



Office and Professional Employees International Union  
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**COLLECTIVE BARGAINING AGREEMENT**

**BETWEEN**

**WELFARE AND PENSION ADMINISTRATION SERVICE, INC.**

**AND**

**OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION  
LOCAL NO. 8, AFL-CIO**

**FOR THE PERIOD OF**

**JANUARY 1, 2022 THROUGH DECEMBER 31, 2026**

COLLECTIVE BARGAINING AGREEMENT  
OPEIU LOCAL 8 – WPAS

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## COLLECTIVE BARGAINING AGREEMENT

### WELFARE AND PENSION ADMINISTRATION SERVICE, INC.

THIS AGREEMENT is made and entered into at Mercer Island, Washington this 1<sup>st</sup> day of January 2022, by and between WELFARE AND PENSION ADMINISTRATION SERVICE, INC., the EMPLOYER, and OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION LOCAL NO. 8, AFL-CIO, the UNION, for the purpose of fixing the wage scale, schedule of hours, and general rules and regulations between the EMPLOYER and the UNION, and to clearly define mutual obligations of the parties.

#### PREAMBLE

**WHEREAS**, the parties desire to cooperate in establishing conditions which will tend to secure to the employees a living wage and fair and reasonable conditions of employment, and to provide methods for fair and peaceful adjustments of all disputes which may arise between them, so as to secure uninterrupted operation of the office involved.

**NOW, THEREFORE**, be it mutually agreed to as follows:

#### ARTICLE 1

##### RECOGNITION OF THE UNION

**Section 1.1** The Employer agrees to recognize and hereby does recognize the Union as the sole and exclusive collective bargaining agent with respect to rates of pay, hours and all other terms and conditions of employment for the appropriate bargaining unit herein established and described as follows: All office and technical employees employed by the Employer, excluding staff assistants and supervisors as defined by the Act, and also excluding all employees of Labor Trust Services, a branch office of the Employer located in Alaska.

**Section 1.2 UNION LABEL** All work-related products and or correspondence produced by a bargaining unit employee that is sent out of any office under this contract shall bear the Union label of the Office and Professional Employees Local No. 8.

**Section 1.3 UNION JURISDICTION** The Agreement shall cover all members of Local Union 8, OPEIU at WPAS current location or at the location if WPAS moves its corporate headquarters.

#### ARTICLE 2

##### UNION SECURITY

**Section 2.1** The Employer agrees that all employees covered under this Agreement, as a condition of employment, thirty-one (31) days from the effective date of this Agreement, shall become and remain members of the Union in good standing.

**Section 2.2** The Employer further agrees that all new employees hired subsequent to the effective date of this Agreement shall, as a condition of employment, become members of the Union on or before thirty-one (31) days from the date of employment and thereafter remain members of the Union in good standing.

**Section 2.3** In the event an employee fails to make application for membership to join the Union within thirty-one (31) days from the date of employment or to maintain membership in good standing, the Union shall submit proof in writing to the Employer requesting termination of said employee. The employee shall be notified of this letter and shall be terminated if the employee does not become a member in good standing within five (5) days after receipt of notice by the Employer.

**Section 2.4** No employee, who, prior to the date of this Agreement, was receiving more than the rate of wages or benefits designated in this Agreement for the class of work in which they perform, shall suffer a reduction in the rate of wages or benefits from the application of this Agreement.

**Section 2.5(a)** The Employer will deduct an amount equal to the Union's monthly dues from the pay of each member of the Union who voluntarily executes a wage assignment authorization form. When filed with the Employer, the authorization form will be honored in accordance with its terms. A copy of the authorization form to be used by Union members is set forth as Exhibit "B" to this Agreement.

**Section 2.5(b)** Upon issue and transmission of a check to the Union, the Employer's responsibility shall cease with respect to such deduction. The Union and each employee authorizing the assignment of wages for the payment of Union dues hereby undertake to indemnify and hold the Employer harmless from all claims, demands, suits or other forms of liability that shall arise against the Employer for or on account of any deduction made from the wages of such employee.

**Section 2.6 ROSTERS** The Employer shall supply to the Union a list semi-annually (January and July) by e-mail of all employees covered by this Agreement including the full name, job title, department, rate of pay and gross pay, hours worked, FTE status, starting date, date of birth and employee identification number. New hire rosters shall include their full name, home address, job title, department, rate of pay and gross pay, hours worked, FTE status, starting date, date of birth, employee identification number, work email address, and personal email address/personal phone number (where the employee provides the information to the Employer). The new hire roster and list of terminations shall be provided to the Union on a monthly basis. Upon termination of employment the Employer will provide the Union a roster that includes the full name, rate of pay and jobtitle of the employee. The Union agrees to furnish the Employer prompt notice of all covered employees who become delinquent in paying monthly Union dues.

## ARTICLE 3

### UNION BUSINESS

**Section 3.1 UNION ACCESS** The Business Representative of the Union shall be allowed admission to the Employer's place of business at any reasonable time during working hours for the purpose of investigating conditions existing on the job, providing that the employee first notifies the Employer.

**Section 3.2 SHOP STEWARDS** The Union shall have the right to designate shop stewards and the employees so chosen shall be certified in writing to the Employer. A steward so certified may investigate, discuss and process the grievance with individual members in accordance with Article 18; provided that, such actions shall not unreasonably interfere with required work production by members.

**Section 3.3** No more than two (2) employees shall be granted leave from duty without any loss of pay for all meetings between the Employer and the Union for the purpose of negotiating the terms of this contract, when such meetings take place at a time during which any such members are scheduled to be on duty.

**Section 3.4 BULLETIN BOARDS** A bulletin board section shall be made available to the Union in convenient locations in the Employer's place of business for the purpose of posting Union notices.

**Section 3.5 NEW EMPLOYEE ORIENTATION** The Employer shall provide each new employee a copy of this Agreement and new member packets, both of which will be produced by the Union and provided to the Employer for distribution. A representative of the Union or a Shop Steward will be permitted up to thirty (30) minutes to meet with new employees during each new employee orientation. Time up to thirty (30) minutes for the new employee orientation will be paid time for the Shop Steward and the new employee.

**Section 3.6 UNION ACTIVITIES** The employer shall grant leave from duty for employees who are requested to attend meetings between the Employer and the Union including, but not limited to meetings for grievances, mediation, or arbitration hearing, such meetings shall be scheduled to take place at a reasonable time during which members are scheduled to be on duty. Provided, the Employer shall pay for one (1) employee to attend an arbitration hearing.

**Section 3.7 OPEIU LOCAL 8 HARDSHIP FUND CHECK-OFF** The Employer shall deduct the sum specified from the pay of each member of the Union who voluntarily executes a Hardship Fund contribution authorization. The amount deducted, payable to OPEIU Local #8 Hardship Fund, and a roster of each employee authorizing assignment of wages will be transmitted to the Union. The Union and each employee authorizing the assignment of wages for payment to the OPEIU Local 8 Hardship Fund hereby undertakes to indemnify and hold the employer harmless from all claims, demands, suits and other liability that may arise against the employer for or on account of any deduction made from the wages of such employee.

## ARTICLE 4

### DEFINITIONS

**Section 4.1 REGULAR FULL-TIME EMPLOYEE** A regular full-time employee is an employee who has been in the employ of the Employer full-time for a period of over thirty (30) calendar days and normally works a regular continuing schedule of seven and one-half (7 ½) hours per day and thirty-seven and one-half (37 ½) hours per week or eight (8) hours per day and forty (40) hours per week, and shall be entitled to full benefits under the terms of this Agreement.

**Section 4.2 REGULAR PART-TIME EMPLOYEE** A regular part-time employee is an employee who works less than the regular seven and one-half (7 ½) hour day and/or less than a five (5) day workweek and who has been in the employ of the Employer for a period of over thirty (30) calendar days and shall be granted vacation with pay, sick leave and holiday pay, including shift differential, on the same basis as a regular full-time employee, prorated to the number of hours worked per month. Provided, that a regular part-time employee must work at least thirty (30) hours per week to be eligible for any benefits other than wages.

**Section 4.3 TEMPORARY EMPLOYEE** Temporary employees are employees who are hired for a maximum period of three (3) months. Temporary employees shall be required to pay the appropriate work permit fees to the Union. They shall be paid the minimum rate for their respective classifications and shall not be entitled to fringe benefits, however, after two (2) months of employment they shall be entitled to an additional twenty-five cents (\$0.25) per hour. A temporary employee who becomes a regular employee or a regular part-time employee shall receive a new hire date on the date they become a regular employee or a regular part-time employee.

**Section 4.4 PROBATIONARY EMPLOYEE** A probationary employee is an employee who is completing the probationary schedule as defined in Article 5. An employee terminated during the probationary period defined in Article 5, Section 5.3 shall not have recourse to the grievance procedure.

**Section 4.5 TRANSFER** A transfer is a move from one job family/job classification to another job family/job classification (regardless of increase or decrease of labor grade). Such transfer may be initiated by the Employer or employee. Employer initiated transfers shall not result in a reduction of pay.

**Section 4.6 PROMOTION** A move from a lower labor grade to a higher labor grade.

**Section 4.7 DOWNGRADE** A move from a higher labor grade to a lower labor grade.

**Section 4.8 SALARY APPLICATION** The following applies to items Section 4.5 Transfer and Section 4.7, Downgrade of this Section. It is recognized that an employee may be required to accept a salary reduction if:

**Section 4.8(a)** Application is made by the employee and accepted by the Employer for an employee who leaves a higher salaried classification to work in a lower salaried

classification, or

**Section 4.8(b)** Application is made by an employee and accepted by the Employer to work in a higher salaried classification but must enter the new classification in one of the six (6) month training increments as determined by the Employer. The employee shall be advised of this situation and the salary amounts at the time his/her application is being considered.

## ARTICLE 5

### **HIRING, PROMOTION, TRANSFER, PROBATION, DISCIPLINE AND TERMINATION, AND TRAINING AND MANAGEMENT RIGHTS CLAUSE**

**Section 5.1 MANAGEMENT RIGHTS** The parties recognize the broad rights of the Employer to manage its business. The Union recognizes that the right of the Employer to control and supervise all operations and direct all working forces, including the right to select and hire, discharge for justifiable cause, suspend, discipline, layoff, promote, demote, reclassify or transfer employees or relieve them from duty, to control and regulate the use of allequipment and other property of the Employer, and to maintain discipline and efficiency among its employees are vested exclusively with the Employer; provided that the implementation of such rights do not abridge the specific terms of this Agreement and will not be used for the purpose of discriminating against the Union or any of its members.

### **Section 5.2 HIRING AND JOB POSTING PROCEDURES**

**Section 5.2(a)** Prior to filling the position a notice of all job vacancies shall be posted for five working days on the Union section of the bulletin board. The posted notice will include a brief description of the qualifications and responsibilities of the vacant position.

**Section 5.2(b)** Covered employees who have at least six (6) months experience in their latest job position and make timely application during the five (5) workday period will be considered eligible for the vacant position, subject to the terms of Section 5.2(d).

**Section 5.2(c)** Employees who make application for a vacant position will receive notification of acceptance or rejection in writing. Such notification shall be given or sent to all applicants at the same time. Within twenty-four (24) hours after the applicants have been notified, an announcement will be posted on the Union bulletin board notifying all employees of the employee selected for the vacant position.

**Section 5.2(d)** The awarding of all vacant and promotional positions shall be subject to the seniority system of Article 6 within classification unless such factors as skill, competence, efficiency and reliability are unequal as determined by the Employer. The Employer shall not be denied the right to fill the position with an individual from outside sources or other internal sources once the provisions of Section 5.2(a), (b), and (c) have been exercised and it has been determined covered employees who have made application through the job posting procedure are deemed unqualified for the position.

**Section 5.2(e)** It is agreed that the Employer will pay charges incident to the hiring of employees which are incurred due to the requirement of the Employer as follows: Medical

examinations and bonding and, if such services are requested by the Employer, employment agency fees after one (1) year of service.

**Section 5.2(f)** Written disciplinary notices provided shall remain in effect for a period of no more than twelve (12) months except in egregious situations or repeated work performance issues resulting in a substantive negative impact to the Employer. The written notice will not be effective after twelve (12) months from the date of issuance, with the exceptions provided above, if no further written disciplinary notices are received for the same infraction within this twelve (12) month period.

**Section 5.3 PROBATIONARY PERIOD** Newly hired employees hired on after ratification shall serve a one hundred twenty (120) calendar day probationary period. An employee terminated during this probationary period shall not have the recourse to the grievance procedure.

**Section 5.4 TRIAL PERIOD** An employee promoted or transferred to a new position shall have a ninety (90) calendar day trial period, and shall receive the appropriate rate of pay for the new position during such trial period. An employee who does not complete their training program and meet department standards for a new position during the trial period shall be returned to the previously held position, at the former rate of pay, with no loss of seniority. Prior to removal from a new position the employee shall be given a written explanation of the reason(s) she or he was determined to be unqualified.

**Section 5.5 DISCIPLINE AND DISCHARGE FROM EMPLOYMENT** The Employer shall use a discipline approach that, consistent with just cause, may include performance improvement plans, oral warnings, written warnings, suspensions and/or terminations. The Employer shall not discipline, discharge or suspend any employee without just cause. No employee shall be disciplined or discharged while on paid sick leave, vacation or on approved leave of absence except for just cause. An employee shall receive written notice from the Employer or his agent, stating the true cause of any discipline being issued or at the time of termination. A copy of such notice shall also be provided to the Union upon the employee's request. The Employer retains the right to discharge new employees during or at the end of the probationary period and the discharge shall not be subject to the grievance procedure.

**Section 5.5(a)** The Union shall have the right to file a grievance for any violation of the contract including but not limited to discipline, suspension, or termination of its members.

