

ARTICLE 32

COMPENSATION

32.1 Pay Range Assignments

A. Effective July 1, ~~2013~~2015, each classification represented by the Union will continue to be assigned to the same salary range of the "Washington State Salary Schedule Effective July 1, ~~2009-2013~~ through June 30, ~~2011-2015~~" applicable to Teamsters bargaining units (~~the 2009-2011 Teamsters Salary Schedule~~) that it was assigned on June 30, ~~2013~~2015. Effective July 1, ~~2013~~2015, each employee will continue to be assigned to the same range and step of the ~~2009-2013-2015-2011~~ Teamsters Salary Schedule that he/she was assigned on June 30, ~~2013~~2015.

B. Effective July 1, ~~2013~~2015, all ranges and steps of the Teamsters Salary Schedule will be increased by three percent (3%) as shown in Appendix B. This salary increase is based on the Teamsters Salary Schedule in effect on June 30, 2015. the Teamsters Salary Schedule Effective July 1, 2009 through June 30, 2011 will remain in effect through June 30, 2015 as shown in Appendix B.

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

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

32.2 "N2" Pay Range Assignments

- A. Effective July 1, ~~2013~~2015, each classification represented by the Union will continue to be assigned to the same salary range of the "N2" Range Salary Schedule – Effective July 1, ~~2009-2013~~ through June 30, ~~2011-2015~~ applicable to Teamsters bargaining units (~~the 2009-2011 "N2" Range Teamsters Salary Schedule~~) that it was assigned on June 30, ~~2013~~2015. Effective July 1, ~~2013~~2015, each employee will continue to be assigned to the same range and step of the "N2" Range Teamsters Salary Schedule that he/she was assigned on June 30, ~~2013~~2015.
- B. Effective July 1, ~~2013~~2015, all salary ranges and steps of the "N2" Range Teamsters Salary Schedule will be increased by three percent (3%) as shown in Appendix C. The salary increase is based on the "N2" Range Teamsters Salary Schedule in effect on June 30, 2015. Effective July 1, 2009 through June 30, 2011 will remain in effect through June 30, 2015 as shown in Appendix D.
- C. All employees who have been at Step T for six (6) years or more will progress to Step U.
- D. Employees who are paid above the maximum for their range on the effective date of the increases described in Subsection B above will not receive the specified increase to their current pay unless the new range encompasses their current rate of pay.

32.3 Pay for Performing the Duties of a Higher Classification

- A. An employee who is designated, in writing, by the Employer to assume the duties of a higher classification for three (3) consecutive calendar days or more 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

1 and will be advanced to a step of the range for the new class that is nearest
2 to five percent (5%) higher than the amount of the pre-promotional step.
3 The increase will become effective on the first day the employee was
4 performing the higher- level duties.

5 B. An employee who is designated, in writing, by the Employer to assume
6 the duties of a higher classification for three (3) consecutive calendar days
7 or more to a higher level classification whose range is six (6) or more
8 ranges higher than the range of the former class will be notified in writing
9 and will be advanced to a step of the range for the new class that is nearest
10 to ten percent (10%) higher than the amount of the pre-promotional step.
11 The increase will become effective on the first day the employee was
12 performing the higher- level duties.

13 C. Unless other on-duty employees are unavailable to work in the higher
14 classification, an employee may refuse an assignment to work in the
15 higher classification, except in those positions where the classification
16 specification allows for the assignment of such duties.

17 **32.4 Establishing Salaries for New Employees and New Classifications**

18 A. The Employer will assign newly hired employees to the appropriate range
19 and step of the appropriate Teamsters Salary Schedules.

20 B. The salary of employees in classes requiring licensure as a registered
21 nurse will be governed by the "N2" Range Salary Schedule.

22 1. An employee's experience as a registered nurse (RN) and/or
23 licensed practical nurse (LPN), calculated as follows, will
24 determine the placement of a nurse on the proper step within an
25 "N2" range:

- 1 a. At a minimum, RN experience will be credited year for
2 year. However, the Employer reserves the right to hire
3 RN's at a higher step.
- 4 b. Up to ten (10) years LPN experience will be credited at the
5 rate of two (2) years LPN experience equals one (1) year of
6 RN experience, for a maximum credit of five (5) years.
- 7 C. In the event the Employer creates new classifications during the term of
8 this Agreement, the parties may meet to discuss the assignment of new
9 bargaining unit classes or the reassignment of existing bargaining unit
10 classes to pay ranges.

