
**COLLECTIVE
BARGAINING
AGREEMENT**



THE STATE OF WASHINGTON

AND

**WASHINGTON FEDERATION OF STATE
EMPLOYEES**

EFFECTIVE

JULY 1, 2017 THROUGH JUNE 30, 2019



2017-2019

**WASHINGTON FEDERATION OF STATE EMPLOYEES
2017-2019**

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PREAMBLE

This Agreement is entered into by the State of Washington, referred to as the “Employer,” and the Washington Federation of State Employees, AFSCME, Council 28, AFL-CIO, referred to as the “Union.” It is the intent of the parties to establish employment relations based on mutual respect, provide fair treatment to all employees, promote efficient and cost-effective service delivery to the customers and citizens of the State of Washington, improve the performance results of state government, recognize the value of employees and the work they perform, specify wages, hours, and other terms and conditions of employment, and provide methods for prompt resolution of differences. The Preamble is not subject to the grievance procedure in [Article 29](#), Grievance Procedure.

ARTICLE 1

UNION RECOGNITION

- 1.1** This Agreement covers the employees in the bargaining units described in Appendix A, entitled “Bargaining Units Represented by the Washington Federation of State Employees,” but it does not cover any statutorily excluded positions or any positions excluded in Appendix A. The titles of the jobs listed in Appendix A are listed for descriptive purposes only. This does not mean that the jobs will continue to exist or be filled.
- 1.2** The Employer recognizes the Union as the exclusive bargaining representative for all employees in bargaining units described in Appendix A and Section 1.3, below.
- 1.3** If the Public Employment Relations Commission (PERC) certifies the Union as the exclusive representative for a bargaining unit in general government during the term of this Agreement, the terms of this Agreement will apply.

ARTICLE 2

NON-DISCRIMINATION

- 2.1** Under this Agreement, neither party will discriminate against employees on the basis of religion, age, sex, status as a breastfeeding mother, marital status, race, color, creed, national origin, political affiliation, military status, status as an honorably discharged veteran, disabled veteran or Vietnam era veteran, sexual orientation, gender expression, gender identity, any real or perceived sensory, mental or physical disability, genetic information, or because of the participation or lack of participation in union activities. Bona fide occupational qualifications based on the above traits do not violate this Section.
- 2.2** Both parties agree that unlawful harassment will not be tolerated.
- 2.3** Employees who feel they have been the subjects of discrimination are encouraged to discuss such issues with their supervisor or other management staff, or file a complaint in accordance with agency policy. In cases where an employee files both a grievance and an internal complaint regarding the alleged discrimination, the grievance process will be immediately suspended until the internal complaint process has been completed. Following completion of the internal complaint process, the Union may request the grievance process be continued. Such request must be made within twenty-one (21) calendar days of the employee and the Union being notified in writing of the findings of the internal complaint.
- 2.4** Both parties agree that nothing in this Agreement will prevent the implementation of an approved affirmative action plan.

ARTICLE 3 BID SYSTEM

3.1 Applicability

- A. This Article applies only to staff employed at a correctional facility in the Department of Corrections (DOC), or the Department of Veterans Affairs (DVA), and who work in positions that may require relief or coverage. For purposes of this article the Special Commitment Center (SCC) and the Secure Community Transition Facilities (SCTF) within the Department of Social and Health Services (DSHS) will be considered one (1) institution. This Article also applies to employees at an institution in the Department of Social and Health Services, the School for the Blind (WSSB), Center for Childhood Deafness and Hearing Loss (CDHL), Washington State Lottery (LOT), ([Section 3.11](#) only), Department of Agriculture (WSDA), ([Section 3.12](#) only) and the Washington State Patrol (WSP) ([Section 3.13](#) only).
- B. This Article does not apply to the filling of non-permanent, on-call, project or, except at the WSSB and the CDHL, career seasonal positions.

3.2 Definitions

For purposes of this Article only, the following definitions apply:

- A. Bid Positions
Positions filled as a result of a bid.
- B. Bid System
A process allowing employees with permanent status to submit bids to other positions within their employing institution in the same job classification in which they currently hold permanent status or to a lower classification in which they have previously held status. A permanent part-time employee will be eligible to bid for full-time positions after completion of one thousand and forty (1,040) hours of employment within the job classification. A permanent full-time employee will be eligible to bid on part-time positions in the same job classification in which he/she currently holds permanent status or to a lower classification in which he/she has previously held status.
- C. Position
A particular combination of shifts and days off, except for the DSHS, DVA and the DOC. In DSHS, DVA and DOC, a position is defined as a particular combination of shift, days off and location. Within institutions at DSHS, a “float” designation shall be considered a location for bid purposes when the institution has a float pool with permanent positions.

3.3 Components of a Bid

With the exception of DOC, bids will indicate the employee’s choice of shift, days off (and, for DSHS and DVA, location) and job classification. DOC employees will

bid by position number. Employees will be responsible for the accuracy of their bids. Each bid will remain active for a period of six (6) months from the date submitted by the employee.

3.4 Submittal and Withdrawal of Bids

Any bids submitted after the date a vacancy is considered to have occurred will not be considered for that vacancy. Employees may withdraw their bids, in writing, at any time prior to the referral.

3.5 New Positions or Reallocated Positions

When a new position is established or a vacant position is reallocated, the Employer will post the position for seven (7) calendar days if the combination of shift and days off (and, for DSHS, DVA and DOC, location) does not currently exist. The agencies will use electronic and/or hard copy methods for notification.

3.6 Vacancy

For purposes of this Article, a vacancy occurs when:

- A. An employee notifies management, in writing, that he or she intends to vacate his or her position; or
- B. Management notifies an employee, in writing, that the employee will be removed from his or her position.

3.7 Awarding a Bid

When a permanent vacancy occurs, the Employer will determine if any employee has submitted a transfer or a voluntary demotion request for the shift and days off. Seniority will prevail provided the employee has the skills and abilities necessary to perform the duties of the position. An employee's bid request may be turned down if the employee has documented attendance or performance problems. The employee will begin working in the new position within forty-five (45) calendar days of being awarded the bid unless circumstances warrant otherwise.

3.8 Commitment Following an Award or Refusal of a Bid

- A. For all agencies except DSHS, when an employee has been awarded a bid, or refuses an awarded bid, the employee will be prohibited from requesting other bids for a minimum of six (6) months. The six (6) month period will begin on the first day the employee is assigned the new shift and/or days off. All other active bids the employee has on file will be removed from the bid system.
- B. For DSHS, when an employee has been awarded a bid, the employee will be prohibited from requesting other bids for a minimum of twelve (12) months. If an employee refuses an awarded bid, the employee will be prohibited from requesting other bids for a minimum of six (6) months. The time period will begin on the first day the employee is assigned the new shift, days off and/or location. All other active bids the employee has on file will be removed from the bid system.

3.9 Whenever there is need for a major change in residential settings such as elimination of positions or major changes to shifts or assignments, the Union and the Employer may agree to suspend the procedure described in [Sections 3.3](#) through [3.6](#) and [3.8](#) above and allow all employees to bid on positions, which will be filled in accordance with the procedures in [Section 3.7](#) of this Article.

3.10 Reassignment from a Bid Position

Nothing in this Article will preclude management from reassigning an employee from his or her bid position to another position on a different shift or to a position with different days off, provided the employee is notified, in writing, of the reason(s) for the reassignment. A copy of the notice will be sent to the Union.

3.11 Washington State Lottery

A. Prior to a vacant District Sales Representative (DSR) position being open for recruitment, the Regional Sales Manager will have the opportunity to realign or reassign territories. Input from the DSRs within the region will be considered, and the Lottery will look for ways to incorporate changes with the least amount of negative impact to the DSRs. The Regional Sales Manager will determine the position to be open for recruitment, after considering input from the DSRs within the region.

B. All DSRs statewide will be notified of vacancies within the bargaining unit. DSRs indicating an interest in a transfer to the vacant position will be considered utilizing the following criteria:

1. Demonstrated service to retailers.
2. Efficiency and effectiveness of performance.
3. Seniority based on employee preference.

C. If the employee is not selected after consideration of the first two (2) criteria listed above, the Regional Sales Manager will discuss with the employee the reason(s) for the decision.

3.12 Department of Agriculture – Grain Inspection Program

Bidding and assignment of permanent work shifts for bargaining unit employees will be performed annually, unless a shorter period of time is mutually agreed to between the parties, or at the addition or deletion of a work shift. Seniority criteria for awarding a bid will be based on uninterrupted service date, not including military time, and with due regard for needs of industry, the Employer and employees.

This sub-article does not apply to employees in an inspector in-training series.

3.13 Washington State Patrol – Fingerprint Technicians, Leads and Supervisors

Bidding and assignment of permanent work shifts for Fingerprint Technicians, Leads and Supervisors will be performed semi-annually in January and July. New shifts begin on the Sunday closest to January 1 or July 1 regardless of the month in which the Sunday occurs. Openings will be provided for a period of twenty-eight

(28) calendar days prior to the beginning of a new schedule and eligible employees may bid on openings during this period. Fingerprint Technician 1s will be subject to training requirements and may be assigned to a shift to meet training needs during probationary periods.

ARTICLE 4

HIRING AND APPOINTMENTS

4.1 Filling Positions

The Employer will determine when a position will be filled, the type of appointment to be used when filling the position, and the skills and abilities necessary to perform the duties of the specific position within a job classification. Only those candidates who have the position-specific skills and abilities required to perform the duties of the vacant position will be referred for further consideration by the employing agency.

- A. An agency's internal layoff list will consist of employees who have elected to place their name on the layoff list through [Article 34](#), Layoff and Recall, of this Agreement and are confined to each individual agency.
- B. The statewide layoff list will consist of employees who have elected to place their name on the statewide layoff list in accordance with [WAC 357-46-080](#).
- C. A promotional candidate is defined as an employee who has completed the probationary period within a permanent appointment and has attained permanent status within the agency.
- D. A transfer candidate is defined as an employee in permanent status in the same classification as the vacancy within the agency.
- E. A voluntary demotion candidate is defined as an employee in permanent status moving to a class in a lower salary range maximum within the agency.
- F. When filling a vacant position with a permanent appointment, candidates will be certified for further consideration in the following manner:
 - 1. The most senior candidate on the agency's internal layoff list with the required skills and abilities who has indicated an appropriate geographic availability will be appointed to the position.
 - 2. If there are no names on the internal layoff list, the agency will certify up to twenty (20) candidates for further consideration. Up to seventy-five percent (75%) of those candidates will be statewide layoff, agency promotional, internal transfers, and agency voluntary demotions. All candidates certified must have the position-specific skills and abilities to perform the duties of the position to be filled.

If there is a tie for the last position on the certification for either promotional or other candidates, the agency may consider up to ten (10) additional tied candidates. The agency may supplement the certification with additional tied candidates and replace other candidates who waive consideration with like candidates from the original pool.

3. Employees in the General Government Transition Pool Program who have the skills and abilities to perform the duties of the vacant position may be considered along with all other candidates who have the skills and abilities to perform the duties of the position.
4. If the certified candidate pool does not contain at least three (3) affirmative action candidates, the agency may add up to three (3) affirmative action candidates to the names certified for the position.
5. When recruiting for multiple positions, the agency may add an additional five (5) agency candidates and five (5) other candidates to the certified list for each additional position.

4.2 Recruitment and Application Process

Agencies will determine the recruitment process that will be utilized to fill positions. When recruiting for a bargaining unit position, the recruitment announcement will be posted for a minimum of seven (7) calendar days. These may include the Department of Enterprise Services' online recruiting system, agency electronic process, and/or paper applications as indicated on the recruitment announcement. In addition, agencies may use their intranet to post positions. Agencies that use the Department of Enterprise Services' online recruiting system will accept and process agency-defined paper forms. Upon request, agencies will assist employees through the application process.

4.3 Movement – Permanent Employees

A. Within an Agency (excluding the Liquor and Cannabis Board)

1. Prior to certifying candidates for vacancies in accordance with [Section 4.1](#), an Appointing Authority may grant an administrative transfer, voluntary demotion or elevation within an agency as long as the permanent employee has the skills and abilities required to perform the duties of the position.
2. Employees desiring a transfer, voluntary demotion or elevation may initiate a request in writing to their agency human resources office, or for DSHS, to the appropriate Appointing Authority.
3. Appointing authorities will consider these individuals for an opening. Movement requests will be purged twice yearly on June 30th and December 31st.
4. Candidates interviewed will be notified of the hiring decision.

5. This Subsection does not apply to those positions that have a required bid system established in accordance with [Article 3](#), Bid System, unless the position remains vacant after the completion of the bid process.
6. In addition, employees who are interested in a transfer, voluntary demotion or elevation within an agency may also apply in accordance with the processes outlined in [Section 4.2](#), above.

B. Outside the Agency

1. Prior to certifying candidates for vacancies in accordance with [Section 4.1](#), an Appointing Authority may grant an administrative transfer, voluntary demotion or elevation to a candidate from another agency as long as the permanent employee has the skills and abilities to perform the duties of a position.
2. Employees transferring, demoting or elevating from outside the agency will be required to serve a six (6) month review period. Agencies may extend the review period for an individual employee as long as the extension does not cause the total period to exceed twelve (12) months.
3. The Employer may separate an employee or an employee may voluntarily separate during the review period. Upon separation, and at the employee's request, the employee's name will be placed on the agency's layoff list. The employee will remain on the list until such time as his or her eligibility expires or he or she has been rehired.
4. An employee who is separated during his or her review period may request a review of the separation by the Director or Secretary of the agency or designee within twenty-one (21) calendar days from the effective date of the separation. Separation during the review period will not be subject to the grievance procedure in [Article 29](#), Grievance Procedure.

4.4 Permanent Status

An employee will attain permanent status in a job classification upon his or her successful completion of a probationary, trial service or transition review period.

4.5 Types of Appointment

A. Non-Permanent

1. The Employer may make non-permanent appointments to fill in for the absence of a permanent employee, during a workload peak, while recruitment is being conducted, or to reduce the possible effects of a layoff. Non-permanent appointments will not exceed twelve (12) months except when filling in for the absence of a

permanent employee or to reduce the effects of a hiring freeze. A non-permanent appointee must have the skills and abilities required for the position.

2. A permanent employee who accepts a non-permanent appointment within his or her agency will have the right to return to his or her position in the agency or to a position in the permanent classification he or she left at the completion of the non-permanent appointment; provided, that the employee has not left the original non-permanent appointment, unless the original Appointing Authority agrees otherwise. An employee with permanent status may accept a non-permanent appointment to another agency. At least fourteen (14) calendar days prior to accepting the appointment, the employee must notify his or her current Appointing Authority of the intent to accept a non-permanent appointment. Upon notification of the employee's intent, the employee's permanent agency will notify the employee, in writing, of any return rights to the agency and the duration of those return rights. At a minimum, the agency must provide the employee access to the agency's internal layoff list.
3. The Employer may convert a non-permanent appointment into a permanent appointment if the Employer used a competitive process to fill the non-permanent appointment or if the non-permanent appointment was filled using a veteran placement program. In such circumstances the employee will serve a probationary or trial service period. The Employer must follow [Article 3](#), Bid System or appoint an internal layoff candidate, if one exists, before converting an employee from a non-permanent appointment to a permanent appointment.
4. Time spent in the non-permanent appointment will count towards the probationary or trial service period if the employee and the employee's position is converted from a non-permanent appointment to a permanent appointment in accordance with Subsection 3 above.
5. Time spent in the non-permanent appointment may count towards the probationary or trial service period for the permanent position within the same job classification.
6. The Employer may end a non-permanent appointment at any time by giving one (1) working day's notice to the employee. If an employee is terminated for misconduct and the misconduct for which the employee is terminated is documented in the personnel file, just cause will apply.

B. On-Call Employment

The Employer may fill a position with an on-call appointment where the work is intermittent in nature, is sporadic and it does not fit a particular pattern. The Employer may end on-call employment at any time by giving notice to the employee. If an employee is terminated for misconduct and the misconduct for which the employee is terminated is documented in the personnel file, just cause will apply.

C. In-Training Employment

1. The Employer may designate specific positions, groups of positions, or all positions in a job classification or series as in-training. The Employer will determine and document the training program, including a description and length of the program. The in-training plan must include:

- a. The title of the goal class of the in-training plan.
- b. The duties and responsibilities of the goal class.
- c. The job classes that will be used to reach the goal class.
- d. The skills and abilities that must be acquired by the employee while in-training to the goal class.

The training plan may include any of the following components:

- e. On-the job training;
- f. Classroom or field instruction;
- g. Courses conducted by an educational institution, vocational school, or professional training organization; or
- h. Written, oral and/or practical examinations(s).

Unless other staffing methods have been exhausted, positions with primary responsibility for supervision will not be designated as in-training positions.

2. A candidate who is initially hired into an in-training position must successfully complete the job requirements of the appointment. The Employer may separate from state service any employee who has completed the probationary period for an in-training appointment but does not successfully complete the subsequent trial service period(s) required by the in-training program. Employees who are not successful may be separated at any time with one (1) working day's notice from the Employer. Within seven (7) days of the effective date of the separation, the employee may request a review

of the separation by the Director or Secretary of the agency or designee.

3. An employee with permanent status who accepts an in-training appointment will serve a trial service period(s), depending on the requirements of the in-training program. The trial service period and in-training program will run concurrently. The Employer may revert an employee who does not successfully complete the trial service period(s) at any time with one (1) working day's notice. The employee's reversion right will be to the job classification that the employee held permanent status in prior to his or her in-training appointment, in accordance with Subsections 4.6 B3 and 4.6 B4 of this Article.
4. A trial service period may be required for each level of the in-training appointment, or the entire in-training appointment may be designated as the trial service period. The trial service period and in-training program will run concurrently. The Employer will determine the length of the trial service period(s) to be served by an employee in an in-training appointment, however the cumulative total of the trial service periods for the entire in-training appointment will not exceed thirty-six (36) months. The appointment letter will inform the employee of how the trial service period(s) will be applied during the in-training appointment.
5. If a trial service period is required for each level of the in-training appointment, the employee will attain permanent status in each classification upon successful completion of the concurrent training program and trial service period at each level.
6. If the entire in-training program—meaning all levels within the in-training appointment—is designated as a trial service period, the employee will attain permanent status in the goal classification upon successful completion of the training requirements and concurrent trial service period for the entire in-training program.

D. Project Employment

1. The Employer may appoint employees into project positions for which employment is contingent upon state, federal, local, grant, or other special funding of specific and of time-limited duration. The Employer will notify the employees, in writing, of the expected ending date of the project employment.
2. Employees who have entered into project employment without previously attaining permanent status will serve a probationary period. Employees will gain permanent project status upon successful completion of their probationary period.

Employees with permanent project status will serve a trial service period when they:

- a. Promote to another job classification within the project; or
 - b. Transfer or voluntarily demote within the project to another job classification in which they have not attained permanent status.
3. The Employer may consider project employees with permanent project status for transfer, voluntary demotion, or promotion to non-project positions. Employees will serve a trial service period upon transfer, voluntary demotion, or promotion to a non-project position in a job classification that the employees have not previously attained permanent status in.
 4. For employees hired into a project position prior to July 1, 2013, the Employer may convert a project appointment into a permanent appointment and the employee will serve a probationary or trial service period. For employees hired into a project position on or after July 1, 2013, the Employer may convert a project appointment into a permanent appointment if the Employer used a competitive process to fill the project appointment. In such circumstances, the employee will serve a probationary or trial service period.
 5. The layoff and recall rights of project employees will be in accordance with the provisions in [Article 34](#), Layoff and Recall.

E. Seasonal Career/Cyclic Employment

1. The Employer may make seasonal career appointments that are cyclical in nature, recur at the same agency at approximately the same time each year, and are anticipated to last for a minimum of five (5) months but are less than twelve (12) months in duration during any consecutive twelve (12) month period.
2. Upon completion of a six (6) or twelve (12) month probationary period (in accordance with Subsection 4.6 A below) completed in consecutive seasons at the same agency, employees in seasonal career employment will assume the rights of employees with permanent status.
3. The layoff and recall rights of seasonal career employees will be in accordance with the provisions in [Article 34](#), Layoff and Recall.

- F. The designation of a position as non-permanent, on-call, in-training or project, or the termination of a non-permanent, on-call, in-training or project appointment is not subject to the grievance procedure in [Article 29](#), Grievance Procedure.

4.6 Review Periods

A. Probationary Period

1. Every part-time and full-time employee, following his or her initial appointment to a permanent position, will serve a probationary period of six (6) consecutive months, except for employees in any job classification listed in Appendix S, Job Classifications – Twelve Month Probationary Period, will serve a twelve (12) month probationary period. Agencies may extend the probationary period for an individual employee as long as the extension does not cause the total period to exceed twelve (12) months. Employees will be provided with a written explanation for the extension. If the extension is based on performance issues, the employee will receive a performance improvement plan.
2. The Employer may separate a probationary employee at any time during the probationary period. The Employer will provide the employee five (5) working days' written notice prior to the effective date of the separation. However, if the Employer fails to provide five (5) working days' notice, the separation will stand and the employee will be entitled to payment of salary for up to five (5) working days, which the employee would have worked had notice been given. Under no circumstances will notice deficiencies or performance improvement plan issues result in an employee gaining permanent status. The separation of a probationary employee will not be subject to the grievance procedure in [Article 29](#), Grievance Procedure.
3. The Employer will extend an employee's probationary period, on a day-for-a-day basis, for any day(s) that the employee is on leave without pay or shared leave, except for leave taken for military service.
4. An employee who is appointed to a different position prior to completing his or her initial probationary period will serve a new probationary period. The length of the new probationary period will be in accordance with Subsection 4.6 A, unless adjusted by the Appointing Authority for time already served in probationary status. In no case, however, will the total probationary period be less than six (6) consecutive months.
5. With approval of the Employer, an employee who accepts a non-permanent appointment to a higher level position in the same job series while serving an initial probationary period, may resume his or her probationary period and receive credit for time already served in probationary status if he/she returns to the same position he/she vacated.

6. If the Employer converts the status of a non-permanent appointment to a permanent appointment, the incumbent employee will serve a probationary period. However, the Employer may credit time worked in the non-permanent appointment toward completion of the probationary period within the same job classification as defined in Subsection 4.6 A.

B. Trial Service Period

1. Employees with permanent status who are promoted, or who voluntarily accept a transfer or demotion into a job classification for which they have not previously attained permanent status, will serve a trial service period of six (6) consecutive months. Agencies may extend the trial service period for an individual employee as long as the extension does not cause the total period to exceed twelve (12) months.

Employees in an in-training appointment will follow the provisions outlined in Subsection 4.5 C.

2. Any employee serving a trial service period will have his or her trial service period extended, on a day-for-a-day basis, for any day(s) that the employee is on leave without pay or shared leave, except for leave taken for military service.
3. An employee who is appointed to a different position prior to completing his or her trial service period will serve a new trial service period. The length of the new trial service period will be in accordance with Subsection 4.6 B, unless adjusted by the appointing authority for time already served in trial service status. In no case, however, will the total trial service period be less than six (6) consecutive months.
4. An employee serving a trial service period may voluntarily revert to his or her former permanent position within fifteen (15) days of the appointment, provided that the position has not been filled or an offer has not been made to an applicant. An employee serving a trial service period may voluntarily revert at any time to a funded permanent position in the same agency that is:
 - a. Vacant or filled by a non-permanent employee and is within the employee's previously held permanent job classification.
 - b. Vacant or filled by a non-permanent employee at or below the employee's previous salary range.

The reversion option, if any, will be determined by the Employer using the order listed above. In both (a) and (b) above, the Employer will determine the position the employee may revert to and the

employee must have the skills and abilities required for the position. If possible, the reversion option will be within a reasonable commuting distance for the employee.

5. With five (5) working days' written notice by the Employer, an employee who does not satisfactorily complete his or her trial service period will be reverted to a funded permanent position in the same agency, that is:
 - a. Vacant or filled by a non-permanent employee and is within the employee's previously held permanent job classification.
 - b. Vacant or filled by a non-permanent employee at or below the employee's previous salary range.

The reversion option, if any, will be determined by the Employer using the order listed above. In both (a) and (b) above, the employee being reverted must have the skills and abilities required for the vacant position. If possible, the reversion option will be within a reasonable commuting distance for the employee.

If the Employer fails to provide five (5) working days' notice, the reversion will stand and the employee will be entitled to payment of the difference in the salary for up to five (5) working days, which the employee would have worked at the higher level if notice had been given. Under no circumstances will notice deficiencies result in an employee gaining permanent status in the higher classification.

6. An employee who has no reversion options or does not revert to the highest classification in which he or she previously attained permanent status may request that his or her name be placed on the agency's internal layoff list for positions in job classifications where he or she had previously attained permanent status.
7. An employee who is separated during his or her trial service period may request a review of the separation by the Director or Secretary of the agency or designee within twenty-one (21) calendar days from the effective date of the separation. The reversion of employees who are unsuccessful during their trial service period is not subject to the grievance procedure in [Article 29](#), Grievance Procedure.

4.7 Internal Movement Within Department of Corrections Only

- A. Prior to certifying candidates in accordance with [Section 4.1](#), the agency will post vacancies for internal transfer candidates for three (3) business days prior to posting externally. An employee's transfer request will be granted to another position within the bargaining unit provided:
 1. The employee holds permanent status in the job classification;

2. The employee has demonstrated or been assessed to have the position specific skills, abilities and qualifications necessary to perform the duties of the position;
 3. There are no disciplinary action(s) in his or her personnel file for the past twelve (12) months;
 4. There is no pending disciplinary action or the employee is not under investigation into alleged misconduct;
 5. The employee has not been granted previous internal movement within the past two (2) years;
 6. There are no repeated performance issues being addressed, as documented in the employee's supervisory file;
 7. The appointment will not create a violation of agency policy;
 8. It meets the needs of the work unit.
 9. When posting the vacancy for internal transfer, the posting may include language advising the prospective transfer employee of specific needs and competencies of the position which, if not met, may result in denial of transfer.
- B. Transfer requests under this sub-article must be made in writing and submitted to the local Human Resources Office. If two (2) or more employees request a transfer to the same position and they meet the above criteria, the senior employee will be appointed. If an employee is offered a transfer and refuses the offer, the employee will not be allowed to request another transfer for twelve (12) months.
- C. If an employee requests a transfer and does not meet the criteria listed above, the employee may compete for the position.
- D. The offering of a formal layoff option in accordance with [Article 34](#), Layoff and Recall, a trial service reversion option or demotion option, prior to granting a transfer request under this sub-article, is not a violation of this sub-article, provided notice is given to the union prior to such actions occurring.
- E. This Section is not subject to the grievance procedure in accordance with [Article 29](#), Grievance Procedure. If an employee requests a transfer and it is denied, the employee may request a review by the Department of Corrections Secretary or designee (Deputy/Assistant Secretary) within twenty-one (21) days from the date the employee was notified in writing that he or she would not be transferred to the vacant position. The request for review must be filed with the Department of Corrections Labor

Relations Office. The Secretary or designee will respond in writing within thirty (30) days of receipt of the request for review.

- F. This Section does not apply to filling positions covered under [Article 3](#), Bid System, non-permanent, on-call, or project positions.

ARTICLE 5

PERFORMANCE EVALUATION

5.1 Objective

- A. The Employer will evaluate employee work performance. The performance evaluation process will include performance goals and expectations that reflect the organization's objectives.
- B. The performance evaluation process gives supervisors an opportunity to discuss performance goals and expectations with their employees, assess and review their performance with regard to those goals and expectations, and provide support to employees in their professional development, so that skills and abilities can be aligned with agency requirements.
- C. To recognize employee accomplishments and address performance issues in a timely manner, discussions between the employee and the supervisor will occur throughout the evaluation period. Performance problems will be brought to the attention of the employee to give the employee the opportunity to receive any needed additional training and/or to correct the problem before it is mentioned in an evaluation. Such discussions will be documented in the supervisor's file.

5.2 Evaluation Process

- A. Employee work performance will be evaluated prior to the completion of his or her probationary and trial service periods and at least annually thereafter. Within the Department of Social and Health Services (Behavioral Health Administration and Developmental Disabilities Administration only) and the Department of Veterans Affairs, where shift charges are used, an immediate supervisor, prior to preparing the employee's evaluation will solicit input from the employee's current shift charge. This input will be considered by the supervisor for inclusion in the evaluation. Immediate supervisors will meet with employees to discuss performance goals and expectations. Employees will receive copies of their performance goals and expectations as well as notification of any modifications made during the review period.
- B. The supervisor will discuss the evaluation with the employee. The employee will have the opportunity to provide feedback on the evaluation. The discussion may include such topics as:
 - 1. Reviewing the employee's performance;

2. Identifying ways the employee may improve his or her performance;
 3. Updating the employee's position description, if necessary;
 4. Identifying performance goals and expectations for the next appraisal period; and
 5. Identifying employee training and development needs.
- C. The performance evaluation process will include, but not be limited to, a performance evaluation on forms used by the Employer, the employee's written signature or electronic acknowledgment of the forms, and any comments by the employee. The evaluation, including employee comments, will be considered by the reviewer. Once completed and signed/acknowledged by the reviewer, a copy will be provided to the employee (with reviewer comments, if any), who may provide responsive comments to be attached to the evaluation. The completed and signed/acknowledged performance evaluation form, including the employee's comments, will be maintained in the employee's personnel file.
- D. The evaluation process is subject to the grievance procedure. The specific content of performance evaluations are not subject to the grievance procedure.
- E. If an employee has been fully exonerated of misconduct in a disciplinary grievance by the Employer or an arbitrator or the Employer determines that allegations of misconduct are false, then references to the misconduct in the performance evaluation will be removed. If the Employer fails to remove the applicable portions of the performance evaluation, the failure to remove those references is subject to the grievance procedure. However, the Employer may retain this information in a legal defense file and it will only be used or released when required by a regulatory agency (acting in their regulatory capacity), in the defense of an appeal, legal action or as otherwise required by law.

ARTICLE 6

HOURS OF WORK

6.1 Definitions

- A. Full-time Employees
Employees who are scheduled to work an average of forty (40) hours per workweek.
- B. Law Enforcement Employees
Employees who work in positions that meet the law enforcement criteria of Section 7 (k) of the Fair Labor Standards Act (FLSA).

- C. Overtime-Eligible Position
An overtime-eligible position is one that is assigned duties and responsibilities that meet the criteria for overtime coverage under federal and state law.
- D. Overtime-Exempt Position
An overtime-exempt position is one that is assigned duties and responsibilities that do not meet the criteria for overtime coverage under federal and state law.
- E. Part-time Employees
Employees who are scheduled to work less than forty (40) hours per workweek.
- F. Shift Employees
Overtime-eligible employees who work in positions that normally require shift coverage for more than one (1) work shift, excluding: Department of Social and Health Services – Rehabilitation Administration (DSHS – RA) shift workers as of July 1, 2005 who are paid overtime after forty (40) hours in a workweek and employees who work at the Military Department – Washington Youth Academy.
- G. Workday
One (1) of seven (7) consecutive, twenty-four (24) hour periods in a workweek.
- H. Work Schedules
Workweeks and work shifts of different numbers of hours may be established by the Employer in order to meet business and customer service needs, as long as the work schedules meet federal and state laws.
- I. Work Shift
The hours an employee is scheduled to work each workday in a workweek.
- J. Workweek
A regularly re-occurring period of one hundred and sixty-eight (168) hours consisting of seven (7) consecutive twenty-four (24) hour periods. Workweeks will normally begin at 12:00 a.m. on Sunday and end at 12:00 midnight the following Saturday or as otherwise designated by the Appointing Authority or designee. If there is a change in their workweek, employees will be given prior written notification by the Appointing Authority or designee.

6.2 Determination

Per federal and state law, the Employer will determine whether a position is overtime-eligible or overtime-exempt. In addition, the Employer will determine if an overtime-eligible position is a law-enforcement position, with or without an extended work period, or a shift position. When the Employer determines that an

overtime-eligible position is overtime-exempt, the employee will be notified in writing of the determination. The notice will include an attached United States Department of Labor fact sheet of the Fair Labor Standards Act (FLSA) guidelines.

6.3 Overtime-Eligible Employees (Excluding Law Enforcement Employees)

A. Regular Work Schedules

The regular work schedule for overtime-eligible employees will not be more than forty (40) hours in a workweek, with starting and ending times as determined by the requirements of the position and the Employer. The regular work schedule will normally include two (2) consecutive scheduled days off. The Employer may adjust the regular work schedule with prior notice to the employee. If the Employer extends an employee's daily work schedule by more than two (2) hours on any given day, the Employer will not adjust another workday or the employee's workweek to avoid the payment of overtime or accrual of compensatory time. This provision will not apply:

1. When an employee requests to adjust his or her hours within the workweek and works no more than forty (40) hours within that workweek; or
2. To those job classifications that have an inherent need for flexibility to adjust their daily work schedules within the regular workweek to accomplish assigned job duties and responsibilities. When adjusting an employee's work schedule, the Employer will consider an employee's preference as long as the agency can meet business and customer service needs and without causing an additional cost to the agency. These classifications are listed in Appendix B.

B. Alternate Work Schedules

Workweeks and work shifts of different numbers of hours may be established for overtime-eligible employees by the Employer in order to meet business and customer service needs, as long as the alternate work schedules meet federal and state laws. Employees may request alternative work schedules and such requests will be approved by the Employer, except as provided below, subject to business and customer service needs. The Employer may disapprove requests if there are performance or attendance concerns. Previously approved alternate work schedules may be rescinded by the Employer if business and customer service needs are no longer being met, or if performance or attendance concerns occur. The Employer will consider employees' personal and family needs.

C. Daily Work Shift Changes

The Employer may adjust an overtime-eligible shift employee's daily start and/or end time(s) by two (2) hours.

- D. Temporary Schedule Changes
Overtime-eligible employees' workweeks and/or work schedules may be temporarily changed with prior notice from the Employer. A temporary schedule change is defined as a change lasting thirty (30) calendar days or less. With the exception of the job classifications listed in Appendix B, overtime-eligible employees will receive three (3) calendar days' written notice of any temporary schedule change. The day that notification is given is considered the first day of notice. Adjustments in the hours of work of daily work shifts during a workweek do not constitute a temporary schedule change.
- E. Permanent Schedule Changes
Overtime-eligible employees' workweeks and work schedules may be permanently changed with prior notice from the Employer. Overtime-eligible employees will receive seven (7) calendar days' written notice of a permanent schedule change, which will include the reason for the schedule change. The day notification is given is considered the first day of notice. Adjustments in the hours of work of daily work shifts during a workweek do not constitute a permanent schedule change.
- F. Emergency Schedule Changes
The Employer may adjust an overtime-eligible employee's workweek and work schedule without prior notice in emergencies, for highway snow, ice or avalanche removal, fire duty, grain inspection, or extraordinary unforeseen operational needs.
- G. Employee-Requested Schedule Changes
Overtime-eligible employees' workweeks and work schedules may be changed at the employee's request and with the Employer's approval, provided the Employer's business and customer service needs are met and no overtime expense is incurred.
- H. An overtime-eligible employee, including an employee on standby status, will be compensated for all time worked, other than de minimis time, for receiving or responding to work related calls, unless otherwise provided for in this Agreement.

6.4 Overtime-Eligible Law Enforcement Employee Work Schedules

- A. The regular work schedule for full-time overtime-eligible law enforcement employees, not receiving assignment pay for an extended work period, will not be more than one hundred and sixty (160) hours in a twenty-eight (28) day period. The Employer may adjust the work schedule with prior notice to the employee.
- B. Park Rangers Not Residing in Park Housing
If the Employer requires a ranger not living in Park housing to work on a scheduled day off, the ranger will be notified of the assignment prior to the

ranger's scheduled quitting time on the second work day preceding the scheduled day off. A lack of such notice will constitute callback in accordance with Article 42.17 B.

6.5 Overtime-Eligible Unpaid Meal Periods

The Employer and the Union agree to unpaid meal periods that vary from and supersede the unpaid meal period requirements of [WAC 296-126-092](#). Unpaid meal periods for employees working more than five (5) consecutive hours, if entitled, will be a minimum of thirty (30) minutes and will be scheduled as close to the middle of the work shift as possible. Employees working three (3) or more hours longer than a normal workday will be allowed an additional thirty (30) minute unpaid meal period. When an employee's unpaid meal period is interrupted by work duties, the employee will be allowed to resume his or her unpaid meal period following the interruption, if possible, to complete the unpaid meal period. In the event an employee is unable to complete the unpaid meal period due to operational necessity, the employee will be entitled to compensation, which will be computed based on the actual number of minutes worked within the unpaid meal period. Meal periods may not be used for late arrival or early departure from work and meal and rest periods will not be combined.

6.6 Overtime-Eligible Paid Meal Periods for Straight Shift Schedules

The Employer and the Union agree to paid meal periods that vary from and supersede the paid meal period requirements of [WAC 296-126-092](#). Employees working straight shifts will not receive a paid meal period, but will be permitted to eat intermittently as time allows during their shifts while remaining on duty. Paid meal periods for employees on straight shifts do not require relief from duty.

6.7 Overtime-Eligible Rest Periods

The Employer and the Union agree to rest periods that vary from and supersede the rest periods required by [WAC 296-126-092](#). Employees will be allowed one (1) rest period of fifteen (15) minutes for each one-half (1/2) shift of three (3) or more hours worked at or near the middle of each one-half (1/2) shift of three (3) or more hours. Rest periods do not require relief from duty. Where the nature of the work allows employees to take intermittent rest periods equivalent to fifteen (15) minutes for each one-half (1/2) shift, scheduled rest periods are not required. Rest periods may not be used for late arrival or early departure from work and rest and meal periods will not be combined.

6.8 Positive Time Reporting – Overtime-Eligible Employees

Overtime-eligible employees will accurately report time worked in accordance with a positive time reporting process as determined by each agency.

6.9 Overtime-Exempt Employees

Overtime-exempt employees are not covered by federal or state overtime laws. Compensation is based on the premise that overtime-exempt employees are expected to work as many hours as necessary to provide the public services for which they were hired. These employees are accountable for their work product,

and for meeting the objectives of the agency for which they work. The Employer's policy for all overtime-exempt employees is as follows:

- A. The Employer determines the products, services, and standards that must be met by overtime-exempt employees.
- B. Overtime-exempt employees are expected to work as many hours as necessary to accomplish their assignments or fulfill their responsibilities and must respond to directions from management to complete work assignments by specific deadlines. Overtime-exempt employees may be required to work specific hours to provide services, when deemed necessary by the Employer.
- C. The salary paid to overtime-exempt employees is full compensation for all hours worked, except:
 1. Psychologist – Forensic Evaluators and Psychiatric Social Workers working at the Department of Social and Health Services (DSHS) are expected to work as many hours as necessary to accomplish their assignment or fulfill their core responsibilities. However, because DSHS has a unique situation that requires Psychologist-Forensic Evaluators and Psychiatric Social Workers to work hours over and above those necessary to accomplish their assignment and fulfill their core responsibilities, Psychologists – Forensic Evaluators and Psychiatric Social Workers will receive additional straight time pay at their regular rate of pay for working these “extra duty” hours.

“Extra Duty” is defined as work hours assigned by management that are hours over and above those necessary to accomplish the Psychologist – Forensic Evaluator’s and Psychiatric Social Worker’s regular assignment and fulfill their core responsibility. “Extra duty” hours typically include covering hours/shifts not regularly assigned to any other Psychologist – Forensic Evaluator or Psychiatric Social Worker. When seeking to fill the extra duty hours, the Employer retains the right to assign any Psychologist – Forensic Evaluator or Psychiatric Social Worker who has the appropriate skills and abilities required for the extra duty. Management will ask for volunteers for the extra duty, but retains the right to select any Psychologist – Forensic Evaluator or Psychiatric Social Worker for the extra duty regardless of whether there are volunteers or not and retains the right to restrict the number of extra duty assignments that any one employee works.
- D. Overtime-exempt employees’ salary includes straight time for holidays. An overtime-exempt employee whose Employer requires him or her to work on a holiday will be paid at an additional rate of one and one-half (1-1/2) times the employee’s salary for the time worked.

- E. Employees will consult with their supervisors to adjust their work hours to accommodate the appropriate balance between extended work time and offsetting time off. Where such flexibility does not occur or does not achieve the appropriate balance, and with approval of their Appointing Authority or designee, overtime-exempt employees' will accrue exchange time for extraordinary or excessive hours worked. Such approval will not be arbitrarily withheld. Exchange time may be accrued at straight time to a maximum of eighty (80) hours. When an employee accrues forty (40) hours of exchange time, the employee and the Employer will develop a plan for the employee to use the accrued exchange time in the next ninety (90) days. Exchange time can be used in lieu of sick leave and vacation leave. Exchange time has no cash value and cannot be transferred between agencies.
- F. If they give notification and receive the Employer's concurrence, overtime-exempt employees may alter their work hours. Employees are responsible for keeping management apprised of their schedules and their whereabouts.
- G. Prior approval from the Employer for the use of paid or unpaid leave for absences of two (2) or more hours is required, except for unanticipated sick leave.

6.10 Military Department – Emergency Management Division

The Employer may send an employee home to rest prior to returning for the night shift to cover an emergency or declared disaster. When this occurs, the rest period will be considered time worked through the end of the employee's scheduled work shift. No employee will be required to work more than six (6) consecutive days in a seven (7) day period unless the state Emergency Operations Center is at Level 1, Full Activation.

6.11 Department of Transportation – Maintenance Bargaining Unit – Winter Shift and Contingency Schedules

The Employer will establish yearly winter shift and contingency schedules as needed. Within reasonable staff and program considerations, the Employer will accommodate employee shift preference based on Department of Transportation continuous service. It is recognized that in assigning shifts and days off, a balance of experience, skills and abilities may be required.

6.12 Department of Fish and Wildlife – Construction and Maintenance

- A. Normal unpaid commute time for employees residing at temporary residences and traveling to temporary work sites, will be thirty (30) minutes. Commute time over thirty (30) minutes will be considered to be work time. This work time will be taken from the end of the work shift to travel back to the temporary residence.

- B Subsection A, above, will not apply when:
1. An employee (driver only) begins their mandatory pre-trip safety checks on vehicles requiring the use of a Commercial Driver's License (CDL). This does not apply to department pickups or other non-CDL vehicles used for transportation to and from work sites; and
 2. When the nearest temporary residence is beyond thirty (30) minutes from the temporary work site, all travel from the temporary residence to the work site and the return to the temporary residence will be considered work time.

6.13 Department of Agriculture – Grain Inspection Program

To provide inspection and weighing services for grain being loaded onto export vessels, the Employer may establish and staff both emergency and overtime shifts using key position staffing, with a minimum of three (3) permanent employees licensed to perform key duties, any combination of inspectors, protein operators, and grain sampler-weighers. The minimum of three (3) permanent employees does not apply to the Aberdeen facility. The Aberdeen facility will be staffed with a minimum of two (2) permanent employees. The remaining positions on such shifts may be staffed with non-permanent employees.

6.14 Department of Transportation – Commercial Driver's License (CDL) Required Positions

- A. The Employer will not require an employee utilizing his or her CDL to work more than fifteen (15) consecutive hours without providing a rest period of at least eight (8) consecutive hours.
- B. Employees utilizing his or her CDL to work fifteen (15) consecutive hours will be required to take an eight (8) consecutive hour rest period before resuming the next duty period. The employee will suffer no loss of regular straight time hourly earnings for any time missed during that rest period that otherwise would have been part of his or her regularly scheduled shift. Employees will not be eligible for any other work assignment, including an overtime assignment or work shift, during the required (8) hour rest period.

6.15 Shift Exchange – Department of Corrections – Work Release Facilities (WR) and Military Department – Youth Academy

Overtime-eligible employees employed at WR or the Youth Academy who have the same job classification will be allowed to exchange full shifts for positions in which they are qualified in accordance with the following:

- A. Request for shift exchanges will be submitted seven (7) calendar days in advance of the exchange, when practical.
- B. The requested shift exchange is voluntary, and is agreed to in writing by both employees, and approved in writing by the supervisor(s) for exchanges

of no more than one (1) week. Requests for consecutive shift exchanges in excess of one (1) workweek will be submitted to the appropriate Appointing Authority or designee for approval. If such request is denied, the employee will be provided the reason(s) in writing for the denial.

- C. Requested shift exchanges will be considered on a case-by-case basis.
- D. Shift exchanges must occur within the same pay period. Shift exchanges will not result in the payment of overtime. Each employee will be considered to have worked his or her regular schedule.
- E. For shift exchanges that occur on an employee's designated holiday, the employee who is regularly scheduled to work on that holiday will receive the holiday compensation, regardless of who physically worked on that day.
- F. The failure of an employee, who has exchanged shifts, to work the agreed upon shift without appropriate cause may be a basis for disciplinary action.

The shift exchange system will not be used to circumvent the bid system by significantly altering an employee's workweek or supervisory chain of command.

6.16 Department of Ecology – Spill Response Team

Employees working on the spill response team who work sixteen (16) hours in a twenty-four (24) hour period will be required to take eight (8) hours off for rest before resuming the next duty period. The employee will suffer no loss of regular straight-time hourly earnings for any time missed up to six (6) hours during that rest period that otherwise would have been part of his or her regularly scheduled shift. Employees will not be eligible for any other work assignment, including an overtime assignment or work shift, that begins during the required eight (8) hour rest period.

6.17 Shift Exchange—Department of Social and Health Services—Eastern and Western State Hospitals

Overtime-eligible shift employees employed at Eastern and Western State Hospitals who have the same job classification will be allowed to exchange full shifts for positions in which they are qualified in accordance with the following:

- A. Requests for shift exchanges will be submitted seven (7) calendar days in advance of the exchange, when practical.
- B. The requested shift exchange is voluntary, and is agreed to in writing by both employees, and approved in writing by the supervisor(s) for exchanges of no more than one (1) workweek. Requests for consecutive shift exchanges in excess of one (1) workweek will be submitted to the appropriate appointing authority or designee for approval. If such request is denied, the employee will be provided the reason(s) in writing for the denial.

- C. Requested shift exchanges will be considered on a case-by-case basis.
- D. Shift exchanges must occur within the same pay period. Shift exchanges will not result in the payment of overtime. Each employee will be considered to have worked his or her regular schedule.
- E. For shift exchanges that occur on an employee's designated holiday, the employee who is regularly scheduled to work on that holiday will receive the holiday compensation, regardless of who physically worked on that day.
- F. An employee will not receive shift premium pay under Article 42.18, Shift Premium, solely as a result of a shift exchange. Each employee will be considered to have worked his or her regular scheduled work shift for purposes of shift premium pay.
- G. The failure of an employee, who has exchanged shifts, to work the agreed upon shift without appropriate cause may be a basis for disciplinary action or suspension of the ability to exchange shifts in the future.
- H. Mental Health Technicians and Psychiatric Security Attendants may exchange shifts as long as the employees qualify to work in positions for which the employees are requesting shift exchange. Licensed Practical Nurses and Psychiatric Security Nurses may exchange shifts as long as the employees qualify to work in positions for which the employees are requesting shift exchange. Denials of shift exchanges are not subject to the grievance procedure under [Article 29](#), Grievance Procedure, of the parties' collective bargaining agreement.
- I. Employees working in different classifications as provided in Subsection H. above will be considered to have worked his or her regular scheduled work shift for purposes of pay in [Article 42.1](#), "GS" Pay Range Assignments.
- J. The shift exchange system will not be used to circumvent the bid system by significantly altering an employee's workweek or supervisory chain of command.

6.18 Department of Transportation – Emergency Schedule Change

At the time DOT changes an employee's schedule in accordance with Article 6.3F, Emergency Schedule Changes, it will notify the employee that the change is an emergency schedule change. DOT will also provide the employee written notice that the schedule change is in accordance with Article 6.3F, Emergency Schedule Changes. The written notice will be provided after the schedule change.

ARTICLE 7 OVERTIME

7.1 Definitions

A. Overtime

Overtime is defined as time that a full-time overtime-eligible employee:

1. Works in excess of forty (40) hours per workweek (excluding law enforcement employees).
2. Works in excess of their scheduled work shift and:
 - a. The employee is a shift employee, or
 - b. The employee works in the Maintenance Bargaining Unit within the Washington State Department of Transportation, or;
 - c. The employee works within the Fruit/Vegetable Inspection Bargaining Unit or the Grain Inspection Bargaining Unit within the Washington State Department of Agriculture and does inspections.
3. Works in excess of one hundred and sixty (160) hours in a twenty-eight (28) day period and the employee is a law enforcement employee not receiving assignment pay for an extended work period.
4. Works while on fire duty as specifically defined in [Article 42](#), Compensation.

B. Overtime Rate

In accordance with the applicable wage and hour laws, the overtime rate will be one and one-half (1-1/2) of an employee's regular rate of pay. The regular rate of pay will not include any allowable exclusions.

C. Work

The definition of work, for overtime purposes only, includes:

1. All hours actually spent performing the duties of the assigned job.
2. Travel time required by the Employer during normal work hours from one work site to another or travel time outside the employee's normal work hours to a different work location that is greater than the employee's normal home-to-work travel time.
3. Vacation leave

4. Sick Leave
 5. Compensatory time
 6. Holidays
 7. Any other paid time not listed below.
- D. Work does **not** include:
1. Shared leave
 2. Leave without pay
 3. Additional compensation for time worked on a holiday.
 4. Time compensated as standby, callback, or any other penalty pay.

7.2 Overtime-Eligibility and Compensation

Employees are eligible for overtime compensation under the following circumstances:

- A. Full-time overtime-eligible employees who have prior approval and work more than forty (40) hours in a workweek will be compensated at the overtime rate. A part-time overtime-eligible employee will be paid at his or her regular rate of pay for all work performed up to forty (40) hours in a workweek and paid at the overtime rate for authorized work of more than forty (40) hours in a workweek.
- B. Full-time overtime-eligible shift employees who have prior approval and work more than their scheduled shift will be compensated at the overtime rate. A part-time overtime-eligible shift employee will be paid at his or her regular rate of pay for all work performed up to forty (40) hours in a workweek and paid at the overtime rate for authorized work of more than forty (40) hours in a workweek.
- C. Overtime-eligible law enforcement employees, not receiving assignment pay for an extended work period, who have prior approval and work more than one hundred and sixty (160) hours in a twenty-eight (28) day period will be compensated at the overtime rate.
- D. Overtime-eligible employees who have prior approval and work overtime as specifically defined in [Article 42](#), Compensation.

7.3 Overtime Computation

Computation of overtime will be rounded upward to the nearest one-tenth (1/10th) of an hour.

7.4 General Provisions

- A. The Employer will determine whether work will be performed on regular work time or overtime, the number of employees, the skills and abilities of the employees required to perform the work, and the duration of the work. The Employer will first attempt to meet its overtime requirements on a voluntary basis with qualified employees who are currently on duty. Except as provided in [Section 7.8](#), in the event there are not enough employees volunteering to work, the supervisor may require employees to work overtime.
- B. If an employee was not offered overtime for which he or she was qualified, the employee will be offered the next available overtime opportunity for which he or she is qualified. Under no circumstances will an employee be compensated for overtime that was not worked. There will be no pyramiding of overtime.

7.5 Compensatory Time for Overtime-Eligible Employees

- A. Compensatory Time Eligibility
The Employer may grant compensatory time in lieu of cash payment for overtime to an overtime-eligible employee, upon agreement between the Employer and the employee. Compensatory time must be granted at the rate of one and one-half (1-1/2) hours of compensatory time for each hour of overtime worked.
- B. Maximum Compensatory Time
Employees may accumulate no more than the maximum number of hours of compensatory time allowed under the federal Fair Labor Standards Act.
- C. Compensatory Time Use
Employees must use compensatory time prior to using vacation leave, unless this would result in the loss of their vacation leave. Compensatory time must be used and scheduled in the same manner as vacation leave, as in [Article 11](#), Vacation Leave.
- D. Compensatory Time Cash Out
 - 1. Overtime-Eligible Employees – (Excluding Center for Childhood Deafness and Hearing Loss, Washington State School for the Blind, Department of Corrections and Department of Transportation Employees)
All compensatory time must be used by June 30th of each year. If compensatory time balances are not scheduled to be used by the employee by April of each year, the supervisor will contact the employee to review his or her schedule. The employee's compensatory time balance will be cashed out every June 30th or when the employee:
 - a. Leaves state service for any reason,

- b. Transfers to a position in his or her agency with different funding sources, or
 - c. Transfers to another state agency.
- 2. Overtime Eligible Employees – Center for Childhood Deafness and Hearing Loss and Washington State School for the Blind
Compensatory time may be voluntarily cashed out at any time except during the month of February. In addition, the full balance of accrued compensatory time must be cashed out on June 30th at the end of every biennium.
- 3. Overtime-Eligible Employees – Department of Corrections
Compensatory time may be voluntarily cashed out at any time except during the month of February. In addition, the full balance of accrued compensatory time must be cashed out at the end of each biennium.
- 4. Overtime-Eligible Employees – Department of Transportation
All compensatory time must be used by June 30th of each biennium. If compensatory time balances are not scheduled to be used by the employee by April of the end of the biennium, the supervisor will contact the employee to review his or her schedule. The employee's compensatory time balance will be cashed out every June 30th of each biennium or when the employee:
 - a. Leaves state service for any reason,
 - b. Transfers to a position in his or her agency with different funding sources, or
 - c. Transfers to another state agency.

7.6 Department of Agriculture – Grain Inspection Program

- A. Any employee who works a double shift or returns from an emergency shift to his or her permanent shift, will be required to take (8) hours off for rest after such shifts. The employee will suffer no loss of regular straight-time hourly earnings for any time missed during that rest period that otherwise would have been part of his or her regularly scheduled shift. Such employees will not be eligible for any overtime assignment or shift commencing during the eight (8) hour rest period.
- B. Shift extensions, early starts and occasions when lunch periods require overtime will be first offered to available employee(s) having the ability to perform the work and the lowest amount of overtime hours, who are on shift at the facility where the overtime occurs. The Employer will maintain an overtime tracking sheet which will be updated weekly and reset the first Wednesday of each quarter. For shift extensions in offices with multiple

sites, employees having the lowest amount of overtime hours at any other site(s) serviced by that grain inspection office will be offered the opportunity to work the extension if they can complete their regular shift and travel to the extending site by the time the extension begins. Time traveled outside of scheduled shifts will not be paid time. If there still is not enough staff, employees on site may be required to work. Employees with less than forty (40) hours accumulated overtime in a month at the start of the shift may be required to work and will complete the shift or extension. Employees will finish any assignments for which they volunteer.

- C. The Employer will not require employees to work in excess of twenty (20) continuous hours of regular time and overtime.
- D. Those employees who do not desire to work overtime will not be required to do so beyond forty (40) cumulative hours each month, except as provided in Subsection 7.6 E, below. However, at export shipping operations scheduled on a regular Monday through Friday basis, when staff is required on weekends to provide inspection and weighing services for grain being loaded onto export vessels, a minimum of three (3) permanent employees licensed to perform key duties, (any combination of inspectors, protein operators, and grain sampler-weighers), will be offered the work before on-call employees are used. The minimum of three (3) permanent employees does not apply to the Aberdeen facility. The Aberdeen facility will be staffed with a minimum of two (2) permanent employees.
- E. An employee with more than forty (40) hours of accumulated overtime in a month may be required to extend a current shift for not more than four (4) hours in order to assure service delivery not more than once per month. However, hours that an employee is required to work under this paragraph will be credited to the employee's forty (40) hour limit in the following month.

7.7 Department of Transportation (DOT)

- A. Overtime opportunities will be offered whenever and wherever possible on a straight rotational basis. Each superintendent or equivalent and employees will confer and mutually determine, for normal areas of responsibility, the employees on a specific rotation list(s). Employees will be placed on a rotation list in order of continuous DOT service. The rotation list will be kept current and posted in each facility. The Employer and employees will share the responsibility for keeping the list(s) current.
- B. Overtime will be offered first to all bargaining unit employees on the rotation list, then to any qualified employee. Documented attempts to contact an employee constitutes an offer. Overtime will be offered to employees who are qualified to do the work, regardless of classification. Overtime that extends a shift will be offered first to qualified employees on

that shift and preferably, to the employee(s) currently performing the work. Shift extensions do not count as an overtime opportunity.

- C. The parties recognize and agree that in cases of operational necessity, public safety, and/or efficient delivery of public services, that it may be necessary for the Employer to deviate from the straight rotation process.
- D. In the event the Employer deviates from the straight rotation process, the Employer will explain to affected employees the reason for the deviation. The Employer will also take necessary actions to correct missed opportunities by skipping in the next rotation those employees who were called out-of-sequence.
- E. Bargaining unit supervisors and/or designees, making or receiving work-related calls at home, will be compensated for a minimum of one-half (1/2) hour for the time worked. Callback is not authorized for this work.

7.8 Department of Corrections, Department of Social and Health Services and Department of Veterans Affairs Institutions

Overtime-eligible shift employees employed at a Department of Corrections Work Release Facility, or at an institution within the Department of Social and Health Services, or the Department of Veterans Affairs

When involuntary overtime is required, it will be assigned to employees on duty in inverse order of seniority, provided the employee has the skills and abilities required of the positions. The inverse order will be re-established when the list has been exhausted, i.e. the employee with the greatest seniority has worked his or her required overtime.

- A. An employee who volunteers and works an overtime shift prior to an involuntary overtime assignment will have his or her name removed from the overtime rotation for that cycle.
- B. An employee may be excused from an involuntary overtime assignment once per quarter.
- C. An employee will not be required to work an involuntary overtime after working a regular shift prior to an approved vacation leave day.

An employee who is excused from working overtime under Subsection 7.8 B or 7.8 C above will be the first to be called when an involuntary overtime assignment is required and the employee is on a scheduled workday.

7.9 Department of Corrections Work Release Facilities (WR) – Voluntary Overtime

Correctional Officers and Sergeants employed at WR:

When the Employer determines that overtime is necessary at WR, the Employer will identify the number of positions requiring overtime, the duration of such

overtime, and the qualifications, skills and abilities of the employees required to perform the work. Overtime will be assigned as voluntary pre-scheduled, voluntary unscheduled (daily) or involuntary.

A. Voluntary Pre-Scheduled Overtime:

The agency will maintain a list of all Correctional Officers and Sergeants in order of seniority. Correctional Officers and Sergeants will have the opportunity to sign up by day and shift for possible overtime opportunities. Voluntary prescheduled overtime will be assigned on Monday for all known overtime opportunities for the week beginning the following Monday. If Monday is a holiday, the prescheduled overtime assignments will be made on the next regular work day. Assignment to pre-scheduled overtime will begin at the top of the list of volunteers and proceed down in order of seniority except as outlined below:

1. Employees who do not meet the qualifications, skills and abilities for the position requiring the overtime will not lose his or her place in order on the list.
2. When an employee accepts or declines a pre-scheduled overtime assignment, it will be noted on the list, and he/she will not be eligible until a new cycle begins.
3. When the Employer is unable to reach an employee, the employee will not lose his or her place in order on the list. Telephone calls placed to employees who are off duty will not be considered as time worked.

A new cycle begins when any of the following occurs:

4. The beginning of each odd numbered month (January, March, May etc.); or
5. There are no qualified volunteers on the list; or
6. All volunteers on the list have either accepted or declined the opportunity; or
7. The remaining volunteers cannot be contacted.

B. Voluntary Unscheduled Overtime:

The Employer will ask for volunteers among employees on shift in the order of seniority. If there are insufficient volunteers, management may assign involuntary overtime in accordance with [Section 7.8](#).

7.10 Department of Social and Health Services – Institutions and State Operated Living Alternative (SOLA)

Each institution and SOLA will distribute overtime on a rotational basis as determined by the institution/SOLA specific procedure negotiated as a result of the “Voluntary Overtime” Memorandum of Understanding signed by the parties on September 3, 2010. The Employer and employees will share the responsibility for keeping voluntary overtime lists current. Documented attempts to contact an employee will constitute an offer. Employees who volunteer for overtime on a specific day and shift based on the institution/SOLA specific procedure will not be entitled to callback pay in accordance with [Article 42.17](#), Callback. Employees who do not volunteer to work overtime in accordance with the institution/SOLA specific procedure but are contacted when they are off duty and agree to work overtime will be entitled to callback pay in accordance with [Article 42.17](#). When involuntary overtime is required, employees will be entitled to callback pay in accordance with [Article 42.17](#).

**ARTICLE 8
TRAINING AND EMPLOYEE DEVELOPMENT**

8.1 The Employer and the Union recognize the value and benefit of education and training designed to enhance employees’ abilities to perform their job duties.

- A. Training and employee development opportunities will be provided to employees in accordance with agency policies and available resources.
- B. The Department of Social and Health Services will make reasonable attempts to schedule employer-required training during the employee’s regular work shift.

8.2 Attendance at agency-required training will be considered time worked including travel in accordance with Subsection 7.1 C2.

8.3 Master Agreement Training

- A. The Employer and the Union agree that training for managers, supervisors and union stewards responsible for the day-to-day administration of this Agreement is important. The Union will provide training to current union stewards, and the Employer will provide training to managers and supervisors on this Agreement.
- B. The Union will present the training to current union stewards within each bargaining unit. The training will last no longer than eight (8) hours. The training will be considered time worked for those union stewards who attend the training during their scheduled work shift. Union stewards who attend the training during their non-work hours will not be compensated. The parties will agree on the date, time, number and names of stewards attending each session.

8.4 Tuition Reimbursement

- A. Agencies may approve full or partial tuition reimbursement, consistent with agency policy and within available resources.
- B. Agencies will reimburse eligible employees who provide proof of satisfactory completion of a course that was previously approved for tuition reimbursement.
- C. Agency funds expended for tuition reimbursement will be limited to tuition or registration fees, and will not include textbooks, supplies or other school expenses, except in accordance with agency policy.
- D. Absent an agreement to the contrary, when an employee moves to another agency prior to completion of an approved course, the approving agency will retain the obligation for reimbursement if the course is satisfactorily completed. When payment is not made by the approving agency the gaining agency may, at its option, reimburse the employee.

8.5 Education and Training Requests

All education and training requests will be approved or disapproved within thirty (30) calendar days from the submission of a properly completed request. If a request is denied, the Employer will provide a reason for the denial to the employee. Upon request, the Employer will provide the reason for the denial in writing.

8.6 Training Records

- A. Employees may request a copy of their training record. The Employer will provide either a hard copy or electronic access to their training record. If an employee provides documentation to the Employer of work-related training it will be recorded in the training record or the employee personnel file.
- B. At the time of permanent layoff employees will be provided an opportunity to submit documentation of successfully completed training to be considered.

8.7 Apprenticeship Programs

- A. The Employer will continue to participate in apprenticeship programs in accordance with the rules of the Joint Apprenticeship Training Council and establishments, modifications, or abolishments to the operation of the programs may be made pursuant to the Council's guidelines or rules.
- B. An employee who accepts a position within the apprenticeship program will be required to successfully complete the entire apprenticeship program before attaining permanent status.
- C. At least fourteen (14) calendar days prior to entering into an apprenticeship program, the employee must notify his or her appointing authority of the intent to accept an appointment into an apprenticeship program. Upon notification of the employee's intent, the employee's permanent agency will

notify the employee, in writing, of any return rights to the agency and the duration of those return rights. At a minimum, the agency must provide the employee access to the agency's internal layoff list. For those employees who do not have return rights to the agency, the provisions of Subsection 8.7 D, below apply.

D. An apprenticeship appointment may be terminated by either the employee or Employer with five (5) working days notice. If the Employer fails to provide five (5) working days' notice, the separation will stand and the employee will be entitled to payment of salary for up to five (5) working days, which the employee would have worked had notice been given. Under no circumstance will notice deficiencies result in an employee gaining status in the apprenticeship program.

1. An employee serving an apprenticeship may voluntarily revert to his or her former position within fifteen (15) days of the apprenticeship appointment, provided that the position has not been filled or an offer has not been made to an applicant. An employee serving in an apprenticeship appointment may voluntarily revert at anytime to a funded permanent position in the same agency that is:

- a. Vacant or filled by a non-permanent employee and is within the employee's previously held job classification.
- b. Vacant or filled by a non-permanent employee at or below the employee's previous salary range.

The reversion option, if any, will be determined by the Employer using the order listed above. In both Subsections 8.7 D 2 a and b above, the Employer will determine the position the employee may revert to and the employee must have the skills and abilities required for the position. If possible, the reversion option will be within a reasonable commuting distance for the employee.

2. If an apprenticeship appointment ends by the Employer, the employee may revert to a funded permanent position in the same agency that is:

- a. Vacant or filled by a non-permanent employee and is within the employee's previously held permanent job classification.
- b. Vacant or filled by a non-permanent employee at or below the employee's previous salary range.

The option, if any, will be determined by the Employer using the order listed above. In both Subsections 8.7 D 2 a and b above, the Employer will determine the position the employee may revert to and the employee must have the skills and abilities required for the

position. If possible, the option will be within a reasonable commuting distance for the employee.

3. An employee who has no reversion options or does not revert to the highest classification in which he or she previously attained permanent status may request that his or her name be placed on the agency's internal layoff list for positions in job classifications where he or she previously attained permanent status. The separation of an employee during his or her apprenticeship appointment will not be subject to the grievance procedure in [Article 29](#), Grievance Procedure.

8.8 Developmental Job Assignments

- A. Employers may make the following planned training assignments for employee career development without incurring reallocation or compensation obligations:
 1. Performance of responsibilities outside the current job class on a time-limited basis.
 2. Intra-agency rotational or special project assignments.
- B. The Employer and the employee must agree in writing to the assignment in advance, including time limits, which will not exceed more than twelve (12) months. If an employee's request for a developmental job assignment is denied, an explanation will be provided to the employee. The decision is final and is not subject to [Article 29](#), Grievance Procedure.
- C. The Employer may not fill a vacant position as a developmental job assignment.

8.9 Parks and Recreation Commission

The agency will provide a minimum of fifty (50) hours of law enforcement training per year for armed park rangers and forty (40) hours for unarmed park rangers with twenty-four (24) hours delivered at an annual in-service training. In the event that the Employer decides to change the format of the training from in-service to an alternative, it will meet and negotiate with the Union.

8.10 Department of Licensing – Driver Services Hearings and Interview Unit

The Driver Services Hearings and Interviews Unit will continue to apply for continuing legal education credits with the Washington State Bar Association for agency sponsored programs.

8.11 Workplace Safety Training

The Employer will ensure tailored active threat awareness and preparedness training is made available to all employees.

ARTICLE 9
LICENSURE AND CERTIFICATION

- 9.1 The Employer and the Union recognize the necessity for bargaining unit employees to maintain appropriate licensure and/or certification to perform the duties of their assigned position.
- 9.2 Except as provided for in this Agreement, agencies will follow their policies and/or practices related to licensure and certification.
- 9.3 Employees will notify their Appointing Authority or designee if their work-related license and/or certification has expired, or has been restricted, revoked or suspended within twenty-four (24) hours of expiration, restriction, revocation or suspension, or prior to their next scheduled shift, whichever occurs first.
- 9.4 Employees may request education and/or training to maintain their licenses and/or certifications in accordance with [Article 8](#), Training and Employee Development.

ARTICLE 10
HOLIDAYS

10.1 Paid Holidays

Employees will be provided the following paid nonworking holidays per year:

New Year's Day	January 1
Martin Luther King Jr.'s Birthday	Third Monday in January
Presidents' Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Native American Heritage Day	The Friday immediately following the fourth Thursday in November
Christmas Day	December 25

10.2 Holiday Rules

The following rules apply to all holidays except the personal holiday:

- A. Full-time employees will be paid at a straight-time rate for hours they are scheduled to work on that day even though they do not work.
- B. In addition to Subsection A above, employees will be paid for the hours actually worked on a holiday at the overtime rate, in accordance with [Article 7](#), Overtime.

- C. For full-time employees with a Monday-through-Friday work schedule:
1. When a holiday falls on a Saturday, the Friday before will be the holiday.
 2. When a holiday falls on a Sunday, the following Monday will be the holiday.
- D. For full-time employees who do not have a Monday-through-Friday work schedule:
1. When a holiday falls on the employee's scheduled workday, that day will be considered the holiday.
 2. When a holiday falls on the employee's scheduled day off, the agency will treat the employee's workday before or after as the holiday.
 3. An employee may request an alternate day off as his or her holiday as long as the requested day off falls within the same pay period as the holiday. The Employer may approve or disapprove the request.
- E. The holiday for night shift employees whose work schedule begins on one calendar day and ends on the next will be determined by the agency. It will start either at:
1. The beginning of the scheduled night shift that begins on the calendar holiday, or
 2. The beginning of the shift that precedes the calendar holiday.
- The decision will be the same for all employees in a facility unless there is agreement to do otherwise between the agency and one (1) or more affected employees, or with the Union, which will constitute agreement of the employees.
- F. Part-time employees who begin employment before and remain employed after the holiday will be compensated in cash or compensatory time for the holiday in an amount proportionate to the time in pay status during the month to that required for full-time employment.
- G. Full-time employees who are employed before the holiday and are in pay status for eighty (80) non-overtime or non-standby hours during the month, not counting the holiday or are in pay status for the entire work shift preceding the holiday, will receive compensation for the holiday. Employees who resign or are dismissed or separated before a holiday will not be compensated for holidays occurring after the effective date of resignation, dismissal or separation.

- H. The holiday work schedules for overtime-eligible shift employees, employed at 24/7 facilities will be posted seven (7) calendar days prior to the holiday. Changes to the schedule will be updated and posted as known.

10.3 Personal Holidays

An employee may select one (1) workday as a personal holiday during the calendar year if the employee has been or is scheduled to be continuously employed by the state for at least four (4) months.

- A. An employee who is scheduled to work less than six (6) continuous months over a period covering two (2) calendar years will receive only one (1) personal holiday during this period.
- B. The Employer will release the employee from work on the day selected as the personal holiday, provided:
 - 1. The employee has given at least fourteen (14) calendar days' written notice to the supervisor. However, the employee and supervisor may agree upon an earlier date, and
 - 2. The number of employees selecting a particular day off does not prevent the agency from providing continued public service.
- C. Personal holidays must be taken during the calendar year or the entitlement to the day will lapse, except that the entitlement will carry over to the following year when an otherwise qualified employee has requested a personal holiday and the request has been denied.
- D. Agencies may establish qualifying policies for determining which of the requests for a particular date will or will not be granted when the number of requests for a personal holiday would impair operational necessity.
- E. Part-time employees who are employed during the month in which the personal holiday is taken will be compensated for the personal holiday in an amount proportionate to the time in pay status during the month to that required for full-time employment.
- F. A personal holiday for full-time employees will be equivalent to their work shift on the day selected for personal holiday absence.
- G. Part or all of a personal holiday may be donated as shared leave, in accordance with [Article 14](#), Shared Leave. Any portion of a personal holiday that remains or is returned to the employee, will be taken in one (1) absence, not to exceed the work shift on the day of the absence, subject to the request and approval as described in Subsections 10.3 B, C, and D above.

H. Upon request, an employee will be approved to use part or all of his or her personal holiday for:

1. The care of family members as required by the Family Care Act, [WAC 296-130](#);
2. Leave as required by the Military Family Leave Act, [RCW 49.77](#) and in accordance with [Article 18.14](#); Military Family Leave or
3. Leave as required by the Domestic Violence Leave Act, [RCW 49.76](#).

Any portion of a personal holiday that remains will be taken by the employee in one (1) absence, not to exceed the work shift on the day of the absence, subject to request and approval as described in Subsections 10.3 B, C, and D above.

ARTICLE 11 VACATION LEAVE

11.1 Employees will retain and carry forward any eligible and unused vacation leave that was accrued prior to the effective date of this Agreement.

11.2 Vacation Leave Credits

Full-time and part-time employees will be credited with vacation leave accrued monthly, according to the rate schedule and vacation leave accrual below.

11.3 Vacation Leave Accrual

Full-time employees who have been in pay status for eighty (80) non-overtime hours in a calendar month will accrue vacation leave according to the rate schedule provided in [Section 11.4](#), below. Vacation leave accrual for part-time employees will be proportionate to the number of hours the part-time employee is in pay status during the month to that required for full-time employment.

11.4 Vacation Leave Accrual Rate Schedule

Full Years of Service	Hours Per Year
During the first and second years of current continuous employment	One hundred twelve (112)
During the third year of current continuous employment	One hundred twenty (120)
During the fourth year of current continuous employment	One hundred twenty-eight (128)
During the fifth and sixth years of total employment	One hundred thirty-six (136)
During the seventh, eighth and ninth years of total employment	One hundred forty-four (144)

Full Years of Service	Hours Per Year
During the tenth, eleventh, twelfth, thirteenth, and fourteenth years of total employment	One hundred sixty (160)
During the fifteenth, sixteenth, seventeenth, eighteenth, and nineteenth years of total employment	One hundred seventy-six (176)
During the twentieth, twenty-first, twenty-second, twenty-third, and twenty fourth years of total employment	One hundred ninety-two (192)
During the twenty-fifth year of total employment and thereafter	Two hundred (200)

11.5 Vacation Scheduling for 24/7 Operations (Excluding the School for the Blind, Center for Childhood Deafness and Hearing Loss; and Department of Corrections)

- A. Employees who work in operations that are twenty-four (24) hours, seven (7) days a week, may submit in writing to their supervisor their preferences for different segments of vacation for the period March 1st of the current year through the end of February of the next year. The Employer will compile and post a vacation leave schedule. Employees on this schedule will have priority and will be granted vacation leave at the times specified, if possible.
- B. Employees will not be granted more than four (4) segments during the annual vacation scheduling process. In the event that two (2) or more employees request the same vacation period and the supervisor must limit the number of people who may take vacation leave at one time due to business needs and work requirements, preference will be determined by seniority for up to four (4) segments of vacation. A “segment” is three (3) or more contiguous days of vacation leave.
- C. In addition to vacation leave approved in Subsection 11.5 B above, employees may request vacation leave at any time on a first come, first served basis. Approval of supplemental requests will take into consideration the annual vacation leave schedule, which will take precedence, as well as operational needs.
- D. Employee Initiated Cancellations
Employee requested cancellations of any portion of an approved scheduled vacation segment must be submitted in writing no later than fourteen (14) calendar days in advance of his or her scheduled vacation. The request is subject to approval by the Employer.

11.6 Department of Corrections Work Release Facilities – Vacation Scheduling

- A. Employees who work in operations that are twenty-four (24) hours, seven (7) days a week, may submit in writing to their supervisor their preferences for different segments of vacation for the period March 1st of the current

year through the end of February of the next year. Such requests must be submitted no later than February 1st. The Employer will compile and post a vacation leave schedule. Employees on this schedule will have priority and will be granted vacation leave at the times specified, if possible.

- B. Employees will be granted no more than four (4) segments during the annual vacation scheduling process. In the event that two (2) or more employees request the same vacation period and the supervisor must limit the number of people who may take vacation leave at one time due to business needs and work requirements, preference will be determined by seniority for up to four (4) segments of vacation. A “segment” is three (3) or more contiguous days of vacation leave.
- C. In addition to vacation leave approved in Subsection 11.6 B above, employees may request vacation leave at any time on a first come, first served basis. Approval of supplemental requests will take into consideration the annual vacation leave schedule, which will take precedence, as well as operational needs.
- D. Employee Initiated Cancellations
 - 1. Employee requested cancellations of any portion of an approved scheduled vacation segment must be submitted in writing no later than fourteen (14) calendar days in advance of his or her scheduled vacation. The request is subject to approval by the Employer.
 - 2. The Employer will post the newly available vacation segment for seven (7) calendar days to allow employees to express written interest in the segment. If two (2) or more employees express an interest in the vacation segment, it will be awarded to the most senior employee.

11.7 Vacation Scheduling for All Employees

- A. Vacation leave will be charged in one-tenth (1/10th) of an hour increments.
- B. When considering requests for vacation leave, the Employer will take into account the desires of the employee but may require that leave be taken at a time convenient to the employing office or department.
- C. Except as provided for in Sections 11.5 and 11.6, the Employer will respond to employee vacation leave requests as soon as possible but, no later than ten (10) calendar days from the date of the request. If the Employer fails to respond within ten (10) calendar days, the employee may notify the local Human Resources Office.
- D. Vacation leave for religious observances may be granted to the extent agency or program requirements permit.

- E. Employees will not request or be authorized to take scheduled vacation leave if they would not have sufficient vacation leave credits to cover the absence at the time the leave would commence.
- F. When two (2) or more employees submit a request on the same day for the same vacation days off, if the Employer approves leave, it will be based on seniority. The Employer will consider the required skills and abilities needed to meet business needs. Previously approved leave will not be cancelled in order to grant leave to a senior employee.

11.8 Family Care

Employees may use vacation leave for care of family members as required by the Family Care Act, [WAC 296-130](#).

11.9 Military Family Leave

Employees may use vacation leave for leave as required by the Military Family Leave Act, [RCW 49.77](#) and in accordance with [Section 18.14](#), Military Family Leave.

11.10 Domestic Violence Leave

Employees may use vacation leave for leave as required by the Domestic Violence Leave Act, [RCW 49.76](#).

11.11 Vacation Cancellation – Employer Initiated

Should the Employer be required to cancel scheduled vacation leave because of an emergency or exceptional business needs, affected employees may select new vacation leave from available dates. In addition, in those cases where an employee will not have sufficient vacation leave to cover the absence at the time it is scheduled to commence, the Employer may cancel the approved vacation or authorize leave without pay.

11.12 Vacation Leave Maximum

Employees may accumulate maximum vacation balances not to exceed the statutory limits in accordance with [RCW 43.01.040](#) (currently two hundred forty (240) hours). However, there are two (2) exceptions that allow vacation leave to accumulate above the maximum:

- A. If an employee's request for vacation leave is denied by the Appointing Authority or designee, and the employee has not exceeded the vacation leave maximum (currently two hundred forty (240) hours), the Employer shall grant an extension for each month that the Employer defers the employee's request for vacation leave.
- B. An employee may also accumulate vacation leave days in excess of the statutory limit (currently two hundred forty (240) hours) as long as the employee uses the excess balance prior to his or her anniversary date. Any leave in excess of the maximum that is not deferred in advance of its accrual as described above, will be lost on the employee's anniversary date.

11.13 Separation

Any employee who has been employed for at least six (6) continuous months will be entitled to payment for vacation leave credits when they:

- A. Resign with adequate notice,
- B. Retire,
- C. Are laid-off, or
- D. Are terminated by the Employer.

In addition, the estate of a deceased employee will be entitled to payment for vacation leave credits.

ARTICLE 12 SICK LEAVE

This Article has been modified by an [MOU](#) effective January 1, 2018

12.1 Sick Leave Accrual

A full-time employee will accrue eight (8) hours of sick leave after he or she has been in pay status for eighty (80) non-overtime hours in a calendar month. Full-time employees in overtime-eligible positions who are in pay status for less than eighty (80) non-overtime hours in a calendar month and part-time employees will accrue sick leave in an amount proportionate to the number of hours they are in pay status in the month, up to a maximum of eight (8) hours in a month.

12.2 Sick Leave Use

Sick leave will be charged in one-tenth (1/10th) of an hour increments and may be used for the following reasons:

- A. A personal illness, injury or medical disability that prevents the employee from performing his or her job, or personal medical or dental appointments, and for reasons allowed under the Minimum Wage Requirements and Labor Standards, RCW 49.46.210.
- B. Care of family members as allowed under RCW 49.46.210 and as required by the Family Care Act, [WAC 296-130](#). Family members includes biological, adoptive, de facto, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child, sibling, spouse, registered domestic partner as defined by RCW 26.60.020 and 26.60.030, grandparent, grandchild, or child, regardless of age or dependency status, including a biological, adopted or foster child, stepchild, or a child to whom the employee stands in loco parentis, is a legal guardian, or is a de facto parent.
- C. Qualifying absences for Family and Medical Leave ([Article 15](#)).

- D. Exposure of the employee to contagious disease when attendance at work would jeopardize the health of others.
- E. In accordance with RCW 49.46.210, when an employee's place of business has been closed by order of a public official for any health-related reason, or when an employee's child's school or place of care has been closed for such a reason. Health-related reason, as defined in WAC 296-128-600 (8), means a serious public health concern that could result in bodily injury or exposure to an infectious agent, biological toxin, or hazardous material. Health-related reason does not include closure for inclement weather.
- F. Preventative health care appointments of or household members, up to one (1) day for each occurrence, when the employee attends the appointment, if arranged in advance with the Employer.
- G. To attend a medically-related interdisciplinary meeting necessary for the planning and care of a minor/dependent child who requires coordinated care of services in the home or school setting.
- H. When an employee is absent from work to be with member(s) of the employee's household who experience an illness or injury, up to five (5) days for each occurrence or as extended by the Employer.
- I. A death of a relative in cases where the employee is not eligible for bereavement leave under [Article 17](#), Miscellaneous Paid Leaves or when the employee elects to extend authorized bereavement leave. Sick leave use for bereavement is limited to five (5) days or as extended by the agency for travel.
- J. Leave for Family Military Leave as required by [RCW 49.77](#) and in accordance with [Section 18.14](#), Military Family Leave.
- K. Leave for Domestic Violence Leave as required by [RCW 49.76](#).

12.3 Use of Compensatory Time, Exchange Time, Vacation Leave, Personal Leave Day or Personal Holiday for Sick Leave Purposes

The Employer will allow an employee to use compensatory time, exchange time, personal holiday, personal leave day or vacation leave for sick leave purposes. An employee may be denied the ability to use compensatory time, exchange time, personal holiday, personal leave day, or vacation leave for sick leave purposes if the employee has documented attendance problems. All compensatory time, exchange time, personal holiday, personal leave day or vacation leave requests for sick leave purposes will indicate that the compensatory time, exchange time, personal holiday, personal leave day or vacation leave is being requested in lieu of sick leave. For full-time employees a personal holiday or personal leave day must be used in full shift increments. For part-time employees the use of a personal holiday for sick leave purposes will be calculated in accordance with Section 10.3

E and the use of a personal leave day for sick leave purposes will be calculated in accordance with [Subsection 17.9 D](#).

12.4 Restoration of Vacation Leave

When a condition listed in Subsection 12.2 A, arises while the employee is on vacation leave, the employee will be granted accrued sick leave, in lieu of the approved vacation leave, provided that the employee requests such leave within fourteen (14) calendar days of his or her return to work. The equivalent amount of vacation leave will be restored. The supervisor may require a written medical certificate.

12.5 Sick Leave Reporting, Certification and Verification

A. An employee must promptly notify his or her supervisor on the first day of sick leave and each day after, unless there is mutual agreement to do otherwise.

B. Call in for all Employees in a Position Requiring Relief, excluding the Special Commitment Center

If the employee is in a position where a relief replacement is necessary, the employee will make every effort to notify his or her supervisor as soon as practicable but, not less than one and one-half (1-1/2) hours prior to his or her scheduled time to report to work (excluding leave taken for emergencies in accordance with the Domestic Violence Leave Law, RCW 49.76).

C. Call in for all Special Commitment Center Employees in a Position Requiring Relief

If the employee is in a position where a relief replacement is necessary, the employee will make every effort to notify his or her supervisor as soon as practicable but, not less than two (2) hours prior to his or her scheduled time to report to work (excluding leave taken for emergencies in accordance with the Domestic Violence Leave law).

D. Sick Leave Abuse

If the Employer suspects abuse, the Employer may require a written medical certificate for any sick leave absence. The Employer will not require continuous medical verification for longer than seven (7) months as a result of the Employer suspecting abuse. In addition, an employee returning to work after any sick leave absence may be required to provide written certification from his or her health care provider that the employee is able to return to work and perform the essential functions of the job with or without reasonable accommodation.

If medical certification or verification is required for employees in overtime-eligible positions, it shall be in accordance with the provisions of RCW 49.46.210, WAC 296-128, and this Agreement.

12.6 Carry Forward and Transfer

Employees will be allowed to carry forward, from year to year of service, any unused sick leave allowed under this provision, and will retain and carry forward any unused sick leave accumulated prior to the effective date of this Agreement. When an employee moves from one state agency to another, regardless of status, the employee's accrued sick leave will be transferred to the new agency for the employee's use.

12.7 Sick Leave Annual Cash Out

Each January, employees are eligible to receive cash on a one (1) hour for four (4) hours basis for ninety-six (96) hours or less of their accrued sick leave, if:

- A. Their sick leave balance at the end of the previous calendar year exceeds four hundred and eighty (480) hours;
- B. The converted sick leave hours do not reduce their previous calendar year sick leave balance below four hundred and eighty (480) hours; and
- C. They notify their payroll office by January 31st that they would like to convert their sick leave hours earned during the previous calendar year, minus any sick leave hours used during the previous year, to cash.

All converted hours will be deducted from the employee's sick leave balance.

12.8 Sick Leave Cash Out for Retirement or Death

At the time of retirement from state service or at death, an eligible employee or the employee's estate will receive cash for his or her total sick leave balance on a one (1) hour for four (4) hours basis. For the purposes of this Section, retirement will not include "vested out of service" employees who leave funds on deposit with the retirement system.

12.9 Reemployment

Former state employees who are re-employed within five (5) years of leaving state service will be granted all unused sick leave credits they had at separation.

ARTICLE 13

VOLUNTARY EMPLOYEES' BENEFICIARY ASSOCIATION

In accordance with state and federal law, agencies and employees in bargaining units may agree to form Voluntary Employees' Beneficiary Association (tax-free medical spending accounts) funded by the retiree's sick leave cash out. Voluntary Employees' Beneficiary Association of employees covered by this Agreement will be implemented only by written agreement with the Union.

ARTICLE 14 SHARED LEAVE

This Article has been modified by an [MOU](#) effective July 1, 2018

- 14.1** A. State employees may donate vacation leave, sick leave, or personal holidays to a fellow state employee who is:
1. Called to service in the uniformed services;
 2. Responding to a state of emergency anywhere within the United States declared by the federal or any state government;
 3. A victim of domestic violence, sexual assault, or stalking; or
 4. Suffering from or has a relative or household member suffering from an extraordinary or severe illness, injury, impairment, or physical or mental condition.
 5. Sick or temporarily disabled because pregnancy disability; or
 6. Taking parental leave to bond with their newborn, adoptive or foster child.
- B. An employee is eligible to request participation in the shared leave program when the employee is able to use accrued vacation leave, sick leave, or a personal holiday.
- C. For purposes of the state leave sharing program, the following definitions apply:
1. “Domestic violence” means physical harm, bodily injury, assault, or the infliction of fear of imminent physical harm, bodily injury, or assault, between family or household members as defined in [RCW 26.50.010](#); sexual assault of one family or household member by another family or household member; or stalking as defined in [RCW 9A.46.110](#) of one family or household member by another family or household member.
 2. “Employee” means any employee who is entitled to accrue sick leave or vacation leave and for whom accurate leave records are maintained.
 3. Employee’s “relative” is limited to the employee’s spouse, state registered domestic partner as defined by [RCW 26.60.020](#) and [26.60.030](#), child, stepchild, grandchild, sibling, grandparent, parent or stepparent.

4. “Household members” are defined as persons who reside in the same home who have reciprocal duties to and do provide financial support for one another. This term will include foster children and legal wards even if they do not live in the household. The term does not include persons sharing the same general house, when the living style is primarily that of a dormitory or commune.
5. “Service in the uniformed services” means the performance of duty on a voluntary or involuntary basis in a uniformed service under competent authority and includes active duty, active duty for training, initial active duty for training, inactive duty training, full-time national guard duty including state-ordered active duty, and a period for which a person is absent from a position of employment for the purpose of an examination to determine the fitness of the person to perform any such duty.
6. “Severe” or “extraordinary” condition is defined as serious or extreme and/or life threatening.
7. “Sexual assault” has the same meaning as in [RCW 70.125.030](#).
8. “Stalking” has the same meaning as in [RCW 9A.46.110](#).
9. “Uniformed services” means the armed forces, the army national guard, and the air national guard of any state, territory, commonwealth, possession, or district when engaged in active duty for training, inactive duty training, full-time national guard duty, state active duty, the commissioned corps of the public health service, the coast guard, and any other category of persons designated by the President of the United States in time of war or national emergency.
10. “Victim” means a person against whom domestic violence, sexual assault, or stalking has been committed against as defined in this Section.
11. “Parental leave” means leave to bond and care for a newborn child after birth or to bond and care for a child after placement for adoption or childcare, for a period of up to sixteen (16) weeks after the birth or placement.
12. “Pregnancy disability” leave means a pregnancy-related medical condition or miscarriage.

14.2 An employee may be eligible to receive shared leave under the following conditions:

- A. The employee's agency head or designee determines that the employee meets the criteria described in this Section.
- B. For work-related illness or injury, the employee has diligently pursued and been found to be ineligible for benefits under [RCW 51.32](#) if the employee qualifies under Subsection 14.3 A1.
- C. The employee has abided by agency policies regarding the use of sick leave if the employee qualifies under Subsection 14.3 A1 or A4, or A5.
- D. The employee has abided by agency policies regarding the use of vacation leave and paid military leave if the employee qualifies under Subsection 14.3 A2.
- E. A state of emergency has been declared anywhere within the United States by the federal or any state government if the employee qualifies under Subsection 14.3 A3.
- F. Donated leave may be transferred from employees within the same agency, or with the approval of the heads or designees of both state agencies, higher education institutions, or school districts/educational service districts, to an employee of another state agency, higher education institution, or school district/educational district.

14.3 An employee may donate vacation leave, sick leave, or personal holiday to another employee only under the following conditions:

- A. The receiving employee:
 - 1. Suffers from, or has a relative or household member suffering from, an illness, injury, impairment, or physical or mental condition which is of an extraordinary or severe nature; or
 - 2. Has been called to service in the uniformed services; or
 - 3. Has the needed skills to assist in responding to an emergency or its aftermath and volunteers his or her services to either a governmental agency or to a nonprofit organization engaged in humanitarian relief in the devastated area, and the governmental agency or nonprofit organization accepts the employee's offer of volunteer services;
 - 4. Is a victim of domestic violence, sexual assault, or stalking; or
 - 5. Is taking parental leave and/or pregnancy disability leave.

- B. The illness, injury, impairment, condition, call to service, emergency volunteer service, consequence of domestic violence, sexual assault, or stalking, parental leave and/or pregnancy disability leave has caused, or is likely to cause, the receiving employee to:
 - 1. Go on leave without pay status; or
 - 2. Terminate state employment.
- C. The receiving employee's absence and the use of shared leave are justified.
- D. The receiving employee has depleted or will shortly deplete:
 - 1. Vacation leave, sick leave, and personal holiday reserves if the employee qualifies under Subsection 14.3 A1; or
 - 2. Vacation leave and paid military leave allowed under [RCW 38.40.060](#) if the employee qualifies under Subsection 14.3 A2; or
 - 3. Vacation leave and personal holiday if the employee qualifies under Subsection 14.3 A3 or 14.3 A4.
 - 4. Personal holiday and compensatory time if the employee qualifies under Subsection 14.3 A5. The employee under this Subsection can retain in reserve up to forty (40) hours each of vacation leave and sick leave.
- E. The agency head or designee permits the leave to be shared with an eligible employee.
- F. The donating employee may donate any amount of vacation leave, provided the donation does not cause the employee's vacation leave balance to fall below eighty (80) hours. For part-time employees, requirements for vacation leave balances will be prorated.
- G. Employees may donate excess vacation leave that the donor would not be able to take due to an approaching anniversary date.
- H. The donating employee may donate any specified amount of sick leave, provided the donation does not cause the employee's sick leave balance to fall below one hundred seventy-six (176) hours after the transfer. For purposes of sick leave donation, a day equals the donor's monthly sick leave accrual.
- I. The donating employee may donate all or part of a personal holiday. Any portion of a personal holiday that is not used will be returned to the donating employee.

14.4 The agency head or designee will determine the amount of donated leave an employee may receive and may only authorize an employee to use up to a maximum of five hundred twenty-two (522) days of shared leave during total state employment. The Employer may authorize leave in excess of five hundred twenty-two (522) days in extraordinary circumstances for an employee qualifying for the program because he or she is suffering from an illness, injury, impairment or physical or mental condition which is of an extraordinary or severe nature. A non-permanent or on-call employee who is eligible to use accrued leave or personal holiday may not use shared leave beyond the termination date specified in the non-permanent or on-call employee's appointment letter.

14.5 A. The agency head or designee will require the employee to submit, prior to approval or disapproval:

1. A medical certificate from a licensed physician or health care practitioner verifying the severe or extraordinary nature and expected duration of the condition when the employee is qualified under Subsection 14.3 A1;
2. A copy of the military orders verifying the employee's required absence when the employee is qualified for shared leave under Subsection 14.3 A2;
3. Proof of acceptance of an employee's offer to volunteer for either a governmental agency or nonprofit organization during a declared state of emergency when the employee is qualified for shared leave under Subsection 14.3 A3; or
4. Verification of the employee's status as a victim of domestic violence, sexual assault or stalking when the employee is qualified for shared leave under Subsection 14.3 A4.
5. Verification of child birth or placement of adoption or foster care, or a medication certificate from a licensed physician or health care provider verifying the pregnancy disability when the employee is qualified under Subsection 14.3 A5.

B. To the extent allowed by law, the agency will maintain the confidentiality of the verifying information unless disclosure is authorized in writing by the employee.

C. The agency head or designee will respond in writing to shared leave requests within ten (10) working days of receipt of a properly submitted request.

D. Once approved, and with authorization from the requesting employee, agencies will post and/or distribute shared leave requests. If an employee's

shared leave needs are unmet, and upon request from the requesting employee, shared leave requests will be distributed at least monthly.

- 14.6** Any donated leave may only be used by the recipient for the purposes specified in this Article.
- 14.7** The receiving employee will be paid his or her regular rate of pay; therefore, one (1) hour of shared leave may cover more or less than one (1) hour of the recipient's salary. The calculation of the recipient's leave value will be in accordance with Office of Financial Management policies, regulations, and procedures. The dollar value of the leave is converted from the donor to the recipient. The leave received will be coded as shared leave and be maintained separately from all other leave balances.
- 14.8**
- A. All forms of paid leave available for use by the recipient must be used prior to using shared leave when qualified under Subsection 14.3 A1.
 - B. All forms of paid leave, except sick leave, available for use by the recipient must be used prior to using shared leave when qualified under Subsection 14.3 A2, 14.3 A3, or 14.3 A4.
 - C. For shared leave qualified under Subsection 14.3 A5, the employee is required to deplete their personal holiday and all compensatory time. The employee is also required to deplete vacation leave and sick leave that is over forty (40) hours in each category.
- 14.9**
- A. Any shared leave no longer needed or will not be needed at a future time in connection with the original injury or illness or for any other qualifying condition by the recipient, as determined by the agency head or designee will be returned to the donor(s).
 - B. Unused leave may not be returned until one of the following occurs:
 - 1. The agency heads or designees receives a statement from the employee's doctor verifying the injury or illness is resolved, or
 - 2. The employee is released to full time employment, has not received additional medical treatment for his or her current condition or any other qualifying condition for at least six (6) months, and the employee's doctor has declined, in writing, the employee's request for a statement indicating the employee's condition has been resolved.
 - C. The shared leave remaining will be divided among the donors on a prorated basis based on the original donated value and returned at its original donor value and reinstated to each donor's appropriate leave balance. The return will be prorated back based on the donor's original donation.

- 14.10** If an employee later has a need to use shared leave due to the same condition listed in their previously approved request, the agency head or designee must approve a new shared leave request for the employee.
- 14.11** All donated leave must be given voluntarily. No employee will be coerced, threatened, intimidated, or financially induced into donating leave for purposes of this program.
- 14.12** The agency will maintain records that contain sufficient information to provide for legislative review.
- 14.13** An employee who uses leave that is transferred under this Article will not be required to repay the value of the leave that he or she used.

ARTICLE 15

FAMILY AND MEDICAL LEAVE – PREGNANCY DISABILITY LEAVE

- 15.1** A. Consistent with the federal [Family and Medical Leave Act of 1993](#) (FMLA) and any amendments thereto and the [Washington State Family Leave Act of 2006](#) (WFLA), an employee who has worked for the state for at least twelve (12) months and for at least one thousand two hundred fifty (1,250) hours during the twelve (12) months prior to the requested leave is entitled to up to twelve (12) workweeks of family medical leave in a twelve (12) month period for one or more of the following reasons 1 through 4:
1. Parental leave for the birth and to care for a newborn child, or placement for adoption or foster care of a child and to care for that child.
 2. Personal medical leave due to the employee's own serious health condition that requires the employee's absence from work.
 3. Family medical leave to care for a spouse, son, daughter, parent, or state registered domestic partner as defined by [RCW 26.60.020](#) and [26.60.030](#), who suffers from a serious health condition that requires on-site care or supervision by the employee. Because the FMLA does not recognize state registered domestic partners, an absence to care for an employee's state registered domestic partner in accordance with the WFLA will not be counted towards the twelve (12) workweeks of FMLA.
 4. Family medical leave for a qualifying exigency when the employee's spouse, child of any age or parent is on active duty or called to active duty status of the Armed Forces, Reserves or National Guard for deployment to a foreign country. Qualifying exigencies include attending certain military events, arranging for alternate childcare, addressing certain financial and legal

arrangements, attending certain counseling sessions, and attending post-deployment reintegration briefings.

5. Military Caregiver Leave will be provided to an eligible employee who is the spouse, child of any age, parent or next of kin of a covered service member. Eligible employees may take up to twenty-six (26) workweeks of leave in a single twelve (12) month period to care for the covered service member or veteran who is suffering from a serious illness or injury incurred in the line of duty.

During a single twelve (12) month period during which Military Caregiver leave is taken, the employee may only take a combined total of twenty-six (26) weeks of leave for Military Caregiver Leave and leave taken for the other FMLA qualifying reasons.

The single twelve (12) month period to care for a covered service member or veteran begins on the first day the employee takes leave for this reason and ends twelve (12) months later, regardless of the twelve (12) month period established for other types of FMLA leave.

- B. Entitlement to family medical leave for the care of a newborn child or newly adopted or foster child ends twelve (12) months from the date of birth or the placement of the foster or adopted child.
 - C. The one thousand two hundred fifty (1,250) hour eligibility requirement noted above does not count paid time off such as time used as vacation leave, sick leave, exchange time, personal holidays, compensatory time off or shared leave.
- 15.2** The family medical leave entitlement period will be a rolling twelve (12) month period measured forward from the date an employee begins family medical leave. Each time an employee takes family medical leave during the twelve (12) month period, the leave will be subtracted from the twelve (12) workweeks of available leave.
- 15.3** The Employer will continue the employee's existing employer-paid health insurance, life insurance and disability insurance benefits during the period of leave covered by family medical leave. The employee will be required to pay his or her share of health insurance, life insurance and disability insurance premiums.
- 15.4** The Employer has the authority to designate absences that meet the criteria of the family medical leave. The use of any paid or unpaid leave (excluding leave for a work-related illness or injury covered by workers' compensation or assault benefits and compensatory time) for a family medical leave qualifying event will run concurrently with, not in addition to, the use of the family medical leave for that event. An employee, who meets the eligibility requirements listed in Section 15.1, may request family medical leave run concurrently with absences due to work-

- related illness or injury covered by workers' compensation, at any time during the absence. Any employee using paid leave for a family medical leave qualifying event must follow the notice and certification requirements relating to family medical leave usage in addition to any notice and certification requirements relating to paid leave.
- 15.5** The Employer may require certification from the employee's, family member's, or the covered service member's health care provider for the purpose of qualifying for family medical leave.
- 15.6** The Employer will use forms designated by the United States Department of Labor in the administration of FMLA.
- 15.7** Personal medical leave or serious health condition leave or serious injury or illness leave covered by family medical leave may be taken intermittently when certified as medically necessary. Employees must make reasonable efforts to schedule leave for planned medical treatment so as not to unduly disrupt the Employer's operations. Leave due to qualifying exigencies may also be taken on an intermittent basis.
- 15.8** Upon returning to work after the employee's own family medical leave qualifying illness, the employee will be required to provide a fitness for duty certificate from a health care provider.
- 15.9** The employee will provide the Employer with not less than thirty (30) days' notice before family medical leave is to begin. If the need for the leave is unforeseeable thirty (30) days in advance, then the employee will provide such notice as is reasonable and practicable.
- 15.10 Parental Leave**
- A. Parental leave will be granted to the employee for the purpose of bonding with his or her newborn, adoptive or foster child. Parental leave may extend up to six (6) months, including time covered by family medical leave , during the first year after the child's birth or placement. Leave beyond the period covered by family medical leave may only be denied by the Employer due to operational necessity. Such denial may be grieved beginning at the agency director step of the grievance procedure in [Article 29](#), Grievance Procedure.
- B. Parental leave may be a combination of the employee's accrued vacation leave, sick leave, personal holiday, compensatory time, exchange time, or leave without pay. Sick leave may only be used for the same time period the employee is approved and using FMLA or WFLA leave for baby bonding purposes.
- 15.11 Pregnancy Disability Leave**
- A. Leave for pregnancy or childbirth related disability is in addition to any leave granted under FMLA or WFLA.

