

2024-2027

COLLECTIVE BARGAINING AGREEMENT

by and between the

COWLITZ COUNTY HEALTH DEPARTMENT

and

LOCAL 1262

of the

WASHINGTON STATE COUNCIL OF COUNTY AND CITY EMPLOYEES

and the

**AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL
EMPLOYEES**

AFL-CIO

INDEX

ARTICLE 1 – PREAMBLE.....	1
ARTICLE 2 – UNION RECOGNITION AND SECURITY	1
ARTICLE 3 - DEPARTMENT RIGHTS.....	2
ARTICLE 4 – NO STRIKE CLAUSE.....	3
ARTICLE 5 – UNION REPRESENTATIVES AND UNION ACTIVITY.....	4
ARTICLE 6 – HOURS OF WORK.....	4
ARTICLE 7 – HEALTH AND WELFARE BENEFITS.....	5
ARTICLE 8 – GRIEVANCE PROCEDURE.....	8
ARTICLE 9 – DISCIPLINE AND DISCHARGE.....	9
ARTICLE 10 – OVERTIME.....	10
ARTICLE 11 – VACATION LEAVE.....	11
ARTICLE 12 – SICK LEAVE.....	13
ARTICLE 13 – HOLIDAYS.....	14
ARTICLE 14 – LEAVE.....	15
ARTICLE 15 – LEAVE SHARING.....	17
ARTICLE 16 – COMPENSATION.....	17
ARTICLE 17 – NON-DISCRIMINATION.....	19
ARTICLE 18 - JOB DESCRIPTIONS.....	19
ARTICLE 19 – SENIORITY.....	19
ARTICLE 20 – LABOR–MANAGEMENT CONFERENCE COMMITTEE.....	20
ARTICLE 21 – SAVINGS CLAUSE.....	20
ARTICLE 22 – WORKPLACE SAFETY & COMMUNITY HEALTH.....	20
ARTICLE 23 – MISCELLANEOUS PROVISIONS	20
ARTICLE 24 – DURATION.....	21
APPENDIX A.....	22
LETTERS OF UNDERSTANDING.....	23

ARTICLE 1 - PREAMBLE

Section 1.1 THIS AGREEMENT, made and entered into this 1st day of January, 2024, by and between THE COWLITZ COUNTY HEALTH DEPARTMENT (hereinafter referred to as the Department), and the Local 1262 Health Department, AFSCME, AFL-CIO, (hereinafter referred to as the "Union").

Section 1.2 It is the purpose of this Agreement to set forth and record herein the basic, full and complete Agreement between the parties with regard to wages, hours, and conditions of employment.

ARTICLE 2 - UNION RECOGNITION AND SECURITY

Section 2.1 The Department recognizes the Union as the exclusive bargaining representative for the purpose of establishing standards for wages, for hours, and conditions of employment. This Agreement shall only cover employees who regularly work one-sixth of the time, or at least 347 hours per year. Temporary employees who are employed less than ninety (90) consecutive working days shall be excluded from the bargaining unit and from the provisions of this agreement unless their assignment is extended beyond the ninety (90) consecutive working days by mutual agreement between the Department and the Union. A list of the bargaining unit positions is set forth in Appendix A.

Part-time employees who are regularly scheduled to work 50% or more of the work hours available in any given calendar month shall receive pro-rated holidays, vacation leave, medical/dental benefits, and sick leave computed according to the following example:

<u>Month</u>	<u>Total Hours Available</u> <u>(Minus Holidays)</u>	<u>50% time</u>
January	184 - 16 = 168 hours	84 hrs = 4
February	160 - 8 = 152 hours	76 hrs = 4
March	168 hours	84 hrs = 4
April	176 hours	88 hrs = 4
May	184 - 8 = 176 hours	88 hrs = 4
June	160 hours	80 hrs = 4
July	184 - 8 = 176 hours	88 hrs = 4
August	176 hours	88 hrs = 4
September	168 - 8 = 160 hours	80 hrs = 4
October	184 hours	92 hrs = 4
November	168 - 24 = 144 hours	72 hrs = 4
December	184 - 8 = 176 hours	88 hrs = 4

"Work hours available" means the hours of work that are regularly available for scheduling in a given month, exclusive of holidays falling within that month. "Regularly scheduled to work"-means the hours scheduled and approved by the employee's Division Head.

Section 2.2 The Union shall represent all Department employees included in the bargaining unit

equally and without discrimination, regardless of membership status.

Section 2.3 The Employer shall remain neutral when communicating with employees about Union membership and direct the employee to discuss union membership with union staff representative.

- 2.3.1 The Union shall be responsible for notifying new employees of dues payment and providing the appropriate authorization for payroll. If the employer receives a request for authorization of deduction, the employer shall as soon as practicable forward the request to the Union.
- 2.3.2 For current Union members and those who choose to join the Union, the Employer shall deduct once each month all Union dues and fees who executes a dues deduction authorization form. The Union will provide notice of the employee's authorization. The authorization form will be honored in accordance with its terms and shall continue to do so for such time as the Union notifies the Employer that the dues authorization has been properly terminated. The Employer shall end the deduction no later than the second payroll after receipt of the confirmation.
- 2.3.3 An authorization for Union membership and/or dues is valid whether executed in writing recorded voice, or electronically.
- 2.3.4 The Employer shall provide the Union monthly a complete list of employees covered by this Agreement that includes: employee name, home address, work e-mail, base wage, job title, department, hire date and termination date.
- 2.3.5 The Employer agrees to notify the Union staff representative and Local Union President in writing of any new positions and new employees. Prior to the orientation of the new employee, Employer shall provide the Union with the names of the employees, corresponding job title, and Department. A Union official shall, at no loss of pay, be granted time to provide each new employee a basic overview of the employees' rights and responsibilities regarding Union membership, dues authorizations, and Union insurance.

Section 2.4 The Union shall indemnify the Employer and hold the Employer harmless from any and all claims, demands, complaints, causes of action, or liability, including legal fees and costs against the Employer arising out of administration or implementation of this article, including, but not limited to, any actions or omissions of the Employer taken in reliance on information from the Union or language of a deduction authorization card.

Section 2.5 (a) Bargaining Committee - The Union may select four (4) members from the bargaining unit to serve with Union representatives in negotiating with the Department. Negotiations shall be conducted at mutually agreed times and places. Members of the Bargaining Committee shall be paid their usual

wages whenever negotiations are scheduled during normal working hours.

ARTICLE 3 - DEPARTMENT RIGHTS

Section 3.1 "Except as specifically limited herein, the Department retains all its customary and usual authority to manage the affairs of the Department, including, without limitation and by way of illustration, the following":

- (a) To manage and direct the work force, including but not limited to, the right to determine the methods, processes, and manner of performing work, including the right to contract out work if deemed necessary; the right to hire, promote, transfer, and retain employees; the right to reorganize; the right to schedule the work force; the right to dispose of, purchase, and assign equipment or supplies; and the right to determine qualifications for positions and classifications.
- (b) To discipline, suspend, demote, or discharge an employee.
- (c) To establish, revise, and implement standards for quality of work safety, materials, equipment, uniforms, appearances, methods, and procedures. It is hereby jointly recognized that the Department must retain broad authority to fulfill its responsibilities and may do so by written work rules, existing and future.
- (d) To determine the need for reduction or an increase in the work force and the implementation of any decision with regards thereto. Provided, however, the Department shall not implement a decision to reduce the work force without conferring with the Labor Management Conference Committee, however, the final decision shall be within the Department's exclusive control.
- (e) To determine the need for educational courses, training programs, on-the-job training and cross-training, and to assign employees to such duties for periods to be determined by the Department.

ARTICLE 4 - NO STRIKE CLAUSE

Section 4.1 The Union shall not allow, cause, or counsel its members to participate in a strike, nor shall it in any manner cause or allow them to either directly or indirectly commit any acts of work stoppage, slowdown, or refusal to perform any and all assigned duties.

Section 4.2 Any employee who commits any of the acts prohibited in this article shall be subject to immediate discharge or other disciplinary action as determined appropriately by the Department.

Section 4.3 In the event of a strike or other work action in any form, either on the basis of individual choice or collective employee conduct, the Union shall make every effort, including

public appeals, to secure an immediate and orderly return to work.

Section 4.4 The Department agrees that it will not lock out employees of the bargaining unit during the term of this Agreement.