**Section 5.5(b)** A copy of the disciplinary notices shall be submitted to the employee within ten (10) work days of the date the Employer makes a determination of a discipline. The Employer may request an extension of time in which to conduct further investigation or otherwise consider the matter. Noncompliance with the ten (10) work day time limit or the extension period will set aside the written warning notice as being null and void.

**Section 5.5(c)** At the time of issuance, and prior to placement in personnel records, the employee shall be given the opportunity to read, sign and answer all written warning notices. The employee's signature shall not signify an admission of guilt or concurrence to the charge but shall be requested to indicate the employee comprehends the disciplinary action.



**Section 5.5(d) NOTICE OF TERMINATION** Employees whose employment is terminated by the Employer for other than just cause, shall be given two (2) weeks' notice or two (2) weeks' pay in lieu of notice. Regular employees who desire to voluntarily terminate their employment shall give the Employer two (2) weeks' notice prior to the termination date selected.

**Section 5.5(e)** Upon termination of employment for other than just cause, earned and accrued vacation and sick leave shall be paid in accordance with the terms of the Agreement. In the event employees who voluntarily terminate their employment fail to give two (2) weeks' notice as provided in Section 5.5(d), the employee shall forfeit earned and accrued vacation and sick leave. Employees will be required to work all regularly scheduled shifts during the two (2) weeks' notice period unless (a) the employee has approved time off in which case the employee must give an additional two (2) weeks' notice prior to the scheduled approved time off, or (b) the employee is unable to work the regularly scheduled shifts for reasons covered by a protected leave, (i.e. FMLA, FCA, WA Paid Sick Leave). Employees who fail to work the regularly scheduled shifts during the notice period, excluding the above stated exceptions, may forfeit accrued vacation and sick leave.

## ARTICLE 6

### **SENIORITY, LAYOFF AND RECALL PROCEDURES**

#### **Section 6.1 SENIORITY**

**Section 6.1(a) DEFINITION** Seniority is defined as a full-time or part-time employee's continuous length of service in the bargaining unit with the Employer from the most recent date of hire and shall be cumulative on an office-wide basis.

**Section 6.1(b) APPLICATION OF SENIORITY** Layoffs, rehires, transfers, vacation preference, shift changes, overtime, telework assignments, and promotions shall be by seniority within classification unless such factors as skill, competence, efficiency and reliability are unequal as determined by the Employer.

**Section 6.1(c)** An employee shall lose all seniority rights for any one or more of the following reasons:

- (1) Voluntary resignation.
- (2) Discharge for just cause.
- (3) Failure to return in accordance with the terms of a leave of absence or when recalled from layoff.
- (4) Retirement.

#### **Section 6.2 LAYOFF PROCEDURE**

**Section 6.2(a)** The occurrence and existence of any condition necessitating a layoff, and the number of Employees involved, will be determined exclusively by the Employer. Following such determination, the Employer will notify the Union in writing of the anticipated layoff within ten (10) working days prior to implementing a layoff. The Employer agrees to discuss with the Union alternatives to layoffs.

**Section 6.2(b)** Notice of such shall be given at least two (2) weeks prior to the layoff, or two (2) weeks' pay shall be paid in lieu of notice. In the event of a layoff, the Employer will first seek volunteers for layoff from the applicable job title identified in Exhibit C (List of current job groups and titles). The Employer may add new titles or not use titles as it determines in its discretion.) If there are more volunteers for layoff than needed, seniority shall be the determining factor among the volunteers. If there are insufficient volunteers, the following process will be utilized: The employee with the least amount of seniority in the affected job title will be the first person laid off unless such factors as skill, competence, efficiency and reliability are unequal as determined by the Employer. If vacant positions exist in the same job group, the affected employee(s) who have been laid off shall be placed in the vacant positions(s) provided the employee(s) are qualified for the position. If vacant positions exist elsewhere in the organization, the affected employee may choose layoff or choose to apply for the other vacant position provided they are qualified for the role. An employee who is transferred to a lower rated job shall retain their current rate of pay or the maximum pay step of the lower job classification, whichever is lower.

**Section 6.2(c)** Upon layoff, an employee shall be paid for all earned and accrued vacation and sick leave in accordance with the terms of this Agreement.

**Section 6.2(d)** If, as an alternative to layoff, an employee is offered another assignment, the employee will be offered wages appropriate to the new job classification.

### **Section 6.3 RECALL PROCEDURE**

**Section 6.3(a)** An employee laid off or displaced from a job classification shall be first in line for recall to the employee's previously held classification for a period of up to twelve (12) months.

**Section 6.3(b)** An employee recalled and reinstated to the former position held shall receive the employee's former rate of pay in addition to any wage increases which were applied to their job classification during the period the employee was on the recall list. An employee recalled to a different position will be offered wages appropriate to the different job classification. Rejection by a laid off Employee of an Employer offer for a different position will not affect the recall status provision of Section 6.3(a).

**Section 6.3(c)** Employees shall not accrue seniority while on layoff status, but shall retain seniority to the time of commencement of layoff. Upon recall, an employee shall commence accruing seniority and the employee's seniority date shall be accordingly adjusted.

**Section 6.3(d)** Notice of job openings or potential re-employment to an employee who has been laid off shall be made by first class mail and email to the last known address of such laid off employee. It is the employee's responsibility to keep the Employer informed as to the employee's current email and mailing address.

**Section 6.4** Seniority shall be the prevailing factor for vacations, except for the week with Thanksgiving and the week of Christmas which shall be on a rotational basis in a department.

**Section 6.5** A seniority roster showing the name, job title and adjusted service date of each employee in the bargaining unit will be posted on the Union section of the bulletin board accessible to all employees affected. The said roster will be revised and posted in January and July of each year and shall remain posted until superseded by a new roster. The Union will be furnished with a copy of the posted roster.

## ARTICLE 7

### HOLIDAYS

**Section 7.1** The following named holidays shall be granted with no deduction in salary and shall be paid for as though the employee has worked a full shift at the actual rate of pay:

New Year's Day	One (1) Floating Holidays (Employee Choice)
Presidents' Day	Thanksgiving Day
Memorial Day	Day After Thanksgiving
Independence Day	Last Working Day Before Christmas
Labor Day	Christmas Day

In recognition of the diverse workforce, the employee may choose to use the employee's floating holiday to recognize a personal holiday not listed above, with no restrictions on number of employees that can be off on that day.

**Section 7.2** Employees required to report for work on a holiday recognized in this Agreement shall receive a minimum of seven and one-half (7 ½) hours pay at time and one-half. Employees required to report for work on a recognized holiday in the Agreement who work a forty (40) hour work week shall receive a minimum of eight (8) hours of pay at time and one-half.

**Section 7.3** If any of the aforementioned holidays fall on Saturday, the holiday will be the preceding Friday. If the holiday falls on Sunday, the following Monday shall be considered the holiday.

**Section 7.4** Holiday pay will be compensable provided the employee works the last working day prior to the holiday and the first working day following the holiday, except those employees on authorized vacation leave, on a floating holiday, or absences covered by any local, state or federal leave law provided the employee has paid time available and the employee has provided necessary documentation for valid leave use.

## ARTICLE 8

### SICK LEAVE AND LEAVES OF ABSENCE

**Section 8.1 WA SICK LEAVE** Employees shall earn sick leave with pay ("WA Sick Leave") at the rate of one (1) hour for every forty (40) hours worked. They will have access to their WA Sick Leave after ninety (90) days of employment. During the probationary period the employee continues to accrue (1) hour for every forty (40) hours worked. After the completion of the employee's probationary period, they will begin to receive WA Sick Leave front-loaded quarterly

in the amount of thirteen (13) hours. At the end of each calendar year, all unused WA Sick hours over forty (40) will be transferred to their Fringe Sick. The Employer shall comply with Washington State law in providing WA Sick Leave.

**Section 8.2 FRINGE SICK LEAVE** Employees shall earn Fringe Sick Leave following the completion of their probationary period at the rate of 1.59 hours bi-monthly, cumulative to a maximum of sixty (60) days. (Employees who have accrued fifty (50) or more days as of April 1, 1993, shall be entitled to continue to accrue Fringe Sick leave up to a maximum of seventy-two (72) days.) Employees hired after April 30, 2012 maximum accrual shall not exceed twenty (20) days.

**Section 8.2(a)** Fringe Sick Leave shall be approved by the Employer for the following purposes: Medical, dental, optical examination and/or treatment and surgery, illness, convalescence, pregnancy leave, injury, accident, and mental health. The Employer may require satisfactory documentation when an employee uses Fringe Sick Leave if there is a clear instance or pattern of abuse or when an employee is gone for more than three (3) consecutive days.

**Section 8.3 PAYMENT UPON TERMINATION** Unused accumulated WA Sick Leave and Fringe Sick Leave shall not be paid upon termination when an employee is terminated for just cause. An employee hired before April 30, 2012 shall be compensated for all unused accumulated WA & Fringe Sick leave upon termination for other than just cause in accordance with Section 5.5(e) to a maximum of forty-five (45) days, at which such sick leave is accrued. Employees hired after April 30, 2012, maximum compensated sick leave shall not exceed twenty (20) days.

**Section 8.4 FEDERAL FAMILY MEDICAL LEAVE ACT** Employees who have worked more than 1250 hours in the previous twelve (12) months may request a twelve (12) week unpaid leave for:

- (1) The birth of a child or placement of a child with the employee for adoption or fostercare.
- (2) Employee's own serious health condition.
- (3) To care for a spouse, child or parent due to a serious health condition.

This leave is available once in a twelve (12) month period. Employees who have met all the conditions for the leave are guaranteed reinstatement to the same or similar job at the same rate of pay including contractual and step increases. The Employer shall maintain the current level of medical benefits up to twelve (12) weeks during such leave. The Employer will follow all mandated leave laws.

**Section 8.5 MEDICAL LEAVES OF ABSENCE** Upon exhaustion of accumulated WA Sick Leave and Fringe Sick Leave, employees may present a physician's recommendation that leave be continued. The Employer may grant an extension or subsequent extensions of leave without pay. The Employer will not unreasonably deny supported requests for an extended unpaid medical leave of absence.

An employee on a medical leave of absence for three (3) months or less shall be returned to the employee's regular job at the salary rate in effect at the time of return. If an employee's medical leave of absence (including unpaid leave) extends beyond three (3) months, the employee shall

be reinstated to a position for which they qualify. Accumulated vacation time, floating holidays, WA Sick Leave and Fringe Sick Leave must be exhausted before an employee begins an unpaid leave. If the employee chooses to utilize Washington Paid Family & Medical Leave (WA PFML) through ESD, it is the employee's responsibility to notify the employer of this use in order to not have to use their own accruals. If an employee chooses to use WA PFML, the employer must be notified at least 30 days before the employee plans to take leave provided the event is foreseeable. The Employer will allow its employees on WA PFML to supplement their WA PFML with accrued WA State Sick leave and Fringe Sick Leave. It will be the employee's responsibility to know the amount of the supplement needed to place on their individual timecards for approval by their manager. This leave will run concurrently with other available sick leave law uses covered in Section 8.6.

**Section 8.5(a) WASHINGTON PAID FAMILY & MEDICAL LEAVE** Employees shall be granted up to twelve (12) weeks of paid family leave to care and bond within twelve (12) months of the birth, adoption or placement of a child younger than eighteen (18) years of age, and to care for oneself, a dependent, spouse, domestic partner or parent with a serious illness or injury. An additional two (2) weeks of leave will be available when the leave is a result of pregnancy complications. Employees are eligible for up to sixteen (16) weeks of leave when family and medical leave are used in combination. For example, an expecting mother could use eight (8) weeks of medical leave for bed rest. The mother could then use an additional eight (8) weeks of family leave after giving birth to care and bond with the new child. Health and welfare benefits shall remain in full force and affect during such leave provided the employee continues to pay their portion of the premium if they have elected coverage that requires a premium, but employees shall not accrue vacation or sick leave while out on unpaid leave.

**Section 8.6 FAMILY AND OTHER LEAVE LAWS** The Employer shall comply with the terms and conditions of all Federal, State and City leave laws.

**Section 8.7 BEREAVEMENT LEAVE** Any employee suffering a death in the immediate family shall be allowed leave from work with pay at the regular rate as follows: A maximum of four (4) working days for the death of a spouse, child (including step-children), mother, father, step-parents, or individual permanently living with the employee and so designated previously by the employee to the Employer. A maximum of three (3) working days for the death of a sister, brother, grandparent, grandchild, mother-in-law, father-in-law, son-in-law or daughter-in-law. Bereavement leave for brother-in-law or sister-in-law may be taken from the employee's sick leave bank.

Bereavement shall be considered an appropriate reason to use sick leave and to supplement the leave time granted by this Section up to a maximum of ten (10) days unless evidence has been submitted in writing that due to medical or mental reasons the individual needs additional sick leave.

**Section 8.8 JURY DUTY** The Employer shall grant a leave of absence with pay to any regular full-time employee who has accrued at least six (6) months seniority for the following: (1) To fulfill a request to serve jury duty, and (2) to serve as a witness in a criminal case in Federal or Superior Court when under subpoena. In order to qualify for pay during this type of leave of absence, the employee shall notify the Employer immediately upon receiving an official communication concerning the service involved. Pay shall be the employee's regular straight-

time salary less any amount received as compensation for the service involved. Employees granted such leave shall remain absent from work only as necessary to satisfy the requirements of the duty performed, and the employee shall furnish the Employer with satisfactory evidence of the actual time involved. For record purposes, any and all compensation received by the employee for said service shall be endorsed payable directly to the Employer and the employee's salary check will include pay for the time absent, as described above.