- B. Pregnancy disability leave will be granted for the period of time that an employee is sick or temporarily disabled because of pregnancy and/or childbirth. An employee must submit a written request for disability leave due to pregnancy and/or childbirth in accordance with agency policy. An employee may be required to submit medical certification or verification for the period of the disability. Such leave due to pregnancy and/or childbirth may be a combination of sick leave, vacation leave, personal holiday, compensatory time, exchange time, shared leave and leave without pay. The combination and use of paid and unpaid leave will be the choice of the employee.

15.12 Definitions used in this article will be in accordance with the FMLA and WFLA. The parties recognize that the Department of Labor is working on further defining the amendments to FMLA. The Employer and the employees will comply with existing and any adopted federal FMLA regulations and/or interpretations.

ARTICLE 16

SEVERE INCLEMENT WEATHER AND NATURAL DISASTER LEAVE

16.1 If the Employer decides that a state office or work location is non-operational or inaccessible, due to severe inclement weather, conditions caused by severe inclement weather, a natural disaster or other emergency circumstances, the following will apply:

- A. Non-emergency employees will be released with no loss of pay during the disruption of services, unless;
- B. Non-emergency employees are able to be reassigned to similar positions at locations within a reasonable driving distance from the non-operational location during the disruption of services; or
- C. At the discretion of the Employer, non-emergency employees may be subject to a temporary reduction of work hours or temporary layoff consistent with [Section 34.6](#) of [Article 34](#), Layoff and Recall, of this Agreement.

The Employer will notify employees of any non-operational or in-accessible state offices or work locations via hotlines, websites, and other methods in accordance with agency practice.

16.2 If a work location remains fully operational but an employee is unable to report to work or remain at work because of severe inclement weather, conditions caused by severe inclement weather or a natural disaster, the employee's leave will be charged in the following order:

- A. Any earned compensatory time or previously accumulated exchange time.

- B. Any accrued vacation leave.
- C. Any accrued sick leave, up to a maximum of three (3) days in any calendar year.
- D. Leave without pay.

Although the types of paid leave will be used in the order listed above and each type of paid leave will be exhausted before the next is used, employees will be permitted to use leave without pay or their personal holiday rather than vacation or sick leave at their request.

Employees who report to work late because of severe inclement weather, conditions caused by severe inclement weather or a natural disaster will be allowed up to one (1) hour of paid time (up to two (2) hours for employees who work at the Special Commitment Center [SCC] on McNeil Island). If the Employer suspects abuse, the Appointing Authority may deny an employee up to one (1) hour (or two (2) hours for SCC employees) of paid time.

- 16.3** If the Director or Secretary or designee of an agency determines a state office or work location is non-operational after the work shift has begun, employees will be released for the balance of the day without loss of pay. An employee who was unable to report to work because of severe inclement weather, conditions caused by severe inclement weather or a natural disaster and is on leave in accordance with Section 16.2 of this Article, will be compensated for the balance of his or her work shift remaining after the determination that the state office or work location is non-operational and will not be charged leave for that time. An employee who is on approved leave for reasons other than severe inclement weather, conditions caused by severe inclement weather or a natural disaster will not have his or her leave restored.

ARTICLE 17

MISCELLANEOUS PAID LEAVES

- 17.1** Employees will be allowed paid leave, during scheduled work time:
- A For examinations or interviews for state employment, when approved in advance;
 - B. To receive assessment through the Employee Assistance Program, when approved in advance;
 - C. To serve as a member of a jury, as specifically provided below in [Section 17.4](#);
 - D. To appear in court or administrative hearing, as specifically provided below in [Section 17.5](#);

- E. For life-giving procedures, when approved in advance;
- F. For bereavement leave, as specifically provided below in [Section 17.7](#);
- G. For military leave, as specifically provided below in [Section 17.8](#); or
- H. To serve as a member of the 2019-2021 Union collective bargaining team as provided in [Section 39.13](#), 2019-2021 Master Agreement Negotiations.

17.2 Examinations/Interviews

When approved, employees will receive paid leave for attendance at examinations or interviews for state employment. Leave may include reasonable travel time.

17.3 Employee Assistance Program

When approved, employees will receive paid leave to receive assessment through the Employee Assistance Program. Leave may include reasonable travel time.

17.4 Jury Duty

Employees will receive paid leave and be allowed to retain any compensation paid to them for their jury duty service. Employees will promptly inform the Employer when notified of a jury duty summons and will cooperate in requesting a postponement of service if warranted by business demands. If selected to be on a jury, employee-requested schedule changes will be approved, if possible, to accommodate jury duty service. If employees are released from jury duty and there are more than two (2) hours remaining on their work shift, they may be required to return to work.

17.5 Witness/Subpoena

Employees will promptly inform the Employer when they receive a subpoena. A subpoenaed employee will receive paid leave, during scheduled work time to appear as a witness in court or administrative hearing, except as provided in [Section 36.6](#), Attendance at Meetings, provided:

- A. The employee has been subpoenaed on the Employer's behalf, or
- B. The subpoena is for a legal proceeding which is unrelated to the personal or financial matters of the employee.

17.6 Life-Giving Procedures

When approved, employees will receive paid leave, not to exceed five (5) working days in a two (2) year period, for participating in life-giving procedures. "Life-giving procedure" is defined as a medically-supervised procedure involving the testing, sampling, or donation of blood, platelets, organs, fluids, tissues, and other human body components for the purposes of donation, without compensation, to a person or organization for medically necessary treatments. Employees will provide reasonable advance notice and written proof from an accredited medical institution, physician or other medical professional that the employee participated in a life-

giving procedure. Agencies may take into account program and staffing replacement requirements in the scheduling of leave for life-giving procedures.

17.7 Bereavement Leave

- A. An employee is entitled to three (3) days of paid bereavement leave if his or her family member or household member dies. An employee may request less than three (3) days of bereavement leave.
- B. The Employer may require verification of the family member's or household member's death.
- C. In addition to paid bereavement leave, the Employer may approve an employee's request to use compensatory time, sick leave, vacation leave, exchange time, his or her personal holiday or leave without pay for purposes of bereavement and in accordance with this Agreement.
- D. For purposes of this Section a family member is defined as parent, step-parent, sister, brother, parent-in-law, spouse, state registered domestic partner as defined by [RCW 26.60.020](#) and [26.60.030](#), grandparent, step-grandparent, grandchild, child-in-law, child and step-child. A household member is defined as persons who reside in the same home who have reciprocal duties to and do provide financial support for one another. This term does not include persons sharing the same house when the living style is primarily that of a dormitory or commune.
- E. In the event of the death of an aunt, uncle, niece, nephew, sibling-in-law, first cousin, and corresponding relatives of the employee's spouse or domestic partner, the Employer will approve the employee's accrued paid leave for all deaths up to a total of five (5) days for each calendar year. The Employer may deny leave requested under this provision for the holidays specified in [Article 10.1](#), Holidays.

17.8 Military Leave

Employees will be entitled to military leave with pay not to exceed twenty-one (21) working days during each year, beginning October 1st and ending the following September 30th, in order to report for required military duty, when called, or to take part in training or drills including those in the National Guard or state active status.

17.9 Personal Leave

- A. An employee may choose one (1) workday as a personal leave day each fiscal year during the life of this Agreement if the employee has been continuously employed for more than four (4) months.
- B. The Employer will release the employee from work on the day selected for personal leave if:

1. The employee has given at least fourteen (14) calendar days' written notice to his or her supervisor. However, the supervisor has the discretion to allow a shorter notice period.
 2. The number of employees selecting a particular day off does not prevent the agency from providing continued public service.
- C. Personal leave may not be carried over from one fiscal year to the next.
- D. Part-time and on-call employees who are employed during the month in which the personal leave day is taken will be compensated for the personal leave day in an amount proportionate to the time in pay status during the month to that required for full-time employment.
- E. Upon request, an employee will be approved to use part or all of his or her personal leave day for:
1. The care of family members as required by the Family Care Act, [WAC 296-130](#).
 2. Leave as required by the Military Family Leave Act, [RCW 49.77](#) and in accordance with [Section 18.14](#), Military Family Leave; or
 3. Leave as required by the Domestic Violence Leave Act, [RCW 49.76](#).

ARTICLE 18

LEAVE WITHOUT PAY

18.1 Leave without pay will be granted for the following reasons:

- A. Family and medical leave ([Article 15](#));
- B. Compensable work-related injury or illness leave ([Article 19](#));
- C. Military leave;
- D. Volunteer firefighting leave—emergencies;
- E. Family military leave;
- F. Domestic violence leave; and
- G. Leave for a reason of faith or conscience (Section 18.16).

18.2 Leave without pay may be granted for the following reasons:

- A. Educational leave;
- B. Sabbatical;
- C. Child and elder care emergencies;
- D. Governmental service leave;
- E. Citizen volunteer or community service leave;
- F. Conditions applicable for leave with pay;
- G. Seasonal career employment;

- H. Formal collective bargaining leave;
- I. Volunteer firefighting leave–non-emergencies; and
- J. As otherwise provided for in this Agreement.

18.3 Limitations

Leave without pay will be limited to no more than twelve (12) months in any consecutive five (5) year period, except for:

- A. Compensable work-related injury or illness;
- B. Educational leave;
- C. Governmental service;
- D. Military;
- E. Seasonal career employment leave;
- F. Leave for serious health condition taken under the provisions of [Article 15](#), Family and Medical Leave – Pregnancy Disability Leave;
- G. Leave taken voluntarily to reduce the effect of a layoff;
- H. Leave authorized in advance by an Appointing Authority as part of a plan to reasonably accommodate a person of disability;
- I. Leave to participate in union activities;
- J. Volunteer firefighting leave; or
- K. Domestic violence leave.

18.4 Returning Employee Rights

Employees returning from authorized leave without pay will be employed in the same position or in another position in the same job classification and the same geographical area, as determined by the Employer, provided that such reemployment is not in conflict with other articles in this Agreement. The employee and the Employer may enter into a written agreement regarding return rights at the commencement of the leave.

18.5 Military Leave

In addition to twenty-one (21) days of paid leave granted to employees for required military duty or to take part in training, or drills including those in the National Guard or active status, unpaid military leave will be granted in accordance with [RCW 38.40.060](#) and applicable federal law. Employees on military leave will be reinstated as provided in [RCW 73.16](#) and applicable federal law.

18.6 Educational Leave

Leave without pay may be granted for educational leave for the duration of actual attendance in an educational program.

18.7 Sabbatical

Leave without pay may be granted for sabbatical for the purpose of professional employee growth

18.8 Child and Elder Care Emergencies

Leave without pay may be granted for child and elder care emergencies. In lieu of leave without pay, compensatory time, exchange time or paid leave may also be used for child and elder care emergencies.

18.9 Seasonal Career Employment

Leave without pay may be granted to seasonal career employees during their off-season.

18.10 Governmental Service Leave

Leave without pay may be granted for governmental service in the public interest, including, but not limited to the U.S. Public Health Service or Peace Corps leave.

18.11 Citizen Volunteer or Community Service Leave

Leave without pay may be granted for community volunteerism or service.

18.12 Formal Collective Bargaining Leave

Leave without pay may be granted to participate in formal collective bargaining sessions authorized by [RCW 41.80](#).

18.13 Volunteer Firefighting Leave

A. Leave without pay will be granted for emergencies. Emergencies include when an employee who is a volunteer firefighter is called to duty to respond to a fire, natural disaster or medical emergency. Vacation leave may be substituted for leave without pay for emergencies.

B. Leave without pay may be granted for non-emergencies. Non-emergencies may include training, inspections and public outreach activities.

18.14 Military Family Leave

Leave without pay will be granted to an employee whose spouse or state registered domestic partner as defined by [RCW 26.60.020](#) and [26.60.030](#) is on leave from deployment or before and up to deployment, during a period of military conflict. Use of leave without pay, compensatory time, vacation leave, sick leave, and all or part of a personal holiday is limited to a combined maximum of fifteen (15) working days per deployment. Employees must provide the Employer with five (5) business days notice after receipt of official notice that the employee's spouse or state registered domestic partner will be on leave or of an impending call to active duty.

18.15 Domestic Violence Leave

Leave without pay, including intermittent leave, will be granted to an employee who is a victim of domestic violence, sexual assault or stalking. Family members of a victim of domestic violence, sexual assault or stalking will be granted leave without pay to help the victim obtain treatment or seek help. Family member for the purpose of domestic violence leave includes child, spouse, state registered domestic partner as defined by [RCW 26.60.020](#) and [26.60.030](#), parent, parent-in-law, grandparent or a person the employee is dating. The Employer may require verification from the employee requesting leave in accordance with [RCW 49.76](#).

18.16 Holidays for a Reason of Faith or Conscience

Leave without pay will be granted for a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church or religious organization for up to two (2) workdays per calendar year in accordance with [RCW 1.16.050](#) and as provided below:

- A. Leave for holidays for a reason of faith or conscience may only be denied if the employee's absence would impose an undue hardship on the Employer as defined by [Chapter 82-56 WAC](#) or the employee is necessary to maintain public safety.
- B. The Employer will allow an employee to use compensatory time, exchange time, a personal holiday or vacation leave in lieu of leave without pay. All requests to use compensatory time, exchange time, a personal holiday or vacation leave must indicate the leave is being used in lieu of leave without pay for a reason of faith or conscience. An employee's personal holiday must be used in full workday increments.
- C. An employee's seniority date, probationary period or trial service period will not be affected by leave without pay taken for a reason of faith or conscience.
- D. An employee must give at least fourteen (14) calendar days' written notice to their supervisor. However, the employee and supervisor may agree upon a shorter timeframe.
- E. Employees will only be required to identify that the request for leave without pay is for a reason of faith or conscience or an organized activity conducted under the auspices of a religious denomination, church or religious organization.

18.17 Requests – Approval and Denial

Requests for leave without pay will be submitted in writing. The Employer will respond to employee leave without pay requests as soon as possible, but no later than fourteen (14) calendar days. At the request of an employee, the reasons for the denial will be provided in writing.

ARTICLE 19

WORK-RELATED INJURY OR ILLNESS

19.1 Compensable Work-Related Injury or Illness Leave

An employee who sustains a work-related illness or injury that is compensable under the state workers' compensation law may select time-loss compensation exclusively or leave payments in addition to time-loss compensation. Employees who take vacation leave, sick leave, or compensatory time during a period in which they receive time-loss compensation will receive full vacation leave, sick leave or compensatory time pay in addition to any time-loss payments, unless the employee is receiving assault benefit compensation equal to full pay.

19.2 Assault Benefits

The Employer will follow the provisions of [RCW 72.01.045](#) and agency policy with respect to employees of the Departments of Social and Health Services, Natural Resources, and Veterans Affairs who are victims of assault by residents, patients, or juvenile offenders. The Employer will follow the provisions of [RCW 72.09.240](#) and agency policy with respect to employees of the Departments of Corrections and Natural Resources who are victims of assault by offenders. The Employer will follow the provisions of [RCW 47.04.250](#) and agency policy with respect to employees of the Department of Transportation who are the victims of assault by motorists. The Employer will follow the provisions of [RCW 74.04.790](#) and agency policy with respect to child protective, child welfare and adult protective services employees of the Department of Social and Health Services who are victims of assault while in the course of discharging their assigned duties.

19.3 Return-to-Work

The Employer will follow the provisions of [WAC 357-19-525](#), [530](#) and [535](#), and agency policy related to a return-to-work program. The Employer will attempt to find opportunities, if available, for modified duty that can be offered to employees participating in an agency return-to-work program.

19.4 General Provisions

Employees suffering from a work-related injury or illness may be allowed to adjust their schedules to attend any needed therapy or follow-up medical appointments. Employees will not be required to use Family and Medical Leave for work-related illness or injuries covered by workers' compensation or assault benefits. Notwithstanding Section 18.1, of [Article 18](#), Leave Without Pay, the Employer may separate an employee in accordance with [Article 32](#), Reasonable Accommodation and Disability Separation.

19.5 Return to Work for Parks and Recreation Commission – Park Rangers

A. A park ranger who becomes temporarily disabled due to a workplace injury or suffers an occupational disease may be eligible to return to work in a modified duty assignment. The assignment may permit the park ranger to work within the classification in a modified capacity at the current rate of salary.

- B. Opportunity for modified duty assignments are limited and are subject to approval and conditioning by the assistant director of operations or designee. Possible assignments will be based upon program needs and the park ranger's limitation(s). Assignments may be denied when a park ranger is deemed not capable of fulfilling all of the requirements of the modified duty assignment, or if the assistant director of operations or designee determines that there is insufficient need for an assignment. The assistant director of operations or designee's decision is final and is not subject to [Article 29](#), Grievance Procedure.
- C. Modified duty assignments must be presented to the assistant director of operations or designee in writing and will only be considered when the request is accompanied by a medical release to work and description of limitations as determined by a licensed physician. If an assignment is available, a written description of the assignment will be provided to the requesting park ranger and to his or her chain of command and will require a physician's approval that the park ranger is able to perform the modified duties.
- D. Modified duty assignments do not affect the essential job functions defined by the agency for the classifications covered by the Agreement. Park rangers in modified duty assignments may not exercise the authority of their commission, wear agency uniforms, or drive patrol vehicles unless authorized by the assistant director of operations or designee.
- E. Non-Work Related Injury or Illness
Park rangers who become temporarily disabled due to a non-work-related illness or injury may request a reasonable accommodation to return to work in a modified duty assignment. The cost of the medical evaluations and recommendations will be the park ranger's responsibility. The opportunity for modified duty assignments is limited and is subject to approval and conditioning by the assistant director of operations or designee. The assistant director of operations' decision is final and is not subject to [Article 29](#), Grievance Procedure.

ARTICLE 20

SAFETY AND HEALTH

- 20.1** The Employer, employee and Union have a significant responsibility for workplace safety and health.
- A. The Employer will provide a work environment in accordance with safety standards established by the Washington Industrial Safety and Health Act (WISHA).
 - B. Employees will comply with all safety and health practices and standards established by the Employer. Employees will contribute to a healthy

workplace, including not knowingly exposing co-workers and the public to conditions that would jeopardize their health or the health of others. The Employer may direct employees to use leave in accordance with [Article 12](#), Sick Leave, when employees self-report a contagious health condition.

C. The Union will work cooperatively with the Employer on safety and health-related matters and encourage employees to work in a safe manner.

20.2 The Employer will determine and provide the required safety devices, personal protective equipment and apparel, including those used in the transporting of offenders, patients and/or clients, which employees will wear and/or use. The Employer will provide employees with orientation and/or training to perform their jobs safely. If necessary, training will be provided to employees on the safe operation of the equipment prior to use.

20.3 Each agency will form joint safety committees in accordance with WISHA requirements at each permanent work location where there are eleven (11) or more employees.

20.4 Safety committees will consist of employees selected by the Union and employer-selected members. The number of employees selected by the Union must equal or exceed the number of employer-selected members. The number of union-designated employee representatives on the committee(s) will be proportionate to the number of employees represented by the Union at the permanent work location. Meetings will be conducted in accordance with [WAC 296-800-13020](#). Committee recommendations will be forwarded to the appropriate Appointing Authority for review and action, as necessary. The Appointing Authority or designee will report follow-up action/information to the Safety Committee.

In those cases where the Union has attempted to provide union-designated representatives for a safety committee and has been unable to do so, the Union may contact the agency to request assistance in providing notice of safety committee nominations. If the Union is still unable to provide representatives to the Employer, then the Employer and the Union together will hold an election and will appoint those elected representatives. If the Union is still unable to provide representatives to the Employer, the Employer may appoint volunteers who have been elected and are willing to serve until the Union designates safety committee representatives.

20.5 The Employer will follow its practices regarding blood-borne pathogens.

20.6 When an employee(s) worksite is impacted by a critical incident the Employer will provide the employee(s) with an opportunity to receive a critical incident debriefing from the Employee Assistance Program or other sources available to the agency.

20.7 If the Employer determines employees have been exposed to a serious communicable disease in the course of their official duties, the employee may be granted paid administrative leave to seek testing and treatment.

20.8 Ergonomic Assessments

At the request of the employee, the Employer will ensure that an ergonomic assessment of the employee's work station is completed. Solutions to identified issues/concerns will be implemented within available resources.

20.9 Air Quality Assessments

Air quality concerns brought to the Safety Committee will be evaluated and processed in accordance with Section 20.4, above.

20.10 Department of Corrections

- A. The Employer will provide sufficient staff for the transportation of offenders in a safe manner in accordance with agency policy.
- B. The Employer will continue to provide controlled environments and the use of safety glass in its field offices for the safety of staff.
- C. The Employer will offer training to enhance staff's proficiency at detecting potential risk and dangerous situations. The Employer will also offer training on active threats and techniques of de-escalation.
- D. The parties agree to maintain and utilize the Community Corrections Division Security Advisory Committee to evaluate and propose solutions to improve the operational safety of staff performing the work of community corrections.
- E. The parties commit to work together within the term of this agreement to find a shared solution to the real-time monitoring concern.

**ARTICLE 21
UNIFORMS, TOOLS AND EQUIPMENT**

21.1 Uniforms

The Employer may require employees to wear uniforms. Where required, the Employer will determine and provide the uniform or an equivalent clothing allowance. When uniforms are required, the Employer will not reduce the uniform allowance or level of maintenance provided, during the term of this Agreement. The same will apply to required footwear. The Employer may require an employee to return all provided uniforms and/or footwear upon separation from employment. In those cases where an employee fails to return the provided uniforms and/or footwear, the Employer may deduct the depreciated value of the items from the employee's final pay.

21.2 Tools and Equipment

The Employer may determine and provide necessary tools, tool allowance, equipment and foul weather gear. The Employer will repair or replace employer-provided tools and equipment if damaged or worn out beyond usefulness in the normal course of business. Employees are accountable for equipment and/or tools

assigned to them and will maintain them in a clean and serviceable condition. Employees who misuse, vandalize, lose or damage state property may be subject to disciplinary action. Employees will be required to return all Employer provided tools, equipment (i.e., electronic equipment, badges, etc.) and foul weather gear upon separation from employment. In those cases where an employee fails to return the provided tools, equipment and/or foul weather gear, the Employer may deduct the value of the items from the employee's final pay.

21.3 Taxability

The Employer will comply with applicable IRS regulations regarding taxing of Employer provided items.

21.4 Department of Corrections – Firearms Training and Ammunition

Community Corrections Officers and Specialists who are authorized to carry and use a firearm in the performance of their official duties are authorized to complete two (2) hours of firearm practice monthly including care and cleaning of firearms. Monthly firearms practice will be conducted by Department certified firearms instructors and will be scheduled by the firearms training specialist. Staff will be provided with two hundred (200) rounds of ammunition at these practices.

**ARTICLE 22
DRUG AND ALCOHOL FREE WORKPLACE
EXCLUDING DOC EMPLOYEES**

22.1 All employees must report to work in a condition fit to perform their assigned duties unimpaired by alcohol or drugs.

22.2 Possession of Alcohol and Illegal Drugs

A. The use or possession of alcohol by an employee is prohibited in state vehicles, on agency premises, or other governmental or private worksites where employees are assigned to conduct official state business, except when:

1. The premises are considered residences, or
2. The premises or state vehicles are used for the transportation of, purchase, distribution and sale of alcohol pursuant to state law.

B. The use or possession of marijuana by an employee is prohibited in state vehicles, on agency premises, or other governmental or private worksites where employees are assigned to conduct official state business, except when:

1. The premises are considered residences, or
2. The premises or state vehicles are used for the transportation of, purchase, distribution and sale of marijuana pursuant to state law.

- C. The unlawful use, possession, delivery, dispensation, distribution, manufacture or sale of drugs, including marijuana, in state vehicles, on agency premises or on official business is prohibited.

22.3 Notification of Prescription, Medical Marijuana and Over-the-Counter Medications

Employees taking physician-prescribed or over-the-counter medications, including medical marijuana, must, if there is a substantial likelihood that such medication will affect job safety, notify their supervisor or other designated official of the fact that they are taking a medication and the side effects of the medication.

22.4 Drug and Alcohol Testing – Safety-Sensitive Functions

- A. Employees required to have a Commercial Driver’s License (CDL) or to be licensed by the United States Coast Guard, are subject to pre-employment, post-accident, random and reasonable suspicion testing in accordance with the U.S. Department of Transportation rules, Coast Guard Regulations (46 CFR Part 16) or the Federal Omnibus Transportation Employee Testing Act of 1991. The testing shall be conducted in accordance with agency policy.
- B. In addition, employees who perform other safety-sensitive functions are subject to pre-employment, post-accident, post-firearm shooting incidents, and reasonable suspicion testing, conducted according to agency policy. For purposes of this Article, employees who perform other safety-sensitive functions are those issued firearms and those licensed health care professionals who administer or dispense medications as a part of their job duties.
- C. Post-accident drug and alcohol testing may be conducted when a work-related incident has occurred involving death, serious bodily injury or significant property/environmental damage, or the potential for death, serious injury, or significant property/environmental damage, and when the employee’s action(s) or inaction(s) either contributed to the incident or cannot be completely discounted as a contributing factor.

22.5 Reasonable Suspicion Testing – All Employees Performing Safety-Sensitive Functions, and all Department of Transportation, and Washington State Patrol Employees

- A. Reasonable suspicion testing for alcohol, marijuana or controlled substances may be directed by the Employer for any employee performing safety-sensitive functions or any employee of the Department of Transportation or Washington State Patrol when there is reason to suspect that alcohol, marijuana or controlled substance use may be adversely affecting the employee’s job performance or that the employee may present a danger to the physical safety of the employee or another.

- B. Specific objective grounds must be stated in writing that support the reasonable suspicion. Examples of specific objective grounds may include, but are not limited to:
1. Physical symptoms consistent with controlled substance, marijuana and/or alcohol use;
 2. Evidence or observation of controlled substance, marijuana or alcohol use, possession, sale, or delivery; or
 3. The occurrence of an accident(s) where a trained manager, supervisor or lead worker suspects controlled substance, marijuana and/or alcohol use may have been a factor.
- C. Referral
Referral for testing will be made on the basis of specific objective grounds documented by a manager, supervisor or lead worker who has attended the training on detecting the signs/symptoms of being affected by controlled substances, marijuana and/or alcohol and verified in person or over the phone by another trained manager, supervisor or lead worker.
- D. Testing
When reasonable suspicion exists, employees must submit to alcohol, marijuana and/or controlled substance testing when required by the Employer. A refusal to test is considered the same as a positive test. When an employee is referred for testing, he or she will be removed immediately from duty and transported to the collection site. The cost of reasonable suspicion testing, including the employee's salary will be paid by the Employer.

22.6 Drug and Alcohol Testing – General

For all employees tested in accordance with [Sections 22.4](#) and [22.5](#) above:

- A. Testing will be conducted in such a way to ensure maximum accuracy and reliability by using the techniques, chain of custody procedures, equipment and laboratory facilities, which have been approved by the U.S. Department of Health and Human Services. Employees in the same agency as the employee being tested will not do collection and processing of samples, excluding law enforcement officers using a breath-testing device. An employee notified of a positive controlled substance and/or marijuana test result may request an independent test of his or her split sample at the employee's expense. If the test result is negative, the Employer will reimburse the employee for the cost of the split sample test.
- B. An employee who has a positive test for alcohol, marijuana, and/or a positive controlled substance may be subject to disciplinary action, up to and including dismissal, based on the incident that prompted the testing, including a violation of agency drug and alcohol free workplace policies.

22.7 Training

Training will be made available to managers, supervisors, shop stewards, and lead workers. The training will include:

- A. The elements of the Employer's Drug and Alcohol Free Workplace Program;
- B. The effects of drugs and alcohol in the workplace;
- C. Behavioral symptoms of being affected by controlled substances, marijuana and/or alcohol; and
- D. Rehabilitation services available.

ARTICLE 23 TRAVEL

- 23.1** Employees required to travel in order to perform their duties will be reimbursed for any authorized travel expenses (e.g., mileage and/or per diem), in accordance with the regulations established by the Office of Financial Management and agency policy.
- 23.2** During the course of conducting official state business, if an employee believes use of his or her personal vehicle may present a potential threat to the employee's safety, he or she will discuss appropriate alternatives with his or her supervisor.
- 23.3** An employee will not be reimbursed for mileage if he or she chooses to use his or her personal vehicle when a state vehicle is available unless approved in advance by their Appointing Authority or designee.

ARTICLE 24 MEALS

Department of Social and Health Services – Institutions Bargaining Unit; School for the Blind; Center for Childhood Deafness and Hearing Loss; Department of Transportation; Utilities and Transportation Commission; Department of Veterans Affairs – Homes only; Department of Corrections – Work Release Facilities; Military Department and the Washington State Patrol

- 24.1** Except as provided in Section 24.2, meals will be provided in accordance with agency or institution practices.
- 24.2** Employees purchasing meals in an Employer operated dining hall who are required to return to duty without benefit of finishing the meal will be reimbursed the purchase price of the meal or provided a replacement meal, if available.

24.3 Department of Corrections – Work Release Facilities

Any work release employee working involuntary overtime in excess of two (2) hours will be provided meals during the overtime shift.

ARTICLE 25

COMMUTE TRIP REDUCTION AND PARKING

25.1 The Employer will continue to encourage but not require employees covered by this Agreement to use alternate means of transportation to commute to and from work in order to reduce traffic congestion, improve air quality and reduce the need for parking.

25.2 Agencies will provide commute trip reduction incentives consistent with agency policies and within available resources.

25.3 During the term of this Agreement, agency-administered parking rates charged to employees who work at facilities located off the Capitol Campus will not be increased from the facility parking rates in existence as of July 31, 2010.

25.4 The Department of Enterprise Services will manage parking on the Capitol Campus in accordance with [RCW 46.08.172](#).

25.5 All Employees with a King County Duty Station

In addition to all other provisions of Article 25, effective July 1, 2017, upon request, all benefit eligible bargaining unit employees assigned to an official duty station in King County will receive a card for travel on public transportation known as a “One Regional Card for All”, otherwise known as an ORCA Card. Specifically travel via the Washington State Ferry system would be excluded with the maximum amount expended per person of four hundred and eighty-two dollars (\$482.00) per year.

ARTICLE 26

HOUSING

26.1 The Employer will continue to follow agency policies and practices regarding Employer-provided housing.

26.2 Parks and Recreation Commission

A. Employees housed on-site will be allowed to live in a residence in another park in accordance with agency policy.

B. Employees will have the option to accept employer provided housing or maintain a personal residence.

ARTICLE 27 DISCIPLINE

- 27.1** The Employer will not discipline any permanent employee without just cause.
- 27.2** Discipline includes oral and written reprimands, reductions in pay, suspensions, demotions, and discharges. Oral reprimands will be identified as such.
- 27.3** When disciplining an employee, the Employer will make a reasonable effort to protect the privacy of the employee.
- 27.4** The Employer has the authority to determine the method of conducting investigations. Upon request, if an investigation will last longer than ninety (90) days from the date the employee was notified of the investigation, the Employer will provide an explanation to the employee and the Union of the current status of the investigation (for example: interviews still being conducted, drafting of investigative report, waiting for analysis of data), next steps and approximate timeframe for completion. At the conclusion of any investigation where the Employer elects not to take disciplinary action, the employee will be provided with a notification that the investigation is completed and that no discipline will be imposed. A traditional element of just cause requires discipline to be imposed in a timely manner in light of the need for thorough investigations.
- 27.5 Investigatory Interviews**
- A. Upon request, an employee has the right to a union representative at an investigatory interview called by the Employer, if the employee reasonably believes discipline could result. An employee may also have a union representative at a pre-disciplinary meeting. If the requested representative is not reasonably available, the employee will select another representative who is available. Employees seeking representation are responsible for contacting their representative.
- B. Department of Social and Health Services
An employee who is being interviewed as part of an administrative investigation will be notified in writing prior to the interview if the investigator would like to audio record the interview. The written notification will contain a consent form that the employee will bring to the interview. If an employee does not consent to the recording, the investigator will not discuss the issue of audio recording with the employee. Interviews will be conducted in a professional manner and investigative methods will be consistent with law. No threats or promises will be made to induce an answer.
- C. The role of the union representative in regard to Employer-initiated investigations is to provide assistance and counsel to the employee and not interfere with the Employer's right to conduct the investigation. Every effort will be made to cooperate in the investigation. The Union

representative may call for a recess during the interview to consult with the employee for representational purposes.

- D. Employees who are the subject of an investigatory interview will be informed of the general nature of the allegation(s) before the employee is asked to respond to questions concerning the allegation(s).
- E. If an investigator requests that an employee sign a statement, the employee may review the statement and submit corrections, if any. The employee will sign the statement to acknowledge its accuracy when no corrections are necessary or when the investigator revises the statement to accept the employee's corrections.
- F. In accordance with Subsection 31.6 A, adverse material or information related to alleged misconduct that is determined to be false and all such information in situations where the employee has been fully exonerated of wrongdoing will be removed from the employee's personnel file.

27.6 Alternative Assignments

An employee placed on an alternate assignment during an investigation will be informed of the general reason(s) for the alternative assignment, unless it would compromise the integrity of the investigation, and will not be prohibited from contacting his or her union steward unless there is a conflict of interest, in which case the employee may contact another union steward. This does not preclude the Employer from restricting an employee's access to agency premises. Upon completion of the investigation process(es), the employee will be notified.

27.7 Pre-Disciplinary Meetings

Prior to imposing discipline, except oral or written reprimands, the Employer will inform the employee and the Union staff representative in writing of the reasons for the contemplated discipline, an explanation of the evidence, copies of written documents relied upon to take the action and the opportunity to view other evidence, if any. This information will be sent to the Union on the same day it is provided to the employee. The employee will be provided an opportunity to respond either at a meeting scheduled by the Employer, or in writing if the employee prefers. A pre-disciplinary meeting with the Employer will be considered time worked. Excluding oral and written reprimands, the Union will be provided copies of disciplinary actions.

27.8 The Employer will provide an employee with fifteen (15) calendar days' written notice prior to the effective date of a reduction in pay.

27.9 The Employer has the authority to impose discipline, which is then subject to the grievance procedure set forth in [Article 29](#), Grievance Procedure. Oral reprimands, however, may be processed only through the agency head step of the grievance procedure.

27.10 Department of Corrections

An employee will be allowed to view grievances filed by an offender, which allege staff misconduct pertaining to the employee. If the employee requests, the employee will be notified of the eventual outcome of the alleged staff misconduct grievance.

**ARTICLE 28
PRIVACY AND OFF-DUTY CONDUCT**

28.1 Employees have the right to confidentiality related to individual performance, personal information and personnel issues to the extent provided/allowed by law. The Employer and the Union will take appropriate steps to maintain such confidentiality.

28.2 When documents or information in an employee's personnel, payroll, supervisor or training file are the subject of a public disclosure request, the Employer will provide the employee with a copy of the request at least seven (7) calendar days in advance of the intended release date. The Employer will redact the employee's social security number on any document subject to a public disclosure request prior to its release.

28.3 The off-duty activities of an employee will not be grounds for disciplinary action unless said activities are a conflict of interest as set forth in [RCW 42.52](#), or are detrimental to the employee's work performance or the program of the agency.

28.4 Reporting of Off-Duty Conduct

Employees will report any court-imposed sanctions or conditions that affect their ability to perform assigned duties to their Appointing Authority within twenty-four (24) hours or prior to their next scheduled work shift, whichever occurs first. Employees, excluding those in the Washington State Patrol (WSP), will report any arrests that affect their ability to perform assigned duties to their Appointing Authority within forty-eight (48) hours or prior to returning to work, whichever occurs first. Employees in WSP will continue to abide by WSP regulations relating to off-duty conduct.

28.5 Employees will notify the Employer prior to engaging in any off-duty employment. Employees may engage in off-duty employment that will not interfere with the performance of their duties or result in a conflict of interest.

**ARTICLE 29
GRIEVANCE PROCEDURE**

29.1 The Union and the Employer agree that it is in the best interest of all parties to resolve disputes at the earliest opportunity and at the lowest level. The Union and the Employer encourage problem resolution between employees and management and are committed to assisting in resolution of disputes as soon as possible. In the

event a dispute is not resolved in an informal manner, this Article provides a formal process for problem resolution.

29.2 Terms and Requirements

A. Grievance Definition

A grievance is an allegation by an employee or a group of employees that there has been a violation, misapplication, or misinterpretation of this Agreement, which occurred during the term of this Agreement. The term “grievant” as used in this Article includes the term “grievants.”

B. Filing a Grievance

Grievances may be filed in accordance with [Section 29.3](#) by the Union on behalf of an employee or on behalf of a group of employees. If the Union does so, it will set forth the name of the employee or the names of the group of employees. The Union may add an employee to a group grievance who was not included in the original filing if it does so prior to the Step 3 meeting and if the employee is similarly situated to the other grievants. If the Union makes an information request in order to identify additional employees to include in a group grievance and the Employer is unable to respond before the Step 3 meeting, the meeting will be postponed.

C. Computation of Time

The time limits in this Article must be strictly adhered to unless mutually modified in writing. Days are calendar days, and will be counted by excluding the first day and including the last day of timelines. When the last day falls on a Saturday, Sunday or holiday, the last day will be the next day which is not a Saturday, Sunday or holiday. Transmittal of grievances, appeals and responses will be in writing, and timelines will apply to the date of receipt, not the date of postmarking.

D. Failure to Meet Timelines

Failure by the Union to comply with the timelines will result in the automatic withdrawal of the grievance. Failure by the Employer to comply with the timelines will entitle the Union to move the grievance to the next step of the procedure.

E. Contents

The written grievance must include the following information:

1. A statement of the pertinent facts surrounding the nature of the grievance;
2. The date upon which the incident occurred;
3. The specific article and section of the Agreement violated;
4. The steps taken to informally resolve the grievance and the individuals involved in the attempted resolution;

5. The specific remedy requested;
6. The name of the grievant; and
7. The name and signature of the Union representative.

Failure by the Union to provide a copy of a grievance or the request for the next step with the Human Resources Office or to describe the steps taken to informally resolve the grievance at the time of filing will not be the basis for invalidating the grievance.

F. Modifications

No newly alleged violations and/or remedies may be made after the initial written grievance is filed, except by written mutual agreement.

G. Resolution

If the Employer provides the requested remedy or a mutually agreed-upon alternative, the grievance will be considered resolved and may not be moved to the next step.

H. Withdrawal

A grievance may be withdrawn at any time.

I. Resubmission

If terminated, resolved or withdrawn, a grievance cannot be resubmitted.

J. Pay

Release time will be provided to grievants and union stewards in accordance with [Article 36](#), Employee Rights and [Article 39](#), Union Activities.

K. Group Grievances

No more than five (5) grievants and one (1) union steward and/or staff representative, unless agreed otherwise, will be permitted to attend a single grievance meeting.

L. Consolidation

The Employer may consolidate grievances arising out of the same set of facts.

M. Bypass

Any of the steps in this procedure may be bypassed with mutual written consent of the parties involved at the time the bypass is sought.

N. Discipline

Disciplinary grievances will be initiated at the level at which the disputed action was taken.

- O. Grievance Files
Written grievances and responses will be maintained separately from the personnel files of the employees.
- P. Alternative Resolution Methods
Any time during the grievance process, by mutual consent, the parties may use alternative methods to resolve a non-disciplinary grievance. If the parties agree to use alternative methods, the time frames in this Article are suspended. If the selected alternative method does not result in a resolution, the Union may return to the grievance process and the time frames resume. Any expenses and fees of alternative methods will be shared equally by the parties.
- Q. Steward Mentoring
With the agreement of the Employer, additional Union stewards will be allowed to observe a Management scheduled grievance meeting for the purpose of mentoring and training. The Employer will approve compensatory time, exchange time, vacation leave or leave without pay for the Union steward to attend the meeting.

29.3 Filing and Processing

- A. Filing
 - 1. A non-disciplinary grievance or a grievance related to an oral or written reprimand must be filed within twenty-eight (28) days of the occurrence giving rise to the grievance or the date the grievant knew or could reasonably have known of the occurrence. All other disciplinary grievances, disability separation grievances or grievances related to layoff must be filed within twenty-eight (28) days of the effective date of the discipline, disability separation or layoff. This twenty-eight (28) day period will be used to attempt to informally resolve the dispute.
 - 2. The preferred method of filing a written grievance is by email. The parties acknowledge in some instances access to email is an issue, therefore, grievances may be filed via hard copy.
- B. Processing
Step 1 – Responsible Supervisor, Manager or Designee:
If the issue is not resolved informally, the Union may present a written grievance to the employee’s supervisor or designee with a copy to the Human Resources Office within the twenty-eight (28) day period described above. The Employer will designate a responsible supervisor, manager or designee who will meet or confer by telephone with a union steward and/or staff representative and the grievant within fifteen (15) days of receipt of the grievance, and will respond in writing to the Union within fifteen (15) days after the meeting.

[Note: The agencies listed in Appendix C will bypass Step 1.]

Step 2 – Appointing Authority or Designee:

1. For Agencies not Listed in Appendix C:
If the grievance is not resolved at Step 1, the Union may request a Step 2 meeting by filing it with the Appointing Authority or designee, with a copy to the Human Resources Office, within fifteen (15) days of the Union’s receipt of the Step 1 decision.

2. For Agencies Listed in Appendix C:
If the issue is not resolved informally, the Union may present a written grievance to the employee’s Appointing Authority or designee, with a copy to the Human Resources Office within twenty-eight (28) days of the occurrence giving rise to the grievance or the date the grievant knew or could reasonably have known of the occurrence. This twenty-eight (28) day period will be used to attempt to informally resolve the dispute.

In either case, the Appointing Authority or designee will meet or confer by telephone with a union steward and/or staff representative and the grievant within fifteen (15) days of receipt of the appeal, and will respond in writing to the Union within fifteen (15) days after the meeting.

Step 3 – Agency Head or Designee:

Except for the Department of Social and Health Services (DSHS), Department of Transportation (DOT) and Department of Corrections (DOC), if the grievance is not resolved at Step 2, the Union may move it to Step 3 by filing it with the agency head, with a copy to the Human Resources Office, within fifteen (15) days of the Union’s receipt of the Step 2 decision. For the DSHS, DOT and DOC, if the grievance is not resolved at Step 2 the Union may move it to Step 3 by filing it with the agency’s Labor Relations Office in Olympia, with a copy to the Human Resources Office, within fifteen (15) days of the Union’s receipt of the Step 2 decision. The agency head or designee will meet or confer by telephone with a union steward and/or staff representative and the grievant within fifteen (15) days of receipt of the appeal, and will respond in writing to the Union within fifteen (15) days after the meeting.

[Note: If the agency head is the only Appointing Authority for the agency, Step 3 will be bypassed.]

Step 4 – Mediation or Pre-Arbitration Review Meetings:

1. Disciplinary and Disability Separation Grievances (Excluding Written Reprimands)
If the grievance is not resolved at Step 3, the Union may choose to file a request for mediation with the Public Employment Relations Commission (PERC) in accordance with [WAC 391-55-020](#), with a

copy to the OFM State Human Resources Labor Relations Section (LRS) at labor.relations@ofm.wa.gov and the agency's Human Resources Office within thirty (30) days of receipt of the Step 3 decision.

2. Disciplinary and Disability Separation Grievances Not Moved to Mediation and Non-Disciplinary Grievances (Including Written Reprimands)

If the grievance is not resolved at Step 3, the Union may request a pre-arbitration review meeting by filing the written grievance including a copy of all previous responses and supporting documentation with the LRS at labor.relations@ofm.wa.gov with a copy to the agency's Human Resource Office within thirty (30) days of the Union's receipt of the Step 3 decision. Within fifteen (15) days of the receipt of all the required information, the LRS will discuss with the Union:

- a. If a pre-arbitration review meeting will be scheduled with the LRS, an agency representative, and the Union's staff representative to review and attempt to settle the dispute.
- b. If the parties are unable to reach agreement to conduct a meeting, the LRS will notify the Union in writing that no pre-arbitration review meeting will be scheduled.

Within thirty (30) days of receipt of the request, a pre-arbitration review meeting will be scheduled. The meeting will be conducted at a mutually agreeable time.

The proceedings of any mediation or pre-arbitration review meeting will not be reported or recorded in any manner, except for agreements that may be reached by the parties during the course of the mediation or meeting. Statements made by or to the mediator, or by or to any party or other participant in the mediation or meeting, may not later be introduced as evidence, may not be made known to an arbitrator or hearings examiner at a hearing, or may not be construed for any purpose as an admission against interest, unless they are independently admissible.

Step 5 – Arbitration:

If the grievance is not resolved at Step 4, or the LRS notifies the Union in writing that no pre-arbitration review meeting will be scheduled, the Union may file a request for arbitration. The demand to arbitrate the dispute must be filed with the American Arbitration Association (AAA) within thirty (30) days of the mediation session, pre-arbitration review meeting or receipt of the notice no pre-arbitration review meeting will be scheduled.

C. Selecting an Arbitrator

The parties will select an arbitrator by mutual agreement or by alternately striking names supplied by the AAA, and will follow the Labor Arbitration Rules of the AAA unless they agree otherwise in writing.

D. Authority of the Arbitrator

1. The arbitrator will:
 - a. Have no authority to rule contrary to, add to, subtract from, or modify any of the provisions of this Agreement;
 - b. Be limited in his or her decision to the grievance issue(s) set forth in the original written grievance unless the parties agree to modify it;
 - c. Not make any award that provides an employee with compensation greater than would have resulted had there been no violation of this Agreement;
 - d. Not have the authority to order the Employer to modify his or her staffing levels or to direct staff to work overtime.
2. The arbitrator will hear arguments on and decide issues of arbitrability before the first day of arbitration at a time convenient for the parties, through written briefs, immediately prior to hearing the case on its merits, or as part of the entire hearing and decision-making process. If the issue of arbitrability is argued prior to the first day of arbitration, it may be argued in writing or by telephone, at the discretion of the arbitrator. Although the decision may be made orally, it will be put in writing and provided to the parties.
3. The decision of the arbitrator will be final and binding upon the Union, the Employer and the grievant.

E. Arbitration Costs

1. The expenses and fees of the arbitrator, and the cost (if any) of the hearing room, will be shared equally by the parties.
2. If the arbitration hearing is postponed or cancelled because of one party, that party will bear the cost of the postponement or cancellation. The costs of any mutually agreed upon postponements or cancellations will be shared equally by the parties.
3. If either party desires a record of the arbitration, a court reporter may be used. If that party purchases a transcript, a copy will be provided to the arbitrator free of charge. If the other party desires a copy of the transcript, it will pay for half of the costs of the fee for the court reporter, the original transcript and a copy.

4. Each party is responsible for the costs of its staff representatives, attorneys, and all other costs related to the development and presentation of their case. Every effort will be made to avoid the presentation of repetitive witnesses. The Union is responsible for paying any travel or per diem expenses for its witnesses, the grievant and the union steward.
5. If, after the arbitrator issues his or her award, either party files a motion with the arbitrator for reconsideration, the moving party will bear the expenses and fees of the arbitrator.

29.4 Successor Clause

Grievances filed during the term of the 2017 – 2019 Agreement will be processed to completion in accordance with the provisions of the 2017 – 2019 Agreement.

**ARTICLE 30
EMPLOYEE ASSISTANCE PROGRAM**

30.1 The Employee Assistance Program within the Department of Enterprise Services is responsible for the employee assistance program established in accordance with [RCW 41.04.700](#) through 730. Individual employees' participation in the Employee Assistance Program and all individually identifiable information gathered in the process of conducting the program will be held in strict confidence; except that the Employer may be provided with the following information about employees referred by the Employer due to poor job performance:

- A. Whether or not the referred employee made an appointment;
- B. The date and time the employee arrived and departed;
- C. Whether the employee agreed to follow the advice of counselors; and
- D. Whether further appointments were scheduled.

30.2 Participation or nonparticipation by any employee in the Employee Assistance Program will not be a factor in any decision affecting an employee's job security, promotional opportunities, disciplinary action, or other employment rights. However, nothing relieves employees from the responsibility of performing their jobs in an acceptable manner.

**ARTICLE 31
PERSONNEL FILES**

31.1 There will be one (1) official personnel file maintained by the Employer for each employee. The location of personnel files will be determined by the employing agency. All references to "supervisory file" in this Agreement refer to the file kept by the employee's first-line supervisor. Additional employee files may include attendance files, payroll files and medical files.

31.2 An employee may examine his or her own personnel file, supervisory file, attendance file, payroll file, and medical file(s). The Employer will provide access to the file as soon as possible but not more than fourteen (14) calendar days from the date of a request. Review of these files will be in the presence of an Employer representative during business hours, unless otherwise arranged. An employee will not be required to take leave to review these files. Written authorization from the employee is required before any representative of the employee will be granted access to these files. The employee and/or representative may not remove any contents; however, an employee may provide a written rebuttal to any information in the files that he or she considers objectionable. The Employer may charge a reasonable fee for copying any materials beyond the first copy requested by the employee or his or her representative.

31.3 A copy of any material to be placed in an employee's personnel file that might lead to disciplinary action will be provided to the employee. An employee may have documents relevant to his or her work performance placed in his or her personnel file.

31.4 Medical files will be kept separate and confidential in accordance with state and federal law.

31.5 Supervisory Files

Supervisory files will be purged of the previous year's job performance information following completion of the annual performance evaluation, unless circumstances warrant otherwise. Upon request by the employee, the supervisor will share why the materials were not purged. The confidentiality and security of supervisory files will be maintained to the extent allowed or required by law.

31.6 Removal of Documents

A. Adverse material or information related to alleged misconduct that is determined to be false and all such information in situations where the employee has been fully exonerated of wrongdoing will be removed from employee files. However, the Employer may retain this information in a legal defense file and it will only be used or released when required by a regulatory agency (acting in their regulatory capacity), in the defense of an appeal or legal action, or as otherwise required by law.

B. Written reprimands will be removed from an employee's personnel file after three (3) years if:

1. Circumstances do not warrant a longer retention period; and
2. There has been no subsequent discipline; and
3. The employee submits a written request for its removal.

C. Records of disciplinary actions involving reductions-in-pay, suspensions or demotions, and written reprimands not removed after three (3) years will be removed after five (5) years if:

1. Circumstances do not warrant a longer retention period; and
 2. There has been no subsequent discipline; and
 3. The employee submits a written request for its removal.
- D. Performance evaluations will be removed from an employee's personnel file after five (5) years if:
1. Circumstances do not warrant a longer retention period; and/or
 2. There have been no documented performance deficiencies in a subsequent performance evaluation; and
 3. The employee submits a written request for its removal.
- E. Other material or information of an adverse nature will be removed from an employee's personnel file after three (3) years if:
1. Circumstances do not warrant a longer retention period; and/or
 2. There have been no documented performance deficiencies in a subsequent performance evaluation; and
 3. The employee submits a written request for its removal.
- F. Nothing in this Section will prevent the Employer from agreeing to an earlier removal date, unless to do so would violate [RCW 41.06.450](#).
- G. Once a discipline, performance evaluation or other document has been removed, or is eligible to be removed, from the personnel file as outlined in [Article 31.6](#) B, C, D or E above, the information removed will not be used in subsequent disciplinary actions, unless mutually agreed otherwise.

ARTICLE 32

REASONABLE ACCOMMODATION AND DISABILITY SEPARATION

32.1 Reasonable Accommodation

- A. The Employer and the Union will comply with all relevant federal and state laws, regulations and executive orders providing reasonable accommodations to qualified individuals with disabilities.
- B. An employee who believes that he or she suffers a disability and requires a reasonable accommodation to perform the essential functions of his or her position may request such an accommodation by submitting a request to the Employer. The Employer will acknowledge receipt of the request for reasonable accommodation or disability separation. The Employer will begin processing a reasonable accommodation request within thirty (30) calendar days.

- C. Employees requesting accommodation must cooperate with the Employer in discussing the need for and possible form of any accommodation. The Employer may require supporting medical documentation and may require the employee to obtain a second medical opinion from a physician or licensed mental health professional of the agency's choice and at Employer expense. Evidence may be requested from the physician or licensed mental health professional regarding the employee's limitations. The Employer will conduct a diligent review and search for possible accommodations within the agency. Medical information disclosed to the Employer will be kept confidential. Upon request, an employee will be provided a copy of his or her reasonable accommodation information that is maintained by the Employer.
- D. The Employer will determine whether an employee is eligible for a reasonable accommodation and the final form of any accommodation to be provided. The Employer will attempt to accommodate the employee in his or her current position prior to looking at accommodations in alternative vacant positions.

32.2 Disability Separation

- A. An employee with permanent status may be separated from service when the agency determines that the employee is unable to perform the essential functions of the employee's position due to a mental, sensory or physical disability, which cannot be reasonably accommodated. Determinations of disability may be made by the agency based on an employee's written request for disability separation or after obtaining a written statement from a physician or licensed mental health professional.
- B. The agency may separate an employee after providing at least fourteen (14) calendar days' written notice when the agency has medical documentation of the employee's disability and has determined that the employee cannot be reasonably accommodated in any available position. The agency may immediately separate an employee that requests separation due to disability.
- C. An employee separated due to disability will be placed in the General Government Transition Pool Program if he or she submits a written request to the agency's Human Resources Office for reemployment in accordance with [WAC 357-46-090](#) through -105 and has met the reemployment requirements of [WAC 357-19-475](#).
- D. Disability separation is not a disciplinary action. An employee who has been separated because of a disability may grieve his or her disability separation in accordance with [Article 29](#), Grievance Procedure, unless the separation was at the employee's request.

ARTICLE 33 SENIORITY

33.1 Definition

A. Seniority for full-time employees will be defined as the employee's length of unbroken state service. Seniority for part-time or on-call employees will be based on actual hours worked. Actual hours worked includes all overtime hours and all paid holiday and leave hours, excluding compensatory time. For purposes of calculating actual hours worked for part-time and on-call employees, forty (40) hours will equal seven (7) days of seniority. Leave without pay of fifteen (15) consecutive calendar days or less will not affect an employee's seniority. When an employee is on leave without pay for more than fifteen (15) consecutive calendar days, the employee's seniority will not be affected when the leave without pay is taken for:

1. Military leave or United States Public Health Service;
2. Compensable work-related injury or illness leave;
3. Governmental service leave and leave to enter the Peace Corps, not to exceed two (2) years and three (3) months;
4. Educational leave, contingent upon successful completion of the coursework;
5. Reducing the effects of layoff, and/or
6. Leave for Union employment in accordance with [Sections 39.8](#) and [39.10](#), of [Article 39](#), Union Activities.

When an employee is on leave without pay for more than fifteen (15) consecutive calendar days and the absence is not due to one of the reasons listed above, the employee's seniority date will be moved forward in an amount equal to the duration of the leave without pay. Time spent on a temporary layoff or when an employee's work hours are reduced in accordance with [Section 34.6](#), of [Article 34](#), Layoff and Recall, will not be deducted from the calculation of seniority. Employees who are separated from state service due to layoff and are reemployed within three (3) years of their separation date will not be considered to have a break in service.

B. For employees whose positions are assigned to an academic and/or vocational education program or facility that follows the customary public school practice of a less than twelve (12) month school year, the Employer will place the employee on leave without pay for all or part of the time the program or facility is closed for customary school vacations and will not adjust the employee's seniority date.

- C. For the purposes of layoffs and recall, a maximum of five (5) years' credit will be added to the seniority of permanent employees who are veterans or to their surviving spouse or surviving state registered domestic partner as defined by [RCWs 26.60.020](#) and [26.60.030](#), as provided in [RCW 41.06.133](#).

33.2 Ties

If two (2) or more employees have the same unbroken state service date, ties will be broken in the following order:

- A. Longest continuous time within their current job classification,
- B. Longest continuous time with the agency, and
- C. By lot.

33.3 Seniority List

The Employer will prepare and post a seniority list. The list will be updated annually and will contain each permanent and non-permanent employee's name, job classification and seniority date. Employees will have fourteen (14) calendar days in which to appeal their seniority date to their Human Resources Office, after which time the date will be presumed correct. A copy of the seniority list will be provided to the Union at the time of posting.

**ARTICLE 34
LAYOFF AND RECALL**

34.1 Definition

Layoff is an Employer-initiated action, taken in accordance with [Section 34.3](#) below, that results in:

- A. Separation from service with the Employer,
- B. Employment in a class with a lower salary range,
- C. Reduction in the work year, or
- D. Reduction in the number of work hours.

34.2 The Employer will determine the basis for, extent, effective date and the length of layoffs in accordance with the provisions of this Article.

34.3 Basis for Layoff

Layoffs may occur for any of the following reasons:

- A. Lack of funds
- B. Lack of work
- C. Good faith reorganization
- D. Ineligibility to continue in a position that was reallocated, or the employee's choice not to continue in a position that was reallocated to a classification with a lower salary range maximum.

- E. Termination of a project
- F. Fewer positions available than the number of employees entitled to such positions either by statute or other provision.

34.4 Voluntary Layoff, Leave without Pay or Reduction in Hours

- A. Appointing authorities may allow an employee to volunteer to be laid off, take leave without pay or reduce his or her hours of work in order to reduce layoffs. If it is necessary to limit the number of employees in an agency on unpaid leave at the same time, the Appointing Authority will determine who will be granted a leave without pay and/or reduction in hours based upon staffing needs.
- B. Appointing authorities will allow an employee in the same job classification and location where layoffs will occur to volunteer to be laid off provided that the employee is in a position requiring the same skills and abilities, as defined in [Section 34.8](#), as a position subject to layoff. Any volunteer for layoff shall have no formal or informal options. In those situations where an employee has volunteered to be laid off, the Employer will designate the separation of employment as a layoff for lack of work and/or lack of funds.
- C. If the appointing authority accepts the employee's voluntary request for layoff, the employee will submit a non-revocable letter stating they are accepting a voluntary layoff from state service.
- D. Employees who volunteer to be laid off may request to participate in the General Government Transition Pool Program and/or have their names placed on the layoff lists for the job classifications in which they held permanent status, regardless of a break in service.

34.5 Non-Permanent and Probationary Employees

Employees with permanent status will not be separated from state service through a layoff action without first being offered positions for which they have the skills and abilities to perform within their current job classification within the layoff unit currently held by non-permanent and probationary employees. Non-permanent employees will be separated from employment before probationary employees.

34.6 Temporary Reduction of Work Hours or Layoff – Employer Option

- A. The Employer may temporarily reduce the work hours of an employee to no less than twenty (20) per week due to an unanticipated loss of funding, revenue shortfall, lack of work, shortage of material or equipment, or other unexpected or unusual reasons. Employees will normally receive notice of seven (7) calendar days of a temporary reduction of work hours. The notice will specify the nature and anticipated duration of the temporary reduction.
- B. The Employer may temporarily layoff an employee for up to thirty (30) calendar days due to an unanticipated loss of funding, revenue shortfall, lack of work, shortage of material or equipment, or other unexpected or

unusual reasons. Employees will normally receive notice of seven (7) calendar days of a temporary layoff. The notice will specify the nature and anticipated duration of the temporary layoff.

- C. An employee whose work hours are temporarily reduced or who is temporarily laid off will not be entitled to:
 - 1. Be paid any leave balance if the layoff was due to the lack of funds,
 - 2. Bump to any other position, or
 - 3. Be placed on the layoff list.
- D. A temporary reduction of work hours or layoff being implemented as a result of lack of work, shortage of material or equipment, or other unexpected or unusual reason will be in accordance with seniority, as defined in [Article 33](#), Seniority, among the group of employees with the required skills and abilities as defined in [Section 34.8](#), in the job classification at the location where the temporary reduction in hours or layoff will occur.
- E. A temporary reduction of work hours or layoff will not affect an employee's holiday compensation, periodic increment date or length of review period, and the employee will continue to accrue vacation and sick leave credit at their normal rate.

34.7 Layoff Units

- A. A layoff unit is defined as the geographical entity or administrative/organizational unit in each agency used for determining available options for employees who are being laid off.
- B. The layoff unit(s) for each agency covered by this Agreement are described in Appendix D, Layoff Units.

34.8 Skills and Abilities

Skills and abilities are documented criteria found in license/certification requirements, federal and state requirements, position descriptions or, bona fide occupational qualifications approved by the Human Rights Commission that have been identified at least three (3) months prior to the layoff. In no case will the skills and abilities required in layoff be more restrictive than those required when filling positions.

34.9 Formal Options

- A. Employees will be laid off in accordance with seniority, as defined in [Article 33](#), Seniority, among the group of employees with the required skills and abilities, as defined in [Section 34.8](#), above.

Employees being laid off will be provided the following options to comparable positions within the layoff unit, in descending order, as follows:

1. A funded vacant position for which the employee has the skills and abilities, within his or her current job classification.
2. A funded filled position held by the least senior employee for which the employee has the skills and abilities, within his or her current permanent job classification.
3. A funded vacant or filled position held by the least senior employee for which the employee has the skills and abilities, at the same or lower salary range as his or her current permanent position, within a job classification in which the employee has held permanent status or, at the employee's written request, to a lower classification within his or her current job classification series even if the employee has not held permanent status in the lower job classification.

Options will be provided in descending order of salary range and one (1) progressively lower level at a time. Vacant positions will be offered prior to filled positions. Part-time employees only have formal options to part-time positions. Full-time employees only have formal options to full-time positions.

- B. For multi-employee layoffs, more than one (1) employee may be offered the same funded, vacant or filled position. In this case, the most senior employee with the skills and abilities who accepts the position will be appointed. Appointments will be made in descending order of seniority of employees with the skills and abilities of the position(s).
- C. If a job classification in which an employee has previously held status has been abolished or revised, a crosswalk to the class series will be used to identify any layoff option(s). The employee must have the skills and abilities of any identified position.
- D. Employees who are laid off may request to have their name placed on the layoff lists for the job classifications in which they have held permanent status, regardless of a break in service.
- E. If the Employer elects to implement all the stages of a layoff on a single effective date, and an employee accepts his or her formal option and then subsequently declines the option prior to the effective date of the layoff, the Employer will amend the formal option of any employee who is affected by this declination.

34.10 Informal Options

- A. An employee being laid off may be offered a funded vacant position to job classifications he or she has not held permanent status within his or her layoff unit, provided the employee meets the skills and abilities required of the position and it is at the same or lower salary range as the position in which the employee currently holds permanent status.
- B. An employee being laid off who has no formal option or his or her formal option would cause a bump or an unreasonable commute, as defined in [Article 36.3](#), Duty Station, may be offered a funded vacant position to job classifications he or she has held permanent status, provided the employee meets the skills and abilities required of the position and it is at the same or lower salary range as the position in which the employee currently holds permanent status.
- C. An employee may request an informal option to job classifications through the agency's Human Resources Office within five (5) calendar days of receipt of a written notice of a permanent layoff.
- D. Part-time employees may be provided informal options to both part-time and full-time positions and full-time employees may be provided informal option to both part-time and full-time positions. The award or denial of an informal option is not subject to the grievance procedure.

34.11 Notification for the Union

The Employer will notify the Union before implementing a layoff or a temporary reduction of work hours. Upon request, the Employer will discuss impacts to the bargaining unit with the Union. The discussion will not serve to delay the onset of a layoff or a temporary reduction of work hours unless the Employer elects to do so. The parties will continue to communicate through all phases of the layoff or the temporary reduction of work hours to ensure continued compliance with the Agreement.

34.12 Notification to Employees With Permanent Status

- A. Except for temporary reduction in work hours and temporary layoffs as provided in [Section 34.6](#), employees with permanent status will receive written notice at least fifteen (15) calendar days before the effective layoff date. The notice will include the basis for the layoff and any options available to the employee. The Union will be provided with a copy of the notice on the same day it is provided to the employee.
- B. Except for temporary reduction in work hours and temporary layoffs as provided in [Section 34.6](#), if the Employer chooses to implement a layoff action without providing fifteen (15) calendar days' notice, the employee will be paid his or her salary for the days that he or she would have worked had full notice been given.

- C. Employees will be provided seven (7) calendar days to accept or decline, in writing, any formal option provided to them. Except for cyclical or seasonal employees, if the seventh (7th) calendar day does not fall on a regularly scheduled work day for the employee, the next regularly scheduled work day is considered the seventh (7th) day for purposes of accepting or declining any option provided to them. This time period will run concurrent with the fifteen (15) calendar days' notice provided by the Employer to the employee.
- D. The day that notification is given constitutes the first day of notice.

34.13 Salary

Employees appointed to a position as a result of a layoff action will have their salary determined as follows:

- A. Transfer or Bump
An employee who accepts a transfer or bumps to another position within his or her current job classification will retain his or her current salary.
- B. Voluntary Demotion in Lieu of Layoff and Bump to a Lower Position
An employee who bumps to another position with a lower salary range will be paid an amount equal to his or her current salary, provided it is within the salary range of the new position. In those cases where the employee's current salary exceeds the maximum amount of the salary range for the new position, the employee will be compensated at the maximum salary of the new salary range.
- C. Appointment from a Layoff List
 1. Employees who are appointed from a layoff list to a position with the same salary range as that of the position from which they were laid off will be paid an amount equal to the salary they were receiving at the time they were laid off, plus any across the board adjustments, including salary survey adjustments and job classification range adjustments, that occurred during the time they were laid off.
 2. Employees who are appointed from a layoff list to a position with a lower salary range than the position from which they were laid off will be paid an amount equal to the salary they were receiving at the time they were laid off, provided it is within the salary range of the new position. In those cases where the employee's prior salary exceeds the maximum amount of the salary range for the new position, the employee will be compensated at the maximum salary of the new salary range.

34.14 Transition Review Period

- A. The Employer may require an employee to complete a twelve (12) month transition review period when the employee accepts a layoff option to a job classification or future-equivalent job classification in which he or she has:
 - 1. Not held permanent status;
 - 2. Been appointed from the General Government Transition Pool Program; or
 - 3. Been appointed from a layoff list.
- B. When the Employer requires an employee to complete a transition review period, the employee will be provided with written notice.
- C. The Employer may reduce a transition review period to no less than six (6) months. Employees will receive a permanent appointment to the position upon successful completion of the transition review period.
- D. The Employer may separate an employee or an employee may voluntarily separate at any time during the transition review period. The Employer will provide the employee seven (7) days written notice prior to the effective date of the separation. However, if the Employer fails to provide seven (7) days notice, the separation will stand and the employee will be entitled to payment of salary for up to five (5) working days, which the employee would have worked had notice been given. Under no circumstances will notice deficiencies result in an employee gaining permanent status in the position.
- E. Upon separation, and at the employee's request, the employee's name will be placed on or returned to the layoff list. The employee will remain on the list until such time as his or her eligibility expires or he or she has been rehired to a different position for which they have the skills and abilities.
- F. An employee who is separated during his or her transition review period may request a review of the separation by the Director or Secretary of the agency or designee within twenty-one (21) calendar days from the effective date of the separation. Separation during the transition review period will not be subject to the grievance procedure in [Article 29](#), Grievance Procedure.
- G. An employee may voluntarily separate a maximum of two (2) times as a result of a single layoff action.

34.15 Recall

- A. The Employer will maintain layoff lists for each job classification, which will include geographic availability. Employees who are laid off or have been notified that they are scheduled for layoff, may have their name placed

on the lists for the job classification from which they were laid off and will indicate the geographic areas in which they are willing to accept employment. Additionally, employees may request to have their name placed on layoff lists for other job classifications in which they have held permanent status regardless of a break in service. An employee will remain on the layoff lists for three (3) years from the effective date of the qualifying action and may request to be placed on the layoff lists for which they qualify at any time within the three (3) year period.

- B. When a vacancy occurs within an agency and when there are names on the layoff list for that job classification, the Employer will fill the position in accordance with [Article 4](#), Hiring and Appointments. An employee will be removed from the layoff list if he or she is certified from the list and waives the appointment to a position for that job classification two (2) times. In addition, an employee's name will be removed from all layoff lists upon retirement, resignation or dismissal.
- C. Employees who have taken a demotion in lieu of layoff may also request to have their name placed on the agency's internal layoff list for the job classification they held permanent status in prior to the demotion.

34.16 General Government Transition Pool Program

Employees who are notified that they are at risk of being laid off or have been laid off may request their names be placed into the General Government Transition Pool Program. When a vacancy occurs within an agency, the Employer will consider employees in the General Government Transition Pool Program in accordance with [Article 4](#), Hiring and Appointments.

34.17 Project Employment

- A. Less Than Five Years of Continuous Project Employment
Project employees who have been in project status for less than five (5) consecutive years have layoff rights within their project.
- B. Five Years or Greater of Continuous Project Employment
 - 1. Project employees who were hired into a project position prior to July 1, 2013 and who have been in project status for five (5) consecutive years or greater will have layoff rights within the agency as outlined in [Sections 34.9, 34.10](#) and Appendix D if they have no layoff options in their project.
 - 2. Project employees who were hired into a project position through the competitive process on or after July 1, 2013 and who have been in project status for five (5) consecutive years or greater will have layoff rights within the agency as outlined in Sections 34.9, 34.10 and Appendix D if they have no layoff options in their project.

3. Project employees who were not hired into a project position through the competitive process on or after July 1, 2013 will have layoff rights in accordance with Subsection D below.
- C. Permanent status employees who left regular classified positions to accept project employment without a break in service have layoff rights within the agency in which they held permanent status. The employees' return rights are to the job classification they last held permanent status in prior to accepting project employment using the procedure outlined in [Section 34.9](#).
- D. Project employees who are separated from state service due to layoff may request their names be placed into the General Government Transition Pool Program. Upon layoff from the project, project employees who entered the project through the competitive process and remain in project status for two (2) consecutive years will be eligible to have their names placed on the internal layoff list for the classes in which permanent project status was attained. Bumping options will be limited to the project boundaries.

34.18 Seasonal Career Employment

- A. Seasonal career employees have layoff rights within their agency to other seasonal career positions within their layoff unit as provided below, in Subsection 34.18 C. Employees will be given no less than two (2) working days' notice of a layoff.
- B. Formal options to other seasonal career positions will be determined using the procedure outlined in [Section 34.9](#). Employees separated due to layoffs will be placed on separate seasonal layoff lists for the season in which they were laid off. Employees who have the skills and abilities to perform the duties of the position to be filled will be recalled based on seniority for other seasonal career positions within their layoff unit for the current or following season.
- C. The layoff units for seasonal employees are as follows for each agency:
 1. Department of Fish and Wildlife – See Appendix D, Layoff Units.
 2. Department of Natural Resources – See Appendix D, Layoff Units.
 3. Department of Transportation – The county in which the seasonal employee's official duty station is located.
 4. Employment Security Department – The office first and then the county in which the seasonal employee's official duty station is located.
 5. Horse Racing Commission – A single statewide layoff unit.

6. Parks Commission – The region in which the seasonal employee’s official duty station is located.

ARTICLE 35
MANAGEMENT RIGHTS

Except as modified by this Agreement, the Employer retains all rights of management, which, in addition to all powers, duties and rights established by constitutional provision or statute, will include but not be limited to, the right to:

- A. Determine the Employer’s functions, programs, organizational structure and use of technology;
- B. Determine the Employer’s budget and size of the agency’s workforce and the financial basis for layoffs;
- C. Direct and supervise employees;
- D. Take all necessary actions to carry out the mission of the state and its agencies during emergencies;
- E. Determine the Employer’s mission and strategic plans;
- F. Develop, enforce, modify or terminate any policy, procedure, manual or work method associated with the operations of the Employer;
- G. Determine or consolidate the location of operations, offices, work sites, including permanently or temporarily moving operations in whole or part to other locations;
- H. Establish or modify the workweek, daily work shift, hours of work and days off;
- I. Establish work performance standards, which include, but are not limited to, the priority, quality and quantity of work;
- J. Establish, allocate, reallocate or abolish positions, and determine the skills and abilities necessary to perform the duties of such positions;
- K. Select, hire, assign, reassign, evaluate, retain, promote, demote, transfer, and temporarily or permanently lay off employees;
- L. Determine, prioritize and assign work to be performed;
- M. Determine the need for and the method of scheduling, assigning, authorizing and approving overtime;
- N. Determine training needs, methods of training and employees to be trained;

- O. Determine the reasons for and methods by which employees will be laid-off; and
- P. Suspend, demote, reduce pay, discharge, and/or take other disciplinary actions.

ARTICLE 36 EMPLOYEE RIGHTS

36.1 Employee Liability

- A. In the event an employee becomes a defendant in a civil liability suit arising out of actions taken or not taken in the course of his or her employment for the State, he or she has the right to request representation and indemnification through his or her agency in accordance with [RCW 4.92.060](#) and [070](#).
- B. Within the Department of Corrections, employees are entitled to protection from liability for civil damages resulting from any act or omission in the rendering of community placement activities, as provided in [RCW 72.09.320](#).

36.2 Personal Property Reimbursement

Employees have the right to seek reimbursement for personal property items damaged in the proper performance of their duties, and the Employer will process the requests in accordance with [RCW 4.92.100](#) and applicable agency policies. Employees have the responsibility for taking precautions to protect both personal and state property/equipment.

36.3 Duty Station

- A. Each bargaining unit employee will be assigned an official duty station in accordance with OFM travel regulations.
- B. If the official duty station is changed, the employee will be given a fifteen (15) calendar day notice, or a shorter notification period may be agreed to.
- C. If reassignment of an official duty station results in a commute in excess of thirty (30) miles in addition to the current commute, the employee may exercise his or her rights under [Article 34](#), Layoff and Recall. The notice will contain the employee's rights below.
 - 1. Upon request, the Human Resource office will discuss possible layoff scenarios and process with the employee.

36.4 Use of Volunteers and Student Workers

The Employer will use volunteers and student workers only to the extent they supplement and do not supplant bargaining unit employees. Volunteers, student

workers and other non-civil service personnel will not supervise bargaining unit employees.

36.5 Right to Representation

Upon request, employees will have the right to representation at all levels on any matter adversely affecting their conditions of employment. The exercise of this right will not unreasonably delay or postpone a meeting. Except as otherwise specified in this Agreement, representation will not apply to discussions with an employee in the normal course of duty, such as giving instructions, assigning work, informal discussions, delivery of paperwork, staff or work unit meetings, or other routine communications with an employee.

36.6 Attendance at Meetings

- A. An employee will be granted time during their normal working hours to attend the following meetings scheduled by management:
1. Investigatory interviews and pre-disciplinary meetings, in accordance with [Article 27](#), Discipline, and
 2. Informal grievance resolution meetings, grievance meetings, mediation sessions, alternative dispute resolution meetings and arbitration hearings scheduled in accordance with [Article 29](#), Grievance Procedure. When an employee is subpoenaed as a witness on behalf of the Union in an arbitration case, the employee may appear without loss of pay if he or she appears during his or her work time, providing the testimony given is related to his or her job function or involves matters he or she has witnessed and is relevant to the arbitration case.
- B. An employee will be allowed reasonable time, as determined by the Employer, to travel to and from management scheduled investigatory interviews, pre-disciplinary meetings, informal grievance resolution meetings, grievance meetings, mediation sessions, and alternative dispute resolution meetings conducted during his or her normal work hours. Time spent traveling during the employee's non-work hours in order to attend the meetings will not be considered work time. An employee may be authorized by their supervisor to adjust his or her work schedule, take leave without pay, compensatory time, exchange time or vacation leave to travel to and from an arbitration hearing, and/or union management communication committee meeting.
- C. An employee must notify his or her supervisor prior to being released from duty in accordance with this Article to attend a meeting, hearing or mediation session. Notification must include the approximate amount of time the employee expects the meeting or hearing to take. As determined by the supervisor, any agency business requiring the employee's immediate attention must be completed prior to attending the meeting or hearing. An

employee cannot use a state vehicle to travel to and from a work site in order to attend a meeting unless authorized by the agency.

36.7 Workload (Department of Corrections Only)

The Employer may adjust the caseload and/or work assignments of Community Corrections Officers and Community Corrections Specialists, if needed, when assigned offender groups or conducting training.

ARTICLE 37

UNION-MANAGEMENT COMMUNICATION COMMITTEES

*This Article has been modified by an **MOU** effective July 1, 2018*

37.1 Purpose

The Employer and the Union endorse the goal of a constructive and cooperative relationship. To promote and foster such a relationship the parties agree to establish a structure of joint union-management communication committees, for the sharing of information and concerns and discussing possible resolution(s) in a collaborative manner.

- A. A Statewide Master Agreement Committee will be established to discuss the administration of this Agreement.
- B. Agency level statewide Union-Management Communication Committees will be established to discuss and exchange agency-specific information of a group nature and general interest to both parties.
- C. In the Departments of Corrections, Fish and Wildlife, Labor and Industries, Social and Health Services, Transportation, Veterans Affairs, Employment Security Department, and Parks and Recreation Commission local level Union-Management Communication Committees will be established within each agency, as described in Appendix E, to discuss and exchange information of a group nature and general interest to the parties.
- D. The discussion and exchange of information pertaining to a local or sub-agency matter will be addressed to the lowest level committee. In the event there is not a committee below the agency level, such matters will be addressed at the agency level. Ad-hoc committees may be established by mutual agreement at an agency level statewide committee or a local level committee described above, in Subsections 37.1 B and C. Local and sub-agency committees may only be established by mutual agreement at an agency level statewide committee described in Subsection 37.1 B. Either party may subsequently determine that the local or sub-agency committee should cease to meet.
- E. For committees established in accordance with Subsection 37.1 B and C, either team may suggest steps to improve the effectiveness of the meetings.

Suggestions for doing so may be raised at committee meetings and implemented upon mutual agreement. The agency Labor Relations Office, Human Resources Office, Office of Financial Management's Labor Relations Section, the Union's Staff Representative and/or Union's Headquarters office will be available to provide assistance and coordination. The parties will mutually bear the costs associated with implementation efforts.

37.2 Committees

A. Statewide Master Agreement Committee

The Statewide Master Agreement Committee will be composed of up to ten (10) employee representatives selected by the Union and up to ten (10) employer representatives. Additional staff of the Union and the OFM Labor Relations Office may also attend. If agreed to by the parties, additional representatives may be added. Committee meetings will be conducted at least every six (6) months, unless agreed otherwise.

B. Agency-wide, Administration/Division Level (Department of Social and Health Services and Department of Children, Youth, and Families only), Regional and Headquarters Level (Department of Ecology only) and/or Local Level Union-Management Communication Committees

1. Agency-wide committees will consist of up to seven (7) employer representatives and up to seven (7) employee representatives, except for the Department of Social and Health Services, which will consist of two (2) employee representatives for each administration and an equivalent number of employer representatives. The employee representatives will be granted reasonable time during their normal working hours, as determined by the Employer, to travel to and from agency-wide communication committee meetings. Additional paid staff of the Union and the Employer may also attend. The Employer and Union will be responsible for the selection of their own representatives. If agreed to by the parties, additional representatives may be added. Committee meetings will be conducted up to two (2) times per year, unless agreed otherwise. At the Department of Corrections, committee meetings will be conducted at least six (6) times per year, unless agreed otherwise.

2. Administration/Division level committees within the Department of Social and Health Services will be established within Community Services, Child Support, Disability Determination Services, Developmental Disabilities Administration, Behavioral Health Administration, and Rehabilitation Administration and will consist of up to six (6) employer representatives and up to six (6) employee representatives. The Department of Children, Youth, and Families will have a division level committee within Operations and Infrastructure. The Operations and Infrastructure division level committee will consist of up to six (6) employer representatives and

up to six (6) employee representatives. Additional paid staff of the Union and the Employer may also attend. The Employer and Union will be responsible for the selection of their own representatives. If agreed to by the parties, additional representatives may be added. Committee meetings will be conducted up to two (2) times per year, unless agreed otherwise, except for the DCYF Operations and Infrastructure Division which will conduct meetings up to four (4) times per year, unless agreed otherwise.

3. Regional and headquarters level committees within the Department of Ecology will consist of up to five (5) employer representatives and up to five (5) employee representatives. Additional paid staff of the Union and the Employer may also attend. The Employer and Union will be responsible for the selection of their own representatives. If agreed to by the parties, additional representatives may be added. Committee meetings will be conducted up to two (2) times per year, unless agreed otherwise, except for the Northwest Region who will conduct meetings up to four (4) times per year.
4. Local level committees will consist of up to five (5) employer representatives and up to five (5) employee representatives, except for specific local level committees within the Department of Social and Health Services as outlined in Article 37.2 B5. Additional paid staff of the Union and the Employer may also attend. The Employer and Union will be responsible for the selection of their own representatives. If agreed to by the parties, additional representatives may be added. Committee meetings will be conducted up to four (4) times per year, unless agreed otherwise.
5. In the Department of Social and Health Services, local level committees in the Division of Developmental Disabilities regional offices, Community Services Division, and Home and Community Services Division will consist of up to ten (10) employer representatives and up to ten (10) employee representatives. Additional paid staff of the Union and the Employer may also attend. The Employer and Union will be responsible for the selection of their own representatives. If agreed to by the parties, additional representatives may be added. Committee meetings will be conducted up to four (4) times per year, unless agreed otherwise.

37.3 Participation and Process

- A. The Union will provide the Employer with the names of its committee members at least ten (10) calendar days in advance of the date of the meeting in order to facilitate the release of employees. The Employer will release employee representatives to attend committee meetings if their absences do not cause a disruption of work. Employees will be granted reasonable time during their normal working hours, as determined by the

Employer, to prepare for union management communication committee meetings. For the Department of Corrections, the parties will exchange the names of their respective team members at least ten (10) days prior to each meeting.

- B. Employees attending committee meetings during their work time will have no loss in pay. Attendance at pre-meetings, meetings and travel to and from agency-wide communication committee meetings during employees' non-work time will not be compensated for or considered as time worked. The Union is responsible for paying any travel or per diem expenses of employee representatives. Employee representatives may not use state vehicles to travel to and from a union management communication committee meeting, unless authorized by the agency for business reasons.
- C. All committee meetings will be scheduled on mutually acceptable dates and times.
- D. Each party will provide the other with any topics for discussion seven (7) calendar days prior to the meeting. Suggested topics may include, but are not limited to, administration of the Agreement, changes to law, legislative updates and/or organizational change.
- E. If topics discussed result in follow-up by either party, communication will be provided by the responsible party.

37.4 Scope of Authority

All of the committee meetings established under this Article will be used for discussions only, and the committees will have no authority to conduct any negotiations, bargain collectively or modify any provision of this Agreement. The parties are authorized, but not required, to document mutual understandings. The committees' activities and discussions will not be subject to the grievance procedure in [Article 29](#), Grievance Procedure.

ARTICLE 38 MANDATORY SUBJECTS

38.1 The Employer will satisfy its collective bargaining obligation before making a change with respect to a matter that is a mandatory subject.

- A. The Employer will notify the Executive Director of the Union of these changes in writing, citing this Article. The written notice must include:
 - 1. A description of the intended change, including information relevant to the impacts of the change on employees and a list of the job classifications and names of affected employees if known;
 - 2. Where the change will occur; and

3. The date the Employer intends to implement the change.
- B. Within twenty-one (21) calendar days of receipt of the written notice the Union may request negotiations over the changes. The timeframe for filing a demand to bargain will begin after the Employer has provided written notice to the Executive Director of the Union. The twenty-one (21) calendar day period may be used to informally discuss the matter with the Employer and to gather information related to the proposed change. The written notice requesting bargaining must be filed with the OFM State Human Resources Labor Relations Section (LRS) at labor.relations@ofm.wa.gov.
 - C. In the event the Union does not request negotiations within twenty-one (21) calendar days of receipt of the notice, the Employer may implement the changes without further negotiations.
 - D. There may be emergency or mandated conditions that are outside of the Employer's control requiring immediate implementation, in which case the Employer will notify the Union as soon as possible.
- 38.2** Prior to making any change in written agency policy that is a mandatory subject of bargaining, the Employer will notify the Union and satisfy its collective bargaining obligations per Section 38.1.
- 38.3** The parties will agree to the location and time for the discussions and/or negotiations. Each party is responsible for choosing its own representatives for these activities. The Employer and the Union recognize the importance of scheduling these discussions and/or negotiations in an expeditious manner. Unless agreed otherwise, the parties agree to schedule the bargaining to occur within thirty (30) calendar days of receipt of the request to bargain. If the Union has made an information request prior to the meeting being scheduled, the parties will schedule bargaining to occur within thirty (30) calendar days of the Employer fulfilling the information request.

ARTICLE 39

UNION ACTIVITIES

This Article has been modified by an [MOU](#) effective June 7, 2018

This Article has been modified by a [Settlement Agreement](#) effective May 2, 2019

39.1 Staff Representatives

- A. Notification and Recognition
 1. The Union will provide the Employer with a written list of staff representatives, their geographic jurisdictions and the appropriate contacts for each agency.
 2. The Employer will recognize any staff representative on the list.

3. The Union will provide written notice to the Employer of any changes within thirty (30) calendar days of the changes.
- B. Access (excluding Department of Corrections – Community Corrections bargaining unit and Department of Social and Health Services – Special Commitment Center)
1. Staff representatives may have access to the Employer’s offices or facilities in accordance with agency policy to carry out representational activities.
 2. The representatives will notify local management prior to their arrival and will not interrupt the normal operations of the agency.
 3. In accordance with [Section 39.3](#) below, staff representatives and bargaining unit employees may also meet in non-work areas during the employee’s meal periods, rest periods, and before and after their shifts.
- C. Access for Department of Corrections -- Community Corrections bargaining unit and Department of Social and Health Services – Special Commitment Center only
1. Staff representatives may have access to the Employer’s offices or facilities in accordance with agency policy to carry out representational activities provided:
 - a. The representative notifies local management prior to his or her arrival,
 - b. It does not interrupt the normal operations of the office or facility, and
 - c. National Crime Information Center (NCIC) checks have been completed and the representative is cleared for access into the office or facility.
 2. In accordance with [Section 39.3](#) below, staff representatives and bargaining unit employees may also meet in non-work areas during the employee’s meal periods, rest periods, and before and after their shifts.

39.2 Union Stewards

- A. The Union will provide the Employer with a written list of current union stewards and the office, facility or geographic jurisdiction for which they are responsible. The Union will maintain the list. A steward may represent any employee who works in the same agency in the same office, facility or geographic jurisdiction as the steward and is in a bargaining unit represented

by WFSE. The Employer will not recognize an employee as a union steward if his or her name does not appear on the list.

- B. Union stewards will be granted reasonable time during their normal working hours, as determined by the Employer, to prepare for and attend meetings scheduled by Management within the steward's office, facility or geographic jurisdiction in bargaining units represented by WFSE for the following representational activities:
1. Investigatory interviews and pre-disciplinary meetings, in accordance with [Article 27](#), Discipline;
 2. Union Management Communication Committees and other committee meetings if such committees have been established by this Agreement; and/or
 3. Informal grievance resolution meetings, grievance meetings, alternative dispute resolution sessions, mediation sessions and arbitration hearings held during their work time.
 4. Group New Employee Orientations and meetings in accordance with [Section 39.11](#).

In addition, Union stewards will be provided a reasonable amount of time during their normal working hours, as determined by the Employer, to investigate and process grievances through the agency head level within the steward's office, facility or geographic jurisdiction in bargaining units represented by the WFSE.

- C. Union stewards will be allowed reasonable time, as determined by the Employer, to travel to and from management scheduled investigatory interviews, pre-disciplinary meetings, informal grievance resolution meetings, grievance meetings, mediation sessions, and alternative dispute resolution meetings conducted during their normal work hours. Time spent traveling during the employee's non-work hours in order to attend the meetings will not be considered time worked. A steward may be authorized by his or her supervisor to adjust his or her work schedule, take leave without pay, compensatory time, exchange time or vacation leave to travel to and from an arbitration hearing and/or union management communication committee meeting.
- D. In both Subsections 39.2 B and C above, the union steward must obtain prior approval from his or her supervisor to prepare for and/or attend any meeting during his or her work hours. All requests must include the approximate amount of time the steward expects the activity to take. Any agency business requiring the steward's immediate attention will be completed prior to attending the meeting. With prior notification to the Employer, off-duty stewards will have access to the worksite to perform

representational duties as long as the worksite is open and/or operational and there are no other reasons to preclude such access. Time spent preparing for and attending meetings during the union steward's non-work hours will not be considered as time worked. Union stewards may not use state vehicles to travel to and from a work site in order to perform representational activities, unless authorized by the agency.

- E. If the amount of time a union steward spends performing representational activities is unduly affecting his or her ability to accomplish assigned duties, the Employer will not continue to release the employee and the Union will be notified.

39.3 Use of State Facilities, Resources and Equipment

A. Meeting Space and Facilities

The Employer's offices and facilities may be used by the Union to hold meetings, subject to the agency's policy, availability of the space and with prior authorization of the Employer.

B. Supplies and Equipment

The Union and employees covered by this Agreement will not use state-purchased supplies or equipment to conduct union business or representational activities. This does not preclude the use of the telephone, or similar devices that may be used for persons with disabilities, for representational activities if there is no cost to the Employer, the call is brief in duration and it does not disrupt or distract from agency business.

C. E-mail, Fax Machines, the Internet, and Intranets

The Union and employees covered by this Agreement will not use state-owned or operated e-mail, fax machines, the internet, or intranets to communicate with one another, except as provided in this agreement. Employees may use state operated e-mail to request union representation. Union representatives and stewards may use state owned/operated equipment to communicate with the affected employees and/or the Employer for the exclusive purpose of administration of this Agreement to include electronic transmittal of grievances and responses in accordance with [Article 29](#), Grievance Procedure. It is the responsibility of the sending party to ensure the material is received. Such use will:

1. Result in little or no cost to the Employer;
2. Be brief in duration and frequency;
3. Not interfere with the performance of their official duties;
4. Not distract from the conduct of state business;
5. Not disrupt other state employees and will not obligate other employees to make a personal use of state resources;

6. Not compromise the security or integrity of state information or software; and
7. Not include general communication and/or solicitation with employees.

The Union and its stewards will not use the above referenced state equipment for union organizing, internal union business, advocating for or against the Union in an election or any other purpose prohibited by the Executive Ethics Board. Communication that occurs over state-owned equipment is the property of the Employer and may be subject to public disclosure.

39.4 Information Requests

- A. The Employer agrees to provide the Union, upon written request, access to materials and information necessary for the Union to fulfill its statutory responsibility to administer this Agreement.
- B. The Employer will acknowledge receipt of the information request and will provide the union with a date by which the information is anticipated to be provided.
- C. When the Union submits a request for information that the Employer believes is unclear or unreasonable, or which requires the creation or compilation of a report, the Employer will contact the Union staff representative and the parties will discuss the relevance, necessity and costs associated with the request and the amount the Union will pay for receipt of the information.

39.5 Agency Policies

Agencies will provide to the Union any new human resources related policies affecting represented employees or updates to existing human resource related policies affecting represented employees during the term of the Agreement.

39.6 Bulletin Boards and Newsstands

The Employer will maintain bulletin board(s) or space on existing bulletin boards currently provided to the Union for union communication. In bargaining units where no bulletin board or space on existing bulletin boards has been provided, the Employer will supply the Union with adequate bulletin board space in convenient places. Material posted on the bulletin board will be appropriate to the workplace, politically non-partisan, in compliance with state ethic laws, and identified as union literature. Union communications will not be posted in any other location in the agency. If requested by the Union, the Employer will identify areas where Union provided newsstands can be located in their offices/facilities.

In the State Operated Living Alternatives (SOLA) program residences within the Department of Social and Health Services, the Employer will make available a three-ring binder that is designated for union materials. Materials in the binder will

be appropriate to the workplace, politically non-partisan, in compliance with state ethic laws, and identified as union literature. Union materials may be distributed to the SOLA binders in accordance with [Section 39.7](#) of this Article.

39.7 Distribution of Material

An employee will have access to his or her work site for the purpose of distributing information to other bargaining unit employees provided:

- A. The employee is off-duty;
- B. The distribution does not disrupt the Employer’s operation; and
- C. The distribution will normally occur via desk drops or mailboxes, as determined by the Employer. In those cases where circumstances do not permit distribution by those methods, alternative areas such as newsstands, lunchrooms, break rooms and/or other areas mutually agreed upon will be utilized.
- D. The employee must notify the Employer in advance of his or her intent to distribute information.
- E. Distribution will not occur more than twice per month, unless agreed to in advance by the Employer.

39.8 WFSE Council President and Vice-President

- A. Leave of Absence
Upon request of the Union, the Employer will grant leave with pay for the WFSE Council President and Vice-President for the term of his or her office. The Union will reimburse the Employer for the “fully burdened costs of the positions” the Employer incurs as a result of placing the Council President and Vice-President on leave with pay during the period of absence. The Union will reimburse the agency(ies) by the 20th of each month for the previous month.
- B. Leave Balances
The President and Vice-President will accrue vacation and sick leave during the period of absence; however, when the President and Vice-President return to state service his or her leave balances will not exceed his or her leave balances on the date the period of absence commenced. If the President or Vice-President retire or separate from state service at the end of the period of absence, his or her leave balances will not exceed his or her leave balances on the date the period of absence commenced. Reporting of leave will be submitted to the agency(ies). All leave requests will be submitted within the required time limits.
- C. Indemnification
The Union will defend, indemnify and hold harmless the Employer for any and all costs including attorneys fees, damages, settlements, or judgments,

or other costs, obligations, or liabilities the Employer incurs as a result of any demands, claims, or lawsuits filed against the Employer arising out of or in relation to actions taken by the President or Vice-President, or their status as President or Vice-President, during the period of absence.

D. Return Rights

The President and Vice-President will have the right to return to the same position or in another position in the same job classification and the same geographic area as determined by the Employer, provided such reemployment is not in conflict with other articles in this agreement. If the job classification of the position in which the President and/or Vice-President has return rights to has been abolished or revised, a crosswalk to the class series will be used to identify his or her return rights. Any layoff as a result of the return will be processed in accordance with [Article 34](#), Layoff and Recall. The employee and the Employer may enter into a written agreement regarding return rights at anytime during the leave. The period of leave will not impact the employee's seniority date.

39.9 Time Off for Union Activities

- A. Union designated employees may be allowed time off without pay to attend union-sponsored meetings, training sessions, conferences, and conventions. The employee's time off will not interfere with the operating needs of the agency as determined by management. If the absence is approved, the employees may use accumulated compensatory time, vacation leave, exchange time, or personal holiday in accordance with [Article 10](#), Holidays, instead of leave without pay. However, employees must use compensatory time prior to their use of vacation leave, unless the use would result in the loss of their vacation.
- B. The Union will give the Employer a written list of the names of the employees it is requesting attend the above listed activities at least fourteen (14) calendar days prior to the activity.
- C. Thirty (30) Minute Paid Union Leave

The parties agree communication, education and direct feedback between bargaining unit members and Union representatives are essential to productive labor relations. Therefore, one meeting up to thirty (30) minutes will be allowed during the term of the Collective Bargaining Agreement as paid release time during regular working hours and may be in person or by phone. For tracking purposes, this thirty (30) minutes will be considered paid union leave and allowed under the following conditions:

1. Union leave shall not disturb the services of the Employer, clients and its customers and shall be accomplished without causing the Employer to incur additional costs.

2. Union leave will require approval through the bargaining unit member's supervisor, scheduler or manager.
3. Positions requiring relief will be excluded from this subsection unless a Memorandum Of Understanding is agreed upon that identifies a process that allows this union leave without impacting Employer services.
4. If a shop steward and/or another Employer paid staff is the Union representative who meets with bargaining unit members during this union leave, the provisions of Article 39.9 A. will apply.
5. Bargaining unit members will not be required to meet with the Union and will not suffer discrimination or retaliation because of their choice to meet or not meet.

39.10 Temporary Employment with the Union

With thirty (30) calendar days' notice, unless agreed otherwise, employees may be granted leave without pay to accept temporary employment with the Union of a specified duration, not to exceed twelve (12) months, provided the employee's time off will not interfere with the operating needs of the agency. The returning employee will be employed in a position in the same job classification and the same geographical area, as determined by the Employer.

39.11 Access To New Employees

Within ninety (90) days of a new employee's start date in a Union bargaining unit position, the Employer will provide the Union access to the employee during the employee's regular work hours to present information about the Union. This access will be provided at the employee's regular worksite, or at a location mutually agreed to by the Employer and the Union and will be for no less than thirty (30) minutes. Union meetings with new employees will include only the new bargaining unit employees and union representatives unless mutually agreed otherwise. Management employees will remain strictly neutral regarding attendance at the meetings and their content. The Union may make use of the state-operated calendar scheduling system to schedule group or individual meetings with new employees for the purposes identified in this Subsection 39.11. No employee will be required to attend the meetings or presentations given by the Union.

A. Group New Employee Orientations and Meetings

When an agency provides a new employee orientation in a group setting, the Union will be given an opportunity to have a union steward and/or staff representative speak to the class for no less than thirty (30) minutes to provide information about the Union and the Master Agreement. The Union may also arrange for thirty-minute new employee meetings in a group setting. If a Union steward or other Employer-paid staff is the Union representative who meets with bargaining unit employees during a group

orientation or meeting, they will be permitted to do so during their normal working hours in accordance with the provisions of [Article 39.2](#).

B. Other New Employee Orientations

When an agency provides new employee orientation on-line, one-on-one, or does not provide new employee orientation, and the Union does not arrange a group meeting under Subsection 39.11A above, the Union will be given the opportunity to:

1. Make an appointment with the new employee for no less than thirty (30) minutes; and
2. Have a union steward and/or staff representative speak to the new employee to provide information about the Union and the Master Agreement.

For Stewards or other Employer-paid staff conducting an individual meeting with a new employee under this Subsection 39.11B, the provisions of [Article 39.9](#) A will apply.

C. New Bargaining Unit Members

The union will be given the opportunity to have a Union representative speak with newly represented employees for no less than thirty (30) minutes to provide information about the union and the Master Agreement in accordance with [Subsections 39.11](#) A and B above.

39.12 Demand to Bargain – Release Time and Travel

- A. The Employer will approve paid release time for up to three (3) employee representatives who are scheduled to work during the time negotiations are being conducted. The Employer will approve compensatory time, vacation leave, exchange time or leave without pay for additional employee representatives provided the absence of the employee does not create significant and unusual coverage issues. The Union will provide the Employer with the names of its employee representatives at least ten (10) calendar days in advance of the date of the meeting.
- B. The Employer will approve compensatory time, vacation leave, exchange time or leave without pay for employee representatives to prepare for and to travel to and from negotiations.
- C. No overtime, compensatory time or exchange time will be incurred as a result of negotiations, preparation for and/or travel to and from negotiations.
- D. The Union is responsible for paying any travel or per diem expenses of employee representatives. Employee representatives may not use state vehicles to travel to and from a bargaining session, unless authorized by the agency for business purposes.

39.13 2019 – 2021 Master Agreement Negotiations

A. Release Time

The Employer will approve paid release time in aggregate of two hundred-fifty (250) days for all union bargaining team members for formal negotiations. Upon exhaustion of this bank, the Union may request the parties meet and discuss additional paid release time for Union team members. The Employer will approve miscellaneous paid leave for all remaining formal negotiation sessions and for all travel to and from the sessions for Union team members provided the absence of the employee for negotiations does not create significant and unusual coverage issues. The Union will reimburse the Employer for the “fully burdened costs” of this miscellaneous paid leave for all team members not on paid release time per this article. The Union will reimburse the agency(ies) by the 20th of each month for the previous month. Per diem and travel expenses will be paid by the WFSE for Union team members. No overtime, compensatory time or exchange time will be incurred as a result of negotiations and/or travel to and from negotiations.

B. Confidentiality/Media Communication

1. Bargaining sessions will be closed to the press and the public unless agreed otherwise by the chief spokespersons.
2. No proposals will be placed on the parties’ web sites.
3. The parties are not precluded from generally communicating with their respective constituencies about the status of negotiations while they are taking place.
4. There will be no public disclosure or public discussion of the issues being negotiated until resolution or impasse is reached on all issues submitted for negotiations.

ARTICLE 40

UNION DUES DEDUCTION AND STATUS REPORTS

This Article has been modified by an [MOU](#) effective July 6, 2018

40.1 Notification to Employees

The Employer will inform new, transferred, promoted, or demoted employees in writing prior to appointment into positions included in the bargaining unit(s) of the Union’s exclusive representation status. Upon appointment to a bargaining unit position, the Employer will furnish the employees with membership materials provided by the Union. The Employer will inform employees in writing if they are subsequently appointed to a position that is not in a bargaining unit.

40.2 Deduction Authorization

The Employer agrees to deduct an amount equal to the membership dues from the salary of employees who request such deduction in writing within thirty (30) days of receipt of a properly completed request submitted to the appropriate agency payroll office. Such requests will be made on a Union payroll deduction authorization card. The Employer will honor the terms and conditions of each employee's signed membership card.

40.3 Union Dues

- A. Upon receipt of the employee's written authorization, the Employer will deduct from the employee's salary an amount equal to the dues required to be a member of the Union. The Employer will provide payments for the deductions to the Union at the Union's official headquarters each pay period.
- B. Forty-five (45) calendar days prior to any change in dues, the Union will provide the Office of Financial Management/State Human Resources, Labor Relations Section the percentage and maximum dues to be deducted from the employee's salary.