Section 4.5 Members of this bargaining unit agree that they will not honor any picket line established by any labor organization when called upon to cross such picket line in the performance of duty. Provided, however, in such event The Department agrees to provide security, if necessary, to protect bargaining unit members.

ARTICLE 5 - UNION REPRESENTATIVES AND UNION ACTIVITY

Section 5.1 The Union shall inform the County Personnel Director in writing of the name of the Local Union Officers accredited to represent it, which information shall be kept up-to-date at all times by the Union. Only persons so designated will be accepted by the Department as representatives of the Union.

Section 5.2 Duly authorized representatives of the Union shall be permitted at all reasonable times to enter the facilities operated by the employer for the purpose of observing conditions under which employees are employed; provided, however, that no interference with the work of the employee will result.

Section 5.3 Solicitation of Union members or collecting or checking of dues by the Union shall not be conducted during working hours. The Department agrees not to discriminate in any way against any employee of the bargaining unit for Union membership. Union activities shall not be carried on during working hours.

Section 5.4 The Department will provide bulletin board space for the use of the Union in an area accessible to members of the bargaining unit.

Section 5.5 The Department will make available to the Union meeting room space within current Department facilities (when available, as decided by the Executive Director) and where such activities will not interfere with the operation of the Department, provided such use shall not be unreasonably withheld.

ARTICLE 6 - HOURS OF WORK

Section 6.1 The Department will give at least forty-eight (48) hours notice in writing to an employee whose regular work schedule is changed. Nothing in this section is to be considered as preventing the Department from changing work schedules in the interest of public health and safety, nor as preventing the Department from changing work schedules temporarily to fill a need caused by the absence of another employee for temporary programs.

Section 6.2 The work week, to the extent consistent with the operating requirements of the Department, shall consist of five (5) consecutive days as scheduled and approved by the Department, except for adjusted work schedules approved by the Department.

Section 6.3 The regular hours of work each day shall be consecutive, except for interruptions for rest and meal periods; and shall, to the extent consistent with the operating requirements of the Department, be scheduled at least forty-eight (48) hours in advance in writing. Other arrangements may be made between the employee and the Department Head in writing.

Section 6.4 All employees shall be scheduled to work on regular or special work shifts and each shift shall have regular starting and quitting times. Except for emergencies, employees will be notified in writing forty-eight (48) hours prior to the effective date of the change.

Section 6.5 A rest period not to exceed fifteen (15) minutes will be permitted for all employees during each half shift, which shall be scheduled in accordance with the operating requirements of the Department.

Section 6.6 To the extent consistent with the operating requirements of the Department, meal periods shall be scheduled in the middle of the work shift.

Section 6.7 The parties agree to promote health and wellness of employees, children and their families. With the approval of the Department, employees may be allowed to change the start and end times of shifts in order to extend each rest period as defined in Section 6.5, up to a total of thirty (30) minutes per rest period. As a result of any change the work hours for that day will remain at eight (8) hours unless mutually agreed otherwise.

ARTICLE 7 - HEALTH AND WELFARE BENEFITS

Section 7.1 The Department agrees to provide a group medical, vision, dental, long term disability and life insurance plan for its employees and (except for long term disability and life insurance) their eligible dependents.

Section 7.2 Effective January 1, 2024, the County agrees to pay up to one thousand eight hundred and fifty dollars (\$1,850) toward the cost of the monthly premium for eligible employees for medical, vision, dental, life insurance and long term disability. For any option that the monthly premium is less than \$1,850, the County will pay the total amount of that monthly premium option. For any option that the monthly premium is in excess of \$1,850, the excess amount shall be paid by the employee by payroll deduction through December 31, 2024. Premiums for each type of health care plan can be split between the employee and employer as determined by the employer. This will not affect the County's contribution to the health plan.

The 2024 employer contribution towards VEBA will be a flat \$750.00 per month for eligible employees who select the VEBA option.

For the employees who select the Kaiser HSA \$1,600/\$3,200 option, the employer contribution will be \$100.00 per month to the employee's HSA account.

Section 7.3 Effective January 1, 2025, the County agrees to pay up to one thousand nine hundred dollars (\$1,900) toward the cost of the monthly premium for eligible employees for medical, vision, dental, life insurance and long term disability. For any option that the monthly

premium is less than \$1,900, the County will pay the total amount of that monthly premium option. For any option that the monthly premium is in excess of \$1,900, the excess amount shall be paid by the employee by payroll deduction through December 31, 2025. Premiums for each type of health care plan can be split between the employee and employer as determined by the employer. This will not affect the County's contribution to the health plan.

The 2025 employer contribution towards VEBA will be a flat \$750.00 per month for eligible employees who select the VEBA option.

For the employees who select the Kaiser HSA \$1,600/\$3,200 option, the employer contribution will be \$100.00 per month to the employee's HSA account. Upon receiving the rates for 2026 the parties agree to meet and discuss the County's Contribution to the employee's Health Savings Account.

Section 7.4 Effective January 1, 2026, the County agrees to pay up to one thousand nine hundred and fifty dollars (\$1,950) toward the cost of the monthly premium for eligible employees for medical, vision, dental, life insurance and long term disability. For any option that the monthly premium is less than \$1,950, the County will pay the total amount of that monthly premium option. For any option that the monthly premium is in excess of \$1,950, the excess amount shall be paid by the employee by payroll deduction through December 31, 2026. Premiums for each type of health care plan can be split between the employee and employer as determined by the employer. This will not affect the County's contribution to the health plan.

The 2026 employer contribution towards VEBA will be a flat \$750.00 per month for eligible employees who select the VEBA option.

For the employees who select the Kaiser HSA \$1,600/\$3,200 option, the employer contribution will be \$100.00 per month to the employee's HSA account.

Section 7.5 Effective January 1, 2027, the County agrees to pay up to two thousand dollars (\$2,000) toward the cost of the monthly premium for eligible employees for medical, vision, dental, life insurance and long term disability. For any option that the monthly premium is less than \$2,000, the County will pay the total amount of that monthly premium option. For any option that the monthly premium is in excess of \$2,000, the excess amount shall be paid by the employee by payroll deduction through December 31, 2027. Premiums for each type of health care plan can be split between the employee and employer as determined by the employer. This will not affect the County's contribution to the health plan.

The 2027 employer contribution towards VEBA will be a flat \$750.00 per month for eligible employees who select the VEBA option.

For the employees who select the Kaiser HSA \$1,600/\$3,200 option, the employer contribution will be \$100.00 per month to the employee's HSA account.

Section 7.6 Changes – The County shall determine which insurance programs and benefits may be continued or implemented periodically. If there are changes in the insurance programs, the County will notify the Union. Such notification shall not diminish the right of the County to

change the benefit structure, benefit level, and/or premium level, nor the right of the Union to demand to bargain over the impacts of the change. If the insurance company or companies providing the above-referenced benefits notifies the County of changes in the premium structure and/or benefit levels, then and in that event the Union and employees shall comply with such changes if requested to do so by the County.

Section 7.7 As set forth in Section 2.1, certain part-time employees are entitled to receive the Department's health and welfare contribution for benefits on a prorated basis according to hours worked. Other covered employees may receive health benefits upon payment of full costs through a payroll deduction.

Section 7.8 The Department will provide for employees to receive physical exams, including employment physicals, skin tests, chest x-rays or any other diagnostic examinations required by The Department as a condition of employment.

Section 7.9 The Department will provide for employees to be screened for risk of occupational exposure to blood or other potentially infectious materials as a condition of employment. Screening will be performed in accordance with standards set by the Washington Division of Occupational Safety and Health (DOSH), the Center for Disease Control (CDC), the Health Officer, and Department policy.

As determined by the Department, and as indicated by risk status, employees may be required to complete screening questionnaires to determine risk and immunity status. The Department will provide for diagnostic testing and immunizations such as TB skin tests, blood tests, chest x-rays, mask-fit-testing, disease immunity tests, immunizations, etc. Employees will be referred to an occupation health clinic, as determined by the Department. Employees may choose to go to their own medical provider at their own expense, but must provide records of test results and/or completion to the Department.

The Department reserves the right to revise policies related to occupational health and immunity from time to time.

Employees who have face-to-face contact with clients and other members of the public are strongly encouraged to receive an annual influenza vaccination. Employees that choose not to receive an annual influenza vaccination may be required to sign a "Declination of Annual Influenza vaccination" form, as determined by the Department.

