

**CHANGES TO THE 2015-2017 COLLECTIVE
BARGAINING AGREEMENT BETWEEN THE
STATE OF MINNESOTA AND MIDDLE MANAGEMENT ASSOCIATION**

Unless otherwise indicated, all changes are effective the date following the Legislative Coordinating Commission's approval.

PREAMBLE

Technical date change.

ARTICLE 1 - ASSOCIATION RECOGNITION

No change.

ARTICLE 2 - DUES CHECK-OFF

No change.

ARTICLE 3 - EMPLOYER RIGHTS

No change.

ARTICLE 4 - ASSOCIATION RIGHTS

No change.

ARTICLE 5 - STRIKES AND LOCKOUTS

No change.

ARTICLE 6 - DISCIPLINE AND DISCHARGE

Section 3. Investigatory Leave. Add language that at the supervisor's request, the investigatory leave letter shall be removed from the supervisor's personal file four years after an investigatory leave ends.

Section 4. Investigatory Interview. Add language requiring notification to the supervisor of the Agency's final decision if the supervisor is the subject of the investigation.

ARTICLE 7 - GRIEVANCE PROCEDURE

No change.

ARTICLE 8 - VACATION AND SICK LEAVE

Section 1. Vacation Eligibility and General Conditions. D. Crediting Accruals. When the Appointing Authority agrees to consider adjusting length of service credit to reflect former public sector service, the gap between former public sector employment (including service in the United States armed services) and employment with the State is increased from one year to four.

Section 3. Vacation Cash-out on Separation or Movement to a Vacation Ineligible Position. Technical change to correct typos in section title and section reference in first paragraph.

Section 5. Sick Leave Restoration. Delete obsolete reference to balance restorations determined prior to July 1, 1983.

Section 6. Sick Leave Use. B. Others. Modify language to comply with State law, removing 24 hour limit on employees' use of sick leave to take a parent to medical and dental appointments and remove reference to parents not living in same household.

Section 6. Sick Leave Use. B. Others. Remove reference to July 2, 2013 Sick Leave Letter and replace with reference to August 15, 2014 letter.

ARTICLE 9 – HOLIDAYS

Section 2. Observed Holidays. A. Delete specific dates of observed holidays and replace with a listing of the observed holidays.

New Section 2. Observed Holidays. B. Describe when the day in which holidays are observed for five-day schedules.

New Section 2. Observed Holidays. C. Describe when the day in which holidays are observed for six or seven-day schedules.

New Section 2 Observed Holidays. Technical change to reference the appropriate name change; Minnesota State Academies.

Section 5. Work on a Holiday. Technical change to clarify how a supervisor is compensated when working on a holiday.

ARTICLE 10 - LEAVES OF ABSENCE

Section 4. Unpaid Leave of Absence. E. Association Leave. Technical change from the word "advanced" to "advance."

ARTICLE 11 - HOURS OF WORK AND OVERTIME

Section 1. Supervisors assigned to Progression Code 2 and Supervisors assigned to Progression Code 1 at Salary Range 18 and below. D. Liquidation of Overtime. 4. Compensatory Time Liquidation. Upon separation, compensatory time liquidation shall be paid to employee's Health Care Savings Plan ("HCSP"). It also lists certain exception scenarios under which liquidation at the time of separation would be paid in cash.

Section 3. Compensatory Bank. Allowable conversion of compensatory time hours to deferred compensation once per fiscal year increased from 40 hours to 80.

ARTICLE 12 - SENIORITY

No change.

ARTICLE 13 - LAYOFF AND RECALL

No change.

ARTICLE 14 - FILLING OF POSITIONS

No change.

ARTICLE 15 - PROBATIONARY PERIOD

No change.

ARTICLE 16 - WAGES

Section 2. Conversion. Effective July 1, 2015, supervisors shall be assigned to the same relative step within the salary range for their class except as specified below.

Supervisors who are paid a rate which exceeds the maximum rate for their class prior to the implementation of this Agreement, but whose rate falls within the new salary range for their class, shall be assigned to the maximum of the new range.

Supervisors whose salaries as of June 30, 2015 equal or exceed the new maximum rate for their class shall not receive a salary adjustment, but these supervisors shall not receive a reduction in pay.

Section 3. First Year Wage Adjustment. Effective July 1, 2015, all salary ranges and rates shall be increased by two and one-half percent (2.5%), rounded to the nearest cent. Supervisors convert to the new compensation grid as provided in Section 2, Conversion.

Section 4. Second Year Wage Adjustment. Effective July 1, 2016, all salary ranges and rates shall be increased by two and one-half percent (2.5%), rounded to the nearest cent. This salary adjustment shall be given to all supervisors including those supervisors whose rates of pay exceed the maximum rate for their class.

Section 6. Achievement Awards. Individual Achievement Awards. Clarify language that supervisors receiving an individual achievement award may receive either a one-step salary increase or a lump sum payment of up to \$1,000 per supervisor.

Section 6. Achievement Awards. Team Achievement Awards. Revise expiration date for team achievement award language from June 30, 2015 to June 30, 2017.

Section 10. Severance Pay. Clarify that for reasons other than discharge, supervisors with ten years of continuous State service who are immediately entitled to receive an annuity under a State retirement program are eligible to receive severance pay upon separation, rather than upon retirement.

Section 10. Severance Pay. Technical change to correcting reference to Health Care Savings Plan to Article 16, Section 11.

Section 11. Health Care Savings Plan. Clarify that 100% vacation payout converted to Health Care Savings Plan is limited to 260 hours, except in the case of death.

Section 11. Health Care Savings Plan. In addition to vacation and severance, compensatory bank liquidation will also be included in determining whether the combined total is less than five hundred dollars (\$500) in which case, the supervisor will receive the liquidation in cash.