40.4 Voluntary Deductions

- A. PEOPLE
 1. The Employer agrees to deduct from the wages of any employee who is a member of the Union deduction for the PEOPLE program. Written authorizations must be requested in writing by the employee and may be revoked by the employee at any time by giving written notice to both the Employer and the Union. The Employer agrees to remit electronically, on each state payday, any deductions made to the Union together with an electronic report showing:
 - a. Employee name;
 - b. Personnel number;
 - c. Amount deducted; and
 - d. Deduction code.
 2. The parties agree this section satisfies the Employer's obligations and provides for the deduction authorized under [RCW 41.04.230](#).
- B. Public Safety Protection Program (PSPP)

The Employer agrees to deduct from the wages of any employee who is a member of the Union deductions for the WFSE/AFSCME PSPP. Written authorizations must be on the WFSE/AFSCME Council 28 PSPP Voluntary Payroll Deduction Authorization form. Deductions will include a one-time initial deduction amount and ongoing monthly deduction amount. Authorizations may be revoked by the employee at any time by giving written notice to both the Employer and the Union. The Employer agrees

to remit electronically, on each state payday, any deductions made to the Union together with an electronic report showing:

1. Employee name;
2. Personnel number;
3. Amount deducted; and
4. Deduction code.

C. Trust Universal Life Insurance with Long Term Care

The Employer agrees to deduct from the wages of any employee who is a member of the Union deductions for the Trustmark Universal Life Insurance with Long Term Care. Written authorizations must be provided. Authorizations may be revoked by the employee at any time by giving written notice to the Employer. The Employer agrees to remit electronically, on each state payday, any deductions made to Trustmark together with an electronic report showing:

1. Employee name;
2. Personnel number;
3. Amount deducted; and
4. Deduction code.

40.5 Status Reports

A. No later than the tenth (10th) and twenty-fifth (25th) of each month, the Employer will provide the Union with a report in an electronic format of the following data, if maintained by the Employer, for employees in the bargaining unit:

1. Personnel number
2. Employee name
3. Mailing address
4. Personnel area code and title
5. Organization unit code, abbreviation and title
6. Work county code and title
7. Work location street (if available)
8. Work location city (if available)
9. Work phone number
10. Work e-mail address (if available)
11. Employee group
12. Job class code and title
13. Appointment date
14. Bargaining unit code and title
15. Position number
16. Pay scale group
17. Pay scale level
18. Employment percent
19. Seniority date

20. Separation date
 21. Special pay code
 22. Total salary from which union dues is calculated
 23. Deduction wage type
 24. Deduction amount
 25. Overtime eligibility designation
 26. Retirement benefit plan

 27. Action reason title and effective date (including entering or leaving the bargaining unit and starting or stopping dues)
- B. Information provided pursuant to this Section will be maintained by the Union in confidence according to the law.
- C. The Union will indemnify the Employer for any violations of employee privacy committed by the Union pursuant to this Section.

40.6 Revocation

An employee may revoke his or her authorization for payroll deduction of payments to the Union by written notice to the Employer and the Union in accordance with the terms and conditions of their signed membership card. Every effort will be made to end the deduction effective on the first payroll, and not later than the second payroll, after receipt by the Employer of confirmation from the Union that the terms of the employee's signed membership card regarding dues deduction revocation have been met.

40.7 Indemnification

The Union agrees to indemnify and hold the Employer harmless from all claims, demands, suits or other forms of liability that arise against the Employer for or on account of compliance with this Article and any and all issues related to the deduction of dues or fees.

ARTICLE 41 CLASSIFICATION

41.1 Classification Plan Revisions

- A. The Employer will provide to the Union, in writing, any proposed changes to the classification plan, including descriptions for newly created classifications. Upon request of the Union, the Employer will bargain the salary effect(s) of a change to an existing class or newly proposed classification.
- B. The Employer will allocate or reallocate positions, including newly created positions, to the appropriate classification within the classification plan based upon the duties assigned and performed.

41.2 Position Description Updates

- A. Position descriptions will be reviewed during the annual performance review period in accordance with Subsection 5.2 B 3.
- B. In accordance with [WAC 357-13-065](#), at the request of the employee and with employee input, the Employer will review and update, if necessary, the employee's position description every six (6) months.

41.3 Position Review

An individual employee who believes that his or her position is improperly classified may request a review according to the following procedure:

- A. The employee and/or the employee's immediate supervisor will complete and sign the appropriate form. Nothing precludes an employee who is requesting a reallocation from submitting a copy of the request to the designated Human Resources Office to be date stamped. If the employee initiates the request and the supervisor disagrees with the employee's description of the current job duties, the supervisor will note that on the form.
- B. The supervisor will then send the completed form to the local Human Resources Office. The Human Resources Office will review the completed form and make a decision regarding appropriate classification. The Human Resources Office will respond to the employee and/or the employee's immediate supervisor in writing within sixty (60) calendar days of receipt of the properly completed form. If an allocation determination is not made within the sixty (60) calendar days the employee will be provided with a status report. Upon request, the Human Resources Office will explain the decision to the employee.
- C. In the event the employee disagrees with the reallocation decision of the agency, he or she may appeal the agency's decision to the OFM/State Human Resources within thirty (30) calendar days of being provided the results of a position review or the notice of reallocation. The OFM/State Human Resources will then make a written determination that will be provided to the employee.
- D. The Employer or employee may appeal the determination of the OFM/State Human Resources to the Washington Personnel Resources Board within thirty (30) calendar days of being provided the written decision of the OFM/State Human Resources. The Board will render a decision, which will be final and binding.
- E. The effective date of a reallocation resulting from an employee request for a position review is the date the request was filed with the local Human Resources Office.

- F. Decisions regarding appropriate classification will be reviewed in accordance with this Section and will not be subject to the grievance procedure specified in [Article 29](#), Grievance Procedure

41.4 Effect of Reallocation

A. Reallocation to a Class With a Higher Salary Range Maximum

1. If the employee has performed the higher-level duties for at least six (6) months and has the skills and abilities required of the position, the employee will remain in the position and retain his or her existing appointment status.
2. If the reallocation is the result of a change in the duties of the position and the employee has not performed the higher-level duties for at least six (6) months, the Employer must give the employee the opportunity to compete for the position if he or she possesses the required skills and abilities. The Employer may choose to promote the employee without competition as long as the employee possesses the required skills and abilities. If the employee is not selected for the position, or does not have the required skills and abilities, the layoff procedure specified in [Article 34](#), Layoff and Recall, will apply. If the employee is appointed to the position, he or she must serve a trial service period.

B. Reallocation to a Class with an Equal Salary Range Maximum

1. If the employee has the skills and abilities required of the position, the employee will remain in the position and retain his or her existing appointment status.
2. If the employee does not have the skills and abilities required of the position, the layoff procedure specified in [Article 34](#), Layoff and Recall, will apply.

C. Reallocation to a Class with a Lower Salary Range Maximum

1. If the employee has the skills and abilities required of the position and chooses to remain in the reallocated position, the employee will retain his or her existing appointment status and has the right to be placed on the agency's internal layoff list for the classification the employee held permanent status in prior to the reallocation and in the General Government Transition Pool Program.
2. If the employee chooses to vacate the position or does not have the skills and abilities required of the position, the layoff procedure specified in [Article 34](#), Layoff and Recall, will apply.

41.5 Salary Impact of Reallocation

An employee whose position is reallocated will have his or her salary determined as follows:

- A. Reallocation to a Class With a Higher Salary Range Maximum
Upon appointment to the higher class, the employee's base salary will be increased to a step of the range for the new class that is nearest to five percent (5%) higher than the amount of the pre-promotional step. At the time of the reallocation, the agency head or designee may authorize an increase of the base salary up to a total of ten percent (10%). The base salary will not exceed the top of the range.
- B. Reallocation to a Class With an Equal Salary Range Maximum
The employee retains his or her previous base salary.
- C. Reallocation to a Class With a Lower Salary Range Maximum
The employee will be paid an amount equal to his or her current salary, provided it is within the salary range of the new position. In those cases where the employee's current salary exceeds the maximum amount of the salary range for the new position, the employee will continue to be compensated at the salary he or she was receiving prior to the reallocation downward, until such time as the employee vacates the position or his or her salary falls within the new salary range.

41.6 The Employer will notify the Union when a position is being reallocated to a job classification that is excluded from a bargaining unit covered by this agreement.

ARTICLE 42 COMPENSATION

42.1 "GS" Pay Range Assignments

- A. Effective July 1, 2017, each classification represented by the Union will continue to be assigned to the same salary range of the "General Service Salary Schedule Effective July 1, 2016 through June 30, 2017" that it was assigned on June 30, 2017. Effective July 1, 2017, each employee will continue to be assigned to the same range and step of the General Service Salary Schedule that he or she was assigned on June 30, 2017.
- B. Effective July 1, 2017, all ranges and steps of the General Service Salary Schedule will be increased by two percent (2.0%), as shown in Appendix F. This salary increase is based on the General Service Salary Schedule in effect on June 30, 2017.
- C. Effective July 1, 2018, all salary ranges and steps of the General Service Salary Schedule will be increased by two percent (2.0%), as shown in Appendix G. This salary increase is based on the General Service Salary Schedule in effect on June 30, 2018.
- D. Effective January 1, 2019, all salary ranges and steps of the General Service Salary Schedule will be increased by two percent (2.0%) as shown in

Appendix H. This salary increase is based on the General Service Salary Schedule in effect on December 31, 2018.

- E. Twelve Dollars an Hour Minimum Wage
In addition to B. above, effective July 1, 2017, salary ranges eighteen (18) through twenty-six (26) of the General Service Salary Schedule will be eliminated and step A of salary range 27 will be increased to twelve dollars (\$12.00) per hour. Employees at salary ranges 27 and below will be assigned to a step in the new range 27 that is nearest to their new salary as of July 1, 2017 as shown in Appendix I.
- F. Compression and Inversion Adjustments for Twelve Dollars an Hour Minimum Wage
In addition to B above, effective July 1, 2017, impacted job classifications will be increased to a higher salary range due to compression or inversion. Appendix J identifies the impacted job classifications and the salary range for which they will be assigned. Employees will be assigned to a step in their new range that is nearest to their new salary as of July 1, 2017.
- G. Employees who are paid above the maximum for their range on the effective date of the increases described in Subsections B, C, D, E, and F above will not receive the specified increase to their current pay unless the new range encompasses their current rate of pay.
- H. Longevity Increase
All employees will progress to step M six (6) years after being assigned to step L in their permanent salary range.
- I. All employees earning a salary that is less than or equal to the state minimum wage will have their salaries adjusted each January in accordance with the state minimum wage act.

42.2 “GS1” Pay Range Assignments Recruitment or Retention – Compression or Inversion – Inequities

- A. Effective July 1, 2017, a new “GS1” Salary Schedule will be established.
- B. Effective July 1, 2017, each classification represented by the Union and listed in Appendix Q will continue to be assigned to the same salary range of the new “GS1” Salary Schedule that it was assigned on the General Service Salary Schedule June 30, 2017. Effective July 1, 2017, each employee will continue to be assigned to the same range and step of the new “GS1” Salary Schedule June 30, 2017, as shown in Appendix K.
- C. Effective July 1, 2017, each classification will be assigned to a higher salary range of the “GS1” Range Salary Schedule – Effective July 1, 2017 through June 30, 2019 due to documented recruitment and retention difficulties, compression or inversion or inequities. Appendix T identifies the impacted job classifications and the salary range for which it is assigned.

D. Employees who are paid above the maximum for their range on the effective date of the increases described in Subsection C, above will not receive the specified increase to their current pay unless the new range encompasses their current rate of pay.

E. Longevity Increase

All employees will progress to step M six (6) years after being assigned to step L in their permanent salary range.

42.3 “N1” Pay Range Assignments Recruitment or Retention – Compression or Inversion -- Inequities

A. Effective July 1, 2017, each classification represented by the Union will be assigned to a higher salary range of the “N1’ Range Salary Schedule – Effective July 1, 2017 through June 30, 2019”, due to documented recruitment and retention difficulties, compression or inversion or inequities. Effective July 1, 2017, each employee will continue to be assigned to the same step of the “N1’ Range Salary Schedule that he or she was assigned on June 30, 2017”, as shown in Appendix L. Appendix T identifies the impacted job classifications and the salary range for which it is assigned.

B. Employees who are paid above the maximum for their range on the effective date of the increases described in Subsection A, above, will not receive the specified increase to their current pay unless the new range encompasses their current rate of pay.

C. Step U

Step U will be designated as twenty-six (26) years of experience and employees will advance to step U in accordance with [Section 42.8](#), Periodic Increases.

42.4 “CC” Pay Range Assignments

A. Effective July 1, 2017, each classification represented by the Union and listed in Appendix Q will continue to be assigned to the same salary range of the “CC” Range Salary Schedule – Effective July 1, 2016 through June 30, 2017 that it was assigned on June 30, 2017. Effective July 1, 2017, each employee will continue to be assigned to the same range and step of the “CC” Range Salary Schedule that he or she was assigned on June 30, 2017.

B. Effective July 1, 2017, all salary ranges and steps of the new “CC” Range Salary Schedule will be increased by two percent (2.0%), as shown in Appendix M. This salary increase is based on the “CC” Range Salary Schedule in effect on June 30, 2017.

C. Effective July 1, 2018, all salary ranges and steps of the “CC” Salary Schedule will be increased by two (2.0%), as shown in Appendix N. This

salary increase is based on the “CC” Salary Schedule in effect on June 30, 2018.

- D. Effective January 1, 2019, all salary ranges and steps of the CC Salary Schedule will be increased by two (2.0%), as shown in Appendix O. This salary increase is based on the “CC” Salary Schedule in effect on December 31, 2018.
- E. Employees who are paid above the maximum for their range on the effective date of the increases described in Subsections B, C and D above will not receive the specified increase to their current pay unless the new range encompasses their current rate of pay.
- F. Longevity Increase
All employees will progress to step M six (6) years after being assigned to step L in their permanent salary range.

42.5 Recruitment or Retention – Compression or Inversion – Higher Level Duties and Responsibilities – Inequities

Effective July 1, 2017 and July 1, 2018, targeted job classifications will be assigned to a higher salary range due to documented recruitment or retention difficulties, compression or inversion, higher level duties and responsibilities or inequities. Appendix T identifies the impacted job classifications, the effective dates and the salary range for which they will be assigned.

42.6 Pay for Performing the Duties of a Higher Classification

- A. Employees who are temporarily assigned the full scope of duties and responsibilities for more than thirty (30) calendar days to a higher-level classification whose range is less than six (6) ranges higher than the range of the former class will be notified in writing and will be advanced to a step of the range for the new class that is nearest to five percent (5%) higher than the amount of the pre-promotional step. The increase will become effective on the first day the employee was performing the higher- level duties.
- B. Employees who are temporarily assigned the full scope of duties and responsibilities for more than thirty (30) calendar days to a higher-level classification whose range is six (6) or more ranges higher than the range of the former class will be notified in writing and will be advanced to a step of the range for the new class that is nearest to ten percent (10%) higher than the amount of the pre-promotional step. The increase will become effective on the first day the employee was performing the higher- level duties.
- C. In an emergent situation in the absence of an Attendant Counselor 2 or Attendant Counselor 3, when an Attendant Counselor 1 performs the duties of a shift charge, he or she will be compensated as an Attendant Counselor 2 relief shift charge for that shift.

- D. An Attendant Counselor 2 will be paid at the Attendant Counselor 3 rate for filling behind an Attendant Counselor 3 in the event of absences, exclusive of annual leave, for fifteen (15) workdays in a calendar month. Payment at the Attendant Counselor 3 rate will begin on the 16th day of the Attendant Counselor 3 absence.
- E. Department of Transportation – Maintenance Bargaining Unit – Winter Shift Upgrades
The Employer will calculate all previous non-permanent appointment time to adjust the salary step, to include a two (2) step increase for every accumulated twelve (12) months, until they reach the top of the pay range. During the temporary upgrade the PID increases may be temporarily deferred until the employee returns to his or her permanent position.

42.7 Establishing Salaries for New Employees and New Classifications

The Employer will assign newly hired employees to the appropriate range and step of the appropriate State Salary Schedules as described in [Sections 42.1, 42.2 42.3 and 42.4](#), above.

- A. The salary of employees in classes requiring licensure, as a registered nurse or physicians assistant (PA) will be governed by the “N1” Range Salary Schedule.
- B. An employee’s experience as a registered nurse (RN), physicians assistant (PA) and/or licensed practical nurse (LPN), calculated as follows, will determine the placement of an employee on the proper step within an “N1” range:
 - 1. RN and PA experience will be credited year for year.
 - 2. Up to ten (10) years LPN experience will be credited at the rate of two (2) years LPN experience equals one (1) year of RN or PA experience, for a maximum credit of five (5) years.

42.8 Periodic Increases

An employee’s periodic increment date will be set and remain the same for any period of continuous service in accordance with the following:

- A. Employees will receive a two (2) step increase to base salary annually, on their periodic increment date, until they reach the top step of the pay range.
- B. Employees who are hired at the minimum step of their pay range will receive a two (2) step increase to base salary following completion of six (6) months of continuous service and the date they receive that increase will be the employee’s periodic increment date. Thereafter, employees will receive a two (2) step increase annually, on their periodic increment date, until they reach the top of the pay range.

- C. Employees who are hired above the minimum step of the pay range will receive a two (2) step increase to base salary following completion of twelve (12) months of continuous service and the date they receive that increase will be the employee's periodic increment date. Thereafter, employees will receive a two (2) step increase annually, on their periodic increment date, until they reach the top of the pay range.
- D. Employees governed by the "N1" range salary schedule that have reached Step K, will receive a one (1) step increase based on years of experience up to the maximum of the range.
- E. Employees who are appointed to another position with a different salary range maximum will retain their periodic increment date and will receive step increases in accordance with Subsections 42.8 A through C.
- F. Seasonal career/cyclic employees periodic increment dates will be adjusted for time not worked.
- G. Department of Transportation – Maintenance Bargaining Unit – Winter Shift Upgrades
The Employer will calculate all previous non-permanent appointment time to adjust the salary step, to include a two (2) step increase for every accumulated twelve (12) months, until they reach the top of the pay range. During the temporary upgrade the PID increases may be temporarily deferred until the employee returns to his or her permanent position.

42.9 Salary Assignment Upon Promotion

- A. Employees promoted to a position in a class whose range is less than six (6) ranges higher than the range of the former class will be advanced to a step of the range for the new class that is nearest to five percent (5%) higher than the amount of the pre-promotional step. The Appointing Authority may approve an increase beyond this minimum requirement, not to exceed the maximum of the salary range.
- B. Employees promoted to a position in a class whose range is six (6) or more ranges higher than the range of the former class will be advanced to a step of the range for the new class that is nearest to ten percent (10%) higher than the amount of the pre-promotional step. The Appointing Authority may approve an increase beyond this minimum requirement, not to exceed the maximum of the salary range.
- C. Geographic Adjustments
The Appointing Authority may authorize more than the step increases specified in Subsections 42.9 A and B, when an employee's promotion requires a change of residence to another geographic area to be within a reasonable commuting distance of the new place of work. Such an increase may not result in a salary greater than the range maximum.

D. Promotions for Registered Nurses or Physicians Assistants

1. Promotional increases for classes requiring licensure as a registered nurse (RN) or physicians assistant (PA) (“N” ranges) are calculated in the manner described below.
2. An employee who is promoted into or between classes which have pay range “N” will advance to the step in the new range, as shown in the “N1” Range Salary Schedule, as described in [Section 42.3](#), which represents the greater of (a), (b) or (c) below.
 - a. Placement on the step which coincides with the employee’s total length of experience as a registered nurse (RN), physicians assistant (PA) and/or licensed practical nurse (LPN). Experience will be credited as follows:
 - i. RN and PA experience will be credited year for year.
 - ii. Up to ten (10) years LPN experience will be credited at the rate of two (2) years LPN experience equals one (1) year of RN or PA experience, for a maximum credit of five (5) years.

Or

- b. Placement on the step of the new range that is nearest to a minimum of five percent (5%) higher than the amount of the pre-promotional step. The Appointing Authority may authorize more than a five percent (5%) increase, but the amount must be on a step within the salary range for the class.

Or

- c. The Appointing Authority will advance an employee who is promoted under any one or more of the following conditions to the step of the range for the new class that is nearest to a minimum of ten percent (10%) higher than the amount of the pre-promotional step. The Appointing Authority may authorize more than a ten percent (10%) increase, but the amount must be on a step within the salary range for the class:
 - i. When the employee is promoted to a class whose base range is six (6) or more ranges higher than the base range of the employee’s former class;
 - ii. When the employee is promoted over an intervening class in the same class series;

- iii. When the employee is promoted from one (1) class series to a higher class in a different series and over an intervening class in the new series, which would have represented a promotion; or
- iv. When an employee's promotion requires a change of residence to another geographic area to be within a reasonable commuting distance of the new place of work.

42.10 Salary Adjustments

The Employer may increase an employee's step within the salary range to address issues related to recruitment, retention or other business needs. Such an increase may not result in a salary greater than step M of the range.

42.11 Demotion

An employee who voluntarily demotes to another position with a lower salary range maximum will be placed in the new range at a salary equal to his or her previous base salary. If the previous base salary exceeds the new range, the employee's base salary will be set equal to the new range maximum.

42.12 Transfer

A transfer is defined as an employee-initiated move of an employee from a position to another position within or between agencies in the same class or a different class with the same salary range maximum. Transferred employees will retain their current base salary.

42.13 Reassignment

Reassignment is defined as an agency-initiated move of an employee within the agency from one position to another in the same class or a different class with the same salary range maximum. Upon reassignment, an employee retains his or her current base salary.

42.14 Reversion

Reversion is defined as voluntary or involuntary movement of an employee during the trial service period to the class the employee most recently held permanent status in, to a class in the same or lower salary range, or separation placement onto the Employer's internal layoff list. Upon reversion, the base salary the employee was receiving prior to promotion will be reinstated.

42.15 Elevation

Elevation is defined as restoring an employee to the higher classification, with permanent status, which was held prior to being granted a demotion or to a class that is between the current class and the class from which the employee was demoted. Upon elevation, an employee's salary will be determined in the same manner that is provided for promotion in [Section 42.9](#).

42.16 Part-Time Employment

Monthly compensation for part-time employment will be pro-rated based on the ratio of hours worked to hours required for full-time employment. In the alternative, part-time employees may be paid the appropriate hourly rate for all hours worked.

42.17 Callback

A. Work Preceding or Following a Scheduled Work Shift

Overtime-eligible employees will be notified prior to their scheduled quitting time either to return to work after departing the worksite or to change the starting time of their next scheduled work shift.

1. Lack of notice for such work will be considered callback and will result in a penalty of three (3) hours of pay at the basic salary in addition to all other compensation due. This penalty will apply to each call.
2. The Employer may cancel a callback notification to work extra hours at any time, but cancellation will not waive the penalty cited in this Section.

These provisions will not apply to the mid-shift interval in a split shift and an employee called back while in standby status.

B. Work on Scheduled Days Off or Holidays

The Employer may assign employees to work on a day off or holiday. Overtime-eligible employees will be notified of such assignments at least prior to the employees' normal quitting times on their second workday preceding the day off or holiday (except Sunday, when it is within the assigned work shift).

1. If the Employer does not give such notice, affected employees will receive a penalty payment of three (3) hours pay at the basic salary in addition to all other compensation due them.
2. The Employer may cancel work assigned on a day off or holiday. However, if the Employer does not notify affected employees of such cancellation at least prior to their normal quitting times on their second workday preceding the day off or holiday work assignment, affected employees will receive a penalty payment of three (3) hours pay at the basic salary.

These provisions will apply to employees on paid leave status.

- C. When an overtime-eligible employee volunteers to work on a scheduled day off, the employee is not entitled to callback under 42.17 B.

- D. An employee who is receiving standby pay is not entitled to callback pay if required to return to work after departing the worksite or is directed to report to duty prior to the starting time of his or her next scheduled work shift.
- E. Emergency Schedule Changes – Departments of Agriculture and Transportation
If the Employer makes an emergency schedule change as defined in [Article 6](#), Hours of Work, the affected employee will receive a penalty payment of three (3) hours pay at the basic salary, per occurrence, in addition to all other compensation due.

42.18 Shift Premium

- A. For purposes of this Section, the following definitions apply:
 - 1. “Evening shift” is a work shift of eight (8) or more hours which ends at or after 10:00 p.m.
 - 2. “Night shift” is a work shift of eight (8) or more hours which begins by 3:00 a.m.
- B. A basic shift premium of sixty-five cents (\$0.65) per hour will be paid to full-time employees who are regularly scheduled day shift employees whose regular or temporary scheduled work shift includes hours after 6:00 p.m. and before 6:00 a.m. where no overtime, schedule change pay, or callback compensation is received. Shift premium is paid only for those hours actually worked after 6:00 p.m. and before 6:00 a.m.
- C. A basic shift premium of one dollar (\$1.00) per hour will be paid to full time employees under the following circumstances:
 - 1. Regularly scheduled evening and night shift employees are entitled to shift premium for all hours worked.
 - 2. A regularly scheduled day shift employee who is temporarily assigned a full evening or night shift where no overtime, schedule change pay, or callback compensation is received. Shift premium is paid only for all evening or night shift hours worked in this circumstance.
 - 3. Employees regularly scheduled to work at least one (1), but not all, evening and/or night shifts are entitled to shift premium for those shifts. Additionally, these employees are entitled to shift premium for all hours adjoining that evening or night shift which are worked.
- D. Part-time and on-call employees will be entitled to basic shift premium under the following circumstances:

1. For all assigned hours of work after 6:00 p.m. and before 6:00 a.m., as defined above in Subsection 42.18 B.
 2. For assigned full evening or night shifts, as defined above in Subsection 42.18 C.
- E. In cases where shift premium hours are regularly scheduled over a year, agencies may pay shift premium at a monthly rate that is equal for all months of the year. Monthly rates will be calculated by dividing twelve (12) into the amount of shift premium an employee would earn in a year if the hourly rules in Subsection 42.18 C were applied.
- F. When an employee is compensated for working overtime during hours for which shift premium is authorized in this Section, the overtime rate will be calculated using the “regular rate.”
- G. Employees eligible for shift premium for their regularly scheduled shifts will receive the same proportion of shift premium for respective periods of authorized paid leave and for holidays not worked which fall within their regularly scheduled shift.

42.19 Shift Premium for Registered Nurses and Related Classes

Registered Nurses 1 through 4 and related job classes requiring licensure as a registered nurse, Licensed Practical Nurses 1, 2 and 4, and Psychiatric Security Nurses will receive one dollar and fifty cents (\$1.50) per hour shift differential for evening shift and night shift work.

42.20 Supplemental Shift Premium for Nurses

For the classes of Registered Nurse 1 through 4 and related job classes requiring licensure as a registered nurse, supplemental shift premium will be paid in the amounts and under the conditions described below. Employees may qualify for one (1) or both of these supplemental shift premiums.

- A. One dollar (\$1.00) per hour during any hours assigned to work or while on paid leave from 11:00 p.m. until 7:00 a.m.
- B. Three dollars (\$3.00) per hour during any hours worked or while on paid leave from Friday midnight to Sunday midnight.
- C. Supplemental shift premiums are payable regardless of employment status and/or whether the work was prescheduled.
- D. Supplemental shift premiums are not payable during hours other than those specified.

42.21 Split Shift

When an employee’s assigned work shift is split with a minimum of four (4) intervening hours not worked, the employee, except for registered nurses and

related classes, will receive the shift premium rate designated in Subsection 42.18 B for all hours worked. Registered nurses and related classes will receive the premium rate set forth in [Section 42.19](#) for all hours worked. The provisions of Subsections 42.18 D, E and F will apply to employees working split shifts.

42.22 Standby

- A. An employee is in standby status while waiting to be engaged to work by the Employer and both of the following conditions exist:
 - 1. The employee is required to be present at a specified location or is immediately available to be contacted. The location may be the employee's home or other specific location, but not a work site away from home. When the standby location is the employee's home, and the home is on the same state property where the employee works, the home is not considered a work site.
 - 2. The agency requires the employee to be prepared to report immediately for work if the need arises, although the need might not arise.
- B. Standby status will not be concurrent with work time.
- C. When the nature of a work assignment confines an employee during off-duty hours and that confinement is a normal condition of work in the employee's position, standby compensation is not required merely because the employee is confined.
- D. Overtime-eligible employees on standby status will be compensated at a rate of seven percent (7%) of their hourly base salary for time spent in standby status.
- E. Overtime-exempt employees will be compensated twenty-five dollars (\$25.00) for each day or portion thereof spent in standby status. A day is defined as a twenty-four (24) hour period beginning on the first hour an employee is assigned standby status.
- F. Employees dispatched to emergency fire duty as defined by [RCW 38.52.010](#) are not eligible for standby pay.
- G. This Section will be administered in accordance with the Fair Labor Standards Act (FLSA).

42.23 Relocation Compensation

- A. The Employer may authorize lump sum relocation compensation, within existing budgetary resources, under the following conditions:
 - 1. When it is reasonably necessary that a person make a domiciliary move in accepting a reassignment or appointment, or

2. When it is necessary to successfully recruit or retain a qualified candidate or employee who will have to make a domiciliary move in order to accept the position.
- B. If the employee receiving the relocation payment terminates or causes termination of his or her employment with the state within one (1) year of the date of employment, the state will be entitled to reimbursement for the moving costs which have been paid and may withhold such sum as necessary from any amounts due the employee. Termination as a result of layoff or disability separation will not require the employee to repay the relocation compensation.

42.24 Salary Overpayment Recovery

- A. When an agency has determined that an employee has been overpaid wages, the agency will provide written notice to the employee which will include the following items:
1. The amount of the overpayment,
 2. The basis for the claim, and
 3. The rights of the employee under the terms of this Agreement.
- B. Method of Payback
1. The employee must choose one of the following options for paying back the overpayment:
 - a. Voluntary wage deduction
 - b. Cash
 - c. Check
 2. The employee will have the option to repay the overpayment over a period of time equal to the number of pay periods during which the overpayment was made, unless a longer period is agreed to by the employee and the agency. The payroll deduction to repay the overpayment shall not exceed five percent (5%) of the employee's disposable earnings in a pay period. However, the agency and employee can agree to an amount that is more than the five percent (5%).
 3. If the employee fails to choose one of the three options described above, within the timeframe specified in the agency's written notice of overpayment, the agency will deduct the overpayment owed from the employee's wages. This overpayment recovery will take place over a period of time equal to the number of pay periods during which the overpayment was made.
 4. Any overpayment amount still outstanding at separation of employment will be deducted from their final pay.

- C. Appeal Rights
Any dispute concerning the occurrence or amount of the overpayment will be resolved through the grievance procedure in [Article 29](#), Grievance Procedure, of this Agreement.

42.25 Assignment Pay/Special Pay Provisions

- A. Assignment Pay
Assignment pay is a premium added to the base salary and is intended to be used only as long as the skills, duties, or circumstances it is based on are in effect. The Employer may grant assignment pay to a position to recognize specialized skills, assigned duties, and/or unique circumstances that exceed the ordinary. The Employer determines which positions qualify for the premium. Classes approved for assignment pay are identified in Appendix P.
- B. Special Pay Ranges
Special pay ranges are used to equal or approximate prevailing rate practices found in private industry or other governmental units. An affected class is identified by a letter designation following the basic salary range number or by a letter designation preceding a number. In the latter case, a special salary schedule will be used for such classes.
- C. All Assignment Pay rates and Special Pay Ranges and Notes are listed within Appendices P and Q of this Agreement.

42.26 Dependent Care Salary Reduction Plan

The Employer agrees to maintain the current dependent care salary reduction plan that allows eligible employees, covered by this Agreement, the option to participate in a dependent care reimbursement program for work-related dependent care expenses on a pre-tax basis as permitted by federal tax law or regulation.

42.27 Pre-tax Health Care Premiums

The Employer agrees to provide eligible employees with the option to pay the employee portion of health premiums on a pre-tax basis as permitted by federal tax law or regulation.

42.28 Medical/Dental Expense Account

The Employer agrees to allow insurance eligible employees, covered by the Agreement, to participate in a medical and dental expense reimbursement program to cover co-payments, deductibles and other medical and dental expenses, if employees have such costs, or expenses for services not covered by health or dental insurance on a pre-tax basis as permitted by federal tax law or regulation.

42.29 Voluntary Separation Incentives – Voluntary Retirement Incentives

Agencies will have the discretion to participate in a Voluntary Separation Incentive Program or a Voluntary Retirement Incentive Program, if such program is provided for in the 2017 – 2019 operating budget. Such participation must be in accordance

with the program guidelines. Program incentives or offering of such incentives are not subject to the grievance procedure in [Article 29](#), Grievance Procedure.

42.30 Fire Duty Compensation – Department of Social and Health Services (DSHS)

DSHS employees sent to forest fire camps in charge of inmate or resident fire fighters for a period of twenty-four (24) hours or more will be on “extended duty assignment.” Employees on extended duty assignment will be considered to be on continuous duty from the time they commence such duty, including travel time to the fire, until they are released from duty, including travel time for return to their non-fire duty station.

- A. During the extended duty assignment, all time will be paid as work time, except that the Employer may deduct up to eight (8) hours of non-work time each day for sleep, plus up to three (3) hours for meals, provided that:
 - 1. The employee has no responsibility during time deducted for meal periods.
 - 2. The time deducted for sleep includes a period of five (5) continuous hours which are not interrupted by a call to work.
- B. Employees will not be entitled to receive callback pay for any work performed during the hours of an extended duty assignment or the transition back to their regular work schedule.
- C. While on extended duty assignment, the employee’s workweek will remain the same. However, an employee’s assigned work hours while on extended duty assignment may be different from his or her regularly assigned work hours. Work schedules for employees on extended duty assignment will be determined after camp has been set up.
- D. If an employee is directed to perform duties which extend beyond his or her assigned work hours, as determined in Subsection 42.29 C above, he or she will be compensated at the overtime rate. If an employee is directed to return to duty without having had five (5) continuous hours off duty, the employee will be compensated at the overtime rate for all off-duty hours, in addition to the number of hours worked, until he or she is relieved from duty for five (5) consecutive hours. If an employee is directed to return to work after being off duty for five (5) consecutive hours but prior to his or her assigned shift, he or she will be compensated at the overtime rate for actual hours worked during the off-duty hours.
- E. There is no eligibility for standby pay during an extended duty assignment.
- F. Employees whose regular work schedule entitles them to shift premium will be paid shift premium while on extended duty assignment.

42.31 Fire Duty Compensation – Department of Natural Resources (DNR)

A. Compensation for Typical Fire Suppression Duties and/or Participating in the DNR Fire Training Academy Implementation:

DNR employees performing fire suppression duties as defined in [RCW 76.04.005](#)(22), or other emergency duties, or participating in the DNR Fire Training Academy implementation, when they are working under the incident command system will be compensated as follows:

1. Employees will be paid at a one and one half (1 ½) times the sum of their regular hourly rate (plus two dollars [\$2.00] if applicable per Subsection 2 below) for those hours worked in excess of forty (40) hours in a workweek.
2. Two dollars (\$2.00) * is added to an employee's regular rate in lieu of any other forms of additional compensation including, but not limited to, callback, standby, stand down, shift differential, split shift differential, assignment pay, schedule change, and pay for rest periods of less than five (5) hours. The provisions of this section do not apply to the DNR Fire Training Academy.
3. For purposes of this Subsection, the regular hourly rate does not include any allowable exclusions as specified in Subsection 7.1 D of [Article 7](#), Overtime.

*Note: If any other labor organization negotiates an amount greater than two dollars (\$2.00), then this amount will be increased to equal the greater amount.

B. Compensation When Deployed to a Closed Satellite Camp:

A closed satellite camp means an employee is unable to leave at the end of a work shift. When deployed to a closed satellite camp employees will be considered on twenty-four (24)-hour duty. Pursuant to the Fair Labor Standards Act (FLSA), bona fide meal periods and a bona fide scheduled sleeping period of up to eight (8) hours are excluded from paid time.

When employees are deployed to a closed satellite camp the agency will provide specific items after a twenty-four (24) hour grace period, which commences when the incident command team initially deploys staff to the closed satellite camp. The provisions are a hot catered meal, adequate sleeping facilities (this means a sleeping bag and tent), and a sleep period of at least five (5) hours that is not interrupted to perform fire duties. Should the agency not provide these provisions in a closed satellite camp, the employee will be entitled to twenty-four (24) hour pay without excluding bona fide meal or sleep periods until the agency meets its obligation.

C. "Wild Fire Suppression and Other Emergency Duties," Appendix R, provides direction on the non-compensation elements of fire duty.

42.32 Spill Response Team – Department of Ecology

- A. In addition to the compensation described in [Article 7](#), Overtime, employees on spill response duty will be compensated as follows:
 - 1. Employees will be in only one (1) pay status at a time. Employees cannot accrue standby pay and pay for time worked.
 - 2. Standby pay will be provided to employees required to be on standby status for purposes of spill response. Employees will be compensated for standby in accordance with Subsection 42.22 D above, for all hours in standby status.
- B. Employees responding to a spill will be paid at a rate of one and one-half (1-1/2) times the employee's hourly salary (including the assignment pay) for time worked outside their normal work hours. "Responding to a spill" includes receiving phone calls and any required follow-up activities, field response, and any other activities as identified in the Spill Response Operations Manual.
- C. Employees permanently assigned to the Emergency Spill Response Team (full-time responders) will receive assignment pay per [Section 42.25](#), above. Employees not permanently assigned to the Emergency Response Team (after-hours responders) but who are designated by the Spill Response Section Manager as spill responders eligible for assignment pay, will receive two dollars and forty-four cents (\$2.44) per hour for each hour on duty in the assigned duty week that is outside of normal work hours as described in the Spill Response Operations Manual.

42.33 Emergency/Disaster Operations Compensation

All employees, except those performing duties as outlined in [Sections 42.30, 42.31, and 42.32](#) above, performing emergency/disaster duties when working full-time under a Level 2 or higher activation level designated by the State Emergency Operation Center will be compensated as follows:

- A. Employees will be paid at one and one-half (1-1/2) times the sum of their regular hourly rate for those hours worked in excess of forty (40) hours in a workweek as a result of full-time work in support of a significant emergency, declared disaster, or Emergency Management Assistance Compact (EMAC) or other Mutual Aid activations/deployments as determined by the agency head or designee. During federally declared disasters overtime compensation will be limited to cash payments.
- B. For those hours worked during the activation, one dollar (\$1.00) is added to an employee's regular rate in lieu of shift differential, split shift differential, and/or schedule change compensation.
- C. Unless otherwise noted in writing, employees will retain the assigned workweek while supporting emergency/disaster operations. However,

employees' assigned work hours may be different from their regularly assigned work hours.

- D. These provisions are limited to qualifying work performed in the Washington Emergency Operations Center, in a Joint Field Office, and work in direct support of EMAC or other Mutual Aid activations/deployments.

ARTICLE 43

HEALTH CARE BENEFITS AMOUNTS

43.1 A. For the 2017-2019 biennium, the Employer will contribute an amount equal to eighty-five percent (85%) of the total weighted average of the projected health care premium for each bargaining unit employee eligible for insurance each month, as determined by the Public Employees Benefits Board (PEBB). The projected health care premium is the weighted average across all plans, across all tiers.

B. The point-of-service costs of the Classic Uniform Medical Plan (deductible, out-of-pocket maximums and co-insurance/co-payment) may not be changed for the purpose of shifting health care costs to plan participants, but may be changed from the 2014 plan under two (2) circumstances:

1. In ways to support value-based benefits designs; and
2. To comply with or manage the impacts of federal mandates.

Value-based benefits designs will:

1. Be designed to achieve higher quality, lower aggregate health care services cost (as opposed to plan costs);
2. Use clinical evidence; and
3. Be the decision of the PEB Board.

C. Article 43.1 B will expire June 30, 2019.

43.2 The PEBB Program shall provide information on the Employer Sponsored Insurance Premium Payment Program on its website and in an open enrollment publication annually.

43.3 The Employer will pay the entire premium costs for each bargaining unit employee for basic life, basic long-term disability and dental insurance coverage.

43.4 Wellness

A. To support the statewide goal for a healthy and productive workforce, employees are encouraged to participate in a Well-Being Assessment

survey. Employees will be granted work time and may use a state computer to complete the survey.

- B. The Coalition of Unions agrees to partner with the Employer to educate their members on the wellness program and encourage participation. Eligible, enrolled subscribers who register for the Smart Health Program and complete the Well-Being Assessment will be eligible to receive a twenty-five dollar (\$25) gift certificate. In addition, eligible, enrolled subscribers shall have the option to earn an annual one hundred twenty-five dollars (\$125.00) or more wellness incentive in the form of reduction in deductible or deposit into the Health Savings Account upon successful completion of required Smart Health Program activities. During the term of this Agreement, the Steering Committee created by Executive Order 13-06 shall make recommendations to the PEBB regarding changes to the wellness incentive or the elements of the Smart Health Program.

ARTICLE 44 TOBACCO FREE WORKPLACE

44.1 Applicability

This applies only to those employees who work at the Town Center campus located in Tumwater and the Department of Health's Public Health Laboratory located in Shoreline.

- 44.2** The Employer may enforce a tobacco free working environment, which includes no use of tobacco or smoking in state vehicles and on agency premises (including parking lots and facilities), where employees are assigned to conduct official state business.

- 44.3** The Employer will have the right to confine employee tobacco use and smoking to specifically designated areas, or make entire campuses tobacco free. Prior to taking such an approach, the Employer will provide ninety (90) days notice to affected employees. The Employer will help identify smoking and tobacco cessation resources for employees who request help to stop smoking or using tobacco products.

ARTICLE 45 CONTRACTING

- 45.1** The Employer will determine which agency services will be subject to competitive contracting in accordance with [RCW 41.06.142](#), [WAC 200-320](#), and [WAC 357-43](#). Nothing in this Agreement will constitute a waiver of the Union's right to negotiate a mandatory subject in association with Employer's right to engage in competitive contracting. The Employer will notify the Union prior to notifying employees and will satisfy its collective bargaining obligation before contracting for bargaining unit work.

- 45.2** The Employer will notify the Executive Director of the Union of the proposed contracting in writing. If known at the time of the written notification, the notice must include:
- A. The location where the work will be performed;
 - B. Whether or not the contract is for work customarily and historically performed by bargaining unit members within the impacted bargaining unit and location;
 - C. A description of the work to be contracted;
 - D. A description of the reasons for the contracting; and
 - E. The length and amount of the contract.
- 45.3** The Union will have twenty-one (21) calendar days from receipt of the written notice to request negotiations. The request must be in writing and filed with the OFM State Human Resources Labor Relations Section (LRS) at labor.relations@ofm.wa.gov. If the Union does not request negotiations within twenty-one (21) calendar days, the Employer may contract for the work without the need for further negotiations.
- 45.4** In the event of conditions beyond the control of the Employer such as emergencies or mandated conditions requiring immediate implementation, the Employer will notify the Union in writing as soon as practicable.
- 45.5 Shared Services**
The Union and the Employer acknowledge that there may be instances where the Employer might be able to expand operations and/or provide services to other state agencies. It is further acknowledged that such expansion may have a beneficial financial impact to the Employer and may mitigate the impacts of budgetary constraints. The Employer will consider proposals submitted to them from the Union.

ARTICLE 46

PRESUMPTION OF RESIGNATION

- 46.1 Unauthorized Absence**
When an employee has been absent without authorized leave and has failed to contact the Employer for a period of three (3) consecutive days, the employee is presumed to have resigned from his or her position. The Employer will make reasonable attempts to contact the employee to determine the cause of the absence.

46.2 Notice of Separation

When an employee is presumed to have resigned from his or her position, the Employer will separate the employee by sending a separation notice to the employee by certified mail to the last known address of the employee.

46.3 Petition for Reinstatement

An employee who has received a separation notice may petition the Employer in writing to consider reinstatement. The employee must provide proof that the absence was involuntary or unavoidable. The petition must be received by the Employer or postmarked within seven (7) calendar days after the separation notice was deposited in the United States mail. The Employer must respond in writing to an employee's petition for reinstatement within seven (7) calendar days of receipt of the employee's petition.

46.4 Grievability

Denial of a petition for reinstatement is grievable. The grievance may not be based on information other than that shared with the Employer at the time of the petition for reinstatement.

ARTICLE 47
WORKPLACE BEHAVIOR

47.1 The Employer and the Union agree that all employees should work in an environment that fosters mutual respect and professionalism. The parties agree that inappropriate behavior in the workplace does not further an agency's business needs, employee well-being or productivity. All employees are responsible for contributing to such an environment and are expected to treat others with courtesy and respect.

47.2 Inappropriate workplace behavior by employees, supervisors and/or managers will not be tolerated. If an employee believes he or she has been subjected to inappropriate behavior the employee, and/or the employee's union representative, is encouraged to report this behavior to the employee's supervisor or the Human Resources Office and/or file a grievance in accordance with [Article 29](#), Grievance Procedure. Employees and/or union representatives should identify complaints as inappropriate workplace behavior.

47.3 The Employer will look into the complaint and/or grievance and take appropriate action as necessary. If a complaint was filed, the employee and/or the union representative will be notified at the conclusion.

47.4 The Employer and the Union shall jointly develop training on this Article. The training will be provided to union representatives (UMCC committee members, shop stewards, paid Union staff, Union officers), supervisors, managers and Human Resource Office staff.

- 47.5** Grievances related to this article may be processed through the agency director or secretary level only and are not subject to a pre-arbitration review meeting, mediation or arbitration, however, the parties may utilize alternative resolution methods in accordance with Article 29.2 P as the last step of the grievance process.

ARTICLE 48
CHILDCARE CENTER – LAKELAND VILLAGE

The Employer will provide the current space for the existing nonprofit childcare center on the grounds of Lakeland Village. The Employer may relocate or cancel the program with thirty (30) calendar days' notice.

ARTICLE 49
STRIKES AND LOCKOUTS

Nothing in this Agreement permits or grants to any employee the right to strike or refuse to perform his or her official duties.

ARTICLE 50
ENTIRE AGREEMENT

- 50.1** This Agreement constitutes the entire agreement and any past practice or past agreement between the parties prior to July 1, 2005—whether written or oral—is null and void, unless specifically preserved in this Agreement.
- 50.2** With regard to [WAC 357](#), this Agreement preempts all subjects addressed, in whole or in part, by its provisions.
- 50.3** This Agreement supersedes specific provisions of agency policies with which it conflicts.
- 50.4** During the negotiations of the Agreement, each party had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter appropriate for collective bargaining. Therefore, each party voluntarily and unqualifiedly waives the right and will not be obligated to bargain collectively, during the term of this Agreement, with respect to any subject or matter referred to or covered in this Agreement. Nothing herein will be construed as a waiver of the Union's collective bargaining rights with respect to matters that are mandatory subjects/topics under the law.

ARTICLE 51
SAVINGS CLAUSE

If any court or administrative agency of competent jurisdiction finds any article, section or portion of this Agreement to be unlawful or invalid, the remainder of the Agreement will remain in full force and effect. If such a finding is made, a substitute for the unlawful or

invalid article, section or portion will be negotiated at the request of either party. Negotiations will begin within thirty (30) calendar days of the request.

ARTICLE 52

DISTRIBUTION OF AGREEMENT

52.1 The Employer will post the Agreement on the Office of Financial Management's (OFM's) internet by the effective date of the Agreement or sixty (60) days after legislative approval, whichever is later. Each agency will post the Agreement electronically on the agency's intranet after it is posted by OFM. The Employer will provide all employees with a link to the Agreement. All employees will be authorized access to the Agreement link.

52.2 All Employees (excluding Department of Ecology Employees)
The Employer and the Union will share the cost of printing this Agreement, including Braille and large-print copies. The Agreement will be printed by union printers, on recycled paper and carry a union label. The Employer will provide all current and new employees with one (1) copy of the Agreement.

52.3 Department of Ecology Employees Only
Upon request, the Department of Ecology will provide current employees with one (1) copy of the Agreement.

ARTICLE 53

TERM OF AGREEMENT

53.1 All provisions of this Agreement will become effective July 1, 2017, and will remain in full force and effect through June 30, 2019; however, in accordance with [RCW 41.80.090](#), if this Agreement expires while negotiations between the Union and the Employer are underway for a successor Agreement, the terms and conditions of this Agreement will remain in effect for a period not to exceed one (1) year from the expiration date. Thereafter, the Employer may unilaterally implement according to law.

53.2 Either party may request negotiations of a successor Agreement by notifying the other party in writing no sooner than January 1, 2018, and no later than January 31, 2018. In the event that such notice is given, negotiations will begin at a time agreed upon by the parties.

APPENDIX A
BARGAINING UNITS REPRESENTED BY THE
WASHINGTON FEDERATION OF STATE EMPLOYEES

This Article has been modified by an [MOU](#) effective September 25, 2018

Agency	PERC Description	Order #
Agriculture	Non-Supervisory Classified Grain Branch, Fruit & Vegetable Inspection, Commission Merchants, Livestock Identification, Weights & Measures and Plant Services	12375
Arts Commission	Non-Supervisory Classified	8411
Blind Services	Non-Supervisory Classified – Agency wide	8429
	Supervisory Classified – Agency wide	8429
Blind, School	Agency wide – Institutions, excluding Teachers	8438
Center for Childhood Deafness And Hearing Loss	Non-Supervisory Classified – Institutions	8417
	Supervisory Classified - Institutions	8417
Commerce	Non-Supervisory Community Program Developers, Clerical, MA, FSM and PSS	12321
	Supervisory Community Program Developers	8385
Corrections	Non-Supervisory Community Corrections	11448
	Supervisors Community Corrections	8412
	Non-Supervisors – Warrants/Records Unit	9812
	Non-Supervisors – Program Coordinators	12054
CJTC	Agency wide	RU-369
CTS	Agency wide	12765
DES	Non-Supervisory Capitol Facilities	11665
	Supervisory Capitol Facilities	11665
	Non-Supervisory Consolidated Mail Services	11656
	Contracts and Legal Services	11652
	Construction & Maintenance Supts.	11665
	Non-Supervisory Fleet Operations	11656
	Non-Supervisory Production Services	11656

Agency	PERC Description	Order #
DFW	Non-Supervisory Information Tech Services	8130
	Supervisory Business Services	8646
	IT Specialists in Wildlife Science Division	10962-A
	Technology & Financial Management, Public Affairs, Information Governance and Construction and Assessment Management	12575
DSHS	Non-Supervisory Institutions	8420
	Supervisors Institutions	12689-A
	Non-Supervisory Juvenile Rehab Community Services	8418
	Supervisors Juvenile Rehab Community Services	8418
	Non-Supervisory Multiple Divisions/Units	12783
	Supervisors Multiple Divisions/Units	12783
	Non-Supervisory Vocational Rehabilitation Supervisors Vocational Rehabilitation	8421 9771
Early Learning	Non-Supervisory Classified – Agency wide	10071-A
	Supervisory Classified – Agency wide	10072-A
Ecology	Non-Supervisory Classified – Agency wide New BU	12565 WAITING
ESD	Non-Supervisory Classified – Agency wide	8413
	Supervisory Classified – Agency wide	8413
Health	Non-Supervisory Classified – Agency wide	12326
	Supervisors Center for Health Statistics	8427
Health Care Authority	Non-Supervisory Classified-Specific Classifications	12336
	Supervisory Medicaid Purchasing Administration Transfers	Laws of 2011, 1st Spec. Sess., ch 15 § 124(8)
Horse Racing Commission	Non-Supervisory Classified – Agency wide	8433
	Supervisory Classified – Agency wide	8433
Human Rights	Non-Supervisory Investigators & Specialists	RU-243
Industrial Appeals	Non-Supervisory Support Services	8430
	Support Services Supervisors	8430

Agency	PERC Description	Order #
Insurance Comm.	Non-Supervisory Classified – Agency wide	8199
L&I	Non-Supervisory Classified – Agency wide	8437
	Supervisory Classified – Agency wide	8437
LCB	Liquor Enforcement Officers	11699
Licensing	Non-Supervisory Classified – Agency wide	7991-A
	Supervisory Classified – Agency wide	8175
Lottery	Non-Supervisory District Sales Representatives	RU-576
Military	Emergency Management and Information Technology	10820
	Army Division (Office, Professional, Administrative and Clerical)	9641-B
	Washington Youth Academy	11764
Natural Resources	Non-Supervisory Residual Unit	8458-C
	Supervisory Residual Employees	8711
OMWBE	Non-Supervisory Classified	10720-A
Recreation and Conservation Office	Non-Supervisory Classified – Agency wide	8415
Parks	Non-Supervisory Classified – Agency wide	10707
	Supervisory Classified – Agency wide	8528
Secretary of State	Non-Supervisory Archives & Records	8195-A
	Supervisory Archives & Records	8195-A
	Non-Supervisory – Elections	12076
State Patrol	Non-Supervisory Mixed Classes – Agency wide	8469
	Non-Supervisory Service Workers at WSP Academy	RU-251
	Non-Supervisory Crime Laboratories	8425
	Supervisors Crime Laboratories	8425
	Non-Supervisory Fire Protection Services	8422
	Supervisors Fire Protection Services	8422
Transportation	Non-Supervisory Mixed Classes – Agency wide	11015
	Non-Supervisory Highway Maintenance	8364
	Supervisors Highway Maintenance	8364

Agency	PERC Description	Order #
UTC	Non-Supervisory – Agency wide	8546
	Non-Supervisory Motor Carrier Law Enforcement	RU-313
Veterans Affairs	Non-Supervisory Veteran’s Homes	12407
	Supervisors Veteran’s Homes	12408
WSHS	Non-Supervisory Classified – Agency Wide	12915
WTECB	Agency wide	RU-191

APPENDIX B
JOB CLASSES WITHIN AN AGENCY WITH INHERENT NEED FOR
FLEXIBILITY, IN ACCORDANCE WITH ARTICLE 6.3 A.2

This Article has been modified by an [MOU](#) effective July 1, 2018

This Article has been modified by an [MOU](#) effective September 25, 2018

- 1. Board of Industrial Insurance Appeals**
Information Technology Specialist 1 and 2

- 2. Center for Childhood Deafness and Hearing Loss**
Information Technology Specialist 3
Maintenance Mechanic 2

- 3. Department of Agriculture**
Agricultural Technologist
Brand Inspector 1 and 2
Livestock Investigator
Pest Biologist 1 and 2
Plant Services Specialist 1 and 2
Program Assistant (Grain Inspection Program)
Program Specialist (Grain Inspection Program)
Weights and Measures Inspector 1 and 2
Weights and Measures Supervisor

- 4. Department of Commerce**
Commerce Specialists 1 and 2

- 5. Department of Corrections**
Community Corrections Specialist
Community Corrections Officer 1, 2 and 3
Corrections and Custody Officer 3 (Work Release only)
Corrections and Custody Officer 2 and 3 (Transport officers and Community Work Crew officers only)

- 6. Department of Children, Youth, and Families**
Social Service Specialist 3
Social and Health Program Consultant 1 and 2
Social Service Training Specialist

- 7. Department of Ecology**
Community Outreach & Environmental Education Specialist 1, 2, 3, and 4
Environmental Planner 1, 2, 3, 4 and 5
Environmental Specialist 1, 2, 3, 4, and 5
Information Technology Specialist 1, 2, 3, 4, and 5
Management Analyst 3, 4, and 5
Marine Transportation Safety Specialist 2 and 3

Natural Resource Scientist 1, 2, 3, and 4

8. Department of Fish and Wildlife

Carpenter

Construction and Maintenance Project Supervisor

Construction Project Coordinator 1, 2, and 3

Control Technician, Lead

Customer Service Specialist 2

Electrician

Electronics Technician

Equipment Operator 2

Equipment Technician 1, 2, and 3

Land Surveyor 2 and 3

Maintenance Mechanic 1, 2, and 3

Utility Worker 1, 2, 3, and 4

Welder/Fabricator

9. Department of Health

Health Care Investigator 1, 2, and 3

Investigator 3 and 4

Pharmacist Investigator

10. Department of Labor and Industries

Apprenticeship Consultant 2 and 3

Industrial Hygienist 2, 3 and 4

Industrial Relations Agent 2, 3, and 4

Investigator 2 and 3

Safety and Health Inspector 1, 2, 3 and 4

11. Department of Social and Health Services

Attendant Counselor Manager

Community Worker

Developmental Disabilities Case/Resource Manager

Developmental Disabilities Outstation Manager

Food Manager 1

Forensic Therapists

Investigator 1 and 2

Juvenile Rehabilitation Coordinator (excluding Institutions)

Juvenile Rehabilitation Security Manager

Juvenile Rehabilitation Supervisor

Long Term Care Surveyor

Quality Control Specialist

Residential Services Coordinator

Security Guard 3

Social Service Specialist 3

Social Service Training Specialist

- 12. Employment Security Department**
Information Technology Specialist 2, 3 and 4
- 13. Horse Racing Commission**
Investigator 1, 2 and 3
Racing Official 1 and 2
- 14. Military Department**
Emergency Management Program Specialist 1 and 2
Information Technology Specialist 2 and 3
- 15. Office of the Insurance Commissioner**
Financial Examiner 1 and 2
- 16. Office of Minority and Women's Business Enterprises**
Management Analyst 4
- 17. Recreation and Conservation Office**
Information Technology Specialist 2
- 18. Workforce Training and Education Coordinating Board**
Information Technology Specialist 2
- 19. Washington State Historical Society**
Preservation and Museum Specialist 1
Preservation and Museum Specialist 2
Preservation and Museum Specialist 3
Preservation and Museum Specialist 4
Preservation and Museum Specialist 5
Program Coordinator
Maintenance Custodian
Information Technology Specialist 2

APPENDIX C

GRIEVANCE PROCEDURE

This Article has been modified by an [MOU](#) effective July 1, 2018

This Article has been modified by an [MOU](#) effective September 25, 2018

The following agencies will bypass Step 1 of the grievance process as outlined in Article 29, Grievance Procedure:

- Arts Commission
- Center for Childhood Deafness and Hearing Loss
- Consolidated Technology Services
- Criminal Justice Training Commission
- Department of Children, Youth, and Families
- Department of Corrections
- Department of Ecology
- Department of Enterprise Services
- Department of Fish & Wildlife
- Department of Health
- Department of Natural Resources
- Department of Social and Health Services
- Department of Transportation
- Department of Veterans Affairs
- Employment Security Department
- Health Care Authority
- Horse Racing Commission
- Human Rights Commission
- Office of Minority and Women's Business Enterprises
- Parks and Recreation
- Recreation & Conservation Office
- School for the Blind
- Services for the Blind
- Utilities and Transportation Commission
- Washington State Patrol
- Washington State Historical Society
- Workforce Training and Education Coordinating Board

APPENDIX D LAYOFF UNITS

This Article has been modified by an [MOU](#) effective July 1, 2018

This Article has been modified by an [MOU](#) effective September 25, 2018

- 1. Arts Commission**
The agency is designated as the single layoff unit.
- 2. Board of Industrial Insurance Appeals**
The agency is designated as the single layoff unit.
- 3. Center for Childhood Deafness and Hearing Loss**
The agency is designated as the single layoff unit.
- 4. Criminal Justice Training Commission**
The layoff unit will first be the county in which the position is located, and if no options are available, then to the department statewide.
- 5. Department of Agriculture**
Each of the following constitutes a separate layoff unit.

COMMODITY INSPECTION DIVISION

- 1. Grain Inspection Program**
The layoff unit will first be each of the grain offices with the exception of the Kalama/Longview grain offices. Due to the close proximity, the Kalama/Longview grain offices will constitute a single layoff unit. If no options are available, the layoff unit will expand to statewide.
- 2. Fruit and Vegetable Inspection**
Each of the Fruit and Vegetable Inspection Districts will constitute a separate layoff unit within the program.
- 3. Seed Program**
The Seed Program will constitute a single layoff unit.

PLANT PROTECTION DIVISION

- 1. Pest Program**
The Pest Program will constitute a single layoff unit.
- 2. Plant Services Program**
The Plant Services Program will constitute a single layoff unit.
- 3. Commission Merchants and Weights and Measures Programs**

These programs together will constitute a single layoff unit.

ANIMAL SERVICES DIVISION

1. Brand Program

The Brand Program will constitute a single layoff unit.

6. Department of Children, Youth, and Families

The DCYF layoff units shall be as described below:

A. County of the official duty station

B. If no option is available within the county layoff unit, the unit expands to a specified county grouping layoff unit as defined in the table below. (Note: If your official duty station is in the county in Column A, your layoff unit at this step will include the county in Column A and the counties in Column B).

Column A	Column B
Adams	Franklin, Grant, Lincoln, Whitman
Asotin	Garfield, Whitman, Walla Walla, Columbia
Benton	Franklin, Grant, Walla Walla, Yakima, Klickitat
Chelan	Kittitas, Grant, Douglas, Okanogan
Clallam	Jefferson, Kitsap
Clark	Cowlitz, Skamania
Columbia	Franklin, Garfield, Walla Walla, Whitman, Asotin
Cowlitz	Clark, Lewis, Pacific, Skamania, Thurston, Wahkiakum
Douglas	Chelan, Grant, Kittitas, Okanogan
Ferry	Lincoln, Okanogan, Stevens
Franklin	Adams, Benton, Grant, Walla Walla
Garfield	Asotin, Columbia, Whitman, Walla Walla
Grant	Adams, Benton, Chelan, Douglas, Franklin, Kittitas, Lincoln, Yakima
Grays Harbor	Lewis, Mason, Pacific, Thurston, Jefferson

Island	Jefferson, Skagit, Snohomish, Whatcom
Jefferson	Clallam, Island, Kitsap, Mason, Grays Harbor
King	Kitsap, Pierce, Snohomish
Kitsap	Clallam, Jefferson, King, Mason, Pierce, Thurston,
Kittitas	Chelan, Douglas, Grant, Yakima
Klickitat	Clark, Skamania, Yakima, Benton
Lewis	Cowlitz, Grays Harbor, Mason, Pacific, Pierce, Thurston, Wahkiakum
Lincoln	Adams, Ferry, Grant, Okanogan, Spokane, Stevens, Whitman
Mason	Grays Harbor, Jefferson, Kitsap, Lewis, Pierce, Thurston
Okanogan	Chelan, Douglas, Ferry, Lincoln
Pacific	Cowlitz, Grays Harbor, Lewis, Wahkiakum
Pend Oreille	Spokane, Stevens
Pierce	King, Kitsap, Lewis, Mason, Thurston
San Juan	Clallam, Island, Skagit, Whatcom
Skagit	Island, Snohomish, Whatcom
Skamania	Clark, Cowlitz, Lewis, Klickitat
Snohomish	Island, King, Skagit, Whatcom
Spokane	Lincoln, Pend Oreille, Stevens, Whitman
Stevens	Ferry, Lincoln, Pend Oreille, Spokane
Thurston	Cowlitz, Grays Harbor, Lewis, Mason, Pierce
Wahkiakum	Cowlitz, Lewis, Pacific
Walla Walla	Benton, Columbia, Franklin, Whitman, Asotin, Garfield
Whatcom	Island, Skagit, Snohomish

Whitman	Adams, Asotin, Columbia, Franklin, Garfield, Lincoln, Spokane, Walla Walla
Yakima	Benton, Kittitas, Klickitat, Grant

- C. If no option is available within the specified county grouping layoff unit as defined above, then the unit expands to a regional layoff unit. The regional layoff unit is determined by the county of the employee's official duty station. For example, if the employee's official duty station is in Pierce County, the regional layoff unit is Region 5.
- D. If no option is available within the Regional Layoff unit above, the department statewide will be considered the layoff unit.

7. Department of Commerce

Layoff units will be by order as follows:

- A. Division by County
The employee's division within the county in which the permanent workstation is located.
- B. County Only
If no option is available within the division/county layoff unit, the entire agency within the county in which the employee's permanent workstation is located will be considered the layoff unit.
- C. Entire Division/Statewide
If no option is available within the county layoff unit, the employee's division throughout the entire state will be considered the layoff unit.
- D. Entire Agency
If no option is available within the division/statewide layoff unit, the entire department statewide will be considered the layoff unit.

8. Department of Corrections

Layoff units will be by order as follows.

- A. County
The county in which the employee's permanent workstation is located.
- B. Neighboring County Group
If no option is available within the county layoff unit, the unit expands to a neighboring county group layoff unit as defined in the table below. Neighboring counties are adjoining counties that share a land border or are connected by a bridge. (Note: If your permanent workstation is in the county in Column A, your layoff unit at this step will include the counties in Column B).

WORKSTATION COUNTY (Column A)	NEIGHBORING COUNTY GROUP LAYOFF UNIT (Column B)
Adams	Franklin; Grant; Lincoln; Whitman
Asotin	Garfield; Whitman
Benton	Franklin; Grant; Klickitat; Yakima; Walla Walla
Chelan	Douglas; Kittitas; Okanogan
Clallam	Jefferson
Clark	Cowlitz; Skamania
Columbia	Garfield; Walla Walla; Whitman
Cowlitz	Clark; Lewis; Skamania; Wahkiakum
Douglas	Chelan; Grant; Kittitas; Okanogan
Ferry	Lincoln; Okanogan; Stevens
Franklin	Adams; Benton; Grant; Walla Walla; Whitman
Garfield	Asotin; Columbia; Whitman
Grant	Adams; Benton; Douglas; Franklin; Lincoln; Kittitas; Okanogan; Yakima
Grays Harbor	Jefferson; Lewis; Mason; Pacific; Thurston
Island	Skagit
Jefferson	Clallam; Kitsap; Grays Harbor; Mason
King	Pierce; Snohomish
Kitsap	Jefferson; Mason; Pierce
Kittitas	Chelan; Douglas; Grant; Yakima
Klickitat	Yakima; Benton
Lewis	Cowlitz; Grays Harbor; Pacific; Pierce; Skamania; Thurston; Wahkiakum
Lincoln	Adams; Ferry; Grant; Okanogan; Spokane; Stevens; Whitman
Mason	Grays Harbor; Jefferson; Kitsap; Thurston
Okanogan	Chelan; Douglas; Ferry; Grant; Lincoln
Pacific	Grays Harbor; Lewis; Wahkiakum
Pend Oreille	Spokane; Stevens
Pierce	King; Kitsap; Lewis; Thurston
San Juan	None
Skagit	Island; Snohomish; Whatcom
Skamania	Clark; Cowlitz; Lewis
Snohomish	King; Skagit
Spokane	Lincoln; Pend Oreille; Stevens; Whitman
Stevens	Ferry; Lincoln; Pend Oreille; Spokane
Thurston	Grays Harbor; Lewis; Mason; Pierce
Wahkiakum	Cowlitz; Lewis; Pacific
Walla Walla	Benton; Columbia; Franklin
Whatcom	Skagit

Whitman	Adams; Asotin; Columbia; Franklin; Garfield; Lincoln; Spokane
Yakima	Benton; Grant; Kittitas; Klickitat

- C. Statewide
If no option is available within the neighboring county group layoff unit, the department statewide will be considered the layoff unit.

9. Department of Early Learning

The county in which an employee’s position is located will be the primary layoff unit. If no option is available within the county layoff unit, the unit expands to the service area (Northwest, Southwest, Central and Eastern). If no option is available within the service area layoff unit, the unit expands to the department statewide.

10. Department of Ecology

The county in which the employee’s workstation is located will be the primary layoff unit. If no option is available within the county layoff unit, the unit expands to the region. If no option is available within the regional layoff unit, the unit expands to the department statewide.

11. Department of Fish and Wildlife

The following will constitute separate layoff units.

- A. All classified support staff.
- B. Programs headed by an Assistant Director, except all classified support staff.
- C. Director’s office, except all classified support staff.

In each layoff unit the first option will be within the county of the position’s official duty station. If there are no options in the county, the search expands to the bordering counties within the layoff unit. If there are no options in the bordering counties, the search expands to statewide within the layoff unit. If no option is available in the state within the layoff unit, the unit expands to the department statewide.

12. Department of Enterprise Services

- A. Western Washington Region
The layoff unit will first be the county in which the employee’s permanent workstation is located. If there are no options in the county, the layoff unit expands to Western Washington. If there are no options in Western Washington, the layoff unit expands to the department statewide.
- B. Eastern Washington Region
The layoff unit will first be the county in which the employee’s permanent workstation is located. If there are no options in the county the layoff unit

expands to Eastern Washington. If there are no options in Eastern Washington, the layoff unit expands to the department statewide.

13. Department of Health

The layoff unit will first be the county in which the position is located, and if no options are available, then to the department statewide.

14. Consolidated Technology Services

The layoff unit will first be the county in which the position is located, and if no options are available, then to the department statewide.

15. Department of Labor and Industries

The county in which an employee's workstation is located will be the primary layoff unit. If no option is available within the county layoff unit, the unit expands to the bordering counties, and then the unit expands to the region. If no option is available within the regional layoff unit, the unit expands to the department statewide.

16. Department of Licensing

The department is separated into six (6) layoff units. These layoff units are described as follows.

- A. 1. Layoff Unit 1
Whatcom, Snohomish, Skagit, San Juan, Island, Jefferson and Clallam Counties. *(Western Washington region)
- 2. Layoff Unit 2
King County. *(Western Washington region)
- 3. Layoff Unit 3
Pierce and Kitsap Counties. *(Western Washington Region)
- 4. Layoff Unit 4
Thurston, Mason, Lewis, Pacific, Cowlitz, Clark, Wahkiakum, Klickitat (White Salmon only), Skamania and Grays Harbor Counties. *(Western Washington Region)
- 5. Layoff Unit 5
Douglas, Okanogan, Ferry, Stevens, Pend-Oreille, Lincoln, Spokane and Chelan Counties. *(Eastern Washington Region)
- 6. Layoff Unit 6
Grant, Kittitas, Adams, Yakima, Columbia, Franklin, Whitman, Asotin, Benton, Klickitat (Goldendale only), Garfield and Walla Walla Counties. *(Eastern Washington Region)

If there are no options available in the layoff unit, the applicable *region shall be considered the layoff unit.

If there are no options available in the applicable region, the layoff unit shall be statewide.

17. Department of Natural Resources

- A. For All Employees except Seasonal Career Employees the Layoff Units are:
1. For positions located in the Natural Resources Building (NRB), the layoff unit will first be within the NRB, and if no options are available, then to the department statewide.
 2. For positions located in a region, the layoff unit will first be within the region in which the position is located, and if no options are available, then to the department statewide.
- B. For Seasonal Career Employees, the Layoff Units are:
1. The district within which the position is assigned; or
 2. The region excluding district positions, if the position is assigned to a region but does not report to a district: or
 3. The division if the position is assigned to a division

18. Department of Social and Health Services

- A. **Excluding Institutions:** The county in which an employee's workstation is located will be the primary layoff unit. If no option is available within the county layoff unit, the unit expands to bordering counties. If no option is available in the bordering counties, the unit expands to the county group. If no option is available in the county group, the unit expands to the region. If there is no option available within the region, the unit expands to the department statewide.
- B. **For institutions only:** The institution in which the employee works will be the primary layoff unit. If no option is available within the institution layoff unit, the unit expands to the county. If no option is available within the county layoff unit, the unit expands to bordering counties. If no option is available in the bordering counties, the unit expands to the county group. If no option is available in the county group, the unit expands to the region. If no option is available within the region, the unit expands to the department statewide. Within the Developmental Disabilities Administration institutions, State Operated Living Facilities (SOLA) will be considered part of the institution layoff unit for the purpose of identifying layoff options.
- C. **County Group:**
- Group 1: Adams, Asotin, Chelan, Douglas, Ferry, Garfield, Grant, Okanogan, Pend Oreille, Spokane, Stevens, and Whitman.

Group 2: Benton, Columbia, Franklin, Kittitas, Walla Walla, and Yakima.

Group 3: Island, San Juan, Skagit, Snohomish, and Whatcom.

Group 4: King

Group 5: Kitsap, and Pierce.

Group 6: Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Klickitat, Lewis, Mason, Pacific, Skamania, Thurston, and Wahkiakum.

19. Department of Transportation

Layoff units are as follows.

A. Headquarters Layoff Unit

The layoff unit for headquarters employees includes all positions located in Thurston County. This layoff unit does not include positions assigned to the Olympic Region.

B. Right of Way Layoff Units

Employees will be offered available layoff options, first within the employee's local layoff unit. The local layoff units are the Transportation Building and the region Real Estate Services Offices, where the employee's permanent duty station is located. Local layoff units will not cross layoff unit boundaries. If the employee has no option within the local layoff unit to remain at his/her present class or at the next lower class in which the employee has permanent status, the employee's layoff unit will expand to include all bargaining unit positions within the Department.

C. Eastern Region, North Central Region, Olympic Region, South Central Region and Southwest Region Layoff Units

The local layoff unit for Maintenance employees includes all positions (including out-stationed Headquarters positions) located in the Maintenance Area within which the employee's official duty station is located.

The local layoff unit for all other employees includes all positions (including out-stationed Headquarters positions) located in the county within which the employee's official duty station is located.

If no option is available within the local layoff unit, the unit expands to include all positions (including out-stationed Headquarters positions) located in the region. The Olympic Region layoff unit does not include out-stationed Headquarters positions.

D. Northwest Area Layoff Units

The Northwest Area layoff unit includes all employees and positions in the Northwest Region, Planning and Policy office, Aviation Division,

Washington State Ferries, and out-stationed Headquarters employees and positions.

1. Maintenance Employees

The local layoff unit for Maintenance employees includes all positions (including out-stationed Headquarters positions) located in the Maintenance Area where the employee's official duty station is located.

2. Northwest Region Employees

The local layoff unit for NW Region employees whose official duty station is located in King, Whatcom, Skagit, Island or Snohomish county includes all positions (including out-stationed HQ positions) located in the county within which the employee's official duty station is located. This layoff unit does not include positions assigned to the Washington State Ferries.

3. Aviation Division Employees

The local layoff unit for Aviation Division employees includes all positions (including out-stationed HQ positions) assigned to the division.

4. Washington State Ferries

The local layoff unit for employee includes all positions (including out-stationed HQ positions) located with the Washington State Ferries. The local layoff unit for general service employees includes all general service and out-stationed Headquarters positions located within the Washington State Ferries.

If no option is available within any of these local layoff units, the unit expands to include all positions (including out-stationed HQ positions) located in the Northwest Area layoff unit.

20. Department of Veterans Affairs

The following will constitute the layoff units for the department.

- A. For employees in Western Washington, the county in which the employee's permanent workstation is located is the initial layoff unit. If there are no options in the county, the layoff unit expands to Western Washington. If there are no options in Western Washington, the layoff unit expands to the department statewide.
- B. For employees in Eastern Washington, the county in which the employee's permanent workstation is located is the initial layoff unit. If there are no

options in the county, the layoff unit expands to Eastern Washington. If there are no options in Eastern Washington, the layoff unit expands to the department statewide.

21. Employment Security Department

- A. County of the official duty station

- B. If no option is available within the county layoff unit, the unit expands to a specified county grouping layoff unit as defined in the table below. (Note: If your official duty station is in the county in Column A, your layoff unit at this step will include the county in Column A and the counties in Column B).

Column A	Column B
Adams	Franklin, Grant, Lincoln, Whitman
Asotin	Garfield, Whitman
Benton	Franklin, Grant, Walla Walla, Yakima
Chelan	Kittitas, Grant, Douglas
Clallam	Jefferson, Kitsap
Clark	Cowlitz, Skamania
Columbia	Franklin, Garfield, Walla Walla, Whitman
Cowlitz	Clark, Lewis, Pacific, Skamania, Thurston, Wahkiakum
Douglas	Chelan, Grant, Kittitas, Okanogan
Ferry	Lincoln, Okanogan, Stevens
Franklin	Adams, Benton, Grant, Walla Walla
Garfield	Asotin, Columbia, Whitman
Grant	Adams, Benton, Chelan, Douglas, Franklin, Kittitas, Lincoln
Grays Harbor	Lewis, Mason, Pacific, Thurston
Island	Jefferson, Skagit, Snohomish, Whatcom
Jefferson	Clallam, Island, Kitsap, Mason
King	Kitsap, Pierce, Snohomish, Thurston
Kitsap	Clallam, Jefferson, King, Mason, Pierce, Thurston,
Kittitas	Chelan, Douglas, Grant, Yakima
Klickitat	Clark, Skamania, Yakima
Lewis	Cowlitz, Grays Harbor, Mason, Pacific, Pierce, Thurston, Wakiakum
Lincoln	Adams, Ferry, Grant, Okanogan, Spokane, Stevens, Whitman
Mason	Grays Harbor, Jefferson, Kitsap, Lewis, Pierce, Thurston
Okanogan	Chelan, Douglas, Ferry, Lincoln
Pacific	Cowlitz, Grays Harbor, Lewis, Wakiakum
Pend Oreille	Spokane, Stevens
Pierce	King, Kitsap, Lewis, Mason, Thurston

San Juan	Clallam, Island, Skagit, Whatcom
Skagit	Island, Snohomish, Whatcom
Skamania	Clark, Cowlitz, Lewis
Snohomish	Island, King, Skagit, Whatcom
Spokane	Lincoln, Pend Oreille, Stevens, Whitman
Stevens	Ferry, Lincoln, Pend Oreille, Spokane
Thurston	Cowlitz, Grays Harbor, King, Lewis, Mason, Pierce
Wahkiakum	Cowlitz, Lewis, Pacific
Walla Walla	Benton, Columbia, Franklin, Whitman
Whatcom	Island, Skagit, Snohomish
Whitman	Adams, Asotin, Columbia, Franklin, Garfield, Lincoln, Spokane, Walla Walla
Yakima	Benton, Kittitas, Klickitat

- C. If no option is available within the specified county grouping layoff unit as defined in Subsection 2.B above, then the unit expands to a regional layoff unit as defined below. The regional layoff unit is determined by the county of the employee's official duty station. For example, if the employee's official duty station is in Pierce County, the regional layoff unit is Unit A.
1. Regional Layoff Unit A includes: Clallam, Clark, Cowlitz, Grays Harbor, Island, Jefferson, King, Kitsap, Klickitat, Lewis, Mason, Pacific, Pierce, San Juan, Skagit, Skamania, Snohomish, Thurston, Wahkiakum, and Whatcom
 2. Regional Layoff Unit B includes: Adams, Asotin, Benton, Chelan, Columbia, Douglas, Ferry, Franklin, Garfield, Grant, Kittitas, Lincoln, Okanogan, Pend Oreille, Spokane, Stevens, Walla Walla, Whitman, and Yakima
- D. If no option is available within the Regional Layoff unit as defined in Subsection 2.C. above, the department statewide will be considered the layoff unit.
- 22. Health Care Authority**
The layoff unit will first be to the county in which the position is located, and if no options are available, then to the department statewide.
- 23. Horse Racing Commission**
A single statewide layoff unit.
- 24. Human Rights Commission**
The agency is designated as the single layoff unit.
- 25. Liquor and Cannabis Board**

The layoff unit shall first be within a forty-five (45) mile radius of an employee's duty station. If no options are available within a forty-five (45) mile radius, the unit expands to the region the position is located in. If there are not options within the region the position is located in, then the unit expands to the agency statewide.

26. Military Department

The agency is designated as the single layoff unit.

27. Office of the Insurance Commissioner

The layoff unit for general service employees is an expanding layoff unit.

A. For employees in Western Washington, the county of the official worksite is the initial layoff unit. If there are no options in the county, the layoff unit expands to Western Washington. If there are no options in Western Washington, the layoff unit expands to the department statewide.

B. For employees in Eastern Washington, the county of the official worksite is the initial layoff unit. If there are no options in the county, the layoff unit expands to Eastern Washington. If there are no options in Eastern Washington, the layoff unit expands to the department statewide.

28. Office of Minority and Women's Business Enterprises

The agency is designated as the single layoff unit.

29. Parks and Recreation Commission

The agency is designated as the single layoff unit.

30. Recreation & Conservation Office

The agency is designated as the single layoff unit.

31. School for the Blind

The agency is designated as the single layoff unit.

32. Secretary of State

The layoff unit for general service employees is an expanding layoff unit.

A. For employees in Western Washington, the county of the official worksite is the initial layoff unit. If there are no options in the county, the layoff unit expands to Western Washington. If there are no options in Western Washington, the layoff unit expands to the department statewide.

B. For employees in Eastern Washington, the county of the official worksite is the initial layoff unit. If there are no options in the county, the layoff unit expands to Eastern Washington. If there are no options in Eastern Washington, the layoff unit expands to the department statewide.

33. Services for the Blind

The agency is designated as the single layoff unit.

- 34. Utilities and Transportation Commission**
The layoff unit will first be the county in which the position is located, and if no options are available, then to the department statewide.
- 35. Washington State Lottery**
The layoff unit will first be the region in which the position is located, and if no options are available, then to the department statewide.
- 36. Washington State Patrol**
The layoff unit will first be the county in which the position is located, and if no options are available, then to the department statewide.
- 37. Workforce Training and Education Coordinating Board**
The agency is designated as the single layoff unit.
- 38. Washington State Historical Society**
The agency is designated as the single layoff unit.

APPENDIX E
LOCAL LEVEL UNION-MANAGEMENT COMMUNICATION COMMITTEES

This Article has been modified by an [MOU](#) effective July 1, 2018

- 1. Department of Corrections**
In each region.
- 2. Department of Fish and Wildlife**
One (1) committee for each bargaining unit.
- 3. Department of Health**
Shoreline Campus
- 4. Department of Labor and Industries**
Division of Occupational Safety and Health, Insurance Services and Field Services.
- 5. Department of Children, Youth and Families**
One for each region with an Appointing Authority.
- 6. Department of Social and Health Services**
One (1) at each institution and by Appointing Authority in each region, one (1) Regional Business Services in each region, one (1) Consolidated Institutional Business Services (CIBS), and one (1) Consolidated Maintenance Operations (CMO). For CMO and CIBS only, if requested by the Union, up to three (3) additional employee representatives will be allowed to attend local level UMCC meetings.
- 7. Department of Transportation**
In each region and one (1) for headquarters.
- 8. Department of Veterans Affairs**
One (1) at each institution.
- 9. Employment Security Department**
One (1) in each of the following divisions:
 - a. Executive Programs
 - b. Workforce Information & Technology Services
 - c. Finance & Administrative Services
 - d. Employment Connections
 - e. Human Resources
 - f. Unemployment Insurance Tax & Wage
 - g. Employment System Policy
 - h. Unemployment Insurance Benefits

10. Military Department

One (1) in each of the following areas:

- a. Camp Murray
- b. Washington Youth Academy

11. Parks and Recreation Commission:

In each region and one (1) for headquarters.

APPENDIX F
General Service Salary Schedule
Effective July 1, 2017 through June 30, 2018

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
27	Annual	25560	25908	26568	27144	27756	28404	29100	29760	30420	31140	31848	32616	33336
	Monthly	2130	2159	2214	2262	2313	2367	2425	2480	2535	2595	2654	2718	2778
	Hourly	12.24	12.41	12.72	13.00	13.29	13.60	13.94	14.25	14.57	14.91	15.25	15.62	15.97
	Standby	0.86	0.87	0.89	0.91	0.93	0.95	0.98	1.00	1.02	1.04	1.07	1.09	1.12
28	Annual	25908	26568	27144	27756	28404	29100	29760	30420	31140	31848	32616	33336	34176
	Monthly	2159	2214	2262	2313	2367	2425	2480	2535	2595	2654	2718	2778	2848
	Hourly	12.41	12.72	13.00	13.29	13.60	13.94	14.25	14.57	14.91	15.25	15.62	15.97	16.37
	Standby	0.87	0.89	0.91	0.93	0.95	0.98	1.00	1.02	1.04	1.07	1.09	1.12	1.15
29	Annual	26568	27144	27756	28404	29100	29760	30420	31140	31848	32616	33336	34176	34968
	Monthly	2214	2262	2313	2367	2425	2480	2535	2595	2654	2718	2778	2848	2914
	Hourly	12.72	13.00	13.29	13.60	13.94	14.25	14.57	14.91	15.25	15.62	15.97	16.37	16.75
	Standby	0.89	0.91	0.93	0.95	0.98	1.00	1.02	1.04	1.07	1.09	1.12	1.15	1.17
30	Annual	27144	27756	28404	29100	29760	30420	31140	31848	32616	33336	34176	34968	35808
	Monthly	2262	2313	2367	2425	2480	2535	2595	2654	2718	2778	2848	2914	2984
	Hourly	13.00	13.29	13.60	13.94	14.25	14.57	14.91	15.25	15.62	15.97	16.37	16.75	17.15
	Standby	0.91	0.93	0.95	0.98	1.00	1.02	1.04	1.07	1.09	1.12	1.15	1.17	1.20
31	Annual	27756	28404	29100	29760	30420	31140	31848	32616	33336	34176	34968	35808	36648
	Monthly	2313	2367	2425	2480	2535	2595	2654	2718	2778	2848	2914	2984	3054
	Hourly	13.29	13.60	13.94	14.25	14.57	14.91	15.25	15.62	15.97	16.37	16.75	17.15	17.55
	Standby	0.93	0.95	0.98	1.00	1.02	1.04	1.07	1.09	1.12	1.15	1.17	1.20	1.23
32	Annual	28404	29100	29760	30420	31140	31848	32616	33336	34176	34968	35808	36648	37476
	Monthly	2367	2425	2480	2535	2595	2654	2718	2778	2848	2914	2984	3054	3123
	Hourly	13.60	13.94	14.25	14.57	14.91	15.25	15.62	15.97	16.37	16.75	17.15	17.55	17.95
	Standby	0.95	0.98	1.00	1.02	1.04	1.07	1.09	1.12	1.15	1.17	1.20	1.23	1.26
33	Annual	29100	29760	30420	31140	31848	32616	33336	34176	34968	35808	36648	37476	38436
	Monthly	2425	2480	2535	2595	2654	2718	2778	2848	2914	2984	3054	3123	3203
	Hourly	13.94	14.25	14.57	14.91	15.25	15.62	15.97	16.37	16.75	17.15	17.55	17.95	18.41
	Standby	0.98	1.00	1.02	1.04	1.07	1.09	1.12	1.15	1.17	1.20	1.23	1.26	1.29
34	Annual	29760	30420	31140	31848	32616	33336	34176	34968	35808	36648	37476	38436	39312
	Monthly	2480	2535	2595	2654	2718	2778	2848	2914	2984	3054	3123	3203	3276
	Hourly	14.25	14.57	14.91	15.25	15.62	15.97	16.37	16.75	17.15	17.55	17.95	18.41	18.83
	Standby	1.00	1.02	1.04	1.07	1.09	1.12	1.15	1.17	1.20	1.23	1.26	1.29	1.32
35	Annual	30420	31140	31848	32616	33336	34176	34968	35808	36648	37476	38436	39312	40236
	Monthly	2535	2595	2654	2718	2778	2848	2914	2984	3054	3123	3203	3276	3353
	Hourly	14.57	14.91	15.25	15.62	15.97	16.37	16.75	17.15	17.55	17.95	18.41	18.83	19.27
	Standby	1.02	1.04	1.07	1.09	1.12	1.15	1.17	1.20	1.23	1.26	1.29	1.32	1.35

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36	Annual	31140	31848	32616	33336	34176	34968	35808	36648	37476	38436	39312	40236	41232
	Monthly	2595	2654	2718	2778	2848	2914	2984	3054	3123	3203	3276	3353	3436
	Hourly	14.91	15.25	15.62	15.97	16.37	16.75	17.15	17.55	17.95	18.41	18.83	19.27	19.75
	Standby	1.04	1.07	1.09	1.12	1.15	1.17	1.20	1.23	1.26	1.29	1.32	1.35	1.38
37	Annual	31848	32616	33336	34176	34968	35808	36648	37476	38436	39312	40236	41232	42264
	Monthly	2654	2718	2778	2848	2914	2984	3054	3123	3203	3276	3353	3436	3522
	Hourly	15.25	15.62	15.97	16.37	16.75	17.15	17.55	17.95	18.41	18.83	19.27	19.75	20.24
	Standby	1.07	1.09	1.12	1.15	1.17	1.20	1.23	1.26	1.29	1.32	1.35	1.38	1.42
38	Annual	32616	33336	34176	34968	35808	36648	37476	38436	39312	40236	41232	42264	43344
	Monthly	2718	2778	2848	2914	2984	3054	3123	3203	3276	3353	3436	3522	3612
	Hourly	15.62	15.97	16.37	16.75	17.15	17.55	17.95	18.41	18.83	19.27	19.75	20.24	20.76
	Standby	1.09	1.12	1.15	1.17	1.20	1.23	1.26	1.29	1.32	1.35	1.38	1.42	1.45
39	Annual	33336	34176	34968	35808	36648	37476	38436	39312	40236	41232	42264	43344	44400
	Monthly	2778	2848	2914	2984	3054	3123	3203	3276	3353	3436	3522	3612	3700
	Hourly	15.97	16.37	16.75	17.15	17.55	17.95	18.41	18.83	19.27	19.75	20.24	20.76	21.26
	Standby	1.12	1.15	1.17	1.20	1.23	1.26	1.29	1.32	1.35	1.38	1.42	1.45	1.49
40	Annual	34176	34968	35808	36648	37476	38436	39312	40236	41232	42264	43344	44400	45540
	Monthly	2848	2914	2984	3054	3123	3203	3276	3353	3436	3522	3612	3700	3795
	Hourly	16.37	16.75	17.15	17.55	17.95	18.41	18.83	19.27	19.75	20.24	20.76	21.26	21.81
	Standby	1.15	1.17	1.20	1.23	1.26	1.29	1.32	1.35	1.38	1.42	1.45	1.49	1.53
41	Annual	34968	35808	36648	37476	38436	39312	40236	41232	42264	43344	44400	45540	46596
	Monthly	2914	2984	3054	3123	3203	3276	3353	3436	3522	3612	3700	3795	3883
	Hourly	16.75	17.15	17.55	17.95	18.41	18.83	19.27	19.75	20.24	20.76	21.26	21.81	22.32
	Standby	1.17	1.20	1.23	1.26	1.29	1.32	1.35	1.38	1.42	1.45	1.49	1.53	1.56
42	Annual	35808	36648	37476	38436	39312	40236	41232	42264	43344	44400	45540	46596	47820
	Monthly	2984	3054	3123	3203	3276	3353	3436	3522	3612	3700	3795	3883	3985
	Hourly	17.15	17.55	17.95	18.41	18.83	19.27	19.75	20.24	20.76	21.26	21.81	22.32	22.90
	Standby	1.20	1.23	1.26	1.29	1.32	1.35	1.38	1.42	1.45	1.49	1.53	1.56	1.60
43	Annual	36648	37476	38436	39312	40236	41232	42264	43344	44400	45540	46596	47820	49020
	Monthly	3054	3123	3203	3276	3353	3436	3522	3612	3700	3795	3883	3985	4085
	Hourly	17.55	17.95	18.41	18.83	19.27	19.75	20.24	20.76	21.26	21.81	22.32	22.90	23.48
	Standby	1.23	1.26	1.29	1.32	1.35	1.38	1.42	1.45	1.49	1.53	1.56	1.60	1.64
44	Annual	37476	38436	39312	40236	41232	42264	43344	44400	45540	46596	47820	49020	50292
	Monthly	3123	3203	3276	3353	3436	3522	3612	3700	3795	3883	3985	4085	4191
	Hourly	17.95	18.41	18.83	19.27	19.75	20.24	20.76	21.26	21.81	22.32	22.90	23.48	24.09
	Standby	1.26	1.29	1.32	1.35	1.38	1.42	1.45	1.49	1.53	1.56	1.60	1.64	1.69
45	Annual	38436	39312	40236	41232	42264	43344	44400	45540	46596	47820	49020	50292	51504
	Monthly	3203	3276	3353	3436	3522	3612	3700	3795	3883	3985	4085	4191	4292
	Hourly	18.41	18.83	19.27	19.75	20.24	20.76	21.26	21.81	22.32	22.90	23.48	24.09	24.67
	Standby	1.29	1.32	1.35	1.38	1.42	1.45	1.49	1.53	1.56	1.60	1.64	1.69	1.73

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46	Annual	39312	40236	41232	42264	43344	44400	45540	46596	47820	49020	50292	51504	52788
	Monthly	3276	3353	3436	3522	3612	3700	3795	3883	3985	4085	4191	4292	4399
	Hourly	18.83	19.27	19.75	20.24	20.76	21.26	21.81	22.32	22.90	23.48	24.09	24.67	25.28
	Standby	1.32	1.35	1.38	1.42	1.45	1.49	1.53	1.56	1.60	1.64	1.69	1.73	1.77
47	Annual	40236	41232	42264	43344	44400	45540	46596	47820	49020	50292	51504	52788	54072
	Monthly	3353	3436	3522	3612	3700	3795	3883	3985	4085	4191	4292	4399	4506
	Hourly	19.27	19.75	20.24	20.76	21.26	21.81	22.32	22.90	23.48	24.09	24.67	25.28	25.90
	Standby	1.35	1.38	1.42	1.45	1.49	1.53	1.56	1.60	1.64	1.69	1.73	1.77	1.81
48	Annual	41232	42264	43344	44400	45540	46596	47820	49020	50292	51504	52788	54072	55476
	Monthly	3436	3522	3612	3700	3795	3883	3985	4085	4191	4292	4399	4506	4623
	Hourly	19.75	20.24	20.76	21.26	21.81	22.32	22.90	23.48	24.09	24.67	25.28	25.90	26.57
	Standby	1.38	1.42	1.45	1.49	1.53	1.56	1.60	1.64	1.69	1.73	1.77	1.81	1.86
49	Annual	42264	43344	44400	45540	46596	47820	49020	50292	51504	52788	54072	55476	56844
	Monthly	3522	3612	3700	3795	3883	3985	4085	4191	4292	4399	4506	4623	4737
	Hourly	20.24	20.76	21.26	21.81	22.32	22.90	23.48	24.09	24.67	25.28	25.90	26.57	27.22
	Standby	1.42	1.45	1.49	1.53	1.56	1.60	1.64	1.69	1.73	1.77	1.81	1.86	1.91
50	Annual	43344	44400	45540	46596	47820	49020	50292	51504	52788	54072	55476	56844	58284
	Monthly	3612	3700	3795	3883	3985	4085	4191	4292	4399	4506	4623	4737	4857
	Hourly	20.76	21.26	21.81	22.32	22.90	23.48	24.09	24.67	25.28	25.90	26.57	27.22	27.91
	Standby	1.45	1.49	1.53	1.56	1.60	1.64	1.69	1.73	1.77	1.81	1.86	1.91	1.95
51	Annual	44400	45540	46596	47820	49020	50292	51504	52788	54072	55476	56844	58284	59724
	Monthly	3700	3795	3883	3985	4085	4191	4292	4399	4506	4623	4737	4857	4977
	Hourly	21.26	21.81	22.32	22.90	23.48	24.09	24.67	25.28	25.90	26.57	27.22	27.91	28.60
	Standby	1.49	1.53	1.56	1.60	1.64	1.69	1.73	1.77	1.81	1.86	1.91	1.95	2.00
52	Annual	45540	46596	47820	49020	50292	51504	52788	54072	55476	56844	58284	59724	61212
	Monthly	3795	3883	3985	4085	4191	4292	4399	4506	4623	4737	4857	4977	5101
	Hourly	21.81	22.32	22.90	23.48	24.09	24.67	25.28	25.90	26.57	27.22	27.91	28.60	29.32
	Standby	1.53	1.56	1.60	1.64	1.69	1.73	1.77	1.81	1.86	1.91	1.95	2.00	2.05
53	Annual	46596	47820	49020	50292	51504	52788	54072	55476	56844	58284	59724	61212	62748
	Monthly	3883	3985	4085	4191	4292	4399	4506	4623	4737	4857	4977	5101	5229
	Hourly	22.32	22.90	23.48	24.09	24.67	25.28	25.90	26.57	27.22	27.91	28.60	29.32	30.05
	Standby	1.56	1.60	1.64	1.69	1.73	1.77	1.81	1.86	1.91	1.95	2.00	2.05	2.10
54	Annual	47820	49020	50292	51504	52788	54072	55476	56844	58284	59724	61212	62748	64296
	Monthly	3985	4085	4191	4292	4399	4506	4623	4737	4857	4977	5101	5229	5358
	Hourly	22.90	23.48	24.09	24.67	25.28	25.90	26.57	27.22	27.91	28.60	29.32	30.05	30.79
	Standby	1.60	1.64	1.69	1.73	1.77	1.81	1.86	1.91	1.95	2.00	2.05	2.10	2.16
55	Annual	49020	50292	51504	52788	54072	55476	56844	58284	59724	61212	62748	64296	65916
	Monthly	4085	4191	4292	4399	4506	4623	4737	4857	4977	5101	5229	5358	5493
	Hourly	23.48	24.09	24.67	25.28	25.90	26.57	27.22	27.91	28.60	29.32	30.05	30.79	31.57
	Standby	1.64	1.69	1.73	1.77	1.81	1.86	1.91	1.95	2.00	2.05	2.10	2.16	2.21

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56	Annual	50292	51504	52788	54072	55476	56844	58284	59724	61212	62748	64296	65916	67584
	Monthly	4191	4292	4399	4506	4623	4737	4857	4977	5101	5229	5358	5493	5632
	Hourly	24.09	24.67	25.28	25.90	26.57	27.22	27.91	28.60	29.32	30.05	30.79	31.57	32.37
	Standby	1.69	1.73	1.77	1.81	1.86	1.91	1.95	2.00	2.05	2.10	2.16	2.21	2.27
57	Annual	51504	52788	54072	55476	56844	58284	59724	61212	62748	64296	65916	67584	69240
	Monthly	4292	4399	4506	4623	4737	4857	4977	5101	5229	5358	5493	5632	5770
	Hourly	24.67	25.28	25.90	26.57	27.22	27.91	28.60	29.32	30.05	30.79	31.57	32.37	33.16
	Standby	1.73	1.77	1.81	1.86	1.91	1.95	2.00	2.05	2.10	2.16	2.21	2.27	2.32
58	Annual	52788	54072	55476	56844	58284	59724	61212	62748	64296	65916	67584	69240	71040
	Monthly	4399	4506	4623	4737	4857	4977	5101	5229	5358	5493	5632	5770	5920
	Hourly	25.28	25.90	26.57	27.22	27.91	28.60	29.32	30.05	30.79	31.57	32.37	33.16	34.02
	Standby	1.77	1.81	1.86	1.91	1.95	2.00	2.05	2.10	2.16	2.21	2.27	2.32	2.38
59	Annual	54072	55476	56844	58284	59724	61212	62748	64296	65916	67584	69240	71040	72744
	Monthly	4506	4623	4737	4857	4977	5101	5229	5358	5493	5632	5770	5920	6062
	Hourly	25.90	26.57	27.22	27.91	28.60	29.32	30.05	30.79	31.57	32.37	33.16	34.02	34.84
	Standby	1.81	1.86	1.91	1.95	2.00	2.05	2.10	2.16	2.21	2.27	2.32	2.38	2.44
60	Annual	55476	56844	58284	59724	61212	62748	64296	65916	67584	69240	71040	72744	74604
	Monthly	4623	4737	4857	4977	5101	5229	5358	5493	5632	5770	5920	6062	6217
	Hourly	26.57	27.22	27.91	28.60	29.32	30.05	30.79	31.57	32.37	33.16	34.02	34.84	35.73
	Standby	1.86	1.91	1.95	2.00	2.05	2.10	2.16	2.21	2.27	2.32	2.38	2.44	2.50
61	Annual	56844	58284	59724	61212	62748	64296	65916	67584	69240	71040	72744	74604	76464
	Monthly	4737	4857	4977	5101	5229	5358	5493	5632	5770	5920	6062	6217	6372
	Hourly	27.22	27.91	28.60	29.32	30.05	30.79	31.57	32.37	33.16	34.02	34.84	35.73	36.62
	Standby	1.91	1.95	2.00	2.05	2.10	2.16	2.21	2.27	2.32	2.38	2.44	2.50	2.56
62	Annual	58284	59724	61212	62748	64296	65916	67584	69240	71040	72744	74604	76464	78348
	Monthly	4857	4977	5101	5229	5358	5493	5632	5770	5920	6062	6217	6372	6529
	Hourly	27.91	28.60	29.32	30.05	30.79	31.57	32.37	33.16	34.02	34.84	35.73	36.62	37.52
	Standby	1.95	2.00	2.05	2.10	2.16	2.21	2.27	2.32	2.38	2.44	2.50	2.56	2.63
63	Annual	59724	61212	62748	64296	65916	67584	69240	71040	72744	74604	76464	78348	80304
	Monthly	4977	5101	5229	5358	5493	5632	5770	5920	6062	6217	6372	6529	6692
	Hourly	28.60	29.32	30.05	30.79	31.57	32.37	33.16	34.02	34.84	35.73	36.62	37.52	38.46
	Standby	2.00	2.05	2.10	2.16	2.21	2.27	2.32	2.38	2.44	2.50	2.56	2.63	2.69
64	Annual	61212	62748	64296	65916	67584	69240	71040	72744	74604	76464	78348	80304	82344
	Monthly	5101	5229	5358	5493	5632	5770	5920	6062	6217	6372	6529	6692	6862
	Hourly	29.32	30.05	30.79	31.57	32.37	33.16	34.02	34.84	35.73	36.62	37.52	38.46	39.44
	Standby	2.05	2.10	2.16	2.21	2.27	2.32	2.38	2.44	2.50	2.56	2.63	2.69	2.76
65	Annual	62748	64296	65916	67584	69240	71040	72744	74604	76464	78348	80304	82344	84384
	Monthly	5229	5358	5493	5632	5770	5920	6062	6217	6372	6529	6692	6862	7032
	Hourly	30.05	30.79	31.57	32.37	33.16	34.02	34.84	35.73	36.62	37.52	38.46	39.44	40.41
	Standby	2.10	2.16	2.21	2.27	2.32	2.38	2.44	2.50	2.56	2.63	2.69	2.76	2.83