Section 7.10 New employees will be eligible for healthcare (medical, vision, dental and life insurance) coverage beginning the first of the month following the date of hire unless hired on the first calendar day of the month healthcare will start on that first calendar day of the month.

Section 7.11 The Union may select two (2) representatives to serve on the County's Insurance Committee. They may, in concurrence of the bargaining units, recommend changes to be made to the insurance program.

ARTICLE 8 - GRIEVANCE PROCEDURE

Section 8.1 The purpose of this procedure is to provide an orderly method of resolving grievances. Meetings or discussions involving grievances or the procedures set forth herein shall not occur on Department time unless requested by the Department.

Section 8.2 For the purpose of this Agreement, a grievance is defined as a dispute about the meaning or interpretation of a particular clause of this Agreement or an alleged violation of this Agreement.

8.2.1 The parties agree that every effort should be made to resolve grievances informally with the first level Supervisor or others, as appropriate, and to settle grievances at the lowest possible level. The grievant and/or the Union and the appropriate Employer representative shall meet, if necessary, to attempt to resolve the grievance at any step.

Section 8.3 A grievance must be processed within twenty-one (21) calendar days from the date of occurrence to be valid, or of the employee's first knowledge thereof. The grievance shall be reduced to writing and signed by the affected employee(s). Each grievance shall include, but not be limited to, the following:

- (a) A statement by the affected party of the grievance and the facts upon which it is based.
- (b) The specific remedial action requested.
- (c) The specific provision(s) of this Agreement which are alleged to have been violated or misinterpreted.
- (d) Grievances must be processed as follows:

STEP ONE: A copy of the grievance shall be forwarded to the grievant's supervisor who shall within ten (10) working days render a decision. If the grievance is not resolved within said period, the grievant shall within ten (10) working days proceed to Step Two.

STEP TWO: The grievance, along with all pertinent data/information, shall be submitted to the Director and The Personnel Director. The Executive Director shall meet with the grievant, his or her department head, immediate supervisor, and grievant's representative, as appropriate. If the grievance is not resolved by the Director within ten (10) working days after meeting with the grievant, the grievant shall within ten (10) working days proceed to Step Three.

STEP THREE: If the grievance is not resolved in Step 2, the grievance shall be referred, in writing, within ten (10) working days to The County Commissioners. After receipt of the grievance the County Commissioners shall hear the grievance and render a written decision within 15 working days from the date of

the hearing. The appropriate union representatives, the Director of Personnel, and any other witnesses required by the Union or the Commissioners shall be present at the hearing.

STEP FOUR: If the grievance is not resolved in Step 3, the Union by written notice to the County Commissioners within 15 working days after receipt of the decision in step 3, request arbitration by the Federal Mediation and Conciliation Service. Such request shall be accompanied by the following information:

- (a) The question or dispute at issue.
- (b) The specific Article(s) and section(s) of the contract alleged to have been improperly administered or violated.
- (c) Statement of the facts.
- (d) The remedy sought.

The FMCS shall furnish a list of 5 arbitrators who are National Academy of Arbitrators from Washington or Oregon. The employer and the Union shall strike names alternately from the list until one arbitrator remains. The party requesting arbitration shall strike the first name. The decision of the arbitrator shall be made in writing within 30 calendar days after the conclusion of testimony and arguments. The decision of said arbitrator shall be final and binding on all parties, provided, however, the arbitrator shall have no power to add to, subtract from, delete, modify, alter, or amend any provision of this Agreement, and all other matters including negotiations, shall be excluded from arbitration. The cost of the arbitrator shall be borne equally by the employer and the union. The cost of a court reporter shall be borne equally by the employer and the union. Each party shall bear the cost of presenting its own case. No grievance shall be subject to processing which precedes the date on which the Union signs the agreement. Failure to follow the steps, methods and time limits prescribed herein shall constitute abandonment of the grievance unless mutually agreed otherwise. Employees, including grievant(s), shall continue to work according to the conditions which existed prior to the dispute until such time as the grievance is resolved through procedures established in this agreement.

A grievance may be terminated at any time upon written receipt of a signed statement from the grievant(s) or the Union that the grievance has been resolved.

ARTICLE 9 – DISCIPLINE AND DISCHARGE

Section 9.1 All employees hired by the Department on a full time basis shall be in a probationary employment status for the first six (6) months. Part-time employees shall remain on probation until they have completed 990 hours. The employer may extend the probationary period in writing for an additional thirty days with the notification going to the employee and a copy to the

union. During the probationary period an employee may be disciplined or terminated without notice and without recourse to the grievance procedure. Disciplines applied to probationary employees will not be precedent-setting with regards to non-probationary employees. Part-time employees are employees who are not scheduled to work a 40 hour work week on a regular basis. Employees who have completed their probationary period shall not be disciplined or discharged except for just cause.

Employees may request removal of any disciplinary action after twelve (12) months. The department will review the file of any employee making such a request and will consider removal on a case-by-case basis. The decision to remove a disciplinary action from the personnel file; rests solely with the Department Head.

Section 9.2 Employees promoted to another full-time position shall be subject to an additional probationary period of one (1) month from the date of promotion or 165 hours if part-time. In the event the promoted employee fails the probation or elects not to continue in probation, such individual shall be allowed to return to his former position.

Section 9.3 Suspension and Termination - If suspension or termination is being considered, the Employer will provide the employee and the union representative a "Notice of Potential Discipline." After the Employer receives the Employee's notice of potential discipline response the Employer will review all the information and determine whether discipline is appropriate. If the Employer determines discipline is appropriate, the Employer will prepare a written document outlining the reason(s) for the discipline and the actual discipline and distribute the written document to the employee and the union representative. If the employee does not respond in writing to the notice of potential discipline within the stated time lines, the Employer will discipline the employee based on the information the Employer has obtained.

Section 9.4 Position Abandonment - An employee who is absent from work for three (3) consecutive scheduled workdays without advance notice to the Department Director, or three (3) separate no-call, no-show absences in any eighteen - (18-) month period, will be considered to have abandoned the position, regardless of the employee's motivation or intent, unless the failure(s) to notify was clearly beyond the employee's control. A notice of presumption of abandonment will be mailed to the last address given Employer by the employee.

ARTICLE 10 - OVERTIME

Section 10.1 **Overtime.** Overtime hours shall mean those authorized, approved and required hours an employee works for the Department in excess of forty (40) hours per designated work week or eight (8) hours per day, or as defined in an alternative work agreement. The designated work week is 12:00am Saturday to 11:59pm Friday for Environmental Health Specialists in Environmental Health Services and Monday thru Sunday for all other employees. Part time employees shall only receive overtime pay when their hours exceed 40 in a week.

Less than 48 Hours Notice. Overtime provisions shall only apply to hours worked beyond the forty (40) hour threshold in the agreed alternative work schedule. When the work that is assigned is mandatory and is in excess of forty (40) hours worked in the designated work week and less than forty-eight (48) hours notice the employee may elect to use it as overtime, compensatory time or

flex-time.

Flex-Time. Flex-time agreement may be used by the employer and employee to accommodate a specific need, within the same workweek and pay period and shall be by mutual consent.

Section 10.2 Time (hours) worked in excess of eight (8) hours or as defined in an alternative work agreement per scheduled workday or forty (40) hours per designated work week shall be paid the rate of time and one-half (1-1/2) the employee's regular rate of pay.

Shifts in Excess of Eight (8) Hours. The Department can assign employees to shift in excess of eight (8) hours with the employees written agreement. Once an employee has agreed to work such shifts, the employee may within the first fourteen (14) days after starting to work such shifts decide to return to his/her previous shift schedule. After fourteen (14) days the employees shift length can be changed only by mutual agreement between the employee and the department. Extended shifts that have been mutually agreed upon will not constitute overtime pay after eight (8) hours.

Section 10.3 Compensatory Time. An employee eligible for the payment of overtime (pursuant to 10.1 or 10.2 above), may elect to be paid at the overtime rate or receive compensatory time off at the one and one-half (1-1/2) time rate. Accrued comp time shall be taken at a time mutually agreeable to the employee and supervisor, but no more than 90 days from the date of its accrual.

No employee's compensatory time balance can ever exceed forty 40 hours. When Comp Time hours exceed 40 hours, all overtime worked shall be paid at one and one-half (1-1/2) time rate.