11 **32.5 Periodic Increases**

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

- 14 A. All employees' current periodic increment dates are retained. Employees
15 will receive a two (2) step increase to base salary annually, on their
16 periodic increment date, until they reach the top step of the pay range.
- 17 B. Employees who are hired at the minimum step of their pay range will
18 receive a two (2) step increase to base salary following completion of six
19 (6) months of continuous service and the date they receive that increase
20 will be the employee's periodic increment date. Thereafter, employees
21 will receive a two (2) step increase annually, on their periodic increment
22 date, until they reach the top of the pay range.
- 23 C. Employees who are hired above the minimum step of the pay range will
24 receive a two (2) step increase to base salary following completion of
25 twelve (12) months of continuous service and the date they receive that
26 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 "N2" 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 paragraphs A-C above.

32.6 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.

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.

C. Recruitment, Retention, Other Business Needs or Geographic Adjustments
The Appointing Authority may authorize more than the step increases specified in Subsections A and B above, when there are recruitment, retention or other business needs, as well as 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

1. Promotional increases for classes requiring licensure as a registered nurse ("N2" ranges) are calculated in the manner described below.

2. An employee who is promoted into or between classes, which have pay range "N2" will advance to the step in the new range, as shown in the "N2" Range Teamsters Salary Schedule, as described in Section 32.2, 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. At a minimum, RN and PA experience will be credited year for year. However, the Employer reserves the right to hire RN's at a higher step.

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, which 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, which 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.

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.

32.7 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/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.

1 **32.8 Transfer**

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

6 **32.9 Reassignment**

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

11 **32.10 Reversion**

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

17 **32.11 Elevation**

18 Elevation is defined as restoring an employee to the higher classification, with
19 permanent status, which was held prior to being granted a demotion or to a class
20 that is between the current class and the class from which the employee was
21 demoted. Upon elevation, an employee's salary will be determined in the same
22 manner that is provided from promotion in Section 32.6 above.

23 **32.12 Part-Time Employment**

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

32.13 Callback

A. Scheduled work period employees who are not notified prior to their scheduled quitting time, either to return to work after departing the work site or to change the starting time of their next scheduled work shift, will receive three (3) hours of pay at their basic salary, in addition to all other compensation due.

B. Work site is defined as the employees' location(s) when the assigned work shift has begun until the work shift has ended; and when required, the employee is properly relieved.

C. Scheduled work period employees will not be entitled to callback pay due to late relief. Once the Employer learns of a situation involving late relief, the Employer will notify the affected employee(s) as soon as possible.

D. Employees that are assigned to work overtime as a result of signing up on the volunteer overtime sign-up list or employees on standby will not be entitled to callback compensation.

32.14 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 under the following circumstances:

1. Regularly scheduled evening and night shift employees are entitled to shift premium for all hours worked.

2. Regularly scheduled day shift employees are not entitled to shift premium unless:

a. The employee's 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.

b. The employee 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.

C. 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.

2. For assigned full evening or night shifts, as defined in Subsection A above.

D. In cases where shift premium hours are regularly scheduled over a year, agencies may pay shift premium at a monthly rate which 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 B.2 of this Section were applied.

E. 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".

F. 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.

32.15 Shift Premium for Registered Nurses and Related Classes

Registered nurses and related job classes requiring licensure as a registered nurse, and licensed practical nurses will receive one dollar and fifty cents (\$1.50) per hour shift differential for evening shift and night shift work.

32.16 Supplemental Shift Premium for Nurses

For the classes of registered nurse 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.

1 D. Supplemental shift premiums are not payable during hours other than
2 those specified.

3 **32.17 Standby**

4 A. An overtime-eligible employee is in standby status while waiting to be
5 engaged to work by the Employer and both of the following conditions
6 exist:

7 1. The employee is required to be present at a specified location or is
8 immediately available to be contacted. The location may be the
9 employee's home or other specific location, but not a work site
10 away from home. When the standby location is the employee's
11 home, and the home is on the same state property where the
12 employee works, the home is not considered a work site.

13 2. The agency requires the employee to be prepared to report
14 immediately for work if the need arises, although the need might
15 not arise.