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66	Annual	64296	65916	67584	69240	71040	72744	74604	76464	78348	80304	82344	84384	86508
	Monthly	5358	5493	5632	5770	5920	6062	6217	6372	6529	6692	6862	7032	7209
	Hourly	30.79	31.57	32.37	33.16	34.02	34.84	35.73	36.62	37.52	38.46	39.44	40.41	41.43
	Standby	2.16	2.21	2.27	2.32	2.38	2.44	2.50	2.56	2.63	2.69	2.76	2.83	2.90
67	Annual	65916	67584	69240	71040	72744	74604	76464	78348	80304	82344	84384	86508	88656
	Monthly	5493	5632	5770	5920	6062	6217	6372	6529	6692	6862	7032	7209	7388
	Hourly	31.57	32.37	33.16	34.02	34.84	35.73	36.62	37.52	38.46	39.44	40.41	41.43	42.46
	Standby	2.21	2.27	2.32	2.38	2.44	2.50	2.56	2.63	2.69	2.76	2.83	2.90	2.97
68	Annual	67584	69240	71040	72744	74604	76464	78348	80304	82344	84384	86508	88656	90888
	Monthly	5632	5770	5920	6062	6217	6372	6529	6692	6862	7032	7209	7388	7574
	Hourly	32.37	33.16	34.02	34.84	35.73	36.62	37.52	38.46	39.44	40.41	41.43	42.46	43.53
	Standby	2.27	2.32	2.38	2.44	2.50	2.56	2.63	2.69	2.76	2.83	2.90	2.97	3.05
69	Annual	69240	71040	72744	74604	76464	78348	80304	82344	84384	86508	88656	90888	93156
	Monthly	5770	5920	6062	6217	6372	6529	6692	6862	7032	7209	7388	7574	7763
	Hourly	33.16	34.02	34.84	35.73	36.62	37.52	38.46	39.44	40.41	41.43	42.46	43.53	44.61
	Standby	2.32	2.38	2.44	2.50	2.56	2.63	2.69	2.76	2.83	2.90	2.97	3.05	3.12
70	Annual	71040	72744	74604	76464	78348	80304	82344	84384	86508	88656	90888	93156	95484
	Monthly	5920	6062	6217	6372	6529	6692	6862	7032	7209	7388	7574	7763	7957
	Hourly	34.02	34.84	35.73	36.62	37.52	38.46	39.44	40.41	41.43	42.46	43.53	44.61	45.73
	Standby	2.38	2.44	2.50	2.56	2.63	2.69	2.76	2.83	2.90	2.97	3.05	3.12	3.20
71	Annual	72744	74604	76464	78348	80304	82344	84384	86508	88656	90888	93156	95484	97884
	Monthly	6062	6217	6372	6529	6692	6862	7032	7209	7388	7574	7763	7957	8157
	Hourly	34.84	35.73	36.62	37.52	38.46	39.44	40.41	41.43	42.46	43.53	44.61	45.73	46.88
	Standby	2.44	2.50	2.56	2.63	2.69	2.76	2.83	2.90	2.97	3.05	3.12	3.20	3.28
72	Annual	74604	76464	78348	80304	82344	84384	86508	88656	90888	93156	95484	97884	100344
	Monthly	6217	6372	6529	6692	6862	7032	7209	7388	7574	7763	7957	8157	8362
	Hourly	35.73	36.62	37.52	38.46	39.44	40.41	41.43	42.46	43.53	44.61	45.73	46.88	48.06
	Standby	2.50	2.56	2.63	2.69	2.76	2.83	2.90	2.97	3.05	3.12	3.20	3.28	3.36
73	Annual	76464	78348	80304	82344	84384	86508	88656	90888	93156	95484	97884	100344	102828
	Monthly	6372	6529	6692	6862	7032	7209	7388	7574	7763	7957	8157	8362	8569
	Hourly	36.62	37.52	38.46	39.44	40.41	41.43	42.46	43.53	44.61	45.73	46.88	48.06	49.25
	Standby	2.56	2.63	2.69	2.76	2.83	2.90	2.97	3.05	3.12	3.20	3.28	3.36	3.45
74	Annual	78348	80304	82344	84384	86508	88656	90888	93156	95484	97884	100344	102828	105420
	Monthly	6529	6692	6862	7032	7209	7388	7574	7763	7957	8157	8362	8569	8785
	Hourly	37.52	38.46	39.44	40.41	41.43	42.46	43.53	44.61	45.73	46.88	48.06	49.25	50.49
	Standby	2.63	2.69	2.76	2.83	2.90	2.97	3.05	3.12	3.20	3.28	3.36	3.45	3.53
75	Annual	80304	82344	84384	86508	88656	90888	93156	95484	97884	100344	102828	105420	108036
	Monthly	6692	6862	7032	7209	7388	7574	7763	7957	8157	8362	8569	8785	9003
	Hourly	38.46	39.44	40.41	41.43	42.46	43.53	44.61	45.73	46.88	48.06	49.25	50.49	51.74
	Standby	2.69	2.76	2.83	2.90	2.97	3.05	3.12	3.20	3.28	3.36	3.45	3.53	3.62

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76	Annual	82344	84384	86508	88656	90888	93156	95484	97884	100344	102828	105420	108036	110724
	Monthly	6862	7032	7209	7388	7574	7763	7957	8157	8362	8569	8785	9003	9227
	Hourly	39.44	40.41	41.43	42.46	43.53	44.61	45.73	46.88	48.06	49.25	50.49	51.74	53.03
	Standby	2.76	2.83	2.90	2.97	3.05	3.12	3.20	3.28	3.36	3.45	3.53	3.62	3.71
77	Annual	84384	86508	88656	90888	93156	95484	97884	100344	102828	105420	108036	110724	113496
	Monthly	7032	7209	7388	7574	7763	7957	8157	8362	8569	8785	9003	9227	9458
	Hourly	40.41	41.43	42.46	43.53	44.61	45.73	46.88	48.06	49.25	50.49	51.74	53.03	54.36
	Standby	2.83	2.90	2.97	3.05	3.12	3.20	3.28	3.36	3.45	3.53	3.62	3.71	3.80
78	Annual	86508	88656	90888	93156	95484	97884	100344	102828	105420	108036	110724	113496	116352
	Monthly	7209	7388	7574	7763	7957	8157	8362	8569	8785	9003	9227	9458	9696
	Hourly	41.43	42.46	43.53	44.61	45.73	46.88	48.06	49.25	50.49	51.74	53.03	54.36	55.72
	Standby	2.90	2.97	3.05	3.12	3.20	3.28	3.36	3.45	3.53	3.62	3.71	3.80	3.90
79	Annual	88656	90888	93156	95484	97884	100344	102828	105420	108036	110724	113496	116352	119220
	Monthly	7388	7574	7763	7957	8157	8362	8569	8785	9003	9227	9458	9696	9935
	Hourly	42.46	43.53	44.61	45.73	46.88	48.06	49.25	50.49	51.74	53.03	54.36	55.72	57.10
	Standby	2.97	3.05	3.12	3.20	3.28	3.36	3.45	3.53	3.62	3.71	3.80	3.90	4.00
80	Annual	90888	93156	95484	97884	100344	102828	105420	108036	110724	113496	116352	119220	122208
	Monthly	7574	7763	7957	8157	8362	8569	8785	9003	9227	9458	9696	9935	10184
	Hourly	43.53	44.61	45.73	46.88	48.06	49.25	50.49	51.74	53.03	54.36	55.72	57.10	58.53
	Standby	3.05	3.12	3.20	3.28	3.36	3.45	3.53	3.62	3.71	3.80	3.90	4.00	4.10
81	Annual	93156	95484	97884	100344	102828	105420	108036	110724	113496	116352	119220	122208	125280
	Monthly	7763	7957	8157	8362	8569	8785	9003	9227	9458	9696	9935	10184	10440
	Hourly	44.61	45.73	46.88	48.06	49.25	50.49	51.74	53.03	54.36	55.72	57.10	58.53	60.00
	Standby	3.12	3.20	3.28	3.36	3.45	3.53	3.62	3.71	3.80	3.90	4.00	4.10	4.20
82	Annual	95484	97884	100344	102828	105420	108036	110724	113496	116352	119220	122208	125280	128388
	Monthly	7957	8157	8362	8569	8785	9003	9227	9458	9696	9935	10184	10440	10699
	Hourly	45.73	46.88	48.06	49.25	50.49	51.74	53.03	54.36	55.72	57.10	58.53	60.00	61.49
	Standby	3.20	3.28	3.36	3.45	3.53	3.62	3.71	3.80	3.90	4.00	4.10	4.20	4.30
83	Annual	97884	100344	102828	105420	108036	110724	113496	116352	119220	122208	125280	128388	131592
	Monthly	8157	8362	8569	8785	9003	9227	9458	9696	9935	10184	10440	10699	10966
	Hourly	46.88	48.06	49.25	50.49	51.74	53.03	54.36	55.72	57.10	58.53	60.00	61.49	63.02
	Standby	3.28	3.36	3.45	3.53	3.62	3.71	3.80	3.90	4.00	4.10	4.20	4.30	4.41
84	Annual	100344	102828	105420	108036	110724	113496	116352	119220	122208	125280	128388	131592	134916
	Monthly	8362	8569	8785	9003	9227	9458	9696	9935	10184	10440	10699	10966	11243
	Hourly	48.06	49.25	50.49	51.74	53.03	54.36	55.72	57.10	58.53	60.00	61.49	63.02	64.61
	Standby	3.36	3.45	3.53	3.62	3.71	3.80	3.90	4.00	4.10	4.20	4.30	4.41	4.52
85	Annual	102828	105420	108036	110724	113496	116352	119220	122208	125280	128388	131592	134916	138240
	Monthly	8569	8785	9003	9227	9458	9696	9935	10184	10440	10699	10966	11243	11520
	Hourly	49.25	50.49	51.74	53.03	54.36	55.72	57.10	58.53	60.00	61.49	63.02	64.61	66.21
	Standby	3.45	3.53	3.62	3.71	3.80	3.90	4.00	4.10	4.20	4.30	4.41	4.52	4.63

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86	Annual	105420	108036	110724	113496	116352	119220	122208	125280	128388	131592	134916	138240	141744
	Monthly	8785	9003	9227	9458	9696	9935	10184	10440	10699	10966	11243	11520	11812
	Hourly	50.49	51.74	53.03	54.36	55.72	57.10	58.53	60.00	61.49	63.02	64.61	66.21	67.89
	Standby	3.53	3.62	3.71	3.80	3.90	4.00	4.10	4.20	4.30	4.41	4.52	4.63	4.75
87	Annual	108036	110724	113496	116352	119220	122208	125280	128388	131592	134916	138240	141744	145308
	Monthly	9003	9227	9458	9696	9935	10184	10440	10699	10966	11243	11520	11812	12109
	Hourly	51.74	53.03	54.36	55.72	57.10	58.53	60.00	61.49	63.02	64.61	66.21	67.89	69.59
	Standby	3.62	3.71	3.80	3.90	4.00	4.10	4.20	4.30	4.41	4.52	4.63	4.75	4.87
88	Annual	110724	113496	116352	119220	122208	125280	128388	131592	134916	138240	141744	145308	148920
	Monthly	9227	9458	9696	9935	10184	10440	10699	10966	11243	11520	11812	12109	12410
	Hourly	53.03	54.36	55.72	57.10	58.53	60.00	61.49	63.02	64.61	66.21	67.89	69.59	71.32
	Standby	3.71	3.80	3.90	4.00	4.10	4.20	4.30	4.41	4.52	4.63	4.75	4.87	4.99
89	Annual	113496	116352	119220	122208	125280	128388	131592	134916	138240	141744	145308	148920	152676
	Monthly	9458	9696	9935	10184	10440	10699	10966	11243	11520	11812	12109	12410	12723
	Hourly	54.36	55.72	57.10	58.53	60.00	61.49	63.02	64.61	66.21	67.89	69.59	71.32	73.12
	Standby	3.80	3.90	4.00	4.10	4.20	4.30	4.41	4.52	4.63	4.75	4.87	4.99	5.12
90	Annual	116352	119220	122208	125280	128388	131592	134916	138240	141744	145308	148920	152676	156444
	Monthly	9696	9935	10184	10440	10699	10966	11243	11520	11812	12109	12410	12723	13037
	Hourly	55.72	57.10	58.53	60.00	61.49	63.02	64.61	66.21	67.89	69.59	71.32	73.12	74.93
	Standby	3.90	4.00	4.10	4.20	4.30	4.41	4.52	4.63	4.75	4.87	4.99	5.12	5.24
91	Annual	119220	122208	125280	128388	131592	134916	138240	141744	145308	148920	152676	156444	160380
	Monthly	9935	10184	10440	10699	10966	11243	11520	11812	12109	12410	12723	13037	13365
	Hourly	57.10	58.53	60.00	61.49	63.02	64.61	66.21	67.89	69.59	71.32	73.12	74.93	76.81
	Standby	4.00	4.10	4.20	4.30	4.41	4.52	4.63	4.75	4.87	4.99	5.12	5.24	5.38
92	Annual	122208	125280	128388	131592	134916	138240	141744	145308	148920	152676	156444	160380	164364
	Monthly	10184	10440	10699	10966	11243	11520	11812	12109	12410	12723	13037	13365	13697
	Hourly	58.53	60.00	61.49	63.02	64.61	66.21	67.89	69.59	71.32	73.12	74.93	76.81	78.72
	Standby	4.10	4.20	4.30	4.41	4.52	4.63	4.75	4.87	4.99	5.12	5.24	5.38	5.51
93	Annual	125280	128388	131592	134916	138240	141744	145308	148920	152676	156444	160380	164364	168516
	Monthly	10440	10699	10966	11243	11520	11812	12109	12410	12723	13037	13365	13697	14043
	Hourly	60.00	61.49	63.02	64.61	66.21	67.89	69.59	71.32	73.12	74.93	76.81	78.72	80.71
	Standby	4.20	4.30	4.41	4.52	4.63	4.75	4.87	4.99	5.12	5.24	5.38	5.51	5.65
94	Annual	128388	131592	134916	138240	141744	145308	148920	152676	156444	160380	164364	168516	172692
	Monthly	10699	10966	11243	11520	11812	12109	12410	12723	13037	13365	13697	14043	14391
	Hourly	61.49	63.02	64.61	66.21	67.89	69.59	71.32	73.12	74.93	76.81	78.72	80.71	82.71
	Standby	4.30	4.41	4.52	4.63	4.75	4.87	4.99	5.12	5.24	5.38	5.51	5.65	5.79
95	Annual	131592	134916	138240	141744	145308	148920	152676	156444	160380	164364	168516	172692	177036
	Monthly	10966	11243	11520	11812	12109	12410	12723	13037	13365	13697	14043	14391	14753
	Hourly	63.02	64.61	66.21	67.89	69.59	71.32	73.12	74.93	76.81	78.72	80.71	82.71	84.79
	Standby	4.41	4.52	4.63	4.75	4.87	4.99	5.12	5.24	5.38	5.51	5.65	5.79	5.94

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96	Annual	134916	138240	141744	145308	148920	152676	156444	160380	164364	168516	172692	177036	181476
	Monthly	11243	11520	11812	12109	12410	12723	13037	13365	13697	14043	14391	14753	15123
	Hourly	64.61	66.21	67.89	69.59	71.32	73.12	74.93	76.81	78.72	80.71	82.71	84.79	86.91
	Standby	4.52	4.63	4.75	4.87	4.99	5.12	5.24	5.38	5.51	5.65	5.79	5.94	6.08
97	Annual	138240	141744	145308	148920	152676	156444	160380	164364	168516	172692	177036	181476	186024
	Monthly	11520	11812	12109	12410	12723	13037	13365	13697	14043	14391	14753	15123	15502
	Hourly	66.21	67.89	69.59	71.32	73.12	74.93	76.81	78.72	80.71	82.71	84.79	86.91	89.09
	Standby	4.63	4.75	4.87	4.99	5.12	5.24	5.38	5.51	5.65	5.79	5.94	6.08	6.24
98	Annual	141744	145308	148920	152676	156444	160380	164364	168516	172692	177036	181476	186024	190668
	Monthly	11812	12109	12410	12723	13037	13365	13697	14043	14391	14753	15123	15502	15889
	Hourly	67.89	69.59	71.32	73.12	74.93	76.81	78.72	80.71	82.71	84.79	86.91	89.09	91.32
	Standby	4.75	4.87	4.99	5.12	5.24	5.38	5.51	5.65	5.79	5.94	6.08	6.24	6.39
99	Annual	145308	148920	152676	156444	160380	164364	168516	172692	177036	181476	186024	190668	195420
	Monthly	12109	12410	12723	13037	13365	13697	14043	14391	14753	15123	15502	15889	16285
	Hourly	69.59	71.32	73.12	74.93	76.81	78.72	80.71	82.71	84.79	86.91	89.09	91.32	93.59
	Standby	4.87	4.99	5.12	5.24	5.38	5.51	5.65	5.79	5.94	6.08	6.24	6.39	6.55
100	Annual	148920	152676	156444	160380	164364	168516	172692	177036	181476	186024	190668	195420	200304
	Monthly	12410	12723	13037	13365	13697	14043	14391	14753	15123	15502	15889	16285	16692
	Hourly	71.32	73.12	74.93	76.81	78.72	80.71	82.71	84.79	86.91	89.09	91.32	93.59	95.93
	Standby	4.99	5.12	5.24	5.38	5.51	5.65	5.79	5.94	6.08	6.24	6.39	6.55	6.72
101	Annual	152676	156444	160380	164364	168516	172692	177036	181476	186024	190668	195420	200304	205332
	Monthly	12723	13037	13365	13697	14043	14391	14753	15123	15502	15889	16285	16692	17111
	Hourly	73.12	74.93	76.81	78.72	80.71	82.71	84.79	86.91	89.09	91.32	93.59	95.93	98.34
	Standby	5.12	5.24	5.38	5.51	5.65	5.79	5.94	6.08	6.24	6.39	6.55	6.72	6.88
102	Annual	156444	160380	164364	168516	172692	177036	181476	186024	190668	195420	200304	205332	210456
	Monthly	13037	13365	13697	14043	14391	14753	15123	15502	15889	16285	16692	17111	17538
	Hourly	74.93	76.81	78.72	80.71	82.71	84.79	86.91	89.09	91.32	93.59	95.93	98.34	100.79
	Standby	5.24	5.38	5.51	5.65	5.79	5.94	6.08	6.24	6.39	6.55	6.72	6.88	7.06
103	Annual	160380	164364	168516	172692	177036	181476	186024	190668	195420	200304	205332	210456	215712
	Monthly	13365	13697	14043	14391	14753	15123	15502	15889	16285	16692	17111	17538	17976
	Hourly	76.81	78.72	80.71	82.71	84.79	86.91	89.09	91.32	93.59	95.93	98.34	100.79	103.31
	Standby	5.38	5.51	5.65	5.79	5.94	6.08	6.24	6.39	6.55	6.72	6.88	7.06	7.23
104	Annual	164364	168516	172692	177036	181476	186024	190668	195420	200304	205332	210456	215712	221100
	Monthly	13697	14043	14391	14753	15123	15502	15889	16285	16692	17111	17538	17976	18425
	Hourly	78.72	80.71	82.71	84.79	86.91	89.09	91.32	93.59	95.93	98.34	100.79	103.31	105.89
	Standby	5.51	5.65	5.79	5.94	6.08	6.24	6.39	6.55	6.72	6.88	7.06	7.23	7.41
105	Annual	168516	172692	177036	181476	186024	190668	195420	200304	205332	210456	215712	221100	226632
	Monthly	14043	14391	14753	15123	15502	15889	16285	16692	17111	17538	17976	18425	18886
	Hourly	80.71	82.71	84.79	86.91	89.09	91.32	93.59	95.93	98.34	100.79	103.31	105.89	108.54
	Standby	5.65	5.79	5.94	6.08	6.24	6.39	6.55	6.72	6.88	7.06	7.23	7.41	7.60

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106	Annual	172692	177036	181476	186024	190668	195420	200304	205332	210456	215712	221100	226632	232308
	Monthly	14391	14753	15123	15502	15889	16285	16692	17111	17538	17976	18425	18886	19359
	Hourly	82.71	84.79	86.91	89.09	91.32	93.59	95.93	98.34	100.79	103.31	105.89	108.54	111.26
	Standby	5.79	5.94	6.08	6.24	6.39	6.55	6.72	6.88	7.06	7.23	7.41	7.60	7.79
107	Annual	177036	181476	186024	190668	195420	200304	205332	210456	215712	221100	226632	232308	238116
	Monthly	14753	15123	15502	15889	16285	16692	17111	17538	17976	18425	18886	19359	19843
	Hourly	84.79	86.91	89.09	91.32	93.59	95.93	98.34	100.79	103.31	105.89	108.54	111.26	114.04
	Standby	5.94	6.08	6.24	6.39	6.55	6.72	6.88	7.06	7.23	7.41	7.60	7.79	7.98
108	Annual	181476	186024	190668	195420	200304	205332	210456	215712	221100	226632	232308	238116	244080
	Monthly	15123	15502	15889	16285	16692	17111	17538	17976	18425	18886	19359	19843	20340
	Hourly	86.91	89.09	91.32	93.59	95.93	98.34	100.79	103.31	105.89	108.54	111.26	114.04	116.90
	Standby	6.08	6.24	6.39	6.55	6.72	6.88	7.06	7.23	7.41	7.60	7.79	7.98	8.18
109	Annual	186024	190668	195420	200304	205332	210456	215712	221100	226632	232308	238116	244080	250164
	Monthly	15502	15889	16285	16692	17111	17538	17976	18425	18886	19359	19843	20340	20847
	Hourly	89.09	91.32	93.59	95.93	98.34	100.79	103.31	105.89	108.54	111.26	114.04	116.90	119.81
	Standby	6.24	6.39	6.55	6.72	6.88	7.06	7.23	7.41	7.60	7.79	7.98	8.18	8.39
110	Annual	190668	195420	200304	205332	210456	215712	221100	226632	232308	238116	244080	250164	256416
	Monthly	15889	16285	16692	17111	17538	17976	18425	18886	19359	19843	20340	20847	21368
	Hourly	91.32	93.59	95.93	98.34	100.79	103.31	105.89	108.54	111.26	114.04	116.90	119.81	122.80
	Standby	6.39	6.55	6.72	6.88	7.06	7.23	7.41	7.60	7.79	7.98	8.18	8.39	8.60
111	Annual	195420	200304	205332	210456	215712	221100	226632	232308	238116	244080	250164	256416	262824
	Monthly	16285	16692	17111	17538	17976	18425	18886	19359	19843	20340	20847	21368	21902
	Hourly	93.59	95.93	98.34	100.79	103.31	105.89	108.54	111.26	114.04	116.90	119.81	122.80	125.87
	Standby	6.55	6.72	6.88	7.06	7.23	7.41	7.60	7.79	7.98	8.18	8.39	8.60	8.81
112	Annual	200304	205332	210456	215712	221100	226632	232308	238116	244080	250164	256416	262824	269400
	Monthly	16692	17111	17538	17976	18425	18886	19359	19843	20340	20847	21368	21902	22450
	Hourly	95.93	98.34	100.79	103.31	105.89	108.54	111.26	114.04	116.90	119.81	122.80	125.87	129.02
	Standby	6.72	6.88	7.06	7.23	7.41	7.60	7.79	7.98	8.18	8.39	8.60	8.81	9.03
113	Annual	205332	210456	215712	221100	226632	232308	238116	244080	250164	256416	262824	269400	276132
	Monthly	17111	17538	17976	18425	18886	19359	19843	20340	20847	21368	21902	22450	23011
	Hourly	98.34	100.79	103.31	105.89	108.54	111.26	114.04	116.90	119.81	122.80	125.87	129.02	132.25
	Standby	6.88	7.06	7.23	7.41	7.60	7.79	7.98	8.18	8.39	8.60	8.81	9.03	9.26
114	Annual	210456	215712	221100	226632	232308	238116	244080	250164	256416	262824	269400	276132	283032
	Monthly	17538	17976	18425	18886	19359	19843	20340	20847	21368	21902	22450	23011	23586
	Hourly	100.79	103.31	105.89	108.54	111.26	114.04	116.90	119.81	122.80	125.87	129.02	132.25	135.55
	Standby	7.06	7.23	7.41	7.60	7.79	7.98	8.18	8.39	8.60	8.81	9.03	9.26	9.49
115	Annual	215712	221100	226632	232308	238116	244080	250164	256416	262824	269400	276132	283032	290112
	Monthly	17976	18425	18886	19359	19843	20340	20847	21368	21902	22450	23011	23586	24176
	Hourly	103.31	105.89	108.54	111.26	114.04	116.90	119.81	122.80	125.87	129.02	132.25	135.55	138.94
	Standby	7.23	7.41	7.60	7.79	7.98	8.18	8.39	8.60	8.81	9.03	9.26	9.49	9.73

General Service Salary Schedule
Effective July 1, 2017 through June 30, 2018

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
116	Annual	221100	226632	232308	238116	244080	250164	256416	262824	269400	276132	283032	290112	297360
	Monthly	18425	18886	19359	19843	20340	20847	21368	21902	22450	23011	23586	24176	24780
	Hourly	105.89	108.54	111.26	114.04	116.90	119.81	122.80	125.87	129.02	132.25	135.55	138.94	142.41
	Standby	7.41	7.60	7.79	7.98	8.18	8.39	8.60	8.81	9.03	9.26	9.49	9.73	9.97
117	Annual	226632	232308	238116	244080	250164	256416	262824	269400	276132	283032	290112	297360	304800
	Monthly	18886	19359	19843	20340	20847	21368	21902	22450	23011	23586	24176	24780	25400
	Hourly	108.54	111.26	114.04	116.90	119.81	122.80	125.87	129.02	132.25	135.55	138.94	142.41	145.98
	Standby	7.60	7.79	7.98	8.18	8.39	8.60	8.81	9.03	9.26	9.49	9.73	9.97	10.22
118	Annual	232308	238116	244080	250164	256416	262824	269400	276132	283032	290112	297360	304800	312420
	Monthly	19359	19843	20340	20847	21368	21902	22450	23011	23586	24176	24780	25400	26035
	Hourly	111.26	114.04	116.90	119.81	122.80	125.87	129.02	132.25	135.55	138.94	142.41	145.98	149.63
	Standby	7.79	7.98	8.18	8.39	8.60	8.81	9.03	9.26	9.49	9.73	9.97	10.22	10.47
119	Annual	238116	244080	250164	256416	262824	269400	276132	283032	290112	297360	304800	312420	320232
	Monthly	19843	20340	20847	21368	21902	22450	23011	23586	24176	24780	25400	26035	26686
	Hourly	114.04	116.90	119.81	122.80	125.87	129.02	132.25	135.55	138.94	142.41	145.98	149.63	153.37
	Standby	7.98	8.18	8.39	8.60	8.81	9.03	9.26	9.49	9.73	9.97	10.22	10.47	10.74
120	Annual	244080	250164	256416	262824	269400	276132	283032	290112	297360	304800	312420	320232	328236
	Monthly	20340	20847	21368	21902	22450	23011	23586	24176	24780	25400	26035	26686	27353
	Hourly	116.90	119.81	122.80	125.87	129.02	132.25	135.55	138.94	142.41	145.98	149.63	153.37	157.20
	Standby	8.18	8.39	8.60	8.81	9.03	9.26	9.49	9.73	9.97	10.22	10.47	10.74	11.00

APPENDIX G
General Service Salary Schedule
Effective July 1, 2018 through December 31, 2018

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
27	Annual	26076	26424	27096	27684	28308	28968	29688	30360	31032	31764	32484	33264	34008
	Monthly	2173	2202	2258	2307	2359	2414	2474	2530	2586	2647	2707	2772	2834
	Hourly	12.49	12.66	12.98	13.26	13.56	13.87	14.22	14.54	14.86	15.21	15.56	15.93	16.29
	Standby	0.87	0.89	0.91	0.93	0.95	0.97	1.00	1.02	1.04	1.06	1.09	1.12	1.14
28	Annual	26424	27096	27684	28308	28968	29688	30360	31032	31764	32484	33264	34008	34860
	Monthly	2202	2258	2307	2359	2414	2474	2530	2586	2647	2707	2772	2834	2905
	Hourly	12.66	12.98	13.26	13.56	13.87	14.22	14.54	14.86	15.21	15.56	15.93	16.29	16.70
	Standby	0.89	0.91	0.93	0.95	0.97	1.00	1.02	1.04	1.06	1.09	1.12	1.14	1.17
29	Annual	27096	27684	28308	28968	29688	30360	31032	31764	32484	33264	34008	34860	35664
	Monthly	2258	2307	2359	2414	2474	2530	2586	2647	2707	2772	2834	2905	2972
	Hourly	12.98	13.26	13.56	13.87	14.22	14.54	14.86	15.21	15.56	15.93	16.29	16.70	17.08
	Standby	0.91	0.93	0.95	0.97	1.00	1.02	1.04	1.06	1.09	1.12	1.14	1.17	1.20
30	Annual	27684	28308	28968	29688	30360	31032	31764	32484	33264	34008	34860	35664	36528
	Monthly	2307	2359	2414	2474	2530	2586	2647	2707	2772	2834	2905	2972	3044
	Hourly	13.26	13.56	13.87	14.22	14.54	14.86	15.21	15.56	15.93	16.29	16.70	17.08	17.49
	Standby	0.93	0.95	0.97	1.00	1.02	1.04	1.06	1.09	1.12	1.14	1.17	1.20	1.22
31	Annual	28308	28968	29688	30360	31032	31764	32484	33264	34008	34860	35664	36528	37380
	Monthly	2359	2414	2474	2530	2586	2647	2707	2772	2834	2905	2972	3044	3115
	Hourly	13.56	13.87	14.22	14.54	14.86	15.21	15.56	15.93	16.29	16.70	17.08	17.49	17.90
	Standby	0.95	0.97	1.00	1.02	1.04	1.06	1.09	1.12	1.14	1.17	1.20	1.22	1.25
32	Annual	28968	29688	30360	31032	31764	32484	33264	34008	34860	35664	36528	37380	38220
	Monthly	2414	2474	2530	2586	2647	2707	2772	2834	2905	2972	3044	3115	3185
	Hourly	13.87	14.22	14.54	14.86	15.21	15.56	15.93	16.29	16.70	17.08	17.49	17.90	18.30
	Standby	0.97	1.00	1.02	1.04	1.06	1.09	1.12	1.14	1.17	1.20	1.22	1.25	1.28
33	Annual	29688	30360	31032	31764	32484	33264	34008	34860	35664	36528	37380	38220	39204
	Monthly	2474	2530	2586	2647	2707	2772	2834	2905	2972	3044	3115	3185	3267
	Hourly	14.22	14.54	14.86	15.21	15.56	15.93	16.29	16.70	17.08	17.49	17.90	18.30	18.78
	Standby	1.00	1.02	1.04	1.06	1.09	1.12	1.14	1.17	1.20	1.22	1.25	1.28	1.31
34	Annual	30360	31032	31764	32484	33264	34008	34860	35664	36528	37380	38220	39204	40104
	Monthly	2530	2586	2647	2707	2772	2834	2905	2972	3044	3115	3185	3267	3342
	Hourly	14.54	14.86	15.21	15.56	15.93	16.29	16.70	17.08	17.49	17.90	18.30	18.78	19.21
	Standby	1.02	1.04	1.06	1.09	1.12	1.14	1.17	1.20	1.22	1.25	1.28	1.31	1.34
35	Annual	31032	31764	32484	33264	34008	34860	35664	36528	37380	38220	39204	40104	41040
	Monthly	2586	2647	2707	2772	2834	2905	2972	3044	3115	3185	3267	3342	3420
	Hourly	14.86	15.21	15.56	15.93	16.29	16.70	17.08	17.49	17.90	18.30	18.78	19.21	19.66
	Standby	1.04	1.06	1.09	1.12	1.14	1.17	1.20	1.22	1.25	1.28	1.31	1.34	1.38

General Service Salary Schedule
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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
36	Annual	31764	32484	33264	34008	34860	35664	36528	37380	38220	39204	40104	41040	42060
	Monthly	2647	2707	2772	2834	2905	2972	3044	3115	3185	3267	3342	3420	3505
	Hourly	15.21	15.56	15.93	16.29	16.70	17.08	17.49	17.90	18.30	18.78	19.21	19.66	20.14
	Standby	1.06	1.09	1.12	1.14	1.17	1.20	1.22	1.25	1.28	1.31	1.34	1.38	1.41
37	Annual	32484	33264	34008	34860	35664	36528	37380	38220	39204	40104	41040	42060	43104
	Monthly	2707	2772	2834	2905	2972	3044	3115	3185	3267	3342	3420	3505	3592
	Hourly	15.56	15.93	16.29	16.70	17.08	17.49	17.90	18.30	18.78	19.21	19.66	20.14	20.64
	Standby	1.09	1.12	1.14	1.17	1.20	1.22	1.25	1.28	1.31	1.34	1.38	1.41	1.45
38	Annual	33264	34008	34860	35664	36528	37380	38220	39204	40104	41040	42060	43104	44208
	Monthly	2772	2834	2905	2972	3044	3115	3185	3267	3342	3420	3505	3592	3684
	Hourly	15.93	16.29	16.70	17.08	17.49	17.90	18.30	18.78	19.21	19.66	20.14	20.64	21.17
	Standby	1.12	1.14	1.17	1.20	1.22	1.25	1.28	1.31	1.34	1.38	1.41	1.45	1.48
39	Annual	34008	34860	35664	36528	37380	38220	39204	40104	41040	42060	43104	44208	45288
	Monthly	2834	2905	2972	3044	3115	3185	3267	3342	3420	3505	3592	3684	3774
	Hourly	16.29	16.70	17.08	17.49	17.90	18.30	18.78	19.21	19.66	20.14	20.64	21.17	21.69
	Standby	1.14	1.17	1.20	1.22	1.25	1.28	1.31	1.34	1.38	1.41	1.45	1.48	1.52
40	Annual	34860	35664	36528	37380	38220	39204	40104	41040	42060	43104	44208	45288	46452
	Monthly	2905	2972	3044	3115	3185	3267	3342	3420	3505	3592	3684	3774	3871
	Hourly	16.70	17.08	17.49	17.90	18.30	18.78	19.21	19.66	20.14	20.64	21.17	21.69	22.25
	Standby	1.17	1.20	1.22	1.25	1.28	1.31	1.34	1.38	1.41	1.45	1.48	1.52	1.56
41	Annual	35664	36528	37380	38220	39204	40104	41040	42060	43104	44208	45288	46452	47532
	Monthly	2972	3044	3115	3185	3267	3342	3420	3505	3592	3684	3774	3871	3961
	Hourly	17.08	17.49	17.90	18.30	18.78	19.21	19.66	20.14	20.64	21.17	21.69	22.25	22.76
	Standby	1.20	1.22	1.25	1.28	1.31	1.34	1.38	1.41	1.45	1.48	1.52	1.56	1.59
42	Annual	36528	37380	38220	39204	40104	41040	42060	43104	44208	45288	46452	47532	48780
	Monthly	3044	3115	3185	3267	3342	3420	3505	3592	3684	3774	3871	3961	4065
	Hourly	17.49	17.90	18.30	18.78	19.21	19.66	20.14	20.64	21.17	21.69	22.25	22.76	23.36
	Standby	1.22	1.25	1.28	1.31	1.34	1.38	1.41	1.45	1.48	1.52	1.56	1.59	1.64
43	Annual	37380	38220	39204	40104	41040	42060	43104	44208	45288	46452	47532	48780	50004
	Monthly	3115	3185	3267	3342	3420	3505	3592	3684	3774	3871	3961	4065	4167
	Hourly	17.90	18.30	18.78	19.21	19.66	20.14	20.64	21.17	21.69	22.25	22.76	23.36	23.95
	Standby	1.25	1.28	1.31	1.34	1.38	1.41	1.45	1.48	1.52	1.56	1.59	1.64	1.68
44	Annual	38220	39204	40104	41040	42060	43104	44208	45288	46452	47532	48780	50004	51300
	Monthly	3185	3267	3342	3420	3505	3592	3684	3774	3871	3961	4065	4167	4275
	Hourly	18.30	18.78	19.21	19.66	20.14	20.64	21.17	21.69	22.25	22.76	23.36	23.95	24.57
	Standby	1.28	1.31	1.34	1.38	1.41	1.45	1.48	1.52	1.56	1.59	1.64	1.68	1.72
45	Annual	39204	40104	41040	42060	43104	44208	45288	46452	47532	48780	50004	51300	52536
	Monthly	3267	3342	3420	3505	3592	3684	3774	3871	3961	4065	4167	4275	4378
	Hourly	18.78	19.21	19.66	20.14	20.64	21.17	21.69	22.25	22.76	23.36	23.95	24.57	25.16
	Standby	1.31	1.34	1.38	1.41	1.45	1.48	1.52	1.56	1.59	1.64	1.68	1.72	1.76

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
46	Annual	40104	41040	42060	43104	44208	45288	46452	47532	48780	50004	51300	52536	53844
	Monthly	3342	3420	3505	3592	3684	3774	3871	3961	4065	4167	4275	4378	4487
	Hourly	19.21	19.66	20.14	20.64	21.17	21.69	22.25	22.76	23.36	23.95	24.57	25.16	25.79
	Standby	1.34	1.38	1.41	1.45	1.48	1.52	1.56	1.59	1.64	1.68	1.72	1.76	1.81
47	Annual	41040	42060	43104	44208	45288	46452	47532	48780	50004	51300	52536	53844	55152
	Monthly	3420	3505	3592	3684	3774	3871	3961	4065	4167	4275	4378	4487	4596
	Hourly	19.66	20.14	20.64	21.17	21.69	22.25	22.76	23.36	23.95	24.57	25.16	25.79	26.41
	Standby	1.38	1.41	1.45	1.48	1.52	1.56	1.59	1.64	1.68	1.72	1.76	1.81	1.85
48	Annual	42060	43104	44208	45288	46452	47532	48780	50004	51300	52536	53844	55152	56580
	Monthly	3505	3592	3684	3774	3871	3961	4065	4167	4275	4378	4487	4596	4715
	Hourly	20.14	20.64	21.17	21.69	22.25	22.76	23.36	23.95	24.57	25.16	25.79	26.41	27.10
	Standby	1.41	1.45	1.48	1.52	1.56	1.59	1.64	1.68	1.72	1.76	1.81	1.85	1.90
49	Annual	43104	44208	45288	46452	47532	48780	50004	51300	52536	53844	55152	56580	57984
	Monthly	3592	3684	3774	3871	3961	4065	4167	4275	4378	4487	4596	4715	4832
	Hourly	20.64	21.17	21.69	22.25	22.76	23.36	23.95	24.57	25.16	25.79	26.41	27.10	27.77
	Standby	1.45	1.48	1.52	1.56	1.59	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.94
50	Annual	44208	45288	46452	47532	48780	50004	51300	52536	53844	55152	56580	57984	59448
	Monthly	3684	3774	3871	3961	4065	4167	4275	4378	4487	4596	4715	4832	4954
	Hourly	21.17	21.69	22.25	22.76	23.36	23.95	24.57	25.16	25.79	26.41	27.10	27.77	28.47
	Standby	1.48	1.52	1.56	1.59	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.94	1.99
51	Annual	45288	46452	47532	48780	50004	51300	52536	53844	55152	56580	57984	59448	60924
	Monthly	3774	3871	3961	4065	4167	4275	4378	4487	4596	4715	4832	4954	5077
	Hourly	21.69	22.25	22.76	23.36	23.95	24.57	25.16	25.79	26.41	27.10	27.77	28.47	29.18
	Standby	1.52	1.56	1.59	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.94	1.99	2.04
52	Annual	46452	47532	48780	50004	51300	52536	53844	55152	56580	57984	59448	60924	62436
	Monthly	3871	3961	4065	4167	4275	4378	4487	4596	4715	4832	4954	5077	5203
	Hourly	22.25	22.76	23.36	23.95	24.57	25.16	25.79	26.41	27.10	27.77	28.47	29.18	29.90
	Standby	1.56	1.59	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.94	1.99	2.04	2.09
53	Annual	47532	48780	50004	51300	52536	53844	55152	56580	57984	59448	60924	62436	64008
	Monthly	3961	4065	4167	4275	4378	4487	4596	4715	4832	4954	5077	5203	5334
	Hourly	22.76	23.36	23.95	24.57	25.16	25.79	26.41	27.10	27.77	28.47	29.18	29.90	30.66
	Standby	1.59	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.94	1.99	2.04	2.09	2.15
54	Annual	48780	50004	51300	52536	53844	55152	56580	57984	59448	60924	62436	64008	65580
	Monthly	4065	4167	4275	4378	4487	4596	4715	4832	4954	5077	5203	5334	5465
	Hourly	23.36	23.95	24.57	25.16	25.79	26.41	27.10	27.77	28.47	29.18	29.90	30.66	31.41
	Standby	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.94	1.99	2.04	2.09	2.15	2.20
55	Annual	50004	51300	52536	53844	55152	56580	57984	59448	60924	62436	64008	65580	67236
	Monthly	4167	4275	4378	4487	4596	4715	4832	4954	5077	5203	5334	5465	5603
	Hourly	23.95	24.57	25.16	25.79	26.41	27.10	27.77	28.47	29.18	29.90	30.66	31.41	32.20
	Standby	1.68	1.72	1.76	1.81	1.85	1.90	1.94	1.99	2.04	2.09	2.15	2.20	2.25

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56	Annual	51300	52536	53844	55152	56580	57984	59448	60924	62436	64008	65580	67236	68940
	Monthly	4275	4378	4487	4596	4715	4832	4954	5077	5203	5334	5465	5603	5745
	Hourly	24.57	25.16	25.79	26.41	27.10	27.77	28.47	29.18	29.90	30.66	31.41	32.20	33.02
	Standby	1.72	1.76	1.81	1.85	1.90	1.94	1.99	2.04	2.09	2.15	2.20	2.25	2.31
57	Annual	52536	53844	55152	56580	57984	59448	60924	62436	64008	65580	67236	68940	70620
	Monthly	4378	4487	4596	4715	4832	4954	5077	5203	5334	5465	5603	5745	5885
	Hourly	25.16	25.79	26.41	27.10	27.77	28.47	29.18	29.90	30.66	31.41	32.20	33.02	33.82
	Standby	1.76	1.81	1.85	1.90	1.94	1.99	2.04	2.09	2.15	2.20	2.25	2.31	2.37
58	Annual	53844	55152	56580	57984	59448	60924	62436	64008	65580	67236	68940	70620	72456
	Monthly	4487	4596	4715	4832	4954	5077	5203	5334	5465	5603	5745	5885	6038
	Hourly	25.79	26.41	27.10	27.77	28.47	29.18	29.90	30.66	31.41	32.20	33.02	33.82	34.70
	Standby	1.81	1.85	1.90	1.94	1.99	2.04	2.09	2.15	2.20	2.25	2.31	2.37	2.43
59	Annual	55152	56580	57984	59448	60924	62436	64008	65580	67236	68940	70620	72456	74196
	Monthly	4596	4715	4832	4954	5077	5203	5334	5465	5603	5745	5885	6038	6183
	Hourly	26.41	27.10	27.77	28.47	29.18	29.90	30.66	31.41	32.20	33.02	33.82	34.70	35.53
	Standby	1.85	1.90	1.94	1.99	2.04	2.09	2.15	2.20	2.25	2.31	2.37	2.43	2.49
60	Annual	56580	57984	59448	60924	62436	64008	65580	67236	68940	70620	72456	74196	76092
	Monthly	4715	4832	4954	5077	5203	5334	5465	5603	5745	5885	6038	6183	6341
	Hourly	27.10	27.77	28.47	29.18	29.90	30.66	31.41	32.20	33.02	33.82	34.70	35.53	36.44
	Standby	1.90	1.94	1.99	2.04	2.09	2.15	2.20	2.25	2.31	2.37	2.43	2.49	2.55
61	Annual	57984	59448	60924	62436	64008	65580	67236	68940	70620	72456	74196	76092	77988
	Monthly	4832	4954	5077	5203	5334	5465	5603	5745	5885	6038	6183	6341	6499
	Hourly	27.77	28.47	29.18	29.90	30.66	31.41	32.20	33.02	33.82	34.70	35.53	36.44	37.35
	Standby	1.94	1.99	2.04	2.09	2.15	2.20	2.25	2.31	2.37	2.43	2.49	2.55	2.61
62	Annual	59448	60924	62436	64008	65580	67236	68940	70620	72456	74196	76092	77988	79920
	Monthly	4954	5077	5203	5334	5465	5603	5745	5885	6038	6183	6341	6499	6660
	Hourly	28.47	29.18	29.90	30.66	31.41	32.20	33.02	33.82	34.70	35.53	36.44	37.35	38.28
	Standby	1.99	2.04	2.09	2.15	2.20	2.25	2.31	2.37	2.43	2.49	2.55	2.61	2.68
63	Annual	60924	62436	64008	65580	67236	68940	70620	72456	74196	76092	77988	79920	81912
	Monthly	5077	5203	5334	5465	5603	5745	5885	6038	6183	6341	6499	6660	6826
	Hourly	29.18	29.90	30.66	31.41	32.20	33.02	33.82	34.70	35.53	36.44	37.35	38.28	39.23
	Standby	2.04	2.09	2.15	2.20	2.25	2.31	2.37	2.43	2.49	2.55	2.61	2.68	2.75
64	Annual	62436	64008	65580	67236	68940	70620	72456	74196	76092	77988	79920	81912	83988
	Monthly	5203	5334	5465	5603	5745	5885	6038	6183	6341	6499	6660	6826	6999
	Hourly	29.90	30.66	31.41	32.20	33.02	33.82	34.70	35.53	36.44	37.35	38.28	39.23	40.22
	Standby	2.09	2.15	2.20	2.25	2.31	2.37	2.43	2.49	2.55	2.61	2.68	2.75	2.82
65	Annual	64008	65580	67236	68940	70620	72456	74196	76092	77988	79920	81912	83988	86076
	Monthly	5334	5465	5603	5745	5885	6038	6183	6341	6499	6660	6826	6999	7173
	Hourly	30.66	31.41	32.20	33.02	33.82	34.70	35.53	36.44	37.35	38.28	39.23	40.22	41.22
	Standby	2.15	2.20	2.25	2.31	2.37	2.43	2.49	2.55	2.61	2.68	2.75	2.82	2.89

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66	Annual	65580	67236	68940	70620	72456	74196	76092	77988	79920	81912	83988	86076	88236
	Monthly	5465	5603	5745	5885	6038	6183	6341	6499	6660	6826	6999	7173	7353
	Hourly	31.41	32.20	33.02	33.82	34.70	35.53	36.44	37.35	38.28	39.23	40.22	41.22	42.26
	Standby	2.20	2.25	2.31	2.37	2.43	2.49	2.55	2.61	2.68	2.75	2.82	2.89	2.96
67	Annual	67236	68940	70620	72456	74196	76092	77988	79920	81912	83988	86076	88236	90432
	Monthly	5603	5745	5885	6038	6183	6341	6499	6660	6826	6999	7173	7353	7536
	Hourly	32.20	33.02	33.82	34.70	35.53	36.44	37.35	38.28	39.23	40.22	41.22	42.26	43.31
	Standby	2.25	2.31	2.37	2.43	2.49	2.55	2.61	2.68	2.75	2.82	2.89	2.96	3.03
68	Annual	68940	70620	72456	74196	76092	77988	79920	81912	83988	86076	88236	90432	92700
	Monthly	5745	5885	6038	6183	6341	6499	6660	6826	6999	7173	7353	7536	7725
	Hourly	33.02	33.82	34.70	35.53	36.44	37.35	38.28	39.23	40.22	41.22	42.26	43.31	44.40
	Standby	2.31	2.37	2.43	2.49	2.55	2.61	2.68	2.75	2.82	2.89	2.96	3.03	3.11
69	Annual	70620	72456	74196	76092	77988	79920	81912	83988	86076	88236	90432	92700	95016
	Monthly	5885	6038	6183	6341	6499	6660	6826	6999	7173	7353	7536	7725	7918
	Hourly	33.82	34.70	35.53	36.44	37.35	38.28	39.23	40.22	41.22	42.26	43.31	44.40	45.51
	Standby	2.37	2.43	2.49	2.55	2.61	2.68	2.75	2.82	2.89	2.96	3.03	3.11	3.19
70	Annual	72456	74196	76092	77988	79920	81912	83988	86076	88236	90432	92700	95016	97392
	Monthly	6038	6183	6341	6499	6660	6826	6999	7173	7353	7536	7725	7918	8116
	Hourly	34.70	35.53	36.44	37.35	38.28	39.23	40.22	41.22	42.26	43.31	44.40	45.51	46.64
	Standby	2.43	2.49	2.55	2.61	2.68	2.75	2.82	2.89	2.96	3.03	3.11	3.19	3.27
71	Annual	74196	76092	77988	79920	81912	83988	86076	88236	90432	92700	95016	97392	99840
	Monthly	6183	6341	6499	6660	6826	6999	7173	7353	7536	7725	7918	8116	8320
	Hourly	35.53	36.44	37.35	38.28	39.23	40.22	41.22	42.26	43.31	44.40	45.51	46.64	47.82
	Standby	2.49	2.55	2.61	2.68	2.75	2.82	2.89	2.96	3.03	3.11	3.19	3.27	3.35
72	Annual	76092	77988	79920	81912	83988	86076	88236	90432	92700	95016	97392	99840	102348
	Monthly	6341	6499	6660	6826	6999	7173	7353	7536	7725	7918	8116	8320	8529
	Hourly	36.44	37.35	38.28	39.23	40.22	41.22	42.26	43.31	44.40	45.51	46.64	47.82	49.02
	Standby	2.55	2.61	2.68	2.75	2.82	2.89	2.96	3.03	3.11	3.19	3.27	3.35	3.43
73	Annual	77988	79920	81912	83988	86076	88236	90432	92700	95016	97392	99840	102348	104880
	Monthly	6499	6660	6826	6999	7173	7353	7536	7725	7918	8116	8320	8529	8740
	Hourly	37.35	38.28	39.23	40.22	41.22	42.26	43.31	44.40	45.51	46.64	47.82	49.02	50.23
	Standby	2.61	2.68	2.75	2.82	2.89	2.96	3.03	3.11	3.19	3.27	3.35	3.43	3.52
74	Annual	79920	81912	83988	86076	88236	90432	92700	95016	97392	99840	102348	104880	107532
	Monthly	6660	6826	6999	7173	7353	7536	7725	7918	8116	8320	8529	8740	8961
	Hourly	38.28	39.23	40.22	41.22	42.26	43.31	44.40	45.51	46.64	47.82	49.02	50.23	51.50
	Standby	2.68	2.75	2.82	2.89	2.96	3.03	3.11	3.19	3.27	3.35	3.43	3.52	3.61
75	Annual	81912	83988	86076	88236	90432	92700	95016	97392	99840	102348	104880	107532	110196
	Monthly	6826	6999	7173	7353	7536	7725	7918	8116	8320	8529	8740	8961	9183
	Hourly	39.23	40.22	41.22	42.26	43.31	44.40	45.51	46.64	47.82	49.02	50.23	51.50	52.78
	Standby	2.75	2.82	2.89	2.96	3.03	3.11	3.19	3.27	3.35	3.43	3.52	3.61	3.69

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76	Annual	83988	86076	88236	90432	92700	95016	97392	99840	102348	104880	107532	110196	112944
	Monthly	6999	7173	7353	7536	7725	7918	8116	8320	8529	8740	8961	9183	9412
	Hourly	40.22	41.22	42.26	43.31	44.40	45.51	46.64	47.82	49.02	50.23	51.50	52.78	54.09
	Standby	2.82	2.89	2.96	3.03	3.11	3.19	3.27	3.35	3.43	3.52	3.61	3.69	3.79
77	Annual	86076	88236	90432	92700	95016	97392	99840	102348	104880	107532	110196	112944	115764
	Monthly	7173	7353	7536	7725	7918	8116	8320	8529	8740	8961	9183	9412	9647
	Hourly	41.22	42.26	43.31	44.40	45.51	46.64	47.82	49.02	50.23	51.50	52.78	54.09	55.44
	Standby	2.89	2.96	3.03	3.11	3.19	3.27	3.35	3.43	3.52	3.61	3.69	3.79	3.88
78	Annual	88236	90432	92700	95016	97392	99840	102348	104880	107532	110196	112944	115764	118680
	Monthly	7353	7536	7725	7918	8116	8320	8529	8740	8961	9183	9412	9647	9890
	Hourly	42.26	43.31	44.40	45.51	46.64	47.82	49.02	50.23	51.50	52.78	54.09	55.44	56.84
	Standby	2.96	3.03	3.11	3.19	3.27	3.35	3.43	3.52	3.61	3.69	3.79	3.88	3.98
79	Annual	90432	92700	95016	97392	99840	102348	104880	107532	110196	112944	115764	118680	121608
	Monthly	7536	7725	7918	8116	8320	8529	8740	8961	9183	9412	9647	9890	10134
	Hourly	43.31	44.40	45.51	46.64	47.82	49.02	50.23	51.50	52.78	54.09	55.44	56.84	58.24
	Standby	3.03	3.11	3.19	3.27	3.35	3.43	3.52	3.61	3.69	3.79	3.88	3.98	4.08
80	Annual	92700	95016	97392	99840	102348	104880	107532	110196	112944	115764	118680	121608	124656
	Monthly	7725	7918	8116	8320	8529	8740	8961	9183	9412	9647	9890	10134	10388
	Hourly	44.40	45.51	46.64	47.82	49.02	50.23	51.50	52.78	54.09	55.44	56.84	58.24	59.70
	Standby	3.11	3.19	3.27	3.35	3.43	3.52	3.61	3.69	3.79	3.88	3.98	4.08	4.18
81	Annual	95016	97392	99840	102348	104880	107532	110196	112944	115764	118680	121608	124656	127788
	Monthly	7918	8116	8320	8529	8740	8961	9183	9412	9647	9890	10134	10388	10649
	Hourly	45.51	46.64	47.82	49.02	50.23	51.50	52.78	54.09	55.44	56.84	58.24	59.70	61.20
	Standby	3.19	3.27	3.35	3.43	3.52	3.61	3.69	3.79	3.88	3.98	4.08	4.18	4.28
82	Annual	97392	99840	102348	104880	107532	110196	112944	115764	118680	121608	124656	127788	130956
	Monthly	8116	8320	8529	8740	8961	9183	9412	9647	9890	10134	10388	10649	10913
	Hourly	46.64	47.82	49.02	50.23	51.50	52.78	54.09	55.44	56.84	58.24	59.70	61.20	62.72
	Standby	3.27	3.35	3.43	3.52	3.61	3.69	3.79	3.88	3.98	4.08	4.18	4.28	4.39
83	Annual	99840	102348	104880	107532	110196	112944	115764	118680	121608	124656	127788	130956	134220
	Monthly	8320	8529	8740	8961	9183	9412	9647	9890	10134	10388	10649	10913	11185
	Hourly	47.82	49.02	50.23	51.50	52.78	54.09	55.44	56.84	58.24	59.70	61.20	62.72	64.28
	Standby	3.35	3.43	3.52	3.61	3.69	3.79	3.88	3.98	4.08	4.18	4.28	4.39	4.50
84	Annual	102348	104880	107532	110196	112944	115764	118680	121608	124656	127788	130956	134220	137616
	Monthly	8529	8740	8961	9183	9412	9647	9890	10134	10388	10649	10913	11185	11468
	Hourly	49.02	50.23	51.50	52.78	54.09	55.44	56.84	58.24	59.70	61.20	62.72	64.28	65.91
	Standby	3.43	3.52	3.61	3.69	3.79	3.88	3.98	4.08	4.18	4.28	4.39	4.50	4.61
85	Annual	104880	107532	110196	112944	115764	118680	121608	124656	127788	130956	134220	137616	141000
	Monthly	8740	8961	9183	9412	9647	9890	10134	10388	10649	10913	11185	11468	11750
	Hourly	50.23	51.50	52.78	54.09	55.44	56.84	58.24	59.70	61.20	62.72	64.28	65.91	67.53
	Standby	3.52	3.61	3.69	3.79	3.88	3.98	4.08	4.18	4.28	4.39	4.50	4.61	4.73

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86	Annual	107532	110196	112944	115764	118680	121608	124656	127788	130956	134220	137616	141000	144576
	Monthly	8961	9183	9412	9647	9890	10134	10388	10649	10913	11185	11468	11750	12048
	Hourly	51.50	52.78	54.09	55.44	56.84	58.24	59.70	61.20	62.72	64.28	65.91	67.53	69.24
	Standby	3.61	3.69	3.79	3.88	3.98	4.08	4.18	4.28	4.39	4.50	4.61	4.73	4.85
87	Annual	110196	112944	115764	118680	121608	124656	127788	130956	134220	137616	141000	144576	148212
	Monthly	9183	9412	9647	9890	10134	10388	10649	10913	11185	11468	11750	12048	12351
	Hourly	52.78	54.09	55.44	56.84	58.24	59.70	61.20	62.72	64.28	65.91	67.53	69.24	70.98
	Standby	3.69	3.79	3.88	3.98	4.08	4.18	4.28	4.39	4.50	4.61	4.73	4.85	4.97
88	Annual	112944	115764	118680	121608	124656	127788	130956	134220	137616	141000	144576	148212	151896
	Monthly	9412	9647	9890	10134	10388	10649	10913	11185	11468	11750	12048	12351	12658
	Hourly	54.09	55.44	56.84	58.24	59.70	61.20	62.72	64.28	65.91	67.53	69.24	70.98	72.75
	Standby	3.79	3.88	3.98	4.08	4.18	4.28	4.39	4.50	4.61	4.73	4.85	4.97	5.09
89	Annual	115764	118680	121608	124656	127788	130956	134220	137616	141000	144576	148212	151896	155724
	Monthly	9647	9890	10134	10388	10649	10913	11185	11468	11750	12048	12351	12658	12977
	Hourly	55.44	56.84	58.24	59.70	61.20	62.72	64.28	65.91	67.53	69.24	70.98	72.75	74.58
	Standby	3.88	3.98	4.08	4.18	4.28	4.39	4.50	4.61	4.73	4.85	4.97	5.09	5.22
90	Annual	118680	121608	124656	127788	130956	134220	137616	141000	144576	148212	151896	155724	159576
	Monthly	9890	10134	10388	10649	10913	11185	11468	11750	12048	12351	12658	12977	13298
	Hourly	56.84	58.24	59.70	61.20	62.72	64.28	65.91	67.53	69.24	70.98	72.75	74.58	76.43
	Standby	3.98	4.08	4.18	4.28	4.39	4.50	4.61	4.73	4.85	4.97	5.09	5.22	5.35
91	Annual	121608	124656	127788	130956	134220	137616	141000	144576	148212	151896	155724	159576	163584
	Monthly	10134	10388	10649	10913	11185	11468	11750	12048	12351	12658	12977	13298	13632
	Hourly	58.24	59.70	61.20	62.72	64.28	65.91	67.53	69.24	70.98	72.75	74.58	76.43	78.34
	Standby	4.08	4.18	4.28	4.39	4.50	4.61	4.73	4.85	4.97	5.09	5.22	5.35	5.48
92	Annual	124656	127788	130956	134220	137616	141000	144576	148212	151896	155724	159576	163584	167652
	Monthly	10388	10649	10913	11185	11468	11750	12048	12351	12658	12977	13298	13632	13971
	Hourly	59.70	61.20	62.72	64.28	65.91	67.53	69.24	70.98	72.75	74.58	76.43	78.34	80.29
	Standby	4.18	4.28	4.39	4.50	4.61	4.73	4.85	4.97	5.09	5.22	5.35	5.48	5.62
93	Annual	127788	130956	134220	137616	141000	144576	148212	151896	155724	159576	163584	167652	171888
	Monthly	10649	10913	11185	11468	11750	12048	12351	12658	12977	13298	13632	13971	14324
	Hourly	61.20	62.72	64.28	65.91	67.53	69.24	70.98	72.75	74.58	76.43	78.34	80.29	82.32
	Standby	4.28	4.39	4.50	4.61	4.73	4.85	4.97	5.09	5.22	5.35	5.48	5.62	5.76
94	Annual	130956	134220	137616	141000	144576	148212	151896	155724	159576	163584	167652	171888	176148
	Monthly	10913	11185	11468	11750	12048	12351	12658	12977	13298	13632	13971	14324	14679
	Hourly	62.72	64.28	65.91	67.53	69.24	70.98	72.75	74.58	76.43	78.34	80.29	82.32	84.36
	Standby	4.39	4.50	4.61	4.73	4.85	4.97	5.09	5.22	5.35	5.48	5.62	5.76	5.91
95	Annual	134220	137616	141000	144576	148212	151896	155724	159576	163584	167652	171888	176148	180576
	Monthly	11185	11468	11750	12048	12351	12658	12977	13298	13632	13971	14324	14679	15048
	Hourly	64.28	65.91	67.53	69.24	70.98	72.75	74.58	76.43	78.34	80.29	82.32	84.36	86.48
	Standby	4.50	4.61	4.73	4.85	4.97	5.09	5.22	5.35	5.48	5.62	5.76	5.91	6.05

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
96	Annual	137616	141000	144576	148212	151896	155724	159576	163584	167652	171888	176148	180576	185100
	Monthly	11468	11750	12048	12351	12658	12977	13298	13632	13971	14324	14679	15048	15425
	Hourly	65.91	67.53	69.24	70.98	72.75	74.58	76.43	78.34	80.29	82.32	84.36	86.48	88.65
	Standby	4.61	4.73	4.85	4.97	5.09	5.22	5.35	5.48	5.62	5.76	5.91	6.05	6.21
97	Annual	141000	144576	148212	151896	155724	159576	163584	167652	171888	176148	180576	185100	189744
	Monthly	11750	12048	12351	12658	12977	13298	13632	13971	14324	14679	15048	15425	15812
	Hourly	67.53	69.24	70.98	72.75	74.58	76.43	78.34	80.29	82.32	84.36	86.48	88.65	90.87
	Standby	4.73	4.85	4.97	5.09	5.22	5.35	5.48	5.62	5.76	5.91	6.05	6.21	6.36
98	Annual	144576	148212	151896	155724	159576	163584	167652	171888	176148	180576	185100	189744	194484
	Monthly	12048	12351	12658	12977	13298	13632	13971	14324	14679	15048	15425	15812	16207
	Hourly	69.24	70.98	72.75	74.58	76.43	78.34	80.29	82.32	84.36	86.48	88.65	90.87	93.14
	Standby	4.85	4.97	5.09	5.22	5.35	5.48	5.62	5.76	5.91	6.05	6.21	6.36	6.52
99	Annual	148212	151896	155724	159576	163584	167652	171888	176148	180576	185100	189744	194484	199332
	Monthly	12351	12658	12977	13298	13632	13971	14324	14679	15048	15425	15812	16207	16611
	Hourly	70.98	72.75	74.58	76.43	78.34	80.29	82.32	84.36	86.48	88.65	90.87	93.14	95.47
	Standby	4.97	5.09	5.22	5.35	5.48	5.62	5.76	5.91	6.05	6.21	6.36	6.52	6.68
100	Annual	151896	155724	159576	163584	167652	171888	176148	180576	185100	189744	194484	199332	204312
	Monthly	12658	12977	13298	13632	13971	14324	14679	15048	15425	15812	16207	16611	17026
	Hourly	72.75	74.58	76.43	78.34	80.29	82.32	84.36	86.48	88.65	90.87	93.14	95.47	97.85
	Standby	5.09	5.22	5.35	5.48	5.62	5.76	5.91	6.05	6.21	6.36	6.52	6.68	6.85
101	Annual	155724	159576	163584	167652	171888	176148	180576	185100	189744	194484	199332	204312	209436
	Monthly	12977	13298	13632	13971	14324	14679	15048	15425	15812	16207	16611	17026	17453
	Hourly	74.58	76.43	78.34	80.29	82.32	84.36	86.48	88.65	90.87	93.14	95.47	97.85	100.30
	Standby	5.22	5.35	5.48	5.62	5.76	5.91	6.05	6.21	6.36	6.52	6.68	6.85	7.02
102	Annual	159576	163584	167652	171888	176148	180576	185100	189744	194484	199332	204312	209436	214668
	Monthly	13298	13632	13971	14324	14679	15048	15425	15812	16207	16611	17026	17453	17889
	Hourly	76.43	78.34	80.29	82.32	84.36	86.48	88.65	90.87	93.14	95.47	97.85	100.30	102.81
	Standby	5.35	5.48	5.62	5.76	5.91	6.05	6.21	6.36	6.52	6.68	6.85	7.02	7.20
103	Annual	163584	167652	171888	176148	180576	185100	189744	194484	199332	204312	209436	214668	220032
	Monthly	13632	13971	14324	14679	15048	15425	15812	16207	16611	17026	17453	17889	18336
	Hourly	78.34	80.29	82.32	84.36	86.48	88.65	90.87	93.14	95.47	97.85	100.30	102.81	105.38
	Standby	5.48	5.62	5.76	5.91	6.05	6.21	6.36	6.52	6.68	6.85	7.02	7.20	7.38
104	Annual	167652	171888	176148	180576	185100	189744	194484	199332	204312	209436	214668	220032	225528
	Monthly	13971	14324	14679	15048	15425	15812	16207	16611	17026	17453	17889	18336	18794
	Hourly	80.29	82.32	84.36	86.48	88.65	90.87	93.14	95.47	97.85	100.30	102.81	105.38	108.01
	Standby	5.62	5.76	5.91	6.05	6.21	6.36	6.52	6.68	6.85	7.02	7.20	7.38	7.56
105	Annual	171888	176148	180576	185100	189744	194484	199332	204312	209436	214668	220032	225528	231168
	Monthly	14324	14679	15048	15425	15812	16207	16611	17026	17453	17889	18336	18794	19264
	Hourly	82.32	84.36	86.48	88.65	90.87	93.14	95.47	97.85	100.30	102.81	105.38	108.01	110.71
	Standby	5.76	5.91	6.05	6.21	6.36	6.52	6.68	6.85	7.02	7.20	7.38	7.56	7.75

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
106	Annual	176148	180576	185100	189744	194484	199332	204312	209436	214668	220032	225528	231168	236952
	Monthly	14679	15048	15425	15812	16207	16611	17026	17453	17889	18336	18794	19264	19746
	Hourly	84.36	86.48	88.65	90.87	93.14	95.47	97.85	100.30	102.81	105.38	108.01	110.71	113.48
	Standby	5.91	6.05	6.21	6.36	6.52	6.68	6.85	7.02	7.20	7.38	7.56	7.75	7.94
107	Annual	180576	185100	189744	194484	199332	204312	209436	214668	220032	225528	231168	236952	242880
	Monthly	15048	15425	15812	16207	16611	17026	17453	17889	18336	18794	19264	19746	20240
	Hourly	86.48	88.65	90.87	93.14	95.47	97.85	100.30	102.81	105.38	108.01	110.71	113.48	116.32
	Standby	6.05	6.21	6.36	6.52	6.68	6.85	7.02	7.20	7.38	7.56	7.75	7.94	8.14
108	Annual	185100	189744	194484	199332	204312	209436	214668	220032	225528	231168	236952	242880	248964
	Monthly	15425	15812	16207	16611	17026	17453	17889	18336	18794	19264	19746	20240	20747
	Hourly	88.65	90.87	93.14	95.47	97.85	100.30	102.81	105.38	108.01	110.71	113.48	116.32	119.24
	Standby	6.21	6.36	6.52	6.68	6.85	7.02	7.20	7.38	7.56	7.75	7.94	8.14	8.35
109	Annual	189744	194484	199332	204312	209436	214668	220032	225528	231168	236952	242880	248964	255168
	Monthly	15812	16207	16611	17026	17453	17889	18336	18794	19264	19746	20240	20747	21264
	Hourly	90.87	93.14	95.47	97.85	100.30	102.81	105.38	108.01	110.71	113.48	116.32	119.24	122.21
	Standby	6.36	6.52	6.68	6.85	7.02	7.20	7.38	7.56	7.75	7.94	8.14	8.35	8.55
110	Annual	194484	199332	204312	209436	214668	220032	225528	231168	236952	242880	248964	255168	261540
	Monthly	16207	16611	17026	17453	17889	18336	18794	19264	19746	20240	20747	21264	21795
	Hourly	93.14	95.47	97.85	100.30	102.81	105.38	108.01	110.71	113.48	116.32	119.24	122.21	125.26
	Standby	6.52	6.68	6.85	7.02	7.20	7.38	7.56	7.75	7.94	8.14	8.35	8.55	8.77
111	Annual	199332	204312	209436	214668	220032	225528	231168	236952	242880	248964	255168	261540	268080
	Monthly	16611	17026	17453	17889	18336	18794	19264	19746	20240	20747	21264	21795	22340
	Hourly	95.47	97.85	100.30	102.81	105.38	108.01	110.71	113.48	116.32	119.24	122.21	125.26	128.39
	Standby	6.68	6.85	7.02	7.20	7.38	7.56	7.75	7.94	8.14	8.35	8.55	8.77	8.99
112	Annual	204312	209436	214668	220032	225528	231168	236952	242880	248964	255168	261540	268080	274788
	Monthly	17026	17453	17889	18336	18794	19264	19746	20240	20747	21264	21795	22340	22899
	Hourly	97.85	100.30	102.81	105.38	108.01	110.71	113.48	116.32	119.24	122.21	125.26	128.39	131.60
	Standby	6.85	7.02	7.20	7.38	7.56	7.75	7.94	8.14	8.35	8.55	8.77	8.99	9.21
113	Annual	209436	214668	220032	225528	231168	236952	242880	248964	255168	261540	268080	274788	281652
	Monthly	17453	17889	18336	18794	19264	19746	20240	20747	21264	21795	22340	22899	23471
	Hourly	100.30	102.81	105.38	108.01	110.71	113.48	116.32	119.24	122.21	125.26	128.39	131.60	134.89
	Standby	7.02	7.20	7.38	7.56	7.75	7.94	8.14	8.35	8.55	8.77	8.99	9.21	9.44
114	Annual	214668	220032	225528	231168	236952	242880	248964	255168	261540	268080	274788	281652	288696
	Monthly	17889	18336	18794	19264	19746	20240	20747	21264	21795	22340	22899	23471	24058
	Hourly	102.81	105.38	108.01	110.71	113.48	116.32	119.24	122.21	125.26	128.39	131.60	134.89	138.26
	Standby	7.20	7.38	7.56	7.75	7.94	8.14	8.35	8.55	8.77	8.99	9.21	9.44	9.68
115	Annual	220032	225528	231168	236952	242880	248964	255168	261540	268080	274788	281652	288696	295920
	Monthly	18336	18794	19264	19746	20240	20747	21264	21795	22340	22899	23471	24058	24660
	Hourly	105.38	108.01	110.71	113.48	116.32	119.24	122.21	125.26	128.39	131.60	134.89	138.26	141.72
	Standby	7.38	7.56	7.75	7.94	8.14	8.35	8.55	8.77	8.99	9.21	9.44	9.68	9.92

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
116	Annual	225528	231168	236952	242880	248964	255168	261540	268080	274788	281652	288696	295920	303312
	Monthly	18794	19264	19746	20240	20747	21264	21795	22340	22899	23471	24058	24660	25276
	Hourly	108.01	110.71	113.48	116.32	119.24	122.21	125.26	128.39	131.60	134.89	138.26	141.72	145.26
	Standby	7.56	7.75	7.94	8.14	8.35	8.55	8.77	8.99	9.21	9.44	9.68	9.92	10.17
117	Annual	231168	236952	242880	248964	255168	261540	268080	274788	281652	288696	295920	303312	310896
	Monthly	19264	19746	20240	20747	21264	21795	22340	22899	23471	24058	24660	25276	25908
	Hourly	110.71	113.48	116.32	119.24	122.21	125.26	128.39	131.60	134.89	138.26	141.72	145.26	148.90
	Standby	7.75	7.94	8.14	8.35	8.55	8.77	8.99	9.21	9.44	9.68	9.92	10.17	10.42
118	Annual	236952	242880	248964	255168	261540	268080	274788	281652	288696	295920	303312	310896	318672
	Monthly	19746	20240	20747	21264	21795	22340	22899	23471	24058	24660	25276	25908	26556
	Hourly	113.48	116.32	119.24	122.21	125.26	128.39	131.60	134.89	138.26	141.72	145.26	148.90	152.62
	Standby	7.94	8.14	8.35	8.55	8.77	8.99	9.21	9.44	9.68	9.92	10.17	10.42	10.68
119	Annual	242880	248964	255168	261540	268080	274788	281652	288696	295920	303312	310896	318672	326640
	Monthly	20240	20747	21264	21795	22340	22899	23471	24058	24660	25276	25908	26556	27220
	Hourly	116.32	119.24	122.21	125.26	128.39	131.60	134.89	138.26	141.72	145.26	148.90	152.62	156.44
	Standby	8.14	8.35	8.55	8.77	8.99	9.21	9.44	9.68	9.92	10.17	10.42	10.68	10.95
120	Annual	248964	255168	261540	268080	274788	281652	288696	295920	303312	310896	318672	326640	334800
	Monthly	20747	21264	21795	22340	22899	23471	24058	24660	25276	25908	26556	27220	27900
	Hourly	119.24	122.21	125.26	128.39	131.60	134.89	138.26	141.72	145.26	148.90	152.62	156.44	160.34
	Standby	8.35	8.55	8.77	8.99	9.21	9.44	9.68	9.92	10.17	10.42	10.68	10.95	11.22

APPENDIX H
General Service Salary Range Salary Schedule
Effective January 1, 2019 through June 30, 2019

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
27	Annual	26592	26952	27636	28236	28872	29544	30276	30972	31656	32400	33132	33924	34692
	Monthly	2216	2246	2303	2353	2406	2462	2523	2581	2638	2700	2761	2827	2891
	Hourly	12.74	12.91	13.24	13.52	13.83	14.15	14.50	14.83	15.16	15.52	15.87	16.25	16.61
	Standby	0.89	0.90	0.93	0.95	0.97	0.99	1.02	1.04	1.06	1.09	1.11	1.14	1.16
28	Annual	26952	27636	28236	28872	29544	30276	30972	31656	32400	33132	33924	34692	35556
	Monthly	2246	2303	2353	2406	2462	2523	2581	2638	2700	2761	2827	2891	2963
	Hourly	12.91	13.24	13.52	13.83	14.15	14.50	14.83	15.16	15.52	15.87	16.25	16.61	17.03
	Standby	0.90	0.93	0.95	0.97	0.99	1.02	1.04	1.06	1.09	1.11	1.14	1.16	1.19
29	Annual	27636	28236	28872	29544	30276	30972	31656	32400	33132	33924	34692	35556	36372
	Monthly	2303	2353	2406	2462	2523	2581	2638	2700	2761	2827	2891	2963	3031
	Hourly	13.24	13.52	13.83	14.15	14.50	14.83	15.16	15.52	15.87	16.25	16.61	17.03	17.42
	Standby	0.93	0.95	0.97	0.99	1.02	1.04	1.06	1.09	1.11	1.14	1.16	1.19	1.22
30	Annual	28236	28872	29544	30276	30972	31656	32400	33132	33924	34692	35556	36372	37260
	Monthly	2353	2406	2462	2523	2581	2638	2700	2761	2827	2891	2963	3031	3105
	Hourly	13.52	13.83	14.15	14.50	14.83	15.16	15.52	15.87	16.25	16.61	17.03	17.42	17.84
	Standby	0.95	0.97	0.99	1.02	1.04	1.06	1.09	1.11	1.14	1.16	1.19	1.22	1.25
31	Annual	28872	29544	30276	30972	31656	32400	33132	33924	34692	35556	36372	37260	38124
	Monthly	2406	2462	2523	2581	2638	2700	2761	2827	2891	2963	3031	3105	3177
	Hourly	13.83	14.15	14.50	14.83	15.16	15.52	15.87	16.25	16.61	17.03	17.42	17.84	18.26
	Standby	0.97	0.99	1.02	1.04	1.06	1.09	1.11	1.14	1.16	1.19	1.22	1.25	1.28
32	Annual	29544	30276	30972	31656	32400	33132	33924	34692	35556	36372	37260	38124	38988
	Monthly	2462	2523	2581	2638	2700	2761	2827	2891	2963	3031	3105	3177	3249
	Hourly	14.15	14.50	14.83	15.16	15.52	15.87	16.25	16.61	17.03	17.42	17.84	18.26	18.67
	Standby	0.99	1.02	1.04	1.06	1.09	1.11	1.14	1.16	1.19	1.22	1.25	1.28	1.31
33	Annual	30276	30972	31656	32400	33132	33924	34692	35556	36372	37260	38124	38988	39984
	Monthly	2523	2581	2638	2700	2761	2827	2891	2963	3031	3105	3177	3249	3332
	Hourly	14.50	14.83	15.16	15.52	15.87	16.25	16.61	17.03	17.42	17.84	18.26	18.67	19.15
	Standby	1.02	1.04	1.06	1.09	1.11	1.14	1.16	1.19	1.22	1.25	1.28	1.31	1.34
34	Annual	30972	31656	32400	33132	33924	34692	35556	36372	37260	38124	38988	39984	40908
	Monthly	2581	2638	2700	2761	2827	2891	2963	3031	3105	3177	3249	3332	3409
	Hourly	14.83	15.16	15.52	15.87	16.25	16.61	17.03	17.42	17.84	18.26	18.67	19.15	19.59
	Standby	1.04	1.06	1.09	1.11	1.14	1.16	1.19	1.22	1.25	1.28	1.31	1.34	1.37
35	Annual	31656	32400	33132	33924	34692	35556	36372	37260	38124	38988	39984	40908	41856
	Monthly	2638	2700	2761	2827	2891	2963	3031	3105	3177	3249	3332	3409	3488
	Hourly	15.16	15.52	15.87	16.25	16.61	17.03	17.42	17.84	18.26	18.67	19.15	19.59	20.05
	Standby	1.06	1.09	1.11	1.14	1.16	1.19	1.22	1.25	1.28	1.31	1.34	1.37	1.40

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36	Annual	32400	33132	33924	34692	35556	36372	37260	38124	38988	39984	40908	41856	42900
	Monthly	2700	2761	2827	2891	2963	3031	3105	3177	3249	3332	3409	3488	3575
	Hourly	15.52	15.87	16.25	16.61	17.03	17.42	17.84	18.26	18.67	19.15	19.59	20.05	20.55
	Standby	1.09	1.11	1.14	1.16	1.19	1.22	1.25	1.28	1.31	1.34	1.37	1.40	1.44
37	Annual	33132	33924	34692	35556	36372	37260	38124	38988	39984	40908	41856	42900	43968
	Monthly	2761	2827	2891	2963	3031	3105	3177	3249	3332	3409	3488	3575	3664
	Hourly	15.87	16.25	16.61	17.03	17.42	17.84	18.26	18.67	19.15	19.59	20.05	20.55	21.06
	Standby	1.11	1.14	1.16	1.19	1.22	1.25	1.28	1.31	1.34	1.37	1.40	1.44	1.47
38	Annual	33924	34692	35556	36372	37260	38124	38988	39984	40908	41856	42900	43968	45096
	Monthly	2827	2891	2963	3031	3105	3177	3249	3332	3409	3488	3575	3664	3758
	Hourly	16.25	16.61	17.03	17.42	17.84	18.26	18.67	19.15	19.59	20.05	20.55	21.06	21.60
	Standby	1.14	1.16	1.19	1.22	1.25	1.28	1.31	1.34	1.37	1.40	1.44	1.47	1.51
39	Annual	34692	35556	36372	37260	38124	38988	39984	40908	41856	42900	43968	45096	46188
	Monthly	2891	2963	3031	3105	3177	3249	3332	3409	3488	3575	3664	3758	3849
	Hourly	16.61	17.03	17.42	17.84	18.26	18.67	19.15	19.59	20.05	20.55	21.06	21.60	22.12
	Standby	1.16	1.19	1.22	1.25	1.28	1.31	1.34	1.37	1.40	1.44	1.47	1.51	1.55
40	Annual	35556	36372	37260	38124	38988	39984	40908	41856	42900	43968	45096	46188	47376
	Monthly	2963	3031	3105	3177	3249	3332	3409	3488	3575	3664	3758	3849	3948
	Hourly	17.03	17.42	17.84	18.26	18.67	19.15	19.59	20.05	20.55	21.06	21.60	22.12	22.69
	Standby	1.19	1.22	1.25	1.28	1.31	1.34	1.37	1.40	1.44	1.47	1.51	1.55	1.59
41	Annual	36372	37260	38124	38988	39984	40908	41856	42900	43968	45096	46188	47376	48480
	Monthly	3031	3105	3177	3249	3332	3409	3488	3575	3664	3758	3849	3948	4040
	Hourly	17.42	17.84	18.26	18.67	19.15	19.59	20.05	20.55	21.06	21.60	22.12	22.69	23.22
	Standby	1.22	1.25	1.28	1.31	1.34	1.37	1.40	1.44	1.47	1.51	1.55	1.59	1.63
42	Annual	37260	38124	38988	39984	40908	41856	42900	43968	45096	46188	47376	48480	49752
	Monthly	3105	3177	3249	3332	3409	3488	3575	3664	3758	3849	3948	4040	4146
	Hourly	17.84	18.26	18.67	19.15	19.59	20.05	20.55	21.06	21.60	22.12	22.69	23.22	23.83
	Standby	1.25	1.28	1.31	1.34	1.37	1.40	1.44	1.47	1.51	1.55	1.59	1.63	1.67
43	Annual	38124	38988	39984	40908	41856	42900	43968	45096	46188	47376	48480	49752	51000
	Monthly	3177	3249	3332	3409	3488	3575	3664	3758	3849	3948	4040	4146	4250
	Hourly	18.26	18.67	19.15	19.59	20.05	20.55	21.06	21.60	22.12	22.69	23.22	23.83	24.43
	Standby	1.28	1.31	1.34	1.37	1.40	1.44	1.47	1.51	1.55	1.59	1.63	1.67	1.71
44	Annual	38988	39984	40908	41856	42900	43968	45096	46188	47376	48480	49752	51000	52332
	Monthly	3249	3332	3409	3488	3575	3664	3758	3849	3948	4040	4146	4250	4361
	Hourly	18.67	19.15	19.59	20.05	20.55	21.06	21.60	22.12	22.69	23.22	23.83	24.43	25.06
	Standby	1.31	1.34	1.37	1.40	1.44	1.47	1.51	1.55	1.59	1.63	1.67	1.71	1.75
45	Annual	39984	40908	41856	42900	43968	45096	46188	47376	48480	49752	51000	52332	53592
	Monthly	3332	3409	3488	3575	3664	3758	3849	3948	4040	4146	4250	4361	4466
	Hourly	19.15	19.59	20.05	20.55	21.06	21.60	22.12	22.69	23.22	23.83	24.43	25.06	25.67
	Standby	1.34	1.37	1.40	1.44	1.47	1.51	1.55	1.59	1.63	1.67	1.71	1.75	1.80

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46	Annual	40908	41856	42900	43968	45096	46188	47376	48480	49752	51000	52332	53592	54924
	Monthly	3409	3488	3575	3664	3758	3849	3948	4040	4146	4250	4361	4466	4577
	Hourly	19.59	20.05	20.55	21.06	21.60	22.12	22.69	23.22	23.83	24.43	25.06	25.67	26.30
	Standby	1.37	1.40	1.44	1.47	1.51	1.55	1.59	1.63	1.67	1.71	1.75	1.80	1.84
47	Annual	41856	42900	43968	45096	46188	47376	48480	49752	51000	52332	53592	54924	56256
	Monthly	3488	3575	3664	3758	3849	3948	4040	4146	4250	4361	4466	4577	4688
	Hourly	20.05	20.55	21.06	21.60	22.12	22.69	23.22	23.83	24.43	25.06	25.67	26.30	26.94
	Standby	1.40	1.44	1.47	1.51	1.55	1.59	1.63	1.67	1.71	1.75	1.80	1.84	1.89
48	Annual	42900	43968	45096	46188	47376	48480	49752	51000	52332	53592	54924	56256	57708
	Monthly	3575	3664	3758	3849	3948	4040	4146	4250	4361	4466	4577	4688	4809
	Hourly	20.55	21.06	21.60	22.12	22.69	23.22	23.83	24.43	25.06	25.67	26.30	26.94	27.64
	Standby	1.44	1.47	1.51	1.55	1.59	1.63	1.67	1.71	1.75	1.80	1.84	1.89	1.93
49	Annual	43968	45096	46188	47376	48480	49752	51000	52332	53592	54924	56256	57708	59148
	Monthly	3664	3758	3849	3948	4040	4146	4250	4361	4466	4577	4688	4809	4929
	Hourly	21.06	21.60	22.12	22.69	23.22	23.83	24.43	25.06	25.67	26.30	26.94	27.64	28.33
	Standby	1.47	1.51	1.55	1.59	1.63	1.67	1.71	1.75	1.80	1.84	1.89	1.93	1.98
50	Annual	45096	46188	47376	48480	49752	51000	52332	53592	54924	56256	57708	59148	60636
	Monthly	3758	3849	3948	4040	4146	4250	4361	4466	4577	4688	4809	4929	5053
	Hourly	21.60	22.12	22.69	23.22	23.83	24.43	25.06	25.67	26.30	26.94	27.64	28.33	29.04
	Standby	1.51	1.55	1.59	1.63	1.67	1.71	1.75	1.80	1.84	1.89	1.93	1.98	2.03
51	Annual	46188	47376	48480	49752	51000	52332	53592	54924	56256	57708	59148	60636	62148
	Monthly	3849	3948	4040	4146	4250	4361	4466	4577	4688	4809	4929	5053	5179
	Hourly	22.12	22.69	23.22	23.83	24.43	25.06	25.67	26.30	26.94	27.64	28.33	29.04	29.76
	Standby	1.55	1.59	1.63	1.67	1.71	1.75	1.80	1.84	1.89	1.93	1.98	2.03	2.08
52	Annual	47376	48480	49752	51000	52332	53592	54924	56256	57708	59148	60636	62148	63684
	Monthly	3948	4040	4146	4250	4361	4466	4577	4688	4809	4929	5053	5179	5307
	Hourly	22.69	23.22	23.83	24.43	25.06	25.67	26.30	26.94	27.64	28.33	29.04	29.76	30.50
	Standby	1.59	1.63	1.67	1.71	1.75	1.80	1.84	1.89	1.93	1.98	2.03	2.08	2.14
53	Annual	48480	49752	51000	52332	53592	54924	56256	57708	59148	60636	62148	63684	65292
	Monthly	4040	4146	4250	4361	4466	4577	4688	4809	4929	5053	5179	5307	5441
	Hourly	23.22	23.83	24.43	25.06	25.67	26.30	26.94	27.64	28.33	29.04	29.76	30.50	31.27
	Standby	1.63	1.67	1.71	1.75	1.80	1.84	1.89	1.93	1.98	2.03	2.08	2.14	2.19
54	Annual	49752	51000	52332	53592	54924	56256	57708	59148	60636	62148	63684	65292	66888
	Monthly	4146	4250	4361	4466	4577	4688	4809	4929	5053	5179	5307	5441	5574
	Hourly	23.83	24.43	25.06	25.67	26.30	26.94	27.64	28.33	29.04	29.76	30.50	31.27	32.03
	Standby	1.67	1.71	1.75	1.80	1.84	1.89	1.93	1.98	2.03	2.08	2.14	2.19	2.24
55	Annual	51000	52332	53592	54924	56256	57708	59148	60636	62148	63684	65292	66888	68580
	Monthly	4250	4361	4466	4577	4688	4809	4929	5053	5179	5307	5441	5574	5715
	Hourly	24.43	25.06	25.67	26.30	26.94	27.64	28.33	29.04	29.76	30.50	31.27	32.03	32.84
	Standby	1.71	1.75	1.80	1.84	1.89	1.93	1.98	2.03	2.08	2.14	2.19	2.24	2.30

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56	Annual	52332	53592	54924	56256	57708	59148	60636	62148	63684	65292	66888	68580	70320
	Monthly	4361	4466	4577	4688	4809	4929	5053	5179	5307	5441	5574	5715	5860
	Hourly	25.06	25.67	26.30	26.94	27.64	28.33	29.04	29.76	30.50	31.27	32.03	32.84	33.68
	Standby	1.75	1.80	1.84	1.89	1.93	1.98	2.03	2.08	2.14	2.19	2.24	2.30	2.36
57	Annual	53592	54924	56256	57708	59148	60636	62148	63684	65292	66888	68580	70320	72036
	Monthly	4466	4577	4688	4809	4929	5053	5179	5307	5441	5574	5715	5860	6003
	Hourly	25.67	26.30	26.94	27.64	28.33	29.04	29.76	30.50	31.27	32.03	32.84	33.68	34.50
	Standby	1.80	1.84	1.89	1.93	1.98	2.03	2.08	2.14	2.19	2.24	2.30	2.36	2.42
58	Annual	54924	56256	57708	59148	60636	62148	63684	65292	66888	68580	70320	72036	73908
	Monthly	4577	4688	4809	4929	5053	5179	5307	5441	5574	5715	5860	6003	6159
	Hourly	26.30	26.94	27.64	28.33	29.04	29.76	30.50	31.27	32.03	32.84	33.68	34.50	35.40
	Standby	1.84	1.89	1.93	1.98	2.03	2.08	2.14	2.19	2.24	2.30	2.36	2.42	2.48
59	Annual	56256	57708	59148	60636	62148	63684	65292	66888	68580	70320	72036	73908	75684
	Monthly	4688	4809	4929	5053	5179	5307	5441	5574	5715	5860	6003	6159	6307
	Hourly	26.94	27.64	28.33	29.04	29.76	30.50	31.27	32.03	32.84	33.68	34.50	35.40	36.25
	Standby	1.89	1.93	1.98	2.03	2.08	2.14	2.19	2.24	2.30	2.36	2.42	2.48	2.54
60	Annual	57708	59148	60636	62148	63684	65292	66888	68580	70320	72036	73908	75684	77616
	Monthly	4809	4929	5053	5179	5307	5441	5574	5715	5860	6003	6159	6307	6468
	Hourly	27.64	28.33	29.04	29.76	30.50	31.27	32.03	32.84	33.68	34.50	35.40	36.25	37.17
	Standby	1.93	1.98	2.03	2.08	2.14	2.19	2.24	2.30	2.36	2.42	2.48	2.54	2.60
61	Annual	59148	60636	62148	63684	65292	66888	68580	70320	72036	73908	75684	77616	79548
	Monthly	4929	5053	5179	5307	5441	5574	5715	5860	6003	6159	6307	6468	6629
	Hourly	28.33	29.04	29.76	30.50	31.27	32.03	32.84	33.68	34.50	35.40	36.25	37.17	38.10
	Standby	1.98	2.03	2.08	2.14	2.19	2.24	2.30	2.36	2.42	2.48	2.54	2.60	2.67
62	Annual	60636	62148	63684	65292	66888	68580	70320	72036	73908	75684	77616	79548	81516
	Monthly	5053	5179	5307	5441	5574	5715	5860	6003	6159	6307	6468	6629	6793
	Hourly	29.04	29.76	30.50	31.27	32.03	32.84	33.68	34.50	35.40	36.25	37.17	38.10	39.04
	Standby	2.03	2.08	2.14	2.19	2.24	2.30	2.36	2.42	2.48	2.54	2.60	2.67	2.73
63	Annual	62148	63684	65292	66888	68580	70320	72036	73908	75684	77616	79548	81516	83556
	Monthly	5179	5307	5441	5574	5715	5860	6003	6159	6307	6468	6629	6793	6963
	Hourly	29.76	30.50	31.27	32.03	32.84	33.68	34.50	35.40	36.25	37.17	38.10	39.04	40.02
	Standby	2.08	2.14	2.19	2.24	2.30	2.36	2.42	2.48	2.54	2.60	2.67	2.73	2.80
64	Annual	63684	65292	66888	68580	70320	72036	73908	75684	77616	79548	81516	83556	85668
	Monthly	5307	5441	5574	5715	5860	6003	6159	6307	6468	6629	6793	6963	7139
	Hourly	30.50	31.27	32.03	32.84	33.68	34.50	35.40	36.25	37.17	38.10	39.04	40.02	41.03
	Standby	2.14	2.19	2.24	2.30	2.36	2.42	2.48	2.54	2.60	2.67	2.73	2.80	2.87
65	Annual	65292	66888	68580	70320	72036	73908	75684	77616	79548	81516	83556	85668	87792
	Monthly	5441	5574	5715	5860	6003	6159	6307	6468	6629	6793	6963	7139	7316
	Hourly	31.27	32.03	32.84	33.68	34.50	35.40	36.25	37.17	38.10	39.04	40.02	41.03	42.05
	Standby	2.19	2.24	2.30	2.36	2.42	2.48	2.54	2.60	2.67	2.73	2.80	2.87	2.94

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66	Annual	66888	68580	70320	72036	73908	75684	77616	79548	81516	83556	85668	87792	90000
	Monthly	5574	5715	5860	6003	6159	6307	6468	6629	6793	6963	7139	7316	7500
	Hourly	32.03	32.84	33.68	34.50	35.40	36.25	37.17	38.10	39.04	40.02	41.03	42.05	43.10
	Standby	2.24	2.30	2.36	2.42	2.48	2.54	2.60	2.67	2.73	2.80	2.87	2.94	3.02
67	Annual	68580	70320	72036	73908	75684	77616	79548	81516	83556	85668	87792	90000	92244
	Monthly	5715	5860	6003	6159	6307	6468	6629	6793	6963	7139	7316	7500	7687
	Hourly	32.84	33.68	34.50	35.40	36.25	37.17	38.10	39.04	40.02	41.03	42.05	43.10	44.18
	Standby	2.30	2.36	2.42	2.48	2.54	2.60	2.67	2.73	2.80	2.87	2.94	3.02	3.09
68	Annual	70320	72036	73908	75684	77616	79548	81516	83556	85668	87792	90000	92244	94560
	Monthly	5860	6003	6159	6307	6468	6629	6793	6963	7139	7316	7500	7687	7880
	Hourly	33.68	34.50	35.40	36.25	37.17	38.10	39.04	40.02	41.03	42.05	43.10	44.18	45.29
	Standby	2.36	2.42	2.48	2.54	2.60	2.67	2.73	2.80	2.87	2.94	3.02	3.09	3.17
69	Annual	72036	73908	75684	77616	79548	81516	83556	85668	87792	90000	92244	94560	96912
	Monthly	6003	6159	6307	6468	6629	6793	6963	7139	7316	7500	7687	7880	8076
	Hourly	34.50	35.40	36.25	37.17	38.10	39.04	40.02	41.03	42.05	43.10	44.18	45.29	46.41
	Standby	2.42	2.48	2.54	2.60	2.67	2.73	2.80	2.87	2.94	3.02	3.09	3.17	3.25
70	Annual	73908	75684	77616	79548	81516	83556	85668	87792	90000	92244	94560	96912	99336
	Monthly	6159	6307	6468	6629	6793	6963	7139	7316	7500	7687	7880	8076	8278
	Hourly	35.40	36.25	37.17	38.10	39.04	40.02	41.03	42.05	43.10	44.18	45.29	46.41	47.57
	Standby	2.48	2.54	2.60	2.67	2.73	2.80	2.87	2.94	3.02	3.09	3.17	3.25	3.33
71	Annual	75684	77616	79548	81516	83556	85668	87792	90000	92244	94560	96912	99336	101832
	Monthly	6307	6468	6629	6793	6963	7139	7316	7500	7687	7880	8076	8278	8486
	Hourly	36.25	37.17	38.10	39.04	40.02	41.03	42.05	43.10	44.18	45.29	46.41	47.57	48.77
	Standby	2.54	2.60	2.67	2.73	2.80	2.87	2.94	3.02	3.09	3.17	3.25	3.33	3.41
72	Annual	77616	79548	81516	83556	85668	87792	90000	92244	94560	96912	99336	101832	104400
	Monthly	6468	6629	6793	6963	7139	7316	7500	7687	7880	8076	8278	8486	8700
	Hourly	37.17	38.10	39.04	40.02	41.03	42.05	43.10	44.18	45.29	46.41	47.57	48.77	50.00
	Standby	2.60	2.67	2.73	2.80	2.87	2.94	3.02	3.09	3.17	3.25	3.33	3.41	3.50
73	Annual	79548	81516	83556	85668	87792	90000	92244	94560	96912	99336	101832	104400	106980
	Monthly	6629	6793	6963	7139	7316	7500	7687	7880	8076	8278	8486	8700	8915
	Hourly	38.10	39.04	40.02	41.03	42.05	43.10	44.18	45.29	46.41	47.57	48.77	50.00	51.24
	Standby	2.67	2.73	2.80	2.87	2.94	3.02	3.09	3.17	3.25	3.33	3.41	3.50	3.59
74	Annual	81516	83556	85668	87792	90000	92244	94560	96912	99336	101832	104400	106980	109680
	Monthly	6793	6963	7139	7316	7500	7687	7880	8076	8278	8486	8700	8915	9140
	Hourly	39.04	40.02	41.03	42.05	43.10	44.18	45.29	46.41	47.57	48.77	50.00	51.24	52.53
	Standby	2.73	2.80	2.87	2.94	3.02	3.09	3.17	3.25	3.33	3.41	3.50	3.59	3.68
75	Annual	83556	85668	87792	90000	92244	94560	96912	99336	101832	104400	106980	109680	112404
	Monthly	6963	7139	7316	7500	7687	7880	8076	8278	8486	8700	8915	9140	9367
	Hourly	40.02	41.03	42.05	43.10	44.18	45.29	46.41	47.57	48.77	50.00	51.24	52.53	53.83
	Standby	2.80	2.87	2.94	3.02	3.09	3.17	3.25	3.33	3.41	3.50	3.59	3.68	3.77