Section 10.4 Call Back. Employees who have completed their regular shift and have left the reporting station, and are required to return to work, shall be paid a minimum of two (2) hours at their regular rate of pay. If an employee arrives at his reporting station without being called prior to starting time and is asked to work prior to starting time, such time worked shall not be paid at the call back rate but shall be paid at the appropriate rate. If the employee is notified before the end of the work shift that he is to report to work early the next morning, then this call back provision does not apply.

Required Work Related Questions – Employees who receive calls or emails for employer required work related questions or business as approved by the Director or their designee, shall be paid a minimum of one-hour at the appropriate rate of pay. For work over one-hour, the employee will be paid the appropriate rate calculated to the nearest one ten (1/10) of an hour.

ARTICLE 11 - VACATION LEAVE

Section 11.1 Annual vacation leave allowance shall accrue for full-time employees of the bargaining unit at a rate of eight (8) hours of leave for each full month of satisfactorily completed service. Vacation leave for certain part-time employees shall be as set forth in Section 2.1 above. Accrual of vacation leave shall occur on the last day of the month.

Section 11.2 The vacation accrual schedule for employees of the bargaining unit, including bonus days, shall be as set forth below:

<u># of Years Employment Completed</u>	<u>Vacation Earned</u>	<u>Bonus Hours</u>	<u>Total Hours of Vacation Per Year</u>
1	96	0	96
2	96	24	120
3	96	24	120
4	96	32	128
5	96	32	128
6	96	40	136
7	96	40	136
8	96	48	144
9	96	48	144
10	96	56	152
11	96	56	152
12	96	64	160
13	96	64	160
14	96	72	168
15	96	72	168
16	96	80	176
17	96	80	176
18	96	88	184
19	96	88	184
20 and over	96	96	192

Section 11.3 Accrued vacation time for new hires does not become useable or payable until employee has accumulated three (3) days of vacation accrual.

Section 11.4 Vacation leave is cumulative to a total of two-hundred forty-eight (248) hours, after which time, if no leave is taken, no additional leave shall be accumulated. If the employee is unable to take vacation leave due to the work requirements of the Department, the employee will be allowed to defer such leave for a time certain set by the Director and approved by the Board of County Commissioners.

Section 11.5 Vacation leave shall be granted at a time when it will least interfere with the work of the department. Application for such vacation leave shall be made in advance and approved by the supervisor.

Section 11.6 Start Day and Termination Day – Regular full-time employees earn eight (8) hours of vacation leave for their first month of employment if they are placed on the payroll on or before the 15th day of the month and actually work continuously through the rest of the month. Terminating full-time employees do not receive vacation leave credit for the month in which they terminate unless they actually work continuously through the 14th day of that month. Accrual of vacation leave shall occur on the last day of the month. For this purpose, time in paid leave shall be considered time worked.

ARTICLE 12 - SICK LEAVE

It is the intent by both parties to be in compliance with the Washington Paid Sick Leave Law, but in no event will the sick leave provisions be less than what is defined in this Article.

Section 12.1 Full-time employees shall receive eight (8) hours of sick leave for each month of continuously completed employment. Accrual of sick leave shall occur on the first day of the following month. At the end of each calendar year any unused paid sick leave balances up to one thousand two hundred (1,200) hours will carry over to the following year. For example, if the employee has 1,208 hours December 31, 2019 including the December accrual, effective January 1, 2019 the balance will be 1,200 hours or if the employee has 1,150 hours December 31, 2019 including the December accrual, effective January 1, 2020 the balance will be 1,150 hours.

Section 12.2 If the employee starts after the 15th day of the month the employee will accrue one (1) hour of paid sick leave for every forty (40) hours worked until the end of that month. If the employee is separated from employment (voluntary or involuntary) prior to the 15th day of the month, the employee will accrue one (1) hour of paid sick leave for every forty (40) hours worked during the last month of employment. Employees may use sick leave upon accrual. In order to receive compensation while absent on sick leave, the employee must notify his or her immediate supervisor prior to the absence or as soon thereafter as possible. The supervisor may require a doctor's letter or certificate for payment of sick leave of three (3) or more consecutive days unless it is an unreasonable burden upon the employee.

Section 12.3 Sick leave may be used only for the following reasons:

- (a) An employee's mental or physical illness, injury or health condition;
- (b) Preventive care such as a medical, dental or optical appointments and/or treatment;
- (c) Care of a family member with an illness, injury, health condition and/or preventive care such as a medical/dental/optical appointment;
- (d) Closure of the employee's place of business or child's school/place of care by order of a public official for any health-related reasons;
- (e) If the employee or the employee's family member is a victim of domestic violence, sexual assault, or stalking as defined by the domestic violence leave act, RCW 49.76.

Section 12.4 For the purpose of this section, immediate family shall include wife, husband, registered domestic partner, parent, grandparent, brother, sister, child (including adopted children and foster children, a stepchild, a legal ward or a child of person standing in loco parentis), or grandchild of an employee, but not aunt uncle, cousin, niece or nephew unless living in the employee's household.

Sick leave shall also be usable in accordance with Washington State Family Care Act, to care for:

A child of the employee with a health condition as defined in WAC 296-130-020 (1); or

A spouse, parent, parent-in-law, or grandparent of the employee who has a

serious health condition or emergency condition, also defined in WAC 296-130-020 (11) and (12).

Section 12.5 A portion of sick leave may at the employee's option be deducted for each day absent for an employee who is receiving Worker's Compensation payments. The portion of sick leave deducted shall be the difference between the employee's full salary and the time loss payments. If the employee opts not to use sick leave, he/she shall so state in writing to the department payroll person by the twentieth (20th) of the month. Such option is irreversible after the twentieth (20th) of the month.

Section 12.6 An employee separated from County service shall be compensated to the extent of fifty (50) percent of their accumulated unused sick leave to a maximum of 400 hours.

Section 12.7 If an employee leaves employment and is rehired within 12 months of separation, any accrued, unused paid sick leave that was not paid out at separation will be reinstated to the employees paid sick leave balance.

Section 12.8 Employees on probationary status, who are restricted in using earned vacation, may use their accrued vacation to supplement their sick leave for sick leave reasons in lieu of taking leave without pay.

ARTICLE 13 - HOLIDAYS

Section 13.1 For the purpose of this Agreement, the following days shall be considered legal holidays and shall be observed on the dates listed below:

New Year's Day	1st day of January
Martin Luther King Day	3rd Monday in January
Presidents Day	3rd Monday in February
Memorial Day	Last Monday in May
Juneteenth	19 th day of June
Independence Day	4th day of July
Labor Day	1st Monday in September
Veteran's Day	11th day of November
Thanksgiving Day	4th Thursday in November
Day after Thanksgiving	Friday after Thanksgiving
Christmas Day	25th day of December

Section 13.2 Special Days Off - Each full-time employee shall enjoy, as a "special day off," two (2) days per calendar year in addition to the holidays specified above. Each employee may select the days which he or she desires to take as the "special days off." However, consultation with and approval of the day to be taken by the employee's immediate supervisor is necessary. Such "special days off" shall only be taken after six (6) months continuous employment with the Department at a time mutually agreeable to the employee and his or her supervisor. Special day(s) off not taken in the calendar year in which it accrues shall not be carried over into the next calendar year. Eligible part-time employees receive prorated special days off as set forth in Section 2.1

above.

Section 13.3 All of the above holidays which may fall on a Saturday shall be observed on the preceding Friday, and those holidays that fall on a Sunday shall be observed on the following Monday.

Section 13.4 Those employees who actually work on a day recognized as a holiday by the Department as in Section 13.3 shall be paid time and one-half their regular rate of pay for all hours worked.

Section 13.5 Those holidays listed above are paid holidays and employees shall be paid for them on a straight time basis in addition to any overtime due the employees subject to 13.4 above.

ARTICLE 14 - LEAVE

Section 14.1 Jury Duty and Witness Duty - Leave with pay shall be granted to permit an employee to serve as a juror. Employees subpoenaed to serve as witness for the State or County as a result of employment activity with the Health Department will not lose compensation.

Employees requesting such leave must first receive permission from the Department Head. Proof of service must be shown at time of request to serve. When an employee receives any payment for serving as a juror, such payment must be remitted to the Health Department. Mileage payments by the Courts are exempt from remittance and may be retained by the employee.