## ARTICLE 9

### HOURS OF WORK

**Section 9.1 WORKDAY AND WORKWEEK** The regular hours of work shall not exceed either seven and one-half (7 ½) consecutive hours in any one day to be worked within eleven (11) consecutive hours between 7:00am and 6:00pm, nor more than thirty-seven and one-half (37 ½) hours in any one-week Monday through Friday inclusive, or eight (8) consecutive hours in any one day to be worked within eleven (11) consecutive hours between 7:00am and 6:00 pm, nor more than forty (40) hours in any one-week Monday through Friday inclusive.

**Section 9.1(a) SHIFT STARTING TIMES AND DURATION** If during the term of this Agreement the Employer determines it is practicable, the Employer may establish variable shift starting times and such variable shift starting times may remain in effect as determined by the Employer. Any change in shift starting times shall be posted. Any change in shift starting times not mutually agreed upon by the Employer and employee shall allow for a thirty (30) day notice prior to implementation. Any changes to shift duration may only be made by mutual consent between the Employer and the employee and shall be in writing with a copy to the Union. All employees who currently work a seven and one-half (7 ½) hour workday or a thirty-seven and one-half (37 ½) hour work week shall retain this work schedule unless the employee accepts or requests in writing and is awarded an eight (8) hour workday and forty (40) hour work week.

**Section 9.1(b)** Upon prior approval by an employee's manager, unless an emergency makes it impractical to obtain advance approval, employees shall be allowed to take time off for personal business and make up a maximum of four (4) hours per pay period. All make up time must not be less than thirty (30) minute (half-hour) increments and must be made up within a pay period; unless the time off falls at the end of a pay period in which case an additional five (5) workdays may be used to complete the makeup time. Make up time can be made up before or after the usual workday, Monday through Friday, but such make up time shall not exceed one-half (1/2) hour at each lunch period

**Section 9.1(c)** If an employee is unable to arrive at work at the usual starting time or must leave early due to inclement weather beyond the employee's or the Employer's control, the employee may, at the employee's option, deduct the time used from the employee's vacation. The employee may not deduct such time from their accrued sick leave.

**Section 9.1(d)** Flexible work schedules may be arranged by mutual agreement of the Employer and employee.

**Section 9.2 OVERTIME COMPENSATION** Overtime shall be compensated for at one and

one-half (1 ½) the regular rate of pay for all hours worked past thirty-seven and one-half (37 ½) hours per week or forty (40) hours per week as applicable to the work schedule in effect for the impacted employee. The Employer will make a good faith effort to avoid changing individual schedules to avoid paying overtime without mutual consent between the Employer and the employee prior to each request.

**Section 9.3 SHIFT DIFFERENTIAL** Employees assigned to work a shift starting at or after 1:30 p.m. shall be paid at the regular weekly rate plus fifty cents per hour (\$0.50/hour) for all work performed. Any work performed in excess of seven and one-half (7 ½) hours per day or thirty-seven and one-half (37 ½) hours per week or forty (40) hours per work shall be paid at the overtime rate based upon the regular hourly rate of the affected employee.

**Section 9.4 REPORT PAY AND CALLBACK PAY**

**Section 9.4(a) REPORT PAY** Employees ordered to report to work shall receive not less than four (4) hours' pay at the applicable rate. Employees sent home by the Employer before the end of their regular shift and then contacted to again report to work will be paid four (4) hours' pay at the applicable rate.

**Section 9.4(b) CALLBACK PAY** Employees classified as System Analyst Programmers who are called back to work at the end of their regular shift shall be paid a minimum of one (1) hour's pay at the prevailing rate.

**Section 9.5 LUNCH PERIODS** The established lunch period shall be one (1) hour. At employee's choice, it may be shortened, but not to less than one-half (1/2) hour's duration. Lunch periods shall not be compensable. Employees will not be required to take their lunch period until at least two and three-fourths (2 ¾) hours after starting work, nor later than two and three-fourths (2 ¾) hours before quitting time.

**Section 9.6 RELIEF PERIODS** Daily relief periods of fifteen (15) minutes each shall be allowed morning and afternoon for all employees covered by this Agreement. Relief periods are compensable.

**ARTICLE 10**

**VACATIONS**

**Section 10.1 VACATION SCHEDULE** Vacation with pay shall be granted to a maximum of twenty-five (25) working days per year, based on employee's existing length of employment as follows:

<u>Length of Employment</u>	<u>Number of Vacation Working Days</u>
Six months	5
One year	10*
Two years	10
Three years	15
Four years	15
Five years	15
Six years	16
Seven years	16
Eight years	17
Nine years	17
Ten years	18
Eleven years	18
Twelve years	19

<u>Length of Employment</u>	<u>Number of Vacation Working Days</u>
Thirteen years	19
Fourteen years	20
Fifteen years	20
Sixteen years	21
Seventeen years	21
Eighteen years	22
Nineteen years	22
Twenty years	23
Twenty-one years	23
Twenty-two years	24
Twenty-three years	24
Twenty-four years or more	25

\*Employees shall not receive more than ten (10) working days during their first year of employment.

**Section 10.1(a)** Vacation pay shall be accrued to a cumulative of twenty-five (25) days. (Employees who are hired before January 1, 2022, shall be grandfathered and can continue to accrue with no cap).

**Section 10.2 VACATION SELECTION** Vacation selection shall be scheduled within the employee's department and approved by the Employer. Vacation selection requested after the prescribed time as posted by the Employer shall be on an as requested basis. Employees are encouraged to take their accrued vacation each calendar year.

**Section 10.3 VACATION PAYMENT UPON TERMINATION OF EMPLOYMENT** Employees terminated for the convenience of the Employer shall be granted prorated vacation for number of months worked, based on the schedule in Section 10.1. Employees who terminate voluntarily and, in so doing, comply with Article 5, Section 5.5(d) and Section 5.5(e), shall be granted prorated vacation for the number of months worked, based on the schedule in Section 10.1, of this Article.

Vacation pay out under this Section shall not exceed a total of thirty-five (35) days' pay. (Employees who have accrued vacation exceeding that amount as of April 1, 1993, shall receive the total number of days such employees have accrued.) Employees hired after April 30, 2012, shall not exceed a total of twenty (20) days vacation payout.



**Section 10.4** Vacations in excess of one (1) week need not be consecutive. Vacations may be used in increments of one-half (1/2) hour.

**Section 10.5** The Employer will honor one (1) request per employee per year for up to fifty percent (50%) of vacation time over fifteen (15) days with a maximum of two (2) week pay out to be granted as pay in lieu of vacation with at least a thirty (30) day advance notice.

## ARTICLE 11

### HEALTH AND WELFARE, DENTAL, DISABILITY INSURANCE BENEFITS

**Section 11.1 HEALTH AND WELFARE PLAN** The Employer and the employee(s) agrees to pay into the jointly administered Puget Sound Benefits Trust or such other Health and Welfare Plan as may be mutually agreed upon by the Employer and the employee(s), the full contribution for the Plan in effect upon ratification for each regular full-time and each regular part-time employee covered by the Agreement who receives compensation for one hundred twenty (120) hours or more per month. For purposes of this Article, compensation does not include pay out of accruals or severance upon employment termination.

For all employees on or after ratification of this Agreement, such contributions will be made after the employee completes 90 calendar days. The monthly contribution will be paid retroactively for each regular full-time and each regular part-time employee covered by the Agreement who receives compensation for one hundred twenty (120) hours or more per month to ensure that eligibility begins on the 91st calendar day from the employee's date of hire.

Effective January 1, 2022, with November 2021 hours for January 1, 2022 eligibility, the Employer agrees to pay \$1,335.47 which includes the \$115.00 contribution' paid by the employee through payroll deduction each month for Plan B, or if the employee selects the Kaiser Permanente WA coverage option the Employer will pay \$1,112.58 with zero employee contribution. The Employer agrees to the terms and conditions of the Agreement and declaration of Trust of the Puget Sound Benefits Trust, through which the medical plan is provided, and also agrees to furnish such records and other information as may be needed by the Trustees.

Effective January 1, 2022, with November 2021 hours for January 1, 2022 eligibility, if the monthly contribution to this PPO Plan is increased, the Employer agrees to pay up to seventy-five percent (75%) of the increase in any future calendar year and employees shall pay up to twenty-five percent (25%) of the increase in any future calendar year. Such employee contribution shall be diverted through payroll deduction. The employee and Employer increased contributions shall be capped at two hundred dollars (\$200) per month for the duration of this Agreement. If increased contributions exceed two hundred dollars (\$200), the parties will meet to bargain over medical benefits.

**Section 11.2 DENTAL PLAN** The Employer agrees to pay into the jointly administered Puget Sound Benefits Trust or such other Dental Plan as may be mutually agreed upon by the Employer and the Union, for each regular full-time employee and each regular part-time employee covered by the Agreement who receives compensation for one hundred twenty (120)

hours or more per month.

For all employees on or after ratification of this Agreement, such contributions will be made after the employee completes the 90 calendar days. The monthly contribution will be paid retroactively for each regular full-time and each regular part-time employee covered by the Agreement who receives compensation for one hundred twenty (120) hours or more per month to ensure that eligibility begins on the 91<sup>st</sup> calendar day from the employee's date of hire.

Effective January 1, 2022, the Employer agrees to pay into jointly administered Puget Sound Benefits Trust/WDS Plan #146, the premium contribution of \$86.61. If during the duration of this Agreement the contribution amount increases, the employee will be responsible for no more than fifty percent (50%) of the contribution increases per month for the duration of the contract. The remainder of any increases shall be paid by the Employer.

**Section 11.3 SHORT TERM DISABILITY** Effective on or after ratification through December 31, 2021, the Employer agrees to pay into the jointly administered Puget Sound Benefits Trust for each regular full-time employee and each regular part-time employee covered by the Agreement who receives compensation for one hundred twenty (120) hours or more per month. Such payment shall be for the \$150 per week benefit of the Short-term Disability Insurance Plan administered through Puget Sound Benefits Trust and such Short-term Disability Plan. If during the duration of this Agreement the contribution amount for this Plan increases, the employee will be responsible for fifty percent (50%) of the contribution increase per month for the duration of the contract. The remainder of any increases shall be paid by the Employer.

**Section 11.4 HEALTH REIMBURSEMENT ACCOUNT** If an employee selects the Self-Funded Medical Plan B Health coverage, the Employer will contribute \$50.00 per month to an employer sponsored Health Reimbursement Account. If an employee selects the Kaiser Permanente WA coverage, the Employer will contribute \$150.00 per month to an Employer sponsored Health Reimbursement Account.

**Section 11.5 VISION** Effective January 1, 2022, the Employer agrees to pay \$7.91 into the jointly administered Puget Sound Benefits Trust Vision Plan for each regular full-time employee and each regular part-time employee covered by the Agreement who receives compensation for one hundred twenty (120) hours or more per month. Such payment shall be for benefits provided through the Puget Sound Benefits Trust. If during the duration of this Agreement the contribution amount for the Plan increases, the employee will be responsible for no more than fifty percent (50%) per month for the duration of the contract. The remainder of any increases shall be paid by the Employer.

**Section 11.6 LIFE INSURANCE** Each employee covered by the Health and Welfare Plan shall also be covered by \$20,000 life insurance.

**Section 11.7 INDUSTRIAL INSURANCE** Employees shall be covered under the Washington State Industrial Insurance Act and the cost of such insurance shall be paid by the Employer.

## ARTICLE 12

### 401(K) RETIREMENT PLAN

**Section 12.1** The Employer agrees to and shall be bound by all of the terms, conditions and provisions of the Employer 401(k) Retirement Plan. The Employer shall contribute on behalf of each regular full-time employee covered by this Agreement, not to exceed thirty-seven and one-half (37 ½) hours or forty (40) hours in any one week. Said contributions shall be as follows:

**Section 12.1(a)** If the Agreement is ratified no later than January 15, 2022, effective January 1, 2022, the Employer will contribute one dollar and five cents (\$1.05) per hour into the Employer's 401(k) Retirement Plan on behalf of each bargaining unit employee.

**Section 12.1(b)** If the Agreement is ratified no later than January 15, 2022, effective January 1, 2022, the Employer will match up to seventy-five cents (\$0.75) per hour of a bargaining unit member's voluntary contribution into the Employer's 401(k) Retirement Plan.

**Section 12.2** After four (4) months of service with the Employer, each new employee is eligible to enroll in the 401(k) Retirement Plan. Enrollment periods are in the months of January and July.

**Section 12.3** Upon hire, each new employee will receive enrollment materials for the Employer 401(k) Retirement Plan.

## ARTICLE 13

### AUTOMATION

**Section 13.1** In cases where positions are abolished because of automation or system changes, all possible consideration will be given in transferring employees to comparable jobs for which the employee is qualified at no reduction in pay or any other available job for which the employee is qualified at the prevailing rate.

**Section 13.2** In the event an employee's termination is due to automation, the employee will receive no less than one month's notice. The employee shall be paid for all earned and accrued vacation and sick leave in accordance with the terms of this Agreement. As an alternative to termination, the employee may be offered another assignment. The employee will be offered wages appropriate to the new job classification.

**Section 13.3** Under no circumstances shall an Employer be held financially responsible for the cost of retraining office personnel outside regular employment.

## ARTICLE 14

### SAFETY AND HEALTH

**Section 14.1** The Employer has responsibility for workplace health and safety and agrees to provide a safe and healthful work environment for all employees and to provide for reasonable

standards of workplace sanitation, ventilation, cleanliness, light, noise levels, and health and safety in general.

**Section 14.2** The Employer shall provide training for operators in proper and safe use of equipment; including recommended ergonomic practices and potential hazards in accordance with OSHA and WISHA laws.

**Section 14.3** All applicable state and federal Occupational Health and Safety laws, codes and standards shall be incorporated into this contract by reference.

**Section 14.4** The Employer shall provide, maintain and stock a first aid station on each floor and/or in each major department.

**Section 14.5** A Safety Committee shall be established consisting of at least one (1) Employer and one (1) employee representative who shall meet at least quarterly to review safety issues, recommend improvements and assist in correction of identified unsafe conditions or practices.

