
Smith	Brian	05/01	Social Worker
Steinert	Natalie	06/01	Social Worker (CPS)
Story-Sipola	Charlotte	06/01	Social Worker (CPS) (MSW)
Sundell	John	09/01	Social Worker (CPS) (MSW)
Sundvall	Kristen	11/01	Social Worker
Sunsdahl	Lynn	06/01	Social Worker
Swanger	Sandra	07/01	Social Worker (CPS)
Swenson	David	11/01	Social Worker
Sylvester	Amy	06/01	Social Worker (MSW)
Teasck	Sherri	05/01	Social Worker (CPS)
Theivagt	Leah	08/01	Social Worker
Thompson	Callie	04/01	Social Worker
Thompson	Kelly	08/01	Social Worker (CPS) (MSW)
Thompson	Ruth	05/01	Social Worker
Thorbjornsen	Brian	11/01	Social Worker

Tucker	Dana	09/01	Social Worker
Valure	Dawn	11/01	Social Worker (CPS) (MSW)
Voge	Donna	08/01	Social Worker (CPS) (MSW)
Volkman	Brian	05/01	Social Worker (CPS) (MSW)
Vukelich	David	03/01	Social Worker (CPS) (MSW)
Walker	Robert	09/01	Social Worker
Warren	Della	11/01	Social Worker (MSW)
Watson-Souther	Idalene	07/01	Social Worker (MSW)
Webb	Brandie	01/01	Social Worker (CPS)
Welhaven	Kimberly	04/01	Social Worker (CPS) (MSW)
Whelan-Veselsky	Patricia	08/01	Licensed Independent Clinical SW
Willard	Leela	02/01	Social Worker (CPS) (MSW)
Yurczyk	Michelle	09/01	Social Worker
Ziebart	Sara	09/01	Social Worker
Zierman	Christina	06/01	Social Worker (CPS) (MSW)
Zupancich-Taylor	Angela	06/01	Social Worker (MSW)



Saint Louis County

100 North 5th Ave. West, Room 202 • Duluth, Minnesota 55802-1287 (218) 726-2450

December 3, 2004

AFSCME Council 5
Attn: Mr. Marsh Steensen
Business Representative
211 West Second Street
Duluth, MN 55802

Re: Merit System Basic Unit
Transfers

Dear Mr. Steensen:

This letter will confirm that the current Public Health and Human Services Department practice is that employees shall not be involuntarily transferred from one geographic region to another. Geographic regions are defined as Ely, Range (Hibbing and Virginia) and Duluth.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ray Sweeney".

County Board Chair



Saint Louis County

100 North 5th Avenue West, Rm. 202, Duluth, Minnesota 55802-1287 (218) 726-2562

January 30, 2002

Mr. Marsh Stenersen
Business Representative
AFSCME Council 96
211 West Second Street
Duluth, MN 55802

Re: 2002-2003 Merit System Basic Unit Agreement
Telework

Dear Mr. Stenersen:

During negotiation of the above agreement the parties agreed to enter into a letter of understanding pertaining to telework stating as follows:

St. Louis County is developing policies and procedures whereby certain employees designated by the Employer may be granted telework opportunities. The parties agree to meet and confer regarding the telework policies and procedures. If, as a result of these discussions, it is necessary to reopen the contract to address mandatory topics of negotiations, the parties agree that the contract may be reopened for this limited purpose.

Our signatures below will indicate agreement to the terms of this letter on behalf of St. Louis County and AFSCME Council 96, respectively.

Yours very truly,

Mark Stenersen
County Board Chairman

Accepted on Behalf of AFSCME:
Council 96:

By: *Marsh Stenersen*
Its: *Business Representative*

By: _____
Its: _____

By: *Alan Heltzer*
Its: *President Local 66*

"The mission of St. Louis County is to provide to its people those services mandated and expected by its citizens so as to provide a good quality of life"

Self-Insured Medical Plan Funding

During each Plan year that St. Louis County is self-insured for medical coverage, and establishes a funding level for the following Plan year, the Union agrees that covered Plan subscribers will be responsible for funding the first twenty (20) percent of the County Board-approved increase plus an additional amount representing the subscribers contribution for elected coverage - using the applicable 20/80 or 30/70 family premium split model.

The claims administrator (as of January 1, 2008, Blue Cross/Blue Shield of Minnesota) shall provide to the County, through the St. Louis County Health Insurance Committee, a recommended funding level determined by an actuarial calculation of projected claims incurred during the base experience period, projected cost trend factors for the renewal period, and total projected member months for the renewal period.

In addition to the claims administrator recommendation, the County Auditor shall provide to the St. Louis County Health Insurance Committee, a funding recommendation based on an unaudited medical Plan claims paid analysis during the then current Plan year.