16 B. Standby status will not be concurrent with work time.

17 C. When the nature of a work assignment confines an employee during off
18 duty hours and that confinement is a normal condition of work in the
19 employee's position, standby compensation is not required merely because
20 the employee is confined.

21 D. Overtime-eligible employees on standby status will be compensated at a
22 rate of seven percent (7%) of their hourly base salary for time spent in
23 standby status.

24 E. Overtime-exempt employees will be compensated twenty-five dollars
25 (\$25.00) for each day or portion thereof spent in standby status. A day is

1 defined as a twenty-four (24) hour period beginning on the first hour an
2 employee is assigned standby status.

3 F. Employees dispatched to emergency fire duty as defined by RCW
4 38.52.010 are not eligible for standby pay.

5 **32.18 Relocation Compensation**

6 A. The Employer may authorize lump sum relocation compensation, within
7 existing budgetary resources, under the following conditions.

8 1. When it is reasonably necessary that a person make a domiciliary
9 move in accepting a reassignment or appointment; or

10 2. It is necessary to successfully recruit or retain a qualified candidate
11 or employee who will have to make a domiciliary move in order to
12 accept the position.

13 B. If the employee receiving the relocation payment terminates or causes
14 termination of his/her employment with the state within one (1) year of the
15 date of employment, the state will be entitled to reimbursement for the
16 moving costs which have been paid and may withhold such sum as
17 necessary from any amounts due the employee. Termination as a result of
18 layoff, or disability separation will not require the employee to repay the
19 relocation compensation.

20 **32.19 Salary Overpayment Recovery**

21 A. When an agency has determined that an employee has been overpaid
22 wages, the agency will provide written notice to the employee that will
23 include the following items:

24 1. The amount of the overpayment

25 2. The basis for the claim

26 3. The rights of the employee under the terms of this Agreement

B. Method of Payback

1. The employee must choose one (1) 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 the employee and the agency agree upon a longer period.

3. If the employee fails to choose one (1) of the three (3) 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 shall 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 9 of this Agreement.

32.20 Assignment Pay Provisions

Assignment pay is a premium added to base salary and is intended to be used only so long as the skills, duties, or circumstances it is based on are in effect.

1 A. An Employer may grant assignment pay to a position to recognize a
2 specialized skill, assigned duties, and/or unique circumstances that exceed
3 the ordinary. The Employer determines which positions qualify for
4 premium.

5 B. Classes approved for Assignment Pay have the letters "AP" appearing
6 after their class title in the compensation plan. All Assignment Pay rates
7 and Special Pay ranges and Notes are attached as Appendices D and E to
8 this Agreement.

9 **32.21 Dependent Care Salary Reduction Plan**

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

14 **32.22 Pretax Health Care Premiums**

15 The Employer agrees to provide eligible employees with the option to pay for the
16 employee portion of health premiums on a pretax basis as permitted by Federal
17 tax law or regulation.

18 **32.23 Medical/Dental Expense Account**

19 The Employer agrees to allow insurance eligible employees, covered by this
20 Agreement, to participate in a medical and dental expense reimbursement
21 program to cover co-payments, deductibles and other medical and dental
22 expenses, if employees have such costs, or expenses for services not covered by
23 health or dental insurance on a pretax basis as permitted by Federal tax law or
24 regulation.

25 **32.24 Voluntary Separation Incentives – Voluntary Retirement Incentives**

26 Agencies will have the discretion to participate in a Voluntary Separation
27 Incentive Program or a Voluntary Retirement Incentive Program, if such program

1 is provided for in the 2013-2015~~2015-2017~~ operating budget. Such participation
2 must be in accordance with the program guidelines. Program incentives or
3 offering of such incentives are not subject to the grievance procedure.

4 **32.25 Recruitment and Retention – Compression/Inversion-Increased Duties and**
5 **Responsibilities – Inequities**

6 Effective July 1, 2015, targeted job classifications will be assigned to a higher
7 salary range due to documented recruitment and retention difficulties,
8 compression or inversion, increased duties and responsibilities, or inequities.
9 Appendix G identifies the targeted job classifications and the salary range for
10 which it will be assigned.

