AGREEMENT

BETWEEN

AFSCME COUNCIL 5

REPRESENTING

ST. LOUIS COUNTY MERIT SYSTEM

BASIC UNIT EMPLOYEES

AND

ST. LOUIS COUNTY

2017-2019

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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 December 24, 2016 (the greater of a 2.0% increase or $.40 per hour increase). The bi-weekly and hourly wage rates annexed hereto as Exhibit "B" shall be paid all employees within this jurisdiction effective December 23, 2017 (2.5% increase). The bi-weekly and hourly wage rates annexed hereto as Exhibit "C" shall be paid all employees within this jurisdiction effective December 22, 2018 (2.5% increase). Salary adjustments will be applied for the full pay period covered by the first bi-weekly paycheck of the new payroll year. The 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.
Employees required to work over thirty-seven and one-half (37 ½) hours per week shall be paid overtime compensation at the overtime rate of one and one-half (1 ½) times their regular rate under the following conditions:

a. When approved in advance by the employee's supervisor;

b. In an emergency situation as defined in Section 1 and 2 above.

Advanced supervisory approval of overtime shall take into consideration, among other things, the planned work schedules of the staff making request to be in overtime status.

This section does not modify any approved alternative or flexible work schedules currently in place nor does it prevent the parties from agreeing to future individual flexible work schedules permitted under a Supplemental Agreement between the parties.

In lieu of paid overtime compensation, each hour worked over thirty-seven and one-half (37 ½) hours per week may be taken off as compensatory time at time and one-half (1 ½) at the election of the employee.

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) as of the end of the last pay period of the payroll year.

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. An employee with fewer than 3 years of service from date of hire may be permitted, upon approval of his/her Department Head, to go into a negative sick leave balance of up to a maximum equivalent of 3 days if the employee does not have sufficient sick leave to cover the duration of their leave in the event of death in the immediate family as defined above.

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:

Annual Base Salary	**Policy Amount**
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, 2017 until December 31, 2019. 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

Nancy Nelsen
County Auditor Chief Deputy

FOR THE UNION

Director, Council 5

President, Local 66

Field Representative

2/7/17
Date

Approved as to form and execution
this 13 day of [illegible] 2017.

County Attorney

PAY PLAN MB

MERIT SYSTEM - BASIC UNIT EMPLOYEES
2017 PAY PLAN
Reflects 2.0% Increase
PAY PLAN EFFECTIVE 12/24/2016

CLASSIFICATION		1	2	3	4	5	6	7	8	9	10	11	12
Accountant	Annually	41,925	43,680	45,552	47,463	49,472	51,734	54,269	56,765	59,261			
	Monthly	3494	3640	3796	3955	4123	4311	4522	4730	4938			
	Biweekly	1612.50	1680.00	1752.00	1825.50	1902.75	1989.75	2087.25	2183.25	2279.25			
	Hourly	21.50	22.40	23.36	24.34	25.37	26.53	27.83	29.11	30.39			
Contract Services Representative	Annually	46,605	48,497	50,622	53,021	55,575	58,052	60,645	63,258	66,183	69,342		
	Monthly	3884	4041	4219	4418	4631	4838	5054	5272	5515	5779		
	Biweekly	1792.50	1865.25	1947.00	2039.25	2137.50	2232.75	2332.50	2433.00	2545.50	2667.00		
	Hourly	23.90	24.87	25.96	27.19	28.50	29.77	31.10	32.44	33.94	35.56		
Health Informatics Specialist	Annually	48,497	50,622	53,021	55,575	58,052	60,645	63,258	66,183	69,342	72,384	74,042	
	Monthly	4041	4219	4418	4631	4838	5054	5272	5515	5779	6032	6170	
	Biweekly	1865.25	1947.00	2039.25	2137.50	2232.75	2332.50	2433.00	2545.50	2667.00	2784.00	2847.75	
	Hourly	24.87	25.96	27.19	28.50	29.77	31.10	32.44	33.94	35.56	37.12	37.97	
Licensed Independent Clinical Social Worker	Annually	48,497	50,622	53,021	55,575	58,052	60,645	63,258	66,183	69,342	72,384	74,042	
	Monthly	4041	4219	4418	4631	4838	5054	5272	5515	5779	6032	6170	
	Biweekly	1865.25	1947.00	2039.25	2137.50	2232.75	2332.50	2433.00	2545.50	2667.00	2784.00	2847.75	
	Hourly	24.87	25.96	27.19	28.50	29.77	31.10	32.44	33.94	35.56	37.12	37.97	
PHHS Program Analyst	Annually	39,507	41,145	42,842	44,694	46,605	48,497	50,622	53,021	55,575	58,052	60,645	63,258
	Monthly	3292	3429	3570	3725	3884	4041	4219	4418	4631	4838	5054	5272
	Biweekly	1519.50	1582.50	1647.75	1719.00	1792.50	1865.25	1947.00	2039.25	2137.50	2232.75	2332.50	2433.00
	Hourly	20.26	21.10	21.97	22.92	23.90	24.87	25.96	27.19	28.50	29.77	31.10	32.44
Psychologist II	Annually	55,575	58,052	60,645	63,258	66,183	69,342	72,384	75,797				
	Monthly	4631	4838	5054	5272	5515	5779	6032	6316				
	Biweekly	2137.50	2232.75	2332.50	2433.00	2545.50	2667.00	2784.00	2915.25				
	Hourly	28.50	29.77	31.10	32.44	33.94	35.56	37.12	38.87				
Psychologist IV	Annually	70,863	74,042	77,337	80,828	84,630	88,530	92,645	96,720				
	Monthly	5905	6170	6445	6736	7053	7378	7720	8060				
	Biweekly	2725.50	2847.75	2974.50	3108.75	3255.00	3405.00	3563.25	3720.00				
	Hourly	36.34	37.97	39.66	41.45	43.40	45.40	47.51	49.60				
Social Worker, Social Worker (CPS), Social Worker (LS) (Hired prior to 2008-09 Contract Ratification)	Annually	39,507	41,145	42,842	44,694	46,605	48,497	50,622	53,021	55,575	58,052	60,645	63,258
	Monthly	3292	3429	3570	3725	3884	4041	4219	4418	4631	4838	5054	5272
	Biweekly	1519.50	1582.50	1647.75	1719.00	1792.50	1865.25	1947.00	2039.25	2137.50	2232.75	2332.50	2433.00
	Hourly	20.26	21.10	21.97	22.92	23.90	24.87	25.96	27.19	28.50	29.77	31.10	32.44
Social Worker, Social Worker (CPS), Social Worker (LS) (Hired after 2008-09 Contract Ratification)	Annually			42,842	44,694	46,605	48,497	50,622	53,021	55,575	58,052	60,645	63,258
	Monthly			3570	3725	3884	4041	4219	4418	4631	4838	5054	5272
	Biweekly			1647.75	1719.00	1792.50	1865.25	1947.00	2039.25	2137.50	2232.75	2332.50	2433.00
	Hourly			21.97	22.92	23.90	24.87	25.96	27.19	28.50	29.77	31.10	32.44
Social Worker (MSW) Social Worker (CPS) (MSW)	Annually	46,605	48,497	50,622	53,021	55,575	58,052	60,645	63,258	66,183	69,342		
	Monthly	3884	4041	4219	4418	4631	4838	5054	5272	5515	5779		
	Biweekly	1792.50	1865.25	1947.00	2039.25	2137.50	2232.75	2332.50	2433.00	2545.50	2667.00		
	Hourly	23.90	24.87	25.96	27.19	28.50	29.77	31.10	32.44	33.94	35.56		
Staff Development Specialist Sr	Annually	53,021	55,575	58,052	60,645	63,258	66,183	69,342	72,384	75,797			
	Monthly	4418	4631	4838	5054	5272	5515	5779	6032	6316			
	Biweekly	2039.25	2137.50	2232.75	2332.50	2433.00	2545.50	2667.00	2784.00	2915.25			
	Hourly	27.19	28.50	29.77	31.10	32.44	33.94	35.56	37.12	38.87			