Section 14.2 Military Leave - Any employee who is a member of the Washington National Guard or of the Army, Navy, Air Force, Coast Guard, or Marine Corps of the United States shall be entitled to military leave pursuant to RCW 38.40.

Section 14.3 Bereavement Leave - A maximum of three (3) working days off with pay shall be allowed an employee due to the death of the employee's immediate family. For the purpose of this Agreement, immediate family shall include the following: persons related by blood or marriage or legal adoption as; wife, husband, domestic partner (must be currently registered as a domestic partner in the state of Washington, parent, grandparent, brother, sister, child, step brother, step sister, step child, in-laws of an employee, or grandparent of an employee, uncle, aunt, cousin, niece or nephew (aunt, uncle, cousin, niece and nephew must be of the first degree). Employees granted bereavement leave, as per above, may additionally request and shall be granted vacation or sick leave to the extent of their accruals for extension of the bereavement.

- (a) If approved by the Department, bereavement leave in excess of three (3) days would come from accrued vacation or other appropriate leave.

First degree means:

Aunt – sister of the employee’s mother or father.

Uncle – brother of the employee’s mother or father.

Cousin – children of the employee’s parent’s brother or sister

Niece and Nephew – children of the employee’s brother or sister

Section 14.4 Worker's Compensation Leave - The day of injury shall be considered a work day and the employee shall receive his/her normal salary for hours worked. If additional time loss results, the remaining scheduled hours would be paid sick leave, as well as the interval between the day of injury and the first day of compensation under Workman's Compensation Insurance, provided accumulated sick leave benefits are available. In order to avoid double compensation in long-term situations, the sick leave compensation will be paid within thirty (30) days.

When an injured employee has a proper release from the attending physician and can fully perform the duties of their assigned position, he/she may return to the previous position provided it is still available. If it is not available, he/she will be placed in a position of comparable job requirements and pay. Provided, however, if the Department questions the employee's physician's recommendation and provides an independent evaluation, such evaluation shall be conclusive.

Section 14.5 Personal Leave of Absence - Leaves of absence without pay for personal reasons may be granted for a period up to thirty (30) days. This may include leaves for Union work or preparation days for negotiations. Request for leaves of absence, stating the reason for the request for personal reasons must be approved in advance by the Director.

Section 14.6 Temporary Leave without Pay – If the employee has exhausted all of their applicable accruals and is not eligible for other leave options, the Director or designee may approve unpaid leave up to a maximum of 80 total hours during their employment, which would not affect leave benefit accruals, seniority, or employer share of health premiums if there are at least 80 hours paid for the month.

Section 14.7 New Hire Exception – The Director or designee may approve unpaid vacation leave prior to hire which would not affect leave benefit accruals, seniority, or employer share of health premiums.

Section 14.8 Family and Medical Leave - Follow the County FMLA policy

14.6.1 Washington Paid Family and Medical Leave – Beginning January 1, 2020, the State of Washington through the Employment Security Department will collect a premium based on a percentage of gross wages for each employee of this bargaining group. The percentage of gross wages is defined by the State and can be adjusted annually according to the rules set by the statute. Cowlitz County will pay 37% (thirty-seven percent) of the premium and the employee will pay 63% (sixty-three percent) of the premium which will be deducted from the employee each pay period.

Eligible employees can apply for leave for qualified family and medical events. Eligibility and benefits are defined by the applicable RCWs and WACs. Federal FMLA will run concurrently

with Paid Family and Medical Leave when the qualifying event is covered by both PFML and FMLA.

ARTICLE 15 - LEAVE SHARING

Leave Sharing-- An appointing Official may permit an employee to receive annual leave or sick leave donated by other County employees if:

- (a) The employee has a need for five (5) or more days that would qualify under sick leave usage, which is of an extraordinary or severe nature and which has caused, or is likely to cause, the employee to go on leave without pay status or terminate employment and:
- (b) the employee's absence and the use of shared leave are justified; and
- (c) the employee has depleted or will shortly deplete his or her annual leave and sick leave reserves; and
- (d) the employee has abided by rules regarding sick leave use; and
- (e) the employee has been found to be ineligible for benefits under Chapter 51.32 RCW (Workers Compensation) and ineligible to receive or is not receiving disability insurance payments; and
- (f) the employee has been employed by the County for six (6) consecutive months.

Leave shall be donated on an hour for hour basis and no monetary value shall be attached, regardless of the rates of pay of donors and recipients.

An employee who is on leave transferred under this section shall continue to be classified as a regular employee and shall receive the same treatment in respect to salary, wages and other benefits as the employee would normally receive if using accrued annual leave or sick leave.

A donating employee may not donate sick leave or vacation hours that they would not be able to use due to a separation from County employment.

The hours of leave transferred under this section which remain unused shall be returned to the employee or employees who transferred the leave when the employer finds that the leave is no longer needed or will not be needed at a future time in connection with the illness or injury for which the leave was transferred. To the extent administratively feasible, hours transferred and not needed shall be returned to the donor on a pro rata basis.

ARTICLE 16 - COMPENSATION

Section 16.1 Base Pay Rates - Salaries shall be as set forth in Appendix A. No person shall be

paid lower than the minimum rate for their particular classification nor higher than the maximum for their particular classification. The Department has the ability to place new hires with relevant experience at a step that is at least one step lower than the step she/he would have qualified for had all such experience been earned in this department.

Section 16.2 Step Movement:

- (a) Step Plan: On the first of the month following one (1) full year from the anniversary date the employee shall advance to the next step and continue to advance to the next step each year thereafter until they have reached top step.
- (b) Part-time employees: On the first of the month after working 1980 hours of continuous service from date of hire the employee shall advance to the next step and continue to advance to the next step each incremental 1980 hours worked thereafter until they have reached top step.

Promotion. A promotion is defined as an employee's permanent or temporary reclassification or reassignment to a job classification wherein the minimum salary is higher than the minimum salary of the employee's former job classification. An employee being promoted (temporarily or permanently) shall move to the minimum salary of the higher job classification or receive the step closest with a 5% increment increase, whichever is greater. On the first of the month following one year from date of promotion the employee shall advance to the next step and continue to advance to the next step each year thereafter until they have reached top Step. The 5% increment increase rule described in this article shall not apply where it would cause the new salary to be greater than top Step in any given classification.

Temporary Promotion Pay. The increased pay for a temporary promotion or reassignment shall only be applicable for hours worked. It shall not apply to vacations, sick leaves, or holidays that occur during the temporary promotion.

Demotion. A demotion is defined as an employee's permanent reclassification to a job classification wherein the minimum salary is lower than the minimum salary of the employee's former job classification. An employee being demoted (voluntarily) shall move, to the minimum salary of the lower job classification; provided, if the employee has previously held permanent status in the lower job classification, he/she shall move to the step at which he/she was prior to leaving such job classification. If any employee is involuntarily demoted, they shall move to the step in the new range most proximate to the salary of the job held just prior to demotion. A temporary assignment to a lower job classification shall cause no change in salary.

Transfer. A transfer is defined as an employee's movement from one job classification to another job classification wherein the minimum salary of both are the same. An employee's salary will not change as the result of a transfer.

Section 16.3 Payroll Changes. The Union recognizes that the Employer has the authority to change payroll dates. The Department agrees to notify the Union at least ninety (90) days prior to

such changes. The Department further agrees to work with the Union in making Direct Deposit available to employees after any payroll date changes.

ARTICLE 17 - NON-DISCRIMINATION

Section 17.1 All references to employees in this Agreement designate both sexes, and where male gender is used it shall be construed to include both male and female employees.

Section 17.2 No employee shall be subject to any pressure regarding support and/or financial contribution to any candidate for political office, or ballot issue, against the will of the employee.

Section 17.3 The Department agrees to conform with all state and federal laws and regulations concerning political harassment of public employees.

Section 17.4 The Department agrees that it will not discriminate against any employee by reason of race, color, age, (40 - 70 years old), sex, sexual orientation, marital status, national origin or the presence of any sensory, mental, or physical handicap, unless based upon a bona fide occupational qualification necessary to the operational requirements of the Department, nor shall the Department discriminate against any employee on account of membership in the Union.

ARTICLE 18 - JOB DESCRIPTIONS

The Employer shall maintain current job descriptions for each classification with the Department and copies shall be made available to the employee and the Union.