**Section 14.6** The Employer will make reasonable efforts in accordance with applicable law to accommodate needs of employees who can demonstrate that health problems are caused or aggravated by work related assignments or by substances the employee is necessarily exposed to in the workplace. At the Employer's request, the employee shall produce a statement from the employee's attending physician that the employee suffers a health problem and that such health problem is caused or aggravated by work related assignments or by substances to which the employee is necessarily exposed to in the workplace.

**Section 14.7 TRAINING COMMITTEE** The Employer, jointly with the selected representatives of the Union and the Employer, shall establish an advisory Training Committee to assist with training. The Training Committee shall consist of three (3) representatives of each party. The Employer representatives will be appointed by the Employer and the Union representatives appointed by the Union. Each party shall designate a Co-Chair. The Co-Chairs shall mutually establish the particular date for the Training Committee meetings not to exceed one meeting per quarter. The Co-Chairs will develop an agenda for each meeting to be sent to all representatives seven days before the meeting. The meeting length will usually be one (1) hour but may extend to two (2) hours if deemed necessary by the Co-Chairs. Training Committee members shall suffer no loss of pay during the time they attend Training Committee meetings with Employer representatives while on duty status.

## ARTICLE 15

### COMPENSATION PROCEDURES

#### Section 15.1 WAGE INCREASES

**Section 15.1(a)** If the Agreement is ratified no later than January 15, 2022, effective January 1, 2022, employees' regular rate of pay shall be increased by three percent (3%).

**Section 15.1(b)** Effective January 1, 2023, employees' regular rate of pay shall be increased by three percent (3%).

**Section 15.1(c)** Effective January 1, 2024, employees' regular rate of pay shall be increased by three percent (3%).

**Section 15.1(d)** Effective January 1, 2025, employees' regular rate of pay shall be increased by two and one-half percent (2.5%).

**Section 15.1(e)** Effective January 1, 2026, employees' regular rate of pay shall be increased by two and one-half percent (2.5%).

**Section 15.2** The Employer will furnish the Union with job descriptions for all classifications in the bargaining unit on an annual basis. Human Resources will provide an employee with a copy of the current job description for the employee's classification upon request on an annual basis. The Employer will notify the Union in writing of any new bargaining classification.

**Section 15.3** The Employer agrees to issue paychecks to employees on the 15<sup>th</sup> and the last business day of the month.

**Section 15.4** The Union has the right to divert monies generated from the respective percentage increase for the purpose of providing additional fringe benefits. The Employer will be notified by the Union thirty (30) days in advance of the increase date of such diversions and all salary schedules and employees' salaries will be adjusted accordingly.

**Section 15.5** Subject to Article 4, Section 4.8 any employee who is promoted to a higher paying job classification shall not receive any reduction in pay because of such promotion.

**Section 15.6** Where a person does a combination of any two job classifications, the salary shall be based upon the highest paid classification provided the employee works in the higher classification over fifty-one percent (51%) of the employee's daily time.

**Section 15.7** It is agreed the Employer may voluntarily pay an employee a temporary higher salary rate for performing a service not covered by the current salary schedule. When, in the opinion of the Employer, such a service is no longer being performed by the employee, the salary rate may then be adjusted back to the applicable current salary schedule rate.

**Section 15.8** The wage rates contained herein are only minimum rates and may be increased at the Employer's discretion for the purpose of recruiting or retaining employees.

**Section 15.9** The Employer shall establish and maintain a Dependent Care Assistance Plan in accordance with IRS regulations. Details of such plan shall be kept in the Employer Policy Manual and shall be made available to employees upon request.

**Section 15.10 LONG-TERM SERVICES AND SUPPORT TRUST PROGRAM PREMIUMS**  
The Employer agrees to calculate, deduct, and remit premiums assessment for each employee for each pay period in accordance with Title 50B.04 – Long-Term Services and Supports Trust Program. If the employee receives a waiver from the Employment Security Department, the employee must provide the waiver to Payroll so that the deduction will not be made.

**Section 15.11 PERFORMANCE EVALUATIONS** All employees (other than employees in their probationary period) shall receive performance evaluations each year between January 1 and April 30. All evaluations will be completed in a timely manner unless there is mutual consent between the employee and the Employer or the employee is on an authorized leave of absence, in which case the evaluation shall be completed within thirty (30) days of the employees return to work.

**Section 15.12** If the Agreement is ratified no later than January 15, 2022, a bonus will be paid at the end of the second payroll period in January 2022 to all employees in the amount of three thousand dollars (\$3,000.00) less customary and required withholding.

## ARTICLE 16

### NON-DISCRIMINATION

**Section 16.1** The Employer agrees that it will not discriminate against an employee because of the employee's activity as a member of the Office and Professional Employees Union.

**Section 16.2** Neither the Union nor the company in carrying out the obligations under the Contract shall discriminate in matters of hiring, training, promotion, transfer, layoff, discharge or otherwise based on race, color, creed, national origin, sex, age (40 and over), sexual orientation, gender expression or identity, religion, ancestry, marital status, parental status, political beliefs and sensory, mental or physical disability.

**Section 16.3** The Employer agrees to the principle under the law of equal pay for equal work and agrees there shall be no discrimination exercised in this respect. In all cases where employees are performing work of comparable quality and quantity as that performed by other employees whose responsibilities are the same, the same pay range shall prevail.

**Section 16.4** The Employer and the Union agree that both parties will take all actions necessary to comply with the Americans with Disabilities Act and the Federal Family and Medical Leave Act of 1993. If any provision or provisions of this Agreement are in conflict with either Act, the parties agree to reopen the appropriate Section to negotiate mutually agreeable language which complies with such Act.

## ARTICLE 17

### SEPARABILITY

In the event that any provision of this Agreement shall at any time be declared invalid by any court of competent jurisdiction or through government regulations or decrees, such decision shall not invalidate the entire Agreement, it being the express intention of the parties hereto that all other provisions not declared invalid shall remain in full force and effect.

## ARTICLE 18

### GRIEVANCE PROCEDURE

**Section 18.1 GRIEVANCE AND ARBITRATION PROCEDURE** Any complaint or dispute arising between the parties to this Agreement involving the interpretation, application or claimed breach of this Agreement may be considered a grievance and may be subject to this grievance process. Time limits set forth in the following steps may only be extended by mutual consent of the parties in writing.

#### Step 1 - Submission of Grievance to the Supervisor

The employee and the Shop Steward/or Union Representative, if requested by the employee, shall submit the grievance to the employee's Supervisor within ten (10) workdays in writing following the event giving rise to the grievance or the employee's knowledge of the facts that constitute the grievance. A meeting with the grievant, Shop Steward and/or Union Representative with the Supervisor shall be scheduled within ten (10) workdays following receipt of the grievance. Within ten (10) workdays, thereafter, the employee shall be given the answer to the grievance by the Supervisor in writing.

#### Step 2 - Written Submission of the Grievance to the Department Manager

If the Step 1 decision does not settle the grievance, the Union Representative or Shop Steward may, within ten (10) workdays following the receipt of the decision in Step 1, submit the written grievance to the Department Manager for the purpose of arranging a meeting to discuss the grievance. The written grievance shall contain the following:

- (a) Detailed facts upon which the grievance is based.
- (b) References to the Section(s) of the Agreement alleged to have been violated.
- (c) The remedy sought.

The meeting shall be scheduled within ten (10) workdays following receipt of the written grievance and shall be attended by the employee, Union Representative, Shop Steward, and Department Manager. The Department Manager reply in writing within ten (10) workdays following the grievance meeting.

#### Step 3 - Submission of Grievance to Human Resources

In the event that the parties are still in disagreement, the Union Representative may move the grievance to Step 3 of the grievance procedure within ten (10) work days of receipt of the decision rendered by the Department Manager in Step 2. The Step 3 grievance shall be directed to the Human Resources. Upon doing so, the Union Representative, Grievant, Human Resources and any other significant parties shall meet within ten (10) workdays following receipt of the written grievance to the Human Resources to resolve the grievance. The Human Resources will respond to the Union in writing within ten (10) work days from the date of this Step 3 meeting.

Step 4 - Mediation

Within ten (10) work days after receipt of the Step 3 response, WPAS and the Union may mutually agree in writing to submit any unresolved grievance to mediation prior to arbitration. The fees of the mediator shall be divided equally between the parties.

Step 5 - Arbitration

If the grievance is not settled on the basis of the foregoing procedures, the Union may submit the issue to arbitration within twenty (20) work days following receipt of the reply from Human Resources or at termination of the mediation process.

A list of seven (7) arbitrators shall be requested from the Federal Mediation and Conciliation Service. The parties shall thereupon alternate in striking a name from the panel until one name remains. The person whose name remains shall be the arbitrator. The arbitrator's decision shall be final and binding on all parties. The arbitrator shall have no authority to add to, subtract from, or otherwise change or modify the provisions of this Agreement, but shall be authorized only to interpret existing provisions of this Agreement as they may apply to specific facts of the issue in dispute. Each party shall bear one half of the fee for the arbitrator and any other expense jointly incurred incident to the arbitration hearing. All other expenses shall be borne by the party incurring them, and neither party shall be responsible of expense of witnesses called by the other party.

**Section 18.2 GRIEVANCE REVIEW** To expedite and resolve outstanding issues, the parties will meet upon written request by either party to review pending grievances at or beyond Step 3. This review will not substitute for the orderly processing of the grievances as required by Article 18.

**Section 18.3** Employees covered by this Agreement must go through the procedure set forth herein before going to any outside source or their right for arbitration will be forfeited.

**ARTICLE 19**

**PAST PRACTICE**

Any and all agreements between the parties are contained in this Agreement. Unless specifically provided herein to the contrary, past practices shall not be binding on the Employer.

**ARTICLE 20**

**PICKET LINES**

It is further understood and agreed that refusal by an employee, covered by this Agreement, to go through a sanctioned and approved picket line shall not constitute a violation of this Agreement nor shall such refusal by an employee be cause for discharge or disciplinary action of any kind.



**ARTICLE 21**

**SUCCESSORS**

This Agreement shall be binding upon the successors and assigns of the parties, and no provisions, terms or obligations shall be affected, modified, altered, or changed in any respect by the consolidation, merger, sale, transfer, or assignment of either party, or affected, modified, altered, or changed in any respect by any change of any kind in the legal status, ownership, or management of either party.

**ARTICLE 22**

**FULL AGREEMENT**

It is mutually agreed that this Labor Agreement contains the full and complete agreement on all subjects upon which the parties did bargain or could have bargained. Neither party shall be required, during the term of this Agreement to negotiate or bargain upon any other issue. All matters not included in this Agreement shall be deemed to have been raised and disposed of as if covered herein. All subjects referred to the management's right clause shall likewise be deemed to have been raised and bargained to a conclusion.

**ARTICLE 23**

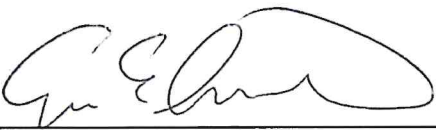
**TERMINATION AND RENEWAL**

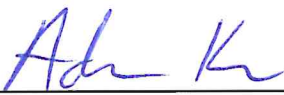
This Agreement shall be in full force and effect until December 31, 2026, and shall continue in effect from year to year thereafter unless either party gives notice in writing at least sixty (60) days prior to any expiration or modification date of its desire to terminate or modify such Agreement; provided that, in the event the Union serves written notice in accordance with this Section, any strike or stoppage of work after any expiration or modification date shall not be deemed in violation of any provision of this Agreement, any other provision to the contrary notwithstanding.

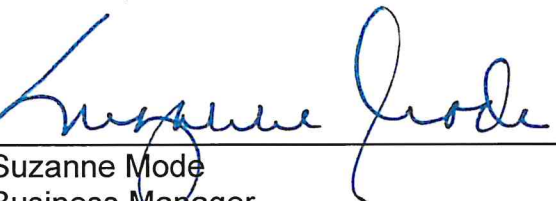
EXECUTED in Mercer Island, Washington this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

**OFFICE AND PROFESSIONAL EMPLOYEES  
INTERNATIONAL UNION LOCAL 8, AFL-CIO**

**WELFARE AND PENSION  
ADMINISTRATION SERVICE, INC.**

By   
Erin Adamson  
Union Representative

By   
Adam Keck  
CEO

By   
Suzanne Mode  
Business Manager

By   
Harold Bradshaw  
Bargaining Committee

By   
Kaleb Laird  
Bargaining Committee

By   
Alex Shifley  
Bargaining Committee

**EXHIBIT “A”**

**MEMORANDUM OF UNDERSTANDING**

**Telecommuting**

This is a Memorandum of Understanding between Welfare & Pension Administration Services, Inc. (“WPAS”) and the Office and Professional Employees International Union Local 8 (OPEIU or “the Union”) regarding telecommuting by bargaining unit employees.

1. WPAS will determine those positions that are available for telecommuting within designated departments and job classifications. WPAS will determine the number of available telecommuting positions for each department and job classification. In certain areas WPAS may also determine that most or all positions will become telecommuting positions.
2. Eligible employees will first be awarded available telecommuting positions in the employees' department and job classification on a volunteer basis. In circumstances where the number of eligible employees who volunteer is greater than the number of available telecommuting positions in the relevant department and job classification, seniority among the eligible volunteering employees will control unless such factors as skill, competence, efficiency and reliability are unequal as determined by the Employer.
3. WPAS will provide telecommuting employees with materials about creating an ergonomically correct work space. Telecommuting employees who need ergonomic accommodations shall notify Human Resources.
4. In the event an employee's ability to work from home on any scheduled shift or any portion thereof is disrupted for any reason, for example due to a loss of power, loss of internet connectivity, or failure of WPAS systems, the employee must immediately contact the employee's supervisor. In this circumstance several outcomes may apply: (1) the supervisor may direct the employee to commute to the on-site work location for the duration of the scheduled shift, giving consideration to the distance an employee would be required to travel; (2) the employee may, upon request and with approval by the employee's supervisor, may elect to use available vacation time to cover any scheduled work time that is not compensated under this paragraph make-up the remaining scheduled work hours at an alternate time during the same work week.
5. Telecommuting employees will be required to sign a telecommuting agreement.

