AGREEMENT

between the

STATE OF MINNESOTA

and the

MIDDLE MANAGEMENT ASSOCIATION

July 1, 2025 through June 30, 2027

TABLE OF CONTENTS

PREAMBLE **7**

ARTICLE 1 - ASSOCIATION RECOGNITION **7**

Section 1. Recognition. 7

Section 2. Disputes. 7

Section 3. Exclusive Recognition. 7

ARTICLE 2 - DUES CHECKOFF **7**

Section 1. Payroll Deduction 7

Section 2. Hold Harmless 7

Section 3. Dues Remission 7

Section 4. Supervisor Lists 8

ARTICLE 3 - EMPLOYER RIGHTS **8**

ARTICLE 4 - ASSOCIATION RIGHTS **8**

Section 1. Representatives. 8

Section 2. Representatives' Activities. 8

Section 3. Communication. 8

Section 4. Notification. 8

ARTICLE 5 - STRIKES AND LOCKOUTS **9**

Section 1. Strikes. 9

Section 2. Lockouts. 9

ARTICLE 6 - DISCIPLINE AND DISCHARGE **9**

Section 1. Purpose 9

Section 2. Disciplinary Action 9

Section 3. Investigatory Leave 9

Section 4. Investigatory Interview 10

Section 5. Discharge of Permanent Supervisors 10

Section 6. Unclassified Supervisors 10

Section 7. Personnel Records 10

ARTICLE 7 - GRIEVANCE PROCEDURE **11**

Section 1. Definition of a Grievance 11

Section 2a. Arbitration 12

Section 2b. Peace Officer Discipline Grievance Arbitration 13

Section 3. Arbitration Hearing Site 13

Section 4. Arbitrator's Authority 13

Section 5. Fees and Expenses 13

Section 6. Time Limits 13

Section 7. Processing Grievances 13

Section 8. Expedited Arbitration 14
ARTICLE 8 - VACATION AND SICK LEAVE 15
Section 1. Vacation Eligibility and General Conditions 15
Section 2. Vacation Schedules 18
Section 3. Vacation Cash-Out on Separation or Movement to a Vacation Ineligible Position 18
Section 4. Sick Leave Accrual 18
Section 5. Sick Leave Restoration 19
Section 6. Sick Leave Use 19
Section 7. Sick Leave Charges 21
Section 8. Sick Leave/Vacation Leave Coordination 21
Section 9. Vacation Conversion to Deferred Compensation 21
ARTICLE 9 - HOLIDAYS 21
Section 1. Eligibility 21
Section 2. Observed Holidays 21
Section 3. Holiday Pay Entitlement 22
Section 4. Holiday Pay 23
Section 5. Work on a Holiday 23
Section 6. Religious Holidays 23
ARTICLE 10 - LEAVES OF ABSENCE 23
Section 1. Application for Leave 23
Section 2. Authorization for Leave 23
Section 3. Paid Leaves of Absence 23
Section 4. Unpaid Leaves of Absence 25
Section 5. Statutory Leaves 26
Section 6. Cancellation of Discretionary Leaves 26
Section 7. Reinstatement after Leave 26
ARTICLE 11 - HOURS OF WORK AND OVERTIME 27
Section 1. Non-Exempt Supervisors 27
Section 2. Exempt Supervisors 27
Section 3. Compensatory Bank 28
Section 4. Call Back 30
Section 5. On Call 31
Section 6. Flex-Time 31
Section 7. Part-Time Employment 31
Section 8. Telecommuting Plans 31
ARTICLE 12 - SENIORITY 31
Section 1. Seniority 31
Section 2. Seniority Rosters 32
Section 3. Appeals 32
ARTICLE 13 - LAYOFF AND RECALL 33
Section 1. Layoff 33
Section 2. Layoff Mitigation Measures 33

Section 3. Layoff Procedures 33
Section 4. Out-of-Seniority Order Layoff 34
Section 5. Limited Interruptions of Employment 34
Section 6. Subcontracting 34
Section 7. Layoff 34
Section 8. Claiming 36
Section 9. Return to the Bargaining Unit through Outside Layoff 37
Section 10. Layoff Lists 37
Section 11. Recall 38
Section 12. Removal From Layoff Lists 38
Section 13. Exclusions 39

ARTICLE 14 - FILLING OF POSITIONS 39
Section 1. Vacancies 39
Section 2. Job Posting 39
Section 3. Filling of Vacancies 39
Section 4. Transfers Between Agencies 40
Section 5. Phased Retirement Program 41

ARTICLE 15 - PROBATIONARY PERIOD 42
Section 1. Probationary Period 42
Section 2. Non-certification 43
Section 3. Trial Period 43

ARTICLE 16 - WAGES 43
Section 1. Salary Ranges 43
Section 2. Conversion 44
Section 3. First Year Wage Adjustment 44
Section 4. Second Year Wage Adjustment 44
Section 5. Progression 44
Section 6. Achievement Awards 45
Section 7. Salary Upon Class Change 45
Section 8. Shift Differential 46
Section 9. Work Out of Class 46
Section 10. Severance Pay 47
Section 11. Health Care Savings Plan 48
Section 12. Injured on Duty Pay 48
Section 13. Health and Dental Premium Accounts 48
Section 14. Medical/Dental Expense Account 49
Section 15. Dependent Care Expense Account 49
Section 16. State Contribution to Deferred Compensation Plan 49
Section 17. Recruiting Incentive (Pilot). 49
Section 18. Employee Referral Incentive (Pilot) 49
Section 19. Student Loan Reimbursement 50
Section 20. Bilingual/Multilingual/Sign Language Differential 51

ARTICLE 17 - INSURANCE 51
Section 1. State Employee Group Insurance Program (SEGIP) 51
Section 2. Eligibility for Group Participation 52
Section 3. Eligibility for Employer Contribution 55
ARTICLE 18 - EXPENSE ALLOWANCES 59
Section 1. General 59
Section 2. Automobile Expense 59
Section 3. Other Transportation 59
Section 4. Overnight Travel 59
Section 5. Meal Allowances 60
Section 6. Special Expenses 60
Section 7. Payment of Expenses 61
ARTICLE 19 - RELOCATION EXPENSES 61
Section 1. Eligibility 61
Section 2. Covered Expenses 62
ARTICLE 20 - HOUSING 64
Section 1. Rental Rates 64
Section 2. Utilities and Repairs 64
Section 3. Garage Space 64
Section 4. Housing Allowance for Chaplains 64
ARTICLE 21 - UNIFORMS 65
ARTICLE 22 - SUPERVISOR RIGHTS 65
Section 1. Membership Dues 65
Section 2. Performance Evaluation 65
Section 3. Supervisor Training 65
ARTICLE 23 - SAFETY 65
Section 1. General Policy 65
Section 2. Safety Committee 66
Section 3. Safety Equipment and Protective Clothing 66
ARTICLE 24 - WORK RULES 66
ARTICLE 25 - VOLUNTARY REDUCTION IN HOURS 66
ARTICLE 26 - SAVINGS CLAUSE 66
ARTICLE 27 - COMPLETE AGREEMENT AND WAIVER CLAUSE 67
ARTICLE 28 - LABOR/MANAGEMENT COMMITTEE 67
Section 1. Purpose 67
Section 2. Committee 67
ARTICLE 29 - DURATION 68
APPENDIX A 70
APPENDIX B - PRORATED HOLIDAY SCHEDULE 76

APPENDIX C - PRORATED VACATION SCHEDULE **76**

APPENDIX D - PRORATED SICK LEAVE SCHEDULE **77**

APPENDIX E **77**

A. Minnesota Academies (Blind and Deaf) 77
B. Department of Corrections 79
C. Explore Minnesota 84
D. Department of Health 84
E. Direct Care and Treatment (DCT) 86
F. Department of Military Affairs 88
G. Minnesota State Colleges and Universities 91
I. Department of Natural Resources 97
J. Public Employees Retirement Association (PERA) 99
K. Department of Public Safety 100
L. Department of Revenue 104
M. State Auditor's Office 107
N. Department of Transportation 107
O. Minnesota Department of Veteran's Affairs 109

APPENDIX F-1 ..... **111**

Class Assignments to Salary Grid 111
Compensation Grid 16E 127
Compensation Grid 16G 130
Compensation Grid 16L 131

APPENDIX F-2 ..... **132**

Class Assignments to Salary Grid 132
Compensation Grid 16E 148
Compensation Grid 16G 151
Compensation Grid 16L 152

APPENDIX G - VACATION CREDIT - EDUCATIONAL SUPERVISORS **153**

APPENDIX H - STATUTORY LEAVES **153**

APPENDIX I – DISCRETIONARY STUDENT LOAN REIMBURSEMENT FOR REGISTERED NURSE ADMINISTRATIVE SUPERVISORS (RNAS) AND REGISTERED NURSE SUPERVISORS (RNS) **155**

LETTERS **157**

Uniform Policy **158**
Waive Provisions of M.S. 43A.15, Subd. 6 ..... **159**
Article 6 – Discipline Clarification **160**
Earned Sick and Safe Leave Law **161**
State Policy on Safety Footwear Reimbursement **164**

INSURANCE ADDENDUM **165**

PREAMBLE

This Agreement is made and entered into this 22nd day of October, 2025, by and between the State of Minnesota, hereinafter referred to as the Employer, and the Middle Management Association, hereinafter referred to as the Association or "MMA."

If the parties mutually agree during the term of this Agreement, this Agreement may be supplemented by such additional provisions relating to departmental issues as the parties of this Agreement deem appropriate. Failure of the parties to reach such supplemental agreement shall not be subject to the interest arbitration procedure as set out in the Minnesota Public Employment Labor Relations Act.

Any Agreement entered into after the execution date of this Agreement which is to be included as a part of this Agreement must be reduced to writing and must be signed by the parties to this Agreement.

The parties may mutually agree, in writing, to correct misspelled words, mathematical errors, and other clerical errors in this Agreement.

ARTICLE 1 - ASSOCIATION RECOGNITION

Section 1. Recognition. The Employer recognizes the Association as the exclusive representative for all supervisors employed by the State of Minnesota for more than fourteen (14) hours per week and more than sixty-seven (67) working days per year as certified by the Bureau of Mediation Services Case Nos. 81-PR-5-A and 81-PR-222-A.

Section 2. Disputes. In the event of a dispute, assignment of supervisors to the appropriate bargaining unit shall be accomplished in accordance with Minn. Stat. 179A.10, Subd. 4.

Section 3. Exclusive Recognition. The Employer will not meet and negotiate with any other labor or employee organization or employee(s), concerning the terms and conditions of employment for supervisors covered by this Agreement. The Employer will not assist or otherwise encourage any other employee organizations which seek to bargain for supervisors covered by this Agreement.

ARTICLE 2 - DUES CHECKOFF

Section 1. Payroll Deduction. The Employer agrees to cooperate with Minnesota Management and Budget and the Association in facilitating the deduction of the regular biweekly Association dues for those supervisors in the unit who are members of the Association and who request in writing to have their regular biweekly Association dues checked-off by payroll deduction.

Section 2. Hold Harmless. The Association agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders or judgments brought or issued against the Employer as the result of any action taken or not taken by the Employer under the provisions of this Article.

Section 3. Dues Remission. The aggregate deductions of all supervisors shall be remitted by the Employer together with an itemized statement to the Middle Management Association no later than

ten (10) days following the end of each payroll period.

Section 4. Supervisor Lists. The Employer shall report to the Association the information on all employees including additions, deletions, and status changes within the bargaining unit. The report shall be made on a bi-weekly payroll period basis and shall be transmitted no later than one (1) week following the end of each payroll period.

ARTICLE 3 - EMPLOYER RIGHTS

It is recognized that except as expressly stated herein, the Employer shall retain whatever rights and authority are necessary for it to operate and direct the affairs of the Employer and its agencies in all of their various aspects, including but not limited to, the right to direct and assign employees; to plan, direct and control all the operations and services of the Employer; to schedule working hours; to determine whether goods and services should be made or purchased. Any term or condition of employment not specifically established by this Agreement shall remain solely within the discretion of the Employer to modify, establish, or eliminate.

ARTICLE 4 - ASSOCIATION RIGHTS

Section 1. Representatives. The Association may designate for each work location in the bargaining unit a supervisor as Representative to function as steward. Upon execution of this Agreement and as changes occur thereafter, the Association shall notify the Appointing Authority of the names of the Association Representatives selected as provided in this Article, designating the work location they will be responsible for.

Section 2. Representatives' Activities. The Employer agrees that during working hours, on the Appointing Authority's premises within the Representatives' work location and without loss of pay, Representatives will be allowed reasonable time to share official Association notices, to distribute the Association newsletters, and to transmit communications authorized by the Association to the Employer as are required for the administration of this Agreement, provided, however, this activity does not interfere with normal work duties. The Association shall notify the Appointing Authority of those representatives, if any, who have authority to process or resolve grievances on a regular or case by case basis. The Representative shall first inform their superior of their impending departure and shall first receive approval to leave the work location.

Section 3. Communication. The Agency shall provide the Association access to communicate with members of the bargaining unit via electronic communication and meeting space, as available. It is specifically understood that posted materials shall not advocate any course of action contrary to the provisions of this Agreement, nor shall it contain material of a partisan political or inflammatory nature.

Section 4. Notification. When the Employer has determined that a position or classification in the supervisory unit is to be placed in the management schedule, the Employer shall notify the Association in advance of such placement.

ARTICLE 5 - STRIKES AND LOCKOUTS

Section 1. Strikes. The Association, its officers and agents, and the supervisors covered by this Agreement agree not to promote or support any strikes as defined in Minn. Stat. 179A.03, Subd. 16. Any supervisor who knowingly violates the provisions of this Section may be discharged or otherwise disciplined.

Section 2. Lockouts. No lockouts or refusal to allow supervisors to perform available work shall be instituted by the Employer and/or its Appointing Authorities during the life of this Agreement.

ARTICLE 6 - DISCIPLINE AND DISCHARGE

Section 1. Purpose. Disciplinary action may be imposed on supervisors only for just cause.

Section 2. Disciplinary Action. Discipline may include only the following, but not necessarily in this order:

1. Oral reprimand (not grievable)
2. Written reprimand
3. Suspension (paid or unpaid)
4. Suspension – equivalent reduction of vacation balance*
5. Demotion
6. Discharge

*The Appointing Authority may, in lieu of an unpaid suspension, issue a suspension by subtracting vacation hours from the employee's accumulated vacation balance in an amount equal to the unpaid suspension. The amount of vacation to be subtracted will be from one (1) to four (4) days.

If the Appointing Authority has reason to reprimand a supervisor, it shall be done in such a manner that will not embarrass the supervisor before other employees, supervisors, or the public.

When any disciplinary action more severe than an oral reprimand is intended, the Appointing Authority shall, before or at the time such action is taken, notify the supervisor in writing of the specific reason(s) for such action, with a copy to the Association Executive Director.

The Appointing Authority may discipline a supervisor before such notification is given if extenuating circumstances exist. The Appointing Authority will provide the supervisor with such notification within one working day, exclusive of Saturdays, Sundays and holidays, after such action.

Discipline of an employee employed by a state agency as a licensed peace officer or part-time peace officer, as defined in Minn. Stat. § 626.84, subd. 1(c) and (d), shall be conducted in compliance with the Peace Officer Discipline Procedures Act, Minn. Stat. § 626.89.

Section 3. Investigatory Leave. The Appointing Authority may place a supervisor who is the subject of an investigation on an investigatory leave with pay. The Appointing Authority shall as

soon as practicable upon placing an employee on investigatory leave, notify the employee in writing of the reason(s) for such action. Investigatory leave letters shall not be included in the supervisor's personnel record. Information provided on the status of the investigation shall be in accordance with Minnesota Government Data Practices Act.

Section 4. Investigatory Interview. The Appointing Authority shall not meet with a supervisor for the purpose of questioning a supervisor during an investigation that may lead to discipline of that supervisor without first offering the supervisor an opportunity for MMA representation. Any supervisor waiving the right to such representation must do so in writing prior to the questioning. However, a supervisor may initially waive the right to representation orally in the case of a phone or video conference interview. A copy of such waiver shall be furnished to the Association. The supervisor shall be advised of the principal allegations being investigated and, if known, the alleged time and place of occurrence prior to questioning. However, if any supervisor, who is not the subject of the investigation, is being questioned during an investigation of resident/patient abuse, the supervisor, upon request, shall have the right to Association representation.

Notification of status of the investigation will normally be provided to the Association within thirty (30) days of the interview. Supervisors who are the subject of an investigation shall be notified of the Agency's final decision.

Section 5. Discharge of Permanent Supervisors. The Appointing Authority shall not discharge any permanent supervisor without just cause.

If the Appointing Authority believes there is just cause for discharge, the supervisor and the Association will be notified, in writing, that a supervisor is to be discharged and shall be furnished with the reason(s) therefore and the effective date of the discharge. The supervisor may request an opportunity to hear an explanation of the evidence against them and to present their side of the story and is entitled to Association representation at such meeting, upon request. The right to such meeting shall expire at the end of the next scheduled work day of the supervisor after the notice of discharge is delivered to the supervisor unless the supervisor and the Appointing Authority agree otherwise. The discharge shall not become effective during the period when the meeting may occur. The supervisor shall remain in pay status during the time between the notice of discharge and the expiration of the meeting.

However, if the supervisor was not in pay status at the time of the notice of discharge, for reasons other than an investigatory leave, the requirement to be in pay status shall not apply.

A supervisor found to be unjustly discharged shall be reinstated in accordance with the conditions agreed to between the parties if appropriate or the decision of the arbitrator.

Section 6. Unclassified Supervisors. The termination of unclassified supervisors, as defined by Minn. Stat. §43A.08, subd. 2a, is not subject to the arbitration provisions of this Agreement.

The provisions of Section 1 of this Article shall not apply to this Section.

Section 7. Personnel Records. Initial minor infractions, irregularities, or deficiencies shall first be privately brought to the attention of the supervisor and, if corrected, shall not be entered into the

supervisor's personnel record.

Oral reprimands, letters of expectation, and investigatory leave letters shall not become a part of a supervisor's personnel record. Investigations which do not result in disciplinary actions shall not be entered into the supervisor's personnel records.

Upon the request of the Association or the supervisor, a written reprimand shall be removed from the supervisor's personnel record provided that no further disciplinary action has been taken against the supervisor for a period of one (1) year following the date of the written reprimand.

Upon the request of the Association or the supervisor, a suspension of ten (10) days or less shall be removed from the supervisor's personnel record provided that no further disciplinary action has been taken against the supervisor for a period of three (3) years from the initial date of the suspension.

The contents of a supervisor's personnel office record shall be disclosed to them upon request and to the supervisor's Association Representative upon the written request of the supervisor. In the event a grievance is initiated under Article 7, the Appointing Authority shall provide a copy of any items from the supervisor's personnel office record upon the request of the supervisor.

The personnel office record may be used as evidence in any disciplinary action or hearing. This does not limit, restrict, or prohibit the Appointing Authority from submitting supportive documentation or testimony, either oral or written, in any disciplinary hearing, nor does it so limit the Association.

Each supervisor shall be furnished with a copy of all evaluative and disciplinary entries into their personnel office record at or before the time such entry is placed in the record and shall be entitled to place their written response to such action in the personnel office record.

ARTICLE 7 - GRIEVANCE PROCEDURE

Section 1. Definition of a Grievance. For the purpose of this Agreement, a grievance shall be defined as a dispute or a disagreement as to the interpretation or application of any term or terms of this Agreement. Supervisors are encouraged to first attempt to resolve the matter on an informal basis with their immediate superior at the earliest opportunity. If the matter cannot be resolved to the supervisor's satisfaction by informal discussion, it shall then be settled in accordance with the following procedure.

The Association shall have the right to take up suspensions, demotions, and discharges at the second step of the Grievance Procedure and the matter shall be handled in accordance with this procedure, if so requested by the Association.

STEP 1.

The grievance shall be reduced to writing, setting forth the nature of the grievance, the facts upon which it was based, section or sections of the Agreement alleged to have been violated, and the relief requested and shall be presented to the grievant's immediate superior by an

Association Representative or designee. Any alleged violation not processed to this step within twenty-one (21) calendar days of the first occurrence of the event giving rise to the grievance or within twenty-one (21) calendar days after the grievant, through the use of reasonable diligence should have knowledge of the first occurrence of the event giving rise to the grievance, shall be considered waived.

Within ten (10) calendar days after receiving the written grievance, the grievant's immediate superior or the Appointing Authority's designee and the Association Representative shall arrange a meeting with or without the grievant, in an attempt to resolve the grievance.

Failure to arrange a meeting within the above stated ten (10) calendar days shall require the Association to commence the next step filing within the succeeding ten (10) calendar days unless the parties mutually agree in writing to an extension.

If the grievance remains unresolved after this meeting, the immediate superior's written answer to the grievance shall be given to the Association Representative within ten (10) calendar days of this meeting. The Association may appeal the grievance to Step 2 within ten (10) calendar days of the receipt of the immediate superior's answer.

STEP 2. Within ten (10) calendar days following the receipt of a grievance referred from Step 1, the Appointing Authority or designee shall arrange a meeting with the Association's designee in an attempt to resolve the grievance. Failure to arrange a meeting within the above stated ten (10) calendar days shall require the Association to commence the next step filing within the succeeding ten (10) calendar days unless the parties mutually agree in writing to an extension. Within ten (10) calendar days following this meeting, the Appointing Authority or designee shall respond in writing to the Association Representative stating the Appointing Authority or designee's answer concerning the grievance. If, as a result of the written response, the grievance remains unresolved, the Association may refer the grievance within twenty (20) calendar days to Step 3. Any grievance not referred in writing by the Association to Step 3 within twenty (20) calendar days following receipt of the answer of the Appointing Authority or designee shall be considered waived.

STEP 3. If the grievance remains unresolved, the Association may, within twenty (20) calendar days after the response of the Appointing Authority or designee is due, written notice to the Assistant Commissioner of Minnesota Management and Budget (State Labor Negotiator) request arbitration of the grievance. The arbitrator shall be selected pursuant to Section 2a or 2b of this Article and the hearing shall be scheduled on a date mutually agreeable to the arbitrator and the parties. A supervisor who is eligible and elects to use the procedure under M.S. 197.46 cannot use the arbitration provisions of this agreement.

Section 2a. Arbitration. Except as provided in Sections 2b and 8 below, all arbitrations arising under this Agreement shall be conducted by an Arbitrator to be selected by mutual agreement of the Employer and the Association. If the parties fail to mutually agree upon the arbitrator, the parties shall request a list of at least five (5) arbitrators from the Bureau of Mediation Services. Both the Employer and the Association shall have the right to strike names from the list. A coin shall be flipped to determine which party shall strike the first name. The other party shall then strike one (1) name and the process shall be repeated and the remaining person shall be the

arbitrator.

Section 2b. Peace Officer Discipline Grievance Arbitration. Discipline grievance arbitration proceedings for licensed peace officers or part-time peace officers subject to licensure under Minn. Stat. §§ 626.84-626.863 shall be conducted in accordance with Minn. Stat. § 626.892.

Section 3. Arbitration Hearing Site. The arbitration hearing site shall be determined by mutual agreement of the State Negotiator, or designee, and Association. If mutual agreement cannot be reached, the hearing site shall be determined, in a pre-hearing conference, by the arbitrator chosen to hear the case.

Section 4. Arbitrator's Authority. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrator shall consider and decide only the specific issue submitted in writing by the Employer and the Association and shall have no authority to make a decision on any other issue not so submitted to them. The arbitrator shall be without power to make decisions contrary to or inconsistent with or modifying or varying in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator shall submit their decision in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties whichever is later, unless the parties agree to an extension. The decision shall be based solely on the arbitrator's interpretation or application of the express terms of this Agreement and the facts of the grievance presented. The decision of the arbitrator shall be final and binding on the Employer, the Association, and the supervisor.

Section 5. Fees and Expenses. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Appointing Authority and the Association, provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, provided it pays for the record. If either party desires a transcription of the verbatim record, it shall pay for such transcription and provide a free copy to the arbitrator. Should the other party desire a copy of such transcription, it shall pay the service who took the verbatim record for such copy.

Section 6. Time Limits. If a grievance was not presented within the time limits set forth above, it shall be considered waived. If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be settled on the basis of the Appointing Authority or designee's last answer. If the Appointing Authority or designee does not answer a grievance or an appeal thereof within the specified time limits, the Association may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the Appointing Authority or designee and the Association at each step. By mutual agreement of the Appointing Authority and Association, the parties may waive Step 1.

Section 7. Processing Grievances. The Association Representative involved and the grieving supervisor shall not leave work or disrupt departmental routine to discuss grievances without first requesting permission from their immediate superior, which shall not be unreasonably withheld.

The Association Representative and the grieving supervisor shall be allowed a reasonable amount of time during working hours while on the Appointing Authority's premises when a grievance is

investigated or presented in Steps 1 and 2.

Section 8. Expedited Arbitration. Except for discipline grievances subject to Minn. Stat. § 626.892, the parties may choose to use the following expedited arbitration procedure which has been mutually agreed.

1. The parties will mutually agree on an arbitrator to be used in the expedited arbitration procedure.

   In the event that the arbitrator becomes unable to discharge arbitral duties, or becomes unavailable subsequent to appointment, the parties shall select a replacement by mutual agreement.

2. Total case presentation time will not exceed three (3) hours. If the three (3) hour time limit is exceeded, the arbitrator may assess additional pro rata fees for the hearing time beyond three (3) hours. Pursuant to the Agreement between the parties "fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Appointing Authority and the Association."

3. The parties agree to meet and discuss each grievance within thirty (30) days of the date that an appeal to arbitration is received by the Labor Relations section of Minnesota Management and Budget to determine if the grievance is appropriate for expedited arbitration.

   A case shall not be submitted to expedited arbitration unless both parties agree. If the parties do not agree, the case shall be processed through the full arbitration procedure.

   Cases submitted to expedited arbitration shall normally consist of:

   a. disciplinary actions;
   b. factual disputes;
   c. other disputes which do not involve interpretation of the Agreement.

4. Case presentation will be limited to a preliminary introduction, brief recitation of facts, witness presentation, and oral argument. No briefs shall be filed nor transcripts made. More than usual, formal rules of evidence shall not be applied.

5. A decision may be issued at the hearing, but it shall be followed by a written decision within two (2) calendar days of the hearing, excluding weekends and holidays.

6. All decisions shall be final and binding on the parties, and shall not be considered as precedential in any other proceeding.

7. The written decision shall be kept to about two (2) typed pages, and the decision shall identify the process as non-precedential in the heading or title of the decision, shall be based on the record of the arbitrator and shall include a brief explanation of the basis for the award.

8. The parties agree to utilize stipulations of facts, affidavits and other time saving methods whenever practicable and when mutually agreeable.

9. Each party shall be responsible for compensating its own representatives and witnesses.

ARTICLE 8 - VACATION AND SICK LEAVE

Section 1. Vacation Eligibility and General Conditions.

A. **Eligibility**. Supervisors, except for emergency, temporary, and intermittent appointments shall accrue vacation leave. Supervisors in Connect 700 Program appointments shall be eligible supervisors for the purpose of this Article; however, hours of vacation leave used by Connect 700 Program supervisors shall not be counted toward the supervisor's seven hundred (700) hours of on-the-job trial work experience under the Connect 700 Program. Additionally, supervisors appointed to a temporary unclassified position for more than six (6) months are eligible supervisors for purposes of this Section.

B. **Vacation on Appointment to a Supervisor Position**. Upon appointment to a MMA position, an eligible supervisor may be advanced up to eighty (80) hours of vacation leave. Any vacation hours advanced shall be reduced proportionately as actual earned vacation leave is accrued. If a current employee is appointed to a supervisory position and that employee has their accumulated vacation hours transferred, the employee shall not be credited with additional vacation hours.

C. **Accruals**. All eligible supervisors shall accrue vacation leave according to the following rates:

Length of Service Requirement	Rate Per Full Payroll Period
0 through 5 years	4 working hours
After 5 through 8 years	5 working hours
After 8 through 12 years	7 working hours
After 12 through 18 years	7½ working hours
After 18 through 24 years	8 working hours
After 24 through 30 years	8½ working hours
After 30 years	9 working hours

Length of service is defined as the length of employment with the State of Minnesota since the last date of hire in accordance with Section 1(A). Length of service shall be interrupted only by separation because of resignation, termination, discharge for just cause, failure to return upon expiration of a leave of absence, failure to respond to a recall from layoff, or retirement.

A supervisor shall not suffer a reduction in their vacation accrual rate due to being covered by a contract or plan with a vacation accrual scale with a different length of service requirement component than that indicated above.

For purposes of determining changes in a supervisor's accrual rate, periods of suspension or unpaid non-medical leaves of absence shall not be deducted from the Length of Service

Requirement unless they are one (1) full payroll period or more in duration. However, for supervisors on an unpaid military leave of any duration, or an FMLA qualifying leave of any duration, no adjustment to accrual rates shall be required. This method will be effective only after this date and shall not be used to change any Length of Service Requirements determined prior to that date.

Changes in accrual rate shall be made effective at the beginning of the next payroll period following completion of the specified Length of Service Requirement.

Supervisors being paid for less than a full eighty (80) hour pay period will have their vacation accruals pro-rated in accordance with the schedule set forth in Appendix C.

D. **Crediting Accruals**. A supervisor who is reinstated or reappointed to State service, and within four (4) years from the date of resignation in good standing or retirement shall accrue vacation leave with the same credit for length of service that existed at the time of such separation.

At the discretion of the Appointing Authority, a supervisor reinstated or reappointed to State service in good standing or retirement from any branch of Minnesota State government may accrue vacation leave up to the same credit for length of service that existed at the time of such separation.

Employees of the University of Minnesota, the Minnesota Historical Society, the Metropolitan Council, and former members of the Minnesota Legislature who transfer or who are appointed to a supervisor position in State service within four (4) years of the date of resignation in good standing, ending of their Legislative term, or retirement, shall accrue vacation leave with the same credit for length of service that existed at the time of such transfer or separation. At the discretion of the Appointing Authority, employees of the University of Minnesota, the Minnesota Historical Society, the Metropolitan Council, and former members of the Minnesota Legislature who transfer or who are appointed to a supervisor position in State service in good standing, ending their Legislative term, or retirement, may accrue vacation leave up to the same credit for length of service that existed at the time of such transfer or separation. Such supervisors shall begin accruing vacation leave based on this method effective at the beginning of the first payroll period following the date the supervisor applies.

A vacation eligible employee who moves without a break in service to a MMA position from any other position in any branch of Minnesota State government shall have their accumulated but unused vacation leave transferred, provided that the total amount of accumulated vacation does not exceed two hundred and seventy-five (275) hours.

At the discretion of the Appointing Authority, supervisors who are hired into State service may be granted length of service credit in an amount up to the total years of previous work related to the supervisor's current State position in an amount determined by the Appointing Authority. At the Appointing Authority's discretion and in an amount determined by the Appointing Authority, current supervisors may request consideration for length of service credit in an amount up to the total years of previous work related to the supervisor's current State position.

Changes in the accrual rate shall become effective the beginning of the next payroll period following the Appointing Authority's approval of the adjusted rate and shall not be retroactive.

An Appointing Authority may, at its discretion, adjust length of service to reflect credit for all, none or a portion of the supervisor's service in the United States Armed Forces provided the service was full-time and continuous for at least one (1) year. The supervisor must have been appointed to State service within four (4) years of separation from the Armed Forces.

A supervisor may, at any time, request that prior public sector service, United States Armed Forces service, or private sector service in a position directly related to the supervisor's current State position be credited for purposes of vacation accrual. Changes in the accrual rate will commence effective at the beginning of the next payroll period following the Appointing Authority's approval of the adjusted rate, and are not retroactive.

Upon request, supervisors of any branch of Minnesota State government who are appointed to the Executive Branch within four (4) years of the date of resignation in good standing or retirement, shall receive credit for their length of service in the other branch of Minnesota State government that existed at the time of such transfer or separation for vacation accrual purposes provided that the supervisor was in an eligible status as defined in Section 1(A) of this Article when employed by the other branch of Minnesota State government. Such supervisors shall begin accruing vacation leave based on this method effective at the beginning of the first payroll period following the effective date of this Agreement. Supervisors who are appointed without a break in service may be allowed to bring any accumulated but unused vacation leave with them provided that it does not exceed two hundred and seventy-five (275) hours.

Supervisors in the unclassified service of the State who are subsequently appointed to a position in the classified service, or vice versa, without an interruption in service shall have their accumulated but unused vacation leave balance posted to their credit in the records of the employing department provided such vacation leave was accrued in accordance with the personnel rules or the provisions of this or any preceding Agreement.

E. **Accumulation of Vacation**. Vacation leave may be accumulated to any amount provided that once during each fiscal year, each supervisor's accumulation must be reduced to two hundred and seventy-five (275) hours or less. If this is not accomplished on or before the last day of the fiscal year, the amount of vacation shall automatically be reduced to two hundred seventy-five (275) hours at the end of the fiscal year.

Supervisors on a Military Leave under Appendix I shall earn vacation leave as though actually employed, without regard to the maximum accumulation set forth above. Vacation earned in excess of the maximum accumulation shall be taken within two (2) years of the date the supervisor returns from the Military Leave.

F. **Use of Vacation**. A vacation leave eligible supervisor may use vacation leave as soon as the supervisor has accumulated or has been advanced such leave hours.

Should a supervisor become ill or disabled while on vacation, vacation leave shall be changed

to sick leave, effective the date of illness or disability, upon notice to the supervisor's superior. Upon such notice, supervisors may be requested by the Appointing Authority to furnish a medical statement from a medical practitioner. If requested by the Appointing Authority, such statement shall be provided as soon as possible after the illness or disability occurs.

Supervisor vacation accruals earned while on a paid leave may be used by the supervisor with the approval of the immediate superior without returning to work prior to the use of the accrued vacation leave.

Section 2. Vacation Schedules. Every reasonable effort shall be made to grant vacation at the times requested by the supervisor. The Appointing Authority agrees to respond in a reasonable time not to exceed fifteen (15) days to supervisors' requests for vacation. However, if an early response date is needed by the supervisor, it shall be so stated on the request form and responded to by the Appointing Authority in writing. If the nature of the work makes it necessary to limit the number of supervisors on vacation at the same time, vacation schedules shall be established on the basis of Classification Seniority within a work location in the event of any conflict over vacation periods.

Except in emergencies, as determined by the Appointing Authority, no supervisor will be required to work during the supervisor's vacation once the vacation request has been approved.

Section 3. Vacation Cash-Out on Separation or Movement to a Vacation Ineligible Position. Any supervisor separated from State service, or who moves to a vacation ineligible position, shall be compensated in cash, at the supervisor's then current rate of pay, for all earned, but unused vacation leave to the supervisor's credit at the time of separation, but in no case shall payment exceed two hundred and seventy five (275) hours except in case of death. Vacation hours advanced pursuant to Section 1(B) but not yet offset by earned vacation shall not be liquidated. Certain supervisors shall have their vacation cash out converted to a Health Care Savings Plan account. See Article 16, Section 11.

Supervisors shall be allowed to leave their accumulated vacation to their credit during the period of seasonal or temporary layoff.

Seasonal supervisors shall have the option to cash out all, some or none of their vacation leave upon seasonal layoff.

Section 4. Sick Leave Accrual. Supervisors shall accrue sick leave at the rate of four (4) hours per pay period of continuous employment beginning with their date of hire. Supervisors in Connect 700 Program appointments shall accrue sick leave at the rate of four (4) hours per pay period of continuous employment; however, sick leave hours used by Connect 700 Program supervisors shall not be counted toward the supervisor’s seven hundred (700) hours of on-the-job trial work experience under the Connect 700 Program.

Supervisors being paid for less than a full eighty (80) hour pay period shall have sick leave accruals pro-rated in accordance with the schedule set forth in Appendix D.

Supervisors on a military leave under Appendix I shall earn and accrue sick leave as though actually

employed.

Section 5. Sick Leave Restoration. A supervisor who is reinstated or reappointed to State service, and within four years from the date of resignation in good standing or retirement shall have accumulated but unused sick leave balance restored and posted to the supervisor's credit in the records of the employing department provided such sick leave was accrued in accordance with the personnel rules or the provisions of this Agreement and provided that any supervisor being appointed after receiving severance pay shall have their leave restored proportionately by deducting the hours paid as severance.

A supervisor who received severance pay and returns to State service within four (4) years of the date of separation in good standing, layoff other than seasonal layoff, or retirement, shall have the portion of their sick leave balance that was not paid out in cash or converted to the MSRS administered Health Care Savings Plan (HCSP) restored by the Appointing Authority.

Supervisors in the unclassified service of the State who are subsequently appointed to a position in the classified service, or vice versa, without an interruption in service shall have their accumulated but unused sick leave balance posted to their credit in the records of the employing department provided such sick leave was accrued in accordance with the personnel rules or the provisions of this Agreement.

Upon request, employees who move to a MMA position without a break in service from any branch of Minnesota State government, or who are appointed to the Executive Branch within four (4) years of the date of resignation in good standing or retirement from any branch of Minnesota State government shall have accumulated but unused sick leave posted to the employee's credit provided such sick leave was accrued in accord with the personnel rules or the provisions of this Agreement.

Section 6. Sick Leave Use. A supervisor shall be granted sick leave with pay to the extent of the supervisor's accumulation for absences under applicable law or necessitated by the following conditions:

A. **Employee**.

1. illness or disability, including the period of time that a doctor certifies a childbearing employee unable to work because of pregnancy.

2. medical, chiropractic, or dental care.

3. exposure to contagious disease which endangers the health of other employees, clients, or the public.

4. Employees with a disability requiring the use of a service animal may use sick leave and/or vacation leave to attend the initial training for service animal handling. Employees who do not have sufficient leave accruals to attend the initial training for service animal handling shall be credited with up to forty (40) hours of vacation leave to be used for this purpose. Such credit shall be reduced proportionately as vacation leave is accumulated. At the discretion of Minnesota Management and Budget, more than forty (40) hours of vacation

leave may be credited.

B. **Others**. Sick leave shall also be granted with pay for the following reasons.

1. Illness of a supervisor's family member for such periods as the supervisor's attendance may be necessary. Sick leave may also be used for the illness or injury of other family members as provided by state law. 'Family member' is defined as defined in the final engrossment of S. F. 3035 Article 12, sec. 4, subd. 7 as presented to the Governor on May 23, 2023.

2. To arrange for necessary nursing or hospice care for a supervisor's family member. Sick leave for this reason shall be limited to not more than five (5) days. 'Family member' is defined as defined in the final engrossment of S. F. 3035 Article 12, sec. 4, subd. 7 as presented to the Governor on May 23, 2023.

3. With prior notice, a supervisor may use sick leave to accompany a family member to a medical and/or dental appointment for such reasonable periods as the supervisor's attendance is necessary. 'Family member' is defined as defined in the final engrossment of S. F. 3035 Article 12, sec. 4, subd. 7 as presented to the Governor on May 23, 2023.

4. Birth or adoption of a child. Sick leave for this reason shall be limited to not more than five (5) days.

The use of a reasonable period of sick leave shall be granted in cases of death of the spouse, the domestic partner, or parents or grandparents of the spouse, or the parents, grandparents, grandchildren, guardian, children, brothers, sisters, or wards of the supervisor. Supervisors who experience a stillbirth or the death of their child within the time period they would otherwise be eligible to use Paid Parental Leave ("PPL") under the conditions of Art. 10, Sec. 3.G may use PPL.

Sick leave accruals earned while on a paid leave may be used by the supervisor with the approval of the immediate superior without returning to work prior to the use of the accrued sick leave.

See also Letter dated July 16, 2025, regarding supervisor usage of accrued sick leave for the illness and injury of certain family members.

C. **Sick Leave Procedures**. The supervisor shall notify the Appointing Authority at or before their normally scheduled starting time of any illness. Supervisors utilizing leave under this Section shall furnish a statement from a medical practitioner upon the request of the Appointing Authority if it has reason to believe that a supervisor has abused or is abusing sick leave. Those supervisors who misuse sick leave may be subject to disciplinary action. The Appointing Authority may also request a statement from a medical practitioner if the Appointing Authority has reason to believe the supervisor is not fit to work or has been exposed to a contagious disease which endangers the health of other supervisors, employees, clients or the public. Supervisors returning from extended sick leave shall notify the Appointing Authority within a reasonable amount of time prior to returning to work.

Section 7. Sick Leave Charges. A supervisor utilizing sick leave shall be charged for only the number of hours they were scheduled to work during the period of their sick leave.

Any supervisor incurring an on-the-job injury shall be paid the supervisor's regular rate of pay for the remainder of the work shift. Any necessary sick leave charges for supervisors so injured while awaiting a workers' compensation determination shall not commence until the first scheduled work day following the injury.

Section 8. Sick Leave/Vacation Leave Coordination. When a supervisor on Workers' Compensation benefits has decided to use sick leave, vacation leave or compensatory time to supplement their Workers' Compensation benefits the following procedure applies: The supervisor shall notify the Appointing Authority in writing that they wish to supplement their Workers' Compensation check through use of sick leave, vacation leave or compensatory time. Sick leave must be exhausted before the vacation leave or compensatory time can be used. The Appointing Authority shall obtain from the Workers' Compensation Division the amount of the benefit check and automatically authorize a payroll check in the amount of the difference between the benefit check and the supervisor's regular gross pay for the supervisor's normal pay period. The supervisor's sick leave, vacation leave or compensatory time balance shall be reduced by the amount of the payroll check divided by the supervisor's hourly rate of pay at the time the payroll check is issued.

A supervisor who uses sick leave, vacation leave or compensatory time while awaiting the determination of the Worker's Compensation claim shall retain the Worker's Compensation payment. The Appointing Authority shall collect the payroll overpayment. The Appointing Authority shall credit back to the supervisor's sick leave, vacation leave or compensatory time the number of hours equal to the amount of the Worker's Compensation check divided by the supervisor's hourly rate.

Section 9. Vacation Conversion to Deferred Compensation. Supervisors may convert up to fifty (50) hours of vacation leave to deferred compensation. Supervisors must complete the appropriate forms through the employee self-service system no later than June 7 of each year.

Effective July 1, 2026, supervisors electing the vacation conversion shall receive the State-paid matching contributions provided in Article 16, up to the maximum match allowable.

ARTICLE 9 - HOLIDAYS

Section 1. Eligibility. Supervisors, except for emergency, temporary, and intermittent appointments, shall be eligible for purposes of this Article. Supervisors in Connect 700 Program appointments shall be eligible supervisors for purposes of this Article; however, holiday hours used by Connect 700 Program supervisors shall not be counted toward the supervisor's seven hundred (700) hours of on-the-job trial work experience under the Connect 700 Program.

Temporary unclassified supervisors appointed for periods longer than six (6) months shall be considered eligible for purposes of this Article.

Section 2. Observed Holidays. The following days shall be observed as paid holidays for all eligible

employees:

New Year's Day
Martin Luther King Jr. Day
Presidents' Day
Memorial Day
Juneteenth
Independence Day
Labor Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day
Floating Holiday

A. For employees assigned to a Monday through Friday, five (5) day operation, observance of the listed holidays shall be on the date listed, unless the holiday falls on a Saturday or Sunday. When any of the above holidays falls on a Saturday, the preceding Friday shall be observed as the holiday. When any of the above holidays fall on a Sunday, the following Monday shall be observed as the holiday.

B. For employees assigned to a six (6) or seven (7) day operation, observance of the holiday shall be the date of the holiday.

   All eligible supervisors shall receive one (1) floating holiday each fiscal year of the Agreement. Every reasonable effort shall be made to grant the floating holiday for the time requested by the supervisor. The Appointing Authority may limit the number of supervisors that may be absent on any given day subject to the operational needs of the Appointing Authority. Floating holidays may not be accumulated or paid off and may only be used in increments of a full day. However, seasonal supervisors shall only be eligible for a floating holiday if they work six (6) months or more and shall be eligible for one (1) floating holiday per season.

For purposes of this Article, when a work shift includes consecutive hours which fall in two (2) calendar days, that work shift shall be considered as falling on the calendar day in which the majority of hours in the shift fall. When a work shift includes an equal number of consecutive hours in each of two (2) calendar days, that work shift shall be considered as falling on the first of the two (2) calendar days.

When any of the above holidays fall on a supervisor's regularly scheduled day off, the supervisor, at their discretion, shall be paid for the holiday in vacation or compensatory time. The supervisor must be eligible to accrue and use vacation under the provisions of Article 8 in order to choose to receive payment as vacation.

Section 3. Holiday Pay Entitlement. To be entitled to receive a paid holiday, an eligible supervisor must be in payroll status on the normal work day immediately preceding and the normal work day immediately following the holiday(s).

Supervisors employed on an academic school year basis shall be eligible for the Christmas and New Year's holidays provided they are in payroll status on the last scheduled work day prior to the Christmas break and the first scheduled work day following the break.

Any eligible supervisor mandatorily retired on a holiday or holiday weekend shall be entitled to be paid for the holiday(s).

Section 4. Holiday Pay. Holiday pay shall be computed at the supervisor's normal day's pay (i.e., the supervisor's regular hourly rate of pay multiplied by the number of hours in their normal work day) and shall be paid in cash. Eligible supervisors who normally work less than full time shall have their holiday pay pro-rated in accordance with the schedule set forth in Appendix B.

With the approval of their superior, part-time supervisors may be allowed to arrange their work schedules, in payroll periods that include a holiday, to avoid any reduction in salary due to a loss of hours because of the proration of holiday hours, provided such rescheduling does not result in the payment of overtime.

Section 5. Work on a Holiday. In addition to the holiday pay provided for in Section 4 above, any supervisor who is assigned to work on a holiday shall, at the Appointing Authority's discretion, be paid in cash for the hours worked on the holiday at the supervisor's appropriate overtime rate. If a supervisor designated as exempt under FLSA does not choose to receive pay for the work performed, the exempt supervisor may choose to receive those hours in vacation or compensatory time.

Section 6. Religious Holidays. When a religious holiday, not observed as a holiday, as provided in Section 2 above, falls on a supervisor's regularly scheduled work day, the supervisor shall be entitled to that day off to observe the religious holiday. Time to observe religious holidays shall be taken without pay except where the supervisor has sufficient accumulated vacation leave or accumulated compensatory time, or, by mutual consent, is able to make the time up.
Supervisors shall notify the Appointing Authority at least twenty-eight (28) calendar days prior to the leave.

ARTICLE 10 - LEAVES OF ABSENCE

Section 1. Application for Leave. All requests for a leave of absence or extension thereof shall be submitted in writing by the supervisor to the supervisor's immediate superior as soon as the need for such a leave or extension thereof is known. The request shall state the reason for and the anticipated duration of the leave of absence or extension thereof.