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76	Annual	85668	87792	90000	92244	94560	96912	99336	101832	104400	106980	109680	112404	115200
	Monthly	7139	7316	7500	7687	7880	8076	8278	8486	8700	8915	9140	9367	9600
	Hourly	41.03	42.05	43.10	44.18	45.29	46.41	47.57	48.77	50.00	51.24	52.53	53.83	55.17
	Standby	2.87	2.94	3.02	3.09	3.17	3.25	3.33	3.41	3.50	3.59	3.68	3.77	3.86
77	Annual	87792	90000	92244	94560	96912	99336	101832	104400	106980	109680	112404	115200	118080
	Monthly	7316	7500	7687	7880	8076	8278	8486	8700	8915	9140	9367	9600	9840
	Hourly	42.05	43.10	44.18	45.29	46.41	47.57	48.77	50.00	51.24	52.53	53.83	55.17	56.55
	Standby	2.94	3.02	3.09	3.17	3.25	3.33	3.41	3.50	3.59	3.68	3.77	3.86	3.96
78	Annual	90000	92244	94560	96912	99336	101832	104400	106980	109680	112404	115200	118080	121056
	Monthly	7500	7687	7880	8076	8278	8486	8700	8915	9140	9367	9600	9840	10088
	Hourly	43.10	44.18	45.29	46.41	47.57	48.77	50.00	51.24	52.53	53.83	55.17	56.55	57.98
	Standby	3.02	3.09	3.17	3.25	3.33	3.41	3.50	3.59	3.68	3.77	3.86	3.96	4.06
79	Annual	92244	94560	96912	99336	101832	104400	106980	109680	112404	115200	118080	121056	124044
	Monthly	7687	7880	8076	8278	8486	8700	8915	9140	9367	9600	9840	10088	10337
	Hourly	44.18	45.29	46.41	47.57	48.77	50.00	51.24	52.53	53.83	55.17	56.55	57.98	59.41
	Standby	3.09	3.17	3.25	3.33	3.41	3.50	3.59	3.68	3.77	3.86	3.96	4.06	4.16
80	Annual	94560	96912	99336	101832	104400	106980	109680	112404	115200	118080	121056	124044	127152
	Monthly	7880	8076	8278	8486	8700	8915	9140	9367	9600	9840	10088	10337	10596
	Hourly	45.29	46.41	47.57	48.77	50.00	51.24	52.53	53.83	55.17	56.55	57.98	59.41	60.90
	Standby	3.17	3.25	3.33	3.41	3.50	3.59	3.68	3.77	3.86	3.96	4.06	4.16	4.26
81	Annual	96912	99336	101832	104400	106980	109680	112404	115200	118080	121056	124044	127152	130344
	Monthly	8076	8278	8486	8700	8915	9140	9367	9600	9840	10088	10337	10596	10862
	Hourly	46.41	47.57	48.77	50.00	51.24	52.53	53.83	55.17	56.55	57.98	59.41	60.90	62.43
	Standby	3.25	3.33	3.41	3.50	3.59	3.68	3.77	3.86	3.96	4.06	4.16	4.26	4.37
82	Annual	99336	101832	104400	106980	109680	112404	115200	118080	121056	124044	127152	130344	133572
	Monthly	8278	8486	8700	8915	9140	9367	9600	9840	10088	10337	10596	10862	11131
	Hourly	47.57	48.77	50.00	51.24	52.53	53.83	55.17	56.55	57.98	59.41	60.90	62.43	63.97
	Standby	3.33	3.41	3.50	3.59	3.68	3.77	3.86	3.96	4.06	4.16	4.26	4.37	4.48
83	Annual	101832	104400	106980	109680	112404	115200	118080	121056	124044	127152	130344	133572	136908
	Monthly	8486	8700	8915	9140	9367	9600	9840	10088	10337	10596	10862	11131	11409
	Hourly	48.77	50.00	51.24	52.53	53.83	55.17	56.55	57.98	59.41	60.90	62.43	63.97	65.57
	Standby	3.41	3.50	3.59	3.68	3.77	3.86	3.96	4.06	4.16	4.26	4.37	4.48	4.59
84	Annual	104400	106980	109680	112404	115200	118080	121056	124044	127152	130344	133572	136908	140364
	Monthly	8700	8915	9140	9367	9600	9840	10088	10337	10596	10862	11131	11409	11697
	Hourly	50.00	51.24	52.53	53.83	55.17	56.55	57.98	59.41	60.90	62.43	63.97	65.57	67.22
	Standby	3.50	3.59	3.68	3.77	3.86	3.96	4.06	4.16	4.26	4.37	4.48	4.59	4.71
85	Annual	106980	109680	112404	115200	118080	121056	124044	127152	130344	133572	136908	140364	143820
	Monthly	8915	9140	9367	9600	9840	10088	10337	10596	10862	11131	11409	11697	11985
	Hourly	51.24	52.53	53.83	55.17	56.55	57.98	59.41	60.90	62.43	63.97	65.57	67.22	68.88
	Standby	3.59	3.68	3.77	3.86	3.96	4.06	4.16	4.26	4.37	4.48	4.59	4.71	4.82

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86	Annual	109680	112404	115200	118080	121056	124044	127152	130344	133572	136908	140364	143820	147468
	Monthly	9140	9367	9600	9840	10088	10337	10596	10862	11131	11409	11697	11985	12289
	Hourly	52.53	53.83	55.17	56.55	57.98	59.41	60.90	62.43	63.97	65.57	67.22	68.88	70.63
	Standby	3.68	3.77	3.86	3.96	4.06	4.16	4.26	4.37	4.48	4.59	4.71	4.82	4.94
87	Annual	112404	115200	118080	121056	124044	127152	130344	133572	136908	140364	143820	147468	151176
	Monthly	9367	9600	9840	10088	10337	10596	10862	11131	11409	11697	11985	12289	12598
	Hourly	53.83	55.17	56.55	57.98	59.41	60.90	62.43	63.97	65.57	67.22	68.88	70.63	72.40
	Standby	3.77	3.86	3.96	4.06	4.16	4.26	4.37	4.48	4.59	4.71	4.82	4.94	5.07
88	Annual	115200	118080	121056	124044	127152	130344	133572	136908	140364	143820	147468	151176	154932
	Monthly	9600	9840	10088	10337	10596	10862	11131	11409	11697	11985	12289	12598	12911
	Hourly	55.17	56.55	57.98	59.41	60.90	62.43	63.97	65.57	67.22	68.88	70.63	72.40	74.20
	Standby	3.86	3.96	4.06	4.16	4.26	4.37	4.48	4.59	4.71	4.82	4.94	5.07	5.19
89	Annual	118080	121056	124044	127152	130344	133572	136908	140364	143820	147468	151176	154932	158844
	Monthly	9840	10088	10337	10596	10862	11131	11409	11697	11985	12289	12598	12911	13237
	Hourly	56.55	57.98	59.41	60.90	62.43	63.97	65.57	67.22	68.88	70.63	72.40	74.20	76.07
	Standby	3.96	4.06	4.16	4.26	4.37	4.48	4.59	4.71	4.82	4.94	5.07	5.19	5.33
90	Annual	121056	124044	127152	130344	133572	136908	140364	143820	147468	151176	154932	158844	162768
	Monthly	10088	10337	10596	10862	11131	11409	11697	11985	12289	12598	12911	13237	13564
	Hourly	57.98	59.41	60.90	62.43	63.97	65.57	67.22	68.88	70.63	72.40	74.20	76.07	77.95
	Standby	4.06	4.16	4.26	4.37	4.48	4.59	4.71	4.82	4.94	5.07	5.19	5.33	5.46
91	Annual	124044	127152	130344	133572	136908	140364	143820	147468	151176	154932	158844	162768	166860
	Monthly	10337	10596	10862	11131	11409	11697	11985	12289	12598	12911	13237	13564	13905
	Hourly	59.41	60.90	62.43	63.97	65.57	67.22	68.88	70.63	72.40	74.20	76.07	77.95	79.91
	Standby	4.16	4.26	4.37	4.48	4.59	4.71	4.82	4.94	5.07	5.19	5.33	5.46	5.59
92	Annual	127152	130344	133572	136908	140364	143820	147468	151176	154932	158844	162768	166860	171000
	Monthly	10596	10862	11131	11409	11697	11985	12289	12598	12911	13237	13564	13905	14250
	Hourly	60.90	62.43	63.97	65.57	67.22	68.88	70.63	72.40	74.20	76.07	77.95	79.91	81.90
	Standby	4.26	4.37	4.48	4.59	4.71	4.82	4.94	5.07	5.19	5.33	5.46	5.59	5.73
93	Annual	130344	133572	136908	140364	143820	147468	151176	154932	158844	162768	166860	171000	175320
	Monthly	10862	11131	11409	11697	11985	12289	12598	12911	13237	13564	13905	14250	14610
	Hourly	62.43	63.97	65.57	67.22	68.88	70.63	72.40	74.20	76.07	77.95	79.91	81.90	83.97
	Standby	4.37	4.48	4.59	4.71	4.82	4.94	5.07	5.19	5.33	5.46	5.59	5.73	5.88
94	Annual	133572	136908	140364	143820	147468	151176	154932	158844	162768	166860	171000	175320	179676
	Monthly	11131	11409	11697	11985	12289	12598	12911	13237	13564	13905	14250	14610	14973
	Hourly	63.97	65.57	67.22	68.88	70.63	72.40	74.20	76.07	77.95	79.91	81.90	83.97	86.05
	Standby	4.48	4.59	4.71	4.82	4.94	5.07	5.19	5.33	5.46	5.59	5.73	5.88	6.02
95	Annual	136908	140364	143820	147468	151176	154932	158844	162768	166860	171000	175320	179676	184188
	Monthly	11409	11697	11985	12289	12598	12911	13237	13564	13905	14250	14610	14973	15349
	Hourly	65.57	67.22	68.88	70.63	72.40	74.20	76.07	77.95	79.91	81.90	83.97	86.05	88.21
	Standby	4.59	4.71	4.82	4.94	5.07	5.19	5.33	5.46	5.59	5.73	5.88	6.02	6.17

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96	Annual	140364	143820	147468	151176	154932	158844	162768	166860	171000	175320	179676	184188	188808
	Monthly	11697	11985	12289	12598	12911	13237	13564	13905	14250	14610	14973	15349	15734
	Hourly	67.22	68.88	70.63	72.40	74.20	76.07	77.95	79.91	81.90	83.97	86.05	88.21	90.43
	Standby	4.71	4.82	4.94	5.07	5.19	5.33	5.46	5.59	5.73	5.88	6.02	6.17	6.33
97	Annual	143820	147468	151176	154932	158844	162768	166860	171000	175320	179676	184188	188808	193536
	Monthly	11985	12289	12598	12911	13237	13564	13905	14250	14610	14973	15349	15734	16128
	Hourly	68.88	70.63	72.40	74.20	76.07	77.95	79.91	81.90	83.97	86.05	88.21	90.43	92.69
	Standby	4.82	4.94	5.07	5.19	5.33	5.46	5.59	5.73	5.88	6.02	6.17	6.33	6.49
98	Annual	147468	151176	154932	158844	162768	166860	171000	175320	179676	184188	188808	193536	198372
	Monthly	12289	12598	12911	13237	13564	13905	14250	14610	14973	15349	15734	16128	16531
	Hourly	70.63	72.40	74.20	76.07	77.95	79.91	81.90	83.97	86.05	88.21	90.43	92.69	95.01
	Standby	4.94	5.07	5.19	5.33	5.46	5.59	5.73	5.88	6.02	6.17	6.33	6.49	6.65
99	Annual	151176	154932	158844	162768	166860	171000	175320	179676	184188	188808	193536	198372	203316
	Monthly	12598	12911	13237	13564	13905	14250	14610	14973	15349	15734	16128	16531	16943
	Hourly	72.40	74.20	76.07	77.95	79.91	81.90	83.97	86.05	88.21	90.43	92.69	95.01	97.37
	Standby	5.07	5.19	5.33	5.46	5.59	5.73	5.88	6.02	6.17	6.33	6.49	6.65	6.82
100	Annual	154932	158844	162768	166860	171000	175320	179676	184188	188808	193536	198372	203316	208404
	Monthly	12911	13237	13564	13905	14250	14610	14973	15349	15734	16128	16531	16943	17367
	Hourly	74.20	76.07	77.95	79.91	81.90	83.97	86.05	88.21	90.43	92.69	95.01	97.37	99.81
	Standby	5.19	5.33	5.46	5.59	5.73	5.88	6.02	6.17	6.33	6.49	6.65	6.82	6.99
101	Annual	158844	162768	166860	171000	175320	179676	184188	188808	193536	198372	203316	208404	213624
	Monthly	13237	13564	13905	14250	14610	14973	15349	15734	16128	16531	16943	17367	17802
	Hourly	76.07	77.95	79.91	81.90	83.97	86.05	88.21	90.43	92.69	95.01	97.37	99.81	102.31
	Standby	5.33	5.46	5.59	5.73	5.88	6.02	6.17	6.33	6.49	6.65	6.82	6.99	7.16
102	Annual	162768	166860	171000	175320	179676	184188	188808	193536	198372	203316	208404	213624	218964
	Monthly	13564	13905	14250	14610	14973	15349	15734	16128	16531	16943	17367	17802	18247
	Hourly	77.95	79.91	81.90	83.97	86.05	88.21	90.43	92.69	95.01	97.37	99.81	102.31	104.87
	Standby	5.46	5.59	5.73	5.88	6.02	6.17	6.33	6.49	6.65	6.82	6.99	7.16	7.34
103	Annual	166860	171000	175320	179676	184188	188808	193536	198372	203316	208404	213624	218964	224436
	Monthly	13905	14250	14610	14973	15349	15734	16128	16531	16943	17367	17802	18247	18703
	Hourly	79.91	81.90	83.97	86.05	88.21	90.43	92.69	95.01	97.37	99.81	102.31	104.87	107.49
	Standby	5.59	5.73	5.88	6.02	6.17	6.33	6.49	6.65	6.82	6.99	7.16	7.34	7.52
104	Annual	171000	175320	179676	184188	188808	193536	198372	203316	208404	213624	218964	224436	230040
	Monthly	14250	14610	14973	15349	15734	16128	16531	16943	17367	17802	18247	18703	19170
	Hourly	81.90	83.97	86.05	88.21	90.43	92.69	95.01	97.37	99.81	102.31	104.87	107.49	110.17
	Standby	5.73	5.88	6.02	6.17	6.33	6.49	6.65	6.82	6.99	7.16	7.34	7.52	7.71
105	Annual	175320	179676	184188	188808	193536	198372	203316	208404	213624	218964	224436	230040	235788
	Monthly	14610	14973	15349	15734	16128	16531	16943	17367	17802	18247	18703	19170	19649
	Hourly	83.97	86.05	88.21	90.43	92.69	95.01	97.37	99.81	102.31	104.87	107.49	110.17	112.93
	Standby	5.88	6.02	6.17	6.33	6.49	6.65	6.82	6.99	7.16	7.34	7.52	7.71	7.90

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106	Annual	179676	184188	188808	193536	198372	203316	208404	213624	218964	224436	230040	235788	241692
	Monthly	14973	15349	15734	16128	16531	16943	17367	17802	18247	18703	19170	19649	20141
	Hourly	86.05	88.21	90.43	92.69	95.01	97.37	99.81	102.31	104.87	107.49	110.17	112.93	115.75
	Standby	6.02	6.17	6.33	6.49	6.65	6.82	6.99	7.16	7.34	7.52	7.71	7.90	8.10
107	Annual	184188	188808	193536	198372	203316	208404	213624	218964	224436	230040	235788	241692	247740
	Monthly	15349	15734	16128	16531	16943	17367	17802	18247	18703	19170	19649	20141	20645
	Hourly	88.21	90.43	92.69	95.01	97.37	99.81	102.31	104.87	107.49	110.17	112.93	115.75	118.65
	Standby	6.17	6.33	6.49	6.65	6.82	6.99	7.16	7.34	7.52	7.71	7.90	8.10	8.31
108	Annual	188808	193536	198372	203316	208404	213624	218964	224436	230040	235788	241692	247740	253944
	Monthly	15734	16128	16531	16943	17367	17802	18247	18703	19170	19649	20141	20645	21162
	Hourly	90.43	92.69	95.01	97.37	99.81	102.31	104.87	107.49	110.17	112.93	115.75	118.65	121.62
	Standby	6.33	6.49	6.65	6.82	6.99	7.16	7.34	7.52	7.71	7.90	8.10	8.31	8.51
109	Annual	193536	198372	203316	208404	213624	218964	224436	230040	235788	241692	247740	253944	260268
	Monthly	16128	16531	16943	17367	17802	18247	18703	19170	19649	20141	20645	21162	21689
	Hourly	92.69	95.01	97.37	99.81	102.31	104.87	107.49	110.17	112.93	115.75	118.65	121.62	124.65
	Standby	6.49	6.65	6.82	6.99	7.16	7.34	7.52	7.71	7.90	8.10	8.31	8.51	8.73
110	Annual	198372	203316	208404	213624	218964	224436	230040	235788	241692	247740	253944	260268	266772
	Monthly	16531	16943	17367	17802	18247	18703	19170	19649	20141	20645	21162	21689	22231
	Hourly	95.01	97.37	99.81	102.31	104.87	107.49	110.17	112.93	115.75	118.65	121.62	124.65	127.76
	Standby	6.65	6.82	6.99	7.16	7.34	7.52	7.71	7.90	8.10	8.31	8.51	8.73	8.94
111	Annual	203316	208404	213624	218964	224436	230040	235788	241692	247740	253944	260268	266772	273444
	Monthly	16943	17367	17802	18247	18703	19170	19649	20141	20645	21162	21689	22231	22787
	Hourly	97.37	99.81	102.31	104.87	107.49	110.17	112.93	115.75	118.65	121.62	124.65	127.76	130.96
	Standby	6.82	6.99	7.16	7.34	7.52	7.71	7.90	8.10	8.31	8.51	8.73	8.94	9.17
112	Annual	208404	213624	218964	224436	230040	235788	241692	247740	253944	260268	266772	273444	280284
	Monthly	17367	17802	18247	18703	19170	19649	20141	20645	21162	21689	22231	22787	23357
	Hourly	99.81	102.31	104.87	107.49	110.17	112.93	115.75	118.65	121.62	124.65	127.76	130.96	134.24
	Standby	6.99	7.16	7.34	7.52	7.71	7.90	8.10	8.31	8.51	8.73	8.94	9.17	9.40
113	Annual	213624	218964	224436	230040	235788	241692	247740	253944	260268	266772	273444	280284	287280
	Monthly	17802	18247	18703	19170	19649	20141	20645	21162	21689	22231	22787	23357	23940
	Hourly	102.31	104.87	107.49	110.17	112.93	115.75	118.65	121.62	124.65	127.76	130.96	134.24	137.59
	Standby	7.16	7.34	7.52	7.71	7.90	8.10	8.31	8.51	8.73	8.94	9.17	9.40	9.63
114	Annual	218964	224436	230040	235788	241692	247740	253944	260268	266772	273444	280284	287280	294468
	Monthly	18247	18703	19170	19649	20141	20645	21162	21689	22231	22787	23357	23940	24539
	Hourly	104.87	107.49	110.17	112.93	115.75	118.65	121.62	124.65	127.76	130.96	134.24	137.59	141.03
	Standby	7.34	7.52	7.71	7.90	8.10	8.31	8.51	8.73	8.94	9.17	9.40	9.63	9.87
115	Annual	224436	230040	235788	241692	247740	253944	260268	266772	273444	280284	287280	294468	301836
	Monthly	18703	19170	19649	20141	20645	21162	21689	22231	22787	23357	23940	24539	25153
	Hourly	107.49	110.17	112.93	115.75	118.65	121.62	124.65	127.76	130.96	134.24	137.59	141.03	144.56
	Standby	7.52	7.71	7.90	8.10	8.31	8.51	8.73	8.94	9.17	9.40	9.63	9.87	10.12

General Service Salary Range Salary Schedule
Effective January 1, 2019 through June 30, 2019

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
116	Annual	230040	235788	241692	247740	253944	260268	266772	273444	280284	287280	294468	301836	309384
	Monthly	19170	19649	20141	20645	21162	21689	22231	22787	23357	23940	24539	25153	25782
	Hourly	110.17	112.93	115.75	118.65	121.62	124.65	127.76	130.96	134.24	137.59	141.03	144.56	148.17
	Standby	7.71	7.90	8.10	8.31	8.51	8.73	8.94	9.17	9.40	9.63	9.87	10.12	10.37
117	Annual	235788	241692	247740	253944	260268	266772	273444	280284	287280	294468	301836	309384	317112
	Monthly	19649	20141	20645	21162	21689	22231	22787	23357	23940	24539	25153	25782	26426
	Hourly	112.93	115.75	118.65	121.62	124.65	127.76	130.96	134.24	137.59	141.03	144.56	148.17	151.87
	Standby	7.90	8.10	8.31	8.51	8.73	8.94	9.17	9.40	9.63	9.87	10.12	10.37	10.63
118	Annual	241692	247740	253944	260268	266772	273444	280284	287280	294468	301836	309384	317112	325044
	Monthly	20141	20645	21162	21689	22231	22787	23357	23940	24539	25153	25782	26426	27087
	Hourly	115.75	118.65	121.62	124.65	127.76	130.96	134.24	137.59	141.03	144.56	148.17	151.87	155.67
	Standby	8.10	8.31	8.51	8.73	8.94	9.17	9.40	9.63	9.87	10.12	10.37	10.63	10.90
119	Annual	247740	253944	260268	266772	273444	280284	287280	294468	301836	309384	317112	325044	333168
	Monthly	20645	21162	21689	22231	22787	23357	23940	24539	25153	25782	26426	27087	27764
	Hourly	118.65	121.62	124.65	127.76	130.96	134.24	137.59	141.03	144.56	148.17	151.87	155.67	159.56
	Standby	8.31	8.51	8.73	8.94	9.17	9.40	9.63	9.87	10.12	10.37	10.63	10.90	11.17
120	Annual	253944	260268	266772	273444	280284	287280	294468	301836	309384	317112	325044	333168	341496
	Monthly	21162	21689	22231	22787	23357	23940	24539	25153	25782	26426	27087	27764	28458
	Hourly	121.62	124.65	127.76	130.96	134.24	137.59	141.03	144.56	148.17	151.87	155.67	159.56	163.55
	Standby	8.51	8.73	8.94	9.17	9.40	9.63	9.87	10.12	10.37	10.63	10.90	11.17	11.45

APPENDIX I
TWELVE DOLLARS AN HOUR MINIMUM WAGE

Class Code	Class Title	Current Range	New Range
678I	Custodian 1	26	27
675F	Food Service Worker	25	27
591I	Grounds & Nursery Services Specialist 1	26	27
679E	Laundry Worker 1	25	27
100H	Office Assistant 1	25	27
678N	Park Aide	22	27
681E	Sewing & Alterations Specialist 1	25	27

APPENDIX J
COMPRESSION AND INVERSION ADJUSTMENTS FOR
TWELVE DOLLARS AN HOUR MINIMUM WAGE

Class Code	Class Title	Current Range	New Range
104J	Administrative Intern 3	29E	31E
566E	Brand Control Specialist	32	33
566F	Brand Inspector	32	33
206L	Copy Center Lead A	30	31
678J	Custodian 2	28	29
675G	Food Service Worker Lead	29	31
521Q	Forest Crew Supervisor 2	37	38
591J	Grounds & Nursery Service Specialist 2	29	30
678H	Maintenance Custodian	30	31
100I	Office Assistant 2	28	29
227F	Retail Clerk 1	28	29
678O	Senior Park Aide	29E	34E

APPENDIX K
“GS1” Range Salary Schedule
Effective July 1, 2017 through June 30, 2019

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
27	Annual	25056	25404	26052	26616	27216	27852	28524	29172	29820	30528	31224	31980	32688
	Monthly	2088	2117	2171	2218	2268	2321	2377	2431	2485	2544	2602	2665	2724
	Hourly	12.00	12.17	12.48	12.75	13.03	13.34	13.66	13.97	14.28	14.62	14.95	15.32	15.66
	Standby	0.84	0.85	0.87	0.89	0.91	0.93	0.96	0.98	1.00	1.02	1.05	1.07	1.10
28	Annual	25404	26052	26616	27216	27852	28524	29172	29820	30528	31224	31980	32688	33504
	Monthly	2117	2171	2218	2268	2321	2377	2431	2485	2544	2602	2665	2724	2792
	Hourly	12.17	12.48	12.75	13.03	13.34	13.66	13.97	14.28	14.62	14.95	15.32	15.66	16.05
	Standby	0.85	0.87	0.89	0.91	0.93	0.96	0.98	1.00	1.02	1.05	1.07	1.10	1.12
29	Annual	26052	26616	27216	27852	28524	29172	29820	30528	31224	31980	32688	33504	34284
	Monthly	2171	2218	2268	2321	2377	2431	2485	2544	2602	2665	2724	2792	2857
	Hourly	12.48	12.75	13.03	13.34	13.66	13.97	14.28	14.62	14.95	15.32	15.66	16.05	16.42
	Standby	0.87	0.89	0.91	0.93	0.96	0.98	1.00	1.02	1.05	1.07	1.10	1.12	1.15
30	Annual	26616	27216	27852	28524	29172	29820	30528	31224	31980	32688	33504	34284	35100
	Monthly	2218	2268	2321	2377	2431	2485	2544	2602	2665	2724	2792	2857	2925
	Hourly	12.75	13.03	13.34	13.66	13.97	14.28	14.62	14.95	15.32	15.66	16.05	16.42	16.81
	Standby	0.89	0.91	0.93	0.96	0.98	1.00	1.02	1.05	1.07	1.10	1.12	1.15	1.18
31	Annual	27216	27852	28524	29172	29820	30528	31224	31980	32688	33504	34284	35100	35928
	Monthly	2268	2321	2377	2431	2485	2544	2602	2665	2724	2792	2857	2925	2994
	Hourly	13.03	13.34	13.66	13.97	14.28	14.62	14.95	15.32	15.66	16.05	16.42	16.81	17.21
	Standby	0.91	0.93	0.96	0.98	1.00	1.02	1.05	1.07	1.10	1.12	1.15	1.18	1.20
32	Annual	27852	28524	29172	29820	30528	31224	31980	32688	33504	34284	35100	35928	36744
	Monthly	2321	2377	2431	2485	2544	2602	2665	2724	2792	2857	2925	2994	3062
	Hourly	13.34	13.66	13.97	14.28	14.62	14.95	15.32	15.66	16.05	16.42	16.81	17.21	17.60
	Standby	0.93	0.96	0.98	1.00	1.02	1.05	1.07	1.10	1.12	1.15	1.18	1.20	1.23
33	Annual	28524	29172	29820	30528	31224	31980	32688	33504	34284	35100	35928	36744	37680
	Monthly	2377	2431	2485	2544	2602	2665	2724	2792	2857	2925	2994	3062	3140
	Hourly	13.66	13.97	14.28	14.62	14.95	15.32	15.66	16.05	16.42	16.81	17.21	17.60	18.05
	Standby	0.96	0.98	1.00	1.02	1.05	1.07	1.10	1.12	1.15	1.18	1.20	1.23	1.26
34	Annual	29172	29820	30528	31224	31980	32688	33504	34284	35100	35928	36744	37680	38544
	Monthly	2431	2485	2544	2602	2665	2724	2792	2857	2925	2994	3062	3140	3212
	Hourly	13.97	14.28	14.62	14.95	15.32	15.66	16.05	16.42	16.81	17.21	17.60	18.05	18.46
	Standby	0.98	1.00	1.02	1.05	1.07	1.10	1.12	1.15	1.18	1.20	1.23	1.26	1.29
35	Annual	29820	30528	31224	31980	32688	33504	34284	35100	35928	36744	37680	38544	39444
	Monthly	2485	2544	2602	2665	2724	2792	2857	2925	2994	3062	3140	3212	3287
	Hourly	14.28	14.62	14.95	15.32	15.66	16.05	16.42	16.81	17.21	17.60	18.05	18.46	18.89
	Standby	1.00	1.02	1.05	1.07	1.10	1.12	1.15	1.18	1.20	1.23	1.26	1.29	1.32

“GS1” Range Salary Schedule
Effective July 1, 2017 through June 30, 2019

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
36	Annual	30528	31224	31980	32688	33504	34284	35100	35928	36744	37680	38544	39444	40428
	Monthly	2544	2602	2665	2724	2792	2857	2925	2994	3062	3140	3212	3287	3369
	Hourly	14.62	14.95	15.32	15.66	16.05	16.42	16.81	17.21	17.60	18.05	18.46	18.89	19.36
	Standby	1.02	1.05	1.07	1.10	1.12	1.15	1.18	1.20	1.23	1.26	1.29	1.32	1.36
37	Annual	31224	31980	32688	33504	34284	35100	35928	36744	37680	38544	39444	40428	41436
	Monthly	2602	2665	2724	2792	2857	2925	2994	3062	3140	3212	3287	3369	3453
	Hourly	14.95	15.32	15.66	16.05	16.42	16.81	17.21	17.60	18.05	18.46	18.89	19.36	19.84
	Standby	1.05	1.07	1.10	1.12	1.15	1.18	1.20	1.23	1.26	1.29	1.32	1.36	1.39
38	Annual	31980	32688	33504	34284	35100	35928	36744	37680	38544	39444	40428	41436	42492
	Monthly	2665	2724	2792	2857	2925	2994	3062	3140	3212	3287	3369	3453	3541
	Hourly	15.32	15.66	16.05	16.42	16.81	17.21	17.60	18.05	18.46	18.89	19.36	19.84	20.35
	Standby	1.07	1.10	1.12	1.15	1.18	1.20	1.23	1.26	1.29	1.32	1.36	1.39	1.42
39	Annual	32688	33504	34284	35100	35928	36744	37680	38544	39444	40428	41436	42492	43524
	Monthly	2724	2792	2857	2925	2994	3062	3140	3212	3287	3369	3453	3541	3627
	Hourly	15.66	16.05	16.42	16.81	17.21	17.60	18.05	18.46	18.89	19.36	19.84	20.35	20.84
	Standby	1.10	1.12	1.15	1.18	1.20	1.23	1.26	1.29	1.32	1.36	1.39	1.42	1.46
40	Annual	33504	34284	35100	35928	36744	37680	38544	39444	40428	41436	42492	43524	44652
	Monthly	2792	2857	2925	2994	3062	3140	3212	3287	3369	3453	3541	3627	3721
	Hourly	16.05	16.42	16.81	17.21	17.60	18.05	18.46	18.89	19.36	19.84	20.35	20.84	21.39
	Standby	1.12	1.15	1.18	1.20	1.23	1.26	1.29	1.32	1.36	1.39	1.42	1.46	1.50
41	Annual	34284	35100	35928	36744	37680	38544	39444	40428	41436	42492	43524	44652	45684
	Monthly	2857	2925	2994	3062	3140	3212	3287	3369	3453	3541	3627	3721	3807
	Hourly	16.42	16.81	17.21	17.60	18.05	18.46	18.89	19.36	19.84	20.35	20.84	21.39	21.88
	Standby	1.15	1.18	1.20	1.23	1.26	1.29	1.32	1.36	1.39	1.42	1.46	1.50	1.53
42	Annual	35100	35928	36744	37680	38544	39444	40428	41436	42492	43524	44652	45684	46884
	Monthly	2925	2994	3062	3140	3212	3287	3369	3453	3541	3627	3721	3807	3907
	Hourly	16.81	17.21	17.60	18.05	18.46	18.89	19.36	19.84	20.35	20.84	21.39	21.88	22.45
	Standby	1.18	1.20	1.23	1.26	1.29	1.32	1.36	1.39	1.42	1.46	1.50	1.53	1.57
43	Annual	35928	36744	37680	38544	39444	40428	41436	42492	43524	44652	45684	46884	48060
	Monthly	2994	3062	3140	3212	3287	3369	3453	3541	3627	3721	3807	3907	4005
	Hourly	17.21	17.60	18.05	18.46	18.89	19.36	19.84	20.35	20.84	21.39	21.88	22.45	23.02
	Standby	1.20	1.23	1.26	1.29	1.32	1.36	1.39	1.42	1.46	1.50	1.53	1.57	1.61
44	Annual	36744	37680	38544	39444	40428	41436	42492	43524	44652	45684	46884	48060	49308
	Monthly	3062	3140	3212	3287	3369	3453	3541	3627	3721	3807	3907	4005	4109
	Hourly	17.60	18.05	18.46	18.89	19.36	19.84	20.35	20.84	21.39	21.88	22.45	23.02	23.61
	Standby	1.23	1.26	1.29	1.32	1.36	1.39	1.42	1.46	1.50	1.53	1.57	1.61	1.65
45	Annual	37680	38544	39444	40428	41436	42492	43524	44652	45684	46884	48060	49308	50496
	Monthly	3140	3212	3287	3369	3453	3541	3627	3721	3807	3907	4005	4109	4208
	Hourly	18.05	18.46	18.89	19.36	19.84	20.35	20.84	21.39	21.88	22.45	23.02	23.61	24.18
	Standby	1.26	1.29	1.32	1.36	1.39	1.42	1.46	1.50	1.53	1.57	1.61	1.65	1.69

“GS1” Range Salary Schedule
Effective July 1, 2017 through June 30, 2019

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
46	Annual	38544	39444	40428	41436	42492	43524	44652	45684	46884	48060	49308	50496	51756
	Monthly	3212	3287	3369	3453	3541	3627	3721	3807	3907	4005	4109	4208	4313
	Hourly	18.46	18.89	19.36	19.84	20.35	20.84	21.39	21.88	22.45	23.02	23.61	24.18	24.79
	Standby	1.29	1.32	1.36	1.39	1.42	1.46	1.50	1.53	1.57	1.61	1.65	1.69	1.74
47	Annual	39444	40428	41436	42492	43524	44652	45684	46884	48060	49308	50496	51756	53016
	Monthly	3287	3369	3453	3541	3627	3721	3807	3907	4005	4109	4208	4313	4418
	Hourly	18.89	19.36	19.84	20.35	20.84	21.39	21.88	22.45	23.02	23.61	24.18	24.79	25.39
	Standby	1.32	1.36	1.39	1.42	1.46	1.50	1.53	1.57	1.61	1.65	1.69	1.74	1.78
48	Annual	40428	41436	42492	43524	44652	45684	46884	48060	49308	50496	51756	53016	54384
	Monthly	3369	3453	3541	3627	3721	3807	3907	4005	4109	4208	4313	4418	4532
	Hourly	19.36	19.84	20.35	20.84	21.39	21.88	22.45	23.02	23.61	24.18	24.79	25.39	26.05
	Standby	1.36	1.39	1.42	1.46	1.50	1.53	1.57	1.61	1.65	1.69	1.74	1.78	1.82
49	Annual	41436	42492	43524	44652	45684	46884	48060	49308	50496	51756	53016	54384	55728
	Monthly	3453	3541	3627	3721	3807	3907	4005	4109	4208	4313	4418	4532	4644
	Hourly	19.84	20.35	20.84	21.39	21.88	22.45	23.02	23.61	24.18	24.79	25.39	26.05	26.69
	Standby	1.39	1.42	1.46	1.50	1.53	1.57	1.61	1.65	1.69	1.74	1.78	1.82	1.87
50	Annual	42492	43524	44652	45684	46884	48060	49308	50496	51756	53016	54384	55728	57144
	Monthly	3541	3627	3721	3807	3907	4005	4109	4208	4313	4418	4532	4644	4762
	Hourly	20.35	20.84	21.39	21.88	22.45	23.02	23.61	24.18	24.79	25.39	26.05	26.69	27.37
	Standby	1.42	1.46	1.50	1.53	1.57	1.61	1.65	1.69	1.74	1.78	1.82	1.87	1.92
51	Annual	43524	44652	45684	46884	48060	49308	50496	51756	53016	54384	55728	57144	58548
	Monthly	3627	3721	3807	3907	4005	4109	4208	4313	4418	4532	4644	4762	4879
	Hourly	20.84	21.39	21.88	22.45	23.02	23.61	24.18	24.79	25.39	26.05	26.69	27.37	28.04
	Standby	1.46	1.50	1.53	1.57	1.61	1.65	1.69	1.74	1.78	1.82	1.87	1.92	1.96
52	Annual	44652	45684	46884	48060	49308	50496	51756	53016	54384	55728	57144	58548	60012
	Monthly	3721	3807	3907	4005	4109	4208	4313	4418	4532	4644	4762	4879	5001
	Hourly	21.39	21.88	22.45	23.02	23.61	24.18	24.79	25.39	26.05	26.69	27.37	28.04	28.74
	Standby	1.50	1.53	1.57	1.61	1.65	1.69	1.74	1.78	1.82	1.87	1.92	1.96	2.01
53	Annual	45684	46884	48060	49308	50496	51756	53016	54384	55728	57144	58548	60012	61512
	Monthly	3807	3907	4005	4109	4208	4313	4418	4532	4644	4762	4879	5001	5126
	Hourly	21.88	22.45	23.02	23.61	24.18	24.79	25.39	26.05	26.69	27.37	28.04	28.74	29.46
	Standby	1.53	1.57	1.61	1.65	1.69	1.74	1.78	1.82	1.87	1.92	1.96	2.01	2.06
54	Annual	46884	48060	49308	50496	51756	53016	54384	55728	57144	58548	60012	61512	63036
	Monthly	3907	4005	4109	4208	4313	4418	4532	4644	4762	4879	5001	5126	5253
	Hourly	22.45	23.02	23.61	24.18	24.79	25.39	26.05	26.69	27.37	28.04	28.74	29.46	30.19
	Standby	1.57	1.61	1.65	1.69	1.74	1.78	1.82	1.87	1.92	1.96	2.01	2.06	2.11
55	Annual	48060	49308	50496	51756	53016	54384	55728	57144	58548	60012	61512	63036	64620
	Monthly	4005	4109	4208	4313	4418	4532	4644	4762	4879	5001	5126	5253	5385
	Hourly	23.02	23.61	24.18	24.79	25.39	26.05	26.69	27.37	28.04	28.74	29.46	30.19	30.95
	Standby	1.61	1.65	1.69	1.74	1.78	1.82	1.87	1.92	1.96	2.01	2.06	2.11	2.17

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56	Annual	49308	50496	51756	53016	54384	55728	57144	58548	60012	61512	63036	64620	66264
	Monthly	4109	4208	4313	4418	4532	4644	4762	4879	5001	5126	5253	5385	5522
	Hourly	23.61	24.18	24.79	25.39	26.05	26.69	27.37	28.04	28.74	29.46	30.19	30.95	31.74
	Standby	1.65	1.69	1.74	1.78	1.82	1.87	1.92	1.96	2.01	2.06	2.11	2.17	2.22
57	Annual	50496	51756	53016	54384	55728	57144	58548	60012	61512	63036	64620	66264	67884
	Monthly	4208	4313	4418	4532	4644	4762	4879	5001	5126	5253	5385	5522	5657
	Hourly	24.18	24.79	25.39	26.05	26.69	27.37	28.04	28.74	29.46	30.19	30.95	31.74	32.51
	Standby	1.69	1.74	1.78	1.82	1.87	1.92	1.96	2.01	2.06	2.11	2.17	2.22	2.28
58	Annual	51756	53016	54384	55728	57144	58548	60012	61512	63036	64620	66264	67884	69648
	Monthly	4313	4418	4532	4644	4762	4879	5001	5126	5253	5385	5522	5657	5804
	Hourly	24.79	25.39	26.05	26.69	27.37	28.04	28.74	29.46	30.19	30.95	31.74	32.51	33.36
	Standby	1.74	1.78	1.82	1.87	1.92	1.96	2.01	2.06	2.11	2.17	2.22	2.28	2.33
59	Annual	53016	54384	55728	57144	58548	60012	61512	63036	64620	66264	67884	69648	71316
	Monthly	4418	4532	4644	4762	4879	5001	5126	5253	5385	5522	5657	5804	5943
	Hourly	25.39	26.05	26.69	27.37	28.04	28.74	29.46	30.19	30.95	31.74	32.51	33.36	34.16
	Standby	1.78	1.82	1.87	1.92	1.96	2.01	2.06	2.11	2.17	2.22	2.28	2.33	2.39
60	Annual	54384	55728	57144	58548	60012	61512	63036	64620	66264	67884	69648	71316	73140
	Monthly	4532	4644	4762	4879	5001	5126	5253	5385	5522	5657	5804	5943	6095
	Hourly	26.05	26.69	27.37	28.04	28.74	29.46	30.19	30.95	31.74	32.51	33.36	34.16	35.03
	Standby	1.82	1.87	1.92	1.96	2.01	2.06	2.11	2.17	2.22	2.28	2.33	2.39	2.45
61	Annual	55728	57144	58548	60012	61512	63036	64620	66264	67884	69648	71316	73140	74964
	Monthly	4644	4762	4879	5001	5126	5253	5385	5522	5657	5804	5943	6095	6247
	Hourly	26.69	27.37	28.04	28.74	29.46	30.19	30.95	31.74	32.51	33.36	34.16	35.03	35.90
	Standby	1.87	1.92	1.96	2.01	2.06	2.11	2.17	2.22	2.28	2.33	2.39	2.45	2.51
62	Annual	57144	58548	60012	61512	63036	64620	66264	67884	69648	71316	73140	74964	76812
	Monthly	4762	4879	5001	5126	5253	5385	5522	5657	5804	5943	6095	6247	6401
	Hourly	27.37	28.04	28.74	29.46	30.19	30.95	31.74	32.51	33.36	34.16	35.03	35.90	36.79
	Standby	1.92	1.96	2.01	2.06	2.11	2.17	2.22	2.28	2.33	2.39	2.45	2.51	2.58
63	Annual	58548	60012	61512	63036	64620	66264	67884	69648	71316	73140	74964	76812	78732
	Monthly	4879	5001	5126	5253	5385	5522	5657	5804	5943	6095	6247	6401	6561
	Hourly	28.04	28.74	29.46	30.19	30.95	31.74	32.51	33.36	34.16	35.03	35.90	36.79	37.71
	Standby	1.96	2.01	2.06	2.11	2.17	2.22	2.28	2.33	2.39	2.45	2.51	2.58	2.64
64	Annual	60012	61512	63036	64620	66264	67884	69648	71316	73140	74964	76812	78732	80724
	Monthly	5001	5126	5253	5385	5522	5657	5804	5943	6095	6247	6401	6561	6727
	Hourly	28.74	29.46	30.19	30.95	31.74	32.51	33.36	34.16	35.03	35.90	36.79	37.71	38.66
	Standby	2.01	2.06	2.11	2.17	2.22	2.28	2.33	2.39	2.45	2.51	2.58	2.64	2.71
65	Annual	61512	63036	64620	66264	67884	69648	71316	73140	74964	76812	78732	80724	82728
	Monthly	5126	5253	5385	5522	5657	5804	5943	6095	6247	6401	6561	6727	6894
	Hourly	29.46	30.19	30.95	31.74	32.51	33.36	34.16	35.03	35.90	36.79	37.71	38.66	39.62
	Standby	2.06	2.11	2.17	2.22	2.28	2.33	2.39	2.45	2.51	2.58	2.64	2.71	2.77

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66	Annual	63036	64620	66264	67884	69648	71316	73140	74964	76812	78732	80724	82728	84816
	Monthly	5253	5385	5522	5657	5804	5943	6095	6247	6401	6561	6727	6894	7068
	Hourly	30.19	30.95	31.74	32.51	33.36	34.16	35.03	35.90	36.79	37.71	38.66	39.62	40.62
	Standby	2.11	2.17	2.22	2.28	2.33	2.39	2.45	2.51	2.58	2.64	2.71	2.77	2.84
67	Annual	64620	66264	67884	69648	71316	73140	74964	76812	78732	80724	82728	84816	86916
	Monthly	5385	5522	5657	5804	5943	6095	6247	6401	6561	6727	6894	7068	7243
	Hourly	30.95	31.74	32.51	33.36	34.16	35.03	35.90	36.79	37.71	38.66	39.62	40.62	41.63
	Standby	2.17	2.22	2.28	2.33	2.39	2.45	2.51	2.58	2.64	2.71	2.77	2.84	2.91
68	Annual	66264	67884	69648	71316	73140	74964	76812	78732	80724	82728	84816	86916	89100
	Monthly	5522	5657	5804	5943	6095	6247	6401	6561	6727	6894	7068	7243	7425
	Hourly	31.74	32.51	33.36	34.16	35.03	35.90	36.79	37.71	38.66	39.62	40.62	41.63	42.67
	Standby	2.22	2.28	2.33	2.39	2.45	2.51	2.58	2.64	2.71	2.77	2.84	2.91	2.99
69	Annual	67884	69648	71316	73140	74964	76812	78732	80724	82728	84816	86916	89100	91332
	Monthly	5657	5804	5943	6095	6247	6401	6561	6727	6894	7068	7243	7425	7611
	Hourly	32.51	33.36	34.16	35.03	35.90	36.79	37.71	38.66	39.62	40.62	41.63	42.67	43.74
	Standby	2.28	2.33	2.39	2.45	2.51	2.58	2.64	2.71	2.77	2.84	2.91	2.99	3.06
70	Annual	69648	71316	73140	74964	76812	78732	80724	82728	84816	86916	89100	91332	93612
	Monthly	5804	5943	6095	6247	6401	6561	6727	6894	7068	7243	7425	7611	7801
	Hourly	33.36	34.16	35.03	35.90	36.79	37.71	38.66	39.62	40.62	41.63	42.67	43.74	44.83
	Standby	2.33	2.39	2.45	2.51	2.58	2.64	2.71	2.77	2.84	2.91	2.99	3.06	3.14
71	Annual	71316	73140	74964	76812	78732	80724	82728	84816	86916	89100	91332	93612	95964
	Monthly	5943	6095	6247	6401	6561	6727	6894	7068	7243	7425	7611	7801	7997
	Hourly	34.16	35.03	35.90	36.79	37.71	38.66	39.62	40.62	41.63	42.67	43.74	44.83	45.96
	Standby	2.39	2.45	2.51	2.58	2.64	2.71	2.77	2.84	2.91	2.99	3.06	3.14	3.22
72	Annual	73140	74964	76812	78732	80724	82728	84816	86916	89100	91332	93612	95964	98376
	Monthly	6095	6247	6401	6561	6727	6894	7068	7243	7425	7611	7801	7997	8198
	Hourly	35.03	35.90	36.79	37.71	38.66	39.62	40.62	41.63	42.67	43.74	44.83	45.96	47.11
	Standby	2.45	2.51	2.58	2.64	2.71	2.77	2.84	2.91	2.99	3.06	3.14	3.22	3.30
73	Annual	74964	76812	78732	80724	82728	84816	86916	89100	91332	93612	95964	98376	100812
	Monthly	6247	6401	6561	6727	6894	7068	7243	7425	7611	7801	7997	8198	8401
	Hourly	35.90	36.79	37.71	38.66	39.62	40.62	41.63	42.67	43.74	44.83	45.96	47.11	48.28
	Standby	2.51	2.58	2.64	2.71	2.77	2.84	2.91	2.99	3.06	3.14	3.22	3.30	3.38
74	Annual	76812	78732	80724	82728	84816	86916	89100	91332	93612	95964	98376	100812	103356
	Monthly	6401	6561	6727	6894	7068	7243	7425	7611	7801	7997	8198	8401	8613
	Hourly	36.79	37.71	38.66	39.62	40.62	41.63	42.67	43.74	44.83	45.96	47.11	48.28	49.50
	Standby	2.58	2.64	2.71	2.77	2.84	2.91	2.99	3.06	3.14	3.22	3.30	3.38	3.47
75	Annual	78732	80724	82728	84816	86916	89100	91332	93612	95964	98376	100812	103356	105912
	Monthly	6561	6727	6894	7068	7243	7425	7611	7801	7997	8198	8401	8613	8826
	Hourly	37.71	38.66	39.62	40.62	41.63	42.67	43.74	44.83	45.96	47.11	48.28	49.50	50.72
	Standby	2.64	2.71	2.77	2.84	2.91	2.99	3.06	3.14	3.22	3.30	3.38	3.47	3.55

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76	Annual	80724	82728	84816	86916	89100	91332	93612	95964	98376	100812	103356	105912	108552
	Monthly	6727	6894	7068	7243	7425	7611	7801	7997	8198	8401	8613	8826	9046
	Hourly	38.66	39.62	40.62	41.63	42.67	43.74	44.83	45.96	47.11	48.28	49.50	50.72	51.99
	Standby	2.71	2.77	2.84	2.91	2.99	3.06	3.14	3.22	3.30	3.38	3.47	3.55	3.64
77	Annual	82728	84816	86916	89100	91332	93612	95964	98376	100812	103356	105912	108552	111276
	Monthly	6894	7068	7243	7425	7611	7801	7997	8198	8401	8613	8826	9046	9273
	Hourly	39.62	40.62	41.63	42.67	43.74	44.83	45.96	47.11	48.28	49.50	50.72	51.99	53.29
	Standby	2.77	2.84	2.91	2.99	3.06	3.14	3.22	3.30	3.38	3.47	3.55	3.64	3.73
78	Annual	84816	86916	89100	91332	93612	95964	98376	100812	103356	105912	108552	111276	114072
	Monthly	7068	7243	7425	7611	7801	7997	8198	8401	8613	8826	9046	9273	9506
	Hourly	40.62	41.63	42.67	43.74	44.83	45.96	47.11	48.28	49.50	50.72	51.99	53.29	54.63
	Standby	2.84	2.91	2.99	3.06	3.14	3.22	3.30	3.38	3.47	3.55	3.64	3.73	3.82
79	Annual	86916	89100	91332	93612	95964	98376	100812	103356	105912	108552	111276	114072	116880
	Monthly	7243	7425	7611	7801	7997	8198	8401	8613	8826	9046	9273	9506	9740
	Hourly	41.63	42.67	43.74	44.83	45.96	47.11	48.28	49.50	50.72	51.99	53.29	54.63	55.98
	Standby	2.91	2.99	3.06	3.14	3.22	3.30	3.38	3.47	3.55	3.64	3.73	3.82	3.92
80	Annual	89100	91332	93612	95964	98376	100812	103356	105912	108552	111276	114072	116880	119808
	Monthly	7425	7611	7801	7997	8198	8401	8613	8826	9046	9273	9506	9740	9984
	Hourly	42.67	43.74	44.83	45.96	47.11	48.28	49.50	50.72	51.99	53.29	54.63	55.98	57.38
	Standby	2.99	3.06	3.14	3.22	3.30	3.38	3.47	3.55	3.64	3.73	3.82	3.92	4.02
81	Annual	91332	93612	95964	98376	100812	103356	105912	108552	111276	114072	116880	119808	122820
	Monthly	7611	7801	7997	8198	8401	8613	8826	9046	9273	9506	9740	9984	10235
	Hourly	43.74	44.83	45.96	47.11	48.28	49.50	50.72	51.99	53.29	54.63	55.98	57.38	58.82
	Standby	3.06	3.14	3.22	3.30	3.38	3.47	3.55	3.64	3.73	3.82	3.92	4.02	4.12
82	Annual	93612	95964	98376	100812	103356	105912	108552	111276	114072	116880	119808	122820	125868
	Monthly	7801	7997	8198	8401	8613	8826	9046	9273	9506	9740	9984	10235	10489
	Hourly	44.83	45.96	47.11	48.28	49.50	50.72	51.99	53.29	54.63	55.98	57.38	58.82	60.28
	Standby	3.14	3.22	3.30	3.38	3.47	3.55	3.64	3.73	3.82	3.92	4.02	4.12	4.22
83	Annual	95964	98376	100812	103356	105912	108552	111276	114072	116880	119808	122820	125868	129012
	Monthly	7997	8198	8401	8613	8826	9046	9273	9506	9740	9984	10235	10489	10751
	Hourly	45.96	47.11	48.28	49.50	50.72	51.99	53.29	54.63	55.98	57.38	58.82	60.28	61.79
	Standby	3.22	3.30	3.38	3.47	3.55	3.64	3.73	3.82	3.92	4.02	4.12	4.22	4.33
84	Annual	98376	100812	103356	105912	108552	111276	114072	116880	119808	122820	125868	129012	132276
	Monthly	8198	8401	8613	8826	9046	9273	9506	9740	9984	10235	10489	10751	11023
	Hourly	47.11	48.28	49.50	50.72	51.99	53.29	54.63	55.98	57.38	58.82	60.28	61.79	63.35
	Standby	3.30	3.38	3.47	3.55	3.64	3.73	3.82	3.92	4.02	4.12	4.22	4.33	4.43
85	Annual	100812	103356	105912	108552	111276	114072	116880	119808	122820	125868	129012	132276	135528
	Monthly	8401	8613	8826	9046	9273	9506	9740	9984	10235	10489	10751	11023	11294
	Hourly	48.28	49.50	50.72	51.99	53.29	54.63	55.98	57.38	58.82	60.28	61.79	63.35	64.91
	Standby	3.38	3.47	3.55	3.64	3.73	3.82	3.92	4.02	4.12	4.22	4.33	4.43	4.54

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
86	Annual	103356	105912	108552	111276	114072	116880	119808	122820	125868	129012	132276	135528	138960
	Monthly	8613	8826	9046	9273	9506	9740	9984	10235	10489	10751	11023	11294	11580
	Hourly	49.50	50.72	51.99	53.29	54.63	55.98	57.38	58.82	60.28	61.79	63.35	64.91	66.55
	Standby	3.47	3.55	3.64	3.73	3.82	3.92	4.02	4.12	4.22	4.33	4.43	4.54	4.66
87	Annual	105912	108552	111276	114072	116880	119808	122820	125868	129012	132276	135528	138960	142464
	Monthly	8826	9046	9273	9506	9740	9984	10235	10489	10751	11023	11294	11580	11872
	Hourly	50.72	51.99	53.29	54.63	55.98	57.38	58.82	60.28	61.79	63.35	64.91	66.55	68.23
	Standby	3.55	3.64	3.73	3.82	3.92	4.02	4.12	4.22	4.33	4.43	4.54	4.66	4.78
88	Annual	108552	111276	114072	116880	119808	122820	125868	129012	132276	135528	138960	142464	146004
	Monthly	9046	9273	9506	9740	9984	10235	10489	10751	11023	11294	11580	11872	12167
	Hourly	51.99	53.29	54.63	55.98	57.38	58.82	60.28	61.79	63.35	64.91	66.55	68.23	69.93
	Standby	3.64	3.73	3.82	3.92	4.02	4.12	4.22	4.33	4.43	4.54	4.66	4.78	4.89
89	Annual	111276	114072	116880	119808	122820	125868	129012	132276	135528	138960	142464	146004	149688
	Monthly	9273	9506	9740	9984	10235	10489	10751	11023	11294	11580	11872	12167	12474
	Hourly	53.29	54.63	55.98	57.38	58.82	60.28	61.79	63.35	64.91	66.55	68.23	69.93	71.69
	Standby	3.73	3.82	3.92	4.02	4.12	4.22	4.33	4.43	4.54	4.66	4.78	4.89	5.02
90	Annual	114072	116880	119808	122820	125868	129012	132276	135528	138960	142464	146004	149688	153372
	Monthly	9506	9740	9984	10235	10489	10751	11023	11294	11580	11872	12167	12474	12781
	Hourly	54.63	55.98	57.38	58.82	60.28	61.79	63.35	64.91	66.55	68.23	69.93	71.69	73.45
	Standby	3.82	3.92	4.02	4.12	4.22	4.33	4.43	4.54	4.66	4.78	4.89	5.02	5.14
91	Annual	116880	119808	122820	125868	129012	132276	135528	138960	142464	146004	149688	153372	157236
	Monthly	9740	9984	10235	10489	10751	11023	11294	11580	11872	12167	12474	12781	13103
	Hourly	55.98	57.38	58.82	60.28	61.79	63.35	64.91	66.55	68.23	69.93	71.69	73.45	75.30
	Standby	3.92	4.02	4.12	4.22	4.33	4.43	4.54	4.66	4.78	4.89	5.02	5.14	5.27
92	Annual	119808	122820	125868	129012	132276	135528	138960	142464	146004	149688	153372	157236	161136
	Monthly	9984	10235	10489	10751	11023	11294	11580	11872	12167	12474	12781	13103	13428
	Hourly	57.38	58.82	60.28	61.79	63.35	64.91	66.55	68.23	69.93	71.69	73.45	75.30	77.17
	Standby	4.02	4.12	4.22	4.33	4.43	4.54	4.66	4.78	4.89	5.02	5.14	5.27	5.40
93	Annual	122820	125868	129012	132276	135528	138960	142464	146004	149688	153372	157236	161136	165216
	Monthly	10235	10489	10751	11023	11294	11580	11872	12167	12474	12781	13103	13428	13768
	Hourly	58.82	60.28	61.79	63.35	64.91	66.55	68.23	69.93	71.69	73.45	75.30	77.17	79.13
	Standby	4.12	4.22	4.33	4.43	4.54	4.66	4.78	4.89	5.02	5.14	5.27	5.40	5.54
94	Annual	125868	129012	132276	135528	138960	142464	146004	149688	153372	157236	161136	165216	169308
	Monthly	10489	10751	11023	11294	11580	11872	12167	12474	12781	13103	13428	13768	14109
	Hourly	60.28	61.79	63.35	64.91	66.55	68.23	69.93	71.69	73.45	75.30	77.17	79.13	81.09
	Standby	4.22	4.33	4.43	4.54	4.66	4.78	4.89	5.02	5.14	5.27	5.40	5.54	5.68
95	Annual	129012	132276	135528	138960	142464	146004	149688	153372	157236	161136	165216	169308	173568
	Monthly	10751	11023	11294	11580	11872	12167	12474	12781	13103	13428	13768	14109	14464
	Hourly	61.79	63.35	64.91	66.55	68.23	69.93	71.69	73.45	75.30	77.17	79.13	81.09	83.13
	Standby	4.33	4.43	4.54	4.66	4.78	4.89	5.02	5.14	5.27	5.40	5.54	5.68	5.82

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
96	Annual	132276	135528	138960	142464	146004	149688	153372	157236	161136	165216	169308	173568	177912
	Monthly	11023	11294	11580	11872	12167	12474	12781	13103	13428	13768	14109	14464	14826
	Hourly	63.35	64.91	66.55	68.23	69.93	71.69	73.45	75.30	77.17	79.13	81.09	83.13	85.21
	Standby	4.43	4.54	4.66	4.78	4.89	5.02	5.14	5.27	5.40	5.54	5.68	5.82	5.96
97	Annual	135528	138960	142464	146004	149688	153372	157236	161136	165216	169308	173568	177912	182376
	Monthly	11294	11580	11872	12167	12474	12781	13103	13428	13768	14109	14464	14826	15198
	Hourly	64.91	66.55	68.23	69.93	71.69	73.45	75.30	77.17	79.13	81.09	83.13	85.21	87.34
	Standby	4.54	4.66	4.78	4.89	5.02	5.14	5.27	5.40	5.54	5.68	5.82	5.96	6.11
98	Annual	138960	142464	146004	149688	153372	157236	161136	165216	169308	173568	177912	182376	186924
	Monthly	11580	11872	12167	12474	12781	13103	13428	13768	14109	14464	14826	15198	15577
	Hourly	66.55	68.23	69.93	71.69	73.45	75.30	77.17	79.13	81.09	83.13	85.21	87.34	89.52
	Standby	4.66	4.78	4.89	5.02	5.14	5.27	5.40	5.54	5.68	5.82	5.96	6.11	6.27
99	Annual	142464	146004	149688	153372	157236	161136	165216	169308	173568	177912	182376	186924	191592
	Monthly	11872	12167	12474	12781	13103	13428	13768	14109	14464	14826	15198	15577	15966
	Hourly	68.23	69.93	71.69	73.45	75.30	77.17	79.13	81.09	83.13	85.21	87.34	89.52	91.76
	Standby	4.78	4.89	5.02	5.14	5.27	5.40	5.54	5.68	5.82	5.96	6.11	6.27	6.42
100	Annual	146004	149688	153372	157236	161136	165216	169308	173568	177912	182376	186924	191592	196380
	Monthly	12167	12474	12781	13103	13428	13768	14109	14464	14826	15198	15577	15966	16365
	Hourly	69.93	71.69	73.45	75.30	77.17	79.13	81.09	83.13	85.21	87.34	89.52	91.76	94.05
	Standby	4.89	5.02	5.14	5.27	5.40	5.54	5.68	5.82	5.96	6.11	6.27	6.42	6.58
101	Annual	149688	153372	157236	161136	165216	169308	173568	177912	182376	186924	191592	196380	201300
	Monthly	12474	12781	13103	13428	13768	14109	14464	14826	15198	15577	15966	16365	16775
	Hourly	71.69	73.45	75.30	77.17	79.13	81.09	83.13	85.21	87.34	89.52	91.76	94.05	96.41
	Standby	5.02	5.14	5.27	5.40	5.54	5.68	5.82	5.96	6.11	6.27	6.42	6.58	6.75
102	Annual	153372	157236	161136	165216	169308	173568	177912	182376	186924	191592	196380	201300	206328
	Monthly	12781	13103	13428	13768	14109	14464	14826	15198	15577	15966	16365	16775	17194
	Hourly	73.45	75.30	77.17	79.13	81.09	83.13	85.21	87.34	89.52	91.76	94.05	96.41	98.82
	Standby	5.14	5.27	5.40	5.54	5.68	5.82	5.96	6.11	6.27	6.42	6.58	6.75	6.92
103	Annual	157236	161136	165216	169308	173568	177912	182376	186924	191592	196380	201300	206328	211488
	Monthly	13103	13428	13768	14109	14464	14826	15198	15577	15966	16365	16775	17194	17624
	Hourly	75.30	77.17	79.13	81.09	83.13	85.21	87.34	89.52	91.76	94.05	96.41	98.82	101.29
	Standby	5.27	5.40	5.54	5.68	5.82	5.96	6.11	6.27	6.42	6.58	6.75	6.92	7.09
104	Annual	161136	165216	169308	173568	177912	182376	186924	191592	196380	201300	206328	211488	216768
	Monthly	13428	13768	14109	14464	14826	15198	15577	15966	16365	16775	17194	17624	18064
	Hourly	77.17	79.13	81.09	83.13	85.21	87.34	89.52	91.76	94.05	96.41	98.82	101.29	103.82
	Standby	5.40	5.54	5.68	5.82	5.96	6.11	6.27	6.42	6.58	6.75	6.92	7.09	7.27
105	Annual	165216	169308	173568	177912	182376	186924	191592	196380	201300	206328	211488	216768	222192
	Monthly	13768	14109	14464	14826	15198	15577	15966	16365	16775	17194	17624	18064	18516
	Hourly	79.13	81.09	83.13	85.21	87.34	89.52	91.76	94.05	96.41	98.82	101.29	103.82	106.41
	Standby	5.54	5.68	5.82	5.96	6.11	6.27	6.42	6.58	6.75	6.92	7.09	7.27	7.45

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
106	Annual	169308	173568	177912	182376	186924	191592	196380	201300	206328	211488	216768	222192	227748
	Monthly	14109	14464	14826	15198	15577	15966	16365	16775	17194	17624	18064	18516	18979
	Hourly	81.09	83.13	85.21	87.34	89.52	91.76	94.05	96.41	98.82	101.29	103.82	106.41	109.07
	Standby	5.68	5.82	5.96	6.11	6.27	6.42	6.58	6.75	6.92	7.09	7.27	7.45	7.64
107	Annual	173568	177912	182376	186924	191592	196380	201300	206328	211488	216768	222192	227748	233448
	Monthly	14464	14826	15198	15577	15966	16365	16775	17194	17624	18064	18516	18979	19454
	Hourly	83.13	85.21	87.34	89.52	91.76	94.05	96.41	98.82	101.29	103.82	106.41	109.07	111.80
	Standby	5.82	5.96	6.11	6.27	6.42	6.58	6.75	6.92	7.09	7.27	7.45	7.64	7.83
108	Annual	177912	182376	186924	191592	196380	201300	206328	211488	216768	222192	227748	233448	239292
	Monthly	14826	15198	15577	15966	16365	16775	17194	17624	18064	18516	18979	19454	19941
	Hourly	85.21	87.34	89.52	91.76	94.05	96.41	98.82	101.29	103.82	106.41	109.07	111.80	114.60
	Standby	5.96	6.11	6.27	6.42	6.58	6.75	6.92	7.09	7.27	7.45	7.64	7.83	8.02
109	Annual	182376	186924	191592	196380	201300	206328	211488	216768	222192	227748	233448	239292	245256
	Monthly	15198	15577	15966	16365	16775	17194	17624	18064	18516	18979	19454	19941	20438
	Hourly	87.34	89.52	91.76	94.05	96.41	98.82	101.29	103.82	106.41	109.07	111.80	114.60	117.46
	Standby	6.11	6.27	6.42	6.58	6.75	6.92	7.09	7.27	7.45	7.64	7.83	8.02	8.22
110	Annual	186924	191592	196380	201300	206328	211488	216768	222192	227748	233448	239292	245256	251388
	Monthly	15577	15966	16365	16775	17194	17624	18064	18516	18979	19454	19941	20438	20949
	Hourly	89.52	91.76	94.05	96.41	98.82	101.29	103.82	106.41	109.07	111.80	114.60	117.46	120.40
	Standby	6.27	6.42	6.58	6.75	6.92	7.09	7.27	7.45	7.64	7.83	8.02	8.22	8.43
111	Annual	191592	196380	201300	206328	211488	216768	222192	227748	233448	239292	245256	251388	257676
	Monthly	15966	16365	16775	17194	17624	18064	18516	18979	19454	19941	20438	20949	21473
	Hourly	91.76	94.05	96.41	98.82	101.29	103.82	106.41	109.07	111.80	114.60	117.46	120.40	123.41
	Standby	6.42	6.58	6.75	6.92	7.09	7.27	7.45	7.64	7.83	8.02	8.22	8.43	8.64
112	Annual	196380	201300	206328	211488	216768	222192	227748	233448	239292	245256	251388	257676	264120
	Monthly	16365	16775	17194	17624	18064	18516	18979	19454	19941	20438	20949	21473	22010
	Hourly	94.05	96.41	98.82	101.29	103.82	106.41	109.07	111.80	114.60	117.46	120.40	123.41	126.49
	Standby	6.58	6.75	6.92	7.09	7.27	7.45	7.64	7.83	8.02	8.22	8.43	8.64	8.85
113	Annual	201300	206328	211488	216768	222192	227748	233448	239292	245256	251388	257676	264120	270720
	Monthly	16775	17194	17624	18064	18516	18979	19454	19941	20438	20949	21473	22010	22560
	Hourly	96.41	98.82	101.29	103.82	106.41	109.07	111.80	114.60	117.46	120.40	123.41	126.49	129.66
	Standby	6.75	6.92	7.09	7.27	7.45	7.64	7.83	8.02	8.22	8.43	8.64	8.85	9.08
114	Annual	206328	211488	216768	222192	227748	233448	239292	245256	251388	257676	264120	270720	277488
	Monthly	17194	17624	18064	18516	18979	19454	19941	20438	20949	21473	22010	22560	23124
	Hourly	98.82	101.29	103.82	106.41	109.07	111.80	114.60	117.46	120.40	123.41	126.49	129.66	132.90
	Standby	6.92	7.09	7.27	7.45	7.64	7.83	8.02	8.22	8.43	8.64	8.85	9.08	9.30
115	Annual	211488	216768	222192	227748	233448	239292	245256	251388	257676	264120	270720	277488	284424
	Monthly	17624	18064	18516	18979	19454	19941	20438	20949	21473	22010	22560	23124	23702
	Hourly	101.29	103.82	106.41	109.07	111.80	114.60	117.46	120.40	123.41	126.49	129.66	132.90	136.22
	Standby	7.09	7.27	7.45	7.64	7.83	8.02	8.22	8.43	8.64	8.85	9.08	9.30	9.54

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
116	Annual	216768	222192	227748	233448	239292	245256	251388	257676	264120	270720	277488	284424	291540
	Monthly	18064	18516	18979	19454	19941	20438	20949	21473	22010	22560	23124	23702	24295
	Hourly	103.82	106.41	109.07	111.80	114.60	117.46	120.40	123.41	126.49	129.66	132.90	136.22	139.63
	Standby	7.27	7.45	7.64	7.83	8.02	8.22	8.43	8.64	8.85	9.08	9.30	9.54	9.77
117	Annual	222192	227748	233448	239292	245256	251388	257676	264120	270720	277488	284424	291540	298824
	Monthly	18516	18979	19454	19941	20438	20949	21473	22010	22560	23124	23702	24295	24902
	Hourly	106.41	109.07	111.80	114.60	117.46	120.40	123.41	126.49	129.66	132.90	136.22	139.63	143.11
	Standby	7.45	7.64	7.83	8.02	8.22	8.43	8.64	8.85	9.08	9.30	9.54	9.77	10.02
118	Annual	227748	233448	239292	245256	251388	257676	264120	270720	277488	284424	291540	298824	306300
	Monthly	18979	19454	19941	20438	20949	21473	22010	22560	23124	23702	24295	24902	25525
	Hourly	109.07	111.80	114.60	117.46	120.40	123.41	126.49	129.66	132.90	136.22	139.63	143.11	146.70
	Standby	7.64	7.83	8.02	8.22	8.43	8.64	8.85	9.08	9.30	9.54	9.77	10.02	10.27
119	Annual	233448	239292	245256	251388	257676	264120	270720	277488	284424	291540	298824	306300	313956
	Monthly	19454	19941	20438	20949	21473	22010	22560	23124	23702	24295	24902	25525	26163
	Hourly	111.80	114.60	117.46	120.40	123.41	126.49	129.66	132.90	136.22	139.63	143.11	146.70	150.36
	Standby	7.83	8.02	8.22	8.43	8.64	8.85	9.08	9.30	9.54	9.77	10.02	10.27	10.53
120	Annual	239292	245256	251388	257676	264120	270720	277488	284424	291540	298824	306300	313956	321804
	Monthly	19941	20438	20949	21473	22010	22560	23124	23702	24295	24902	25525	26163	26817
	Hourly	114.60	117.46	120.40	123.41	126.49	129.66	132.90	136.22	139.63	143.11	146.70	150.36	154.12
	Standby	8.02	8.22	8.43	8.64	8.85	9.08	9.30	9.54	9.77	10.02	10.27	10.53	10.79

APPENDIX L
“N1” Range Salary Schedule
Effective July 1, 2017 through June 30, 2019

SALARY RANGE		Years of Experience																				
		0	1	2	3	4	5	6	7	8	12	15	18	20	26							
		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
39E1	Annual	34932	35760	36636	37476	38364	39264	40212	41160	42168	43164	44280	45384	46512	47700	48828	50064	51324	52620	53964	55272	56652
	Monthly	2911	2980	3053	3123	3197	3272	3351	3430	3514	3597	3690	3782	3876	3975	4069	4172	4277	4385	4497	4606	4721
	Hourly	16.73	17.13	17.55	17.95	18.37	18.80	19.26	19.71	20.20	20.67	21.21	21.74	22.28	22.84	23.39	23.98	24.58	25.20	25.84	26.47	27.13
	Standby	1.17	1.20	1.23	1.26	1.29	1.32	1.35	1.38	1.41	1.45	1.48	1.52	1.56	1.60	1.64	1.68	1.72	1.76	1.81	1.85	1.90
41E1	Annual	36636	37476	38364	39264	40212	41160	42168	43164	44280	45384	46512	47700	48828	50064	51324	52620	53964	55272	56652	58056	59568
	Monthly	3053	3123	3197	3272	3351	3430	3514	3597	3690	3782	3876	3975	4069	4172	4277	4385	4497	4606	4721	4838	4964
	Hourly	17.55	17.95	18.37	18.80	19.26	19.71	20.20	20.67	21.21	21.74	22.28	22.84	23.39	23.98	24.58	25.20	25.84	26.47	27.13	27.80	28.53
	Standby	1.23	1.26	1.29	1.32	1.35	1.38	1.41	1.45	1.48	1.52	1.56	1.60	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.95	2.00
48E1	Annual	43164	44280	45384	46512	47700	48828	50064	51324	52620	53964	55272	56652	58056	59568	61008	62544	64116	65700	67344	69048	70776
	Monthly	3597	3690	3782	3876	3975	4069	4172	4277	4385	4497	4606	4721	4838	4964	5084	5212	5343	5475	5612	5754	5898
	Hourly	20.67	21.21	21.74	22.28	22.84	23.39	23.98	24.58	25.20	25.84	26.47	27.13	27.80	28.53	29.22	29.95	30.71	31.47	32.25	33.07	33.90
	Standby	1.45	1.48	1.52	1.56	1.60	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.95	2.00	2.05	2.10	2.15	2.20	2.26	2.31	2.37
		Years of Experience																				
		0	1	2	3	4	5	6	7	8	9	10	12	15	18	20	26					
		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
45N1	Annual	40212	41160	42168	43164	44280	45384	46512	47700	48828	50064	51324	52620	53964	55272	56652	58056	59568	61008	62544	64116	65700
	Monthly	3351	3430	3514	3597	3690	3782	3876	3975	4069	4172	4277	4385	4497	4606	4721	4838	4964	5084	5212	5343	5475
	Hourly	19.26	19.71	20.20	20.67	21.21	21.74	22.28	22.84	23.39	23.98	24.58	25.20	25.84	26.47	27.13	27.80	28.53	29.22	29.95	30.71	31.47
	Standby	1.35	1.38	1.41	1.45	1.48	1.52	1.56	1.60	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.95	2.00	2.05	2.10	2.15	2.20
47N1	Annual	42168	43164	44280	45384	46512	47700	48828	50064	51324	52620	53964	55272	56652	58056	59568	61008	62544	64116	65700	67344	69048
	Monthly	3514	3597	3690	3782	3876	3975	4069	4172	4277	4385	4497	4606	4721	4838	4964	5084	5212	5343	5475	5612	5754
	Hourly	20.20	20.67	21.21	21.74	22.28	22.84	23.39	23.98	24.58	25.20	25.84	26.47	27.13	27.80	28.53	29.22	29.95	30.71	31.47	32.25	33.07
	Standby	1.41	1.45	1.48	1.52	1.56	1.60	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.95	2.00	2.05	2.10	2.15	2.20	2.26	2.31

“N1” Range Salary Schedule
Effective July 1, 2017 through June 30, 2019

		Years of Experience																							
		0	1	2	3	4	5	6	7	8	9	10	12	15	18	20	26								
		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U			
49N1	Annual	44280	45384	46512	47700	48828	50064	51324	52620	53964	55272	56652	58056	59568	61008	62544	64116	65700	67344	69048	70776	72516			
	Monthly	3690	3782	3876	3975	4069	4172	4277	4385	4497	4606	4721	4838	4964	5084	5212	5343	5475	5612	5754	5898	6043	6198		
	Hourly	21.21	21.74	22.28	22.84	23.39	23.98	24.58	25.20	25.84	26.47	27.13	27.80	28.53	29.22	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	
	Standby	1.48	1.52	1.56	1.60	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.95	2.00	2.05	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	
50N1	Annual	45384	46512	47700	48828	50064	51324	52620	53964	55272	56652	58056	59568	61008	62544	64116	65700	67344	69048	70776	72516	74376	76212		
	Monthly	3782	3876	3975	4069	4172	4277	4385	4497	4606	4721	4838	4964	5084	5212	5343	5475	5612	5754	5898	6043	6198	6351	6509	
	Hourly	21.74	22.28	22.84	23.39	23.98	24.58	25.20	25.84	26.47	27.13	27.80	28.53	29.22	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36
	Standby	1.52	1.56	1.60	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.95	2.00	2.05	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69
51N1	Annual	46512	47700	48828	50064	51324	52620	53964	55272	56652	58056	59568	61008	62544	64116	65700	67344	69048	70776	72516	74376	76212	78108		
	Monthly	3876	3975	4069	4172	4277	4385	4497	4606	4721	4838	4964	5084	5212	5343	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838
	Hourly	22.28	22.84	23.39	23.98	24.58	25.20	25.84	26.47	27.13	27.80	28.53	29.22	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30
	Standby	1.56	1.60	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.95	2.00	2.05	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75
52N1	Annual	47700	48828	50064	51324	52620	53964	55272	56652	58056	59568	61008	62544	64116	65700	67344	69048	70776	72516	74376	76212	78108	80100		
	Monthly	3975	4069	4172	4277	4385	4497	4606	4721	4838	4964	5084	5212	5343	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838	
	Hourly	22.84	23.39	23.98	24.58	25.20	25.84	26.47	27.13	27.80	28.53	29.22	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.25
	Standby	1.60	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.95	2.00	2.05	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.81
53N1	Annual	48828	50064	51324	52620	53964	55272	56652	58056	59568	61008	62544	64116	65700	67344	69048	70776	72516	74376	76212	78108	80100	82056		
	Monthly	4069	4172	4277	4385	4497	4606	4721	4838	4964	5084	5212	5343	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838	7006	
	Hourly	23.39	23.98	24.58	25.20	25.84	26.47	27.13	27.80	28.53	29.22	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.25	
	Standby	1.64	1.68	1.72	1.76	1.81	1.85	1.90	1.95	2.00	2.05	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.81	2.87
54N1	Annual	50064	51324	52620	53964	55272	56652	58056	59568	61008	62544	64116	65700	67344	69048	70776	72516	74376	76212	78108	80100	82056	84072		
	Monthly	4172	4277	4385	4497	4606	4721	4838	4964	5084	5212	5343	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838	7006	7179	
	Hourly	23.98	24.58	25.20	25.84	26.47	27.13	27.80	28.53	29.22	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.25	41.21	
	Standby	1.68	1.72	1.76	1.81	1.85	1.90	1.95	2.00	2.05	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.81	2.87	2.93

“N1” Range Salary Schedule
Effective July 1, 2017 through June 30, 2019

		Years of Experience																				
		0	1	2	3	4	5	6	7	8	9	10	12	15	18	20	26					
		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
55N1	Annual	51324	52620	53964	55272	56652	58056	59568	61008	62544	64116	65700	67344	69048	70776	72516	74376	76212	78108	80100	82056	84108
	Monthly	4277	4385	4497	4606	4721	4838	4964	5084	5212	5343	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838	7009
	Hourly	24.58	25.20	25.84	26.47	27.13	27.80	28.53	29.22	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.28
	Standby	1.72	1.76	1.81	1.85	1.90	1.95	2.00	2.05	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.82
56N1	Annual	52620	53964	55272	56652	58056	59568	61008	62544	64116	65700	67344	69048	70776	72516	74376	76212	78108	80100	82056	84108	86196
	Monthly	4385	4497	4606	4721	4838	4964	5084	5212	5343	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838	7009	7183
	Hourly	25.20	25.84	26.47	27.13	27.80	28.53	29.22	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.28	41.28
	Standby	1.76	1.81	1.85	1.90	1.95	2.00	2.05	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.82	2.89
57N1	Annual	53964	55272	56652	58056	59568	61008	62544	64116	65700	67344	69048	70776	72516	74376	76212	78108	80100	82056	84108	86196	88356
	Monthly	4497	4606	4721	4838	4964	5084	5212	5343	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838	7009	7183	7363
	Hourly	25.84	26.47	27.13	27.80	28.53	29.22	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.28	41.28	42.32
	Standby	1.81	1.85	1.90	1.95	2.00	2.05	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.82	2.89	2.96
58N1	Annual	55272	56652	58056	59568	61008	62544	64116	65700	67344	69048	70776	72516	74376	76212	78108	80100	82056	84108	86196	88356	90588
	Monthly	4606	4721	4838	4964	5084	5212	5343	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838	7009	7183	7363	7549
	Hourly	26.47	27.13	27.80	28.53	29.22	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.28	41.28	42.32	43.39
	Standby	1.85	1.90	1.95	2.00	2.05	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.82	2.89	2.96	3.04
59N1	Annual	56652	58056	59568	61008	62544	64116	65700	67344	69048	70776	72516	74376	76212	78108	80100	82056	84108	86196	88356	90588	92856
	Monthly	4721	4838	4964	5084	5212	5343	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838	7009	7183	7363	7549	7738
	Hourly	27.13	27.80	28.53	29.22	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.28	41.28	42.32	43.39	44.47
	Standby	1.90	1.95	2.00	2.05	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.82	2.89	2.96	3.04	3.11
60N1	Annual	58056	59568	61008	62544	64116	65700	67344	69048	70776	72516	74376	76212	78108	80100	82056	84108	86196	88356	90588	92856	95184
	Monthly	4838	4964	5084	5212	5343	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838	7009	7183	7363	7549	7738	7932
	Hourly	27.80	28.53	29.22	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.28	41.28	42.32	43.39	44.47	45.59
	Standby	1.95	2.00	2.05	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.82	2.89	2.96	3.04	3.11	3.19

“N1” Range Salary Schedule
Effective July 1, 2017 through June 30, 2019

		Years of Experience																				
		0	1	2	3	4	5	6	7	8	9	10	12	15	18	20	26					
		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
61N1	Annual	59568	61008	62544	64116	65700	67344	69048	70776	72516	74376	76212	78108	80100	82056	84108	86196	88356	90588	92856	95184	97584
	Monthly	4964	5084	5212	5343	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838	7009	7183	7363	7549	7738	7932	8132
	Hourly	28.53	29.22	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.28	41.28	42.32	43.39	44.47	45.59	46.74
	Standby	2.00	2.05	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.82	2.89	2.96	3.04	3.11	3.19	3.27
62N1	Annual	61008	62544	64116	65700	67344	69048	70776	72516	74376	76212	78108	80100	82056	84108	86196	88356	90588	92856	95184	97584	100008
	Monthly	5084	5212	5343	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838	7009	7183	7363	7549	7738	7932	8132	8334
	Hourly	29.22	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.28	41.28	42.32	43.39	44.47	45.59	46.74	47.90
	Standby	2.05	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.82	2.89	2.96	3.04	3.11	3.19	3.27	3.35
63N1	Annual	62544	64116	65700	67344	69048	70776	72516	74376	76212	78108	80100	82056	84108	86196	88356	90588	92856	95184	97584	100008	102516
	Monthly	5212	5343	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838	7009	7183	7363	7549	7738	7932	8132	8334	8543
	Hourly	29.95	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.28	41.28	42.32	43.39	44.47	45.59	46.74	47.90	49.10
	Standby	2.10	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.82	2.89	2.96	3.04	3.11	3.19	3.27	3.35	3.44
64N1	Annual	64116	65700	67344	69048	70776	72516	74376	76212	78108	80100	82056	84108	86196	88356	90588	92856	95184	97584	100008	102516	105096
	Monthly	5343	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838	7009	7183	7363	7549	7738	7932	8132	8334	8543	8758
	Hourly	30.71	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.28	41.28	42.32	43.39	44.47	45.59	46.74	47.90	49.10	50.33
	Standby	2.15	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.82	2.89	2.96	3.04	3.11	3.19	3.27	3.35	3.44	3.52
65N1	Annual	65700	67344	69048	70776	72516	74376	76212	78108	80100	82056	84108	86196	88356	90588	92856	95184	97584	100008	102516	105096	107724
	Monthly	5475	5612	5754	5898	6043	6198	6351	6509	6675	6838	7009	7183	7363	7549	7738	7932	8132	8334	8543	8758	8977
	Hourly	31.47	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.28	41.28	42.32	43.39	44.47	45.59	46.74	47.90	49.10	50.33	51.59
	Standby	2.20	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.82	2.89	2.96	3.04	3.11	3.19	3.27	3.35	3.44	3.52	3.61
66N1	Annual	67344	69048	70776	72516	74376	76212	78108	80100	82056	84108	86196	88356	90588	92856	95184	97584	100008	102516	105096	107724	110412
	Monthly	5612	5754	5898	6043	6198	6351	6509	6675	6838	7009	7183	7363	7549	7738	7932	8132	8334	8543	8758	8977	9201
	Hourly	32.25	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.28	41.28	42.32	43.39	44.47	45.59	46.74	47.90	49.10	50.33	51.59	52.88
	Standby	2.26	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.82	2.89	2.96	3.04	3.11	3.19	3.27	3.35	3.44	3.52	3.61	3.70

“N1” Range Salary Schedule
Effective July 1, 2017 through June 30, 2019

		Years of Experience																				
		0	1	2	3	4	5	6	7	8	9	10	12	15	18	20	26					
		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
67N1	Annual	69048	70776	72516	74376	76212	78108	80100	82056	84108	86196	88356	90588	92856	95184	97584	100008	102516	105096	107724	110412	113172
	Monthly	5754	5898	6043	6198	6351	6509	6675	6838	7009	7183	7363	7549	7738	7932	8132	8334	8543	8758	8977	9201	9431
	Hourly	33.07	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.28	41.28	42.32	43.39	44.47	45.59	46.74	47.90	49.10	50.33	51.59	52.88	54.20
	Standby	2.31	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.82	2.89	2.96	3.04	3.11	3.19	3.27	3.35	3.44	3.52	3.61	3.70	3.79
68N1	Annual	70776	72516	74376	76212	78108	80100	82056	84108	86196	88356	90588	92856	95184	97584	100008	102516	105096	107724	110412	113172	116004
	Monthly	5898	6043	6198	6351	6509	6675	6838	7009	7183	7363	7549	7738	7932	8132	8334	8543	8758	8977	9201	9431	9667
	Hourly	33.90	34.73	35.62	36.50	37.41	38.36	39.30	40.28	41.28	42.32	43.39	44.47	45.59	46.74	47.90	49.10	50.33	51.59	52.88	54.20	55.56
	Standby	2.37	2.43	2.49	2.56	2.62	2.69	2.75	2.82	2.89	2.96	3.04	3.11	3.19	3.27	3.35	3.44	3.52	3.61	3.70	3.79	3.89
69N1	Annual	72516	74376	76212	78108	80100	82056	84108	86196	88356	90588	92856	95184	97584	100008	102516	105096	107724	110412	113172	116004	118908
	Monthly	6043	6198	6351	6509	6675	6838	7009	7183	7363	7549	7738	7932	8132	8334	8543	8758	8977	9201	9431	9667	9909
	Hourly	34.73	35.62	36.50	37.41	38.36	39.30	40.28	41.28	42.32	43.39	44.47	45.59	46.74	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95
	Standby	2.43	2.49	2.56	2.62	2.69	2.75	2.82	2.89	2.96	3.04	3.11	3.19	3.27	3.35	3.44	3.52	3.61	3.70	3.79	3.89	3.99
70N1	Annual	74376	76212	78108	80100	82056	84108	86196	88356	90588	92856	95184	97584	100008	102516	105096	107724	110412	113172	116004	118908	121884
	Monthly	6198	6351	6509	6675	6838	7009	7183	7363	7549	7738	7932	8132	8334	8543	8758	8977	9201	9431	9667	9909	10157
	Hourly	35.62	36.50	37.41	38.36	39.30	40.28	41.28	42.32	43.39	44.47	45.59	46.74	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95	58.37
	Standby	2.49	2.56	2.62	2.69	2.75	2.82	2.89	2.96	3.04	3.11	3.19	3.27	3.35	3.44	3.52	3.61	3.70	3.79	3.89	3.99	4.09
71N1	Annual	76212	78108	80100	82056	84108	86196	88356	90588	92856	95184	97584	100008	102516	105096	107724	110412	113172	116004	118908	121884	124932
	Monthly	6351	6509	6675	6838	7009	7183	7363	7549	7738	7932	8132	8334	8543	8758	8977	9201	9431	9667	9909	10157	10411
	Hourly	36.50	37.41	38.36	39.30	40.28	41.28	42.32	43.39	44.47	45.59	46.74	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95	58.37	59.83
	Standby	2.56	2.62	2.69	2.75	2.82	2.89	2.96	3.04	3.11	3.19	3.27	3.35	3.44	3.52	3.61	3.70	3.79	3.89	3.99	4.09	4.19
72N1	Annual	78108	80100	82056	84108	86196	88356	90588	92856	95184	97584	100008	102516	105096	107724	110412	113172	116004	118908	121884	124932	128052
	Monthly	6509	6675	6838	7009	7183	7363	7549	7738	7932	8132	8334	8543	8758	8977	9201	9431	9667	9909	10157	10411	10671
	Hourly	37.41	38.36	39.30	40.28	41.28	42.32	43.39	44.47	45.59	46.74	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95	58.37	59.83	61.33
	Standby	2.62	2.69	2.75	2.82	2.89	2.96	3.04	3.11	3.19	3.27	3.35	3.44	3.52	3.61	3.70	3.79	3.89	3.99	4.09	4.19	4.29

“N1” Range Salary Schedule
Effective July 1, 2017 through June 30, 2019

		Years of Experience																				
		0	1	2	3	4	5	6	7	8	9	10	12	15	18	20	26					
		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
73N1	Annual	80100	82056	84108	86196	88356	90588	92856	95184	97584	100008	102516	105096	107724	110412	113172	116004	118908	121884	124932	128052	131256
	Monthly	6675	6838	7009	7183	7363	7549	7738	7932	8132	8334	8543	8758	8977	9201	9431	9667	9909	10157	10411	10671	10938
	Hourly	38.36	39.30	40.28	41.28	42.32	43.39	44.47	45.59	46.74	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95	58.37	59.83	61.33	62.86
	Standby	2.69	2.75	2.82	2.89	2.96	3.04	3.11	3.19	3.27	3.35	3.44	3.52	3.61	3.70	3.79	3.89	3.99	4.09	4.19	4.29	4.40
74N1	Annual	82056	84108	86196	88356	90588	92856	95184	97584	100008	102516	105096	107724	110412	113172	116004	118908	121884	124932	128052	131256	134532
	Monthly	6838	7009	7183	7363	7549	7738	7932	8132	8334	8543	8758	8977	9201	9431	9667	9909	10157	10411	10671	10938	11211
	Hourly	39.30	40.28	41.28	42.32	43.39	44.47	45.59	46.74	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95	58.37	59.83	61.33	62.86	64.43
	Standby	2.75	2.82	2.89	2.96	3.04	3.11	3.19	3.27	3.35	3.44	3.52	3.61	3.70	3.79	3.89	3.99	4.09	4.19	4.29	4.40	4.51
75N1	Annual	84108	86196	88356	90588	92856	95184	97584	100008	102516	105096	107724	110412	113172	116004	118908	121884	124932	128052	131256	134532	137892
	Monthly	7009	7183	7363	7549	7738	7932	8132	8334	8543	8758	8977	9201	9431	9667	9909	10157	10411	10671	10938	11211	11491
	Hourly	40.28	41.28	42.32	43.39	44.47	45.59	46.74	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95	58.37	59.83	61.33	62.86	64.43	66.04
	Standby	2.82	2.89	2.96	3.04	3.11	3.19	3.27	3.35	3.44	3.52	3.61	3.70	3.79	3.89	3.99	4.09	4.19	4.29	4.40	4.51	4.62
76N1	Annual	86196	88356	90588	92856	95184	97584	100008	102516	105096	107724	110412	113172	116004	118908	121884	124932	128052	131256	134532	137892	141336
	Monthly	7183	7363	7549	7738	7932	8132	8334	8543	8758	8977	9201	9431	9667	9909	10157	10411	10671	10938	11211	11491	11778
	Hourly	41.28	42.32	43.39	44.47	45.59	46.74	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95	58.37	59.83	61.33	62.86	64.43	66.04	67.69
	Standby	2.89	2.96	3.04	3.11	3.19	3.27	3.35	3.44	3.52	3.61	3.70	3.79	3.89	3.99	4.09	4.19	4.29	4.40	4.51	4.62	4.74
77N1	Annual	88356	90588	92856	95184	97584	100008	102516	105096	107724	110412	113172	116004	118908	121884	124932	128052	131256	134532	137892	141336	144864
	Monthly	7363	7549	7738	7932	8132	8334	8543	8758	8977	9201	9431	9667	9909	10157	10411	10671	10938	11211	11491	11778	12072
	Hourly	42.32	43.39	44.47	45.59	46.74	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95	58.37	59.83	61.33	62.86	64.43	66.04	67.69	69.38
	Standby	2.96	3.04	3.11	3.19	3.27	3.35	3.44	3.52	3.61	3.70	3.79	3.89	3.99	4.09	4.19	4.29	4.40	4.51	4.62	4.74	4.86
78N1	Annual	90588	92856	95184	97584	100008	102516	105096	107724	110412	113172	116004	118908	121884	124932	128052	131256	134532	137892	141336	144864	148488
	Monthly	7549	7738	7932	8132	8334	8543	8758	8977	9201	9431	9667	9909	10157	10411	10671	10938	11211	11491	11778	12072	12374
	Hourly	43.39	44.47	45.59	46.74	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95	58.37	59.83	61.33	62.86	64.43	66.04	67.69	69.38	71.11
	Standby	3.04	3.11	3.19	3.27	3.35	3.44	3.52	3.61	3.70	3.79	3.89	3.99	4.09	4.19	4.29	4.40	4.51	4.62	4.74	4.86	4.98

“N1” Range Salary Schedule
Effective July 1, 2017 through June 30, 2019

		Years of Experience																				
		0	1	2	3	4	5	6	7	8	9	10	12	15	18	20	26					
		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
79N1	Annual	92856	95184	97584	100008	102516	105096	107724	110412	113172	116004	118908	121884	124932	128052	131256	134532	137892	141336	144864	148488	152196
	Monthly	7738	7932	8132	8334	8543	8758	8977	9201	9431	9667	9909	10157	10411	10671	10938	11211	11491	11778	12072	12374	12683
	Hourly	44.47	45.59	46.74	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95	58.37	59.83	61.33	62.86	64.43	66.04	67.69	69.38	71.11	72.89
	Standby	3.11	3.19	3.27	3.35	3.44	3.52	3.61	3.70	3.79	3.89	3.99	4.09	4.19	4.29	4.40	4.51	4.62	4.74	4.86	4.98	5.10
80N1	Annual	95184	97584	100008	102516	105096	107724	110412	113172	116004	118908	121884	124932	128052	131256	134532	137892	141336	144864	148488	152196	156000
	Monthly	7932	8132	8334	8543	8758	8977	9201	9431	9667	9909	10157	10411	10671	10938	11211	11491	11778	12072	12374	12683	13000
	Hourly	45.59	46.74	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95	58.37	59.83	61.33	62.86	64.43	66.04	67.69	69.38	71.11	72.89	74.71
	Standby	3.19	3.27	3.35	3.44	3.52	3.61	3.70	3.79	3.89	3.99	4.09	4.19	4.29	4.40	4.51	4.62	4.74	4.86	4.98	5.10	5.23
81N1	Annual	97584	100008	102516	105096	107724	110412	113172	116004	118908	121884	124932	128052	131256	134532	137892	141336	144864	148488	152196	156000	159900
	Monthly	8132	8334	8543	8758	8977	9201	9431	9667	9909	10157	10411	10671	10938	11211	11491	11778	12072	12374	12683	13000	13325
	Hourly	46.74	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95	58.37	59.83	61.33	62.86	64.43	66.04	67.69	69.38	71.11	72.89	74.71	76.58
	Standby	3.27	3.35	3.44	3.52	3.61	3.70	3.79	3.89	3.99	4.09	4.19	4.29	4.40	4.51	4.62	4.74	4.86	4.98	5.10	5.23	5.36
82N1	Annual	100008	102516	105096	107724	110412	113172	116004	118908	121884	124932	128052	131256	134532	137892	141336	144864	148488	152196	156000	159900	163896
	Monthly	8334	8543	8758	8977	9201	9431	9667	9909	10157	10411	10671	10938	11211	11491	11778	12072	12374	12683	13000	13325	13658
	Hourly	47.90	49.10	50.33	51.59	52.88	54.20	55.56	56.95	58.37	59.83	61.33	62.86	64.43	66.04	67.69	69.38	71.11	72.89	74.71	76.58	78.49
	Standby	3.35	3.44	3.52	3.61	3.70	3.79	3.89	3.99	4.09	4.19	4.29	4.40	4.51	4.62	4.74	4.86	4.98	5.10	5.23	5.36	5.49
83N1	Annual	102516	105096	107724	110412	113172	116004	118908	121884	124932	128052	131256	134532	137892	141336	144864	148488	152196	156000	159900	163896	167988
	Monthly	8543	8758	8977	9201	9431	9667	9909	10157	10411	10671	10938	11211	11491	11778	12072	12374	12683	13000	13325	13658	13999
	Hourly	49.10	50.33	51.59	52.88	54.20	55.56	56.95	58.37	59.83	61.33	62.86	64.43	66.04	67.69	69.38	71.11	72.89	74.71	76.58	78.49	80.45
	Standby	3.44	3.52	3.61	3.70	3.79	3.89	3.99	4.09	4.19	4.29	4.40	4.51	4.62	4.74	4.86	4.98	5.10	5.23	5.36	5.49	5.63
84N1	Annual	105096	107724	110412	113172	116004	118908	121884	124932	128052	131256	134532	137892	141336	144864	148488	152196	156000	159900	163896	167988	172188
	Monthly	8758	8977	9201	9431	9667	9909	10157	10411	10671	10938	11211	11491	11778	12072	12374	12683	13000	13325	13658	13999	14349
	Hourly	50.33	51.59	52.88	54.20	55.56	56.95	58.37	59.83	61.33	62.86	64.43	66.04	67.69	69.38	71.11	72.89	74.71	76.58	78.49	80.45	82.47
	Standby	3.52	3.61	3.70	3.79	3.89	3.99	4.09	4.19	4.29	4.40	4.51	4.62	4.74	4.86	4.98	5.10	5.23	5.36	5.49	5.63	5.77

“N1” Range Salary Schedule
Effective July 1, 2017 through June 30, 2019

		Years of Experience																				
		0	1	2	3	4	5	6	7	8	9	10	12	15	18	20	26					
		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
85N1	Annual	107724	110412	113172	116004	118908	121884	124932	128052	131256	134532	137892	141336	144864	148488	152196	156000	159900	163896	167988	172188	176496
	Monthly	8977	9201	9431	9667	9909	10157	10411	10671	10938	11211	11491	11778	12072	12374	12683	13000	13325	13658	13999	14349	14708
	Hourly	51.59	52.88	54.20	55.56	56.95	58.37	59.83	61.33	62.86	64.43	66.04	67.69	69.38	71.11	72.89	74.71	76.58	78.49	80.45	82.47	84.53
	Standby	3.61	3.70	3.79	3.89	3.99	4.09	4.19	4.29	4.40	4.51	4.62	4.74	4.86	4.98	5.10	5.23	5.36	5.49	5.63	5.77	5.92
86N1	Annual	110412	113172	116004	118908	121884	124932	128052	131256	134532	137892	141336	144864	148488	152196	156000	159900	163896	167988	172188	176496	180912
	Monthly	9201	9431	9667	9909	10157	10411	10671	10938	11211	11491	11778	12072	12374	12683	13000	13325	13658	13999	14349	14708	15076
	Hourly	52.88	54.20	55.56	56.95	58.37	59.83	61.33	62.86	64.43	66.04	67.69	69.38	71.11	72.89	74.71	76.58	78.49	80.45	82.47	84.53	86.64
	Standby	3.70	3.79	3.89	3.99	4.09	4.19	4.29	4.40	4.51	4.62	4.74	4.86	4.98	5.10	5.23	5.36	5.49	5.63	5.77	5.92	6.07

APPENDIX M
“Community Corrections (CC)” Range Salary Schedule
Effective July 1, 2017 through June 30, 2018

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
27	Annual	25716	26244	26928	27492	28128	28776	29472	30132	30816	31548	32268	33048	33780
	Monthly	2143	2187	2244	2291	2344	2398	2456	2511	2568	2629	2689	2754	2815
	Hourly	12.32	12.57	12.90	13.17	13.47	13.78	14.11	14.43	14.76	15.11	15.45	15.83	16.18
	Standby	0.86	0.88	0.90	0.92	0.94	0.96	0.99	1.01	1.03	1.06	1.08	1.11	1.13
28	Annual	26244	26928	27492	28128	28776	29472	30132	30816	31548	32268	33048	33780	34632
	Monthly	2187	2244	2291	2344	2398	2456	2511	2568	2629	2689	2754	2815	2886
	Hourly	12.57	12.90	13.17	13.47	13.78	14.11	14.43	14.76	15.11	15.45	15.83	16.18	16.59
	Standby	0.88	0.90	0.92	0.94	0.96	0.99	1.01	1.03	1.06	1.08	1.11	1.13	1.16
29	Annual	26928	27492	28128	28776	29472	30132	30816	31548	32268	33048	33780	34632	35412
	Monthly	2244	2291	2344	2398	2456	2511	2568	2629	2689	2754	2815	2886	2951
	Hourly	12.90	13.17	13.47	13.78	14.11	14.43	14.76	15.11	15.45	15.83	16.18	16.59	16.96
	Standby	0.90	0.92	0.94	0.96	0.99	1.01	1.03	1.06	1.08	1.11	1.13	1.16	1.19
30	Annual	27492	28128	28776	29472	30132	30816	31548	32268	33048	33780	34632	35412	36252
	Monthly	2291	2344	2398	2456	2511	2568	2629	2689	2754	2815	2886	2951	3021
	Hourly	13.17	13.47	13.78	14.11	14.43	14.76	15.11	15.45	15.83	16.18	16.59	16.96	17.36
	Standby	0.92	0.94	0.96	0.99	1.01	1.03	1.06	1.08	1.11	1.13	1.16	1.19	1.22
31	Annual	28128	28776	29472	30132	30816	31548	32268	33048	33780	34632	35412	36252	37128
	Monthly	2344	2398	2456	2511	2568	2629	2689	2754	2815	2886	2951	3021	3094
	Hourly	13.47	13.78	14.11	14.43	14.76	15.11	15.45	15.83	16.18	16.59	16.96	17.36	17.78
	Standby	0.94	0.96	0.99	1.01	1.03	1.06	1.08	1.11	1.13	1.16	1.19	1.22	1.24
32	Annual	28776	29472	30132	30816	31548	32268	33048	33780	34632	35412	36252	37128	37968
	Monthly	2398	2456	2511	2568	2629	2689	2754	2815	2886	2951	3021	3094	3164
	Hourly	13.78	14.11	14.43	14.76	15.11	15.45	15.83	16.18	16.59	16.96	17.36	17.78	18.18
	Standby	0.96	0.99	1.01	1.03	1.06	1.08	1.11	1.13	1.16	1.19	1.22	1.24	1.27
33	Annual	29472	30132	30816	31548	32268	33048	33780	34632	35412	36252	37128	37968	38928
	Monthly	2456	2511	2568	2629	2689	2754	2815	2886	2951	3021	3094	3164	3244
	Hourly	14.11	14.43	14.76	15.11	15.45	15.83	16.18	16.59	16.96	17.36	17.78	18.18	18.64
	Standby	0.99	1.01	1.03	1.06	1.08	1.11	1.13	1.16	1.19	1.22	1.24	1.27	1.31
34	Annual	30132	30816	31548	32268	33048	33780	34632	35412	36252	37128	37968	38928	39828
	Monthly	2511	2568	2629	2689	2754	2815	2886	2951	3021	3094	3164	3244	3319
	Hourly	14.43	14.76	15.11	15.45	15.83	16.18	16.59	16.96	17.36	17.78	18.18	18.64	19.07
	Standby	1.01	1.03	1.06	1.08	1.11	1.13	1.16	1.19	1.22	1.24	1.27	1.31	1.34
35	Annual	30816	31548	32268	33048	33780	34632	35412	36252	37128	37968	38928	39828	40764
	Monthly	2568	2629	2689	2754	2815	2886	2951	3021	3094	3164	3244	3319	3397
	Hourly	14.76	15.11	15.45	15.83	16.18	16.59	16.96	17.36	17.78	18.18	18.64	19.07	19.52
	Standby	1.03	1.06	1.08	1.11	1.13	1.16	1.19	1.22	1.24	1.27	1.31	1.34	1.37

