
AGREEMENT BETWEEN
MINNESOTA HISTORICAL SOCIETY

AND

**AMERICAN FEDERATION OF STATE, COUNTY,
AND MUNICIPAL EMPLOYEES, COUNCIL NO. 5**

LOCAL UNION 3173

EFFECTIVE
MAY 1, 2023 - JUNE 30, 2026

INDEX

ARTICLE 1	RECOGNITION.....	1
ARTICLE 2	UNION SECURITY.....	1
ARTICLE 3	TEMPORARY AND PROJECT POSITIONS.....	3
ARTICLE 4	EMPLOYMENT POLICIES.....	3
ARTICLE 5	NON-DISCRIMINATION.....	4
ARTICLE 6	SENIORITY, LAYOFF, AND RECALL.....	5
ARTICLE 7	PROBATIONARY PERIOD.....	6
ARTICLE 8	DISCIPLINE AND DISCHARGE.....	6
ARTICLE 9	PERFORMANCE REVIEWS.....	8
ARTICLE 10	OPEN POSITIONS.....	8
ARTICLE 11	WORK HOURS AND SCHEDULING.....	8
ARTICLE 12	COMPENSATION.....	10
ARTICLE 13	VACATION/SICK AND SAFE LEAVE.....	11
ARTICLE 14	LEAVES.....	13
ARTICLE 15	HOLIDAYS.....	15
ARTICLE 16	OTHER BENEFITS.....	15
ARTICLE 17	HEALTH INSURANCE AND RETIREMENT BENEFITS.....	16
ARTICLE 18	LABOR MANAGEMENT COMMITTEE.....	16
ARTICLE 19	GRIEVANCE PROCEDURE.....	17
ARTICLE 20	NO STRIKES, NO LOCKOUTS.....	18
ARTICLE 21	MANAGEMENT RIGHTS.....	19
ARTICLE 22	SAVINGS CLAUSE.....	20
ARTICLE 23	SCOPE OF AGREEMENT.....	20
ARTICLE 24	DURATION.....	21

PREAMBLE

This Collective Bargaining Agreement (hereinafter called the "Agreement") is entered into between the Minnesota Historical Society, hereinafter "MNHS," and the American Federation of State, County, and Municipal Employees Council No. 5, Local No. 3173, hereinafter the "Union."

It is the intent and purpose of the Parties hereto that this Agreement promote the mutual interests of MNHS, the Union, and covered employees, and to set forth herein the Parties' agreement regarding rates of pay, hours of work, and other terms and conditions of employment affecting the bargaining unit.

ARTICLE 1 RECOGNITION

MNHS recognizes the Union as the exclusive bargaining agent for the unit certified by the National Labor Relations Board in Case No. 18-RC-283141, including all full-time, regular part-time, and seasonal employees: excluding confidential employees, temporary employees, guards, and supervisors as defined by the National Labor Relations Act, as amended.

ARTICLE 2 UNION SECURITY

Section 1. All members of the bargaining unit shall either become members of the Union or pay agency fees to the Union no later than thirty (30) calendar days after the start of their employment or the execution of this Agreement, whichever is later, and shall thereafter be obligated to pay uniformly required dues or agency fees as a condition of continued employment.

Section 2. An employee who fails to satisfy the above shall be discharged within thirty (30) calendar days following the receipt of a written demand from the Union requesting their discharge if, during said period, the required dues or agency fees have not been tendered. The Union agrees to indemnify and hold MNHS harmless against any and all claims, suits, orders, or judgments brought or issued against MNHS as a result of any action taken or not taken by MNHS under the provisions of this Article.

Section 3. MNHS shall deduct membership dues or agency fees from the earnings of those Employees who authorize such deductions in writing. The Union shall submit such authorizations to MNHS. MNHS agrees to deduct the Union dues or agency service fees from the pay of those Employees covered by this Agreement who sign a valid Authorization for Payroll Deduction for Union Dues or Fees. The amounts to be deducted shall be certified to MNHS by a representative of the Union, and the aggregate deductions of all employees who authorize payroll deduction shall be remitted together with an itemized statement, to the representative by the 15th of the succeeding month after such deductions are made.

Section 4. MNHS shall be relieved from making such deductions from any employee who is not on the payroll for a given pay period, for example, because of an unpaid leave of absence or an employee whose employment has been terminated.

Section 5. MNHS shall provide the Union with notice of all new employees covered by this agreement within fifteen (15) calendar days of their first date of active employment. The notice shall include the name, job title, work location, and hire date of the new employee.

Section 6. MNHS shall provide for the Union's use, reasonable space on designated bulletin boards for the purpose of posting official Union notices. MNHS agrees to provide the Union with space for at least one (1) designated bulletin board at each MNHS job site. Each posted notice shall on said bulletin boards bear the signature of the Union representative who has posted the notice and the date of the posting. Unless otherwise agreed upon when the notice is posted, MNHS shall have the right to remove any postings or notices which have been posted for over 30 days.

Section 7. It shall be MNHS's practice to inform its managers and supervisors (a) that employees have a right to have a Union representative present if they are formally questioned during an investigation into conduct that may lead to disciplinary action; and (b) that employees should not be denied such right.

Section 8. Employees elected to any Council or Local Union office or selected by the Council or Local Union to do work which takes them away from their employment with MNHS may, at the written request of Council or Local Union, request a leave of absence without pay for Union Business. MNHS will consider such requests in accordance with MNHS's normal attendance and leave policies.

Section 9. MNHS will schedule a thirty (30) minute group orientation session to new employees hired into bargaining unit positions within ten (10) business days of new employees' first day of employment. MNHS will allow one (1) union steward paid time to provide a presentation to the group of employees at this session. MNHS will provide the Union President with notice of the date and time of this scheduled session and the method of the session (virtual or in person) at least ten (10) business days in advance of the scheduled session to assist the Union in selecting the steward who will attend.

Section 10. Union Meetings with Management

MNHS shall allow up to two (2) bargaining unit employees to attend any Meet and Confer session between MNHS and the Union as provided under this Agreement scheduled during their regular hours of work without loss of pay. Upon request of the Union, MNHS may, at its sole discretion, allow an additional two (2) bargaining unit employees to attend any Meet and Confer session during their regular hours of work without loss of pay.

MNHS shall allow up to five (5) bargaining unit employees to attend collective bargaining negotiation sessions over any successor Collective Bargaining Agreement scheduled during their regular hours of work without loss of pay.

Section 11. Union Stewards

Employees selected by the Union to act as Union Representatives shall be known as "Stewards." The names of Employees selected as Stewards, as well as the names of other Union

Representatives who may represent employees, including, but not limited to, any Business Agent, shall be sent in writing to MNHS by the Union. The Union shall designate at least one (1) Steward for each MNHS job site. The Union shall attempt to secure an employee who works at each job site to serve as a steward for that site. If the Union has made all reasonable attempts to secure an employee to serve as a steward for a particular site but is unable to do so, an employee located at a site within a reasonable proximity may step in as steward until an employee located at the site has been secured to serve as steward for that site. The Union shall promptly notify MNHS in writing of any changes to employees who have been selected as Stewards.

Stewards may request leave to perform union-related business. Such requests must be made to the employee's immediate supervisor or designee, if the supervisor is not available, with as much advance notice as possible. Supervisors will not unreasonably deny such requests. Stewards shall be authorized time off with pay for participation in investigatory interviews and grievance meetings and shall notify their immediate supervisor or designee upon returning to work.

ARTICLE 3 **TEMPORARY AND PROJECT POSITIONS**

Section 1. Temporary Employees

A temporary employee is an employee hired for a period of six (6) months or less, usually to meet an unanticipated need, and subject to employment-at-will. Through extensions, an employee may remain in a temporary position for up to eighteen (18) months. Temporary employees are not subject to this Agreement.

Section 2. Project Employees

A Project Employee is an employee who is hired for a specific duration, either tied to the expiration of a specific, external funding source, program, or a specific calendar date, and whose appointment may be extended if funds are available and the program need continues.