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

2017 7.5 Hour Day (Reflects 2.0% Increase)

Effective 12/24/2016

MONTHLY SALARY	BIWEEKLY RATE	HOURLY RATE
3292.25	1519.50	20.26
3360.50	1551.00	20.68
3428.75	1582.50	21.10
3493.75	1612.50	21.50
3570.13	1647.75	21.97
3640.00	1680.00	22.40
3724.50	1719.00	22.92
3796.00	1752.00	23.36
3883.75	1792.50	23.90
3955.25	1825.50	24.34
4041.38	1865.25	24.87
4122.63	1902.75	25.37
4218.50	1947.00	25.96
4311.13	1989.75	26.53
4418.38	2039.25	27.19
4522.38	2087.25	27.83
4631.25	2137.50	28.50
4730.38	2183.25	29.11
4837.63	2232.75	29.77
4938.38	2279.25	30.39
5053.75	2332.50	31.10
5157.75	2380.50	31.74
5271.50	2433.00	32.44
5390.13	2487.75	33.17
5515.25	2545.50	33.94
5638.75	2602.50	34.70
5778.50	2667.00	35.56
5905.25	2725.50	36.34
6032.00	2784.00	37.12
6106.75	2818.50	37.58
6170.13	2847.75	37.97
6246.50	2883.00	38.44
6316.38	2915.25	38.87
6394.38	2951.25	39.35
6526.00	3012.00	40.16
6672.25	3079.50	41.06
6820.13	3147.75	41.97
6979.38	3221.25	42.95
7140.25	3295.50	43.94
7315.75	3376.50	45.02
7470.13	3447.75	45.97
7640.75	3526.50	47.02
7816.25	3607.50	48.10
7988.50	3687.00	49.16
8160.75	3766.50	50.22

EXHIBIT A

PAY PLAN MB

MERIT SYSTEM - BASIC UNIT EMPLOYEES
2018 PAY PLAN
Reflects 2.5% Increase
PAY PLAN EFFECTIVE 12/23/2017