Section 2. Authorization for Leave. Authorization for or denial of a leave of absence shall be furnished promptly to the supervisor in writing. No leave of absence request shall be unreasonably denied, and no supervisor shall be required to exhaust accrued vacation leave prior to an extended leave of absence.

Section 3. Paid Leaves of Absence.

A. **Court Appearance Leave**: Leave shall be granted for appearances before a court, legislative

committee, or other judicial or quasi-judicial body in response to a subpoena or other direction of proper authority for job related purposes other than those created by the supervisor or the exclusive representative. Leave shall also be granted for attendance in court in connection with a supervisor's official duty, which shall include any necessary travel time. Such supervisor shall be paid the supervisor's regular rate of pay but shall remit to their Appointing Authority the amount received, exclusive of expenses, for serving as a witness, as required by the court.

B. **Jury Duty Leave**: Leave shall be granted for service upon a jury. Supervisors whose scheduled shift is other than a day shift shall be reassigned to a day shift during the period of service upon a jury. When not impaneled for actual service and only on call and free to leave the courthouse, the supervisor shall report to work.

C. **Educational Leave**: Leave with pay shall be granted for educational purposes if such education is required or assigned by the Appointing Authority or if sponsored by Middle Management Association and approved by Minnesota Management and Budget.

Paid leaves of absence granted under this Article shall not exceed the supervisor's normal work schedule.

D. **Paid Administrative Leave**: After notifying the Association, an Appointing Authority may place a supervisor on administrative leave for a period not to exceed two (2) weeks. The Commissioner of Minnesota Management and Budget may authorize the leave to be extended for a period not greater than another thirty (30) calendar days.

E. **Transition Leave**: At the Appointing Authority's discretion, a supervisor under notice of permanent layoff may be granted up to one hundred and sixty (160) hours of paid leave, ending at the date of layoff. Hours of leave may be granted at any time throughout the layoff notice period and shall not be subject to the Reinstatement provisions of this Article.

F. **Voting Time Leave**. Any employee who is eligible to vote in any tribal election may absent themselves from work for the purpose of voting during such election day provided the employee has made prior arrangements for such absence with their immediate supervisor.

G. **Paid Parental Leave**:

1. **Length of Leave**. Paid parental leaves of absence of up to six (6) consecutive weeks shall be granted to eligible state employees who request such leave following the birth or adoption of a child.

2. **Eligibility**. Employees are eligible if they meet eligibility criteria for Family and Medical Leave Act ("FMLA") leave, which generally means the employee has been employed by the Employer for twelve (12) months and has worked at least 1,250 hours during the year immediately preceding the leave. Paid parental leave ("PPL") is available to employees who experience the following qualifying events:

- an employee or their spouse/partner gives birth to the employee's child;
- a child is placed in the employee's home for adoption; or

- a child is placed in the employee's home to adjudicate parentage in cases of surrogacy when the employee is the intended parent.

3. **Use**. Eligible employees must complete PPL within six (6) months of the qualifying event. At the Appointing Authority's discretion, employees may be allowed intermittent or reduced schedule use of leave, which must be completed within twelve (12) months of the qualifying event. PPL not used within the required timeframe shall not be carried over or cashed out.

4. **Interaction with Other Leaves**. Paid parental leave will run concurrently with any unpaid leave(s) that parents may be entitled to under other provisions of this Agreement or provided by law. Employees shall not receive other types of paid leave provided by this Agreement (*e.g.*, sick, vacation, compensatory time) for hours for which they are receiving PPL.

Section 4. Unpaid Leaves of Absence.

A. **Unclassified Service Leave**: Leave may be granted to any classified supervisor to accept a position in the unclassified service of the State of Minnesota.

B. **Educational Leave**: Leave may be granted to any supervisor for educational purposes.

C. **Medical Leave**: Leave of absence up to one (1) year shall be granted to any supervisor who has completed an initial probationary period with the State and who, as a result of an extended illness or injury, has exhausted their accumulation of sick leave. Such leave shall be limited to a cumulative total of one (1) year per illness or injury. Upon the request of the supervisor such leave may be extended. Supervisors shall receive reasonable notice in writing before a medical leave is cancelled. An Appointing Authority may require appropriate medical documentation of the illness, injuries, or disability. The Appointing Authority may require the supervisor returning from a medical leave to furnish a statement from a medical practitioner if the Appointing Authority has reason to believe the supervisor is not fit to return to work.

D. **Personal Leave**: Leave may be granted to any supervisor, upon request, for personal reasons. No such leave shall be granted for the purpose of securing other employment, except as provided in this Article.

E. **Association Leave**: Upon advance written request of the Association to the State Negotiator or designee, leave shall be granted to supervisors who are elected or appointed by the Association to serve on the Association Negotiating Team. Leave time for service on an Association Negotiating Team shall be considered as paid leave for purposes of vacation leave and sick leave accrual. Association Representatives or other supervisors who may be elected or appointed by the Association to perform duties for the exclusive representative shall be granted time off, provided the granting of such time off does not adversely affect the operations of the supervisor's department or agency. In any case of leave of absence or time off to perform duties for the exclusive representative, the number of supervisors to be granted leaves of absence or time off from any one department or agency may be limited by the Appointing Authority, if the Appointing Authority determines that the number requesting the leave of absence or time off would adversely affect the operations of the department or agency.

Upon the written request of the Association, leave shall be granted to supervisors who are elected officers or appointed full-time representatives of the Association. Annually, the Appointing Authority may request the Association to confirm the supervisor's continuation on Association Leave.

Any supervisor returning from an approved Association leave of absence as covered by this Section shall be entitled to return to employment in a position in the supervisor's former classification and agency within thirty-five (35) miles of the former position. Upon return from an extended Association leave of absence of one (1) year or more, a supervisor may elect to take a vacancy in the same class/class option within the same agency if the supervisor is determined to be qualified for the position. A supervisor exercising this option shall be subject to a new probationary period. During the Article 15, Section 2 trial period or upon non-certification, the supervisor may exercise return rights described above.

F. **Leave for Related Work**: Leave not to exceed two (2) years may be granted to a supervisor to accept a position of fixed duration outside of State service which is funded by a government or private foundation grant and which is related to the supervisor's current work.

G. **Elder Care Leave**: Leave may be granted to any employee, upon request, to care for or to arrange for care for parents of the employee or the employee's spouse.

H. **Parenthood Leave**: See Appendix H for information concerning Parenthood Leave.

Section 5. Statutory Leaves. A list of statutory leaves is contained in Appendix I. Descriptions of the following leaves are contained in Appendix I: military leave, voting time leave, emergency leave, leave to serve as an election judge, military leave, precinct caucus or convention, maternity/paternity or adoption leave, Family and Medical leave. Statutory leaves are subject to change or repeal and are not grievable or arbitrable under the provisions of Article 7 of this Agreement.

Section 6. Cancellation of Discretionary Leaves. Leaves of absence or extensions of such leaves which are subject to the discretionary authority of the Employer may be cancelled by an Appointing Authority upon reasonable written notice to the supervisor unless the Appointing Authority agrees in writing at the time the leave is granted that the leave will not be cancelled.

Section 7. Reinstatement after Leave. Any supervisor returning from an approved leave of absence of less than six (6) months, shall be entitled to return to a position in their former classification within thirty-five (35) miles of the former position.

For approved leaves of absence of six (6) months or more, supervisors shall be entitled to return to one of the following:

- a position in the class from which the supervisor left and within thirty-five (35) miles of the former position, or
- a vacancy in a related class, with the same range assignment as the supervisor's class, for which the supervisor is determined qualified by the employer, and within thirty-five (35) miles of the person's work location.

An employee on an approved leave of absence is required to contact the Appointing Authority if an extension is being requested. Failure to return to work or failure to contact the Appointing Authority about an extension prior to the end of the approved leave period shall be deemed to be a voluntary resignation.

ARTICLE 11 - HOURS OF WORK AND OVERTIME

Section 1. Non-Exempt Supervisors.

A. **Consecutive Hours**. The regular hours of work each day shall be consecutive except that they may be interrupted by unpaid lunch periods if free from work and each work shift shall include two rest periods of at least 15 minutes each which shall be included in work time. There shall be no split shifts assigned or required except as mutually agreed to by the Association and the Appointing Authority. Regularly scheduled days off shall normally be consecutive.

Supervisors desiring to get off evening and/or night shift duty in continuous operations shall request such reassignments in writing to the Appointing Authority.

B. **Normal Work Week.** Work week is defined as a fixed, regularly recurring period of seven (7) calendar days designated by the Appointing Authority. Supervisors involved in public safety (police, firefighters, corrections) may be eligible, with Appointing Authority approval, for a work period of up to twenty-eight (28) days. Supervisors who work in a hospital or nursing home setting may be eligible, with Appointing Authority approval, for a work period of fourteen (14) days.

It is recognized that because of the nature of their work, some of the supervisors covered by this Agreement may be required to work varied hours, work on holidays and weekends, making the maintaining of consistent starting and stopping times or the assignment of the number of hours worked in one day sometimes impossible. Insofar as practicable and without reducing the efficiency of work performance, supervisors are expected to complete normal routine work within a normal work day.

Supervisor's hours may be adjusted in accordance with circumstances and with the approval of the immediate superior.

C. **Overtime Rates.**

1. Non-exempt supervisors shall be compensated at the rate of time and one-half for all hours worked in excess of forty (40) within their seven (7) day work week (or other assigned work period, as described in section 1.B.). Part-time non-exempt supervisors shall not receive overtime until working at least full-time hours within the workweek or work period. Paid vacation, sick leave, holidays, compensatory time taken and/or other paid leaves of absence shall be considered hours worked for purposes of this section.

Section 2. Exempt Supervisors.

A. **Time Management**.

Because of the nature of the duties performed by these supervisors, it is impracticable to apply provisions which prescribe normal work hours. However, it is normally expected that eighty (80) hours of work within a two-week payroll period shall constitute a normal payroll period.

B. **Hours Balancing**.

It is recognized that these supervisors are responsible for managing and accounting for their own hours of work and that they may work hours in excess of the normal work day and/or payroll period and may make adjustments in hours of work in subsequent work days and/or payroll periods. For supervisors at Salary Range 19 and above, such time management system shall not result in overtime payment or guarantee hour-for-hour time off for extra hours worked. Supervisors may be asked by their superior to provide notice when balancing their hours.

C. **Overtime**. Exempt supervisors who work more than eighty (80) hours within a pay period are generally expected to balance hours in subsequent periods.

Notwithstanding the above, Appointing Authorities may authorize overtime for exempt supervisors per the conditions provided below:

1. With pre-approval from a superior, exempt supervisors may receive overtime when specifically assigned or directed to work additional hours within the pay period.

2. Such overtime shall be compensated at the rate of straight time for hours worked in excess of eighty (80) within the payroll period. Holidays, sick leave, and compensatory time taken shall be considered hours worked for purposes of this section. Paid vacation and/or other paid leaves of absence shall not be considered hours worked for purposes of this section.

Section 3. Compensatory Bank. A supervisor may choose to convert some or all of their compensatory time bank to deferred compensation one time during each fiscal year, at a time of their choosing using the employee self-service system.

A. **Liquidation of Overtime.**

1. **General**. At the supervisor's option, overtime hours shall be paid in cash or assigned to a compensatory bank. Supervisors shall elect each pay period whether all overtime hours earned in that pay period shall be paid in cash or assigned to a compensatory bank. This decision shall be recorded on the timesheet each pay period. Should a supervisor fail to indicate on the time report, liquidation shall be in cash.

2. **Compensatory Bank**.

a) **Size of Bank Non-Exempt**. The maximum amount of hours that may be in the compensatory bank at any given time is one hundred twenty (120) hours.

b) **Hours Worked in Excess of Bank Non-Exempt**. All overtime hours worked over the maximum amount of hours in shall be compensated in cash.

c) **Size of Bank Exempt**. The maximum amount of hours that may be in the compensatory bank at any given time is one hundred and twenty (120) hours.

d) **Hours Worked in Excess of Bank Exempt**. Such overtime shall be liquidated in cash or compensatory time off at the discretion of the Appointing Authority. If the appointing authority does not choose to make an election, the supervisor shall make their determination as to liquidation.

   a. A compensatory bank when established shall normally not exceed one hundred and twenty (120) hours; however, the Appointing Authority may increase this amount in extraordinary circumstances.

   b. The Appointing Authority shall not be obligated to liquidate in cash overtime hours worked over the established maximum hour limit of the compensatory bank.

   c. The compensatory bank shall be used as leave or converted to deferred compensation only and shall terminate if the supervisor leaves their seniority unit.

3. **Cash Liquidation**. Overtime hours which are liquidated in cash shall be liquidated on the same or immediately following payroll abstract for the payroll period in which it is earned. Supervisors who choose cash liquidation may still use compensatory time within the same work week/applicable work period. Overtime earned for work on a holiday shall be paid in cash.

4. **Compensatory Time Liquidation**. At the option of the Appointing Authority, all or a portion of the compensatory bank may be liquidated in cash at the beginning of the pay periods closest to January 1st, April 1st, July 1st and October 1st, with thirty (30) calendar days advance written notice to the Association. Such liquidation shall be done in a uniform manner for all supervisors of the seniority unit. Such liquidation shall be at

   the supervisor's then current rate of pay.

   Immediately upon promotion to an exempt supervisory position the Appointing Authority may liquidate some, all or none of the supervisor's compensatory bank.

   A supervisor transferring to the service of another Appointing Authority, accepting a position not represented by the Association, or placed on permanent layoff, shall have unused compensatory time paid in cash at the supervisor's then current rate of pay. A supervisor placed on seasonal layoff may have unused compensatory time paid in cash, at the option of the supervisor.

   Payment of unused compensatory time for supervisors separating from State service shall be at the average regular rate of pay received by the supervisor during the last three (3) years of the supervisor's employment or their regular rate of pay as of the date of payment, whichever is greater. Such payment shall be liquidated into the employee's HCSP except in the following circumstances:

- In the case of layoff or death, such liquidation will be made in cash.

- Employees who do not meet the criteria for the HCSP, who have been exempted from participation in the HCSP by the plan administrator or whose combined vacation, severance and compensatory bank liquidation total less than five hundred dollars ($500), such liquidation will be made in cash.

5. **Use of Compensatory Time**. Supervisors requesting compensatory time off with

   fourteen (14) or more calendar days' notice to the Appointing Authority shall be permitted to use such time if it does not unduly disrupt the operations of the Appointing Authority, or require payment of additional salary costs. Requests for use of

   compensatory time off with less than fourteen (14) calendar days' notice to the Appointing Authority or for weekend shifts may be granted at the discretion of the Appointing Authority.

   The Appointing Authority may schedule compensatory time off for a supervisor with more than forty (40) hours in the compensatory bank by providing them no less than fourteen (14) calendar days' notice prior to the specified scheduled time off. The supervisor may not be scheduled below forty (40) hours.

   Compensatory time may be granted in increments of one-half (1/2) hour or more. Compensatory time scheduled off by the Appointing Authority shall be in increments of at least the supervisor's normal work day. Overtime earned for work on a holiday shall be paid in cash.

   Supervisors shall not be permitted to use compensatory time or scheduled to use compensatory time if use will result in the denial of a request to have a holiday off, a denial of a vacation request, or a denial of a discretionary leave request in Article 10.

   If it is necessary to limit the number of supervisors in a work unit using compensatory time at the same time, conflicts shall be resolved on the basis of State Seniority within or among class(es) as determined by the Appointing Authority.

   DNR supervisors who work overtime hours on out-of-state firefighting shall be paid in cash only.

Section 4. Call Back. Any continuous operations supervisor, or any supervisor in an emergency situation, called back to work after their regularly scheduled shift shall be paid a minimum of two (2) hours at the appropriate overtime rate.

Call back is unscheduled overtime which is not assigned by the end of the supervisor's last worked shift prior to the overtime assignment. Overtime assigned any time period in advance of the end of the supervisor's last worked shift is not call back.

Supervisors who are called back to work shall use a State vehicle or use their own vehicle and shall be reimbursed mileage for driving to and from their work station and their home.

Section 5. On Call. A supervisor shall be in an on-call status if the supervisor's superior has instructed the supervisor, in writing, to remain available to work during an off duty period. A supervisor who is instructed to be in an on-call status is not required to remain at a fixed location but is required to leave word where they may be reached.

A supervisor who is instructed to remain in an on-call status shall be compensated for such time on the basis of one-hundred dollars ($100) for twenty-four (24) hour period or part thereof, not to exceed a maximum of seven hundred dollars ($700) per week.

Section 6. Flex-Time. Upon agreement of the supervisor's immediate supervisor, an individual flex-time schedule may be established, provided such schedule does not require the payment of overtime.

Section 7. Part-Time Employment. Full-time supervisors desiring to work less than a full-time schedule and part-time supervisors desiring to work a full-time schedule may do so pursuant to a mutual agreement with the Appointing Authority, the Association, and the supervisor.

Section 8. Telecommuting Plans. Telework provides a broad array of benefits to state agencies and their supervisors. Telework can provide state agency employees flexible work environment arrangements that are consistent with business needs. If a request to telecommute is denied, upon request of the employee, the Appointing Authority shall provide the supervisor the reason(s) for the denial of the request. When practicable, the Appointing Authority shall provide the supervisor fourteen (14) days' notice prior to changing or canceling a supervisor's telecommuting arrangement.

A. **Telecommuting Plan Concerns.** If a supervisor has concerns over their telecommuting determination(s), the supervisor may request and shall be granted a meeting to discuss their concerns with the Appointing Authority.

   Prior to a supervisory/managerial change or denial to a supervisor's telecommuting plan, the Appointing Authority shall first meet with the supervisor regarding the change or denial.

   A supervisor may appeal changes or the denial of their telecommuting plan by their superior to the Appointing Authority within thirty (30) days of the date the supervisor's telecommuting plan is changed or denied.

   An Association Representative may be present at any of the meetings or appeal identified in the Section, if requested by the supervisor.

   This section is not subject to the grievance procedure.

ARTICLE 12 - SENIORITY

Section 1. Seniority. For purposes of this Article, seniority is defined as follows:

A. **State Seniority**. "State Seniority" is defined as the length of employment with the State of

Minnesota since the last date of hire.

B. **Classification Seniority**. "Classification Seniority" is defined as the length of service in a specific job classification within the bargaining unit, beginning with the date an employee starts to serve a probationary appointment.

Classification Seniority shall be interrupted only by separation because of resignation, discharge for just cause, failure to return upon expiration of a leave of absence, failure to respond to a recall from layoff, or retirement.

C. **Bumping, Demotions, Transfers**. When a supervisor exercises bumping rights, or is demoting, or is transferring within the bargaining unit, Classification Seniority in the class to which the supervisor is bumping or is demoting, or is transferring shall include Classification Seniority in all related higher or equally paid classes in which the supervisor has served.

Time in a related higher or equally paid class outside of the bargaining unit shall not be used for purposes of bumping back into the bargaining unit. Upon return to the bargaining unit, all time in higher or equally paid classes in the managerial or confidential units shall be credited to a supervisor's Classification Seniority.

D. **Provisional Appointments**. In the case of a supervisor working under a provisional appointment, Classification Seniority shall be credited back to the date of hire at the time a supervisor begins to serve a probationary period in a related classification.

E. **Related Classes**. "Related Classes" are those classes which are similar in the nature and character of the work performed and which require similar qualifications.

F. **Seniority Units**. "Seniority Unit" is defined as set forth in Appendix A.

Section 2. Seniority Rosters. No later than November 30 of each year, the Appointing Authority shall prepare the roster, shall post it either on all official bulletin boards or electronic site(s) accessible to all supervisors, and shall provide one (1) copy to the Association Executive Director and one (1) copy to the designated Association Representative in the seniority unit. Such rosters shall be based on transactions occurring up to and through the pay period closest to October 31 of each year. The rosters shall list each supervisor and manager with supervisory seniority in the order of Classification Seniority and reflect each supervisor's date of Classification Seniority, date of State Seniority, and the date of Classification Seniority and class title for all classes in which the supervisor previously served.

The rosters shall also identify the type of appointment if other than full-time unlimited.

When two (2) or more supervisors have the same Classification Seniority dates, seniority positions shall be determined by total State Seniority. Should a tie still exist, seniority positions shall be determined by lot.

Section 3. Appeals. Supervisors may raise disputes about the seniority roster at any time. Such disagreements shall be limited to changes since the previous listing.

ARTICLE 13 - LAYOFF AND RECALL

Section 1. Layoff. An Appointing Authority may lay off a supervisor by reason of abolition of the position, shortage of work or funds, or other reasons outside the supervisor's control which do not reflect discredit on the service of the supervisor. A layoff occurs when such conditions continue longer than ten (10) consecutive working days.

Section 2. Layoff Mitigation Measures. When an Appointing Authority initiates a reorganization planning process or management study which may result in layoff, the Appointing Authority will meet and confer with the Association during the planning phase and again during the implementation phase. The Appointing Authority and the Association shall enter into negotiations regarding a Memorandum of Understanding upon the request of either party to modify this Agreement regarding the implementation plans which shall include, but are not limited to the following:

- length of the layoff notice;
- jobs and re-training opportunities;
- alternative placement methods;
- early retirement options pursuant to M.S. 43A.24;
- paid release time to seek other employment;
- claiming rights;
- other methods of mitigating layoffs or their effect on supervisors.

Section 3. Layoff Procedures. In the event a layoff in the classified service of bargaining unit supervisors becomes necessary, the Appointing Authority shall notify the Association and the Association Executive Director of the classifications and number of positions to be eliminated at least thirty (30) calendar days if practicable, but at least twenty-one (21) calendar days prior to the effective date of the layoff. At least twenty-one (21) calendar days prior to the effective date of the layoff, the Appointing Authority shall give written notice of the layoff, including the reason(s) such action is necessary and the estimated length of the layoff period, to all supervisors about to be laid off and to the Association Executive Director.

Seasonal supervisors shall be laid off in inverse order of Classification Seniority within the supervisor's principal place of employment.

Notice to supervisors shall include information about how to apply for state vacancies after the date of layoff.

At the Appointing Authority’s discretion, a supervisor under notice of permanent layoff may continue in payroll status for up to one hundred sixty (160) hours of paid leave, ending at the date of layoff.

The Appointing Authority may designate a specific date for group selection of layoff options, provided that the Appointing Authority has given at least three (3) weeks’ notice of layoff prior to the group selection date and that the selection date is not more than ten (10) working days prior to the effective date of layoff.

When an option has been selected, a supervisor may not make a new choice unless an option which did not exist at the time of the original selection becomes available to the supervisor.

Section 4. Out-of-Seniority Order Layoff. A more senior supervisor in the same classification may be laid off out of seniority order upon their request and the approval of the Appointing Authority. By so requesting layoff, the supervisor waives their rights in Sections 3, 7 and 8 (in current or different agencies), but maintains the option to have their name placed on the layoff list for the class from which the supervisor is laid off.

Section 5. Limited Interruptions of Employment. Any interruption in employment not in excess of ten (10) consecutive working days, because of adverse weather conditions, shortage of material or equipment, or for other unexpected or unusual reasons, shall not be considered a layoff.

In the event limited interruptions of employment occur, full-time supervisors shall, upon request, be entitled to advance of hours in order to provide the supervisor with up to eighty (80) hours of earnings for a pay period. Advance of hours shall be allowed up to the maximum number of hours of a supervisor's accumulated and unused vacation leave. If a supervisor elects to draw such advances, the supervisor shall not be permitted to reduce their vacation accumulation below the total hours advanced. However, except as provided below, no supervisor after the first six (6) months of continuous service shall be denied the right to use vacation time during a limited interruption of employment as long as vacation hours accrued exceed the hours that the supervisor has been advanced under this Section.

The Appointing Authority may require that supervisors use compensatory time before use of vacation or supervisors may elect no pay. Other than full-time unlimited supervisors may use compensatory time during a limited interruption. With the approval of the supervisor's superior, the supervisor shall have the right to make the hours up.

On the payroll period ending closest to November 1st of each year, all supervisors who have received such advances and have not worked sufficient overtime hours to reduce the advances to zero (0) will have their advances reduced to zero (0) by reduction of the supervisor's accumulated and unused vacation leave.

However, such advances shall not apply when the limited interruption is the result of a shortage of funds.

Section 6. Subcontracting. In the event the Appointing Authority finds it necessary to subcontract out work now being performed by supervisors that may result in a displacement of supervisors, the Association shall be notified no less than ninety (90) calendar days in advance. During this ninety (90) day period, the Appointing Authority shall meet with the Association and discuss ways and means of minimizing any impact the subcontracting may have on the supervisors.

Section 7. Layoff. The Appointing Authority shall designate the position(s) in the class/class option which is to be eliminated.

If there is a vacancy within thirty-five (35) miles in the same class (or class option or another option within that class for which the supervisor is determined by the employer to be qualified),

seniority unit, and employment condition as the position to be eliminated, the Appointing Authority shall reassign the supervisor holding the position to be eliminated to that vacancy provided the supervisor is qualified for the position.

If there is no such vacancy, the supervisor may exercise the following options in the order set forth below. In lieu of the following options, a supervisor may elect to accept a vacancy in the same seniority unit, in the same class/class option or in an equal or lower class/class option (in which the supervisor has previously served or for which the supervisor is determined by the Employer to be qualified) or in an equal or lesser employment condition.

When a vacancy exists in a class/class option into which the supervisor has a right to bump, the supervisor must accept the vacancy prior to exercising the option to bump except that if the option to bump is within thirty-five (35) miles and the vacancy is more than thirty-five (35) miles, then the supervisor is not required to accept the vacancy.

1. Bump the least senior supervisor occupying a position in the same class (or class option or another option within that class for which the supervisor is determined by the employer to be qualified), seniority unit, and employment condition within thirty-five (35) miles of the supervisor's work location provided the supervisor is qualified for the position.

2. Bump the least senior supervisor occupying a position in the same class (or class option or another option within that class for which the supervisor is determined by the employer to be qualified), seniority unit, and employment condition more than thirty- five (35) miles from the supervisor's work location provided the supervisor is qualified for the position.

3. Bump the least senior supervisor occupying a position in the same seniority unit and employment condition in an equal or lower class (or class option) in which the supervisor most recently served (or another option within that class for which the supervisor is determined by the employer to be qualified) within thirty-five (35) miles of the supervisor's work location provided the supervisor is qualified for the position.

4. Bump the least senior supervisor occupying a position in the same seniority unit and employment condition in an equal or lower class (or class option) in which the supervisor most recently served (or another option within that class for which the supervisor is determined by the employer to be qualified) more than thirty-five (35) miles from the supervisor's work location provided the supervisor is qualified for the position.

If none of the preceding exist or if the supervisor chooses not to accept the preceding, the supervisor shall be laid off.

A supervisor who does not have sufficient Classification Seniority to bump into a previous class shall not forfeit the right to exercise Classification Seniority in bumping into the next previously held class/class option.

Qualified means that the supervisor meets the registration requirements and reasonably meets the experience and/or educational requirements for the position or that the supervisor meets the registration requirements and previously served in any permanent appointment in the class (or

class option) in the Agency, except as otherwise required by State or federal rule or law. The Employer's determinations of classification/class option qualification are not grievable nor arbitrable, but the Appointing Authority's determinations of position qualification are grievable and arbitrable.

In all cases, the supervisor exercising bumping rights must have greater Classification Seniority in the classification/class option in which the supervisor is bumping than the supervisor who is to be displaced. Supervisors who have accepted an equally or higher paid position excluded from the bargaining unit shall retain full bumping rights into a previously held class/class option within the seniority unit of the same Appointing Authority based upon Classification Seniority, provided the supervisor has exhausted all of the layoff options available under the existing layoff procedure which covers them for purposes of layoff.

When two (2) or more supervisors in the same class/class option, seniority unit, and employment condition are being simultaneously laid off, the Association and the Appointing Authority may mutually agree to selection of layoff options among the affected supervisors.

Section 8. Claiming. In order to avoid a layoff or bump, a supervisor may take a transfer or demotion to a vacancy in another seniority unit in a class/class option for which the supervisor is qualified. Supervisors may not request a transfer or demotion to another Appointing Authority if a comparable vacancy within thirty-five (35) miles of the supervisor's work location is available which the Appointing Authority determines to fill or if the supervisor has previously requested and been offered a vacancy under this provision in the same or a transferable class within thirty-five (35) miles of the current position.

Eligibility for claiming begins on the date of the written notice of layoff and continues until the date of layoff. For a supervisor who has no vacancy or bumping options and must accept layoff, eligibility for claiming shall continue for forty five (45) days if that is later than the actual date of layoff. If the claiming period extends beyond the date of layoff, no severance or vacation liquidation shall be paid to the supervisor until the end of the claiming period. In addition, the supervisor's name shall not be placed on any layoff lists until the end of the claiming period. If the claiming period extends beyond the layoff date, supervisors may waive their post-layoff date claiming rights and the Appointing Authority shall authorize payment of any severance or vacation liquidation and the supervisor will be eligible for placement on appropriate layoff lists.

If the supervisor successfully claims a vacancy but cannot be appointed until after the scheduled layoff date, the current Appointing Authority shall place the supervisor on unpaid leave or, upon mutual agreement, vacation leave until the new appointment begins. Vacation leave usage is not subject to Section 2 of Article 8.

Supervisors who transfer or demote to another seniority unit under this provision and who do not successfully complete the probationary period shall be placed on layoff from their original seniority unit, class, employment condition, and location. Such supervisors are not subject to Sections 3, 7 and 8 of this Article but shall become eligible to be placed on layoff lists in accordance with Section 9 on the effective date of their non-certification.

Also see letter dated September 16, 1993 regarding an experimental method for supervisors

noticed of permanent layoff to demonstrate qualifications for positions to which they may be able to transfer or demote.

Section 9. Return to the Bargaining Unit through Outside Layoff.

Employees who have accepted an equally or higher paid position excluded from this bargaining unit shall be permitted to return to the bargaining unit upon layoff under the following conditions:

1. The employee must exhaust all of the layoff options available under any existing layoff procedure which covers them for purposes of layoff.

2. If no such options exist, the employee returning to the bargaining unit may exercise the options listed in Section 7 above.

   Before an employee shall be permitted to exercise a bumping option into a previously held class, that employee must first accept a vacancy for which the Appointing Authority has determined the employee to be qualified, within the same geographic restriction (within thirty-five (35) miles or over thirty-five (35) miles respectively), seniority unit, and pay range as the position to which the employee desires to bump.

Section 10. Layoff Lists.

A. **Seniority Unit Layoff List**. The names of supervisors who have been laid off or reallocated downward to a class in a lower salary range or supervisors who have accepted a demotion or who have accepted a transfer to a non-supervisory class in lieu of layoff shall be automatically placed on a Seniority Unit Layoff List for the seniority unit, classification/class option, geographic location and employment condition from which they were laid off, reallocated downward or bumped in the order of their Classification Seniority. Supervisors may also indicate, in writing on a document provided by the Appointing Authority, other geographic locations for which they are available. Names shall be retained on the Seniority Unit Layoff List for a minimum of one (1) year or for a period of time equal to the supervisor's State Seniority to a maximum of four (4) years. The supervisor may change their availability by notifying Minnesota Management and Budget in writing.

B. **Bargaining Unit Layoff List/Same Classification**. The names of such supervisors shall also be placed on a Bargaining Unit Layoff List/Same Classification for the bargaining unit, classification/class option, geographic location and employment condition from which they were laid off or bumped in the order of Classification Seniority. Names shall be retained on the Bargaining Unit Layoff List/Same Classification for a minimum of one (1) year or for a period of time equal to the supervisor's State Seniority to a maximum of four (4) years.

   When a supervisor's name is placed on the Bargaining Unit Layoff List/Same Classification, the supervisor shall indicate in writing the geographic location(s) for which they would accept recall. The supervisor may change their availability by notifying Minnesota Management and Budget in writing.

C. **Bargaining Unit Layoff List/Other Classifications**. The supervisor who has been laid off, reallocated, demoted to a class in a lower salary range or who has accepted a demotion in lieu

of layoff may also designate in writing other equal or lower bargaining unit classification(s) in which they previously served. Their name shall then be placed on the Bargaining Unit Layoff List/Other Classifications for those classes/class options in order of Classification Seniority. The names shall remain on the list for a minimum of one (1) year or for a period of time equal to the supervisor's State Seniority to a maximum of four (4) years.

Layoff List/Other Classifications for those classes/class options in order of Classification Seniority. The names shall remain on the list for a minimum of one (1) year or for a period of time equal to the supervisor's State Seniority to a maximum of four (4) years.

When a supervisor's name is placed on the Bargaining Unit Layoff List/Other Classifications, the supervisor shall indicate in writing the geographic location(s) for which they would accept recall. The supervisor may change their availability by notifying Minnesota Management and Budget in writing.

The provisions of Sections 10 (B) and (C) shall not apply to supervisors on seasonal layoff.

Section 11. Recall.

A. Supervisors shall be recalled from layoff in the order in which their names appear on the layoff list(s) as specified in Section 10, above, provided the supervisor is qualified for the position.

B. Seasonal supervisors shall be recalled in the order in which their names appear on the seasonal list for the seniority unit and principal place of employment from which they were laid off.

C. A supervisor on layoff (seasonal or otherwise), shall be notified of recall by personal notice or certified mail (return receipt required) sent to the supervisor's last known address at least fifteen (15) calendar days prior to the reporting date. The supervisor may choose to receive notice of layoff and recall by electronic message with written notice to the Appointing Authority. The supervisor shall notify the Appointing Authority by certified mail (return receipt required), or electronic message, within five (5) calendar days of receipt of notification, of intent to return to work and shall report for work on the reporting date unless other arrangements are made. The fifteen (15) calendar day notice includes the supervisor's five (5) calendar day response time. It shall be the supervisor's responsibility to keep the Appointing Authority informed of their contact information.

D. The Appointing Authority may temporarily assign supervisor(s) to any vacancies or openings to fulfill operating requirements during the period while the recall process is taking place.

Section 12. Removal From Layoff Lists. Supervisors shall be removed from all layoff lists for any of the following reasons:

A. Recall to a permanent position from the Seniority Unit Layoff List or Bargaining Unit Layoff List/Same Classification. In the event that a supervisor is recalled to a seniority unit other than the one from which they were laid off, and the supervisor does not successfully complete the probationary period, such supervisor's name shall be restored to the original Seniority Unit Layoff List for the remainder of the time period originally provided in Section 8A.

When a supervisor is recalled from the Bargaining Unit Layoff List/Other Classification, their name shall remain on other layoff lists.

B. Failure to accept recall to a permanent position within thirty-five (35) miles of the supervisor's previous work location.

C. Failure to accept recall to a permanent position in a geographic location more than thirty- five (35) miles from the supervisor's previous work location, except that the supervisor will remain on the Seniority Unit Layoff List for recall to a position within thirty-five (35) miles of the supervisor's previous work location.

D. Appointment to a permanent position in a class which is equal to or higher than the one from which the supervisor was laid off. However, supervisors who transfer to a non- supervisory class in lieu of layoff shall not be removed from the layoff list. They shall remain on the layoff list for the supervisory class from which they were laid off, until they are recalled to an equal supervisory position or meet one of the criteria in Section 10 above.

E. Resignation, retirement or termination from State service.

Section 13. Exclusions. The provisions of this Article shall not apply to unclassified supervisors.

ARTICLE 14 - FILLING OF POSITIONS

Section 1. Vacancies. A vacancy is defined as a permanent position in the classified service which the Appointing Authority determines to fill. A vacancy is not created by reallocation, unless the incumbent fails to qualify for appointment to the new class.

Prior to filling a vacancy by other means, the Appointing Authority shall reassign a supervisor who has received notice of layoff, to the vacant position if the vacant position is within thirty- five (35) miles in the same class (or class option or another option within that class for which supervisor is determined by the Employer to be qualified), seniority unit, and employment condition as the position to be eliminated.

Section 2. Job Posting. Whenever a vacancy occurs, it shall be posted within the seniority unit for seven (7) calendar days so that qualified supervisors in the same classification may indicate their desire to be considered for the position. The posting shall include the classification/class option, a brief description of the position and the required qualifications. A copy of each posting shall be sent to the MMA Office at the time of the posting. If the seven (7) calendar day posting ends on a weekend or holiday, the expiration date shall be the day following the weekend or holiday. For informational purposes only, each Appointing Authority within a multi-seniority unit agency shall maintain a list of vacancies or copies of job postings for other seniority units within the agency.

Section 3. Filling of Vacancies. All permanent or probationary classified supervisors in the same class and seniority unit who meet the posted qualifications and who express their interest in writing, shall be given consideration for the opening prior to filling the vacancy through other available means. If requested by the supervisor, an interview shall be provided before filling the vacancy. An Appointing Authority shall not be arbitrary, capricious, or discriminatory and must

have legitimate business reasons to reject all supervisors who express interest in a posted vacant position. In addition, the Appointing Authority shall not initiate transfers for disciplinary reasons.

If a Seniority Unit Layoff List exists for the classification, seniority unit, geographic location, and employment condition, selection shall then be made from qualified supervisors on that list.

If the vacancy is not filled by the Seniority Unit Layoff List, it may be filled by a qualified supervisor exercising claiming rights. Such supervisor may not request a transfer or demotion to another Appointing Authority if a comparable vacancy within thirty-five (35) miles of the supervisor's work location is available which the current Appointing Authority determines to fill.

If the vacancy remains unfilled and other layoff lists exist for that classification and that geographic location and employment condition, the Appointing Authority shall either:

1) transfer or promote a current non-probationary permanent supervisory bargaining unit employee, or

2) recall a qualified supervisor from the following layoff lists in the order set forth below:

   A. Bargaining Unit Layoff List/Same Classification

      When recalling from a Bargaining Unit Layoff List/Same Classification, those agencies with multiple seniority units (Education, Corrections, Human Services, Minnesota State, Department of Veterans Affairs) shall recall a qualified supervisor from another seniority unit within that agency before recalling a supervisor from a different agency.

   B. Bargaining Unit Layoff List/Other Classification

If the vacancy is not filled by the use of a layoff list for that classification, geographic location, and employment condition, or by transfer or promotion as noted above, the Appointing Authority may fill the vacancy by the use of any of the following methods:

1. multi-source recruitment selection system

2. voluntary demotion

3. voluntary transfer

4. reinstatement

5. other: any other appointment procedure pursuant to statute.

Section 4. Transfers Between Agencies. Supervisors may request a transfer to a position under another Appointing Authority by submitting such request in writing to the Office of Human Resources of the Appointing Authority to which they wish to transfer with a copy to the Office of Human Resources of the Appointing Authority by which they are currently employed.

When the Appointing Authority to which the supervisor wishes to transfer agrees to the transfer and does not require that the supervisor serve a new probationary period, the supervisor's current

Appointing Authority shall agree to the transfer.

Section 5. Phased Retirement Program.

A. Eligibility

Full-time supervisors at participating Appointing Authorities who have reached age fifty-five

(55) or more, have ten (10) or more years of continuous state service, and have given written notice of their retirement date to the Appointing Authority may be eligible to participate in the Phased Retirement Program. The eligible supervisor's retirement date must occur in six (6) months or less from the date of the phased retirement request.

B. Implementation

A supervisor requesting phased retirement shall submit the request in writing to the Appointing Authority. If the Appointing Authority approves the request, the length of the phased retirement period and the work schedule for the supervisor shall be mutually agreed upon by the supervisor and the Appointing Authority. However, the phased retirement period shall not exceed six (6) months. Additionally, the supervisor's work schedule must be at least fifty percent (50%) time. At the end of the phased retirement period the supervisor must move to full retirement.

Supervisors approved for phased retirement shall be entitled to all rights and benefits of full-time supervisors, with the exception of contributions to their state employee retirement fund which are based on their reduced salary in accordance with Minnesota Statutes section 352.04, subdivisions 2 and 3.

If a request for phased retirement is denied, the Appointing Authority must provide the reason(s) for denial to the supervisor in writing within ten (10) days.

C. Benefits

Supervisors approved for phased retirement shall be eligible for Employer-paid insurance benefits as if the supervisor were employed full-time. Supervisor contributions necessary to maintain all benefits as if the supervisor were employed full-time shall be the responsibility of the supervisor.

Supervisors approved for phased retirement shall be eligible for vacation and sick leave accruals as if the supervisor were employed full-time.

D. Expectations

Supervisors approved for phased retirement are expected to carry out the agreed upon job duties and expectations as outlined in the Phased Retirement agreement form. Before phased retirement may begin, the Appointing Authority and Supervisor will determine a plan for the division of duties and the transfer of duties between the Supervisor who is phasing into retirement and the new Supervisor, including the designation of who will be the assigned

supervisor during the phased retirement and if/when supervisory authority will transfer during the phased retirement.

E. Participation

Upon advance written notice to the Association, Appointing Authorities may participate in this Program. Appointing Authorities who have given such notice prior to the ratification of this agreement need not provide notice again.

F. Effective Dates

The Phased Retirement Program will become effective upon implementation of this agreement and will remain in effect until a successor agreement is ratified.

ARTICLE 15 - PROBATIONARY PERIOD

Section 1. Probationary Period. All unlimited appointments to positions in the classified service, except appointments from layoff lists, shall require a probationary period as follows:

Half to Full-Time positions	Nine calendar months
Less than Half-Time positions	Eighteen calendar months.

Supervisors on their initial appointment to the bargaining unit and appointed to a half to full- time position shall serve a probationary period of twelve (12) calendar months.

Notwithstanding the above, an incumbent appointed to a reallocated position shall serve a three (3) month probationary period. The Appointing Authority with notice to the Association may extend the probationary period, not to exceed an additional three (3) months.

A calendar month is defined as the time between the date of employment and the corresponding date in the next following month. Any paid or unpaid leaves of absence as defined by Article 10 in excess of an aggregate total of ten (10) working days shall be added to the duration of the probationary period. The probationary period shall exclude any time served in emergency, provisional, temporary, or unclassified employment. Supervisors promoted prior to the completion of their probationary period to a higher classification in the same occupational field and Appointing Authority, shall complete the probationary period in the lower classification by service in the higher classification.

An Appointing Authority may require a probationary period as specified above for transfers and reinstatements. An Appointing Authority may also require a probationary period when a supervisor voluntarily demotes to a position in an agency different from the one presently employed in, or to a classification in which the supervisor has not previously served. All supervisors shall be provided with a mid-probationary review if requested by the supervisor.

Supervisors placed on a layoff prior to the completion of their probationary period shall be required to complete the probationary period upon return from the layoff.

Supervisors laid off more than two (2) years may be required to serve a probationary period.

A supervisor shall be required to serve a probationary period, unless waived in writing by the superior, for the length of time specified above when recalled to a position in a seniority unit other than the one from which they were laid off.

Section 2. Non-certification. If the Appointing Authority decides a supervisor cannot successfully complete the probationary period as provided above, such supervisor shall not be certified. However, if the Appointing Authority feels that an extension of the probationary period could result in successful completion of the probationary period, the Appointing Authority may extend the probationary period up to three (3) months if work performance feedback has been given in writing at the approximate mid-point of the probationary period. The supervisor will be notified in writing of any extension, with a copy to the Association, prior to the end of the initial probationary period.

Probationary supervisors serving a probationary period may upon request meet with the Appointing Authority, with or without the Association representative, to discuss the non- certification decision.

Supervisors who have permanent status in another classification who fail to be certified in a subsequent probationary period may upon request have a meeting with the Appointing Authority, with or without the Association representative, to discuss the non-certification decision.

Upon request, such supervisors shall be given the reason for the non-certification.

The provisions of Article 6 and Article 7 shall not apply to supervisors serving in an initial probationary period. Additionally, permanent supervisors serving a subsequent probationary period cannot use Article 7 to appeal a non-certification decision.

Section 3. Trial Period. Supervisors who are required to serve a new probationary period pursuant to this Article shall have a trial period of twenty-one (21) calendar days for the purpose of evaluation. During this trial period, the supervisor may elect to return to their former position. In the event a supervisor does not successfully complete the remaining probationary period after the twenty-one (21) calendar day trial period, the supervisor shall be returned to the former classification within the seniority unit from which the supervisor came and, if a vacancy exists, to the same geographic area.

ARTICLE 16 - WAGES

Section 1. Salary Ranges. The salary ranges for classes covered by this Agreement shall be those contained in Appendices F-1 and F-2. In the event that supervisors are to be assigned to newly created or newly added bargaining unit classes during the life of this Agreement, the salary range for such class shall be established by Minnesota Management and Budget which will advise the Association and upon request, discuss the new salary range in advance of final establishment. The salary range established by the Department shall be based on comparability and internal consistency between classes in the salary plan. The Employer may assign a class to a higher salary range during the life of this Agreement after consultation with the Association.

Section 2. Conversion. Effective July 1, 2025, all supervisors shall be assigned to the same relative step within the salary range for their respective class as specified in Appendix F-1, except as set forth below.

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

In the event the July 1, 2025 maximum rate set forth in Appendix F-1 is equal to or less than the supervisor's salary as of June 30, 2025, no adjustment shall be made, but supervisors assigned to these classes shall suffer no reduction in pay.

Section 3. First Year Wage Adjustment. Effective July 1, 2025, all salary ranges and rates shall be increased by one and one-half percent (1.5%) rounded to the nearest cent. The compensation grids for classes covered by this Agreement are contained in Appendix F-1.

Supervisors shall convert to the new compensation grids as provided in Section 2. Conversion to the new compensation grid shall not change a supervisor's eligibility for step progression increases.

Section 4. Second Year Wage Adjustment. Effective July 1, 2026, all salary ranges and rates shall be increased by one and three-quarters percent (1.75%) rounded to the nearest cent. Salary increases provided by this section shall be given to all supervisors including those supervisors whose rates of pay exceed the maximum rate for their class. The compensation grids for classes covered by this Agreement are contained in Appendix F-2. Conversion to the new compensation grid shall not change a supervisor's eligibility for step progression increases.

Section 5. Progression. All increases authorized by this Section shall be effective on the supervisor's anniversary date.

Appointing Authorities may withhold step increases because of unsatisfactory service, with written notice to the supervisor. Increases so withheld may subsequently be granted upon certification by the Appointing Authority that the supervisor has achieved a satisfactory level. If an Appointing Authority fails to give the supervisor written notice prior to the supervisor's anniversary date that a step increase is to be withheld because of less than satisfactory performance, the increase shall be granted. The substantive judgment of the supervisor's superior regarding their performance is not grievable/arbitrable; however, the withholding of a step increase is grievable/arbitrable.