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36	Annual	31548	32268	33048	33780	34632	35412	36252	37128	37968	38928	39828	40764	41760
	Monthly	2629	2689	2754	2815	2886	2951	3021	3094	3164	3244	3319	3397	3480
	Hourly	15.11	15.45	15.83	16.18	16.59	16.96	17.36	17.78	18.18	18.64	19.07	19.52	20.00
	Standby	1.06	1.08	1.11	1.13	1.16	1.19	1.22	1.24	1.27	1.31	1.34	1.37	1.40
37	Annual	32268	33048	33780	34632	35412	36252	37128	37968	38928	39828	40764	41760	42816
	Monthly	2689	2754	2815	2886	2951	3021	3094	3164	3244	3319	3397	3480	3568
	Hourly	15.45	15.83	16.18	16.59	16.96	17.36	17.78	18.18	18.64	19.07	19.52	20.00	20.51
	Standby	1.08	1.11	1.13	1.16	1.19	1.22	1.24	1.27	1.31	1.34	1.37	1.40	1.44
38	Annual	33048	33780	34632	35412	36252	37128	37968	38928	39828	40764	41760	42816	43896
	Monthly	2754	2815	2886	2951	3021	3094	3164	3244	3319	3397	3480	3568	3658
	Hourly	15.83	16.18	16.59	16.96	17.36	17.78	18.18	18.64	19.07	19.52	20.00	20.51	21.02
	Standby	1.11	1.13	1.16	1.19	1.22	1.24	1.27	1.31	1.34	1.37	1.40	1.44	1.47
39	Annual	33780	34632	35412	36252	37128	37968	38928	39828	40764	41760	42816	43896	44964
	Monthly	2815	2886	2951	3021	3094	3164	3244	3319	3397	3480	3568	3658	3747
	Hourly	16.18	16.59	16.96	17.36	17.78	18.18	18.64	19.07	19.52	20.00	20.51	21.02	21.53
	Standby	1.13	1.16	1.19	1.22	1.24	1.27	1.31	1.34	1.37	1.40	1.44	1.47	1.51
40	Annual	34632	35412	36252	37128	37968	38928	39828	40764	41760	42816	43896	44964	46140
	Monthly	2886	2951	3021	3094	3164	3244	3319	3397	3480	3568	3658	3747	3845
	Hourly	16.59	16.96	17.36	17.78	18.18	18.64	19.07	19.52	20.00	20.51	21.02	21.53	22.10
	Standby	1.16	1.19	1.22	1.24	1.27	1.31	1.34	1.37	1.40	1.44	1.47	1.51	1.55
41	Annual	35412	36252	37128	37968	38928	39828	40764	41760	42816	43896	44964	46140	47208
	Monthly	2951	3021	3094	3164	3244	3319	3397	3480	3568	3658	3747	3845	3934
	Hourly	16.96	17.36	17.78	18.18	18.64	19.07	19.52	20.00	20.51	21.02	21.53	22.10	22.61
	Standby	1.19	1.22	1.24	1.27	1.31	1.34	1.37	1.40	1.44	1.47	1.51	1.55	1.58
42	Annual	36252	37128	37968	38928	39828	40764	41760	42816	43896	44964	46140	47208	48444
	Monthly	3021	3094	3164	3244	3319	3397	3480	3568	3658	3747	3845	3934	4037
	Hourly	17.36	17.78	18.18	18.64	19.07	19.52	20.00	20.51	21.02	21.53	22.10	22.61	23.20
	Standby	1.22	1.24	1.27	1.31	1.34	1.37	1.40	1.44	1.47	1.51	1.55	1.58	1.62
43	Annual	37128	37968	38928	39828	40764	41760	42816	43896	44964	46140	47208	48444	49656
	Monthly	3094	3164	3244	3319	3397	3480	3568	3658	3747	3845	3934	4037	4138
	Hourly	17.78	18.18	18.64	19.07	19.52	20.00	20.51	21.02	21.53	22.10	22.61	23.20	23.78
	Standby	1.24	1.27	1.31	1.34	1.37	1.40	1.44	1.47	1.51	1.55	1.58	1.62	1.66
44	Annual	37968	38928	39828	40764	41760	42816	43896	44964	46140	47208	48444	49656	50940
	Monthly	3164	3244	3319	3397	3480	3568	3658	3747	3845	3934	4037	4138	4245
	Hourly	18.18	18.64	19.07	19.52	20.00	20.51	21.02	21.53	22.10	22.61	23.20	23.78	24.40
	Standby	1.27	1.31	1.34	1.37	1.40	1.44	1.47	1.51	1.55	1.58	1.62	1.66	1.71
45	Annual	38928	39828	40764	41760	42816	43896	44964	46140	47208	48444	49656	50940	52176
	Monthly	3244	3319	3397	3480	3568	3658	3747	3845	3934	4037	4138	4245	4348
	Hourly	18.64	19.07	19.52	20.00	20.51	21.02	21.53	22.10	22.61	23.20	23.78	24.40	24.99
	Standby	1.31	1.34	1.37	1.40	1.44	1.47	1.51	1.55	1.58	1.62	1.66	1.71	1.75

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46	Annual	39828	40764	41760	42816	43896	44964	46140	47208	48444	49656	50940	52176	53472
	Monthly	3319	3397	3480	3568	3658	3747	3845	3934	4037	4138	4245	4348	4456
	Hourly	19.07	19.52	20.00	20.51	21.02	21.53	22.10	22.61	23.20	23.78	24.40	24.99	25.61
	Standby	1.34	1.37	1.40	1.44	1.47	1.51	1.55	1.58	1.62	1.66	1.71	1.75	1.79
47	Annual	40764	41760	42816	43896	44964	46140	47208	48444	49656	50940	52176	53472	54780
	Monthly	3397	3480	3568	3658	3747	3845	3934	4037	4138	4245	4348	4456	4565
	Hourly	19.52	20.00	20.51	21.02	21.53	22.10	22.61	23.20	23.78	24.40	24.99	25.61	26.24
	Standby	1.37	1.40	1.44	1.47	1.51	1.55	1.58	1.62	1.66	1.71	1.75	1.79	1.84
48	Annual	41760	42816	43896	44964	46140	47208	48444	49656	50940	52176	53472	54780	56196
	Monthly	3480	3568	3658	3747	3845	3934	4037	4138	4245	4348	4456	4565	4683
	Hourly	20.00	20.51	21.02	21.53	22.10	22.61	23.20	23.78	24.40	24.99	25.61	26.24	26.91
	Standby	1.40	1.44	1.47	1.51	1.55	1.58	1.62	1.66	1.71	1.75	1.79	1.84	1.88
49	Annual	42816	43896	44964	46140	47208	48444	49656	50940	52176	53472	54780	56196	57576
	Monthly	3568	3658	3747	3845	3934	4037	4138	4245	4348	4456	4565	4683	4798
	Hourly	20.51	21.02	21.53	22.10	22.61	23.20	23.78	24.40	24.99	25.61	26.24	26.91	27.57
	Standby	1.44	1.47	1.51	1.55	1.58	1.62	1.66	1.71	1.75	1.79	1.84	1.88	1.93
50	Annual	43896	44964	46140	47208	48444	49656	50940	52176	53472	54780	56196	57576	59040
	Monthly	3658	3747	3845	3934	4037	4138	4245	4348	4456	4565	4683	4798	4920
	Hourly	21.02	21.53	22.10	22.61	23.20	23.78	24.40	24.99	25.61	26.24	26.91	27.57	28.28
	Standby	1.47	1.51	1.55	1.58	1.62	1.66	1.71	1.75	1.79	1.84	1.88	1.93	1.98
51	Annual	44964	46140	47208	48444	49656	50940	52176	53472	54780	56196	57576	59040	60492
	Monthly	3747	3845	3934	4037	4138	4245	4348	4456	4565	4683	4798	4920	5041
	Hourly	21.53	22.10	22.61	23.20	23.78	24.40	24.99	25.61	26.24	26.91	27.57	28.28	28.97
	Standby	1.51	1.55	1.58	1.62	1.66	1.71	1.75	1.79	1.84	1.88	1.93	1.98	2.03
52	Annual	46140	47208	48444	49656	50940	52176	53472	54780	56196	57576	59040	60492	62016
	Monthly	3845	3934	4037	4138	4245	4348	4456	4565	4683	4798	4920	5041	5168
	Hourly	22.10	22.61	23.20	23.78	24.40	24.99	25.61	26.24	26.91	27.57	28.28	28.97	29.70
	Standby	1.55	1.58	1.62	1.66	1.71	1.75	1.79	1.84	1.88	1.93	1.98	2.03	2.08
53	Annual	47208	48444	49656	50940	52176	53472	54780	56196	57576	59040	60492	62016	63552
	Monthly	3934	4037	4138	4245	4348	4456	4565	4683	4798	4920	5041	5168	5296
	Hourly	22.61	23.20	23.78	24.40	24.99	25.61	26.24	26.91	27.57	28.28	28.97	29.70	30.44
	Standby	1.58	1.62	1.66	1.71	1.75	1.79	1.84	1.88	1.93	1.98	2.03	2.08	2.13
54	Annual	48444	49656	50940	52176	53472	54780	56196	57576	59040	60492	62016	63552	65124
	Monthly	4037	4138	4245	4348	4456	4565	4683	4798	4920	5041	5168	5296	5427
	Hourly	23.20	23.78	24.40	24.99	25.61	26.24	26.91	27.57	28.28	28.97	29.70	30.44	31.19
	Standby	1.62	1.66	1.71	1.75	1.79	1.84	1.88	1.93	1.98	2.03	2.08	2.13	2.18
55	Annual	49656	50940	52176	53472	54780	56196	57576	59040	60492	62016	63552	65124	66768
	Monthly	4138	4245	4348	4456	4565	4683	4798	4920	5041	5168	5296	5427	5564
	Hourly	23.78	24.40	24.99	25.61	26.24	26.91	27.57	28.28	28.97	29.70	30.44	31.19	31.98
	Standby	1.66	1.71	1.75	1.79	1.84	1.88	1.93	1.98	2.03	2.08	2.13	2.18	2.24

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56	Annual	50940	52176	53472	54780	56196	57576	59040	60492	62016	63552	65124	66768	68472
	Monthly	4245	4348	4456	4565	4683	4798	4920	5041	5168	5296	5427	5564	5706
	Hourly	24.40	24.99	25.61	26.24	26.91	27.57	28.28	28.97	29.70	30.44	31.19	31.98	32.79
	Standby	1.71	1.75	1.79	1.84	1.88	1.93	1.98	2.03	2.08	2.13	2.18	2.24	2.30
57	Annual	52176	53472	54780	56196	57576	59040	60492	62016	63552	65124	66768	68472	70140
	Monthly	4348	4456	4565	4683	4798	4920	5041	5168	5296	5427	5564	5706	5845
	Hourly	24.99	25.61	26.24	26.91	27.57	28.28	28.97	29.70	30.44	31.19	31.98	32.79	33.59
	Standby	1.75	1.79	1.84	1.88	1.93	1.98	2.03	2.08	2.13	2.18	2.24	2.30	2.35
58	Annual	53472	54780	56196	57576	59040	60492	62016	63552	65124	66768	68472	70140	71964
	Monthly	4456	4565	4683	4798	4920	5041	5168	5296	5427	5564	5706	5845	5997
	Hourly	25.61	26.24	26.91	27.57	28.28	28.97	29.70	30.44	31.19	31.98	32.79	33.59	34.47
	Standby	1.79	1.84	1.88	1.93	1.98	2.03	2.08	2.13	2.18	2.24	2.30	2.35	2.41
59	Annual	54780	56196	57576	59040	60492	62016	63552	65124	66768	68472	70140	71964	73680
	Monthly	4565	4683	4798	4920	5041	5168	5296	5427	5564	5706	5845	5997	6140
	Hourly	26.24	26.91	27.57	28.28	28.97	29.70	30.44	31.19	31.98	32.79	33.59	34.47	35.29
	Standby	1.84	1.88	1.93	1.98	2.03	2.08	2.13	2.18	2.24	2.30	2.35	2.41	2.47
60	Annual	56196	57576	59040	60492	62016	63552	65124	66768	68472	70140	71964	73680	75564
	Monthly	4683	4798	4920	5041	5168	5296	5427	5564	5706	5845	5997	6140	6297
	Hourly	26.91	27.57	28.28	28.97	29.70	30.44	31.19	31.98	32.79	33.59	34.47	35.29	36.19
	Standby	1.88	1.93	1.98	2.03	2.08	2.13	2.18	2.24	2.30	2.35	2.41	2.47	2.53
61	Annual	57576	59040	60492	62016	63552	65124	66768	68472	70140	71964	73680	75564	77472
	Monthly	4798	4920	5041	5168	5296	5427	5564	5706	5845	5997	6140	6297	6456
	Hourly	27.57	28.28	28.97	29.70	30.44	31.19	31.98	32.79	33.59	34.47	35.29	36.19	37.10
	Standby	1.93	1.98	2.03	2.08	2.13	2.18	2.24	2.30	2.35	2.41	2.47	2.53	2.60
62	Annual	59040	60492	62016	63552	65124	66768	68472	70140	71964	73680	75564	77472	79380
	Monthly	4920	5041	5168	5296	5427	5564	5706	5845	5997	6140	6297	6456	6615
	Hourly	28.28	28.97	29.70	30.44	31.19	31.98	32.79	33.59	34.47	35.29	36.19	37.10	38.02
	Standby	1.98	2.03	2.08	2.13	2.18	2.24	2.30	2.35	2.41	2.47	2.53	2.60	2.66
63	Annual	60492	62016	63552	65124	66768	68472	70140	71964	73680	75564	77472	79380	81360
	Monthly	5041	5168	5296	5427	5564	5706	5845	5997	6140	6297	6456	6615	6780
	Hourly	28.97	29.70	30.44	31.19	31.98	32.79	33.59	34.47	35.29	36.19	37.10	38.02	38.97
	Standby	2.03	2.08	2.13	2.18	2.24	2.30	2.35	2.41	2.47	2.53	2.60	2.66	2.73
64	Annual	62016	63552	65124	66768	68472	70140	71964	73680	75564	77472	79380	81360	83400
	Monthly	5168	5296	5427	5564	5706	5845	5997	6140	6297	6456	6615	6780	6950
	Hourly	29.70	30.44	31.19	31.98	32.79	33.59	34.47	35.29	36.19	37.10	38.02	38.97	39.94
	Standby	2.08	2.13	2.18	2.24	2.30	2.35	2.41	2.47	2.53	2.60	2.66	2.73	2.80
65	Annual	63552	65124	66768	68472	70140	71964	73680	75564	77472	79380	81360	83400	85476
	Monthly	5296	5427	5564	5706	5845	5997	6140	6297	6456	6615	6780	6950	7123
	Hourly	30.44	31.19	31.98	32.79	33.59	34.47	35.29	36.19	37.10	38.02	38.97	39.94	40.94
	Standby	2.13	2.18	2.24	2.30	2.35	2.41	2.47	2.53	2.60	2.66	2.73	2.80	2.87

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66	Annual	65124	66768	68472	70140	71964	73680	75564	77472	79380	81360	83400	85476	87636
	Monthly	5427	5564	5706	5845	5997	6140	6297	6456	6615	6780	6950	7123	7303
	Hourly	31.19	31.98	32.79	33.59	34.47	35.29	36.19	37.10	38.02	38.97	39.94	40.94	41.97
	Standby	2.18	2.24	2.30	2.35	2.41	2.47	2.53	2.60	2.66	2.73	2.80	2.87	2.94
67	Annual	66768	68472	70140	71964	73680	75564	77472	79380	81360	83400	85476	87636	89808
	Monthly	5564	5706	5845	5997	6140	6297	6456	6615	6780	6950	7123	7303	7484
	Hourly	31.98	32.79	33.59	34.47	35.29	36.19	37.10	38.02	38.97	39.94	40.94	41.97	43.01
	Standby	2.24	2.30	2.35	2.41	2.47	2.53	2.60	2.66	2.73	2.80	2.87	2.94	3.01
68	Annual	68472	70140	71964	73680	75564	77472	79380	81360	83400	85476	87636	89808	92064
	Monthly	5706	5845	5997	6140	6297	6456	6615	6780	6950	7123	7303	7484	7672
	Hourly	32.79	33.59	34.47	35.29	36.19	37.10	38.02	38.97	39.94	40.94	41.97	43.01	44.09
	Standby	2.30	2.35	2.41	2.47	2.53	2.60	2.66	2.73	2.80	2.87	2.94	3.01	3.09
69	Annual	70140	71964	73680	75564	77472	79380	81360	83400	85476	87636	89808	92064	94356
	Monthly	5845	5997	6140	6297	6456	6615	6780	6950	7123	7303	7484	7672	7863
	Hourly	33.59	34.47	35.29	36.19	37.10	38.02	38.97	39.94	40.94	41.97	43.01	44.09	45.19
	Standby	2.35	2.41	2.47	2.53	2.60	2.66	2.73	2.80	2.87	2.94	3.01	3.09	3.16
70	Annual	71964	73680	75564	77472	79380	81360	83400	85476	87636	89808	92064	94356	96732
	Monthly	5997	6140	6297	6456	6615	6780	6950	7123	7303	7484	7672	7863	8061
	Hourly	34.47	35.29	36.19	37.10	38.02	38.97	39.94	40.94	41.97	43.01	44.09	45.19	46.33
	Standby	2.41	2.47	2.53	2.60	2.66	2.73	2.80	2.87	2.94	3.01	3.09	3.16	3.24
71	Annual	73680	75564	77472	79380	81360	83400	85476	87636	89808	92064	94356	96732	99156
	Monthly	6140	6297	6456	6615	6780	6950	7123	7303	7484	7672	7863	8061	8263
	Hourly	35.29	36.19	37.10	38.02	38.97	39.94	40.94	41.97	43.01	44.09	45.19	46.33	47.49
	Standby	2.47	2.53	2.60	2.66	2.73	2.80	2.87	2.94	3.01	3.09	3.16	3.24	3.32
72	Annual	75564	77472	79380	81360	83400	85476	87636	89808	92064	94356	96732	99156	101652
	Monthly	6297	6456	6615	6780	6950	7123	7303	7484	7672	7863	8061	8263	8471
	Hourly	36.19	37.10	38.02	38.97	39.94	40.94	41.97	43.01	44.09	45.19	46.33	47.49	48.68
	Standby	2.53	2.60	2.66	2.73	2.80	2.87	2.94	3.01	3.09	3.16	3.24	3.32	3.41
73	Annual	77472	79380	81360	83400	85476	87636	89808	92064	94356	96732	99156	101652	104148
	Monthly	6456	6615	6780	6950	7123	7303	7484	7672	7863	8061	8263	8471	8679
	Hourly	37.10	38.02	38.97	39.94	40.94	41.97	43.01	44.09	45.19	46.33	47.49	48.68	49.88
	Standby	2.60	2.66	2.73	2.80	2.87	2.94	3.01	3.09	3.16	3.24	3.32	3.41	3.49
74	Annual	79380	81360	83400	85476	87636	89808	92064	94356	96732	99156	101652	104148	106800
	Monthly	6615	6780	6950	7123	7303	7484	7672	7863	8061	8263	8471	8679	8900
	Hourly	38.02	38.97	39.94	40.94	41.97	43.01	44.09	45.19	46.33	47.49	48.68	49.88	51.15
	Standby	2.66	2.73	2.80	2.87	2.94	3.01	3.09	3.16	3.24	3.32	3.41	3.49	3.58
75	Annual	81360	83400	85476	87636	89808	92064	94356	96732	99156	101652	104148	106800	109440
	Monthly	6780	6950	7123	7303	7484	7672	7863	8061	8263	8471	8679	8900	9120
	Hourly	38.97	39.94	40.94	41.97	43.01	44.09	45.19	46.33	47.49	48.68	49.88	51.15	52.41
	Standby	2.73	2.80	2.87	2.94	3.01	3.09	3.16	3.24	3.32	3.41	3.49	3.58	3.67

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76	Annual	83400	85476	87636	89808	92064	94356	96732	99156	101652	104148	106800	109440	112164
	Monthly	6950	7123	7303	7484	7672	7863	8061	8263	8471	8679	8900	9120	9347
	Hourly	39.94	40.94	41.97	43.01	44.09	45.19	46.33	47.49	48.68	49.88	51.15	52.41	53.72
	Standby	2.80	2.87	2.94	3.01	3.09	3.16	3.24	3.32	3.41	3.49	3.58	3.67	3.76
77	Annual	85476	87636	89808	92064	94356	96732	99156	101652	104148	106800	109440	112164	114972
	Monthly	7123	7303	7484	7672	7863	8061	8263	8471	8679	8900	9120	9347	9581
	Hourly	40.94	41.97	43.01	44.09	45.19	46.33	47.49	48.68	49.88	51.15	52.41	53.72	55.06
	Standby	2.87	2.94	3.01	3.09	3.16	3.24	3.32	3.41	3.49	3.58	3.67	3.76	3.85
78	Annual	87636	89808	92064	94356	96732	99156	101652	104148	106800	109440	112164	114972	117864
	Monthly	7303	7484	7672	7863	8061	8263	8471	8679	8900	9120	9347	9581	9822
	Hourly	41.97	43.01	44.09	45.19	46.33	47.49	48.68	49.88	51.15	52.41	53.72	55.06	56.45
	Standby	2.94	3.01	3.09	3.16	3.24	3.32	3.41	3.49	3.58	3.67	3.76	3.85	3.95
79	Annual	89808	92064	94356	96732	99156	101652	104148	106800	109440	112164	114972	117864	120756
	Monthly	7484	7672	7863	8061	8263	8471	8679	8900	9120	9347	9581	9822	10063
	Hourly	43.01	44.09	45.19	46.33	47.49	48.68	49.88	51.15	52.41	53.72	55.06	56.45	57.83
	Standby	3.01	3.09	3.16	3.24	3.32	3.41	3.49	3.58	3.67	3.76	3.85	3.95	4.05
80	Annual	92064	94356	96732	99156	101652	104148	106800	109440	112164	114972	117864	120756	123780
	Monthly	7672	7863	8061	8263	8471	8679	8900	9120	9347	9581	9822	10063	10315
	Hourly	44.09	45.19	46.33	47.49	48.68	49.88	51.15	52.41	53.72	55.06	56.45	57.83	59.28
	Standby	3.09	3.16	3.24	3.32	3.41	3.49	3.58	3.67	3.76	3.85	3.95	4.05	4.15
81	Annual	94356	96732	99156	101652	104148	106800	109440	112164	114972	117864	120756	123780	126900
	Monthly	7863	8061	8263	8471	8679	8900	9120	9347	9581	9822	10063	10315	10575
	Hourly	45.19	46.33	47.49	48.68	49.88	51.15	52.41	53.72	55.06	56.45	57.83	59.28	60.78
	Standby	3.16	3.24	3.32	3.41	3.49	3.58	3.67	3.76	3.85	3.95	4.05	4.15	4.25
82	Annual	96732	99156	101652	104148	106800	109440	112164	114972	117864	120756	123780	126900	130068
	Monthly	8061	8263	8471	8679	8900	9120	9347	9581	9822	10063	10315	10575	10839
	Hourly	46.33	47.49	48.68	49.88	51.15	52.41	53.72	55.06	56.45	57.83	59.28	60.78	62.29
	Standby	3.24	3.32	3.41	3.49	3.58	3.67	3.76	3.85	3.95	4.05	4.15	4.25	4.36
83	Annual	99156	101652	104148	106800	109440	112164	114972	117864	120756	123780	126900	130068	133308
	Monthly	8263	8471	8679	8900	9120	9347	9581	9822	10063	10315	10575	10839	11109
	Hourly	47.49	48.68	49.88	51.15	52.41	53.72	55.06	56.45	57.83	59.28	60.78	62.29	63.84
	Standby	3.32	3.41	3.49	3.58	3.67	3.76	3.85	3.95	4.05	4.15	4.25	4.36	4.47
84	Annual	101652	104148	106800	109440	112164	114972	117864	120756	123780	126900	130068	133308	136668
	Monthly	8471	8679	8900	9120	9347	9581	9822	10063	10315	10575	10839	11109	11389
	Hourly	48.68	49.88	51.15	52.41	53.72	55.06	56.45	57.83	59.28	60.78	62.29	63.84	65.45
	Standby	3.41	3.49	3.58	3.67	3.76	3.85	3.95	4.05	4.15	4.25	4.36	4.47	4.58
85	Annual	104148	106800	109440	112164	114972	117864	120756	123780	126900	130068	133308	136668	140028
	Monthly	8679	8900	9120	9347	9581	9822	10063	10315	10575	10839	11109	11389	11669
	Hourly	49.88	51.15	52.41	53.72	55.06	56.45	57.83	59.28	60.78	62.29	63.84	65.45	67.06
	Standby	3.49	3.58	3.67	3.76	3.85	3.95	4.05	4.15	4.25	4.36	4.47	4.58	4.69

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86	Annual	106800	109440	112164	114972	117864	120756	123780	126900	130068	133308	136668	140028	143580
	Monthly	8900	9120	9347	9581	9822	10063	10315	10575	10839	11109	11389	11669	11965
	Hourly	51.15	52.41	53.72	55.06	56.45	57.83	59.28	60.78	62.29	63.84	65.45	67.06	68.76
	Standby	3.58	3.67	3.76	3.85	3.95	4.05	4.15	4.25	4.36	4.47	4.58	4.69	4.81
87	Annual	109440	112164	114972	117864	120756	123780	126900	130068	133308	136668	140028	143580	147216
	Monthly	9120	9347	9581	9822	10063	10315	10575	10839	11109	11389	11669	11965	12268
	Hourly	52.41	53.72	55.06	56.45	57.83	59.28	60.78	62.29	63.84	65.45	67.06	68.76	70.51
	Standby	3.67	3.76	3.85	3.95	4.05	4.15	4.25	4.36	4.47	4.58	4.69	4.81	4.94
88	Annual	112164	114972	117864	120756	123780	126900	130068	133308	136668	140028	143580	147216	150864
	Monthly	9347	9581	9822	10063	10315	10575	10839	11109	11389	11669	11965	12268	12572
	Hourly	53.72	55.06	56.45	57.83	59.28	60.78	62.29	63.84	65.45	67.06	68.76	70.51	72.25
	Standby	3.76	3.85	3.95	4.05	4.15	4.25	4.36	4.47	4.58	4.69	4.81	4.94	5.06
89	Annual	114972	117864	120756	123780	126900	130068	133308	136668	140028	143580	147216	150864	154656
	Monthly	9581	9822	10063	10315	10575	10839	11109	11389	11669	11965	12268	12572	12888
	Hourly	55.06	56.45	57.83	59.28	60.78	62.29	63.84	65.45	67.06	68.76	70.51	72.25	74.07
	Standby	3.85	3.95	4.05	4.15	4.25	4.36	4.47	4.58	4.69	4.81	4.94	5.06	5.18
90	Annual	117864	120756	123780	126900	130068	133308	136668	140028	143580	147216	150864	154656	158472
	Monthly	9822	10063	10315	10575	10839	11109	11389	11669	11965	12268	12572	12888	13206
	Hourly	56.45	57.83	59.28	60.78	62.29	63.84	65.45	67.06	68.76	70.51	72.25	74.07	75.90
	Standby	3.95	4.05	4.15	4.25	4.36	4.47	4.58	4.69	4.81	4.94	5.06	5.18	5.31
91	Annual	120756	123780	126900	130068	133308	136668	140028	143580	147216	150864	154656	158472	162456
	Monthly	10063	10315	10575	10839	11109	11389	11669	11965	12268	12572	12888	13206	13538
	Hourly	57.83	59.28	60.78	62.29	63.84	65.45	67.06	68.76	70.51	72.25	74.07	75.90	77.80
	Standby	4.05	4.15	4.25	4.36	4.47	4.58	4.69	4.81	4.94	5.06	5.18	5.31	5.45
92	Annual	123780	126900	130068	133308	136668	140028	143580	147216	150864	154656	158472	162456	166500
	Monthly	10315	10575	10839	11109	11389	11669	11965	12268	12572	12888	13206	13538	13875
	Hourly	59.28	60.78	62.29	63.84	65.45	67.06	68.76	70.51	72.25	74.07	75.90	77.80	79.74
	Standby	4.15	4.25	4.36	4.47	4.58	4.69	4.81	4.94	5.06	5.18	5.31	5.45	5.58
93	Annual	126900	130068	133308	136668	140028	143580	147216	150864	154656	158472	162456	166500	170724
	Monthly	10575	10839	11109	11389	11669	11965	12268	12572	12888	13206	13538	13875	14227
	Hourly	60.78	62.29	63.84	65.45	67.06	68.76	70.51	72.25	74.07	75.90	77.80	79.74	81.76
	Standby	4.25	4.36	4.47	4.58	4.69	4.81	4.94	5.06	5.18	5.31	5.45	5.58	5.72
94	Annual	130068	133308	136668	140028	143580	147216	150864	154656	158472	162456	166500	170724	174948
	Monthly	10839	11109	11389	11669	11965	12268	12572	12888	13206	13538	13875	14227	14579
	Hourly	62.29	63.84	65.45	67.06	68.76	70.51	72.25	74.07	75.90	77.80	79.74	81.76	83.79
	Standby	4.36	4.47	4.58	4.69	4.81	4.94	5.06	5.18	5.31	5.45	5.58	5.72	5.87
95	Annual	133308	136668	140028	143580	147216	150864	154656	158472	162456	166500	170724	174948	179340
	Monthly	11109	11389	11669	11965	12268	12572	12888	13206	13538	13875	14227	14579	14945
	Hourly	63.84	65.45	67.06	68.76	70.51	72.25	74.07	75.90	77.80	79.74	81.76	83.79	85.89
	Standby	4.47	4.58	4.69	4.81	4.94	5.06	5.18	5.31	5.45	5.58	5.72	5.87	6.01

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96	Annual	136668	140028	143580	147216	150864	154656	158472	162456	166500	170724	174948	179340	183828
	Monthly	11389	11669	11965	12268	12572	12888	13206	13538	13875	14227	14579	14945	15319
	Hourly	65.45	67.06	68.76	70.51	72.25	74.07	75.90	77.80	79.74	81.76	83.79	85.89	88.04
	Standby	4.58	4.69	4.81	4.94	5.06	5.18	5.31	5.45	5.58	5.72	5.87	6.01	6.16
97	Annual	140028	143580	147216	150864	154656	158472	162456	166500	170724	174948	179340	183828	188436
	Monthly	11669	11965	12268	12572	12888	13206	13538	13875	14227	14579	14945	15319	15703
	Hourly	67.06	68.76	70.51	72.25	74.07	75.90	77.80	79.74	81.76	83.79	85.89	88.04	90.25
	Standby	4.69	4.81	4.94	5.06	5.18	5.31	5.45	5.58	5.72	5.87	6.01	6.16	6.32
98	Annual	143580	147216	150864	154656	158472	162456	166500	170724	174948	179340	183828	188436	193152
	Monthly	11965	12268	12572	12888	13206	13538	13875	14227	14579	14945	15319	15703	16096
	Hourly	68.76	70.51	72.25	74.07	75.90	77.80	79.74	81.76	83.79	85.89	88.04	90.25	92.51
	Standby	4.81	4.94	5.06	5.18	5.31	5.45	5.58	5.72	5.87	6.01	6.16	6.32	6.48
99	Annual	147216	150864	154656	158472	162456	166500	170724	174948	179340	183828	188436	193152	197964
	Monthly	12268	12572	12888	13206	13538	13875	14227	14579	14945	15319	15703	16096	16497
	Hourly	70.51	72.25	74.07	75.90	77.80	79.74	81.76	83.79	85.89	88.04	90.25	92.51	94.81
	Standby	4.94	5.06	5.18	5.31	5.45	5.58	5.72	5.87	6.01	6.16	6.32	6.48	6.64
100	Annual	150864	154656	158472	162456	166500	170724	174948	179340	183828	188436	193152	197964	202920
	Monthly	12572	12888	13206	13538	13875	14227	14579	14945	15319	15703	16096	16497	16910
	Hourly	72.25	74.07	75.90	77.80	79.74	81.76	83.79	85.89	88.04	90.25	92.51	94.81	97.18
	Standby	5.06	5.18	5.31	5.45	5.58	5.72	5.87	6.01	6.16	6.32	6.48	6.64	6.80
101	Annual	154656	158472	162456	166500	170724	174948	179340	183828	188436	193152	197964	202920	207984
	Monthly	12888	13206	13538	13875	14227	14579	14945	15319	15703	16096	16497	16910	17332
	Hourly	74.07	75.90	77.80	79.74	81.76	83.79	85.89	88.04	90.25	92.51	94.81	97.18	99.61
	Standby	5.18	5.31	5.45	5.58	5.72	5.87	6.01	6.16	6.32	6.48	6.64	6.80	6.97
102	Annual	158472	162456	166500	170724	174948	179340	183828	188436	193152	197964	202920	207984	213192
	Monthly	13206	13538	13875	14227	14579	14945	15319	15703	16096	16497	16910	17332	17766
	Hourly	75.90	77.80	79.74	81.76	83.79	85.89	88.04	90.25	92.51	94.81	97.18	99.61	102.10
	Standby	5.31	5.45	5.58	5.72	5.87	6.01	6.16	6.32	6.48	6.64	6.80	6.97	7.15
103	Annual	162456	166500	170724	174948	179340	183828	188436	193152	197964	202920	207984	213192	218520
	Monthly	13538	13875	14227	14579	14945	15319	15703	16096	16497	16910	17332	17766	18210
	Hourly	77.80	79.74	81.76	83.79	85.89	88.04	90.25	92.51	94.81	97.18	99.61	102.10	104.66
	Standby	5.45	5.58	5.72	5.87	6.01	6.16	6.32	6.48	6.64	6.80	6.97	7.15	7.33
104	Annual	166500	170724	174948	179340	183828	188436	193152	197964	202920	207984	213192	218520	223992
	Monthly	13875	14227	14579	14945	15319	15703	16096	16497	16910	17332	17766	18210	18666
	Hourly	79.74	81.76	83.79	85.89	88.04	90.25	92.51	94.81	97.18	99.61	102.10	104.66	107.28
	Standby	5.58	5.72	5.87	6.01	6.16	6.32	6.48	6.64	6.80	6.97	7.15	7.33	7.51
105	Annual	170724	174948	179340	183828	188436	193152	197964	202920	207984	213192	218520	223992	229584
	Monthly	14227	14579	14945	15319	15703	16096	16497	16910	17332	17766	18210	18666	19132
	Hourly	81.76	83.79	85.89	88.04	90.25	92.51	94.81	97.18	99.61	102.10	104.66	107.28	109.95
	Standby	5.72	5.87	6.01	6.16	6.32	6.48	6.64	6.80	6.97	7.15	7.33	7.51	7.70

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106	Annual	174948	179340	183828	188436	193152	197964	202920	207984	213192	218520	223992	229584	235320
	Monthly	14579	14945	15319	15703	16096	16497	16910	17332	17766	18210	18666	19132	19610
	Hourly	83.79	85.89	88.04	90.25	92.51	94.81	97.18	99.61	102.10	104.66	107.28	109.95	112.70
	Standby	5.87	6.01	6.16	6.32	6.48	6.64	6.80	6.97	7.15	7.33	7.51	7.70	7.89
107	Annual	179340	183828	188436	193152	197964	202920	207984	213192	218520	223992	229584	235320	241200
	Monthly	14945	15319	15703	16096	16497	16910	17332	17766	18210	18666	19132	19610	20100
	Hourly	85.89	88.04	90.25	92.51	94.81	97.18	99.61	102.10	104.66	107.28	109.95	112.70	115.52
	Standby	6.01	6.16	6.32	6.48	6.64	6.80	6.97	7.15	7.33	7.51	7.70	7.89	8.09
108	Annual	183828	188436	193152	197964	202920	207984	213192	218520	223992	229584	235320	241200	247248
	Monthly	15319	15703	16096	16497	16910	17332	17766	18210	18666	19132	19610	20100	20604
	Hourly	88.04	90.25	92.51	94.81	97.18	99.61	102.10	104.66	107.28	109.95	112.70	115.52	118.41
	Standby	6.16	6.32	6.48	6.64	6.80	6.97	7.15	7.33	7.51	7.70	7.89	8.09	8.29
109	Annual	188436	193152	197964	202920	207984	213192	218520	223992	229584	235320	241200	247248	253416
	Monthly	15703	16096	16497	16910	17332	17766	18210	18666	19132	19610	20100	20604	21118
	Hourly	90.25	92.51	94.81	97.18	99.61	102.10	104.66	107.28	109.95	112.70	115.52	118.41	121.37
	Standby	6.32	6.48	6.64	6.80	6.97	7.15	7.33	7.51	7.70	7.89	8.09	8.29	8.50
110	Annual	193152	197964	202920	207984	213192	218520	223992	229584	235320	241200	247248	253416	259752
	Monthly	16096	16497	16910	17332	17766	18210	18666	19132	19610	20100	20604	21118	21646
	Hourly	92.51	94.81	97.18	99.61	102.10	104.66	107.28	109.95	112.70	115.52	118.41	121.37	124.40
	Standby	6.48	6.64	6.80	6.97	7.15	7.33	7.51	7.70	7.89	8.09	8.29	8.50	8.71
111	Annual	197964	202920	207984	213192	218520	223992	229584	235320	241200	247248	253416	259752	266244
	Monthly	16497	16910	17332	17766	18210	18666	19132	19610	20100	20604	21118	21646	22187
	Hourly	94.81	97.18	99.61	102.10	104.66	107.28	109.95	112.70	115.52	118.41	121.37	124.40	127.51
	Standby	6.64	6.80	6.97	7.15	7.33	7.51	7.70	7.89	8.09	8.29	8.50	8.71	8.93
112	Annual	202920	207984	213192	218520	223992	229584	235320	241200	247248	253416	259752	266244	272904
	Monthly	16910	17332	17766	18210	18666	19132	19610	20100	20604	21118	21646	22187	22742
	Hourly	97.18	99.61	102.10	104.66	107.28	109.95	112.70	115.52	118.41	121.37	124.40	127.51	130.70
	Standby	6.80	6.97	7.15	7.33	7.51	7.70	7.89	8.09	8.29	8.50	8.71	8.93	9.15
113	Annual	207984	213192	218520	223992	229584	235320	241200	247248	253416	259752	266244	272904	279732
	Monthly	17332	17766	18210	18666	19132	19610	20100	20604	21118	21646	22187	22742	23311
	Hourly	99.61	102.10	104.66	107.28	109.95	112.70	115.52	118.41	121.37	124.40	127.51	130.70	133.97
	Standby	6.97	7.15	7.33	7.51	7.70	7.89	8.09	8.29	8.50	8.71	8.93	9.15	9.38
114	Annual	213192	218520	223992	229584	235320	241200	247248	253416	259752	266244	272904	279732	286728
	Monthly	17766	18210	18666	19132	19610	20100	20604	21118	21646	22187	22742	23311	23894
	Hourly	102.10	104.66	107.28	109.95	112.70	115.52	118.41	121.37	124.40	127.51	130.70	133.97	137.32
	Standby	7.15	7.33	7.51	7.70	7.89	8.09	8.29	8.50	8.71	8.93	9.15	9.38	9.61
115	Annual	218520	223992	229584	235320	241200	247248	253416	259752	266244	272904	279732	286728	293892
	Monthly	18210	18666	19132	19610	20100	20604	21118	21646	22187	22742	23311	23894	24491
	Hourly	104.66	107.28	109.95	112.70	115.52	118.41	121.37	124.40	127.51	130.70	133.97	137.32	140.75
	Standby	7.33	7.51	7.70	7.89	8.09	8.29	8.50	8.71	8.93	9.15	9.38	9.61	9.85

"Community Corrections (CC)" Range Salary Schedule
Effective July 1, 2017 through June 30, 2018

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
116	Annual	223992	229584	235320	241200	247248	253416	259752	266244	272904	279732	286728	293892	301236
	Monthly	18666	19132	19610	20100	20604	21118	21646	22187	22742	23311	23894	24491	25103
	Hourly	107.28	109.95	112.70	115.52	118.41	121.37	124.40	127.51	130.70	133.97	137.32	140.75	144.27
	Standby	7.51	7.70	7.89	8.09	8.29	8.50	8.71	8.93	9.15	9.38	9.61	9.85	10.10
117	Annual	229584	235320	241200	247248	253416	259752	266244	272904	279732	286728	293892	301236	308772
	Monthly	19132	19610	20100	20604	21118	21646	22187	22742	23311	23894	24491	25103	25731
	Hourly	109.95	112.70	115.52	118.41	121.37	124.40	127.51	130.70	133.97	137.32	140.75	144.27	147.88
	Standby	7.70	7.89	8.09	8.29	8.50	8.71	8.93	9.15	9.38	9.61	9.85	10.10	10.35
118	Annual	235320	241200	247248	253416	259752	266244	272904	279732	286728	293892	301236	308772	316488
	Monthly	19610	20100	20604	21118	21646	22187	22742	23311	23894	24491	25103	25731	26374
	Hourly	112.70	115.52	118.41	121.37	124.40	127.51	130.70	133.97	137.32	140.75	144.27	147.88	151.57
	Standby	7.89	8.09	8.29	8.50	8.71	8.93	9.15	9.38	9.61	9.85	10.10	10.35	10.61
119	Annual	241200	247248	253416	259752	266244	272904	279732	286728	293892	301236	308772	316488	324396
	Monthly	20100	20604	21118	21646	22187	22742	23311	23894	24491	25103	25731	26374	27033
	Hourly	115.52	118.41	121.37	124.40	127.51	130.70	133.97	137.32	140.75	144.27	147.88	151.57	155.36
	Standby	8.09	8.29	8.50	8.71	8.93	9.15	9.38	9.61	9.85	10.10	10.35	10.61	10.88
120	Annual	247248	253416	259752	266244	272904	279732	286728	293892	301236	308772	316488	324396	332508
	Monthly	20604	21118	21646	22187	22742	23311	23894	24491	25103	25731	26374	27033	27709
	Hourly	118.41	121.37	124.40	127.51	130.70	133.97	137.32	140.75	144.27	147.88	151.57	155.36	159.25
	Standby	8.29	8.50	8.71	8.93	9.15	9.38	9.61	9.85	10.10	10.35	10.61	10.88	11.15

APPENDIX N
“Community Corrections (CC)” Range Salary Schedule
Effective July 1, 2018 through December 31, 2018

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
27	Annual	26232	26772	27468	28044	28692	29352	30060	30732	31428	32184	32916	33708	34452
	Monthly	2186	2231	2289	2337	2391	2446	2505	2561	2619	2682	2743	2809	2871
	Hourly	12.56	12.82	13.16	13.43	13.74	14.06	14.40	14.72	15.05	15.41	15.76	16.14	16.50
	Standby	0.88	0.90	0.92	0.94	0.96	0.98	1.01	1.03	1.05	1.08	1.10	1.13	1.16
28	Annual	26772	27468	28044	28692	29352	30060	30732	31428	32184	32916	33708	34452	35328
	Monthly	2231	2289	2337	2391	2446	2505	2561	2619	2682	2743	2809	2871	2944
	Hourly	12.82	13.16	13.43	13.74	14.06	14.40	14.72	15.05	15.41	15.76	16.14	16.50	16.92
	Standby	0.90	0.92	0.94	0.96	0.98	1.01	1.03	1.05	1.08	1.10	1.13	1.16	1.18
29	Annual	27468	28044	28692	29352	30060	30732	31428	32184	32916	33708	34452	35328	36120
	Monthly	2289	2337	2391	2446	2505	2561	2619	2682	2743	2809	2871	2944	3010
	Hourly	13.16	13.43	13.74	14.06	14.40	14.72	15.05	15.41	15.76	16.14	16.50	16.92	17.30
	Standby	0.92	0.94	0.96	0.98	1.01	1.03	1.05	1.08	1.10	1.13	1.16	1.18	1.21
30	Annual	28044	28692	29352	30060	30732	31428	32184	32916	33708	34452	35328	36120	36972
	Monthly	2337	2391	2446	2505	2561	2619	2682	2743	2809	2871	2944	3010	3081
	Hourly	13.43	13.74	14.06	14.40	14.72	15.05	15.41	15.76	16.14	16.50	16.92	17.30	17.71
	Standby	0.94	0.96	0.98	1.01	1.03	1.05	1.08	1.10	1.13	1.16	1.18	1.21	1.24
31	Annual	28692	29352	30060	30732	31428	32184	32916	33708	34452	35328	36120	36972	37872
	Monthly	2391	2446	2505	2561	2619	2682	2743	2809	2871	2944	3010	3081	3156
	Hourly	13.74	14.06	14.40	14.72	15.05	15.41	15.76	16.14	16.50	16.92	17.30	17.71	18.14
	Standby	0.96	0.98	1.01	1.03	1.05	1.08	1.10	1.13	1.16	1.18	1.21	1.24	1.27
32	Annual	29352	30060	30732	31428	32184	32916	33708	34452	35328	36120	36972	37872	38724
	Monthly	2446	2505	2561	2619	2682	2743	2809	2871	2944	3010	3081	3156	3227
	Hourly	14.06	14.40	14.72	15.05	15.41	15.76	16.14	16.50	16.92	17.30	17.71	18.14	18.55
	Standby	0.98	1.01	1.03	1.05	1.08	1.10	1.13	1.16	1.18	1.21	1.24	1.27	1.30
33	Annual	30060	30732	31428	32184	32916	33708	34452	35328	36120	36972	37872	38724	39708
	Monthly	2505	2561	2619	2682	2743	2809	2871	2944	3010	3081	3156	3227	3309
	Hourly	14.40	14.72	15.05	15.41	15.76	16.14	16.50	16.92	17.30	17.71	18.14	18.55	19.02
	Standby	1.01	1.03	1.05	1.08	1.10	1.13	1.16	1.18	1.21	1.24	1.27	1.30	1.33
34	Annual	30732	31428	32184	32916	33708	34452	35328	36120	36972	37872	38724	39708	40620
	Monthly	2561	2619	2682	2743	2809	2871	2944	3010	3081	3156	3227	3309	3385
	Hourly	14.72	15.05	15.41	15.76	16.14	16.50	16.92	17.30	17.71	18.14	18.55	19.02	19.45
	Standby	1.03	1.05	1.08	1.10	1.13	1.16	1.18	1.21	1.24	1.27	1.30	1.33	1.36
35	Annual	31428	32184	32916	33708	34452	35328	36120	36972	37872	38724	39708	40620	41580
	Monthly	2619	2682	2743	2809	2871	2944	3010	3081	3156	3227	3309	3385	3465
	Hourly	15.05	15.41	15.76	16.14	16.50	16.92	17.30	17.71	18.14	18.55	19.02	19.45	19.91
	Standby	1.05	1.08	1.10	1.13	1.16	1.18	1.21	1.24	1.27	1.30	1.33	1.36	1.39

“Community Corrections (CC)” Range Salary Schedule
Effective July 1, 2018 through December 31, 2018

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
36	Annual	32184	32916	33708	34452	35328	36120	36972	37872	38724	39708	40620	41580	42600
	Monthly	2682	2743	2809	2871	2944	3010	3081	3156	3227	3309	3385	3465	3550
	Hourly	15.41	15.76	16.14	16.50	16.92	17.30	17.71	18.14	18.55	19.02	19.45	19.91	20.40
	Standby	1.08	1.10	1.13	1.16	1.18	1.21	1.24	1.27	1.30	1.33	1.36	1.39	1.43
37	Annual	32916	33708	34452	35328	36120	36972	37872	38724	39708	40620	41580	42600	43668
	Monthly	2743	2809	2871	2944	3010	3081	3156	3227	3309	3385	3465	3550	3639
	Hourly	15.76	16.14	16.50	16.92	17.30	17.71	18.14	18.55	19.02	19.45	19.91	20.40	20.91
	Standby	1.10	1.13	1.16	1.18	1.21	1.24	1.27	1.30	1.33	1.36	1.39	1.43	1.46
38	Annual	33708	34452	35328	36120	36972	37872	38724	39708	40620	41580	42600	43668	44772
	Monthly	2809	2871	2944	3010	3081	3156	3227	3309	3385	3465	3550	3639	3731
	Hourly	16.14	16.50	16.92	17.30	17.71	18.14	18.55	19.02	19.45	19.91	20.40	20.91	21.44
	Standby	1.13	1.16	1.18	1.21	1.24	1.27	1.30	1.33	1.36	1.39	1.43	1.46	1.50
39	Annual	34452	35328	36120	36972	37872	38724	39708	40620	41580	42600	43668	44772	45864
	Monthly	2871	2944	3010	3081	3156	3227	3309	3385	3465	3550	3639	3731	3822
	Hourly	16.50	16.92	17.30	17.71	18.14	18.55	19.02	19.45	19.91	20.40	20.91	21.44	21.97
	Standby	1.16	1.18	1.21	1.24	1.27	1.30	1.33	1.36	1.39	1.43	1.46	1.50	1.54
40	Annual	35328	36120	36972	37872	38724	39708	40620	41580	42600	43668	44772	45864	47064
	Monthly	2944	3010	3081	3156	3227	3309	3385	3465	3550	3639	3731	3822	3922
	Hourly	16.92	17.30	17.71	18.14	18.55	19.02	19.45	19.91	20.40	20.91	21.44	21.97	22.54
	Standby	1.18	1.21	1.24	1.27	1.30	1.33	1.36	1.39	1.43	1.46	1.50	1.54	1.58
41	Annual	36120	36972	37872	38724	39708	40620	41580	42600	43668	44772	45864	47064	48156
	Monthly	3010	3081	3156	3227	3309	3385	3465	3550	3639	3731	3822	3922	4013
	Hourly	17.30	17.71	18.14	18.55	19.02	19.45	19.91	20.40	20.91	21.44	21.97	22.54	23.06
	Standby	1.21	1.24	1.27	1.30	1.33	1.36	1.39	1.43	1.46	1.50	1.54	1.58	1.61
42	Annual	36972	37872	38724	39708	40620	41580	42600	43668	44772	45864	47064	48156	49416
	Monthly	3081	3156	3227	3309	3385	3465	3550	3639	3731	3822	3922	4013	4118
	Hourly	17.71	18.14	18.55	19.02	19.45	19.91	20.40	20.91	21.44	21.97	22.54	23.06	23.67
	Standby	1.24	1.27	1.30	1.33	1.36	1.39	1.43	1.46	1.50	1.54	1.58	1.61	1.66
43	Annual	37872	38724	39708	40620	41580	42600	43668	44772	45864	47064	48156	49416	50652
	Monthly	3156	3227	3309	3385	3465	3550	3639	3731	3822	3922	4013	4118	4221
	Hourly	18.14	18.55	19.02	19.45	19.91	20.40	20.91	21.44	21.97	22.54	23.06	23.67	24.26
	Standby	1.27	1.30	1.33	1.36	1.39	1.43	1.46	1.50	1.54	1.58	1.61	1.66	1.70
44	Annual	38724	39708	40620	41580	42600	43668	44772	45864	47064	48156	49416	50652	51960
	Monthly	3227	3309	3385	3465	3550	3639	3731	3822	3922	4013	4118	4221	4330
	Hourly	18.55	19.02	19.45	19.91	20.40	20.91	21.44	21.97	22.54	23.06	23.67	24.26	24.89
	Standby	1.30	1.33	1.36	1.39	1.43	1.46	1.50	1.54	1.58	1.61	1.66	1.70	1.74

"Community Corrections (CC)" Range Salary Schedule
Effective July 1, 2018 through December 31, 2018

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
45	Annual	39708	40620	41580	42600	43668	44772	45864	47064	48156	49416	50652	51960	53220
	Monthly	3309	3385	3465	3550	3639	3731	3822	3922	4013	4118	4221	4330	4435
	Hourly	19.02	19.45	19.91	20.40	20.91	21.44	21.97	22.54	23.06	23.67	24.26	24.89	25.49
	Standby	1.33	1.36	1.39	1.43	1.46	1.50	1.54	1.58	1.61	1.66	1.70	1.74	1.78
46	Annual	40620	41580	42600	43668	44772	45864	47064	48156	49416	50652	51960	53220	54540
	Monthly	3385	3465	3550	3639	3731	3822	3922	4013	4118	4221	4330	4435	4545
	Hourly	19.45	19.91	20.40	20.91	21.44	21.97	22.54	23.06	23.67	24.26	24.89	25.49	26.12
	Standby	1.36	1.39	1.43	1.46	1.50	1.54	1.58	1.61	1.66	1.70	1.74	1.78	1.83
47	Annual	41580	42600	43668	44772	45864	47064	48156	49416	50652	51960	53220	54540	55872
	Monthly	3465	3550	3639	3731	3822	3922	4013	4118	4221	4330	4435	4545	4656
	Hourly	19.91	20.40	20.91	21.44	21.97	22.54	23.06	23.67	24.26	24.89	25.49	26.12	26.76
	Standby	1.39	1.43	1.46	1.50	1.54	1.58	1.61	1.66	1.70	1.74	1.78	1.83	1.87
48	Annual	42600	43668	44772	45864	47064	48156	49416	50652	51960	53220	54540	55872	57324
	Monthly	3550	3639	3731	3822	3922	4013	4118	4221	4330	4435	4545	4656	4777
	Hourly	20.40	20.91	21.44	21.97	22.54	23.06	23.67	24.26	24.89	25.49	26.12	26.76	27.45
	Standby	1.43	1.46	1.50	1.54	1.58	1.61	1.66	1.70	1.74	1.78	1.83	1.87	1.92
49	Annual	43668	44772	45864	47064	48156	49416	50652	51960	53220	54540	55872	57324	58728
	Monthly	3639	3731	3822	3922	4013	4118	4221	4330	4435	4545	4656	4777	4894
	Hourly	20.91	21.44	21.97	22.54	23.06	23.67	24.26	24.89	25.49	26.12	26.76	27.45	28.13
	Standby	1.46	1.50	1.54	1.58	1.61	1.66	1.70	1.74	1.78	1.83	1.87	1.92	1.97
50	Annual	44772	45864	47064	48156	49416	50652	51960	53220	54540	55872	57324	58728	60216
	Monthly	3731	3822	3922	4013	4118	4221	4330	4435	4545	4656	4777	4894	5018
	Hourly	21.44	21.97	22.54	23.06	23.67	24.26	24.89	25.49	26.12	26.76	27.45	28.13	28.84
	Standby	1.50	1.54	1.58	1.61	1.66	1.70	1.74	1.78	1.83	1.87	1.92	1.97	2.02
51	Annual	45864	47064	48156	49416	50652	51960	53220	54540	55872	57324	58728	60216	61704
	Monthly	3822	3922	4013	4118	4221	4330	4435	4545	4656	4777	4894	5018	5142
	Hourly	21.97	22.54	23.06	23.67	24.26	24.89	25.49	26.12	26.76	27.45	28.13	28.84	29.55
	Standby	1.54	1.58	1.61	1.66	1.70	1.74	1.78	1.83	1.87	1.92	1.97	2.02	2.07
52	Annual	47064	48156	49416	50652	51960	53220	54540	55872	57324	58728	60216	61704	63252
	Monthly	3922	4013	4118	4221	4330	4435	4545	4656	4777	4894	5018	5142	5271
	Hourly	22.54	23.06	23.67	24.26	24.89	25.49	26.12	26.76	27.45	28.13	28.84	29.55	30.29
	Standby	1.58	1.61	1.66	1.70	1.74	1.78	1.83	1.87	1.92	1.97	2.02	2.07	2.12
53	Annual	48156	49416	50652	51960	53220	54540	55872	57324	58728	60216	61704	63252	64824
	Monthly	4013	4118	4221	4330	4435	4545	4656	4777	4894	5018	5142	5271	5402
	Hourly	23.06	23.67	24.26	24.89	25.49	26.12	26.76	27.45	28.13	28.84	29.55	30.29	31.05
	Standby	1.61	1.66	1.70	1.74	1.78	1.83	1.87	1.92	1.97	2.02	2.07	2.12	2.17

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
54	Annual	49416	50652	51960	53220	54540	55872	57324	58728	60216	61704	63252	64824	66432
	Monthly	4118	4221	4330	4435	4545	4656	4777	4894	5018	5142	5271	5402	5536
	Hourly	23.67	24.26	24.89	25.49	26.12	26.76	27.45	28.13	28.84	29.55	30.29	31.05	31.82
	Standby	1.66	1.70	1.74	1.78	1.83	1.87	1.92	1.97	2.02	2.07	2.12	2.17	2.23
55	Annual	50652	51960	53220	54540	55872	57324	58728	60216	61704	63252	64824	66432	68100
	Monthly	4221	4330	4435	4545	4656	4777	4894	5018	5142	5271	5402	5536	5675
	Hourly	24.26	24.89	25.49	26.12	26.76	27.45	28.13	28.84	29.55	30.29	31.05	31.82	32.61
	Standby	1.70	1.74	1.78	1.83	1.87	1.92	1.97	2.02	2.07	2.12	2.17	2.23	2.28
56	Annual	51960	53220	54540	55872	57324	58728	60216	61704	63252	64824	66432	68100	69840
	Monthly	4330	4435	4545	4656	4777	4894	5018	5142	5271	5402	5536	5675	5820
	Hourly	24.89	25.49	26.12	26.76	27.45	28.13	28.84	29.55	30.29	31.05	31.82	32.61	33.45
	Standby	1.74	1.78	1.83	1.87	1.92	1.97	2.02	2.07	2.12	2.17	2.23	2.28	2.34
57	Annual	53220	54540	55872	57324	58728	60216	61704	63252	64824	66432	68100	69840	71544
	Monthly	4435	4545	4656	4777	4894	5018	5142	5271	5402	5536	5675	5820	5962
	Hourly	25.49	26.12	26.76	27.45	28.13	28.84	29.55	30.29	31.05	31.82	32.61	33.45	34.26
	Standby	1.78	1.83	1.87	1.92	1.97	2.02	2.07	2.12	2.17	2.23	2.28	2.34	2.40
58	Annual	54540	55872	57324	58728	60216	61704	63252	64824	66432	68100	69840	71544	73404
	Monthly	4545	4656	4777	4894	5018	5142	5271	5402	5536	5675	5820	5962	6117
	Hourly	26.12	26.76	27.45	28.13	28.84	29.55	30.29	31.05	31.82	32.61	33.45	34.26	35.16
	Standby	1.83	1.87	1.92	1.97	2.02	2.07	2.12	2.17	2.23	2.28	2.34	2.40	2.46
59	Annual	55872	57324	58728	60216	61704	63252	64824	66432	68100	69840	71544	73404	75156
	Monthly	4656	4777	4894	5018	5142	5271	5402	5536	5675	5820	5962	6117	6263
	Hourly	26.76	27.45	28.13	28.84	29.55	30.29	31.05	31.82	32.61	33.45	34.26	35.16	35.99
	Standby	1.87	1.92	1.97	2.02	2.07	2.12	2.17	2.23	2.28	2.34	2.40	2.46	2.52
60	Annual	57324	58728	60216	61704	63252	64824	66432	68100	69840	71544	73404	75156	77076
	Monthly	4777	4894	5018	5142	5271	5402	5536	5675	5820	5962	6117	6263	6423
	Hourly	27.45	28.13	28.84	29.55	30.29	31.05	31.82	32.61	33.45	34.26	35.16	35.99	36.91
	Standby	1.92	1.97	2.02	2.07	2.12	2.17	2.23	2.28	2.34	2.40	2.46	2.52	2.58
61	Annual	58728	60216	61704	63252	64824	66432	68100	69840	71544	73404	75156	77076	79020
	Monthly	4894	5018	5142	5271	5402	5536	5675	5820	5962	6117	6263	6423	6585
	Hourly	28.13	28.84	29.55	30.29	31.05	31.82	32.61	33.45	34.26	35.16	35.99	36.91	37.84
	Standby	1.97	2.02	2.07	2.12	2.17	2.23	2.28	2.34	2.40	2.46	2.52	2.58	2.65
62	Annual	60216	61704	63252	64824	66432	68100	69840	71544	73404	75156	77076	79020	80964
	Monthly	5018	5142	5271	5402	5536	5675	5820	5962	6117	6263	6423	6585	6747
	Hourly	28.84	29.55	30.29	31.05	31.82	32.61	33.45	34.26	35.16	35.99	36.91	37.84	38.78
	Standby	2.02	2.07	2.12	2.17	2.23	2.28	2.34	2.40	2.46	2.52	2.58	2.65	2.71

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
63	Annual	61704	63252	64824	66432	68100	69840	71544	73404	75156	77076	79020	80964	82992
	Monthly	5142	5271	5402	5536	5675	5820	5962	6117	6263	6423	6585	6747	6916
	Hourly	29.55	30.29	31.05	31.82	32.61	33.45	34.26	35.16	35.99	36.91	37.84	38.78	39.75
	Standby	2.07	2.12	2.17	2.23	2.28	2.34	2.40	2.46	2.52	2.58	2.65	2.71	2.78
64	Annual	63252	64824	66432	68100	69840	71544	73404	75156	77076	79020	80964	82992	85068
	Monthly	5271	5402	5536	5675	5820	5962	6117	6263	6423	6585	6747	6916	7089
	Hourly	30.29	31.05	31.82	32.61	33.45	34.26	35.16	35.99	36.91	37.84	38.78	39.75	40.74
	Standby	2.12	2.17	2.23	2.28	2.34	2.40	2.46	2.52	2.58	2.65	2.71	2.78	2.85
65	Annual	64824	66432	68100	69840	71544	73404	75156	77076	79020	80964	82992	85068	87180
	Monthly	5402	5536	5675	5820	5962	6117	6263	6423	6585	6747	6916	7089	7265
	Hourly	31.05	31.82	32.61	33.45	34.26	35.16	35.99	36.91	37.84	38.78	39.75	40.74	41.75
	Standby	2.17	2.23	2.28	2.34	2.40	2.46	2.52	2.58	2.65	2.71	2.78	2.85	2.92
66	Annual	66432	68100	69840	71544	73404	75156	77076	79020	80964	82992	85068	87180	89388
	Monthly	5536	5675	5820	5962	6117	6263	6423	6585	6747	6916	7089	7265	7449
	Hourly	31.82	32.61	33.45	34.26	35.16	35.99	36.91	37.84	38.78	39.75	40.74	41.75	42.81
	Standby	2.23	2.28	2.34	2.40	2.46	2.52	2.58	2.65	2.71	2.78	2.85	2.92	3.00
67	Annual	68100	69840	71544	73404	75156	77076	79020	80964	82992	85068	87180	89388	91608
	Monthly	5675	5820	5962	6117	6263	6423	6585	6747	6916	7089	7265	7449	7634
	Hourly	32.61	33.45	34.26	35.16	35.99	36.91	37.84	38.78	39.75	40.74	41.75	42.81	43.87
	Standby	2.28	2.34	2.40	2.46	2.52	2.58	2.65	2.71	2.78	2.85	2.92	3.00	3.07
68	Annual	69840	71544	73404	75156	77076	79020	80964	82992	85068	87180	89388	91608	93900
	Monthly	5820	5962	6117	6263	6423	6585	6747	6916	7089	7265	7449	7634	7825
	Hourly	33.45	34.26	35.16	35.99	36.91	37.84	38.78	39.75	40.74	41.75	42.81	43.87	44.97
	Standby	2.34	2.40	2.46	2.52	2.58	2.65	2.71	2.78	2.85	2.92	3.00	3.07	3.15
69	Annual	71544	73404	75156	77076	79020	80964	82992	85068	87180	89388	91608	93900	96240
	Monthly	5962	6117	6263	6423	6585	6747	6916	7089	7265	7449	7634	7825	8020
	Hourly	34.26	35.16	35.99	36.91	37.84	38.78	39.75	40.74	41.75	42.81	43.87	44.97	46.09
	Standby	2.40	2.46	2.52	2.58	2.65	2.71	2.78	2.85	2.92	3.00	3.07	3.15	3.23
70	Annual	73404	75156	77076	79020	80964	82992	85068	87180	89388	91608	93900	96240	98664
	Monthly	6117	6263	6423	6585	6747	6916	7089	7265	7449	7634	7825	8020	8222
	Hourly	35.16	35.99	36.91	37.84	38.78	39.75	40.74	41.75	42.81	43.87	44.97	46.09	47.25
	Standby	2.46	2.52	2.58	2.65	2.71	2.78	2.85	2.92	3.00	3.07	3.15	3.23	3.31
71	Annual	75156	77076	79020	80964	82992	85068	87180	89388	91608	93900	96240	98664	101136
	Monthly	6263	6423	6585	6747	6916	7089	7265	7449	7634	7825	8020	8222	8428
	Hourly	35.99	36.91	37.84	38.78	39.75	40.74	41.75	42.81	43.87	44.97	46.09	47.25	48.44
	Standby	2.52	2.58	2.65	2.71	2.78	2.85	2.92	3.00	3.07	3.15	3.23	3.31	3.39

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
72	Annual	77076	79020	80964	82992	85068	87180	89388	91608	93900	96240	98664	101136	103680
	Monthly	6423	6585	6747	6916	7089	7265	7449	7634	7825	8020	8222	8428	8640
	Hourly	36.91	37.84	38.78	39.75	40.74	41.75	42.81	43.87	44.97	46.09	47.25	48.44	49.66
	Standby	2.58	2.65	2.71	2.78	2.85	2.92	3.00	3.07	3.15	3.23	3.31	3.39	3.48
73	Annual	79020	80964	82992	85068	87180	89388	91608	93900	96240	98664	101136	103680	106236
	Monthly	6585	6747	6916	7089	7265	7449	7634	7825	8020	8222	8428	8640	8853
	Hourly	37.84	38.78	39.75	40.74	41.75	42.81	43.87	44.97	46.09	47.25	48.44	49.66	50.88
	Standby	2.65	2.71	2.78	2.85	2.92	3.00	3.07	3.15	3.23	3.31	3.39	3.48	3.56
74	Annual	80964	82992	85068	87180	89388	91608	93900	96240	98664	101136	103680	106236	108936
	Monthly	6747	6916	7089	7265	7449	7634	7825	8020	8222	8428	8640	8853	9078
	Hourly	38.78	39.75	40.74	41.75	42.81	43.87	44.97	46.09	47.25	48.44	49.66	50.88	52.17
	Standby	2.71	2.78	2.85	2.92	3.00	3.07	3.15	3.23	3.31	3.39	3.48	3.56	3.65
75	Annual	82992	85068	87180	89388	91608	93900	96240	98664	101136	103680	106236	108936	111624
	Monthly	6916	7089	7265	7449	7634	7825	8020	8222	8428	8640	8853	9078	9302
	Hourly	39.75	40.74	41.75	42.81	43.87	44.97	46.09	47.25	48.44	49.66	50.88	52.17	53.46
	Standby	2.78	2.85	2.92	3.00	3.07	3.15	3.23	3.31	3.39	3.48	3.56	3.65	3.74
76	Annual	85068	87180	89388	91608	93900	96240	98664	101136	103680	106236	108936	111624	114408
	Monthly	7089	7265	7449	7634	7825	8020	8222	8428	8640	8853	9078	9302	9534
	Hourly	40.74	41.75	42.81	43.87	44.97	46.09	47.25	48.44	49.66	50.88	52.17	53.46	54.79
	Standby	2.85	2.92	3.00	3.07	3.15	3.23	3.31	3.39	3.48	3.56	3.65	3.74	3.84
77	Annual	87180	89388	91608	93900	96240	98664	101136	103680	106236	108936	111624	114408	117276
	Monthly	7265	7449	7634	7825	8020	8222	8428	8640	8853	9078	9302	9534	9773
	Hourly	41.75	42.81	43.87	44.97	46.09	47.25	48.44	49.66	50.88	52.17	53.46	54.79	56.17
	Standby	2.92	3.00	3.07	3.15	3.23	3.31	3.39	3.48	3.56	3.65	3.74	3.84	3.93
78	Annual	89388	91608	93900	96240	98664	101136	103680	106236	108936	111624	114408	117276	120216
	Monthly	7449	7634	7825	8020	8222	8428	8640	8853	9078	9302	9534	9773	10018
	Hourly	42.81	43.87	44.97	46.09	47.25	48.44	49.66	50.88	52.17	53.46	54.79	56.17	57.57
	Standby	3.00	3.07	3.15	3.23	3.31	3.39	3.48	3.56	3.65	3.74	3.84	3.93	4.03
79	Annual	91608	93900	96240	98664	101136	103680	106236	108936	111624	114408	117276	120216	123168
	Monthly	7634	7825	8020	8222	8428	8640	8853	9078	9302	9534	9773	10018	10264
	Hourly	43.87	44.97	46.09	47.25	48.44	49.66	50.88	52.17	53.46	54.79	56.17	57.57	58.99
	Standby	3.07	3.15	3.23	3.31	3.39	3.48	3.56	3.65	3.74	3.84	3.93	4.03	4.13
80	Annual	93900	96240	98664	101136	103680	106236	108936	111624	114408	117276	120216	123168	126252
	Monthly	7825	8020	8222	8428	8640	8853	9078	9302	9534	9773	10018	10264	10521
	Hourly	44.97	46.09	47.25	48.44	49.66	50.88	52.17	53.46	54.79	56.17	57.57	58.99	60.47
	Standby	3.15	3.23	3.31	3.39	3.48	3.56	3.65	3.74	3.84	3.93	4.03	4.13	4.23

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81	Annual	96240	98664	101136	103680	106236	108936	111624	114408	117276	120216	123168	126252	129444
	Monthly	8020	8222	8428	8640	8853	9078	9302	9534	9773	10018	10264	10521	10787
	Hourly	46.09	47.25	48.44	49.66	50.88	52.17	53.46	54.79	56.17	57.57	58.99	60.47	61.99
	Standby	3.23	3.31	3.39	3.48	3.56	3.65	3.74	3.84	3.93	4.03	4.13	4.23	4.34
82	Annual	98664	101136	103680	106236	108936	111624	114408	117276	120216	123168	126252	129444	132672
	Monthly	8222	8428	8640	8853	9078	9302	9534	9773	10018	10264	10521	10787	11056
	Hourly	47.25	48.44	49.66	50.88	52.17	53.46	54.79	56.17	57.57	58.99	60.47	61.99	63.54
	Standby	3.31	3.39	3.48	3.56	3.65	3.74	3.84	3.93	4.03	4.13	4.23	4.34	4.45
83	Annual	101136	103680	106236	108936	111624	114408	117276	120216	123168	126252	129444	132672	135972
	Monthly	8428	8640	8853	9078	9302	9534	9773	10018	10264	10521	10787	11056	11331
	Hourly	48.44	49.66	50.88	52.17	53.46	54.79	56.17	57.57	58.99	60.47	61.99	63.54	65.12
	Standby	3.39	3.48	3.56	3.65	3.74	3.84	3.93	4.03	4.13	4.23	4.34	4.45	4.56
84	Annual	103680	106236	108936	111624	114408	117276	120216	123168	126252	129444	132672	135972	139404
	Monthly	8640	8853	9078	9302	9534	9773	10018	10264	10521	10787	11056	11331	11617
	Hourly	49.66	50.88	52.17	53.46	54.79	56.17	57.57	58.99	60.47	61.99	63.54	65.12	66.76
	Standby	3.48	3.56	3.65	3.74	3.84	3.93	4.03	4.13	4.23	4.34	4.45	4.56	4.67
85	Annual	106236	108936	111624	114408	117276	120216	123168	126252	129444	132672	135972	139404	142824
	Monthly	8853	9078	9302	9534	9773	10018	10264	10521	10787	11056	11331	11617	11902
	Hourly	50.88	52.17	53.46	54.79	56.17	57.57	58.99	60.47	61.99	63.54	65.12	66.76	68.40
	Standby	3.56	3.65	3.74	3.84	3.93	4.03	4.13	4.23	4.34	4.45	4.56	4.67	4.79
86	Annual	108936	111624	114408	117276	120216	123168	126252	129444	132672	135972	139404	142824	146448
	Monthly	9078	9302	9534	9773	10018	10264	10521	10787	11056	11331	11617	11902	12204
	Hourly	52.17	53.46	54.79	56.17	57.57	58.99	60.47	61.99	63.54	65.12	66.76	68.40	70.14
	Standby	3.65	3.74	3.84	3.93	4.03	4.13	4.23	4.34	4.45	4.56	4.67	4.79	4.91
87	Annual	111624	114408	117276	120216	123168	126252	129444	132672	135972	139404	142824	146448	150156
	Monthly	9302	9534	9773	10018	10264	10521	10787	11056	11331	11617	11902	12204	12513
	Hourly	53.46	54.79	56.17	57.57	58.99	60.47	61.99	63.54	65.12	66.76	68.40	70.14	71.91
	Standby	3.74	3.84	3.93	4.03	4.13	4.23	4.34	4.45	4.56	4.67	4.79	4.91	5.03
88	Annual	114408	117276	120216	123168	126252	129444	132672	135972	139404	142824	146448	150156	153876
	Monthly	9534	9773	10018	10264	10521	10787	11056	11331	11617	11902	12204	12513	12823
	Hourly	54.79	56.17	57.57	58.99	60.47	61.99	63.54	65.12	66.76	68.40	70.14	71.91	73.70
	Standby	3.84	3.93	4.03	4.13	4.23	4.34	4.45	4.56	4.67	4.79	4.91	5.03	5.16
89	Annual	117276	120216	123168	126252	129444	132672	135972	139404	142824	146448	150156	153876	157752
	Monthly	9773	10018	10264	10521	10787	11056	11331	11617	11902	12204	12513	12823	13146
	Hourly	56.17	57.57	58.99	60.47	61.99	63.54	65.12	66.76	68.40	70.14	71.91	73.70	75.55
	Standby	3.93	4.03	4.13	4.23	4.34	4.45	4.56	4.67	4.79	4.91	5.03	5.16	5.29

"Community Corrections (CC)" Range Salary Schedule
Effective July 1, 2018 through December 31, 2018

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
90	Annual	120216	123168	126252	129444	132672	135972	139404	142824	146448	150156	153876	157752	161640
	Monthly	10018	10264	10521	10787	11056	11331	11617	11902	12204	12513	12823	13146	13470
	Hourly	57.57	58.99	60.47	61.99	63.54	65.12	66.76	68.40	70.14	71.91	73.70	75.55	77.41
	Standby	4.03	4.13	4.23	4.34	4.45	4.56	4.67	4.79	4.91	5.03	5.16	5.29	5.42
91	Annual	123168	126252	129444	132672	135972	139404	142824	146448	150156	153876	157752	161640	165708
	Monthly	10264	10521	10787	11056	11331	11617	11902	12204	12513	12823	13146	13470	13809
	Hourly	58.99	60.47	61.99	63.54	65.12	66.76	68.40	70.14	71.91	73.70	75.55	77.41	79.36
	Standby	4.13	4.23	4.34	4.45	4.56	4.67	4.79	4.91	5.03	5.16	5.29	5.42	5.56
92	Annual	126252	129444	132672	135972	139404	142824	146448	150156	153876	157752	161640	165708	169836
	Monthly	10521	10787	11056	11331	11617	11902	12204	12513	12823	13146	13470	13809	14153
	Hourly	60.47	61.99	63.54	65.12	66.76	68.40	70.14	71.91	73.70	75.55	77.41	79.36	81.34
	Standby	4.23	4.34	4.45	4.56	4.67	4.79	4.91	5.03	5.16	5.29	5.42	5.56	5.69
93	Annual	129444	132672	135972	139404	142824	146448	150156	153876	157752	161640	165708	169836	174144
	Monthly	10787	11056	11331	11617	11902	12204	12513	12823	13146	13470	13809	14153	14512
	Hourly	61.99	63.54	65.12	66.76	68.40	70.14	71.91	73.70	75.55	77.41	79.36	81.34	83.40
	Standby	4.34	4.45	4.56	4.67	4.79	4.91	5.03	5.16	5.29	5.42	5.56	5.69	5.84
94	Annual	132672	135972	139404	142824	146448	150156	153876	157752	161640	165708	169836	174144	178452
	Monthly	11056	11331	11617	11902	12204	12513	12823	13146	13470	13809	14153	14512	14871
	Hourly	63.54	65.12	66.76	68.40	70.14	71.91	73.70	75.55	77.41	79.36	81.34	83.40	85.47
	Standby	4.45	4.56	4.67	4.79	4.91	5.03	5.16	5.29	5.42	5.56	5.69	5.84	5.98
95	Annual	135972	139404	142824	146448	150156	153876	157752	161640	165708	169836	174144	178452	182928
	Monthly	11331	11617	11902	12204	12513	12823	13146	13470	13809	14153	14512	14871	15244
	Hourly	65.12	66.76	68.40	70.14	71.91	73.70	75.55	77.41	79.36	81.34	83.40	85.47	87.61
	Standby	4.56	4.67	4.79	4.91	5.03	5.16	5.29	5.42	5.56	5.69	5.84	5.98	6.13
96	Annual	139404	142824	146448	150156	153876	157752	161640	165708	169836	174144	178452	182928	187500
	Monthly	11617	11902	12204	12513	12823	13146	13470	13809	14153	14512	14871	15244	15625
	Hourly	66.76	68.40	70.14	71.91	73.70	75.55	77.41	79.36	81.34	83.40	85.47	87.61	89.80
	Standby	4.67	4.79	4.91	5.03	5.16	5.29	5.42	5.56	5.69	5.84	5.98	6.13	6.29
97	Annual	142824	146448	150156	153876	157752	161640	165708	169836	174144	178452	182928	187500	192204
	Monthly	11902	12204	12513	12823	13146	13470	13809	14153	14512	14871	15244	15625	16017
	Hourly	68.40	70.14	71.91	73.70	75.55	77.41	79.36	81.34	83.40	85.47	87.61	89.80	92.05
	Standby	4.79	4.91	5.03	5.16	5.29	5.42	5.56	5.69	5.84	5.98	6.13	6.29	6.44
98	Annual	146448	150156	153876	157752	161640	165708	169836	174144	178452	182928	187500	192204	197016
	Monthly	12204	12513	12823	13146	13470	13809	14153	14512	14871	15244	15625	16017	16418
	Hourly	70.14	71.91	73.70	75.55	77.41	79.36	81.34	83.40	85.47	87.61	89.80	92.05	94.36
	Standby	4.91	5.03	5.16	5.29	5.42	5.56	5.69	5.84	5.98	6.13	6.29	6.44	6.60

"Community Corrections (CC)" Range Salary Schedule
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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
99	Annual	150156	153876	157752	161640	165708	169836	174144	178452	182928	187500	192204	197016	201924
	Monthly	12513	12823	13146	13470	13809	14153	14512	14871	15244	15625	16017	16418	16827
	Hourly	71.91	73.70	75.55	77.41	79.36	81.34	83.40	85.47	87.61	89.80	92.05	94.36	96.71
	Standby	5.03	5.16	5.29	5.42	5.56	5.69	5.84	5.98	6.13	6.29	6.44	6.60	6.77
100	Annual	153876	157752	161640	165708	169836	174144	178452	182928	187500	192204	197016	201924	206976
	Monthly	12823	13146	13470	13809	14153	14512	14871	15244	15625	16017	16418	16827	17248
	Hourly	73.70	75.55	77.41	79.36	81.34	83.40	85.47	87.61	89.80	92.05	94.36	96.71	99.13
	Standby	5.16	5.29	5.42	5.56	5.69	5.84	5.98	6.13	6.29	6.44	6.60	6.77	6.94
101	Annual	157752	161640	165708	169836	174144	178452	182928	187500	192204	197016	201924	206976	212148
	Monthly	13146	13470	13809	14153	14512	14871	15244	15625	16017	16418	16827	17248	17679
	Hourly	75.55	77.41	79.36	81.34	83.40	85.47	87.61	89.80	92.05	94.36	96.71	99.13	101.60
	Standby	5.29	5.42	5.56	5.69	5.84	5.98	6.13	6.29	6.44	6.60	6.77	6.94	7.11
102	Annual	161640	165708	169836	174144	178452	182928	187500	192204	197016	201924	206976	212148	217452
	Monthly	13470	13809	14153	14512	14871	15244	15625	16017	16418	16827	17248	17679	18121
	Hourly	77.41	79.36	81.34	83.40	85.47	87.61	89.80	92.05	94.36	96.71	99.13	101.60	104.14
	Standby	5.42	5.56	5.69	5.84	5.98	6.13	6.29	6.44	6.60	6.77	6.94	7.11	7.29
103	Annual	165708	169836	174144	178452	182928	187500	192204	197016	201924	206976	212148	217452	222888
	Monthly	13809	14153	14512	14871	15244	15625	16017	16418	16827	17248	17679	18121	18574
	Hourly	79.36	81.34	83.40	85.47	87.61	89.80	92.05	94.36	96.71	99.13	101.60	104.14	106.75
	Standby	5.56	5.69	5.84	5.98	6.13	6.29	6.44	6.60	6.77	6.94	7.11	7.29	7.47
104	Annual	169836	174144	178452	182928	187500	192204	197016	201924	206976	212148	217452	222888	228468
	Monthly	14153	14512	14871	15244	15625	16017	16418	16827	17248	17679	18121	18574	19039
	Hourly	81.34	83.40	85.47	87.61	89.80	92.05	94.36	96.71	99.13	101.60	104.14	106.75	109.42
	Standby	5.69	5.84	5.98	6.13	6.29	6.44	6.60	6.77	6.94	7.11	7.29	7.47	7.66
105	Annual	174144	178452	182928	187500	192204	197016	201924	206976	212148	217452	222888	228468	234180
	Monthly	14512	14871	15244	15625	16017	16418	16827	17248	17679	18121	18574	19039	19515
	Hourly	83.40	85.47	87.61	89.80	92.05	94.36	96.71	99.13	101.60	104.14	106.75	109.42	112.16
	Standby	5.84	5.98	6.13	6.29	6.44	6.60	6.77	6.94	7.11	7.29	7.47	7.66	7.85
106	Annual	178452	182928	187500	192204	197016	201924	206976	212148	217452	222888	228468	234180	240024
	Monthly	14871	15244	15625	16017	16418	16827	17248	17679	18121	18574	19039	19515	20002
	Hourly	85.47	87.61	89.80	92.05	94.36	96.71	99.13	101.60	104.14	106.75	109.42	112.16	114.95
	Standby	5.98	6.13	6.29	6.44	6.60	6.77	6.94	7.11	7.29	7.47	7.66	7.85	8.05
107	Annual	182928	187500	192204	197016	201924	206976	212148	217452	222888	228468	234180	240024	246024
	Monthly	15244	15625	16017	16418	16827	17248	17679	18121	18574	19039	19515	20002	20502
	Hourly	87.61	89.80	92.05	94.36	96.71	99.13	101.60	104.14	106.75	109.42	112.16	114.95	117.83
	Standby	6.13	6.29	6.44	6.60	6.77	6.94	7.11	7.29	7.47	7.66	7.85	8.05	8.25

"Community Corrections (CC)" Range Salary Schedule
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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
108	Annual	187500	192204	197016	201924	206976	212148	217452	222888	228468	234180	240024	246024	252192
	Monthly	15625	16017	16418	16827	17248	17679	18121	18574	19039	19515	20002	20502	21016
	Hourly	89.80	92.05	94.36	96.71	99.13	101.60	104.14	106.75	109.42	112.16	114.95	117.83	120.78
	Standby	6.29	6.44	6.60	6.77	6.94	7.11	7.29	7.47	7.66	7.85	8.05	8.25	8.45
109	Annual	192204	197016	201924	206976	212148	217452	222888	228468	234180	240024	246024	252192	258480
	Monthly	16017	16418	16827	17248	17679	18121	18574	19039	19515	20002	20502	21016	21540
	Hourly	92.05	94.36	96.71	99.13	101.60	104.14	106.75	109.42	112.16	114.95	117.83	120.78	123.79
	Standby	6.44	6.60	6.77	6.94	7.11	7.29	7.47	7.66	7.85	8.05	8.25	8.45	8.67
110	Annual	197016	201924	206976	212148	217452	222888	228468	234180	240024	246024	252192	258480	264948
	Monthly	16418	16827	17248	17679	18121	18574	19039	19515	20002	20502	21016	21540	22079
	Hourly	94.36	96.71	99.13	101.60	104.14	106.75	109.42	112.16	114.95	117.83	120.78	123.79	126.89
	Standby	6.60	6.77	6.94	7.11	7.29	7.47	7.66	7.85	8.05	8.25	8.45	8.67	8.88
111	Annual	201924	206976	212148	217452	222888	228468	234180	240024	246024	252192	258480	264948	271572
	Monthly	16827	17248	17679	18121	18574	19039	19515	20002	20502	21016	21540	22079	22631
	Hourly	96.71	99.13	101.60	104.14	106.75	109.42	112.16	114.95	117.83	120.78	123.79	126.89	130.06
	Standby	6.77	6.94	7.11	7.29	7.47	7.66	7.85	8.05	8.25	8.45	8.67	8.88	9.10
112	Annual	206976	212148	217452	222888	228468	234180	240024	246024	252192	258480	264948	271572	278364
	Monthly	17248	17679	18121	18574	19039	19515	20002	20502	21016	21540	22079	22631	23197
	Hourly	99.13	101.60	104.14	106.75	109.42	112.16	114.95	117.83	120.78	123.79	126.89	130.06	133.32
	Standby	6.94	7.11	7.29	7.47	7.66	7.85	8.05	8.25	8.45	8.67	8.88	9.10	9.33
113	Annual	212148	217452	222888	228468	234180	240024	246024	252192	258480	264948	271572	278364	285324
	Monthly	17679	18121	18574	19039	19515	20002	20502	21016	21540	22079	22631	23197	23777
	Hourly	101.60	104.14	106.75	109.42	112.16	114.95	117.83	120.78	123.79	126.89	130.06	133.32	136.65
	Standby	7.11	7.29	7.47	7.66	7.85	8.05	8.25	8.45	8.67	8.88	9.10	9.33	9.57
114	Annual	217452	222888	228468	234180	240024	246024	252192	258480	264948	271572	278364	285324	292464
	Monthly	18121	18574	19039	19515	20002	20502	21016	21540	22079	22631	23197	23777	24372
	Hourly	104.14	106.75	109.42	112.16	114.95	117.83	120.78	123.79	126.89	130.06	133.32	136.65	140.07
	Standby	7.29	7.47	7.66	7.85	8.05	8.25	8.45	8.67	8.88	9.10	9.33	9.57	9.80
115	Annual	222888	228468	234180	240024	246024	252192	258480	264948	271572	278364	285324	292464	299772
	Monthly	18574	19039	19515	20002	20502	21016	21540	22079	22631	23197	23777	24372	24981
	Hourly	106.75	109.42	112.16	114.95	117.83	120.78	123.79	126.89	130.06	133.32	136.65	140.07	143.57
	Standby	7.47	7.66	7.85	8.05	8.25	8.45	8.67	8.88	9.10	9.33	9.57	9.80	10.05
116	Annual	228468	234180	240024	246024	252192	258480	264948	271572	278364	285324	292464	299772	307260
	Monthly	19039	19515	20002	20502	21016	21540	22079	22631	23197	23777	24372	24981	25605
	Hourly	109.42	112.16	114.95	117.83	120.78	123.79	126.89	130.06	133.32	136.65	140.07	143.57	147.16
	Standby	7.66	7.85	8.05	8.25	8.45	8.67	8.88	9.10	9.33	9.57	9.80	10.05	10.30

“Community Corrections (CC)” Range Salary Schedule
Effective July 1, 2018 through December 31, 2018

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
117	Annual	234180	240024	246024	252192	258480	264948	271572	278364	285324	292464	299772	307260	314952
	Monthly	19515	20002	20502	21016	21540	22079	22631	23197	23777	24372	24981	25605	26246
	Hourly	112.16	114.95	117.83	120.78	123.79	126.89	130.06	133.32	136.65	140.07	143.57	147.16	150.84
	Standby	7.85	8.05	8.25	8.45	8.67	8.88	9.10	9.33	9.57	9.80	10.05	10.30	10.56
118	Annual	240024	246024	252192	258480	264948	271572	278364	285324	292464	299772	307260	314952	322812
	Monthly	20002	20502	21016	21540	22079	22631	23197	23777	24372	24981	25605	26246	26901
	Hourly	114.95	117.83	120.78	123.79	126.89	130.06	133.32	136.65	140.07	143.57	147.16	150.84	154.60
	Standby	8.05	8.25	8.45	8.67	8.88	9.10	9.33	9.57	9.80	10.05	10.30	10.56	10.82
119	Annual	246024	252192	258480	264948	271572	278364	285324	292464	299772	307260	314952	322812	330888
	Monthly	20502	21016	21540	22079	22631	23197	23777	24372	24981	25605	26246	26901	27574
	Hourly	117.83	120.78	123.79	126.89	130.06	133.32	136.65	140.07	143.57	147.16	150.84	154.60	158.47
	Standby	8.25	8.45	8.67	8.88	9.10	9.33	9.57	9.80	10.05	10.30	10.56	10.82	11.09
120	Annual	252192	258480	264948	271572	278364	285324	292464	299772	307260	314952	322812	330888	339156
	Monthly	21016	21540	22079	22631	23197	23777	24372	24981	25605	26246	26901	27574	28263
	Hourly	120.78	123.79	126.89	130.06	133.32	136.65	140.07	143.57	147.16	150.84	154.60	158.47	162.43
	Standby	8.45	8.67	8.88	9.10	9.33	9.57	9.80	10.05	10.30	10.56	10.82	11.09	11.37

APPENDIX O
“Community Corrections (CC)” Range Salary Schedule
Effective January 1, 2019 through June 30, 2019

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
27	Annual	26760	27312	28020	28608	29268	29940	30660	31344	32052	32832	33576	34380	35136
	Monthly	2230	2276	2335	2384	2439	2495	2555	2612	2671	2736	2798	2865	2928
	Hourly	12.82	13.08	13.42	13.70	14.02	14.34	14.68	15.01	15.35	15.72	16.08	16.47	16.83
	Standby	0.90	0.92	0.94	0.96	0.98	1.00	1.03	1.05	1.07	1.10	1.13	1.15	1.18
28	Annual	27312	28020	28608	29268	29940	30660	31344	32052	32832	33576	34380	35136	36036
	Monthly	2276	2335	2384	2439	2495	2555	2612	2671	2736	2798	2865	2928	3003
	Hourly	13.08	13.42	13.70	14.02	14.34	14.68	15.01	15.35	15.72	16.08	16.47	16.83	17.26
	Standby	0.92	0.94	0.96	0.98	1.00	1.03	1.05	1.07	1.10	1.13	1.15	1.18	1.21
29	Annual	28020	28608	29268	29940	30660	31344	32052	32832	33576	34380	35136	36036	36840
	Monthly	2335	2384	2439	2495	2555	2612	2671	2736	2798	2865	2928	3003	3070
	Hourly	13.42	13.70	14.02	14.34	14.68	15.01	15.35	15.72	16.08	16.47	16.83	17.26	17.64
	Standby	0.94	0.96	0.98	1.00	1.03	1.05	1.07	1.10	1.13	1.15	1.18	1.21	1.24
30	Annual	28608	29268	29940	30660	31344	32052	32832	33576	34380	35136	36036	36840	37716
	Monthly	2384	2439	2495	2555	2612	2671	2736	2798	2865	2928	3003	3070	3143
	Hourly	13.70	14.02	14.34	14.68	15.01	15.35	15.72	16.08	16.47	16.83	17.26	17.64	18.06
	Standby	0.96	0.98	1.00	1.03	1.05	1.07	1.10	1.13	1.15	1.18	1.21	1.24	1.26
31	Annual	29268	29940	30660	31344	32052	32832	33576	34380	35136	36036	36840	37716	38628
	Monthly	2439	2495	2555	2612	2671	2736	2798	2865	2928	3003	3070	3143	3219
	Hourly	14.02	14.34	14.68	15.01	15.35	15.72	16.08	16.47	16.83	17.26	17.64	18.06	18.50
	Standby	0.98	1.00	1.03	1.05	1.07	1.10	1.13	1.15	1.18	1.21	1.24	1.26	1.30
32	Annual	29940	30660	31344	32052	32832	33576	34380	35136	36036	36840	37716	38628	39504
	Monthly	2495	2555	2612	2671	2736	2798	2865	2928	3003	3070	3143	3219	3292
	Hourly	14.34	14.68	15.01	15.35	15.72	16.08	16.47	16.83	17.26	17.64	18.06	18.50	18.92
	Standby	1.00	1.03	1.05	1.07	1.10	1.13	1.15	1.18	1.21	1.24	1.26	1.30	1.32
33	Annual	30660	31344	32052	32832	33576	34380	35136	36036	36840	37716	38628	39504	40500
	Monthly	2555	2612	2671	2736	2798	2865	2928	3003	3070	3143	3219	3292	3375
	Hourly	14.68	15.01	15.35	15.72	16.08	16.47	16.83	17.26	17.64	18.06	18.50	18.92	19.40
	Standby	1.03	1.05	1.07	1.10	1.13	1.15	1.18	1.21	1.24	1.26	1.30	1.32	1.36
34	Annual	31344	32052	32832	33576	34380	35136	36036	36840	37716	38628	39504	40500	41436
	Monthly	2612	2671	2736	2798	2865	2928	3003	3070	3143	3219	3292	3375	3453
	Hourly	15.01	15.35	15.72	16.08	16.47	16.83	17.26	17.64	18.06	18.50	18.92	19.40	19.84
	Standby	1.05	1.07	1.10	1.13	1.15	1.18	1.21	1.24	1.26	1.30	1.32	1.36	1.39
35	Annual	32052	32832	33576	34380	35136	36036	36840	37716	38628	39504	40500	41436	42408
	Monthly	2671	2736	2798	2865	2928	3003	3070	3143	3219	3292	3375	3453	3534
	Hourly	15.35	15.72	16.08	16.47	16.83	17.26	17.64	18.06	18.50	18.92	19.40	19.84	20.31
	Standby	1.07	1.10	1.13	1.15	1.18	1.21	1.24	1.26	1.30	1.32	1.36	1.39	1.42

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36	Annual	32832	33576	34380	35136	36036	36840	37716	38628	39504	40500	41436	42408	43452
	Monthly	2736	2798	2865	2928	3003	3070	3143	3219	3292	3375	3453	3534	3621
	Hourly	15.72	16.08	16.47	16.83	17.26	17.64	18.06	18.50	18.92	19.40	19.84	20.31	20.81
	Standby	1.10	1.13	1.15	1.18	1.21	1.24	1.26	1.30	1.32	1.36	1.39	1.42	1.46
37	Annual	33576	34380	35136	36036	36840	37716	38628	39504	40500	41436	42408	43452	44544
	Monthly	2798	2865	2928	3003	3070	3143	3219	3292	3375	3453	3534	3621	3712
	Hourly	16.08	16.47	16.83	17.26	17.64	18.06	18.50	18.92	19.40	19.84	20.31	20.81	21.33
	Standby	1.13	1.15	1.18	1.21	1.24	1.26	1.30	1.32	1.36	1.39	1.42	1.46	1.49
38	Annual	34380	35136	36036	36840	37716	38628	39504	40500	41436	42408	43452	44544	45672
	Monthly	2865	2928	3003	3070	3143	3219	3292	3375	3453	3534	3621	3712	3806
	Hourly	16.47	16.83	17.26	17.64	18.06	18.50	18.92	19.40	19.84	20.31	20.81	21.33	21.87
	Standby	1.15	1.18	1.21	1.24	1.26	1.30	1.32	1.36	1.39	1.42	1.46	1.49	1.53
39	Annual	35136	36036	36840	37716	38628	39504	40500	41436	42408	43452	44544	45672	46776
	Monthly	2928	3003	3070	3143	3219	3292	3375	3453	3534	3621	3712	3806	3898
	Hourly	16.83	17.26	17.64	18.06	18.50	18.92	19.40	19.84	20.31	20.81	21.33	21.87	22.40
	Standby	1.18	1.21	1.24	1.26	1.30	1.32	1.36	1.39	1.42	1.46	1.49	1.53	1.57
40	Annual	36036	36840	37716	38628	39504	40500	41436	42408	43452	44544	45672	46776	48000
	Monthly	3003	3070	3143	3219	3292	3375	3453	3534	3621	3712	3806	3898	4000
	Hourly	17.26	17.64	18.06	18.50	18.92	19.40	19.84	20.31	20.81	21.33	21.87	22.40	22.99
	Standby	1.21	1.24	1.26	1.30	1.32	1.36	1.39	1.42	1.46	1.49	1.53	1.57	1.61
41	Annual	36840	37716	38628	39504	40500	41436	42408	43452	44544	45672	46776	48000	49116
	Monthly	3070	3143	3219	3292	3375	3453	3534	3621	3712	3806	3898	4000	4093
	Hourly	17.64	18.06	18.50	18.92	19.40	19.84	20.31	20.81	21.33	21.87	22.40	22.99	23.52
	Standby	1.24	1.26	1.30	1.32	1.36	1.39	1.42	1.46	1.49	1.53	1.57	1.61	1.65
42	Annual	37716	38628	39504	40500	41436	42408	43452	44544	45672	46776	48000	49116	50400
	Monthly	3143	3219	3292	3375	3453	3534	3621	3712	3806	3898	4000	4093	4200
	Hourly	18.06	18.50	18.92	19.40	19.84	20.31	20.81	21.33	21.87	22.40	22.99	23.52	24.14
	Standby	1.26	1.30	1.32	1.36	1.39	1.42	1.46	1.49	1.53	1.57	1.61	1.65	1.69
43	Annual	38628	39504	40500	41436	42408	43452	44544	45672	46776	48000	49116	50400	51660
	Monthly	3219	3292	3375	3453	3534	3621	3712	3806	3898	4000	4093	4200	4305
	Hourly	18.50	18.92	19.40	19.84	20.31	20.81	21.33	21.87	22.40	22.99	23.52	24.14	24.74
	Standby	1.30	1.32	1.36	1.39	1.42	1.46	1.49	1.53	1.57	1.61	1.65	1.69	1.73
44	Annual	39504	40500	41436	42408	43452	44544	45672	46776	48000	49116	50400	51660	53004
	Monthly	3292	3375	3453	3534	3621	3712	3806	3898	4000	4093	4200	4305	4417
	Hourly	18.92	19.40	19.84	20.31	20.81	21.33	21.87	22.40	22.99	23.52	24.14	24.74	25.39
	Standby	1.32	1.36	1.39	1.42	1.46	1.49	1.53	1.57	1.61	1.65	1.69	1.73	1.78
45	Annual	40500	41436	42408	43452	44544	45672	46776	48000	49116	50400	51660	53004	54288
	Monthly	3375	3453	3534	3621	3712	3806	3898	4000	4093	4200	4305	4417	4524
	Hourly	19.40	19.84	20.31	20.81	21.33	21.87	22.40	22.99	23.52	24.14	24.74	25.39	26.00
	Standby	1.36	1.39	1.42	1.46	1.49	1.53	1.57	1.61	1.65	1.69	1.73	1.78	1.82

