

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE COMMONWEALTH OF MASSACHUSETTS
AND THE
ALLIANCE, AFSCME-SEIU LOCAL 509
FOR A
SUCCESSOR AGREEMENT**

January 1, 2014 through December 31, 2016

The parties agree to the following changes to the Commonwealth and Alliance, AFSCME-SEIU Local 509 Collective Bargaining Agreements for Units 8 & 10 for January 1, 2014 through December 31, 2016. Except as modified herein, the terms of the current agreement, including supplemental and side agreements, shall continue in effect.

**ARTICLE 6
ANTI-DISCRIMINATION/AFFIRMATIVE ACTION**

Section 1

The Employer and the Union agree not to discriminate in any way against employees covered by this Agreement on account of race, religion, creed, color, national origin, **gender**, sex, sexual orientation, age, **ancestry, ethnicity, mental or physical disability**, union activity, **gender identity, gender expression, military or veteran status, (including Vietnam-era veterans)**.

Section 2

The Union and the Employer agree that when the effects of employment practices, regardless of their intent, discriminate against any group of people on the basis of race, religion, creed, color, age, sex, national origin, or **mental or physical disability, or being a Vietnam Era Veteran**, specific positive and aggressive measures must be taken to redress the effects of past discrimination, to eliminate present and future discrimination, and to ensure equal opportunity in the areas of hiring, upgrading, demotion or transfer, recruitment, layoff or termination, rate of compensation and in-service or apprenticeship training programs. Therefore the parties acknowledge the need for positive and aggressive affirmative action.

**ARTICLE 6A
MUTUAL RESPECT**

The Commonwealth and the Union agree that mutual respect between and among managers, employees, co-workers and supervisors is integral to the efficient conduct of the Commonwealth's business. Behaviors that contribute to a hostile, humiliating or intimidating work environment, including abusive language or behavior, are unacceptable and will not be tolerated. Employees who believe they are subject to such behavior, **and who want to pursue the matter shall** ~~should~~ raise their concerns **in writing** with an appropriate manager ~~or supervisor~~ as soon as possible, but no later than ninety (90) days from the occurrence of the **most recent** incident(s). In the event the employee(s) concerns **have been formally raised at the agency level and** are not addressed ~~at the Agency level, whether informally or through the~~

~~grievance procedure~~, within a reasonable period of time, the employee or the union may file a grievance at step 3 of the grievance procedure as set forth in Article 23 (**notice shall be sent concurrently to the Agency Head or designee**). If an employee, or the union, requests a hearing at step 3, such hearing shall be granted. Grievances filed under this section shall not be subject to the arbitration provisions set forth in Article 23. No employee shall be subject to discrimination for filing a complaint, giving a statement, or otherwise participating in the administration of this process.

ARTICLE 7 WORKWEEK AND WORK SCHEDULES

Section 1

F. The parties acknowledge the benefit of establishing alternative work ~~schedules~~ **options**, including but not limited to flexible hours, staggered hours, part-time, telecommuting and job sharing where such programs contribute to the efficient delivery of state services. The Labor-Management Committee established pursuant to Article 25 of this Agreement shall meet ~~to determine the feasibility of establishing such options where they do not currently exist, to monitor existing programs, and to recommend changes where appropriate.~~ **to implement Appendix H on Alternative Work Options.**

Section 5 Call Back Pay

An employee who has left his/her place of employment after having completed work on his/her regular shift, and who is called back to a workplace prior to the commencement of his/her next scheduled shift shall receive a minimum of four (4) hours pay at his/her regular hourly overtime rate. This Section shall not apply to an employee who is called in to start his/her shift early and who continues to work that shift. **Regular overtime rate shall only mean premium pay if the employee has exceeded forty (40) hours for the week. This provision shall not apply to Department of Children and Families' employees who work the After Hours Emergency Response System (aka "Hotline"), who shall continue to receive premium pay for such work.**

An employee who is called back to work as outlined above but is not called back to a work place shall receive a minimum of two (2) hours pay at his/her regular overtime rate. For the purpose of this Section, a "work place" is defined as any place other than the employee's home to which he/she is required to report to fulfill the assignment. **Regular overtime rate shall only mean premium pay if the employee has exceeded forty (40) hours for the week. This provision shall not apply to Department of Children and Families' employees who work the After Hours Emergency Response System (aka "Hotline"), who shall continue to receive premium pay for such work.**

**ARTICLE 8
LEAVE**

Section 1 Sick Leave

A. **Effective November 1, 2015, a** A full-time employee shall accumulate sick leave with pay credits at the following rate for each ~~full calendar month~~ **bi-weekly pay period** of employment:

<u>Scheduled Hours per Week</u>	<u>Sick Leave Accrued</u>
37.5 75 hours per bi-weekly	9.375 4.326923 hours
40.0 80 hours per bi-weekly	10.000 4.615384 hours

<u>Scheduled Hours</u>	<u>Sick Leave Accrued</u>
75 hours bi-weekly	4.326975 hours
80 hours bi-weekly	4.61544 hours

An employee on any leave with pay or industrial accident leave shall accumulate sick leave credits. There shall be no limit to the number of unused sick leave credits, which an employee may accumulate.

B. A regular part-time employee shall ~~be granted~~ **accumulate** sick leave credits in the same proportion that his/her part-time service bears to full-time service.

D. Sick leave shall be granted, at the discretion of the Appointing Authority, to an employee only under the following conditions:

4. An employee may use up to ten (10) days of accrued sick leave per calendar year for necessary preparations and/or legal proceedings related to foster care of ~~DSS DCF~~ children, such as foster care reviews, court hearings and MAPS training for pre-adoptive parents. HRD may approve a waiver of the ten (10) day limit if needed for difficult placements. In addition, an employee may use the one (1) day per month of paid leave available to employees for volunteer work under the Commonwealth's ~~School Volunteer or Mentoring~~ **SERV volunteer** programs for the above-cited foster care activities.

E. A full-time employee shall not accrue **full** sick leave credit for any ~~month~~ **biweekly pay period** in which he/she was on leave without pay or absent without pay. ~~for a total of more than one day.~~ **Instead the employee shall earn sick leave credits based on the hours paid within the bi-weekly pay period.**

G. Sick leave must be charged against unused sick leave credits in units of **fifteen minutes**, ~~one half hour or full hours~~, but in no event may the sick leave credits used be less than the actual time off.

J. A regular part-time employee shall not accrue **full** sick leave credit for any ~~month~~ **bi-weekly pay period in which he/she was on leave without pay or absent without pay.** ~~in the same proportion that his/her service bears to one day of service of a full time employee.~~ **Instead the employee shall earn sick leave credits based on the hours paid within the bi-weekly pay period.**

K. Employees requesting sick leave under this Article must notify the designated representative of the Appointing Authority at least one (1) hour before the start of his/her work shift on each day of absence. In single-shift agencies, employees requesting sick leave under this Article must notify the designated representative not later than fifteen (15) minutes after the start of the work day on each day of absence. Repeated violations of these notification procedures may result in the denial of sick leave. Such notice must include the general nature of the **illness, injury or disability** and the estimated period of time for which the employee will be absent. Where circumstances warrant, the Appointing Authority or designee shall reasonably excuse the employee from such daily notification.

L. Where the Appointing Authority has reason to believe that sick leave is being abused, the Appointing Authority may require satisfactory medical evidence from the employee (see Appendix G-1 and G3). Sick leave abuse shall be defined as the use of sick time for purposes other than are listed in Section D above. This request shall be reduced to writing and shall cite specific reasons for the request. When medical evidence is requested, such request shall be made as promptly as possible. To the extent practicable, the employee shall receive prior notice that the Appointing Authority believes he/she is abusing sick leave and that he/she may be required to produce medical evidence for future use of sick leave.

In order to clarify existing practice, satisfactory medical evidence shall consist of a signed statement by a licensed Physician, Physician's Assistant, Nurse Practitioner, Chiropractor, Dentist or Licensed Independent Clinical Social Worker working within his/her area of expertise, that he/she has personally examined the employee and shall contain the nature of the illness or injury, ~~unless identified as being of a confidential nature~~ **(specific diagnosis not required)**; a statement that the employee was unable to perform his or her duties due to the specific illness or injury on the days in question; and the prognosis for the employee's return to work.

~~If the illness or injury is identified as confidential in nature, the employee shall submit a completed Confidential Illness Certification from the attending medical provider(s) as specified above. The Confidential Illness Certification (see Appendix G-2), shall contain the medical provider's signed statement that he/she has personally examined the employee, that the employee was unable to perform his/her duties because he/she was/is incapacitated due to illness or injury for the duration of the sick leave period in question, and the prognosis for the employee's return to work. Failure to produce this certification for a confidential illness within ten (10) calendar days from the date of the request may result in the denial of the sick leave in question.~~

In cases where the employee is absent due to a family or household illness or injury, as defined in Section 1(C) (2) of this Article, satisfactory medical evidence shall consist of a signed statement by medical personnel mentioned above indicating that the person in question has been determined to be seriously ill and needing care on the days in question. A medical statement provided pursuant to this Article shall list the address and telephone number of the attending physician or medical provider. Failure to produce such evidence within ten (10) days of its request may result, at the discretion of the Appointing Authority, in denial of sick leave for the period of absence.

The medical provider's determination of the employee's incapacitation for duty shall be based upon the provider's assessment of the employee's health condition for the period of sick leave utilized, and by reviewing the employee's specific job duties and responsibilities as outlined in the Form 30 position description or current job description. It is the Employer's responsibility to provide the employee with a copy of the Form 30 or current job description, G-1 and ~~G-2~~ **G3** forms.

M. When an employee requests FMLA leave, or when the Employer acquires knowledge that an employee's leave may be for an FMLA-qualifying reason, the Employer must notify the employee of the employee's eligibility to take FMLA leave within five business days, absent extenuating circumstances. Employees who ~~are believed, by the employer,~~ have a serious medical condition qualifying for FMLA leave will obtain from their Healthcare Provider a completed "Certification of Healthcare Provider for Employee's Serious Health Condition" form (G1). The employee will return this form within 15 days of receipt. In the event of an unanticipated illness, an employee who returns to work within 8 days of the beginning of his/her absence will not be required to return form G1 to his/her employer.

~~N.M.~~ In extraordinary circumstances, where the Appointing Authority, or the designated person in charge if the Appointing Authority is unavailable, has sufficient reason to believe that an employee has a mental or physical incapacity rendering him/her unfit to perform his/her job or which jeopardizes workplace safety or stability, the Appointing Authority or the designated person in charge may authorize the removal of such employee from the workplace. It is understood that the employee might not recognize or acknowledge such unfitness.

The employee shall receive written notice from the Appointing Authority that specifically states the employee's actions leading to the removal and what is required of the employee before he/she returns to the workplace. Such notice shall be given to the employee at the time of the removal or within five (5) days of the removal.

The employee shall be required to undergo a medical examination to determine his/her fitness for work. The employee, if he/she so desires, may be represented by a physician of his or her own choice, in which case such verification and cost shall be the responsibility of the employee. However, the Appointing Authority shall reserve the

right to obtain a second opinion from a Commonwealth designated physician to determine fitness for work. Such cost shall be borne by the Appointing Authority. The employee shall provide the Appointing Authority with appropriate medical documentation prior to or upon his/her return to the workplace.

~~R. The parties recognize that any unnecessary delay by agencies in processing Industrial Accident paperwork is a problem of mutual concern. The parties therefore agree to establish a sub-committee to study the manner in which the various departments and agencies process the paperwork associated with the processing and disposition of Industrial Accident claims. Said sub-committee shall make such recommendations to expedite such claims as it shall deem appropriate.~~

~~S. The parties agree to work together to develop standardized forms concerning FMLA leave.~~

Section 2 Domestic Violence/*Sexual Assault or Stalking* Leave

An employee may use up to a maximum of fifteen (15) paid days per calendar year for the purpose of arranging for the care of him/herself, his/her child(ren), elderly parent(s) and spouse or for attending to necessary legal proceedings or activities in instances where the employee or his/her child(ren), elderly parents and spouse is/are a victim(s) of domestic abuse, **domestic violence, sexual assault or stalking** and where the employee is not the perpetrator.

Section 4 Bereavement Leave

Paid leave granted under this Section shall be prorated for regular part-time employees.

Section 8 Family and Medical Leave

A. Family Leave

1. An Appointing Authority shall grant to a full-time or part-time employee who has completed her/his probationary period, or if there is no such probationary period, has been employed for at least three (3) consecutive months, an unpaid leave of absence for up to twenty-six (26) weeks in conjunction with the birth, adoption or placement of a child as long as the leave concludes within twelve (12) months following the birth or placement. **The ability to take leave ceases when responsibility for a foster placement ceases.**

~~For this leave, under the Family and Medical Leave Act, 29 U.S.C. 2611 et seq., and accompanying regulations, 29 C.F.R. Part 825, the employer may request medical certification after the leave commences if the Employer later has reason to question the appropriateness of the leave or its duration. Such certification shall be in accordance with Section 1 (1) of this Article.~~

7. During family leave taken in conjunction with the birth, adoption, or placement of a child, an employee shall receive his/her salary for ten (10) days of said leave at a time requested by the employee. The ten (10) days of paid family leave granted under this Section may be used on an intermittent basis over the twelve (12) months following the birth or adoption, except that this leave may not be charged in increments of less than one (1) day. In addition, if the employee has accrued sick leave, vacation leave or personal leave credits available, the employee may use such credits for which he/she may otherwise be eligible under the sick leave, personal leave, or vacation leave provisions of this Agreement. **The ten (10) days of paid leave granted under this Section shall be prorated for regular part-time employees.**

B. Medical Leave

1. An Appointing Authority shall grant to any employee who has completed his/her probationary period or, if there is no probationary period, who has been employed at least three (3) consecutive months, an unpaid leave of absence for up to twenty-six (26) weeks to care for a spouse, child or parent who has a serious health condition or for a serious health condition which prevents the employee from being able to perform the functions of his/her position. **For this leave, under the Family and Medical Leave Act, 29 U.S.C. 26111 et seq., and accompanying regulations, 29 C.F.R. Part 825, the Employer will request medical certification at the time the employee gives notice of the need for leave or within five business days thereafter, or in the case of unforeseen leave, within five business days after the leave commences.** ~~For this leave, under the Family and Medical Leave Act, 29 U.S.C. 26111 et seq., and accompanying regulations, 29 C.F.R. Part 825, Employer may request medical certification after the leave commences if the employer later has reason to question the appropriateness of the leave or its duration.~~ Said certification shall be in accordance with Section 1 (I) of this Article. Upon the submission of satisfactory medical evidence that demonstrates an existing catastrophic illness the Appointing Authority shall grant the employee, on a one-time basis, up to an additional twenty-six (26) weeks of non-intermittent FMLA leave.

2. At least thirty (30) days in advance, the employee shall submit a written notice of his/her intent to take such leave and the dates and expected duration of such leave. If thirty (30) day notice is not possible, the employee shall give notice as soon as practicable. The employee shall provide, upon request by the Appointing Authority, satisfactory medical evidence. Satisfactory medical evidence is defined under Section 1 (L) of this Article. **Under FMLA law, if the Appointing Authority has reason to doubt the validity of the medical evidence, it may obtain a second opinion at its own expense.**

In the event there is a conflict between the second opinion and the original medical opinion, the Appointing Authority and the employee may resolve the

conflict by obtaining the opinion of a third medical provider, who is approved jointly by the Appointing Authority and the employee, at the Appointing Authority's expense.

3. Intermittent leave usage and modified work schedules may be granted where **an employee**, spouse, child or parent has a serious medical condition, and is dependent upon the employee for care. ~~Where intermittent or a modified work schedule is medically necessary, the employee and Appointing Authority shall attempt to work out a schedule which meets the employee's needs without unduly disrupting the operations of the workplace.~~

Effective October 1, 2014 for new requests of intermittent FMLA and effective January 1, 2015 for employees currently on FMLA, employees who provide satisfactory medical documentation to support an intermittent FMLA may utilize up to 60 days of their FMLA allotment provided for in Section 8 (B) (1) for intermittent absences.

Where intermittent or a modified work schedule is medically necessary, the employee and Appointing Authority shall attempt to work out a schedule which meets the employee's needs without unduly disrupting the operations of the workplace.

Such modified work schedules may include full time continuous leave, a change in job responsibilities, an alternative work option or a continuation of the intermittent leave beyond the sixty (60) days if operations allow provided the employee has not exhausted the 26 weeks of FMLA leave allowed within the previous 52 week period.

At the expiration of the intermittent medical leave, modified work schedule, or job assignment that was agreed upon, the employee shall be returned to the same or equivalent position with the same status, pay and length of service credit as of the date of his/her leave.

In the event that no alternative is agreed upon and if the employer believes that operations are being unduly disrupted, the employer will give written notice to the Union and employee of the intent to terminate the intermittent leave.

In such an event, no employee who then requests full time continuous leave and who is otherwise eligible shall be denied such leave as long as they provide medical documentation supporting an FMLA qualifying illness. Such leaves will be limited to the remainder of the 26 weeks of available FMLA leave and based upon their intermittent determination shall not be eligible for the Catastrophic leave extension.

The Appointing Authority shall maintain the ability to transfer an employee to an alternative position with no reduction of pay or benefits in order to avoid disruption of operations so as long as the transfer is reasonable and not meant to discourage the use of intermittent leave. Wherever practicable an employee transferred pursuant to this paragraph shall be given 10 days notice of such transfer.

In the event that the employer gives notice of its intent to terminate the intermittent leave, and the affected employee does not wish to access any remaining full-time leave benefits as described above, the Union may request expedited impartial review by an arbitrator to determine whether the Agency has made a reasonable attempt to accommodate the need of the employee's intermittent leave beyond the sixty (60) days and whether or not the leave unduly disrupts operations. Said review must be requested within 10 calendar days of the notification that the leave will be terminated. The status quo ante shall be preserved pending the decision of the arbitrator, unless the proceedings are unreasonably delayed due to the part of the Union or the Employee.

The parties shall meet upon execution if the agreement to establish the review/arbitration process noted above. Such proceedings shall be informal in accordance with the rules to be agreed upon by the parties. The parties shall develop a form to be used as notice to the Union and employee of the intent to terminate intermittent leave.

8. An employee is not entitled to more than twenty-six (26) weeks of family/medical leave (combined) in a twelve (12) month period. For this purpose, a rolling twelve (12) month period will be used, measured backward from the date the leave is first used.

ARTICLE 9 VACATIONS

Section 1

Effective November 1, 2015, the vacation year shall be the first full pay period from ~~January 1st to December 31st, inclusive~~ in January through the last full pay period inclusive of December 31st of the same calendar year.

Section 2

~~A. Vacation leave with pay shall be credited to full-time employees employed by the Commonwealth on the last day of each full month worked based on work performed during that month as follows:~~

Length of Continuous Full-time	Scheduled Hours	Vacation
"Creditable Service"	Per Week	Credit Accrued

Less than 4.5 years	37.5	6.250 hours
	40.0	6.667 hours
4.5 years, but less than 9.5 years	37.5	9.375 hours
	40.0	10.000 hours
9.5 years, but less than 19.5 years	37.5	12.500 hours
	40.0	13.333 hours
19.5 years or more	37.5	15.625 hours
	40.0	16.667 hours

~~B. For determining vacation status under this Article, "creditable service" only shall be used.~~

~~All service beginning on the first working day in the state agency where rendered, and all service thereafter becomes "creditable service" provided there has not been any break of three (3) years or more in such service as referred to in Section 12 of this Article.~~

A. Vacation leave with pay shall be credited to full-time employees employed by the Commonwealth at the end of each pay period as follows:

<u>Length of Service</u>	<u>Scheduled Hours Bi-Weekly</u>	<u>Accrued Credit Bi-Weekly</u>
Less than 4.5 years	75.0	2.88465 hours
	80.0	3.07696 hours
4.5 years but less than 9.5 years	75.0	4.326975 hours
	80.0	4.61544 hours
9.5 years but less than 19.5 years	75.0	5.7693 hours
	80.0	6.15392 hours
19.5 years or more	75.0	7.21155 hours
	80.0	7.69232 hours

~~B. For determining vacation status under this Article, "creditable service" only shall be used.~~

~~All service beginning on the first working day at the beginning of a pay period in the state agency where rendered, and all service thereafter becomes "creditable service"~~

provided there has not been any break of three years or more in such service as referred to in Section 12 of this Article. **Employees whose service commences during the middle of a bi-weekly pay period shall have vacation credits prorated accordingly.**

Section 3

~~A full time employee on leave without pay and/or absent without pay for twenty (20) or more cumulative days in any vacation year shall have his/her vacation leave earned that year reduced by the percent determined by dividing the days without pay by the scheduled work days in the vacation year. In addition, any such leave or absence without pay for twenty (20) or more cumulative days in any vacation year shall result in the permanent loss of one year of continuous service for the purpose of vacation credit, unless such leave or absence is attributable to one of the following reasons:~~

- ~~_____ illness requiring hospitalization for all or a portion of the period of absence~~
- ~~_____ industrial accident~~
- ~~_____ maternity/adoptive leave~~
- ~~_____ foster care leave~~
- ~~_____ FMLA/Non FMLA~~
- ~~_____ military leave~~
- ~~_____ educational leave~~
- ~~_____ civic duty leave,~~

~~in which case "continuous service" for purposes of vacation credit shall not be affected.~~

Section 3

A full-time employee on leave without pay and/or absent-without pay during the pay period shall not accrue full vacation leave credit(s). Instead, the employee shall earn vacation leave credits based on the hours paid within the bi-weekly pay period.

Section 4

~~Vacation leave earned during any vacation year in which an employee achieves the next higher vacation accrual status shall be credited at the rate at which the employee began the current vacation year. Adjustments necessary to reflect the higher vacation accrual status shall be credited on the last day of the vacation year.~~

Employees will be credited with the next higher level accrual status during the pay period that includes July 1 of the fiscal year that the employee reaches the higher accrual status.

Section 5

A regular part-time employee shall ~~be granted~~ **accumulate** vacation leave in the same proportion that his/her part-time service bears to full-time service.

Section 6

~~A regular part-time employee who is absent without pay and/or on leave without pay for that number of hours that his/her service bears to twenty (20) days of service of a full-time employee shall have his/her vacation leave earned that year reduced by the percent determined by dividing the hours without pay by the total number of scheduled hours of work in his/her vacation year. In addition, any such leave or absence without pay for twenty or more cumulative days in any vacation year shall result in the permanent loss of one year of continuous service for the purpose of vacation credit unless such leave or absence is attributable to one of the following reasons:~~

- ~~_____ illness requiring hospitalization for all or a portion of the period of absence~~
- ~~_____ industrial accident~~
- ~~_____ maternity/adoptive leave~~
- ~~_____ foster care leave~~
- ~~_____ FMLA/Non-FMLA~~
- ~~_____ military leave~~
- ~~_____ educational leave~~
- ~~_____ civic duty leave,~~

~~in which case "continuous service" for purpose of vacation credit shall not be affected.~~

A regular part-time employee on leave without pay and/or absent without pay during the pay period shall earn vacation leave credits based on the hours worked or paid within the bi-weekly pay period.