A. Progression for Non-Exempt Supervisors Assigned to Progression Code 1, as Identified in Appendices F-1 and F-2. Supervisors may receive a one-step salary increase annually on their anniversary date until reaching the maximum rate in their salary range, provided satisfactory performance is indicated by their Appointing Authority.

Authorized increases shall be recommended in the context of performance measured against specific performance standards or objectives. Increases will not be recommended for supervisors who have not met, or only marginally attained, performance standards or

objectives.

Reinstatement from a leave of absence shall not change a supervisor's anniversary date. For all supervisors employed, promoted, reinstated after resignation or retirement, or re- employed, the anniversary date shall be the month and date of such action.

B. Progression for Supervisors Assigned to Progression Code 2, as Identified in Appendices F-1 and F-2. Advancement from step one to step two and from step two to step three shall occur semi-annually. Supervisors at or beyond the third step shall advance to the next higher step in their salary range annually until the maximum rate of pay is attained.

Section 6. Achievement Awards.

Individual Achievement Awards. Any supervisor who has demonstrated outstanding performance may receive an achievement award in the form of 1) a lump sum payment in an amount between $1,600 and $3,000, or 2) a one-step salary increase. The form of the achievement award, either 1) or 2) above and the lump sum amount between $1,600 and $3,000, shall be at the discretion of the Appointing Authority. If the supervisor's salary is at or above the maximum salary rate for their salary classification, the achievement award shall be paid as a lump sum. The receipt of an achievement award as a step increase shall not change the supervisor's anniversary date nor affect the timing of future progression increases.

In no instance during a fiscal year shall achievement awards be granted to more than forty (40) percent of the number of supervisors authorized at the beginning of the fiscal year, except that in seniority units of three (3) or fewer supervisors, the Appointing Authority may grant one (1) achievement award in each seniority unit.

Team Achievement Awards. The Appointing Authority, at their discretion, may provide a team award to any supervisor who has demonstrated outstanding performance as part of a team. The team achievement award shall be a lump sum payment of up to two thousand dollars ($2,000) per supervisor.

Supervisors may receive both an individual and a team achievement award in one (1) fiscal year.

No more than forty (40) percent of the number of supervisors at any agency may receive a team achievement award per fiscal year. However, in seniority units of three (3) or fewer supervisors, the Appointing Authority may grant one (1) achievement award in each seniority unit. When granting team achievement awards, the Appointing Authority may exceed the forty percent (40%) limit specified above, provided that the total dollar amount awarded does not exceed the aggregate amount would otherwise be spent on achievement awards in a fiscal year.

Section 7. Salary Upon Class Change.

A. **Promotion**. Supervisors who are promoted during the life of this Agreement shall be granted a salary increase of at least one (1) step or shall be paid at the minimum of the higher range, whichever is greater.

B. **Voluntary Transfer**. A supervisor who transfers within the same class shall receive no salary

adjustment. A supervisor who transfers between classes shall receive the minimum adjustment necessary to bring their salary up to the minimum salary for the new class or up to a published salary rate for the class. However, a supervisor receiving a rate of pay in excess of the range maximum shall continue to receive that rate of pay.

C. **Voluntary Demotion for Other than Cause**. A supervisor who takes a voluntary demotion or a demotion in lieu of layoff shall retain their present salary unless that salary exceeds the maximum rate of pay for the new position in which case the supervisor's salary shall be adjusted to the new maximum. However, a supervisor may continue to receive a rate of pay in excess of that maximum upon the recommendation of the Appointing Authority and approval of the Commissioner of Minnesota Management and Budget.

D. **Demotion for Cause**. A supervisor who is demoted for cause shall receive a salary rate within the range for the class to which they are demoted.

E. **Reallocation**. If a position is reallocated to a class in a lower salary range, and the salary of the supervisor exceeds the maximum of the new range the supervisor shall be placed in the new class and shall retain their current salary. In addition, the supervisor shall receive any across the board or conversion increases as provided by this Agreement.

   If the incumbent of a position which is reallocated to a higher classification receives a probationary appointment to the reallocated position, pay for the reallocated position shall commence fifteen (15) calendar days after Minnesota Management and Budget receives a reallocation request determined by Minnesota Management and Budget to be properly documented, and the payment shall continue from that date until the effective date of the probationary appointment.

   Such payment does not apply to reallocations resulting from department or division or group studies initiated by Minnesota Management and Budget or the Appointing Authority. The Commissioner of Minnesota Management and Budget shall determine when such payment is appropriate.

F. **Non-certification during Probationary Period**. A supervisor who is not certified to permanent status and returns to their former class shall have their salary restored to the same rate of pay the supervisor would have received had they remained in the former class.

Section 8. Shift Differential. The shift differential for supervisors working on assigned shifts shall be two dollars and twenty-five cents ($2.25) per hour for all hours worked between the hours of 6:00 p.m. and 6:00 a.m. Such shift differential shall be in addition to the supervisor's regular rate of pay, shall be included in all payroll calculations, but shall not apply during periods of paid leave.

Section 9. Work Out of Class. When a supervisor is expressly assigned to perform substantially all of the duties of a position allocated to a different class that is temporarily unoccupied and the work out of class assignment exceeds ten (10) consecutive work days in duration, the supervisor shall be paid for all such hours at the supervisor's current salary when assigned to work in a lower or equal class or at a rate within a higher range which is equal to the minimum rate for the higher class or at least one (1) step higher than the supervisor's current salary, whichever is greater.

When a supervisor is assigned to serve in a class for which they are on a layoff list, the supervisor shall be paid as provided above or the maximum step previously achieved by the supervisor, whichever is greater.

When the employee's Work out of Class assignment is to a classification in a different bargaining unit or compensation plan, the supervisor is eligible to receive any pay differentials or premium pay associated with the classification in which the supervisor is working out of class. Overtime eligibility (if any) will be controlled by the terms of the bargaining unit or compensation plan covering the classification of the work out of class assignment to which the supervisor has been appointed.

Section 10. Severance Pay. A supervisor shall be entitled to severance pay immediately following separation from State service by reason of:

- Separation, for reasons other than discharge, following five (5) years of continuous State service, and who is immediately eligible at the time of separation for Medicare;
- Separation, for reasons other than discharge, following ten (10) years of continuous State service, and who is immediately entitled at the time of separation to receive an annuity under a State retirement program;
- Separation, for reasons other than discharge, following twenty (20) or more years of continuous State service;
- Layoff, except for seasonal layoff; or
- Death.

Certain supervisors shall have their severance pay converted to a Health Care Savings Plan. See Article 16, Section 11. Severance pay shall be equal to thirty-five (35) percent of the supervisor's accumulated but unused sick leave times the supervisor's regular rate of pay at the time of separation.

Supervisors who have been laid off and received severance pay and are reappointed to State service are eligible for additional severance only if they meet the continuous State service requirement.

Supervisors who have received severance as a result of continuous State service and are reappointed to State service are eligible for additional severance upon separation.

Severance for eligible supervisors returning to State service shall be computed upon the difference between the amount of accumulated but unused sick leave restored to the supervisor's credit at the time the supervisor was reappointed and the amount of accumulated but unused sick leave at the time of the supervisor's subsequent eligibility for severance pay.

Such severance pay shall be excluded from retirement deductions and from any calculations in retirement benefits and shall be paid over a period not to exceed two (2) years from termination of employment. In the event that a terminated supervisor dies before all or a portion of the severance pay has been disbursed, that balance due shall be paid to a named beneficiary or, lacking same, to the deceased's estate.

Section 11. Health Care Savings Plan. The following supervisors shall have one hundred percent (100%) of severance pay and one hundred percent (100%) of vacation payout (limited to two hundred seventy five (275) hours except in the case of death) converted to a Health Care Savings Plan (HCSP):

1) Supervisors who separate from State service with twenty (20) or more years of continuous State service and eligible to receive severance pay;

2) Supervisors retiring with less than twenty (20) years of continuous State service and eligible to receive severance pay;

3) Supervisors with twenty (20) or more years of continuous State service who are laid off.

Supervisors who do not meet the criteria for the Health Care Savings Plan as outlined in Sections 11(1), 11(2) and 11(3) above or whose severance, vacation and compensatory bank liquidation total less than five hundred dollars ($500) will continue to receive such payments in cash.

In all other cases in which a supervisor is eligible for severance (including death of the supervisor), severance payment shall be made in cash.

All supervisors shall contribute one and one-half percent (1.5%) of their gross earnings subject to retirement into a personal Health Care Savings Plan account with the Minnesota State Retirement System each pay period. The contribution shall occur regardless of whether or not the employee's position is retirement eligible.

Effective July 1, 2026, all supervisors shall contribute two percent (2.0%) of their gross earnings subject to retirement into a personal Health Care Savings Plan account with the Minnesota State Retirement System each pay period. The contribution shall occur regardless of whether or not the supervisor's position is retirement eligible.

Section 12. Injured on Duty Pay. A supervisor who, in the ordinary course of employment, while acting in a reasonable and prudent manner and in compliance with the established rules and procedures of the Appointing Authority, incurs a disabling injury stemming from the aggressive and/or intentional and overt act of a person, or which is incurred while attempting to apprehend or take into custody such person, that requires the employee to seek medical attention during or immediately following their shift shall be compensated a lump sum payment for the time until admission and/or discharge not to exceed four (4) hours. If transport to a secondary medical facility is required, up to an additional four (4) hours shall be granted.

When the injury continues past the initial shift, the supervisor shall receive compensation in an amount equal to the difference between the supervisor's regular rate of pay and benefits paid under Workers' Compensation, without deduction from the supervisor's accrued sick leave.

Such compensation shall not exceed an amount equal to three hundred (300) times the supervisor's regular hourly rate of pay per disabling injury.

Section 13. Health and Dental Premium Accounts. The Employer agrees to provide insurance eligible supervisors with the option to pay for the supervisor portion of health and dental

premiums on a pretax basis as permitted by law or regulation.

Section 14. Medical/Dental Expense Account. The Employer agrees to allow insurance eligible supervisors to participate in a medical and dental expense reimbursement program to cover co-payments, deductibles and other medical and dental expenses or expenses for services not covered by health or dental insurance on a pre-tax basis as permitted by law or regulation up to the maximum amount of salary reduction contributions allowed per calendar year under Section 125 of the Internal Revenue code or other applicable federal law.

Section 15. Dependent Care Expense Account. The Employer agrees to provide insurance eligible supervisors with the option to participate in a dependent care reimbursement program for work-related dependent care expenses on a pretax basis as permitted by law or regulation.

Section 16. State Contribution to Deferred Compensation Plan. The Employer agrees to provide supervisors with a state-paid contribution to the State deferred compensation program under M.S. 352.965 or a tax-sheltered annuity contract as permitted by M.S. 356.24, subd. 1, paragraph 4. The state-paid contribution shall be in an amount matching supervisor contributions on a dollar for dollar basis, not to exceed five hundred dollars ($500) per supervisor per fiscal year.

See Article 11, Section 3 for compensatory time bank conversion to deferred compensation.

See also Article 8, Section 9 for vacation conversion to deferred compensation.

Section 17. Recruiting Incentive (Pilot). With advance approval from MMB, the Appointing Authority may offer a recruiting incentive of up to $5,000 to new employees who accept hard- to-fill positions.

- Whether or not a position is deemed “hard-to-fill” is determined by MMB, and the Appointing Authority must seek approval from MMB prior to offering a hiring incentive to any prospective employee.

- The incentive shall be paid in two installments, the first of which occurs after successful completion of the required probationary period, in a lump sum effective the pay period following the new hire’s certification, and the second of which occurs after two years of

  continuous satisfactory service in that hard-to-fill position.

- This provision is not subject to the grievance or arbitration process.

This provision will sunset upon implementation of the 2027-2029 contract. However, employees awarded a recruiting incentive during this contract period remain eligible to receive the full payment in subsequent contracts even if this pilot program is discontinued.

Section 18. Employee Referral Incentive (Pilot). At its discretion, the Appointing Authority may offer a referral incentive of up to $1,000 to current employees who successfully refer a new employee who accepts a hard-to-fill position.

- Whether or not a position is deemed “hard-to-fill” is determined by MMB. Once MMB

makes that determination, the Appointing Authority has the discretion to determine whether and to whom a referral incentive may be given, within the parameters set forth in this section.

- Employees requesting a referral incentive must do so in a manner approved by the Appointing Authority.

- The total amount of the referral incentive shall not exceed $1,000 per position filled, and shall be paid in a single installment no sooner than after the new hire has successfully completed probation and been certified.

- The referring employee must still be employed with the State at the time of payment eligibility in order to receive the incentive.

- This provision is not subject to the grievance or arbitration process.

This provision will sunset upon implementation of the 2027-2029 contract. However, employees awarded a recruiting incentive during this contract period remain eligible to receive the full payment in subsequent contracts even if this pilot program is discontinued.

Section 19. Student Loan Reimbursement.

A. Supervisor Request and Appointing Authority Discretionary Approval. A supervisor may request and an Agency may approve reimbursement for the supervisor's student loan payments, made on their outstanding student loan balances.

B. Exclusion. Student loan reimbursement payments cannot be applied to Continuing Education Units that are required to maintain a supervisor's license or credentials.

C. Payment Reimbursement Amounts. Student loan reimbursement payments shall not exceed five thousand dollars ($5,000) per calendar year per supervisor, up to twenty-five thousand dollars ($25,000) in total payments.

D. Supervisor Length of Service Requirements. Supervisors must have been employed by the Employer for at least eighteen (18) months in a part-time or full-time position and be anticipated to work at least one thousand forty-four (1,044) hours per year.

E. Supervisor Retention Requirement. Supervisors who are approved to receive a student loan payment reimbursement must remain employed by the Agency for a period of one (1) year after receiving a reimbursement payment. Supervisors who separate from the Agency sooner than one (1) year after receiving a reimbursement payment shall be required to repay the student loan reimbursement received the previous year on a prorated monthly basis. Retention and repayment requirements do not apply in the case of death or layoff of the supervisor who received the student loan reimbursement.

F. Reimbursement Schedule. Loan reimbursement payments may be disbursed with a disbursement schedule determined by the Agency.

G. Documentation of Student Loan Payments Made Required. The supervisor must provide documentation of actual student loan payments made within the twelve (12) months immediately prior to requesting student loan payment reimbursement.

H. This provision is not subject to the grievance procedure.

Section 20. Bilingual/Multilingual/Sign Language Differential.

At the Appointing Authority's discretion, position(s) that communicate with the public in a recognized and approved language other than English (including Braille or American Sign Language (ASL)), on a recurring or specific basis may be eligible for this differential. The use of an additional language must be used to perform an essential function of the position or to support specific events or projects. The required level of fluency is to be determined by the Appointing Authority, and the Appointing Authority may require certification in interpretation or translation, or in the use of Braille or ASL, as required by law or industry standards.

1. **Recurring Basis.** Positions that utilize an additional language on a recurring basis to support an essential function of the position will receive a differential of fifty dollars ($50.00) per bi-weekly pay period.

2. **Specific events or projects.** The Appointing Authority will describe the supervisor's expectations for utilizing their additional language skill (translation, interpretation, or both), and whether the supervisor will be expected to perform additional language skills during specific events or for special projects. If the additional language will be utilized only for specific events or projects, like public meetings or specific translation projects, the position will be paid a differential of one dollar ($1.00) per hour for each hour performing those specific tasks, paid in twenty-five cent ($0.25) hour increments.

If the Appointing Authority determines that the additional language skills are no longer needed, the bilingual differential may be ended at any time. If the supervisor is transferred, demoted, or promoted, to another position in which the bilingual skill has not been designated, or identified as a business necessity, the differential will cease. The effective date for discontinuation of the bilingual differential will be the first day of the next pay period following the new assignment.

The determination by the Appointing Authority as to which positions are eligible for the bilingual differential, the frequency with which additional language skills are needed, or the discontinuation of the bilingual differential shall not be subject to the grievance or arbitration procedure.

The Appointing Authority retains the right to contract out bilingual services as deemed necessary.

ARTICLE 17 - INSURANCE

Section 1. State Employee Group Insurance Program (SEGIP). During the life of this Agreement, the Employer agrees to offer a Group Insurance Program that includes health, dental, life, vision,

and disability coverages equivalent to existing coverages, subject to the insurance eligibility and employer contribution provisions of this Article and to the insurance benefit provisions of the Insurance Addendum.

All insurance eligible supervisors will be provided access to an electronic summary of benefits (SOB) or certificate of coverage (COC) for each insurance product. These documents shall be provided no less than biennially and prior to the beginning of the insurance year.

Section 2. Eligibility for Group Participation. This section describes eligibility to participate in the Group Insurance Program.

A. **Supervisors - Basic Eligibility**. Supervisors may participate in the Group Insurance Program if they are scheduled to work at least 1044 hours in any twelve consecutive months, except for: (1) emergency, or temporary classified, or intermittent supervisors; (2) student workers; and (3) interns.

B. **Supervisors - Special Eligibility**. The following supervisors are also eligible to participate in the Group Insurance Program:

1. **DNR Supervisors**. A supervisor of the Department of Natural Resources may meet the basic eligibility requirement for participation in the Group Insurance Program based on a combination of seasonal and temporary project employment. Eligibility commences after completion of three (3) years of continuous service in which the basic eligibility requirements are met; continues until the supervisor completes a year in which the basic eligibility requirements are not met; and commences again after the supervisor meets or is anticipated to meet the basic eligibility requirements in one (1) year.

2. **Supervisors with a Work-related Injury/Disability**. A supervisor who was off the State payroll due to a work-related injury or a work-related disability may continue to participate in the Group Insurance Program as long as such a supervisor receives workers' compensation payments or while the workers' compensation claim is pending.

3. **Totally Disabled Supervisors**. Consistent with M.S. 62A.148, certain totally disabled supervisors may continue to participate in the Group Insurance Program.

4. **Separated Supervisors Under M.S. 43A.27**. Pursuant to M.S. 43A.27, Subdivision 3a(1), a supervisor who separates or retires from State service and who, at the time of separation has five (5) or more years of allowable pension service and is entitled to immediately receive an annuity under a State retirement program and, who is not eligible for regular (non-disability) Medicare coverage, may continue to participate in the health and dental coverages offered through the Group Insurance Program.

   Consistent with M.S. 43A.27, Subdivision 3a(2), a supervisor who separates or retires from State service and who, at the time of separation is at least fifty (50) years of age and at least fifteen (15) years of State service may continue to participate in the health and dental coverages offered through the Group Insurance Program. Retiree coverage must be coordinated with Medicare.

C. **Dependents**. Eligible dependents for the purposes of this Article are as follows:

1. **Spouse**. The spouse of an eligible supervisor (if legally married under Minnesota law). For the purposes of health insurance coverage, if that spouse works full-time for an organization employing more than one hundred (100) people and :

   (1) elects to receive either credits or cash in place of health insurance or health coverage or towards some other benefit in place of health insurance, then they are not eligible for the comparable coverage or insurance under this Article; or

   (2) is enrolled in a high deductible medical insurance plan (as defined by the IRS) that includes a contribution to a health savings account (HSA) through their employing organization, then they are not eligible for medical coverage under this Article. When both spouses work for the State or another organization participating in the State Employee Group Insurance Program, a spouse may be covered as a dependent by the other but when covered as a dependent they may not carry their own coverage (members may only be covered once).

2. **Children**.

   a. **Health and Dental Coverage**: A dependent child is an eligible supervisor's child to age twenty-six (26).

   b. **Dependent Child**: A "dependent child" includes a supervisor's (1) biological child, (2) child legally adopted by or placed for adoption with the supervisor, (3) step-child, (4) foster child, (5) child by legal guardianship, and (6) child by placement to supervisor, who is a relative of the child, as established by court judgment, order or decree.. For a step-child to be considered a dependent child, the supervisor must be legally married to the child's legal parent or legal guardian. For a foster child to be considered a dependent child under this plan, the foster child must be placed with the supervisor or the supervisor's spouse by an authorized placement agency or by judgement, decree or other court order. For a child by legal guardianship or placement to be considered a dependent child under this plan, the child's legal relationship with the supervisor must be established by a court judgement, decree, or other court order. A dependent child is generally eligible to age 26, unless the child's status as a dependent child ceases at an earlier date, such as the expiration of a court order or decree.

   c. **Coverage Under Only One Plan**: For purposes of (a) and (b) above, if the supervisor's adult child (age 18 to 26) works for the State or another organization participating in the State's Group Insurance Program, the child may not be covered as a dependent by the supervisor unless the child is not eligible for a full Employer contribution as defined in Section 3A.

   Effective January 1, 2015 for purposes of (a) and (b) above, if the supervisor's adult child (age 18 to 26) works for the State or another organization participating in the State's Group Insurance Program, the child may be covered as a dependent by the supervisor.

3. **Grandchildren**. A grandchild of a supervisor, up to age twenty-five (25), is an eligible

dependent grandchild who is financially dependent upon the supervisor for principal support and maintenance and has resided with the supervisor continuously from birth. A grandchild of a supervisor is also an eligible dependent if the grandchild is claimed as a tax dependent on the supervisor's tax return.

If a grandchild is legally adopted or placed in the legal custody of the grandparent, they are covered as a dependent child under Section 2C (2) or (4).

4. **Child with a Disability**. A dependent child with a disability is an eligible supervisor's child or grandchild regardless of marital status, who was covered and then disabled prior to the limiting age or any other limiting term required for dependent coverage and who continues to be incapable of self-sustaining employment by reason of developmental disability, mental illness or disorder, or physical disability, and is chiefly dependent upon the supervisor for support and maintenance, provided proof of such incapacity and dependency must be furnished to the health carrier by the supervisor or enrollee within thirty one (31) days of the child's attainment of the limiting age or any other limiting term required for dependent coverage. The dependent with a disability is eligible to continue coverage as long as they continue to be disabled and dependent, unless coverage terminates under the contract.

5. **Qualified Medical Child Support Order**. A child who would otherwise meet the eligibility requirements and is required to be covered by a Qualified Medical Child Support Order (QMCSO) is considered an eligible dependent.

6. **Child Coverage Limited to Coverage Under One Employee**. If both spouses work for the State or another organization participating in the State's Group Insurance Program, either spouse, but not both, may cover the eligible dependent children or grandchildren. This restriction also applies to two divorced, legally separated, or unmarried supervisors who share legal responsibility for their eligible dependent children or grandchildren. A member in the State's Group Insurance benefits may only be covered once, by one parent or guardian.

D. **Continuation Coverage**. Consistent with state and federal laws, certain supervisors, former supervisors, dependents, and former dependents may continue group health, dental, and/or life coverage at their own expense for a fixed length of time. As of the date of this Agreement, state and federal laws allow certain group coverages to be continued if they would otherwise terminate due to:

   a. termination of employment (except for gross misconduct);
   b. layoff;
   c. reduction of hours to an ineligible status;
   d. dependent child becoming ineligible due to change in age, student status, marital status, or financial support (in the case of a foster child or stepchild);
   e. death of supervisor;
   f. divorce or legal separation; or
   g. a covered supervisor's enrollment in Medicare.

Section 3. Eligibility for Employer Contribution. This section describes eligibility for an Employer Contribution toward the cost of coverage.

A. **Full Employer Contribution - Basic Eligibility**. Supervisors covered by this Agreement who are scheduled to work at least seventy-five (75) percent of the time are eligible for the full Employer Contribution. This means:

1. Supervisors who are scheduled to work at least eighty (80) hours per pay period for a period of nine (9) months or more in any twelve (12) consecutive months.

2. Supervisors who are scheduled to work at least sixty (60) hours per pay period for twelve (12) consecutive months, but excluding part-time or seasonal supervisors serving on less than a seventy-five (75) percent basis.

B. **Partial Employer Contribution - Basic Eligibility**. The following supervisors covered by this Agreement receive the full Employer Contribution for basic life coverage, and at the supervisor's option, a partial Employer Contribution for health and dental coverages if they are scheduled to work at least fifty (50) percent but less than seventy-five (75) percent of the time. This means:

1. Supervisors who hold part-time appointments and who are scheduled to work at least forty (40) hours but less than sixty (60) hours per pay period for twelve (12) consecutive months.

2. 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.

The partial Employer Contribution for health and dental coverages is seventy-five (75) percent of the full Employer Contribution.

C. **Special Eligibility**. The following supervisors also receive an Employer Contribution:

1. **DNR Supervisors**. A supervisor of the Department of Natural Resources may meet the basic requirements for a full or partial Employer Contribution based on a combination of seasonal and temporary project employment, as described in Section 2B1.
2. **Supervisors on Layoff**. A classified supervisor who receives an Employer Contribution, who has three (3) or more years of continuous service, and who has been permanently or seasonally laid off, remains eligible for an Employer Contribution and all other benefits provided under this Article for an extended benefit eligibility period of six (6) months from the date of layoff.

   Seasonal Layoff. The calculation in determining the six (6) months duration of eligibility for an Employer contribution begins on the date the supervisor is seasonally laid off.

   Permanent Layoff. The calculation in determining the six (6) month duration of eligibility for an employer contribution begins on the date the supervisor is permanently laid off or accepts an appointment in lieu of layoff without a break in service with a lesser employer-paid insurance contribution than the supervisor was receiving in the appointment from

which the layoff occurred and is no longer actively employed in the appointment from which the layoff occurred.

In the event the supervisor, while on permanent or seasonal layoff, is rehired to any state job classification with a lesser employer-paid insurance contribution than the supervisor is receiving under the six (6) months of insurance continuation, the supervisor shall continue to receive the employer contribution toward the employer- paid insurance for the duration of the six (6) months.

However, notwithstanding the paragraph above, in the event the supervisor successfully claims another state job in any agency and classification which is insurance eligible without a break in service, and is subsequently non-certified or involuntarily separated, the six (6) month duration for the employer contribution toward insurance benefits will begin at the time the supervisor is non-certified or otherwise involuntarily separated and is no longer actively employed by the Employer.

In no event shall an extended benefit eligibility period be longer than a total of six (6) months. Further, a supervisor must be receiving an Employer Contribution under Section 3 (A) or (B) at the time of layoff in order to be eligible for the six (6) months continuation of insurance.

3. **Work-related Injury/Disability**. A supervisor who receives an Employer Contribution and who is off the State payroll due to a work-related injury or a work-related disability remains eligible for an Employer Contribution as long as such a supervisor receives workers' compensation payments. If such supervisor ceases to receive workers' compensation payments for the injury or disability and is granted a medical leave under Article 10, they shall be eligible for an Employer contribution during that leave.

4. **Corrections Early Retirement Incentive**.

   a. **Corrections Early Retirement Incentive Options**. Any supervisor who is appointed to a classification covered by the Correctional Employees Retirement Plan (M.S. §§352.91 and 352.911) shall be eligible to retire under one of the following Corrections Early Retirement Incentive programs if the conditions for eligibility as set forth in Section 3C4b below are met.

      1) **Pre-Fifty-Five Corrections Early Retirement Incentive**. Any supervisor who reaches the age of fifty (50) after the effective date and before the expiration date of the contract and who is appointed to a classification covered by the Correctional Employees Retirement Plan (M.S. §§352.91 and 352.911) who retires at or after their fiftieth (50th) birthday but before their fifty-fifth (55th) birthday shall be entitled to participate in the Pre-Fifty-Five (55) Corrections Early Retirement Incentive in accordance with the provisions set forth in Section 3C4b below.

         Notwithstanding any changes in coverage in accordance with this or any subsequent Agreement, the Employer contribution for health and dental insurance shall be equal to one hundred twenty (120) times the amount of the monthly Employer contribution applicable to that supervisor at the time of their retirement,

divided by the number of months until the supervisor reaches the age of sixty-five (65).

2) **Post-Fifty-Five Corrections Early Retirement Incentive**. Any supervisor who reaches the age of fifty-five (55) after the effective date and before the expiration date of the contract and who is appointed to a classification covered by the Correctional Employees Retirement Plan (M.S. §§352.91 and 352.911) may opt during the pay period in which their fifty-fifth (55th) birthday occurs or any time thereafter until the supervisor attains the age of sixty-five (65) to participate in the Post-Fifty-Five Corrections Early Retirement Incentive in accordance with the provisions set forth in Section 3C4b below.

b. **Conditions for Eligibility**.

1. **CERP Supervisors Who Are Covered By This Agreement Before February 20, 2013**. CERP Supervisors who are in a classification covered by this Agreement before February 20, 2013 shall be subject to the following conditions for eligibility:

a) Supervisors exercising either of these options must be eligible for insurance coverage under the provisions of this Article.

b) Supervisors exercising either of these options shall be provided with the health and dental insurance which the supervisor had in place on the day before they retired. For employees retiring directly from an unpaid medical leave, coverage must have been continued throughout the leave in order to qualify for the Employer Contribution. Such employees shall receive the level of Employer Contribution they were eligible for the day before their unpaid leave began.

c) Supervisors eligible to receive an Employer contribution for health and dental coverage immediately prior to taking advantage of the Correctional Employees Retirement Plan (M.S. §§352.91 and 352.911) shall continue to receive an Employer contribution for themselves and their enrolled dependents until the supervisor reaches the age of sixty-five (65). In the event that a retired employee who had elected health and/or dental coverage with eligible dependents dies before attaining the age of sixty-five (65), the enrolled dependent spouse and/or enrolled dependent child(ren) shall maintain the existing employer contribution for health and/or dental coverages until such time that the employee would have turned age 65.

d) Supervisors who retire with no Employer contribution for dependent coverage or who terminate dependent coverage following retirement may add a dependent in accordance with Section 5B1; however, that supervisor shall not subsequently be eligible for an Employer contribution for dependent coverage except when the dependent is the supervisor's spouse and the spouse immediately at the time of their retirement is enrolled in SEGIP and receiving an Employer contribution for health and dental coverage.

e) Receipt of the Corrections Early Retirement Incentive benefits is contingent

upon completion of all the required forms and continued payment of the required premium.

f) Supervisors on an unpaid leave of absence in excess of one (1) year, excluding military and medical leaves, shall be subject to the provisions in Section 3C4b2) below.

2. **Supervisors Who Are Covered By This Agreement On or After February 20, 2013**. CERP Supervisors who promote, demote, transfer, or who are appointed to a classification covered by this Agreement on or after February 20, 2013 shall be subject to the conditions listed directly above in Section 3C4b1) and the following additional conditions for eligibility:

a) Supervisors must have a minimum cumulative total of ten (10) years of service in a classification covered by the Correctional Employees Retirement Plan (M.S. §§352.91 and 352.911) at the time of their date of retirement. Any time spent in a classification that is not covered under the Correctional Employees Retirement Plan (M.S. §§352.91 and 352.911) will not satisfy, and will not be combined with covered time to satisfy, the required time.

b) Supervisors must have been employed in a classification covered by the Correctional Employees Retirement Plan (M.S. §§352.91 and 352.911) for a minimum of five (5) years immediately preceding their date of retirement.

D. **Maintaining Eligibility for Employer Contribution**.

1. **General**. A supervisor who receives a full or partial Employer Contribution maintains that eligibility as long as the supervisor meets the Employer Contribution eligibility requirements, and appears on a State payroll for at least one (1) full working day during each payroll period. This requirement does not apply to supervisors who receive an Employer Contribution while on layoff as described in Section 3C2, or while eligible for workers' compensation payments as described in Section 3C3.

2. **Unpaid Leave of Absence**. If a supervisor is on an unpaid leave of absence, then vacation leave, compensatory time, or sick leave cannot be used for the purpose of maintaining eligibility for an Employer Contribution by keeping the supervisor on a State payroll for one (1) working day per pay period.

3. **School Year Employment**. If a supervisor is employed on the basis of a school year and such employment contemplates absences from the State payroll during the summer months or vacation periods scheduled by the Appointing Authority which occur during the regular school year, the supervisor shall nonetheless remain eligible for an Employer Contribution, provided that the supervisor appears on the regular payroll for at least one (1) working day in the payroll period immediately preceding such absences.

4. **Special Leaves**. A supervisor who is on an approved FMLA leave or on a Voluntary Reduction in Hours as provided elsewhere in this Agreement maintains eligibility for an Employer Contribution.

ARTICLE 18 - EXPENSE ALLOWANCES

Section 1. General. The Appointing Authority may authorize travel at State expense for the effective conduct of the State's business. Such authorization must be granted prior to the incurrence of the actual expenses. Supervisors affected under this Article shall be reimbursed for such expenses that had been authorized by the Appointing Authority in accordance with the terms of this Article.

Section 2. Automobile Expense. When a State-owned vehicle is not available and a supervisor is required to use their personal automobile to conduct authorized State business, the Appointing Authority shall reimburse the Supervisor at the then current IRS reimbursement rate for mileage on the most direct route. When a State-owned vehicle is offered and declined by the supervisor, mileage shall be paid at the rate of seven (7) cents less than the IRS rate on the most direct route. Deviations from the most direct route, such as vicinity driving or departure from the supervisor's residence, shall be shown separately on the supervisor's daily expense record and reimbursed under the foregoing rates. Actual payment of toll charges and parking fees shall be reimbursed. A supervisor shall not be required by the Appointing Authority to carry automobile insurance coverage beyond that required by law.

When the supervisor does not report to the permanent work location (office) during the day or makes business calls before or after reporting to the office, the allowable mileage is: (1) the lesser of the mileage from the supervisor's residence to the first stop or from the office to the first stop, (2) all mileage between points visited on state business during the day, and (3) the lesser of the mileage from the last stop to the supervisor’s residence or from the last stop to the office.

Section 3. Other Transportation. When a supervisor is required to use commercial transportation (air, taxi, rental car, ride-share, etc.) in connection with authorized business of an Appointing Authority, the supervisor shall be reimbursed for the actual expenses of the mode and class of transportation so authorized. Reasonable gratuities and baggage fees may be included in commercial travel costs.

Supervisors who use a specially equipped personal van or van-type vehicle on official State business shall be reimbursed for mileage at the IRS rate plus nine (9) cents per mile on the most direct route. In order to qualify for this reimbursement rate, the vehicle must be equipped with a ramp, lift, or other level exchanging device designed to provide access for a wheelchair.

Reimbursement for use of a motorcycle on official State business shall be at a rate of thirty (30) cents per mile.

The Appointing Authority may authorize travel in personal aircraft and when it is deemed in the best interest of the State. Mileage reimbursement in such cases shall be at the IRS privately owned aircraft mileage rate.

Section 4. Overnight Travel. Supervisors in travel status who incur expenses for lodging shall be allowed actual reasonable costs of lodging, in addition to the actual cost of meals while away from their temporary or permanent work station, up to the maximums stated in Section 5 of this Article. Normally, employees will be offered single-occupancy lodging when in travel status. The decision

whether or not to grant the request is at the discretion of the Appointing Authority. Supervisors in travel status in excess on one (l) week without returning home shall be allowed actual cost not to exceed $16.00 per week for laundry and/or dry cleaning for each week after the first week.

Section 5. Meal Allowances. Supervisors assigned to be in travel status between the supervisor's temporary or permanent work station and a field assignment shall be reimbursed for the actual cost of meals including a reasonable gratuity. Supervisors must meet the following conditions to be eligible for meal reimbursement:

A. **Breakfast**.

Breakfast reimbursements may be claimed only if the supervisor is on assignment away from their temporary or permanent work station in travel status overnight or departs from home in an assigned travel status before 6:00 a.m.

B. **Noon Meal**.

Lunch reimbursement may be claimed only if the supervisor is in travel status and is performing required work more than thirty-five (35) miles from their temporary or permanent work station and the work assignment extends over the normal noon meal period.

C. **Dinner**.

Dinner reimbursement may be claimed only if the supervisor is away from their temporary or permanent work station in a travel status overnight or is required to remain in a travel status until after 7:00 p.m.

D. **Reimbursement Amount**.

Except for high-cost localities as identified by the Internal Revenue Service (IRS), the maximum reimbursement for meals including tax and gratuity shall be:

Breakfast	$11.00
Lunch	$13.00
Dinner	$19.00

For high-cost localities as identified by the IRS (specifically excluding any cities within Minnesota), the maximum reimbursement shall be:

Breakfast	$12.00
Lunch	$15.00
Dinner	$23.00

Supervisors who meet the eligibility requirements for two (2) or more consecutive meals on the same day shall be reimbursed for the actual costs of the meals up to the combined maximum reimbursement amount for the eligible meals.

Section 6. Special Expenses. When prior approval has been granted by an Appointing Authority, special expenses, such as registration or conference fees and banquet tickets, incurred as a result

of State business, shall also be reimbursed.

Section 7. Payment of Expenses. The Appointing Authority shall advance the estimated cost of travel expenses where the anticipated expenses total at least fifty dollars ($50.00), provided the supervisor makes such a request a reasonable period of time in advance of the travel date.

Reimbursements shall be made the payroll period nearest to the date the expense reports are submitted to the Appointing Authority. Supervisors may request a State issued credit card. If the supervisor receives such a card, the Appointing Authority and the supervisor may mutually agree to use the card in place of an advance.

ARTICLE 19 - RELOCATION EXPENSES

Section 1. Eligibility. When it has been determined by the Appointing Authority that a supervisor is required to be transferred or reassigned to a different work station, the cost of moving the supervisor shall be paid by the Appointing Authority.

When a supervisor must change residence as a condition of employment or in order to accept an appointment at a higher salary range offered by a Department, the move shall be considered to be at the initiative and in the best interests of the Employer and the Appointing Authority shall approve the reimbursement of relocation expenses in accordance with the provisions of this Article.

Supervisors who are reassigned, transferred, or demoted to vacant positions in their State agency due to the abolishment (including transfer to another governmental jurisdiction or a private enterprise), removal to a new location, or removal to another State agency of all or a major portion of the operations of their Appointing Authority shall receive relocation expenses in accordance with the provisions of this Article. Supervisors who are demoted during their probationary period, after their two (2) calendar week trial period, shall receive those relocation expenses provided in Section 2, Paragraphs D and E, of this Article.

Eligibility for reimbursement of relocation expenses shall be limited to those moves where the new work location is at least thirty-five (35) miles or more from the supervisor's current work location or changes in residence required by an Appointing Authority as a condition of employment. The provisions of this Article shall not apply to supervisors who currently commute thirty-five (35) miles or more to their work location unless the supervisor is transferred or reassigned to a new work location which is thirty-five (35) miles or more from the supervisor's current work station. This includes supervisors whose permanent residence is their permanent work location and their decision to move is not a condition of employment.

Discretionary Reimbursement. The sending or receiving Appointing Authority may, at its sole discretion, reimburse relocation expenses to eligible supervisors who:

1. claim a vacant position in another Seniority Unit, as provided in Article 13, Section 8;

2. are recalled to a new work location from a Seniority Unit or Bargaining Unit Layoff List; or

3. request a voluntary transfer, demotion or reassignment.

The Appointing Authority may limit the type and/or amount of reimbursement but may not exceed the provisions of Section 2.

Relocation Expenses. If the application of Section 7 of Article 13 requires a supervisor to change residence and such change meets the thirty-five (35) mile requirements provided for in this Article, Relocation Expenses, the supervisor shall be eligible for payment of relocation expenses consistent with this Article, provided the supervisor cannot fill any vacancy or bump into a position within thirty-five (35) miles of the supervisor's current work location.

Employees who transfer or demote across seniority units to avoid layoff or bumping are not eligible for relocation expenses. However, at its sole discretion, the laying off Appointing Authority may pay relocation expenses.

No reimbursement for relocation expenses will be allowed unless the change of residence is completed within twelve (12) months, or unless other time extension arrangements have been approved by the Appointing Authority.

Section 2. Covered Expenses. Supervisors must have received prior authorization from their Appointing Authority before incurring any expenses authorized by this Article.

A. **Travel Status**. Supervisors eligible for relocation expenses pursuant to Section 1 shall be considered to be in travel status up to a maximum of ninety (90) calendar days or until the date of the move to the new permanent residence, whichever comes first, and shall be allowed standard travel expenses, at the Appointing Authority's discretion, either to:

   1) travel between their permanent residence and their new work station on a daily basis; or,

   2) be lodged at their new work station and be allowed to return to their permanent residence once a week. In the use of this option, standard travel expenses for the supervisor's spouse shall be borne by the Appointing Authority for a maximum of two

      (2) trips not to exceed a total of seven (7) calendar days during the ninety (90) calendar day period.

   At its discretion, the Appointing Authority may extend travel status expenses up to an additional ninety (90) calendar days.

   Supervisors shall not receive mileage reimbursement for daily commuting to work from the temporary residence.

B. **Temporary Living Expenses**. A supervisor in travel status may be reimbursed for the short-term rental of an apartment, house or other residence instead of being reimbursed for hotel or motel room rental, with the written approval of the Appointing Authority, provided that the rental rate for the alternative housing is less than or comparable to hotel or motel rates and provided that the rental residence is available to all potential renters.

C. **Realtor's Commission**. Realtor's commission for the sale of the supervisor's domicile, in the amount of up to $10,000, shall be paid by the Appointing Authority. Payments over ten thousand dollars ($10,000) and up to fifteen thousand dollars ($15,000) are to be made at the discretion of the Appointing Authority. The exercise of this discretion is not grievable.

D. **Moving Expenses**. The Appointing Authority shall pay the cost of moving and packing the supervisor's household goods. The supervisor shall obtain no less than two (2) bids for packing and/or moving household goods and approval must be obtained from the Appointing Authority prior to any commitment to a mover to either pack or ship the supervisor's household goods. The Appointing Authority shall pay for the moving of house trailers if the trailer is the supervisor's domicile, and such reimbursement shall include the cost of transporting support blocks, skirts, and/or other attached fixtures.

E. **Miscellaneous Expenses**. The supervisor shall be reimbursed up to a maximum of $1,000 for the necessary miscellaneous expenses directly related to the move. At their sole discretion, Appointing Authorities may authorize payment of additional relocation expenses incurred as the result of the work-related move up to the amount of $3,000. These expenses may include, but are not limited to, such items as: disconnecting and connecting appliances and/or utilities, the cost of insurance for property damage during the move, the cost of moving up to two (2) automobiles, the reasonable transportation costs of the supervisor's family to the new work location at the time the move is made including meals and lodging (such expenses shall be consistent with the provisions of Article 18 (Expense Allowances), or other direct costs associated with rental or purchase or sale of another residence including but not limited to attorney fees, loan origination fees, abstract fees, title insurance premium, appraisal fees, credit report fees, government recording and transfer fees, fees for inspections or other services required by law or local ordinances. No reimbursement will be made for the cost of improvements to the new residence or reimbursable deposits required in connection with the purchase or rental of the residence.

In addition, payment of loan origination fees, not to exceed 1% of mortgage up to $1,000, may be authorized.

Reimbursable miscellaneous expenses do not include, among others, rental of the

supervisor’s permanent residence, costs for improvements to either the old or new home or reimbursable deposits required in connection with the purchase or rental of the residence, real estate taxes, mortgage interest differentials, points, assessments, homeowner association fees, homeowners or renters insurance, mortgage insurance, hazard insurance, automobile or driver’s license reissue fees, utility or other refundable deposits, boarding of pets, and the purchase of new furnishings or personal effects.

Neither the State of Minnesota nor any of its agencies shall be responsible for any loss or damage to any of the supervisor’s household goods or personal effects as a result of such a transfer.

Expenses covered by this subpart may be paid where the supervisor is relocating from a depressed housing market, where the costs of relocating prevent the supervisor from

accepting the position, or where the Appointing Authority has identified other reasons restricting its ability to select the desired supervisor to fill the position.

ARTICLE 20 - HOUSING

Section 1. Rental Rates. Any supervisor who is required by the Appointing Authority to live in a State-owned residence as a condition of employment shall not be required to pay rent for the dwelling. Any supervisor who is not required by the Appointing Authority to live in a State- owned residence as a condition of employment shall pay a fair rental rate established by the Appointing Authority for the dwelling.

In the event the Appointing Authority determines that a supervisor shall no longer reside or is no longer required to reside in a State-owned residence, the supervisor shall receive a reasonable period of notice of not less than six (6) months. However, the six (6) month time period shall not apply in the following situations:

1. A supervisor resigns, retires, or is terminated from State service; or

2. A supervisor accepts a different position in State service that does not require that they live in the State housing.

However, for a Department of Natural Resources supervisor who does not have first priority to reside in a State-owned residence, the notification period shall be determined by mutual agreement of the Appointing Authority and that supervisor. In the absence of such mutual agreement, the Appointing Authority shall determine the appropriate notification period.

The Appointing Authority shall advise all supervisors in writing if occupancy of a particular dwelling is a condition of employment.

Section 2. Utilities and Repairs. The Appointing Authority shall pay all taxes on State-owned residences. If the Appointing Authority requires a supervisor to maintain an office in the State-owned residence, the Appointing Authority shall pay all utilities related to the operation of the office.

The supervisor occupying the residence will be responsible for changing storm windows and screens and routine maintenance of the grounds designated as residence property, but all necessary decorating, painting, and repairs shall be done by the Appointing Authority at no cost to the supervisor. Supervisors shall not alter any plumbing, wiring, or any roof, wall, or partition without express written approval from the Appointing Authority and may be held responsible for any damage or alteration beyond ordinary wear.

Section 3. Garage Space. If available, garage space may be used by the supervisor for their private vehicle without cost to the supervisor.

Section 4. Housing Allowance for Chaplains. The Employer agrees to designate to employees in the job classification of Chaplain Supervisor the sum of $15,000 of salary per year as a parsonage allowance. Chaplains working less than full-time shall receive a pro rata portion of the designated

sum.

ARTICLE 21 - UNIFORMS

The Appointing Authority agrees to maintain its current practice of providing clothing or a clothing allowance to supervisors who are required to wear uniforms as a condition of employment.

Notwithstanding the above, the Appointing Authority shall furnish each supervisor in the Department of Natural Resources uniforms as provided for in Appendix E, Section I.

ARTICLE 22 - SUPERVISOR RIGHTS

Section 1. Membership Dues. In each fiscal year, the Appointing Authority may provide direct payment to the vendor or reimburse each supervisor in the bargaining unit for membership dues paid to professional organizations related to the supervisor's job, up to a cumulative maximum of three hundred fifty dollars ($350.00). However, the Appointing Authority shall not pay for or reimburse membership dues to a supervisor for payment to an organization, one of whose purposes is to negotiate terms and conditions of employment of supervisors with the Employer.

Section 2. Performance Evaluation. The Appointing Authority agrees that, at least annually, a performance evaluation shall be conducted between the supervisor and the person(s) designated by the Appointing Authority to evaluate the supervisor's performance. If the supervisor disagrees with the performance evaluation, the supervisor can express their disagreement with the evaluation and attach it to the evaluation form and place it in the file.

Section 3. Supervisor Training.