This Memorandum of Understanding will remain in effect until ninety (90) days following notice to the Union of WPAS's intent to terminate this MOU. The Union retains its right to negotiate over the effects of the termination of this MOU.

EXHIBIT “B”

MEMBER APPLICATION FORM



Office and Professional  
Employees International Union  
Local 8  
AFL-CIO

2900 Eastlake Ave E Ste 220  
Seattle, WA 98102

1-800-600-2433  
1-206-441-8880  
Fax: 206-441-0207

www.opeiu8.org



Find us on Facebook  
www.facebook.com/OPEIULocal8

Please print clearly (Por favor imprimir claramente)

OPEIU Local 8 Membership Application

I, the undersigned, designate Office and Professional Employees International Union, Local 8, as my chosen and authorized collective bargaining representative on matters relating to wages, hours, and other conditions of my employment.  
Yo, el abajo firmante, designo a la Unión Internacional de Empleados Profesionales y de Oficina (OPEIU), Local 8, como mi elegido y representante autorizado de negociación colectiva en materia de salarios, horas y otras condiciones de mi trabajo.

Last Name (Apellido) First Name (Nombre) Initial (Inicial)

Street Name and Number (Nombre de calle y número)

City (Ciudad) State (Estado) Zip (Codigo postal)

Home Phone (Teléfono casa) \*Cell Phone (Teléfono celular)

Home Email Address (Dirección de correo electrónico doméstica)

Birthdate [month/day/year] (Fecha de nacimiento [mes/día/año])

Employer (Empleador)

Date Employed \_\_\_\_/\_\_\_\_/\_\_\_\_  
(Fecha de comienzo de empleo)

Employment Status:  
(Estatus de empleo)

- Full Time (Tiempo completo)
- Part Time (Medio tiempo)
- On Call (de guardia)

\* By providing my cell phone number, I understand that OPEIU and its affiliates may use automated calling technologies and/or text message me on my cell phone on a periodic basis. Carrier message and data rates may apply to such texts.  
\*El proporcionar mi número de teléfono celular yo entiendo que OPEIU y sus afiliados pueden usar tecnología automatizada para llamar y/o mandarme mensajes de texto a mi teléfono celular en base periódica. Cargos de mensajes y datos pueden aplicar.

WELCOME

**Welcome to Office and Professional Employees International Union Local No. 8, the labor union that represents bargaining unit employees at your place of work. Bienvenido a Office and Professional Employees International Union Local 8, la unión obrera que representa a los empleados en su lugar de trabajo.**

The wages and benefits you receive are the result of your Union's efforts in contract negotiations throughout the years. We urge you to review your Union Contract and contact Local 8's office, 206-441-8880 or 800-600-2433 or opeiu8@opeiu8.org, if you have any questions. Your Contract is also available online at www.opeiu8.org. It contains many important written protections of your job, your wages and your benefits.

Los salarios y beneficios que recibe son el resultado de los esfuerzos de su Unión en las negociaciones del contrato a lo largo de los años. Les instamos a revisar su contrato sindical y en contactar con la Oficina Local 8, 206-441-8880 or 800-600-2433 o opeiu8@opeiu8.org, si usted tiene alguna pregunta. Su contrato también está disponible al www.opeiu8.org. Contiene muchas importantes protecciones sobre su trabajo, su salario y sus beneficios por escrito.

PAYROLL DEDUCTION AUTHORIZATION  
(Autorización de Deducción de Nómina)

Upon receipt of this authorization, I hereby request and authorize my Employer to deduct from my wages or salary and to transmit to OPEIU Local 8, AFL-CIO the authorized initiation fees and monthly dues or fees as certified in writing by the Union. If, for any reason, a deduction is omitted, authorization is hereby requested and granted for an additional deduction to be remitted the following month to: OPEIU LOCAL 8, AFL-CIO, 2900 EASTLAKE AVE E STE 220, SEATTLE, WA 98102-3012

Al recibo de la presente autorización, yo solicito y autorizo a mi empleador para deducir de mi sueldo y remitir a OPEIU Local 8, AFL-CIO la iniciación autorizada y cuotas mensuales como dicho por escrito por la Unión. Si, por cualquier razón, una deducción se omite, esta autorización se extiende para que la cuota sea deducida y remitida el mes siguiente a: OPEIU LOCAL 8, AFL-CIO, 2900 EASTLAKE AVE E STE 220, SEATTLE, WA 98102-3012

Union dues are not deductible as charitable contributions for federal income tax purposes. Las cuotas de la unión no son deducibles como contribuciones caritativas para propósitos de impuesto federales.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Firma) (Fecha)

Print Name: \_\_\_\_\_  
(Imprima su nombre)



**EXHIBIT “C”**

**CURRENT JOB GROUPS and JOB TITLES**

1. ACCOUNTING
  - a. Accountant-Senior II
  - b. Accountant-Senior I-
  - c. Accountant
  - d. Bookkeeper
  - e. Accounting Clerk
  
2. ADMINISTRATIVE ASSISTANT
  - a. Administrative Assistant III
  - b. Administrative Assistant II
  - c. Administrative Assistant I
  - d. Administrative Assistant Trainee
  - e. General Office Clerk
  
3. CLAIMS (Employee Benefit Department - Claims Division)
  - a. Claims -DP Coordinator
  - b. Claims Adjuster Senior II
  - c. Claims Adjuster Senior
  - d. Claims Adjuster
  - e. Claims Examiner
  - f. Trainee Claims Examiner
  - g. Claims Pre-processor
  - h. General Office Clerk
  
4. COMPUTER OPERATIONS (Data Processing Department)
  - a. Computer Operator Senior
  - b. Computer Operator - A
  - c. Computer Operator - B
  - d. Computer Operator Trainee
  
5. DATA CONTROL (Data Processing Department)
  - a. Data Controller Senior II
  - b. Data Controller Senior I
  - c. Data Controller
  - d. Trainee Data Controller
  - e. General Office Clerk
  
6. DATA ENTRY (Data Processing Department)
  - a. DP Operation Lead
  - b. Data Entry Operator Senior II
  - c. Data Entry Operator Senior
  - d. Data Entry Operator
  - e. Trainee Data Entry Operator

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- f. General Office Clerk

7. ELIGIBILITY

- a. Eligibility Specialist - Senior
- b. Eligibility Specialist
- c. Eligibility Trainee

8. SYSTEMS SUPPORT

- a. Systems Support Technician
- b. Systems Support Technician Entry

9. MAILING & MICROGRAPHICS

- a. Mail Technician Senior II
- b. Mail Technician Senior
- c. Mailing Technician
- d. Mailing Technician Trainee
- e. General Office Clerk

10. RETIREMENT (Employee Benefit Department - Retirement Division)

- a. Lead Retirement Representative
- b. Retirement Representative Senior II
- c. Retirement Representative Senior
- d. Retirement Representative
- e. Retirement Representative Trainee
- f. General Office Clerk

11. STOP LOSS REINSURANCE

- a. Stop Loss Reinsurance Specialist
- b. Stop Loss Reinsurance Trainee

12. SYSTEMS ANALYST AND PROGRAMMING (Information Systems Department)

- a. Systems Analyst/Programmer Lead
- b. Systems Analyst/Programmer Senior
- c. Systems Analyst/Programmer - A
- d. Systems Analyst/Programmer - B
- e. Systems Analyst/Programmer - C

13. TELEPHONE OPERATOR/RECEPTIONIST

- a. Receptionist
- b. Receptionist- Trainee

COLLECTIVE BARGAINING AGREEMENT  
OPEIU LOCAL 8 – WPAS

EXHIBIT "D"									
SALARY SCHEDULE - EFFECTIVE JANUARY 1, 2022 (3% INCREASE)									
	Range	1st	2nd	3rd	4th	5th		SCALE	
		6 Mos.	6 Mos.	6 Mos.	6 Mos.	6 Mos.		7.5 Hr Day	8 Hr Day
Accountant	1801	\$ 22.92	\$ 24.95	\$ 26.97	\$ 28.97	\$ 30.99	\$ 33.00	\$ 1,237.53	\$ 1,320.03
Accountant - Senior I	1901	\$ 23.55	\$ 25.62	\$ 27.67	\$ 29.74	\$ 31.80	\$ 33.85	\$ 1,269.53	\$ 1,354.17
Accountant - Senior II	2002	\$ 24.06	\$ 26.22	\$ 28.39	\$ 30.53	\$ 32.69	\$ 34.83	\$ 1,306.03	\$ 1,393.10
Accounting Clerk	901	\$ 19.73	\$ 20.81	\$ 21.89	\$ 22.98	\$ 24.06	\$ 26.67	\$ 1,000.02	\$ 1,066.69
Administrative Assistant I	1104	\$ 19.78	\$ 20.90	\$ 22.03	\$ 23.16	\$ 24.30	\$ 28.39	\$ 1,064.59	\$ 1,135.57
Administrative Assistant II	1805	\$ 22.92	\$ 24.95	\$ 26.97	\$ 28.97	\$ 30.99	\$ 33.00	\$ 1,237.53	\$ 1,320.03
Administrative Assistant III	2001	\$ 24.06	\$ 26.22	\$ 28.39	\$ 30.53	\$ 32.69	\$ 34.83	\$ 1,306.03	\$ 1,393.10
Administrative Asst - Trainee	701	\$ 19.52	\$ 20.53	\$ 21.50	\$ 22.50	\$ 23.51	\$ 27.13	\$ 1,017.42	\$ 1,085.25
Bookkeeper	1701	\$ 22.41	\$ 23.57	\$ 24.72	\$ 25.86	\$ 27.01	\$ 30.90	\$ 1,158.92	\$ 1,236.18
Claims Adjuster	1401	\$ 22.41	\$ 23.57	\$ 24.72	\$ 25.86	\$ 27.01	\$ 29.87	\$ 1,120.18	\$ 1,194.86
Claims Adjuster - Senior	1802	\$ 22.92	\$ 24.95	\$ 26.97	\$ 28.97	\$ 30.99	\$ 33.00	\$ 1,237.53	\$ 1,320.03
Claims Adjuster - Senior II	1902	\$ 23.55	\$ 25.62	\$ 27.67	\$ 29.74	\$ 31.80	\$ 33.85	\$ 1,269.53	\$ 1,354.17
Claims Examiner	1201	\$ 20.56	\$ 21.61	\$ 22.65	\$ 23.70	\$ 24.75	\$ 27.28	\$ 1,023.04	\$ 1,091.24
Claims Examiner - Trainee	801	\$ 18.73	\$ 19.76	\$ 20.81	\$ 21.82	\$ 22.85	\$ 26.67	\$ 1,000.02	\$ 1,066.69
Claims Pre-Processor	401	\$ 19.21	\$ 20.29	\$ 21.38	\$ 22.49	\$ 23.58	\$ 26.22	\$ 983.17	\$ 1,048.72
Computer Operator - A	2201	\$ 25.20	\$ 27.39	\$ 29.57	\$ 31.76	\$ 33.91	\$ 36.10	\$ 1,353.76	\$ 1,444.01
Computer Operator - B	1402	\$ 22.41	\$ 23.57	\$ 24.72	\$ 25.86	\$ 27.01	\$ 29.87	\$ 1,120.18	\$ 1,194.86
Computer Operator - Trainee	902	\$ 19.73	\$ 20.81	\$ 21.89	\$ 22.98	\$ 24.06	\$ 26.67	\$ 1,000.02	\$ 1,066.69
Computer Operator Senior	2301	\$ 26.85	\$ 29.18	\$ 31.52	\$ 33.84	\$ 36.18	\$ 38.50	\$ 1,443.60	\$ 1,539.84
Coordinator - Claims/DP	2000	\$ 24.06	\$ 26.22	\$ 28.39	\$ 30.53	\$ 32.69	\$ 34.83	\$ 1,306.03	\$ 1,393.10
Data Controller	1403	\$ 22.41	\$ 23.57	\$ 24.72	\$ 25.86	\$ 27.01	\$ 29.87	\$ 1,120.18	\$ 1,194.86
Data Controller - Senior I	1803	\$ 22.92	\$ 24.95	\$ 26.97	\$ 28.97	\$ 30.99	\$ 33.00	\$ 1,237.53	\$ 1,320.03
Data Controller - Senior II	1903	\$ 23.55	\$ 25.62	\$ 27.67	\$ 29.74	\$ 31.80	\$ 33.85	\$ 1,269.53	\$ 1,354.17
Data Controller - Trainee	1101	\$ 19.52	\$ 20.53	\$ 21.50	\$ 22.50	\$ 23.51	\$ 27.28	\$ 1,023.04	\$ 1,091.24
Data Entry Oper - Trainee	1102	\$ 19.52	\$ 20.53	\$ 21.50	\$ 22.50	\$ 23.51	\$ 27.28	\$ 1,023.04	\$ 1,091.24
Data Entry Operator	1404	\$ 22.41	\$ 23.57	\$ 24.72	\$ 25.86	\$ 27.01	\$ 29.87	\$ 1,120.18	\$ 1,194.86
Data Entry Operator - Senior	1601	\$ 22.92	\$ 24.08	\$ 25.21	\$ 26.37	\$ 27.51	\$ 30.52	\$ 1,144.32	\$ 1,220.61
DP Operation - Lead	2303	\$ 32.27	\$ 34.62	\$ 36.95	\$ 39.30	\$ 41.64	\$ 43.75	\$ 1,640.68	\$ 1,750.06
Eligibility - Trainee	301	\$ 17.61	\$ 18.61	\$ 19.63	\$ 20.63	\$ 21.64	\$ 25.33	\$ 950.04	\$ 1,013.38
Eligibility Specialist	1501	\$ 21.29	\$ 22.37	\$ 23.45	\$ 24.54	\$ 25.62	\$ 29.23	\$ 1,096.03	\$ 1,169.10
Eligibility Specialist - Senior	1602	\$ 22.92	\$ 24.08	\$ 25.21	\$ 26.37	\$ 27.51	\$ 30.52	\$ 1,144.32	\$ 1,220.61
General Office Clerk	501	\$ 17.95	\$ 19.02	\$ 20.08	\$ 21.16	\$ 22.21	\$ 25.45	\$ 954.54	\$ 1,018.17
Mail Technician	1301	\$ 21.04	\$ 22.98	\$ 24.93	\$ 26.88	\$ 28.81	\$ 30.75	\$ 1,153.30	\$ 1,230.19
Mail Technician - Senior	1702	\$ 22.92	\$ 24.80	\$ 26.65	\$ 28.52	\$ 30.38	\$ 32.22	\$ 1,208.33	\$ 1,288.89
Mail Technician - Trainee	201	\$ 18.49	\$ 19.60	\$ 20.68	\$ 21.77	\$ 22.88	\$ 24.60	\$ 922.53	\$ 984.03
Retirement Lead	2101	\$ 24.71	\$ 26.85	\$ 28.97	\$ 31.13	\$ 33.26	\$ 35.40	\$ 1,327.37	\$ 1,415.86
Retirement Rep - Senior II	1904	\$ 23.55	\$ 25.62	\$ 27.67	\$ 29.74	\$ 31.80	\$ 33.85	\$ 1,269.53	\$ 1,354.17
Retirement Rep - Trainee	1103	\$ 19.52	\$ 20.53	\$ 21.50	\$ 22.50	\$ 23.51	\$ 27.28	\$ 1,023.04	\$ 1,091.24
Retirement Rep. - Senior	1804	\$ 22.92	\$ 24.95	\$ 26.97	\$ 28.97	\$ 30.99	\$ 33.00	\$ 1,237.53	\$ 1,320.03
Retirement Representative	1405	\$ 22.41	\$ 23.57	\$ 24.72	\$ 25.86	\$ 27.01	\$ 29.87	\$ 1,120.18	\$ 1,194.86
Stop Loss Reinsurance - Specialist	1407	\$ 22.41	\$ 23.57	\$ 24.72	\$ 25.86	\$ 27.01	\$ 29.87	\$ 1,120.19	\$ 1,194.87
Stop Loss Reinsurance - Trainee	802	\$ 18.73	\$ 19.76	\$ 20.81	\$ 21.82	\$ 22.85	\$ 26.67	\$ 1,000.01	\$ 1,066.68
System Anal/Prog - A	2501	\$ 34.39	\$ 36.89	\$ 39.39	\$ 41.89	\$ 44.38	\$ 46.90	\$ 1,758.59	\$ 1,875.83
System Anal/Prog - B	2401	\$ 27.49	\$ 29.83	\$ 32.18	\$ 34.40	\$ 36.85	\$ 39.20	\$ 1,469.99	\$ 1,567.99
System Anal/Prog - C	2202	\$ 24.35	\$ 26.47	\$ 28.57	\$ 30.66	\$ 32.79	\$ 34.89	\$ 1,308.28	\$ 1,395.49
System Anal/Prog - Lead	2701	\$ 44.05	\$ 46.78	\$ 49.49	\$ 52.21	\$ 54.92	\$ 57.65	\$ 2,161.74	\$ 2,305.86
System Anal/Prog - Senior	2601	\$ 40.61	\$ 43.23	\$ 45.88	\$ 48.51	\$ 51.16	\$ 53.80	\$ 2,017.44	\$ 2,151.94
Systems Support Tech. - Entry	2203	\$ 24.35	\$ 26.47	\$ 28.57	\$ 30.66	\$ 32.79	\$ 34.89	\$ 1,308.28	\$ 1,395.49
Systems Support Technician	2402	\$ 27.49	\$ 29.83	\$ 32.18	\$ 34.40	\$ 36.85	\$ 39.20	\$ 1,469.99	\$ 1,567.99
Tele Oper/Receipt/Trainee	601	\$ 18.49	\$ 19.60	\$ 20.68	\$ 21.77	\$ 22.88	\$ 27.40	\$ 1,027.53	\$ 1,096.03
Telephone Oper/Receipt	1002	\$ 20.27	\$ 22.21	\$ 24.14	\$ 26.07	\$ 27.98	\$ 29.90	\$ 1,121.30	\$ 1,196.05