Section 8

The Appointing Authority shall grant vacation leave in the vacation year in which it becomes available, unless in his/her opinion it is impossible or impracticable to do so because of work schedules or emergencies. In cases where the vacation requests by employees in the same title conflict, preference, subject to the operational needs of the Department/Agency, shall be given to employees on the basis of years of employment with the Commonwealth.

Unused vacation leave earned during the previous two (2) vacation years can be carried over **to the new calendar year beginning with the first full pay period in January on January 1** for use during the following vacation year. Annual earned vacation leave credit not used by **the last full pay period inclusive of December 31st** of the second year it was earned will be forfeited.

The department head is charged with the responsibility of seeing that vacation is taken in order that the employee does not lose vacation credits. Each employee shall receive annually, on or before October 1, as of September 1, a preliminary statement of the available vacation credits from the local office. A central office statement shall be forthcoming to each work location by September 30 for dissemination to each employee.

The parties recognize the need to ensure the granting of personal leave, vacation, holiday and compensatory time when it is requested and as it becomes available. Towards this end the department heads and union representatives at each work location shall work out procedures for implementing this policy of granting time off. Department heads and union representatives at each Appointing Authority shall work to develop procedures intended to enhance an employee's ability to access and utilize leave time.

Grievances concerning the denial of vacation time shall be filed directly at Step III of the grievance procedure.

Section 10

Employee's vacation leave balances shall be charged on an hour-for-hour basis; e.g., one hour charged for one hour used. Charges to vacation leave may be allowed in units of not less than ~~one half hour~~ **fifteen minute increments**.

Section 15

If an employee is on industrial accident leave and has available vacation credits which have not been used, and who, because of the provision of Section 8 of this Article would lose such vacation credits, the Appointing Authority of such employee shall convert such vacation credits to sick leave credits ~~on December 31st of the year in which such vacation credits would be lost if not taken~~ **in the new calendar year beginning with the first full pay period in January.**

ARTICLE 11 EMPLOYEE EXPENSES

Section 6

Every effort will be made to reimburse employees as soon as administratively possible provided that all requests for reimbursements are submitted to the employee's Appointing Authority within sixty (60) days from which the employee incurred such expense (follow agency policy for reimbursement at the end of the fiscal year). The parties understand that late submissions of expenses of more than 60 days can cause delays in reimbursement and have a negative impact on the agency budget, therefore the parties agree to encourage employees to submit the reimbursements within 60 days.

**ARTICLE 12
SALARIES**

Section 5B

For the purpose of this section, the Educational Incentive shall be included with base pay when calculating step placement when an employee moves from a title that does not have a degree requirement to a title that has a degree requirement.

**ARTICLE 14
SENIORITY, TRANSFERS, PROMOTIONS, REASSIGNMENTS,
FILLING OF VACANCIES, AND NEW POSITIONS**

Section 1

Where the Union files a grievance over the non-selection of an employee(s), the Union shall be limited to advancing to arbitration the grievance of one (1) non-selected employee per vacancy. The Union shall specify such grievant in writing at the time of filing its demand for arbitration.

Section 3

The Arbitrator shall not have the ability to select the successful candidate for the position. The limit on the remedial jurisdiction of the arbitrator shall not apply if the Appointing Authority re-selects the original successful candidate following an order to repost the position and the arbitrator finds a new violation of Article 14. If a redetermination of the selection process is ordered, it shall be limited to the original pool of applicants.

Section 4 Transfers and Reassignments

A. Transfers

1. For the purpose of this Section a transfer shall be defined as:
 - a. a change from one work unit or work facility to another work unit or work facility in the same Department/Agency without any change in classification; or
 - b. a substantial change in duties without a change of work unit or facility as long as the requirements for appointment are not substantially different.
2. a. An employee seeking a transfer to a different work unit shall submit a written transfer request to his/her Appointing Authority or

designee prior to **the posting of any vacancy. In Agencies that utilize continuous postings for specific positions, an employee shall submit a written transfer request prior to the authorization to fill a vacancy.**

b. An employee seeking a transfer to a different work facility under the jurisdiction of another Appointing Authority shall submit a written transfer request to that Appointing Authority or designee **prior to the posting of any vacancy. In Agencies that utilize continuous postings for specific positions, an employee shall submit a written transfer request prior to the authorization to fill a vacancy.**

3. a. Selection between employees seeking a transfer other than a substantial change in duties shall be made on the basis of seniority from among those employees considered by the Appointing Authority to be able to adequately perform the duties of the position.

b. An employee seeking a transfer involving a substantial change in duties shall submit a written transfer request to his/her Appointing Authority or designee and selection shall be made on the basis of seniority from among those employees considered by the Appointing Authority to be qualified to perform the duties of the position.

4. Requests for transfers shall be kept on file and shall be considered and, where appropriate, implemented by the Appointing Authority or designee prior to the ~~filling~~ **posting** of any vacancy. **In Agencies that utilize continuous postings for specific positions, an employee shall submit a written transfer request prior to the authorization to fill a vacancy.**

5. An employee who moves from one Appointing Authority within a Department/Agency to another facility under a different Appointing Authority within the same Department/Agency without a change in classification or job title and without an interruption of continuous service shall retain all seniority for the purpose of this Agreement and shall not otherwise be subject to a probationary period.

6. In order for any transfer pursuant to this Section to be considered by the employer, the request shall be submitted in writing and on file prior to the employer's posting of any vacancy. In Agencies that utilize continuous postings for specific positions, an employee shall submit a written transfer request prior to the authorization to fill a vacancy.

D. Transfers and Reassignments by the Employer

Add new section 2 (Current Section 2 will become 3)

Reassignments shall not be implemented for disciplinary reasons that are arbitrary and/or capricious.

**ARTICLE 18
RECALL PROCEDURE**

Section 3

H. Recall Procedures

In the event of recall, the order of lay-off and bumping described above shall be reversed, and employees shall be returned to the positions from which they were laid off or bumped in accordance with their seniority. The parties agree that individual employees who are on the recall list shall be given the opportunity to indicate the work location(s) to which they would be willing to accept recall. It is understood that such employee would only be offered recall positions to be filled within the work location(s) for which they have indicated a willingness to accept.

Failure to return a geographic preference sheet will result in consideration for recall to any location in the Department. Any employee may change his or her preference and notify the Agency in writing prior to the notification of the availability of a position in that work location.

Notice of recall opportunities will be sent to the employee's last known address via certified mail. Employees will have ten (10) calendar days to sign for recall notices. Failure to do so will be considered refusal of such recall. Upon signing for the letter, employees will have ten (10) calendar days to respond in accordance with the instruction contained in the letter.

Refusing an offer of recall to a location the employee has elected, or to any location in the Department if the employee has not returned a preference sheet, will result in removal from the recall roster.

**ARTICLE 19
TRAINING AND CAREER LADDERS**

Section 10 Educational Incentive

E. The parties agree that a committee shall identify suitable parameters within which employees shall be eligible for this incentive **or an alternative**. The committee shall establish such parameters for each discipline and/or job title. The committee shall become effective January 1, 2015. Any changes agreed to by this committee shall become effective July 1, 2015 but shall not apply to employees receiving an incentive as of June 30, 2015.

As a precedent to the establishment of said committee, the Commonwealth shall conduct an analysis of the way in which the Educational Incentive payments are

made pursuant to this Article and whether the degrees associated with these payments are tangibly related to employee job functions. The results of this analysis shall inform the deliberations of the committee established above and will provide the basis for changes to the current program, if any.

ARTICLE 23 ARBITRATION OF DISCIPLINARY ACTION

Section 1

No employee who has been employed in the bargaining units described in Article 1 of this Agreement for six (6) ~~twelve (12) consecutive~~ months or more, except for three (3) consecutive years for teachers, shall be discharged, suspended, or demoted for disciplinary reasons without just cause. **An employee who severs his/her employment with the Commonwealth must serve an additional probationary period upon re-employment.** An employee who leaves a position in an agency for another position in a different agency must serve an additional probationary period. **A bargaining unit employee who accepts a bargaining unit position in a different agency without a break in service and is unsuccessful in the probationary period in the different agency shall return to his/her prior position in the previous agency, or, if the position he/she vacated is not available he/she shall be placed on a recall list for the next available vacancy within that job title and location.**

Section 2

In the event that an employee is not given a departmental hearing prior to the imposition of discipline or discharge, then a grievance alleging a violation of Section 1 of this Article ~~shall~~ **may** be submitted in writing by the aggrieved employee to his/her agency head. **Any such grievance must be filed** within ten (10) working days of the date such action was taken. The grievance shall be treated as a Step II grievance and Article 23A - Grievance Procedure, shall apply.

Section 3

In the event that an employee is given a departmental hearing prior to the imposition of discipline or discharge, then a grievance alleging a violation of Section 1 of this Article ~~shall~~ **may** be submitted in writing by the aggrieved employee to his/her agency head. **Any such grievance must be filed** within ten (10) working days of the date such action was taken. Upon receipt of the grievance at Step II, the Appointing Authority shall review the actions taken at the lower level and shall either:

- A. Hold a full conference at Step II and the provisions of Article 23A – Grievance Procedure shall apply; or,
- B. Issue a written decision to waive the grievance to Step III and the provisions of Article 23A - Grievance Procedure shall apply.

Section 4

If an employee files a charge of discrimination covered by Article 6 with a state or federal agency or state or federal court, arising from termination of employment, the Commonwealth and the Union agree that the union waives its right to arbitrate any grievances based on a claim of a violation of Article 6 relating to the same claim of discrimination. If the employee withdraws his or her charge with prejudice, other than in the case of a mutually agreeable settlement, the grievance shall be arbitrable if otherwise timely and appropriate. This waiver provision shall not apply to claims filed pursuant to MGL c. 150E or claims relating to the FMLA.

ARTICLE 23A GRIEVANCE PROCEDURE

New Section 1 (b):

As a condition precedent to submitting a grievance alleging a violation of Section 1 of Article 23, the Union and the employee involved shall sign and give to the Employer, on a form agreed and incorporated as Appendix , a waiver of any and all rights to appeal the disciplinary action to the Civil Service Commission. The waiver shall include a declaration that no disciplinary review has been commenced at the Civil Service Commission.

Section 2

The grievance procedure shall be as follows:

Step I

An employee and/or the Union shall submit a grievance in writing, or by facsimile machine, on the grievance form included in Appendix F of this Agreement, to the person designated by the agency head for such purpose not later than twenty-one (21) calendar days after the date on which the alleged act or omission giving rise to the grievance occurred or after the date on which there was a reasonable basis for knowledge of the occurrence. Such grievance shall identify the Article(s) believed to have been violated, state how and when the Article(s) was violated and state the remedy sought. The person so designated by the agency head shall reply in writing by the end of **ten (10)** calendar days following the date of submission, or if a meeting is held to review the grievance, by the end of twenty-one (21) calendar days following the date of the submission.

Step II

A. In the event the employee or the Union wishes to appeal an unsatisfactory decision at Step I, the appeal shall be presented in writing, on the grievance form included in Appendix F of this Agreement, to the person designated by the agency head for such purpose within ten (10) business days following the receipt of the Step I decision. Such grievance shall identify the Article(s) believed to

have been violated, state how and when the Article(s) was violated and state the remedy sought.

B. Disciplinary grievances filed at Step II or Step III of the grievance procedure must also contain the "Waiver of Right to Appeal Disciplinary Action" form (as outlined in Article 23). Grievances not containing the signed waiver by the date of the scheduled conference or the rendering of a decision shall be considered denied **and are inarbitrable**.

~~C. The agency head or his/her designee shall meet with the employee and/or the Union for review of the grievance and shall issue a written decision of findings supported by the information gathered at the conference to the employee and/or the Union within fourteen (14) calendar days following the day on which the appeal is filed. The Agency Head's designee at Step II shall have the authority to sustain, vacate or modify a decision or action taken at the lower level.~~

The agency head or his/her designee shall issue a written reply by the end of the thirty (30) calendar days following the day on which the appeal was filed or if a conference is held by the end of the twenty-one (21) calendar days following the close of the conference. The Agency Head's designee at Step II shall have the authority to sustain, vacate or modify a decision or action taken at the lower level.

D. In disciplinary matters for which the agency head or his/her designee issues a decision to waive the grievance to Step III as described in Article 23, Section 3, such written decision shall be issued within ten (10) calendar days following the day on which the appeal is filed at Step II. In such instances, the agency head or his/her designee shall forward a copy of the decision to waive the grievance to Step III, along with a copy of the disciplinary notice and the documentation presented by both parties at the pre-disciplinary hearing, to the Human Resources Division.

Step III

In the event the employee or the Union wishes to appeal an unsatisfactory decision at Step II, the appeal must be presented, on the grievance form included in Appendix F of this Agreement to the Human Resources Division (HRD) within ten (10) business days of the receipt of the unsatisfactory decision at Step II. Such grievance shall identify the Article(s) believed to have been violated, state how and when the Article(s) was violated and state the remedy sought. HRD shall issue a written reply by the end of the thirty (30) calendar days following the day on which the appeal was filed or if a conference is held by the end of the twenty-one (21) calendar days following the close of the conference. HRD, at Step III, shall have the authority to sustain, vacate or modify a decision or action taken at the lower level.

Step IV

Grievances unresolved at Step III may be brought to arbitration solely by the Union by filing a completed Request for Arbitration form with the Human Resources Division. Such form must be filed within thirty (30) calendar days of the receipt of an unsatisfactory Step III response.

Section 4

Once arbitration has been requested by the Union a hearing shall be held no later than twelve (12) months from such request. If a hearing is not held within the twelve (12) month period due to inaction of the Union, then the grievance is thereby withdrawn with prejudice but without precedent.

Once arbitration has been requested by the Union, the Union has (60) calendar days from the receipt of the arbitrator lists provided by the Human Resources Division to select an arbitrator. If the Union fails to select an arbitrator within (60) calendar days of receipt of the arbitrator lists, the grievance is considered withdrawn with prejudice, but without precedent. Upon the selection of the arbitrator, the Union shall initiate scheduling with the arbitrator within ten (10) months of the filing for arbitration. The parties will make a good faith effort to schedule a hearing date that falls within twelve (12) months of the filing for arbitration.

Section 10

In any disciplinary matter, once a conference has been held at either Steps II or III, or in any non-disciplinary matter, once a conference has been held at Steps I, II or III, neither party shall substantively change, modify or expand the charges, arguments, witness list or written documentation presented at that previous conference at the next step of the grievance procedure without endeavoring to give notification to the other party prior to the next scheduled conference or arbitration.

Section 16

Arbitrators will issue a decision within 30 days of receipt of the parties post-hearing brief or oral argument. Upon request of either the Employer or the Union, the arbitrator ~~may~~ will retain jurisdiction for sixty (60) days after the issuance of a decision in the event of a dispute over implementation.

ARTICLE 24 PERSONNEL RECORDS

Section 4

- D. Warnings or reprimands which are more than three years old, where there has not been subsequent disciplinary action imposed, shall not be considered in conjunction with employee promotions, transfers, reassignments or training or educational opportunities.**

The parties agree this provision is not intended to adversely impact agencies' current practices with regard to removal of written warnings/reprimands or grievance settlement agreements the parties may enter.

**APPENDIX H
COMMONWEALTH OF MASSACHUSETTS**

**PROGRAM GUIDELINES
FOR
ALTERNATIVE WORK OPTIONS**

The Commonwealth and the Union, SEIU, Local 509 support Alternative Work Options (AWO). The parties agree that there are many benefits that may result from Alternative Work Options such as increased productivity and improved morale throughout the workplace. An Alternative Work Option is available to eligible employees based on operational needs of the Agency. This program shall not be subject to the grievance procedure as outlined in the Collective Bargaining Agreement (CBA), and shall not be arbitrable. All parties must recognize the importance of accepting mutual responsibility for good communication for successful participation in an AWO program. Employees, supervisors and managers must understand the heightened importance of communication once an agency begins an Alternative Work Options program. Verbal and written communication among all parties about schedules is essential to increase the efficiency of the process.

The following are the Commonwealth's guidelines for Alternative Work Options.

I. Definitions:

- Alternative Work Options: Variations from the standard work schedule.
- Full-time Employee: Works a total of 37.5 or 40 hours per week.
- Part-time Employee: Works at least half-time, such as 18.75 or 20 hours per week and less than full-time each week.
- Job Sharing: Two part-time employees share the responsibility of one full-time position.
- Telecommuting: Working at an alternate location (a place which differs from an employee's primary work location).
- Four day work week: Working full-time in four days each week, (also known as a compressed workweek).
- Four and one-half day workweek: A full-time work schedule consisting of four extended work days and one day on which the employee works at least 3.5 or 4 hours.

- **Staggered Schedule:** The scheduled arrival and departure times differ from the standard work hours or shift hours. Once established, the employee works the same schedule each week.
- **Flexible ("Flex") Schedule:** Daily and or weekly variations in the time an employee starts and or stops working. A Flex schedule permits employees to set their own schedules within the guidelines established by the Agency's Management and collective bargaining agreements. Arrival and departure times may vary, as can the number of hours worked each day. Employees must work the total number of hours that are required of full-time or part-time employees each week. Employees are able to make up time missed due to a doctor's appointment or any other personal business by working longer that day or making up the time another day during the week. Some agencies may establish "core hours" during which all employees must be at work regardless of individual schedules. This is not a four day work program.
- **Bandwidth:** The earliest time an employee may begin work, to the latest time work may end.
- **Core Hours:** The designated time period during when all employees must be at work, regardless of an alternative schedule. Agencies will define core hours as the range of hours (example 10am to 2pm or 10-11am and 1-3 pm) in a day when employees must be at work, inclusive of a meal period. Example of an exception: Employees working a four and one-half day schedules are exempt from the core hour requirement one day per week. Core hours do not apply when an employee is charging leave time (vacation, sick, or personal time) or unpaid time off.
- **Meal Break:** Federal and state law require employees to take a break for a minimum of 30 minutes after six consecutive hours of work. With prior approval, an employee may take a longer meal break.
- **Holidays:** Regardless of how many hours an employee normally works in a day, all holiday pay is for a maximum of 7.5 hours or 8 hours (pro-rated for part-time employees).
- **Sick, Vacation and Personal Leave:** Approved sick, personal and vacation leave may be charged for core time missed. If a whole day is taken off, an employee must charge their accrued leave time to cover their regularly scheduled hours for that day.
- **Overtime/Comp. Time Policy:** Refer to the Collective Bargaining Agreement.
- **Default Schedule:** Prior approved work schedule.
- **Operational Need:** The Agency must have necessary staff present in order to operate during business hours so that there is no disruption in the workplace. The Agency must also ensure that there is staff to meet the responsibilities of the workplace.

(Employees must report to the work site or any other designated location for any required trainings or meetings.)

- Any and all other options mutually agreed upon.

II. Eligibility:

Alternative Work Options are open to employees with the approval of Management. The assessment of a request for an alternative work option involves taking into account the employee's recent performance history, up to 24 months from the date of the request, length of time in the bargaining unit, and operational needs of the Agency. Employees in their probationary period may not participate in an Alternative Work Option Program.

III. Application Process:

- In order to participate, an employee must submit an Alternative Work Options Form and define their “default” schedule for the purpose of ensuring that minimum staffing requirements are met and for ease of time and attendance reporting.
- Unit managers must review all requests for Alternative Work Option schedules and provide a written approval, modification or denial. If the decision is a denial or revocation of an existing individual AWO arrangement, Management must indicate the reason for the denial or revocation. Absent an emergency, the agency will provide notice within ten business days of the elimination of the AWO program for all participants or for a particular participant.
- AWO Request Forms should be maintained in each employee’s personnel file.

IV. Alternative Work Options Review Committee

A. Each Department or Agency will establish a process to review all Alternative Work Option (AWO) applications. The review process shall include members from both the Bargaining Unit and Managers.

This process will include all approved and denied AWO applications. The review process will insure that applications are in accordance with the AWO guidelines.

Departments or Agencies will collect information from these applications which will enable them to assess the success of the AWO program.

B. There will be a state wide Review Committee which will review the program on a quarterly basis and recommend changes to the program as necessary to the Agency Heads and the Human Resources Division, (HRD). The Committee shall consist of the current Efficiency Work Group members, or in the alternative, three bargaining unit employees and three Managers

**ARTICLE 30
RE-OPENER**

~~The Commonwealth and the Union acknowledge that the unique timing of the increases provided for in Year Two and Year Three of this Agreement is in direct recognition of the Union foregoing certain wage increases provided for in the predecessor Agreement. With this understanding, the Commonwealth agrees that in the course of this Agreement, should any other Executive Branch bargaining unit receive any across the board wage increases at any point earlier than one year following the end date of its preceding Agreement, the parties shall, at the request of the union, reopen the salary provisions of this Agreement for further bargaining.~~

For the Union

For the Commonwealth

Date

Date

**MEMORANDUM OF UNDERSTANDING
ARTICLE 17**

The Commonwealth and the Union agree that during the term of this agreement the Commonwealth shall retain the unreserved right to implement revised job specifications for job titles certified to bargaining unit 8 and 10, except when:

- The revised job specification will require a change in minimum entrance requirements that would adversely affect promotional opportunities for employees in bargaining unit 8 and 10
- Or
- The revised job specification contains level distinguishing characteristics that are more restrictive than current and prevailing employment practices.

In the event the union believes either of the above are true, the matter shall be submitted to expedited arbitration in a forum agreed to by the parties. The issue(s) to be reviewed by the neutral shall be limited to an affirmative or negative assessment of the union's claim under the above standards. Should the arbitrator agree with the union's position, the parties acknowledge that implementation of the specification shall be subject to ordinary bargaining obligations.

The provisions of this MOU shall be effective from July 1, 2014 through June 30, 2017.

In addition, the terms of this MOU shall not supersede any specific classification/reclassification provision contained within a supplemental agreement to the collective bargaining agreement.

ATTACHMENT "A"

A. Economics:

Section 1

Article 12 Salary Rates

- A. Effective the first pay period in January 2014, employees who meet the eligibility criteria provided in Section 2 of this article shall receive a one and one half percent (1.5%) increase in salary rate.**
- B. Effective the first pay period in July 2014, employees who meet the eligibility criteria provided in Section 2 of this article shall receive a one and one half percent (1.5%) increase in salary rate.**
- C. Effective the first pay period in January 2015, employees who meet the eligibility criteria provided in Section 2 of this article shall receive a one and one half percent (1.5%) increase in salary rate.**
- D. Effective the first pay period in July 2015, employees who meet the eligibility criteria provided in Section 2 of this article shall receive a one and one half percent (1.5%) increase in salary rate.**
- E. Effective the first pay period in January 2016, employees who meet the eligibility criteria provided in Section 2 of this article shall receive a one and one half percent (1.5%) increase in salary rate.**
- F. Effective the first pay period in July 2016, employees who meet the eligibility criteria provided in Section 2 of this article shall receive a one and one half percent (1.5%) increase in salary rate.**

Section 2

7/1/14: .25% of the combined SEIU, Local 509 Units 8 and 10 payroll effective June 30, 2014 to be distribute on an annualized basis, as follows:

- \$220,000 to be dedicated to the establishment and operation of an Employee Training and Development Account, to be administered by the Human Resources Division. The appropriation to this account is intended to be permanent in nature, and shall recur annually on July 1st of each contract year. The Commonwealth and the Union will work cooperatively in developing a governance structure to guide the manner and methodology through which these funds are disbursed. It is recognized that the parties share an interest in defraying the costs of professional licenses and certifications borne by employees when such licenses or certifications are required for employment by the Commonwealth.
- The parties agree to create a reclassification / economic adjustment pool to be administered by mutual consent of the parties. The parties will endeavor to reach agreement on the expenditure of this pool no later than August 31, 2014. It is understood that any resulting reclassification(s) or other adjustments shall be effective July 1, 2014.