11 **32.25 Temporary Salary Reduction (TSR) Leave**

12 ~~In lieu of reducing the daily work hours of employees as a result of the three~~
13 ~~percent (3%) salary reduction from July 1, 2011 through June 29, 2013, the~~
14 ~~Employer and the Union agreed to establish Temporary Salary Reduction (TSR)~~
15 ~~Leave.~~

16 A. ~~TSR leave has no cash value and balances must be used by February 28,~~
17 ~~2014.~~

18 B. ~~TSR leave must be requested and scheduled in accordance with the~~
19 ~~vacation leave scheduling requirements of Article 21, Vacation Leave.~~

20 C. ~~TSR leave will be used prior to vacation leave or pre-scheduled sick leave~~
21 ~~unless by doing so the employee would exceed the vacation leave~~
22 ~~maximum in accordance with Article 21, Vacation Leave.~~

23 D. ~~TSR leave may be used alone or in conjunction with other leave except for~~
24 ~~unscheduled leave. TSR leave may not be donated as shared leave.~~

25 E. ~~This Section expires on February 28, 2014.~~

APPENDIX D

ASSIGNMENT PAY

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, the 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 AP; Group B indicates those assigned duties granted AP which are not class specific; Group C applies only to Ref #29.

CLASS TITLE	CLASS CODE	PREMIUM	REFERENCE#
<u>GROUP A</u>			
Correctional Industries Supervisor 2	631B	See Ref.	20
Correctional Industries Supervisor 4	631D	See Ref.	20
Corrections and Custody Officer 1	384A	See Ref	42
Corrections and Custody Officer 2	384B	See Ref.	42
Corrections and Custody Officer 3	384C	See Ref	42
Truck Driver 1	632I	4 ranges	12
Truck Driver 2	632J	4 ranges	12

GROUP B

Asbestos Workers (Certified)	4 ranges	20
Dual Language Requirement	2 ranges	18

1

GROUP C

CLASS TITLE	CLASS CODE	PREMIUM	LOCATION
Classification Counselor 1	354E	1 range	Coyote Ridge (CRCC)
Classification Counselor 2	354G	1 range	Coyote Ridge (CRCC)
Classification Counselor 3	354I	1 range	Coyote Ridge (CRCC)
Corrections and Custody Officer 1	384A	2 ranges	Coyote Ridge (CRCC)
Corrections and Custody Officer 2	384B	2 ranges	Coyote Ridge (CRCC)
Corrections and Custody Officer 3	384C	2 ranges	Coyote Ridge (CRCC)
Classification Counselor 1	354E	1 range	Monroe Correctional Complex (MCC)
Classification Counselor 2	354G	1 range	Monroe

			Correctional Complex (MCC)
Classification Counselor 3	354I	1 range	Monroe Correctional Complex (MCC)
Corrections and Custody Officer 1	384A	2 ranges	Monroe Correctional Complex (MCC)
Corrections and Custody Officer 2	384B	2 ranges	Monroe Correctional Complex (MCC)
Corrections and Custody Officer 3	384C	2 ranges	Monroe Correctional Complex (MCC)
Licensed Practical Nurse 2	286B	2 ranges	Monroe Correctional Complex (MCC)
Psychologist 4	362D	2 ranges	Monroe Correctional Complex (MCC)
Classification Counselor 1	354E	1 range	Washington State Penitentiary (WSP)
Classification Counselor 2	354G	1 range	Washington State Penitentiary (WSP)

Classification Counselor 3	354I	1 range	Washington State Penitentiary (WSP)
Corrections and Custody Officer 1	384A	2 ranges	Washington State Penitentiary (WSP)
Corrections and Custody Officer 2	384B	2 ranges	Washington State Penitentiary (WSP)
Corrections and Custody Officer 3	384C	2 ranges	Washington State Penitentiary (WSP)
Psychiatrist 4	290D	6 ranges	Statewide
<u>Psychologist 4</u>	<u>362D</u>	<u>4 ranges</u>	<u>Statewide</u>

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2
3 **REFERENCE #12:** Employees assigned to operate equipment above this level shall be
4 compensated four ranges above their base rate, and shall be credited with a minimum of
5 four hours at the higher rate on each day they operate the higher level equipment. (Eff.
6 6/84)
7
8 **REFERENCE #18:** Employees in any position whose current, assigned job
9 responsibilities include proficient use of written and oral English and proficiency in
10 speaking and/or writing one or more foreign languages, American Sign Language, or