CLASSIFICATION		1	2	3	4	5	6	7	8	9	10	11	12
Accountant	Annually	42,978	44,772	46,683	48,653	50,700	53,021	55,634	58,188	60,743			
	Monthly	3582	3731	3890	4054	4225	4418	4636	4849	5062			
	Biweekly	1653.00	1722.00	1795.50	1871.25	1950.00	2039.25	2139.75	2238.00	2336.25			
	Hourly	22.04	22.96	23.94	24.95	26.00	27.19	28.53	29.84	31.15			
Contract Services Representative	Annually	47,775	49,706	51,890	54,347	56,960	59,495	62,166	64,838	67,841	71,078		
	Monthly	3981	4142	4324	4529	4747	4958	5181	5403	5653	5923		
	Biweekly	1837.50	1911.75	1995.75	2090.25	2190.75	2288.25	2391.00	2493.75	2609.25	2733.75		
	Hourly	24.50	25.49	26.61	27.87	29.21	30.51	31.88	33.25	34.79	36.45		
Health Informatics Specialist	Annually	49,706	51,890	54,347	56,960	59,495	62,166	64,838	67,841	71,078	74,198	75,894	
	Monthly	4142	4324	4529	4747	4958	5181	5403	5653	5923	6183	6325	
	Biweekly	1911.75	1995.75	2090.25	2190.75	2288.25	2391.00	2493.75	2609.25	2733.75	2853.75	2919.00	
	Hourly	25.49	26.61	27.87	29.21	30.51	31.88	33.25	34.79	36.45	38.05	38.92	
Licensed Independent Clinical Social Worker	Annually	49,706	51,890	54,347	56,960	59,495	62,166	64,838	67,841	71,078	74,198	75,894	
	Monthly	4142	4324	4529	4747	4958	5181	5403	5653	5923	6183	6325	
	Biweekly	1911.75	1995.75	2090.25	2190.75	2288.25	2391.00	2493.75	2609.25	2733.75	2853.75	2919.00	
	Hourly	25.49	26.61	27.87	29.21	30.51	31.88	33.25	34.79	36.45	38.05	38.92	
PHHS Program Analyst	Annually	40,502	42,179	43,914	45,806	47,775	49,706	51,890	54,347	56,960	59,495	62,166	64,838
	Monthly	3375	3515	3660	3817	3981	4142	4324	4529	4747	4958	5181	5403
	Biweekly	1557.75	1622.25	1689.00	1761.75	1837.50	1911.75	1995.75	2090.25	2190.75	2288.25	2391.00	2493.75
	Hourly	20.77	21.63	22.52	23.49	24.50	25.49	26.61	27.87	29.21	30.51	31.88	33.25
Psychologist II	Annually	56,960	59,495	62,166	64,838	67,841	71,078	74,198	77,688				
	Monthly	4747	4958	5181	5403	5653	5923	6183	6474				
	Biweekly	2190.75	2288.25	2391.00	2493.75	2609.25	2733.75	2853.75	2988.00				
	Hourly	29.21	30.51	31.88	33.25	34.79	36.45	38.05	39.84				
Psychologist IV	Annually	72,638	75,894	79,268	82,856	86,756	90,753	94,965	99,138				
	Monthly	6053	6325	6606	6905	7230	7563	7914	8262				
	Biweekly	2793.75	2919.00	3048.75	3186.75	3336.75	3490.50	3652.50	3813.00				
	Hourly	37.25	38.92	40.65	42.49	44.49	46.54	48.70	50.84				
Social Worker, Social Worker (CPS), Social Worker (LS) (Hired prior to 2008-09 Contract Ratification)	Annually	40,502	42,179	43,914	45,806	47,775	49,706	51,890	54,347	56,960	59,495	62,166	64,838
	Monthly	3375	3515	3660	3817	3981	4142	4324	4529	4747	4958	5181	5403
	Biweekly	1557.75	1622.25	1689.00	1761.75	1837.50	1911.75	1995.75	2090.25	2190.75	2288.25	2391.00	2493.75
	Hourly	20.77	21.63	22.52	23.49	24.50	25.49	26.61	27.87	29.21	30.51	31.88	33.25
Social Worker, Social Worker (CPS), Social Worker (LS) (Hired after 2008-09 Contract Ratification)	Annually			43,914	45,806	47,775	49,706	51,890	54,347	56,960	59,495	62,166	64,838
	Monthly			3660	3817	3981	4142	4324	4529	4747	4958	5181	5403
	Biweekly			1689.00	1761.75	1837.50	1911.75	1995.75	2090.25	2190.75	2288.25	2391.00	2493.75
	Hourly			22.52	23.49	24.50	25.49	26.61	27.87	29.21	30.51	31.88	33.25
Social Worker (MSW) Social Worker (CPS) (MSW)	Annually	47,775	49,706	51,890	54,347	56,960	59,495	62,166	64,838	67,841	71,078		
	Monthly	3981	4142	4324	4529	4747	4958	5181	5403	5653	5923		
	Biweekly	1837.50	1911.75	1995.75	2090.25	2190.75	2288.25	2391.00	2493.75	2609.25	2733.75		
	Hourly	24.50	25.49	26.61	27.87	29.21	30.51	31.88	33.25	34.79	36.45		
Staff Development Specialist Sr	Annually	54,347	56,960	59,495	62,166	64,838	67,841	71,078	74,198	77,688			
	Monthly	4529	4747	4958	5181	5403	5653	5923	6183	6474			
	Biweekly	2090.25	2190.75	2288.25	2391.00	2493.75	2609.25	2733.75	2853.75	2988.00			
	Hourly	27.87	29.21	30.51	31.88	33.25	34.79	36.45	38.05	39.84			

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

2018 7.5 Hour Day (Reflects 2.5% Increase)

Effective 12/23/2017

MONTHLY SALARY	BIWEEKLY RATE	HOURLY RATE
3375.13	1557.75	20.77
3445.00	1590.00	21.20
3514.88	1622.25	21.63
3581.50	1653.00	22.04
3659.50	1689.00	22.52
3731.00	1722.00	22.96
3817.13	1761.75	23.49
3890.25	1795.50	23.94
3981.25	1837.50	24.50
4054.38	1871.25	24.95
4142.13	1911.75	25.49
4225.00	1950.00	26.00
4324.13	1995.75	26.61
4418.38	2039.25	27.19
4528.88	2090.25	27.87
4636.13	2139.75	28.53
4746.63	2190.75	29.21
4849.00	2238.00	29.84
4957.88	2288.25	30.51
5061.88	2336.25	31.15
5180.50	2391.00	31.88
5286.13	2439.75	32.53
5403.13	2493.75	33.25
5525.00	2550.00	34.00
5653.38	2609.25	34.79
5780.13	2667.75	35.57
5923.13	2733.75	36.45
6053.13	2793.75	37.25
6183.13	2853.75	38.05
6259.50	2889.00	38.52
6324.50	2919.00	38.92
6402.50	2955.00	39.40
6474.00	2988.00	39.84
6553.63	3024.75	40.33
6688.50	3087.00	41.16
6839.63	3156.75	42.09
6990.75	3226.50	43.02
7153.25	3301.50	44.02
7319.00	3378.00	45.04
7499.38	3461.25	46.15
7657.00	3534.00	47.12
7832.50	3615.00	48.20
8011.25	3697.50	49.30
8188.38	3779.25	50.39
8365.50	3861.00	51.48