7/1/15: .25% of the combined SEIU, Local 509 Units 8 & 10 payroll effective June 30, 2015 to be distributed on an annualized basis, as follows:

- The parties agree to create a reclassification / economic adjustment pool to be administered by mutual consent of the parties. The parties will endeavor to reach agreement on the expenditure of this pool no later than July 31, 2015. It is understood that any resulting reclassification(s) or other adjustments shall be effective July 1, 2015.

7/1/16: .25% of the combined SEIU, Local 509 Units 8 & 10 payroll effective June 30, 2016 to be distributed on annualized basis as follows:

- The parties agree to create a reclassification / economic adjustment pool to be administered by mutual consent of the parties. The parties agree to create a reclassification / economic adjustment pool to be administered by mutual consent of the parties. The parties will endeavor to reach agreement on the expenditure of this pool no later than July 31, 2016. It is understood that any resulting reclassification(s) or other adjustments shall be effective July 1, 2016.

Increase of **1.50%** effective 1/12/2014

BU 08 & 10 Salary Plans (08A/B,10A/B)

Grade	1	2	3	4	5	6	7	8	9	10	11	12
01	\$959.61	\$975.60	\$991.95	\$1,008.54	\$1,025.46	\$1,042.64	\$1,060.14	\$1,078.04	\$1,096.18	\$1,114.72	\$1,137.02	\$1,159.74
02	\$977.00	\$993.01	\$1,009.29	\$1,025.95	\$1,042.85	\$1,060.06	\$1,077.58	\$1,095.39	\$1,113.59	\$1,132.06	\$1,154.73	\$1,177.80
03	\$991.65	\$1,009.74	\$1,028.07	\$1,046.87	\$1,066.01	\$1,085.56	\$1,105.40	\$1,125.74	\$1,146.39	\$1,167.51	\$1,190.85	\$1,214.69
04	\$1,017.29	\$1,035.33	\$1,053.76	\$1,072.56	\$1,091.72	\$1,111.19	\$1,131.07	\$1,151.41	\$1,172.05	\$1,193.11	\$1,216.95	\$1,241.27
05	\$1,033.44	\$1,053.00	\$1,072.95	\$1,093.32	\$1,114.12	\$1,135.31	\$1,156.96	\$1,179.06	\$1,201.62	\$1,224.61	\$1,249.09	\$1,274.08
06	\$1,067.93	\$1,087.55	\$1,107.54	\$1,127.91	\$1,148.74	\$1,169.93	\$1,191.57	\$1,213.64	\$1,236.16	\$1,259.10	\$1,284.27	\$1,309.93
07	\$1,093.43	\$1,114.81	\$1,136.64	\$1,158.95	\$1,181.69	\$1,204.92	\$1,228.70	\$1,252.87	\$1,277.64	\$1,302.90	\$1,328.98	\$1,355.53
08	\$1,117.30	\$1,140.36	\$1,163.93	\$1,188.08	\$1,212.76	\$1,237.99	\$1,263.75	\$1,290.07	\$1,317.02	\$1,344.59	\$1,371.44	\$1,398.91
09	\$1,156.96	\$1,182.16	\$1,207.96	\$1,234.39	\$1,261.35	\$1,289.01	\$1,317.32	\$1,346.28	\$1,375.92	\$1,406.24	\$1,434.38	\$1,463.04
10	\$1,199.00	\$1,225.86	\$1,253.29	\$1,281.40	\$1,310.23	\$1,339.68	\$1,369.87	\$1,400.82	\$1,434.05	\$1,468.43	\$1,497.81	\$1,527.76
11	\$1,238.23	\$1,267.46	\$1,297.43	\$1,328.13	\$1,359.59	\$1,391.90	\$1,426.15	\$1,462.15	\$1,499.02	\$1,536.87	\$1,567.59	\$1,598.92
12	\$1,289.56	\$1,320.33	\$1,351.83	\$1,384.14	\$1,417.96	\$1,454.05	\$1,490.99	\$1,528.92	\$1,567.81	\$1,607.64	\$1,639.79	\$1,672.58
12A	\$1,328.25	\$1,359.94	\$1,392.39	\$1,425.67	\$1,460.50	\$1,497.67	\$1,535.72	\$1,574.78	\$1,614.84	\$1,655.87	\$1,688.98	\$1,722.76
13	\$1,357.60	\$1,390.14	\$1,424.57	\$1,460.95	\$1,498.15	\$1,536.37	\$1,575.50	\$1,615.69	\$1,656.85	\$1,699.10	\$1,733.08	\$1,767.72
14	\$1,411.25	\$1,451.47	\$1,492.82	\$1,535.40	\$1,579.13	\$1,624.13	\$1,670.41	\$1,718.04	\$1,767.01	\$1,817.33	\$1,853.68	\$1,890.72
14A	\$1,453.59	\$1,495.01	\$1,537.61	\$1,581.46	\$1,626.50	\$1,672.85	\$1,720.52	\$1,769.58	\$1,820.02	\$1,871.85	\$1,909.29	\$1,947.45
15	\$1,482.52	\$1,526.15	\$1,571.06	\$1,617.32	\$1,664.88	\$1,713.87	\$1,764.33	\$1,816.23	\$1,869.67	\$1,924.74	\$1,963.23	\$2,002.49
16	\$1,562.69	\$1,610.26	\$1,659.21	\$1,709.72	\$1,761.76	\$1,815.37	\$1,870.63	\$1,927.56	\$1,986.24	\$2,046.64	\$2,087.59	\$2,129.36
17	\$1,656.85	\$1,706.35	\$1,757.34	\$1,809.90	\$1,863.94	\$1,919.60	\$1,976.98	\$2,036.10	\$2,096.96	\$2,159.64	\$2,202.82	\$2,246.87
17A	\$1,723.12	\$1,774.60	\$1,827.64	\$1,882.30	\$1,938.50	\$1,996.39	\$2,056.06	\$2,117.54	\$2,180.84	\$2,246.03	\$2,290.93	\$2,336.75
18	\$1,736.12	\$1,788.89	\$1,843.18	\$1,899.15	\$1,956.79	\$2,016.24	\$2,077.45	\$2,140.53	\$2,205.50	\$2,272.51	\$2,317.95	\$2,364.33
19	\$1,826.00	\$1,882.04	\$1,939.85	\$1,999.40	\$2,060.75	\$2,124.01	\$2,189.28	\$2,256.47	\$2,325.70	\$2,397.16	\$2,445.10	\$2,494.00
19A	\$1,899.04	\$1,957.32	\$2,017.44	\$2,079.37	\$2,143.18	\$2,208.97	\$2,276.85	\$2,346.73	\$2,418.73	\$2,493.04	\$2,542.90	\$2,593.76
20	\$1,924.14	\$1,982.03	\$2,041.72	\$2,103.14	\$2,166.38	\$2,231.62	\$2,298.78	\$2,367.98	\$2,439.24	\$2,512.64	\$2,562.89	\$2,614.16
21	\$2,013.54	\$2,075.11	\$2,138.50	\$2,203.92	\$2,271.27	\$2,340.74	\$2,412.30	\$2,486.00	\$2,561.97	\$2,640.30	\$2,693.09	\$2,746.98
21A	\$2,094.08	\$2,158.12	\$2,224.04	\$2,292.08	\$2,362.12	\$2,434.37	\$2,508.80	\$2,585.44	\$2,664.45	\$2,745.91	\$2,800.82	\$2,856.86
22	\$2,113.52	\$2,178.49	\$2,245.57	\$2,314.69	\$2,385.92	\$2,459.37	\$2,535.05	\$2,613.08	\$2,693.50	\$2,776.37	\$2,831.93	\$2,888.53
23	\$2,221.70	\$2,288.66	\$2,357.64	\$2,428.71	\$2,501.87	\$2,577.28	\$2,654.96	\$2,734.99	\$2,817.40	\$2,902.30	\$2,960.35	\$3,019.55
24	\$2,322.20	\$2,392.36	\$2,464.57	\$2,538.98	\$2,615.75	\$2,694.70	\$2,776.13	\$2,859.95	\$2,946.37	\$3,035.32	\$3,096.01	\$3,157.94
25	\$2,422.62	\$2,496.24	\$2,572.11	\$2,650.35	\$2,730.91	\$2,813.91	\$2,899.46	\$2,987.65	\$3,078.45	\$3,172.03	\$3,235.48	\$3,300.18
26	\$2,512.06	\$2,588.89	\$2,667.97	\$2,749.54	\$2,833.59	\$2,920.22	\$3,009.45	\$3,101.45	\$3,196.25	\$3,293.97	\$3,359.84	\$3,427.05
C19	\$1,938.34	\$1,997.82	\$2,059.19	\$2,122.40	\$2,187.53	\$2,254.68	\$2,323.98	\$2,395.29	\$2,468.77	\$2,544.62	\$2,595.52	\$2,647.43
C20	\$2,035.26	\$2,097.71	\$2,162.15	\$2,228.52	\$2,296.91	\$2,367.41	\$2,440.18	\$2,515.06	\$2,592.21	\$2,671.85	\$2,725.30	\$2,779.80
C22	\$2,244.29	\$2,312.91	\$2,383.57	\$2,456.47	\$2,531.54	\$2,608.97	\$2,688.75	\$2,770.88	\$2,855.56	\$2,942.87	\$3,001.70	\$3,061.77

BU 08 & 10 Salary Plans (10E/F)

Grade	1	2	3	4	5	6	7	8	9	10	11	12
20	\$1,924.14	\$1,982.02	\$2,041.71	\$2,103.14	\$2,166.38	\$2,231.62	\$2,298.78	\$2,367.97	\$2,439.24	\$2,512.64	\$2,562.89	\$2,614.16
21	\$2,013.54	\$2,075.11	\$2,138.50	\$2,203.92	\$2,271.26	\$2,340.74	\$2,412.31	\$2,486.00	\$2,561.97	\$2,640.30	\$2,693.10	\$2,746.98
22	\$2,113.52	\$2,178.49	\$2,245.57	\$2,314.69	\$2,385.92	\$2,459.37	\$2,535.06	\$2,613.08	\$2,693.50	\$2,776.37	\$2,831.93	\$2,888.53
22A	\$2,176.93	\$2,243.84	\$2,312.93	\$2,384.13	\$2,457.50	\$2,533.15	\$2,611.11	\$2,691.47	\$2,774.31	\$2,859.66	\$2,916.88	\$2,975.19
24	\$2,322.20	\$2,392.36	\$2,464.58	\$2,538.98	\$2,615.76	\$2,694.70	\$2,776.14	\$2,859.95	\$2,946.37	\$3,035.32	\$3,096.01	\$3,157.94
24A	\$2,391.87	\$2,464.13	\$2,538.51	\$2,615.15	\$2,694.23	\$2,775.54	\$2,859.42	\$2,945.75	\$3,034.76	\$3,126.38	\$3,188.89	\$3,252.68
25	\$2,422.62	\$2,496.24	\$2,572.11	\$2,650.35	\$2,730.91	\$2,813.92	\$2,899.45	\$2,987.66	\$3,078.45	\$3,172.04	\$3,235.48	\$3,300.18
25A	\$2,543.75	\$2,621.05	\$2,700.72	\$2,782.87	\$2,867.46	\$2,954.62	\$3,044.43	\$3,137.04	\$3,232.38	\$3,330.64	\$3,397.25	\$3,465.19
25B	\$2,592.20	\$2,670.98	\$2,752.16	\$2,835.88	\$2,922.08	\$3,010.89	\$3,102.42	\$3,196.79	\$3,293.95	\$3,394.08	\$3,461.96	\$3,531.19
26	\$2,512.05	\$2,588.88	\$2,667.97	\$2,749.54	\$2,833.59	\$2,920.22	\$3,009.45	\$3,101.45	\$3,196.24	\$3,293.97	\$3,359.84	\$3,427.05
26A	\$2,587.41	\$2,666.55	\$2,748.01	\$2,832.03	\$2,918.60	\$3,007.83	\$3,099.73	\$3,194.49	\$3,292.13	\$3,392.79	\$3,460.64	\$3,529.86
27A	\$2,735.25	\$2,818.91	\$2,905.02	\$2,993.84	\$3,085.35	\$3,179.68	\$3,276.84	\$3,377.01	\$3,480.23	\$3,586.64	\$3,658.37	\$3,731.54
27B	\$2,787.35	\$2,872.60	\$2,960.35	\$3,050.87	\$3,144.12	\$3,240.25	\$3,339.26	\$3,441.34	\$3,546.52	\$3,654.95	\$3,728.05	\$3,802.62

BU 08 & 10 Salary Plans (10C/D)

Grade	1	2	3	4	5	6	7	8	9	10
90A	\$1,608.47	\$1,715.22	\$1,822.00	\$1,928.78	\$2,035.53	\$2,142.28	\$2,249.07	\$2,355.82	\$2,462.57	\$2,569.35
90B	\$1,738.15	\$1,856.14	\$1,974.11	\$2,092.10	\$2,210.12	\$2,328.08	\$2,446.07	\$2,564.08	\$2,682.07	\$2,800.04
90C	\$1,849.59	\$1,971.87	\$2,094.18	\$2,216.43	\$2,338.70	\$2,461.01	\$2,583.28	\$2,705.56	\$2,827.84	\$2,950.11
92A	\$3,468.62									
93A	\$1,769.33	\$1,886.75	\$2,004.21	\$2,121.62	\$2,239.08	\$2,356.50	\$2,473.94	\$2,591.38	\$2,708.84	\$2,826.29
93B	\$1,911.95	\$2,041.73	\$2,171.54	\$2,301.32	\$2,431.10	\$2,560.89	\$2,690.67	\$2,820.49	\$2,950.27	\$3,080.05
93C	\$2,034.56	\$2,169.05	\$2,303.56	\$2,438.09	\$2,572.59	\$2,707.09	\$2,841.59	\$2,976.12	\$3,110.62	\$3,245.13

BU 08 & 10 Salary Plans (10CD)

grade	1	2	3	4	5	6	7	8	9	10
90A	\$1,790.90	\$1,909.67	\$2,028.44	\$2,147.20	\$2,265.97	\$2,385.21	\$2,503.97	\$2,622.74	\$2,741.52	\$2,860.75
90B	\$1,935.02	\$2,066.46	\$2,197.90	\$2,329.34	\$2,460.79	\$2,591.76	\$2,723.20	\$2,854.65	\$2,986.09	\$3,117.53
90C	\$2,058.95	\$2,195.09	\$2,331.69	\$2,467.36	\$2,603.96	\$2,740.10	\$2,876.24	\$3,012.38	\$3,148.51	\$3,284.65
92A	\$3,861.59									
93A	\$1,969.76	\$2,100.73	\$2,231.23	\$2,362.21	\$2,492.71	\$2,623.68	\$2,754.18	\$2,885.16	\$3,015.67	\$3,146.63
93B	\$2,128.42	\$2,273.01	\$2,417.60	\$2,562.18	\$2,706.77	\$2,851.36	\$2,995.48	\$3,140.06	\$3,284.65	\$3,429.24
93C	\$2,265.03	\$2,414.79	\$2,564.53	\$2,714.28	\$2,864.04	\$3,013.79	\$3,163.53	\$3,313.28	\$3,463.04	\$3,612.79

Increase of **1.50%** effective 7/13/2014

BU 08 & 10 Salary Plans (08A/B,10A/B)

Grade	1	2	3	4	5	6	7	8	9	10	11	12
01	\$974.00	\$990.23	\$1,006.83	\$1,023.66	\$1,040.85	\$1,058.28	\$1,076.04	\$1,094.21	\$1,112.62	\$1,131.44	\$1,154.08	\$1,177.13
02	\$991.65	\$1,007.91	\$1,024.43	\$1,041.34	\$1,058.49	\$1,075.96	\$1,093.75	\$1,111.82	\$1,130.30	\$1,149.05	\$1,172.05	\$1,195.46
03	\$1,006.52	\$1,024.88	\$1,043.49	\$1,062.57	\$1,082.00	\$1,101.85	\$1,121.98	\$1,142.63	\$1,163.58	\$1,185.02	\$1,208.72	\$1,232.92
04	\$1,032.55	\$1,050.86	\$1,069.57	\$1,088.65	\$1,108.09	\$1,127.86	\$1,148.04	\$1,168.68	\$1,189.64	\$1,211.01	\$1,235.21	\$1,259.89
05	\$1,048.95	\$1,068.80	\$1,089.04	\$1,109.72	\$1,130.83	\$1,152.34	\$1,174.32	\$1,196.75	\$1,219.64	\$1,242.98	\$1,267.83	\$1,293.20
06	\$1,083.94	\$1,103.86	\$1,124.15	\$1,144.83	\$1,165.97	\$1,187.48	\$1,209.44	\$1,231.84	\$1,254.70	\$1,277.98	\$1,303.53	\$1,329.58
07	\$1,109.83	\$1,131.53	\$1,153.69	\$1,176.33	\$1,199.42	\$1,222.99	\$1,247.13	\$1,271.66	\$1,296.81	\$1,322.44	\$1,348.91	\$1,375.87
08	\$1,134.06	\$1,157.47	\$1,181.39	\$1,205.90	\$1,230.95	\$1,256.56	\$1,282.71	\$1,309.43	\$1,336.77	\$1,364.76	\$1,392.01	\$1,419.89
09	\$1,174.32	\$1,199.89	\$1,226.08	\$1,252.91	\$1,280.27	\$1,308.34	\$1,337.07	\$1,366.47	\$1,396.56	\$1,427.33	\$1,455.90	\$1,484.99
10	\$1,216.98	\$1,244.25	\$1,272.09	\$1,300.62	\$1,329.89	\$1,359.78	\$1,390.41	\$1,421.83	\$1,455.56	\$1,490.46	\$1,520.27	\$1,550.68
11	\$1,256.80	\$1,286.47	\$1,316.89	\$1,348.05	\$1,379.98	\$1,412.78	\$1,447.54	\$1,484.08	\$1,521.51	\$1,559.92	\$1,591.11	\$1,622.90
12	\$1,308.90	\$1,340.14	\$1,372.11	\$1,404.90	\$1,439.23	\$1,475.86	\$1,513.35	\$1,551.85	\$1,591.33	\$1,631.75	\$1,664.39	\$1,697.67
12A	\$1,348.17	\$1,380.34	\$1,413.28	\$1,447.05	\$1,482.41	\$1,520.14	\$1,558.75	\$1,598.41	\$1,639.07	\$1,680.71	\$1,714.32	\$1,748.60
13	\$1,377.97	\$1,410.99	\$1,445.94	\$1,482.86	\$1,520.63	\$1,559.42	\$1,599.13	\$1,639.92	\$1,681.70	\$1,724.59	\$1,759.08	\$1,794.24
14	\$1,432.42	\$1,473.24	\$1,515.22	\$1,558.43	\$1,602.81	\$1,648.49	\$1,695.47	\$1,743.81	\$1,793.51	\$1,844.59	\$1,881.48	\$1,919.09
14A	\$1,475.39	\$1,517.44	\$1,560.67	\$1,605.18	\$1,650.90	\$1,697.94	\$1,746.33	\$1,796.12	\$1,847.32	\$1,899.93	\$1,937.93	\$1,976.66
15	\$1,504.76	\$1,549.05	\$1,594.63	\$1,641.58	\$1,689.86	\$1,739.58	\$1,790.79	\$1,843.47	\$1,897.71	\$1,953.61	\$1,992.68	\$2,032.52
16	\$1,586.13	\$1,634.42	\$1,684.10	\$1,735.36	\$1,788.19	\$1,842.60	\$1,898.69	\$1,956.47	\$2,016.04	\$2,077.34	\$2,118.90	\$2,161.30
17	\$1,681.70	\$1,731.94	\$1,783.70	\$1,837.05	\$1,891.90	\$1,948.40	\$2,006.63	\$2,066.64	\$2,128.41	\$2,192.04	\$2,235.86	\$2,280.58
17A	\$1,748.97	\$1,801.22	\$1,855.05	\$1,910.53	\$1,967.58	\$2,026.33	\$2,086.90	\$2,149.30	\$2,213.55	\$2,279.72	\$2,325.30	\$2,371.80
18	\$1,762.17	\$1,815.72	\$1,870.83	\$1,927.63	\$1,986.14	\$2,046.48	\$2,108.61	\$2,172.63	\$2,238.58	\$2,306.60	\$2,352.72	\$2,399.80
19	\$1,853.39	\$1,910.27	\$1,968.94	\$2,029.39	\$2,091.66	\$2,155.87	\$2,222.12	\$2,290.31	\$2,360.59	\$2,433.11	\$2,481.78	\$2,531.41
19A	\$1,927.53	\$1,986.68	\$2,047.70	\$2,110.56	\$2,175.33	\$2,242.11	\$2,311.01	\$2,381.93	\$2,455.01	\$2,530.44	\$2,581.05	\$2,632.66
20	\$1,953.00	\$2,011.76	\$2,072.34	\$2,134.69	\$2,198.88	\$2,265.10	\$2,333.26	\$2,403.50	\$2,475.83	\$2,550.33	\$2,601.34	\$2,653.37
21	\$2,043.74	\$2,106.24	\$2,170.58	\$2,236.98	\$2,305.34	\$2,375.85	\$2,448.49	\$2,523.29	\$2,600.40	\$2,679.90	\$2,733.49	\$2,788.19
21A	\$2,125.49	\$2,190.49	\$2,257.40	\$2,326.46	\$2,397.55	\$2,470.88	\$2,546.43	\$2,624.22	\$2,704.41	\$2,787.10	\$2,842.83	\$2,899.72
22	\$2,145.22	\$2,211.17	\$2,279.26	\$2,349.41	\$2,421.71	\$2,496.27	\$2,573.08	\$2,652.27	\$2,733.91	\$2,818.01	\$2,874.41	\$2,931.86
23	\$2,255.03	\$2,322.99	\$2,393.01	\$2,465.14	\$2,539.39	\$2,615.94	\$2,694.78	\$2,776.02	\$2,859.66	\$2,945.83	\$3,004.75	\$3,064.84
24	\$2,357.03	\$2,428.25	\$2,501.54	\$2,577.06	\$2,654.99	\$2,735.12	\$2,817.78	\$2,902.85	\$2,990.56	\$3,080.85	\$3,142.45	\$3,205.31
25	\$2,458.96	\$2,533.68	\$2,610.69	\$2,690.10	\$2,771.87	\$2,856.12	\$2,942.95	\$3,032.47	\$3,124.63	\$3,219.61	\$3,284.01	\$3,349.68
26	\$2,549.74	\$2,627.72	\$2,707.99	\$2,790.78	\$2,876.09	\$2,964.02	\$3,054.59	\$3,147.97	\$3,244.19	\$3,343.38	\$3,410.24	\$3,478.46
C19	\$1,967.41	\$2,027.79	\$2,090.08	\$2,154.24	\$2,220.34	\$2,288.50	\$2,358.84	\$2,431.22	\$2,505.80	\$2,582.79	\$2,634.45	\$2,687.14
C20	\$2,065.78	\$2,129.18	\$2,194.58	\$2,261.95	\$2,331.36	\$2,402.92	\$2,476.78	\$2,552.78	\$2,631.09	\$2,711.93	\$2,766.18	\$2,821.49
C22	\$2,277.95	\$2,347.60	\$2,419.33	\$2,493.32	\$2,569.51	\$2,648.10	\$2,729.08	\$2,812.44	\$2,898.40	\$2,987.01	\$3,046.73	\$3,107.70