ARTICLE 17 - INSURANCE

Technical date changes.

Section 2. Eligibility for Group Participation. D. Continuation Coverage. g. Clarification.
A covered employee's entitlement to or enrollment in Medicare.

Section 3. Eligibility for Employer Contribution. B. Partial Employer Contribution – Basic Eligibility. 2., addition to text:

Supervisors who hold part-time appointments **or seasonal supervisors** and who are scheduled to work at least one thousand forty-four (1044) hours over a period of any twelve (12) consecutive months.

Section 4. Amount of Employer Contribution. Technical date changes.

Section 4. Amount of Employer Contribution. B. Contribution Formula – Dental Coverage. Technical date changes.

Section 5. Coverage Changes and Effective Dates. A. When Coverage May Be Chosen. 1. Newly Hired Supervisor. Insert new language:

If a supervisor does not choose a health plan administrator and primary care clinic by their initial effective date, but was previously covered as a dependent immediately prior to their initial effective date, they will be defaulted to the plan administrator and primary care clinic in which they were previously enrolled.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. Technical date changes.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. a. Benefit Options 4) Advantage Benefit Chart for Services Incurred During Plan Years. Technical date changes. Delete obsolete chart and insert new chart.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. e. Prescription Drugs. 1) Copayments and annual out-of-pocket maximums. Delete obsolete language, insert new drug copayment language.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. j. Lifetime maximums and non-prescription out-of-pocket maximums. Delete obsolete language, insert new out-of-pocket maximum language.

Section 6. Basic Coverages. A. Employee and Family Health Coverage. 6. Post-Retirement Health Care Benefit. Clarifies that if the supervisor separates due to death, the \$250 benefit is paid in cash, not to the HCSP.

Section 7. Optional Coverages. A. Employee and Family Dental Coverages. 2. Coverage Under State Dental Plan. a. Copayments. Technical date change, insert new coinsurance limits.

ARTICLE 18 - EXPENSE ALLOWANCES

Section 3. Other Transportation. Add that reasonable baggage fees may be included in the cost of commercial travel.

Section 5. Meal Reimbursement. Technical change to remove effective dates and rates prior to January 1, 2014.

ARTICLE 19 - RELOCATION EXPENSES

No change.

ARTICLE 20 – HOUSING

No change.

ARTICLE 21 – UNIFORMS

No change.

ARTICLE 22 - SUPERVISOR RIGHTS

No change.

ARTICLE 23 – SAFETY

No change.

ARTICLE 24 - WORK RULES

No change.

ARTICLE 25 - VOLUNTARY REDUCTION IN HOURS

No change.

ARTICLE 26 - SAVINGS CLAUSE

No change.

ARTICLE 27 - COMPLETE AGREEMENT AND WAIVER CLAUSE

No change.

ARTICLE 28 - LABOR/MANAGEMENT COMMITTEE

Technical work change to correct previous typographical error.

ARTICLE 29 – DURATION

Change dates to reflect effective date of 2015 Agreement and update signatures.

APPENDIX A -SENIORITY RIGHTS

No change.

APPENDIX B - PRORATED HOLIDAY SCHEDULE

No change.

APPENDIX C - PRORATED VACATION SCHEDULE – NO CHANGE

No change.

APPENDIX D - PRORATED SICK LEAVE SCHEDULE – NO CHANGE

No change.

APPENDIX E – SUPPLEMENTAL AGREEMENTS

Modifications to various supplemental agreements as agreed upon by the agencies.

APPENDIX F-1 - CLASS ASSIGNMENTS AND SALARY SCHEDULES

The list of classes and the salary schedules effective July 1, 2015 through June 30, 2016.

APPENDIX F-2 - CLASS ASSIGNMENTS AND SALARY SCHEDULES

The list of classes and the salary schedules effective July 1, 2016 through June 30, 2017.

APPENDIX G - DEPARTMENT OF HUMAN SERVICES/DEPARTMENT-WIDE

No change.

APPENDIX H - VACATION CREDIT – EDUCATIONAL SUPERVISORS

No change.

APPENDIX I - STATUTORY LEAVES

Change statutory reference to include new State law; revise Military Leave language for greater clarity.

APPENDIX J - DISCRETIONARY STUDENT LOAN REIMBURSEMENT FOR REGISTERED NURSE ADMINISTRATIVE SUPERVISORS (RNAS) AND REGISTERED NURSE SUPERVISORS (RNS)

Change expiration date from June 30, 2015 to June 17, 2015.

LETTERS

- Replace July 2, 2013 sick leave letter with August 15, 2014 sick leave letter.
- Remove wage inequity adjustments letter dated August 8, 2013.
- New letter agreeing to evaluate Department of Commerce Financial Institution class series evaluated in its entirety within one year.

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Add to end of contract.

**ESTIMATED COST OF THE COLLECTIVE BARGAINING
AGREEMENT BETWEEN MIDDLE MANAGEMENT
ASSOCIATION AND THE STATE OF MINNESOTA**

July 1, 2015 – June 30, 2017

I. Bargaining Unit Composition:

<u>Unit</u>	<u>Approximate No. of Employees</u>
#16 – Supervisory	2,983

II. Fiscal Summary: All Agencies, All Funds

<u>Cost Item</u>	<u>Biennial Base</u>	<u>Biennial New Money</u>
Salaries	\$ 470,480,000	\$18,246,000
FICA & Retirement	64,912,000	2,517,000
Insurance	<u>88,490,000</u>	<u>6,205,000</u>
Total	\$ 623,882,000	\$26,968,000

The estimated cost in new dollars this biennium as a percent of the bargaining base is 4.32%.

The estimated annualized percent increase in the base over the term of the agreement is 6.94%.