1 Braille, provided that proficiency or formal training in such additional language is not
2 required in the specifications for the job class. Basic salary plus two additional ranges.
3 (Rev. 5/92)

4 ~~REFERENCE #20: Basic salary plus four ranges for certified asbestos workers while~~
5 ~~they are required to wear and change into or out of full body protective clothing and~~
6 ~~pressurized respirator. (Eff. 5/89)~~

7 **REFERENCE #29:** Upon review and approval from the Office of Financial
8 Management /State Human Resources ~~Director~~, up to four ranges payable to employees
9 in any position located where the cost of living impacts the agency's ability to recruit
10 and/or retain employees which would severely impair the effective operation of the
11 agency. In extraordinary circumstances, where more than ten percent (10%) is required, a
12 unique assignment pay range will be used. (Eff. 5/01)

13
14
15 **REFERENCE #42:** Within the Department of Corrections, employees who are certified
16 instructors of defensive tactics, firearms and fitness will be compensated an additional ten
17 dollars (\$10.00) per hour, over and above regular salary and benefits, for every hour
18 engaged in giving instruction or in receiving re-certification training.

19

APPENDIX GE
SPECIAL PAY RANGES AND NOTES

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.

“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. 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. (Rev 7/02)

“E” RANGE: This range is used for classes having a prevailing pay range which is shorter than Washington’s standard ranges. An “E” range is a standard range with the first four steps removed. Thus, the first step of such a range is the same as Step E of the standard range having the same range number. Periodic increases through the steps of this range are made at the same intervals as through standard ranges.

“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 through the steps of this range are made as the same intervals as through standard ranges.

“N2” RANGE: This range applies to nurses represented by the Teamsters, 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 “N2” range is a standard range, step A

- 1 through K, with ten (10) added steps, L through U. Periodic increases through step K of
- 2 these ranges are made at the same intervals as through standard ranges. Thereafter, an
- 3 employee receives a one-step increase based on years of experience up to the maximum
- 4 step of the range.

APPENDIX G

Pursuant to Article 32.25, the following job classifications are being assigned to new job ranges as detailed below.

Class Code	Classification	Current Range	New Range	% Increase
354K	Sex Offender Treatment Specialist	51	53	5%
592 W	Electronics Technician (Eliminate classification and reallocate to Electronics Technician 4 classification)	45E	50G	12.5%
592M	Electronics Technician 4	49G	50G	2.5%
592N	Electronics Technician Supervisor	51	53G	5%
112E	Correctional Records Technician 1	40	44	10%
112F	Correctional Records Technician 2	44	48	10%
112G	Correctional Records Supervisor	48	52	10%
354O	Corrections Mental Health Counselor 2	47	49	5%
354P	Corrections Mental Health Counselor 3	49	51	5%

APPENDIX HF

**REGISTERED NURSES AND LICENSED PRACTICAL NURSES REPRESENTED BY
TEAMSTERS LOCAL UNION 117**

The parties agree that the process below constitutes “reasonable efforts” to obtain staffing by the DOC, pursuant to RCW 49.28.130(6) and 49.28.140(3)(c), when assigning overtime shifts for nurses at DOC facilities. DOC shall document that it undertook each of the following steps in successive order:

1. Prior to assigning overtime, the Employer will offer the assignment of the work to on-call nurses who are not in overtime status (i.e., have not yet worked forty (40) hours in the workweek).
2. If no on-call nurses are available, nurses in the same job classification as the post/duties requiring coverage who have signed-up for voluntary overtime under Article 17 of the parties’ 2013-2015 collective bargaining agreement (CBA) will be assigned/offered the overtime. Such overtime will be assigned/offered based on seniority. Nurses who are on-duty who have signed-up on the voluntary overtime list for the next scheduled shift may not refuse an assignment of overtime. On-call nurses who have reached forty (40) hours in a workweek are eligible to sign-up for voluntary overtime under Article 17 of the parties’ CBA.
3. After the voluntary sign-up list has been exhausted for nurses in the same job classification as the post/duties requiring coverage, the Employer will solicit volunteers who are in the same job classification as the post/duties requiring coverage and who are already on-duty (“All Call”). If more than one (1) nurse responds to an All Call, the Employer will offer the available position(s) on a first-come, first-serve basis.