Project employees are members of the bargaining unit and covered by this Agreement, including the provisions governing Layoffs and Recall. Provided, however, that should the Union file a grievance alleging that any adverse employment action taken against a Project Employee was not made with the requisite just cause, an Arbitrator shall not have the authority to order reinstatement of the Project Employee grievant if the Project Employee's position has expired, nor in that situation shall the Arbitrator have the ability to impose any back pay remedy.

At the end of their appointment Project Employees shall be considered an internal candidate for any jobs for which they apply for one (1) year.

ARTICLE 4 **EMPLOYMENT POLICIES**

All of MNHS's existing workplace policies and rules shall apply to bargaining unit employees except to the extent such policy or policies conflict with an express provision of this Agreement.

The Parties recognize MNHS's right to unilaterally amend or adopt additional workplace policies and rules as it deems appropriate in its sole discretion, except to the extent such policy or policies conflict with an express provision of this Agreement.

MNHS will provide the Union with fourteen (14) calendar days' notice prior to implementing a new or revised policy covered by this Article whenever practical, so that the Union has an opportunity to review the policy and help educate bargaining unit employees on the same if it so chooses. In the event that exigent circumstances require MNHS to implement a new or revised policy in less than fourteen (14) calendar days, MNHS shall give the Union as much advance notice as practical under the circumstances. The Union may request to Meet and Confer with MNHS to discuss the details of the policy changes.

ARTICLE 5

NON-DISCRIMINATION

Section 1. Workplace Diversity

MNHS is committed to workplace diversity and other facets of equity and inclusion and shall have the sole and complete discretion to continue to make good faith efforts in the areas of recruitment, hiring, and promotion of bargaining unit employees. MNHS celebrates, supports, and thrives on diversity for the benefit of its employees, products and services, and community. MNHS believes that an inclusive culture among all team members is critical to its success as a historical society and museum, and will seek to recruit, develop, and retain the most talented people from a diverse candidate pool. MNHS shall foster career development and promote a diverse workforce at all levels consistent with this commitment. MNHS is proud to be an equal opportunity workplace and employer.

Section 2. Employee Resource Groups

MNHS shall have the ability to establish Employee Resource Groups (ERGs) to serve as a voluntary, employee-led resource to enhance the Inclusion & Diversity Strategic Priority at MNHS. ERGs are intended to be a resource for MNHS employees, generate value on Diversity, Equity, Access, and Inclusion (DEAI) topics for MNHS, and may be called upon to provide advice, guidance, and recommendations or additional resources to MNHS departments and sites directly.

Employees who identify together according to one or more of the internal dimensions of diversity may request to form an ERG utilizing the process laid out in the ERG Toolkit. MNHS will provide the Union with fourteen (14) calendar days' notice prior to implementing any changes to the ERG Toolkit, so that the Union has an opportunity to review the information and help educate bargaining unit employees on the same if it so chooses. The Union may request to Meet and Confer with MNHS to discuss the details of the ERG Toolkit changes.

All MNHS employees, both inside and outside of the bargaining unit, are eligible to join ERGs consistent with the guidelines laid out in the ERG Toolkit.

MNHS shall have the ability to meet with any established ERG directly. This ability shall include meeting with bargaining unit employees in an ERG to discuss issues on Diversity, Equity, Access, and Inclusion not pertaining to active grievances. It is not MNHS's intent to engage in bargaining with any ERG regarding the terms and conditions of bargaining unit employees' employment, but as noted above the goal of the ERG program is to facilitate direct communication between employees and management to assist MNHS on topics that are of importance to members of a particular ERG that touch upon issues of diversity, equity, access, and inclusion and produce value for MNHS and its staff.

ARTICLE 6

SENIORITY, LAYOFF, AND RECALL

Section 1. Accrual of Seniority

Employees shall accrue seniority from the original date of hire with MNHS, based upon the employee's accrued "years-of-service" with MNHS. An employee shall earn 1/26 years of service for each pay period in which the employee has worked a minimum of four (4) hours.

An employee separated or laid off from MNHS will retain their seniority level, provided, however, that an employee who has been separated from MNHS for a period of one (1) year or greater shall be removed from the seniority list.

Section 2. Layoff

In the event of a layoff, the senior person(s) in a position who have the ability to perform the required work based on such standards as efficiency, experience, performance, skills, and training, and MNHS's sole discretion as to the employee's capacity, ability, and expertise to perform that particular job shall be given preference. In the event that there are two (2) or more such equally qualified employees, the employee with the least seniority will be selected for layoff first. In the event of two (2) or more employees having the same amount of seniority, MNHS shall break the tie by coin toss.

Seasonal employees laid off shall be placed on layoff status for a period of three (3) operational months. For the purpose of this section, operational months means the length of time the seasonal employee's job site is open each calendar year. After three (3) months, an employee who was laid off will be considered permanently separated from MNHS.

For non-seasonal employees, the layoff period shall be six (6) calendar months.

Under no circumstances will an employee remain on layoff status longer than one (1) year after the date the employee is initially placed on layoff status. For all employees placed on layoff status, the employee shall be considered an internal applicant for any open position for a period of one (1) year after the date on which they were first placed on layoff status.

Each MNHS job site, and each MNHS job site's individual departments/business units, shall be considered separate and distinct when evaluating which employee shall be laid off.

Section 3. Recall

For employees on layoff status, in the event that a bargaining unit position opens that is the same or substantially similar (to be determined at MNHS's sole discretion) to the laid-off employee's prior position, the senior person(s) who have the ability and qualifications to perform the required work based on such standards as efficiency, experience, performance, skills, and training, and MNHS's sole discretion as to the employee's capacity, ability, and expertise to perform that particular job shall be contacted by MNHS and offered to be recalled into the open position. In the event that there are two (2) or more such equally qualified employees, the employee with the greater seniority will be selected for recall first. In the event of two or more employees having the same amount of seniority, MNHS shall break the tie by coin toss.

Each MNHS job site, and each MNHS job site's individual departments/business units, shall be considered separate and distinct when evaluating which employee shall be offered recall. For the avoidance of doubt, the order of recall shall proceed as follows: qualified employees (as defined above) on layoff status who previously worked at the site with the position opening shall be first offered the recall position before other qualified employees on layoff status who previously worked in the same or substantially similar position (to be determined at MNHS's sole discretion) at a different MNHS job site.

If an employee is offered to be recalled and they turn down the offer, they will be removed from the recall list and shall be considered permanently separated from MNHS.

ARTICLE 7 **PROBATIONARY PERIOD**

All newly hired or rehired employees shall serve a six (6) month probationary period, commencing on the employee's first day of active employment, in order to allow MNHS to assess and determine the employee's ability to perform their respective position's work (the "Probationary Period") provided that MNHS shall have the ability, for good cause shown, to extend any individual employee's probationary period upon written notice to the Union. All employees who are transferred to a new position shall also serve a three (3) month Probationary Period commencing on the employee's first day of active employment in their new role. At all times during a Probationary Period, MNHS will have the ability, at its sole and complete discretion, to discipline or terminate the employee, with or without cause, and without any recourse under this Agreement.

ARTICLE 8 **DISCIPLINE AND DISCHARGE**

MNHS reserves the right to discipline or discharge any employee at its sole and complete discretion, except that no discipline shall be implemented without just cause. Verbal Warnings are excluded from the grievance procedure.

In determining the appropriate level of discipline to be issued, MNHS shall consider, among other things, the seriousness and frequency of employee misconduct. Discipline, when utilized, will usually be in the following order:

- Verbal Warning;
- Written Warning;
- Performance Improvement Plan;
- Discharge.

While MNHS recognizes the concept of progressive discipline, steps in the progressive discipline process may be skipped and more severe discipline, up to and including discharge, may be imposed depending on the seriousness of the offense. MNHS shall have the sole and complete discretion to determine if and when the specific circumstances of a situation justify higher discipline or discharge, or where a lesser or no discipline may be sufficient.