COLLECTIVE BARGAINING AGREEMENT  
OPEIU LOCAL 8 – WPAS

EXHIBIT "D"									
SALARY SCHEDULE - EFFECTIVE JANUARY 1, 2023 (3% INCREASE)									
	Range	1st	2nd	3rd	4th	5th		SCALE	
		6 Mos.	6 Mos.	6 Mos.	6 Mos.	6 Mos.		7.5 Hr Day	8 Hr Day
Accountant	1801	\$ 23.612	\$ 25.694	\$ 27.776	\$ 29.842	\$ 31.924	\$ 33.991	\$ 1,274.654	\$ 1,359.631
Accountant - Senior I	1901	\$ 24.259	\$ 26.388	\$ 28.500	\$ 30.629	\$ 32.757	\$ 34.870	\$ 1,307.619	\$ 1,394.794
Accountant - Senior II	2002	\$ 24.784	\$ 27.004	\$ 29.241	\$ 31.446	\$ 33.667	\$ 35.872	\$ 1,345.211	\$ 1,434.892
Accounting Clerk	901	\$ 20.327	\$ 21.437	\$ 22.547	\$ 23.673	\$ 24.784	\$ 27.467	\$ 1,030.018	\$ 1,098.686
Administrative Assistant I	1104	\$ 20.373	\$ 21.530	\$ 22.686	\$ 23.858	\$ 25.030	\$ 29.241	\$ 1,096.532	\$ 1,169.634
Administrative Assistant II	1805	\$ 23.612	\$ 25.694	\$ 27.776	\$ 29.842	\$ 31.924	\$ 33.991	\$ 1,274.654	\$ 1,359.631
Administrative Assistant III	2001	\$ 24.784	\$ 27.004	\$ 29.241	\$ 31.446	\$ 33.667	\$ 35.872	\$ 1,345.211	\$ 1,434.892
Administrative Asst - Trainee	701	\$ 20.111	\$ 21.144	\$ 22.146	\$ 23.180	\$ 24.213	\$ 27.945	\$ 1,047.946	\$ 1,117.809
Bookkeeper	1701	\$ 23.087	\$ 24.275	\$ 25.462	\$ 26.634	\$ 27.822	\$ 31.832	\$ 1,193.687	\$ 1,273.266
Claims Adjuster	1401	\$ 23.087	\$ 24.275	\$ 25.462	\$ 26.634	\$ 27.822	\$ 30.768	\$ 1,153.782	\$ 1,230.701
Claims Adjuster - Senior	1802	\$ 23.612	\$ 25.694	\$ 27.776	\$ 29.842	\$ 31.924	\$ 33.991	\$ 1,274.654	\$ 1,359.631
Claims Adjuster - Senior II	1902	\$ 24.259	\$ 26.388	\$ 28.500	\$ 30.629	\$ 32.757	\$ 34.870	\$ 1,307.619	\$ 1,394.794
Claims Examiner	1201	\$ 21.175	\$ 22.254	\$ 23.334	\$ 24.414	\$ 25.493	\$ 28.099	\$ 1,053.730	\$ 1,123.978
Claims Examiner - Trainee	801	\$ 19.293	\$ 20.357	\$ 21.437	\$ 22.470	\$ 23.534	\$ 27.467	\$ 1,030.018	\$ 1,098.686
Claims Pre-Processor	401	\$ 19.787	\$ 20.897	\$ 22.023	\$ 23.164	\$ 24.290	\$ 27.004	\$ 1,012.668	\$ 1,080.179
Computer Operator - A	2201	\$ 25.956	\$ 28.207	\$ 30.459	\$ 32.711	\$ 34.932	\$ 37.183	\$ 1,394.370	\$ 1,487.328
Computer Operator - B	1402	\$ 23.087	\$ 24.275	\$ 25.462	\$ 26.634	\$ 27.822	\$ 30.768	\$ 1,153.782	\$ 1,230.701
Computer Operator - Trainee	902	\$ 20.327	\$ 21.437	\$ 22.547	\$ 23.673	\$ 24.784	\$ 27.467	\$ 1,030.018	\$ 1,098.686
Computer Operator Senior	2301	\$ 27.652	\$ 30.058	\$ 32.464	\$ 34.854	\$ 37.260	\$ 39.651	\$ 1,486.904	\$ 1,586.031
Coordinator - Claims/DP	2000	\$ 24.784	\$ 27.004	\$ 29.241	\$ 31.446	\$ 33.667	\$ 35.872	\$ 1,345.211	\$ 1,434.892
Data Controller	1403	\$ 23.087	\$ 24.275	\$ 25.462	\$ 26.634	\$ 27.822	\$ 30.768	\$ 1,153.782	\$ 1,230.701
Data Controller - Senior I	1803	\$ 23.612	\$ 25.694	\$ 27.776	\$ 29.842	\$ 31.924	\$ 33.991	\$ 1,274.654	\$ 1,359.631
Data Controller - Senior II	1903	\$ 24.259	\$ 26.388	\$ 28.500	\$ 30.629	\$ 32.757	\$ 34.870	\$ 1,307.619	\$ 1,394.794
Data Controller - Trainee	1101	\$ 20.111	\$ 21.144	\$ 22.146	\$ 23.180	\$ 24.213	\$ 28.099	\$ 1,053.730	\$ 1,123.978
Data Entry Oper - Trainee	1102	\$ 20.111	\$ 21.144	\$ 22.146	\$ 23.180	\$ 24.213	\$ 28.099	\$ 1,053.730	\$ 1,123.978
Data Entry Operator	1404	\$ 23.087	\$ 24.275	\$ 25.462	\$ 26.634	\$ 27.822	\$ 30.768	\$ 1,153.782	\$ 1,230.701
Data Entry Operator - Senior	1601	\$ 23.612	\$ 24.799	\$ 25.971	\$ 27.159	\$ 28.331	\$ 31.431	\$ 1,178.650	\$ 1,257.227
DP Operation - Lead	2303	\$ 33.235	\$ 35.656	\$ 38.062	\$ 40.484	\$ 42.889	\$ 45.064	\$ 1,689.900	\$ 1,802.560
Eligibility - Trainee	301	\$ 18.137	\$ 19.170	\$ 20.219	\$ 21.252	\$ 22.285	\$ 26.095	\$ 978.546	\$ 1,043.782
Eligibility Specialist	1501	\$ 21.931	\$ 23.041	\$ 24.151	\$ 25.277	\$ 26.388	\$ 30.104	\$ 1,128.913	\$ 1,204.174
Eligibility Specialist - Senior	1602	\$ 23.612	\$ 24.799	\$ 25.971	\$ 27.159	\$ 28.331	\$ 31.431	\$ 1,178.650	\$ 1,257.227
General Office Clerk	501	\$ 18.491	\$ 19.586	\$ 20.681	\$ 21.792	\$ 22.871	\$ 26.218	\$ 983.173	\$ 1,048.717
Mail Technician	1301	\$ 21.668	\$ 23.673	\$ 25.678	\$ 27.683	\$ 29.673	\$ 31.677	\$ 1,187.904	\$ 1,267.097
Mail Technician - Senior	1702	\$ 23.612	\$ 25.539	\$ 27.452	\$ 29.380	\$ 31.292	\$ 33.189	\$ 1,244.581	\$ 1,327.553
Mail Technician - Trainee	201	\$ 19.047	\$ 20.188	\$ 21.298	\$ 22.424	\$ 23.565	\$ 25.339	\$ 950.207	\$ 1,013.554
Retirement Lead	2101	\$ 25.447	\$ 27.652	\$ 29.842	\$ 32.063	\$ 34.253	\$ 36.458	\$ 1,367.188	\$ 1,458.334
Retirement Rep - Senior II	1904	\$ 24.259	\$ 26.388	\$ 28.500	\$ 30.629	\$ 32.757	\$ 34.870	\$ 1,307.619	\$ 1,394.794
Retirement Rep - Trainee	1103	\$ 20.111	\$ 21.144	\$ 22.146	\$ 23.180	\$ 24.213	\$ 28.099	\$ 1,053.730	\$ 1,123.978
Retirement Rep. - Senior	1804	\$ 23.612	\$ 25.694	\$ 27.776	\$ 29.842	\$ 31.924	\$ 33.991	\$ 1,274.654	\$ 1,359.631
Retirement Representative	1405	\$ 23.087	\$ 24.275	\$ 25.462	\$ 26.634	\$ 27.822	\$ 30.768	\$ 1,153.782	\$ 1,230.701
Stop Loss Reinsurance - Specialist	1407	\$ 23.087	\$ 24.275	\$ 25.463	\$ 26.635	\$ 27.822	\$ 30.768	\$ 1,153.798	\$ 1,230.717
Stop Loss Reinsurance - Trainee	802	\$ 19.293	\$ 20.357	\$ 21.437	\$ 22.471	\$ 23.534	\$ 27.467	\$ 1,030.010	\$ 1,098.678
System Anal/Prog - A	2501	\$ 35.425	\$ 38.001	\$ 40.576	\$ 43.152	\$ 45.712	\$ 48.303	\$ 1,811.351	\$ 1,932.108
System Anal/Prog - B	2401	\$ 28.315	\$ 30.721	\$ 33.143	\$ 33.374	\$ 37.954	\$ 40.376	\$ 1,514.086	\$ 1,615.025
System Anal/Prog - C	2202	\$ 25.077	\$ 27.267	\$ 29.426	\$ 31.585	\$ 33.775	\$ 35.934	\$ 1,347.525	\$ 1,437.360
System Anal/Prog - Lead	2701	\$ 45.372	\$ 48.179	\$ 50.971	\$ 53.778	\$ 56.569	\$ 59.376	\$ 2,226.597	\$ 2,375.036
System Anal/Prog - Senior	2601	\$ 41.825	\$ 44.524	\$ 47.254	\$ 49.968	\$ 52.698	\$ 55.412	\$ 2,077.964	\$ 2,216.495
Systems Support Tech. - Entry	2203	\$ 25.077	\$ 27.267	\$ 29.426	\$ 31.585	\$ 33.775	\$ 35.934	\$ 1,347.525	\$ 1,437.360
Systems Support Technician	2402	\$ 28.315	\$ 30.721	\$ 33.143	\$ 33.374	\$ 37.954	\$ 40.376	\$ 1,514.086	\$ 1,615.025
Tele Oper/Receipt/Trainee	601	\$ 19.047	\$ 20.188	\$ 21.298	\$ 22.424	\$ 23.565	\$ 28.223	\$ 1,058.356	\$ 1,128.913
Telephone Oper/Receipt	1002	\$ 20.882	\$ 22.871	\$ 24.861	\$ 26.850	\$ 28.824	\$ 30.798	\$ 1,154.939	\$ 1,231.934