A. **Assigned Training**. When the Appointing Authority assigns a supervisor to training and/or developmental activities, such activities shall be considered to be work assignments. Release time and payment or reimbursement for tuition and expenses shall be in accord with the applicable Administrative Procedure on job-related training and with this Agreement.
B. **Non-Assigned Training**. The Appointing Authority may approve release time and payment or reimbursement for non-assigned training in accord with the applicable Administrative Procedure on employee training. Any expenses for reimbursements shall be in accord with this Agreement.

ARTICLE 23 - SAFETY

Section 1. General Policy. It shall be the policy of the Employer that the safety of supervisors, the protection of work areas, adequate training and necessary safety practices, and the prevention of accidents are a continuing and integral part of its everyday responsibility. It shall also be the responsibility of all supervisors to cooperate in programs to promote safety, to comply with rules promulgated to ensure safety and to properly use all safety devices in accordance with recognized safety procedures.

Section 2. Safety Committee. The Appointing Authority shall allow at least one supervisor to participate on its joint safety committee, if such a committee exists.

Section 3. Safety Equipment and Protective Clothing. Any protective equipment or clothing, e.g., safety glasses or other types of eye protection (including prescription lenses and frames when required), safety helmets, safety vests, welding gloves and aprons, safety shoes, ear protection, etc., shall be provided and maintained by the Appointing Authority whenever such equipment is required as a condition of employment either by the Appointing Authority, by OSHA, or by the Federal Mine Safety and Health Administration.

ARTICLE 24 - WORK RULES

The Appointing Authority shall have the right to make and enforce reasonable work rules affecting terms and conditions of employment. Such work rules shall be uniformly applied and shall not be in conflict with the provisions of this Agreement. The Appointing Authority shall discuss the changes in new or amended work rules with the Association, explaining the need therefore, and shall allow the Association reasonable opportunity to express its view prior to placing the work rules in effect. Work rules will be labeled as new or amended and shall be posted on appropriate bulletin boards as far in advance of their effective date as practicable.

ARTICLE 25 - VOLUNTARY REDUCTION IN HOURS

The Appointing Authority may allow a supervisor to take an unpaid leave of absence if the Appointing Authority determines that the following conditions are met:

1. an existing or projected budget deficit exists;
2. granting an unpaid leave of absence would alleviate the projected budget deficit;
3. staffing needs can continue to be met; and
4. other unpaid leaves of absence, other than personal leave, are not applicable to the situation.

A supervisor taking a leave of absence under this Article shall continue to accrue vacation and sick leave and be eligible for paid holidays and insurance benefits as if the supervisor had been actually employed during the time of leave. If a leave of absence is for one (1) full pay period or longer, any holiday pay shall be included in the first payroll period warrant after return from the leave of absence.

ARTICLE 26 - SAVINGS CLAUSE

This Agreement is intended to be in conformity with all applicable and valid federal and state laws and rules and regulations promulgated thereunder having the force and effect of law. In the event that any provision of this Agreement is found to be inconsistent with such statutes, rules, or regulations, the provisions of the latter shall prevail. If any provision of this Agreement is found to be invalid or unenforceable by a court or other competent authority having jurisdiction, then such provision shall be considered void, but all other valid provisions shall remain in full force and

effect.

If any provision or portion of this Agreement is prevented from being put into effect because of applicable legislative action, Executive Order or regulation dealing with wage and price controls, then only such specific provision or portion specified in such decisions shall be invalid, the remainder of this Agreement continuing in full force and effect for the term of the Agreement. Provided, however, any provision of this Agreement so prevented from being put into effect shall become effective at such time, in such amounts, and for such periods, retroactively and prospectively, as will be permitted by law at any time during the life of this Agreement or any extension thereof.

ARTICLE 27 - COMPLETE AGREEMENT AND WAIVER CLAUSE

Both parties acknowledge that during negotiations resulting in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law, rule, or regulation from the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Employer and the Association, for the duration of this Agreement, each voluntarily and unqualifiedly waives the right and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or covered in this Agreement or with respect to any subject or matter not specifically referred to or covered in this Agreement, even though such subject or matter may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement.

ARTICLE 28 - LABOR/MANAGEMENT COMMITTEE

Section 1. Purpose. The Employer and the Association support a cooperative relationship between the parties in which the Employer and the Association move toward a relationship of greater trust and respect without interfering with the collective bargaining process. In order to promote and foster such a cooperative relationship, the parties agree to establish a joint Statewide Labor/Management Committee to deal with mutually identified issues through a problem-solving approach rather than in an adversarial climate.

Section 2. Committee. The Committee shall be composed of no more than five (5) representatives each from the Employer and the Association. The Committee shall meet at least monthly or as mutually agreed.

The purpose of the Committee shall be to identify and address issues of mutual concern, such as child care, safety, affirmative action, parking, and issues of local concern.

The Committee shall have the right to establish subcommittees on specific issues. These subcommittees may include Employer and Association representatives not on the full Committee. The full Committee shall be responsible for coordinating the activities of the subcommittees which shall keep the full Committee informed of its actions.

ARTICLE 29 - DURATION

The provisions of this Agreement shall become effective the 22nd day of October, 2025 and shall remain in full force and effect through the thirtieth day of June, 2027.

It shall be automatically renewed from biennium to biennium thereafter unless either party shall notify the other in writing no later than January 1 of odd-numbered years that it desires to modify the Agreement.

This Agreement shall remain in full force and effect during the period of negotiations and until notice of termination of this Agreement is provided to the other party in the manner set forth in the following paragraph.

In the event that a Successor Agreement has not been agreed upon by an expiration date of this Agreement as provided for in paragraphs 1 or 2 above, either party may terminate this Agreement by the serving of written notice upon the other party not less than ten (10) calendar days prior to the desired termination date which shall not be before the expiration date provided above.

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FOR THE UNION

Signed by:
James Pointer
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James Pointer, President
Middle Management Association

Signed by:
Amelia Fink
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Amelia Fink, Vice President
Middle Management Association

DocuSigned by:
Anthony S Sunde
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Anthony Sunde, Secretary
Middle Management Association

DocuSigned by:
Julie Ramer
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Julie Ramer, Treasurer
Middle Management Association

Signed by:
Melissa Scheid
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Melissa Scheid, Executive Director
Middle Management Association

FOR THE EMPLOYER

Signed by:
Erin Campbell
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Erin Campbell
Commissioner of Minnesota Management and Budget

Signed by:
Blake Chaffee
FAF643F6DBEE461...

Blake Chaffee, Deputy Commissioner,
Enterprise Employee Resources
Minnesota Management and Budget

Signed by:
Jennifer Ziegler
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Jennifer Ziegler
Enterprise Director for Labor Relations,
Minnesota Management and Budget

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Ryan Borgen
Labor Relations Consultant 4
Minnesota Management and Budget

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Brian Pilon
Labor Relations Consultant 4
Minnesota Management and Budget

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Dori H. Leland
Enterprise Workforce Development Director,
Minnesota Management and Budget

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Galen Benshoof
Enterprise Director for Employee Insurance
Minnesota Management and Budget

APPENDIX A

Below is a list of seniority units for Unit 16, Supervisors, as of the effective date of this Agreement.

State Agency	Seniority Unit
Abstractor's Board of Examiners	Statewide
Accountancy Board	Statewide
Administration	Statewide
Administrative Hearings, Office of	Statewide
Agriculture	Statewide
Animal Health Board	Statewide
Architecture, Engineering, Land Surveying and Landscape Architecture Board	Statewide
Arts Board	Statewide
Attorney General	Statewide
Auditor	Statewide
Barber Exam Board	Statewide
Campaign Finance and Public Disclosure Board	Statewide
Capitol Area Architectural and Planning Board	Statewide
Council on Latino Affairs	Statewide
Chiropractic Examiners Board	Statewide
Commerce	Statewide
Corrections	MCF-Togo MCF-Willow River/Moose Lake MCF-Faribault MCF-Shakopee

State Agency	Seniority Unit
	MCF-Lino Lakes MCF-Red Wing MCF-St. Cloud MCF-Stillwater MCF-Oak Park Heights MCF-Rush City Central Office and Community Services
Cosmetologist Exam Board	Statewide
Council for Minnesotans of African Heritage	Statewide
Council on Disability	Statewide
Dentistry Board	Statewide
Direct Care and Treatment	Statewide (excluding regions noted below) Anoka Region Brainerd Region (including SOCS) EMSOC/METO/Cambridge Region Fergus Falls Region (including SOCS) Moose Lake Region (including SOCS) St. Peter Region Willmar Region (including SOCS)
Education	Statewide
Emergency Medical Srvcs Office	Statewide
Employment and Economic Development	Statewide
Explore Minnesota	Statewide
Gambling Control Board	Statewide
Health	Statewide
Higher Education Facilities Authority	Statewide
Housing Finance Agency	Statewide
Human Rights	Statewide

State Agency	Seniority Unit
Human Services	Statewide
Indian Affairs Council	Statewide
Investment Board	Statewide
Iron Range Resources and Rehabilitation Board	Statewide
Labor and Industry	Statewide
Medical Practice Board	Statewide
Military Affairs	Statewide
Minnesota Management and Budget	Statewide
Minnesota State Academies	Statewide
Minnesota State	Alexandria Technical and Community College Alexandria Technical and Community College - Distance Minnesota Anoka Technical College Anoka-Ramsey Community College (Cambridge, Coon Rapids Campuses) Bemidji State University Central Lakes College (Brainerd/Staples Campuses) Century College Dakota County Technical College Fond du Lac Tribal and Community College Hennepin Technical College (Brooklyn Park/Eden Prairie Campuses) Inver Hills Community College Lake Superior College Metropolitan State University (Brooklyn Park, St. Paul, Midway, Minneapolis) Minneapolis College Minnesota North College

State Agency	Seniority Unit
	Minnesota State College Southeast - Red Wing
	Minnesota State College Southeast - Winona
	Minnesota State Community and Technical College-Detroit Lakes
	Minnesota State Community and Technical College-Fergus Falls
	Minnesota State Community and Technical College-Moorhead
	Minnesota State Community and Technical College-Wadena
	Minnesota State University, Mankato
	Minnesota State University, Moorhead
	Minnesota West Community and Technical College-Canby including Marshall
	Minnesota West Community and Technical College-Granite Falls
	Minnesota West Community and Technical College-Jackson
	Minnesota West Community and Technical College-Pipestone including Luverne
	Minnesota West Community and Technical College-Worthington
	Normandale Community College
	North Hennepin Community College
	Northland Community and Technical College (East Grand Forks)
	Northland Community and Technical College (Thief River Falls)
	Northwest Technical College-Bemidji
	Pine Technical and Community College
	Ridgewater College-Hutchinson
	Ridgewater College-Willmar
	Riverland Community College (including Albert Lea, Austin, and Owatonna)
	Rochester Community and Technical College
	St. Cloud State University
	St. Cloud Technical & Community College
	Saint Paul College
	South Central College-Faribault Campus

State Agency	Seniority Unit
	South Central College- North Mankato Southwest Minnesota State University System Office (St. Paul) Winona State University
MnSURE	Central Administration
MN.IT Services	Statewide
Minnesota State Lottery	Statewide
Minnesota State Retirement System	Statewide
Natural Resources	Statewide
Nursing Board	Statewide
Exec for LT Svcs & Supports Bd	Statewide
Office of Cannabis Management	Statewide
Ombudsman for Mental Health and Developmental Disabilities	Statewide
Optometry Board	Statewide
Peace Officers Standards and Training Board	Statewide
Perpich Center for Arts Education	Statewide
Pharmacy Board	Statewide
Podiatry Board	Statewide
Pollution Control Agency	Statewide
Prof Educator Licensing Std Bd	Statewide
Psychology Board	Statewide
Public Employee's Retirement Assoc.	Statewide

State Agency	Seniority Unit
Public Safety	Statewide
Public Utilities Commission	Statewide
Revenue	Statewide
Secretary of State	Statewide
Sentencing Guidelines Commission	Statewide
Social Work Board	Statewide
Tax Court	Statewide
Teachers Retirement Association	Statewide
Transportation	Statewide
Veterans Affairs, Department of	Statewide Veterans Home - Bemidji Veterans Home - Fergus Falls Veterans Home - Hastings Veterans Home - Minneapolis Veterans Home - Montevideo Veterans Home - Luverne Veterans Home - Preston Veterans Home - Silver Bay
Veterinary Medicine Board	Statewide
Water and Soil Resources Board	Statewide
Workers' Compensation Court of Appeals	Statewide
Zoological Gardens	Statewide

The Employer and the Association agree that the above-listed seniority units may be added to, subtracted from, merged, or eliminated by agreement between the parties.

APPENDIX B - PRORATED HOLIDAY SCHEDULE

Eligible supervisors who normally work less than full-time shall have their holiday pay prorated on the following basis:

Hours that would have been worked during the pay period had there been no holiday	Holiday hours earned for each holiday in the pay period.
Less than 9½	0
At least 9½, but less than 19½	1
At least 19½, but less than 29½	2
At least 29½, but less than 39½	3
At least 39½ , but less than 49½	4
At least 49½, but less than 59½	5
At least 59½, but less than 69½	6
At least 69½, but less than 72 ½	7
At least 72½	8

APPENDIX C - PRORATED VACATION SCHEDULE

Eligible supervisors being paid for less than a full eighty (80) hour pay period shall have their vacation accruals prorated according to the rate table listed below:

HOURS OF VACATION ACCRUED DURING EACH
PAYROLL PERIOD BASED ON LENGTH OF SERVICE

No. Hours Worked During Pay Period	0 thru 5 years	After 5 thru 8 years	After 8 thru 12 years	After 12 thru 19 years	After 19 thru 24 years	After 24 thru 30 years	After 30 years
Less than 9½	0	0	0	0	0	0	0
At least 9½, but less than 19½	.75	1	1.25	1.5	1.5	1.75	1.75
At least 19½, but less than 29½	1	1.25	1.75	2	2	2.25	2.25
At least 29½, but less than 39½	1.5	2	2.75	3	3	3.25	3.5
At least 39½, but less than 49½	2	2.5	3.5	3.75	4	4.25	4.5

At least 49½, but less than 59½	2.5	3.25	4.5	4.75	5	5.5	5.75
At least 59½, but less than 69½	3	3.75	5.25	5.75	6	6.5	6.75
At least 69½, but less than 79½	3.5	4.5	6.25	6.75	7	7.5	8
At least 79½	4	5	7	7.5	8	8.5	9

APPENDIX D - PRORATED SICK LEAVE SCHEDULE

Eligible supervisors being paid for less than a full eighty (80) hour pay period shall have sick leave accruals prorated according to the rate schedule indicated below:

HOURS OF SICK LEAVE ACCRUED DURING EACH PAYROLL PERIOD

Number of Hours Worked/Paid During Pay Period	Number of Hours Accrued
Less than ¼	0
At least ¼, but less than 9½	.25
At least 9½, but less than 19½	.75
At least 19½, but less than 29½	1
At least 29½, but less than 39½	1.5
At least 39½, but less than 49½	2
At least 49½, but less than 59½	2.5
At least 59½, but less than 69½	3
At least 69½, but less than 79½	3.5
At least 79½	4

APPENDIX E

A. Minnesota Academies (Blind and Deaf)

Layoff and Recall

Holidays

Article 9, Section 3 shall be supplemented and/or modified as follows:

Holiday Pay Entitlement: The Minnesota State Academies' supervisors shall be eligible to receive the paid July 4 holiday provided they are in payroll status on the last scheduled work day prior to the July 4 holiday and the first scheduled work day following the July 4 holiday.

On-Call

Article 11, Section 4 shall be supplemented and/or modified as follows:

A supervisor who is not on-call, but receives a work-related telephone call(s) outside of the scheduled normal work hours shall receive a minimum of one (1) hour of compensatory time. If a supervisor provides telephone assistance for more than one (1) hour during this time period, the supervisor can add the actual time worked beyond the one (1) hour minimum rounded upward to the nearest half (1/2) hour or hour, whichever is applicable.

A supervisor who is placed on-call shall have the choice of receiving on-call pay in cash or in compensatory time. If a supervisor elects to be paid in cash, payment will be per the Master Agreement language. If a supervisor elects to be paid in compensatory time, it will be calculated by dividing the twenty-four (24)-hour period rate ($50), or the maximum weekly rate ($350) by the supervisor's current salary rate, rounding upward to the nearest half (1/2) hour or hour, whichever is applicable.

The twenty-four (24)-hour period rate and the maximum weekly rate referred to above are subject to change in the event that the corresponding rates in Article 11, Section 4 change.

The compensatory bank for supervisors in salary range 19 and above shall normally not exceed eighty (80) hours; however, the Appointing Authority may increase this amount in extraordinary circumstances.

Article 13, Section 4 shall be supplemented and/or modified as follows:

Supervisors shall be permitted to extend their work season beyond the specified date of their layoff by the use of accumulated vacation and such extension of time shall not be considered a violation of the inverse seniority provisions of the layoff.

For supervisors engaged in an academic year, prior to June 1 of each year, supervisors shall designate the amount of vacation leave hours to be used. For supervisors engaged in summer school, prior to July 1 of each year, supervisors shall designate the amount of vacation leave hours to be used. Use of vacation leave hours shall be consecutive. Use of such accumulated vacation leave shall not entitle supervisors for holiday pay eligibility or conversion of vacation leave to sick leave.

Article 13, Section 7 shall be supplemented and/or modified as follows:

Summer School. The Appointing Authority shall notify all supervisors of all summer school openings. A supervisor may agree to voluntarily remain on layoff in the event of a recall by requesting such action through a written waiver mutually agreed to and signed by the Appointing Authority and the supervisor. Once the supervisor elects to sign the waiver of recall, such supervisor shall not be able to exercise their seniority rights for recall for the duration of the summer school. The Appointing Authority agrees to provide a signed copy of any waiver of recall to both the Association and the supervisor.

Any waiver of recall by a supervisor is not to be considered a refusal to return to work and shall not be considered to be a break in continuous service. This section does not, in any way, constitute a forfeiture of the Appointing Authority's right to recall laid off supervisors, whenever necessary, to carry out the functions and needs of the summer school programs.

Notification of intent to return to work may be made in writing and hand delivered, provided that a written receipt of such notification is given.

B. Department of Corrections

Incentives

The Appointing Authority may create and use incentive program(s).

In order to offer incentives, the Appointing Authority must first develop a procedure that governs the eligibility and parameters of the program, solicit feedback from the Association, and obtain approval from Minnesota Management and Budget.

The Appointing Authority may create and use incentive program(s) that address one or more of the following areas: referral, retention, recruitment, or reassignment incentive

Work on a Holiday

Article 9, Section 5 shall be supplemented as follows:

A supervisor working in a Department of Corrections Facility, or Central Transportation Unit, shall receive a holiday premium of $12.50 for each hour or portion thereof worked up to a maximum of $150.00 for those holiday hours specifically assigned by the supervisor's superior and worked on the holiday.

Weekend Coverage

Supervisors in the classification of Corrections Lieutenant who are assigned to rotating weekend coverage, may carry the hours earned as a result of that assignment for three (3) additional pay periods for use by the end of the third (3rd) payroll period.

Seniority Credit for Trainee Time and Effect on Future Vacation Accrual

1. In the case of an employee in a trainee classification or an employee working under a provisional appointment, Classification Seniority shall be credited to the date of hire at the time an employee begins to serve a probationary period in a related classification.

2. It is understood by the parties hereto that pre-service Correctional Officer trainee service and any other Department of Corrections trainee service that is unbroken and precedes a probationary appointment does not apply toward vacation or sick leave accumulation under Article 8, Vacation and Sick Leave, except as modified below.

3. The Appointing Authority agrees that for the purpose of determining an employee's length of service credits for vacation accruals, the Appointing Authority shall use the date the employee was appointed to a trainee classification provided there was not a break in service between the trainee appointment and a probationary appointment. This provision shall be prospective only, and it shall only apply to changes and rates of accrual that may occur in the future.

Notice of Shift Change

Article 11, Section 1(A) shall be supplemented as follows:

For informational purposes and where practicable, the Appointing Authorities of facilities within the Department of Corrections agree that when supervisors in the classification Corrections Lieutenant are required to change shifts on a permanent basis, such change shall be posted 30 calendar days in advance of occurrence. Further, when the above supervisors are required to change shifts on a temporary basis such change shall be posted 14 calendar days in advance of occurrence.

In the event that the Appointing Authority changes a Corrections Lieutenant's scheduled shift with less than fourteen (14) calendar days' notice, the Corrections Lieutenant shall receive twenty dollars ($20.00) for each shift changed. A Corrections Lieutenant shall not receive penalty pay for overtime hours worked.

On-Call Institutions

Article 11, Hours of Work and Overtime, Section 5, On-Call is modified or supplemented as follows:

A supervisor in any institution of the Minnesota Department of Corrections (including an OSI Supervisor) who is instructed by their superior to remain in an on-call status shall receive fourteen (14) hours of compensation for being in on-call status for a seven (7) day period or part thereof. Such compensation shall be paid in cash or credited to the supervisor's compensatory bank at the option of the supervisor. An additional four (4) hours, six (6) hours for OSI Supervisors, of regular pay shall be granted for each legal holiday that occurs within the seven (7) day period. Such compensation for legal holidays shall be paid in cash or credited to the supervisor's compensatory bank at the option of the supervisor. A floating holiday does not count for purposes of incurring the four hours, (six (6) for OSI Supervisors) compensation.

An employee who is instructed to be in on-call status is not required to remain at a fixed location but is required to leave word where they may be reached.

On-Call - Field Services

Article 11, Hours of Work and Overtime, Section 5, On-Call is modified or supplemented as follows:

A supervisor in Field Services of the Minnesota Department of Corrections who is instructed by their supervisor to remain in an "on-call" status shall receive twenty-one (21) hours of compensation for being in "on-call" status for a seven (7) day period or part thereof. Such compensation shall be paid in cash or credited to the supervisor's compensatory bank at the option of the supervisor. An additional six (6) hours of regular pay shall be granted for each legal holiday that occurs within the seven (7) day period. Such compensation for legal holidays shall be paid in cash or credited to the supervisor's compensatory bank at the option of the supervisor. A floating holiday does not count for purposes of incurring the six (6) hours of compensation.

A supervisor who is instructed to be in "on-call" status is not required to remain at a fixed location but is required to leave word where they may be reached.

Paid Leave of Absence

Hostage Leave

The Employer and the Association agree that under Article 16, Section 12, Injured on Duty Pay, persons employed in a correctional institution who suffer a disabling injury as a direct result of a life-threatening hostage incident, who otherwise meet the stated criteria contained therein, may be authorized by the Appointing Authority for injury on duty pay on the basis of psychological or mental illness suffered therein without demonstration of physical injury. An Appointing Authority may require the employee to be examined by a psychiatrist, physician or other qualified medical practitioner to verify the employee's medical condition, need for such time off, and the length of time needed. In no case shall injury on duty pay extend beyond three hundred (300) hours.

Compensation for Officiating

Article 16, Wages, shall be modified and supplemented in the following manner:

1. The employees who officiate competitive sports events between residents as an extra-duty event shall be reimbursed at the rate of a flat $10.00 per game.

2. The parties recognize that employees performing these occupational or sporadic employment duties will not have these hours counted as hours worked for purposes of determining eligibility for overtime either under Article 16 of the Agreement or under federal law.

Overnight Activities

For all supervisors assigned to overnight activities which include the supervision of residents/inmates when such assignments are twenty four (24) consecutive hours shall be sixteen (16) hours of straight time for each twenty four (24) hour period.

Uniforms

At the request of either party, the parties shall meet and confer on the topic of uniforms.

Corrections Infection Control Coordinator Differential

The Department of Corrections shall pay up to an additional twelve (12) percent of the base salary of a Registered Nurse Supervisor or Registered Nurse Administrative Supervisor who is assigned additional, department-wide responsibilities pertaining to infection control coordination. Selection of the supervisor to whom the duties are assigned is at the discretion of the department and the department may end or reassign the responsibilities at any time.

Religious Activities Coordinator Differential

The Department of Corrections shall pay up to an additional twelve (12) percent of the base salary of a Chaplain Supervisor who is assigned additional, department-wide responsibilities

pertaining to religious activities coordination. Selection of the supervisor to whom the duties are assigned is at the discretion of the department and the department may end or reassign the responsibilities at any time.

Filling of Vacancies

Article 14, Filling of Vacancies, Section 3 is modified as follows:

All permanent or probationary classified supervisors in the same classification and seniority unit who meet the posted qualifications, are in good standing, and who timely express their interest in writing, shall be given consideration, based on classification seniority and qualifications, for the opening. Those given consideration may be appointed to the opening prior to filling the vacancy through other available means.

If no permanent or probationary classified supervisors in the seniority unit express interest in the posted position, then any permanent or probationary classified supervisors in the same classification within the agency, who are in good standing and express their interest in writing, shall be given consideration. Those given consideration may be appointed to the opening prior to filling the vacancy through other available means.

If requested by the supervisor, an interview shall be provided before filling the vacancy. An Appointing Authority shall not be arbitrary, capricious, or discriminatory and must have legitimate business reasons to reject all supervisors who express interest in a posted vacant position. Selection of supervisors shall be consistent with Chapter 179A, the Public Employment Labor Relations Act, including M.S. 179A.07, Subd. 1. All interest bidders shall be notified in writing, which may include electronic mailing as to the status (either under consideration, acceptant, or rejection) of their interest bid in a timely manner. In addition, the Appointing Authority shall not initiate transfers for disciplinary reasons.

FORMER COUNTY PROBATION SUPERVISORS RIGHTS WITHIN STATE

The Master Agreement is supplemented by the following for county probation supervisors who became state employees by a transfer under the provisions of Minnesota Statutes 244.19, subdivision 1, paragraph a, clause 4. These provisions are effective for County Probation Supervisors transferring on or after January 1, 1987.

A. **SENIORITY.** Article 12 of the Master Agreement is supplemented by the following:

State and Classification Seniority for former county probation supervisors shall be calculated as provided in the master agreement. Where a tie exists between two (2) or more former employees from the same county probation department, it shall be broken using the employees' length of service in their former county probation department. Any remaining ties shall be broken by drawing lots. The seniority roster shall reflect such employee’s length of service with the county probation department.

B. **SICK LEAVE.** Article 8, Section 4 of the Master Agreement shall be amended as follows:

Employees transferring to state service under the statute cited above shall transfer accumulations of sick leave from county service. No additional accrual will occur until the former county employee's sick leave accrual total falls below the maximum permitted by the

Master Agreement.

C. **ANNUAL LEAVE.** Article 8, Section 1 of the Master Agreement shall be amended as follows:

Employees transferring to state service under the statute cited above shall transfer accumulations of annual leave from county service. No additional accrual will occur until a former county employee's annual leave accrual total falls below the maximum permitted by the Master Agreement. Service with the former county employer shall count as time worked for purposes of determining rates of accrual.

D. **FILLING OF VACANCIES.** Article 14 of the Master Agreement shall be supplemented as follows:

A transferring county employee to state service shall serve a probationary period of six (6) months. Article 15 applies to any non-certification decision by the Employer. After utilizing the provision of the Article, a non-certified employee may, within ten (10) days, appeal to the Commissioner of Minnesota Management and Budget for a hearing. The Commissioner may uphold the non-certification decision, extend the probation period, or certify the employee. The decision of the Commissioner of Minnesota Management and Budget is final and not arbitrable.

Liquidation of Compensatory Banks

Once per fiscal year, the Appointing Authority will determine if compensatory banks will be liquidated. If liquidated and with thirty (30) calendar day advance written notice to the Association, the Appointing Authority will offer the supervisor the option to liquidate all, or a portion of the compensatory bank up to the one hundred and twenty (120) hour maximum. This language is not intended to modify or supersede any other provisions of the Collective Bargaining Agreement.

Phased Closure of MCF – Stillwater

Permanent Reassignment or Voluntary Demotion: During the phased closure of MCF – Stillwater, DOC will consider requests from supervisors for permanent reassignment to another MCF or who wish to voluntarily demote to a position at another MCF in a classification covered by the MMA agreement based on seniority order. The granting of such request for permanent reassignment or voluntarily demotion shall be at the discretion of the Employer.

Start Date at New MCF: The Employer and the supervisor shall discuss an agreed-upon date for the supervisor to transfer to the permanently reassigned or voluntarily demoted position.

Probationary Period: The Employer will waive any associated probationary period permitted under Article 15, Section 1 for certified supervisors permanently reassigned from MCF – Stillwater to another MCF, or who voluntarily demote to a position at another MCF in a classification covered by the MMA agreement in which the supervisor has previously served.

A supervisor currently serving a probationary period under Article 15, Section 1 who is permanently reassigned from MCF – Stillwater to another MCF in the same class will continue to serve their current probationary period.

Schedule upon Permanent Reassignment or Voluntary Demotion: Supervisors at MCF – Stillwater who are permanently reassigned to another MCF or who voluntarily demote to a position at another MCF in a classification covered by the MMA agreement will maintain their current schedule and days off for thirty (30) days.

Vacation: Any vacation requests approved prior to any permanent reassignment request (as defined above) specifically related to an announced phased reduction or final closure of MCF-Stillwater will be honored at the MCF to which they are permanently reassigned or voluntarily demote to.

Relocation Expenses: Supervisors who request and are permanently reassigned, or who voluntarily demote to a classification covered by the MMA bargaining agreement they previously served in, and transfer from MCF – Stillwater to another MCF will not be eligible for relocation expenses otherwise required under Article 19.

Transition Leave: A supervisor at MCF – Stillwater who is reassigned to another MCF outside of thirty-five (35) miles of MCF – Stillwater, may be eligible for transition leave as outlined in Article 10, Section 3(E) at the Employer's discretion.

Sunset. This provision will sunset upon full closure of MCF – Stillwater.

C. Explore Minnesota

Work on a Holiday

Article 9, Section 5 shall be supplemented as follows:

A supervisor working in an Explore Minnesota Facility shall receive a holiday premium of $12.50 for each hour or portion thereof worked up to a maximum of $125.00 for those holiday hours specifically assigned by the supervisor's superior and worked on the holiday.

D. Department of Health

Voluntary On Call

Article 11, Section 5 of the Master Agreement shall be supplemented and/or modified as follows:

Assignments made for voluntary on-call work under this provision shall be for at least one (1) calendar week at a time.

A supervisor will receive a flat base payment of three hundred dollars ($300) for the week of voluntary on-call duty. Additionally, supervisors will receive twenty dollars ($20) per call. The maximum compensation for on-call duty (including phone calls) may not exceed six hundred dollars ($600).

Bilingual/Multilingual/Sign Language Differential

At the Appointing Authority's discretion, position(s) that communicate with the public in a recognized and approved language other than English (including Braille or American Sign Language (ASL), on a recurring or specific basis may be eligible for this differential.

The use of an additional language must be used to perform an essential function of the position or to support specific events or projects. The required level of fluency is to be determined by the Appointing Authority, and the Appointing Authority may require certification in interpretation or translation, or in the use of Braille or ASL, as required by law or industry standards.

1. Recurring Basis. Positions that utilize an additional language on a recurring basis to support an essential function of the position will receive a differential of fifty dollars ($50.00) per bi-weekly pay period.

2. Specific events or projects. The Appointing Authority will describe the employee's expectations for utilizing their additional language skill (translation, interpretation, or both), and whether the employee will be expected to perform additional language skills during specific events or for special projects. If the additional language will be utilized only for specific events or projects, like public meetings or specific translation projects, the position will be paid a differential of one dollar ($1) per hour for each hour performing those specific tasks, paid in .25 hour increments.

If the Appointing Authority determines that the additional language skills are no longer needed, the bilingual differential may be ended at any time. If the employee is transferred, demoted, or promoted, to another position in which the bilingual skill has not been designated, or identified as a business necessity, the differential will cease. The effective date for discontinuation of the bilingual differential will be the first day of the next pay period following the new assignment.

The determination by the Appointing Authority as to which positions are eligible for the bilingual differential, the frequency with which additional language skills are needed, or the discontinuation of the bilingual differential shall not be subject to the grievance or arbitration procedure.

The Appointing Authority retains the right to contract out bilingual services as deemed necessary. This provision is not eligible for back-pay.

Incentives

The Appointing Authority may create and use incentive program(s).

In order to offer incentives, the Appointing Authority must first develop a procedure that governs the eligibility and parameters of the program, provide notice to the Association, and must obtain approval from Minnesota Management and Budget.

Holidays on Days Off

Article 9 Holidays of the Master Agreement will be modified and/or supplemented as follows:

When any of the above holidays, Article 9, Section 2. Observed Holidays of the Master Agreement, fall on a supervisor's regularly scheduled day off, the supervisor may be paid in cash for the holiday at the discretion of the Appointing Authority.

If the Appointing Authority does not choose to pay the holiday in cash, the supervisor may

choose to receive the holiday as vacation or compensatory time. The supervisor must be eligible to accrue and use vacation under the provisions of Article 10 in order to choose to receive payment in the form of vacation.

Filling of Positions

Article 14 Section 1 of the Master Agreement shall be modified and/or supplemented as follows:

A vacancy is not created by reassignment within thirty-five (35) miles to the same classification or reassignment over thirty-five (35) miles to the same classification that is mutually agreed upon by the Appointing Authority and employee and with notice to the Association.

Permanent Reassignments

Article 14 of the Master Agreement shall be supplemented as follows:

Whenever the Appointing Authority determines to make a permanent reassignment within thirty-five (35) miles or outside of thirty-five (35) miles, the Appointing Authority shall, before the reassignment is effected, consider (but not be limited to) the following:

A. The supervisor's ability to perform the job;

B. The supervisor's qualifications to perform the job;

C. The supervisor's interest in the job;

D. The supervisor's current workload;

E. The supervisor's Classification/Class Option Seniority.

Notwithstanding the above, upon written request of a Supervisor, Department of Health may make permanent reassignment within thirty-five (35) miles or outside of thirty-five (35) miles, with notice to the Association. Any change of residence pursuant to such reassignment shall be voluntary for the purposes of Article 19. Relocation Expenses.

Flex Time Plans

Article 11, Section 6 Flex-Time shall be modified and/or supplemented as follows:

The Appointing Authority may establish flex time schedules. Such schedules may not result in the payment of overtime. If a request for a flex-time plan is denied, the supervisor may appeal the decision to their superior's manager. If the Appointing Authority determines to discontinue flex-time plans, the Appointing Authority shall, upon request, discuss such change with the Association prior to implementation. Supervisor decisions on flex time schedules, approvals, and denials are considered final and are not grievable.

E. Direct Care and Treatment (DCT)

Officer-of-the-Day Differential

Article 16 – Wages shall be supplemented as follows:

When a supervisor is assigned in writing to be on duty as officer-of-the-day for a facility or security hospital, that supervisor shall receive a differential in the amount of $2.50 per hour.

Work on a Holiday

Article 9 - Holidays, Section 5 – Work on a Holiday shall be supplemented as follows:

A supervisor working in a Direct Care and Treatment (DCT) shall receive a holiday premium of $12.50 for each hour or portion thereof worked up to a maximum of $150.00 for those holiday hours specifically assigned by the supervisor's superior and worked on the holiday. A supervisor receiving a holiday premium is eligible for officer-of-the-day differential for the same hours worked.

Schedule Changes

Article 11 – Hours of Work and Overtime, Section 1(A) – Consecutive Hours shall be supplemented as follows:

For information purposes and where practicable, the Appointing Authority agrees that when supervisors are required to change shifts on a permanent basis, such change shall be posted 30 calendar days in advance of occurrence.

Mandated Overtime-payment for Exempt Supervisors

Article 11 – Hours of Work and Overtime of the Master Agreement shall be supplemented as follows:

Exempt supervisors who are required by management or designee to stay beyond their scheduled shift because there is a coverage need and there are no other staff available will be compensated in cash at time and one half for the additional hours worked.

Paid Leaves of Absence

Hostage Leave

Article 16 – Wages, Section 12 – Injured on Duty Pay shall be supplemented as follows:

The Employer and the Association agree that persons employed who suffer a disabling injury as a direct result of a life-threatening hostage incident, who otherwise meet the stated criteria contained therein, may be authorized by the Appointing Authority for injury on duty pay on the basis of psychological or mental illness suffered therein without demonstration of physical injury. An Appointing Authority may require the employee to be examined by a psychiatrist, physician or other qualified medical practitioner to verify the employee's medical condition, need for such time off, and the length of time needed. In no case shall injury on duty pay extend beyond three-hundred (300) hours.

Incentives

Article 16 – Wages shall be supplemented as follows:

The Appointing Authority may create and use incentive program(s). In order to offer incentives, the Appointing Authority must first develop a procedure that governs the eligibility and parameters of the program and must obtain approval from Minnesota Management and Budget.

F. Department of Military Affairs

Uniforms

The provisions of the Master Agreement shall be supplemented and/or modified as follows:

The Appointing Authority shall provide an initial clothing allowance up to four hundred twenty- five dollars ($425.00) for each Airfield Fire Fighter Assistant Chief. Upon completion of the first year of employment, and annually thereafter, the Appointing Authority will reimburse the Assistant Chief for new articles of uniform clothing purchased, not to exceed five hundred dollars ($500.00). The Assistant Chief shall be required to provide receipts before being reimbursed. Proper maintenance of uniforms shall be the Assistant Chief's responsibility.

The Appointing Authority shall have the right to set standards for the color and style of the uniforms, a reasonable level of cleanliness and a reasonable standard for the condition of the uniforms. This standard may be established locally by the Fire Chief.

Holidays

Article 9, Section 2 of the Master Agreement shall be implemented and/or modified as follows:

The provisions of this Article shall not apply to Airfield Fire Fighter Assistant Chief. However, Assistant Chiefs shall receive two (2) floating holidays per fiscal year. Floating holidays may not be accumulated and shall not be paid in cash if not used.

Vacation Accrual

Article 8, Section 1 of the Master Agreement shall be supplemented and/or modified as follows:

A. Accruals.

All eligible Assistant Chiefs at Duluth and Camp Ripley working a 24-hour schedule shall accrue vacation pay according to the following rates:

Length of Service	Rate Per Full Payroll Period
0 through 5 years	6 working hours
After 5 through 8 years	7 working hours
After 8 through 12 years	10 working hours
After 12 through 18 years	10.5 working hours
After 18 through 25 years	11 working hours
After 25 through 30 years	12 working hours
After 30 years	12.5 working hours

Vacation charges for Assistant Chiefs shall be computed based on the number of hours the employee was scheduled to work on the day(s) the vacation was taken [twenty-four (24)].

Appendix C of the Master Agreement shall be supplemented and/or modified as follows:

Eligible Duluth and Camp Ripley Assistant Chiefs working a 24 hour schedule paid for less than a full one hundred and six (106) hour pay period shall have their vacation accruals pro-rated according to the rate table listed below:

HOURS OF VACATION ACCRUED DURING EACH
PAYROLL PERIOD BASED ON LENGTH OF SERVICE

Number of Hours Worked During Pay Period	0 thru 5 years	After 5 thru 8 years	After 8 thru 12 years	After 12 thru 18 years	After 18 thru 25 years	After 25 thru 30 years	After 30 years
Less than 12.5	0	0	0	0	0	0	0
At least 12.5 Less than 26	1	1.25	1.75	2	2	2.25	2.25
At least 26 Less than 39	1.25	2	2.25	2.75	3	3.25	3.25
At least 39 Less than 52.5	2.25	3	4	4.25	4.25	4.5	5
At least 52.5 Less than 65.5	3	3.5	5	5.25	5.5	6	6.25
At least 65.5 Less than 79	3.5	4.5	6.25	6.5	7	7.5	7.75
At least 79 Less than 92	4.25	5.5	7.25	8	8.5	8.75	9.5
At least 92 Less than 105.5	5.25	6.5	8.75	9.5	9.75	10.5	11
At least 105.5	6	7	10	10.5	11	12	12.5

Assistant Chiefs may accumulate unused vacation leave to a maximum of five hundred and thirty (530) hours. The five hundred and thirty (530) hours is the amount to be in place in Article 8, Section 1D and Section 3 of the Master Agreement.

Sick Leave

Article 8, Section 4 of the Master Agreement shall be supplemented and/or modified as follows:

Eligible Assistant Chiefs shall accrue sick leave at the rate of five and one-half (5.5) hours per pay period of continuous employment beginning with their date of eligibility.

Appendix D of the Master Agreement shall be supplemented and/or modified as follows:

Eligible Assistant Chiefs being paid for less than a one hundred six (106) hour pay period shall have sick leave accruals pro-rated according to the rate schedule indicated below:

HOURS OF SICK LEAVE ACCRUED DURING EACH
PAYROLL PERIOD OF CONTINUOUS SERVICE

Number of Hours Worked During Pay Period	**Hours Accrued**
Less than 12	0
At least 12.5 Less than 26	1
At least 26 Less than 39	1.25
At least 39 Less than 52.5	2
At least 52.5 Less than 65.5	2.75
At least 65.5 Less than 79	3.25
At least 79 Less than 92	4
At least 92 Less than 105.5	4.75
At least 105.5	5.5

Hours of Work

Article 11 of the Master Agreement shall be supplemented and/or modified as follows:

Workday. The normal workday shall consist of twenty-four (24) consecutive hours.

Work Period. The normal work period shall consist of six (6) normal work days during a fourteen (14) calendar day period.

Assistant Chiefs shall be scheduled for one (1) day off after each normal workday until six (6) normal workdays have been worked, at which time the Firefighters shall be scheduled for three

(3) consecutive days off.

Overtime

Article 11 of the Master Agreement shall be supplemented and/or modified as follows:

The provisions of this Article shall not apply to Airfield Firefighters.

However, Duluth Airfield Assistant Chiefs and Camp Ripley Airfield Assistant Chief working a 24 hour shift shall have paid vacation time, paid sick leave, and paid leaves of absence considered as "time worked."

Article 11, Hours of Work and Overtime, Section 1 (D) Overtime Rates and (E) Liquidation of Overtime shall apply to Airfield Firefighters who work more than 212 hours in a four week period except for the following modifications:

Overtime hours shall be assigned to a compensatory bank.

The maximum amount of hours that may be in the compensatory bank at any given time is 480 hours.

Shift Differential

Article 16, Section 7 of the Master Agreement shall be supplemented and/or modified as follows:

The provisions of this Section shall not apply to Airfield Firefighters.

Severance Pay

With respect to Airfield Firefighter Assistant Chiefs, Article 16, Section 9 of the Master Agreement shall be modified as follows:

Severance pay shall be equal to forty (40) percent of the supervisor's first one thousand one hundred and ninety three (1193) hours of accumulated but unused sick leave, and twelve and one-half (12 ½) percent of the supervisor's accumulated but unused sick leave in excess of one thousand one hundred and ninety three (1193) hours, times the supervisor's regular rate of pay at the time of separation. Effective January 9, 2008, severance pay shall be equal to thirty-five (35) percent of the supervisor's accumulated but unused sick leave times the supervisor's regular rate of pay at the time of separation.

G. Minnesota State Colleges and Universities

1) **Tuition Waiver and Tuition Reimbursement**.

A. Tuition Waiver. There shall be available to supervisors of Minnesota State a tuition waiver as set forth below.

1. Full-time unlimited, full-time seasonal, part-time unlimited, and part-time seasonal employees, classified and unclassified, shall upon completion of two (2) years of continuous employment (without a break in service) in the Minnesota State system be entitled to enroll on a space-available basis in credit courses

without paying tuition. The employee will pay all applicable fees. Such enrollment shall not exceed twenty-one (21) semester credits per year. For purposes of tuition waiver, the year is considered to run from the start of the fall session through the end of the summer session. Employees of a State University may have tuition waived at any State University. Employees of a Community College or Technical College or co-located College may have tuition waived at any Community College or Technical College or Co-located College. Employees of the Minnesota State System Office may have tuition waived at any State University, Community College, Technical College, or Co-located College by making a choice once each contract period to use the tuition waiver for one of the various systems. The employee's spouse or dependent children may share this right up to sixteen (16) credits.

The tuition waiver benefit shall not apply to any courses that are part of an applied doctorate program, except as described in section H.1.A.2, Discretionary Use of Tuition Waiver Credits, below.

2. Discretionary Use of Tuition Waiver Credits:

   a. The president of a college may authorize eligible employees of a college to use the tuition waiver benefit for the employee's own enrollment at a state university. Such authorization includes the president's discretion to allow eligible employees use of the tuition waiver benefit for the employee's own enrollment in applied doctorate courses.

   b. The president of a state university may authorize eligible employees of a state university to use the tuition waiver benefit for the employee's own enrollment at a state college. Such authorization includes the president's discretion to allow eligible employees use of the tuition waiver benefit for the employee's own enrollment in applied doctorate courses.

   c. The president's exercise of discretion and discretionary use as described in this paragraph H.1.A.2. is not subject to the grievance procedure.

B. Tuition Reimbursement. Consistent with the State's Administrative Procedure 21, a supervisor may receive tuition reimbursement at the discretion of the college or university president/designee. The discretionary function of the Employer as provided in this section shall not be subject to the grievance procedure.

2) **Grievance Procedure**. Article 7, Section 1 shall be supplemented and/or modified as follows:

The Association agrees to file step 2 grievance appeals with the Minnesota State System Office.

3) **Hours of Work**.

Reduction in Hours. Supervisors and the Appointing Authority may mutually agree to reduce a full-time supervisor's hours of work. Such reduction shall not change their employment condition for purposes of bidding or layoff.

4) **Substitute Holidays**. After consultation with local Association Representative(s), College or University administrators, to the extent provided by law, may designate substitute holidays for those listed in Article 9 of the Master Agreement in order to conform with their academic calendars.

5) **Parking**. The Employer agrees that all policies relating to supervisor parking in campus facilities shall be uniform for faculty and all other personnel. On campuses which have a parking committee, the Local Union shall designate a representative to the committee.

6) **Uniforms**. Supervisors who are required to wear uniforms shall receive or be reimbursed for an initial issue of four (4) properly fitting uniforms per supervisor. Thereafter, supervisors shall be permitted replacement uniforms until they are no longer required. Worn out uniforms shall be returned to the Appointing Authority.

7) **Attendance at Local Union Meetings**. Supervisors may be permitted to adjust their hours of work to permit their attendance at meetings of the Association. Such adjustments shall be of reasonable duration, not to exceed two (2) hours.

8) **State Contribution to Deferred Compensation Plan**. Article 16, Section 16 is modified as follows:

   Employer contributions to the State deferred compensation plan shall not be paid to any tax sheltered annuity contracts but shall be paid only to the deferred compensation plan authorized by M.S. 352.96. Permanent unclassified supervisors who are not eligible for the supplemental retirement account (as described in #10) are eligible for the Employer contribution to the State deferred compensation plan.

9) **Permanent Unclassified Supervisors as Per M.S. 43A.08, Subd. 1 (9)**. The parties agree that an unclassified bargaining unit member is a supervisor who holds an appointment to a position in Minnesota State which is statutorily unclassified. The following provisions are only applicable to unclassified supervisors.