Progressive discipline is meant to address the full range of an employee's performance, encompassing the employee's responsibilities, contributions, outcomes, and how the employee goes about their responsibilities and performing their duties. For this reason, a step of progressive discipline may address multiple areas of performance issues and/or misconduct. While on a verbal or written warning an employee must comply with all types of performance and conduct standards or face escalating discipline, including possible discharge. This system of progressive discipline is designed to provide clarity, minimize the need for discharge, and reserve discharge for serious cases.

MNHS uses regular and frequent informal coaching in order to help employees assess their performance. MNHS shall have the ability to privately raise minor work deficiencies to the employee's attention through coaching. Coaching may include, but is not limited to, instructions, directions, or prompting to the employee. Coaching provides feedback on job performance and is intended to be corrective and constructive. Coaching shall not be considered disciplinary.

MNHS shall have the ability, at its sole discretion, to suspend an employee pending investigation into any egregious misconduct which may lead to discipline. Such suspension may be with or without pay, provided, however that should MNHS suspend an employee without pay pending an investigation, and subsequently issue discipline less than termination or determine that no discipline is warranted or the misconduct being investigated did not occur, that employee will receive back pay for the time while they were suspended pending the investigation. If the investigation takes longer than 14 calendar days, MNHS shall provide an update on the status and anticipated timeline to the employee investigated, Local President, and the assigned steward. The employee under investigation may waive the notification to the Local President and assigned steward, by sending written notice to MNHS and the Local President.

Any employee who is disciplined at a level greater than a verbal warning shall be entitled to have a written response of up to two (2) pages, if any, included in their personnel record, if filed with MNHS within twenty (20) calendar days of the final disposition of the discipline.

The failure to discipline or discharge an employee for any misconduct or violation of any work rule shall not constitute a waiver by MNHS of its right to discipline or discharge employees for the same or other violations in the future. Similarly, the imposition of a certain level of discipline based upon a particular situation shall not constitute a waiver by MNHS of its right to discipline

or discharge employees in a different manner in the future for similar conduct based upon the respective facts of each given situation.

ARTICLE 9
PERFORMANCE REVIEWS

MNHS recognizes that regular performance evaluations are a helpful tool in employee development and growth. Thus, MNHS will strive to provide employees with performance evaluations on at least an annual basis.

ARTICLE 10
OPEN POSITIONS

Section 1. Posting

MNHS shall post any open positions covered by this Agreement for which it is seeking candidates on its website.

Section 2. Preference for Bargaining Unit Employees

When possible, and consistent with business need, MNHS shall endeavor to create bargaining unit positions over temporary positions or the utilization of contractors.

ARTICLE 11
WORK HOURS AND SCHEDULING

Section 1. Regular Work Hours and Workweek

Forty (40) hours shall constitute one (1) full week's work for regular Full-time Employees. The established workweek for MNHS commences at 12:00 A.M. each Monday and lasts until 11:59 P.M. the following Sunday.

Section 2. Overtime

Employees who are not exempt under the Fair Labor Standards Act ("non-exempt employees") shall receive overtime pay for all hours worked in excess of forty (40) hours in a given workweek. Employees who are exempt under the Fair Labor Standards Act shall not be entitled to overtime pay, and may be required, as part of the duties of their position, to work in excess of forty (40) hours in any given workweek.

Non-exempt employees must obtain advance authorization prior to working beyond standard and/or scheduled work hours. When an non-exempt employee is required to work in excess of forty (40) hours in a given workweek, that employee shall receive overtime pay of one and one-half (1-1/2) times their regular hourly rate of pay.

There shall be no pyramiding or duplication of overtime.

Time not actually worked, including but not limited to unworked holidays or sick, personal, or vacation time, will not be considered in computing overtime pay.

Section 3. Work Schedule Publishing and Employee Availability

For employees in positions which do not have established and regularly scheduled work hours (*i.e.*, a position that works 8:00–5:00 every Monday through Friday), employees shall provide their direct supervisor with their availability no later than twenty-eight (28) calendar days prior to the start of the scheduled period. Supervisors shall post schedules no later than fourteen (14) calendar days prior to the start of the scheduled period whenever possible, absent extenuating circumstances which may prevent the schedules being posted by this time.

Supervisors shall use their best efforts to schedule employees based upon their provided availability, provided, however, that an employee may be scheduled for a period where they have not indicated they are available, based upon operational need. In the event that an employee fails to provide their availability prior to the employee availability deadline above, they may be scheduled without regard to their availability.

In the event that an occurrence creates the need to schedule an employee after a schedule has been issued under the process described above, the open shift(s) shall be offered to any qualified employees able to work the shift(s) without incurring overtime pay on a first come, first served basis. In the event that no employee(s) volunteer, or if all qualified employee(s) would incur overtime as a result of working the shift, MNHS shall have the ability to assign the shift at its sole and complete discretion.

Section 4. Flexible Work Scheduling

Employees shall be able to engage in Flexible Work Scheduling consistent with MNHS's policy on that subject in the same manner as similarly situated non-bargaining unit employees.

Section 5. Telework

Employees shall be able to engage in Telework consistent with MNHS's policy on that subject in the same manner as similarly situated non-bargaining unit employees.

The ability to telework is not guaranteed, and depends upon the duties of an employee's specific position. Further, an employee who has previously had a telework arrangement approved may later have that approval revoked at MNHS's sole discretion. In the event that an employee who has been approved to telework will no longer have that arrangement approved (*i.e.*, they will be required to report to a physical MNHS office or job site moving forward as their regular work location), MNHS shall provide the employee with twenty-one (21) calendar days' notice of the discontinuation of the telework arrangement, unless such a notice period is not possible as a result of operational needs, in which case MNHS shall endeavor to give as much notice as practical under the circumstances.

Section 6. Breaks

Employees shall be entitled to meal and rest breaks as provided by law.

Section 7. Minimum Shift Length

MNHS shall schedule employees for non-training shifts of at least 3 hours in length.

Section 8. Call Back to Duty

Non-exempt facilities, maintenance, and IT employees called back to the work site outside of a regularly scheduled shift shall be paid a minimum of three (3) hours.

Section 9. Scheduling

MNHS will not schedule a non-exempt employee more than five (5) days in a row unless doing so is necessitated by business need. The parties acknowledge that if an employee is voluntarily working multiple part-time positions that employee may be scheduled for more than five (5) days in a row.

**ARTICLE 12
COMPENSATION**

Section 1. Wage Rates

The job classifications covered by this Agreement shall be paid the base salary amount for the term of this Agreement as set forth in Appendix A attached, effective as of ratification and in accordance with each employees' length of service with MNHS, provided, however, that nothing shall prohibit MNHS from paying any employee more than the listed base salary amount for their position.

Section 2. Length of Service Calculation

For the purposes of determining an employee's length of service for minimum base rate compensation calculation purposes, MNHS shall use that employees' most recent date of hire to determine their length of service. If an employee has been out of active payroll status for more than a one (1) year period and subsequently returns to MNHS, that employee's most recent rehire date shall be used to calculate their minimum base rate pursuant to Appendix A. No employee shall have their current wage rate reduced upon implementation of this Section.

Section 3. Wage Increases During the Term of the Contract

MNHS shall adjust Appendix A during the term of this Agreement as follows:

- 3% Increase Effective July 1, 2023;
- 3% Increase Effective July 1, 2024;
- 3% Increase Effective July 1, 2025.

Section 4. Payroll

MNHS shall use a biweekly payroll period.

Section 5. Working Out of Class

In the event that an employee is temporarily designated by MNHS, consistent with business need, to work in a different classification on an on-going temporary basis, MNHS shall compensate that employee at the rate of pay of the higher classification for the duration that the employee is performing those duties.

Section 6. Reclassification

Upon the submission of a reclassification request MNHS shall respond within ninety (90) calendar days whether the reclassification is rejected or accepted. In the event that a longer period is required, MNHS shall provide an update to the affected employee.

When an employee's job is reclassified, any salary increase pertaining to the reclassification shall be backdated to the date MNHS initiated the reclassification process. The MNHS initiation process date is defined as the date the employee's manager submits the reclassification form. Managers shall submit a reclassification form within fourteen (14) calendar days upon an employee's request or deny the request in writing within fourteen (14) calendar days.