COLLECTIVE BARGAINING AGREEMENT  
OPEIU LOCAL 8 – WPAS

EXHIBIT "D"  
SALARY SCHEDULE - EFFECTIVE JANUARY 1, 2024 (3% INCREASE)

	Range	1st	2nd	3rd	4th	5th		SCALE	
		6 Mos.	6 Mos.	6 Mos.	6 Mos.	6 Mos.		7.5 Hr Day	8 Hr Day
Accountant	1801	\$24.320	\$26.464	\$28.609	\$30.737	\$32.882	\$35.011	\$1,312.894	\$1,400.42
Accountant - Senior I	1901	\$24.987	\$27.179	\$29.355	\$31.548	\$33.740	\$35.916	\$1,346.848	\$1,436.64
Accountant - Senior II	2002	\$25.527	\$27.815	\$30.118	\$32.389	\$34.677	\$36.948	\$1,385.568	\$1,477.94
Accounting Clerk	901	\$20.936	\$22.080	\$23.224	\$24.383	\$25.527	\$28.291	\$1,060.918	\$1,131.65
Administrative Assistant I	1104	\$20.984	\$22.175	\$23.367	\$24.574	\$25.781	\$30.118	\$1,129.428	\$1,204.72
Administrative Assistant II	1805	\$24.320	\$26.464	\$28.609	\$30.737	\$32.882	\$35.011	\$1,312.894	\$1,400.42
Administrative Assistant III	2001	\$25.527	\$27.815	\$30.118	\$32.389	\$34.677	\$36.948	\$1,385.568	\$1,477.94
Administrative Asst - Trainee	701	\$20.714	\$21.778	\$22.811	\$23.875	\$24.939	\$28.784	\$1,079.385	\$1,151.34
Bookkeeper	1701	\$23.780	\$25.003	\$26.226	\$27.433	\$28.657	\$32.787	\$1,229.498	\$1,311.46
Claims Adjuster	1401	\$23.780	\$25.003	\$26.226	\$27.433	\$28.657	\$31.691	\$1,188.395	\$1,267.62
Claims Adjuster - Senior	1802	\$24.320	\$26.464	\$28.609	\$30.737	\$32.882	\$35.011	\$1,312.894	\$1,400.42
Claims Adjuster - Senior II	1902	\$24.987	\$27.179	\$29.355	\$31.548	\$33.740	\$35.916	\$1,346.848	\$1,436.64
Claims Examiner	1201	\$21.810	\$22.922	\$24.034	\$25.146	\$26.258	\$28.942	\$1,085.342	\$1,157.70
Claims Examiner - Trainee	801	\$19.872	\$20.968	\$22.080	\$23.144	\$24.240	\$28.291	\$1,060.918	\$1,131.65
Claims Pre-Processor	401	\$20.380	\$21.524	\$22.684	\$23.859	\$25.019	\$27.815	\$1,043.048	\$1,112.58
Computer Operator - A	2201	\$26.734	\$29.054	\$31.373	\$33.692	\$35.979	\$38.299	\$1,436.201	\$1,531.95
Computer Operator - B	1402	\$23.780	\$25.003	\$26.226	\$27.433	\$28.657	\$31.691	\$1,188.395	\$1,267.62
Computer Operator - Trainee	902	\$20.936	\$22.080	\$23.224	\$24.383	\$25.527	\$28.291	\$1,060.918	\$1,131.65
Computer Operator Senior	2301	\$28.482	\$30.960	\$33.438	\$35.900	\$38.378	\$40.840	\$1,531.511	\$1,633.61
Coordinator - Claims/DP	2000	\$25.527	\$27.815	\$30.118	\$32.389	\$34.677	\$36.948	\$1,385.568	\$1,477.94
Data Controller	1403	\$23.780	\$25.003	\$26.226	\$27.433	\$28.657	\$31.691	\$1,188.395	\$1,267.62
Data Controller - Senior I	1803	\$24.320	\$26.464	\$28.609	\$30.737	\$32.882	\$35.011	\$1,312.894	\$1,400.42
Data Controller - Senior II	1903	\$24.987	\$27.179	\$29.355	\$31.548	\$33.740	\$35.916	\$1,346.848	\$1,436.64
Data Controller - Trainee	1101	\$20.714	\$21.778	\$22.811	\$23.875	\$24.939	\$28.942	\$1,085.342	\$1,157.70
Data Entry Oper - Trainee	1102	\$20.714	\$21.778	\$22.811	\$23.875	\$24.939	\$28.942	\$1,085.342	\$1,157.70
Data Entry Operator	1404	\$23.780	\$25.003	\$26.226	\$27.433	\$28.657	\$31.691	\$1,188.395	\$1,267.62
Data Entry Operator - Senior	1601	\$24.320	\$25.543	\$26.750	\$27.973	\$29.181	\$32.374	\$1,214.010	\$1,294.94
DP Operation - Lead	2303	\$34.232	\$36.726	\$39.204	\$41.698	\$44.176	\$46.416	\$1,740.597	\$1,856.64
Eligibility - Trainee	301	\$18.681	\$19.745	\$20.825	\$21.890	\$22.954	\$26.877	\$1,007.902	\$1,075.10
Eligibility Specialist	1501	\$22.588	\$23.732	\$24.876	\$26.035	\$27.179	\$31.007	\$1,162.781	\$1,240.30
Eligibility Specialist - Senior	1602	\$24.320	\$25.543	\$26.750	\$27.973	\$29.181	\$32.374	\$1,214.010	\$1,294.94
General Office Clerk	501	\$19.046	\$20.174	\$21.302	\$22.445	\$23.557	\$27.004	\$1,012.668	\$1,080.18
Mail Technician	1301	\$22.318	\$24.383	\$26.448	\$28.514	\$30.563	\$32.628	\$1,223.541	\$1,305.11
Mail Technician - Senior	1702	\$24.320	\$26.306	\$28.275	\$30.261	\$32.231	\$34.184	\$1,281.918	\$1,367.38
Mail Technician - Trainee	201	\$19.618	\$20.793	\$21.937	\$23.097	\$24.272	\$26.099	\$978.714	\$1,043.96
Retirement Lead	2101	\$26.210	\$28.482	\$30.737	\$33.025	\$35.281	\$37.552	\$1,408.204	\$1,502.08
Retirement Rep - Senior II	1904	\$24.987	\$27.179	\$29.355	\$31.548	\$33.740	\$35.916	\$1,346.848	\$1,436.64
Retirement Rep - Trainee	1103	\$20.714	\$21.778	\$22.811	\$23.875	\$24.939	\$28.942	\$1,085.342	\$1,157.70
Retirement Rep. - Senior	1804	\$24.320	\$26.464	\$28.609	\$30.737	\$32.882	\$35.011	\$1,312.894	\$1,400.42
Retirement Representative	1405	\$23.780	\$25.003	\$26.226	\$27.433	\$28.657	\$31.691	\$1,188.395	\$1,267.62
Stop Loss Reinsurance - Specialist	1407	\$23.780	\$25.003	\$26.226	\$27.434	\$28.656	\$31.691	\$1,188.412	\$1,267.64
Stop Loss Reinsurance - Trainee	802	\$19.872	\$20.968	\$22.080	\$23.145	\$24.240	\$28.291	\$1,060.911	\$1,131.64
System Anal/Prog - A	2501	\$36.488	\$39.141	\$41.793	\$44.446	\$47.083	\$49.752	\$1,865.691	\$1,990.07
System Anal/Prog - B	2401	\$29.165	\$31.643	\$34.137	\$36.375	\$39.093	\$41.587	\$1,559.508	\$1,663.48
System Anal/Prog - C	2202	\$25.829	\$28.085	\$30.309	\$32.532	\$34.788	\$37.012	\$1,387.950	\$1,480.48
System Anal/Prog - Lead	2701	\$46.734	\$49.625	\$52.500	\$55.391	\$58.266	\$61.157	\$2,293.395	\$2,446.29
System Anal/Prog - Senior	2601	\$43.080	\$45.860	\$48.672	\$51.467	\$54.279	\$57.075	\$2,140.303	\$2,282.99
Systems Support Tech. - Entry	2203	\$25.829	\$28.085	\$30.309	\$32.532	\$34.788	\$37.012	\$1,387.950	\$1,480.48
Systems Support Technician	2402	\$29.165	\$31.643	\$34.137	\$36.375	\$39.093	\$41.587	\$1,559.508	\$1,663.48
Tele Oper/Recept/Trainee	601	\$19.618	\$20.793	\$21.937	\$23.097	\$24.272	\$29.070	\$1,090.107	\$1,162.78
Telephone Oper/Recept	1002	\$21.508	\$23.557	\$25.607	\$27.656	\$29.689	\$31.722	\$1,189.587	\$1,268.89

COLLECTIVE BARGAINING AGREEMENT  
 OPEIU LOCAL 8 – WPAS

EXHIBIT "D"  
 SALARY SCHEDULE - EFFECTIVE JANUARY 1, 2025 (2.5% INCREASE)