BU 08 & 10 Salary Plans (10E/F)

Grade	1	2	3	4	5	6	7	8	9	10	11	12
20	\$1,953.00	\$2,011.75	\$2,072.34	\$2,134.68	\$2,198.88	\$2,265.10	\$2,333.26	\$2,403.49	\$2,475.83	\$2,550.33	\$2,601.33	\$2,653.38
21	\$2,043.74	\$2,106.24	\$2,170.58	\$2,236.98	\$2,305.33	\$2,375.85	\$2,448.49	\$2,523.29	\$2,600.40	\$2,679.90	\$2,733.49	\$2,788.19
22	\$2,145.23	\$2,211.17	\$2,279.25	\$2,349.41	\$2,421.71	\$2,496.26	\$2,573.08	\$2,652.28	\$2,733.90	\$2,818.01	\$2,874.41	\$2,931.86
22A	\$2,209.58	\$2,277.50	\$2,347.63	\$2,419.89	\$2,494.36	\$2,571.15	\$2,650.28	\$2,731.84	\$2,815.92	\$2,902.56	\$2,960.64	\$3,019.82
24	\$2,357.04	\$2,428.25	\$2,501.54	\$2,577.07	\$2,654.99	\$2,735.12	\$2,817.78	\$2,902.85	\$2,990.56	\$3,080.85	\$3,142.45	\$3,205.31
24A	\$2,427.75	\$2,501.09	\$2,576.59	\$2,654.38	\$2,734.64	\$2,817.18	\$2,902.31	\$2,989.94	\$3,080.28	\$3,173.27	\$3,236.73	\$3,301.47
25	\$2,458.96	\$2,533.68	\$2,610.69	\$2,690.11	\$2,771.88	\$2,856.13	\$2,942.95	\$3,032.47	\$3,124.63	\$3,219.62	\$3,284.01	\$3,349.68
25A	\$2,581.90	\$2,660.37	\$2,741.23	\$2,824.61	\$2,910.47	\$2,998.93	\$3,090.09	\$3,184.09	\$3,280.86	\$3,380.60	\$3,448.21	\$3,517.16
25B	\$2,631.08	\$2,711.04	\$2,793.44	\$2,878.42	\$2,965.91	\$3,056.06	\$3,148.95	\$3,244.74	\$3,343.36	\$3,444.99	\$3,513.89	\$3,584.16
26	\$2,549.73	\$2,627.72	\$2,707.99	\$2,790.79	\$2,876.09	\$2,964.02	\$3,054.59	\$3,147.97	\$3,244.19	\$3,343.38	\$3,410.24	\$3,478.45
26A	\$2,626.23	\$2,706.55	\$2,789.23	\$2,874.51	\$2,962.38	\$3,052.94	\$3,146.23	\$3,242.41	\$3,341.51	\$3,443.68	\$3,512.55	\$3,582.81
27A	\$2,776.28	\$2,861.19	\$2,948.59	\$3,038.75	\$3,131.63	\$3,227.38	\$3,325.99	\$3,427.67	\$3,532.43	\$3,640.43	\$3,713.24	\$3,787.51
27B	\$2,829.16	\$2,915.69	\$3,004.75	\$3,096.63	\$3,191.28	\$3,288.85	\$3,389.34	\$3,492.96	\$3,599.72	\$3,709.78	\$3,783.97	\$3,859.66

BU 08 & 10 Salary Plans (10C/D)

Grade	1	2	3	4	5	6	7	8	9	10
90A	\$1,632.60	\$1,740.95	\$1,849.33	\$1,957.71	\$2,066.06	\$2,174.41	\$2,282.81	\$2,391.16	\$2,499.51	\$2,607.89
90B	\$1,764.22	\$1,883.98	\$2,003.72	\$2,123.48	\$2,243.27	\$2,363.00	\$2,482.76	\$2,602.54	\$2,722.30	\$2,842.04
90C	\$1,877.33	\$2,001.45	\$2,125.59	\$2,249.67	\$2,373.79	\$2,497.93	\$2,622.03	\$2,746.14	\$2,870.25	\$2,994.37
92A	\$3,520.65									
93A	\$1,795.87	\$1,915.05	\$2,034.27	\$2,153.45	\$2,272.67	\$2,391.85	\$2,511.05	\$2,630.25	\$2,749.47	\$2,868.68
93B	\$1,940.63	\$2,072.36	\$2,204.11	\$2,335.84	\$2,467.56	\$2,599.31	\$2,731.03	\$2,862.80	\$2,994.53	\$3,126.25
93C	\$2,065.08	\$2,201.58	\$2,338.12	\$2,474.66	\$2,611.18	\$2,747.70	\$2,884.21	\$3,020.76	\$3,157.28	\$3,293.80

BU 08 & 10 Salary Plans (10CD)

grade	1	2	3	4	5	6	7	8	9	10
90A	\$1,817.76	\$1,938.32	\$2,058.86	\$2,179.41	\$2,299.96	\$2,420.99	\$2,541.53	\$2,662.08	\$2,782.64	\$2,903.66
90B	\$1,964.04	\$2,097.46	\$2,230.87	\$2,364.28	\$2,497.70	\$2,630.64	\$2,764.05	\$2,897.47	\$3,030.88	\$3,164.29
90C	\$2,089.83	\$2,228.02	\$2,366.66	\$2,504.37	\$2,643.02	\$2,781.21	\$2,919.38	\$3,057.56	\$3,195.74	\$3,333.92
92A	\$3,919.51									
93A	\$1,999.31	\$2,132.24	\$2,264.70	\$2,397.64	\$2,530.10	\$2,663.04	\$2,795.49	\$2,928.44	\$3,060.90	\$3,193.83
93B	\$2,160.35	\$2,307.11	\$2,453.86	\$2,600.62	\$2,747.37	\$2,894.13	\$3,040.41	\$3,187.17	\$3,333.92	\$3,480.68
93C	\$2,299.01	\$2,451.01	\$2,603.00	\$2,755.00	\$2,907.00	\$3,059.00	\$3,210.98	\$3,362.98	\$3,514.98	\$3,666.98

Increase of **1.50%** effective 1/11/2015

BU 08 & 10 Salary Plans (08A/B,10A/B)

Grade	1	2	3	4	5	6	7	8	9	10	11	12
01	\$988.61	\$1,005.09	\$1,021.93	\$1,039.02	\$1,056.46	\$1,074.16	\$1,092.18	\$1,110.63	\$1,129.31	\$1,148.41	\$1,171.39	\$1,194.79
02	\$1,006.53	\$1,023.03	\$1,039.80	\$1,056.96	\$1,074.37	\$1,092.10	\$1,110.15	\$1,128.50	\$1,147.25	\$1,166.28	\$1,189.64	\$1,213.40
03	\$1,021.62	\$1,040.25	\$1,059.14	\$1,078.51	\$1,098.23	\$1,118.38	\$1,138.81	\$1,159.77	\$1,181.04	\$1,202.80	\$1,226.85	\$1,251.41
04	\$1,048.04	\$1,066.62	\$1,085.61	\$1,104.98	\$1,124.72	\$1,144.78	\$1,165.26	\$1,186.21	\$1,207.48	\$1,229.17	\$1,253.73	\$1,278.79
05	\$1,064.68	\$1,084.83	\$1,105.38	\$1,126.37	\$1,147.79	\$1,169.62	\$1,191.93	\$1,214.70	\$1,237.94	\$1,261.63	\$1,286.85	\$1,312.59
06	\$1,100.20	\$1,120.42	\$1,141.02	\$1,162.01	\$1,183.46	\$1,205.29	\$1,227.58	\$1,250.32	\$1,273.52	\$1,297.15	\$1,323.08	\$1,349.53
07	\$1,126.48	\$1,148.50	\$1,170.99	\$1,193.98	\$1,217.41	\$1,241.33	\$1,265.84	\$1,290.74	\$1,316.26	\$1,342.28	\$1,369.15	\$1,396.51
08	\$1,151.07	\$1,174.83	\$1,199.11	\$1,223.99	\$1,249.41	\$1,275.41	\$1,301.95	\$1,329.07	\$1,356.82	\$1,385.23	\$1,412.89	\$1,441.19
09	\$1,191.93	\$1,217.89	\$1,244.47	\$1,271.70	\$1,299.48	\$1,327.97	\$1,357.13	\$1,386.97	\$1,417.50	\$1,448.74	\$1,477.73	\$1,507.26
10	\$1,235.23	\$1,262.91	\$1,291.17	\$1,320.13	\$1,349.84	\$1,380.18	\$1,411.27	\$1,443.16	\$1,477.40	\$1,512.81	\$1,543.08	\$1,573.94
11	\$1,275.65	\$1,305.77	\$1,336.64	\$1,368.27	\$1,400.68	\$1,433.97	\$1,469.25	\$1,506.34	\$1,544.33	\$1,583.32	\$1,614.98	\$1,647.25
12	\$1,328.54	\$1,360.24	\$1,392.69	\$1,425.98	\$1,460.82	\$1,498.00	\$1,536.05	\$1,575.13	\$1,615.20	\$1,656.23	\$1,689.35	\$1,723.14
12A	\$1,368.39	\$1,401.05	\$1,434.47	\$1,468.76	\$1,504.64	\$1,542.94	\$1,582.13	\$1,622.38	\$1,663.65	\$1,705.92	\$1,740.03	\$1,774.83
13	\$1,398.64	\$1,432.15	\$1,467.63	\$1,505.10	\$1,543.44	\$1,582.81	\$1,623.12	\$1,664.52	\$1,706.93	\$1,750.46	\$1,785.46	\$1,821.15
14	\$1,453.91	\$1,495.34	\$1,537.94	\$1,581.81	\$1,626.85	\$1,673.22	\$1,720.90	\$1,769.96	\$1,820.42	\$1,872.26	\$1,909.70	\$1,947.87
14A	\$1,497.52	\$1,540.20	\$1,584.08	\$1,629.26	\$1,675.66	\$1,723.41	\$1,772.53	\$1,823.06	\$1,875.03	\$1,928.43	\$1,966.99	\$2,006.31
15	\$1,527.33	\$1,572.28	\$1,618.55	\$1,666.20	\$1,715.21	\$1,765.67	\$1,817.66	\$1,871.12	\$1,926.18	\$1,982.91	\$2,022.57	\$2,063.01
16	\$1,609.92	\$1,658.93	\$1,709.36	\$1,761.39	\$1,815.01	\$1,870.24	\$1,927.17	\$1,985.82	\$2,046.28	\$2,108.50	\$2,150.69	\$2,193.72
17	\$1,706.93	\$1,757.92	\$1,810.46	\$1,864.61	\$1,920.28	\$1,977.62	\$2,036.73	\$2,097.64	\$2,160.34	\$2,224.92	\$2,269.40	\$2,314.79
17A	\$1,775.20	\$1,828.24	\$1,882.88	\$1,939.19	\$1,997.09	\$2,056.73	\$2,118.20	\$2,181.54	\$2,246.75	\$2,313.92	\$2,360.18	\$2,407.38
18	\$1,788.60	\$1,842.96	\$1,898.89	\$1,956.55	\$2,015.94	\$2,077.18	\$2,140.24	\$2,205.22	\$2,272.16	\$2,341.20	\$2,388.01	\$2,435.79
19	\$1,881.20	\$1,938.93	\$1,998.48	\$2,059.83	\$2,123.04	\$2,188.21	\$2,255.45	\$2,324.67	\$2,396.00	\$2,469.61	\$2,519.00	\$2,569.38
19A	\$1,956.44	\$2,016.48	\$2,078.42	\$2,142.22	\$2,207.96	\$2,275.74	\$2,345.67	\$2,417.66	\$2,491.84	\$2,568.39	\$2,619.76	\$2,672.15
20	\$1,982.30	\$2,041.94	\$2,103.43	\$2,166.71	\$2,231.86	\$2,299.08	\$2,368.26	\$2,439.55	\$2,512.97	\$2,588.58	\$2,640.36	\$2,693.18
21	\$2,074.40	\$2,137.83	\$2,203.14	\$2,270.54	\$2,339.92	\$2,411.48	\$2,485.22	\$2,561.14	\$2,639.40	\$2,720.10	\$2,774.49	\$2,830.01
21A	\$2,157.38	\$2,223.35	\$2,291.26	\$2,361.36	\$2,433.51	\$2,507.94	\$2,584.62	\$2,663.58	\$2,744.98	\$2,828.90	\$2,885.47	\$2,943.21
22	\$2,177.40	\$2,244.34	\$2,313.44	\$2,384.65	\$2,458.04	\$2,533.71	\$2,611.68	\$2,692.06	\$2,774.92	\$2,860.28	\$2,917.52	\$2,975.84
23	\$2,288.86	\$2,357.84	\$2,428.90	\$2,502.11	\$2,577.48	\$2,655.18	\$2,735.20	\$2,817.66	\$2,902.55	\$2,990.02	\$3,049.82	\$3,110.81
24	\$2,392.39	\$2,464.67	\$2,539.07	\$2,615.72	\$2,694.82	\$2,776.15	\$2,860.04	\$2,946.40	\$3,035.42	\$3,127.07	\$3,189.59	\$3,253.39
25	\$2,495.84	\$2,571.68	\$2,649.85	\$2,730.46	\$2,813.45	\$2,898.96	\$2,987.09	\$3,077.95	\$3,171.50	\$3,267.91	\$3,333.27	\$3,399.93
26	\$2,587.98	\$2,667.14	\$2,748.61	\$2,832.65	\$2,919.23	\$3,008.48	\$3,100.41	\$3,195.19	\$3,292.85	\$3,393.53	\$3,461.39	\$3,530.63
C19	\$1,996.93	\$2,058.21	\$2,121.43	\$2,186.55	\$2,253.65	\$2,322.83	\$2,394.22	\$2,467.69	\$2,543.39	\$2,621.53	\$2,673.97	\$2,727.44
C20	\$2,096.77	\$2,161.12	\$2,227.50	\$2,295.88	\$2,366.33	\$2,438.97	\$2,513.93	\$2,591.07	\$2,670.56	\$2,752.61	\$2,807.67	\$2,863.82
C22	\$2,312.12	\$2,382.82	\$2,455.62	\$2,530.72	\$2,608.06	\$2,687.83	\$2,770.01	\$2,854.63	\$2,941.87	\$3,031.81	\$3,092.43	\$3,154.31

BU 08 & 10 Salary Plans (10E/F)

Grade	1	2	3	4	5	6	7	8	9	10	11	12
20	\$1,982.29	\$2,041.93	\$2,103.42	\$2,166.70	\$2,231.86	\$2,299.07	\$2,368.26	\$2,439.54	\$2,512.96	\$2,588.59	\$2,640.35	\$2,693.18
21	\$2,074.40	\$2,137.83	\$2,203.14	\$2,270.53	\$2,339.91	\$2,411.49	\$2,485.22	\$2,561.14	\$2,639.40	\$2,720.10	\$2,774.50	\$2,830.01
22	\$2,177.41	\$2,244.33	\$2,313.44	\$2,384.65	\$2,458.04	\$2,533.70	\$2,611.68	\$2,692.06	\$2,774.91	\$2,860.29	\$2,917.52	\$2,975.84
22A	\$2,242.73	\$2,311.66	\$2,382.84	\$2,456.19	\$2,531.78	\$2,609.72	\$2,690.03	\$2,772.82	\$2,858.16	\$2,946.09	\$3,005.05	\$3,065.12
24	\$2,392.39	\$2,464.67	\$2,539.07	\$2,615.72	\$2,694.82	\$2,776.15	\$2,860.05	\$2,946.40	\$3,035.42	\$3,127.06	\$3,189.59	\$3,253.39
24A	\$2,464.16	\$2,538.61	\$2,615.24	\$2,694.20	\$2,775.66	\$2,859.43	\$2,945.85	\$3,034.79	\$3,126.48	\$3,220.87	\$3,285.28	\$3,350.99
25	\$2,495.84	\$2,571.69	\$2,649.85	\$2,730.46	\$2,813.45	\$2,898.97	\$2,987.09	\$3,077.96	\$3,171.50	\$3,267.91	\$3,333.27	\$3,399.92
25A	\$2,620.63	\$2,700.27	\$2,782.35	\$2,866.98	\$2,954.13	\$3,043.92	\$3,136.44	\$3,231.86	\$3,330.08	\$3,431.31	\$3,499.93	\$3,569.92
25B	\$2,670.55	\$2,751.71	\$2,835.34	\$2,921.59	\$3,010.40	\$3,101.90	\$3,196.19	\$3,293.41	\$3,393.51	\$3,496.66	\$3,566.60	\$3,637.92
26	\$2,587.98	\$2,667.13	\$2,748.61	\$2,832.65	\$2,919.23	\$3,008.48	\$3,100.41	\$3,195.19	\$3,292.85	\$3,393.53	\$3,461.39	\$3,530.63
26A	\$2,665.62	\$2,747.15	\$2,831.06	\$2,917.63	\$3,006.81	\$3,098.74	\$3,193.42	\$3,291.05	\$3,391.63	\$3,495.33	\$3,565.24	\$3,636.55
27A	\$2,817.92	\$2,904.11	\$2,992.82	\$3,084.33	\$3,178.61	\$3,275.79	\$3,375.88	\$3,479.08	\$3,585.42	\$3,695.04	\$3,768.94	\$3,844.33
27B	\$2,871.60	\$2,959.42	\$3,049.83	\$3,143.08	\$3,239.15	\$3,338.18	\$3,440.18	\$3,545.35	\$3,653.71	\$3,765.42	\$3,840.73	\$3,917.55

BU 08 & 10 Salary Plans (10C/D)

Grade	1	2	3	4	5	6	7	8	9	10
90A	\$1,657.09	\$1,767.07	\$1,877.07	\$1,987.08	\$2,097.05	\$2,207.03	\$2,317.05	\$2,427.02	\$2,537.00	\$2,647.01
90B	\$1,790.68	\$1,912.24	\$2,033.78	\$2,155.33	\$2,276.92	\$2,398.45	\$2,520.00	\$2,641.58	\$2,763.13	\$2,884.67
90C	\$1,905.49	\$2,031.47	\$2,157.47	\$2,283.42	\$2,409.39	\$2,535.40	\$2,661.36	\$2,787.33	\$2,913.31	\$3,039.28
92A	\$3,573.46									
93A	\$1,822.81	\$1,943.77	\$2,064.79	\$2,185.75	\$2,306.76	\$2,427.73	\$2,548.72	\$2,669.71	\$2,790.71	\$2,911.71
93B	\$1,969.74	\$2,103.45	\$2,237.17	\$2,370.88	\$2,504.58	\$2,638.29	\$2,771.99	\$2,905.74	\$3,039.44	\$3,173.14
93C	\$2,096.05	\$2,234.61	\$2,373.19	\$2,511.78	\$2,650.35	\$2,788.91	\$2,927.48	\$3,066.07	\$3,204.64	\$3,343.21

BU 08 & 10 Salary Plans (10CD)

grade	1	2	3	4	5	6	7	8	9	10
90A	\$1,845.03	\$1,967.39	\$2,089.75	\$2,212.10	\$2,334.46	\$2,457.30	\$2,579.66	\$2,702.01	\$2,824.38	\$2,947.21
90B	\$1,993.50	\$2,128.92	\$2,264.33	\$2,399.75	\$2,535.16	\$2,670.10	\$2,805.51	\$2,940.93	\$3,076.34	\$3,211.76
90C	\$2,121.18	\$2,261.44	\$2,402.16	\$2,541.94	\$2,682.67	\$2,822.92	\$2,963.17	\$3,103.43	\$3,243.67	\$3,383.93
92A	\$3,978.30									
93A	\$2,029.30	\$2,164.22	\$2,298.67	\$2,433.61	\$2,568.05	\$2,702.98	\$2,837.43	\$2,972.36	\$3,106.82	\$3,241.74
93B	\$2,192.76	\$2,341.71	\$2,490.67	\$2,639.63	\$2,788.58	\$2,937.54	\$3,086.02	\$3,234.97	\$3,383.93	\$3,532.89
93C	\$2,333.49	\$2,487.77	\$2,642.04	\$2,796.32	\$2,950.60	\$3,104.88	\$3,259.15	\$3,413.43	\$3,567.71	\$3,721.99

Increase of **1.50%** effective 7/2015

BU 08 & 10 Salary Plans (08A/B,10A/B)