   A. Supplemental Retirement Account Contributions. As allowed by Minnesota Statutes §§ 354C.11, 354C.12 and 356.24, the Employer will make a matching contribution, in an amount equal to the deductions made from the supervisor's salary, up to a maximum of one thousand seven hundred dollars ($1,700.00) per fiscal year to each eligible employee's supplemental retirement account.

   B. Discipline and Discharge. Article 6, Discipline and Discharge, shall be modified as follows:

      1. Supervisors who have completed two (2) or more years of continuous employment in their initial unclassified supervisor appointment with a Minnesota State Appointing Authority that is a minimum of fifty percent (50%) of a full-time equivalent position in state service:

         a. shall be eligible for all rights under Article 6, Discipline and Discharge, including "just cause" and access to the arbitration level of the grievance procedure.

C. Change in Class (or Class Option) or Appointment to a Position in a Different Minnesota State Appointing Authority.

Unclassified supervisors who have completed the initial two (2) or more years of continuous employment with a Minnesota State Appointing Authority as set forth in 9B 1 above, and who without a break in service:

1. change class (or class option), or

2. move to another Minnesota State Appointing Authority

shall be subject to a mandatory six (6) month period wherein the supervisor shall be ineligible for the provisions of 9B 1. a. above. However, by prior written notice from the Appointing Authority, the period may be eliminated or set any length of time from zero (0) to twelve (12) months. A supervisor who does not successfully complete the period shall have the following options:

a. Return to the former position if:

i. the position is either vacant or occupied by a temporary unclassified supervisor; and

ii. return to the former position is agreed to by the Appointing Authority.

b. Be considered for other vacancies (if deemed qualified by the Appointing Authority) for thirty (30) days from the date of notice.

If the supervisor is not reappointed under options a or b, the supervisor's employment may be terminated.

D. Job Posting. Non-temporary MMA unclassified positions shall be posted for ten (10) calendar days for informational purposes only. No interest bidding is permitted on these unclassified positions. Supervisors shall notify the Appointing Authority that they are interested in the position(s) by written notice to the Appointing Authority's Human Resources Manager prior to the application deadline. If the supervisor meets the posted minimum qualifications of the position(s), as determined by the Appointing Authority, he/she shall be granted an interview. Non-selection shall not be grievable. All supervisors shall be eligible for this position.

E. Unpaid Leaves of Absence – Unclassified Employees. An unclassified employee may request an unpaid leave of absence for the purpose of accepting a temporary position in another unclassified or administrative position within the Minnesota State Colleges and Universities. At its discretion, the Appointing Authority may grant such requests. All terms and conditions of the leave shall be memorialized in a written agreement between the employee and the Appointing Authority prior to the commencement of the leave. A copy of the final, signed written leave agreement shall be provided to the Association. If the leave agreement does not expressly address return rights, the unclassified employee shall be entitled to return to a vacant position in the same seniority unit in the employee's former academic

supervisor level at the conclusion of the leave of absence, provided the supervisor is qualified for the position.

F. Notice of New Supervisory Titles/Classifications

1. The Minnesota State System Office, and/or the Appointing Authority shall, in a timely manner, send the Middle Management Association (MMA) the position descriptions for all unclassified supervisory classes/titles not currently assigned to a different bargaining unit.

2. MMA may request a meeting with the appropriate representative from Minnesota State within ten (10) working days of mailing or delivery of the notice. Such meeting, unless otherwise agreed by the parties, shall occur within ten (10) working days from the time of the request.

3. Positions which have gone through the process outlined in item numbers 1 and 2 above, and which remain in dispute, may be challenged by MMA filing the proper petition with the Minnesota Bureau of Mediation Services.

4. The provisions of this section shall be non-grievable and non-arbitrable except for failure to provide the information noted in number 1 above.

G. Rights of Supervisors When Appointments are Ended

Unclassified supervisors who have completed two (2) years or more of continuous employment in their initial unclassified supervisor appointment with a Minnesota State Appointing Authority that is a minimum of fifty percent (50%) of a full-time equivalent position in state service shall be eligible as follows when appointments are ended.

1. Advance notice when position/appointment is eliminated. In the event an unclassified supervisor's position/appointment is ended by the Appointing Authority for reasons other than work performance the Appointing Authority shall notify the Association Executive Director and the supervisor(s) affected at least forty-five (45) calendar days prior to the effective date.

2. Insurance eligibility. Unclassified supervisors who receive an employer contribution to health/dental insurance and whose position/appointment ends for reasons other than work performance shall remain eligible for the same employer contributions for six (6) months from the date the position/appointment ends.

3. Involuntary Separation Due to a Reduction in Force. Unclassified supervisors who are involuntarily separated due to a reduction in force shall be allowed to express interest in and interview for any unclassified vacancies posted within Minnesota State for a minimum of six (6) months following the date of their separation notice. Non-selection shall not be grievable. Employees must meet the posted minimum qualifications for the position in order to be granted an interview.

4. Transition Leave. At the Appointing Authority's discretion, an unclassified

supervisor subject to involuntary separation as provided in section H.9.G.3 (Involuntary Separation Due to a Reduction in Force) of the supplement may be granted up to one hundred sixty (160) hours of paid transition leave, ending on the date of separation. Hours of leave may be granted at any time throughout the notice period in H.9.G.1 and shall not be subject to the reinstatement provisions of Article 10 of the Master Agreement.

5. Severance Pay. Article 16, Section 10 (Severance Pay) of the Master Agreement shall be modified to include an unclassified supervisor subject to involuntary separation as described in Section H.9.G.3 (Involuntary Separation Due to a Reduction in Force) of this supplement or who meets any of the other eligibility provisions of Article 16, Section 10 (Severance Pay) of the Master Agreement.

10) **Educational Leave.** Leave with pay may be granted to a supervisor for educational purposes at the discretion of the Appointing Authority.

11) **Pilot Program: Bilingual/Multilingual/Sign Language Differential for Specific Events or Projects**

At the Appointing Authority's discretion, a Minnesota State supervisor in the MMA bargaining unit who meets the criteria below and who is assigned to use the supervisor's communication and/or translation skills in a language other than English – including Braille or American Sign Language (ASL) – for specific events or projects (including, but not limited to, public meetings or specific translation projects) will be paid a differential of one dollar ($1.00) for each hour of assigned work performing those specific tasks, paid in .25 hour increments. Criteria for a supervisor's participation:

A. Proficiency or fluency in the respective language other than English – including Braille or American Sign Language (ASL) – is not identified in the supervisor's position posting and/or position description as a minimum qualification for the supervisor's job; and

B. If proficiency or fluency in the respective language other than English – including Braille or American Sign Language (ASL) – was identified in the position posting as a preferred qualification for the supervisor's job at the time of the supervisor's hire and initial salary placement, it cannot have been the only preferred qualification met by the supervisor.

The required level of fluency needed for the event or project is at the Appointing Authority's discretion. The Appointing Authority may require certification in interpretation or translation, or in the use of Braille or ASL, as required by law or industry standards.

If the Appointing Authority determines that the additional language skills of the assigned supervisor are no longer needed for the event or project, the Appointing Authority may end the assignment at any time.

Determinations by the Appointing Authority as to:

- whether an event or project needs the skills of an employee in a language other than English, and

- which qualified supervisor(s) (i.e., supervisors meeting the criteria above) will be assigned to the event(s) or project(s)

will not be subject to the grievance or arbitration provisions of this collective bargaining agreement.

The Appointing Authority retains the right to assign to other employees outside of the MMA bargaining unit – or to contract out – bilingual, multilingual, and sign-language services as the Appointing Authority deems necessary.

The terms of this pilot program may be discontinued with ninety (90) calendar days advance written notice by either party to the collective bargaining agreement to the other party that it wishes to discontinue this pilot program. If such notice is given, the pilot will cease at 11:59 p.m. on the ninetieth (90^{th}) calendar day, unless the parties choose to negotiate – and mutually agree to – successor terms that provide for the pilot's continuance. If a party does not give written notice to discontinue on or before June 30, 2029, this pilot will be discontinued as of July 1, 2029.

I. Department of Natural Resources

Work on a Holiday

Article 9, Section 5 shall be supplemented as follows:

Supervisory positions that are exempt from the overtime provisions of the Fair Labor Standards Act (FLSA) and are working in the Department of Natural Resources shall receive a holiday premium of $12.50 for each hour or portion thereof worked up to a maximum of $125.00 for those holiday hours specifically assigned by the supervisor's superior and worked on the holiday.

Seniority

Article 12, Section 2, Seniority Rosters, shall be supplemented and/or modified as follows:

No later than November 30 of each year, the Appointing Authority shall prepare and post a current seniority roster on the DNR Intranet, and shall provide an electronic copy to the Association Executive Director. The rosters shall list each supervisor and manager with supervisory seniority in the order of Classification Seniority and reflect each supervisor's date of Classification Seniority, date of State Seniority, and the date of Classification Seniority and class title for all classes in which the supervisor previously served.

The rosters shall also identify the type of appointment if other than full-time unlimited. When two (2) or more supervisors have the same Classification Seniority dates, seniority positions shall be determined by total State Seniority. Should a tie still exist, seniority positions shall be determined by lot.

Hours of Work and Overtime

Article 11, Section 2.C., Hours of Work and Overtime shall be supplemented and/or modified as follows:

Out-of-State Fire Fighting

Overtime will be paid in cash at the rate of time and one-half for out-of-state fire fighting provided the out-of-state jurisdiction, state or federal, pays similar supervisory employees at the rate of time and one-half for firefighting work on the same fire.

In-State Fire Fighting

Overtime will be paid in cash at the rate of time and one-half for in-state fire fighting. The rate of time and one half for in-state fire fighting shall not exceed 1.5 times the maximum hourly rate of the NR Program Coordinator (14L) classification covered by the collective bargaining agreement between the State of Minnesota and MAPE.

Liquidation of Overtime

Article 11, Section 3.A.4., Compensatory Time Liquidation, of the Master Agreement shall be modified as follows:

At the option of the DNR, for all supervisors assigned to Progression Codes 2 and 3 and to Progression Code 1, ranges 18 and below, all or a portion of the compensatory bank may be liquidated in cash as of the last day of the payroll period which ends closest to March 1, of each fiscal year with thirty (30) calendar days advance written notice to the Association. Such liquidation shall be done in a uniform manner for all employees of the seniority unit.

Uniforms

Article 21 shall be supplemented and/or modified as follows:

The Appointing Authority shall furnish each supervisor such articles of clothing as are specified as part of the uniform valued at one hundred and seventy-five dollars ($175) annually. The Appointing Authority may approve individual increases in this amount as needed.

DNR Supervisors assigned to Group 3 under DNR Op Order #33, full-time uniform wearers shall be furnished such articles of clothing as are specified as part of the uniform valued at two hundred and sixty dollars ($260) annually.

If prices of parkas and 3-season jackets fluctuate by size and by twenty dollars ($20) or more per individual item, the Appointing Authority shall supplement the uniform allotment by the amount of the actual difference in cost that exceeds the regular price.

REST AND RECUPERATION DAYS (R&R DAYS)

DNR employees returning from an out-of-state fire assignment of at least fourteen (14) days shall be eligible for up to two (2) paid rest and recovery days, provided that:

1. The R&R occurs on a regularly scheduled workday immediately following the out-of-state fire assignment, as documented by the fire assignment and;

2. The R&R days are reimbursable by the fire assignment jurisdiction.

Employees shall be eligible for no more than two (2) R&R days per out-of-state fire assignment.

DEPARTMENT OF NATURAL RESOURCES

August 1, 2025

Jon Beaufeaux, Business Representative
Middle Management Association
3460 Lexington Avenue North
Shoreview, Minnesota 55126

Dear Jon,

As part of the negotiations with MMA for the 2025-2027 Supplemental Agreement, we had discussions regarding uniform allotments and the DNR's Operational Order #33 which governs uniform and logowear. We discussed that the Operational Order and the DNR's uniform requirements were under review at the time of our supplemental negotiations.
We discussed that the DNR would make MMA aware of changes in the DNR's Operational Order and agreed to have further discussions regarding any bearing those changes may have on allotments issued to employees for the purchase of uniform items.
Sincerely,
Matt Olinger

Director of Human Resources
Cc: Adam Browning, Labor Relations

J. Public Employees Retirement Association (PERA)

1. Article 12, Section 1A, State Seniority, shall be defined as the length of service with PERA since the last date of hire with that organization.

2. Article 12, Section 1B, Classification Seniority, shall be defined as the length of continuous service in the position which the supervisor held on July 1, 1985.

3. Article 12, Section 1C, Continuous Service, shall be interpreted as commencing on the last date of hire with the PERA notwithstanding the provisions of M.S. 353.03 Subd. 3(a).

4. Article 8, Section 1, Vacation Accumulation, shall be modified to allow a supervisor of PERA hired before 7/1/85, and who has served a minimum of six (6) months of continuous service with PERA since their last date of hire to be eligible to use vacation leave after July 1, 1985.

5. Effective July 1, 1985, supervisors of PERA shall accrue vacation leave in accordance with the schedule outlined in Article 8, Section 1, Vacation Accumulation. The length of service requirement shall be in accordance with #1 above, subject to any restrictions that are found in M.S. 353.03 Subd. 3(a).

6. Effective July 1, 1985, all supervisors shall accrue sick leave in accordance with Article 8, Section 4, Sick Leave Accumulation. Any accrued balances from PERA employment prior to July 1, 1985 that are equal to or less than nine hundred (900) hours shall be transferred in total to the supervisor's sick leave account. Accrued balances in excess of nine hundred (900) hours shall be transferred to the supervisor's sick leave bank at the rate of two-fifths (2/5) of the accrued balance. The remaining three-fifths (3/5) balance shall be placed in a separate supplemental account. Such sick leave hours shall only be used for extended or catastrophic illness/accident in the event the supervisor has exhausted all other sick leave balances and only with the approval of the Commissioner of Minnesota Management and Budget upon written application of the supervisor. Any supplemental sick leave hours that may still exist at the time of the supervisor's separation from State service shall not be subject to the provisions of Article 16, Section 9, Severance Pay.

7. The Employer agrees to use the date of the supervisor's last salary increase or the date of last promotion, whichever is later, to determine the date the supervisor is next eligible for progression increases under Article 16, Section 5, Progression.

8. For those supervisors whose salaries are within the range established for their class but not on a salary range step, Article 16, Section 5, Progression, shall be modified to be consistent with the State's transfer policy until such time that the supervisor's salary rate moves on step.

9. Article 16, Section 9, Severance Pay, shall be modified to be consistent with numbers 1, 3, and 6 above.

K. Department of Public Safety

Incentives. The Appointing Authority may create and use incentive program(s). In order to offer incentives, the Appointing Authority must first develop a procedure that governs the eligibility and parameters of the program and must obtain approval from Minnesota Management and Budget.

Hazardous Material Responders

Hazardous Material Responders supervisors directed to be on-call as Hazardous Material Responders by their division and those supervisors deemed qualified by their division to function as a designated Hazardous Material Responder shall be paid for on-call duty as follows:

1. Department of Public Safety (DPS) Division Directors shall designate those persons deemed qualified to work as a Hazardous Material Responder.

2. Such supervisors shall be assigned specific seven (7) day duty periods. Such assignments shall be made by DPS.

3. For each seven (7) day period on-call, the supervisor shall be compensated fifteen (15) hours pay at their normal rate or fifteen (15) hours of compensatory time at the option of the supervisor. An additional four (4) hours of compensation in cash or compensatory time shall be granted for each legal holiday that occurs within this period. All compensation shall be paid in cash or credited to the supervisor's compensatory bank at the option of the supervisor.

4. On-call status supervisors are to be reachable at all times for emergency and assistance calls. A supervisor who is instructed to be in an on-call status is not required to remain at a fixed location but is required to leave word where he/she may be reached.

5. Supervisors called back shall receive cash or compensatory time in accord with Article 11 of the Master Agreement. Such compensation shall be paid in cash or credited to the supervisor's compensatory bank at the option of the supervisor.

6. Non-exempt supervisors who take telephone calls eight (8) minutes or longer while they are on-call will have the time treated as time worked.

7. Exempt supervisors who make telephone calls eight (8) minutes or longer while they are on-call shall have the ability to adjust or exchange hours in accord with Article 11 of the Master Agreement.

BUREAU OF CRIMINAL APPREHENSION

On-Call, Forensic Scientist Supervisor

Employees in the classifications Forensic Scientist Supervisor shall be in on-call status if the employee's supervisor has instructed the employees, in writing, to remain available to work during an off-duty period. These employees who are instructed to be in on-call status are not required to remain at a fixed location but are required to leave word where they may be reached.

Such employees who are instructed to remain in an on-call status for the purpose of serving on the Crime Scene Processing Team shall receive fifteen (15) hours of overtime compensation for being in on-call status for a seven (7) day period. An additional four (4) hours of overtime compensation shall be granted for each legal holiday that occurs within this period.

Public Safety Early Retirement Incentive for Supervisors in the State Patrol Retirement Fund

The Early Retirement Incentive will apply only to supervisors currently in the State Patrol Retirement Fund (M.S. §352B), who are and who supervise licensed peace officers.

A. **Early Retirement Incentive Options**. Any supervisor who is appointed to a classification covered by the State Patrol Retirement Fund (M.S. §352B) shall be eligible to retire under one of the following Early Retirement Incentive programs if the conditions for eligibility as set forth below are met.

   1. **Pre-Fifty-Five Early Retirement Incentive**. Any supervisor who reaches the age of fifty (50) after the effective date and before the expiration date of the contract and who is appointed to a classification covered by the State Patrol Retirement Fund (M.S. §352B) who retires at or after their fiftieth (50th) birthday but before their fifty-fifth (55th) birthday shall be entitled to participate in the Pre-Fifty-Five (55) Early Retirement Incentive in accordance with the provisions set forth below.

      The Employer contribution for health and dental insurance coverage shall be equal to one hundred twenty (120) times the amount of the monthly Employer contribution applicable to the supervisor at the time of their retirement divided by the number of months from the date of retirement until the supervisor reaches age

sixty-five (65). The supervisor shall be responsible for paying the remaining portion of the Employer contribution.

2. **Post-Fifty-Five Early Retirement Incentive**. Any supervisor who reaches the age of fifty-five (55) after the effective date and before the expiration date of the contract and who is appointed to a classification covered by the State Patrol Retirement Fund (M.S. §352B) may opt during the pay period in which their fifty-fifth (55th) birthday occurs or any time thereafter until the supervisor reaches the age of sixty-five (65) to participate in the Post-Fifty-Five Early Retirement Incentive in accordance with the provisions set forth below.

   The Employer contribution for health and dental insurance coverage shall be equal to the amount of the monthly Employer contribution applicable to the supervisor at the time of their retirement.

B. **Conditions for Eligibility.**

1. **Current Supervisors**. Supervisors who are in a classification covered by this Agreement before the effective date of this Agreement shall be subject to the following conditions for eligibility:

   a. Supervisors exercising either of these options must be eligible for insurance coverage under the provisions of Article 17.

   b. Supervisors exercising either of these options shall be provided with the health and dental insurance which the supervisor was entitled to at the time of retirement, subject to any changes in coverage in accordance with this or any subsequent Agreement.

   c. Supervisors eligible to receive an Employer contribution for health and dental coverage immediately prior to taking advantage of the State Patrol Retirement Fund (M.S. §352B) shall continue to receive an Employer contribution for themselves and their enrolled dependents until the supervisor reaches the age of sixty-five (65).

   d. Supervisors who retire with no Employer contribution for dependent coverage or who terminate dependent coverage following retirement may add a dependent in accordance with Article 17 Section 5B1; however, that supervisor shall not subsequently be eligible for an Employer contribution for dependent coverage except when the dependent is the supervisor's spouse and the spouse immediately at the time of their retirement is enrolled in SEGIP and receiving an Employer contribution for health and dental coverage.

   e. Receipt of the Early Retirement insurance benefits is contingent upon completion of all the required forms and continued payment of the required premium.

   f. Supervisors on an unpaid leave of absence in excess of one (1) year, excluding military and medical leaves, shall be subject to the provisions set forth in B2

below.

2. **New Supervisors**. Supervisors who promote, demote, transfer, or who are appointed to a classification covered by this Agreement on or after the effective date of this Agreement shall be subject to the conditions listed directly above and the following additional conditions for eligibility:

   a. Supervisors must have a minimum cumulative total of ten (10) years of service in a classification covered by the State Patrol Retirement Fund (M.S. §352B) at the time of their date of retirement. Any time spent in a classification that is not covered under the State Patrol Retirement Fund (M.S. §352B) will not satisfy, and will not be combined with covered time to satisfy, the required time.

   b. Supervisors must have been employed in a classification covered by the State Patrol Retirement Fund (M.S. §352B) for a minimum of five (5) years immediately preceding their date of retirement.

MINNESOTA STATE PATROL

Capitol Security Supervisors

Article 11, Section 3.A.4. shall be amended to allow Capitol Security Supervisors to carry over fifty (50) hours in their compensatory bank when the Appointing Authority decides to liquidate the compensatory bank at the beginning of the pay period closes to July 1st.

Radio Communications Supervisors

Because of the work requirements of Radio Communications Supervisors, supervisors may not be able to take a fifteen (15) minute paid rest break during each four (4) hours of regularly scheduled work. An eligible Radio Communications Supervisor who is not able to take an allowable rest break(s) because of business needs shall be entitled to cash or compensatory time off, at the supervisor's option.

Public Safety Answering Point (PSAP) Managers

Public Safety Answering Point (PSAP) Managers located in Roseville and Rochester Regional Traffic Management Centers shall receive a differential of three dollars ($3.00) per hour. Such differential shall be in addition to the employee's regular rate of pay and shall be included in all payroll calculations.

Work on a Holiday

Article 9, Section 5 shall be supplemented as follows:

Radio Communication Supervisors who are scheduled to work a supervisory shift on a holiday, shall be paid compensated at the rate of time and one half for hours worked on the holiday.

Commercial Vehicle Inspector Supervisors shall receive a holiday premium of $12.50 for each

hour or portion thereof worked up to a maximum of $125.00 for those holiday hours specifically assigned by the supervisor's superior and worked on the holiday.

Commercial Vehicle Inspector Supervisors

Commercial Vehicle Inspector (CVI) Supervisors who volunteer for and are assigned to perform supervisory duties on commercial vehicle enforcement projects including but not limited to: Federal Motor Carrier Safety Assistance Programs, Dyed Fuel Enforcement, Border Enforcement, Fatigued Driver Enforcement (FIST), Passenger Carrier Enforcement, Hazardous Material Enforcement, and the DOT Traffic Enforcement Project shall be compensated at a rate of time and one half for all hours worked. Such pay shall be paid in cash and titled CMV Enforcement Pay or Federal Program Pay.

The commercial vehicle enforcement projects included or excluded shall be determined solely by the Employer. Assignment to the supervisory position(s) shall be at the discretion of the Appointing Authority.

CVI Supervisors are ineligible for assignment to these projects during any hours they are taking vacation leave.

Hours worked on these voluntary assignments shall not be included as hours worked for the purpose of calculating overtime.

Letters

1. Workgroup to Explore Issues Impacting Compensation for Radio Control Supervisors

L. Department of Revenue

Filling of Positions

Article 14 of the Master Agreement shall be supplemented and/or modified as follows:

Permanent Reassignment:

Allows for permanent reassignment outside thirty-five (35) miles that is agreed upon by the Supervisor and Appointing Authority.

Whenever the Appointing Authority determines to make a permanent reassignment within thirty-five (35) miles, the Appointing Authority shall, before the reassignment is affected, consider (but not be limited to) the following:

A. The Supervisor's ability to perform the job;

B. The Supervisor's qualifications to perform the job;

C. The Supervisor's interest in the job;

D. The Supervisor's current workload;

E. The Supervisor's Classification/Class Option Seniority.

Notwithstanding the above, a permanent work location may be changed under one of the following:

a. Upon written request of a Supervisor, Department of Revenue may make a permanent reassignment outside of thirty-five (35) miles, with advanced notice to the Association. Any change of residence pursuant to such reassignment shall be voluntary for the purposes of Article 19. Relocation Expenses.

b. When a new permanent work location has been determined near a closed former permanent work location, upon mutual agreement of the Department of Revenue and the Association, Department of Revenue may make a reassignment outside of thirty-five (35) miles for the Supervisor reassigned as a result of a former office closure to the new permanent work location or when there is an approved business reason to reassign the Supervisor. Any change of residence pursuant to such reassignment shall be voluntary for the purposes of Article 19. Relocation Expenses.

Wages

Article 16 of the Master Agreement shall be supplemented and/or modified as follows:

Bilingual/Multilingual/Sign Language Differential:

At the Department of Revenue's discretion, position(s) that communicate with the public in a recognized and approved language other than English (including Braille or American Sign Language (ASL)), on a recurring or specific basis may be eligible for this differential. The use of an additional language must be used to perform an essential function of the position or to support specific events or projects. The required level of fluency is to be determined by the Department of Revenue, and the Department of Revenue may require certification in interpretation or translation, or in the use of Braille or ASL, as required by law or industry standards.

1. **Recurring Basis.** Positions that utilize an additional language on a recurring basis to support an essential function of the position will receive a differential of fifty dollars ($50.00) per bi-weekly pay period.
2. **Specific events or projects.** The Appointing Authority will describe the Supervisor's expectations for utilizing their additional language skill (translation, interpretation, or both), and whether the Supervisor will be expected to perform additional language skills during specific events or for special projects. If the additional language will be utilized only for specific events or projects, like public meetings or specific translation projects, the position will be paid a differential of $1 per hour for each hour performing those specific tasks, paid in .25 hour increments.

If the Appointing Authority determines that the additional language skills are no longer needed, the bilingual differential may be ended at any time. If the Supervisor is transferred, demoted, or promoted, to another position in which the bilingual skill has not been designated, or identified as a business necessity, the differential will cease. The effective date for discontinuation of the bilingual differential will be the first day of the next pay period following the new assignment.

The determination by the Appointing Authority as to which positions are eligible for the bilingual differential, the frequency with which additional language skills are needed, or the discontinuation of the bilingual differential shall not be subject to the grievance or arbitration procedure.

The Appointing Authority retains the right to contract out bilingual services as deemed necessary.

Expense Allowances

Article 18, Section 2 of the Master Agreement shall be supplemented as follows:

Where the Department of Revenue closes a Supervisor's permanent work location and assigns the Supervisor to a new permanent work location outside thirty-five (35) miles, and the Supervisor is approved to telework, the Supervisor shall be eligible for mileage reimbursement when the Supervisor is required to report in-person to the new permanent work location. The allowable mileage shall be whichever is lesser:

1. mileage from the Department of Revenue's closed permanent work location to the new permanent work location, or
2. mileage from the Supervisor's teleworking location to the new permanent work location,

The Supervisor shall no longer be eligible for mileage under this provision upon leaving the position for which the Department of Revenue closed the permanent work location.

Professional Examinations

Effective July 1, 2023, and dependent upon the availability of funds and the operational needs of the Department of Revenue, the Appointing Authority may provide a lump sum payment of one thousand dollars ($1000) to Supervisors who receive notification of passing all parts of a:

- CPA examination
- Certified Fraud Examiner examination
- Certified Internal Auditor examination
- Project Management Professional examination

provided the Supervisor is in good standing with the department. The Supervisor must be employed with the Department of Revenue at the time that at least one section of the examination is taken and passed. Supervisors who pass an above listed exam and remain employed with the Department of Revenue for one (1) year after the date on which they received notice of passing the examination, the Appointing Authority may provide an additional lump sum payment of one thousand dollars ($1000), provided the Supervisor is in good standing with the department.

Supervisors who received notification of passing all parts of an above listed examination, with at least one section having been taken and passed while employed at the Department of

Revenue, and who received such notification within one (1) year prior to July 1, 2023, are ineligible for the initial lump sum payment. However, the Appointing Authority may provide the second lump sum payment of one thousand dollars ($1000) provided the Supervisor remains employed with the Department of Revenue for one (1) year after the date on which they received notice of passing the examination and provided the Supervisor is in good standing with the department.

Supervisors who received notification of passing all parts of an above listed examination prior to July 1, 2022, or prior to being employed by the Department of Revenue, shall be ineligible for any of the lump sum payments for that examination.

The Appointing Authority may add additional examinations at its discretion.

M. State Auditor's Office

CPA Examination

Dependent upon the availability of funds and the operational needs of the State Auditor's Office, the Appointing Authority may provide a lump sum payment of $1,000.00 to supervisors in the classes Local Government Auditor Principal and Local Government Auditor Director who pass all four (4) parts of the CPA examination. For supervisors in these classes who pass all four (4) parts of the CPA examination and remain employed with the State Auditor's Office for one (1) year after the date on which they received notice of passing the CPA examination, the Appointing Authority may provide an additional lump sum payment of $1,000.00.

N. Department of Transportation

Work on a Holiday

Article 9, Section 5 shall be supplemented as follows:

> A supervisor shall receive a holiday premium of $12.50 for each hour or portion thereof worked up to a maximum of $150.00 for those holiday hours specifically assigned by the supervisor's superior and worked on the holiday.

Hours of Work and Overtime

Article 11, shall be supplemented as follows:

> The parties agree that for purposes of Article 11 (Hours of Work and Overtime) of the Agreement the immediate superior shall not unreasonably deny the request of a supervisor to balance hours due to off-duty phone calls received during hours for which the supervisor was not otherwise being compensated.

Winter Maintenance Schedule

Article 11, Section 1 shall be supplemented and/or modified as follows:

> The Appointing Authority and the Association agree to the use of winter maintenance shifts. The Department of Transportation and the Association agree that the Appointing

Authority may institute split shifts under the winter maintenance schedule.

On-Call

Article 11, Section 5 shall be modified as follows:

A supervisor who is instructed to remain in an on-call status shall be compensated for such time on the basis of one hundred dollars ($100.00) for a twenty four (24) hour period or part thereof. Furthermore, a supervisor who is in an on-call status on a weekend or holiday shall receive an additional five ($5) dollars, or a total of one hundred five dollars ($105.00), for a twenty-four (24) hour period or part thereof. On-call pay shall not exceed seven hundred dollars ($700.00) per week.

For purposes of this Article, a supervisor is eligible for weekend on-call pay if any of the on-call hours falls between midnight Friday and midnight Sunday. A supervisor is eligible to receive holiday on-call pay if any of the on-call hours fall on a calendar day which is listed as a holiday in Article 9, Section 2.

A supervisor who is neither working nor on-call shall not be disciplined, or otherwise held accountable for the failure to answer a work-related phone call.

Temporary Reduction or Increase of Hours

Article 11, Section 7 shall be supplemented as follows:

Full-time supervisors desiring to work less than a full-time schedule and part-time supervisors desiring to work a full-time schedule, may request to do so on a temporary basis not to exceed twelve (12) months, pursuant to mutual agreement between the Appointing Authority, the Association, and the supervisor.

Probation Extension

Article 15, Section 2 shall be supplemented and/or modified as follows:

If the Appointing Authority decides a supervisor cannot successfully complete the probationary period but determines an extension could result in successful completion of the probationary period, the Appointing Authority may extend the probationary period up to three (3) months. If required training still needs to be completed, probation may be extended an additional three (3) months. The supervisor will be notified in writing of any extension.

Snow and Ice Activation Pilot

Article 16, shall be supplemented as follows:

Supervisors who are assigned to run snow and ice shifts that have been activated, and:

- any of the declared snow and ice shift falls outside of their regular work hours, and
- the supervisor works at least 4 hours in that snow and ice shift.

Shall be eligible to receive $40.00 per pay period. Such pay shall be in addition to any other pay the supervisor is eligible to receive. This pilot becomes effective upon implementation of this agreement and will sunset upon implementation of the 2027-2029 agreement.

Incentives Development Pilot

Article 16, shall be supplemented as follows:

The Appointing Authority may create and use incentive program(s). In order to offer incentives, the Appointing Authority must first develop a procedure that governs the eligibility and parameters of the program and must obtain approval from Minnesota Management and Budget.

This pilot becomes effective upon implementation of this agreement and will sunset upon implementation of the 2027-2029 agreement.

Statewide Maintenance Supervisor Night Shift Premium Pay

Article 16, Section 8 shall be supplemented as follows:

Statewide maintenance supervisors working night shifts of durations lasting three (3) months or more, covered by this agreement, shall receive Night Shift Premium Pay of $2.00/hour for all shifts which start between 7:00 p.m. and 11:00 p.m. This will apply to all hours worked between the hours of 7:00 p.m. and 5:30 a.m. Such premium pay shall be in addition to the supervisor's hourly rate of pay, and any shift differential the supervisor would otherwise be entitled to. The premium pay shall be included in all payroll calculations for shifts actually worked, but shall not apply during periods of paid leave, or in calculations of back-pay.

Vehicles

Article 18, Section 2 shall be supplemented and/or modified as follows:

Supervisors notified in writing by their Transportation District Engineer or Office Director to be available to respond to work-related emergencies during hours when the supervisor is not normally working, shall be provided with a State-owned vehicle and will not be charged mileage for driving to and from their work station and their home. It is understood that the State-owned vehicle shall not be used for personal purposes.

O. Minnesota Department of Veteran's Affairs

Officer-of-the-Day Differential

When a supervisor is assigned in writing to be on duty as officer-of-the-day for an institution, that supervisor shall receive a differential in the amount of $2.75 per hour.

Work on a Holiday

Article 9, Section 5 shall be supplemented as follows:

A supervisor working in a Minnesota Veterans Home shall receive a holiday premium of $12.50 for each hour or portion thereof worked up to a maximum of $150.00 for those holiday hours specifically assigned by the supervisor's superior and worked on the holiday. A supervisor receiving a holiday premium is eligible for officer-of-the-day differential for the same hours worked.

Schedule Changes

Article 11, Section 1(A) shall be supplemented as follows:

For supervisors working in a Minnesota Veterans Home, the Appointing Authority shall provide no less than fourteen (14) calendar days' notice to the affected supervisor(s) prior to making a change in the days of work, hours of work, or the length of the work day of full-time supervisors. Further for information purposes and where practicable, the Appointing Authorities agree that when supervisors are required to change shifts on a permanent basis, such change shall be posted 30 calendar days in advance of occurrence.

If the Appointing Authority changes a supervisor's scheduled day(s) off with less than fourteen (14) calendar days' notice to the affected supervisor, the supervisor shall receive $15.00 for each four (4) hours or portion thereof worked on the original day off up to a maximum of $30.00.

If the Appointing Authority changes a supervisor's scheduled hours of work by four (4) hours or more with less than fourteen (14) calendar days' notice to the affected supervisor, the supervisor shall receive $15.00 for each four (4) hours or portion thereof worked outside the normally scheduled hours of work, up to a maximum of $30.00.

A supervisor receiving schedule change pay is not eligible for officer-of-the-day differential for the same hours worked, nor shall a supervisor receive schedule change pay for overtime hours.

The total compensation granted supervisors assigned to overnight activities which involve the supervision of residents when such assignments are twenty-four (24) hours shall be as follows: eight (8) hours straight time, eight (8) hours at the appropriate overtime rate, and eight (8) hours at the on-call rate.

Grievances

All second step grievances shall be appealed to the Director of Human Resources.

Incentives

The Appointing Authority may create and use incentive program(s). To offer incentives, the Appointing Authority must first develop a procedure that governs the eligibility and parameters of the program and must obtain approval from Minnesota Management and Budget. Upon approval from Minnesota Management and Budget, the Appointing Authority will communicate the procedure to MMA.

APPENDIX F-1

Class Assignments to Salary Grid
Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
000003	**Accounting Director**	16E	216	21K	1	38.16	54.97	79,678	114,777
002095	**Accounting Supervisor Inter**	16E	216	12K	1	27.24	39.54	56,877	82,560
001500	**Accounting Supervisor Princ**	16E	216	18K	1	34.11	49.39	71,222	103,126
002143	**Accounting Supervisor Senior**	16E	216	15K	1	30.55	44.24	63,788	92,373
002185	**Admin Planning Dir St**	16E	216	23K	1	41.09	59.07	85,796	123,338
002372	**Admin Secretary Supv**	16E	216	07J	2	23.33	30.90	48,713	64,519
000987	**Admin Systems Supv**	16G	216	25P	1	45.53	77.92	95,067	162,697
002869	**Agric Program Supervisor**	16E	216	23K	1	41.09	59.07	85,796	123,338
002870	**Agric Unit Supervisor**	16E	216	20K	1	36.64	53.04	76,504	110,748
002752	**Airfield Fire Fighter Asst Chf**	16E	216	17D	2	32.81	36.64	68,507	76,504
000024	**Appraisal Supervisor**	16E	216	24K	1	42.61	61.14	88,970	127,660
002389	**Architectural Supervisor**	16E	216	26K	1	45.92	65.66	95,881	137,098
000610	**Arts School Residence Director**	16E	216	15K	1	30.55	44.24	63,788	92,373
000097	**Attorney 3**	16E	216	25K	1	44.24	63.35	92,373	132,275
000101	**Audit Director**	16E	216	23K	1	41.09	59.07	85,796	123,338
002277	**Auditor Principal Supervisor**	16E	216	21K	1	38.16	54.97	79,678	114,777

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
002278	**Auditor Senior Supervisor**	16E	216	15K	1	30.55	44.24	63,788	92,373
001904	**Aviation Representative Supv**	16E	216	21K	1	38.16	54.97	79,678	114,777
000637	**Bacteriologist Supervisor 1**	16E	216	17K	1	32.81	47.61	68,507	99,410
000155	**Bacteriologist Supervisor 2**	16E	216	20K	1	36.64	53.04	76,504	110,748
002186	**Behavior Analyst 3 Supv**	16E	216	17K	1	32.81	47.61	68,507	99,410
003343	**Braille Supervisor**	16E	216	20K	1	36.64	53.04	76,504	110,748
000131	**Building Maintenance Supv 1**	16E	216	22F	2	39.54	47.61	82,560	99,410
000132	**Building Maintenance Supv 2**	16E	216	18K	1	34.11	49.39	71,222	103,126
003430	**Building Manager**	16E	216	18K	1	34.11	49.39	71,222	103,126
000860	**Building Services Supervisor 1**	16E	216	07K	2	23.33	31.83	48,713	66,461
000134	**Building Services Supervisor 2**	16E	216	09J	2	24.69	34.11	51,553	71,222
000861	**Building Svcs Manager**	16E	216	14J	1	29.33	41.09	61,241	85,796
000138	**Business Manager 1**	16E	216	15K	1	30.55	44.24	63,788	92,373
000899	**Buyer Supervisor**	16E	216	16K	1	31.66	45.92	66,106	95,881
003457	**Campus Security Supervisor**	16E	216	11K	2	26.41	38.16	55,144	79,678
003187	**Capitol Complex Security Supv**	16E	216	11K	2	26.41	38.16	55,144	79,678
003432	**Capitol Complex Trade Shp Supv**	16E	216	19K	1	35.38	51.28	73,873	107,073
000147	**Carpenter Supervisor**	16E	216	18D	2	34.11	38.16	71,222	79,678
002968	**Central Mail Supervisor**	16E	216	14K	1	29.33	42.61	61,241	88,970

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
000640	**Chemist Supervisor**	16E	216	19K	1	35.38	51.28	73,873	107,073
000407	**Chemistry Laboratory Director**	16E	216	24K	1	42.61	61.14	88,970	127,660
003487	**Chief Dep State Fire Marshal**	16E	216	22K	1	39.54	56.94	82,560	118,891
003079	**Child Health Program Supv**	16E	216	23K	1	41.09	59.07	85,796	123,338
002914	**Childrens Services Prog Supv**	16E	216	22K	1	39.54	56.94	82,560	118,891
001604	**College Bkstore Supv**	16E	216	10K	1	25.62	36.64	53,495	76,504
001545	**College Registrar Sr**	16E	216	15K	1	30.55	44.24	63,788	92,373
001057	**Commerce Analysis Supv**	16E	216	19K	1	35.38	51.28	73,873	107,073
002910	**Commercial Vehicle Inspect Sup**	16E	216	13K	1	28.28	41.09	59,049	85,796
003964	**Communications Supervisor**	16E	216	23K	1	41.09	59.07	85,796	123,338
003105	**Community Residential Supv**	16E	216	17K	1	32.81	47.61	68,507	99,410
001336	**Const Codes Licensing Supvsr**	16E	216	23K	1	41.09	59.07	85,796	123,338
000966	**Contract Officer**	16E	216	20K	1	36.64	53.04	76,504	110,748
002436	**Cook Supervisor**	16E	216	07K	2	23.33	31.83	48,713	66,461
000199	**Corr Captain**	16L	216	21K	1	41.08	57.90	85,775	120,895
002318	**Corr Discipline Unit Supv**	16E	216	17K	1	32.81	47.61	68,507	99,410
003840	**Corr Electronics Systems Supv**	16E	216	15L	1	30.55	45.92	63,788	95,881
003300	**Corr Field Serv Dist Supv**	16E	216	26K	1	45.92	65.66	95,881	137,098
003099	**Corr Food Svcs Supv**	16E	216	17K	1	32.81	47.61	68,507	99,410

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
003051	Corr Ind Admin Supv 2	16E	216	21K	1	38.16	54.97	79,678	114,777
003053	Corr Ind Prod Supv	16E	216	15K	1	30.55	44.24	63,788	92,373
003875	Corr Investigation Ass't Dir 1	16E	216	24K	1	42.61	61.14	88,970	127,660
001088	Corr Lieutenant	16L	216	18K	1	37.03	52.30	77,319	109,202
003646	Corr Program Director	16E	216	21K	1	38.16	54.97	79,678	114,777
000204	Corr Supervisor	16E	216	17K	1	32.81	47.61	68,507	99,410
000157	Culinary Supervisor	16E	216	10K	1	25.62	36.64	53,495	76,504
000220	Dairy Inspection Supervisor	16E	216	19K	1	35.38	51.28	73,873	107,073
003983	DEI Supervisor	16E	216	21K	1	38.16	54.97	79,678	114,777
002189	Dietitian Supervisor	16E	216	15K	1	30.55	44.24	63,788	92,373
000235	Dietitian / Nutrition Prog Dir	16E	216	18K	1	34.11	49.39	71,222	103,126
003614	Dining Services Supervisor	16E	216	08K	2	24.05	34.11	50,216	71,222
002348	Dir Chem Dep Spec Commun Prog	16E	216	21K	1	38.16	54.97	79,678	114,777
003379	Dir Safety & Health	16E	216	21K	1	38.16	54.97	79,678	114,777
002508	Disability Prog Operations Sup	16E	216	22K	1	39.54	56.94	82,560	118,891
001386	Disability Quality Assur Supv	16E	216	17K	1	32.81	47.61	68,507	99,410
000947	Disability Supervisor	16E	216	20K	1	36.64	53.04	76,504	110,748
003924	Dispute Prev Resolution Supv	16E	216	23K	1	41.09	59.07	85,796	123,338
002381	Driver Improvement Spec Supv	16E	216	12K	1	27.24	39.54	56,877	82,560

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
000249	**Duplicating Shop Supv**	16E	216	12K	1	27.24	39.54	56,877	82,560
003716	**DVS Administration Supervisor**	16E	216	20K	1	36.64	53.04	76,504	110,748
002702	**DVS Asst Regional Supervisor**	16E	216	12K	1	27.24	39.54	56,877	82,560
002779	**DVS Program Supervisor**	16E	216	18K	1	34.11	49.39	71,222	103,126
001413	**DVS Regional Supervisor**	16E	216	15K	1	30.55	44.24	63,788	92,373
003781	**DVS Title & Registr Prog Supv**	16E	216	19K	1	35.38	51.28	73,873	107,073
001792	**Economic Oppty Program Supv 1**	16E	216	20K	1	36.64	53.04	76,504	110,748
000716	**EDP Operations Supervisor 2**	16E	216	12L	2	27.24	41.09	56,877	85,796
000254	**EDP Operations Supervisor 3**	16G	216	18M	1	35.19	54.61	73,477	114,026
003416	**Educ Supv Due Process**	16E	216	25K	1	44.24	63.35	92,373	132,275
003615	**Educ Supv Ed Effectiveness**	16E	216	25K	1	44.24	63.35	92,373	132,275
003037	**Educ Supv Ed Funding**	16E	216	25K	1	44.24	63.35	92,373	132,275
003415	**Educ Supv Financial Management**	16E	216	25K	1	44.24	63.35	92,373	132,275
003811	**Educ Supv Spec Ed Intagcy Svcs**	16E	216	25K	1	44.24	63.35	92,373	132,275
001852	**Education Supervisor 1**	16E	216	24K	1	42.61	61.14	88,970	127,660
003286	**Education Supervisor 2**	16E	216	26K	1	45.92	65.66	95,881	137,098
001958	**Electrical Maintenance Supv**	16E	216	17K	1	32.81	47.61	68,507	99,410
000267	**Electrician Supervisor**	16E	216	23F	2	41.09	49.39	85,796	103,126
001959	**Electronic Maintenance Supv**	16E	216	17K	1	32.81	47.61	68,507	99,410

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
003641	**Emp & Econ Devel Fld Op Re Mgr**	16E	216	25K	1	44.24	63.35	92,373	132,275
002599	**Emp & Econ Devel Spec Prog Sup**	16E	216	20K	1	36.64	53.04	76,504	110,748
002505	**Environmental Analyst Supv 1**	16E	216	17K	1	32.81	47.61	68,507	99,410
002506	**Environmental Analyst Supv 2**	16E	216	20K	1	36.64	53.04	76,504	110,748
003383	**Environmental Hlth Supv**	16E	216	21K	1	38.16	54.97	79,678	114,777
002211	**Epidemiologist Supervisor**	16E	216	21K	1	38.16	54.97	79,678	114,777
002949	**Epidemiologist Supervisor Sr**	16E	216	25K	1	44.24	63.35	92,373	132,275
000295	**Exec Housekeeper**	16E	216	09K	1	24.69	35.38	51,553	73,873
003552	**Facilities Bldg & Maint Supv**	16E	216	17K	1	32.81	47.61	68,507	99,410
003237	**Facilities Services Supv**	16E	216	09L	2	24.69	36.64	51,553	76,504
003623	**Facility Grds/Transp Svcs Supv**	16E	216	12J	1	27.24	38.16	56,877	79,678
003503	**Finance Accounting Supervisor**	16E	216	24K	1	42.61	61.14	88,970	127,660
002250	**Financial Inst Chief Exam**	16E	216	26L	1	45.92	68.02	95,881	142,026
002249	**Financial Inst Examnt Prog Dir**	16E	216	24K	1	42.61	61.14	88,970	127,660
000304	**Food Inspection Supervisor**	16E	216	20K	1	36.64	53.04	76,504	110,748
000779	**Food Service Supervisor**	16E	216	16K	1	31.66	45.92	66,106	95,881
002927	**Forensic Science Supv**	16E	216	25K	1	44.24	63.35	92,373	132,275
003893	**Geologist Supervisor**	16E	216	26K	1	45.92	65.66	95,881	137,098
001645	**Grants Specialist Supv**	16E	216	20K	1	36.64	53.04	76,504	110,748