ARTICLE 13
VACATION/SICK AND SAFE LEAVE

Section 1. Bargaining unit employees are eligible for vacation and sick leave and may use vacation and sick leave in the same manner as similarly situated non-bargaining unit employees. The Parties recognize MNHS's right to unilaterally amend or adopt Vacation and Paid Sick and Safe Leave Policies as it deems appropriate in its sole discretion, except to the extent such policy or policies conflict with an express provision of this Agreement.

MNHS will provide the Union with fourteen (14) calendar days' notice prior to implementing a new or revised policy covered by this Article, so that the Union has an opportunity to review the policy and help educate bargaining unit employees on the same if it so chooses.

Section 2. Bargaining unit employees working forty (40) hours in a given workweek shall accrue vacation and sick leave at the following accrual rates, which shall not be changed for the duration of this Agreement. Eligible employees working less than forty (40) hours in a given workweek shall accrue vacation and sick leave as provided below, prorated for the number of hours an employee actually works:

Seniority Level	Vacation Hours Accrual (per bi-weekly pay period)	Sick Hours Accrual (per bi-weekly pay period)	Vacation Accrual Max	Sick Accrual Max
0-2	4	4	160	900
3-5	5	4	180	900
6-8	6	4	200	900
9-15	7	4	220	900
16-24	8	4	240	900
25+	9	4	240	900

All eligible employees shall receive a one-time grant of 20 hours of vacation leave in their vacation bank upon initial hire, prorated to that employee's FTE.

Section 3. Any accrued but unused vacation or sick leave in an employee's vacation or sick leave bank above the applicable accrual max on July 1st of each year shall be forfeit, with the employee's respective vacation or sick leave bank reduced to the applicable maximum cap.

Section 4. Sick Leave Fund

Bargaining Unit employees shall be eligible to participate in the Sick Leave Fund, as long as the employee has made the eligible contribution to enroll in the bank, has exhausted all Sick Leave hours and has a vacation balance at 40 hours or less. MNHS will administer the Sick Leave Fund. Bargaining Unit Employees may choose to participate in the program through the contribution of sick hours, at the employee's discretion.

Section 5. Payout of Vacation/Sick Leave Upon Separation

- In the event an employee is terminated with cause, or in the event an employee resigns their employment with MNHS without providing at least two (2) weeks' notice, they will not be entitled to a payout of any earned but unused vacation or sick leave in their vacation/sick leave bank, subject to the other provisions of this Section, and provided, however, that MNHS shall have the sole discretion to pay out any unused vacation or sick leave which an employee was not otherwise entitled to as provided above upon separation.
- The payout of vacation time upon separation without cause, or in the event of a voluntary employee resignation provided the employee gives MNHS at least two (2) weeks' notice, shall be a lump sum payment for any accrued, but unused vacation time balance, paid at the employee's hourly rate and less any applicable withholdings, up to the applicable annual maximum vacation accrual amount.
- The payout of sick time upon separation without cause will occur once the employee has met at least one of the following qualification factors:

- Resignation at or after age 65;
- Resignation at or after age 55 with 10 years of continuous MNHS employment;
- Death (payment to be made to the surviving spouse, if any; if none, to the employee's estate);
- A reduction in force;
- Involuntary termination for reasons unrelated to discipline after three (3) years of continuous MNHS employment; or
- Any separation for reasons unrelated to discipline after twenty (20) years of continuous MNHS employment.

The sick time payout calculation will be 40 percent of accrued, but unused, sick time balance, up to the applicable annual maximum sick leave accrual amount, paid at the employee's then-hourly rate, less any applicable withholdings, and placed in a health care savings account or paid in cash.

ARTICLE 14

LEAVES

Section 1. MNHS shall provide eligible Employees with any leave required by federal, state, and local law, including, but not limited to, voting leave, parental school leave, military leave, and unpaid medical leave. Any leaves taken by an Employee will run concurrently to the greatest extent possible.

Section 2. Unless otherwise provided by this Agreement, all of MNHS's existing workplace leave policies, both paid and unpaid, shall apply to bargaining unit employees in the same manner that they apply to similarly situated non-bargaining unit employees except to the extent such policy or policies conflict with an express provision of this Agreement. The parties recognize MNHS's right to unilaterally amend or adopt additional leave policies and rules as it deems appropriate, except to the extent such policy or policies conflict with an express provision of this Agreement.

MNHS will provide the Union with fourteen (14) calendar days' notice prior to implementing a new or revised policy covered by this Article, so that the Union has an opportunity to review the policy and help educate bargaining unit employees on the same if it so chooses. The Union may request a Meet and Confer to discuss the proposed policy changes.

Section 3. Bereavement Leave

Upon the death of a member of an employee's immediate family, the employee shall be given up to three (3) total days off without loss of pay (pay received shall be for the scheduled hours of work only) to attend the funeral or other service (examples may include burial or celebration of life). Such allowances shall be made for regularly scheduled hours of work only. The "immediate family" means the employee's spouse, partner, parents, children, brother or sister, mother-in-law, father-in-law, grandparents, spouse's/partner's grandparents, grandchildren, stepfather, stepmother, and stepchildren.

The day of the funeral or other service shall be granted as a single day off without loss of pay (pay received shall be for the scheduled hours of work only) following the death of an employee's aunt, uncle, niece, or nephew.

MNHS may, at its sole discretion, grant employees additional paid, or unpaid, bereavement leave.

Section 4. Parental Leave

Employees who have been employed by MNHS for over one (1) year will receive a maximum of 12 weeks of parental leave for any covered birth, adoption, or foster care placement of a child/children. The fact that a multiple birth, adoption, or placement occurs (e.g., the birth of twins or adoption of siblings) does not increase the 12-week total amount of parental leave granted for that event.

The first six (6) weeks of parental leave shall be compensated by MNHS at 100 percent of the employee's straight time rate of pay for the number of hours they are regularly scheduled per week. The amount of weekly paid parental leave compensation shall be calculated as the average number of hours an employee was scheduled to work in the thirty (30) days prior to the start of their leave. The remaining six (6) weeks of parental leave is unpaid unless the Employee chooses to use any vacation, sick leave, or short term disability they may have. Paid parental leave will be paid on regularly scheduled pay dates.

Employees must take parental leave in one continuous period of leave. Approved parental leave may be taken at any time immediately preceding or during the 12-month period immediately following the birth, adoption, or foster care placement of a child with the Employee. Parental leave may not be used or extended beyond this 12-month time frame. In the event of a miscarriage while on parental leave, MNHS shall not charge the employee for the leave taken prior to that miscarriage.

For seasonal employees, this paid parental leave benefit shall only apply when the employee is scheduled to be in active payroll status. By way of example, if an employee's season was scheduled to end on September 30, but they gave birth on September 1, that employee would be eligible for parental leave under this policy from September 1 through September 30, and no more.

However, if a seasonal employee experiences an event making them eligible for parental leave (*i.e.*, a birth, adoption, or foster care placement), at any point in the twelve weeks immediately preceding their seasonal start date, that employee will be entitled to commence their parental leave on their seasonal start date and take the entire twelve (12) weeks of parental leave.

ARTICLE 15
HOLIDAYS

Section 1. Observed Holidays

Bargaining unit employees hired to work seventy-five (75) percent time or more in any twelve (12) consecutive months shall receive the same designated holidays which MNHS provides to similarly situated non-bargaining unit employees.

MNHS will provide the Union with fourteen (14) calendar days' notice prior to changing any of MNHS's designated holidays, so that the Union has an opportunity to review the change and inform bargaining unit employees on the change if it so chooses.

Section 2. Holiday Pay for Employees Not Scheduled to Work that Day

Non-exempt eligible bargaining unit employees who worked the full, regularly-scheduled work day preceding the holiday and the full, regularly-scheduled work day immediately following the holiday shall receive eight (8) hours pay, prorated to that employee's FTE, for such holiday even though the employee performs no work on said holiday. An employee who uses any vacation time on the regularly-scheduled day before or after the holiday will not receive pay for that holiday unless (a) the employee requested and was approved that vacation leave in advance, or (b) MNHS, in its sole discretion, excuses the absence (due to sickness, injury, or other legitimate reason).