EXHIBIT B

PAY PLAN MB

MERIT SYSTEM - BASIC UNIT EMPLOYEES
2019 PAY PLAN
Reflects 2.5% Increase
PAY PLAN EFFECTIVE 12/22/2018

CLASSIFICATION		1	2	3	4	5	6	7	8	9	10	11	12
Accountant	Annually	44,051	45,884	47,853	49,862	51,968	54,347	57,018	59,651	62,264			
	Monthly	3671	3824	3988	4155	4331	4529	4752	4971	5189			
	Biweekly	1694.25	1764.75	1840.50	1917.75	1998.75	2090.25	2193.00	2294.25	2394.75			
	Hourly	22.59	23.53	24.54	25.57	26.65	27.87	29.24	30.59	31.93			
Contract Services Representative	Annually	48,965	50,954	53,196	55,712	58,383	60,977	63,726	66,456	69,537	72,852		
	Monthly	4080	4246	4433	4643	4865	5081	5311	5538	5795	6071		
	Biweekly	1883.25	1959.75	2046.00	2142.75	2245.50	2345.25	2451.00	2556.00	2674.50	2802.00		
	Hourly	25.11	26.13	27.28	28.57	29.94	31.27	32.68	34.08	35.66	37.36		
Health Informatics Specialist	Annually	50,954	53,196	55,712	58,383	60,977	63,726	66,456	69,537	72,852	76,050	77,786	
	Monthly	4246	4433	4643	4865	5081	5311	5538	5795	6071	6338	6482	
	Biweekly	1959.75	2046.00	2142.75	2245.50	2345.25	2451.00	2556.00	2674.50	2802.00	2925.00	2991.75	
	Hourly	26.13	27.28	28.57	29.94	31.27	32.68	34.08	35.66	37.36	39.00	39.89	
Licensed Independent Clinical Social Worker	Annually	50,954	53,196	55,712	58,383	60,977	63,726	66,456	69,537	72,852	76,050	77,786	
	Monthly	4246	4433	4643	4865	5081	5311	5538	5795	6071	6338	6482	
	Biweekly	1959.75	2046.00	2142.75	2245.50	2345.25	2451.00	2556.00	2674.50	2802.00	2925.00	2991.75	
	Hourly	26.13	27.28	28.57	29.94	31.27	32.68	34.08	35.66	37.36	39.00	39.89	
PHHS Program Analyst	Annually	41,516	43,232	45,006	46,956	48,965	50,954	53,196	55,712	58,383	60,977	63,726	66,456
	Monthly	3460	3603	3751	3913	4080	4246	4433	4643	4865	5081	5311	5538
	Biweekly	1596.75	1662.75	1731.00	1806.00	1883.25	1959.75	2046.00	2142.75	2245.50	2345.25	2451.00	2556.00
	Hourly	21.29	22.17	23.08	24.08	25.11	26.13	27.28	28.57	29.94	31.27	32.68	34.08
Psychologist II	Annually	58,383	60,977	63,726	66,456	69,537	72,852	76,050	79,638				
	Monthly	4865	5081	5311	5538	5795	6071	6338	6637				
	Biweekly	2245.50	2345.25	2451.00	2556.00	2674.50	2802.00	2925.00	3063.00				
	Hourly	29.94	31.27	32.68	34.08	35.66	37.36	39.00	40.84				
Psychologist IV	Annually	74,451	77,786	81,257	84,923	88,920	93,015	97,344	101,615				
	Monthly	6204	6482	6771	7077	7410	7751	8112	8468				
	Biweekly	2863.50	2991.75	3125.25	3266.25	3420.00	3577.50	3744.00	3908.25				
	Hourly	38.18	39.89	41.67	43.55	45.60	47.70	49.92	52.11				
Social Worker, Social Worker (CPS), Social Worker (LS) (Hired prior to 2008-09 Contract Ratification)	Annually	41,516	43,232	45,006	46,956	48,965	50,954	53,196	55,712	58,383	60,977	63,726	66,456
	Monthly	3460	3603	3751	3913	4080	4246	4433	4643	4865	5081	5311	5538
	Biweekly	1596.75	1662.75	1731.00	1806.00	1883.25	1959.75	2046.00	2142.75	2245.50	2345.25	2451.00	2556.00
	Hourly	21.29	22.17	23.08	24.08	25.11	26.13	27.28	28.57	29.94	31.27	32.68	34.08
Social Worker, Social Worker (CPS), Social Worker (LS) (Hired after 2008-09 Contract Ratification)	Annually			45,006	46,956	48,965	50,954	53,196	55,712	58,383	60,977	63,726	66,456
	Monthly			3751	3913	4080	4246	4433	4643	4865	5081	5311	5538
	Biweekly			1731.00	1806.00	1883.25	1959.75	2046.00	2142.75	2245.50	2345.25	2451.00	2556.00
	Hourly			23.08	24.08	25.11	26.13	27.28	28.57	29.94	31.27	32.68	34.08
Social Worker (MSW) Social Worker (CPS) (MSW)	Annually	48,965	50,954	53,196	55,712	58,383	60,977	63,726	66,456	69,537	72,852		
	Monthly	4080	4246	4433	4643	4865	5081	5311	5538	5795	6071		
	Biweekly	1883.25	1959.75	2046.00	2142.75	2245.50	2345.25	2451.00	2556.00	2674.50	2802.00		
	Hourly	25.11	26.13	27.28	28.57	29.94	31.27	32.68	34.08	35.66	37.36		
Staff Development Specialist Sr	Annually	55,712	58,383	60,977	63,726	66,456	69,537	72,852	76,050	79,638			
	Monthly	4643	4865	5081	5311	5538	5795	6071	6338	6637			
	Biweekly	2142.75	2245.50	2345.25	2451.00	2556.00	2674.50	2802.00	2925.00	3063.00			
	Hourly	28.57	29.94	31.27	32.68	34.08	35.66	37.36	39.00	40.84			

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

2019 7.5 Hour Day (Reflects 2.5% Increase)