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
001035	**Grounds & Roads Mntc Supv**	16E	216	11K	1	26.41	38.16	55,144	79,678
000330	**Group Supervisor**	16E	216	20K	1	36.64	53.04	76,504	110,748
000070	**Group Supervisor Asst**	16E	216	16K	1	31.66	45.92	66,106	95,881
003466	**Health Care Claim Admin Supv**	16E	216	21K	1	38.16	54.97	79,678	114,777
001608	**Health Facility Eval Supv**	16E	216	22L	1	39.54	59.07	82,560	123,338
002432	**Health Facility Eval Supv 2**	16E	216	22L	1	39.54	59.07	82,560	123,338
001609	**Health Facility Eval Supv Sr**	16E	216	24L	1	42.61	63.35	88,970	132,275
000834	**Health Program Rep Principal**	16E	216	23K	1	41.09	59.07	85,796	123,338
002128	**Health Program Supervisor**	16E	216	17K	1	32.81	47.61	68,507	99,410
003022	**Health Resource Supervisor**	16E	216	21L	1	38.16	56.94	79,678	118,891
003402	**Highway Helper Supv**	16E	216	12K	2	27.24	39.54	56,877	82,560
001509	**Housing Program Supervisor**	16E	216	25K	1	44.24	63.35	92,373	132,275
000500	**Human Resources Director 1**	16E	216	23K	1	41.09	59.07	85,796	123,338
002367	**Human Resources Supervisor 1**	16E	216	12K	1	27.24	39.54	56,877	82,560
002368	**Human Resources Supervisor 2**	16E	216	15K	1	30.55	44.24	63,788	92,373
003726	**Human Resources Supervisor 3**	16E	216	17K	1	32.81	47.61	68,507	99,410
000499	**Human Resources Supervisor 4**	16E	216	20K	1	36.64	53.04	76,504	110,748
003938	**Human Rights Eqty & Inclu Supv**	16E	216	17K	1	32.81	47.61	68,507	99,410
003935	**Human Rights Invest Supv**	16E	216	19K	1	35.38	51.28	73,873	107,073

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
003912	**Human Services Supervisor 1**	16E	216	15K	1	30.55	44.24	63,788	92,373
003913	**Human Services Supervisor 2**	16E	216	18K	1	34.11	49.39	71,222	103,126
003914	**Human Services Supervisor 3**	16E	216	21K	1	38.16	54.97	79,678	114,777
003915	**Human Services Supervisor 4**	16E	216	24K	1	42.61	61.14	88,970	127,660
002847	**Human Svcs Licensing Asst Supv**	16E	216	19K	1	35.38	51.28	73,873	107,073
002679	**Human Svcs Licensing Supv**	16E	216	23K	1	41.09	59.07	85,796	123,338
001697	**Hydrologist 4**	16E	216	23L	1	41.09	61.14	85,796	127,660
002174	**Hydrologist Supervisor**	16E	216	21K	1	38.16	54.97	79,678	114,777
002462	**Income Mntc Prog Supervisor**	16E	216	19K	1	35.38	51.28	73,873	107,073
001315	**Information Officer 4**	16E	216	19K	1	35.38	51.28	73,873	107,073
002110	**Information Program Supv**	16E	216	17K	1	32.81	47.61	68,507	99,410
001000	**Information Syst Manager**	16G	216	25P	1	45.53	77.92	95,067	162,697
002137	**Information Syst Soft Svc Supv**	16G	216	21P	1	39.32	67.92	82,100	141,817
000932	**Institution Educational Supv**	16E	216	22L	1	39.54	59.07	82,560	123,338
003409	**Interpret Naturalist Supv 1**	16E	216	12K	1	27.24	39.54	56,877	82,560
001634	**Interpret Naturalist Supv 2**	16E	216	15K	1	30.55	44.24	63,788	92,373
000928	**Inventory Control Supv 1**	16E	216	09L	1	24.69	36.64	51,553	76,504
000930	**Inventory Control Supv 2**	16E	216	11L	1	26.41	39.54	55,144	82,560
002572	**Investigation Supv**	16E	216	21K	1	38.16	54.97	79,678	114,777

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
003973	**Laboratory Scientist Supv.**	16E	216	22K	1	39.54	56.94	82,560	118,891
000409	**Laboratory Services Supervisor**	16E	216	17K	1	32.81	47.61	68,507	99,410
003301	**Landscape Architect Princ Supv**	16E	216	23K	1	41.09	59.07	85,796	123,338
003093	**Lawful Gambling Lic Supv**	16E	216	19K	1	35.38	51.28	73,873	107,073
002170	**Lease Supervisor**	16E	216	20K	1	36.64	53.04	76,504	110,748
000650	**Library/Info Res Serv Prog Dir**	16E	216	18K	1	34.11	49.39	71,222	103,126
002113	**Library/Info Res Serv Supv Sr**	16E	216	15K	1	30.55	44.24	63,788	92,373
003860	**Lic Alcohol/Drug Counselor Sup**	16E	216	17K	1	32.81	47.61	68,507	99,410
003698	**Loan Officer Supervisor**	16E	216	22K	1	39.54	56.94	82,560	118,891
002018	**Local Govt Audit Director**	16E	216	23K	1	41.09	59.07	85,796	123,338
002017	**Local Govt Audit Principal**	16E	216	19K	1	35.38	51.28	73,873	107,073
003561	**Lottery Sales Supervisor Sr**	16E	216	21K	1	38.16	54.97	79,678	114,777
002264	**Management Analyst Supv 1**	16E	216	12K	1	27.24	39.54	56,877	82,560
002115	**Management Analyst Supv 2**	16E	216	15K	1	30.55	44.24	63,788	92,373
002114	**Management Analyst Supv 3**	16E	216	19K	1	35.38	51.28	73,873	107,073
002954	**Management Info Syst Cons Supv**	16G	216	21P	1	39.32	67.92	82,100	141,817
002836	**Management Info Syst Supv 1**	16G	216	16M	1	32.70	50.89	68,278	106,258
003220	**Management Info Syst Supv 2**	16G	216	20P	1	37.90	65.25	79,135	136,242
002191	**Medical Records Tech Supv 2**	16E	216	12J	2	27.24	38.16	56,877	79,678

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
002450	**Mental Health Prog Admin Supv**	16E	216	21K	1	38.16	54.97	79,678	114,777
003307	**Military Maintenance Supv**	16E	216	17D	2	32.81	36.64	68,507	76,504
002442	**Military Security Shift Supv**	16E	216	11J	2	26.41	36.64	55,144	76,504
003499	**Mn Care Enrollment Supv**	16E	216	17K	1	32.81	47.61	68,507	99,410
007020	**MnSCU Academic Supervisor 1**	16E	216	15K	1	30.55	44.24	63,788	92,373
007023	**MnSCU Academic Supervisor 2**	16E	216	18K	1	34.11	49.39	71,222	103,126
007847	**MnSCU Academic Supervisor 3**	16E	216	21K	1	38.16	54.97	79,678	114,777
003371	**MnSCU Retail Services Supv**	16E	216	15K	1	30.55	44.24	63,788	92,373
003762	**NR Area Supv Fisheries**	16E	216	18K	1	34.11	49.39	71,222	103,126
003597	**NR Area Supv T & W**	16E	216	18K	1	34.11	49.39	71,222	103,126
003763	**NR Area Supv Wildlife**	16E	216	18K	1	34.11	49.39	71,222	103,126
002922	**NR Business Manager**	16E	216	17K	1	32.81	47.61	68,507	99,410
003764	**NR Field Supervisor**	16E	216	20K	1	36.64	53.04	76,504	110,748
002982	**NR Forestry Admin Supv**	16E	216	22K	1	39.54	56.94	82,560	118,891
002979	**NR Forestry Asst Supv**	16E	216	16K	1	31.66	45.92	66,106	95,881
002980	**NR Forestry Program Supv**	16E	216	18K	1	34.11	49.39	71,222	103,126
002981	**NR Forestry Supv**	16E	216	20K	1	36.64	53.04	76,504	110,748
003422	**NR Parks Douglas Ldg Supv**	16E	216	15K	1	30.55	44.24	63,788	92,373
003766	**NR Prog Supv**	16E	216	18K	1	34.11	49.39	71,222	103,126

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
003765	**NR Prog Supv Eco Svcs**	16E	216	18K	1	34.11	49.39	71,222	103,126
003879	**NR Prog Supv Int-Eco Resources**	16E	216	20K	1	36.64	53.04	76,504	110,748
003769	**NR Prog Supv Sr Eco Svcs**	16E	216	22K	1	39.54	56.94	82,560	118,891
003776	**NR Prog Supv Sr Fish Hatchery**	16E	216	22K	1	39.54	56.94	82,560	118,891
003770	**NR Prog Supv Sr Fish Research**	16E	216	22K	1	39.54	56.94	82,560	118,891
003772	**NR Prog Supv Sr Wild Research**	16E	216	22K	1	39.54	56.94	82,560	118,891
003407	**NR Supv**	16E	216	22K	1	39.54	56.94	82,560	118,891
003403	**NR Supv 1 Parks & Trails**	16E	216	14K	1	29.33	42.61	61,241	88,970
003404	**NR Supv 2 Parks & Trails**	16E	216	16K	1	31.66	45.92	66,106	95,881
003405	**NR Supv 3 Parks & Trails**	16E	216	18K	1	34.11	49.39	71,222	103,126
003406	**NR Supv 4 Parks & Trails**	16E	216	20K	1	36.64	53.04	76,504	110,748
003773	**NR Supv Eco Svcs**	16E	216	16K	1	31.66	45.92	66,106	95,881
003774	**NR Supv Fish Hatchery**	16E	216	16K	1	31.66	45.92	66,106	95,881
002102	**Office and Admin Supv**	16E	216	07J	2	23.33	30.90	48,713	64,519
002192	**Office Services Supervisor 1**	16E	216	09J	2	24.69	34.11	51,553	71,222
002118	**Office Services Supervisor 2**	16E	216	11K	1	26.41	38.16	55,144	79,678
000294	**Office Services Supervisor 3**	16E	216	12L	1	27.24	41.09	56,877	85,796
000491	**Painter Supervisor**	16E	216	17D	2	32.81	36.64	68,507	76,504
003990	**Pharmacist Supervisor**	16E	216	32L	1	56.94	84.11	118,891	175,622

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
000776	**Physical Plant Director**	16E	216	22K	1	39.54	56.94	82,560	118,891
003464	**Physical Plant Supervisor**	16E	216	19K	1	35.38	51.28	73,873	107,073
000522	**Planning Dir Transportation**	16E	216	23K	1	41.09	59.07	85,796	123,338
000968	**Planning Grants Administrator**	16E	216	23K	1	41.09	59.07	85,796	123,338
003005	**Planning Program Supv**	16E	216	21K	1	38.16	54.97	79,678	114,777
002184	**Planning Supv State**	16E	216	18K	1	34.11	49.39	71,222	103,126
000519	**Planning Supv Transportation**	16E	216	18K	1	34.11	49.39	71,222	103,126
003431	**Plant Mntc Engineer Chief**	16E	216	17K	1	32.81	47.61	68,507	99,410
001549	**Plant Protection Prog Supv**	16E	216	17K	1	32.81	47.61	68,507	99,410
003821	**Plumber Fitter Supv**	16E	216	22E	2	39.54	45.92	82,560	95,881
000964	**Plumber Supervisor**	16E	216	22E	2	39.54	45.92	82,560	95,881
001350	**Pollution Cont Spec Prin**	16E	216	22L	1	39.54	59.07	82,560	123,338
000552	**Produce Inspection Supervisor**	16E	216	14K	1	29.33	42.61	61,241	88,970
008754	**Proj Supervisor**	16E	216	21K	1	38.16	54.97	79,678	114,777
002138	**Psychological Services Dir**	16E	216	26K	1	45.92	65.66	95,881	137,098
002130	**Psychologist Supervisor**	16E	216	21K	1	38.16	54.97	79,678	114,777
001527	**Pub Util Rates Evaluation Supv**	16E	216	25K	1	44.24	63.35	92,373	132,275
002131	**Public Health Sanitarian Supv**	16E	216	18K	1	34.11	49.39	71,222	103,126
000041	**Pwr Plt Asst Chief Engineer**	16E	216	21D	2	38.16	42.61	79,678	88,970

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
001075	**Pwr Plt Chief Engineer**	16E	216	21H	1	38.16	49.39	79,678	103,126
003393	**Quality Services Supv**	16E	216	21K	1	38.16	54.97	79,678	114,777
000777	**Radio Communications Supervsr**	16E	216	16K	1	31.66	45.92	66,106	95,881
000588	**Radio Maintenance Supervisor**	16E	216	16L	1	31.66	47.61	66,106	99,410
003344	**Radio Talking Book Supv**	16E	216	20K	1	36.64	53.04	76,504	110,748
003537	**Real Estate Program Supervisor**	16E	216	23K	1	41.09	59.07	85,796	123,338
000618	**Real Estate Specialist Supv**	16E	216	20K	1	36.64	53.04	76,504	110,748
002858	**Realty Supervisor**	16E	216	20K	1	36.64	53.04	76,504	110,748
002194	**Recreation Therapist Coord**	16E	216	13K	1	28.28	41.09	59,049	85,796
002359	**Recreation Therapy Prog Supv**	16E	216	18K	1	34.11	49.39	71,222	103,126
002172	**Registered Nurse Admin-Supv**	16E	216	27L	1	47.61	70.52	99,410	147,246
002154	**Registered Nurse Supervisor**	16E	216	25L	1	44.24	65.66	92,373	137,098
003540	**Rehabilitation Couns Supv**	16E	216	22K	1	39.54	56.94	82,560	118,891
000600	**Rehabilitation Couns Supv 2**	16E	216	17K	1	32.81	47.61	68,507	99,410
002533	**Rehabilitation Couns Supv 3**	16E	216	20K	1	36.64	53.04	76,504	110,748
000873	**Rehabilitation Regional Supv**	16E	216	19K	1	35.38	51.28	73,873	107,073
000603	**Rehabilitation Therapies Dir**	16E	216	23K	1	41.09	59.07	85,796	123,338
000856	**Rehabilitation Therapist Supv**	16E	216	17K	1	32.81	47.61	68,507	99,410
002254	**Research Analyst Supervisor Sr**	16E	216	19K	1	35.38	51.28	73,873	107,073

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
002329	**Research Scientist Supv 2**	16E	216	23K	1	41.09	59.07	85,796	123,338
003241	**Retail Operations Supervisor**	16E	216	14K	1	29.33	42.61	61,241	88,970
000907	**Retirement Services Director**	16E	216	21K	1	38.16	54.97	79,678	114,777
001425	**Retirement Services Supervisor**	16E	216	18K	1	34.11	49.39	71,222	103,126
000025	**Revenue Property Tax Prog Supv**	16E	216	23K	1	41.09	59.07	85,796	123,338
003706	**Revenue Research Asst Div Dir**	16E	216	23K	1	41.09	59.07	85,796	123,338
002772	**Revenue Tax Supervisor 2**	16E	216	17L	1	32.81	49.39	68,507	103,126
002773	**Revenue Tax Supervisor 3**	16E	216	20L	1	36.64	54.97	76,504	114,777
002774	**Revenue Tax Supervisor 4**	16E	216	22L	1	39.54	59.07	82,560	123,338
003521	**Safety Administrator Supv**	16E	216	22K	1	39.54	56.94	82,560	118,891
001774	**Security Shift Supervisor**	16E	216	03J	2	21.01	27.17	43,869	56,731
001046	**Security Supervisor**	16E	216	11K	1	26.41	38.16	55,144	79,678
000676	**Social Svcs Supervisor**	16E	216	19K	1	35.38	51.28	73,873	107,073
002196	**Social Work Spec Supv**	16E	216	15K	1	30.55	44.24	63,788	92,373
003949	**Staff Attorney Supervisor**	16E	216	27K	1	47.61	68.02	99,410	142,026
001655	**State Fire Safety Supervisor**	16E	216	19K	1	35.38	51.28	73,873	107,073
003609	**State Prog Admin Director**	16E	216	21K	1	38.16	54.97	79,678	114,777
003690	**State Prog Admin Supervisor**	16E	216	12K	1	27.24	39.54	56,877	82,560
003689	**State Prog Admin Supervisor Sr**	16E	216	15K	1	30.55	44.24	63,788	92,373

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
003712	**State Prog Admin Supv Prin**	16E	216	18K	1	34.11	49.39	71,222	103,126
002132	**Systems Analysis Unit Supv**	16G	216	21P	1	39.32	67.92	82,100	141,817
001089	**Systems Supervisor**	16G	216	23P	1	42.32	72.61	88,364	151,610
002776	**Tourism Travel Info Center Sup**	16E	216	10K	1	25.62	36.64	53,495	76,504
001734	**Traffic Maintenance Supt**	16E	216	18L	1	34.11	51.28	71,222	107,073
002406	**Training & Development Supv 1**	16E	216	17K	1	32.81	47.61	68,507	99,410
001977	**Training & Development Supv 2**	16E	216	20K	1	36.64	53.04	76,504	110,748
003497	**Transp Cultural Resource Supv**	16E	216	24K	1	42.61	61.14	88,970	127,660
003276	**Transp Materials Supv**	16E	216	14K	1	29.33	42.61	61,241	88,970
003816	**Transp Operations Supv 1**	16E	216	13L	1	28.28	42.61	59,049	88,970
003817	**Transp Operations Supv 2**	16E	216	16L	1	31.66	47.61	66,106	99,410
003818	**Transp Operations Supv 3**	16E	216	18L	1	34.11	51.28	71,222	107,073
003819	**Transp Operations Supv 4**	16E	216	20L	1	36.64	54.97	76,504	114,777
003699	**Transp Prog Supervisor**	16E	216	21K	1	38.16	54.97	79,678	114,777
003648	**Transp Prog Supervisor Sr**	16E	216	23K	1	41.09	59.07	85,796	123,338
001708	**Unemployment Ins Dist Aud Supv**	16E	216	17K	1	32.81	47.61	68,507	99,410
000743	**Unemployment Ins Supervisor**	16E	216	21K	1	38.16	54.97	79,678	114,777
000742	**Unemployment Ins Supervisor 2**	16E	216	15K	1	30.55	44.24	63,788	92,373
002061	**University Print Shop Supv 1**	16E	216	12K	1	27.24	39.54	56,877	82,560

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2025

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
003036	**University Print Shop Supv 2**	16E	216	15K	1	30.55	44.24	63,788	92,373
000747	**Veterans Asst Supervisor**	16E	216	17K	1	32.81	47.61	68,507	99,410
000752	**Veterinarian Senior**	16E	216	24K	1	42.61	61.14	88,970	127,660
003549	**Weights & Measures Asst Direct**	16E	216	23K	1	41.09	59.07	85,796	123,338
003294	**Workers Comp Claims Mgt Supv 1**	16E	216	18K	1	34.11	49.39	71,222	103,126
003295	**Workers Comp Claims Mgt Supv 2**	16E	216	23K	1	41.09	59.07	85,796	123,338
003514	**Workers Comp Program Supv**	16E	216	21K	1	38.16	54.97	79,678	114,777
002531	**Workforce Development Area Sup**	16E	216	21K	1	38.16	54.97	79,678	114,777
000790	**Workforce Development Suprvsr**	16E	216	18K	1	34.11	49.39	71,222	103,126
003619	**Zoo Guest Services Supervisor**	16E	216	16K	1	31.66	45.92	66,106	95,881
003803	**Zoo Supervisor**	16E	216	18K	1	34.11	49.39	71,222	103,126

Compensation Grid 16E
Unit 216 Middle Management Association
Ranges 01-34, Effective 7/1/2025 – 6/30/2026

Compensation Grid 16E
Ranges 01–34
Effective 7/1/2025 - 6/30/2026

Range	Rate	Step A 01	Step B 02	Step C 03	Step D 04	Step E 05	Step F 06	Step G 07	Step H 08	Step I 09	Step J 10	Step K 11	Step L 12
01	**YR**	41,823	42,825	43,869	45,143	46,061	47,272	48,713	50,216	51,553	53,495	55,102	
01	**HR**	20.03	20.51	21.01	21.62	22.06	22.64	23.33	24.05	24.69	25.62	26.39	
02	**YR**	42,825	43,869	45,143	46,061	47,272	48,713	50,216	51,553	53,495	55,102	56,731	
02	**HR**	20.51	21.01	21.62	22.06	22.64	23.33	24.05	24.69	25.62	26.39	27.17	
03	**YR**	43,869	45,143	46,061	47,272	48,713	50,216	51,553	53,495	55,102	56,731	58,756	
03	**HR**	21.01	21.62	22.06	22.64	23.33	24.05	24.69	25.62	26.39	27.17	28.14	
04	**YR**	45,143	46,061	47,272	48,713	50,216	51,553	53,495	55,102	56,731	58,756	60,740	
04	**HR**	21.62	22.06	22.64	23.33	24.05	24.69	25.62	26.39	27.17	28.14	29.09	
05	**YR**	46,061	47,272	48,713	50,216	51,553	53,495	55,102	56,731	58,756	60,740	62,034	
05	**HR**	22.06	22.64	23.33	24.05	24.69	25.62	26.39	27.17	28.14	29.09	29.71	
06	**YR**	47,272	48,713	50,216	51,553	53,495	55,102	56,731	58,756	60,740	62,034	64,519	66,461
06	**HR**	22.64	23.33	24.05	24.69	25.62	26.39	27.17	28.14	29.09	29.71	30.90	31.83
07	**YR**	48,713	50,216	51,553	53,495	55,102	56,731	58,756	60,740	62,034	64,519	66,461	
07	**HR**	23.33	24.05	24.69	25.62	26.39	27.17	28.14	29.09	29.71	30.90	31.83	
08	**YR**	50,216	51,553	53,495	55,144	56,877	59,049	61,241	63,788	66,106	68,507	71,222	73,873
08	**HR**	24.05	24.69	25.62	26.41	27.24	28.28	29.33	30.55	31.66	32.81	34.11	35.38
09	**YR**	51,553	53,495	55,144	56,877	59,049	61,241	63,788	66,106	68,507	71,222	73,873	76,504
09	**HR**	24.69	25.62	26.41	27.24	28.28	29.33	30.55	31.66	32.81	34.11	35.38	36.64
10	**YR**	53,495	55,144	56,877	59,049	61,241	63,788	66,106	68,507	71,222	73,873	76,504	79,678
10	**HR**	25.62	26.41	27.24	28.28	29.33	30.55	31.66	32.81	34.11	35.38	36.64	38.16
11	**YR**	55,144	56,877	59,049	61,241	63,788	66,106	68,507	71,222	73,873	76,504	79,678	82,560
11	**HR**	26.41	27.24	28.28	29.33	30.55	31.66	32.81	34.11	35.38	36.64	38.16	39.54

Compensation Grid 16E
Ranges 01 - 34
Effective 7/1/2025 - 6/30/2026

Range	Rate	Step A 01	Step B 02	Step C 03	Step D 04	Step E 05	Step F 06	Step G 07	Step H 08	Step I 09	Step J 10	Step K 11	Step L 12
12	**YR**	56,877	59,049	61,241	63,788	66,106	68,507	71,222	73,873	76,504	79,678	82,560	85,796
12	**HR**	27.24	28.28	29.33	30.55	31.66	32.81	34.11	35.38	36.64	38.16	39.54	41.09
13	**YR**	59,049	61,241	63,788	66,106	68,507	71,222	73,873	76,504	79,678	82,560	85,796	88,970
13	**HR**	28.28	29.33	30.55	31.66	32.81	34.11	35.38	36.64	38.16	39.54	41.09	42.61
14	**YR**	61,241	63,788	66,106	68,507	71,222	73,873	76,504	79,678	82,560	85,796	88,970	92,373
14	**HR**	29.33	30.55	31.66	32.81	34.11	35.38	36.64	38.16	39.54	41.09	42.61	44.24
15	**YR**	63,788	66,106	68,507	71,222	73,873	76,504	79,678	82,560	85,796	88,970	92,373	95,881
15	**HR**	30.55	31.66	32.81	34.11	35.38	36.64	38.16	39.54	41.09	42.61	44.24	45.92
16	**YR**	66,106	68,507	71,222	73,873	76,504	79,678	82,560	85,796	88,970	92,373	95,881	99,410
16	**HR**	31.66	32.81	34.11	35.38	36.64	38.16	39.54	41.09	42.61	44.24	45.92	47.61
17	**YR**	68,507	71,222	73,873	76,504	79,678	82,560	85,796	88,970	92,373	95,881	99,410	103,126
17	**HR**	32.81	34.11	35.38	36.64	38.16	39.54	41.09	42.61	44.24	45.92	47.61	49.39
18	**YR**	71,222	73,873	76,504	79,678	82,560	85,796	88,970	92,373	95,881	99,410	103,126	107,073
18	**HR**	34.11	35.38	36.64	38.16	39.54	41.09	42.61	44.24	45.92	47.61	49.39	51.28
19	**YR**	73,873	76,504	79,678	82,560	85,796	88,970	92,373	95,881	99,410	103,126	107,073	110,748
19	**HR**	35.38	36.64	38.16	39.54	41.09	42.61	44.24	45.92	47.61	49.39	51.28	53.04
20	**YR**	76,504	79,678	82,560	85,796	88,970	92,373	95,881	99,410	103,126	107,073	110,748	114,777
20	**HR**	36.64	38.16	39.54	41.09	42.61	44.24	45.92	47.61	49.39	51.28	53.04	54.97
21	**YR**	79,678	82,560	85,796	88,970	92,373	95,881	99,410	103,126	107,073	110,748	114,777	118,891
21	**HR**	38.16	39.54	41.09	42.61	44.24	45.92	47.61	49.39	51.28	53.04	54.97	56.94
22	**YR**	82,560	85,796	88,970	92,373	95,881	99,410	103,126	107,073	110,748	114,777	118,891	123,338
22	**HR**	39.54	41.09	42.61	44.24	45.92	47.61	49.39	51.28	53.04	54.97	56.94	59.07
23	**YR**	85,796	88,970	92,373	95,881	99,410	103,126	107,073	110,748	114,777	118,891	123,338	127,660
23	**HR**	41.09	42.61	44.24	45.92	47.61	49.39	51.28	53.04	54.97	56.94	59.07	61.14
24	**YR**	88,970	92,373	95,881	99,410	103,126	107,073	110,748	114,777	118,891	123,338	127,660	132,275
24	**HR**	42.61	44.24	45.92	47.61	49.39	51.28	53.04	54.97	56.94	59.07	61.14	63.35

Compensation Grid 16E
Ranges 01 - 34
Effective 7/1/2025 - 6/30/2026

Range	Rate	Step A 01	Step B 02	Step C 03	Step D 04	Step E 05	Step F 06	Step G 07	Step H 08	Step I 09	Step J 10	Step K 11	Step L 12
25	**YR**	92,373	95,881	99,410	103,126	107,073	110,748	114,777	118,891	123,338	127,660	132,275	137,098
25	**HR**	44.24	45.92	47.61	49.39	51.28	53.04	54.97	56.94	59.07	61.14	63.35	65.66
26	**YR**	95,881	99,410	103,126	107,073	110,748	114,777	118,891	123,338	127,660	132,275	137,098	142,026
26	**HR**	45.92	47.61	49.39	51.28	53.04	54.97	56.94	59.07	61.14	63.35	65.66	68.02
27	**YR**	99,410	103,126	107,073	110,748	114,777	118,891	123,338	127,660	132,275	137,098	142,026	147,246
27	**HR**	47.61	49.39	51.28	53.04	54.97	56.94	59.07	61.14	63.35	65.66	68.02	70.52
28	**YR**	103,126	107,073	110,748	114,777	118,891	123,338	127,660	132,275	137,098	142,026	147,246	152,487
28	**HR**	49.39	51.28	53.04	54.97	56.94	59.07	61.14	63.35	65.66	68.02	70.52	73.03
29	**YR**	107,073	110,748	114,777	118,891	123,338	127,660	132,275	137,098	142,026	147,246	152,487	157,978
29	**HR**	51.28	53.04	54.97	56.94	59.07	61.14	63.35	65.66	68.02	70.52	73.03	75.66
30	**YR**	110,748	114,777	118,891	123,338	127,660	132,275	137,098	142,026	147,246	152,487	157,978	163,657
30	**HR**	53.04	54.97	56.94	59.07	61.14	63.35	65.66	68.02	70.52	73.03	75.66	78.38
31	**YR**	114,777	118,891	123,338	127,660	132,275	137,098	142,026	147,246	152,487	157,978	163,657	169,525
31	**HR**	54.97	56.94	59.07	61.14	63.35	65.66	68.02	70.52	73.03	75.66	78.38	81.19
32	**YR**	118,891	123,338	127,660	132,275	137,098	142,026	147,246	152,487	157,978	163,657	169,525	175,622
32	**HR**	56.94	59.07	61.14	63.35	65.66	68.02	70.52	73.03	75.66	78.38	81.19	84.11
33	**YR**	123,338	127,660	132,275	137,098	142,026	147,246	152,487	157,978	163,657	169,525	175,622	181,969
33	**HR**	59.07	61.14	63.35	65.66	68.02	70.52	73.03	75.66	78.38	81.19	84.11	87.15
34	**YR**	127,660	132,275	137,098	142,026	147,246	152,487	157,978	163,657	169,525	175,622	181,969	188,505
34	**HR**	61.14	63.35	65.66	68.02	70.52	73.03	75.66	78.38	81.19	84.11	87.15	90.28

YR - Yearly Salary Rate
HR - Hourly Salary Rate

Compensation Grid 16G
Unit 216 Middle Management Association
Ranges 15-28, Effective 7/1/2025-6/30/2026

Compensation Grid 16G
This grid applies to Information Technology Classes only Ranges
15 – 28, Effective 7/1/2025 - 6/30/2026

Range	Rate	Step A 01	Step B 02	Step C 03	Step D 04	Step E 05	Step F 06	Step G 07	Step H 08	Step I 09	Step J 10	Step K 11	Step L 12	Step M 13	Step N 14	Step O 15	Step P 16
15	YR	65,814	68,278	70,825	73,477	76,275	79,135	82,100	85,128	88,364	91,663	95,067					
15	HR	31.52	32.70	33.92	35.19	36.53	37.90	39.32	40.77	42.32	43.90	45.53					
16	YR	68,278	70,825	73,477	76,275	79,135	82,100	85,128	88,364	91,663	95,067	98,721	102,375	106,258			
16	HR	32.70	33.92	35.19	36.53	37.90	39.32	40.77	42.32	43.90	45.53	47.28	49.03	50.89			
17	YR	70,825	73,477	76,275	79,135	82,100	85,128	88,364	91,663	95,067	98,721	102,375	106,258	110,121			
17	HR	33.92	35.19	36.53	37.90	39.32	40.77	42.32	43.90	45.53	47.28	49.03	50.89	52.74			
18	YR	73,477	76,275	79,135	82,100	85,128	88,364	91,663	95,067	98,721	102,375	106,258	110,121	114,026			
18	HR	35.19	36.53	37.90	39.32	40.77	42.32	43.90	45.53	47.28	49.03	50.89	52.74	54.61			
19	YR	76,275	79,135	82,100	85,128	88,364	91,663	95,067	98,721	102,375	106,258	110,121	114,026	118,181	122,273	126,804	131,544
19	HR	36.53	37.90	39.32	40.77	42.32	43.90	45.53	47.28	49.03	50.89	52.74	54.61	56.60	58.56	60.73	63.00
20	YR	79,135	82,100	85,128	88,364	91,663	95,067	98,721	102,375	106,258	110,121	114,026	118,181	122,273	126,804	131,544	136,242
20	HR	37.90	39.32	40.77	42.32	43.90	45.53	47.28	49.03	50.89	52.74	54.61	56.60	58.56	60.73	63.00	65.25
21	YR	82,100	85,128	88,364	91,663	95,067	98,721	102,375	106,258	110,121	114,026	118,181	122,273	126,804	131,544	136,242	141,817
21	HR	39.32	40.77	42.32	43.90	45.53	47.28	49.03	50.89	52.74	54.61	56.60	58.56	60.73	63.00	65.25	67.92
22	YR	85,128	88,364	91,663	95,067	98,721	102,375	106,258	110,121	114,026	118,181	122,273	126,804	131,544	136,242	141,817	146,264
22	HR	40.77	42.32	43.90	45.53	47.28	49.03	50.89	52.74	54.61	56.60	58.56	60.73	63.00	65.25	67.92	70.05
23	YR	88,364	91,663	95,067	98,721	102,375	106,258	110,121	114,026	118,181	122,273	126,804	131,544	136,242	141,817	146,264	151,610
23	HR	42.32	43.90	45.53	47.28	49.03	50.89	52.74	54.61	56.60	58.56	60.73	63.00	65.25	67.92	70.05	72.61
24	YR	91,663	95,067	98,721	102,375	106,258	110,121	114,026	118,181	122,273	126,804	131,544	136,242	141,817	146,264	151,610	157,080
24	HR	43.90	45.53	47.28	49.03	50.89	52.74	54.61	56.60	58.56	60.73	63.00	65.25	67.92	70.05	72.61	75.23
25	YR	95,067	98,721	102,375	106,258	110,121	114,026	118,181	122,273	126,804	131,544	136,242	141,817	146,264	151,610	157,080	162,697
25	HR	45.53	47.28	49.03	50.89	52.74	54.61	56.60	58.56	60.73	63.00	65.25	67.92	70.05	72.61	75.23	77.92
26	YR	98,721	102,375	106,258	110,121	114,026	118,181	122,273	126,804	131,544	136,242	141,817	146,264	151,610	157,080	162,697	168,606
26	HR	47.28	49.03	50.89	52.74	54.61	56.60	58.56	60.73	63.00	65.25	67.92	70.05	72.61	75.23	77.92	80.75
27	YR	102,375	106,258	110,121	114,026	118,181	122,273	126,804	131,544	136,242	141,817	146,264	151,610	157,080	162,697	168,606	174,745
27	HR	49.03	50.89	52.74	54.61	56.60	58.56	60.73	63.00	65.25	67.92	70.05	72.61	75.23	77.92	80.75	83.69
28	YR	106,258	110,121	114,026	118,181	122,273	126,804	131,544	136,242	141,817	146,264	151,610	157,080	162,697	168,606	174,745	181,071
28	HR	50.89	52.74	54.61	56.60	58.56	60.73	63.00	65.25	67.92	70.05	72.61	75.23	77.92	80.75	83.69	86.72

YR - Yearly Salary Rate
HR - Hourly Salary Rate

Compensation Grid 16L
Unit 216 Middle Management Association
Corrections Captain and Lieutenant ONLY

Compensation Grid 16L
Ranges 18 – 23
Corrections Captain and Lieutenant ONLY
Effective 7/1/2025 – 6/30/2026

Range	Rate	Step A 01	Step B 02	Step C 03	Step D 04	Step E 05	Step F 06	Step G 07	Step H 08	Step I 09	Step J 10	Step K 11	Step L 12
18	**YR**	77,319	79,970	82,601	85,775	88,656	91,893	95,046	98,470	101,957	105,507	109,202	113,149
18	**HR**	37.03	38.30	39.56	41.08	42.46	44.01	45.52	47.16	48.83	50.53	52.30	54.19
19	**YR**	79,970	82,601	85,775	88,656	91,893	95,046	98,470	101,957	105,507	109,202	113,149	116,844
19	**HR**	38.30	39.56	41.08	42.46	44.01	45.52	47.16	48.83	50.53	52.30	54.19	55.96
20	**YR**	82,601	85,775	88,656	91,893	95,046	98,470	101,957	105,507	109,202	113,149	116,844	120,895
20	**HR**	39.56	41.08	42.46	44.01	45.52	47.16	48.83	50.53	52.30	54.19	55.96	57.90
21	**YR**	85,775	88,656	91,893	95,046	98,470	101,957	105,507	109,202	113,149	116,844	120,895	124,967
21	**HR**	41.08	42.46	44.01	45.52	47.16	48.83	50.53	52.30	54.19	55.96	57.90	59.85
22	**YR**	88,656	91,893	95,046	98,470	101,957	105,507	109,202	113,149	116,844	120,895	124,967	129,435
22	**HR**	42.46	44.01	45.52	47.16	48.83	50.53	52.30	54.19	55.96	57.90	59.85	61.99
23	**YR**	91,893	95,046	98,470	101,957	105,507	109,202	113,149	116,844	120,895	124,967	129,435	133,778
23	**HR**	44.01	45.52	47.16	48.83	50.53	52.30	54.19	55.96	57.90	59.85	61.99	64.07

YR - Yearly Salary Rate
HR - Hourly Salary Rate

APPENDIX F-2

Class Assignments to Salary Grid
Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
000003	**Accounting Director**	16E	216	21K	1	38.83	55.93	81,077	116,782
002095	**Accounting Supervisor Inter**	16E	216	12K	1	27.72	40.23	57,879	84,000
001500	**Accounting Supervisor Princ**	16E	216	18K	1	34.71	50.25	72,474	104,922
002143	**Accounting Supervisor Senior**	16E	216	15K	1	31.08	45.01	64,895	93,981
002185	**Admin Planning Dir St**	16E	216	23K	1	41.81	60.10	87,299	125,489
002372	**Admin Secretary Supv**	16E	216	07J	2	23.74	31.44	49,569	65,647
000987	**Admin Systems Supv**	16G	216	25P	1	46.33	79.28	96,737	165,537
002869	**Agric Program Supervisor**	16E	216	23K	1	41.81	60.10	87,299	125,489
002870	**Agric Unit Supervisor**	16E	216	20K	1	37.28	53.97	77,841	112,689
002752	**Airfield Fire Fighter Asst Chf**	16E	216	17D	2	33.38	37.28	69,697	77,841
000024	**Appraisal Supervisor**	16E	216	24K	1	43.36	62.21	90,536	129,894
002389	**Architectural Supervisor**	16E	216	26K	1	46.72	66.81	97,551	139,499
000610	**Arts School Residence Director**	16E	216	15K	1	31.08	45.01	64,895	93,981
000097	**Attorney 3**	16E	216	25K	1	45.01	64.46	93,981	134,592
000101	**Audit Director**	16E	216	23K	1	41.81	60.10	87,299	125,489
002277	**Auditor Principal Supervisor**	16E	216	21K	1	38.83	55.93	81,077	116,782

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
002278	**Auditor Senior Supervisor**	16E	216	15K	1	31.08	45.01	64,895	93,981
001904	**Aviation Representative Supv**	16E	216	21K	1	38.83	55.93	81,077	116,782
000637	**Bacteriologist Supervisor 1**	16E	216	17K	1	33.38	48.44	69,697	101,143
000155	**Bacteriologist Supervisor 2**	16E	216	20K	1	37.28	53.97	77,841	112,689
002186	**Behavior Analyst 3 Supv**	16E	216	17K	1	33.38	48.44	69,697	101,143
003343	**Braille Supervisor**	16E	216	20K	1	37.28	53.97	77,841	112,689
000131	**Building Maintenance Supv 1**	16E	216	22F	2	40.23	48.44	84,000	101,143
000132	**Building Maintenance Supv 2**	16E	216	18K	1	34.71	50.25	72,474	104,922
003430	**Building Manager**	16E	216	18K	1	34.71	50.25	72,474	104,922
000860	**Building Services Supervisor 1**	16E	216	07K	2	23.74	32.39	49,569	67,630
000134	**Building Services Supervisor 2**	16E	216	09J	2	25.12	34.71	52,451	72,474
000861	**Building Svcs Manager**	16E	216	14J	1	29.84	41.81	62,306	87,299
000138	**Business Manager 1**	16E	216	15K	1	31.08	45.01	64,895	93,981
000899	**Buyer Supervisor**	16E	216	16K	1	32.21	46.72	67,254	97,551
003457	**Campus Security Supervisor**	16E	216	11K	2	26.87	38.83	56,105	81,077
003187	**Capitol Complex Security Supv**	16E	216	11K	2	26.87	38.83	56,105	81,077
003432	**Capitol Complex Trade Shp Supv**	16E	216	19K	1	36.00	52.18	75,168	108,952
000147	**Carpenter Supervisor**	16E	216	18D	2	34.71	38.83	72,474	81,077
002968	**Central Mail Supervisor**	16E	216	14K	1	29.84	43.36	62,306	90,536

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
000640	Chemist Supervisor	16E	216	19K	1	36.00	52.18	75,168	108,952
000407	Chemistry Laboratory Director	16E	216	24K	1	43.36	62.21	90,536	129,894
003487	Chief Dep State Fire Marshal	16E	216	22K	1	40.23	57.94	84,000	120,979
003079	Child Health Program Supv	16E	216	23K	1	41.81	60.10	87,299	125,489
002914	Childrens Services Prog Supv	16E	216	22K	1	40.23	57.94	84,000	120,979
001604	College Bkstore Supv	16E	216	10K	1	26.07	37.28	54,434	77,841
001545	College Registrar Sr	16E	216	15K	1	31.08	45.01	64,895	93,981
001057	Commerce Analysis Supv	16E	216	19K	1	36.00	52.18	75,168	108,952
002910	Commercial Vehicle Inspect Sup	16E	216	13K	1	28.77	41.81	60,072	87,299
003964	Communications Supervisor	16E	216	23K	1	41.81	60.10	87,299	125,489
003105	Community Residential Supv	16E	216	17K	1	33.38	48.44	69,697	101,143
001336	Const Codes Licensing Supvsr	16E	216	23K	1	41.81	60.10	87,299	125,489
000966	Contract Officer	16E	216	20K	1	37.28	53.97	77,841	112,689
002436	Cook Supervisor	16E	216	07K	2	23.74	32.39	49,569	67,630
000199	Corr Captain	16L	216	21K	1	41.80	58.91	87,278	123,004
002318	Corr Discipline Unit Supv	16E	216	17K	1	33.38	48.44	69,697	101,143
003840	Corr Electronics Systems Supv	16E	216	15L	1	31.08	46.72	64,895	97,551
003300	Corr Field Serv Dist Supv	16E	216	26K	1	46.72	66.81	97,551	139,499
003099	Corr Food Svcs Supv	16E	216	17K	1	33.38	48.44	69,697	101,143

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
003051	**Corr Ind Admin Supv 2**	16E	216	21K	1	38.83	55.93	81,077	116,782
003053	**Corr Ind Prod Supv**	16E	216	15K	1	31.08	45.01	64,895	93,981
003875	**Corr Investigation Ass't Dir 1**	16E	216	24K	1	43.36	62.21	90,536	129,894
001088	**Corr Lieutenant**	16L	216	18K	1	37.68	53.22	78,676	111,123
003646	**Corr Program Director**	16E	216	21K	1	38.83	55.93	81,077	116,782
000204	**Corr Supervisor**	16E	216	17K	1	33.38	48.44	69,697	101,143
000157	**Culinary Supervisor**	16E	216	10K	1	26.07	37.28	54,434	77,841
000220	**Dairy Inspection Supervisor**	16E	216	19K	1	36.00	52.18	75,168	108,952
003983	**DEI Supervisor**	16E	216	21K	1	38.83	55.93	81,077	116,782
002189	**Dietitian Supervisor**	16E	216	15K	1	31.08	45.01	64,895	93,981
000235	**Dietitian / Nutrition Prog Dir**	16E	216	18K	1	34.71	50.25	72,474	104,922
003614	**Dining Services Supervisor**	16E	216	08K	2	24.47	34.71	51,093	72,474
002348	**Dir Chem Dep Spec Commun Prog**	16E	216	21K	1	38.83	55.93	81,077	116,782
003379	**Dir Safety & Health**	16E	216	21K	1	38.83	55.93	81,077	116,782
002508	**Disability Prog Operations Sup**	16E	216	22K	1	40.23	57.94	84,000	120,979
001386	**Disability Quality Assur Supv**	16E	216	17K	1	33.38	48.44	69,697	101,143
000947	**Disability Supervisor**	16E	216	20K	1	37.28	53.97	77,841	112,689
003924	**Dispute Prev Resolution Supv**	16E	216	23K	1	41.81	60.10	87,299	125,489
002381	**Driver Improvement Spec Supv**	16E	216	12K	1	27.72	40.23	57,879	84,000

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
000249	**Duplicating Shop Supv**	16E	216	12K	1	27.72	40.23	57,879	84,000
003716	**DVS Administration Supervisor**	16E	216	20K	1	37.28	53.97	77,841	112,689
002702	**DVS Asst Regional Supervisor**	16E	216	12K	1	27.72	40.23	57,879	84,000
002779	**DVS Program Supervisor**	16E	216	18K	1	34.71	50.25	72,474	104,922
001413	**DVS Regional Supervisor**	16E	216	15K	1	31.08	45.01	64,895	93,981
003781	**DVS Title & Registr Prog Supv**	16E	216	19K	1	36.00	52.18	75,168	108,952
001792	**Economic Oppty Program Supv 1**	16E	216	20K	1	37.28	53.97	77,841	112,689
000716	**EDP Operations Supervisor 2**	16E	216	12L	2	27.72	41.81	57,879	87,299
000254	**EDP Operations Supervisor 3**	16G	216	18M	1	35.81	55.57	74,771	116,030
003416	**Educ Supv Due Process**	16E	216	25K	1	45.01	64.46	93,981	134,592
003615	**Educ Supv Ed Effectiveness**	16E	216	25K	1	45.01	64.46	93,981	134,592
003037	**Educ Supv Ed Funding**	16E	216	25K	1	45.01	64.46	93,981	134,592
003415	**Educ Supv Financial Management**	16E	216	25K	1	45.01	64.46	93,981	134,592
003811	**Educ Supv Spec Ed Intagcy Svcs**	16E	216	25K	1	45.01	64.46	93,981	134,592
001852	**Education Supervisor 1**	16E	216	24K	1	43.36	62.21	90,536	129,894
003286	**Education Supervisor 2**	16E	216	26K	1	46.72	66.81	97,551	139,499
001958	**Electrical Maintenance Supv**	16E	216	17K	1	33.38	48.44	69,697	101,143
000267	**Electrician Supervisor**	16E	216	23F	2	41.81	50.25	87,299	104,922
001959	**Electronic Maintenance Supv**	16E	216	17K	1	33.38	48.44	69,697	101,143