Section 3. Holiday Pay for Employees Working that Day

MNHS will compensate nonexempt employees who work on a designated holiday at their overtime rate (one and one-half (1 ½) times their hourly base rate of pay). Exempt employees who work on a designated holiday will receive alternate time off to be taken within 30 days.

Section 4. Floating Holidays

Bargaining unit employees shall receive Floating Holidays on the same terms as similarly situated non-bargaining unit employees. Any change to MNHS's practice or policies governing Floating Holidays shall be governed by this Agreement's Article 4 — Employment Policies.

Section 5. Holiday Designation

MNHS shall post a list of any holidays covered by this Article by October 1 of the preceding year and email that list to all bargaining unit employees.

ARTICLE 16
OTHER BENEFITS

Section 1. Employee Assistance Program

MNHS shall make available to employees covered by this Agreement the same Employee Assistance Program which it offers to similarly-situated non-bargaining unit employees.

Section 2. Transit

MNHS shall offer bargaining unit employees a subsidized Metropass on the same terms that it offers said benefit to similarly-situated non-bargaining unit employees.

ARTICLE 17
HEALTH INSURANCE AND RETIREMENT BENEFITS

Section 1. Health Insurance

Eligible bargaining unit employees may participate in the health insurance plans provided by MNHS to similarly situated employees outside of the bargaining unit, and in accordance with the qualification requirements of those plans. MNHS retains sole discretion over decisions to add, remove, or modify such plans and the employer and employee premium contributions thereto through the duration of this Agreement, and has the ability to unilaterally make any and all changes as required by SEGIP.

Section 2. Retirement Benefits

Eligible bargaining unit employees may participate in any retirement benefit plans maintained by MNHS on the same basis as similarly situated employees outside the bargaining unit, and in accordance with the qualification requirements of those plans. MNHS retains sole discretion over decisions to add, remove, or modify such plans and the employer and employee contributions thereto through the duration of this Agreement, and has the ability to unilaterally make any and all changes as required by MSRS and/or TIAA-CREF.

ARTICLE 18
LABOR MANAGEMENT COMMITTEE

MNHS and the Union agree to establish a joint Labor Management Committee that shall meet quarterly (or more frequently, if necessary and agreed to by the parties) to discuss issues of concern to the parties not pertaining to active grievances.

The Union shall have one (1) seat on the committee designated for each MNHS job site, and shall use its best efforts to secure an employee from each job site to serve on the LMC, in addition to designating one (1) alternate site representative per job site in the event the main site representative is not available.

Time spent by the MNHS site representatives, as well as alternate site representatives, in the FMCS LMC Training and at each Labor Management Committee meeting with MNHS shall be considered paid time. MNHS shall select a minimum of nine (9) management participants to attend the LMC Training, and each Union MNHS site representative and alternate site representative shall also have the ability to attend the LMC Training if they so choose.

Each party shall share with the other a list of issues that they intend to raise at the meeting at least one (1) week in advance of the meeting.

The parties shall contact the Federal Mediation and Conciliation Services to conduct a Labor Management Committee training within six (6) months of ratification.

The purpose of the joint Labor Management Committee is to provide a direct line of communication between bargaining unit employees and MNHS and to ensure that the concerns of each MNHS job site has an opportunity to be addressed.

ARTICLE 19

GRIEVANCE PROCEDURE

A grievance is defined as any dispute between the parties regarding the interpretation or application of this Agreement. Any grievance arising between MNHS and the Union shall be settled in the manner set forth below.

Step 1: The Union shall submit the grievance on its written grievance form and discuss the grievance with the affected employee's immediate supervisor within fourteen (14) calendar days of the events giving rise to the grievance. The grievance shall specify in detail the alleged violation of the contract (including the identity of the grievant(s) or class action group, the contract article allegedly violated, and the remedy sought). MNHS shall review the grievance and respond in writing within fourteen (14) calendar days after the discussion.

Step 2: If the grievance is not resolved in Step 1, the Union shall notify the Human Resources Department in writing no later than fourteen (14) calendar days following the date of the Step 2 response from MNHS that it wishes to escalate the grievance to Step 2. Following receipt by MNHS of the Step 2 notification, representatives of MNHS and the Union shall meet in an attempt to resolve the grievance. Subsequent to that meeting, MNHS shall present a written answer to the grievance, within fourteen (14) calendar days.

Arbitration: If the grievance is not resolved at Step 2, the Union may refer the matter to arbitration by notifying MNHS of the Union's intent to refer the grievance to arbitration within fourteen (14) calendar days after receipt of MNHS's Step 2 written response. The Union shall then request a panel of seven (7) arbitrators from the Federal Mediation and Conciliation Service within seven (7) calendar days of its notice to MNHS of the Union's intent to refer the grievance to arbitration. If the Union does not notify MNHS of the Union's intent to refer the grievance to arbitration within fourteen (14) calendar days of receipt of MNHS's Step 2 written response, the grievance will be deemed settled in accordance with MNHS's disposition in Step 2.

MNHS and the Union shall attempt to agree on a neutral arbitrator who shall hear and determine the dispute. If no agreement is reached, the arbitrator shall be selected from the panel, with each party taking turns striking an arbitrator, with the Union striking first, until one arbitrator remains who shall hear the dispute.

The authority of the arbitrator shall be limited to making an award relating to the interpretation or adherence to the written provisions of this Agreement and the arbitrator shall have no authority

to add to, subtract from, or modify in any manner the terms and provisions of this Agreement. The award of the arbitrator shall be confined to the issues raised in the written grievance and the arbitrator shall have no power to decide any other issues. The award of the arbitrator shall be final and binding upon the Union, MNHS, and any affected employees.

The fees and expenses of the neutral arbitrator shall be divided equally between MNHS and the Union, provided, however, each party shall be responsible for compensating its own representatives and witnesses.

The time limitations set forth herein relating to the time for filing a grievance and the demand for arbitration shall be mandatory. Failure to follow such time limitations shall result in the grievance being permanently barred, waived and forfeited and shall not be submitted to arbitration. In the event MNHS does not respond within the specified time limits above, the grievance may advance, at the Union's request, if such request is made in writing within fourteen (14) calendar days after the expiration of MNHS's deadline to respond.

MNHS and the Union shall have the ability to pause any of these timelines or deadlines by mutual agreement in order to discuss the possibility of settling any of the issues raised in a grievance, or for any other mutually agreeable reason. Any deadline herein may be extended by mutual written agreement between the Union and MNHS. Any agreement to extend a deadline shall not be precedential.

ARTICLE 20

NO STRIKES, NO LOCKOUTS

During the course of this Agreement, there shall be no strikes, sympathy strikes, sitdowns, public or publicized boycotts of MNHS sites, programs, or organizations and individuals with a public or publicized financial or operational tie to MNHS (provided, however, that employees may boycott such third-parties in the employee's individual capacity and in a manner that does not indicate they have any tie or relationship to MNHS), slowdowns, or other curtailment or restriction of or interference with the operations of MNHS whether coercive or otherwise, participated in by the Union, its agents, or employees covered by this Agreement. Any employee who violates any provision of this Article may be subject to disciplinary action.

The Employer agrees that neither it, its officers, agents nor representatives, individually or collectively, will authorize, institute or condone any lockout of employees during the term of this Agreement.