Effective 12/22/2018

MONTHLY SALARY	BIWEEKLY RATE	HOURLY RATE
3459.63	1596.75	21.29
3531.13	1629.75	21.73
3602.63	1662.75	22.17
3670.88	1694.25	22.59
3750.50	1731.00	23.08
3823.63	1764.75	23.53
3913.00	1806.00	24.08
3987.75	1840.50	24.54
4080.38	1883.25	25.11
4155.13	1917.75	25.57
4246.13	1959.75	26.13
4330.63	1998.75	26.65
4433.00	2046.00	27.28
4528.88	2090.25	27.87
4642.63	2142.75	28.57
4751.50	2193.00	29.24
4865.25	2245.50	29.94
4970.88	2294.25	30.59
5081.38	2345.25	31.27
5188.63	2394.75	31.93
5310.50	2451.00	32.68
5417.75	2500.50	33.34
5538.00	2556.00	34.08
5663.13	2613.75	34.85
5794.75	2674.50	35.66
5924.75	2734.50	36.46
6071.00	2802.00	37.36
6204.25	2863.50	38.18
6337.50	2925.00	39.00
6415.50	2961.00	39.48
6482.13	2991.75	39.89
6563.38	3029.25	40.39
6636.50	3063.00	40.84
6717.75	3100.50	41.34
6855.88	3164.25	42.19
7010.25	3235.50	43.14
7166.25	3307.50	44.10
7332.00	3384.00	45.12
7502.63	3462.75	46.17
7686.25	3547.50	47.30
7848.75	3622.50	48.30
8029.13	3705.75	49.41
8211.13	3789.75	50.53
8393.13	3873.75	51.65
8575.13	3957.75	52.77

EXHIBIT C

EXHIBIT D

MERIT SYSTEM BASIC
ANNIVERSARY DATE LIST
AS OF JANUARY 1, 2017

First	Anniversary Date	Job Title
Sheryl	09/01	Social Worker (CPS)
Susan	07/01	Licensed Independent Clinical SW
Benjamin	01/01	Social Worker (CPS) (MSW)
Denise	06/01	Social Worker (MSW)
Cecile	01/01	Accountant
Jay	09/01	Accountant
Julie	03/01	Social Worker (CPS) (MSW)
Katherine	08/01	Social Worker (CPS)
Sarah	12/01	Social Worker (CPS) (MSW)
Lauri	05/01	Social Worker
Michael	02/01	Social Worker
Laura	03/01	Social Worker
Katherine	03/01	Social Worker (CPS)
Tiffany	05/01	Social Worker (CPS)
Jennifer	12/01	Social Worker (CPS) (MSW)
Christine	09/01	Social Worker
Thomas	11/01	Social Worker (CPS) (MSW)
David	01/01	Social Worker (CPS)
Laura	03/01	Social Worker (MSW)
Eric	11/01	Contract Services Representative
Jane	10/01	Social Worker
Erin	07/01	Licensed Independent Clinical SW
Marianne	08/01	Social Worker
Jason	01/01	Social Worker (CPS) (MSW)
Laura	06/01	Social Worker (CPS) (MSW)
Heather	02/01	Social Worker (CPS)
Mary	12/01	Social Worker (MSW)
Lindsay	11/01	Social Worker (MSW)
Michelle	01/01	Social Worker (CPS)
Bradley	07/01	PHHS Program Analyst
Jocelyn	12/01	Social Worker (CPS)
Michael	06/01	Social Worker (CPS) (MSW)
Darian	11/01	Social Worker (CPS)
Jonathan	06/01	Social Worker (CPS)
Darrin	03/01	Social Worker
Spike	01/01	Social Worker (CPS)
Alicia	03/01	Social Worker (CPS) (MSW)
Rachel	02/01	Social Worker
Patricia	03/01	Social Worker (CPS) (MSW)
Hannah	11/01	Social Worker (CPS) (MSW)
Ryan	12/01	Social Worker (MSW)
Jaclyn	07/01	Social Worker (MSW)

Nicolette	04/01	Social Worker (CPS) (MSW)
Abby	12/01	Social Worker
Rochelle	04/01	Social Worker
Kelly	02/01	Social Worker (CPS)
Terri	03/01	Social Worker
Jessica	04/01	Social Worker
Sandra	11/01	Social Worker (CPS)
Angela	06/01	Social Worker (CPS)
Michael	01/01	Social Worker (MSW)
Steven	06/01	Social Worker (CPS)
Kimberly	05/01	Social Worker (CPS) (MSW)
Susan	11/01	Social Worker (CPS)
Karen	12/01	Social Worker (MSW)
Danelle	05/01	Social Worker (MSW)
Cheryl	07/01	Social Worker
James	05/01	Social Worker (MSW)
Angela	06/01	Social Worker (MSW)
Roxanne	01/01	Social Worker (MSW)
Kathy	01/01	Social Worker
Brianna	08/01	Social Worker (CPS) (MSW)
Michelle	05/01	Social Worker (CPS) (MSW)
Kevin	03/01	Social Worker (CPS)
Patricia	12/01	Social Worker (CPS)
Andrew	07/01	Social Worker (MSW)
Donald	02/01	Psychologist IV
Jennifer	10/01	Social Worker (CPS) (MSW)
Ona	07/01	Social Worker
Cale	05/01	Social Worker (CPS)
Dennis	11/01	Social Worker (CPS)
Julie	08/01	Social Worker
Michelle	07/01	Social Worker (CPS)
Richard	10/01	Social Worker (MSW)
Rhonda	01/01	Social Worker (CPS)
Jimmy	10/01	Licensed Independent Clinical SW
Leslie	03/01	Social Worker (CPS) (MSW)
Kimberly	11/01	Social Worker
Kali	04/01	Social Worker (CPS)
Margaret	12/01	Social Worker
Patrick	06/01	Licensed Independent Clinical SW
Kelly	02/01	Social Worker (MSW)
Marcia	10/01	Social Worker
Mary	08/01	Social Worker (CPS)
Brent	05/01	Social Worker (MSW)
Michele	04/01	Social Worker
Dorcelia	06/01	Social Worker (CPS) (MSW)
Angela	11/01	Social Worker (MSW)
Christina	05/01	Licensed Independent Clinical SW
Christine	03/01	Social Worker (CPS)
Bob	03/01	Licensed Independent Clinical SW