- 1 4. If there are still insufficient volunteers after the "All Call", nurses in different
2 job classifications as the post/duties requiring coverage who have signed-up for
3 voluntary overtime under Article 17 of the parties' 2013-2015 CBA will be
4 provided the opportunity to work the overtime, if the duties to be performed are
5 within the scope of his/her license. Such overtime will be assigned/offered
6 based on seniority. Nurses who are on-duty who have signed-up on the
7 voluntary overtime list for the next scheduled shift may not refuse an
8 assignment of overtime.
9
- 10 5. If there are still insufficient volunteers, the Employer will solicit volunteers in
11 different job classifications as the post/duties requiring coverage and who are
12 already on-duty, if the duties to be performed are within the scope of his/her
13 license. If more than one (1) nurse responds to the second "All Call", the
14 Employer will offer the available position(s) on a first-come first-serve basis.
15
- 16 6. If there are still insufficient volunteers, the Employer will offer the overtime to
17 on-call nurses who are in overtime status (i.e., have already worked or are pre-
18 scheduled to work 40 hours in the workweek), but who are not on-duty and have
19 not signed-up for voluntary overtime under Article 17 of the parties' CBA;
20 provided on-call nurses will be provided an opportunity to request not to be
21 called at home and offered the opportunity to work overtime. Consistent with
22 Section 32.13 of the parties' CBA, on-call nurses are not entitled to callback
23 compensation.
24
- 25 7. If there are still insufficient volunteers, the Employer will, in seniority order,
26 call nurses in the same job classification as the post/duties requiring coverage,
27 who are not on-duty and have not signed-up for voluntary overtime under
28 Article 17 of the parties' CBA, and offer the overtime; provided:
29

1 a. Nurses will be provided an opportunity to request not to be called at
2 home and offered the opportunity to work overtime; and

3
4 b. Nurses who are not on-duty, have not signed-up for voluntary overtime,
5 and agree to work the overtime shift will be entitled to callback
6 compensation in accordance with Section 32.13 of the parties' CBA.

7
8 8. If there are still insufficient volunteers, the Employer will, in seniority order,
9 call nurses in a different job classification as the post/duties requiring coverage,
10 who are not on-duty and have not signed-up for voluntary overtime under
11 Article 17 of the parties' CBA, and offer the overtime if the duties to be
12 performed are within the scope of his/her license; provided:

13
14 a. Nurses will be provided an opportunity to request not to be called at
15 home and offered the opportunity to work overtime; and

16
17 b. Nurses who are not on-duty, have not signed-up for voluntary overtime,
18 and agree to work the overtime shift will be entitled to callback
19 compensation in accordance with Section 32.13 of the parties' CBA.

20
21 9. If there are still insufficient volunteers, the Employer will contact nurses
22 contracted through an agency provider who are currently working a block
23 segment at the facility and offer the opportunity to work the overtime shift.

24
25 10. Mandatory overtime pursuant to Section 17.1(F) of the parties' CBA may be
26 assigned only if the facility is unable to fill a nursing post and has documented
27 completion of Steps 1 through 9 above, unless the overtime is required pursuant
28 to the reasons specified in RCW 49.28.140(3)(a), (b), and (d).

29 Nurses who are contacted at home as a result of the process outlined above will not be
30 entitled to compensation for the duration of the telephone call. In the event that the most

1 senior nurse is not on-duty and cannot be reached (i.e., no answer) when assignments are
2 being offered, the next nurse in descending seniority order will be contacted. A nurse
3 who returns a call, after not answering a call, will only be offered an overtime
4 opportunity if one still exists. When a nurse accepts an overtime assignment but cannot
5 report to the facility at the time the shift starts, the least senior nurse who is currently on-
6 duty will be required to work until the nurse who accepted the overtime assignment
7 reports to the facility.

8
9 In addition, the parties agree to modify Section 23.6 of the parties' CBA to require a
10 nurse, who is in a position where a relief replacement is necessary, to notify his/her
11 supervisor of the need for him/her to be absent at least three (3) hours prior to his/her
12 scheduled time to report to work.

13
14 If there is a conflict between this appendix and Article 17 and/or Section 23.6 of the
15 parties' 2011-2013 CBA, the provisions of this appendix will govern. An alleged
16 violation of this appendix shall be subject to the grievance procedure outlined in Article 9
17 of the parties' CBA.