ARTICLE 21
MANAGEMENT RIGHTS

Management of the facilities, operations, programs, and workforce covered by this Agreement are vested exclusively in MNHS, except as limited by the specific provisions of this Agreement. MNHS shall continue to have the sole and exclusive rights customarily and regularly reserved to the employer, including, but not limited to, the right to take the following unilateral actions consistent with its inherent rights as management:

1. Determine when, where, how, and under what circumstances it wishes to operate, suspend, discontinue, or move all or part of its operations;
2. Determine, with the Executive Council of MNHS, the mission, vision, values, and the strategic direction of the organization, including all of the operational plans, programmatic initiatives, products, etc. of the organization;
3. Determine scope, scale, focus and timing of programmatic initiatives, including programs, collecting, projects, preservation, and promotion;
4. Determine how to meet and execute the goals and strategic plan of the organization;
5. Hire, evaluate, promote, demote, suspend, discipline, transfer, lay off, recall, and discharge employees;
6. Relieve employees from duty because of lack of work or other proper reasons;
7. Determine the number of hours to be worked by employees, and to what extent overtime will be worked for non-exempt employees;
8. Assign duties and tasks to employees both within and outside of the bargaining unit as MNHS deems appropriate;
9. Classify and reclassify employees as necessary based upon their day-to-day job duties;
10. Determine appropriate staffing levels, including whether to create new positions or fill vacant positions and with whom, and whether to eliminate any roles or positions and the order of any such elimination(s);
11. Set work schedules and the hours of operation for each MNHS site, as well as determine the dates which each site is open in relation to seasonal activities;
12. Unilaterally implement changes to any MNHS benefit plans (e.g., 401(k) or health insurance plans) under which bargaining unit employees participate under the same terms as MNHS's non-bargaining unit employees;
13. Make technological improvements and install or remove equipment, including labor-saving devices or machines, regardless of whether or not such action causes: (a) a reduction in the number of employees, (b) a transfer of employees, or (c) the elimination of bargaining unit titles or jobs or the assignment of additional or different duties;
14. Select supervisory personnel and control their conditions of employment;
15. Plan, control, direct, form, discontinue, consolidate, or reorganize any department, site, or facility;
16. Promulgate any work rules that do not conflict with the express terms of the collective bargaining agreement;
17. Communicate on behalf of MNHS;
18. Hire or use temporary employees, seasonal employees, volunteers, or interns; and
19. Designate work to be subcontracted and select subcontractors.

The above list of reserved rights are not all-inclusive, but merely indicate the types of rights that are reserved to management. It is understood that the rights, power, and authority held by MNHS prior to the signing of this Agreement, whether exercised or not, are retained by and remain exclusively with MNHS, except as specifically limited or modified by the express provisions of this Agreement.

ARTICLE 22
SAVINGS CLAUSE

In the event that any portion of this Agreement is invalidated by the passage of legislation or a decision of a court of competent jurisdiction, such invalidation shall apply only to those portions so invalidated, and all remaining portions of this Agreement not invalidated shall remain in full force and effect. In the event any provision or provisions are declared to be in conflict with a law, both parties shall meet promptly for the purpose of renegotiating the provision so invalidated. However, the no-strike/no-lockout provisions of Article 20 of this Agreement remain in effect during such renegotiation unless that is the article invalidated by the passage of legislation or a decision of a court of competent jurisdiction.

ARTICLE 23
SCOPE OF AGREEMENT

MNHS and the Union acknowledge and agree that during the negotiations that resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter as to which the National Labor Relations Act imposes an obligation to bargain, and that all understandings and agreements arrived at between MNHS and the Union after the exercise of that right and opportunity are set forth in this Agreement. This Agreement contains the full understanding, undertaking, and agreement of the parties hereto and finally determines and settles all matters of collective bargaining for and during its term. Changes to this Agreement, whether by addition, waivers, deletions, amendments, or modification must be mutually agreed upon in writing and signed by both parties.

ARTICLE 24
DURATION

This Agreement shall take effect as of May 1, 2023 and shall continue in full force and effect through and including June 30, 2026.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be duly executed this _____ day of _____, 2023.

MINNESOTA HISTORICAL SOCIETY

By: *Michelle Kasper*
Title: *Chief Human Resources & Inclusion officer*
Date: *4/28/2023*

By: *Kent Whitworth*
Title: *Director and CEO*
Date: *4-28-23*

AFSCME COUNCIL 5, LOCAL 3173

By: *Molly Gump*
Title: *Pres. Asst., AFSCME Local #3173*
Date: *4/14/23*

By: *David L. Baul*
Title: *Field Rep*
Date: *4-28-23*

APPENDIX A – BASE WAGE RATES

Base Salary Rates Effective from May 1, 2023 Through and Including June 30, 2023

	Base Rate	2 Years	4 Years	6 Years	8 Years	10 Years	12 Years	14 Years & Over
Clerical 59L	\$18.00	\$18.45	\$18.91	\$19.38	\$19.87	\$20.37	\$20.87	\$21.40
Clerical 61L	\$18.50	\$18.96	\$19.44	\$19.92	\$20.42	\$20.93	\$21.45	\$21.99
Clerical 63L	\$19.25	\$19.73	\$20.22	\$20.73	\$21.25	\$21.78	\$22.32	\$22.88
Clerical 65L	\$20.25	\$20.76	\$21.28	\$21.81	\$22.35	\$22.91	\$23.48	\$24.07
Clerical 68L	\$21.50	\$22.04	\$22.59	\$23.15	\$23.73	\$24.33	\$24.93	\$25.56
Clerical 70L	\$23.00	\$23.58	\$24.16	\$24.77	\$25.39	\$26.02	\$26.67	\$27.34
Dev Prof Level 1	\$20.75	\$21.27	\$21.80	\$22.35	\$22.90	\$23.48	\$24.06	\$24.67
Dev Prof Level 2	\$25.25	\$25.88	\$26.53	\$27.19	\$27.87	\$28.57	\$29.28	\$30.01
Dev Prof Level 3	\$31.00	\$31.78	\$32.57	\$33.38	\$34.22	\$35.07	\$35.95	\$36.85
Dev Prof Level 4	\$34.50	\$35.36	\$36.25	\$37.15	\$38.08	\$39.03	\$40.01	\$41.01
IT Specialist 01O	\$22.75	\$23.32	\$23.90	\$24.50	\$25.11	\$25.74	\$26.38	\$27.04
IT Specialist 02O	\$25.25	\$25.88	\$26.53	\$27.19	\$27.87	\$28.57	\$29.28	\$30.01
IT Specialist 03O	\$29.75	\$30.49	\$31.26	\$32.04	\$32.84	\$33.66	\$34.50	\$35.36
IT Specialist 04O	\$33.00	\$33.83	\$34.67	\$35.54	\$36.43	\$37.34	\$38.27	\$39.23
IT Specialist 05P	\$35.50	\$36.39	\$37.30	\$38.23	\$39.19	\$40.16	\$41.17	\$42.20
Professional 05L	\$21.25	\$21.78	\$22.33	\$22.88	\$23.46	\$24.04	\$24.64	\$25.26
Professional 08L	\$23.50	\$24.09	\$24.69	\$25.31	\$25.94	\$26.59	\$27.25	\$27.93
Professional 11L	\$26.00	\$26.65	\$27.32	\$28.00	\$28.70	\$29.42	\$30.15	\$30.91
Professional 14L	\$28.75	\$29.47	\$30.21	\$30.96	\$31.73	\$32.53	\$33.34	\$34.17
Professional 18L	\$33.25	\$34.08	\$34.93	\$35.81	\$36.70	\$37.62	\$38.56	\$39.52
Service 52L	\$18.00	\$18.45	\$18.91	\$19.38	\$19.87	\$20.37	\$20.87	\$21.40
Service 55L	\$18.00	\$18.45	\$18.91	\$19.38	\$19.87	\$20.37	\$20.87	\$21.40
Service 58L	\$18.50	\$18.96	\$19.44	\$19.92	\$20.42	\$20.93	\$21.45	\$21.99
Service 59L	\$18.50	\$18.96	\$19.44	\$19.92	\$20.42	\$20.93	\$21.45	\$21.99
Service 60L	\$19.00	\$19.48	\$19.96	\$20.46	\$20.97	\$21.50	\$22.03	\$22.59
Service 61L	\$19.00	\$19.48	\$19.96	\$20.46	\$20.97	\$21.50	\$22.03	\$22.59
Service 62L	\$19.50	\$19.99	\$20.49	\$21.00	\$21.52	\$22.06	\$22.61	\$23.18
Service 63L	\$19.50	\$19.99	\$20.49	\$21.00	\$21.52	\$22.06	\$22.61	\$23.18
Service 64L	\$20.00	\$20.50	\$21.01	\$21.54	\$22.08	\$22.63	\$23.19	\$23.77
Technical 59M	\$18.00	\$18.45	\$18.91	\$19.38	\$19.87	\$20.37	\$20.87	\$21.40
Technical 61M	\$19.00	\$19.48	\$19.96	\$20.46	\$20.97	\$21.50	\$22.03	\$22.59
Technical 63M	\$19.75	\$20.24	\$20.75	\$21.27	\$21.80	\$22.35	\$22.90	\$23.48
Technical 64M	\$20.25	\$20.76	\$21.28	\$21.81	\$22.35	\$22.91	\$23.48	\$24.07
Technical 65M	\$21.00	\$21.53	\$22.06	\$22.61	\$23.18	\$23.76	\$24.35	\$24.96
Technical 67M	\$22.25	\$22.81	\$23.38	\$23.96	\$24.56	\$25.17	\$25.80	\$26.45

APPENDIX A – BASE WAGE RATES (cont.)