Kyle	03/01	Social Worker (MSW)
Theresa	11/01	Social Worker (CPS) (MSW)
Mary	01/01	Social Worker (CPS)
Bradley	10/01	Social Worker (CPS) (MSW)
Kimberly	05/01	Social Worker (MSW)
Mary	06/01	Social Worker
Linsy	01/01	Social Worker
Dana	07/01	Social Worker (MSW)
Bonnie	11/01	Social Worker
Alena	05/01	Social Worker
Lori	03/01	Social Worker
Brenda	12/01	Social Worker (CPS)
James	07/01	Social Worker (CPS)
Helen	07/01	Social Worker
Michelle	05/01	Social Worker
Bryan	01/01	Social Worker (CPS)
Heather	11/01	Social Worker (CPS)
Matthew	08/01	Social Worker (MSW)
Sierra	02/01	Social Worker (MSW)
Tanya	05/01	Social Worker
Katherine	04/01	Social Worker (MSW)
Martha	02/01	Social Worker (CPS) (MSW)
Charlotte	04/01	Social Worker (CPS) (MSW)
Ilona	11/01	Licensed Independent Clinical SW
Melida	11/01	Social Worker
Kathryn	08/01	Social Worker (MSW)
Teri	02/01	Social Worker (CPS) (MSW)
Danette	09/01	Social Worker (CPS) (MSW)
Karli	08/01	Social Worker (CPS)
Deborah	10/01	Social Worker (CPS) (MSW)
Annie	05/01	Social Worker (CPS) (MSW)
Laura	04/01	Social Worker (CPS)
Mindy	04/01	Social Worker (CPS)
Todd	05/01	Social Worker
Sarah	09/01	Social Worker (CPS) (MSW)
Hailey	01/01	Social Worker (CPS)
Roger	08/01	Health Informatics Specialist
Troy	01/01	Social Worker
Terri	02/01	Social Worker
Sarah	03/01	Social Worker (CPS) (MSW)
Mary	11/01	Staff Development Specialist Senior
Stacey	05/01	Social Worker (CPS)
Diana	01/01	Social Worker (CPS)
Melissa	09/01	Social Worker (CPS) (MSW)
Kenndy	08/01	Social Worker
Renee	01/01	Social Worker (CPS)
Becky	01/01	Social Worker (CPS)
Lawaine	07/01	Social Worker (CPS) (MSW)
Michaela	07/01	Social Worker (CPS)

Alayna	12/01	Social Worker (CPS) (MSW)
Holly	01/01	Social Worker
Kathleen	06/01	Social Worker (MSW)
Rebecca	05/01	Social Worker (MSW)
Jessica	02/01	Social Worker (CPS)
Jill	04/01	Social Worker (CPS)
Heather	03/01	Social Worker (CPS)
Brian	02/01	Social Worker (MSW)
Catherine	12/01	Social Worker
Justin	07/01	Social Worker (MSW)
Kathleen	11/01	Social Worker
Pietro	09/01	Social Worker (CPS)
Debra	02/01	Social Worker (CPS)
Charlene	10/01	Social Worker (CPS)
Nora	11/01	Licensed Independent Clinical SW
Rachel	06/01	Social Worker (CPS)
Melissa	01/01	Social Worker
Kristi	02/01	Social Worker
Kim	05/01	Social Worker (CPS)
ChaQuana	05/01	Social Worker (CPS) (MSW)
Karen	09/01	Social Worker
Brenda	08/01	Social Worker (CPS)
Janice	11/01	Social Worker (CPS)
Nicole	04/01	Social Worker
Nicole	11/01	Social Worker
Jessica	01/01	Social Worker (CPS) (MSW)
Britt	09/01	Social Worker (MSW)
Claire	05/01	Social Worker (CPS) (MSW)
Paul	06/01	Social Worker
Deborah	08/01	Social Worker (MSW)
Stacey	07/01	Social Worker (MSW)
Angela	03/01	Social Worker (MSW)
Sarah	04/01	Social Worker
Carlissa	11/01	Social Worker (CPS)
Lisa	01/01	Social Worker
Charles	07/01	Social Worker (MSW)
Jeannie	08/01	Social Worker
Diane	06/01	Social Worker
Theresa	06/01	Social Worker
Michelle	10/01	Social Worker (MSW)
Amanda	09/01	Social Worker
Carol	05/01	Social Worker (CPS)
Jamie	06/01	Social Worker (CPS) (MSW)
Kathleen	02/01	Social Worker
Philip	10/01	Social Worker (CPS) (MSW)
Melissa	09/01	Social Worker (CPS) (MSW)
Michelle	10/01	Social Worker (CPS)
Amanda	02/01	Social Worker (CPS)
Sandra	07/01	Social Worker