The projected claims incurred data provided by the claims administrator, the paid claims analysis provided by the Auditor, the recommendation of the St. Louis County Health Insurance Committee, as well as all other health insurance costs and the current Health Insurance Fund balance, shall be given equal consideration by the St. Louis County Board in establishing a reasonable funding level for the subsequent Plan year. Provided, however, the funding level shall be sufficient to result in a projected fund balance as of the end of the subsequent Plan year which is not less than 20 percent of total Plan expenditures for the current year.

Based on the funding level established by the St. Louis County Board pursuant to the preceding paragraph, each Plan subscriber's monthly contribution toward the increased premium, commencing as of January 1 of the new Plan year, shall be computed as follows: the projected total active employee revenue increase for the Plan year times twenty (20) percent, divided by the number of active employee contracts as of October of the preceding year, divided by twelve (12)¹. Each Plan subscriber shall pay this amount monthly and shall also pay the subscriber's monthly contribution for elected coverage - using the applicable 20/80 or 30/70 family premium split model, and the Plan subscriber's monthly contribution toward the increased funding level as established for prior Plan years that this Memorandum of Understanding has been in effect, as shown in the example set forth on the attached sheet.

¹ Notwithstanding the formula in the preceding sentence, effective April 2010, the monthly plan subscriber payment shall be \$37.72 for the remainder of 2010 and for 2011, and thereafter until a new amount is negotiated. The Employer shall not be responsible for paying the balance of the monthly payment calculated pursuant to the formula.

EXHIBIT G

FOR THE BOARD


Chairman

6-29-10
Date

FOR THE UNION


Director, Council 5


President, Local 66


Business Representative

6-2-10
Date



Saint Louis County

100 N 5th Ave West, Room 202 • Duluth, Minnesota 55802-1287
(218) 726-2450

April 19, 2010

Robert L. Buckingham
Field Representative
AFSCME Council 5
503 Maple Street
Brainerd, MN 56401

Dear Mr. Buckingham,

This letter will confirm that the following employee in the Merit System Basic Unit (as identified by employee number) have grandfathered status which excludes the employee from being subject to the proration language contained in Article 14 Section 6 of the 2010/2011 contract.

Employee Number:

088283

As provided in the 2008/2009 Merit System Basic Unit contract, the above referenced employee will continue to be subject to the eligibility requirements previously in effect, including the one thousand (1,000) rule so long as the employee remains in a full-time position or in the part-time position the employee occupied at the time of ratification of the 1996-1997 agreement.

If the above referenced employee goes from full-time to part-time or changes part-time positions, the employee will be subject to the proration language contained in the 2010-2011 collective bargaining agreement.

Yours very truly,

Steve Paulson
County Board Chairman

Accepted on behalf of AFSCME Council 5:

By: *[Signature]*
Its: *Robert L. Buckingham*

By: *[Signature]*
Its: *President Local 65*

By: *[Signature]*
Its: *[Signature]*

An Equal Opportunity & Veteran-Friendly Employer



Saint Louis County

100 North Fifth Avenue West, Room 202 • Duluth, MN 55802-1287
Phone: (218) 726-2450 • Fax: (218) 726-2469 • www.stlouiscountymn.gov

January 27, 2015

Mr. Ken Loeffler-Kemp
Field Representative
AFSCME Council 5
211 West Second Street, Suite 200
Duluth, MN 55802

RE: 2015-2016 St. Louis County Merit System Basic Unit Agreement

Dear Mr. Loeffler-Kemp,

This letter will confirm that during negotiation of the 2015-2016 Merit System Basic Unit agreement, the parties agreed that the contract could be reopened upon mutual agreement for the limited purpose of negotiating proposed benefit changes to the St. Louis County health plan.

Yours very truly,

County Board Chairman

Accepted on behalf of AFSCME Council 5:

By: *Dennis D. Franz*
Its: Local 66 President

By: *[Signature]*
Its: Field Rep

By: *[Signature]*
Its: Northwest Senator



*Resolution
of the
Board of County Commissioners
St. Louis County, Minnesota
Adopted on: February 17, 2015 Resolution No. 15-100
Offered by Commissioner: Nelson*

Merit System Basic Agreement: 2015 - 2016

RESOLVED That the 2015-2016 Merit System Basic contract is ratified and the appropriate county officials are authorized to execute the Collective Bargaining Unit Agreement, a copy of which is on file in County Board File No. 60048.

Commissioner Nelson moved the adoption of the Resolution and it was declared adopted upon the following vote:
Yeas – Commissioners Jewell, Boyle, Dahlberg, Rukavina, Nelson, Raukar and Chair Stauber – 7
Nays – None

STATE OF MINNESOTA
Office of County Auditor, ss.
County of St. Louis

I, DONALD DICKLICH, Auditor of the County of St. Louis, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 17th day of February, A.D. 2015, and that this is a true and correct copy.

WITNESS MY HAND AND SEAL OF OFFICE at Duluth, Minnesota, this 17th day of February, A.D., 2015.

DONALD DICKLICH, COUNTY AUDITOR

By *Nancy Nilson*
Chief Deputy Auditor