Base Salary Rates Effective from July 1, 2023 Through and Including June 30, 2024

	Base Rate	2 Years	4 Years	6 Years	8 Years	10 Years	12 Years	14 Years & Over
Clerical 59L	\$18.54	\$19.00	\$19.48	\$19.97	\$20.46	\$20.98	\$21.50	\$22.04
Clerical 61L	\$19.06	\$19.53	\$20.02	\$20.52	\$21.03	\$21.56	\$22.10	\$22.65
Clerical 63L	\$19.83	\$20.32	\$20.83	\$21.35	\$21.89	\$22.43	\$22.99	\$23.57
Clerical 65L	\$20.86	\$21.38	\$21.91	\$22.46	\$23.02	\$23.60	\$24.19	\$24.79
Clerical 68L	\$22.15	\$22.70	\$23.27	\$23.85	\$24.44	\$25.06	\$25.68	\$26.32
Clerical 70L	\$23.69	\$24.28	\$24.89	\$25.51	\$26.15	\$26.80	\$27.47	\$28.16
Dev Prof Level 1	\$21.37	\$21.91	\$22.45	\$23.02	\$23.59	\$24.18	\$24.79	\$25.41
Dev Prof Level 2	\$26.01	\$26.66	\$27.32	\$28.01	\$28.71	\$29.43	\$30.16	\$30.91
Dev Prof Level 3	\$31.93	\$32.73	\$33.55	\$34.39	\$35.24	\$36.13	\$37.03	\$37.95
Dev Prof Level 4	\$35.54	\$36.42	\$37.33	\$38.27	\$39.22	\$40.20	\$41.21	\$42.24
IT Specialist 01O	\$23.43	\$24.02	\$24.62	\$25.23	\$25.87	\$26.51	\$27.17	\$27.85
IT Specialist 02O	\$26.01	\$26.66	\$27.32	\$28.01	\$28.71	\$29.43	\$30.16	\$30.91
IT Specialist 03O	\$30.64	\$31.41	\$32.19	\$33.00	\$33.82	\$34.67	\$35.54	\$36.42
IT Specialist 04O	\$33.99	\$34.84	\$35.71	\$36.60	\$37.52	\$38.46	\$39.42	\$40.40
IT Specialist 05P	\$36.57	\$37.48	\$38.42	\$39.38	\$40.36	\$41.37	\$42.40	\$43.46
Professional 05L	\$21.89	\$22.43	\$23.00	\$23.57	\$24.16	\$24.76	\$25.38	\$26.02
Professional 08L	\$24.21	\$24.81	\$25.43	\$26.07	\$26.72	\$27.39	\$28.07	\$28.77
Professional 11L	\$26.78	\$27.45	\$28.14	\$28.84	\$29.56	\$30.30	\$31.06	\$31.83
Professional 14L	\$29.61	\$30.35	\$31.11	\$31.89	\$32.69	\$33.50	\$34.34	\$35.20
Professional 18L	\$34.25	\$35.10	\$35.98	\$36.88	\$37.80	\$38.75	\$39.72	\$40.71
Service 52L	\$18.54	\$19.00	\$19.48	\$19.97	\$20.46	\$20.98	\$21.50	\$22.04
Service 55L	\$18.54	\$19.00	\$19.48	\$19.97	\$20.46	\$20.98	\$21.50	\$22.04
Service 58L	\$19.06	\$19.53	\$20.02	\$20.52	\$21.03	\$21.56	\$22.10	\$22.65
Service 59L	\$19.06	\$19.53	\$20.02	\$20.52	\$21.03	\$21.56	\$22.10	\$22.65
Service 60L	\$19.57	\$20.06	\$20.56	\$21.07	\$21.60	\$22.14	\$22.70	\$23.26
Service 61L	\$19.57	\$20.06	\$20.56	\$21.07	\$21.60	\$22.14	\$22.70	\$23.26
Service 62L	\$20.09	\$20.59	\$21.10	\$21.63	\$22.17	\$22.72	\$23.29	\$23.87
Service 63L	\$20.09	\$20.59	\$21.10	\$21.63	\$22.17	\$22.72	\$23.29	\$23.87
Service 64L	\$20.60	\$21.12	\$21.64	\$22.18	\$22.74	\$23.31	\$23.89	\$24.49
Technical 59M	\$18.54	\$19.00	\$19.48	\$19.97	\$20.46	\$20.98	\$21.50	\$22.04
Technical 61M	\$19.57	\$20.06	\$20.56	\$21.07	\$21.60	\$22.14	\$22.70	\$23.26
Technical 63M	\$20.34	\$20.85	\$21.37	\$21.91	\$22.45	\$23.02	\$23.59	\$24.18
Technical 64M	\$20.86	\$21.38	\$21.91	\$22.46	\$23.02	\$23.60	\$24.19	\$24.79
Technical 65M	\$21.63	\$22.17	\$22.73	\$23.29	\$23.88	\$24.47	\$25.08	\$25.71
Technical 67M	\$22.92	\$23.49	\$24.08	\$24.68	\$25.30	\$25.93	\$26.58	\$27.24

APPENDIX A – BASE WAGE RATES (cont.)

Base Salary Rates Effective from July 1, 2024 Through and Including June 30, 2025