Donelda	09/01	Social Worker (CPS)
Trista	04/01	Social Worker (CPS) (MSW)
Laura	01/01	Social Worker
Jeffrey	12/01	Social Worker
Jamie	08/01	Social Worker
John	10/01	Social Worker
Mary	02/01	Social Worker
Shawna	05/01	Social Worker (CPS) (MSW)
Kevin	02/01	Social Worker
Nichole	05/01	Social Worker (MSW)
Naomi	01/01	Social Worker
Darci	01/01	Social Worker (MSW)
Crystal	12/01	Social Worker (MSW)
Deborah	05/01	Social Worker
Thad	03/01	Social Worker
Kendra	11/01	Social Worker (CPS) (MSW)
Stacy	12/01	Social Worker
Katie	12/01	Social Worker (CPS)
Taylor	09/01	Social Worker
Michele	09/01	Social Worker (CPS)
Kristin	04/01	Social Worker
Nicole	08/01	Social Worker (CPS)
Marcia	04/01	Social Worker (MSW)
Jonathan	12/01	Social Worker
Elizabeth	02/01	Social Worker (CPS) (MSW)
MEg	06/01	Social Worker
Lindsay	01/01	Social Worker (CPS)
Anita	08/01	Social Worker (CPS)
Abigail	05/01	Contract Services Representative
Michelle	04/01	Social Worker
Deena	01/01	Social Worker (CPS)
Cynthia	11/01	Social Worker (CPS) (MSW)
Liana	05/01	Social Worker (CPS) (MSW)
Polly	06/01	Social Worker (CPS) (MSW)
Elizabeth	02/01	Social Worker (CPS) (MSW)
Steven	04/01	Social Worker (CPS) (MSW)
Laura	01/01	Social Worker (CPS)
Sheri	04/01	Social Worker
Allie	07/01	Social Worker (MSW)
Brian	05/01	Social Worker
Kathleen	11/01	Social Worker (CPS)
Natalie	06/01	Social Worker (CPS)
Charlotte	06/01	Social Worker (CPS) (MSW)
Jessie	03/01	Social Worker
John	09/01	Social Worker (CPS) (MSW)
Kristen	11/01	Social Worker
Lynn	06/01	Social Worker
Sandra	07/01	Social Worker
Diane	11/01	Social Worker (CPS)

David	11/01	Social Worker
Amy	06/01	Social Worker (MSW)
Sherri	05/01	Social Worker (CPS)
Ann	01/01	Social Worker
Leah	08/01	Social Worker
Kelly	08/01	Social Worker (CPS) (MSW)
Ruth	05/01	Social Worker
Brian	11/01	Social Worker (CPS)
Dana	09/01	Social Worker
Michael	01/01	Social Worker (CPS)
Dawn	11/01	Social Worker (CPS) (MSW)
Donna	08/01	Social Worker (CPS) (MSW)
Brian	05/01	Social Worker (CPS) (MSW)
Nicole	05/01	Social Worker
Robert	09/01	Social Worker
Caryn	03/01	Social Worker (MSW)
Della	11/01	Social Worker (MSW)
Idalene	07/01	Social Worker (MSW)
Kimberly	04/01	Social Worker (CPS) (MSW)
Patricia	08/01	Licensed Independent Clinical SW
Desirae	01/01	Social Worker
Carrie	10/01	Social Worker (CPS)
Michelle	09/01	Social Worker (CPS)
Ingrid	02/01	Social Worker (CPS) (MSW)
Heidi	01/01	Social Worker (MSW)
Sara	09/01	Social Worker
Christina	06/01	Social Worker (CPS) (MSW)

EXHIBIT E

Saint Louis County

100 North 5th Ave. West, Room 202 • Duluth, Minnesota 55802-1257 (218) 726-2450

December 3, 2004

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

Re: Merit System Basic Unit Transfers

Dear Mr. Stenersen:

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,

Peg Sweeney

County Board Chair

EXHIBIT F

Saint Louis County
100 North 5th Avenue West, Rm. 202, Duluth, Minnesota 55802-1287 (218) 726-2552

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,

County Board Chairman

Accepted on Behalf of AFSCME Council 96:

By: _____
Its: Business Representative

By: _____
Its: President Local 66

By: _____
Its: _____

EXHIBIT G

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 claim 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.

FOR THE BOARD

Chairman

3/9/17

Date

FOR THE UNION

Director, Council 5

President, Local 66

Business Representative

2/7/17

Date

1 Notwithstanding the formula in the preceding sentence, the monthly plan subscriber payment shall be $52.72 beginning January 1, 2017; $62.72 beginning January 1, 2018; and $72.72 beginning January 1, 2019. The Employer shall not be responsible for paying the balance of the monthly payment calculated pursuant to the formula.

EXHIBIT H

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,

County Board Chairman

Accepted on behalf of ~~AFSCME~~ Council 5:
By:
Its:
By:
Its:
By:
Its:

An Equal Opportunity & Veteran-Friendly Employer

EXHIBIT I

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

December 17, 2016

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

RE: 2017-2019 St. Louis County Merit System Basic Unit Agreement

Dear Mr. Loeffler-Kemp,

This letter will confirm that during negotiation of the 2017-2019 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: _____

Its: Field Representative

By: _____

Its: Northern Field Director

By: _____

Its: Local 66 President

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 14, 2015

Mr. Ken Loeffler-Kemp
Field Representative
AFSCME Council 5
211 West Second Street, Suite 205
Duluth, MN 55802

Re: Distribution Plan

Dear Mr. Loeffler-Kemp:

This letter confirms AFSCME's agreement that the compensation increases contained in the 2015-2016 Civil Service Basic and Merit System Basic unit contracts, together with the resulting payroll taxes, satisfies the requirement that the Employer distribute 80% of the MN DHS rate increase, as provided by law.

The amount required to be distributed is 80% of the 5% increase which is $89,600.

Upon full approval by the County Board, this notice will be posted for six weeks. Employees who have questions related to the distribution plan may contact Everett Niska at 726-2090 or the State of Minnesota Department of Human Services. Contact information for the State of Minnesota Department of Human Services is attached.

Accepted on behalf of AFSCME Council 5, Local 66, Civil Service Basic Unit

By: _____
Council 5, Director

By: _____
Local 66, President

By: _____
Field Representative

Accepted on behalf of AFSCME Council 5, Local 66, Merit System Basic Unit

By: _____
Council 5, Director

By: _____
Local 66, President

By: _____
Field Representative

"An Equal Opportunity Employer"

MERIT SYSTEM BASIC UNIT
SUPPLEMENTAL LABOR AGREEMENT
PHHS DEPARTMENT
WEEKEND AND HOLIDAY ROTATIONAL COVERAGE
AND SECONDARY ON-CALL COVERAGE

This Supplemental Agreement to the Merit System Basic Unit labor agreement is effective the 1st day of January, 2017.