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
003641	**Emp & Econ Devel Fld Op Re Mgr**	16E	216	25K	1	45.01	64.46	93,981	134,592
002599	**Emp & Econ Devel Spec Prog Sup**	16E	216	20K	1	37.28	53.97	77,841	112,689
002505	**Environmental Analyst Supv 1**	16E	216	17K	1	33.38	48.44	69,697	101,143
002506	**Environmental Analyst Supv 2**	16E	216	20K	1	37.28	53.97	77,841	112,689
003383	**Environmental Hlth Supv**	16E	216	21K	1	38.83	55.93	81,077	116,782
002211	**Epidemiologist Supervisor**	16E	216	21K	1	38.83	55.93	81,077	116,782
002949	**Epidemiologist Supervisor Sr**	16E	216	25K	1	45.01	64.46	93,981	134,592
000295	**Exec Housekeeper**	16E	216	09K	1	25.12	36.00	52,451	75,168
003552	**Facilities Bldg & Maint Supv**	16E	216	17K	1	33.38	48.44	69,697	101,143
003237	**Facilities Services Supv**	16E	216	09L	2	25.12	37.28	52,451	77,841
003623	**Facility Grds/Transp Svcs Supv**	16E	216	12J	1	27.72	38.83	57,879	81,077
003503	**Finance Accounting Supervisor**	16E	216	24K	1	43.36	62.21	90,536	129,894
002250	**Financial Inst Chief Exam**	16E	216	26L	1	46.72	69.21	97,551	144,510
002249	**Financial Inst Examnt Prog Dir**	16E	216	24K	1	43.36	62.21	90,536	129,894
000304	**Food Inspection Supervisor**	16E	216	20K	1	37.28	53.97	77,841	112,689
000779	**Food Service Supervisor**	16E	216	16K	1	32.21	46.72	67,254	97,551
002927	**Forensic Science Supv**	16E	216	25K	1	45.01	64.46	93,981	134,592
003893	**Geologist Supervisor**	16E	216	26K	1	46.72	66.81	97,551	139,499
001645	**Grants Specialist Supv**	16E	216	20K	1	37.28	53.97	77,841	112,689

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
001035	**Grounds & Roads Mntc Supv**	16E	216	11K	1	26.87	38.83	56,105	81,077
000330	**Group Supervisor**	16E	216	20K	1	37.28	53.97	77,841	112,689
000070	**Group Supervisor Asst**	16E	216	16K	1	32.21	46.72	67,254	97,551
003466	**Health Care Claim Admin Supv**	16E	216	21K	1	38.83	55.93	81,077	116,782
001608	**Health Facility Eval Supv**	16E	216	22L	1	40.23	60.10	84,000	125,489
002432	**Health Facility Eval Supv 2**	16E	216	22L	1	40.23	60.10	84,000	125,489
001609	**Health Facility Eval Supv Sr**	16E	216	24L	1	43.36	64.46	90,536	134,592
000834	**Health Program Rep Principal**	16E	216	23K	1	41.81	60.10	87,299	125,489
002128	**Health Program Supervisor**	16E	216	17K	1	33.38	48.44	69,697	101,143
003022	**Health Resource Supervisor**	16E	216	21L	1	38.83	57.94	81,077	120,979
003402	**Highway Helper Supv**	16E	216	12K	2	27.72	40.23	57,879	84,000
001509	**Housing Program Supervisor**	16E	216	25K	1	45.01	64.46	93,981	134,592
000500	**Human Resources Director 1**	16E	216	23K	1	41.81	60.10	87,299	125,489
002367	**Human Resources Supervisor 1**	16E	216	12K	1	27.72	40.23	57,879	84,000
002368	**Human Resources Supervisor 2**	16E	216	15K	1	31.08	45.01	64,895	93,981
003726	**Human Resources Supervisor 3**	16E	216	17K	1	33.38	48.44	69,697	101,143
000499	**Human Resources Supervisor 4**	16E	216	20K	1	37.28	53.97	77,841	112,689
003938	**Human Rights Eqty & Inclu Supv**	16E	216	17K	1	33.38	48.44	69,697	101,143
003935	**Human Rights Invest Supv**	16E	216	19K	1	36.00	52.18	75,168	108,952

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
003912	**Human Services Supervisor 1**	16E	216	15K	1	31.08	45.01	64,895	93,981
003913	**Human Services Supervisor 2**	16E	216	18K	1	34.71	50.25	72,474	104,922
003914	**Human Services Supervisor 3**	16E	216	21K	1	38.83	55.93	81,077	116,782
003915	**Human Services Supervisor 4**	16E	216	24K	1	43.36	62.21	90,536	129,894
002847	**Human Svcs Licensing Asst Supv**	16E	216	19K	1	36.00	52.18	75,168	108,952
002679	**Human Svcs Licensing Supv**	16E	216	23K	1	41.81	60.10	87,299	125,489
001697	**Hydrologist 4**	16E	216	23L	1	41.81	62.21	87,299	129,894
002174	**Hydrologist Supervisor**	16E	216	21K	1	38.83	55.93	81,077	116,782
002462	**Income Mntc Prog Supervisor**	16E	216	19K	1	36.00	52.18	75,168	108,952
001315	**Information Officer 4**	16E	216	19K	1	36.00	52.18	75,168	108,952
002110	**Information Program Supv**	16E	216	17K	1	33.38	48.44	69,697	101,143
001000	**Information Syst Manager**	16G	216	25P	1	46.33	79.28	96,737	165,537
002137	**Information Syst Soft Svc Supv**	16G	216	21P	1	40.01	69.11	83,541	144,302
000932	**Institution Educational Supv**	16E	216	22L	1	40.23	60.10	84,000	125,489
003409	**Interpret Naturalist Supv 1**	16E	216	12K	1	27.72	40.23	57,879	84,000
001634	**Interpret Naturalist Supv 2**	16E	216	15K	1	31.08	45.01	64,895	93,981
000928	**Inventory Control Supv 1**	16E	216	09L	1	25.12	37.28	52,451	77,841
000930	**Inventory Control Supv 2**	16E	216	11L	1	26.87	40.23	56,105	84,000
002572	**Investigation Supv**	16E	216	21K	1	38.83	55.93	81,077	116,782

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
003973	**Laboratory Scientist Supv.**	16E	216	22K	1	40.23	57.94	84,000	120,979
000409	**Laboratory Services Supervisor**	16E	216	17K	1	33.38	48.44	69,697	101,143
003301	**Landscape Architect Princ Supv**	16E	216	23K	1	41.81	60.10	87,299	125,489
003093	**Lawful Gambling Lic Supv**	16E	216	19K	1	36.00	52.18	75,168	108,952
002170	**Lease Supervisor**	16E	216	20K	1	37.28	53.97	77,841	112,689
000650	**Library/Info Res Serv Prog Dir**	16E	216	18K	1	34.71	50.25	72,474	104,922
002113	**Library/Info Res Serv Supv Sr**	16E	216	15K	1	31.08	45.01	64,895	93,981
003860	**Lic Alcohol/Drug Counselor Sup**	16E	216	17K	1	33.38	48.44	69,697	101,143
003698	**Loan Officer Supervisor**	16E	216	22K	1	40.23	57.94	84,000	120,979
002018	**Local Govt Audit Director**	16E	216	23K	1	41.81	60.10	87,299	125,489
002017	**Local Govt Audit Principal**	16E	216	19K	1	36.00	52.18	75,168	108,952
003561	**Lottery Sales Supervisor Sr**	16E	216	21K	1	38.83	55.93	81,077	116,782
002264	**Management Analyst Supv 1**	16E	216	12K	1	27.72	40.23	57,879	84,000
002115	**Management Analyst Supv 2**	16E	216	15K	1	31.08	45.01	64,895	93,981
002114	**Management Analyst Supv 3**	16E	216	19K	1	36.00	52.18	75,168	108,952
002954	**Management Info Syst Cons Supv**	16G	216	21P	1	40.01	69.11	83,541	144,302
002836	**Management Info Syst Supv 1**	16G	216	16M	1	33.27	51.78	69,468	108,117
003220	**Management Info Syst Supv 2**	16G	216	20P	1	38.56	66.39	80,513	138,622
002191	**Medical Records Tech Supv 2**	16E	216	12J	2	27.72	38.83	57,879	81,077

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
002450	**Mental Health Prog Admin Supv**	16E	216	21K	1	38.83	55.93	81,077	116,782
003307	**Military Maintenance Supv**	16E	216	17D	2	33.38	37.28	69,697	77,841
002442	**Military Security Shift Supv**	16E	216	11J	2	26.87	37.28	56,105	77,841
003499	**Mn Care Enrollment Supv**	16E	216	17K	1	33.38	48.44	69,697	101,143
007020	**MnSCU Academic Supervisor 1**	16E	216	15K	1	31.08	45.01	64,895	93,981
007023	**MnSCU Academic Supervisor 2**	16E	216	18K	1	34.71	50.25	72,474	104,922
007847	**MnSCU Academic Supervisor 3**	16E	216	21K	1	38.83	55.93	81,077	116,782
003371	**MnSCU Retail Services Supv**	16E	216	15K	1	31.08	45.01	64,895	93,981
003762	**NR Area Supv Fisheries**	16E	216	18K	1	34.71	50.25	72,474	104,922
003597	**NR Area Supv T & W**	16E	216	18K	1	34.71	50.25	72,474	104,922
003763	**NR Area Supv Wildlife**	16E	216	18K	1	34.71	50.25	72,474	104,922
002922	**NR Business Manager**	16E	216	17K	1	33.38	48.44	69,697	101,143
003764	**NR Field Supervisor**	16E	216	20K	1	37.28	53.97	77,841	112,689
002982	**NR Forestry Admin Supv**	16E	216	22K	1	40.23	57.94	84,000	120,979
002979	**NR Forestry Asst Supv**	16E	216	16K	1	32.21	46.72	67,254	97,551
002980	**NR Forestry Program Supv**	16E	216	18K	1	34.71	50.25	72,474	104,922
002981	**NR Forestry Supv**	16E	216	20K	1	37.28	53.97	77,841	112,689
003422	**NR Parks Douglas Ldg Supv**	16E	216	15K	1	31.08	45.01	64,895	93,981
003766	**NR Prog Supv**	16E	216	18K	1	34.71	50.25	72,474	104,922

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
003765	**NR Prog Supv Eco Svcs**	16E	216	18K	1	34.71	50.25	72,474	104,922
003879	**NR Prog Supv Int-Eco Resources**	16E	216	20K	1	37.28	53.97	77,841	112,689
003769	**NR Prog Supv Sr Eco Svcs**	16E	216	22K	1	40.23	57.94	84,000	120,979
003776	**NR Prog Supv Sr Fish Hatchery**	16E	216	22K	1	40.23	57.94	84,000	120,979
003770	**NR Prog Supv Sr Fish Research**	16E	216	22K	1	40.23	57.94	84,000	120,979
003772	**NR Prog Supv Sr Wild Research**	16E	216	22K	1	40.23	57.94	84,000	120,979
003407	**NR Supv**	16E	216	22K	1	40.23	57.94	84,000	120,979
003403	**NR Supv 1 Parks & Trails**	16E	216	14K	1	29.84	43.36	62,306	90,536
003404	**NR Supv 2 Parks & Trails**	16E	216	16K	1	32.21	46.72	67,254	97,551
003405	**NR Supv 3 Parks & Trails**	16E	216	18K	1	34.71	50.25	72,474	104,922
003406	**NR Supv 4 Parks & Trails**	16E	216	20K	1	37.28	53.97	77,841	112,689
003773	**NR Supv Eco Svcs**	16E	216	16K	1	32.21	46.72	67,254	97,551
003774	**NR Supv Fish Hatchery**	16E	216	16K	1	32.21	46.72	67,254	97,551
002102	**Office and Admin Supv**	16E	216	07J	2	23.74	31.44	49,569	65,647
002192	**Office Services Supervisor 1**	16E	216	09J	2	25.12	34.71	52,451	72,474
002118	**Office Services Supervisor 2**	16E	216	11K	1	26.87	38.83	56,105	81,077
000294	**Office Services Supervisor 3**	16E	216	12L	1	27.72	41.81	57,879	87,299
000491	**Painter Supervisor**	16E	216	17D	2	33.38	37.28	69,697	77,841
003990	**Pharmacist Supervisor**	16E	216	32L	1	57.94	85.58	120,979	178,691

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
000776	**Physical Plant Director**	16E	216	22K	1	40.23	57.94	84,000	120,979
003464	**Physical Plant Supervisor**	16E	216	19K	1	36.00	52.18	75,168	108,952
000522	**Planning Dir Transportation**	16E	216	23K	1	41.81	60.10	87,299	125,489
000968	**Planning Grants Administrator**	16E	216	23K	1	41.81	60.10	87,299	125,489
003005	**Planning Program Supv**	16E	216	21K	1	38.83	55.93	81,077	116,782
002184	**Planning Supv State**	16E	216	18K	1	34.71	50.25	72,474	104,922
000519	**Planning Supv Transportation**	16E	216	18K	1	34.71	50.25	72,474	104,922
003431	**Plant Mntc Engineer Chief**	16E	216	17K	1	33.38	48.44	69,697	101,143
001549	**Plant Protection Prog Supv**	16E	216	17K	1	33.38	48.44	69,697	101,143
003821	**Plumber Fitter Supv**	16E	216	22E	2	40.23	46.72	84,000	97,551
000964	**Plumber Supervisor**	16E	216	22E	2	40.23	46.72	84,000	97,551
001350	**Pollution Cont Spec Prin**	16E	216	22L	1	40.23	60.10	84,000	125,489
000552	**Produce Inspection Supervisor**	16E	216	14K	1	29.84	43.36	62,306	90,536
008754	**Proj Supervisor**	16E	216	21K	1	38.83	55.93	81,077	116,782
002138	**Psychological Services Dir**	16E	216	26K	1	46.72	66.81	97,551	139,499
002130	**Psychologist Supervisor**	16E	216	21K	1	38.83	55.93	81,077	116,782
001527	**Pub Util Rates Evaluation Supv**	16E	216	25K	1	45.01	64.46	93,981	134,592
002131	**Public Health Sanitarian Supv**	16E	216	18K	1	34.71	50.25	72,474	104,922
000041	**Pwr Plt Asst Chief Engineer**	16E	216	21D	2	38.83	43.36	81,077	90,536

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
001075	**Pwr Plt Chief Engineer**	16E	216	21H	1	38.83	50.25	81,077	104,922
003393	**Quality Services Supv**	16E	216	21K	1	38.83	55.93	81,077	116,782
000777	**Radio Communications Supervsr**	16E	216	16K	1	32.21	46.72	67,254	97,551
000588	**Radio Maintenance Supervisor**	16E	216	16L	1	32.21	48.44	67,254	101,143
003344	**Radio Talking Book Supv**	16E	216	20K	1	37.28	53.97	77,841	112,689
003537	**Real Estate Program Supervisor**	16E	216	23K	1	41.81	60.10	87,299	125,489
000618	**Real Estate Specialist Supv**	16E	216	20K	1	37.28	53.97	77,841	112,689
002858	**Realty Supervisor**	16E	216	20K	1	37.28	53.97	77,841	112,689
002194	**Recreation Therapist Coord**	16E	216	13K	1	28.77	41.81	60,072	87,299
002359	**Recreation Therapy Prog Supv**	16E	216	18K	1	34.71	50.25	72,474	104,922
002172	**Registered Nurse Admin-Supv**	16E	216	27L	1	48.44	71.75	101,143	149,814
002154	**Registered Nurse Supervisor**	16E	216	25L	1	45.01	66.81	93,981	139,499
003540	**Rehabilitation Couns Supv**	16E	216	22K	1	40.23	57.94	84,000	120,979
000600	**Rehabilitation Couns Supv 2**	16E	216	17K	1	33.38	48.44	69,697	101,143
002533	**Rehabilitation Couns Supv 3**	16E	216	20K	1	37.28	53.97	77,841	112,689
000873	**Rehabilitation Regional Supv**	16E	216	19K	1	36.00	52.18	75,168	108,952
000603	**Rehabilitation Therapies Dir**	16E	216	23K	1	41.81	60.10	87,299	125,489
000856	**Rehabilitation Therapist Supv**	16E	216	17K	1	33.38	48.44	69,697	101,143
002254	**Research Analyst Supervisor Sr**	16E	216	19K	1	36.00	52.18	75,168	108,952

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
002329	**Research Scientist Supv 2**	16E	216	23K	1	41.81	60.10	87,299	125,489
003241	**Retail Operations Supervisor**	16E	216	14K	1	29.84	43.36	62,306	90,536
000907	**Retirement Services Director**	16E	216	21K	1	38.83	55.93	81,077	116,782
001425	**Retirement Services Supervisor**	16E	216	18K	1	34.71	50.25	72,474	104,922
000025	**Revenue Property Tax Prog Supv**	16E	216	23K	1	41.81	60.10	87,299	125,489
003706	**Revenue Research Asst Div Dir**	16E	216	23K	1	41.81	60.10	87,299	125,489
002772	**Revenue Tax Supervisor 2**	16E	216	17L	1	33.38	50.25	69,697	104,922
002773	**Revenue Tax Supervisor 3**	16E	216	20L	1	37.28	55.93	77,841	116,782
002774	**Revenue Tax Supervisor 4**	16E	216	22L	1	40.23	60.10	84,000	125,489
003521	**Safety Administrator Supv**	16E	216	22K	1	40.23	57.94	84,000	120,979
001774	**Security Shift Supervisor**	16E	216	03J	2	21.38	27.65	44,641	57,733
001046	**Security Supervisor**	16E	216	11K	1	26.87	38.83	56,105	81,077
000676	**Social Svcs Supervisor**	16E	216	19K	1	36.00	52.18	75,168	108,952
002196	**Social Work Spec Supv**	16E	216	15K	1	31.08	45.01	64,895	93,981
003949	**Staff Attorney Supervisor**	16E	216	27K	1	48.44	69.21	101,143	144,510
001655	**State Fire Safety Supervisor**	16E	216	19K	1	36.00	52.18	75,168	108,952
003609	**State Prog Admin Director**	16E	216	21K	1	38.83	55.93	81,077	116,782
003690	**State Prog Admin Supervisor**	16E	216	12K	1	27.72	40.23	57,879	84,000
003689	**State Prog Admin Supervisor Sr**	16E	216	15K	1	31.08	45.01	64,895	93,981

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
003712	**State Prog Admin Supv Prin**	16E	216	18K	1	34.71	50.25	72,474	104,922
002132	**Systems Analysis Unit Supv**	16G	216	21P	1	40.01	69.11	83,541	144,302
001089	**Systems Supervisor**	16G	216	23P	1	43.06	73.88	89,909	154,261
002776	**Tourism Travel Info Center Sup**	16E	216	10K	1	26.07	37.28	54,434	77,841
001734	**Traffic Maintenance Supt**	16E	216	18L	1	34.71	52.18	72,474	108,952
002406	**Training & Development Supv 1**	16E	216	17K	1	33.38	48.44	69,697	101,143
001977	**Training & Development Supv 2**	16E	216	20K	1	37.28	53.97	77,841	112,689
003497	**Transp Cultural Resource Supv**	16E	216	24K	1	43.36	62.21	90,536	129,894
003276	**Transp Materials Supv**	16E	216	14K	1	29.84	43.36	62,306	90,536
003816	**Transp Operations Supv 1**	16E	216	13L	1	28.77	43.36	60,072	90,536
003817	**Transp Operations Supv 2**	16E	216	16L	1	32.21	48.44	67,254	101,143
003818	**Transp Operations Supv 3**	16E	216	18L	1	34.71	52.18	72,474	108,952
003819	**Transp Operations Supv 4**	16E	216	20L	1	37.28	55.93	77,841	116,782
003699	**Transp Prog Supervisor**	16E	216	21K	1	38.83	55.93	81,077	116,782
003648	**Transp Prog Supervisor Sr**	16E	216	23K	1	41.81	60.10	87,299	125,489
001708	**Unemployment Ins Dist Aud Supv**	16E	216	17K	1	33.38	48.44	69,697	101,143
000743	**Unemployment Ins Supervisor**	16E	216	21K	1	38.83	55.93	81,077	116,782
000742	**Unemployment Ins Supervisor 2**	16E	216	15K	1	31.08	45.01	64,895	93,981
002061	**University Print Shop Supv 1**	16E	216	12K	1	27.72	40.23	57,879	84,000

Unit 216 Middle Management Association
Classes and Salaries as of July 1, 2026

JOB CODE	JOB TITLE	GRID	BARG	COMP	PROGRESS	MINIMUM HOURLY	MAXIMUM HOURLY	MINIMUM ANNUAL	MAXIMUM ANNUAL
003036	**University Print Shop Supv 2**	16E	216	15K	1	31.08	45.01	64,895	93,981
000747	**Veterans Asst Supervisor**	16E	216	17K	1	33.38	48.44	69,697	101,143
000752	**Veterinarian Senior**	16E	216	24K	1	43.36	62.21	90,536	129,894
003549	**Weights & Measures Asst Direct**	16E	216	23K	1	41.81	60.10	87,299	125,489
003294	**Workers Comp Claims Mgt Supv 1**	16E	216	18K	1	34.71	50.25	72,474	104,922
003295	**Workers Comp Claims Mgt Supv 2**	16E	216	23K	1	41.81	60.10	87,299	125,489
003514	**Workers Comp Program Supv**	16E	216	21K	1	38.83	55.93	81,077	116,782
002531	**Workforce Development Area Sup**	16E	216	21K	1	38.83	55.93	81,077	116,782
000790	**Workforce Development Suprvsr**	16E	216	18K	1	34.71	50.25	72,474	104,922
003619	**Zoo Guest Services Supervisor**	16E	216	16K	1	32.21	46.72	67,254	97,551
003803	**Zoo Supervisor**	16E	216	18K	1	34.71	50.25	72,474	104,922

Compensation Grid 16E
Unit 216 Middle Management Association
Ranges 01-34, Effective 7/1/2026 – 6/30/2027

Compensation Grid 16E
Ranges 01 – 34
Effective 7/1/2026 - 6/30/2027

Range	Rate	Step A 01	Step B 02	Step C 03	Step D 04	Step E 05	Step F 06	Step G 07	Step H 08	Step I 09	Step J 10	Step K 11	Step L 12
01	**YR**	42,553	43,577	44,641	45,936	46,876	48,108	49,569	51,093	52,451	54,434	56,063	
01	**HR**	20.38	20.87	21.38	22.00	22.45	23.04	23.74	24.47	25.12	26.07	26.85	
02	**YR**	43,577	44,641	45,936	46,876	48,108	49,569	51,093	52,451	54,434	56,063	57,733	
02	**HR**	20.87	21.38	22.00	22.45	23.04	23.74	24.47	25.12	26.07	26.85	27.65	
03	**YR**	44,641	45,936	46,876	48,108	49,569	51,093	52,451	54,434	56,063	57,733	59,779	
03	**HR**	21.38	22.00	22.45	23.04	23.74	24.47	25.12	26.07	26.85	27.65	28.63	
04	**YR**	45,936	46,876	48,108	49,569	51,093	52,451	54,434	56,063	57,733	59,779	61,805	
04	**HR**	22.00	22.45	23.04	23.74	24.47	25.12	26.07	26.85	27.65	28.63	29.60	
05	**YR**	46,876	48,108	49,569	51,093	52,451	54,434	56,063	57,733	59,779	61,805	63,120	
05	**HR**	22.45	23.04	23.74	24.47	25.12	26.07	26.85	27.65	28.63	29.60	30.23	
06	**YR**	48,108	49,569	51,093	52,451	54,434	56,063	57,733	59,779	61,805	63,120	65,647	67,630
06	**HR**	23.04	23.74	24.47	25.12	26.07	26.85	27.65	28.63	29.60	30.23	31.44	32.39
07	**YR**	49,569	51,093	52,451	54,434	56,063	57,733	59,779	61,805	63,120	65,647	67,630	
07	**HR**	23.74	24.47	25.12	26.07	26.85	27.65	28.63	29.60	30.23	31.44	32.39	
08	**YR**	51,093	52,451	54,434	56,105	57,879	60,072	62,306	64,895	67,254	69,697	72,474	75,168
08	**HR**	24.47	25.12	26.07	26.87	27.72	28.77	29.84	31.08	32.21	33.38	34.71	36.00
09	**YR**	52,451	54,434	56,105	57,879	60,072	62,306	64,895	67,254	69,697	72,474	75,168	77,841
09	**HR**	25.12	26.07	26.87	27.72	28.77	29.84	31.08	32.21	33.38	34.71	36.00	37.28
10	**YR**	54,434	56,105	57,879	60,072	62,306	64,895	67,254	69,697	72,474	75,168	77,841	81,077
10	**HR**	26.07	26.87	27.72	28.77	29.84	31.08	32.21	33.38	34.71	36.00	37.28	38.83
11	**YR**	56,105	57,879	60,072	62,306	64,895	67,254	69,697	72,474	75,168	77,841	81,077	84,000
11	**HR**	26.87	27.72	28.77	29.84	31.08	32.21	33.38	34.71	36.00	37.28	38.83	40.23

Compensation Grid 16E
Ranges 01 - 34
Effective 7/1/2026 - 6/30/2027

Range	Rate	Step A 01	Step B 02	Step C 03	Step D 04	Step E 05	Step F 06	Step G 07	Step H 08	Step I 09	Step J 10	Step K 11	Step L 12
12	**YR**	57,879	60,072	62,306	64,895	67,254	69,697	72,474	75,168	77,841	81,077	84,000	87,299
12	**HR**	27.72	28.77	29.84	31.08	32.21	33.38	34.71	36.00	37.28	38.83	40.23	41.81
13	**YR**	60,072	62,306	64,895	67,254	69,697	72,474	75,168	77,841	81,077	84,000	87,299	90,536
13	**HR**	28.77	29.84	31.08	32.21	33.38	34.71	36.00	37.28	38.83	40.23	41.81	43.36
14	**YR**	62,306	64,895	67,254	69,697	72,474	75,168	77,841	81,077	84,000	87,299	90,536	93,981
14	**HR**	29.84	31.08	32.21	33.38	34.71	36.00	37.28	38.83	40.23	41.81	43.36	45.01
15	**YR**	64,895	67,254	69,697	72,474	75,168	77,841	81,077	84,000	87,299	90,536	93,981	97,551
15	**HR**	31.08	32.21	33.38	34.71	36.00	37.28	38.83	40.23	41.81	43.36	45.01	46.72
16	**YR**	67,254	69,697	72,474	75,168	77,841	81,077	84,000	87,299	90,536	93,981	97,551	101,143
16	**HR**	32.21	33.38	34.71	36.00	37.28	38.83	40.23	41.81	43.36	45.01	46.72	48.44
17	**YR**	69,697	72,474	75,168	77,841	81,077	84,000	87,299	90,536	93,981	97,551	101,143	104,922
17	**HR**	33.38	34.71	36.00	37.28	38.83	40.23	41.81	43.36	45.01	46.72	48.44	50.25
18	**YR**	72,474	75,168	77,841	81,077	84,000	87,299	90,536	93,981	97,551	101,143	104,922	108,952
18	**HR**	34.71	36.00	37.28	38.83	40.23	41.81	43.36	45.01	46.72	48.44	50.25	52.18
19	**YR**	75,168	77,841	81,077	84,000	87,299	90,536	93,981	97,551	101,143	104,922	108,952	112,689
19	**HR**	36.00	37.28	38.83	40.23	41.81	43.36	45.01	46.72	48.44	50.25	52.18	53.97
20	**YR**	77,841	81,077	84,000	87,299	90,536	93,981	97,551	101,143	104,922	108,952	112,689	116,782
20	**HR**	37.28	38.83	40.23	41.81	43.36	45.01	46.72	48.44	50.25	52.18	53.97	55.93
21	**YR**	81,077	84,000	87,299	90,536	93,981	97,551	101,143	104,922	108,952	112,689	116,782	120,979
21	**HR**	38.83	40.23	41.81	43.36	45.01	46.72	48.44	50.25	52.18	53.97	55.93	57.94
22	**YR**	84,000	87,299	90,536	93,981	97,551	101,143	104,922	108,952	112,689	116,782	120,979	125,489
22	**HR**	40.23	41.81	43.36	45.01	46.72	48.44	50.25	52.18	53.97	55.93	57.94	60.10
23	**YR**	87,299	90,536	93,981	97,551	101,143	104,922	108,952	112,689	116,782	120,979	125,489	129,894
23	**HR**	41.81	43.36	45.01	46.72	48.44	50.25	52.18	53.97	55.93	57.94	60.10	62.21
24	**YR**	90,536	93,981	97,551	101,143	104,922	108,952	112,689	116,782	120,979	125,489	129,894	134,592
24	**HR**	43.36	45.01	46.72	48.44	50.25	52.18	53.97	55.93	57.94	60.10	62.21	64.46

Compensation Grid 16E
Ranges 01 - 34
Effective 7/1/2026 - 6/30/2027

Range	Rate	Step A 01	Step B 02	Step C 03	Step D 04	Step E 05	Step F 06	Step G 07	Step H 08	Step I 09	Step J 10	Step K 11	Step L 12
25	**YR**	93,981	97,551	101,143	104,922	108,952	112,689	116,782	120,979	125,489	129,894	134,592	139,499
25	**HR**	45.01	46.72	48.44	50.25	52.18	53.97	55.93	57.94	60.10	62.21	64.46	66.81
26	**YR**	97,551	101,143	104,922	108,952	112,689	116,782	120,979	125,489	129,894	134,592	139,499	144,510
26	**HR**	46.72	48.44	50.25	52.18	53.97	55.93	57.94	60.10	62.21	64.46	66.81	69.21
27	**YR**	101,143	104,922	108,952	112,689	116,782	120,979	125,489	129,894	134,592	139,499	144,510	149,814
27	**HR**	48.44	50.25	52.18	53.97	55.93	57.94	60.10	62.21	64.46	66.81	69.21	71.75
28	**YR**	104,922	108,952	112,689	116,782	120,979	125,489	129,894	134,592	139,499	144,510	149,814	155,159
28	**HR**	50.25	52.18	53.97	55.93	57.94	60.10	62.21	64.46	66.81	69.21	71.75	74.31
29	**YR**	108,952	112,689	116,782	120,979	125,489	129,894	134,592	139,499	144,510	149,814	155,159	160,734
29	**HR**	52.18	53.97	55.93	57.94	60.10	62.21	64.46	66.81	69.21	71.75	74.31	76.98
30	**YR**	112,689	116,782	120,979	125,489	129,894	134,592	139,499	144,510	149,814	155,159	160,734	166,518
30	**HR**	53.97	55.93	57.94	60.10	62.21	64.46	66.81	69.21	71.75	74.31	76.98	79.75
31	**YR**	116,782	120,979	125,489	129,894	134,592	139,499	144,510	149,814	155,159	160,734	166,518	172,490
31	**HR**	55.93	57.94	60.10	62.21	64.46	66.81	69.21	71.75	74.31	76.98	79.75	82.61
32	**YR**	120,979	125,489	129,894	134,592	139,499	144,510	149,814	155,159	160,734	166,518	172,490	178,691
32	**HR**	57.94	60.10	62.21	64.46	66.81	69.21	71.75	74.31	76.98	79.75	82.61	85.58
33	**YR**	125,489	129,894	134,592	139,499	144,510	149,814	155,159	160,734	166,518	172,490	178,691	185,164
33	**HR**	60.10	62.21	64.46	66.81	69.21	71.75	74.31	76.98	79.75	82.61	85.58	88.68
34	**YR**	129,894	134,592	139,499	144,510	149,814	155,159	160,734	166,518	172,490	178,691	185,164	191,804
34	**HR**	62.21	64.46	66.81	69.21	71.75	74.31	76.98	79.75	82.61	85.58	88.68	91.86

YR - Yearly Salary Rate
HR - Hourly Salary Rate

Compensation Grid 16G
Unit 216 Middle Management Association
Ranges 15-28, Effective 7/1/2026-6/30/2027

Compensation Grid 16G
This grid applies to Information Technology Classes only
Ranges 15 – 28, Effective 7/1/2026 - 6/30/2027

Range	Rate	Step A 01	Step B 02	Step C 03	Step D 04	Step E 05	Step F 06	Step G 07	Step H 08	Step I 09	Step J 10	Step K 11	Step L 12	Step M 13	Step N 14	Step O 15	Step P 16
15	YR	66,962	69,468	72,057	74,771	77,611	80,513	83,541	86,610	89,909	93,271	96,737					
15	HR	32.07	33.27	34.51	35.81	37.17	38.56	40.01	41.48	43.06	44.67	46.33					
16	YR	69,468	72,057	74,771	77,611	80,513	83,541	86,610	89,909	93,271	96,737	100,454	104,170	108,117			
16	HR	33.27	34.51	35.81	37.17	38.56	40.01	41.48	43.06	44.67	46.33	48.11	49.89	51.78			
17	YR	72,057	74,771	77,611	80,513	83,541	86,610	89,909	93,271	96,737	100,454	104,170	108,117	112,042			
17	HR	34.51	35.81	37.17	38.56	40.01	41.48	43.06	44.67	46.33	48.11	49.89	51.78	53.66			
18	YR	74,771	77,611	80,513	83,541	86,610	89,909	93,271	96,737	100,454	104,170	108,117	112,042	116,030			
18	HR	35.81	37.17	38.56	40.01	41.48	43.06	44.67	46.33	48.11	49.89	51.78	53.66	55.57			
19	YR	77,611	80,513	83,541	86,610	89,909	93,271	96,737	100,454	104,170	108,117	112,042	116,030	120,248	124,403	129,018	133,841
19	HR	37.17	38.56	40.01	41.48	43.06	44.67	46.33	48.11	49.89	51.78	53.66	55.57	57.59	59.58	61.79	64.10
20	YR	80,513	83,541	86,610	89,909	93,271	96,737	100,454	104,170	108,117	112,042	116,030	120,248	124,403	129,018	133,841	138,622
20	HR	38.56	40.01	41.48	43.06	44.67	46.33	48.11	49.89	51.78	53.66	55.57	57.59	59.58	61.79	64.10	66.39
21	YR	83,541	86,610	89,909	93,271	96,737	100,454	104,170	108,117	112,042	116,030	120,248	124,403	129,018	133,841	138,622	144,302
21	HR	40.01	41.48	43.06	44.67	46.33	48.11	49.89	51.78	53.66	55.57	57.59	59.58	61.79	64.10	66.39	69.11
22	YR	86,610	89,909	93,271	96,737	100,454	104,170	108,117	112,042	116,030	120,248	124,403	129,018	133,841	138,622	144,302	148,833
22	HR	41.48	43.06	44.67	46.33	48.11	49.89	51.78	53.66	55.57	57.59	59.58	61.79	64.10	66.39	69.11	71.28
23	YR	89,909	93,271	96,737	100,454	104,170	108,117	112,042	116,030	120,248	124,403	129,018	133,841	138,622	144,302	148,833	154,261
23	HR	43.06	44.67	46.33	48.11	49.89	51.78	53.66	55.57	57.59	59.58	61.79	64.10	66.39	69.11	71.28	73.88
24	YR	93,271	96,737	100,454	104,170	108,117	112,042	116,030	120,248	124,403	129,018	133,841	138,622	144,302	148,833	154,261	159,836
24	HR	44.67	46.33	48.11	49.89	51.78	53.66	55.57	57.59	59.58	61.79	64.10	66.39	69.11	71.28	73.88	76.55
25	YR	96,737	100,454	104,170	108,117	112,042	116,030	120,248	124,403	129,018	133,841	138,622	144,302	148,833	154,261	159,836	165,537
25	HR	46.33	48.11	49.89	51.78	53.66	55.57	57.59	59.58	61.79	64.10	66.39	69.11	71.28	73.88	76.55	79.28
26	YR	100,454	104,170	108,117	112,042	116,030	120,248	124,403	129,018	133,841	138,622	144,302	148,833	154,261	159,836	165,537	171,550
26	HR	48.11	49.89	51.78	53.66	55.57	57.59	59.58	61.79	64.10	66.39	69.11	71.28	73.88	76.55	79.28	82.16
27	YR	104,170	108,117	112,042	116,030	120,248	124,403	129,018	133,841	138,622	144,302	148,833	154,261	159,836	165,537	171,550	177,793
27	HR	49.89	51.78	53.66	55.57	57.59	59.58	61.79	64.10	66.39	69.11	71.28	73.88	76.55	79.28	82.16	85.15
28	YR	108,117	112,042	116,030	120,248	124,403	129,018	133,841	138,622	144,302	148,833	154,261	159,836	165,537	171,550	177,793	184,245
28	HR	51.78	53.66	55.57	57.59	59.58	61.79	64.10	66.39	69.11	71.28	73.88	76.55	79.28	82.16	85.15	88.24

YR - Yearly Salary Rate
HR - Hourly Salary Rate

Compensation Grid 16L
Unit 216 Middle Management Association
Corrections Captain and Lieutenant ONLY

Compensation Grid 16L
Ranges 18 – 23
Corrections Captain and Lieutenant ONLY
Effective 7/1/2026 – 6/30/2027

Range	Rate	Step A 01	Step B 02	Step C 03	Step D 04	Step E 05	Step F 06	Step G 07	Step H 08	Step I 09	Step J 10	Step K 11	Step L 12
18	**YR**	78,676	81,369	84,042	87,278	90,202	93,501	96,716	100,203	103,732	107,344	111,123	115,132
18	**HR**	37.68	38.97	40.25	41.80	43.20	44.78	46.32	47.99	49.68	51.41	53.22	55.14
19	**YR**	81,369	84,042	87,278	90,202	93,501	96,716	100,203	103,732	107,344	111,123	115,132	118,891
19	**HR**	38.97	40.25	41.80	43.20	44.78	46.32	47.99	49.68	51.41	53.22	55.14	56.94
20	**YR**	84,042	87,278	90,202	93,501	96,716	100,203	103,732	107,344	111,123	115,132	118,891	123,004
20	**HR**	40.25	41.80	43.20	44.78	46.32	47.99	49.68	51.41	53.22	55.14	56.94	58.91
21	**YR**	87,278	90,202	93,501	96,716	100,203	103,732	107,344	111,123	115,132	118,891	123,004	127,159
21	**HR**	41.80	43.20	44.78	46.32	47.99	49.68	51.41	53.22	55.14	56.94	58.91	60.90
22	**YR**	90,202	93,501	96,716	100,203	103,732	107,344	111,123	115,132	118,891	123,004	127,159	131,690
22	**HR**	43.20	44.78	46.32	47.99	49.68	51.41	53.22	55.14	56.94	58.91	60.90	63.07
23	**YR**	93,501	96,716	100,203	103,732	107,344	111,123	115,132	118,891	123,004	127,159	131,690	136,117
23	**HR**	44.78	46.32	47.99	49.68	51.41	53.22	55.14	56.94	58.91	60.90	63.07	65.19

YR - Yearly Salary Rate
HR - Hourly Salary Rate

APPENDIX G - VACATION CREDIT - EDUCATIONAL SUPERVISORS

For employees in the class Institution Educational Supervisor, the following modification of Article 8, Vacation and Sick Leave, Section 1D, Crediting Accruals, shall apply:

Length of service may also include time spent in other formal teaching positions as stated below:

A. A supervisor who is appointed to a position covered by this agreement within three (3) years of separation from a formal teaching, teaching supervision or administration position may, at the discretion of the Appointing Authority, transfer length of service credit from that position for purposes of vacation accrual. Eligible current supervisors must apply for this credit prior to a date set by the Employer. Any increase in the vacation accrual rate which is the result of the Appointing Authority decision, shall commence the pay period after the date of the Appointing Authority decision. Determinations made under this provision are not arbitrable under this agreement.

APPENDIX H - STATUTORY LEAVES

Statutory leaves are subject to change or repeal and are not grievable or arbitrable under the provisions of Article 7 of this Agreement.

The following are the statutory leaves designated by Legislation:

Statute Number	Subject of Statute
3.088	Leave of Absence to Serve as a Legislator or For Election to a Full Time City or County Office
15.62	Athletic Leave of Absence
43A.32	Leaves of Absence for Classified Employees Who Become Elected Public Officials or Candidates
43A.187	Blood Donation Leave
181.940 - 181.943	Parenting Leave, School Conference and Activities Leave, and Sick Child Care Leave
181.945	Bone Marrow Donation Leave
181.9456	Organ Donation Leave
202A.135	Leave Time from Employment; Party Officers; Delegates to Party Conventions
204B.195	Time Off From Work to Serve as Election Judge
204C.04	Time Off to Vote in a State Primary Election, a Presidential Primary Election, or an Election to Fill a Vacancy in the Office of United States Senator or United States Representative

Statute Number	Subject of Statute
192.26, 192.261	Military Service
43A.185	Disaster Volunteer Leave
29 USC 2601 et.seq.	Family Medical Leave see https://mn.gov/mmb/assets/1409-fmla-pol-consolidated_tcm1059-233700.pdf https://mn.gov/mmb/assets/1409P--FMLA_tcm1059-233699.pdf https://mn.gov/mmb/assets/2014-6fmlaguidance_tcm1059-125163.pdf

A. **Military Leave**: Up to fifteen (15) working days leave per calendar year shall be granted to members of the National Guard or military or naval reserves of the United States or of the State of Minnesota and who are ordered or authorized by the appropriate authorities to engage in training or active service. The supervisor, upon receiving notification of duty, must notify their Appointing Authority within seven (7) calendar days of receiving that notification.

B. **Voting Time Leave**: Any supervisor who is eligible to vote in any statewide general election or at any election to fill a vacancy in the office of a representative in Congress, may absent himself/herself from work for the purpose of voting during the forenoon of such election day provided the supervisor has made prior arrangements for such absence with their immediate superior.

C. **Emergency Leave**: The Commissioner of Minnesota Management and Budget, after consultation with the Commissioner of Public Safety, may excuse State supervisors from duty with full pay in the event of a natural or man made emergency, if continued operation would involve a threat to the health or safety of individuals. Absence with pay shall not exceed sixteen (16) working hours at any one time unless the Commissioner of Minnesota Management and Budget authorizes a longer duration.

D. **Leave to Serve as an Election Judge**: Any supervisors serving as an Election Judge in any statewide primary or general election or in an election to fill a vacancy in the office of a representative in Congress shall be eligible for paid leave for all normal work hours the supervisor serves as an election judge.

E. **Military Leave**: Leave shall be granted to a supervisor who voluntarily or involuntarily enters into active military service, active duty for training, initial active duty for training, inactive duty training or full-time National Guard duty in the armed forces of the United States for the period of military service, not to exceed five (5) years.

F. **Precinct Caucus or Convention**: Upon fourteen (14) days advance request, leave shall be granted to any supervisor for the purpose of attending a political party caucus or political convention.

G. **Maternity/Paternity or Adoption Leave**: A Maternity/Paternity or Adoption leave of absence shall be granted to a natural parent or an adoptive parent who requests such leave in conjunction with the birth or adoption of a child. Requests for Adoption Leave shall be submitted six (6) weeks in advance, if possible, but in no event less than three (3) days prior to such leave. Requests for Maternity/Paternity Leave shall be submitted at least six (6) weeks in advance of the anticipated due date, if possible. The Maternity/Paternity or Adoption Leave shall commence on the date requested by the supervisor and shall continue up to six (6) months. Sick leave or vacation used following the birth of the child will not have the effect of extending the six (6) months of maternity/paternity or adoption leave. Such leave may be extended up to a maximum of one (1) year, from the date of the event giving rise to the leave request, by mutual consent between the supervisor and the Appointing Authority.

APPENDIX I – DISCRETIONARY STUDENT LOAN REIMBURSEMENT FOR REGISTERED NURSE ADMINISTRATIVE SUPERVISORS (RNAS) AND REGISTERED NURSE SUPERVISORS (RNS)

Memorandum of Understanding on Student Loan Payment Reimbursement.

This student loan payment reimbursement provision shall be in effect from the effective date of this Agreement through June 30, 2023. This Memorandum of Understanding is applicable only to supervisors in the Registered Nurse Administrative Supervisors (RNAS) and Registered Nurse Supervisors (RNS) classifications.

1. A RNAS or RNS may request and an Appointing Authority may approve reimbursement for the nurse's student loan payments, made on their outstanding student loan balances.

2. In order to qualify for this reimbursement, the student loan payments must be made by the RNAS or RNS after the effective date of this agreement.

3. The RNAS or RNS must have current student loan debt incurred within fifteen (15) years immediately prior to the payment being requested by the RNAS or RNS.

4. Student loan reimbursement payments cannot be applied to Continuing Education Units that are required to maintain a Registered Nurse or Advanced Practice Registered Nurse license or credentials.

5. Student loan reimbursement payments shall not exceed five thousand dollars ($5,000) per calendar year per nurse, up to twenty five thousand dollars ($25,000) in total payments issued to any nurse.

6. Loan reimbursement payments may be disbursed once or twice yearly, in accordance with a disbursement schedule determined by the Appointing Authority.

7. RNAS or RNS must have been employed by the Employer at least one (1) year in a part-time or full-time position and be anticipated to work at least one thousand forty four (1,044) hours per year.

8. The RNAS or RNS must provide documentation of actual student loan payments as described below:

    a. For reimbursement of loan payments, documentation of actual loan payments made within the twelve (12) months immediately prior to application for loan payment reimbursement. The amount approved for any student loan reimbursement must be equal to or greater than the amount the nurse has paid toward the loan in the twelve (12) months prior to the application;

    b. Lump sum loan payments, documentation that the amount dispersed has been applied to the student loan will be provided to the Appointing Authority within sixty (60) calendar days of the disbursement.

If the RNAS or RNS does not fulfill the reporting requirement, the RNAS or RNS will be required to repay the total amount.

9. A RNAS or RNS who has been approved for but have not yet received a student loan reimbursement payment and who transfers or promotes to a nursing-related position within their Agency that is not represented by the Middle Management Association shall still be eligible for the student loan reimbursement that was approved prior to their transfer or promotion.

10. A RNAS or RNS who is approved to receive a student loan payment reimbursement must remain employed by the Employer for a period of one (1) year after receiving a reimbursement payment. A RNAS or RNS who voluntarily separates sooner than one (1) year after receiving such payment shall be required by the Appointing Authority to repay the student loan reimbursement received the previous year on a prorated monthly basis.

11. If a RNAS or RNS is required to repay all or part of a student loan reimbursement payment, the Appointing Authority shall deduct the amount owed from vacation payout or compensatory time payout or severance pay. If the amount withheld from payouts is not sufficient to reimburse the State, the nurse is required to reimburse the State for the remaining amount. This section does not apply in the case of death or permanent layoff.

12. The student loan payment reimbursement shall not be grievable or arbitrable pursuant to Article 16 of the Master Agreement.