	Base Rate	2 Years	4 Years	6 Years	8 Years	10 Years	12 Years	14 Years & Over
Clerical 59L	\$19.10	\$19.57	\$20.06	\$20.56	\$21.08	\$21.61	\$22.15	\$22.70
Clerical 61L	\$19.63	\$20.12	\$20.62	\$21.14	\$21.66	\$22.21	\$22.76	\$23.33
Clerical 63L	\$20.42	\$20.93	\$21.46	\$21.99	\$22.54	\$23.11	\$23.68	\$24.28
Clerical 65L	\$21.48	\$22.02	\$22.57	\$23.14	\$23.71	\$24.31	\$24.91	\$25.54
Clerical 68L	\$22.81	\$23.38	\$23.96	\$24.56	\$25.18	\$25.81	\$26.45	\$27.11
Clerical 70L	\$24.40	\$25.01	\$25.64	\$26.28	\$26.93	\$27.61	\$28.30	\$29.00
Dev Prof Level 1	\$22.01	\$22.56	\$23.13	\$23.71	\$24.30	\$24.91	\$25.53	\$26.17
Dev Prof Level 2	\$26.79	\$27.46	\$28.14	\$28.85	\$29.57	\$30.31	\$31.07	\$31.84
Dev Prof Level 3	\$32.89	\$33.71	\$34.55	\$35.42	\$36.30	\$37.21	\$38.14	\$39.09
Dev Prof Level 4	\$36.60	\$37.52	\$38.45	\$39.42	\$40.40	\$41.41	\$42.45	\$43.51
IT Specialist 01O	\$24.14	\$24.74	\$25.36	\$25.99	\$26.64	\$27.31	\$27.99	\$28.69
IT Specialist 02O	\$26.79	\$27.46	\$28.14	\$28.85	\$29.57	\$30.31	\$31.07	\$31.84
IT Specialist 03O	\$31.56	\$32.35	\$33.16	\$33.99	\$34.84	\$35.71	\$36.60	\$37.52
IT Specialist 04O	\$35.01	\$35.88	\$36.78	\$37.70	\$38.64	\$39.61	\$40.60	\$41.62
IT Specialist 05P	\$37.66	\$38.60	\$39.57	\$40.56	\$41.57	\$42.61	\$43.68	\$44.77
Professional 05L	\$22.54	\$23.11	\$23.69	\$24.28	\$24.88	\$25.51	\$26.14	\$26.80
Professional 08L	\$24.93	\$25.55	\$26.19	\$26.85	\$27.52	\$28.21	\$28.91	\$29.64
Professional 11L	\$27.58	\$28.27	\$28.98	\$29.70	\$30.45	\$31.21	\$31.99	\$32.79
Professional 14L	\$30.50	\$31.26	\$32.04	\$32.85	\$33.67	\$34.51	\$35.37	\$36.26
Professional 18L	\$35.27	\$36.16	\$37.06	\$37.99	\$38.94	\$39.91	\$40.91	\$41.93
Service 52L	\$19.10	\$19.57	\$20.06	\$20.56	\$21.08	\$21.61	\$22.15	\$22.70
Service 55L	\$19.10	\$19.57	\$20.06	\$20.56	\$21.08	\$21.61	\$22.15	\$22.70
Service 58L	\$19.63	\$20.12	\$20.62	\$21.14	\$21.66	\$22.21	\$22.76	\$23.33
Service 59L	\$19.63	\$20.12	\$20.62	\$21.14	\$21.66	\$22.21	\$22.76	\$23.33
Service 60L	\$20.16	\$20.66	\$21.18	\$21.71	\$22.25	\$22.81	\$23.38	\$23.96
Service 61L	\$20.16	\$20.66	\$21.18	\$21.71	\$22.25	\$22.81	\$23.38	\$23.96
Service 62L	\$20.69	\$21.20	\$21.73	\$22.28	\$22.84	\$23.41	\$23.99	\$24.59
Service 63L	\$20.69	\$21.20	\$21.73	\$22.28	\$22.84	\$23.41	\$23.99	\$24.59
Service 64L	\$21.22	\$21.75	\$22.29	\$22.85	\$23.42	\$24.01	\$24.61	\$25.22
Technical 59M	\$19.10	\$19.57	\$20.06	\$20.56	\$21.08	\$21.61	\$22.15	\$22.70
Technical 61M	\$20.16	\$20.66	\$21.18	\$21.71	\$22.25	\$22.81	\$23.38	\$23.96
Technical 63M	\$20.95	\$21.48	\$22.01	\$22.56	\$23.13	\$23.71	\$24.30	\$24.91
Technical 64M	\$21.48	\$22.02	\$22.57	\$23.14	\$23.71	\$24.31	\$24.91	\$25.54
Technical 65M	\$22.28	\$22.84	\$23.41	\$23.99	\$24.59	\$25.21	\$25.84	\$26.48
Technical 67M	\$23.61	\$24.20	\$24.80	\$25.42	\$26.06	\$26.71	\$27.37	\$28.06

APPENDIX A – BASE WAGE RATES (cont.)

Base Salary Rates Effective from July 1, 2025 Through and Including June 30, 2026

	Base Rate	2 Years	4 Years	6 Years	8 Years	10 Years	12 Years	14 Years & Over
Clerical 59L	\$19.67	\$20.16	\$20.66	\$21.18	\$21.71	\$22.25	\$22.81	\$23.38
Clerical 61L	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03
Clerical 63L	\$21.03	\$21.56	\$22.10	\$22.65	\$23.22	\$23.80	\$24.39	\$25.00
Clerical 65L	\$22.13	\$22.68	\$23.25	\$23.83	\$24.42	\$25.04	\$25.66	\$26.30
Clerical 68L	\$23.49	\$24.08	\$24.68	\$25.30	\$25.93	\$26.58	\$27.25	\$27.93
Clerical 70L	\$25.13	\$25.76	\$26.41	\$27.07	\$27.74	\$28.44	\$29.15	\$29.87
Dev Prof Level 1	\$22.67	\$23.24	\$23.82	\$24.42	\$25.03	\$25.65	\$26.29	\$26.95
Dev Prof Level 2	\$27.59	\$28.28	\$28.99	\$29.71	\$30.46	\$31.22	\$32.00	\$32.80
Dev Prof Level 3	\$33.87	\$34.72	\$35.59	\$36.48	\$37.39	\$38.33	\$39.28	\$40.27
Dev Prof Level 4	\$37.70	\$38.64	\$39.61	\$40.60	\$41.61	\$42.65	\$43.72	\$44.81
IT Specialist 01O	\$24.86	\$25.48	\$26.12	\$26.77	\$27.44	\$28.13	\$28.83	\$29.55
IT Specialist 02O	\$27.59	\$28.28	\$28.99	\$29.71	\$30.46	\$31.22	\$32.00	\$32.80
IT Specialist 03O	\$32.51	\$33.32	\$34.15	\$35.01	\$35.88	\$36.78	\$37.70	\$38.64
IT Specialist 04O	\$36.06	\$36.96	\$37.89	\$38.83	\$39.80	\$40.80	\$41.82	\$42.86
IT Specialist 05P	\$38.79	\$39.76	\$40.76	\$41.77	\$42.82	\$43.89	\$44.99	\$46.11
Professional 05L	\$23.22	\$23.80	\$24.40	\$25.01	\$25.63	\$26.27	\$26.93	\$27.60
Professional 08L	\$25.68	\$26.32	\$26.98	\$27.65	\$28.34	\$29.05	\$29.78	\$30.52
Professional 11L	\$28.41	\$29.12	\$29.85	\$30.60	\$31.36	\$32.14	\$32.95	\$33.77
Professional 14L	\$31.42	\$32.20	\$33.01	\$33.83	\$34.68	\$35.54	\$36.43	\$37.34
Professional 18L	\$36.33	\$37.24	\$38.17	\$39.13	\$40.11	\$41.11	\$42.14	\$43.19
Service 52L	\$19.67	\$20.16	\$20.66	\$21.18	\$21.71	\$22.25	\$22.81	\$23.38
Service 55L	\$19.67	\$20.16	\$20.66	\$21.18	\$21.71	\$22.25	\$22.81	\$23.38
Service 58L	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03
Service 59L	\$20.22	\$20.72	\$21.24	\$21.77	\$22.31	\$22.87	\$23.44	\$24.03
Service 60L	\$20.76	\$21.28	\$21.81	\$22.36	\$22.92	\$23.49	\$24.08	\$24.68
Service 61L	\$20.76	\$21.28	\$21.81	\$22.36	\$22.92	\$23.49	\$24.08	\$24.68
Service 62L	\$21.31	\$21.84	\$22.39	\$22.95	\$23.52	\$24.11	\$24.71	\$25.33
Service 63L	\$21.31	\$21.84	\$22.39	\$22.95	\$23.52	\$24.11	\$24.71	\$25.33
Service 64L	\$21.85	\$22.40	\$22.96	\$23.53	\$24.12	\$24.73	\$25.34	\$25.98
Technical 59M	\$19.67	\$20.16	\$20.66	\$21.18	\$21.71	\$22.25	\$22.81	\$23.38
Technical 61M	\$20.76	\$21.28	\$21.81	\$22.36	\$22.92	\$23.49	\$24.08	\$24.68
Technical 63M	\$21.58	\$22.12	\$22.67	\$23.24	\$23.82	\$24.42	\$25.03	\$25.65
Technical 64M	\$22.13	\$22.68	\$23.25	\$23.83	\$24.42	\$25.04	\$25.66	\$26.30
Technical 65M	\$22.95	\$23.52	\$24.11	\$24.71	\$25.33	\$25.96	\$26.61	\$27.28
Technical 67M	\$24.31	\$24.92	\$25.54	\$26.18	\$26.84	\$27.51	\$28.20	\$28.90