Grade	1	2	3	4	5	6	7	8	9	10	11	12
01	\$1,003.44	\$1,020.16	\$1,037.26	\$1,054.60	\$1,072.30	\$1,090.27	\$1,108.57	\$1,127.29	\$1,146.25	\$1,165.63	\$1,188.96	\$1,212.71
02	\$1,021.62	\$1,038.37	\$1,055.40	\$1,072.81	\$1,090.48	\$1,108.48	\$1,126.81	\$1,145.43	\$1,164.46	\$1,183.78	\$1,207.48	\$1,231.60
03	\$1,036.94	\$1,055.86	\$1,075.03	\$1,094.69	\$1,114.70	\$1,135.15	\$1,155.89	\$1,177.16	\$1,198.75	\$1,220.84	\$1,245.25	\$1,270.18
04	\$1,063.76	\$1,082.62	\$1,101.90	\$1,121.56	\$1,141.59	\$1,161.95	\$1,182.74	\$1,204.00	\$1,225.59	\$1,247.61	\$1,272.54	\$1,297.97
05	\$1,080.65	\$1,101.10	\$1,121.96	\$1,143.26	\$1,165.01	\$1,187.16	\$1,209.81	\$1,232.92	\$1,256.51	\$1,280.55	\$1,306.15	\$1,332.28
06	\$1,116.71	\$1,137.23	\$1,158.13	\$1,179.44	\$1,201.21	\$1,223.37	\$1,246.00	\$1,269.07	\$1,292.62	\$1,316.61	\$1,342.93	\$1,369.77
07	\$1,143.38	\$1,165.73	\$1,188.56	\$1,211.89	\$1,235.67	\$1,259.95	\$1,284.82	\$1,310.10	\$1,336.00	\$1,362.41	\$1,389.68	\$1,417.45
08	\$1,168.34	\$1,192.45	\$1,217.10	\$1,242.35	\$1,268.15	\$1,294.54	\$1,321.48	\$1,349.00	\$1,377.17	\$1,406.01	\$1,434.09	\$1,462.81
09	\$1,209.81	\$1,236.16	\$1,263.14	\$1,290.78	\$1,318.97	\$1,347.89	\$1,377.49	\$1,407.78	\$1,438.77	\$1,470.48	\$1,499.90	\$1,529.87
10	\$1,253.76	\$1,281.86	\$1,310.54	\$1,339.93	\$1,370.08	\$1,400.88	\$1,432.44	\$1,464.80	\$1,499.56	\$1,535.51	\$1,566.22	\$1,597.55
11	\$1,294.79	\$1,325.36	\$1,356.69	\$1,388.79	\$1,421.69	\$1,455.48	\$1,491.29	\$1,528.93	\$1,567.50	\$1,607.07	\$1,639.20	\$1,671.96
12	\$1,348.46	\$1,380.64	\$1,413.58	\$1,447.37	\$1,482.73	\$1,520.47	\$1,559.09	\$1,598.75	\$1,639.42	\$1,681.07	\$1,714.69	\$1,748.99
12A	\$1,388.92	\$1,422.06	\$1,455.99	\$1,490.79	\$1,527.21	\$1,566.08	\$1,605.87	\$1,646.72	\$1,688.61	\$1,731.51	\$1,766.13	\$1,801.46
13	\$1,419.62	\$1,453.64	\$1,489.64	\$1,527.68	\$1,566.59	\$1,606.55	\$1,647.47	\$1,689.49	\$1,732.53	\$1,776.72	\$1,812.24	\$1,848.47
14	\$1,475.72	\$1,517.77	\$1,561.01	\$1,605.53	\$1,651.26	\$1,698.31	\$1,746.71	\$1,796.51	\$1,847.72	\$1,900.34	\$1,938.35	\$1,977.09
14A	\$1,519.99	\$1,563.30	\$1,607.84	\$1,653.70	\$1,700.80	\$1,749.26	\$1,799.11	\$1,850.41	\$1,903.15	\$1,957.35	\$1,996.50	\$2,036.40
15	\$1,550.24	\$1,595.87	\$1,642.82	\$1,691.19	\$1,740.93	\$1,792.15	\$1,844.92	\$1,899.19	\$1,955.07	\$2,012.66	\$2,052.91	\$2,093.96
16	\$1,634.07	\$1,683.82	\$1,735.00	\$1,787.81	\$1,842.24	\$1,898.30	\$1,956.08	\$2,015.60	\$2,076.97	\$2,140.12	\$2,182.95	\$2,226.63
17	\$1,732.53	\$1,784.29	\$1,837.61	\$1,892.58	\$1,949.08	\$2,007.29	\$2,067.28	\$2,129.10	\$2,192.74	\$2,258.29	\$2,303.44	\$2,349.51
17A	\$1,801.83	\$1,855.66	\$1,911.12	\$1,968.28	\$2,027.05	\$2,087.58	\$2,149.98	\$2,214.27	\$2,280.45	\$2,348.63	\$2,395.58	\$2,443.49
18	\$1,815.43	\$1,870.60	\$1,927.38	\$1,985.90	\$2,046.18	\$2,108.34	\$2,172.34	\$2,238.30	\$2,306.24	\$2,376.32	\$2,423.84	\$2,472.33
19	\$1,909.41	\$1,968.01	\$2,028.46	\$2,090.73	\$2,154.88	\$2,221.03	\$2,289.29	\$2,359.54	\$2,431.94	\$2,506.65	\$2,556.79	\$2,607.92
19A	\$1,985.79	\$2,046.73	\$2,109.59	\$2,174.35	\$2,241.08	\$2,309.87	\$2,380.86	\$2,453.92	\$2,529.21	\$2,606.92	\$2,659.06	\$2,712.24
20	\$2,012.03	\$2,072.56	\$2,134.98	\$2,199.21	\$2,265.34	\$2,333.56	\$2,403.78	\$2,476.14	\$2,550.66	\$2,627.41	\$2,679.96	\$2,733.57
21	\$2,105.52	\$2,169.90	\$2,236.19	\$2,304.60	\$2,375.02	\$2,447.66	\$2,522.49	\$2,599.55	\$2,678.99	\$2,760.90	\$2,816.11	\$2,872.46
21A	\$2,189.74	\$2,256.70	\$2,325.63	\$2,396.78	\$2,470.02	\$2,545.56	\$2,623.39	\$2,703.54	\$2,786.15	\$2,871.34	\$2,928.75	\$2,987.36
22	\$2,210.06	\$2,278.00	\$2,348.15	\$2,420.42	\$2,494.91	\$2,571.72	\$2,650.85	\$2,732.44	\$2,816.54	\$2,903.19	\$2,961.29	\$3,020.48
23	\$2,323.19	\$2,393.21	\$2,465.34	\$2,539.65	\$2,616.15	\$2,695.01	\$2,776.23	\$2,859.92	\$2,946.09	\$3,034.87	\$3,095.57	\$3,157.48
24	\$2,428.27	\$2,501.64	\$2,577.15	\$2,654.96	\$2,735.24	\$2,817.79	\$2,902.94	\$2,990.59	\$3,080.95	\$3,173.97	\$3,237.44	\$3,302.19
25	\$2,533.28	\$2,610.26	\$2,689.60	\$2,771.41	\$2,855.65	\$2,942.45	\$3,031.90	\$3,124.12	\$3,219.07	\$3,316.92	\$3,383.27	\$3,450.92
26	\$2,626.80	\$2,707.15	\$2,789.84	\$2,875.14	\$2,963.02	\$3,053.61	\$3,146.92	\$3,243.12	\$3,342.25	\$3,444.43	\$3,513.31	\$3,583.59
C19	\$2,026.88	\$2,089.08	\$2,153.25	\$2,219.35	\$2,287.45	\$2,357.67	\$2,430.13	\$2,504.71	\$2,581.54	\$2,660.85	\$2,714.08	\$2,768.36
C20	\$2,128.22	\$2,193.53	\$2,260.91	\$2,330.32	\$2,401.83	\$2,475.55	\$2,551.64	\$2,629.94	\$2,710.62	\$2,793.90	\$2,849.78	\$2,906.77
C22	\$2,346.80	\$2,418.56	\$2,492.45	\$2,568.68	\$2,647.18	\$2,728.14	\$2,811.57	\$2,897.45	\$2,986.00	\$3,077.29	\$3,138.82	\$3,201.63

BU 08 & 10 Salary Plans (10E/F)

Grade	1	2	3	4	5	6	7	8	9	10	11	12
20	\$2,012.03	\$2,072.56	\$2,134.98	\$2,199.20	\$2,265.34	\$2,333.56	\$2,403.79	\$2,476.14	\$2,550.66	\$2,627.42	\$2,679.96	\$2,733.58
21	\$2,105.51	\$2,169.90	\$2,236.19	\$2,304.59	\$2,375.01	\$2,447.66	\$2,522.50	\$2,599.56	\$2,678.99	\$2,760.90	\$2,816.11	\$2,872.46
22	\$2,210.07	\$2,278.00	\$2,348.14	\$2,420.42	\$2,494.91	\$2,571.71	\$2,650.86	\$2,732.44	\$2,816.54	\$2,903.19	\$2,961.28	\$3,020.48
22A	\$2,276.37	\$2,346.34	\$2,418.59	\$2,493.03	\$2,569.75	\$2,648.86	\$2,730.38	\$2,814.41	\$2,901.03	\$2,990.28	\$3,050.12	\$3,111.09
24	\$2,428.28	\$2,501.64	\$2,577.15	\$2,654.96	\$2,735.24	\$2,817.79	\$2,902.95	\$2,990.59	\$3,080.95	\$3,173.97	\$3,237.43	\$3,302.19
24A	\$2,501.12	\$2,576.69	\$2,654.47	\$2,734.61	\$2,817.30	\$2,902.32	\$2,990.04	\$3,080.31	\$3,173.38	\$3,269.19	\$3,334.56	\$3,401.26
25	\$2,533.28	\$2,610.26	\$2,689.60	\$2,771.42	\$2,855.66	\$2,942.45	\$3,031.90	\$3,124.13	\$3,219.07	\$3,316.93	\$3,383.27	\$3,450.92
25A	\$2,659.94	\$2,740.78	\$2,824.08	\$2,909.99	\$2,998.44	\$3,089.58	\$3,183.49	\$3,280.33	\$3,380.03	\$3,482.78	\$3,552.43	\$3,623.47
25B	\$2,710.61	\$2,792.98	\$2,877.87	\$2,965.42	\$3,055.55	\$3,148.43	\$3,244.13	\$3,342.82	\$3,444.41	\$3,549.11	\$3,620.10	\$3,692.49
26	\$2,626.80	\$2,707.14	\$2,789.84	\$2,875.14	\$2,963.02	\$3,053.61	\$3,146.92	\$3,243.12	\$3,342.24	\$3,444.43	\$3,513.32	\$3,583.59
26A	\$2,705.60	\$2,788.35	\$2,873.53	\$2,961.39	\$3,051.91	\$3,145.22	\$3,241.32	\$3,340.41	\$3,442.51	\$3,547.76	\$3,618.71	\$3,691.10
27A	\$2,860.19	\$2,947.67	\$3,037.71	\$3,130.59	\$3,226.29	\$3,324.92	\$3,426.52	\$3,531.27	\$3,639.20	\$3,750.47	\$3,825.47	\$3,901.99
27B	\$2,914.67	\$3,003.82	\$3,095.57	\$3,190.22	\$3,287.74	\$3,388.26	\$3,491.79	\$3,598.53	\$3,708.52	\$3,821.90	\$3,898.34	\$3,976.32

BU 08 & 10 Salary Plans (10C/D)

Grade	1	2	3	4	5	6	7	8	9	10
90A	\$1,681.94	\$1,793.57	\$1,905.23	\$2,016.88	\$2,128.51	\$2,240.14	\$2,351.81	\$2,463.43	\$2,575.06	\$2,686.71
90B	\$1,817.54	\$1,940.92	\$2,064.28	\$2,187.66	\$2,311.08	\$2,434.42	\$2,557.80	\$2,681.20	\$2,804.58	\$2,927.95
90C	\$1,934.08	\$2,061.94	\$2,189.84	\$2,317.67	\$2,445.53	\$2,573.43	\$2,701.28	\$2,829.14	\$2,957.01	\$3,084.87
92A	\$3,627.06									
93A	\$1,850.15	\$1,972.93	\$2,095.76	\$2,218.54	\$2,341.36	\$2,464.14	\$2,586.95	\$2,709.75	\$2,832.57	\$2,955.39
93B	\$1,999.28	\$2,135.00	\$2,270.73	\$2,406.44	\$2,542.15	\$2,677.87	\$2,813.57	\$2,949.33	\$3,085.04	\$3,220.74
93C	\$2,127.49	\$2,268.13	\$2,408.79	\$2,549.45	\$2,690.10	\$2,830.75	\$2,971.39	\$3,112.06	\$3,252.71	\$3,393.36

BU 08 & 10 Salary Plans (10CD)

grade	1	2	3	4	5	6	7	8	9	10
90A	\$1,872.70	\$1,996.90	\$2,121.09	\$2,245.28	\$2,369.47	\$2,494.16	\$2,618.35	\$2,742.54	\$2,866.74	\$2,991.42
90B	\$2,023.40	\$2,160.85	\$2,298.30	\$2,435.74	\$2,573.19	\$2,710.15	\$2,847.60	\$2,985.04	\$3,122.49	\$3,259.94
90C	\$2,153.00	\$2,295.36	\$2,438.20	\$2,580.07	\$2,722.91	\$2,865.27	\$3,007.62	\$3,149.98	\$3,292.33	\$3,434.69
92A	\$4,037.98									
93A	\$2,059.74	\$2,196.68	\$2,333.15	\$2,470.11	\$2,606.57	\$2,743.53	\$2,879.99	\$3,016.95	\$3,153.42	\$3,290.36
93B	\$2,225.65	\$2,376.84	\$2,528.03	\$2,679.22	\$2,830.41	\$2,981.60	\$3,132.31	\$3,283.50	\$3,434.69	\$3,585.88
93C	\$2,368.50	\$2,525.09	\$2,681.67	\$2,838.27	\$2,994.86	\$3,151.45	\$3,308.04	\$3,464.63	\$3,621.22	\$3,777.82

Increase of **1.50%** effective 1/10/2016

BU 08 & 10 Salary Plans (08A/B,10A/B)

Grade	1	2	3	4	5	6	7	8	9	10	11	12
01	\$1,018.50	\$1,035.47	\$1,052.82	\$1,070.42	\$1,088.39	\$1,106.62	\$1,125.20	\$1,144.20	\$1,163.44	\$1,183.12	\$1,206.79	\$1,230.90
02	\$1,036.95	\$1,053.95	\$1,071.23	\$1,088.91	\$1,106.84	\$1,125.11	\$1,143.71	\$1,162.61	\$1,181.93	\$1,201.53	\$1,225.59	\$1,250.07
03	\$1,052.50	\$1,071.70	\$1,091.15	\$1,111.11	\$1,131.42	\$1,152.18	\$1,173.23	\$1,194.82	\$1,216.73	\$1,239.15	\$1,263.93	\$1,289.23
04	\$1,079.72	\$1,098.86	\$1,118.42	\$1,138.38	\$1,158.71	\$1,179.38	\$1,200.48	\$1,222.06	\$1,243.98	\$1,266.33	\$1,291.63	\$1,317.44
05	\$1,096.86	\$1,117.62	\$1,138.79	\$1,160.41	\$1,182.48	\$1,204.97	\$1,227.96	\$1,251.41	\$1,275.35	\$1,299.76	\$1,325.74	\$1,352.27
06	\$1,133.46	\$1,154.29	\$1,175.50	\$1,197.13	\$1,219.23	\$1,241.72	\$1,264.69	\$1,288.11	\$1,312.01	\$1,336.36	\$1,363.07	\$1,390.32
07	\$1,160.53	\$1,183.22	\$1,206.38	\$1,230.07	\$1,254.21	\$1,278.85	\$1,304.10	\$1,329.75	\$1,356.04	\$1,382.85	\$1,410.53	\$1,438.71
08	\$1,185.86	\$1,210.34	\$1,235.36	\$1,260.99	\$1,287.17	\$1,313.96	\$1,341.30	\$1,369.24	\$1,397.83	\$1,427.10	\$1,455.60	\$1,484.75
09	\$1,227.96	\$1,254.70	\$1,282.08	\$1,310.14	\$1,338.76	\$1,368.10	\$1,398.15	\$1,428.89	\$1,460.35	\$1,492.53	\$1,522.40	\$1,552.82
10	\$1,272.57	\$1,301.08	\$1,330.19	\$1,360.03	\$1,390.63	\$1,421.89	\$1,453.93	\$1,486.78	\$1,522.05	\$1,558.54	\$1,589.72	\$1,621.51
11	\$1,314.21	\$1,345.24	\$1,377.04	\$1,409.62	\$1,443.02	\$1,477.31	\$1,513.66	\$1,551.87	\$1,591.01	\$1,631.18	\$1,663.79	\$1,697.03
12	\$1,368.69	\$1,401.35	\$1,434.79	\$1,469.08	\$1,504.97	\$1,543.28	\$1,582.48	\$1,622.74	\$1,664.02	\$1,706.29	\$1,740.41	\$1,775.22
12A	\$1,409.75	\$1,443.39	\$1,477.83	\$1,513.15	\$1,550.12	\$1,589.58	\$1,629.95	\$1,671.42	\$1,713.94	\$1,757.48	\$1,792.63	\$1,828.48
13	\$1,440.91	\$1,475.44	\$1,511.99	\$1,550.59	\$1,590.09	\$1,630.65	\$1,672.18	\$1,714.83	\$1,758.52	\$1,803.37	\$1,839.43	\$1,876.19
14	\$1,497.85	\$1,540.53	\$1,584.43	\$1,629.62	\$1,676.03	\$1,723.79	\$1,772.91	\$1,823.46	\$1,875.44	\$1,928.85	\$1,967.42	\$2,006.75
14A	\$1,542.79	\$1,586.75	\$1,631.96	\$1,678.50	\$1,726.31	\$1,775.50	\$1,826.10	\$1,878.16	\$1,931.70	\$1,986.71	\$2,026.45	\$2,066.95
15	\$1,573.49	\$1,619.80	\$1,667.47	\$1,716.56	\$1,767.05	\$1,819.04	\$1,872.59	\$1,927.68	\$1,984.40	\$2,042.85	\$2,083.70	\$2,125.37
16	\$1,658.58	\$1,709.07	\$1,761.02	\$1,814.63	\$1,869.87	\$1,926.77	\$1,985.42	\$2,045.84	\$2,108.13	\$2,172.22	\$2,215.69	\$2,260.03
17	\$1,758.52	\$1,811.05	\$1,865.18	\$1,920.96	\$1,978.32	\$2,037.40	\$2,098.29	\$2,161.04	\$2,225.63	\$2,292.17	\$2,337.99	\$2,384.75
17A	\$1,828.86	\$1,883.49	\$1,939.79	\$1,997.80	\$2,057.45	\$2,118.89	\$2,182.23	\$2,247.48	\$2,314.66	\$2,383.86	\$2,431.51	\$2,480.14
18	\$1,842.66	\$1,898.66	\$1,956.29	\$2,015.68	\$2,076.87	\$2,139.96	\$2,204.92	\$2,271.88	\$2,340.84	\$2,411.96	\$2,460.19	\$2,509.42
19	\$1,938.05	\$1,997.53	\$2,058.88	\$2,122.09	\$2,187.21	\$2,254.35	\$2,323.63	\$2,394.93	\$2,468.41	\$2,544.25	\$2,595.14	\$2,647.04
19A	\$2,015.58	\$2,077.43	\$2,141.24	\$2,206.97	\$2,274.70	\$2,344.52	\$2,416.57	\$2,490.73	\$2,567.15	\$2,646.02	\$2,698.94	\$2,752.92
20	\$2,042.21	\$2,103.65	\$2,167.01	\$2,232.20	\$2,299.32	\$2,368.56	\$2,439.84	\$2,513.28	\$2,588.92	\$2,666.82	\$2,720.16	\$2,774.58
21	\$2,137.10	\$2,202.45	\$2,269.73	\$2,339.17	\$2,410.64	\$2,484.37	\$2,560.33	\$2,638.55	\$2,719.18	\$2,802.32	\$2,858.35	\$2,915.55
21A	\$2,222.58	\$2,290.55	\$2,360.52	\$2,432.73	\$2,507.07	\$2,583.75	\$2,662.74	\$2,744.09	\$2,827.95	\$2,914.41	\$2,972.68	\$3,032.17
22	\$2,243.21	\$2,312.17	\$2,383.37	\$2,456.72	\$2,532.33	\$2,610.29	\$2,690.61	\$2,773.42	\$2,858.79	\$2,946.74	\$3,005.70	\$3,065.79
23	\$2,358.04	\$2,429.10	\$2,502.32	\$2,577.74	\$2,655.39	\$2,735.43	\$2,817.88	\$2,902.82	\$2,990.28	\$3,080.39	\$3,142.00	\$3,204.84
24	\$2,464.70	\$2,539.16	\$2,615.81	\$2,694.78	\$2,776.27	\$2,860.06	\$2,946.49	\$3,035.45	\$3,127.17	\$3,221.58	\$3,286.00	\$3,351.73
25	\$2,571.28	\$2,649.41	\$2,729.95	\$2,812.98	\$2,898.49	\$2,986.59	\$3,077.38	\$3,170.98	\$3,267.35	\$3,366.68	\$3,434.02	\$3,502.69
26	\$2,666.21	\$2,747.75	\$2,831.69	\$2,918.26	\$3,007.46	\$3,099.41	\$3,194.12	\$3,291.76	\$3,392.38	\$3,496.10	\$3,566.01	\$3,637.35
C19	\$2,057.28	\$2,120.42	\$2,185.55	\$2,252.64	\$2,321.77	\$2,393.03	\$2,466.59	\$2,542.28	\$2,620.26	\$2,700.77	\$2,754.79	\$2,809.88
C20	\$2,160.15	\$2,226.44	\$2,294.82	\$2,365.27	\$2,437.85	\$2,512.68	\$2,589.91	\$2,669.39	\$2,751.28	\$2,835.80	\$2,892.53	\$2,950.38
C22	\$2,382.00	\$2,454.84	\$2,529.84	\$2,607.21	\$2,686.89	\$2,769.06	\$2,853.74	\$2,940.91	\$3,030.79	\$3,123.45	\$3,185.90	\$3,249.65

BU 08 & 10 Salary Plans (10E/F)

Grade	1	2	3	4	5	6	7	8	9	10	11	12
20	\$2,042.21	\$2,103.65	\$2,167.00	\$2,232.19	\$2,299.32	\$2,368.56	\$2,439.84	\$2,513.28	\$2,588.92	\$2,666.83	\$2,720.16	\$2,774.58
21	\$2,137.10	\$2,202.44	\$2,269.73	\$2,339.16	\$2,410.63	\$2,484.38	\$2,560.34	\$2,638.55	\$2,719.18	\$2,802.32	\$2,858.35	\$2,915.54
22	\$2,243.22	\$2,312.17	\$2,383.36	\$2,456.73	\$2,532.33	\$2,610.29	\$2,690.62	\$2,773.43	\$2,858.78	\$2,946.74	\$3,005.70	\$3,065.79
22A	\$2,310.51	\$2,381.53	\$2,454.86	\$2,530.43	\$2,608.30	\$2,688.59	\$2,771.34	\$2,856.63	\$2,944.55	\$3,035.14	\$3,095.87	\$3,157.76
24	\$2,464.70	\$2,539.17	\$2,615.81	\$2,694.78	\$2,776.27	\$2,860.06	\$2,946.49	\$3,035.45	\$3,127.17	\$3,221.58	\$3,285.99	\$3,351.72
24A	\$2,538.64	\$2,615.34	\$2,694.29	\$2,775.63	\$2,859.56	\$2,945.86	\$3,034.89	\$3,126.51	\$3,220.98	\$3,318.22	\$3,384.57	\$3,452.28
25	\$2,571.28	\$2,649.42	\$2,729.95	\$2,812.99	\$2,898.49	\$2,986.59	\$3,077.38	\$3,170.99	\$3,267.36	\$3,366.68	\$3,434.02	\$3,502.69
25A	\$2,699.84	\$2,781.89	\$2,866.44	\$2,953.64	\$3,043.42	\$3,135.92	\$3,231.24	\$3,329.54	\$3,430.73	\$3,535.02	\$3,605.72	\$3,677.82
25B	\$2,751.27	\$2,834.88	\$2,921.04	\$3,009.90	\$3,101.38	\$3,195.65	\$3,292.79	\$3,392.96	\$3,496.07	\$3,602.35	\$3,674.40	\$3,747.88
26	\$2,666.20	\$2,747.75	\$2,831.68	\$2,918.26	\$3,007.47	\$3,099.42	\$3,194.12	\$3,291.76	\$3,392.37	\$3,496.10	\$3,566.02	\$3,637.34
26A	\$2,746.19	\$2,830.18	\$2,916.63	\$3,005.81	\$3,097.69	\$3,192.40	\$3,289.94	\$3,390.52	\$3,494.15	\$3,600.98	\$3,673.00	\$3,746.46
27A	\$2,903.09	\$2,991.89	\$3,083.28	\$3,177.55	\$3,274.68	\$3,374.80	\$3,477.92	\$3,584.24	\$3,693.79	\$3,806.72	\$3,882.86	\$3,960.52
27B	\$2,958.39	\$3,048.87	\$3,142.01	\$3,238.08	\$3,337.06	\$3,439.08	\$3,544.16	\$3,652.51	\$3,764.14	\$3,879.23	\$3,956.81	\$4,035.96