WHEREAS

1. Employees assigned to weekend and holiday rotational coverage and secondary on-call coverage shall be available to accept and respond to telephonic or other approved communications involving reports of child maltreatment containing imminent danger. This will involve screening all reports received to assess the imminence of the danger reported and performing initial intervention or other emergency or critical services work. Reports involving imminent danger must be screened and responded to immediately and no later than 24 hours with face-to-face contact with the alleged victim(s) and their primary caregiver.

2. The Employer shall notify the Union of the classifications which the Department Head designates as eligible for weekend and holiday rotational coverage and secondary on-call coverage, attached hereto as Attachment A.

3. Employees providing weekend and holiday rotational coverage shall cover screening and immediate response needs as they arise and complete other regular work tasks as practical including but not limited to, the entry on SSIS of screening and intake information generated during the weekend and holiday rotational coverage.

4. Weekend and holiday rotational coverage may be provided at the employee's regular work location, at the employee's residence or in person away from the employee's residence.

5. The Employer will provide appropriate equipment, as determined necessary by the Employer, to an employee who is assigned to weekend or holiday rotational coverage and to an employee who is assigned secondary on-call coverage in accord with the Employer's wireless communications and mobile work policies and operating procedures.

6. The schedule of weekend and holiday rotational coverage and secondary on-call coverage shall be posted on a quarterly basis by the Department. Scheduling will

be coordinated by IIU Supervisors. Once posted, employees will be allowed to swap and/or pick up coverage periods.

AGREEMENT

1. Compensation:

   a. An employee assigned to the weekend rotational coverage shall work a 7-1/2 hour period on Saturday and a 7-1/2 hour period on Sunday and shall be compensated at the employee's regular hourly rate for work time. In addition, employees shall receive a differential for said hours equal to $4.35 per hour. Employees shall adjust their work schedule by 15 hours within that same workweek, unless approved by the employee's supervisor.

   b. An employee assigned to the holiday rotation shall work a 7-1/2 hour period on the holiday and shall be compensated at time and one-half at the employee's regular hourly rate for work time. In addition, employees shall receive a differential for said hours equal to $6.00 per hour. Employees shall then adjust their work schedule by 7-1/2 hours within that same workweek.

   c. An employee assigned to the secondary on-call coverage shall be available during the 7-1/2 hour period on Saturday, 7-1/2 hour period on Sunday and 7-1/2 hour period on the holiday and able to work during the entire period of the on-call assignment.

      (1) The employee shall receive an on-call differential for said 7-1/2 hours equal to $4.35 per hour on Saturday and Sunday and $6.00 per hour on a holiday.

      (2) An on-call employee called in to work an imminent danger case on a Saturday or Sunday will be paid at the minimum rate of two (2) hours at the employee's basic hourly rate of pay for the call-back. An on-call employee called in to work an imminent danger case on a holiday will be paid at the minimum rate of two (2) hours at time and one-half (1½) the employee's basic hourly rate of pay for the call-back. Call back hours shall be credited as "hours worked" and therefore are included in the computation of hours worked for the purpose of calculating overtime compensation.

   d. When an employee assigned to the rotational coverage works a 7-1/2 hour period on Saturday or a 7-1/2 hour period on Sunday, or a 7-1/2 hour period

on a holiday, said hours are credited as "hours worked" and therefore are included in the computation of hours worked for the purpose of calculating overtime compensation.

e. Employees assigned to the weekend or holiday rotational coverage and secondary on-call coverage may find alternative coverage from other staff which the Department Head designates as eligible for weekend and holiday rotational coverage and secondary on-call coverage.

2. This Supplemental Agreement supersedes the following provisions from the Labor Agreement:

a. Article 6, Section 3, which states "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."

b. Article 6, Section 6, which states "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."

c. Article 7, Section 6, which states "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..."

3. This Supplemental Agreement shall be attached to and considered part of the Merit System Basic Unit labor agreement. All provisions of the Merit System Basic Unit labor agreement not specifically modified herein shall continue in full force and effect for employees covered by this Supplemental Agreement.

Dated this 7th day of March, 2017

FOR THE COUNTY BOARD

Chairman

PHHS Department Head

County Auditor - Chief Deputy

FOR THE UNION

Field Director, AFSCME Council 5

President, Local 66

Field Representative

Approved as to form and execution:

County Attorney

ATTACHMENT A

The PHHS Department Head has identified the following job classes that may be assigned to weekend and holiday rotational coverage and secondary on-call coverage to provide initial intervention and other life safety critical human services functions where children are in crisis:

a. Social Worker CPS – Initial Intervention Unit

b. Social Work (CPS) (MSW) – Initial Intervention Unit

c. Other employees deemed qualified and credentialed by the respective IIU supervisors to work with the child protective services population to be served.

Resolution
of the
Board of County Commissioners
St. Louis County, Minnesota
Adopted on: March 7, 2017 Resolution No. 17-134
Offered by Commissioner: Nelson

Merit System Basic Unit: 2017-2019

RESOLVED, That the 2017-2019 Merit System Basic unit 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. 60551.

Commissioner Nelson moved the adoption of the Resolution and it was declared adopted upon the following vote:
Yeas – Commissioners Boyle, Olson, Rukavina, Stauber, Nelson, Jugovich and Chair Jewell – 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 7th day of March, A.D. 2017, and that this is a true and correct copy.

WITNESS MY HAND AND SEAL OF OFFICE at Duluth, Minnesota, this 7th day of March, A.D., 2017.

DONALD DICKLICH, COUNTY AUDITOR

By Phil Clogher
Deputy Auditor/Clerk of the County Board