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46	Annual	41436	42408	43452	44544	45672	46776	48000	49116	50400	51660	53004	54288	55632
	Monthly	3453	3534	3621	3712	3806	3898	4000	4093	4200	4305	4417	4524	4636
	Hourly	19.84	20.31	20.81	21.33	21.87	22.40	22.99	23.52	24.14	24.74	25.39	26.00	26.64
	Standby	1.39	1.42	1.46	1.49	1.53	1.57	1.61	1.65	1.69	1.73	1.78	1.82	1.87
47	Annual	42408	43452	44544	45672	46776	48000	49116	50400	51660	53004	54288	55632	56988
	Monthly	3534	3621	3712	3806	3898	4000	4093	4200	4305	4417	4524	4636	4749
	Hourly	20.31	20.81	21.33	21.87	22.40	22.99	23.52	24.14	24.74	25.39	26.00	26.64	27.29
	Standby	1.42	1.46	1.49	1.53	1.57	1.61	1.65	1.69	1.73	1.78	1.82	1.87	1.91
48	Annual	43452	44544	45672	46776	48000	49116	50400	51660	53004	54288	55632	56988	58476
	Monthly	3621	3712	3806	3898	4000	4093	4200	4305	4417	4524	4636	4749	4873
	Hourly	20.81	21.33	21.87	22.40	22.99	23.52	24.14	24.74	25.39	26.00	26.64	27.29	28.01
	Standby	1.46	1.49	1.53	1.57	1.61	1.65	1.69	1.73	1.78	1.82	1.87	1.91	1.96
49	Annual	44544	45672	46776	48000	49116	50400	51660	53004	54288	55632	56988	58476	59904
	Monthly	3712	3806	3898	4000	4093	4200	4305	4417	4524	4636	4749	4873	4992
	Hourly	21.33	21.87	22.40	22.99	23.52	24.14	24.74	25.39	26.00	26.64	27.29	28.01	28.69
	Standby	1.49	1.53	1.57	1.61	1.65	1.69	1.73	1.78	1.82	1.87	1.91	1.96	2.01
50	Annual	45672	46776	48000	49116	50400	51660	53004	54288	55632	56988	58476	59904	61416
	Monthly	3806	3898	4000	4093	4200	4305	4417	4524	4636	4749	4873	4992	5118
	Hourly	21.87	22.40	22.99	23.52	24.14	24.74	25.39	26.00	26.64	27.29	28.01	28.69	29.41
	Standby	1.53	1.57	1.61	1.65	1.69	1.73	1.78	1.82	1.87	1.91	1.96	2.01	2.06
51	Annual	46776	48000	49116	50400	51660	53004	54288	55632	56988	58476	59904	61416	62940
	Monthly	3898	4000	4093	4200	4305	4417	4524	4636	4749	4873	4992	5118	5245
	Hourly	22.40	22.99	23.52	24.14	24.74	25.39	26.00	26.64	27.29	28.01	28.69	29.41	30.14
	Standby	1.57	1.61	1.65	1.69	1.73	1.78	1.82	1.87	1.91	1.96	2.01	2.06	2.11
52	Annual	48000	49116	50400	51660	53004	54288	55632	56988	58476	59904	61416	62940	64512
	Monthly	4000	4093	4200	4305	4417	4524	4636	4749	4873	4992	5118	5245	5376
	Hourly	22.99	23.52	24.14	24.74	25.39	26.00	26.64	27.29	28.01	28.69	29.41	30.14	30.90
	Standby	1.61	1.65	1.69	1.73	1.78	1.82	1.87	1.91	1.96	2.01	2.06	2.11	2.16
53	Annual	49116	50400	51660	53004	54288	55632	56988	58476	59904	61416	62940	64512	66120
	Monthly	4093	4200	4305	4417	4524	4636	4749	4873	4992	5118	5245	5376	5510
	Hourly	23.52	24.14	24.74	25.39	26.00	26.64	27.29	28.01	28.69	29.41	30.14	30.90	31.67
	Standby	1.65	1.69	1.73	1.78	1.82	1.87	1.91	1.96	2.01	2.06	2.11	2.16	2.22
54	Annual	50400	51660	53004	54288	55632	56988	58476	59904	61416	62940	64512	66120	67764
	Monthly	4200	4305	4417	4524	4636	4749	4873	4992	5118	5245	5376	5510	5647
	Hourly	24.14	24.74	25.39	26.00	26.64	27.29	28.01	28.69	29.41	30.14	30.90	31.67	32.45
	Standby	1.69	1.73	1.78	1.82	1.87	1.91	1.96	2.01	2.06	2.11	2.16	2.22	2.27
55	Annual	51660	53004	54288	55632	56988	58476	59904	61416	62940	64512	66120	67764	69468
	Monthly	4305	4417	4524	4636	4749	4873	4992	5118	5245	5376	5510	5647	5789
	Hourly	24.74	25.39	26.00	26.64	27.29	28.01	28.69	29.41	30.14	30.90	31.67	32.45	33.27
	Standby	1.73	1.78	1.82	1.87	1.91	1.96	2.01	2.06	2.11	2.16	2.22	2.27	2.33

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56	Annual	53004	54288	55632	56988	58476	59904	61416	62940	64512	66120	67764	69468	71232
	Monthly	4417	4524	4636	4749	4873	4992	5118	5245	5376	5510	5647	5789	5936
	Hourly	25.39	26.00	26.64	27.29	28.01	28.69	29.41	30.14	30.90	31.67	32.45	33.27	34.11
	Standby	1.78	1.82	1.87	1.91	1.96	2.01	2.06	2.11	2.16	2.22	2.27	2.33	2.39
57	Annual	54288	55632	56988	58476	59904	61416	62940	64512	66120	67764	69468	71232	72972
	Monthly	4524	4636	4749	4873	4992	5118	5245	5376	5510	5647	5789	5936	6081
	Hourly	26.00	26.64	27.29	28.01	28.69	29.41	30.14	30.90	31.67	32.45	33.27	34.11	34.95
	Standby	1.82	1.87	1.91	1.96	2.01	2.06	2.11	2.16	2.22	2.27	2.33	2.39	2.45
58	Annual	55632	56988	58476	59904	61416	62940	64512	66120	67764	69468	71232	72972	74868
	Monthly	4636	4749	4873	4992	5118	5245	5376	5510	5647	5789	5936	6081	6239
	Hourly	26.64	27.29	28.01	28.69	29.41	30.14	30.90	31.67	32.45	33.27	34.11	34.95	35.86
	Standby	1.87	1.91	1.96	2.01	2.06	2.11	2.16	2.22	2.27	2.33	2.39	2.45	2.51
59	Annual	56988	58476	59904	61416	62940	64512	66120	67764	69468	71232	72972	74868	76656
	Monthly	4749	4873	4992	5118	5245	5376	5510	5647	5789	5936	6081	6239	6388
	Hourly	27.29	28.01	28.69	29.41	30.14	30.90	31.67	32.45	33.27	34.11	34.95	35.86	36.71
	Standby	1.91	1.96	2.01	2.06	2.11	2.16	2.22	2.27	2.33	2.39	2.45	2.51	2.57
60	Annual	58476	59904	61416	62940	64512	66120	67764	69468	71232	72972	74868	76656	78612
	Monthly	4873	4992	5118	5245	5376	5510	5647	5789	5936	6081	6239	6388	6551
	Hourly	28.01	28.69	29.41	30.14	30.90	31.67	32.45	33.27	34.11	34.95	35.86	36.71	37.65
	Standby	1.96	2.01	2.06	2.11	2.16	2.22	2.27	2.33	2.39	2.45	2.51	2.57	2.64
61	Annual	59904	61416	62940	64512	66120	67764	69468	71232	72972	74868	76656	78612	80604
	Monthly	4992	5118	5245	5376	5510	5647	5789	5936	6081	6239	6388	6551	6717
	Hourly	28.69	29.41	30.14	30.90	31.67	32.45	33.27	34.11	34.95	35.86	36.71	37.65	38.60
	Standby	2.01	2.06	2.11	2.16	2.22	2.27	2.33	2.39	2.45	2.51	2.57	2.64	2.70
62	Annual	61416	62940	64512	66120	67764	69468	71232	72972	74868	76656	78612	80604	82584
	Monthly	5118	5245	5376	5510	5647	5789	5936	6081	6239	6388	6551	6717	6882
	Hourly	29.41	30.14	30.90	31.67	32.45	33.27	34.11	34.95	35.86	36.71	37.65	38.60	39.55
	Standby	2.06	2.11	2.16	2.22	2.27	2.33	2.39	2.45	2.51	2.57	2.64	2.70	2.77
63	Annual	62940	64512	66120	67764	69468	71232	72972	74868	76656	78612	80604	82584	84648
	Monthly	5245	5376	5510	5647	5789	5936	6081	6239	6388	6551	6717	6882	7054
	Hourly	30.14	30.90	31.67	32.45	33.27	34.11	34.95	35.86	36.71	37.65	38.60	39.55	40.54
	Standby	2.11	2.16	2.22	2.27	2.33	2.39	2.45	2.51	2.57	2.64	2.70	2.77	2.84
64	Annual	64512	66120	67764	69468	71232	72972	74868	76656	78612	80604	82584	84648	86772
	Monthly	5376	5510	5647	5789	5936	6081	6239	6388	6551	6717	6882	7054	7231
	Hourly	30.90	31.67	32.45	33.27	34.11	34.95	35.86	36.71	37.65	38.60	39.55	40.54	41.56
	Standby	2.16	2.22	2.27	2.33	2.39	2.45	2.51	2.57	2.64	2.70	2.77	2.84	2.91
65	Annual	66120	67764	69468	71232	72972	74868	76656	78612	80604	82584	84648	86772	88920
	Monthly	5510	5647	5789	5936	6081	6239	6388	6551	6717	6882	7054	7231	7410
	Hourly	31.67	32.45	33.27	34.11	34.95	35.86	36.71	37.65	38.60	39.55	40.54	41.56	42.59
	Standby	2.22	2.27	2.33	2.39	2.45	2.51	2.57	2.64	2.70	2.77	2.84	2.91	2.98

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
66	Annual	67764	69468	71232	72972	74868	76656	78612	80604	82584	84648	86772	88920	91176
	Monthly	5647	5789	5936	6081	6239	6388	6551	6717	6882	7054	7231	7410	7598
	Hourly	32.45	33.27	34.11	34.95	35.86	36.71	37.65	38.60	39.55	40.54	41.56	42.59	43.67
	Standby	2.27	2.33	2.39	2.45	2.51	2.57	2.64	2.70	2.77	2.84	2.91	2.98	3.06
67	Annual	69468	71232	72972	74868	76656	78612	80604	82584	84648	86772	88920	91176	93444
	Monthly	5789	5936	6081	6239	6388	6551	6717	6882	7054	7231	7410	7598	7787
	Hourly	33.27	34.11	34.95	35.86	36.71	37.65	38.60	39.55	40.54	41.56	42.59	43.67	44.75
	Standby	2.33	2.39	2.45	2.51	2.57	2.64	2.70	2.77	2.84	2.91	2.98	3.06	3.13
68	Annual	71232	72972	74868	76656	78612	80604	82584	84648	86772	88920	91176	93444	95784
	Monthly	5936	6081	6239	6388	6551	6717	6882	7054	7231	7410	7598	7787	7982
	Hourly	34.11	34.95	35.86	36.71	37.65	38.60	39.55	40.54	41.56	42.59	43.67	44.75	45.87
	Standby	2.39	2.45	2.51	2.57	2.64	2.70	2.77	2.84	2.91	2.98	3.06	3.13	3.21
69	Annual	72972	74868	76656	78612	80604	82584	84648	86772	88920	91176	93444	95784	98160
	Monthly	6081	6239	6388	6551	6717	6882	7054	7231	7410	7598	7787	7982	8180
	Hourly	34.95	35.86	36.71	37.65	38.60	39.55	40.54	41.56	42.59	43.67	44.75	45.87	47.01
	Standby	2.45	2.51	2.57	2.64	2.70	2.77	2.84	2.91	2.98	3.06	3.13	3.21	3.29
70	Annual	74868	76656	78612	80604	82584	84648	86772	88920	91176	93444	95784	98160	100632
	Monthly	6239	6388	6551	6717	6882	7054	7231	7410	7598	7787	7982	8180	8386
	Hourly	35.86	36.71	37.65	38.60	39.55	40.54	41.56	42.59	43.67	44.75	45.87	47.01	48.20
	Standby	2.51	2.57	2.64	2.70	2.77	2.84	2.91	2.98	3.06	3.13	3.21	3.29	3.37
71	Annual	76656	78612	80604	82584	84648	86772	88920	91176	93444	95784	98160	100632	103164
	Monthly	6388	6551	6717	6882	7054	7231	7410	7598	7787	7982	8180	8386	8597
	Hourly	36.71	37.65	38.60	39.55	40.54	41.56	42.59	43.67	44.75	45.87	47.01	48.20	49.41
	Standby	2.57	2.64	2.70	2.77	2.84	2.91	2.98	3.06	3.13	3.21	3.29	3.37	3.46
72	Annual	78612	80604	82584	84648	86772	88920	91176	93444	95784	98160	100632	103164	105756
	Monthly	6551	6717	6882	7054	7231	7410	7598	7787	7982	8180	8386	8597	8813
	Hourly	37.65	38.60	39.55	40.54	41.56	42.59	43.67	44.75	45.87	47.01	48.20	49.41	50.65
	Standby	2.64	2.70	2.77	2.84	2.91	2.98	3.06	3.13	3.21	3.29	3.37	3.46	3.55
73	Annual	80604	82584	84648	86772	88920	91176	93444	95784	98160	100632	103164	105756	108360
	Monthly	6717	6882	7054	7231	7410	7598	7787	7982	8180	8386	8597	8813	9030
	Hourly	38.60	39.55	40.54	41.56	42.59	43.67	44.75	45.87	47.01	48.20	49.41	50.65	51.90
	Standby	2.70	2.77	2.84	2.91	2.98	3.06	3.13	3.21	3.29	3.37	3.46	3.55	3.63
74	Annual	82584	84648	86772	88920	91176	93444	95784	98160	100632	103164	105756	108360	111120
	Monthly	6882	7054	7231	7410	7598	7787	7982	8180	8386	8597	8813	9030	9260
	Hourly	39.55	40.54	41.56	42.59	43.67	44.75	45.87	47.01	48.20	49.41	50.65	51.90	53.22
	Standby	2.77	2.84	2.91	2.98	3.06	3.13	3.21	3.29	3.37	3.46	3.55	3.63	3.73
75	Annual	84648	86772	88920	91176	93444	95784	98160	100632	103164	105756	108360	111120	113856
	Monthly	7054	7231	7410	7598	7787	7982	8180	8386	8597	8813	9030	9260	9488
	Hourly	40.54	41.56	42.59	43.67	44.75	45.87	47.01	48.20	49.41	50.65	51.90	53.22	54.53
	Standby	2.84	2.91	2.98	3.06	3.13	3.21	3.29	3.37	3.46	3.55	3.63	3.73	3.82

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
76	Annual	86772	88920	91176	93444	95784	98160	100632	103164	105756	108360	111120	113856	116700
	Monthly	7231	7410	7598	7787	7982	8180	8386	8597	8813	9030	9260	9488	9725
	Hourly	41.56	42.59	43.67	44.75	45.87	47.01	48.20	49.41	50.65	51.90	53.22	54.53	55.89
	Standby	2.91	2.98	3.06	3.13	3.21	3.29	3.37	3.46	3.55	3.63	3.73	3.82	3.91
77	Annual	88920	91176	93444	95784	98160	100632	103164	105756	108360	111120	113856	116700	119616
	Monthly	7410	7598	7787	7982	8180	8386	8597	8813	9030	9260	9488	9725	9968
	Hourly	42.59	43.67	44.75	45.87	47.01	48.20	49.41	50.65	51.90	53.22	54.53	55.89	57.29
	Standby	2.98	3.06	3.13	3.21	3.29	3.37	3.46	3.55	3.63	3.73	3.82	3.91	4.01
78	Annual	91176	93444	95784	98160	100632	103164	105756	108360	111120	113856	116700	119616	122616
	Monthly	7598	7787	7982	8180	8386	8597	8813	9030	9260	9488	9725	9968	10218
	Hourly	43.67	44.75	45.87	47.01	48.20	49.41	50.65	51.90	53.22	54.53	55.89	57.29	58.72
	Standby	3.06	3.13	3.21	3.29	3.37	3.46	3.55	3.63	3.73	3.82	3.91	4.01	4.11
79	Annual	93444	95784	98160	100632	103164	105756	108360	111120	113856	116700	119616	122616	125628
	Monthly	7787	7982	8180	8386	8597	8813	9030	9260	9488	9725	9968	10218	10469
	Hourly	44.75	45.87	47.01	48.20	49.41	50.65	51.90	53.22	54.53	55.89	57.29	58.72	60.17
	Standby	3.13	3.21	3.29	3.37	3.46	3.55	3.63	3.73	3.82	3.91	4.01	4.11	4.21
80	Annual	95784	98160	100632	103164	105756	108360	111120	113856	116700	119616	122616	125628	128772
	Monthly	7982	8180	8386	8597	8813	9030	9260	9488	9725	9968	10218	10469	10731
	Hourly	45.87	47.01	48.20	49.41	50.65	51.90	53.22	54.53	55.89	57.29	58.72	60.17	61.67
	Standby	3.21	3.29	3.37	3.46	3.55	3.63	3.73	3.82	3.91	4.01	4.11	4.21	4.32
81	Annual	98160	100632	103164	105756	108360	111120	113856	116700	119616	122616	125628	128772	132036
	Monthly	8180	8386	8597	8813	9030	9260	9488	9725	9968	10218	10469	10731	11003
	Hourly	47.01	48.20	49.41	50.65	51.90	53.22	54.53	55.89	57.29	58.72	60.17	61.67	63.24
	Standby	3.29	3.37	3.46	3.55	3.63	3.73	3.82	3.91	4.01	4.11	4.21	4.32	4.43
82	Annual	100632	103164	105756	108360	111120	113856	116700	119616	122616	125628	128772	132036	135324
	Monthly	8386	8597	8813	9030	9260	9488	9725	9968	10218	10469	10731	11003	11277
	Hourly	48.20	49.41	50.65	51.90	53.22	54.53	55.89	57.29	58.72	60.17	61.67	63.24	64.81
	Standby	3.37	3.46	3.55	3.63	3.73	3.82	3.91	4.01	4.11	4.21	4.32	4.43	4.54
83	Annual	103164	105756	108360	111120	113856	116700	119616	122616	125628	128772	132036	135324	138696
	Monthly	8597	8813	9030	9260	9488	9725	9968	10218	10469	10731	11003	11277	11558
	Hourly	49.41	50.65	51.90	53.22	54.53	55.89	57.29	58.72	60.17	61.67	63.24	64.81	66.43
	Standby	3.46	3.55	3.63	3.73	3.82	3.91	4.01	4.11	4.21	4.32	4.43	4.54	4.65
84	Annual	105756	108360	111120	113856	116700	119616	122616	125628	128772	132036	135324	138696	142188
	Monthly	8813	9030	9260	9488	9725	9968	10218	10469	10731	11003	11277	11558	11849
	Hourly	50.65	51.90	53.22	54.53	55.89	57.29	58.72	60.17	61.67	63.24	64.81	66.43	68.10
	Standby	3.55	3.63	3.73	3.82	3.91	4.01	4.11	4.21	4.32	4.43	4.54	4.65	4.77
85	Annual	108360	111120	113856	116700	119616	122616	125628	128772	132036	135324	138696	142188	145680
	Monthly	9030	9260	9488	9725	9968	10218	10469	10731	11003	11277	11558	11849	12140
	Hourly	51.90	53.22	54.53	55.89	57.29	58.72	60.17	61.67	63.24	64.81	66.43	68.10	69.77
	Standby	3.63	3.73	3.82	3.91	4.01	4.11	4.21	4.32	4.43	4.54	4.65	4.77	4.88

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
86	Annual	111120	113856	116700	119616	122616	125628	128772	132036	135324	138696	142188	145680	149376
	Monthly	9260	9488	9725	9968	10218	10469	10731	11003	11277	11558	11849	12140	12448
	Hourly	53.22	54.53	55.89	57.29	58.72	60.17	61.67	63.24	64.81	66.43	68.10	69.77	71.54
	Standby	3.73	3.82	3.91	4.01	4.11	4.21	4.32	4.43	4.54	4.65	4.77	4.88	5.01
87	Annual	113856	116700	119616	122616	125628	128772	132036	135324	138696	142188	145680	149376	153156
	Monthly	9488	9725	9968	10218	10469	10731	11003	11277	11558	11849	12140	12448	12763
	Hourly	54.53	55.89	57.29	58.72	60.17	61.67	63.24	64.81	66.43	68.10	69.77	71.54	73.35
	Standby	3.82	3.91	4.01	4.11	4.21	4.32	4.43	4.54	4.65	4.77	4.88	5.01	5.13
88	Annual	116700	119616	122616	125628	128772	132036	135324	138696	142188	145680	149376	153156	156948
	Monthly	9725	9968	10218	10469	10731	11003	11277	11558	11849	12140	12448	12763	13079
	Hourly	55.89	57.29	58.72	60.17	61.67	63.24	64.81	66.43	68.10	69.77	71.54	73.35	75.17
	Standby	3.91	4.01	4.11	4.21	4.32	4.43	4.54	4.65	4.77	4.88	5.01	5.13	5.26
89	Annual	119616	122616	125628	128772	132036	135324	138696	142188	145680	149376	153156	156948	160908
	Monthly	9968	10218	10469	10731	11003	11277	11558	11849	12140	12448	12763	13079	13409
	Hourly	57.29	58.72	60.17	61.67	63.24	64.81	66.43	68.10	69.77	71.54	73.35	75.17	77.06
	Standby	4.01	4.11	4.21	4.32	4.43	4.54	4.65	4.77	4.88	5.01	5.13	5.26	5.39
90	Annual	122616	125628	128772	132036	135324	138696	142188	145680	149376	153156	156948	160908	164868
	Monthly	10218	10469	10731	11003	11277	11558	11849	12140	12448	12763	13079	13409	13739
	Hourly	58.72	60.17	61.67	63.24	64.81	66.43	68.10	69.77	71.54	73.35	75.17	77.06	78.96
	Standby	4.11	4.21	4.32	4.43	4.54	4.65	4.77	4.88	5.01	5.13	5.26	5.39	5.53
91	Annual	125628	128772	132036	135324	138696	142188	145680	149376	153156	156948	160908	164868	169020
	Monthly	10469	10731	11003	11277	11558	11849	12140	12448	12763	13079	13409	13739	14085
	Hourly	60.17	61.67	63.24	64.81	66.43	68.10	69.77	71.54	73.35	75.17	77.06	78.96	80.95
	Standby	4.21	4.32	4.43	4.54	4.65	4.77	4.88	5.01	5.13	5.26	5.39	5.53	5.67
92	Annual	128772	132036	135324	138696	142188	145680	149376	153156	156948	160908	164868	169020	173232
	Monthly	10731	11003	11277	11558	11849	12140	12448	12763	13079	13409	13739	14085	14436
	Hourly	61.67	63.24	64.81	66.43	68.10	69.77	71.54	73.35	75.17	77.06	78.96	80.95	82.97
	Standby	4.32	4.43	4.54	4.65	4.77	4.88	5.01	5.13	5.26	5.39	5.53	5.67	5.81
93	Annual	132036	135324	138696	142188	145680	149376	153156	156948	160908	164868	169020	173232	177624
	Monthly	11003	11277	11558	11849	12140	12448	12763	13079	13409	13739	14085	14436	14802
	Hourly	63.24	64.81	66.43	68.10	69.77	71.54	73.35	75.17	77.06	78.96	80.95	82.97	85.07
	Standby	4.43	4.54	4.65	4.77	4.88	5.01	5.13	5.26	5.39	5.53	5.67	5.81	5.95
94	Annual	135324	138696	142188	145680	149376	153156	156948	160908	164868	169020	173232	177624	182016
	Monthly	11277	11558	11849	12140	12448	12763	13079	13409	13739	14085	14436	14802	15168
	Hourly	64.81	66.43	68.10	69.77	71.54	73.35	75.17	77.06	78.96	80.95	82.97	85.07	87.17
	Standby	4.54	4.65	4.77	4.88	5.01	5.13	5.26	5.39	5.53	5.67	5.81	5.95	6.10
95	Annual	138696	142188	145680	149376	153156	156948	160908	164868	169020	173232	177624	182016	186588
	Monthly	11558	11849	12140	12448	12763	13079	13409	13739	14085	14436	14802	15168	15549
	Hourly	66.43	68.10	69.77	71.54	73.35	75.17	77.06	78.96	80.95	82.97	85.07	87.17	89.36
	Standby	4.65	4.77	4.88	5.01	5.13	5.26	5.39	5.53	5.67	5.81	5.95	6.10	6.26

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SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
96	Annual	142188	145680	149376	153156	156948	160908	164868	169020	173232	177624	182016	186588	191256
	Monthly	11849	12140	12448	12763	13079	13409	13739	14085	14436	14802	15168	15549	15938
	Hourly	68.10	69.77	71.54	73.35	75.17	77.06	78.96	80.95	82.97	85.07	87.17	89.36	91.60
	Standby	4.77	4.88	5.01	5.13	5.26	5.39	5.53	5.67	5.81	5.95	6.10	6.26	6.41
97	Annual	145680	149376	153156	156948	160908	164868	169020	173232	177624	182016	186588	191256	196044
	Monthly	12140	12448	12763	13079	13409	13739	14085	14436	14802	15168	15549	15938	16337
	Hourly	69.77	71.54	73.35	75.17	77.06	78.96	80.95	82.97	85.07	87.17	89.36	91.60	93.89
	Standby	4.88	5.01	5.13	5.26	5.39	5.53	5.67	5.81	5.95	6.10	6.26	6.41	6.57
98	Annual	149376	153156	156948	160908	164868	169020	173232	177624	182016	186588	191256	196044	200952
	Monthly	12448	12763	13079	13409	13739	14085	14436	14802	15168	15549	15938	16337	16746
	Hourly	71.54	73.35	75.17	77.06	78.96	80.95	82.97	85.07	87.17	89.36	91.60	93.89	96.24
	Standby	5.01	5.13	5.26	5.39	5.53	5.67	5.81	5.95	6.10	6.26	6.41	6.57	6.74
99	Annual	153156	156948	160908	164868	169020	173232	177624	182016	186588	191256	196044	200952	205968
	Monthly	12763	13079	13409	13739	14085	14436	14802	15168	15549	15938	16337	16746	17164
	Hourly	73.35	75.17	77.06	78.96	80.95	82.97	85.07	87.17	89.36	91.60	93.89	96.24	98.64
	Standby	5.13	5.26	5.39	5.53	5.67	5.81	5.95	6.10	6.26	6.41	6.57	6.74	6.91
100	Annual	156948	160908	164868	169020	173232	177624	182016	186588	191256	196044	200952	205968	211116
	Monthly	13079	13409	13739	14085	14436	14802	15168	15549	15938	16337	16746	17164	17593
	Hourly	75.17	77.06	78.96	80.95	82.97	85.07	87.17	89.36	91.60	93.89	96.24	98.64	101.11
	Standby	5.26	5.39	5.53	5.67	5.81	5.95	6.10	6.26	6.41	6.57	6.74	6.91	7.08
101	Annual	160908	164868	169020	173232	177624	182016	186588	191256	196044	200952	205968	211116	216396
	Monthly	13409	13739	14085	14436	14802	15168	15549	15938	16337	16746	17164	17593	18033
	Hourly	77.06	78.96	80.95	82.97	85.07	87.17	89.36	91.60	93.89	96.24	98.64	101.11	103.64
	Standby	5.39	5.53	5.67	5.81	5.95	6.10	6.26	6.41	6.57	6.74	6.91	7.08	7.25
102	Annual	164868	169020	173232	177624	182016	186588	191256	196044	200952	205968	211116	216396	221796
	Monthly	13739	14085	14436	14802	15168	15549	15938	16337	16746	17164	17593	18033	18483
	Hourly	78.96	80.95	82.97	85.07	87.17	89.36	91.60	93.89	96.24	98.64	101.11	103.64	106.22
	Standby	5.53	5.67	5.81	5.95	6.10	6.26	6.41	6.57	6.74	6.91	7.08	7.25	7.44
103	Annual	169020	173232	177624	182016	186588	191256	196044	200952	205968	211116	216396	221796	227340
	Monthly	14085	14436	14802	15168	15549	15938	16337	16746	17164	17593	18033	18483	18945
	Hourly	80.95	82.97	85.07	87.17	89.36	91.60	93.89	96.24	98.64	101.11	103.64	106.22	108.88
	Standby	5.67	5.81	5.95	6.10	6.26	6.41	6.57	6.74	6.91	7.08	7.25	7.44	7.62
104	Annual	173232	177624	182016	186588	191256	196044	200952	205968	211116	216396	221796	227340	233040
	Monthly	14436	14802	15168	15549	15938	16337	16746	17164	17593	18033	18483	18945	19420
	Hourly	82.97	85.07	87.17	89.36	91.60	93.89	96.24	98.64	101.11	103.64	106.22	108.88	111.61
	Standby	5.81	5.95	6.10	6.26	6.41	6.57	6.74	6.91	7.08	7.25	7.44	7.62	7.81
105	Annual	177624	182016	186588	191256	196044	200952	205968	211116	216396	221796	227340	233040	238860
	Monthly	14802	15168	15549	15938	16337	16746	17164	17593	18033	18483	18945	19420	19905
	Hourly	85.07	87.17	89.36	91.60	93.89	96.24	98.64	101.11	103.64	106.22	108.88	111.61	114.40
	Standby	5.95	6.10	6.26	6.41	6.57	6.74	6.91	7.08	7.25	7.44	7.62	7.81	8.01

"Community Corrections (CC)" Range Salary Schedule
Effective January 1, 2019 through June 30, 2019

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
106	Annual	182016	186588	191256	196044	200952	205968	211116	216396	221796	227340	233040	238860	244824
	Monthly	15168	15549	15938	16337	16746	17164	17593	18033	18483	18945	19420	19905	20402
	Hourly	87.17	89.36	91.60	93.89	96.24	98.64	101.11	103.64	106.22	108.88	111.61	114.40	117.25
	Standby	6.10	6.26	6.41	6.57	6.74	6.91	7.08	7.25	7.44	7.62	7.81	8.01	8.21
107	Annual	186588	191256	196044	200952	205968	211116	216396	221796	227340	233040	238860	244824	250944
	Monthly	15549	15938	16337	16746	17164	17593	18033	18483	18945	19420	19905	20402	20912
	Hourly	89.36	91.60	93.89	96.24	98.64	101.11	103.64	106.22	108.88	111.61	114.40	117.25	120.18
	Standby	6.26	6.41	6.57	6.74	6.91	7.08	7.25	7.44	7.62	7.81	8.01	8.21	8.41
108	Annual	191256	196044	200952	205968	211116	216396	221796	227340	233040	238860	244824	250944	257232
	Monthly	15938	16337	16746	17164	17593	18033	18483	18945	19420	19905	20402	20912	21436
	Hourly	91.60	93.89	96.24	98.64	101.11	103.64	106.22	108.88	111.61	114.40	117.25	120.18	123.20
	Standby	6.41	6.57	6.74	6.91	7.08	7.25	7.44	7.62	7.81	8.01	8.21	8.41	8.62
109	Annual	196044	200952	205968	211116	216396	221796	227340	233040	238860	244824	250944	257232	263652
	Monthly	16337	16746	17164	17593	18033	18483	18945	19420	19905	20402	20912	21436	21971
	Hourly	93.89	96.24	98.64	101.11	103.64	106.22	108.88	111.61	114.40	117.25	120.18	123.20	126.27
	Standby	6.57	6.74	6.91	7.08	7.25	7.44	7.62	7.81	8.01	8.21	8.41	8.62	8.84
110	Annual	200952	205968	211116	216396	221796	227340	233040	238860	244824	250944	257232	263652	270252
	Monthly	16746	17164	17593	18033	18483	18945	19420	19905	20402	20912	21436	21971	22521
	Hourly	96.24	98.64	101.11	103.64	106.22	108.88	111.61	114.40	117.25	120.18	123.20	126.27	129.43
	Standby	6.74	6.91	7.08	7.25	7.44	7.62	7.81	8.01	8.21	8.41	8.62	8.84	9.06
111	Annual	205968	211116	216396	221796	227340	233040	238860	244824	250944	257232	263652	270252	277008
	Monthly	17164	17593	18033	18483	18945	19420	19905	20402	20912	21436	21971	22521	23084
	Hourly	98.64	101.11	103.64	106.22	108.88	111.61	114.40	117.25	120.18	123.20	126.27	129.43	132.67
	Standby	6.91	7.08	7.25	7.44	7.62	7.81	8.01	8.21	8.41	8.62	8.84	9.06	9.29
112	Annual	211116	216396	221796	227340	233040	238860	244824	250944	257232	263652	270252	277008	283932
	Monthly	17593	18033	18483	18945	19420	19905	20402	20912	21436	21971	22521	23084	23661
	Hourly	101.11	103.64	106.22	108.88	111.61	114.40	117.25	120.18	123.20	126.27	129.43	132.67	135.98
	Standby	7.08	7.25	7.44	7.62	7.81	8.01	8.21	8.41	8.62	8.84	9.06	9.29	9.52
113	Annual	216396	221796	227340	233040	238860	244824	250944	257232	263652	270252	277008	283932	291036
	Monthly	18033	18483	18945	19420	19905	20402	20912	21436	21971	22521	23084	23661	24253
	Hourly	103.64	106.22	108.88	111.61	114.40	117.25	120.18	123.20	126.27	129.43	132.67	135.98	139.39
	Standby	7.25	7.44	7.62	7.81	8.01	8.21	8.41	8.62	8.84	9.06	9.29	9.52	9.76
114	Annual	221796	227340	233040	238860	244824	250944	257232	263652	270252	277008	283932	291036	298308
	Monthly	18483	18945	19420	19905	20402	20912	21436	21971	22521	23084	23661	24253	24859
	Hourly	106.22	108.88	111.61	114.40	117.25	120.18	123.20	126.27	129.43	132.67	135.98	139.39	142.87
	Standby	7.44	7.62	7.81	8.01	8.21	8.41	8.62	8.84	9.06	9.29	9.52	9.76	10.00

“Community Corrections (CC)” Range Salary Schedule
Effective January 1, 2019 through June 30, 2019

SALARY RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M*
115	Annual	227340	233040	238860	244824	250944	257232	263652	270252	277008	283932	291036	298308	305772
	Monthly	18945	19420	19905	20402	20912	21436	21971	22521	23084	23661	24253	24859	25481
	Hourly	108.88	111.61	114.40	117.25	120.18	123.20	126.27	129.43	132.67	135.98	139.39	142.87	146.44
	Standby	7.62	7.81	8.01	8.21	8.41	8.62	8.84	9.06	9.29	9.52	9.76	10.00	10.25
116	Annual	233040	238860	244824	250944	257232	263652	270252	277008	283932	291036	298308	305772	313404
	Monthly	19420	19905	20402	20912	21436	21971	22521	23084	23661	24253	24859	25481	26117
	Hourly	111.61	114.40	117.25	120.18	123.20	126.27	129.43	132.67	135.98	139.39	142.87	146.44	150.10
	Standby	7.81	8.01	8.21	8.41	8.62	8.84	9.06	9.29	9.52	9.76	10.00	10.25	10.51
117	Annual	238860	244824	250944	257232	263652	270252	277008	283932	291036	298308	305772	313404	321252
	Monthly	19905	20402	20912	21436	21971	22521	23084	23661	24253	24859	25481	26117	26771
	Hourly	114.40	117.25	120.18	123.20	126.27	129.43	132.67	135.98	139.39	142.87	146.44	150.10	153.86
	Standby	8.01	8.21	8.41	8.62	8.84	9.06	9.29	9.52	9.76	10.00	10.25	10.51	10.77
118	Annual	244824	250944	257232	263652	270252	277008	283932	291036	298308	305772	313404	321252	329268
	Monthly	20402	20912	21436	21971	22521	23084	23661	24253	24859	25481	26117	26771	27439
	Hourly	117.25	120.18	123.20	126.27	129.43	132.67	135.98	139.39	142.87	146.44	150.10	153.86	157.70
	Standby	8.21	8.41	8.62	8.84	9.06	9.29	9.52	9.76	10.00	10.25	10.51	10.77	11.04
119	Annual	250944	257232	263652	270252	277008	283932	291036	298308	305772	313404	321252	329268	337500
	Monthly	20912	21436	21971	22521	23084	23661	24253	24859	25481	26117	26771	27439	28125
	Hourly	120.18	123.20	126.27	129.43	132.67	135.98	139.39	142.87	146.44	150.10	153.86	157.70	161.64
	Standby	8.41	8.62	8.84	9.06	9.29	9.52	9.76	10.00	10.25	10.51	10.77	11.04	11.31
120	Annual	257232	263652	270252	277008	283932	291036	298308	305772	313404	321252	329268	337500	345936
	Monthly	21436	21971	22521	23084	23661	24253	24859	25481	26117	26771	27439	28125	28828
	Hourly	123.20	126.27	129.43	132.67	135.98	139.39	142.87	146.44	150.10	153.86	157.70	161.64	165.68
	Standby	8.62	8.84	9.06	9.29	9.52	9.76	10.00	10.25	10.51	10.77	11.04	11.31	11.60

APPENDIX P ASSIGNMENT PAY

This Article has been modified by an [MOU](#) effective July 1, 2018

Assignment Pay (AP) is granted in recognition of assigned duties which exceed ordinary conditions. The “premium” is stated in ranges or a specific dollar amount. If stated in ranges, then number of ranges would be added to the base range of the class. The “reference number” indicates the specific conditions for which AP is to be paid.

Group A indicates those classes which have been granted assignment pay; Group B indicates those assigned duties granted AP which are not class specific; Group C applies only to Ref #29.

GROUP A			
Class Title	ClassCode	Premium	Reference#
Construction & Maintenance Project Specialist	627E	See Reference	3
Construction & Maintenance Project Lead	627F	See References	3, 39
Construction & Maintenance Project Supervisor	627G	See References	3, 39
Custodian 1	378I	2 ranges	9
Custodian 2	678J	2 ranges	9
Electrician	608F	2 ranges	51
Equipment Operator 1	618R	4 ranges	12
Ferry Operator Assistant	653P	See Reference	5
Industrial Hygienist 2	394E	4 ranges	56
Industrial Hygienist 3	394F	4 ranges	56
Industrial Hygienist 4	394G	4 ranges	56
Licensing Service Representative 3	458G	4 ranges	43
Licensing Service Representative 4	458H	4 ranges	43
LCB Enforcement Officer 2	390G	See Reference	53
Maintenance Lead Technician	596S	See References	5, 14, 16, 21, 22
Bridge Maintenance Specialist Lead	597N	See References	5, 21, 22
Maintenance Mechanic 1	626J	2 ranges	14
Maintenance Mechanic 2	626K	See References	14
Maintenance Mechanic 3	626L	See References	5, 14, 16
Maintenance Specialist 2	596I	See Reference	5
Maintenance Specialist 3	596J	See Reference	5
Maintenance Specialist 5	596L	See Reference	21
Bridge Maintenance Specialist 3	597I	See References	5, 22
Maintenance Technician 1	596P	See References	5, 16, 22, 36
Maintenance Technician 2	596Q	See References	5, 16, 22, 36
Maintenance Technician 3	596R	See References	5, 16, 22

Bridge Maintenance Specialist 1	597F	See References	5, 21, 22
Bridge Maintenance Specialist 2	597G	See References	5, 21, 22
Mental Health Technician 1	347L	2 ranges	11
Mental Health Technician 2	347M	2 ranges	11
Mental Health Technician 3	347N	2 ranges	11
PBX Chief Operator	101H	2 ranges	4
Psychiatric Security Attendant	347J	2 ranges	11
Residential Rehabilitation Counselor 2	347F	1 range	55
Residential Rehabilitation Counselor 3	347G	1 range	55
Residential Rehabilitation Counselor 4	347H	1 range	55
Rest Area Attendant – Transportation	595G	4 ranges	36, 52
Safety and Health Specialist 1	392E	4 ranges	56
Safety and Health Specialist 2	392F	4 ranges	56
Safety and Health Specialist 3	392G	4 ranges	56
Safety and Health Specialist 4	392H	4 ranges	56
Security Guard 2	385L	1 range	55
Security Guard 3	385M	1 range	55
Traffic Safety Systems Operator 1	401A	4 ranges	40
Traffic Safety Systems Operator 3	401C	4 ranges	40
Traffic Safety Systems Operator 4	401D	4 ranges	40
Truck Driver 1	632I	4 ranges	12
Truck Driver 2	632J	4 ranges	12
Warehouse Operator 1	117I	\$10.00/month	2
GROUP B			
Assigned Duty		Premium	Reference#
Asbestos Workers (Certified)		4 ranges	20
Clerical Crime Lab Support (WSP)		2 ranges	25
CSR Team and SIR Team (WSP)		3 percent	27
Dual Language Requirement		2 ranges	18
Patient Transport (DSHS)		4 ranges	17
Patient Resident Supervision (DSHS)		2 ranges	1
Pesticide Sprayers (DOT)		4 ranges	16
SCUBA Diving/DPIC Requirement		\$10.00/hour	3
Emergency Spill Response Team (ECY)		See Reference	24
Illegal Encampments Right of Way (DOT)		See Reference	48
Certified Instructors (Parks, LCB, DSHS, DFW)		See Reference	37B
Designated Corridors, Night Shift (DOT)		See Reference	49
Driving Fish Hauling Trucks (DFW)		See Reference	26
Certified Instructors (DOC)		See Reference	50
CISM Specialty Team (DOC)		2 ranges	61

GROUP C			
Agency/Class Code	Class Title	Location	Increase
Department of Agriculture			
107I	Program Specialist 2	Seattle	4 ranges
568L	Agricultural Inspector 4	Seattle	4 ranges
107K	Program Specialist 4	Seattle	4 ranges
Department of Ecology			
523G	Environmental Specialist 3	Bellevue	2 ranges
523 H	Environmental Specialist 4	Bellevue	2 ranges
523X	Environmental Specialist 5	Bellevue	2 ranges
Department of Social and Health Services			
168K	DDS Adjudicator 3	King Co.	3 ranges
168L	DDS Adjudicator 4	King Co.	3 ranges
621F	Plumber/Pipefitter/Steamfitter	Fircrest School	7 ranges
608F	Electrician	Fircrest School	11 ranges
592W	Electronics Technician	Fircrest School	7 ranges
602K	Stationary Engineer 2	Fircrest School	7 ranges
602L	Stationary Engineer 3	Fircrest School	7 ranges
306P	Occupational Therapist 3	Lakeland Village	4 ranges
306V	Physical Therapist 3	Lakeland Village	6 ranges
306R	Occupational Therapist Supervisor	Rainier School	4 ranges
308G	Speech Pathologist/Audiologist 3	Rainier School	4 ranges
362F	Psychologist - Forensic Evaluator	Special Commitment Center	2 ranges
311F	Dietician 2	Western State Hospital	2 ranges
Department of Transportation			
597E	Bridge Tender	Everett	1 range
597E	Bridge Tender	Bellevue	2 ranges
600J	Equipment Technician 2	Buckley, Enumclaw, Everett, Lakewood, Monroe, Puyallup, Tacoma	4 ranges

600J	Equipment Technician 2	Auburn, Bellevue, Issaquah, Kent, Renton, Seattle, Shoreline, Woodinville	6 ranges
600K	Equipment Technician 3	Buckley, Enumclaw, Everett, Lakewood, Monroe, Puyallup, Tacoma	4 ranges
600K	Equipment Technician 3	Auburn, Bellevue, Issaquah, Kent, Renton, Seattle, Shoreline, Woodinville	6 ranges
600L	Equipment Technician Lead	Buckley, Enumclaw, Everett, Lakewood, Monroe, Puyallup, Tacoma	4 ranges
600L	Equipment Technician Lead	Auburn, Bellevue, Issaquah, Kent, Renton, Seattle, Shoreline, Woodinville	6 ranges
600M	Equipment Technician Supervisor	Everett, Monroe	4 ranges
600M	Equipment Technician Supervisor	Auburn, Bellevue, Issaquah, Kent, Renton, Seattle, Shoreline, Woodinville	6 Ranges
148M	Fiscal Technician 2	Northwest Region outlying Maintenance Offices (except Region HQ)	4 ranges

596S	Maintenance Lead Tech.	Greenwater, Skykomish	2 ranges
596S	Maintenance Lead Tech	Buckley, Everett, Enumclaw, Monroe, Lakewood, Puyallup, Tacoma	4 ranges
596S	Maintenance Lead Tech	Auburn, Bellevue, Issaquah, Kent Renton, Seattle, Shoreline, Woodinville	6 ranges
626L	Maintenance Mechanic 3	Everett, Monroe	4 ranges
626L	Maintenance Mechanic 3	Auburn, Bellevue, Issaquah, Kent, Renton, Seattle, Shoreline, Woodinville	6 ranges
626M	Maintenance Mechanic 4	Everett, Monroe	4 ranges
626M	Maintenance Mechanic 4	Auburn, Bellevue, Issaquah, Kent, Renton, Seattle, Shoreline, Woodinville	6 ranges
598P	Maintenance Operations Assistant Superintendent	Seattle or Shoreline	6 ranges
596I	Maintenance Specialist 2	Buckley, Enumclaw, Everett, Lakewood, Monroe, Puyallup, Tacoma	4 ranges
596I	Maintenance Specialist 2	Auburn, Bellevue, Issaquah, Kent, Renton, Seattle, Shoreline, Woodinville	6 ranges

596J	Maintenance Specialist 3	Buckley, Enumclaw, Everett, Lakewood, Monroe, Puyallup, Tacoma	4 ranges
596J	Maintenance Specialist 3	Auburn, Bellevue, Issaquah, Kent, Renton, Seattle, Shoreline, Woodinville	6 ranges
597K	Bridge Maintenance Specialist 3	Tacoma	4 ranges
597N	Bridge Maintenance Specialist Lead	Lakewood, Tacoma	4 ranges
597N	Bridge Maintenance Specialist Lead	Bellevue	6 ranges
596T	Maintenance Supervisor	Buckley, Enumclaw, Everett, Lakewood, Monroe, Puyallup, Tacoma	4 ranges
596T	Maintenance Supervisor	Auburn, Bellevue, Issaquah, Kent, Renton, Seattle, Shoreline, Woodinville	6 ranges
596P	Maintenance Tech. 1	Buckley, Enumclaw, Everett, Lakewood, Monroe, Puyallup, Tacoma	4 ranges
596P	Maintenance Tech. 1	Auburn, Bellevue, Issaquah, Kent, Renton, Seattle, Shoreline, Woodinville	6 ranges

597F	Bridge Maintenance Specialist 1	Buckley, Enumclaw, Everett, Monroe, Lakewood, Puyallup, Tacoma	4 ranges
597F	Bridge Maintenance Specialist 1	Auburn, Bellevue, Issaquah, Kent, Renton, Seattle, Shoreline, Woodinville	6 ranges
596Q	Maintenance Tech. 2	Skykomish	2 ranges
596Q	Maintenance Tech. 2	Buckley, Enumclaw, Everett, Greenwater, Lakewood, Monroe, Puyallup, Tacoma	4 ranges
596Q	Maintenance Tech 2	Auburn, Bellevue, Issaquah, Kent, Renton, Seattle, Shoreline, Woodinville	6 ranges
597G	Bridge Maintenance Specialist 2	Buckley, Everett, Enumclaw, Monroe, Lakewood, Puyallup, Tacoma	4 ranges
597G	Bridge Maintenance Specialist 2	Auburn, Bellevue, Issaquah, Kent, Renton, Seattle, Shoreline, Woodinville	6 ranges
596R	Maintenance Tech. 3	Skykomish	2 ranges

596R	Maintenance Tech. 3	Buckley, Enumclaw, Everett, Greenwater, Lakewood, Monroe, Pullayup, Tacoma	4 ranges
596R	Maintenance Tech. 3	Auburn, Bellevue, Issaquah, Kent, Renton, Seattle, Shoreline, Woodinville	6 ranges
100V	Secretary Supervisor	Northwest Region outlying Maintenance Offices (Everett)	2 ranges
100V	Secretary Supervisor	Northwest Region outlying Maintenance Offices (Bellevue, Kent & Seattle [except Region HQ])	4 ranges
Department of Veterans Affairs			
311E	Dietitian 1	Retsil	2 ranges
Washington State Patrol			
396L	Deputy Fire Marshal	North Bend	3 ranges

REFERENCE #1: Within the Department of Social and Health Services for supervision, training, and mentoring of individuals with intellectual disabilities or symptoms and behaviors related to significant mental illness; or in the Department of Children, Youth, and Families or DSHS for the supervision, training and mentoring of Juvenile Rehabilitation (JR) institution residents or Department of Corrections offenders residing in JR facilities. Basic salary range plus two (2) ranges. (Eff. 7/69; Rev.7/78; 12/78; 10/79; 4/98, 1/02, 7/19)

REFERENCE #2: For full-time assignment to forklift operations. Basic salary range plus ten dollars (\$10.00) a month shall be paid to employees in this class.

REFERENCE #3: For required SCUBA diving and/or serving as Designated Person in Charge (DPIC). Basic salary range plus ten dollars (\$10.00) per diving or DPIC hour to employees in any class.

REFERENCE #4: For direct supervisory responsibility over PBX and Telephone Operators. Basic salary range plus two (2) ranges.

REFERENCE #5: For assigned operation of highway equipment rated above the employee's classification. Basic salary range plus the hourly difference between step M of the Maintenance Technician 3 class and step M of the salary range representing a four-range increase over the Maintenance Technician 3 class. Employees operating this equipment shall be paid for actual operations that continue for at least one (1) hour. Equipment operation that lasts for less than one (1) continuous hour shall not qualify the operator for premium pay. Employees operating this equipment in a bona fide training assignment are not entitled to the higher rate.

REFERENCE #9: For full-time assignment to a floor care crew and the operation of heavy duty floor cleaning and waxing equipment. Basic salary range plus two (2) ranges. Basic salary range plus two (2) ranges will also be paid to designated working supervisor of floor crew.

REFERENCE #11: For successful completion of the Department of Social and Health Services approved core curriculum which consists of forty-five (45) college quarter credit hours or its equivalent in semester hours and current participation in the development and implementation of assigned aspects of individual resident treatment activities. Basic salary plus two (2) ranges.

REFERENCE #12: Employees assigned to operate equipment above this level shall be compensated four (4) ranges above their base rate, and shall be credited with a minimum of four (4) hours at the higher rate on each day they operate the higher level equipment.

REFERENCE #14: For all hours worked when assigned to bridge painting inspection duties which involve climbing and work in exposed positions at heights from which an employee might fall thirty (30) feet or more; excludes work on bridges or overpasses within areas protected by walls or guardrails. Basic salary range plus four (4) ranges.

REFERENCE #16: For mixing, record keeping, and application of pesticides by a licensed Department of Transportation spray operator. Basic salary plus the hourly difference between step M of the Maintenance Technician 3 class and step M of the salary range representing a four-range increase over the Maintenance Technician 3 class. Employees who are responsible for actual mixing, record keeping, and spraying of pesticide as documented by completion and signature of a "Pesticide Application Record" shall be paid for actual hours of operation that continues for at least one (1) hour. Mixing, record keeping, and application of pesticides that last for less than one (1) hour shall not qualify employees for assignment pay.

REFERENCE #17: Payable to DSHS staff in classification below the Truck Driver salary range when they are qualified to operate, and are operating equipment, which is on the DSHS equipment list calling for Truck Driver 1, 2, or 3. Pay will be the basic salary range plus four (4) ranges. If the first step of the range for the equipment exceeds the four (4)

range AP, then the first step shall be paid. Payable for the greater of actual operating time or two (2) hours. Applicable only to the Department of Social and Health Services.

REFERENCE #18: Employees in any position whose current assigned job responsibilities include proficient use of written and oral English and proficiency in speaking and/or writing one or more foreign languages, American Sign Language, or Unified English Braille, provided that proficiency or formal training in such additional language is not required in the specifications for the job class. Basic salary plus two (2) ranges.

REFERENCE #20: Basic salary plus four (4) ranges for certified asbestos workers while they are required to wear and change into or out of full-body protective clothing and pressurized respirator.

REFERENCE #21: Basic salary plus four (4) ranges for a minimum of four (4) hours per working day when assigned to perform repairs or maintenance on the Tacoma Narrows Bridge excluding routine maintenance or roadway, sidewalks, railing, bridge approaches, signs, etc.

REFERENCE #22: Basic salary plus four (4) ranges for a minimum of four (4) hours per working day while either operating an under-bridge inspection truck (UBIT) from the bucket or while serving as back-up operator on the bridge deck.

REFERENCE #24: Part A - Within the Department of Ecology, basic salary range plus four (4) ranges to designated employees permanently assigned to the Emergency Spill Response Team. **Part B** - Within the Department of Ecology, two dollars and forty-four cents (\$2.44) for each hour on duty in the assigned duty week outside of normal work hours to designated employees not permanently assigned to the Emergency Spill Response Team.

REFERENCE #25: Basic salary plus two (2) ranges for crime lab support staff performing evidence handling activities.

REFERENCE #26: Within the Department of Fish and Wildlife, basic salary plus four (4) ranges for employees with a Class A or Class B Commercial Driver's License performing the following duties: driving CDL fish-hauling trucks to transport fish or to deliver a CDL truck for authorized maintenance, fish loading or unloading, pre and post trip inspections, and fuel stops. The advanced pay level shall be for a one (1) hour minimum and thereafter on an hour-for-hour basis, rounded up to an hour.

REFERENCE #27: Assignment pay in the amount of three percent (3%) of the employee's current monthly salary shall be paid to designated forensic scientist of the Washington State Patrol assigned to either the Crime Scene Response Team and/or Statewide Incident Response Team.

REFERENCE #29: Upon review from OFM State Human Resources and negotiations with OFM Labor Relations Section employees in any position located where the cost of living impacts the agency's ability to recruit and/or retain employees which would severely

impair the effective operation of the agency, will be compensated specified number of ranges as detailed in the Group C listing.

REFERENCE #35: Basic salary plus two (2) ranges for each day that an eligible employee is assigned the role of the Presiding Steward for the Washington Horse Racing Commission.

REFERENCE #36: Basic salary range plus four (4) ranges while performing back flow valve testing.

REFERENCE #37B (WFSE Only): Excluding employees whose assigned duties are classification specific or position specific, within the Washington State Parks and Recreation Commission, Liquor and Cannabis Board, and the Department of Social and Health Services, certified instructors of defensive tactics, firearms, fitness, bicycle, boating safety, EVOG, and/or pistol maintenance, will be compensated an additional ten dollars (\$10.00) per hour, over and above regular salary and benefits, for every hour engaged in giving instruction to or in receiving re-certification training. Pistol maintenance instructors are eligible for this additional compensation when they are instructing in a classroom setting, providing one-on-one instruction or repairing at the firing range.

REFERENCE #39: Construction and Maintenance Project Lead and Construction and Maintenance Project Supervisor positions assigned to marine crew will be compensated ten percent (10%) of their base pay and will be credited with a minimum of four (4) hours at the higher rate on each day they operate Class C equipment.

REFERENCE #40: Base salary plus four (4) ranges will be paid to Department of Transportation employees in the northwest region permanently assigned to the I-90 tunnel and are responsible to monitor, maintain, and operate the highly complex and specialized tunnel systems located only at the I-90 tunnel.

REFERENCE #43: Basic salary range plus four (4) ranges shall be paid to Department of Licensing employees who have successfully completed the DOL-sponsored Enhanced Drivers License Training Course and have been qualified and permanently assigned to denote US Citizenship and issue a Washington State enhanced driver's license or enhanced identification card.

REFERENCE #48: Basic salary plus four (4) ranges will be paid to Department of Transportation employees when removing illegal encampments within State Right of Way.

REFERENCE #49: Base salary plus two dollars (\$2.00) per hour for Department of Transportation employees assigned to crews that maintain designated corridors on night shift because heavy congestion on the roadway prevents these activities from occurring during the day.

REFERENCE #50: Within the Department of Corrections (excluding those assigned to the Training and Development Unit and Emergency Operations Unit), certified instructors

of defensive tactics, firearms, and pistol maintenance, will be compensated an additional fifteen dollars (\$15.00) per hour, over and above regular salary and benefits, for every hour engaged in giving instruction to or in receiving re-certification training.

REFERENCE #51: Within the Department of Enterprise Services, basic salary plus two (2) ranges for work assigned on and/or testing of high voltage distribution systems of 751 volts or more and will be rounded up to the nearest hour.

REFERENCE #52: Within the Department of Transportation, basic salary plus six (6) ranges will be paid to Rest Area Attendant – Transportation employees when they are qualified and performing ferry operator assistant duties on the Keller ferry. Employees shall be paid for actual hours performing ferry operator assistant duties.

REFERENCE #53: Within the Liquor and Cannabis Board, basic salary plus three (3) ranges for performing duties as a Field Training Officer (FTO). Such duties will be assigned in writing and as directed by management.

REFERENCE #55: Basic salary plus one (1) range for Security Guards and Residential Rehabilitation Counselors within the Department of Social and Health Services that are assigned to the Special Commitment Center (SCC) firefighting response team.

REFERENCE #56: Within the Department of Labor and Industries, conditional to serious hazard exposure as defined by RCW 49.17.180(6): Industrial Hygienists and Safety & Health Specialists are paid base salary plus four (4) ranges for each hour they are required to use personal protective equipment (excluding hard hat, boots, hearing and eye protection) to enter a hazardous worksite to consult, inspect or investigate where serious hazards are present.

REFERENCE #61: Basic salary plus two (2) ranges shall be paid to trained and qualified employees who are assigned members of the designated Department of Corrections Critical Incident Stress Management (CISM) specialty team. Assignment pay under this reference shall be paid on an hour for hour basis for every hour worked during an authorized team related assignment or training.

APPENDIX Q SPECIAL PAY RANGES AND NOTES

This Article has been modified by an [MOU](#) effective February 20, 2019

These ranges are used to equal or approximate prevailing rate practices found in private industry or other governmental units. An affected class is identified by a letter designation following the basic salary range number or by a letter designation preceding a number. In the latter case, a special salary schedule will be used for such classes.

“E” RANGE: This range is used for classes having a prevailing pay range that is shorter than Washington’s standard ranges. An “E” range is a standard range with the first four (4) steps removed. Thus, the first step is the same as Step E of the standard range having the same range number. Periodic increases are made at the same intervals as through standard ranges.

“D” RANGE: This range is a single rate per hour equivalent to the State's minimum wage. It is payable to employees who have dog handler assignments, and only while they are off duty, but are still required to care for the dog in their charge (usually at home). Work time to be paid at "D" range includes but is not limited to time required for daily feeding, exercising, grooming, and emergency health care of the dog, and care and cleaning of the kennel.

“G” RANGE: This range is used for classes having a prevailing pay range which is shorter than Washington’s standard ranges. A “G” range is a standard range with the first six steps removed. Thus, the first step of such a range is the same as Step G of the standard range having the same range number. Periodic increases are made at the same intervals as through standard ranges.

“GS1” RANGE: This range applies to the following specific job classes: Physician 2, Physician 3, Psychiatric Social Worker 2, and Psychiatric Social Worker 3. Periodic increases are made at the same intervals as through standard ranges.

“I” RANGE: This range is five (5) ranges higher than the range approved for Lottery District Sales Representative and it may be applied only to that classification. Use of this range is limited to sales incentive programs which: (a) normally do not exceed thirteen (13) weeks for any program; (b) normally do not exceed four (4) programs in any consecutive twelve (12) months; and (c) require achievement of specific goals which are set for each program by the Lottery, such goals to be in excess of normal performance standards for the class. At its discretion, Lottery may designate the fourth (4th) quarter incentive program in any fiscal year to compensate employees for the achievement of annual goals. This provision may not be applied to any quarter other than the fourth (4th).

Lottery is authorized to compensate individual employees on the “I” range for not more than three (3) months as a result of any one (1) sales incentive program, with the number of months stipulated in the incentive program announcement. Within these limits,

movement of any employee to and from the “I” range will be at the discretion of the Lottery, and shall be from and to the same step, subject to change by the employee’s periodic increment date.

“J” RANGE: This range is a single rate per hour equivalent to range 62, step K. Use is limited to Lottery employees who volunteer and are selected for lottery drawing duty as one (1) of the following: (a) The Lottery Drawing Official (LDO); (b) the Lottery Security Official (LSO); or (c) the Headquarters Drawing Official (HDO), as described under Lottery procedures.

Employees performing these functions during their normal working shift will not be eligible for “J” range compensation. Employees performing these functions outside of their shift will be compensated by the “J” rate on an hourly basis with a two (2)-hour minimum per drawing period.

“N1” RANGE: This range applies to nurses represented by the Washington Federation of State Employees and is used for classes requiring licensure as a registered nurse and having a prevailing pay range which is longer than Washington’s standard ranges. An “N1” range is a standard range, step A through K, with ten (10) added steps, L through U. Periodic increases through step K of these ranges are made at the same intervals as through standard ranges. Thereafter, an employee receives a one-step increase based on up to the maximum step of the range.

“CC RANGE: This range applies to specific job classes in the Department of Corrections. The specific job classes are: Community Corrections Assistant, Community Corrections Officers 1-3, Community Corrections Specialists, Corrections Specialist 3, Correctional Mental Health Counselors 2 and 3, Corrections & Custody Officer 2 and 3, and Correctional Hearings Officer 3 and 4. Periodic increases are made at the same intervals as through standard ranges.

APPENDIX R

WILD FIRE SUPPRESSION AND OTHER EMERGENCY DUTIES

R.1 Fire Duty Compensation – Department of Natural Resources (DNR)

The provisions of this Appendix apply to DNR employees when performing wild fire suppression, DNR Fire Training Academy implementation, or other emergency duties under the incident command system.

R.2 Fire Season Work Schedules

While the state's fire season is in effect, work schedules for wild fire suppression personnel may be assigned that are other than Monday through Friday and 8:00 am to 4:30 pm. Such fire season schedules will provide for equitable rotation if requested by a majority of the affected employees.

For those employees whose permanent or temporary duty station is a correctional facility, DNR will establish by April 15 each year a priority list for assigning overtime when assignments are not determined by closest forces. Employees may request to drop to the bottom of such priority list for a specified length of time with reasonable notice to their first-line management supervisor. The priority list will be posted in a place visible to employees.

R.3 Rotational Fire Duty Standby

While the state's fire season is in effect, separate rotational standby schedules may be established for the incident command system positions of Division Supervisor, Task Force Leader, and Resource Boss. If established, the rotational schedules would be posted in region and division offices and updated weekly. Actual rotation would not begin or continue except as authorized by the Employer. The Employer will make pagers or similar communication devices available to employees if on rotational standby for deployment as a Division Supervisor, Task Force Leader, or Resource Boss.

R.4 Agreement Applies to All Deployments

- A. Wild fire suppression working conditions as specified in this Agreement are considered usual and customary in any wild fire suppression operation to which the Employer has deployed employees.
- B. On all fires, DNR will designate a knowledgeable agency representative or contact to ensure compliance with provisions of this Agreement.

R.5 Length of Deployment

- A. The Employer retains sole authority to dispatch employees to fires even when dispatched to inter-agency fires.
- B. If not released from wild fire suppression duty by the tenth (10th) consecutive day following deployment away from their duty station, employees will be scheduled for rest and recuperation and will be

unavailable for work assignments for twenty-four (24) hours. This rest and recuperation period is intended to occur no later than the fourteenth (14th) consecutive calendar day after the initial deployment. If not released from wildlife suppression duty by the twenty-first (21st) consecutive day following deployment away from the duty station, the employee will be scheduled for an additional rest and recuperation period. This additional rest and recuperation period is intended to occur no later than the twenty-second (22nd) consecutive calendar day after the initial deployment.

- C. Up to forty-eight (48) hours of travel to and up to forty-eight (48) hours of travel from the fire incident are excluded in calculating the consecutive days of deployment in Subsection B above. During a rest and recuperation period, the employee will be paid eight (8) hours miscellaneous leave (ten (10) hours miscellaneous leave for an employee on a 4-10 schedule). Rest and recuperation leave is paid at the employee's straight time hourly rate.
- D. When a rest and recuperation period as discussed above does not occur because of scheduling considerations before release from fire suppression duty away from an employee's duty station, the employee will take rest and recuperation miscellaneous leave on the first calendar day after returning from fire duty to the employee's regular duty station.
- E. Deployment beyond fourteen (14) consecutive days requires mutual agreement of the employee's Region/Division Manager, the DNR Resource Protection Division Manager, and the employee. Approval to extend fire duty deployment beyond fourteen (14) consecutive calendar days will include provision for scheduling a rest and recuperation period if not already taken at the earliest opportunity consistent with safety and scheduling considerations.

R.6 Normal Rest Periods

When an employee is deployed under the incident command system to wild fire suppression duty, it is normally appropriate to grant a reasonable rest period after twelve (12) hours of fire line duty. Except when precluded by extraordinary circumstances, a rest period is eight (8) or more continuous duty/travel-free hours.

R.7 Fit for Duty

As in all other instances, employees while deployed to wild fire suppression and/or other emergency duty under the incident command system are responsible within their means to be physically able to resume their duties at the start of each work shift.

R.8 Fire Camp

- A. DNR employees are not required to remain in wild fire base camp during off duty hours.

- B. When a wild fire suppression base camp is established for overnight operation and one-way travel to the nearest community does not unreasonably exceed one (1) hour, the Employer will, except when precluded by extraordinary circumstances, provide for round trip transportation to the nearest community for employees who are off duty.

R.9 Laundry Services

After five (5) consecutive calendar days away from their duty station, employees deployed to emergency duty under the incident command system will be entitled to laundry services until released from emergency duty. If contracted laundry services are not provided, employees will be reimbursed for laundry costs incurred pursuant to Office of Financial Management, State Administrative and Accounting Manual, Subsection [10.60.10](#).

R.10 Return to Normal Duties

- A. Upon return to normal duties following release from extended emergency duty under the incident command system, the Employer will provide work for an employee during regular scheduled hours if there is work that the employee can perform safely and productively. If in the immediate supervisor's judgment, there is not work that the employee can safely and productively perform, the immediate supervisor will direct the employee to go off duty and will notify the employee when scheduled to return to duty. If an employee is directed to rest at the duty station, the directed rest time at the duty station is duty time.
- B. If an employee returning from extended emergency duty under the incident command system is directed to go off duty or desires to go off duty, the employee may request to be allowed to delay the start of his or her normal schedule of regular hours and to make up regular shift hours during the remainder of the workday or during the remainder of the workweek without incurring overtime. The Employer will within reason approve such employee requests. The Union acknowledges there may be circumstances that preclude approving a request. When regular hours are made up during the remainder of the workday or during the remainder of the workweek, the regular hours are paid at the straight time rate. If an employee returning from extended emergency duty under the incident command system requests to use accrued vacation leave, the Employer will within reason approve the employee request.

R.11 Meals

- A. All employees involved in fire suppression efforts who are required to remain on duty after 7:00 p.m. are entitled to a nutritious meal and to an additional meal for every four (4) hours of continuous work thereafter, unless an unpaid meal period is provided. Employees who are traveling will not stop for a meal in order to extend duty beyond 7:00 p.m.

- B. In emergency situations, on short notice, when an employee is required to report for duty three (3) or more hours prior to his or her normal work shift, the employee is entitled to a nutritious meal.
- C. Meal delivery requirements may be flexible to facilitate a hot or a better quality meal at a camp or restaurant (in lieu of a cold lunch) at the option of a majority of the employees involved.

R.12 Sleeping Bags

On a project fire, each employee who remains at the site will be provided a sleeping bag and a sleeping pad of good quality.

R.13 Inclement Weather Facilities

On a project fire during inclement weather, reasonably warm and dry facilities will be provided as soon as possible for eating and sleeping.

R.14 Shower Facilities

On a project fire, shower facilities including soap will be made available as soon as possible except when precluded by extraordinary circumstances.

R.15 Air Quality

Upon request, DNR will provide N-95 particulate masks for use in fire camps. Particulate masks may not be used on the fire lines. DNR commits to further discussions with the union regarding firefighter respiratory health.

APPENDIX S
JOB CLASSIFICATIONS – TWELVE MONTH PROBATIONARY PERIOD

This Article has been modified by an [MOU](#) effective July 1, 2018

This Article has been modified by an [MOU](#) effective September 25, 2018

1. Arts Commission

Administrative Assistant 3 and 4
Information Technology Specialist 3
Preservation and Museum Specialist 4
Office Assistant 3

2. Department of Agriculture

Agricultural Aide
Agricultural Inspector 1, 2, and 3 (Seed Inspection Program only)
Brand Inspector 1
Laboratory Assistant 1 and 2
Plant Services Specialist 1 and 2
Program Assistant (Fruit and Vegetable Inspection Program only)
Program Specialist 2 (Fruit and Vegetable Inspection Program only)

3. Department of Children, Youth, and Families

Social Service Specialist 1, 2, 3 and 4

4. Department of Corrections

Community Corrections Officer 1

5. Department of Licensing

Business and Professions Auditor 1, 3, and 4
Vehicle Service Liaison Officer 1 and 2

6. Department of Social and Health Services

Adult Training Specialist 1
Attendant Counselor 1
Claims Officer 1 – Department of Social and Health Services
DDS Adjudicator 1
Developmental Disabilities Case/Resource Manager Trainee
Financial Services Specialist 2 (9 months, excluding HCS)
Financial Services Specialist 2 (HCS only)
Maintenance Technician 1
Maintenance Trainee
Procurement and Supply Specialist 1
Social Service Specialist 1, 2, 3, and 4
Support Enforcement Officer 1
Vocational Rehabilitation Counselor 2 and 3

Vocational Rehabilitation Regional Program Counselor

- 7. Department of Transportation**
Maintenance Trainee
Maintenance Technician 1, 2, and 3
- 8. Horse Racing Commission**
Racing License Specialist
Racing Official Assistant
Racing Official 1 and 2
Racing Pari-Mutuel Inspector
Racing Steward
- 8. Liquor and Cannabis Board**
LCB Enforcement Officer 2
- 9. Office of the Insurance Commissioner**
Health Insurance Advisor 1 and 2
- 10. Parks and Recreation Commission**
Park Ranger 1 2, 3, and 4
- 11. Services for the Blind**
Vocational Rehabilitation Counselor 3 and 4
- 12. Washington State Patrol**
Forensic Scientist 1, 2, 3, 4, and 5
Fingerprint Technician 1 and 2
- 13. Washington State Historical Society**
Preservation and Museum Specialist 1
Preservation and Museum Specialist 2
Preservation and Museum Specialist 3
Preservation and Museum Specialist 4
Preservation and Museum Specialist 5
Program Specialist 5
Capital Projects Coordinator
Information Technology Specialist 2

APPENDIX T
CLASSIFICATION SPECIFIC SALARY ADJUSTMENTS

GENERAL SERVICE (GS) INCREASES		Total Adjustment	Range Increases Effective 7/1/2017	Range Increases Effective 7/1/2018
654F	Aircraft Pilot 2	6 Ranges	6	-
345F	Attendant Counselor 1	2 Ranges	2	-
345G	Attendant Counselor 2	2 Ranges	2	-
345H	Attendant Counselor 3	2 Ranges	2	-
597F	Bridge Maintenance Specialist 1	5 Ranges	5	-
597G	Bridge Maintenance Specialist 2	5 Ranges	5	-
597K	Bridge Maintenance Specialist 3	1 Range	1	-
597N	Bridge Maintenance Specialist Lead		Range 53G	-
168K	DDS Adjudicator 3	2 Ranges	2	-
168L	DDS Adjudicator 4	2 Ranges	2	-
351U	Developmental Disab Case/Res Mgr	4 Ranges	2	2
351V	Developmental Disab Outstation Mgr	3 Ranges	2	1
391N	Elevator Inspector 1	2 Ranges	2	-
391P	Elevator, Technical Specialist	3 Ranges	3	-
542T	Environmental Planner 3	2 Ranges	2	-
542U	Environmental Planner 4	2 Ranges	2	-
542V	Environmental Planner 5	2 Ranges	2	-
523F	Environmental Specialist 2	2 Ranges	2	-
600K	Equipment Technician 3	2 Ranges	2	-
600L	Equipment Technician Lead	2 Ranges	2	-
600M	Equipment Technician Supervisor	1 Range	1	-
172L	Excise Tax Examiner 1	3 Ranges	3	-
172M	Excise Tax Examiner 2	3 Ranges	3	-
165G	Financial Services Specialist 1	2 Ranges	2	-
165H	Financial Services Specialist 2	2 Ranges	2	-
507J	Fingerprint Lead Technician	2 Ranges	2	-
507H	Fingerprint Technician 1	2 Ranges	2	-

GENERAL SERVICE (GS) INCREASES		Total Adjustment	Range Increases Effective 7/1/2017	Range Increases Effective 7/1/2018
507I	Fingerprint Technician 2	2 Ranges	2	-
505A	Forensic Scientist 1	4 Ranges	4	-
505B	Forensic Scientist 2	4 Ranges	4	-
505C	Forensic Scientist 3	4 Ranges	4	-
505E	Forensic Scientist 4	4 Ranges	4	-
505F	Forensic Scientist 5	4 Ranges	4	-
352P	Forensic Therapist	6 Ranges	6	-
428E	Health Care Investigators 1	2 Ranges	2	-
428F	Health Care Investigators 2	2 Ranges	2	-
428G	Health Care Investigators 3	2 Ranges	2	-
124B	Industrial Relations Agent 2	2 Ranges	2	-
124C	Industrial Relations Agent 3	1 Range	1	-
394E	Industrial Hygienist 2	4 Ranges	4	-
394F	Industrial Hygienist 3	4 Ranges	4	-
394G	Industrial Hygienist 4	5 Ranges	5	-
153I	Industrial Insur Underwriter 1	3 Ranges	3	-
153J	Industrial Insur Underwriter 2	6 Ranges	6	-
153K	Industrial Insur Underwriter 3	6 Ranges	6	-
153L	Industrial Insur Underwriter 4	6 Ranges	6	-
153M	Industrial Insur Underwriter 5	6 Ranges	6	-
348J	Institution Counselor 2	5 Ranges	5	-
348K	Institution Counselor 3	5 Ranges	5	-
355E	Juvenile Rehab Counselor Assistant	2 Ranges	2	-
286B	Licensed Practical Nurse 2	7 Ranges	7	-
286D	Licensed Practical Nurse 4	7 Ranges	7	-
458G	Licensing Services Representative 3	2 Ranges	2	-
458H	Licensing Services Representative 4	2 Ranges	2	-

GENERAL SERVICE (GS) INCREASES		Total Adjustment	Range Increases Effective 7/1/2017	Range Increases Effective 7/1/2018
596S	Maintenance Lead Technician	1 Range	1	-
596T	Maintenance Supervisor	1 Range	1	-
596P	Maintenance Technician 1	2 Ranges	2	-
596Q	Maintenance Technician 2	2 Ranges	2	-
596R	Maintenance Technician 3	2 Ranges	2	-
347L	Mental Health Technician 1	5 Ranges	5	-
347M	Mental Health Technician 2	5 Ranges	5	-
347N	Mental Health Technician 3	5 Ranges	5	-
347P	Mental Health Technician 5	7 Ranges	7	-
260P	Parks Interpretive Assistant	2 Ranges	2	-
260Q	Parks Interpretive Specialist 1	4 Ranges	4	-
295J	Pharmacist - Investigator	1 Range	1	-
362A	Psychology Affiliate	6 Ranges	6	-
362B	Psychology Associate	6 Ranges	6	-
348N	Psychiatric Child Care Counselor 1	5 Ranges	4	1
348O	Psychiatric Child Care Counselor 2	5 Ranges	4	1
348P	Psychiatric Child Care Counselor 3	5 Ranges	4	1
347J	Psychiatric Security Attendant	5 Ranges	5	-
286E	Psychiatric Security Nurse	7 Ranges	7	-
362C	Psychologist 3	6 Ranges	6	-
362D	Psychologist 4	6 Ranges	6	-
362F	Psychologist - Forensic Evaluator	4 Ranges	4	-
306J	Recreational Therapist 2	2 Ranges	2	-
347F	Residential Rehabilitation Counselor 2	5 Ranges	4	1
347G	Residential Rehabilitation Counselor 3	5 Ranges	4	1
347H	Residential Rehabilitation Counselor 4	5 Ranges	4	1
392E	Safety & Health Specialist 1	4 Ranges	4	-

GENERAL SERVICE (GS) INCREASES		Total Adjustment	Range Increases Effective 7/1/2017	Range Increases Effective 7/1/2018
392F	Safety & Health Specialist 2	4 Ranges	4	-
392G	Safety & Health Specialist 3	4 Ranges	4	-
392H	Safety & Health Specialist 4	4 Ranges	4	-
349F	Social & Health Program Consultant 2	4 Ranges	2	2
349G	Social & Health Program Consultant 3	4 Ranges	2	2
349H	Social & Health Program Consultant 4	4 Ranges	2	2
351O	Social Service Specialist 1	4 Ranges	2	2
351P	Social Service Specialist 2	4 Ranges	2	2
351Q	Social Service Specialist 3	4 Ranges	2	2
351R	Social Service Specialist 4	4 Ranges	2	2
351S	Social Service Support Specialist		Range 39	
351J	Social Service Training Specialist	4 Ranges	2	2
178F	Support Enforcement Officer 1	2 Ranges	2	-
530M	Transportation Engineer 3	3 Ranges	3	-
353K	Vocational Rehab Counselor 1	3 Ranges	3	-
353L	Vocational Rehab Counselor 2	3 Ranges	3	-
353M	Vocational Rehab Counselor 3	3 Ranges	3	-
353N	Vocational Rehab Counselor 4	3 Ranges	3	-
353H	Vocational Rehab Regional Md Prog Consult	3 Ranges	3	-
353T	Vocational Rehab Sup	3 Ranges	3	-
353V	Vocational Svcs Spec 1, Indus Insur		Range 48	-
353W	Vocational Svcs Spec 2, Indus Insur	3 Ranges	3	-
353Y	Vocational Svcs Spec 3, Indus Insur		Range 58	-
353Z	Vocational Svcs Spec 4, Indus Insur		Range 61	-
453F	Weights & Measures Compliance Specialist 2	4 Ranges	4	-

GENERAL SERVICE 1 (GS1) INCREASES		Total Adjustment	Range Increases Effective 7/1/2017	Range Increases Effective 7/1/2018
288H	Physician 2	13 Ranges	13	-
288I	Physician 3	13 Ranges	13	-
352J	Psychiatric Social Worker 2	16 Ranges	16	-
352K	Psychiatric Social Worker 3	16 Ranges	16	-

	N1 INCREASES	Total Adjustment	Range Increases Effective 7/1/2017	Range Increases Effective 7/1/2018
285X	Clinical Nurse Specialist	10 Ranges	10	-
285N	Occupational Nurse Consultant	10 Ranges	10	-
285P	Occupational Nurse Consultant Supervisor	10 Ranges	10	-
291F	Physician Asst Cert/Adv RN Pract Lead	10 Ranges	10	-
291E	Physician Asst/Adv Reg Nurse Pract	10 Ranges	10	-
285G	Registered Nurse 3	10 Ranges	10	-
285H	Registered Nurse 4	10 Ranges	10	-

	COMMUNITY CORRECTIONS “CC” INCREASES	Total Adjustment Effective 7/1/2017
383E	Community Corrections Assistant	36 “CC Range”
383F	Community Corrections Officer 1	6 Ranges
383G	Community Corrections Officer 2	3 Ranges
383H	Community Corrections Officer 3	4 Ranges
383I	Community Corrections Specialist	5 Ranges
384B	Corrections and Custody Officer 2	3 Ranges
384C	Corrections and Custody Officer 3	3 Ranges
354O	Corrections and Mental Health Counselor 2	2 Ranges
354P	Corrections and Mental Health Counselor 3	6 Ranges

STATEWIDE MEMORANDA OF UNDERSTANDING

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON AND
WASHINGTON FEDERATION OF STATE EMPLOYEES**

COMMERCIAL DRIVER’S LICENSE WELLNESS INCENTIVE

The parties agree to the implementation of the following, provided an annual monetary wellness program incentive is negotiated and funded in the applicable Coalition of Unions, Health Care Benefits Amounts Agreement.

State employees who are required to have a Commercial Driver’s License (CDL) must pass a federal CDL medical examination which determines if the employee is physically qualified to drive a commercial motor vehicle. As an additional incentive to encourage bargaining unit employees who are required to have a CDL to participate in the state’s wellness program, the parties agree to an additional CDL Wellness Incentive.

Effective July 1, 2017 through June 29, 2019, bargaining unit employees required to have a CDL and who earn the annual wellness incentive(s) for 2018 and/or 2019 in accordance with the Public Employee Benefits Board requirements will be eligible to earn an additional CDL Wellness Incentive equal to the annual wellness incentive per the Agreement or one hundred twenty-five dollars (\$125.00), whichever is the lesser amount.

Dated: August 29, 2016

For the Employer

For the Union

/s/

/s/

Tina Peterson, Chief Negotiator

Greg Devereux, Executive Director

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON AND
WASHINGTON FEDERATION OF STATE EMPLOYEES**

Addressing Paid Internships and/or Staff Development Opportunities:

The parties recognize the existence of increasing recruitment, retention, and workload challenges within General Government agencies. Further, the parties recognize the value of appointments for the purpose of staff development. As one component of working to address the recruitment challenges, the parties agree to the following:

1. In addition to the provisions set forth in Article 4.5 A1, the Employer may make non-permanent appointments for paid internships and/or staff development opportunities. Non-permanent appointments made for paid internships may not be converted to permanent appointments and may supplement, but not supplant, permanent positions. Any conversion of a non-permanent appointment made for staff development must be handled in accordance with Article 4.5 A 3. Non-permanent positions established for paid internships are dependent on available funding.

Employees hired into non-permanent appointments for paid internships and/or staff development opportunities will be assigned to a supervisor. The supervisor is responsible for ensuring the employee receives training for the specific position and assigned job duties.

2. During the life of this MOU, the Employer will track all non-permanent appointments made for the purposes of paid internships and/or staff development opportunities. This data will be available to the Union upon request.
3. The parties will discuss the available data and negotiate any continuation of this MOU during bargaining of the parties' 2019-2021 Agreement.
4. This MOU expires on June 29, 2019.

Dated August 30, 2016

For the Employer

For the Union

/s/

/s/

Tina Peterson, Chief Negotiator

Greg Devereux, Executive Director

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON AND
WASHINGTON FEDERATION OF STATE EMPLOYEES**

Addressing Student Debt

The parties acknowledge that the Public Service Loan Forgiveness (PSLF) program is a valuable tool to assist current and future state employees to reduce their student loan debt. The state of Washington agrees to partner with WFSE to serve as a resource for all general government state employees with student debt to assist with recruitment and retention issues for state employees for whom public service employment is their passion and life goal.

1. The Employer and the Union will, work cooperatively to establish a program for assisting current and potential employees to identify their options for minimizing existing student debt burdens through the PSLF program.
2. The Employer will develop and produce, within six (6) months of the effective date of this Agreement, a program on the topic of student debt assistance. The program will include, but not be limited to: web based training and in person training for employees with student debt, recruitment templates and materials, training for Human Resource staff, Recruiters and Payroll staff, and build relationships with the State's various colleges and universities.
3. Interested employees will have the opportunity to view or attend the training for employees with student debt, on work time, once during the life of this Agreement.
4. Upon request, the Employer will provide to the employee an employment certification and/or re-certification form for PSLF, with the employer sections completed. Employees are authorized a reasonable amount of work time and use of state equipment to access information regarding the PSLF and complete required forms.

Dated August 30, 2016

For the Employer

For the Union

/s/

/s/

Tina Peterson, Chief Negotiator

Greg Devereux, Executive Director

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON AND
WASHINGTON FEDERATION OF STATE EMPLOYEES**

Regional Compensation Issues

The Employer and the Union will form a Regional Compensation Issues work group which will meet at least once per month for at least three (3) months to gather data to make informed recommendations regarding regional compensation issues across the state, particularly for King County. This work group will begin meeting as soon as possible.

This MOU takes effect upon the date of signature of the parties.

Dated September 13, 2016

For the Employer

For the Union

/s/

/s/

Tina Peterson, Chief Negotiator

Greg Devereux, Executive Director

**MEMORANDUM OF UNDERSTANDING
AGENCY SPECIFIC BARGAINING
SUPPLEMENTAL BARGAINING
(EXCEPT FOR THE DEPARTMENT OF CORRECTIONS)**

- A. The parties will establish up to ten (10) supplemental tables. Additional supplemental tables may be established by mutual agreement.
- B. The Union will provide its agency-specific proposals to each agency, with a copy to the OFM/SHR/Labor Relations Section (labor.relations@ofm.wa.gov) by April 6, 2018. The Employer will provide its agency-specific proposals to the Union by May 4, 2018.
- C. In order to be submitted to a supplemental table, the proposal must be both agency-specific and non-compensation.
- D. Timeframes for the Conclusion of Supplemental Bargaining
 - 1. Each supplemental table must conclude negotiations by June 15, 2018;
 - 2. Tentative agreements reached at a supplemental table will be provided to the chief spokesperson of the Union and Employer by July 6, 2018; and
 - 3. Each supplemental table will have up to two (2) full days of negotiations, unless the parties mutually agree to additional days. By agreement, negotiation days may be broken up into partial days.
- E. Release Time

Except as modified in this section, the terms of Article 39.12 of the parties' 2017-2019 Collective Bargaining Agreement will apply to release time for supplemental bargaining.

 - 1. For the Department of Social and Health Services supplemental table, the Employer will approve up to seven (7) employee representatives who are scheduled to work during the time negotiations are being conducted; and
 - 2. For all other supplemental tables, the Employer will approve up to five (5) employee representatives who are scheduled to work during the time negotiations are being conducted.

- F. Process if Parties Fail to Reach Agreement
1. If the parties do not reach agreement on a proposal at a supplemental table, the proposal will return to the master negotiations table;
 2. Nothing precludes a party from withdrawing a proposal that was not agreed to at a supplemental table; and
 3. Neither party can invoke the provision of RCW 41.80.090 at a supplemental table.
- G. Any agreements reached at a supplemental table will be reduced to writing and signed by both parties for inclusion in or as an addendum to the 2019-2021 general government master collective bargaining agreement.

Dated September 7, 2016

For the Employer

For the Union

/s/

/s/

Tina Peterson, Chief Negotiator

Greg Devereux, Executive Director

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON
AND
WASHINGTON FEDERATION OF STATE EMPLOYEES**

Addressing Workload Issues

1. If an employee believes his or her workload is not achievable within the work time authorized by the Employer, the employee may seek the assistance of his or her supervisor. The supervisor is responsible for providing the employee with direction and guidance that may include the setting of priorities, adjustment of work, or other actions that will assist the employee in the accomplishment of his or her work assignments.
2. If the employee still has workload concerns after discussion with his or her supervisor, the employee may raise these concerns to his or her manager. If the workload concerns are similar across the work unit, the union may raise these issues at the appropriate Union-Management Communications Committee under Article 37 of the parties' collective bargaining agreement. If the work unit still has workload concerns across the work unit, the union may raise these issues with the Appointing Authority.
3. This MOU is not subject to the grievance procedure; however, the employee may file a complaint with their appointing authority or designee if the employee's supervisor or manager fails to discuss the employee's workload concerns with the employee.

Dated August 8, 2016

For the Employer

For the Union

/s/

/s/

Tina Peterson, Chief Negotiator

Greg Devereux, Executive Director

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON
AND
WASHINGTON FEDERATION OF STATE EMPLOYEES**

**ARTICLE 12
SICK LEAVE**

12.1 Sick Leave Accrual

A full-time employee will accrue eight (8) hours of sick leave after he or she has been in pay status for eighty (80) non-overtime hours in a calendar month. Full-time employees in overtime-eligible positions who are in pay status for less than eighty (80) non-overtime hours in a calendar month and ~~part-time employees~~ will accrue sick leave in an amount proportionate to the number of hours they are ~~part-time employee is~~ in pay status in the month, up to a maximum of eight (8) hours in a month.

12.2 Sick Leave Use

Sick leave will be charged in one-tenth (1/10th) of an hour increments and may be used for the following reasons:

- A. A personal illness, injury or medical disability that prevents the employee from performing his or her job, or personal medical or dental appointments, and for reasons allowed under the Minimum Wage Requirements and Labor Standards, RCW 49.46.210.
- B. Care of family members as allowed under RCW 49.46.210 and as required by the Family Care Act, WAC 296-130. Family members includes biological, adoptive, de facto, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child; sibling, spouse, registered domestic partner as defined by RCW 26.60.020 and 26.60.030, grandparent, grandchild, or child, regardless of age or dependency status, including a biological, adopted or foster child, stepchild, or a child to whom the employee stands in loco parentis, is a legal guardian, or is a de facto parent.
- C. Qualifying absences for Family and Medical Leave ([Article 15](#)).
- D. Exposure of the employee to contagious disease when attendance at work would jeopardize the health of others.
- E. In accordance with RCW 49.46.210, when an employee's place of business has been closed by order of a public official for any health-related reason, or when an employee's child's school or place of care has been closed for

such a reason. Health-related reason, as defined in WAC 296-128-600 (8), means a serious public health concern that could result in bodily injury or exposure to an infectious agent, biological toxin, or hazardous material. Health-related reason does not include closure for inclement weather.

- ~~E.F.~~ Preventative health care appointments of ~~family members or~~ household members, up to one (1) day for each occurrence, when the employee attends the appointment, if arranged in advance with the Employer. ~~Family member is defined as parent, step-parent, sister, brother, parent-in-law, spouse, registered domestic partner as defined by RCW 26.60.020 and 26.60.030, grandparent, grandchild, minor/dependent child, and child.~~
- ~~F.~~ ~~To care for a minor/dependent child with a health condition requiring treatment or supervision.~~
- G. To attend a medically-related interdisciplinary meeting necessary for the planning and care of a minor/dependent child who requires coordinated care of services in the home or school setting.
- H. When an employee is absent from work to be with member(s) of the employee's household ~~or relatives of the employee, employee's spouse, or state registered domestic partner as defined by RCW 26.60.020 and 26.60.030,~~ who experience an illness or injury, up to five (5) days for each occurrence or as extended by the Employer. ~~For purposes of this subsection, "relatives" is limited to spouse, state registered domestic partner as defined by RCW 26.60.020 and 26.60.030, child, grandchild, grandparent, parent, step-parent, sister, brother or parent-in-law.~~
- I. A death of a relative in cases where the employee is not eligible for bereavement leave under [Article 17](#), Miscellaneous Paid Leaves or when the employee elects to extend authorized bereavement leave. Sick leave use for bereavement is limited to five (5) days or as extended by the agency for travel.
- J. Leave for Family Military Leave as required by RCW 49.77 and in accordance with Section 18.14, Military Family Leave.
- K. Leave for Domestic Violence Leave as required by RCW 49.76.

12.3 Use of Compensatory Time, Exchange Time, Vacation Leave, Personal Leave Day or Personal Holiday for Sick Leave Purposes

The Employer will allow an employee to use compensatory time, exchange time, personal holiday, personal leave day or vacation leave for sick leave purposes. An employee may be denied the ability to use compensatory time, exchange time, personal holiday, personal leave day, or vacation leave for sick leave purposes if the employee has documented attendance problems. All compensatory time, exchange time, personal holiday, personal leave day or vacation leave requests for sick leave purposes will indicate that the compensatory time, exchange time,

personal holiday, personal leave day or vacation leave is being requested in lieu of sick leave. For full-time employees a personal holiday or personal leave day must be used in full shift increments. For part-time employees the use of a personal holiday for sick leave purposes will be calculated in accordance with Section 10.3 E and the use of a personal leave day for sick leave purposes will be calculated in accordance with [Subsection 17.9 D](#).

12.4 Restoration of Vacation Leave

When a condition listed in Subsection 12.2 A, arises while the employee is on vacation leave, the employee will be granted accrued sick leave, in lieu of the approved vacation leave, provided that the employee requests such leave within fourteen (14) calendar days of his or her return to work. The equivalent amount of vacation leave will be restored. The supervisor may require a written medical certificate.

12.5 Sick Leave Reporting, [Certification](#) and Verification

A. An employee must promptly notify his or her supervisor on the first day of sick leave and each day after, unless there is mutual agreement to do otherwise.

B. Call in for all Employees in a Position Requiring Relief, excluding the Special Commitment Center

If the employee is in a position where a relief replacement is necessary, the employee will make every effort to notify his or her supervisor as soon as practicable but, not less than one and one-half (1-1/2) hours prior to his or her scheduled time to report to work (excluding leave taken for emergencies in accordance with the Domestic Violence Leave [Law, RCW 49.76](#)).

C. Call in for all Special Commitment Center Employees in a Position Requiring Relief

If the employee is in a position where a relief replacement is necessary, the employee will make every effort to notify his or her supervisor as soon as practicable but, not less than two (2) hours prior to his or her scheduled time to report to work (excluding leave taken for emergencies in accordance with the Domestic Violence Leave law).

D. Sick Leave Abuse

If the Employer suspects abuse, the Employer may require a written medical certificate for any sick leave absence. The Employer will not require continuous medical verification for longer than seven (7) months as a result of the Employer suspecting abuse. In addition, an employee returning to work after any sick leave absence may be required to provide written certification from his or her health care provider that the employee is able to return to work and perform the essential functions of the job with or without reasonable accommodation.

If medical certification or verification is required for employees in overtime-eligible positions, it shall be in accordance with the provisions of RCW 49.46.210, WAC 296-128, and this Agreement.

12.6 Carry Forward and Transfer

Employees will be allowed to carry forward, from year to year of service, any unused sick leave allowed under this provision, and will retain and carry forward any unused sick leave accumulated prior to the effective date of this Agreement. When an employee moves from one state agency to another, regardless of status, the employee’s accrued sick leave will be transferred to the new agency for the employee’s use.

12.7 Sick Leave Annual Cash Out

Each January, employees are eligible to receive cash on a one (1) hour for four (4) hours basis for ninety-six (96) hours or less of their accrued sick leave, if:

- A. Their sick leave balance at the end of the previous calendar year exceeds four hundred and eighty (480) hours;
- B. The converted sick leave hours do not reduce their previous calendar year sick leave balance below four hundred and eighty (480) hours; and
- C. They notify their payroll office by January 31st that they would like to convert their sick leave hours earned during the previous calendar year, minus any sick leave hours used during the previous year, to cash.

All converted hours will be deducted from the employee’s sick leave balance.

12.8 Sick Leave Cash Out for Retirement or Death

At the time of retirement from state service or at death, an eligible employee or the employee’s estate will receive cash for his or her total sick leave balance on a one (1) hour for four (4) hours basis. For the purposes of this Section, retirement will not include “vested out of service” employees who leave funds on deposit with the retirement system.

12.9 Reemployment

Former state employees who are re-employed within five (5) years of leaving state service will be granted all unused sick leave credits they had at separation.

Dated: February 1, 2018

For the Employer

For the Union

/s/

/s/

Susanna Fenner, Labor Negotiator

Amy Spiegel, Director of Negotiations

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON
AND
WASHINGTON FEDERATION OF STATE EMPLOYEES**

House Bill 1434 modified RCW 41.04 to include shared leave eligibility for Parental Leave and Pregnancy Disability Leave effective July 1, 2018. The parties agree to modify Article 14, Shared Leave, of the Collective Bargaining Agreement to incorporate changes in the law, effective July 1, 2018, as follows:

**ARTICLE 14
SHARED LEAVE**

- 14.1** A. State employees may donate vacation leave, sick leave, or personal holidays to a fellow state employee who is:
1. Called to service in the uniformed services;
 2. Responding to a state of emergency anywhere within the United States declared by the federal or any state government;
 3. A victim of domestic violence, sexual assault, or stalking;
 4. Suffering from or has a relative or household member suffering from an extraordinary or severe illness, injury, impairment, or physical or mental condition;
 5. Sick or temporarily disabled because of pregnancy disability; or
 6. Taking parental leave to bond with their newborn, adoptive or foster child.
- B. An employee is eligible to request participation in the shared leave program when the employee is able to use accrued vacation leave, sick leave, or a personal holiday.
- C. For purposes of the state leave sharing program, the following definitions apply:
1. “Domestic violence” means physical harm, bodily injury, assault, or the infliction of fear of imminent physical harm, bodily injury, or assault, between family or household members as defined in [RCW 26.50.010](#); sexual assault of one family or household member by another family or household member; or stalking as defined in [RCW 9A.46.110](#) of one family or household member by another family or household member.

2. “Employee” means any employee who is entitled to accrue sick leave or vacation leave and for whom accurate leave records are maintained.
3. Employee’s “relative” is limited to the employee’s spouse, state registered domestic partner as defined by RCW 26.60.020 and 26.60.030, child, stepchild, grandchild, sibling, grandparent, parent or stepparent.
4. “Household members” are defined as persons who reside in the same home who have reciprocal duties to and do provide financial support for one another. This term will include foster children and legal wards even if they do not live in the household. The term does not include persons sharing the same general house, when the living style is primarily that of a dormitory or commune.
5. “Service in the uniformed services” means the performance of duty on a voluntary or involuntary basis in a uniformed service under competent authority and includes active duty, active duty for training, initial active duty for training, inactive duty training, full-time national guard duty including state-ordered active duty, and a period for which a person is absent from a position of employment for the purpose of an examination to determine the fitness of the person to perform any such duty.
6. “Severe” or “extraordinary” condition is defined as serious or extreme and/or life threatening.
7. “Sexual assault” has the same meaning as in RCW 70.125.030.
8. “Stalking” has the same meaning as in RCW 9A.46.110.
9. “Uniformed services” means the armed forces, the army national guard, and the air national guard of any state, territory, commonwealth, possession, or district when engaged in active duty for training, inactive duty training, full-time national guard duty, state active duty, the commissioned corps of the public health service, the coast guard, and any other category of persons designated by the President of the United States in time of war or national emergency.
10. “Victim” means a person ~~that~~ against whom domestic violence, sexual assault, or stalking has been committed against as defined in this Section.
11. “Parental leave” means leave to bond and care for a newborn child after birth or to bond and care for a child after placement for

adoption or childcare, for a period of up to sixteen (16) weeks after the birth or placement.

12. “Pregnancy disability” leave means a pregnancy-related medical condition or miscarriage.

14.2 An employee may be eligible to receive shared leave under the following conditions:

- A. The employee’s agency head or designee determines that the employee meets the criteria described in this Section.
- B. For work-related illness or injury, the employee has diligently pursued and been found to be ineligible for benefits under [RCW 51.32](#) if the employee qualifies under Subsection 14.3 A1.
- C. The employee has abided by agency policies regarding the use of sick leave if the employee qualifies under Subsections [14.3 A1](#), ~~or Subsection 14.3 A4~~, or A5.
- D. The employee has abided by agency policies regarding the use of vacation leave and paid military leave if the employee qualifies under Subsection 14.3 A2.
- E. A state of emergency has been declared anywhere within the United States by the federal or any state government if the employee qualifies under Subsection 14.3 A3.
- F. Donated leave may be transferred from employees within the same agency, or with the approval of the heads or designees of both state agencies, higher education institutions, or school districts/educational service districts, to an employee of another state agency, higher education institution, or school district/educational district.

14.3 An employee may donate vacation leave, sick leave, or personal holiday to another employee only under the following conditions:

- A. The receiving employee:
 - 1. Suffers from, or has a relative or household member suffering from, an illness, injury, impairment, or physical or mental condition which is of an extraordinary or severe nature; or
 - 2. Has been called to service in the uniformed services; or
 - 3. Has the needed skills to assist in responding to an emergency or its aftermath and volunteers his or her services to either a governmental agency or to a nonprofit organization engaged in humanitarian relief

in the devastated area, and the governmental agency or nonprofit organization accepts the employee's offer of volunteer services;

4. Is a victim of domestic violence, sexual assault, or stalking; or

5. Is taking parental leave and/or pregnancy disability leave.

B. The illness, injury, impairment, condition, call to service, emergency volunteer service, consequence of domestic violence, sexual assault, or stalking, parental leave and/or pregnancy disability leave has caused, or is likely to cause, the receiving employee to:

1. Go on leave without pay status; or

2. Terminate state employment.

C. The receiving employee's absence and the use of shared leave are justified.

D. The receiving employee has depleted or will shortly deplete: ~~his or her~~

1. Vacation leave, sick leave, and personal holiday reserves if the employee qualifies under Subsection 14.3 A1; or

2. Vacation leave and paid military leave allowed under [RCW 38.40.060](#) if the employee qualifies under Subsection 14.3 A2; or

3. Vacation leave and personal holiday if the employee qualifies under Subsection 14.3 A3 or 14.3 A4; or

4. Personal holiday and compensatory time if the employee qualifies under Subsection 14.3 A5. The employee under this Subsection can retain in reserve up to forty (40) hours each of vacation leave and sick leave.

E. The agency head or designee permits the leave to be shared with an eligible employee.

F. The donating employee may donate any amount of vacation leave, provided the donation does not cause the employee's vacation leave balance to fall below eighty (80) hours. For part-time employees, requirements for vacation leave balances will be prorated.

G. Employees may donate excess vacation leave that the donor would not be able to take due to an approaching anniversary date.

H. The donating employee may donate any specified amount of sick leave, provided the donation does not cause the employee's sick leave balance to

fall below one hundred seventy-six (176) hours after the transfer. For purposes of sick leave donation, a day equals the donor's monthly sick leave accrual.