	Range	1st	2nd	3rd	4th	5th	SCALE		
		6 Mos.	6 Mos.	6 Mos.	6 Mos.	6 Mos.		7.5 Hr Day	8 Hr Day
Accountant	1801	\$24.928	\$27.126	\$29.324	\$31.506	\$33.704	\$35.886	\$1,345.716	\$1,435.43
Accountant - Senior I	1901	\$25.612	\$27.859	\$30.089	\$32.336	\$34.583	\$36.814	\$1,380.519	\$1,472.55
Accountant - Senior II	2002	\$26.165	\$28.510	\$30.871	\$33.199	\$35.544	\$37.872	\$1,420.207	\$1,514.89
Accounting Clerk	901	\$21.460	\$22.632	\$23.804	\$24.993	\$26.165	\$28.998	\$1,087.441	\$1,159.94
Administrative Assistant I	1104	\$21.509	\$22.730	\$23.951	\$25.188	\$26.426	\$30.871	\$1,157.663	\$1,234.84
Administrative Assistant II	1805	\$24.928	\$27.126	\$29.324	\$31.506	\$33.704	\$35.886	\$1,345.716	\$1,435.43
Administrative Assistant III	2001	\$26.165	\$28.510	\$30.871	\$33.199	\$35.544	\$37.872	\$1,420.207	\$1,514.89
Administrative Asst - Trainee	701	\$21.232	\$22.323	\$23.381	\$24.472	\$25.563	\$29.503	\$1,106.369	\$1,180.13
Bookkeeper	1701	\$24.374	\$25.628	\$26.882	\$28.119	\$29.373	\$33.606	\$1,260.235	\$1,344.25
Claims Adjuster	1401	\$24.374	\$25.628	\$26.882	\$28.119	\$29.373	\$32.483	\$1,218.105	\$1,299.31
Claims Adjuster - Senior	1802	\$24.928	\$27.126	\$29.324	\$31.506	\$33.704	\$35.886	\$1,345.716	\$1,435.43
Claims Adjuster - Senior II	1902	\$25.612	\$27.859	\$30.089	\$32.336	\$34.583	\$36.814	\$1,380.519	\$1,472.55
Claims Examiner	1201	\$22.355	\$23.495	\$24.635	\$25.775	\$26.914	\$29.666	\$1,112.475	\$1,186.64
Claims Examiner - Trainee	801	\$20.369	\$21.492	\$22.632	\$23.723	\$24.846	\$28.998	\$1,087.441	\$1,159.94
Claims Pre-Processor	401	\$20.890	\$22.062	\$23.251	\$24.456	\$25.644	\$28.510	\$1,069.124	\$1,140.40
Computer Operator - A	2201	\$27.403	\$29.780	\$32.157	\$34.534	\$36.879	\$39.256	\$1,472.106	\$1,570.25
Computer Operator - B	1402	\$24.374	\$25.628	\$26.882	\$28.119	\$29.373	\$32.483	\$1,218.105	\$1,299.31
Computer Operator - Trainee	902	\$21.460	\$22.632	\$23.804	\$24.993	\$26.165	\$28.998	\$1,087.441	\$1,159.94
Computer Operator Senior	2301	\$29.194	\$31.734	\$34.274	\$36.798	\$39.338	\$41.861	\$1,569.799	\$1,674.45
Coordinator - Claims/DP	2000	\$26.165	\$28.510	\$30.871	\$33.199	\$35.544	\$37.872	\$1,420.207	\$1,514.89
Data Controller	1403	\$24.374	\$25.628	\$26.882	\$28.119	\$29.373	\$32.483	\$1,218.105	\$1,299.31
Data Controller - Senior I	1803	\$24.928	\$27.126	\$29.324	\$31.506	\$33.704	\$35.886	\$1,345.716	\$1,435.43
Data Controller - Senior II	1903	\$25.612	\$27.859	\$30.089	\$32.336	\$34.583	\$36.814	\$1,380.519	\$1,472.55
Data Controller - Trainee	1101	\$21.232	\$22.323	\$23.381	\$24.472	\$25.563	\$29.666	\$1,112.475	\$1,186.64
Data Entry Oper - Trainee	1102	\$21.232	\$22.323	\$23.381	\$24.472	\$25.563	\$29.666	\$1,112.475	\$1,186.64
Data Entry Operator	1404	\$24.374	\$25.628	\$26.882	\$28.119	\$29.373	\$32.483	\$1,218.105	\$1,299.31
Data Entry Operator - Senior	1601	\$24.928	\$26.182	\$27.419	\$28.673	\$29.910	\$33.183	\$1,244.360	\$1,327.32
DP Operation - Lead	2303	\$35.088	\$37.644	\$40.184	\$42.741	\$45.281	\$47.576	\$1,784.112	\$1,903.05
Eligibility - Trainee	301	\$19.148	\$20.239	\$21.346	\$22.437	\$23.528	\$27.549	\$1,033.100	\$1,101.97
Eligibility Specialist	1501	\$23.153	\$24.325	\$25.498	\$26.686	\$27.859	\$31.783	\$1,191.850	\$1,271.31
Eligibility Specialist - Senior	1602	\$24.928	\$26.182	\$27.419	\$28.673	\$29.910	\$33.183	\$1,244.360	\$1,327.32
General Office Clerk	501	\$19.522	\$20.678	\$21.834	\$23.007	\$24.146	\$27.680	\$1,037.984	\$1,107.18
Mail Technician	1301	\$22.876	\$24.993	\$27.110	\$29.226	\$31.327	\$33.443	\$1,254.129	\$1,337.74
Mail Technician - Senior	1702	\$24.928	\$26.963	\$28.982	\$31.017	\$33.036	\$35.039	\$1,313.966	\$1,401.56
Mail Technician - Trainee	201	\$20.108	\$21.313	\$22.486	\$23.674	\$24.879	\$26.752	\$1,003.181	\$1,070.06
Retirement Lead	2101	\$26.865	\$29.194	\$31.506	\$33.851	\$36.163	\$38.491	\$1,443.409	\$1,539.64
Retirement Rep - Senior II	1904	\$25.612	\$27.859	\$30.089	\$32.336	\$34.583	\$36.814	\$1,380.519	\$1,472.55
Retirement Rep - Trainee	1103	\$21.232	\$22.323	\$23.381	\$24.472	\$25.563	\$29.666	\$1,112.475	\$1,186.64
Retirement Rep. - Senior	1804	\$24.928	\$27.126	\$29.324	\$31.506	\$33.704	\$35.886	\$1,345.716	\$1,435.43
Retirement Representative	1405	\$24.374	\$25.628	\$26.882	\$28.119	\$29.373	\$32.483	\$1,218.105	\$1,299.31
Stop Loss Reinsurance - Specialist	1407	\$24.374	\$25.628	\$26.882	\$28.120	\$29.373	\$32.483	\$1,218.122	\$1,299.33
Stop Loss Reinsurance - Trainee	802	\$20.369	\$21.492	\$22.632	\$23.724	\$24.846	\$28.998	\$1,087.433	\$1,159.93
System Anal/Prog - A	2501	\$37.400	\$40.119	\$42.838	\$45.557	\$48.260	\$50.996	\$1,912.334	\$2,039.82
System Anal/Prog - B	2401	\$29.894	\$32.434	\$34.990	\$37.524	\$40.070	\$42.627	\$1,598.496	\$1,705.06
System Anal/Prog - C	2202	\$26.475	\$28.787	\$31.066	\$33.346	\$35.658	\$37.937	\$1,422.649	\$1,517.49
System Anal/Prog - Lead	2701	\$47.902	\$50.865	\$53.812	\$56.776	\$59.723	\$62.686	\$2,350.729	\$2,507.44
System Anal/Prog - Senior	2601	\$44.157	\$47.006	\$49.888	\$52.754	\$55.636	\$58.502	\$2,193.811	\$2,340.06
Systems Support Tech. - Entry	2203	\$26.475	\$28.787	\$31.066	\$33.346	\$35.658	\$37.937	\$1,422.649	\$1,517.49
Systems Support Technician	2402	\$29.894	\$32.434	\$34.990	\$37.524	\$40.070	\$42.627	\$1,598.496	\$1,705.06
Tele Oper/Receipt/Trainee	601	\$20.108	\$21.313	\$22.486	\$23.674	\$24.879	\$29.796	\$1,117.360	\$1,191.85
Telephone Oper/Receipt	1002	\$22.046	\$24.146	\$26.247	\$28.347	\$30.431	\$32.515	\$1,219.326	\$1,300.61

COLLECTIVE BARGAINING AGREEMENT  
OPEIU LOCAL 8 – WPAS

EXHIBIT "D"									
SALARY SCHEDULE - EFFECTIVE JANUARY 1, 2026 (2.5% INCREASE)									
	Range	1st	2nd	3rd	4th	5th	SCALE		
		6 Mos.	6 Mos.	6 Mos.	6 Mos.	6 Mos.	7.5 Hr Day	8 Hr Day	
Accountant	1801	\$25.551	\$27.804	\$30.057	\$32.294	\$34.547	\$36.783	\$1,379.359	\$1,471.32
Accountant - Senior I	1901	\$26.252	\$28.555	\$30.842	\$33.145	\$35.448	\$37.734	\$1,415.032	\$1,509.37
Accountant - Senior II	2002	\$26.819	\$29.223	\$31.643	\$34.029	\$36.432	\$38.819	\$1,455.712	\$1,552.76
Accounting Clerk	901	\$21.996	\$23.198	\$24.400	\$25.618	\$26.819	\$29.723	\$1,114.627	\$1,188.94
Administrative Assistant I	1104	\$22.046	\$23.298	\$24.550	\$25.818	\$27.087	\$31.643	\$1,186.605	\$1,265.71
Administrative Assistant II	1805	\$25.551	\$27.804	\$30.057	\$32.294	\$34.547	\$36.783	\$1,379.359	\$1,471.32
Administrative Assistant III	2001	\$26.819	\$29.223	\$31.643	\$34.029	\$36.432	\$38.819	\$1,455.712	\$1,552.76
Administrative Asst - Trainee	701	\$21.763	\$22.881	\$23.966	\$25.084	\$26.202	\$30.241	\$1,134.028	\$1,209.63
Bookkeeper	1701	\$24.984	\$26.269	\$27.554	\$28.822	\$30.107	\$34.446	\$1,291.741	\$1,377.86
Claims Adjuster	1401	\$24.984	\$26.269	\$27.554	\$28.822	\$30.107	\$33.295	\$1,248.558	\$1,331.80
Claims Adjuster - Senior	1802	\$25.551	\$27.804	\$30.057	\$32.294	\$34.547	\$36.783	\$1,379.359	\$1,471.32
Claims Adjuster - Senior II	1902	\$26.252	\$28.555	\$30.842	\$33.145	\$35.448	\$37.734	\$1,415.032	\$1,509.37
Claims Examiner	1201	\$22.914	\$24.082	\$25.251	\$26.419	\$27.587	\$30.408	\$1,140.287	\$1,216.31
Claims Examiner - Trainee	801	\$20.878	\$22.030	\$23.198	\$24.316	\$25.468	\$29.723	\$1,114.627	\$1,188.94
Claims Pre-Processor	401	\$21.412	\$22.614	\$23.832	\$25.067	\$26.285	\$29.223	\$1,095.852	\$1,168.91
Computer Operator - A	2201	\$28.088	\$30.524	\$32.961	\$35.398	\$37.801	\$40.238	\$1,508.909	\$1,609.50
Computer Operator - B	1402	\$24.984	\$26.269	\$27.554	\$28.822	\$30.107	\$33.295	\$1,248.558	\$1,331.80
Computer Operator - Trainee	902	\$21.996	\$23.198	\$24.400	\$25.618	\$26.819	\$29.723	\$1,114.627	\$1,188.94
Computer Operator Senior	2301	\$29.924	\$32.527	\$35.131	\$37.718	\$40.321	\$42.908	\$1,609.044	\$1,716.31
Coordinator - Claims/DP	2000	\$26.819	\$29.223	\$31.643	\$34.029	\$36.432	\$38.819	\$1,455.712	\$1,552.76
Data Controller	1403	\$24.984	\$26.269	\$27.554	\$28.822	\$30.107	\$33.295	\$1,248.558	\$1,331.80
Data Controller - Senior I	1803	\$25.551	\$27.804	\$30.057	\$32.294	\$34.547	\$36.783	\$1,379.359	\$1,471.32
Data Controller - Senior II	1903	\$26.252	\$28.555	\$30.842	\$33.145	\$35.448	\$37.734	\$1,415.032	\$1,509.37
Data Controller - Trainee	1101	\$21.763	\$22.881	\$23.966	\$25.084	\$26.202	\$30.408	\$1,140.287	\$1,216.31
Data Entry Oper - Trainee	1102	\$21.763	\$22.881	\$23.966	\$25.084	\$26.202	\$30.408	\$1,140.287	\$1,216.31
Data Entry Operator	1404	\$24.984	\$26.269	\$27.554	\$28.822	\$30.107	\$33.295	\$1,248.558	\$1,331.80
Data Entry Operator - Senior	1601	\$25.551	\$26.836	\$28.105	\$29.390	\$30.658	\$34.013	\$1,275.469	\$1,360.50
DP Operation - Lead	2303	\$35.965	\$38.585	\$41.189	\$43.809	\$46.413	\$48.766	\$1,828.715	\$1,950.63
Eligibility - Trainee	301	\$19.626	\$20.745	\$21.879	\$22.998	\$24.116	\$28.238	\$1,058.927	\$1,129.52
Eligibility Specialist	1501	\$23.732	\$24.934	\$26.135	\$27.354	\$28.555	\$32.577	\$1,221.647	\$1,303.09
Eligibility Specialist - Senior	1602	\$25.551	\$26.836	\$28.105	\$29.390	\$30.658	\$34.013	\$1,275.469	\$1,360.50
General Office Clerk	501	\$20.010	\$21.195	\$22.380	\$23.582	\$24.750	\$28.372	\$1,063.934	\$1,134.86
Mail Technician	1301	\$23.448	\$25.618	\$27.787	\$29.957	\$32.110	\$34.280	\$1,285.483	\$1,371.18
Mail Technician - Senior	1702	\$25.551	\$27.637	\$29.707	\$31.793	\$33.862	\$35.915	\$1,346.815	\$1,436.60
Mail Technician - Trainee	201	\$20.611	\$21.846	\$23.048	\$24.266	\$25.501	\$27.420	\$1,028.261	\$1,096.81
Retirement Lead	2101	\$27.537	\$29.924	\$32.294	\$34.697	\$37.067	\$39.453	\$1,479.494	\$1,578.13
Retirement Rep - Senior II	1904	\$26.252	\$28.555	\$30.842	\$33.145	\$35.448	\$37.734	\$1,415.032	\$1,509.37
Retirement Rep - Trainee	1103	\$21.763	\$22.881	\$23.966	\$25.084	\$26.202	\$30.408	\$1,140.287	\$1,216.31
Retirement Rep. - Senior	1804	\$25.551	\$27.804	\$30.057	\$32.294	\$34.547	\$36.783	\$1,379.359	\$1,471.32
Retirement Representative	1405	\$24.984	\$26.269	\$27.554	\$28.822	\$30.107	\$33.295	\$1,248.558	\$1,331.80
Stop Loss Reinsurance - Specialist	1407	\$24.984	\$26.269	\$27.554	\$28.823	\$30.107	\$33.295	\$1,248.575	\$1,331.81
Stop Loss Reinsurance - Trainee	802	\$20.878	\$22.029	\$23.198	\$24.317	\$25.467	\$29.723	\$1,114.619	\$1,188.93
System Anal/Prog - A	2501	\$38.335	\$41.122	\$43.909	\$46.696	\$49.467	\$52.270	\$1,960.142	\$2,090.82
System Anal/Prog - B	2401	\$30.641	\$33.245	\$35.865	\$38.115	\$41.072	\$43.692	\$1,638.458	\$1,747.69
System Anal/Prog - C	2202	\$27.137	\$29.506	\$31.843	\$34.179	\$36.549	\$38.886	\$1,458.215	\$1,555.43
System Anal/Prog - Lead	2701	\$49.100	\$52.137	\$55.158	\$58.195	\$61.216	\$64.253	\$2,409.498	\$2,570.13
System Anal/Prog - Senior	2601	\$45.261	\$48.182	\$51.136	\$54.073	\$57.027	\$59.964	\$2,248.656	\$2,398.57
Systems Support Tech. - Entry	2203	\$27.137	\$29.506	\$31.843	\$34.179	\$36.549	\$38.886	\$1,458.215	\$1,555.43
Systems Support Technician	2402	\$30.641	\$33.245	\$35.865	\$38.115	\$41.072	\$43.692	\$1,638.458	\$1,747.69
Tele Oper/Recept/Trainee	601	\$20.611	\$21.846	\$23.048	\$24.266	\$25.501	\$30.541	\$1,145.294	\$1,221.65
Telephone Oper/Recept	1002	\$22.597	\$24.750	\$26.903	\$29.056	\$31.192	\$33.328	\$1,249.810	\$1,333.13