BU 08 & 10 Salary Plans (10C/D)

Grade	1	2	3	4	5	6	7	8	9	10
90A	\$1,707.17	\$1,820.48	\$1,933.81	\$2,047.14	\$2,160.43	\$2,273.74	\$2,387.08	\$2,500.38	\$2,613.69	\$2,727.01
90B	\$1,844.80	\$1,970.04	\$2,095.25	\$2,220.48	\$2,345.74	\$2,470.94	\$2,596.17	\$2,721.42	\$2,846.65	\$2,971.86
90C	\$1,963.09	\$2,092.87	\$2,222.68	\$2,352.43	\$2,482.22	\$2,612.03	\$2,741.80	\$2,871.58	\$3,001.36	\$3,131.14
92A	\$3,681.47									
93A	\$1,877.90	\$2,002.52	\$2,127.19	\$2,251.81	\$2,376.48	\$2,501.11	\$2,625.75	\$2,750.40	\$2,875.06	\$2,999.72
93B	\$2,029.27	\$2,167.02	\$2,304.79	\$2,442.54	\$2,580.28	\$2,718.04	\$2,855.78	\$2,993.57	\$3,131.31	\$3,269.05
93C	\$2,159.41	\$2,302.15	\$2,444.92	\$2,587.70	\$2,730.46	\$2,873.21	\$3,015.96	\$3,158.75	\$3,301.50	\$3,444.26

BU 08 & 10 Salary Plans (10CD)

grade	1	2	3	4	5	6	7	8	9	10
90A	\$1,900.79	\$2,026.86	\$2,152.91	\$2,278.96	\$2,405.01	\$2,531.57	\$2,657.63	\$2,783.68	\$2,909.74	\$3,036.29
90B	\$2,053.76	\$2,193.26	\$2,332.77	\$2,472.28	\$2,611.79	\$2,750.80	\$2,890.31	\$3,029.82	\$3,169.33	\$3,308.83
90C	\$2,185.29	\$2,329.79	\$2,474.77	\$2,618.77	\$2,763.75	\$2,908.25	\$3,052.73	\$3,197.23	\$3,341.71	\$3,486.21
92A	\$4,098.55									
93A	\$2,090.63	\$2,229.63	\$2,368.15	\$2,507.16	\$2,645.67	\$2,784.68	\$2,923.19	\$3,062.20	\$3,200.72	\$3,339.72
93B	\$2,259.03	\$2,412.49	\$2,565.95	\$2,719.41	\$2,872.87	\$3,026.33	\$3,179.29	\$3,332.75	\$3,486.21	\$3,639.67
93C	\$2,404.02	\$2,562.97	\$2,721.90	\$2,880.84	\$3,039.78	\$3,198.73	\$3,357.66	\$3,516.60	\$3,675.54	\$3,834.48

Increase of **1.50%** effective 7/10/2016

BU 08 & 10 Salary Plans (08A/B,10A/B)

Grade	1	2	3	4	5	6	7	8	9	10	11	12
01	\$1,033.77	\$1,051.00	\$1,068.61	\$1,086.48	\$1,104.72	\$1,123.22	\$1,142.07	\$1,161.36	\$1,180.90	\$1,200.87	\$1,224.89	\$1,249.37
02	\$1,052.50	\$1,069.76	\$1,087.30	\$1,105.24	\$1,123.44	\$1,141.98	\$1,160.86	\$1,180.05	\$1,199.65	\$1,219.56	\$1,243.98	\$1,268.82
03	\$1,068.29	\$1,087.77	\$1,107.52	\$1,127.77	\$1,148.39	\$1,169.46	\$1,190.82	\$1,212.74	\$1,234.98	\$1,257.74	\$1,282.89	\$1,308.57
04	\$1,095.92	\$1,115.34	\$1,135.20	\$1,155.45	\$1,176.09	\$1,197.07	\$1,218.49	\$1,240.39	\$1,262.64	\$1,285.32	\$1,311.00	\$1,337.20
05	\$1,113.31	\$1,134.38	\$1,155.87	\$1,177.82	\$1,200.22	\$1,223.05	\$1,246.38	\$1,270.18	\$1,294.48	\$1,319.26	\$1,345.63	\$1,372.55
06	\$1,150.46	\$1,171.60	\$1,193.14	\$1,215.08	\$1,237.52	\$1,260.34	\$1,283.66	\$1,307.43	\$1,331.69	\$1,356.40	\$1,383.52	\$1,411.17
07	\$1,177.94	\$1,200.97	\$1,224.48	\$1,248.52	\$1,273.02	\$1,298.04	\$1,323.66	\$1,349.69	\$1,376.39	\$1,403.59	\$1,431.69	\$1,460.30
08	\$1,203.65	\$1,228.50	\$1,253.89	\$1,279.90	\$1,306.48	\$1,333.67	\$1,361.42	\$1,389.78	\$1,418.80	\$1,448.51	\$1,477.43	\$1,507.02
09	\$1,246.38	\$1,273.52	\$1,301.32	\$1,329.79	\$1,358.84	\$1,388.63	\$1,419.12	\$1,450.33	\$1,482.25	\$1,514.92	\$1,545.23	\$1,576.11
10	\$1,291.66	\$1,320.60	\$1,350.15	\$1,380.43	\$1,411.49	\$1,443.22	\$1,475.74	\$1,509.08	\$1,544.88	\$1,581.92	\$1,613.56	\$1,645.84
11	\$1,333.92	\$1,365.42	\$1,397.70	\$1,430.77	\$1,464.67	\$1,499.47	\$1,536.36	\$1,575.15	\$1,614.88	\$1,655.64	\$1,688.74	\$1,722.49
12	\$1,389.22	\$1,422.37	\$1,456.31	\$1,491.11	\$1,527.54	\$1,566.43	\$1,606.22	\$1,647.08	\$1,688.98	\$1,731.89	\$1,766.52	\$1,801.85
12A	\$1,430.90	\$1,465.04	\$1,500.00	\$1,535.85	\$1,573.37	\$1,613.42	\$1,654.40	\$1,696.49	\$1,739.65	\$1,783.84	\$1,819.51	\$1,855.90
13	\$1,462.53	\$1,497.57	\$1,534.67	\$1,573.85	\$1,613.94	\$1,655.11	\$1,697.26	\$1,740.55	\$1,784.90	\$1,830.42	\$1,867.02	\$1,904.34
14	\$1,520.32	\$1,563.64	\$1,608.19	\$1,654.06	\$1,701.17	\$1,749.65	\$1,799.51	\$1,850.81	\$1,903.57	\$1,957.78	\$1,996.94	\$2,036.85
14A	\$1,565.93	\$1,610.55	\$1,656.44	\$1,703.68	\$1,752.20	\$1,802.14	\$1,853.49	\$1,906.34	\$1,960.68	\$2,016.51	\$2,056.84	\$2,097.95
15	\$1,597.09	\$1,644.10	\$1,692.48	\$1,742.31	\$1,793.55	\$1,846.32	\$1,900.68	\$1,956.59	\$2,014.16	\$2,073.49	\$2,114.95	\$2,157.25
16	\$1,683.46	\$1,734.71	\$1,787.44	\$1,841.85	\$1,897.92	\$1,955.67	\$2,015.20	\$2,076.53	\$2,139.75	\$2,204.81	\$2,248.93	\$2,293.93
17	\$1,784.90	\$1,838.22	\$1,893.16	\$1,949.78	\$2,008.00	\$2,067.96	\$2,129.77	\$2,193.46	\$2,259.02	\$2,326.55	\$2,373.06	\$2,420.52
17A	\$1,856.29	\$1,911.75	\$1,968.88	\$2,027.77	\$2,088.32	\$2,150.68	\$2,214.96	\$2,281.19	\$2,349.38	\$2,419.61	\$2,467.98	\$2,517.34
18	\$1,870.30	\$1,927.14	\$1,985.63	\$2,045.92	\$2,108.02	\$2,172.06	\$2,238.00	\$2,305.95	\$2,375.95	\$2,448.14	\$2,497.10	\$2,547.06
19	\$1,967.13	\$2,027.49	\$2,089.77	\$2,153.92	\$2,220.02	\$2,288.16	\$2,358.48	\$2,430.86	\$2,505.44	\$2,582.42	\$2,634.07	\$2,686.74
19A	\$2,045.81	\$2,108.59	\$2,173.36	\$2,240.07	\$2,308.82	\$2,379.69	\$2,452.82	\$2,528.09	\$2,605.66	\$2,685.71	\$2,739.43	\$2,794.21
20	\$2,072.84	\$2,135.21	\$2,199.51	\$2,265.68	\$2,333.81	\$2,404.09	\$2,476.44	\$2,550.98	\$2,627.76	\$2,706.82	\$2,760.97	\$2,816.20
21	\$2,169.16	\$2,235.49	\$2,303.77	\$2,374.25	\$2,446.80	\$2,521.64	\$2,598.74	\$2,678.12	\$2,759.97	\$2,844.35	\$2,901.23	\$2,959.28
21A	\$2,255.92	\$2,324.91	\$2,395.93	\$2,469.22	\$2,544.67	\$2,622.50	\$2,702.69	\$2,785.25	\$2,870.36	\$2,958.12	\$3,017.27	\$3,077.65
22	\$2,276.86	\$2,346.85	\$2,419.12	\$2,493.57	\$2,570.32	\$2,649.45	\$2,730.97	\$2,815.02	\$2,901.67	\$2,990.94	\$3,050.79	\$3,111.77
23	\$2,393.41	\$2,465.54	\$2,539.85	\$2,616.41	\$2,695.22	\$2,776.47	\$2,860.14	\$2,946.36	\$3,035.14	\$3,126.60	\$3,189.13	\$3,252.91
24	\$2,501.67	\$2,577.25	\$2,655.05	\$2,735.20	\$2,817.91	\$2,902.96	\$2,990.69	\$3,080.98	\$3,174.08	\$3,269.90	\$3,335.29	\$3,402.00
25	\$2,609.85	\$2,689.15	\$2,770.90	\$2,855.18	\$2,941.96	\$3,031.38	\$3,123.54	\$3,218.55	\$3,316.37	\$3,417.18	\$3,485.53	\$3,555.23
26	\$2,706.20	\$2,788.97	\$2,874.16	\$2,962.04	\$3,052.58	\$3,145.90	\$3,242.03	\$3,341.14	\$3,443.26	\$3,548.54	\$3,619.50	\$3,691.91
C19	\$2,088.14	\$2,152.22	\$2,218.33	\$2,286.43	\$2,356.59	\$2,428.93	\$2,503.58	\$2,580.41	\$2,659.57	\$2,741.28	\$2,796.11	\$2,852.03
C20	\$2,192.55	\$2,259.83	\$2,329.25	\$2,400.75	\$2,474.42	\$2,550.37	\$2,628.76	\$2,709.43	\$2,792.55	\$2,878.34	\$2,935.92	\$2,994.63
C22	\$2,417.73	\$2,491.66	\$2,567.78	\$2,646.32	\$2,727.19	\$2,810.60	\$2,896.54	\$2,985.02	\$3,076.25	\$3,170.30	\$3,233.69	\$3,298.40

BU 08 & 10 Salary Plans (10E/F)

Grade	1	2	3	4	5	6	7	8	9	10	11	12
20	\$2,072.84	\$2,135.20	\$2,199.51	\$2,265.67	\$2,333.81	\$2,404.09	\$2,476.44	\$2,550.98	\$2,627.75	\$2,706.83	\$2,760.96	\$2,816.20
21	\$2,169.15	\$2,235.48	\$2,303.78	\$2,374.25	\$2,446.79	\$2,521.64	\$2,598.74	\$2,678.13	\$2,759.96	\$2,844.35	\$2,901.23	\$2,959.28
22	\$2,276.87	\$2,346.85	\$2,419.11	\$2,493.58	\$2,570.31	\$2,649.44	\$2,730.98	\$2,815.03	\$2,901.67	\$2,990.94	\$3,050.79	\$3,111.77
22A	\$2,345.17	\$2,417.26	\$2,491.69	\$2,568.38	\$2,647.42	\$2,728.92	\$2,812.91	\$2,899.48	\$2,988.72	\$3,080.67	\$3,142.31	\$3,205.13
24	\$2,501.67	\$2,577.25	\$2,655.05	\$2,735.21	\$2,817.91	\$2,902.96	\$2,990.69	\$3,080.98	\$3,174.07	\$3,269.90	\$3,335.28	\$3,402.00
24A	\$2,576.72	\$2,654.57	\$2,734.70	\$2,817.26	\$2,902.45	\$2,990.05	\$3,080.41	\$3,173.41	\$3,269.30	\$3,368.00	\$3,435.34	\$3,504.06
25	\$2,609.85	\$2,689.16	\$2,770.90	\$2,855.18	\$2,941.97	\$3,031.39	\$3,123.54	\$3,218.55	\$3,316.37	\$3,417.18	\$3,485.53	\$3,555.23
25A	\$2,740.34	\$2,823.62	\$2,909.44	\$2,997.94	\$3,089.07	\$3,182.96	\$3,279.71	\$3,379.48	\$3,482.19	\$3,588.04	\$3,659.80	\$3,732.99
25B	\$2,792.54	\$2,877.40	\$2,964.86	\$3,055.04	\$3,147.91	\$3,243.59	\$3,342.18	\$3,443.85	\$3,548.52	\$3,656.39	\$3,729.51	\$3,804.09
26	\$2,706.19	\$2,788.96	\$2,874.16	\$2,962.04	\$3,052.58	\$3,145.91	\$3,242.03	\$3,341.14	\$3,443.26	\$3,548.54	\$3,619.51	\$3,691.90
26A	\$2,787.38	\$2,872.63	\$2,960.38	\$3,050.90	\$3,144.16	\$3,240.28	\$3,339.29	\$3,441.38	\$3,546.56	\$3,654.99	\$3,728.09	\$3,802.66
27A	\$2,946.64	\$3,036.76	\$3,129.53	\$3,225.22	\$3,323.80	\$3,425.42	\$3,530.09	\$3,638.00	\$3,749.19	\$3,863.82	\$3,941.10	\$4,019.93
27B	\$3,002.77	\$3,094.61	\$3,189.14	\$3,286.65	\$3,387.11	\$3,490.67	\$3,597.33	\$3,707.30	\$3,820.61	\$3,937.42	\$4,016.17	\$4,096.50

BU 08 & 10 Salary Plans (10C/D)

Grade	1	2	3	4	5	6	7	8	9	10
90A	\$1,732.78	\$1,847.78	\$1,962.81	\$2,077.84	\$2,192.84	\$2,307.84	\$2,422.89	\$2,537.89	\$2,652.89	\$2,767.92
90B	\$1,872.48	\$1,999.59	\$2,126.68	\$2,253.79	\$2,380.93	\$2,508.01	\$2,635.11	\$2,762.24	\$2,889.35	\$3,016.44
90C	\$1,992.53	\$2,124.26	\$2,256.02	\$2,387.72	\$2,519.45	\$2,651.21	\$2,782.92	\$2,914.65	\$3,046.38	\$3,178.11
92A	\$3,736.69									
93A	\$1,906.07	\$2,032.56	\$2,159.10	\$2,285.59	\$2,412.12	\$2,538.62	\$2,665.14	\$2,791.66	\$2,918.19	\$3,044.71
93B	\$2,059.71	\$2,199.53	\$2,339.36	\$2,479.18	\$2,618.98	\$2,758.81	\$2,898.62	\$3,038.47	\$3,178.28	\$3,318.09
93C	\$2,191.80	\$2,336.68	\$2,481.59	\$2,626.51	\$2,771.41	\$2,916.31	\$3,061.20	\$3,206.13	\$3,351.02	\$3,495.92

BU 08 & 10 Salary Plans (10CD)

grade	1	2	3	4	5	6	7	8	9	10
90A	\$1,929.30	\$2,057.26	\$2,185.20	\$2,313.15	\$2,441.09	\$2,569.55	\$2,697.49	\$2,825.44	\$2,953.39	\$3,081.84
90B	\$2,084.56	\$2,226.16	\$2,367.76	\$2,509.36	\$2,650.97	\$2,792.06	\$2,933.66	\$3,075.27	\$3,216.87	\$3,358.47
90C	\$2,218.07	\$2,364.74	\$2,511.89	\$2,658.05	\$2,805.21	\$2,951.87	\$3,098.52	\$3,245.19	\$3,391.84	\$3,538.50
92A	\$4,160.03									
93A	\$2,121.99	\$2,263.08	\$2,403.67	\$2,544.77	\$2,685.35	\$2,826.45	\$2,967.04	\$3,108.13	\$3,248.73	\$3,389.82
93B	\$2,292.92	\$2,448.68	\$2,604.44	\$2,760.20	\$2,915.96	\$3,071.72	\$3,226.98	\$3,382.74	\$3,538.50	\$3,694.26
93C	\$2,440.08	\$2,601.41	\$2,762.73	\$2,924.05	\$3,085.38	\$3,246.71	\$3,408.02	\$3,569.35	\$3,730.68	\$3,892.00

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE COMMONWEALTH OF MASSACHUSETTS
And the
ALLIANCE, AFSCME-SEIU LOCAL 509
Regarding the
DEPARTMENT OF TRANSITIONAL ASSISTANCE**

BERSW CLASSIFICATION

The parties agree that effective January 1, 2015, employees of the Department of Transitional Assistance in the job title Benefits Eligibility & Referral Social Worker (BERSW) A/B performing functions related to Transitional Aid to Families with Dependent Children (TAFDC) and Emergency Aid to the Elderly, Disabled and Children (EAEDC), commonly referred to as “cash” programs, shall be upgraded to the BERSW C job title. Also effective January 1, 2015, employees of the Department of Transitional Assistance in the job title BERSW C performing cash assistance supervisor functions shall be upgraded to the BERSW D job title.

For the period starting January 1, 2015 to twelve (12) months from the date this collective bargaining agreement becomes effective (upon ratification and legislative approval), movement between BERSW A/B Supplemental Nutrition Assistance Program (SNAP) functional positions and BERSW C (upgraded from A/B) “cash” positions shall be considered as lateral transfers.

For the period starting January 1, 2015 to twelve (12) months from the date this collective bargaining agreement becomes effective (upon ratification and legislative approval), movement between BERSW C Supplemental Nutrition Assistance Program (SNAP) functional supervisory positions and BERSW D (upgraded from C) “cash” functional supervisory positions shall be considered as lateral transfers.

The parties agrees that any employee appointed to a position after the effective date of the reallocation described above shall be subject to the nine-month promotional probationary period as stated in Article 14. It is understood that following this twelve-month period said positions shall be filled according to the provisions of Article 14 of the Collective Bargaining Agreement.

In order to promote quality and continuous service provision, “cash” positions will be posted and filled within thirty (30) days of being vacated. This provision shall apply to any vacant position the Department intends to fill.

SUPPLEMENTAL AGREEMENT M
covering
BARGAINING UNIT 8 EMPLOYEES
at the
DEPARTMENT OF REVENUE/CHILD SUPPORT
ENFORCEMENT

Section 1 Caseload/Workload

In order to provide quality service in the delivery of Child Support Enforcement (“CSE”), management agrees to conduct a caseload inventory analysis by region on at least a quarterly basis to determine if a redistribution of assigned cases is warranted. CSE management agrees to provide the Local 509 Chapter President with an inventory list as updated. In an effort to ensure quality service delivery, the Parties will meet on a regular basis to discuss current employees work and task load.

SEIU Local 509 (the “Union”) and the Department (the “Department”), collectively, the “Parties,” recognize the evolving mandates of the CSE program may impact employees’ expected job duties. The Parties agree to establish a Joint Labor Management Sub-Committee dedicated to “Career Ladders” which shall provide a forum for ongoing discussions relative to employees’ job duties and opportunities for career advancement and shall occur on a bi-monthly basis. The Department agrees to utilize forum, as it has in the past, to discuss potential areas of promotional opportunity for existing CSE employees and to engage in an active dialogue with the Union about potential opportunities.

The Commonwealth will consult with the Union regarding modifications to existing DOR job specifications that affect Unit 8 employees. The Union will participate in the review of these specifications prior to the implementation of any such changes.

Section 2 Training

The Parties agree that training is beneficial to the success of both its program and employees’ career advancement. The Department further agrees to survey the CSE workforce within ninety (90) days of implementation of Supplemental Agreement M to determine employees’ training needs and to utilize the results of these surveys to develop appropriate trainings as resources allow and continue to dialogue with the Union about trainings. Workers shall be afforded opportunities to take training that will lead to advancement and improve the quality of their work. Management shall provide an employee who is denied a training with a written explanation why the training was denied; such explanation may be by e-mail.

- A. An employee who is denied attendance to trainings offered by ETD/CSE, which would serve to enhance an employee’s job performance and/or career/advancement and development shall be placed on a “waiting list” subject to prioritization of

divisional training needs and will be given top priority the next time that the same or similar training is offered in the future.

- B. Employees who are denied training of a more general nature offered by ETD/CSE which will enhance his/her job performance and/or personal/career advancement, shall be placed on a “waiting list” and be given priority over other CSE employees when the same training becomes available in the future.

Section 3

The D.O.R. and SEIU Local 509 shall agree to guidelines governing the implementation of the promotional process. The D.O.R. and the Union shall establish a committee, which shall include both Union and management representatives, the purpose of designing a standardized document. Said document shall be used for conducting promotional evaluations and shall contain a point system as an objective means of utilizing the promotional criteria.

This document shall take the form of a Memorandum of Understanding signed by the parties, and shall exist separate and apart from the D.O.R. Supplemental Agreement.

SUPPLEMENTAL AGREEMENT O
covering
BARGAINING UNIT 8 EMPLOYEES
Community Human Service Coordinator Positions at
THE DEPARTMENT OF DEVELOPMENTAL SERVICES

The Department of Developmental Services recognizes the important work done by Service Coordinators and sees this work as one of its most essential functions in the community based service system. The parties agree that the current caseload size (1 to 60 for adult Service Coordinators as of November 2013) has an impact on job efficiency. On a quarterly basis, the Department will provide the union with statistical information including, but not limited to, adult Service Coordinator caseloads by Area Office. This information will be provided at departmental statewide labor/management committee meetings. The Department will work with Local 509 to educate others in state government about the importance of this job function, including the amount of Federal revenue that is generated as a result of Title XIX, Targeted Case Management and Waivers (e.g. \$576M projected in FY 15).

The Department recognizes that some cases are more complicated than others. It is the Department's intent that cases be consistently assigned in as equitable manner as intake permits. In an effort to ensure the equitable distribution of cases, supervisors are responsible for reviewing the workload of an employee's currently assigned cases, as well as the employee's current workload as compared to the workload of other employees in the supervisory unit. Supervisors shall also, prior to assigning cases, take into consideration other pertinent factors including, but not limited to: the number of cases in crisis, if any; the number of cases with court involvement; the number of placements; site visit monitoring responsibilities; the number of bilingual cases; the number of cases that require an ISP; the number of cases with out-of-area ties (and/or the geographic distance of cases assigned); and cases that require special accommodations.