ARTICLE 19 - SENIORITY

Seniority shall be computed from the employee's date of hire in the bargaining unit or assignment to the bargaining unit and shall be based on the total number of hours worked. It is the intent of the parties that the seniority of an eligible employee be a primary factor in promoting and filling open jobs, provided, performance, experience and qualifications are approximately equal and bargaining unit applicants are qualified to perform the work required.

In case of reduction of hours or positions, the reduction shall be based on seniority as stated above, provided the remaining employee has the experience and ability to do the job. Employees bumped shall be allowed to bump the employee with less seniority in other positions, provided they are qualified to perform the job and the bump does not constitute a promotion as defined in Article 16, Section 2, (b).

Employees laid off due to the reduction shall be eligible for consideration for open positions as they become available based on seniority, provided they are qualified.

Employees laid off shall be notified by certified mail of the positions available and have seven (7) working days to respond.

An employee laid off for more than 12 months shall lose all seniority.

ARTICLE 20 - LABOR-MANAGEMENT CONFERENCE COMMITTEE

The Department and the Union agree to establish a committee to provide both management and employees an opportunity to discuss issues of mutual concern. The committee shall consist of four (4) union representatives and an equal number of management. The meetings shall be held when requested by the Department or the Union and paid at straight time for a maximum of two (2) hours.

ARTICLE 21 - SAVINGS CLAUSE

Should any article, clause, section, or portion thereof of this Agreement be held unlawful and unenforceable by a Court of competent jurisdiction, such decision of the Court shall apply only to the specific article, clause, section, or portion thereof directly specified in the decision. Upon the issuance of such a decision, the parties agree immediately to negotiate, subject to state statute, a substitute, if possible, for the invalid article, clause, section, or portion thereof.

ARTICLE 22 – WORKPLACE SAFETY & COMMUNITY HEALTH

It is the intent of the parties to maintain safe conditions for employees and the community they serve. The Department and the Union also recognize the important and unique work of employees in terms of the front line interaction with the community. To these ends, the parties agree to the following.

Safety Committee. The Union shall appoint up to one (1) employee from the Department to serve as representative on the County-wide Safety Committee.

ARTICLE 23– MISCELLANEOUS PROVISIONS

Section 23.1 Licenses and Certifications -The County will pay for specific licenses/certification (this does not include a driver's license) for positions where the job description minimum qualifications require a specific license or certification.

(For example: Registered Nurse, Registered Sanitarian, Certificate in Infection Control and Epidemiology)

The County will reimburse for licenses/certifications that expire and are renewed while the employee is employed by the County. The County will not reimburse employees for license/certifications that has expired prior to the first day of employment with the County and/or was paid by the employee prior to the first day of employment with the County.

ARTICLE 24 - DURATION

This Agreement shall be in effect from January 1, 2024 through December 31, 2027, except as hereafter provided, shall continue from year to year thereafter unless either party shall give notice of at least one hundred twenty (120) days prior to the expiration of December 31, 2027; however, the negotiations should begin no later than September, 2027.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed this 30 day of January, 2024.

FOR THE UNION:

BOARD OF COUNTY COMMISSIONERS,
COWLITZ COUNTY, WASHINGTON

DocuSigned by:
Aaron Cole
CAA1FC05ED304AF...
Aaron Cole
WSCCCE Council 2 Staff Representative

DocuSigned by:
Richard Dahl
Richard R. Dahl, Chairman

Jesse Smith
Jesse Smith

DocuSigned by:
Arne Mortensen
Arne Mortensen, Commissioner

Holly Knight
Holly Knight

DocuSigned by:
Dennis P. Weber
Dennis P. Weber, Commissioner

Catherine Rawsthorne
Catherine Rawsthorne

ATTEST:

Jennifer L. Wheeldon
Jennifer Wheeldon

DocuSigned by:
Kelly Dombrowsky
Kelly Dombrowsky
Clerk of the Board



APPENDIX A

Effective January 1, 2024, all classifications listed below will be increased by 5%.

Effective January 1, 2025, all classifications listed below will be increased by 3.5%.

Effective January 1, 2026 and January 1, 2027 only, all classifications listed below will be increased equal to 100% of the CPI-West Size Class B/C (June to June) with a floor of 2% and a ceiling of 3.5%.

All job classifications listed below to include the salary increases applied to the top step defined above.

Grade	Title
280	Public Health Nurse III
260	Public Health Nurse II
240	Public Health Nurse I
255	Application Specialist
255	Environmental Health Specialist III
235	Environmental Health Specialist II
200	Environmental Health Specialist I
255	Epidemiologist
235	Infection Prevention Specialist
230	Healthy Communities Specialist - Lead
220	Healthy Communities Specialist
220	Local Emergency Response Coordinator (LERC)
200	Outreach Worker
190	Accounting Specialist II
180	Customer Service Specialist
150	Office Specialist

All reclassified employees shall have the opportunity to provide input into revamping new job descriptions.

Letter of Understanding Between Cowlitz County and Cowlitz County Local 1262 Health

The parties agree that the Employer will provide the following protective gear for employees in positions mentioned below.

- The County will purchase one (1) durable waterproof jacket with hood, as determined by the County, and replace when needed as determined by the County but no more than one (1) time per year.
- The County will reimburse employees for one pair of durable rubber boots, as determined by the County, and replace when needed as determined by the County but no more than one (1) time per year.
- The County will reimburse employees for one (1) pair of slip proof shoes, as determined by the County, and replace when needed as determined by the County but no more than one (1) time per year.
- Jackets and boots are for employees that work “in the field” as determined by the County. Slip proof shoes in addition to the above items (jacket and boots), are for Environmental Health Specialist or Environmental Health Technician.
- By entering into this LOU, neither party is waiving any bargaining rights, either now or in the future. The parties also hereby agree that this LOU should not be accorded any precedential value whatsoever in any future disputes that may arise between the parties.
- This Letter of Understanding will expire on December 31, 2027.

DATED January 30, 2024

FOR COWLITZ COUNTY

DocuSigned by:
Richard Dahl 1/30/2024

Date

DocuSigned by:
Ame Mortensen 1/30/2024

Date

DocuSigned by:
Dennis P. Weber 1/30/2024

Date

DocuSigned by:
Kelly Domrowsky
Clerk of the Board



FOR THE UNION

DocuSigned by:
Aaron Cole 2/6/2024

Date

CAA1FC05ED304AF...

Jesse Hunt 2/6/24

Date

**Memorandum of Understanding
between
Cowlitz County and Cowlitz County AFSCME Local 1262 Health**

This agreement is between Cowlitz County and Cowlitz County AFSCME Local 1262 Health for the purpose of implementing House Bill 1087, 1323, 1732 and 1733 and adding a new voluntary option as an alternative to the Long Term Care State Plan.

Beginning July 1, 2023 the State of Washington through the Employment Security Department will collect a new employee paid premium as defined in House Bill 1087, 1732 and 1733. The employee paid payroll premium will fund the program for a new Long Term Care state benefit administered through Employment Security Department.

House Bill 1323 passed in 2021 and House Bill 1733 allows for an "Exempt Employee" and that employee must demonstrate the listed exemption to the Employment Security Department. Once approved by Employment Security Department the employee must provide the approval to the Human Resources Department to be exempt from the employee premium assessment.

The County will offer a new voluntary long term care benefit option effective July 1, 2021. For anyone who applies and is approved through the vendor, the County will take the benefit deductions through payroll. The County reserves the right to start, stop, or change the vendor or the payroll deduction but will provide written notice of any of these actions to the Bargaining Representative at least 30 calendar days prior to the action(s) taking effect.

By entering into this MOU, neither party is waiving any bargaining rights, either now or in the future. The parties also hereby agree that this MOU should not be accorded any precedential value whatsoever in any future disputes that may arise between the parties except to enforce this MOU.