- I. The donating employee may donate all or part of a personal holiday. Any portion of a personal holiday that is not used will be returned to the donating employee.
- 14.4** The agency head or designee will determine the amount of donated leave an employee may receive and may only authorize an employee to use up to a maximum of five hundred twenty-two (522) days of shared leave during total state employment. The Employer may authorize leave in excess of five hundred twenty-two (522) days in extraordinary circumstances for an employee qualifying for the program because he or she is suffering from an illness, injury, impairment or physical or mental condition which is of an extraordinary or severe nature. A non-permanent or on-call employee who is eligible to use accrued leave or personal holiday may not use shared leave beyond the termination date specified in the non-permanent or on-call employee's appointment letter.
- 14.5** A. The agency head or designee will require the employee to submit, prior to approval or disapproval:
1. A medical certificate from a licensed physician or health care practitioner verifying the severe or extraordinary nature and expected duration of the condition when the employee is qualified under Subsection 14.3 A1;
 2. A copy of the military orders verifying the employee's required absence when the employee is qualified for shared leave under Subsection 14.3 A2;
 3. Proof of acceptance of an employee's offer to volunteer for either a governmental agency or nonprofit organization during a declared state of emergency when the employee is qualified for shared leave under Subsection 14.3 A3; or
 4. Verification of the employee's status as a victim of domestic violence, sexual assault or stalking when the employee is qualified for shared leave under Subsection 14.3 A4; or
 5. Verification of child birth or placement of adoption or foster care, or a medication certificate from a licensed physician or health care provider verifying the pregnancy disability when the employee is qualified under Subsection 14.3 A5.
- B. To the extent allowed by law, the agency will maintain the confidentiality of the verifying information unless disclosure is authorized in writing by the employee.

- C. The agency head or designee will respond in writing to shared leave requests within ten (10) working days of receipt of a properly submitted request.
 - D. Once approved, and with authorization from the requesting employee, agencies will post and/or distribute shared leave requests. If an employee's shared leave needs are unmet, and upon request from the requesting employee, shared leave requests will be distributed at least monthly.
- 14.6** Any donated leave may only be used by the recipient for the purposes specified in this Article.
- 14.7** The receiving employee will be paid his or her regular rate of pay; therefore, one (1) hour of shared leave may cover more or less than one (1) hour of the recipient's salary. The calculation of the recipient's leave value will be in accordance with Office of Financial Management policies, regulations, and procedures. The dollar value of the leave is converted from the donor to the recipient. The leave received will be coded as shared leave and be maintained separately from all other leave balances.
- 14.8**
- A. All forms of paid leave available for use by the recipient must be used prior to using shared leave when qualified under Subsection 14.3 A1.
 - B. All forms of paid leave, except sick leave, available for use by the recipient must be used prior to using shared leave when qualified under Subsection 14.3 A2, 14.3 A3, or 14.3 A4.
 - C. For shared leave qualified under Subsection 14.3 A5, the employee is required to deplete their personal holiday and all compensatory time. The employee is also required to deplete vacation leave and sick leave that is over forty (40) hours in each category.
- 14.9**
- A. Any shared leave no longer needed or will not be needed at a future time in connection with the original injury or illness or for any other qualifying condition by the recipient, as determined by the agency head or designee will be returned to the donor(s).
 - B. Unused leave may not be returned until one of the following occurs:
 - 1. The agency heads or designees receives a statement from the employee's doctor verifying the injury or illness is resolved, or
 - 2. The employee is released to full time employment, has not received additional medical treatment for his or her current condition or any other qualifying condition for at least six (6) months, and the employee's doctor has declined, in writing, the employee's request for a statement indicating the employee's condition has been resolved.

C. The shared leave remaining will be divided among the donors on a prorated basis based on the original donated value and returned at its original donor value and reinstated to each donor's appropriate leave balance. The return will be prorated back based on the donor's original donation.

14.10 If an employee later has a need to use shared leave due to the same condition listed in their previously approved request, the agency head or designee must approve a new shared leave request for the employee.

14.11 All donated leave must be given voluntarily. No employee will be coerced, threatened, intimidated, or financially induced into donating leave for purposes of this program.

14.12 The agency will maintain records that contain sufficient information to provide for legislative review.

14.13 An employee who uses leave that is transferred under this Article will not be required to repay the value of the leave that he or she used.

This MOU will become effective July 1, 2018.

Dated May 24, 2018

For the Employer

For the Union

/s/

/s/

John Vencill, Labor Negotiator

Amy Spiegel, Director of Negotiations

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON
AND
WASHINGTON FEDERATION OF STATE EMPLOYEES**

Union Access to New Employees

Senate Bill 6229 modified RCW 41.80 regarding Exclusive Bargaining Representatives— New Employee Access effective June 7, 2018. The parties agree to modify Article 39 Union Activities of the 2017-2019 Collective Bargaining Agreement to incorporate changes in the law, as follows:

**ARTICLE 39
UNION ACTIVITIES**

39.1 Staff Representatives

- A. Notification and Recognition
 - 1. The Union will provide the Employer with a written list of staff representatives, their geographic jurisdictions and the appropriate contacts for each agency.
 - 2. The Employer will recognize any staff representative on the list.
 - 3. The Union will provide written notice to the Employer of any changes within thirty (30) calendar days of the changes.

- B. Access (excluding Department of Corrections – Community Corrections bargaining unit and Department of Social and Health Services – Special Commitment Center)
 - 1. Staff representatives may have access to the Employer’s offices or facilities in accordance with agency policy to carry out representational activities.
 - 2. The representatives will notify local management prior to their arrival and will not interrupt the normal operations of the agency.
 - 3. In accordance with [Section 39.3](#) below, staff representatives and bargaining unit employees may also meet in non-work areas during the employee’s meal periods, rest periods, and before and after their shifts.

- C. Access for Department of Corrections -- Community Corrections bargaining unit and Department of Social and Health Services – Special Commitment Center only
1. Staff representatives may have access to the Employer's offices or facilities in accordance with agency policy to carry out representational activities provided:
 - a. The representative notifies local management prior to his or her arrival,
 - b. It does not interrupt the normal operations of the office or facility, and
 - c. National Crime Information Center (NCIC) checks have been completed and the representative is cleared for access into the office or facility.
 2. In accordance with [Section 39.3](#) below, staff representatives and bargaining unit employees may also meet in non-work areas during the employee's meal periods, rest periods, and before and after their shifts.

39.2 Union Stewards

- A. The Union will provide the Employer with a written list of current union stewards and the office, facility or geographic jurisdiction for which they are responsible. The Union will maintain the list. A steward may represent any employee who works in the same agency in the same office, facility or geographic jurisdiction as the steward and is in a bargaining unit represented by WFSE. The Employer will not recognize an employee as a union steward if his or her name does not appear on the list.
- B. Union stewards will be granted reasonable time during their normal working hours, as determined by the Employer, to prepare for and attend meetings scheduled by Management within the steward's office, facility or geographic jurisdiction in bargaining units represented by WFSE for the following representational activities:
 1. Investigatory interviews and pre-disciplinary meetings, in accordance with [Article 27](#), Discipline;
 2. Union Management Communication Committees and other committee meetings if such committees have been established by this Agreement; and/or
 3. Informal grievance resolution meetings, grievance meetings, alternative dispute resolution sessions, mediation sessions and arbitration hearings held during their work time.

In addition, Union stewards will be provided a reasonable amount of time during their normal working hours, as determined by the Employer, to investigate and process grievances through the agency head level within the steward's office, facility or geographic jurisdiction in bargaining units represented by the WFSE.

- C. Union stewards will be allowed reasonable time, as determined by the Employer, to travel to and from management scheduled investigatory interviews, pre-disciplinary meetings, informal grievance resolution meetings, grievance meetings, mediation sessions, and alternative dispute resolution meetings conducted during their normal work hours. Time spent traveling during the employee's non-work hours in order to attend the meetings will not be considered time worked. A steward may be authorized by his or her supervisor to adjust his or her work schedule, take leave without pay, compensatory time, exchange time or vacation leave to travel to and from an arbitration hearing and/or union management communication committee meeting.
- D. In both Subsections 39.2 B and C above, the union steward must obtain prior approval from his or her supervisor to prepare for and/or attend any meeting during his or her work hours. All requests must include the approximate amount of time the steward expects the activity to take. Any agency business requiring the steward's immediate attention will be completed prior to attending the meeting. With prior notification to the Employer, off-duty stewards will have access to the worksite to perform representational duties as long as the worksite is open and/or operational and there are no other reasons to preclude such access. Time spent preparing for and attending meetings during the union steward's non-work hours will not be considered as time worked. Union stewards may not use state vehicles to travel to and from a work site in order to perform representational activities, unless authorized by the agency.
- E. If the amount of time a union steward spends performing representational activities is unduly affecting his or her ability to accomplish assigned duties, the Employer will not continue to release the employee and the Union will be notified.

39.3 Use of State Facilities, Resources and Equipment

A. Meeting Space and Facilities

The Employer's offices and facilities may be used by the Union to hold meetings, subject to the agency's policy, availability of the space and with prior authorization of the Employer.

B. Supplies and Equipment

The Union and employees covered by this Agreement will not use state-purchased supplies or equipment to conduct union business or representational activities. This does not preclude the use of the telephone,

or similar devices that may be used for persons with disabilities, for representational activities if there is no cost to the Employer, the call is brief in duration and it does not disrupt or distract from agency business.

C. E-mail, Fax Machines, the Internet, and Intranets

The Union and employees covered by this Agreement will not use state-owned or operated e-mail, fax machines, the internet, or intranets to communicate with one another, except as provided in this agreement. Employees may use state operated e-mail to request union representation. Union representatives and stewards may use state owned/operated equipment to communicate with the affected employees and/or the Employer for the exclusive purpose of administration of this Agreement to include electronic transmittal of grievances and responses in accordance with [Article 29](#), Grievance Procedure. It is the responsibility of the sending party to ensure the material is received. Such use will:

1. Result in little or no cost to the Employer;
2. Be brief in duration and frequency;
3. Not interfere with the performance of their official duties;
4. Not distract from the conduct of state business;
5. Not disrupt other state employees and will not obligate other employees to make a personal use of state resources;
6. Not compromise the security or integrity of state information or software; and
7. Not include general communication and/or solicitation with employees.

The Union and its stewards will not use the above referenced state equipment for union organizing, internal union business, advocating for or against the Union in an election or any other purpose prohibited by the Executive Ethics Board. Communication that occurs over state-owned equipment is the property of the Employer and may be subject to public disclosure.

39.4 Information Requests

- A. The Employer agrees to provide the Union, upon written request, access to materials and information necessary for the Union to fulfill its statutory responsibility to administer this Agreement.
- B. The Employer will acknowledge receipt of the information request and will provide the union with a date by which the information is anticipated to be provided.

- C. When the Union submits a request for information that the Employer believes is unclear or unreasonable, or which requires the creation or compilation of a report, the Employer will contact the Union staff representative and the parties will discuss the relevance, necessity and costs associated with the request and the amount the Union will pay for receipt of the information.

39.5 Agency Policies

Agencies will provide to the Union any new human resources related policies affecting represented employees or updates to existing human resource related policies affecting represented employees during the term of the Agreement.

39.6 Bulletin Boards and Newsstands

The Employer will maintain bulletin board(s) or space on existing bulletin boards currently provided to the Union for union communication. In bargaining units where no bulletin board or space on existing bulletin boards has been provided, the Employer will supply the Union with adequate bulletin board space in convenient places. Material posted on the bulletin board will be appropriate to the workplace, politically non-partisan, in compliance with state ethic laws, and identified as union literature. Union communications will not be posted in any other location in the agency. If requested by the Union, the Employer will identify areas where Union provided newsstands can be located in their offices/facilities.

In the State Operated Living Alternatives (SOLA) program residences within the Department of Social and Health Services, the Employer will make available a three-ring binder that is designated for union materials. Materials in the binder will be appropriate to the workplace, politically non-partisan, in compliance with state ethic laws, and identified as union literature. Union materials may be distributed to the SOLA binders in accordance with [Section 39.7](#) of this Article.

39.7 Distribution of Material

An employee will have access to his or her work site for the purpose of distributing information to other bargaining unit employees provided:

- A. The employee is off-duty;
- B. The distribution does not disrupt the Employer's operation; and
- C. The distribution will normally occur via desk drops or mailboxes, as determined by the Employer. In those cases where circumstances do not permit distribution by those methods, alternative areas such as newsstands, lunchrooms, break rooms and/or other areas mutually agreed upon will be utilized.
- D. The employee must notify the Employer in advance of his or her intent to distribute information.

- E. Distribution will not occur more than twice per month, unless agreed to in advance by the Employer.

39.8 WFSE Council President and Vice-President

A. Leave of Absence

Upon request of the Union, the Employer will grant leave with pay for the WFSE Council President and Vice-President for the term of his or her office. The Union will reimburse the Employer for the “fully burdened costs of the positions” the Employer incurs as a result of placing the Council President and Vice-President on leave with pay during the period of absence. The Union will reimburse the agency(ies) by the 20th of each month for the previous month.

B. Leave Balances

The President and Vice-President will accrue vacation and sick leave during the period of absence; however, when the President and Vice-President return to state service his or her leave balances will not exceed his or her leave balances on the date the period of absence commenced. If the President or Vice-President retire or separate from state service at the end of the period of absence, his or her leave balances will not exceed his or her leave balances on the date the period of absence commenced. Reporting of leave will be submitted to the agency(ies). All leave requests will be submitted within the required time limits.

C. Indemnification

The Union will defend, indemnify and hold harmless the Employer for any and all costs including attorneys fees, damages, settlements, or judgments, or other costs, obligations, or liabilities the Employer incurs as a result of any demands, claims, or lawsuits filed against the Employer arising out of or in relation to actions taken by the President or Vice-President, or their status as President or Vice-President, during the period of absence.

D. Return Rights

The President and Vice-President will have the right to return to the same position or in another position in the same job classification and the same geographic area as determined by the Employer, provided such reemployment is not in conflict with other articles in this agreement. If the job classification of the position in which the President and/or Vice-President has return rights to has been abolished or revised, a crosswalk to the class series will be used to identify his or her return rights. Any layoff as a result of the return will be processed in accordance with [Article 34](#), Layoff and Recall. The employee and the Employer may enter into a written agreement regarding return rights at anytime during the leave. The period of leave will not impact the employee’s seniority date.

39.9 Time Off for Union Activities

- A. Union designated employees may be allowed time off without pay to attend union-sponsored meetings, training sessions, conferences, and conventions. The employee's time off will not interfere with the operating needs of the agency as determined by management. If the absence is approved, the employees may use accumulated compensatory time, vacation leave, exchange time, or personal holiday in accordance with [Article 10](#), Holidays, instead of leave without pay. However, employees must use compensatory time prior to their use of vacation leave, unless the use would result in the loss of their vacation.
- B. The Union will give the Employer a written list of the names of the employees it is requesting attend the above listed activities at least fourteen (14) calendar days prior to the activity.

39.10 Temporary Employment with the Union

With thirty (30) calendar days' notice, unless agreed otherwise, employees may be granted leave without pay to accept temporary employment with the Union of a specified duration, not to exceed twelve (12) months, provided the employee's time off will not interfere with the operating needs of the agency. The returning employee will be employed in a position in the same job classification and the same geographical area, as determined by the Employer.

39.11 Access to New Employees ~~Orientation~~

Within ninety (90) days of a new employee's start date in a Union bargaining unit position, the Employer will provide the Union access to the employee during the employee's regular work hours to present information about the Union. This access will be provided at the employee's regular worksite, or at a location mutually agreed to by the Employer and the Union and will be for no less than thirty (30) minutes. No employee will be required to attend the meetings or presentations given by the Union.

- A. ~~Formal-Group New Employee Orientation Program (in person)~~
When an agency provides a ~~formal~~-new employee orientation ~~program for new employees in a group setting~~, the Union will be given an opportunity to have a union steward and/or staff representative speak to the class for ~~not more~~ no less than thirty (30) minutes to provide information about the Union and the Master Agreement.
- B. Other New Employee Orientations
When an agency provides ~~formal~~-new employee orientation on-line, ~~or one-on-one, new employee orientation~~, or does not provide a ~~formal~~-new employee orientation the Union will be given the opportunity to:
 - 1. Make an appointment with the new employee for ~~not more~~ no less than ~~fifteen (15)~~ thirty (30) minutes; and

2. Have a union steward and/or staff representative speak to the new employee to provide information about the Union and the Master Agreement.

39.12 Demand to Bargain – Release Time and Travel

- A. The Employer will approve paid release time for up to three (3) employee representatives who are scheduled to work during the time negotiations are being conducted. The Employer will approve compensatory time, vacation leave, exchange time or leave without pay for additional employee representatives provided the absence of the employee does not create significant and unusual coverage issues. The Union will provide the Employer with the names of its employee representatives at least ten (10) calendar days in advance of the date of the meeting.
- B. The Employer will approve compensatory time, vacation leave, exchange time or leave without pay for employee representatives to prepare for and to travel to and from negotiations.
- C. No overtime, compensatory time or exchange time will be incurred as a result of negotiations, preparation for and/or travel to and from negotiations.
- D. The Union is responsible for paying any travel or per diem expenses of employee representatives. Employee representatives may not use state vehicles to travel to and from a bargaining session, unless authorized by the agency for business purposes.

39.13 2019 – 2021 Master Agreement Negotiations

- A. Release Time

The Employer will approve paid release time in aggregate of two hundred-fifty (250) days for all union bargaining team members for formal negotiations. Upon exhaustion of this bank, the Union may request the parties meet and discuss additional paid release time for Union team members. The Employer will approve miscellaneous paid leave for all remaining formal negotiation sessions and for all travel to and from the sessions for Union team members provided the absence of the employee for negotiations does not create significant and unusual coverage issues. The Union will reimburse the Employer for the “fully burdened costs” of this miscellaneous paid leave for all team members not on paid release time per this article. The Union will reimburse the agency(ies) by the 20th of each month for the previous month. Per diem and travel expenses will be paid by the WFSE for Union team members. No overtime, compensatory time or exchange time will be incurred as a result of negotiations and/or travel to and from negotiations.
- B. Confidentiality/Media Communication
 1. Bargaining sessions will be closed to the press and the public unless agreed otherwise by the chief spokespersons.

2. No proposals will be placed on the parties' web sites.
3. The parties are not precluded from generally communicating with their respective constituencies about the status of negotiations while they are taking place.
4. There will be no public disclosure or public discussion of the issues being negotiated until resolution or impasse is reached on all issues submitted for negotiations.

This MOU will become effective June 7, 2017.

Dated May 24, 2018

For the Employer

For the Union

/s/

/s/

John Vencill, Labor Negotiator

Amy Spiegel, Director of Negotiations

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON
AND
THE DEPARTMENT OF LABOR & INDUSTRIES
AND
WASHINGTON FEDERATION OF STATE EMPLOYEES**

ASSIGNMENT PAY REFERENCE #56

The parties agree to the following modification of the 2017-2019 Washington Federation of State Employees Collective Bargaining Agreement, Appendix P, Assignment Pay Reference #56, which addresses equity for the L&I DOSH Industrial Hygienists and Safety & Health Specialists exposed to serious hazards.

REFERENCE #56: Within the Department of Labor and Industries, conditional to serious hazard exposure as defined by RCW 49.17.180(6): Industrial Hygienists and Safety & Health Specialists are paid base salary plus four (4) ranges for each hour they are required to use personal protective equipment (excluding hard hat, boots, hearing and eye protection) to enter a hazardous ~~workspace~~ worksites to consult, inspect or investigate a fatality or where serious ~~incident that still has the~~ hazards are present, and is unsecured.

This MOU will become effective July 1, 2018.

Dated June 12, 2018

For the Employer

For the Union

/s/

/s/

John Vencill, Labor Negotiator

Amy Spiegel, Director of Negotiations

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON
AND
THE WASHINGTON FEDERATION OF STATE EMPLOYEES**

**DEPARTMENT OF CHILDREN, YOUTH, AND FAMILIES - UPDATES TO THE
2017-2019 COLLECTIVE BARGAINING AGREEMENT**

The parties agree to the implementation of the following in order to adjust the language of the 2017-19 CBA to recognize the creation of the new state agency, the Department of Children, Youth, and Families, as established by ESSB 1661 during the 2017 Legislative Session. The below captures the agreements made to date, recognizing that discussions regarding the creation of the new agency and the associated transition work continue to occur and that additional MOUs or other agreements may follow before our DCYF transition bargaining concludes.

**APPENDIX A
PLACEHOLDER**

**APPENDIX B
JOB CLASSES WITHIN AN AGENCY WITH INHERENT NEED FOR
FLEXIBILITY, IN ACCORDANCE WITH ARTICLE 6.3 A.2**

- 6. Department of Children, Youth, and Families**
Social Service Specialist 3
Social and Health Program Consultant 1 and 2
Social Service Training Specialist
-

**APPENDIX C
GRIEVANCE PROCEDURE**

The following agencies will bypass Step 1 of the grievance process as outlined in Article 29, Grievance Procedure:

Arts Commission
Center for Childhood Deafness and Hearing Loss
Consolidated Technology Services

Criminal Justice Training Commission

Department of Children, Youth, and Families

- Department of Corrections
 - Department of Ecology
 - Department of Enterprise Services
 - Department of Fish & Wildlife
 - Department of Health
 - Department of Natural Resources
 - Department of Social and Health Services
 - Department of Transportation
 - Department of Veterans Affairs
 - Employment Security Department
 - Health Care Authority
 - Horse Racing Commission
 - Human Rights Commission
 - Office of Minority and Women's Business Enterprises
 - Parks and Recreation
 - Recreation & Conservation Office
 - School for the Blind
 - Services for the Blind
 - Utilities and Transportation Commission
 - Washington State Patrol
 - Workforce Training and Education Coordinating Board
-

**APPENDIX D
LAYOFF UNITS**

6. Department of Children, Youth, and Families

The DCYF layoff units shall be as described below:

- A. County of the official duty station
- B. If no option is available within the county layoff unit, the unit expands to a specified county grouping layoff unit as defined in the table below. (Note: If your official duty station is in the county in Column A, your layoff unit at this step will include the county in Column A and the counties in Column B).

<u>Column A</u>	<u>Column B</u>
<u>Adams</u>	<u>Franklin, Grant, Lincoln, Whitman</u>

<u>Asotin</u>	<u>Garfield, Whitman, Walla Walla, Columbia</u>
<u>Benton</u>	<u>Franklin, Grant, Walla Walla, Yakima, Klickitat</u>
<u>Chelan</u>	<u>Kittitas, Grant, Douglas, Okanogan</u>
<u>Clallam</u>	<u>Jefferson, Kitsap</u>
<u>Clark</u>	<u>Cowlitz, Skamania</u>
<u>Columbia</u>	<u>Franklin, Garfield, Walla Walla, Whitman, Asotin</u>
<u>Cowlitz</u>	<u>Clark, Lewis, Pacific, Skamania, Thurston, Wahkiakum</u>
<u>Douglas</u>	<u>Chelan, Grant, Kittitas, Okanogan</u>
<u>Ferry</u>	<u>Lincoln, Okanogan, Stevens</u>
<u>Franklin</u>	<u>Adams, Benton, Grant, Walla Walla</u>
<u>Garfield</u>	<u>Asotin, Columbia, Whitman, Walla Walla</u>
<u>Grant</u>	<u>Adams, Benton, Chelan, Douglas, Franklin, Kittitas, Lincoln, Yakima</u>
<u>Grays Harbor</u>	<u>Lewis, Mason, Pacific, Thurston, Jefferson</u>
<u>Island</u>	<u>Jefferson, Skagit, Snohomish, Whatcom</u>
<u>Jefferson</u>	<u>Clallam, Island, Kitsap, Mason, Grays Harbor</u>
<u>King</u>	<u>Kitsap, Pierce, Snohomish</u>
<u>Kitsap</u>	<u>Clallam, Jefferson, King, Mason, Pierce, Thurston,</u>
<u>Kittitas</u>	<u>Chelan, Douglas, Grant, Yakima</u>
<u>Klickitat</u>	<u>Clark, Skamania, Yakima, Benton</u>
<u>Lewis</u>	<u>Cowlitz, Grays Harbor, Mason, Pacific, Pierce, Thurston, Wahkiakum</u>
<u>Lincoln</u>	<u>Adams, Ferry, Grant, Okanogan, Spokane, Stevens, Whitman</u>
<u>Mason</u>	<u>Grays Harbor, Jefferson, Kitsap, Lewis, Pierce, Thurston</u>
<u>Okanogan</u>	<u>Chelan, Douglas, Ferry, Lincoln</u>

<u>Pacific</u>	<u>Cowlitz, Grays Harbor, Lewis, Wahkiakum</u>
<u>Pend Oreille</u>	<u>Spokane, Stevens</u>
<u>Pierce</u>	<u>King, Kitsap, Lewis, Mason, Thurston</u>
<u>San Juan</u>	<u>Clallam, Island, Skagit, Whatcom</u>
<u>Skagit</u>	<u>Island, Snohomish, Whatcom</u>
<u>Skamania</u>	<u>Clark, Cowlitz, Lewis, Klickitat</u>
<u>Snohomish</u>	<u>Island, King, Skagit, Whatcom</u>
<u>Spokane</u>	<u>Lincoln, Pend Oreille, Stevens, Whitman</u>
<u>Stevens</u>	<u>Ferry, Lincoln, Pend Oreille, Spokane</u>
<u>Thurston</u>	<u>Cowlitz, Grays Harbor, Lewis, Mason, Pierce</u>
<u>Wahkiakum</u>	<u>Cowlitz, Lewis, Pacific</u>
<u>Walla Walla</u>	<u>Benton, Columbia, Franklin, Whitman, Asotin, Garfield</u>
<u>Whatcom</u>	<u>Island, Skagit, Snohomish</u>
<u>Whitman</u>	<u>Adams, Asotin, Columbia, Franklin, Garfield, Lincoln, Spokane, Walla Walla</u>
<u>Yakima</u>	<u>Benton, Kittitas, Klickitat, Grant</u>

- C. If no option is available within the specified county grouping layoff unit as defined above, then the unit expands to a regional layoff unit. The regional layoff unit is determined by the county of the employee's official duty station. For example, if the employee's official duty station is in Pierce County, the regional layoff unit is Region 5.
- D. If no option is available within the Regional Layoff unit above, the department statewide will be considered the layoff unit.

ARTICLE 37
UNION-MANAGEMENT COMMUNICATION COMMITTEES

37.2 COMMITTEES

- B. Agency-wide, Administration/Division Level (Department of Social and Health Services and Department of Children, Youth, and Families only), Regional and Headquarters Level (Department of Ecology only) and/or Local Level Union-Management Communication Committees
2. Administration/Division level committees within the Department of Social and Health Services will be established within the Children's Administration, Community Services—Division, Child Support, Disability Determination Services, Developmental Disabilities Administration, Behavioral Health Administration, and Rehabilitation Administration and will consist of up to six (6) employer representatives and up to six (6) employee representatives. The Department of Children, Youth, and Families will have a division level committee within Operations and Infrastructure. The Operations and Infrastructure division level committee will consist of up to six (6) employer representatives and up to six (6) employee representatives. Additional paid staff of the Union and the Employer may also attend. The Employer and Union will be responsible for the selection of their own representatives. If agreed to by the parties, additional representatives may be added. Committee meetings will be conducted up to two (2) times per year, unless agreed otherwise, except for the DCYF Operations and Infrastructure Division which will conduct meetings up to four (4) times per year, unless agreed otherwise.
 5. In the Department of Social and Health Services, local level committees in the Division of Developmental Disabilities regional offices, Community Services Division, and Home and Community Services Division, and Children's Administration will consist of up to ten (10) employer representatives and up to ten (10) employee representatives. (...)
-

APPENDIX E
LOCAL LEVEL UNION-MANAGEMENT COMMUNICATION COMMITTEES

5. Department of Children, Youth, and Families

One for each region with an Appointing Authority.

APPENDIX P
ASSIGNMENT PAY

REFERENCE #1: Within the Department of Social and Health Services for the supervision, training, and counseling mentoring of individuals with intellectual disabilities, or individuals with symptoms and behaviors related to significant mental illness; or in the Department of Children, Youth, and Families or DSHS for the supervision, training, and mentoring of Juvenile Rehabilitation (JR) institution Residents or Department of Corrections offenders residing in JR facilities. Basic salary range plus two (2) ranges. (Eff. 7/69; Rev. 7/78, 12/78, 10/79, 4/98, 1/02, 7/19)

APPENDIX S
JOB CLASSIFICATIONS – TWELVE MONTH PROBATIONARY PERIOD

3. Department of Children, Youth, and Families

Social Service Specialist 1, 2, 3 and 4

Dated June 11, 2018

For the Employer

For the Union

/s/

/s/

Robin Vazquez, Labor Negotiator

Amy Spiegel, Director of Negotiations

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON
AND
WASHINGTON FEDERATION OF STATE EMPLOYEES**

The parties agree to modify Article 40, Dues Deduction/Status Reports, of the 2017-2019 Collective Bargaining Agreement between the State of Washington and the Washington Federation of State Employees as follows:

**ARTICLE 40
UNION DUES DEDUCTION ~~/AND~~ STATUS REPORTS**

40.21 Notification to Employees

The Employer will inform new, transferred, promoted, or demoted employees in writing prior to appointment into positions included in the bargaining unit(s) of the Union's exclusive ~~recognition and the union security provision~~ representation status. Upon appointment to a bargaining unit position, ~~the~~ Employer will furnish the employees ~~appointed into bargaining unit positions with a payroll deduction authorization form~~ membership materials provided by the Union. The Employer will inform employees in writing, ~~with a copy to the Union, when~~ if they are subsequently appointed to a position that is not in a bargaining unit.

40.42 Deduction Authorization

The Employer agrees to deduct ~~the~~ an amount equal to the membership dues, ~~agency shop fee, non-association fee, or representation fee~~ from the salary of employees who request such deduction in writing within thirty (30) days of receipt of a properly completed request submitted to the appropriate agency payroll office. Such requests will be made on a Union payroll deduction authorization card. The Employer will honor the terms and conditions of each employee's signed membership card.

40.13 Union Dues

- A. ~~When an employee provides~~ Upon receipt of the employee's written authorization ~~to the Employer,~~ the Union has the right to have Employer will deduct ~~ed~~ from the employee's salary an amount equal to the ~~fees or~~ dues required to be a member of the Union. The Employer will provide payments for ~~all said the~~ deductions to the Union at the Union's official headquarters each pay period.
- B. Forty-five (45) calendar days prior to any change in dues ~~and/or fees,~~ the Union will provide the Office of Financial Management/State Human Resources, Labor Relations Section the percentage and maximum dues ~~and/or fees~~ to be deducted from the employee's salary.

40.3 Union Security

~~All employees covered by this Agreement will, as a condition of employment, either become members of the Union and pay membership dues or, as non-members, pay a fee as described in Subsections 40.3 A, B, and C below, no later than the 30th day following the effective date of this Agreement or the beginning of their employment.~~

~~A. Employees who choose not to become union members must pay to the Union, no later than the 30th day following the beginning of employment, an agency shop fee equal to the amount required to be a member in good standing of the Union.~~

~~B. An employee who does not join the Union based on bona fide religious tenets, or teachings of a church or religious body of which he or she is a member, will make payments to the Union that are equal to its membership dues, less monthly union insurance premiums, if any. These payments will be used for purposes within the program of the Union that are in harmony with the employee's conscience. Such employees will not be members of the Union, but are entitled to all of the representational rights of union members.~~

~~C. The Union will establish a procedure that any employee who makes a request may pay a representation fee equal to a pro rata share of the full membership fee that is related to collective bargaining, contract administration and the pursuit of matters affecting wages, hours and other terms and conditions of employment rather than the full membership fee.~~

~~D. If an employee fails to meet the union security provisions outlined above, the Union may notify the Employer. If the Union notifies the Employer, the Union will inform the employee that his or her employment may be terminated.~~

40.64 Voluntary Deductions

A. PEOPLE

1. The Employer agrees to deduct from the wages of any employee who is a member of the Union deduction for the PEOPLE program. Written authorizations must be requested in writing by the employee and may be revoked by the employee at any time by giving written notice to both the Employer and the Union. The Employer agrees to remit electronically, on each state payday, any deductions made to the Union together with an electronic report showing:

- a. Employee name;
- b. Personnel number;
- c. Amount deducted; and
- d. Deduction code.

2. The parties agree this section satisfies the Employer's obligations and provides for the deduction authorized under [RCW 41.04.230](#).

B. Public Safety Protection Program (PSPP)

The Employer agrees to deduct from the wages of any employee who is a member of the Union deductions for the WFSE/AFSCME PSPP. Written authorizations must be on the WFSE/AFSCME Council 28 PSPP Voluntary Payroll Deduction Authorization form. Deductions will include a one-time initial deduction amount and ongoing monthly deduction amount. Authorizations may be revoked by the employee at any time by giving written notice to both the Employer and the Union. The Employer agrees to remit electronically, on each state payday, any deductions made to the Union together with an electronic report showing:

1. Employee name;
2. Personnel number;
3. Amount deducted; and
4. Deduction code.

C. Trust Universal Life Insurance with Long Term Care

The Employer agrees to deduct from the wages of any employee who is a member of the Union deductions for the Trustmark Universal Life Insurance with Long Term Care. Written authorizations must be provided. Authorizations may be revoked by the employee at any time by giving written notice to the Employer. The Employer agrees to remit electronically, on each state payday, any deductions made to Trustmark together with an electronic report showing:

1. Employee name;
2. Personnel number;
3. Amount deducted; and
4. Deduction code.

40.75 Status Reports

- A. No later than the tenth (10th) and twenty-fifty (25th)~~twelfth (12th)~~ of each month, the Employer will provide the Union with a report in an electronic format of the following data, if maintained by the Employer, for employees in the bargaining unit:

1. Personnel number
2. Employee name
3. Mailing address
4. Personnel area code and title
5. Organization unit code, abbreviation and title
6. Work county code and title
7. Work location street (if available)
8. Work location city (if available)

9. Work phone number
10. Work e-mail address (if available)
11. Employee group
- ~~11~~12. Job class code and title
- ~~12~~13. Appointment date
- ~~13~~14. Bargaining unit code and title
- ~~14~~15. Position number
- ~~15~~16. Pay scale group
- ~~16~~17. Pay scale level
- ~~17~~18. Employment percent
- ~~18~~19. Seniority date
- ~~19~~20. Separation date
- ~~20~~21. Special pay code
- ~~21~~22. Total salary from which union dues is calculated
- ~~22~~23. Deduction wage type
- ~~23~~24. Deduction amount
- ~~24~~25. Overtime eligibility designation
- ~~25~~26. Retirement benefit plan
27. Action reason title and effective date (including entering or leaving the bargaining unit and starting or stopping dues)

~~B. — No later than the twelfth (12th) of each month, the Employer will provide the Union with a report in an electronic format of the following data, if maintained by the Employer, for employees who enter or leave the bargaining unit or who stop or start deductions:~~

- ~~1. — Personnel number~~
- ~~2. — Employee name~~
- ~~3. — Mailing address~~
- ~~4. — Personnel area code and title~~
- ~~5. — Organization unit code, abbreviation and title~~
- ~~6. — Work county code and title~~
- ~~7. — Work location street (if available)~~
- ~~8. — Work location city (if available)~~
- ~~9. — Work phone number~~
- ~~10. — Employee group~~
- ~~11. — Job class code and title~~
- ~~12. — Appointment date~~
- ~~13. — Bargaining unit code and title~~
- ~~14. — Position number~~
- ~~15. — Pay scale group~~
- ~~16. — Pay scale level~~
- ~~17. — Employment percent~~
- ~~18. — Seniority date~~
- ~~19. — Separation date~~
- ~~20. — Special pay code~~
- ~~21. — Total salary from which union dues is calculated~~

~~22. — Action reason title and effective date~~

~~€B.~~ Information provided pursuant to this Section will be maintained by the Union in confidence according to the law.

~~ĐC.~~ The Union will indemnify the Employer for any violations of employee privacy committed by the Union pursuant to this Section.

40.56 ~~Dues Cancellation~~ Revocation

An employee may ~~cancel~~ revoke his or her authorization for payroll deduction of fees payments to the Union by written notice to the Employer and the Union in accordance with the terms and conditions of their signed membership card. Every effort will be made to ~~make the cancellation~~ end the deduction effective on the first payroll, and not later than the second payroll, after receipt by the Employer of the notice confirmation from the Union that the terms of the employee's signed membership card regarding dues deduction revocation have been met. ~~However, the cancellation may cause the employee to be terminated, subject to Section 40.3, above.~~

40.87 Indemnification

The ~~Employer shall be held harmless by the Union and employees~~ agrees to indemnify and hold the Employer harmless from all claims, demands, suits or other forms of liability that arise against the Employer for or on account of compliance with this Article and any and all issues related to the deduction of dues and or fees.

~~Dated July 6, 2018~~ Revised August 30, 2018

For the Employer

For the Union

/s/

/s/

John Vencill, Labor Negotiator

Amy Spiegel, Director of Negotiations

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON
AND
WASHINGTON FEDERATION OF STATE EMPLOYEES**

Union Access

The parties agree to early implementation of the following provisions of the 2019-2021 WFSE General Government Tentative Agreement as provided within the parameters below. The provisions of this Agreement shall expire on June 30, 2019.

Thirty (30) Minute Paid Union Leave

The parties agree communication, education and direct feedback between bargaining unit members and Union representatives are essential to productive labor relations. Therefore, one meeting up to thirty (30) minutes will be allowed during the term of this Agreement as paid release time during regular working hours and may be in person or by phone. For tracking purposes, this thirty (30) minutes will be considered paid union leave and allowed under the following conditions:

1. Any employee who met with the Union in paid status in accordance with the WFSE General Government Ground Rules for 2019-2021 Contract Negotiations shall not be entitled to another meeting under this Agreement.
2. Union leave shall not disturb the services of the Employer, clients and its customers and shall be accomplished without causing the Employer to incur additional costs.
3. Union leave will require approval through the bargaining unit member's supervisor, scheduler or manager.
4. Positions requiring relief will be excluded from this Agreement unless a subsequent Memorandum Of Understanding is agreed upon that identifies a process that allows this union leave without impacting Employer services.
5. If a shop steward and/or another Employer paid staff is the Union representative who meets with bargaining unit members during this union leave, the provisions of Article 39.9 A. will apply.

6. Bargaining unit members will not be required to meet with the Union and will not suffer discrimination or retaliation because of their choice to meet or not meet.

The effective date of this MOU is the date it is signed by both parties to this agreement, below.

Dated December 20, 2018

For the Employer

For the Union

/s/

/s/

John Vencill, Labor Negotiator

Amy Spiegel, Director of Negotiations

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON
AND
WASHINGTON FEDERATION OF STATE EMPLOYEES**

**WASHINGTON STATE HISTORICAL SOCIETY –
UPDATES TO THE 2017-2019 BARGAINING AGREEMENT**

To recognize certification of a new bargaining unit pursuant to the Public Employment Relation Commission Decision 12915-PSRA the parties agree to the following additions to the 2017-2019 Washington Federation of State Employees Collective Bargaining Agreement:

APPENDIX A

<u>Agency</u>	<u>PERC Description</u>	<u>Order#</u>
WSHS	Non-Supervisory Classified-Agency Wide	12915

APPENDIX B

**JOB CLASSES WITHIN AN AGENCY WITH INHERENT NEED FOR
FLEXIBILITY, IN ACCORDANCE WITH ARTICLE 6.3 A.2**

- 19. Washington State Historical Society**
Preservation and Museum Specialist 1
Preservation and Museum Specialist 2
Preservation and Museum Specialist 3
Preservation and Museum Specialist 4
Preservation and Museum Specialist 5
Program Coordinator
Maintenance Custodian
Information Technology Specialist 2

**APPENDIX C
GRIEVANCE PROCEDURE**

The following agencies will bypass Step 1 of the grievance process as outlined in Article 29, Grievance Procedure:

Washington State Historical Society

**APPENDIX D
LAYOFF UNITS**

- 38. Washington State Historical Society**
The agency is designated as the single layoff unit.

**APPENDIX S
JOB CLASSIFICATIONS – TWELVE MONTH PROBATIONARY PERIOD**

- 13. Washington State Historical Society**
Preservation and Museum Specialist 2
Preservation and Museum Specialist 3
Preservation and Museum Specialist 4
Preservation and Museum Specialist 5
Program Specialist 5
Capital Projects Coordinator 2
Information Technology Specialist 2

Dated April 2, 2019

For the Employer

For the Union

/s/
Gina Comeau, Labor Negotiator

/s/
Ron Heley, Labor Advocate

To fully and finally resolve Grievance #Group03142019-OIC, the parties agree to the following modifications to Article 39 of the Collective Bargaining Agreement between the STATE OF WASHINGTON and the WASHINGTON FEDERATION OF STATE EMPLOYEES covering general government employees. This settlement serves to clarify and define the provisions of the CBA covering employer-paid union representatives' release time to meet with new bargaining unit employees.

ARTICLE 39 UNION ACTIVITIES

39.1 Staff Representatives

- A. Notification and Recognition
 - 1. The Union will provide the Employer with a written list of staff representatives, their geographic jurisdictions and the appropriate contacts for each agency.
 - 2. The Employer will recognize any staff representative on the list.
 - 3. The Union will provide written notice to the Employer of any changes within thirty (30) calendar days of the changes.

- B. Access (excluding Department of Corrections – Community Corrections bargaining unit and Department of Social and Health Services – Special Commitment Center)
 - 1. Staff representatives may have access to the Employer's offices or facilities in accordance with agency policy to carry out representational activities.
 - 2. The representatives will notify local management prior to their arrival and will not interrupt the normal operations of the agency.
 - 3. In accordance with [Section 39.3](#) below, staff representatives and bargaining unit employees may also meet in non-work areas during the employee's meal periods, rest periods, and before and after their shifts.

- C. Access for Department of Corrections -- Community Corrections bargaining unit and Department of Social and Health Services – Special Commitment Center only
 - 1. Staff representatives may have access to the Employer's offices or facilities in accordance with agency policy to carry out representational activities provided:
 - a. The representative notifies local management prior to his or her arrival,

- b. It does not interrupt the normal operations of the office or facility, and
 - c. National Crime Information Center (NCIC) checks have been completed and the representative is cleared for access into the office or facility.
2. In accordance with [Section 39.3](#) below, staff representatives and bargaining unit employees may also meet in non-work areas during the employee's meal periods, rest periods, and before and after their shifts.

39.2 Union Stewards

- A. The Union will provide the Employer with a written list of current union stewards and the office, facility or geographic jurisdiction for which they are responsible. The Union will maintain the list. A steward may represent any employee who works in the same agency in the same office, facility or geographic jurisdiction as the steward and is in a bargaining unit represented by WFSE. The Employer will not recognize an employee as a union steward if his or her name does not appear on the list.
- B. Union stewards will be granted reasonable time during their normal working hours, as determined by the Employer, to prepare for and attend meetings scheduled by Management within the steward's office, facility or geographic jurisdiction in bargaining units represented by WFSE for the following representational activities:
 1. Investigatory interviews and pre-disciplinary meetings, in accordance with [Article 27](#), Discipline;
 2. Union Management Communication Committees and other committee meetings if such committees have been established by this Agreement; and/or
 3. Informal grievance resolution meetings, grievance meetings, alternative dispute resolution sessions, mediation sessions and arbitration hearings held during their work time.
 4. Group New Employee Orientations and meetings in accordance with Section 39.11.

In addition, Union stewards will be provided a reasonable amount of time during their normal working hours, as determined by the Employer, to investigate and process grievances through the agency head level within the steward's office, facility or geographic jurisdiction in bargaining units represented by the WFSE.

- C. Union stewards will be allowed reasonable time, as determined by the Employer, to travel to and from management scheduled investigatory interviews, pre-disciplinary meetings, informal grievance resolution meetings, grievance meetings, mediation sessions, and alternative dispute resolution meetings conducted during their normal work hours. Time spent traveling during the employee's non-work hours in order to attend the meetings will not be considered time worked. A steward may be authorized by his or her supervisor to adjust his or her work schedule, take leave without pay, compensatory time, exchange time or vacation leave to travel to and from an arbitration hearing and/or union management communication committee meeting.
- D. In both Subsections 39.2 B and C above, the union steward must obtain prior approval from his or her supervisor to prepare for and/or attend any meeting during his or her work hours. All requests must include the approximate amount of time the steward expects the activity to take. Any agency business requiring the steward's immediate attention will be completed prior to attending the meeting. With prior notification to the Employer, off-duty stewards will have access to the worksite to perform representational duties as long as the worksite is open and/or operational and there are no other reasons to preclude such access. Time spent preparing for and attending meetings during the union steward's non-work hours will not be considered as time worked. Union stewards may not use state vehicles to travel to and from a work site in order to perform representational activities, unless authorized by the agency.
- E. If the amount of time a union steward spends performing representational activities is unduly affecting his or her ability to accomplish assigned duties, the Employer will not continue to release the employee and the Union will be notified.

39.3 Use of State Facilities, Resources and Equipment

- A. Meeting Space and Facilities
The Employer's offices and facilities may be used by the Union to hold meetings, subject to the agency's policy, availability of the space and with prior authorization of the Employer.
- B. Supplies and Equipment
The Union and employees covered by this Agreement will not use state-purchased supplies or equipment to conduct union business or representational activities. This does not preclude the use of the telephone, or similar devices that may be used for persons with disabilities, for representational activities if there is no cost to the Employer, the call is brief in duration and it does not disrupt or distract from agency business.

C. E-mail, Fax Machines, the Internet, and Intranets

The Union and employees covered by this Agreement will not use state-owned or operated e-mail, fax machines, the internet, or intranets to communicate with one another, except as provided in this agreement. Employees may use state operated e-mail to request union representation. Union representatives and stewards may use state owned/operated equipment to communicate with the affected employees and/or the Employer for the exclusive purpose of administration of this Agreement to include electronic transmittal of grievances and responses in accordance with [Article 29](#), Grievance Procedure. It is the responsibility of the sending party to ensure the material is received. Such use will:

1. Result in little or no cost to the Employer;
2. Be brief in duration and frequency;
3. Not interfere with the performance of their official duties;
4. Not distract from the conduct of state business;
5. Not disrupt other state employees and will not obligate other employees to make a personal use of state resources;
6. Not compromise the security or integrity of state information or software; and
7. Not include general communication and/or solicitation with employees.

The Union and its stewards will not use the above referenced state equipment for union organizing, internal union business, advocating for or against the Union in an election or any other purpose prohibited by the Executive Ethics Board. Communication that occurs over state-owned equipment is the property of the Employer and may be subject to public disclosure.

39.4 Information Requests

- A. The Employer agrees to provide the Union, upon written request, access to materials and information necessary for the Union to fulfill its statutory responsibility to administer this Agreement.
- B. The Employer will acknowledge receipt of the information request and will provide the union with a date by which the information is anticipated to be provided.
- C. When the Union submits a request for information that the Employer believes is unclear or unreasonable, or which requires the creation or

compilation of a report, the Employer will contact the Union staff representative and the parties will discuss the relevance, necessity and costs associated with the request and the amount the Union will pay for receipt of the information.

39.5 Agency Policies

Agencies will provide to the Union any new human resources related policies affecting represented employees or updates to existing human resource related policies affecting represented employees during the term of the Agreement.

39.6 Bulletin Boards and Newsstands

The Employer will maintain bulletin board(s) or space on existing bulletin boards currently provided to the Union for union communication. In bargaining units where no bulletin board or space on existing bulletin boards has been provided, the Employer will supply the Union with adequate bulletin board space in convenient places. Material posted on the bulletin board will be appropriate to the workplace, politically non-partisan, in compliance with state ethic laws, and identified as union literature. Union communications will not be posted in any other location in the agency. If requested by the Union, the Employer will identify areas where Union provided newsstands can be located in their offices/facilities.

In the State Operated Living Alternatives (SOLA) program residences within the Department of Social and Health Services, the Employer will make available a three-ring binder that is designated for union materials. Materials in the binder will be appropriate to the workplace, politically non-partisan, in compliance with state ethic laws, and identified as union literature. Union materials may be distributed to the SOLA binders in accordance with [Section 39.7](#) of this Article.

39.7 Distribution of Material

An employee will have access to his or her work site for the purpose of distributing information to other bargaining unit employees provided:

- A. The employee is off-duty;
- B. The distribution does not disrupt the Employer's operation; and
- C. The distribution will normally occur via desk drops or mailboxes, as determined by the Employer. In those cases where circumstances do not permit distribution by those methods, alternative areas such as newsstands, lunchrooms, break rooms and/or other areas mutually agreed upon will be utilized.
- D. The employee must notify the Employer in advance of his or her intent to distribute information.
- E. Distribution will not occur more than twice per month, unless agreed to in advance by the Employer.

39.8 WFSE Council President and Vice-President

A. Leave of Absence

Upon request of the Union, the Employer will grant leave with pay for the WFSE Council President and Vice-President for the term of his or her office. The Union will reimburse the Employer for the “fully burdened costs of the positions” the Employer incurs as a result of placing the Council President and Vice-President on leave with pay during the period of absence. The Union will reimburse the agency(ies) by the 20th of each month for the previous month.

B. Leave Balances

The President and Vice-President will accrue vacation and sick leave during the period of absence; however, when the President and Vice-President return to state service his or her leave balances will not exceed his or her leave balances on the date the period of absence commenced. If the President or Vice-President retire or separate from state service at the end of the period of absence, his or her leave balances will not exceed his or her leave balances on the date the period of absence commenced. Reporting of leave will be submitted to the agency(ies). All leave requests will be submitted within the required time limits.

C. Indemnification

The Union will defend, indemnify and hold harmless the Employer for any and all costs including attorneys fees, damages, settlements, or judgments, or other costs, obligations, or liabilities the Employer incurs as a result of any demands, claims, or lawsuits filed against the Employer arising out of or in relation to actions taken by the President or Vice-President, or their status as President or Vice-President, during the period of absence.

D. Return Rights

The President and Vice-President will have the right to return to the same position or in another position in the same job classification and the same geographic area as determined by the Employer, provided such reemployment is not in conflict with other articles in this agreement. If the job classification of the position in which the President and/or Vice-President has return rights to has been abolished or revised, a crosswalk to the class series will be used to identify his or her return rights. The employer will assess any training needs, including those requested by the employee, and provide the necessary training for the returning employee. Any layoff as a result of the return will be processed in accordance with [Article 34](#), Layoff and Recall. The employee and the Employer may enter into a written agreement regarding return rights at anytime during the leave. The period of leave will not impact the employee’s seniority date.

39.9 Time Off for Union Activities

- A. Union designated employees may be allowed time off without pay to attend union-sponsored meetings, training sessions, conferences, and conventions.

The employee's time off will not interfere with the operating needs of the agency as determined by management. If the absence is approved, the employees may use accumulated compensatory time, vacation leave, exchange time, or personal holiday in accordance with [Article 10](#), Holidays, instead of leave without pay. However, employees must use compensatory time prior to their use of vacation leave, unless the use would result in the loss of their vacation.

B. The Union will give the Employer a written list of the names of the employees it is requesting attend the above listed activities at least fourteen (14) calendar days prior to the activity.

C. Thirty (30) Minute Paid Union Leave

The parties agree communication, education and direct feedback between bargaining unit members and Union representatives are essential to productive labor relations. Therefore, one meeting up to thirty (30) minutes will be allowed during the term of the Collective Bargaining Agreement as paid release time during regular working hours and may be in person or by phone. For tracking purposes, this thirty (30) minutes will be considered paid union leave and allowed under the following conditions:

1. Union leave shall not disturb the services of the Employer, clients and its customers and shall be accomplished without causing the Employer to incur additional costs.
2. Union leave will require approval through the bargaining unit member's supervisor, scheduler or manager.
3. Positions requiring relief will be excluded from this subsection unless a Memorandum Of Understanding is agreed upon that identifies a process that allows this union leave without impacting Employer services.
4. If a shop steward and/or another Employer paid staff is the Union representative who meets with bargaining unit members during this union leave, the provisions of Article 39.9 A. will apply.
5. Bargaining unit members will not be required to meet with the Union and will not suffer discrimination or retaliation because of their choice to meet or not meet.

39.10 Temporary Employment with the Union

With thirty (30) calendar days' notice, unless agreed otherwise, employees may be granted leave without pay to accept temporary employment with the Union of a specified duration, not to exceed twelve (12) months, provided the employee's time off will not interfere with the operating needs of the agency. The returning

employee will be employed in a position in the same job classification and the same geographical area, as determined by the Employer.

39.11 Access To New Employees

Within ninety (90) days of a new employee's start date in a Union bargaining unit position, the Employer will provide the Union access to the employee during the employee's regular work hours to present information about the union. This access will be provided at the employee's regular worksite, or at a location mutually agreed to by the Employer and the Union and will be for no less than thirty (30) minutes. Union meetings with new employees will include only the new bargaining unit employees and union representatives unless mutually agreed otherwise. Management employees will remain strictly neutral regarding attendance at the meetings and their content. The Union may make use of the state-operated calendar scheduling system to schedule group or individual meetings with new employees for the purposes identified in this Subsection 39.11. No employee will be required to attend the meetings or presentations given by the Union.

A. Group New Employee Orientations and Meetings

When an agency provides a new employee orientation in a group setting, the Union will be given an opportunity to have a union steward and/or staff representative speak to the class for no less than thirty (30) minutes to provide information about the Union and the Master Agreement. The Union may also arrange for thirty-minute new employee meetings in a group setting. If a Union steward or other Employer-paid staff is the Union representative who meets with bargaining unit employees during a group orientation or meeting, they will be permitted to do so during their normal working hours in accordance with the provisions of Article 39.2.

B. Other New Employee Orientations

When an agency provides new employee orientation on-line, one-on-one, or does not provide new employee orientation, and the Union does not arrange a group meeting under Subsection 39.11A above, the Union will be given the opportunity to:

1. Make an appointment with the new employee for no less than thirty (30) minutes; and
2. Have a union steward and/or staff representative speak to the new employee to provide information about the Union and the Master Agreement.

For Stewards or other Employer-paid staff conducting an individual meeting with a new employee under this Subsection 39.11B, the provisions of Article 39.9 A will apply.

C. New Bargaining Unit Members

The union will be given the opportunity to have a Union representative speak with newly represented employees for no less than thirty (30) minutes to provide information about the union and the Master Agreement in accordance with Subsections 39.11 A and B above.

39.12 Demand to Bargain – Release Time and Travel

- A. The Employer will approve paid release time for up to three (3) employee representatives who are scheduled to work during the time negotiations are being conducted. The Employer will approve compensatory time, vacation leave, exchange time or leave without pay for additional employee representatives provided the absence of the employee does not create significant and unusual coverage issues. The Union will provide the Employer with the names of its employee representatives at least ten (10) calendar days in advance of the date of the meeting.
- B. The Employer will approve compensatory time, vacation leave, exchange time or leave without pay for employee representatives to prepare for and to travel to and from negotiations.
- C. No overtime, compensatory time or exchange time will be incurred as a result of negotiations, preparation for and/or travel to and from negotiations.
- D. The Union is responsible for paying any travel or per diem expenses of employee representatives. Employee representatives may not use state vehicles to travel to and from a bargaining session, unless authorized by the agency for business purposes.

39.13 2019 – 2021 Master Agreement Negotiations

A. Release Time

The Employer will approve paid release time in aggregate of two hundred-fifty (250) days for all union bargaining team members for formal negotiations. Upon exhaustion of this bank, the Union may request the parties meet and discuss additional paid release time for Union team members. The Employer will approve miscellaneous paid leave for all remaining formal negotiation sessions and for all travel to and from the sessions for Union team members provided the absence of the employee for negotiations does not create significant and unusual coverage issues. The Union will reimburse the Employer for the “fully burdened costs” of this miscellaneous paid leave for all team members not on paid release time per this article. The Union will reimburse the agency(ies) by the 20th of each month for the previous month. Per diem and travel expenses will be paid by the WFSE for Union team members. No overtime, compensatory time or exchange time will be incurred as a result of negotiations and/or travel to and from negotiations.

B. Confidentiality/Media Communication

1. Bargaining sessions will be closed to the press and the public unless agreed otherwise by the chief spokespersons.
2. No proposals will be placed on the parties' web sites.
3. The parties are not precluded from generally communicating with their respective constituencies about the status of negotiations while they are taking place.
4. There will be no public disclosure or public discussion of the issues being negotiated until resolution or impasse is reached on all issues submitted for negotiations.

This grievance settlement will take effect upon signature of the parties below.

Dated May 2, 2019

For the Employer

For the Union

/s/

/s/

John Vencill, Labor Negotiator

Amy Spiegel, Director of Negotiations

SUPPLEMENTAL AGENCY AGREEMENTS

DEPARTMENT OF AGRICULTURE

Within the Department of Agriculture, the parties agree to the following:

1. In accordance with Article 21, the Employer will continue its practices for ensuring availability of identified agency-required apparel items or equipment to employees.
2. Regarding the issuance of boots, the Grain Inspection Program will provide a boot reimbursement amount of up to two hundred dollars (\$200.00)

Dated June 6, 2016

For the Employer

For the Union

/s/

/s/

Tina Peterson, Chief Negotiator

Greg Devereux, Executive Director

DEPARTMENT OF AGRICULTURE

Due to the hiring of multiple employees at the same time into in-training programs within the Commodity Inspection Program. This MOU is intended to clarify seniority ties per Article 33.2, for those that start on the same day, in the same job classification, with the same unbroken state service date. Within the Department of Agriculture, the parties agree to the following clarification:

If two or more individuals are hired on the same day as in-training Program Assistants and pursuant to Article 33, are deemed tied in seniority, the employees will draw lots to break the tie in seniority. The respective lot draw will be determinative of seniority until one of the employees change job classification.

Dated April 27, 2016

For the Employer

For the Union

/s/
John Vencill, Labor Negotiator

/s/
Lewis Woods, WFSE

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON
AND
WASHINGTON FEDERATION OF STATE
EMPLOYEES
(Department of Corrections Bargaining Units Only)**

Section 1. 2017-2019 Bargaining Regarding Changes to a Mandatory Subject

In accordance with RCW 41.80.090, the parties have agreed to the following impasse procedure for negotiations over a change in a mandatory subject of bargaining during the term of the 2017-2019 collective bargaining agreement for Department of Corrections (DOC) bargaining units:

- A. During the term of the 2017-2019 collective bargaining agreement, the DOC will provide notice to the Washington Federation of State Employees (WFSE) in accordance with Article 38, Mandatory Subjects, and satisfy its collective bargaining obligation under law before changing a matter that is a mandatory subject of bargaining. In the event that the WFSE requests negotiations and the parties cannot reach agreement, the parties agree to submit the outstanding issue(s) to an arbitrator for resolution.
- B. Arbitration under this section must comply with the provisions of Section 2 (E), Sub-sections (2), (5) and (6), and Section 2 (I).
- C. Financial costs of arbitration awards:
 - 1. If the Office of Financial Management (OFM) Director determines that an individual arbitration award under this section will cost more than \$250,000 during the 2017-2019 biennium, the award will not be implemented unless or until the OFM Director determines that the award is financially feasible for the DOC.
 - 2. If the OFM Director determines an individual arbitration award under this section is not financially feasible for the DOC, then the parties will either:

- i. Enter negotiations for a mutually agreeable modification of the award, or
- ii. The Union can request that the arbitration award be submitted to the Legislature in the Governor's budget for funding to implement the award. The award will not be implemented unless or until the Legislature funds the arbitration award.

Section 2. 2019-2021 Department of Corrections Bargaining

In accordance with RCW 41.80.010(2), the parties have agreed that 2019-2021 supplemental bargaining for DOC employees will be conducted as follows:

- A. The parties agree to at least five (5) days of negotiations.
- B. Bargaining over compensation-related issues will be limited to job classifications that are unique to the DOC, including targeted wage increases related to those classes only. Supplemental bargaining will not include any general wage increase, or any general compensation-related issue such as shift premium, standby pay or callback. Bargaining over compensation for job classifications not unique to DOC, including any general wage increase or other general compensation-related issue that would apply to DOC unique classifications, will take place during negotiation sessions at the master table.
- C. Absent mutual agreement by the parties, proposals made at the supplemental table will not be subject to bargaining at the master table; conversely, proposals made at the master table will not be subject to bargaining at the supplemental table.
- D. Any agreements reached for DOC employees will be reduced to writing and signed by both parties to be incorporated into the WFSE 2019-2021 master collective bargaining agreement.
- E. In accordance with RCW 41.80.090, the parties have agreed to the following impasse procedure for 2019-2021 DOC supplemental bargaining, provided the proposals are limited to DOC employee issues:

1. By March 2, 2018 the parties will attempt to agree on an interest arbitrator to be used in the event the parties are not successful in reaching agreement on mandatory subjects through negotiations for a DOC supplemental agreement for the 2019-2021 biennium. The parties will select an arbitrator by mutual agreement or by alternatively striking names from a regional list of seven qualified arbitrators provided by the Federal Mediation and Conciliation Service.
2. The fees and expenses of the arbitrator, the court reporter (if any) and the cost of the hearing room (if any), will be shared equally between the parties. Each party is responsible for the costs of its attorneys, representatives and witnesses, and all other costs related to the development and presentation of their case.
3. Immediately upon selecting an interest arbitrator, the parties shall cooperate to reserve dates with the arbitrator for a potential hearing between August 1, 2018 and September 15, 2018. The parties shall also prepare a schedule of at least five negotiation dates, absent an agreement to the contrary.
4. The parties shall execute a written agreement before March 30, 2018, setting forth the name of the arbitrator and the dates reserved for bargaining and arbitration.
5. The arbitrator is limited to considering proposals for DOC employees, subject to bargaining under RCW 41.80.020(1), and compensation for job classifications that are unique to the DOC only as provided in subsection (B) of this section. The arbitrator may consider only matters subject to bargaining under RCW 41.80.020(1), and may not consider those subjects under RCW 41.80.020(2) & (3) and RCW 41.80.040.
6. In making its determination, the arbitrator shall take into consideration the following factors:

- i. The financial ability of the DOC to pay for the compensation and benefit provisions of a collective bargaining agreement,
- ii. The constitutional and statutory authority of the employer;
- iii. Stipulations of the parties;
- iv. Comparison of the wages, hours and conditions of employment of personnel involved in the proceedings with the wages, hours and conditions of employment of like personnel of like state government employers of similar size in the western United States;
- v. The ability of the DOC to retain employees;
- vi. Changes in any of the factors listed in this subsection during the pendency of the proceedings; and
- vii. Such other factors which are normally or traditionally taken into consideration in the determination of matters subject to bargaining under RCW 41.80.020(1).

F. The decision of an arbitrator under this section is subject to the October 1st deadline and financial feasibility provisions of RCW 41.80.010(3).

G. The decision of an arbitrator is not binding on the Legislature and, if the Legislature does not approve the funds necessary to implement provisions pertaining to the compensation and fringe benefit provision of an interest arbitration award, the provision are not binding on the State or the DOC.

H. The decision of an arbitrator will be incorporated into the parties' tentative agreement of the 2019-2021 master collective bargaining agreement. The entire 2019-2021 master collective bargaining agreement is subject to the October 1 deadline and financial feasibility provisions of RCW 41.80.010(3).

I. To the extent applicable, the parties intend that WAC Chapter 391-55 controls the procedures for interest arbitration under this MOU.

Section 3. Conflicts

If a conflict exists between this MOU and WAC Chapter 391-55, this MOU shall prevail. A provision of this MOU that conflicts with the terms of a statute is invalid and unenforceable.

Section 4. Duration

- A. All provisions of Section 1 of this MOU will become effective July 1, 2017, and will remain in full force and effect through June 30, 2019.
- B. All provisions of Section 2 of this MOU will become effective July 1, 2017, and will remain in full force and effect through November 30, 2018.

Dated: January 31, 2017

For the Employer

For the Union

/s/
Diane Lutz, LRS Section Chief

/s/
Greg Devereux, Executive Director

**DEPARTMENT OF CORRECTIONS
EMPLOYEES ONLY
ARTICLE 22
DRUG AND ALCOHOL FREE WORKPLACE**

22.1 Drug and Alcohol Free Workplace

All employees must report to work in a condition fit to perform their assigned duties unimpaired by alcohol, marijuana or drugs.

22.2 Possession of Alcohol, Marijuana and Illegal Drugs

- A. The use or possession of alcohol, or marijuana by an employee is prohibited in state vehicles, on agency premises, or other governmental or private worksites where employees are assigned to conduct official state business, except when the premises are considered residences.
- B. The unlawful use, possession, delivery, dispensation, distribution, manufacture or sale of drugs in state vehicles, on agency premises or on official business is prohibited.

22.3 Notification of Prescription and Over-the-Counter Medications

Employees taking physician-prescribed or over-the-counter medications, if there is a substantial likelihood that such medication will affect job safety, must notify their supervisor or other designated official of the fact that they are taking a medication and the side effects of the medication.

22.4 Drug and Alcohol Testing

- A. Employees required to have a Commercial Driver's License (CDL) or to be licensed by the United States Coast Guard, are subject to pre-employment, post-accident, random and reasonable suspicion testing in accordance with the U.S. Department of Transportation rules, Coast Guard Regulations (46 CFR Part 16) or the Federal Omnibus Transportation Employee Testing Act of 1991. The testing shall be conducted in accordance with agency policy, and subject to the provisions of this Article.
- B. In addition, employees who perform other safety-sensitive functions are subject to pre-employment, post-accident, post-firearm shooting incidents, and reasonable suspicion testing, conducted according to agency policy. A blood test will be administered for post-shooting testing.

For purposes of this Article, employees who perform other safety-sensitive functions are those employees eligible to be issued firearms (Community Corrections Officers, Community Corrections Specialists and Corrections Officers) and those licensed health care professionals who administer or dispense medications as a part of their job duties.

- C. Post-accident drug and alcohol testing may be conducted when a work-related incident has occurred involving death, serious bodily injury or significant property/environmental damage, or the potential for death, serious injury, or significant property/environmental damage, and when the employee's action(s) or inaction(s) either contributed to the incident or cannot be completely discounted as a contributing factor.

22.5 Voluntary Request for Assistance

- A. An employee who requests assistance for a drug or alcohol problem will be afforded an opportunity to seek assistance from the Employee Assistance Program or other Agency-recognized assistance program. If the assistance is requested prior to the employee providing a sample pursuant to testing, the employee will not be subject to discharge, unless other circumstances warrant such action.
- B. Assessment and Treatment
The employee will be relieved from duty and placed on sick leave, vacation leave, or leave without pay pending completion of any initial chemical dependency assessment and successful completion of any in-patient chemical dependency rehabilitation program certified by the Department of Social and Health Services, Division of Behavioral Health and Recovery (DBHR). If the assessment results in a recommendation for an out-patient treatment program, the employee will enter a return to work agreement before being allowed to return to work. An employee will be discharged if he/she refuses to participate in or successfully complete any DBHR certified program.
- C. Return to Work
Upon return to work after entering an out-patient program or successfully completing an in-patient rehabilitation program, the employee will be subject to random testing for a period of one (1) year. If the employee tests positive for drugs/alcohol during this period he/she will be discharged.
- D. Release of Information
Employees participating in such treatment will agree to provide the Employer with a release of medical information sufficient to ensure the employee's compliance with the requirements of the rehabilitation program.

22.6 Reasonable Suspicion Testing – All Employees

- A. Standards
Reasonable suspicion testing for alcohol, marijuana or controlled substances may be directed by the Employer for any employee when there is reason to suspect that alcohol, marijuana or controlled substance usage may be adversely affecting the employee's job performance or that the employee may present a danger to the physical safety of the employee or another.

B. Specific Objective Grounds

Specific objective grounds must be stated in writing that support the reasonable suspicion. Examples of specific objective grounds may include, but are not limited to:

1. Physical symptoms consistent with alcohol, marijuana, or controlled substance use;
2. Evidence or observation of alcohol, marijuana, or controlled substance use, possession, sale, or delivery; or
3. The occurrence of an accident(s) where a trained manager, or supervisor suspects alcohol, marijuana, or controlled substance use may have been a factor.

C. Referral

Referral for testing will be made on the basis of specific objective grounds documented by a manager or supervisor who has attended the training on detecting the signs/symptoms of being affected by controlled substances, marijuana, and/or alcohol. The appointing authority or designee must approve the testing.

D. Testing

When reasonable suspicion exists, employees must submit to alcohol, marijuana, and/or controlled substance testing when required by the Employer. A refusal to test is considered the same as a positive test. When an employee is referred for testing, he or she will be removed immediately from duty and transported to the collection site. The cost of reasonable suspicion testing, including the employee's salary will be paid by the Employer.

E. Testing Procedures

Testing will be conducted by an outside certified agency in such a way to ensure maximum accuracy and reliability by using the techniques, chain of custody procedures, equipment and laboratory facilities, which have been approved by the U.S. Department of Health and Human Services. All employees notified of a positive controlled substance, marijuana, and/or alcohol test result may request an independent test of their split sample at the employee's expense. If the test result is negative, the Employer will reimburse the employee for the cost of the split sample test.

F. Positive Test Result

A positive test result will be defined as any result qualifying as legally intoxicated under Department of Transportation standards. Except as provided in Article 22.5, an employee who has a positive alcohol, marijuana, and/or controlled substance test may be subject to disciplinary action, up to and including dismissal.

22.7 Training

Training will be made available to managers, supervisors, and Union Stewards. The training will include:

- A. The elements of the Employer's Drug and Alcohol Free Workplace Program;
- B. The effects of drugs and alcohol in the workplace;
- C. Behavioral symptoms of being affected by controlled substances, marijuana, and/or alcohol; and
- D. Rehabilitation services available.

DEPARTMENT OF ECOLOGY
OSHA HAZWOPER

The Department of Ecology will review all positions that perform inspections involving hazardous substances or hazardous waste sites and that require OSHA HAZWOPER certification to better understand the risks associated with performing this work.

The Department of Ecology and WFSE will discuss the results of the review by September 30, 2017.

Dated September 13, 2016

For the Employer

For the Union

/s/

Tina Peterson, Chief Negotiator

/s/

Greg Devereux, Executive Director

DEPARTMENT OF ECOLOGY
TRANSPORTATION WORKERS' IDENTIFICATION CARDS (TWIC)

- A. Ecology will determine which positions require a TWIC.
- B. For employees required by Ecology to obtain/maintain a TWIC, the employer will reimburse employees for the cost to obtain and renew the TWIC. If an employee separates from employment prior to the expiration date of the reimbursed TWIC, the Employer may deduct the prorated cost of the reimbursement from the employee's final pay check.
- C. The Employer will provide a reasonable amount of work time during regular work hours for employees to maintain/renew their TWIC. However, employees are expected to flex/adjust their work schedules to avoid the accrual of overtime. No overtime is authorized for employee's travel associated with TWIC enrollment and/or renewal.
- D. Employees are authorized to use Ecology vehicles for travel to TSA TWIC Enrollment Centers. Ecology will not reimburse for the use of a personal vehicle.
- E. For employees who are not required to obtain/maintain a TWIC, but elect to do so, the employee will be responsible for any travel, expenses, and fees. Additionally, time required to obtain/maintain a TWIC will not be considered work time.

Dated June 7, 2016

For the Union

For the Employer

/s/

/s/

Greg Devereux, Executive Director

Tina Peterson, Chief Negotiator

DEPARTMENT OF ENTERPRISE SERVICES

This Memorandum of Understanding (MOU) by and between the Washington State Department of Enterprise Services (DES), the Washington Federation of State Employees (WFSE) and the Washington State Office of Financial Management, State Human Resources, Labor Relations Section (Employer) is regarding the breaks and lunch periods on the swing shift in the “Inserting” section of the DES Consolidated Mail.

The parties mutually agree to the following:

1. The parties recognize the informal practice for employees working the swing shift in the “Inserting” section has been to combine breaks and rest periods in a manner that meets the personal preferences of the incumbents currently impacted and contributes to increased efficiency within the unit.
2. The parties agree to vary from the language in Article 6.5 and 6.7 of the 2017-2019 General Government CBA as follows:
 - a. WFSE represented employees working the swing shift in the “Inserting” section will have two (2) thirty (30) minute breaks per workday rather than one (1) thirty (30) minute break and two (2) fifteen (15) minute rest periods.
 - b. These thirty (30) minute breaks will occur at or as near as possible to 3:00 PM and 6:00 PM.
 - c. For the purposes of administering the remaining terms of Article 6.5 and 6.7, the first thirty (30) minute break shall be considered the break and the second thirty (30) minute period shall be considered the rest period.
 - d. The parties agree to review this schedule no less frequent than every twelve (12) months to discuss its ongoing feasibility. The first discussion shall occur no later than twelve (12) months from the date of the last signature of the parties on this MOU.

- e. Either party may rescind this Agreement with thirty (30) days written notice.
- 4. Except as specifically modified in the Agreement, all provisions of the parties' 2017-2019 CBA including the remaining terms and conditions of Articles 6.5 and 6.7 remain in full force and effect.
- 5. This Agreement is not precedent setting and will not reflect on the position that either party takes during the negotiation of a successor CBA.

Dated June 7, 2016

For the Employer

For the Union

/s/

/s/

Tina Peterson, Chief Negotiator

Greg Devereux, Executive Director

PARKS AND RECREATION COMMISSION

The parties agree to create a Union Management Communication Subcommittee to focus on law enforcement issues of Park Rangers employed within the Washington State Parks and Recreation Commission. The purpose of the committee will be to identify law enforcement related issues and concerns on the part of ranger staff and discuss potential solutions, processes and strategies in a collaborative manner with management. The committee will be known as the “Law Enforcement Sub-committee” and will operate under the following terms and conditions.

1. The committee will exist for the duration of the 2017-2019 Agreement.
2. The committee will consist of up to four (4) employees appointed by the Union and up to four (4) employees appointed by the Employer.
3. The committee facilitator will be the Washington State Parks Chief of Visitor Protection and Law Enforcement.
4. The committee will meet twice a year, once in the spring and once in the fall.
5. Participation of the Union designated representatives will be in accordance with Article 37.3 of this Agreement.
6. The desired outcome of this committee is improved communication and transparency in agency decision making and priorities related to law enforcement issues.

Dated June 7, 2016

For the Employer

For the Union

/s/

Tina Peterson, Chief Negotiator

/s/

Greg Devereux, Executive Director

PARKS AND RECREATION COMMISSION

In addition to the provisions in Article 21, Uniforms, Tools and Equipment the parties agree to the following:

1. Permanent and Career Seasonal Senior Park Aides, Park Aides, Grounds and Nursery Specialists, and Custodians who work in excess of six (6) consecutive months, will receive two (2) agency provided shirts. In addition, they will receive a seventy-five dollar (\$75.00) clothing allowance every six (6) months.
2. Career Seasonal Senior Park Aides, Park Aides, Grounds and Nursery Specialists, and Custodians who work six (6) consecutive months or less will receive two (2) agency provided shirts and one (1) seventy-five dollar (\$75.00) clothing allowance per calendar year.
3. Non-permanent Senior Park Aides, Park Aides, Grounds and Nursery Specialists, and Custodians will receive two (2) agency provided shirts and one (1) seventy-five dollar (\$75.00) clothing allowance per calendar year.

Dated June 23, 2016

For the Employer

For the Union

/s/

/s/

Tina Peterson, Chief Negotiator

Greg Devereux, Executive Director

MEMORANDUM OF UNDERSTANDING
PARKS AND RECREATION COMMISSION
FIREFIGHTING

The parties agree to the following:

1. Effective January 1, 2017 the parties agree to participate in discussions concerning firefighting efforts of Parks staff on State Parks properties

2. Prior to meeting, the parties will agree to the composition, location and times for the discussions and/or negotiations.

Dated: September 8, 2016

For the Employer

For the Union

/s/

Tina Peterson, Chief Negotiator

/s/

Greg Devereux, Executive Director

DEPARTMENT OF SOCIAL AND HEALTH SERVICES
DSHS LICENSED PRACTICAL NURSES
AND
PSYCHIATRIC SECURITY NURSES
TUITION REIMBURSEMENT

Effective July 1, 2017 through June 29, 2019, Licensed Practical Nurses and Psychiatric Security Nurses at the Department of Social and Services will receive up to one thousand dollars (\$1,000) per year in tuition reimbursement for completion of Registered Nurse course work through an accredited educational institution.

Dated August 29, 2016

For the Employer

For the Union

/s/

Tina Peterson, Chief Negotiator

/s/

Greg Devereux, Executive Director

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF
WASHINGTON AND
WASHINGTON FEDERATION OF STATE
EMPLOYEES**

Addressing Compensatory Time for the Department of Social and Health Services at Eastern and Western State Hospitals, Child Study and Treatment Center and the Special Commitment Center:

In addition to the provisions of Article 7.5, the parties agree to the following for overtime-eligible employees working at the Department of Social and Health Services at Eastern and Western State Hospitals, Child Study and Treatment Center and the Special Commitment Center.

For January 1, 2017 through December 31, 2019, the Employer will only agree to approve compensatory time in lieu of cash payments for overtime to an overtime-eligible employee when the employee works a majority of their shift on any of the following dates:

2017	2018	2019
01/01/17	01/01/18	01/01/19
01/16/17	01/15/18	01/21/19
2/20/17	02/19/18	02/18/19
05/29/17	05/28/18	05/27/19
07/04/17	07/04/18	07/04/19
09/04/17	09/03/18	09/02/19
11/11/17	11/11/18	11/11/19
12/25/17	12/25/18	12/25/19

Within the parameters above, Memorial Day, July 4th, Veteran’s Day, Christmas Day and New Year’s Day, an employee may elect to accrue compensatory time in lieu of cash

payment for overtime for the calendar date or their designated holiday, but not both.

This MOU will be in effect January 1, 2017.

Dated January 25, 2017

For the Employer

For the Union

/s/

/s/

Tina Peterson, Chief Negotiator

Greg Devereux, Executive Director

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON
AND WASHINGTON FEDERATION OF STATE EMPLOYEES**

State Operated Living Alternatives (SOLA) with the Department of Social and Health Services

The parties recognize and agree that the foremost responsibility of the SOLA program is to support individuals based on their preference and need. With this principle in mind, the parties agree that Article 3, Bid System will apply to the SOLA program with the following limitations:

- Employees may only bid within the home where their position is permanently assigned.
- Reassignment from a bid position under Article 3.10 is not subject to the grievance procedure in Article 29, Grievance Procedure when the reassignment is based on client need or choice.

This Memorandum of Agreement will expire on June 30, 2019.

Dated May 2, 2016

For the Employer

For the Union

/s/

Rick Hall, Senior Negotiator

/s/

Amy Spiegel, Director of Negotiations

DEPARTMENT OF TRANSPORTATION

The parties agree to the following:

1. In recognition of the need to mitigate the risk of injury to the Department of Transportation (DOT) employees, DOT will increase the per biennium reimbursement for Safety Toe Footwear as stipulated in DOT's Safety Procedures and Guideline Manual to a total of two hundred (\$200.00). The eligibility and procedures outlined in the Safety Procedures and Guidelines Manual will continue to govern the disbursement of the reimbursement.
2. DOT will implement the changes on its Premium Pay Equipment List as shown in Attachment 1 to this MOU.

This MOU becomes effective on July 1, 2017.

Dated August 8, 2016

For the Employer

For the Union

/s/

/s/

Tina Peterson, Chief Negotiator

Greg Devereux, Executive Director

Attachment 1

Department of Transportation Premium Pay Equipment List

Equipment Type	B	C	Example Equipment
Crane requiring Labor and Industry certification		x	Swing Cab Crane, Fixed Cab Crane, Articulating Crane, Digger Derrick Crane
Truck, Traffic Long Line Striper	x		Region Stripers
Truck, Tunnel Washer	x		
Truck, Catch Basin Cleaner and Assistant	x		Vactor, Camel
Trailer over 25,000 lbs. (Includes pups)	x		Pups, Flushers, Belly Dumps, Tilt
Wing Plow, Truck Mounted (in up or down position)	x		
Snow Blowers (and snow blower attachments)	x		
Pickup Brooms	x		Athey, Johnson 4000
Tractors with side arm attachments	x		Tractors with brush cutter or flail. Ford 7740
Mowers, 10' & wider or 2 or more mowers	x		Ford 9040
Backhoe	x		Case 580L
Liquid Asphalt Distributors	x		
Chip Spreader, Self Propelled	x		Etnyre, Rosco
Pavers, (Both Sides, all operators)	x		Layton Box, Barber Green
Montana Paver	x		
Pavement Grinders, Roto-Mill, Loader Mount	x		Wirtgen, Zipper
Compact Excavator, Dig Depth less than 15'	x		
520 Workboat	x		
Driftwood II		x	
Excavator, Dig Depth over 15', Over 26,000GVW		x	Drott
Graders		x	Champion 740
Dozer, Tractor Crawler		x	Cat D6-D7
Lowboy, Trailer & Tractor		x	
Spider		x	
Belt Loader	x		Athey
U-BIT Operation (ground and bucket)	x		
Chainsaw (For Employer identified tree fallers when engaged in tree falling operations for trees greater than six inches in diameter.)		x	

Equipment not listed defaults to Class A.

Note:

- Class A: Does not qualify for premium pay
- Class B: Maintenance Technicians 1 and 2 qualify for premium pay

- Class C: Maintenance Technicians 1, 2, 3, and Lead qualify for premium pay, including Maintenance Technician - Bridge
- For equipment with attachments, where operating the attachment qualifies for premium pay, premium pay hours will be recorded on time sheets only when the attachment is operated.

**DEPARTMENT OF TRANSPORTATION
WORK APPAREL**

This MOU applies to employees performing highway maintenance or facilities activities within the Washington State Department of Transportation (WSDOT).

- A. The parties agree that effective July 1, 2017 through June 29, 2019 WSDOT will provide employees performing these activities a choice of overalls, coveralls, and jeans/pants/shirts, or a combination of all these items, provided:
1. A commercial service is available at the employee's work location; and
 2. The Appointing Authority determines the cost/benefit of this service is appropriate given the employee's working conditions.
- B. At least annually, employees approved to receive this service will choose the mix of apparel they want to wear each week for the next twelve (12) months.
- C. An employee is not obligated to wear overalls, coveralls, or jeans/pants/shirts, and can choose to provide their own work apparel.
- D. If an employee chooses to provide their own work apparel, they are encouraged to opt out of the commercial apparel to reduce unnecessary costs.

Dated August 29, 2016

For the Employer

For the Union

/s/

/s/

Tina Peterson, Chief Negotiator

Amy Spiegel, Director of
Negotiations

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON
THE DEPARTMENT OF CORRECTIONS
AND
WASHINGTON FEDERATION OF STATE EMPLOYEES**

This agreement is a result of impact bargaining (#17-114) related to Community Correction Officers participating on specialty teams at Prison facilities.

The parties agree:

- The Secretary of the DOC, or the Secretary's designee, will allow DOC employees represented by the WFSE to apply for participation on specialty teams within the DOC.
- This agreement is not produced to ensure or guarantee participation on specialty teams under any or all circumstances. Additionally, it is not the intent of this agreement to allow the number of specialty team members to exceed what is outlined in DOC Specialty Team Policy 410.250 or any attachments to the policy.
- In order to appropriately pay WFSE represented employees for their assignment and participation on specialty teams, Assignment Pay Reference #59 will be added to the WFSE 2017-2019 Collective Bargaining Agreement. Reference #59 states, "Basic salary plus two (2) ranges shall be paid to trained and qualified employees who are assigned members of the following designated specialty teams: Emergency Response Team (ERT), Special Emergency Response Team (SERT), Inmate Recovery Team (IRT), Crisis Negotiation Team (CNT) and Critical Incident Stress Management (CISM). Assignment pay under this reference shall be paid on an hour for hour basis for every hour worked during an authorized team related assignment or training."
- Assignment Pay is not authorized under Reference #59 until this MOU is signed and implemented. WFSE represented employees will not be eligible for any retroactive assignment pay for participation on any listed specialty teams other than CISM, prior to the signing of this agreement.
- The WFSE 2017-2019 Collective Bargaining Agreement includes Assignment Pay Reference #61 which contains the same language found in Reference #59 with the exception that it only includes one specialty team, CISM. Since Reference #59 includes CISM as well as others, the parties agree to recommend at the next State HR Director's meeting Assignment Pay Reference #59 will be added to the WFSE 2017-2019 Collective Bargaining Agreement, according to the effective date of this MOU. Reference #61 will then be abolished.

- WFSE will withdraw WFSE Demand to Bargain #17-114.
- This MOU will become effective on the date of the last signature on this document and will remain in effect until June 30, 2019.

This agreement does not establish a practice and is not precedent setting.

Dated October 18, 2017

For the Employer

For the Union

/s/

/s/

Brad Garrett, Senior Labor
Negotiator

Ton Johnson, Labor Advocate

For the Agency

/s/

Mac Pevey, Asst Secretary, CCD

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE WASHINGTON STATE
EMPLOYMENT SECURITY DEPARTMENT
AND
THE WASHINGTON FEDERATION OF STATE EMPLOYEES**

RE: NON-PERMANENT APPOINTMENTS

The following represents the agreement between the Parties consisting of the State of Washington (Employer), the Washington State Employment Security Department (ESD), and the Washington Federation of State Employees (Union) regarding the extension of non-permanent appointments beyond twelve months under specific circumstances.

Whereas the economy takes a downward turn, ESD must respond by immediately increasing staffing to respond to the increase in unemployment claimants, and clients seeking employment services through WorkSource. When the economy improves, the result is fewer unemployment claimants and fewer clients utilizing WorkSource services resulting in the need for ESD to reduce staffing through layoff actions.

Whereas the Parties agree that allowing for extended non-permanent appointments during periods of economic downturns would greatly reduce layoff impacts for permanent staff and benefit permanent staff and ESD.

The Parties agree to the following as an additional reason for making non-permanent appointments in Article 4.5 A.1 as well as an additional exception to the length of a non-permanent appointment:

1. During periods of economic downturn, ESD may extend non-permanent appointments for longer than twelve (12) months.
2. An economic downturn begins:
 - a. When the average seasonally adjusted total unemployment (SATUR) equals or exceeds 6.5% for the past three months; and
 - b. The SATUR is at least 110% of the average in either or both of the corresponding 3-month periods in the two prior calendar years;
3. The economic downturn ends:
 - a. When the SATUR falls below 6.5% for the past three months; and the SATUR is less than 110% of the average in either or both of the corresponding 3-month periods in the two prior calendar years.

4. Non-permanent appointments in place when the economic downturn begins, and non-permanent appointments made during the economic downturn, may be extended up to twelve (12) months after the economic downturn ends.

For the Union:

_____/s/_____
Dated: 4/21/2016
Sherri-Ann Burke, Labor Advocate

For ESD:

_____/s/_____
Dated: 4/21/2016
Ron Marshall, Assistant
Commissioner

For the Employer:

_____/s/_____
Dated: 4/21/2016
Karl Nagel, Senior Labor Negotiator

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE STATE OF WASHINGTON
AND
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
AND
WASHINGTON FEDERATION OF STATE EMPLOYEES**

LEAVE, ATTENDANCE AND OVERTIME WORK GROUP

Due to continuing challenges with staff coverage, unscheduled absences and overtime at 24/7 institutions, the Employer and the Union agree to form a Leave, Attendance and Overtime work group. Membership will consist of DSHS management from headquarters and the institutions, OFM/LRS as appropriate, and WFSE leadership and representatives selected by WFSE. The first meeting will convene approximately October 2018.

The intent of the work group is to identify specific challenges at individual institutions related to leave, attendance and overtime, then collaborate on strategies and solutions to address the identified challenges. The goal while considering the above challenges is to embrace employee work/life balance and job satisfaction while successfully pursuing DSHS' mission, values and vision of optimally serving patients, clients, families and customers.

DSHS shared data during the 2019-21 supplemental bargaining process and will continue to gather, assess and share data with this work group related to the below topics. As a starting point, the following work group focus areas are to be included, but not limited to:

- Review and update existing, or develop new, voluntary and mandatory overtime procedures at each institution
- Review and update existing, or develop new, attendance policies for institutions and/or administrations
- Review the procedures for shift exchange as applicable in article 6.17 for Western and Eastern State Hospitals and discuss expansion of shift exchange to other institutions
- Discuss compressed, part time and alternate work schedules

- Review current contract and policy language related to unauthorized leave. Look at best practices for development of supervisor guidance geared toward consistency of accountability

The above understanding will not supersede mandatory subjects notification per article 38 nor relinquish any management rights as identified in the CBA.

This MOU expires June 30, 2021.

/s/
Amy Spiegel, WFSE
For the Union

/s/
John Vencill, OFM
For the Employer

/s/
Tony Ventresco, DSHS
For the Agency

April 16, 2018
Date

**AGREEMENT
BY AND BETWEEN
THE STATE OF WASHINGTON
FOR THE DEPARTMENT OF SOCIAL AND HEALTH SERVICES
AND
THE WASHINGTON FEDERATION OF STATE EMPLOYEES**

Following a Demand to Bargain by the Washington Federation of State Employees (WFSE), and upon conclusion of negotiations between the parties, the State of Washington, the Department of Social and Health Services (DSHS) and the WFSE reached understanding of the following items pertaining to the implementation of Federal Tax Information (FTI) background checks for Division of Child Support (DCS), Office of the Assistant Secretary (OAS), Division of Finance and Financial Recovery (DFFR), Division of Program Integrity (DPI) and IT Solutions within the Economic Service Administration (ESA).

The parties recognize:

1. DCS, OAS, DFFR, DPI, and IT Solutions will fully implement FTI background checks for current employees in accordance with this agreement beginning October 2018.
2. New employees hired on or after full implementation will be subject to the FTI background checks as well as e-verify as a condition of employment. This requirement will be included in all recruitment notices for all covered positions.

The parties agree that:

3. Prior to implementation, DSHS will share with all affected employees via SharePoint, Frequently Asked Questions (FAQ) on the process including on how to fill out the background check forms as well as provide information and resources for employees who may choose to seek other employment options prior to implementation of the background check or who may not be able to pass the background check.
4. Prior to implementation the DSHS background check guidelines will be updated to reflect the implementation of FTI background checks and a copy will be provided to the Union.
5. DSHS will limit access to information, in accordance with law, related to denials of access to FTI, including denial and appeal letters. Knowledge of this information will be shared on a need to know basis which, in ordinary circumstances will be, the Appointing Authority/Designee and the Confidential Secretary/Administrative Support for the Appointing Authority, all management in the chain-of-command above the Appointing

Authority/Designee, and the HR Manager. This information will be retained in a secure, locked file cabinet if sent by hard copy or in the Appointing Authority/Designee's electronic mail vault if sent electronically. DSHS may also be required to provide information during litigation, in response to public records requests, or as required by law.

6. That the agency must comply with all audit requirements for access to state and federal Criminal History Record Information. All records and processes will be subject to audit by the FBI and the WSP.

The parties agree that should there be a denial:

7. DSHS will retain the denial or appeal documentation for an affected employee in the background check file maintained by the Appointing Authority/Designee. Only the individuals authorized in #5 above will have access to this information unless otherwise required by law. This information will be retained in a secure, locked file cabinet if sent by hard copy or in the Appointing Authority/Designee's electronic mail vault if sent electronically. Upon request, DSHS will advise employees where they are retaining this information. This information will not be stored in any other files including the supervisory and personnel files.
8. An employee denied access may continue to work until the completion of the review processes. If there is other ESA work an employee can perform while awaiting a review that does not require access to FTI, DSHS will assign employees that work. Reassignment will not impact employee compensation. If no ESA work is available, DSHS will follow DSHS Background Check Guidelines #25, H through L.
9. No discipline will occur solely on the basis of an employee's denied access to FTI. If an employee is separated in accordance with DSHS Background Check Guidelines #25, M.7, the separation will be identified as a separation and will not be considered discipline per Article 27 of the CBA.
10. Following the exhaustion of the review process, if an employee is denied access to FTI, DSHS will look for funded permanent vacancies at or below the employee's current pay range for which the employee is qualified and has the required skills and abilities within the agency. Employees interested in positions at other state agencies may contact their HR Manager/Consultant to assist them with that process. DSHS will communicate this option to affected employees at the same time they are provided with available employment options within DSHS. ESA will follow the process identified in DSHS Background Check Guidelines #25 M.6 through M.10.

The parties further agree:

11. This agreement will take effect upon the signature of the parties.
12. Any desire to expand this agreement beyond the employees of DCS, OAS, DFFR, DPI, and IT Solutions within ESA will require notice to the union and an opportunity to bargain.

Dated: October 3, 2018

For the Employer

For the Union

/s/

/s/

Shea Gomez,
OFM/LRS Labor Negotiator

Amy Spiegel
WFSE Coordinator of Negotiations

**MEMORANDUM OF UNDERSTANDING
AMONG
THE WASHINGTON FEDERATION OF STATE EMPLOYEES
AND
THE STATE OF WASHINGTON, OFFICE OF FINANCIAL MANAGEMENT
LABOR RELATIONS SECTION
AND
THE WASHINGTON STATE PATROL**

The parties to this Memorandum of Understanding (MOU): the Washington Federation of State Employees (WFSE), the Union; the State of Washington, Office of Financial Management, Labor Relations Section (OFM/LRS), the Employer; and the Washington State Patrol (WSP), agree on the following:

- 1) At any time between when an employee receives notice that the employee is the subject of an administrative investigation due to allegations of misconduct and when discipline is imposed, the employee may approach the employee's appointing authority and/or the division commander of the Office of Professional Standards (OPS) within the WSP to request a disciplinary settlement agreement. Employees are entitled to representation at any time during this process.
- 2) The parties agree that any such disciplinary settlement agreement:
 - a. Shall be subject to the mutual agreement of the employee and the WSP;
 - b. Is premised on the employee's acknowledgement of misconduct;
 - c. Shall include a stipulation that just cause for the discipline exists;
 - d. Does not constitute or establish a precedent or "past practice;"
 - e. May provide for days of suspension to be held in abeyance subject to subsequent proven findings;
 - f. May be executed by the employee and the WSP provided that the WSP emailed a copy of the Internal Incident Report (IIR) and the contemplated disciplinary settlement agreement to the WFSE Statewide Labor Advocate with a copy to the WFSE assigned Council Representative at least three (3) working days prior to the execution of the disciplinary settlement agreement. This three (3) working days' notice will be counted excluding the day the notice is sent and include the last day of timeliness. This three (3) day notice only applies when the employee has not elected representation in the administrative investigation process;

**MEMORANDUM OF UNDERSTANDING
AGREEMENT
BY AND BETWEEN
THE STATE OF WASHINGTON
FOR THE DEPARTMENT OF SOCIAL AND HEALTH SERVICES
AND
THE WASHINGTON FEDERATION OF STATE EMPLOYEES**

Following a Demand to Bargain by the Washington Federation of State Employees (WFSE), and upon conclusion of negotiations between the parties, the State of Washington, the Department of Social and Health Services (DSHS) and the WFSE reached understanding of the following items pertaining to the implementation of HSPD 12 Tier 2 background checks in the Division of Disability Determination Services (DDDS). This implementation is the result of IRS publication 1075 identifying DDDS positions as “public trust positions” and requiring a more extensive background check than the previously required Tier 1 background checks.

The parties recognize:

1. DDDS will fully implement HSPD 12 Tier 2 background checks for current employees in accordance with this agreement between January and March 2019.
2. New employees hired on or after full implementation will be subject to HSPD 12 background checks as a condition of employment. This requirement will be included in all recruitment notices for all covered positions.

The parties agree that prior to implementation:

3. Sharepoint will be updated to include both the former Tier 1 background check information and the new Tier 2 background check information. DDDS will share with all employees via Sharepoint Frequently Asked Questions (FAQ) on the new Tier 2 process including how to fill out the Office of Personnel Management (OPM) background check forms.
4. DDDS, in coordination with HRD, will send an email message to all employees alerting them to background check requirements. DDDS will instruct employees who believe they have information in their personnel file that meets the criteria set forth in the parties’ current Collective Bargaining Agreement (CBA) Article 31 for removal, to contact their local Human Resources (HR) representative in writing requesting to have the documents removed from their personnel file. HR will forward the employee’s request to the DDDS Appointing Authority for consideration of removal according to all criteria in Article 31 and act on those requests prior to any background check submission.
5. DDDS will coordinate with the Employment Security Department (ESD) to identify an ESD contact who can be available by phone to DDDS employees

- interested in seeking other employment options and career support prior to implementation of HSPD 12.
6. The DDDS background check guidelines will be updated to reflect the implementation of HSPD 12 – Tier 2 and a copy provided to the Union.
 7. Should a federal data breach occur and employees' information be compromised, DSHS will actively pursue the Federal government providing credit monitoring services to all employees of DDDS. DSHS will engage the Union in discussions about providing credit- monitoring services if the Federal government refuses to make credit checks available.
 8. DSHS will limit access to information, in accordance with law, related to denials of access to the Social Security Administration (SSA) system, including HSPD 12 denial and appeal letters to the DDDS Appointing Authority and the Confidential Secretary for the Appointing Authority. This information will be retained in a secure, locked file cabinet if sent by hard copy or in the DDDS Appointing Authority's electronic mail vault if sent electronically.
 9. Washington DDDS continues to be committed to offering telework as an option to employees.

The parties agree that should there be a denial:

10. If that denial is a result of the disclosure of marijuana possession, use, or sale that is legal in the State of Washington this DTB will be reopened for the purpose of addressing the marijuana-related denial(s).
11. DSHS will retain the denial or appeal documentation for a DDDS employee in the background check file maintained by the DDDS Appointing Authority. Only the DDDS Appointing Authority and Confidential Secretary will have access to this information unless otherwise required by law. This information will be retained in a secure, locked file cabinet if sent by hard copy or in the DDDS Appointing Authority's electronic mail vault if sent electronically. DSHS will advise employees where they are retaining this information. This information will not be stored in any other files including the supervisory and personnel files.
12. An employee denied access may continue to work until the completion of the review processes. If the SSA denies system access, and there is other work an employee can perform while awaiting a review, DDDS will assign employees that Economic Services Administration (ESA) work. Reassignment will not impact employee compensation. If no ESA work is available, DDDS will follow DSHS Background Check Guidelines #25, H through L.
13. No discipline will occur solely on the basis of an employee's denied access to the SSA system. If an employee is separated in accordance with DSHS Background

Check Guidelines #25, M.7, the separation will be identified as a separation and will not be considered discipline per Article 27 of the CBA.

14. Following the exhaustion of the review processes, if an employee is denied access to the SSA system, DSHS will look for vacancies at or below the employee's current pay range for which the employee is qualified and has the required skills and abilities within the agency. Employees interested in positions at other state agencies may contact their HR Manager/Consultant to assist them with that process. DSHS will communicate this option to affected employees at the same time they are provided with available employment options within DSHS. DDDS will follow the process identified in DSHS Background Check Guidelines #25 M.6. through M.10.

The parties further agree:

15. Employees will not be negatively affected by the reasonable loss of an SSA system access card.

This agreement will take effect upon signature of the parties.

For the Employer

For the Union

_____/s/_____
Date
1/17/19
Laura Hartless
WFSE Labor Advocate

_____/s/_____
Date
1/17/19
Shea Gomez
OFM/LRS Labor Negotiator

THE PARTIES, BY THEIR SIGNATURES BELOW, ACCEPT AND AGREE TO THE TERMS AND CONDITIONS OF THIS COLLECTIVE BARGAINING AGREEMENT.

Executed this 1st day of July, 2017.

For the Washington Federation of State Employees:

_____/s/
Greg Devereux
WFSE/Council 28 Executive Director

_____/s/
Sue Henricksen
WFSE/Council 28 President

_____/s/
Judy Kuschel
WFSE/Council 28 Vice President

_____/s/
Amy Spiegel
WFSE/Council 28 Coordinator of
Negotiations

_____/s/
Imelda Ang
Labor & Industries

_____/s/
Patricia Bailey
Department of Ecology

_____/s/
Ginger Bernethy
Employment Security

_____/s/
DeFrance Clarke
Labor & Industries

_____/s/
Wendy Conway
Office of the Insurance
Commissioner

_____/s/
Bill Copland
Department of Corrections

_____/s/
Sarah Decker
Center for Childhood Deafness and
Hearing Loss

_____/s/
Cynthia English
DSHS: Home and Community
Services

_____/s/
Kenneth Fisher
Department of Transportation

_____/s/
Steve Fossum
DSHS: Division of Child Support

/s/

Romy Garcia
DSHS Children's Administration

/s/

Kerry Graber
Department of Ecology

/s/

David Grennman
DSHS DDA Institutions

/s/

Don Hall
Parks and Recreation Commission

/s/

Gabe Hall
DSHS Rehabilitation Administration

/s/

Rick Hertzog
DSHS Behavioral Health
Administration

/s/

Lyn Hofland
Department of Veterans Affairs

/s/

Julianne Moore
DSHS DDA Institutions

/s/

Heather Pyles
Washington State Patrol

/s/

Katherine "Kate" Rogers
Department of Transportation

/s/

Bill Youngman
DSHS Vocational Rehabilitation

THE PARTIES, BY THEIR SIGNATURES BELOW, ACCEPT AND AGREE TO THE TERMS AND CONDITIONS OF THIS COLLECTIVE BARGAINING AGREEMENT.

Executed this 1st day of July, 2017.

For the State of Washington:

/s/
Jay Inslee
Governor

/s/
Diane Lutz, Section Chief
OFM/SHR, Labor Relations Section

/s/
Tina Peterson, Chief Negotiator
OFM/SHR, Labor Relations Section