In addition, the Memorandum of Agreement between the Commonwealth of Massachusetts, Department of Developmental Services and SEIU, Local 509 dated May 2011 (the Case Assignment MOU) is hereby incorporated as part of this Supplemental Agreement. (Attached)

The DDS-Central Office will file a budget request through its normal processes (Annual, Deficiency, and/or Supplemental) to seek additional State funded positions to address current Service Coordinator caseload ratios and any changes in the future due to a growth in eligible (or assigned) individuals.

Except in extenuating circumstances, the number of cases that a HSC-A/B that is new to the Department shall carry at any given time shall gradually increase over a two month period in the following manner:

- a. One - half of a full caseload at the completion of the first month.

- b. The remainder of a full caseload at the completion of the second month of employment.
- c. Thereafter, they will be assigned cases in accordance with the usual case assignment protocols.
- d. Except in extenuating circumstances, new HSC-A/B's shall not be assigned the full caseload until completion of the Department's orientation.

Part-time Service Coordinators shall be assigned cases or supervisees proportional to the hours worked.

The Department recognizes the benefit of minimizing delays in the filling of funded vacancies and such vacancies will be posted expeditiously.

In further recognition that delays in the filling of vacancies contribute to employee overload, the parties agree that all Bargaining Unit 8 employees shall, whenever possible, submit written notice of separation at least (4) weeks prior to the effective date.

It is mutually agreed by the parties that the Statewide Labor Management Committee will address factors which arise during the life of the Agreement, which affect employee's abilities to meet their case responsibilities.

If significant changes in casework/workload tasks or additional tasks are anticipated, these changes will be made only after discussions have taken place between the parties at the Statewide Labor Management Committee

The Department agrees to make a good faith effort, with IT support, to provide state-of-the-art technological equipment for all Bargaining Unit 8 and 10 employees.

In recognition of the importance of ongoing education in providing effective services to individuals, the Department agrees to provide ongoing Service Coordinator training including, but not limited to, the Service Coordinator Institute and/or other external workshops, conferences, courses that are reviewed and approved by the Area Director.

The provisions of this Agreement shall not be subject to the grievance and arbitration procedures contained in Article 23A of the contract.

**MEMORANDUM OF AGREEMENT
BETWEEN THE
COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF DEVELOPMENTAL SERVICES
AND
SEIU, LOCAL 509**

WHEREAS, due to budgetary constraints the Department of Developmental Services (DDS) was required to eliminate a significant number of Human Services Coordinator positions; and

WHEREAS, the parties recognize that although the provisions of this Agreement do not provide optimal case assignment standards, the Agreement does represent the parties' best efforts to effectively utilize currently available resources in addressing the impact of recent Human Service Coordinator layoffs and the concurrent rise in caseloads.

THEREFORE, the parties agree to the following Human Services Coordinator case assignment practices and workload reduction initiatives:

Part 1

Workload Reduction Methods

1. Service Coordinators will not be required to perform phone and/or reception coverage at Area Offices when staff who usually perform those tasks are not available. Area Directors may seek Service Coordinators to volunteer to provide coverage and will seek volunteers from all other staff available as well in the process. Voice mail technology will also be used when necessary to deal with staff coverage needs.
2. ISP Meeting invitations and notifications may be done using Email and Fax with the exception of Ricci Class members for whom regular mail will be used.
3. DDS will pursue a change in regulation to allow for completed ISP's to be sent to team members within 45 working days rather than the current 30 calendar days.
4. At each ISP meeting the date will be set for the subsequent year ISP and the ISP face sheet will be modified to create a specific easy to see place for this to be recorded.
5. Area Directors will make efforts, where reasonable, to hold more ISP meetings at Area Offices while ensuring that doing so will not be problematic for individuals or guardians who will be attending.
6. Area Directors will use clinical staff whenever possible to complete MASSCAP's and will rely on Service Coordinators and Supervisors only to the extent necessary to complete this task.
7. Area Directors will use clinical staff whenever possible to complete risk plans and will rely on Service Coordinators and Supervisors only to the extent necessary to complete this task.
8. Incidents that occur while individuals are involved in Transportation provided through RTA's and/or Adult Foster Care Services will be filed by Service Coordinators only in the instance of a highly critical incident (e.g. accident involving a fatality or very serious injury). Management will continue to pursue means by which incidents from these entities can be filed directly by them.

9. Emergency Fact Sheets and ID sheets will be maintained and updated to Service Coordinators by Residential Service providers. Meditech demographic data will be used by DDS in cases of emergency response for non-residential people served. It will not be necessary for Service Coordinators to maintain ID and Emergency fact sheets for non-residential DDS population.

10. Area Directors will take into account where Service Coordinators live in the case assignment process.

Part 2

Case Assignment Process

Cases will be assigned using the following framework:

A. Individuals on waivers

B. Rolland class members residing in nursing facilities

C. Individuals not on the waiver to include:

(1) Ricci class members

(2) All 18 to 22 year olds

(3) All in 24 hour residential services paid by DDS (private pay optional)

(4) All receiving services paid by DDS in less than 24 residential programs and/or in day/work and/or in family support programs.

(5) Children under age 18 only if Medicaid eligible (all categories) and/or are enrolled in or being referred to an Intensive Flexible Family Support Program and/or if enrolled in the DESE program and kids assigned using an area review process employing same factors as in 7 below. Children who do not meet criteria described in #7 below will be assigned to the Children's Service Coordinator but will be designated as having a "call in status only" for the purpose of responding to calls for assistance and not for long-term on going case management. If a child's situation changes the SC may bring the case for review by the area office to potentially assign the case for long-term on going case management if criteria are met per # 7 below.

(6) Adults who receive AFC, Day Habilitation and /or Adult Day Health without supplements and/or family support stipends with no other DDS funded services will be assigned to Service Coordinator Supervisors and these cases will be designated as having a "call in status only" for the purpose of responding to calls for assistance and not for day to day case management. Service Coordinator Supervisors may bring cases for potential assignment from this group taking into account the criteria that is used for assigning cases for those who do not have any DDS funding per # 7 below.

(7) Adults who receive no DDS funded services (and who are not part of # 6 above) will be assigned using an area review process that will take into account key factors to be used by all Area Offices as well as the use of professional judgment of those involved.

Current Area Office case assignment review processes will be utilized, all of which involve Service Coordinator Supervisors. Final responsibility for assignment rests with the Area Director. The Regional Director or his or her designee will provide oversight to ensure that consistent practices are being utilized across Areas in the case assignment process. Factors to be reviewed in the case assignment process include:

(a) Extensive medical/health support needs

(b) Mental Health/psychiatric needs that are not consistently managed

(c) Risk factors/behaviors that raise concern (but don't reach the threshold of a formal risk plan)

(d) Physical dependence on others for day to day care and such care is inconsistently available

(e) Housing instability -- risk of eviction, history of frequent moves

- (f) Caregiver capacity is compromised due to age, health or mental health issues
- (g) There is already a need for on going case management/Service Coordinator involvement in the person's life
- (h) The person is part of an ethnic or linguistic minority group and the on going case management available from DDS provides a necessary connection to supports

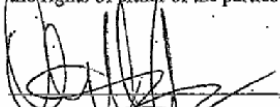
D. Individuals who are not assigned to an SC1 or SC2, per # 6, 7 above will be informed that assistance is available on a call in basis only. Such calls for assistance will be processed by non Service Coordination staff in the area office to be coordinated by the Area Director or designee. To the extent possible follow up assistance will be provided by these staff. Service Coordinator Supervisors may also be asked to assist with some responses that are short term in nature.

For situations that are more complex the case will be reviewed for potential assignment using the process described in # 7 above.

The parties agree to utilize a spread sheet depicting the breakdown of previously described case assignment changes and criteria by Area Office. This spreadsheet will also reflect the office caseload average per Service Coordinator. This spreadsheet will be updated on a quarterly basis and be provided to the Union. A copy of the most recent spreadsheet is attached to this Agreement.

The criteria whereby cases are assigned or change the status of their assignment is outlined in # 7 above and will be the standard by which Area Offices adjust caseloads per office needs/decision making.

The parties shall review this agreement six months after its signing and implementation. Should Service Coordinator resources be significantly restored or reduced in the future, the parties agree that further modifications to Service Coordinator job duties may be necessary. Nothing in this agreement shall waive the rights of either of the parties under M.G.L. Chapter 150 E.



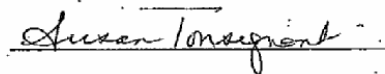
 For the Commonwealth of Massachusetts



 For the Department of Developmental Services

5/23/11
 Date _____

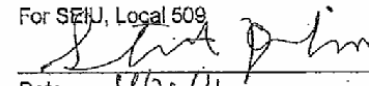
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For SEIU, Local 509

For SEIU, Local 509

5/2/11
 Date _____


 Date 4/25/11

SUPPLEMENTAL AGREEMENT Q
covering
BARGAINING UNIT 8 EMPLOYEES
AT THE DEPARTMENT OF CHILDREN AND FAMILIES

I. CASELOAD STANDARDS

The Department and the Union recognize that the ability to provide quality casework is directly related to the Department's having sufficient staff and adequate resources to meet its objective to strengthen families and to protect children. The Department and the Union recognize that although the provisions of this Agreement do not provide optimal workload and caseload assignment standards, that the Agreement does represent the parties' best efforts to effectively utilize currently available resources and is consistent with national standards promulgated by the Child Welfare League of America and the Council on Accreditation.

On a quarterly basis, when currently available resources are not sufficient to implement this Agreement, the Department shall prepare a request for additional staff and submit the request to the Executive Office of Health and Human Services.

The weighted caseload/workload standards for Department Social Workers will be as described in Section III below.

II. ASSIGNMENT OF CASES

The Department recognizes that some cases are more complicated than others. It is the Department's intent that cases be consistently assigned in as equitable manner as intake permits. In an effort to ensure the equitable distribution of cases, supervisors are required to review the workload of a worker's currently assigned cases, as well as the worker's current workload as compared to the workload of other workers in the supervisory unit. Supervisors shall also, prior to assigning cases, take into consideration other pertinent factors including, but not limited to: the number of cases in crisis, if any; the number of cases with court involvement; the number of placements; supervised visitations; the number of consumers; and bilingual cases.

The Department recognizes a worker's ability to complete casework activities on assigned cases is dependent upon the time available to take the actions required by Policy and Regulations. The aforementioned factors may result in a worker's inability to complete all casework activities in a timely manner. In such situations, disciplinary action, formal or informal, shall not be initiated when based solely on a worker's failure to meet compliance goals.

III. WEIGHTED WORKLOAD STANDARDS

1. The parties agree that the following weighted caseload/workload standard for Screeners will be 18:1 as described below:
 - a. The caseload/workload standard will be fifty five (55) screening events per month.
 - b. All 51A screening decisions will be weighted at 0.327 points.
 - c. DCF staff who screen 51A reports transferred from the Judge Baker hotline will be credited with 0.327 points for each screening.
 - d. DCF staff, other than Screeners, who perform Children Requiring Assistance or voluntary intakes, will be credited with 0.25 points for each screening event.
 - e. In accordance with the Integrated Casework Practice Model (“the Model”), the timeframe in which to complete a screening decision on a report filed under M.G.L. Chapter 119, § 51A will be up to three (3) working days if needed.
 - f. Home visits or office visits with a family during screening should be considered when such contact may be helpful to determine if the report could be screened out. Screeners should consult their supervisor before determining whether a home visit or office visit is warranted. In the rare event where a home visit that is conducted during screening becomes more complex than anticipated (i.e., becomes an emergency response or results in the removal of children from the home), the screener who conducts the home visit will be credited with an additional 0.327 point for the additional work on the case.
 - g. The parties agree that any changes in practice or policy to the screening function as the result of this Model will not have adverse impact upon any previously approved reasonable accommodation provided to any employee by the Department’s Reasonable Accommodations Committee.
2. The parties agree that the following weighted caseload/workload standard for Investigators will be 18:1 as described below:
 - a. Investigators will not have more than (10) Investigations and/or Initial Assessments assigned to them in a month. Investigations and Initial Assessments will be weighted at 1.8 points upon completion.
 - b. In accordance with M.G.L. Chapter 119, § 51B, the timeframe to investigate emergency responses will be five (5) business days.
 - c. In accordance with M.G.L. Chapter 119, § 51B, the timeframe to respond to non-emergency responses will be fifteen (15) business days.
 - d. Investigations will be conducted by staff who have completed investigations training.

- e. Investigators will not be assigned ongoing cases.
 - f. If not approved for extension, Investigations and Initial Assessments not completed within fifteen working days will be weighted at 1.0 point after the fifteenth working day. Examples of reasons that Investigations would be approved for extension can be found within Department policy and guidelines.
3. The parties agree that the following weighted caseload/workload standard for Ongoing Social Workers will be 18:1 as described below:
- a. The caseload standard for Ongoing Social Workers is that workers will have assigned to them at any given period of time, up to fifteen (15) families.
 - b. All cases assigned to Ongoing Social Workers will be weighted at 1.2 points.
 - c. In addition to the “15 family standard”, in order to further manage caseloads, an Ongoing Social Worker’s workload will include not more than:
 - i. Twenty eight (28) children;
 - ii. Ten (10) children in out-of-home placement.
 - d. Notwithstanding the weighted workload and caseload standards, the Department recognizes there will be families that may benefit from intensive case management.
 - i. In general, these families have multiple children; have multiple stresses with multiple adults residing in the household who may experience significant mental health, domestic violence and/or substance abuse issues.
 - ii. These families require substantial oversight and intervention.
 - iii. It is expected that a small percentage of the families served by an Area Office would be considered for intensive case management.
 - iv. Families who need intensive case management are those families who experience a minimum of three (3) of the criteria agreed to by the parties and outlined in the document entitled “Intensive Case Management Criteria.”
 - v. Management has the discretion to approve families who do not fall within three (3) of the criteria.
 - vi. The more criteria that are present in the family, the greater the expectation that the case will be designated for intensive case management.
 - vii. Families determined to be in need of intensive clinical management will be given a weighted workload of 2.4 points and will be assigned in accordance with best clinical practice as follows:
 - 1. To one primary ongoing social worker who will receive 1.2 points for their work with the family and one secondary ongoing social worker who will receive 1.2 points for their work with the family; or
 - 2. To one ongoing social worker who will receive 2.4 points for their work with the family.

- e. Ongoing Social Workers will not be assigned more than a total of three (3) Comprehensive Assessments and/or Initial Assessments at one time and will not exceed a total of four (4) assigned in a month except that Ongoing Social Workers whose caseloads were reduced to zero (0) families as a result of a leave of absence or break in service and are returning to work may be assigned up to a total of seven (7) Comprehensive Assessments and/or Initial Assessments during the ramp up of their caseload, not to exceed a period of three (3) months.
4. The parties agree to the following caseload/workload standard for Short-Term Stabilization Response Workers (“STS Workers”):
 - a. STS Workers will not have more than twelve (12) families assigned to them at any given period of time.
 - b. Of the twelve (12) families noted in paragraph a. above, STS Workers will not be assigned more than five (5) 51B Responses (i.e. investigations or initial assessments) at any given period of time.
5. The parties agree to the following with regards to Initial Assessments:
 - a. Initial Assessment responses shall be conducted by DCF Social Workers who have been afforded the opportunity to attend the employee safety training that Investigators receive.
 - b. Individuals assigned to the following functions will not be required to conduct Initial Assessments: adoption, family resources, area resource coordinators and social worker D’s.
 - c. In the event that an Area Office is unable to assign a new Initial Assessment to an Ongoing Social Worker in the Area Office because the Ongoing Social Workers in the Area Office are at an 18:1 weighted workload the additional Initial Assessments may be assigned to Investigators. In addition, Initial Assessments can be assigned to Investigators within an Area Office when it becomes necessary to equalize office workloads due to peaks or lulls of cases coming into an office.
 - d. Social Workers assigned to complete a Comprehensive Assessment who are assigned a new Initial Assessment on the same case in the same month will receive 2.4 points.
6. The parties agree to the following caseload/workload standard for Foster Care Reviewers (FCR), also known as Case Reviewers:
 - a. Case Reviewers shall be assigned no more than twelve (12) reviews per week.
7. The parties agree that the following weighted caseload/workload standards for Adoption Social Workers will be 18:1 as described below:

- a. An adoption case will commence immediately upon assignment to an Adoption Social Worker following the Permanency Planning Conference at which the goal of adoption was established.
 - b. An Adoption case will consist of all siblings with a goal of adoption, regardless of the placement location of the child(ren).
 - c. The caseload standard for Adoption Social Workers will be up to fifteen (15) cases.
 - d. Adoption cases will be weighted at 1.2 points.
 - e. In addition to the “15 case standard”, in order to further manage adoption caseloads, an Adoption Social Worker’s workload will include not more than twenty one (21) children.
8. The parties agree to the following caseload/workload standards for Social Workers who perform Adoption Development Licensing Unit Work (“ADLU”):
- a. ADLU staff will not have more than twenty-five (25) homes assigned to them at any one time. The homes assigned to each worker will be in a variety of “stages” (i.e., inquiries, active homes, homes on probation, etc.).
 - b. ADLU staff will have assigned to them no more than fifteen (15) adoption cases as secondary workers with a child who is not matched.
 - c. ADLU staff will not have assigned to them at any one time no more than a total of forty (40) cases combined as described in 2.a and 2.b above (i.e. homes and/or adoption cases as secondary workers).
9. The parties agree to the following caseload/workload standard for Family Resource Social Workers:
- a. Family Resource Social Workers will not have more than twenty-five (25) active homes assigned to them at any one time.
 - b. Of the twenty-five (25) homes noted in paragraph a. above, Family Resource Social Workers will not be assigned more than a total of five (5) License Study homes per month.
 - c. Recruitment Social Workers will not have assigned to them more than one-hundred-ten (110) inquiries per month.

- d. Of the one-hundred-ten (110) inquiries noted in paragraph c. above, Recruitment Social Workers will not have assigned to them more than ten (10) Rapid Response for Emergency Kinship Placements per month.

IV. WORKLOAD SUPPORT SYSTEMS

There shall be established Area, Field Support and Central Office workload support systems. Said systems shall include the following components:

AREA RELIEF COMPONENTS

- Reassignment of cases within a supervisory unit
- Reassignment of excess cases within an Area Office
- Reassignment of vacant positions within a Region
- Reassignment of excess cases to other Area Offices within a Region
- Reassignment of staff to offices with excess cases

CENTRAL OFFICE RELIEF COMPONENTS

- Reassignment of State positions from other Regions to the affected Area Offices
- Filing of a budget request (annual, deficiency or supplemental) to establish additional State funded positions

The Area Office Relief Components shall be initiated and completed within five (5) working days upon receipt of a monthly caseload/workload report, which identifies any worker(s), whose weighted workload for the reporting month exceeds a ratio of 20:1. If a monthly caseload/workload report identifies a worker(s) with a weighted workload of more than twenty-two (22) for two consecutive reporting months, the appropriate Area, Field Support and Central Relief Components will be initiated.

In the event there are not sufficient Field Support Relief Components to relieve the workload excess within ten (10) working days of implementation, the Department agrees to reassign State positions from other Regions within twenty (20) working days. The remaining Central Office Relief Components will be implemented as expeditiously as possible. The Department acknowledges that a workload, which exceeds the caseload goals and/or workload standard adversely, impacts a worker's ability to complete all casework assignments.

V. SUPERVISOR TO SOCIAL WORKER RATIOS

The Agency staffing ratio of Supervisors to Social Workers shall be 1:5 positions (FTE's). Supervisors who supervise part-time Social Workers shall supervise no more than a total of

six (6) full-time and part-time Social Workers combined. An additional Supervisor shall be assigned to an Area Office when there are three (3) Social Worker FTE's in excess of the supervisory staffing ratio.

VI. CASE ASSIGNMENTS TO NEW SOCIAL WORKERS

1. Except in extenuating circumstances, the maximum number of cases that a new Social Worker to the Department shall carry at any given time shall be gradually increased over a three (3) month period in the following manner:
 - a. One-third (1/3) of the total maximum cases at the completion of first month;
 - b. Two-thirds (2/3) of the total maximum cases at the completion of second month;
 - c. 100% of the total maximum cases at the completion of third month.
2. Ongoing Social Workers who are within their probationary period will be assigned Initial Assessments during their probationary period as follows:
 - a. During the first two calendar months of their employment, they will not be required to conduct Initial Assessments;
 - b. During the third calendar month of their employment, they will be assigned no more than one Initial Assessment;
 - c. During the fourth, fifth and sixth month, and thereafter, of their employment, they will be assigned Initial Assessments in accordance with the usual case assignment protocols.

Except in extenuating circumstances, new Social Workers shall not be assigned the maximum number of cases until the completion of the Department's Pre-Service Training Program.

VII. CASELOADS OF PART-TIME WORKERS

Part-time workers shall be assigned cases or supervisees proportional to the hours worked.

VIII. FAMILY RESOURCE/SPECIALISTS STAFF

Except in extenuating and rare circumstances, homefinders, family resource social workers, adoption social workers, community resource developers, non-volunteering casework supervisors and social work technicians shall not be assigned ongoing cases, investigations, initial assessments, short-term stabilization cases or comprehensive assessments.

IX. VACANCIES

The Department recognizes its obligation to minimize the delays in the filling of vacancies. The Department will provide the Union, on a monthly basis, a list of all filled positions within the bargaining unit. Such list shall be by office, title and grade.

In further recognition that delays in the filling of vacancies contribute to worker overload, the parties agree that all Bargaining Unit 8 employees shall, whenever possible, submit written notice of separation at least four (4) weeks prior to the effective date.

X. ADDITIONAL ADMINISTRATIVE REQUIREMENT

The Department agrees that workers shall be required to complete only those forms and administrative documents which have been authorized and issued by the Central Office.

XI. STATEWIDE LABOR MANAGEMENT COMMITTEE

It is mutually agreed by the parties that the Statewide Labor Management Committee will address factors, which arise during the life of the Agreement, which affect workers' abilities to meet their case responsibilities. This Committee will also discuss the reduction or elimination of social worker's responsibility for tasks associated with the job.

If changes in casework related tasks or additional tasks are anticipated, these changes will be made only after discussions have taken place between the parties.

All of the provisions of this Agreement shall be implemented upon signing.

The parties agree to maintain the previously established Bilingual/Bicultural labor/management sub-committee. The purpose of this sub-committee will be to assess the workload impact of bilingual/bicultural cases, and develop ways to reduce the workload impact. The parties shall by mutual agreement establish a provision of meetings which shall remain in effect for the balance of this Agreement.

XII. TECHNOLOGICAL EQUIPMENT

The Department agrees to make a good faith effort to provide state-of-the-art technological equipment for all social workers who wish to use it.

XIII. TRAINING AND PROFESSIONAL DEVELOPMENT

- A. In recognition of the importance of ongoing education in providing effective services to clients, the Department agrees to provide a pre-service training program for all new employees and to allow each bargaining unit member a maximum of eight (8) days per calendar year of paid leave for educational experiences through the Massachusetts Child Welfare Institute and/or other external workshops, conferences, courses. Employees shall request the use of these days at least twenty one (21) calendar days in advance of the program. Requests must include a description of the educational

experience. Approval of these requests will be based upon operational needs and will not be unreasonably denied.

- B. Grievances concerning the denial of the use of the days outlined in paragraph XIV.A above shall be filed directly at Step II of the grievance procedure as set forth in Article 23A. Grievances filed under this provision shall not be subject to the arbitration provisions set forth in Article 23A.