FOR THE EMPLOYER

DocuSigned by:
Richard Dahl 1/30/2024

Date

DocuSigned by:
Ane Mortensen 1/30/2024

Date

DocuSigned by:
Dennis P. Weber 1/30/2024

Date

DocuSigned by:
Kelly Lombrowsky
Clerk of the Board



FOR THE UNION

DocuSigned by:
Aaron Cole 2/6/2024

Date

CAA1FC05ED304AF...
Jesse [Signature] 2/6/24

Date

2024 Salary Grid - Union, Non-exempt

Updated: 12/2023

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
305	45.73	47.08	48.42	49.77	51.11	52.46	53.80
7.5 hr	7431	7651	7868	8088	8305	8525	8743
8 hr	7927	8161	8393	8627	8859	9093	9325
300	44.57	45.89	47.20	48.51	49.82	51.13	52.44
7.5 hr	7243	7457	7670	7883	8096	8309	8522
8 hr	7725	7954	8181	8408	8635	8863	9090
295	43.48	44.76	46.04	47.31	48.59	49.87	51.15
7.5 hr	7066	7274	7482	7688	7896	8104	8312
8 hr	7537	7758	7980	8200	8422	8644	8866
290	42.36	43.61	44.86	46.10	47.35	48.59	49.84
7.5 hr	6884	7087	7290	7491	7694	7896	8099
8 hr	7342	7559	7776	7991	8207	8422	8639
285	41.33	42.54	43.76	44.97	46.19	47.40	48.62
7.5 hr	6716	6913	7111	7308	7506	7703	7901
8 hr	7164	7374	7585	7795	8006	8216	8427
280	40.29	41.48	42.66	43.85	45.03	46.22	47.40
7.5 hr	6547	6741	6932	7126	7317	7511	7703
8 hr	6984	7190	7394	7601	7805	8011	8216
275	39.28	40.43	41.59	42.74	43.90	45.05	46.21
7.5 hr	6383	6570	6758	6945	7134	7321	7509
8 hr	6809	7008	7209	7408	7609	7809	8010
270	38.29	39.42	40.55	41.67	42.80	43.92	45.05
7.5 hr	6222	6406	6589	6771	6955	7137	7321
8 hr	6637	6833	7029	7223	7419	7613	7809
265	37.33	38.43	39.53	40.63	41.72	42.82	43.92
7.5 hr	6066	6245	6424	6602	6780	6958	7137
8 hr	6471	6661	6852	7043	7231	7422	7613
260	36.40	37.47	38.54	39.61	40.68	41.75	42.82
7.5 hr	5915	6089	6263	6437	6611	6784	6958
8 hr	6309	6495	6680	6866	7051	7237	7422

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
255	35.49	36.53	37.58	38.62	39.66	40.71	41.75
7.5 hr	5767	5936	6107	6276	6445	6615	6784
8 hr	6152	6332	6514	6694	6874	7056	7237
250	34.61	35.63	36.65	37.67	38.68	39.70	40.72
7.5 hr	5624	5790	5956	6121	6286	6451	6617
8 hr	5999	6176	6353	6529	6705	6881	7058
245	33.75	34.74	35.73	36.72	37.72	38.71	39.70
7.5 hr	5484	5645	5806	5967	6130	6290	6451
8 hr	5850	6022	6193	6365	6538	6710	6881
240	32.89	33.85	34.82	35.79	36.76	37.72	38.69
7.5 hr	5345	5501	5658	5816	5974	6130	6287
8 hr	5701	5867	6035	6204	6372	6538	6706
235	32.07	33.01	33.96	34.90	35.84	36.79	37.73
7.5 hr	5211	5364	5519	5671	5824	5978	6131
8 hr	5559	5722	5886	6049	6212	6377	6540
230	31.27	32.19	33.11	34.03	34.95	35.87	36.79
7.5 hr	5081	5231	5380	5530	5679	5829	5978
8 hr	5420	5580	5739	5899	6058	6217	6377
225	30.49	31.39	32.28	33.18	34.08	34.97	35.87
7.5 hr	4955	5101	5246	5392	5538	5683	5829
8 hr	5285	5441	5595	5751	5907	6061	6217
220	29.73	30.61	31.48	32.36	33.23	34.11	34.98
7.5 hr	4831	4974	5116	5259	5400	5543	5684
8 hr	5153	5306	5457	5609	5760	5912	6063
215	28.99	29.84	30.69	31.54	32.40	33.25	34.10
7.5 hr	4711	4849	4987	5125	5265	5403	5541
8 hr	5025	5172	5320	5467	5616	5763	5911
210	28.27	29.10	29.93	30.77	31.60	32.43	33.26
7.5 hr	4594	4729	4864	5000	5135	5270	5405
8 hr	4900	5044	5188	5333	5477	5621	5765
206							32.41
205	27.55	28.36	29.17	29.98	30.79	31.60	32.41
7.5 hr	4477	4609	4740	4872	5003	5135	5267
8 hr	4775	4916	5056	5197	5337	5477	5618

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
200	26.88	27.67	28.46	29.25	30.04	30.83	31.62
7.5 hr	4368	4496	4625	4753	4882	5010	5138
8 hr	4659	4796	4933	5070	5207	5344	5481
196							30.82
195	26.20	26.97	27.74	28.51	29.28	30.05	30.82
7.5 hr	4258	4383	4508	4633	4758	4883	5008
8 hr	4541	4675	4808	4942	5075	5209	5342
190	25.54	26.29	27.05	27.80	28.55	29.30	30.05
7.5 hr	4150	4272	4396	4518	4639	4761	4883
8 hr	4427	4557	4689	4819	4949	5079	5209
186							29.32
185	24.92	25.66	26.39	27.12	27.85	28.59	29.32
7.5 hr	4050	4170	4288	4407	4526	4646	4765
8 hr	4319	4448	4574	4701	4827	4956	5082
180	24.27	24.98	25.70	26.41	27.12	27.84	28.55
7.5 hr	3944	4059	4176	4292	4407	4524	4639
8 hr	4207	4330	4455	4578	4701	4826	4949
176							27.85
175	23.67	24.37	25.07	25.76	26.46	27.15	27.85
7.5 hr	3846	3960	4074	4186	4300	4412	4526
8 hr	4103	4224	4345	4465	4586	4706	4827
170	23.09	23.77	24.44	25.12	25.80	26.48	27.16
7.5 hr	3752	3863	3972	4082	4193	4303	4414
8 hr	4002	4120	4236	4354	4472	4590	4708
165	22.50	23.16	23.82	24.48	25.15	25.81	26.47
7.5 hr	3656	3764	3871	3978	4087	4194	4301
8 hr	3900	4014	4129	4243	4359	4474	4588
160	21.93	22.58	23.22	23.87	24.51	25.16	25.80
7.5 hr	3564	3669	3773	3879	3983	4089	4193
8 hr	3801	3914	4025	4137	4248	4361	4472

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
155	21.39	22.02	22.64	23.27	23.90	24.53	25.16
7.5 hr	3476	3578	3679	3781	3884	3986	4089
8 hr	3708	3817	3924	4033	4143	4252	4361
150	20.86	21.47	22.09	22.70	23.31	23.93	24.54
7.5 hr	3390	3489	3590	3689	3788	3889	3988
8 hr	3616	3721	3829	3935	4040	4148	4254
145	20.34	20.94	21.54	22.14	22.73	23.33	23.93
7.5 hr	3305	3403	3500	3598	3694	3791	3889
8 hr	3526	3630	3734	3838	3940	4044	4148
140	19.83	20.41	21.00	21.58	22.16	22.75	23.33
7.5 hr	3222	3317	3413	3507	3601	3697	3791
8 hr	3437	3538	3640	3741	3841	3943	4044
135	19.33	19.90	20.47	21.03	21.60	22.17	22.74
7.5 hr	3141	3234	3326	3417	3510	3603	3695
8 hr	3351	3449	3548	3645	3744	3843	3942
130	18.85	19.41	19.96	20.52	21.07	21.63	22.18
7.5 hr	3063	3154	3244	3335	3424	3515	3604
8 hr	3267	3364	3460	3557	3652	3749	3845
125	18.38	18.92	19.46	20.00	20.54	21.08	21.62
7.5 hr	2987	3075	3162	3250	3338	3426	3513
8 hr	3186	3279	3373	3467	3560	3654	3747
120	17.92	18.45	18.97	19.50	20.03	20.55	21.08
7.5 hr	2912	2998	3083	3169	3255	3339	3426
8 hr	3106	3198	3288	3380	3472	3562	3654
115	17.47	17.98	18.50	19.01	19.52	20.04	20.55
7.5 hr	2839	2922	3006	3089	3172	3257	3339
8 hr	3028	3117	3207	3295	3383	3474	3562
110	17.03	17.53	18.03	18.53	19.03	19.53	20.03
7.5 hr	2767	2849	2930	3011	3092	3174	3255
8 hr	2952	3039	3125	3212	3299	3385	3472