LETTERS

Uniform Policy 158

Waive Provisions of M.S. 43A.15, Subd. 6 159

Article 6 – Discipline Clarification 160

Earned Sick and Safe Leave Law 161

State Policy on Safety Footwear Reimbursement 164

DOER Department of Employee Relations
200 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155
651.259.3637
TTY 651.282.2699
www.doer.state.mn.us

July 23, 1991

Gary Denault, Executive Director
Middle Management Association
520 Park Avenue
St. Paul, MN 55102

Dear Gary:

This letter will serve to confirm our understanding on the Department of Agriculture's uniform policy.

The wearing of the uniform is strictly voluntary on the part of supervisors. Upon request, each supervisor is provided with (5) blue work shirts, (1) winter jacket, (1) winter cap, (1) summer jacket and (1) summer cap. Replacement clothing is provided upon request of the individual with proof that the existing clothing is worn out.

Sincerely,

John Kuderka /s/
Assistant State Negotiator

DOER Department of Employee Relations
200 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155
651.259.3637
TTY 651.282.2699
www.doer.state.mn.us

September 16, 1993

TO: All State Agencies

The Department of Employee Relations and the Middle Management Association met and conferred on the design of an experimental project under M.S. 43A.04, Subd. 9. The experiment waives the provisions of M.S. 43A.15, Subd. 6 which requires employees to qualify prior to transferring or demoting. Instead, agencies may agree to allow supervisors noticed of permanent layoff to demonstrate their qualifications for transfer or demotion through on the job experience and training.

Under the experiment, a supervisor noticed of permanent layoff identifies a vacancy in the same or another agency and provides information on his/her qualifications. If the supervisor qualifies for the vacancy through the normal DOER selection process, the agency considers the supervisor for appointment under existing contract provisions regarding layoff options (within the same agency) or claiming (different agency). This experiment does not modify or diminish the layoff and claiming rights of a supervisor who qualifies to transfer or demote to the new class through the testing process. If the supervisor does not qualify through the normal selection process but the agency believes he/she could through time on the job, the agency should contact their DOER Staffing Representative regarding participation in this experiment.

For appointments covered by this experiment, the supervisor will be placed in trainee status for up to eighteen (18) months in the position to demonstrate his/her qualifications. If, at the end of the eighteen (18) month period, the agency and DOER agree the supervisor has achieved the necessary knowledges, skills and abilities, the supervisor will receive a probationary appointment to the new class. If, at any time during that period, the agency determines the supervisor is not qualified, the supervisor will be placed on layoff from his/her original seniority unit as described in Section 7 of the agreement for supervisors who do not successfully complete the probationary period after a claim.

Sincerely,

Julie M. Vikmanis /s/
Staffing Manager

October 27, 1995

Rebecca Wodziak
Labor Relations Representative
Department of Employee Relations
200 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155

RE: Article 6, Discipline

Dear Rebecca:

The parties have agreed in the course of bargaining to the following:

1. Any implementation of a discipline or corrective action program other than what is explicitly described in Article 6 of the Master Agreement, will require the consent of the Association.

2. When the time has expired for discipline to remain in a supervisor's personnel file, the parties agree that the record of discipline cannot be used in any subsequent disciplinary arbitration. However, the parties do agree that the Employer is allowed to use subsequently the fact from the old discipline case that the employee was given notice of what was expected and the possibility of discipline for failure to comply.

Sincerely,

Ronald L. Rollins /s/
MMA Legal Counsel

July 16, 2025

Melissa Schneid, Executive Director
Middle Management Association
3460 Lexington Ave. N., Suite 125
Shoreview, MN 55126

RE: Earned Sick and Safe Leave Law

Dear Melissa,

As discussed during 2025 – 2027 contract negotiations, the parties have a shared interest in explaining to supervisors the allowable uses of accrued sick leave hours as authorized pursuant to Minnesota's Earned Sick and Safe Sick Time law, Minnesota Statutes, sections 181.9445—181.9448. The information below reflects what the law provides as of the date of this letter. Statute is subject to change and the Appointing Authority will comply with and implement applicable statutory language.

See Article 8 – Vacation and Sick Leave, Section 6, for additional uses of sick leave supervisors may have under the terms of the collective bargaining agreement.

Covered Individuals

Supervisors may use their sick leave for their own qualifying reason and for the following family members:

1. their child, including foster child, adult child, legal ward, child for whom the supervisor is legal guardian or child to whom the supervisor stands or stood in loco parentis (in place of a parent);
2. their spouse or registered domestic partner;
3. their sibling, stepsibling or foster sibling;
4. their biological, adoptive or foster parent, stepparent or a person who stood in loco parentis (in place of a parent) when the supervisor was a minor child;
5. their grandchild, foster grandchild or step-grandchild;
6. their grandparent or step-grandparent;
7. a child of a sibling of the supervisor;
8. a sibling of the parents of the supervisor;
9. a child-in-law or sibling-in-law;

10. any of the family members (1 through 9 above) of a supervisor's spouse or registered domestic partner;
11. any other individual related by blood or whose close association with the supervisor is the equivalent of a family relationship; and
12. up to one individual annually designated by the supervisor.

Sick Leave Use

Supervisors can use their accrued sick leave hours for the following reasons:

Illness, Injury, Other Health-Related Reason

1. a supervisor's:
   a. mental or physical illness, injury, or other health condition;
   b. need for medical diagnosis, care, or treatment of a mental or physical illness, injury, or health condition; or
   c. need for preventive medical or health care; or
   d. need to make arrangements for or attend funeral services or a memorial, or address financial or legal matters that arise after the death of a family member;

2. care of a family member:
   a. with a mental or physical illness, injury, or other health condition;
   b. who needs medical diagnosis, care, or treatment of a mental or physical illness, injury, or other health condition; or
   c. who needs preventive medical or health care;

Domestic Abuse, Sexual Assault, Stalking

3. absence due to domestic abuse, sexual assault, or stalking of the supervisor or supervisor's family member;

Closure

4. closure of the supervisor's place of business due to weather or other public emergency or a supervisor's need to care for a family member whose school or place of care has been closed due to weather or other public emergency;

Exposure to Communicable Disease

5. the supervisor's inability to work or telework because the supervisor is:
   a. prohibited from working by the employer due to health concerns related to the potential transmission of a communicable illness related to a public emergency; or
   b. seeking or awaiting the results of a diagnostic test for, or a medical diagnosis of, a communicable disease related to a public emergency and such supervisor has been exposed to a communicable disease or the supervisor's employer has requested a test or diagnosis; and

6. when it has been determined by the health authorities having jurisdiction or by a health care professional that the presence of the supervisor or family member of the supervisor in the community would jeopardize the health of others because of the exposure of the supervisor or family member of the supervisor to a communicable disease, whether or not the supervisor or

family member has actually contracted the communicable disease.

Use of Vacation Leave in Lieu of Sick Leave

Per HR/LR Policy #1337 Sick Leave, supervisors who have exhausted their sick leave accruals shall be permitted to use vacation leave in lieu of sick leave for reasons covered by "Sick Leave Use," as identified above.

For more detailed information regarding accrued sick leave use, please review HR/LR Policy #1337 Sick Leave.

Sincerely,

Ryan Borgen
Labor Relations Consultant

cc: Blake Chaffee
Jennifer Ziegler

December 21, 2021 HR/LR Policy #1410

Gary Kloos, Executive Director
Middle Management Association
525 Park Street, #333
St. Paul, MN 55103

RE: State Policy on Safety Footwear Reimbursement HR/LR Policy #1410

Dear Gary:

During the 2021-2023 negotiations between the State of Minnesota and Middle Management Association, the Association expressed the need for an increase in the reimbursement for safety footwear for employees who are required to wear safety footwear as a condition of employment.

This letter memorializes that upon implementation of the 2021-2023 contract, such employees will be eligible for reimbursement of up to $175 each 24 months for safety footwear, and reimbursement is subject to the provisions of HR/LR Policy #1410, Safety Footwear Reimbursement (located HR/LR Policies / Minnesota Management and Budget (MMB) (mn.gov)).

Sincerely,

Matthew J Begansky
Labor Relations Consultant 4
State of Minnesota
Minnesota Management and Budget

INSURANCE ADDENDUM

Insurance benefit provisions in effect plan years 2026 and 2027 for all State of Minnesota labor agreements and compensation plans

TABLE OF CONTENTS

INSURANCE ADDENDUM 165

Section 1. Amount of Employer Contribution 166

A. Contribution Formula - Health Coverage 166

B. Contribution Formula - Dental Coverage 166

C. Contribution Formula - Basic Life Coverage 166

Section 2. Coverage Changes and Effective Dates 166

A. When Coverage May Be Chosen 166

B. When Coverage May be Changed or Cancelled 167

C. Effective Date of Coverage 169

D. Open Enrollment 170

E. Coverage Selection Prior to Retirement 170

Section 3. Basic Coverages 171

A. Employee and Family Health Coverage 171

B. Employee Life Coverage 178

Section 4. Optional Coverages 179

A. Employee and Family Dental Coverage 179

B. Life Coverage 181

C. Disability Coverage 182

D. Accidental Death and Dismemberment Coverage 184

E. Vision Coverage 184

F. Voluntary Legal Services Coverage 184

G. Continuation of Optional Coverages During Unpaid Leave or Layoff 184

Section 1. Amount of Employer Contribution. The Employer Contribution amounts and rules in effect on June 30, 2025 will continue through December 31, 2025.

A. **Contribution Formula - Health Coverage**.

1. **Employee Coverage.** For employee health coverage for the 2026 and 2027 plan years, the Employer contributes an amount equal to ninety-five percent (95%) of the employee-only premium of the Minnesota Advantage Health Plan (Advantage).
2. **Dependent Coverage.** For dependent health coverage for the 2026 and 2027 plan years, the Employer contributes an amount equal to eighty-five percent (85%) of the dependent premium of Advantage.

B. **Contribution Formula - Dental Coverage**.

1. **Employee Coverage.** For employee dental coverage, the Employer contributes seventy percent (70%) of the employee premium of the dental plan.
2. **Dependent Coverage.** For dependent dental coverage, the Employer contributes fifty percent (50%) of the dependent premium of the dental plan.

C. **Contribution Formula - Basic Life Coverage**. For employee basic life coverage and accidental death and dismemberment coverage, the Employer contributes one-hundred percent (100%) of the cost.

Section 2. Coverage Changes and Effective Dates.

A. **When Coverage May Be Chosen**.

1. **Newly Hired Employees.** All employees hired to an insurance eligible position must make their benefit elections by their initial effective date of coverage as defined in this Insurance Addendum, Section 2C. Insurance eligible employees will automatically be enrolled in basic life coverage. If employees eligible for a full Employer Contribution do not choose a health plan administrator and a primary care clinic by their initial effective date, and do not waive medical coverage, they will be enrolled in a Benefit Level Two clinic (or Level One, if available) that meets established access standards in the health plan with the largest number of Benefit Level One and Two clinics in the county of the employee's residence at the beginning of the insurance year. If an employee 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.
2. **Eligibility Changes.** Employees who become eligible for a full Employer Contribution must make their benefit elections within thirty (30) calendar days of becoming eligible. If

employees do not choose a health plan administrator and a primary care clinic and do not waive coverage within this thirty (30) day timeframe, they will be enrolled in a Benefit Level Two clinic (or Level One, if available) that meets established access standards in the health plan with the largest number of Benefit Level One and Two clinics in the county of the employee's residence at the beginning of the insurance year.

If employees who become eligible for a partial Employer Contribution choose to enroll in insurance, they must do so within thirty (30) days of becoming eligible or during open enrollment.

An employee may change their health or dental plan if the employee changes to a new permanent work or residence location and the employee's current plan is no longer available. If the employee has family coverage and if the new residence location is outside of the current plan's service area, the employee shall be permitted to switch to a new plan administrator and new Benefit Level within thirty (30) days of the residence location change. The election change must be due to and correspond with the change in status. An employee who receives notification of a work location change between the end of an open enrollment period and the beginning of the next insurance year, may change their health or dental plan within thirty (30) days of the date of the relocation under the same provisions accorded during the last open enrollment period. An employee or retiree may also change health or dental plans in any other situation in which the Employer is required by the applicable federal or state law to allow a plan change.

3. **Waiving Medical Coverage.** Employees may choose to waive medical coverage. If an employee is eligible for the full employer contribution and desires to waive medical coverage, the employee must submit a Waiver of Medical Coverage form and provide proof of other coverage by the end of the employee's enrollment period. If an employee does not submit the form and proof by the end of the employee's enrollment period, the employee will be enrolled in medical coverage, with the next opportunity to waive coverage during Open Enrollment or upon a permitted Qualified Life Event. If an employee waives medical coverage, the employee can elect it again during the next Open Enrollment or midyear upon a permitted Qualified Life Event.

B. <u>When Coverage May be Changed or Cancelled</u>.

1. **Changes Due to a Life Event.** After the initial enrollment period and outside of any open enrollment period, an employee may elect to change health or dental coverage (including adding or canceling coverage) and any applicable employee contributions in the following situations (as long as allowed under the applicable provisions, regulations, and rules of the federal and state law in effect at the beginning of the plan year).

   The request to change coverage must be consistent with a change in status that qualifies as

a life event, and does not include changing health or dental plans, which may only be done under the terms of Section 2A above. Any election to add coverage must be made within thirty (30) days following the event, and any election to cancel coverage must be made within sixty (60) days following the event. (An employee and a retired employee may add dependent health or dental coverage following the birth of a child or dependent grandchild, or following the adoption of a child, without regard to the thirty (30) day limit.) These life events (for both employees and retirees) are:

a. A change in legal marital status, including marriage, death of a spouse, divorce, legal separation and annulment.

b. A change in number of dependents, including birth, death, adoption, and placement for adoption.

c. A change in employment status of the employee, or the employee's or retiree's spouse or dependent, including termination or commencement of employment, a strike or lockout, a commencement of or return from an unpaid leave of absence, a change in worksite, and a change in working conditions (including changing between part-time and full-time or hourly and salary) of the employee, the employee's or retiree's spouse or dependent which results in a change in the benefits they receive under a cafeteria plan or a health or dental plan.

d. A dependent ceasing to satisfy eligibility requirements for coverage due to attainment of age or otherwise no longer meets the eligibility requirements under Section 2C of the Insurance Article (IFO and MSUAASF: Section B3; MSCF: Section 2, subd. 3).

e. A change in the place of residence of the employee, retiree or their spouse or dependent that is not in the health plan service administrator's service area.

f. Significant cost or coverage changes (including coverage curtailment and the addition of a benefit package).

g. Family Medical Leave Act (FMLA) leave.

h. Judgments, decrees or orders.

i. A change in coverage of a spouse or dependent under another Employer's plan.

j. Open enrollment under the plan of another Employer.

k. Health Insurance Portability and Accountability Act (HIPAA) special enrollment rights for new dependents and in the case of loss of other insurance coverage.

l. A COBRA-qualifying event.

m. Loss of coverage under the group health plan of a governmental or educational institution (a State's children's health insurance program, medical care program of an

Indian tribal government, State health benefits risk pool, or foreign government group health plan).

n. Entitlement to Medicare or Medicaid.

o. Any other situations in which the group health or dental plan is required by the applicable federal or state law to allow a change in coverage.

2. **Canceling Dependent Coverage During Open Enrollment.** In addition to the above situations, dependent health or dependent dental coverage may also be cancelled for any reason during the open enrollment period that applies to each type of plan (as long as allowed under the applicable provisions, regulations and rules of the federal and state law in effect at the beginning of the plan year).

3. **Canceling Employee Coverage.** A part-time employee may also cancel employee coverage within sixty (60) days of when one of the life events set forth above occurs.

4. **Effective Date of Benefit Termination.** Medical, dental and life coverage termination will take effect on the first of the month following the loss of eligible employee or dependent status. Disability benefit coverage terminations will take effect on the day following loss of eligible employee status.

C. **Effective Date of Coverage**.

1. **Initial Effective Date**. The initial effective date of coverage under the Group Insurance Program is the thirtieth (30^{th}) day following the employee's first day of employment, re-hire, or reinstatement with the State. The initial effective date of coverage for an employee whose eligibility has changed is the date of the change. An employee must be actively at work on the initial effective date of coverage, except that an employee who is on paid leave on the date State-paid life insurance benefits increase is also entitled to the increased life insurance coverage. In no event shall an employee's dependent's coverage become effective before the employee's coverage.

   If an employee is not actively at work due to employee or dependent health status or medical disability, medical and dental coverage will still take effect. (Life and disability coverage will be delayed until the employee returns to work.)

2. **Delays in Coverage Effective Date.**

   a. **Basic Life**. If an employee is not actively at work on the initial effective date of coverage, coverage will be effective on the first day of the employee's return to work. The effective date of a change in coverage is not delayed in the event that, on the date the coverage change would be effective, an employee is on an unpaid leave of absence or layoff.

b. **Medical and Dental.** If an employee is not actively at work on the initial effective date of coverage due to a reason other than hospitalization or medical disability of the employee or dependent, medical and dental coverage will be effective on the first day of the employee's return to work.

The effective date of a change in coverage is not delayed in the event that, on the date the coverage change would be effective, an employee is on an unpaid leave of absence or layoff.

c. **Optional Life and Disability Coverages**. In order for coverage to become effective, the employee must be in active payroll status and not using sick leave on the first day following approval by the insurance company. If it is an open enrollment period, coverage may be applied for but will not become effective until the first day of the employee's return to work.

D. **Open Enrollment**.

1. **Frequency and Duration.** There shall be an open enrollment period for health and dental coverage in 2025 and 2026. Open enrollment periods shall last a minimum of fourteen (14) calendar days. Open enrollment changes become effective on January 1 in 2026 and 2027. Subject to a timely contract settlement, the Employer shall make open enrollment materials available to employees at least fourteen (14) days prior to the start of the open enrollment period.

2. **Eligibility to Participate.** An employee eligible to participate in the State Employee Group Insurance Program, as described in Sections 2A and 2B of the Insurance Article (IFO and MSUAASF: Section B1 and B2; MSCF: Section 2, subd. 1 and Section 2, subd. 2), may participate in open enrollment. In addition, a person in the following categories may, as allowed in section 2D1 of the Insurance Addendum above, make certain changes: (1) a former employee or dependent on continuation coverage, as described in Section 2D of the Insurance Article (IFO and MSUAASF: Section B4; MSCF: Section 2, subd. 4), may change plans or add coverage for health and/or dental plans on the same basis as active employees; and (2) an early retiree, prior to becoming eligible for Medicare, may change health and/or dental plans as agreed to for active employees, but may not add dependent coverage.

3. **Materials for Employee Choice**. Each year prior to open enrollment, the Appointing Authority will give eligible employees the information necessary to make open enrollment selections. Employees will be provided a statement of their current coverage each year of the contract.

E. **Coverage Selection Prior to Retirement.** An employee who retires and is eligible to continue insurance coverage as a retiree may change their health or dental plan during the sixty (60) calendar day period immediately preceding the date of retirement. The employee may not

add dependent coverage during this period. The change takes effect on the first day of the month following the date of retirement.

Section 3. Basic Coverages.

A. Employee and Family Health Coverage.

1. **Minnesota Advantage Health Plan (Advantage).** The health coverage portion of the State Employee Group Insurance Program is provided through the Minnesota Advantage Health Plan (Advantage), a self-insured health plan offering four (4) Benefit Level options. Provider networks and claim administration are provided by multiple plan administrators. Coverage offered through Advantage is determined by Section 3A2 of the Insurance Addendum.

2. **Coverage Under the Minnesota Advantage Health Plan.** From July 1, 2025 through December 31, 2025, health coverage under the SEGIP will continue at the level in effect on June 30, 2025. Effective January 1, 2026, Advantage will cover eligible services subject to the copayments, deductibles and coinsurance coverage limits stated. Services provided through Advantage are subject to the managed care procedures and principles, including standards of medical necessity and appropriate practice, of the plan administrators. Coverage details are provided in the Advantage Summary of Benefits.

   a. **Benefit Options.** Employees must elect a plan administrator and primary care clinic. Those elections will determine the Benefit Level through Advantage. Enrolled dependents must elect a primary care clinic that is available through the plan administrator chosen by the employee.

      1) **Plan Administrator**. Employees must elect a plan administrator during their initial enrollment in Advantage and may change their plan administrator election only during the annual open enrollment and when permitted under Section 2 of the Insurance Addendum. Dependents must be enrolled through the same plan administrator as the employee.

      2) **Benefit Level.** The primary care clinics available through each plan administrator are assigned a Benefit Level. The Benefit Levels are outlined in the benefit chart below. Primary care clinics may be in different Benefit Levels for different plan administrators. Family members may be enrolled in clinics that are in different Benefits Levels. Employees and their dependents may change to clinics in different Benefit Levels during the annual open enrollment. Employees and their dependents may also elect to move to a clinic in a different Benefit Level within the same plan administrator by calling their plan administrator, with changes typically effective the following day. Unless the individual has a referral from their primary care clinic, there are no benefits for services received from providers in Benefit Levels that are different from that of the primary care clinic in which the individual has enrolled.

3) **Primary Care Clinic**. Employees and each of their covered dependents must individually elect a primary care clinic within the network of providers offered by the plan administrator chosen by the employee. Employees and their dependents may elect to change clinics within their clinic's Benefit Level as often as the plan administrator permits and as outlined above.

4) **Advantage Benefit Chart for Services Incurred During Plan Years 2026 and 2027.**

2026 and 2027 Benefit Provision	**Benefit Level 1** Member pays:	**Benefit Level 2** Member pays:	**Benefit Level 3** Member pays:	**Benefit Level 4** Member pays:
MEDICAL SERVICES				
Deductible *Single/Family*	$250/$500	$400/$800	$750/$1,500	$1,500/$3,000
Copays for office visit and urgent care *No cost-sharing for preventive services*	$35	$40	$70	$90
Copays for mental health office visits *Deductible does not apply for Levels 1 and 2*	$0	$0	$40	$60
Convenience clinics and online care *Deductible does not apply*	$0	$0	$0	$0
Copays for emergency room visit *Deductible does not apply*	$100	$125	$150	$350
Inpatient admission *Deductible applies first* *Costs waived for admission to Center of Excellence*	$100 copay	$200 copay	$500 copay	25% coinsurance
Outpatient surgery *Deductible applies first*	$60 copay	$120 copay	$250 copay	25% coinsurance
Coinsurance for MRI/CT scan services *Deductible applies first*	10%	15%	25%	30%
Coinsurance for services NOT subject to copays *Deductible applies first*	5%	5%	20%	25%
Coinsurance for lab, pathology and X-ray not included as part of preventive care and not subject to office visit or facility copayments *Deductible applies first*	10%	10%	20%	25%
Coinsurance for durable medical equipment *Deductible applies first*	20%	20%	20%	25%
Maximum non-Rx out-of-pocket limit *Single/Family*	$1,700/$3,400	$1,700/$3,400	$2,400/$4,800	$3,600/$7,200
PRESCRIPTION DRUGS (Rx)				

2026 and 2027 Benefit Provision	**Benefit Level 1** Member pays:	**Benefit Level 2** Member pays:	**Benefit Level 3** Member pays:	**Benefit Level 4** Member pays:
Copays for Rx *No deductible*	Tier 1: $18 Tier 2: $30 Tier 3: $55	Tier 1: $18 Tier 2: $30 Tier 3: $55	Tier 1: $18 Tier 2: $30 Tier 3: $55	Tier 1: $18 Tier 2: $30 Tier 3: $55
Maximum Rx out-of-pocket limit *Single/Family*	$1,050/$2,100	$1,050/$2,100	$1,050/$2,100	$1,050/$2,100

b. **Service Area**. The Minnesota Advantage Health Plan service area shall be comprised of all Minnesota counties as well as border communities, with the specific boundaries initially established by MMB and any changes thereafter mutually agreed to by the JLM.

c. **Services Received From, or Authorized By, a Primary Care Physician within the Primary Care Clinic.** Under Advantage, the health care services outlined in the benefits charts above shall be received from, or authorized by a primary care physician within the primary care clinic. Preventive care, as outlined in the Summary of Benefits, is covered at one hundred (100) percent for services received from or authorized by the primary care clinic. The primary care clinic shall be selected from approved clinics in accordance with the Advantage administrative procedures. Unless otherwise specified in 3A2 of the Insurance Addendum, services not received from, or authorized by, a primary care physician within the primary care clinic may not be covered. Unless the individual has a referral from their primary care clinic, there are no benefits for services received from providers in Benefit Levels that are different from that of the primary care clinic in which the individual has enrolled.

d. **In-Area Services Not Requiring Referral from a Primary Care Physician Within the Primary Care Clinic.**

1) **Routine Eye Exams**. Limited to one (1) routine examination per year for which no copay applies. Eye injury or illness at an in-network provider will be covered as an office visit based on the benefit level in which the individual is enrolled.

2) **Emergency Services and Urgent Care.** The emergency room copay applies to all outpatient emergency visits that do not result in hospital admission within twenty-four (24) hours.

3) **Obstetrics and Gynecological Care.** The deductible and coinsurance for services not subject to copays applies.

4) **Mental Health Care and Substance Use Disorder Treatment**.

5) **Chiropractic Care**.

For all services listed above apart from urgent care and emergency care, a provider must be in-network with the member's plan administrator for the service to be covered.

e. **Prescription Drugs.**

1) **Copayments and Annual Out-of-Pocket Maximums.**

For the first and second year of the contract:

Tier 1 Copayment: Eighteen dollar ($18) copayment per prescription or refill for a Tier 1 drug dispensed in a thirty (30) day supply.

Tier 2 Copayment: Thirty dollar ($30) copayment per prescription or refill for a Tier 2 drug dispensed in a thirty (30) day supply.

Tier 3 Copayment: Fifty-five dollar ($55) copayment per prescription or refill for a Tier 3 drug dispensed in a thirty (30) day supply.

Out of Pocket Maximum: There is an annual maximum eligible out-of-pocket expense limit for prescription drugs of one thousand and fifty dollars ($1,050) per person or two thousand one hundred dollars ($2,100) per family.

2) **Insulin**. Insulin will be treated as a prescription drug subject to a separate copay for each type prescribed.

3) **Brand Name Drugs.** If the subscriber chooses a brand name drug when a bioequivalent generic drug is available, the subscriber is required to pay the standard copayment plus the difference between the cost of the brand name drug and the generic. Amounts above the copay that an individual elects to pay for a brand name instead of a generic drug will not be credited toward the out-of-pocket maximum.

f. **Special Service Networks**. The following services must be received from special service network providers in order to be covered. All terms and conditions outlined in the Summary of Benefits apply.

1) Mental health services – inpatient or outpatient.

2) Chemical dependency services – inpatient and outpatient.

3) Chiropractic services.

4) Transplant coverage.

5) Cardiac services.

6) Home infusion therapy.

7) Hospice.

8) Fertility services.

g. **Individuals whose permanent residence and principal work location are outside the State of Minnesota and outside of the Advantage Plan's service area**. If these individuals use a provider within the plan administrator's national network, services will be covered at Benefit Level Two. If a national network provider is not available in their area, services will be covered at Benefit Level Two through any other provider available in their area. If a national network provider is available but not used, benefits will be covered at Benefit Level Three. All terms and conditions outlined in the Summary of Benefits will apply.

h. **Health Care Services Received Outside the Minnesota Advantage Health Plan's Service Area.** For covered services received by employees, former employees, and dependents outside of the Advantage service area, all care that is received within the national network of the member's plan administrator will be covered at Benefit Level Three, with a separate out-of-area deductible. Urgent care and emergency care will be covered at Benefit Level Three whether or not the providers are within the member's plan administrator's national network. All other out-of-area care must be received within the given plan administrator's national network to be covered by the plan. Referrals are not required for care received outside of the Advantage Plan's service area.

i. **Lifetime maximums and non-prescription out-of-pocket maximums.** Coverage under Advantage is not subject to a per person lifetime maximum.

   In the first and second years of the contract, coverage under Advantage is subject to a plan year, non-prescription drug, out-of-pocket maximum of one thousand seven hundred dollars ($1,700) per person or three thousand four hundred dollars ($3,400) per family for members whose primary care clinic is in Cost Level 1 or Cost Level 2; two thousand four hundred dollars ($2,400) per person or four thousand eight hundred dollars ($4,800) per family for members whose primary care clinic is in Cost Level 3; and three thousand six hundred dollars ($3,600) per person or seven thousand two hundred dollars ($7,200) per family for members whose primary care clinic is in Cost Level 4.

j. **In-Network Convenience Clinics and Online Care**. Services received at in-network convenience clinics and online care are not subject to a copayment in each year of the Agreement. First dollar deductibles are waived for convenience clinic and online care visits. (Note that prescriptions received as a result of a visit are subject to the drug copayment and out-of-pocket maximums described above at 3A2e of the Insurance Addendum.)

3. **Benefit Level Two Health Care Network Determination**. Issues regarding the health care networks for the 2026 insurance year shall be negotiated in accordance with the following procedures:

a. At least twelve (12) weeks prior to the open enrollment period for the 2026 insurance year the Employer shall meet and confer with the Joint Labor/Management Committee on Health Plans in an attempt to reach agreement on the Benefit Level Two health care networks.

b. If no agreement is reached within five (5) working days, the Employer and the Joint Labor/Management Committee on behalf of all of the exclusive representatives shall submit a list of providers/provider groups in dispute to a mutually agreed upon neutral expert in health care delivery systems for final and binding resolution. The only providers/provider groups that may be submitted for resolution by this process are those for which, since the list for the 2025 insurance year was established, Benefit Level Two access has changed, or those that are intended to address specific problems caused by a reduction in Benefit Level Two access.

   Absent agreement on a neutral expert, the parties shall select an arbitrator from a list of five (5) arbitrators supplied by the Bureau of Mediation Services. The parties shall flip a coin to determine who strikes first. One-half (1/2) of the fees and expenses of the neutral shall be paid by the Employer and one-half (1/2) by the Exclusive Representatives. The parties shall select a neutral within five (5) working days after no agreement is reached, and a hearing shall be held within fourteen (14) working days of the selection of the neutral.

c. The decision of the neutral shall be issued within two (2) working days after the hearing.

4. **Coordination with Workers' Compensation.** When an employee has incurred an on-the-job injury or an on-the-job disability and has filed a claim for workers' compensation, medical costs connected with the injury or disability shall be paid by the employee's health plan, pursuant to M.S. 176.191, Subdivision 3.

5. **Health Promotion and Health Education**. Both parties to this Agreement recognize the value and importance of health promotion and health education programs. Such programs can assist employees and their dependents to maintain and enhance their health, and to make appropriate use of the health care system. To work toward these goals:

   a. **Develop Programs**.

      1) **Policy.** The Employer will develop and implement health promotion, health education programs, and other programs mutually agreed upon with the Joint Labor Management Committee on Health Plans, subject to the availability of resources. Each Appointing Authority will develop a health promotion and health education program consistent with the Minnesota Management and

Budget policy. Upon request of any exclusive representative in an agency, the Appointing Authority shall jointly meet and confer with the exclusive representative(s) and may include other interested exclusive representatives. Agenda items shall include but are not limited to smoking cessation, weight loss, stress management, health education/self-care, and education on related benefits provided through the health plan administrators serving state employees.

2) **Pilot Programs**. The Employer may develop voluntary pilot programs to test the acceptability of various risk management programs, programs that seek to control costs, programs that streamline the delivery of services, or that enhance services to members. Incentives for participation in such programs may include improvements to the benefits outlined in the Insurance Article and/or Insurance Addendum. Implementation of such pilot programs is subject to the review and approval of the Joint Labor-Management Committee on Health Plans.

b. **Health Plan Specification**. The Employer will require health plans participating in the Group Insurance Program to develop and implement health promotion and health education programs for State employees and their dependents.

c. **Employee Participation**. The Employer will assist employees' participation in health promotion and health education programs. Health promotion and health education programs that have been endorsed by the Employer (Minnesota Management and Budget) will be considered to be non-assigned job-related training pursuant to Administrative Procedure 21. Approval for this training is at the discretion of the Appointing Authority and is contingent upon meeting staffing needs in the employee's absence and the availability of funds. Employees are eligible for release time, tuition reimbursement, or a pro rata combination of both. Employees may be reimbursed for up to one hundred (100) percent of tuition or registration costs upon successful completion of the program. Employees may be granted release time, including the travel time, in lieu of reimbursement.

6. **Post Retirement Health Care Benefit.** Employees who separate from State service and who, at the time of separation are insurance eligible and entitled to immediately receive an annuity under a State retirement program, shall be entitled to a contribution of two hundred fifty dollars ($250) to the Minnesota State Retirement System's (MSRS) Health Care Savings Plan. Employees who have a HCSP waiver on file shall receive a two hundred fifty dollars ($250) cash payment. If the employee separates due to death, the two hundred fifty dollars ($250) is paid in cash, not to the HCSP. An employee who becomes totally and permanently disabled on or after January 1, 2008, who receives a State disability benefit, and is eligible

for a deferred annuity under a State retirement program is also eligible for the two hundred fifty dollar ($250) contribution to the MSRS Health Care Savings Plan. Employees are eligible for this benefit only once.

7. **Temporary plan changes due to a state or national emergency**.

   SEGIP and the unions recognize that certain natural disasters and other major emergencies may disrupt or seriously threaten to disrupt the State of Minnesota at a time when employees are especially needed to provide services. If the State or a federal government agency declares a state of emergency or otherwise invokes emergency authority by declaration, rules, regulations or similar official statements, the terms of the programs administered by SEGIP may be changed for the period of the declared emergency and for up to a 30 day run-out period.

   These changes may include changes to programs administered by SEGIP including but not limited to, benefit design, enrollment and eligibility, billing, and administration as well as waiver of out-of-network restrictions, changes to out of pocket costs, extension of time frames for enrollment and billing, and other protocols reasonably required to provide Members with access to benefits.

   These changes must be agreed to by both SEGIP and the Joint Labor Management Committee. Nothing in this provision prohibits SEGIP from making changes authorized or required under another authority including but not limited to a state or federal law, regulation, order, or rule without union agreement.

B. **Employee Life Coverage**.

1. **Basic Life and Accidental Death and Dismemberment Coverage**. The Employer agrees to provide and pay for the following term life coverage and accidental death and dismemberment coverage for all employees eligible for an Employer Contribution, as described in Section 3 of the Insurance Article (IFO, MSUAASF, and MSCF: Section C). Any premium paid by the State in excess of fifty thousand dollars ($50,000) coverage is subject to a tax liability in accord with Internal Revenue Service regulations. An employee may decline coverage in excess of fifty thousand dollars ($50,000) by filing a waiver in accord with Minnesota Management and Budget procedures. The basic life insurance policy will include an accelerated benefits agreement providing for payment of benefits prior to death if the insured has a terminal condition.

Employee's Annual Base Salary	Group Life Insurance Coverage	Accidental Death and Dismemberment Principal Sum
$0 - $20,000	$30,000	$30,000
$20,001 - $30,000	$40,000	$40,000

Employee's Annual Base Salary	Group Life Insurance Coverage	Accidental Death and Dismemberment Principal Sum
$30,001 - $40,000	$50,000	$50,000
$40,001 - $50,000	$60,000	$60,000
$50,001 - $60,000	$70,000	$70,000
$60,001 - $70,000	$80,000	$80,000
$70,001 - $80,000	$90,000	$90,000
$80,001 - $90,000	$100,000	$100,000
$90,001 - $100,000	$110,000	$110,000
$100,001 - $110,000	$120,000	$120,000
$110,001 - $120,000	$130,000	$130,000
$120,001 - $130,000	$140,000	$140,000
$130,001 - $140,000	$150,000	$150,000
$140,001 - $150,000	$160,000	$160,000
$150,001 - $160,000	$170,000	$170,000
$160,001 - $170,000	$180,000	$180,000
$170,001 - $180,000	$190,000	$190,000
Over $180,000	$200,000	$200,000

2. **Extended Benefits**. An employee who becomes totally disabled before age 70 shall be eligible for the extended benefit provisions of the life insurance policy until age 70. Employees who were disabled prior to July 1, 1983 and who have continuously received benefits shall continue to receive such benefits under the terms of the policy in effect prior to July 1, 1983.

Section 4. Optional Coverages.

A. Employee and Family Dental Coverage.

1. **Coverage Under the State Dental Plan**. The State Dental Plan will provide the following coverage:

   a. **Copayments**. The State Dental Plan will cover allowable charges for the following services subject to the copayments and coverage limits stated. Higher out-of-pocket costs may apply to services obtained from dental care providers not in the State Dental Plan network. Services provided are subject to the dental plan administrators' managed care procedures and principles, including standards of dental necessity and appropriate

practice. The plan shall cover general cleaning two (2) times per plan year and special cleanings (root or deep cleaning) as prescribed by the dentist. National Network benefits apply for members who see a dental provider outside of Minnesota that is in their dental plan administrator's national network but not the State Dental Plan network.

Service	State Dental Plan Network	National Network	Out-of-Network
Diagnostic/Preventive	100%	100%	50% after deductible
Fillings	80% after deductible	60% after deductible	50% after deductible
Endodontics	80% after deductible	60% after deductible	50% after deductible
Periodontics	80% after deductible	60% after deductible	50% after deductible
Oral Surgery	80% after deductible	60% after deductible	50% after deductible
Crowns	80% after deductible	60% after deductible	50% after deductible
Implants	80% after deductible	60% after deductible	50% after deductible
Prosthetics	80% after deductible	60% after deductible	50% after deductible
Prosthetic Repairs	80% after deductible	60% after deductible	50% after deductible
Orthodontics	80% after deductible	60% after deductible	50% after deductible

b. **Deductible**. An annual deductible of fifty dollars ($50) per person and one hundred fifty dollars ($150) per family applies to State Dental Plan non-preventive services received from in-network providers. An annual deductible of one hundred dollars ($100) per person and three hundred ($300) per family applies to National Network non-preventive services received from national network providers outside the State Dental Plan network. An annual deductible of one hundred twenty-five dollars ($125) per person applies to State Dental Plan services received from out of network providers. The deductible must be satisfied before coverage begins.

c. **Annual Maximums**. State Dental Plan coverage is subject to a two thousand and two hundred dollar ($2200) annual maximum benefit payable (excluding orthodontia and preventive services) per person. "Annual" means per insurance year.

d. **Orthodontia Lifetime Maximum**. Orthodontia benefits are subject to a three thousand two hundred dollar ($3,200) lifetime maximum benefit. If an employee elects dental benefits on their own policy, dollars spent when the employee was a dependent of another policyholder shall not be applied toward the new policy's lifetime maximum.

B. **Life Coverage**.

1. **Employee.** An employee may purchase up to five hundred thousand dollars ($500,000) additional life insurance, in increments established by the Employer, subject to satisfactory evidence of insurability. A new employee may purchase up to two (2) times annual salary in optional employee life coverage by their initial effective date of coverage as defined in this Insurance Addendum, Section 2C without evidence of insurability. An individual may only be covered on one state sponsored life coverage policy. A retired employee who returns to state service with optional employee life coverage in place or who has already received a paid-up benefit are not eligible for optional employee life coverage. An employee who becomes eligible for insurance may purchase up to two (2) times annual salary in optional employee life coverage without evidence of insurability within thirty (30) days of the initial effective date as defined in this Insurance Addendum.

2. **Spouse.** An employee may purchase up to five hundred thousand dollars ($500,000) life insurance coverage for their spouse in increments established by the Employer, subject to satisfactory evidence of insurability. An individual may only be covered on one state sponsored life coverage policy. A retired employee who returns to state services with optional spouse life coverage in place or who has already received a paid-up benefit is not eligible for optional spouse life coverage. A new employee may purchase either five thousand dollars ($5,000) or ten thousand dollars ($10,000) in optional spouse life coverage by their initial effective date of coverage as defined in this Insurance Addendum, Section 2C without evidence of insurability. An employee who becomes eligible for insurance may purchase either five thousand dollars ($5,000) or ten thousand dollars ($10,000) in optional spouse coverage without evidence of insurability within thirty (30) days of the initial effective date as defined in this Insurance Addendum.

3. **Children/Grandchildren**. An employee may purchase life insurance in the amount of ten thousand dollars ($10,000) as a package for all eligible children/grandchildren (as defined in Section 2C2 and 2C3 of the Insurance Article (IFO and MSUAASF: Section B3b and B3c; MSCF: Section 2, subd. 3B and Section 2, subd. 3C)). An individual may only be covered on one policy, by one employee participating in the State Employee Group Insurance Program. For a new employee, child/grandchild coverage requires evidence of

insurability if application is made after the initial effective date of coverage as defined in this Insurance Addendum, Section 2C. An employee who becomes eligible for insurance may purchase child/grandchild coverage without evidence of insurability if application is made within thirty (30) days of the initial effective date as defined in this Insurance Addendum. Child/grandchild coverage commences immediately from the moment of live birth up to age twenty-six (26).

4. **Accelerated Life.** The additional employee, spouse and child life insurance policies will include an accelerated benefits agreement providing for payment of benefits prior to death if the insured has a terminal condition.

5. **Waiver of Premium.** In the event an employee becomes totally disabled before age seventy (70), there shall be a waiver of premium for all life insurance coverage that the employee had at the time of disability.

6. **Paid Up Life Policy**. At age sixty-five (65) or the date of retirement, an employee who has carried optional employee life insurance for the five (5) consecutive years immediately preceding the date of the employee's retirement or age sixty-five (65), whichever is later, shall receive a post-retirement paid-up life insurance policy in an amount equal to twenty (20) percent of the smallest amount of optional employee life insurance in force during that five (5) year period. The employee's post-retirement death benefit shall be effective as of the date of the employee's retirement or the employee age sixty-five (65), whichever is later. Employees who retire prior to age sixty-five (65) must be immediately eligible to receive a state retirement annuity and must continue their optional employee life insurance to age sixty-five (65) in order to remain eligible for the employee post-retirement death benefit.

   An employee who has carried optional spouse life insurance for the five (5) consecutive years immediately preceding the date of the employee's retirement or spouse age sixty-five (65), whichever is later, shall receive a post-retirement paid-up life insurance policy in an amount equal to twenty (20) percent of the smallest amount of optional spouse life insurance in force during that five (5) year period. The spouse post-retirement death benefit shall be effective as of the date of the employee's retirement or spouse age sixty-five (65), whichever is later. The employee must continue the full amount of optional spouse life insurance to the date of the employee's retirement or spouse age sixty-five (65), whichever is later, in order to remain eligible for the spouse post-retirement death benefit.

   Each policy remains separate and distinct, and amounts may not be combined for the purpose of increasing the amount of a single policy.

C. **<u>Disability Coverage</u>**.

1. **Short-Term Disability Coverage.** An employee may purchase short-term disability coverage that provides benefits of from three hundred dollars ($300) to five thousand dollars ($5,000) per month, up to two-thirds (2/3) of an employee's salary, for up to one hundred eighty (180) days during total disability due to a non-occupational accident or a non-occupational sickness. Benefits are paid from the first day of a disabling injury or from the eighth day of a disabling sickness. For a new employee, coverage applied for by the initial effective date of coverage as defined in this Insurance Addendum, Section 2C does not require evidence of insurability. For an employee who becomes eligible for insurance, coverage applied for within thirty (30) days of the initial effective date does not require evidence of insurability. An employee who is insurance eligible and moves from a temporary position to a permanent position will be allowed to enroll in short-term disability coverage within thirty (30) days of the event without providing evidence of insurability. A short-term disability open enrollment will be offered every five years.

2. **Long-Term Disability Coverage.** New employees may enroll in long-term disability insurance by their initial effective date of coverage. Employees who become eligible for insurance may enroll in long-term disability insurance within thirty (30) days of their initial effective date as defined in this Insurance Addendum, Section 2C. An employee who is insurance eligible and moves from a temporary position to a permanent position will be allowed to enroll in long-term disability coverage within thirty (30) days of the event without providing evidence of insurability. The terms are the same as for employees who wish to add/increase during the annual open enrollment. During open enrollment only, an employee may purchase long-term disability coverage that provides benefits of from three hundred dollars ($300) to seven thousand dollars ($7,000) per month, based on the employee's salary, commencing on the 181st calendar day of total disability, and not subject to evidence of insurability but with a limited term pre-existing condition exclusion. Employees should be aware that other wage replacement benefits, as described in the certificate of coverage (i.e., Social Security Disability, Minnesota State Retirement Disability, etc.), may result in a reduction of the monthly benefit levels purchased. In any event, the minimum is the greater of three hundred dollars ($300) or fifteen (15) percent of the amount purchased. The minimum benefit will not be reduced by any other wage replacement benefit. In the event that the employee becomes totally disabled before age seventy (70), the premiums on this benefit shall be waived.

3. **Disability Coverage Subcommittee**. A subcommittee of the Joint Labor Management Committee on Health Plans (JLM) will be created to review disability plan options to conform with and complement the Minnesota Paid Leave Law. The JLM must agree to changes that modify or change the disability coverage provisions.

D. **Accidental Death and Dismemberment Coverage.** An employee may purchase accidental death and dismemberment coverage that provides principal sum benefits in amounts ranging from five thousand dollars ($5,000) to two hundred thousand dollars ($200,000). Payment is made only for accidental bodily injury or death and may vary, depending upon the extent of dismemberment. An employee may also purchase from five thousand dollars ($5,000) to twenty-five thousand dollars ($25,000) in coverage for their spouse, but not in excess of the amount carried by the employee.

E. **Vision Coverage.** Under the life of this agreement, an optional and fully employee-paid vision benefit will be available pursuant to contract parameters with the State's vision vendor.

F. **Voluntary Legal Services Coverage.** Under the life of this agreement, an optional and fully employee-paid legal services benefit will be available pursuant to contract parameters with the State's vendor for disability insurance.

G. **Continuation of Optional Coverages During Unpaid Leave or Layoff.** An employee who takes an unpaid leave of absence or who is laid off may discontinue premium payments on optional policies during the period of leave or layoff. If the employee returns within one (1) year, the employee shall be permitted to pick up all optionals held prior to the leave or layoff. For purposes of reinstating such optional coverages, the following limitations shall be applicable.

   For the first twenty-four (24) months of long-term disability coverage after such a period of leave or layoff during which long-term disability coverage was discontinued, any such disability coverage shall exclude coverage for pre-existing conditions. For disability purposes, a pre-existing condition is defined as any disability which is caused by, or results from, any injury, sickness or pregnancy which occurred, was diagnosed, or for which medical care was received during the period of leave or layoff. In addition, any pre-existing condition limitations that would have been in effect under the policy but for the discontinuance of coverage shall continue to apply as provided in the policy.

   The limitations set forth above do not apply to leaves that qualify under the Family Medical Leave Act (FMLA).