XIV. GRIEVANCE AND ARBITRATION PROVISIONS

The provisions of this Agreement shall be subject to the grievance/arbitration procedure in Article 23A. The arbitrator shall have full authority to identify and decide violations of the Agreement. In fashioning a remedy, however, the arbitrator shall be limited to ordering the Department to undertake one or more of the specific remedial steps expressly outlined in the Agreement including those contained in Section I of this supplemental Agreement. It is agreed that the arbitrator shall have no authority to issue any order which results directly or indirectly in the inability of the Department to provide services to any case.

In an effort to facilitate the expeditious processing of grievances the parties agree that the provisions of Article 23A as they relate to Sections I, II, and IV of this Supplemental Agreement shall not require the Department to conduct a meeting on each Step II grievance.

In the event that a grievance is denied at Step II without a grievance meeting, the Department agrees to provide the grievant with specific reason(s) as to why the grievance was denied.

SUPPLEMENTAL AGREEMENT R-1
Covering
BARGAINING UNIT 8 EMPLOYEES
at the
DEPARTMENT OF TRANSITIONAL ASSISTANCE

- 1) The Department shall assign work to employees based upon its assessment of current Federal, State and Departmental priorities, initiatives, and operational needs.
- 2) The Department shall maintain a caseload based system for work conducted by Benefits Eligibility and Referral Social Workers (BERSW) who are performing case-related activities on clients receiving Transitional Aid to Families with Dependent Children (TAFDC) and Emergency Aid to the Elderly, Disabled and Children (EAEDC). If a BERSW is unavailable to perform work on assigned cases, those cases or specific tasks on such cases may be temporarily assigned, consistent with current practice, to other BERSWs. This assignment shall not unreasonably burden the BERSWs working on these cases.
- 3) The Department shall maintain a non-caseload based system for work conducted by BERSW who are performing case-related activities including, but not limited to initial eligibility, re-determinations and/or recertifications, on clients receiving Supplemental Nutrition Assistance Program (SNAP) benefits. This non-caseload based system shall be maintained in order to provide more expeditious eligibility determinations for clients in need of assistance as well as more efficient case maintenance.
- 4) The parties agree that work responsibilities assigned to each worker shall not be greater than can reasonably be expected in the time available. The "time available" for a worker shall be defined as the number of days in a given month (Monday through Friday) minus the time that a worker is away from the workplace on allowable paid leave under Articles 5, 8, 9 and 10 of the Agreement, on an approved unpaid leave of absence, or for substantial system shutdowns.
- 5) There shall be established a Special Labor/Management Committee which shall consist of up to seven (7) persons designated by the Commissioner of the Department, and up to seven (7) persons designated by SEIU Local 509. The Committee will meet at least monthly to review and discuss the implementation of current and future projects and initiatives. The Committee will also meet to review and discuss potential changes in employee roles and responsibilities resulting from the implementation of new or ongoing projects or initiatives. The Committee may also discuss priorities and timetables necessary to achieve appropriate implementation of these projects or initiatives.
- 6) The Department and the Union agree that in contemplating or reviewing the reasonableness of disciplinary action based on the quality of an employee's work performance, potentially mitigating factors should be considered, such as: the actual work time the employee had available to do the job, the size, make-up and complexity of the

employee's caseload or non-caseload duties and responsibilities as well as any special projects or other time sensitive work assignments or responsibilities. In any event, discipline shall only be imposed in accordance with relevant sections of this collective bargaining agreement.

- 7) In the event that SEIU Local 509 believes that an employee has been disciplined, for failure to meet work expectations, the Union may file a grievance and request that it be treated as an expedited grievance. This grievance shall be heard at Step 2 within sixty (60) calendar days of the request and the decision shall be issued within two (2) weeks of the close of the hearing. In the event that the case involves suspension or discharge of the employee, either party may request expedited arbitration.

Arbitrations held pursuant to this section shall be heard by an Arbitrator drawn from a list of arbitrators agreed upon by the parties and pursuant to the provisions of Article 23A of the Commonwealth/Alliance SEIU Local 509 collective bargaining agreement. The arbitrator's decision shall be final and binding on the parties and shall be enforceable in accordance with the provisions of M.G.L. Chapter 150C.

SUPPLEMENTAL AGREEMENT R-2
covering
BARGAINING UNIT 8 EMPLOYEES
AT
MassHealth

1. MassHealth shall assign work to employees represented by SEIU, Local 509 based upon the operational needs of MassHealth.
2. The parties agree that work responsibilities assigned to each employee shall not be greater than can reasonably be expected in the time available. The "time available" for a Unit 8 MassHealth employee shall be defined as the number of days in a given month (Monday through Friday) minus the time that a worker is away from the workplace on allowable paid leave under Articles 5, 8, 9 and 10 of the Agreement, or on an unpaid leave of absence.
3. In the event that a Bargaining Unit 8 employee believes that his/her workload is excessive or unreasonable in comparison to other MassHealth Bargaining Unit 8 employees in the same functional job title, he/she may petition in writing to the Director of the MassHealth Enrollment Center or CPU to review his/her work assignments for the previous month within twenty-one (21) days of the month to be reviewed. The petition must be original and completed by the employee who alleges that his/her workload is excessive or unreasonable.
4. The Director or his/her designee shall review the entire range of work assigned to the petitioner during the requested month and return a determination to the petitioner no later than ten (10) business days from the date of receipt of the petition or, if a meeting is held to review the petition, no later than twenty-one (21) days from the date of receipt. A copy of the determination shall be forwarded to the Director of Member Services, the Director of Human Resources and the SEIU Local 509 Chapter President.
5. In the event the petitioner is not satisfied with the determination of the MEC or CPU Director, he/she may appeal said determination within ten (10) calendar days from the date of receipt to the Director of Human Resources or his/her designee for a summary review and final determination by MassHealth. A copy of the final determination shall be forwarded to the petitioner no later than fourteen (14) calendar days from the date of said appeal.
6. The Special Labor Management Committee shall consist of two (2) representatives designated by the Union and two (2) representatives designated by the Director of Medicaid. The committee shall meet monthly to review and discuss the manner in which new mandates, initiatives, and procedures change Bargaining Unit 8 employee responsibilities and performance, and issues related to excessive work volume. Nothing would preclude MassHealth or the Union from inviting subject matter experts to attend committee meetings depending on agenda items. The Committee will also discuss timetables for implementation of such mandates, initiatives, and procedures. MassHealth shall provide the Committee with such information to fulfill its agenda prior to the Committee meeting as soon as administratively feasible.

7. When either the Union or MassHealth so requests, the Special Labor Management Committee shall be chaired by a neutral arbitrator, who shall be selected by the parties, or, barring such agreement, designated by the Board of Conciliation and Arbitration. Any costs associated with the neutral arbitrator shall be equally shared by the MassHealth and the Union. If the MassHealth and the Union cannot agree, the neutral arbitrator will actively facilitate the parties' attempts to reconcile the disagreement.

8. In the event that a Bargaining Unit 8 employee believes that he/she has been unfairly disciplined because of productivity or quality of work which result in a suspension or discharge, and the employee has completed his/her probationary period, he/she may request that a grievance be expedited to Step III by waiving one or more steps of the grievance procedure. Both parties agree to explore Alternative Dispute Resolution (ADR) as the final step of resolving such grievances.

9. The Union will be allowed to have one per month members' meetings at MassHealth offices that employ Bargaining Unit 8 personnel to discuss issues of interest of its members. These meetings will be scheduled with the MEC/CPU Director or his/her designee at least one (1) week in advance of the meeting. Such requests shall not be unreasonably denied.

10. The terms of this Agreement shall not be altered or amended without the written agreement of both parties or until rescinded through the execution of a mutually agreed upon successor to this Agreement.

SUPPLEMENTAL AGREEMENT S-1
covering
BARGAINING UNIT 8 EMPLOYEES
at the
MASSACHUSETTS COMMISSION FOR THE BLIND

The parties recognize that the delivery of quality human services to the legally blind residents of the Commonwealth is of paramount importance and, towards this end; all reasonable efforts will be made to ensure that all expressed needs for service are met.

The parties recognize that such services can most effectively be delivered within the context of an efficient and equitable caseload management system maintained by skilled professional human service workers.

The parties enter into this agreement applicable to direct service Unit 8 employees of the Massachusetts Commission for the Blind including workers in the following job disciplines: Vocational Rehabilitation, Social Rehabilitation, Rehabilitation Teaching, Children, Mobility, Deaf-Blind/Multihandicapped, Bridge, Housing, and their supervisors.

SECTION I

REHABILITATION COUNSELOR A/B, C

- A. The following standards encompass the full range of work normally and currently performed by workers whose function is providing case management and/or support services in Vocational Rehabilitation, Social Rehabilitation, Rehabilitation Teaching, Children, Mobility, Bridge, Deaf-Blind/Multihandicapped, and Housing.

Whenever a worker is assigned other duties customarily perceived to be accepted responsibilities within the position's classification, her/his work standard shall be reduced in proportion to the time required to perform these duties. The parties recognize that client service is a worker's first priority and care will be taken to limit assignment of additional responsibilities to safeguard this commitment.

DISCIPLINE STANDARD

Placeholder is being established on this section pending the outcome of the Labor/Management Meetings referenced in Section I.A., below.

Mobility 30
Vocational Rehabilitation 60
Social Rehabilitation 70
Rehabilitation Teaching 70
Children 90
Bridge (TBD)
Housing (TBD)

Deaf-Blind/Multihandicapped 55

In the event that it becomes necessary to assign more than the standard number of cases to any worker, the work expectation as reflected in the worker's performance appraisal shall be adjusted proportionately.

The parties agree to establish a Labor-Management Committee to review the standard for Children's Workers and to discuss the treatment of children's cases across regions.

Further, the parties agree to establish a Labor-Management Committee:

- 1). To recommend a caseload/workload standard for the disciplines listed above;
- 2). To discuss supervisory ratios; and
- 3). To discuss the process for covering vacant supervisory positions.

The Labor-Management Committee shall conclude its work by March 31, 2015. The Union shall submit the recommendations to a vote by the MCB Local 509 bargaining unit members. Upon ratification, an MOU will be created and inserted in lieu of the placeholder set forth in Section I of this Agreement. In the event that the recommendations are not ratified by the MCB Local 509 bargaining unit, the Labor-Management Committee shall reconvene to address any outstanding concerns.

B. These standards shall serve as a goal for the purpose of assigning cases with the target of equalizing the number of cases per worker within disciplines. In order to equitably distribute the workload, the following practices shall be implemented in all service units impacted by this proposal:

1. A case shall be counted in a worker's caseload upon face-to-face (client/worker) contact with the assigned worker.
2. Whenever the caseload size of any worker within a job discipline exceeds the standard, intake cases may be assigned to workers covering contiguous towns, but not across regions or programs, in order to equalize the number of cases carried by workers within that supervisory unit.
3. Whenever the caseload size of all workers within a supervisory unit exceeds the standard, it shall be the responsibility of the supervisor to screen new referrals accordingly and determine assignment.
4. Whenever the caseload size of all workers within a region or program exceeds the standard, management will move to achieve parity by assigning priority consideration to that region or program when an appropriately funded vacancy occurs in the agency.

C. In equalizing the number of cases per worker, management shall take into consideration geographic area and travel time, and job performance shall be judged consistent with this factor.

D. Whenever caseloads in a service area continue to exceed the standard statewide, and all other remedies herein referred to have been exhausted, the parties will develop interim assignment criteria pending requests to the administration and legislature for new positions.

E. Part-time workers shall be assigned cases in accordance with A through D above and in proportion to hours worked.

SECTION II

REHABILITATION COUNSELOR D and QUALIFIED VOCATIONAL REHABILITATION COUNSELOR (QVRC D)

A. The agency staffing ratio of supervisors to workers shall be one [1] to five [5]. *Placeholder established by the Labor/Management Committee referenced Section I. A.*

B. Whenever a part-time supervisor supervises a number of employees greater than the proportional standard, management will make reasonable efforts to develop the supervisory resources necessary to supervise the excess.

CASELOAD STANDARDS

It is mutually agreed by the parties that the Statewide Labor-Management Committee will address factors which arise during the life of the Agreement which affect worker's abilities to meet their case responsibilities.

GRIEVANCE PROCEDURES

In the event that disputes arise, the provisions of this Agreement shall be processed through Step 2 of the grievance procedure set forth in Article 23A.

The terms of this agreement will not be precedent setting, nor are they applicable to any other agency or department of the Commonwealth. It is expressly agreed that said procedures shall remain in effect for the duration of the 2014-2016 Commonwealth/Alliance Agreement.

SUPPLEMENTAL AGREEMENT T
Covering
BARGAINING UNIT 8 EMPLOYEES
Concerning the
CHAPTER OF PUBLIC SAFETY at the
DEPARTMENT OF CORRECTION

The parties agree to the following:

Section 1 Voluntary/Involuntary Overtime

The Commonwealth and the Union agree to delete this provision.

Section 2 Committees

1. A special Labor/Management Committee shall meet to establish a procedure of shift and days off pick based on seniority for employees in the title Correctional Officer Programs, subject to operational needs and adequate performance.

The parties acknowledge that there will be a list of titles, which are blanket exemptions from seniority preference on the basis of specialized duties and functions. For the purpose of this MOU seniority shall be defined as length of service in the Department of Correction in Unit 8 title or titles.

The Committee shall consist of no more than three [3] persons from each side. The Committee shall meet regularly for six [6] months.

2. A special Labor/Management Committee shall meet monthly to discuss and address any disparate workloads among Department of Correction facilities.

The Committee shall consist of no more than three [3] members designated by the Commissioner and no more than three [3] members designated by the Union.

Section 3 Clothing Allowance

The Commonwealth shall provide three (3) uniforms to Correctional Officer Programs within the Department of Correction. The Department of Correction shall give each new Correctional Officer Programs a new issue of uniforms (current issue) and replace torn or worn out prior issues.

An annual cash payment of seven hundred and fifty dollars (\$750.00) shall be made to all Correctional Officer Programs for the purpose of cleaning their work attire in each year of the Agreement on the dates identified for the across-the-board increases in Article 12, Section 1.

All Correctional Officer Programs are expected to keep their attire in a neat, clean and professional manner at all times while representing the Department of Correction.

Section 4 Longevity Incentive

A. Bargaining Unit 8 and 10 employees who are members of the Chapter on Public Safety of SEIU, Local 509 shall receive a longevity incentive as outlined in Section B below:

B.	<u>Years of Service</u>	<u>Bi-Weekly Payment</u>
	5	\$14.00
	10	\$20.00
	15	\$28.00
	20	\$34.00
	25	\$40.00

C. Such payments shall be made bi-weekly; however, such payments shall not be included in base pay for the purposes of computing sick pay, personal day pay, holiday pay and vacation pay.

Section 5 Vacancies

The Department will provide to the Union on a monthly basis a list of vacant positions by facility, title and grade. Bargaining Unit 8 employees shall, whenever possible, submit written notice of separation at least four (4) weeks prior to the effective date.

Section 6 Grievance Procedure

The provisions of this memorandum shall be subject to the Grievance Procedure as set forth in Article 23A.

SUPPLEMENTAL AGREEMENT T-1
Covering
BARGAINING UNIT 10 EMPLOYEES
INSTITUTIONAL SCHOOL TEACHERS
Within the Division of Inmate Training & Education for the
DEPARTMENT OF CORRECTIONS

1. The parties agree the current work schedule for the school principals, school counselors, head teachers, academic and vocational teachers employed by the Division of Inmate Training and Education is as follows:
 - a. Teachers work 8 hours a day including a 30 minute paid lunch, 5 days a week, equaling a 40 hour work week.
 - b. School principals, school counselors, head teachers and academic teachers work a 40 week school year, commencing the day after Labor Day in September and ending in mid-June (exact dates will vary from year to year). Aside from the summer break, academic teachers are required to take the period between Christmas Day and New Year's Day off.
 - c. Vocational teachers work a 52 week schedule with an accrual of 5 weeks of vacation, taken per Departmental and contractual guidelines, with the exception of the mandatory vacation period between Christmas Day and New Year's Day (exact dates will vary from year to year; vacation days will be utilized for non-holiday days during this period).

2. The Department of Correction shall retain complete discretion regarding the decision to implement the enhanced work schedule based upon the Department's ability to fund the salary increases that would follow implementation. However, upon such funding and implementation:
 - a. Employees occupying Teacher C, D and E position titles shall have the opportunity to accept an enhanced work schedule consisting of 222 work days, 8 hours per day. Teacher C, D and E employees that accept this enhanced work schedule will remain in their current classification and work location.
 - b. The salary of employees referred to in paragraph 2.a. above participating in the 52 week schedule will be increased by the percentage increase in the number of school days in the academic year ($222/189 = 17.5\%$).
 - c. There will be an initial and subsequent annual enrollment periods based on operational need. Only if insufficient current employees volunteer may new hires be subject to the 52 week schedule. New hires shall be advised in writing at the time of hire whether they are subject to the 52 week schedule. In the event that during any enrollment there are more volunteers than the DOC can accommodate, the most senior volunteer(s) shall be selected first. Once an employee is assigned to the new 52 week schedule, he/she shall not revert to the old schedule unless both the employee and the Department agree in writing.

- d. All full time employees who work the enhanced schedule shall accumulate sick leave with pay credits at the rate of 10 hours for each full calendar month worked. Part-time employees shall be granted sick leave credits in the same proportion their part-time service bears to full-time service. The terms of Article 8 section 1C shall no longer apply to these employees.
- e. Employees occupying Teacher C, D or E positions who participate in the 52 week schedule after funding shall be granted 25 days of vacation each year, to be used at a time or times of their choosing subject to normal management approval, except for up to five (5) work days between Christmas and New Years during which the schools will be closed.
- f. Upon implementation of the enhanced work schedule and financial portion of this agreement, Educational Specialists who possess and submit a Massachusetts Department of Elementary and Secondary Preliminary Educator's License shall have their salaries adjusted to the Teacher C 52 week salary schedule, which would be created and implemented upon funding. Placement on the salary schedule shall be in accordance with Article 12 Section 5.
- g. Upon implementation of the enhanced work schedule and financial portion of this agreement, Educational Specialists who do not possess but subsequently earn and submit a Massachusetts Department of Elementary and Secondary Preliminary Educator's License shall have their salaries adjusted to the Teacher C 52 week salary schedule, which would be created and implemented upon funding. Placement on the salary schedule shall be in accordance with Article 12 Section 5.
- h. No employee who has completed a contractual probationary period shall be subject to any additional probationary period as a result of this agreement. However, any newly hired employees required to teach vocational subjects will be subject to a three (3) year probationary period similar to new employees who teach academic subjects and shall be hired with appropriate salary and vacation accrual rates.
- i. No employee referred to in paragraph 2.a. above shall be required to participate in the 52 week schedule as a condition of promotion, transfer, the exercise of any lay off or bumping option, or the exercise of any other right under the collective bargaining agreement.
- j. As funding becomes available, positions referred to in paragraph 2.a. above, held by those most senior and voluntarily choosing to do so will become 52-week positions. Eligible employees shall submit a letter of intent each year, which must be received in the office of the Director of Inmate Training and Education no later than February 1st, indicating their interest in conversion to 52 weeks.

MEMORANDUM OF UNDERSTANDING
between the
ALLIANCE, AFSCME-SEIU LOCAL 509
and the
COMMONWEALTH OF MASSACHUSETTS
Executive Office of Health and Human Services
Office of MassHealth Operations

The parties acknowledge that during the course of bargaining toward a successor collective bargaining agreement, the Commonwealth submitted and eventually withdrew a number of proposals to amend Supplemental Agreement R-2 for MassHealth. The Commonwealth withdrew these proposals due to ongoing system and programmatic changes within the agency.

In recognition of same, the parties acknowledge and agree that should these system and program changes be implemented during the life of the January 2014-December 2016 Collective Bargaining Agreement, the Commonwealth and the Union shall meet to discuss any proposed changes in accordance with Section 6 of Supplemental Agreement R-2 and standard bargaining obligations.

For the Commonwealth

For the Union

Date: _____

Date: _____

**Memorandum of Agreement
Between the
Commonwealth of Massachusetts
and the
Department of Children and Families
and the
Alliance/Local 509, SEIU**

Concerning the Use of Rental Vehicles

The Department of Children and Families (“Department” or “DCF”) and SEIU Local 509 (“the union”) agree to the following:

1. The parties understand that in rare circumstances, employees may have times that their personal vehicle is inadequate for a particular job task. In those circumstances, employees may request the use of a rental vehicle through the Commonwealth of Massachusetts' Car Rental Contract in order to perform their work.
2. Requests of this nature will be subject to available funds and will not be unreasonably denied.
3. Within one-hundred twenty (120) days of the signing of this agreement, the parties will meet to discuss the circumstances in which an employee may request a rental vehicle as well as the approval and reservation process associated with renting a vehicle pursuant to the Commonwealth’s contract.
4. The union understands and agrees that this Agreement does not alter long standing expectations that based upon assignment employees are expected to transport clients in DCF custody and conduct work outside of the office.

For the Union

Date

For the Department

Date

**Memorandum of Agreement
Between
The Department of Children and Families
And
SEIU Local 509**

Concerning Family Resource Workers

As a result of the parties' negotiation of the caseload/workload of Family Resource Social Workers, the Department of Children and Families ("Department" or "DCF") and SEIU Local 509 ("the union") agree to the following:

1. The parties agree that the language outlined in Section 1 of this MOA will be included as Paragraph 9, Section III of Supplemental Q of the Collective Bargaining Agreement between the Alliance, AFSCME/SEIU and the Commonwealth of Massachusetts.

9. The parties agree to the following caseload/workload standard for Family Resource Social Workers:
 - e. Family Resource Social Workers will not have more than twenty-five (25) active homes assigned to them at any one time.
 - f. Of the twenty-five (25) homes noted in paragraph a. above, Family Resource Social Workers will not be assigned more than a total of five (5) License Study homes per month.
 - g. Recruitment Social Workers will not have assigned to them more than one-hundred-ten (110) inquiries per month.
 - h. Of the one-hundred-ten (110) inquiries noted in paragraph c. above, Recruitment Social Workers will not have assigned to them more than ten (10) Rapid Response for Emergency Kinship Placements per month.

2. The parties agree to the following changes to the Department's Family Resource policy:
 - a. Family Resource Social Workers shall visit each assigned home on a monthly basis;
 - b. A rolling MAPP training schedule will be created for each Area Office and Family Resource Social Workers will be assigned to conduct MAPP training on a rotating basis;
 - c. A Family Resource Social Worker will be assigned to cover the placement process in each office on a rotating basis;
 - d. Family Resource Social Workers will support the training needs of foster parents.

- e. Family Resource Social Workers will support foster parents in the completion of the six (6) week placement log, visitation of siblings and all tasks outlined in the Child specific/General Foster Parent agreements.
3. The parties agree to continue to meet and discuss the following with regards to the creation of the Recruitment Social Worker function until either agreement or impasse is achieved:
- a. Recruitment Social Worker job description;
 - b. Recruitment Social Worker EPRS form;
 - c. Family Resource Worker job description;
 - d. Family Resource Worker EPRS form.

For the Department

Date

For the Union

Date