2025 Salary Grid - Union, Non-exempt

Updated: 12/2023

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
305	47.33	48.72	50.11	51.50	52.90	54.29	55.68
7.5 hr	7691	7917	8143	8369	8596	8822	9048
8 hr	8204	8445	8686	8927	9169	9410	9651
300	46.14	47.50	48.85	50.21	51.57	52.92	54.28
7.5 hr	7498	7719	7938	8159	8380	8600	8821
8 hr	7998	8233	8467	8703	8939	9173	9409
295	45.00	46.32	47.65	48.97	50.29	51.62	52.94
7.5 hr	7313	7527	7743	7958	8172	8388	8603
8 hr	7800	8029	8259	8488	8717	8947	9176
290	43.84	45.13	46.42	47.71	49.00	50.29	51.58
7.5 hr	7124	7334	7543	7753	7963	8172	8382
8 hr	7599	7823	8046	8270	8493	8717	8941
285	42.77	44.03	45.29	46.55	47.80	49.06	50.32
7.5 hr	6950	7155	7360	7564	7768	7972	8177
8 hr	7413	7632	7850	8069	8285	8504	8722
280	41.70	42.93	44.15	45.38	46.61	47.83	49.06
7.5 hr	6776	6976	7174	7374	7574	7772	7972
8 hr	7228	7441	7653	7866	8079	8291	8504
275	40.66	41.85	43.05	44.24	45.44	46.63	47.83
7.5 hr	6607	6801	6996	7189	7384	7577	7772
8 hr	7048	7254	7462	7668	7876	8083	8291
270	39.64	40.80	41.97	43.13	44.30	45.46	46.63
7.5 hr	6442	6630	6820	7009	7199	7387	7577
8 hr	6871	7072	7275	7476	7679	7880	8083
265	38.64	39.78	40.91	42.05	43.19	44.32	45.46
7.5 hr	6279	6464	6648	6833	7018	7202	7387
8 hr	6698	6895	7091	7289	7486	7682	7880
260	37.67	38.78	39.89	41.00	42.10	43.21	44.32
7.5 hr	6121	6302	6482	6663	6841	7022	7202
8 hr	6529	6722	6914	7107	7297	7490	7682

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
255	36.73	37.81	38.89	39.97	41.05	42.13	43.21
7.5 hr	5969	6144	6320	6495	6671	6846	7022
8 hr	6367	6554	6741	6928	7115	7303	7490
250	35.83	36.88	37.94	38.99	40.04	41.10	42.15
7.5 hr	5822	5993	6165	6336	6507	6679	6849
8 hr	6211	6393	6576	6758	6940	7124	7306
245	34.93	35.95	36.98	38.01	39.04	40.06	41.09
7.5 hr	5676	5842	6009	6177	6344	6510	6677
8 hr	6055	6231	6410	6588	6767	6944	7122
240	34.03	35.04	36.04	37.04	38.04	39.04	40.04
7.5 hr	5530	5694	5857	6019	6182	6344	6507
8 hr	5899	6074	6247	6420	6594	6767	6940
235	33.19	34.17	35.15	36.12	37.10	38.07	39.05
7.5 hr	5393	5553	5712	5870	6029	6186	6346
8 hr	5753	5923	6093	6261	6431	6599	6769
230	32.37	33.32	34.27	35.22	36.18	37.13	38.08
7.5 hr	5260	5415	5569	5723	5879	6034	6188
8 hr	5611	5775	5940	6105	6271	6436	6601
225	31.56	32.49	33.42	34.35	35.27	36.20	37.13
7.5 hr	5129	5280	5431	5582	5731	5883	6034
8 hr	5470	5632	5793	5954	6113	6275	6436
220	30.77	31.68	32.58	33.49	34.39	35.30	36.20
7.5 hr	5000	5148	5294	5442	5588	5736	5883
8 hr	5333	5491	5647	5805	5961	6119	6275
215	30.00	30.88	31.76	32.64	33.53	34.41	35.29
7.5 hr	4875	5018	5161	5304	5449	5592	5735
8 hr	5200	5353	5505	5658	5812	5964	6117
210	29.26	30.12	30.98	31.84	32.70	33.56	34.42
7.5 hr	4755	4895	5034	5174	5314	5454	5593
8 hr	5072	5221	5370	5519	5668	5817	5966
206							33.54
205	28.51	29.35	30.19	31.02	31.86	32.70	33.54
7.5 hr	4633	4769	4906	5041	5177	5314	5450
8 hr	4942	5087	5233	5377	5522	5668	5814

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
200	27.82	28.64	29.46	30.28	31.09	31.91	32.73
7.5 hr	4521	4654	4787	4921	5052	5185	5319
8 hr	4822	4964	5106	5249	5389	5531	5673
196							31.90
195	27.12	27.91	28.71	29.51	30.31	31.10	31.90
7.5 hr	4407	4535	4665	4795	4925	5054	5184
8 hr	4701	4838	4976	5115	5254	5391	5529
190	26.44	27.21	27.99	28.77	29.55	30.32	31.10
7.5 hr	4297	4422	4548	4675	4802	4927	5054
8 hr	4583	4716	4852	4987	5122	5255	5391
186							30.35
185	25.80	26.56	27.32	28.07	28.83	29.59	30.35
7.5 hr	4193	4316	4440	4561	4685	4808	4932
8 hr	4472	4604	4735	4865	4997	5129	5261
180	25.12	25.86	26.60	27.33	28.07	28.81	29.55
7.5 hr	4082	4202	4323	4441	4561	4682	4802
8 hr	4354	4482	4611	4737	4865	4994	5122
176							28.82
175	24.50	25.22	25.94	26.66	27.38	28.10	28.82
7.5 hr	3981	4098	4215	4332	4449	4566	4683
8 hr	4247	4371	4496	4621	4746	4871	4995
170	23.89	24.60	25.30	26.00	26.70	27.41	28.11
7.5 hr	3882	3998	4111	4225	4339	4454	4568
8 hr	4141	4264	4385	4507	4628	4751	4872
165	23.29	23.98	24.66	25.35	26.03	26.72	27.40
7.5 hr	3785	3897	4007	4119	4230	4342	4453
8 hr	4037	4157	4274	4394	4512	4631	4749
160	22.70	23.36	24.03	24.70	25.37	26.03	26.70
7.5 hr	3689	3796	3905	4014	4123	4230	4339
8 hr	3935	4049	4165	4281	4397	4512	4628

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
155	22.13	22.79	23.44	24.09	24.74	25.39	26.04
7.5 hr	3596	3703	3809	3915	4020	4126	4232
8 hr	3836	3950	4063	4176	4288	4401	4514
150	21.59	22.23	22.86	23.50	24.13	24.77	25.40
7.5 hr	3508	3612	3715	3819	3921	4025	4128
8 hr	3742	3853	3962	4073	4183	4293	4403
145	21.05	21.67	22.29	22.91	23.53	24.15	24.77
7.5 hr	3421	3521	3622	3723	3824	3924	4025
8 hr	3649	3756	3864	3971	4079	4186	4293
140	20.53	21.13	21.74	22.34	22.94	23.55	24.15
7.5 hr	3336	3434	3533	3630	3728	3827	3924
8 hr	3559	3663	3768	3872	3976	4082	4186
135	20.01	20.60	21.19	21.77	22.36	22.95	23.54
7.5 hr	3252	3348	3443	3538	3634	3729	3825
8 hr	3468	3571	3673	3773	3876	3978	4080
130	19.52	20.09	20.66	21.24	21.81	22.39	22.96
7.5 hr	3172	3265	3357	3452	3544	3638	3731
8 hr	3383	3482	3581	3682	3780	3881	3980
125	19.02	19.58	20.14	20.70	21.26	21.82	22.38
7.5 hr	3091	3182	3273	3364	3455	3546	3637
8 hr	3297	3394	3491	3588	3685	3782	3879
120	18.55	19.09	19.64	20.18	20.73	21.27	21.82
7.5 hr	3014	3102	3192	3279	3369	3456	3546
8 hr	3215	3309	3404	3498	3593	3687	3782
115	18.08	18.61	19.14	19.67	20.21	20.74	21.27
7.5 hr	2938	3024	3110	3196	3284	3370	3456
8 hr	3134	3226	3318	3409	3503	3595	3687
110	17.62	18.14	18.66	19.18	19.69	20.21	20.73
7.5 hr	2863	2948	3032	3117	3200	3284	3369
8 hr	3054	3144	3234	3325	3413	3503	3593