



Office and Professional Employees International Union
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COLLECTIVE BARGAINING AGREEMENT

BETWEEN

WILLAPA HARBOR HOSPITAL

AND

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

FOR THE PERIOD OF

JULY 1, 2023 THROUGH JULY 1, 2026

COLLECTIVE BARGAINING AGREEMENT
OPEIU LOCAL 8 – WILLAPA HARBOR HOSPITAL

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COLLECTIVE BARGAINING AGREEMENT

WILLAPA HARBOR HOSPITAL

PREAMBLE

This Agreement is made and entered into this 1st day of July 2023 by and between PACIFIC COUNTY HOSPITAL DISTRICT 2 OF PACIFIC COUNTY, WASHINGTON, dba WILLAPA HARBOR HOSPITAL, hereinafter referred to as the EMPLOYER and the OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION LOCAL 8, AFL-CIO, hereinafter referred to as the UNION for the purpose of governing their mutual relations by fixing the following scales of wages, schedules of hours, working conditions and regulations affecting the members of the Union.

ARTICLE 1

RECOGNITION

Section 1.1 The Employer agrees to recognize the Union as the sole collective bargaining agent for all full-time, part-time and per-diem employees employed by Willapa Harbor Hospital, excluding supervisors, managerial, temporary and confidential employees and employees represented by another Union. It is mutually agreed by the Employer and the Union that individual verbal or written agreements which would alter any provisions of this agreement must be entered into writing between the Employer and the Union.

Section 1.2 NEW JOB TITLES The Employer shall notify the Union sixty (60) days before implementation of a new job title within the scope of the bargaining unit or when duties of bargaining unit jobs are transferred to non-bargaining unit positions. If sixty (60) days notice is not possible, the Employer will endeavor to notify the Union as soon as practicable. It is not the Employer's policy to establish new job titles or statuses outside of the bargaining unit for the purpose of excluding such employees from the bargaining unit.

ARTICLE 2

UNION SECURITY

Section 2.1 NEW EMPLOYEES The Union Representative or shop steward will be allowed thirty (30) minutes during the orientation of new employees to meet with employees in their bargaining unit.

Section 2.1(a) DUES DEDUCTION During the term of this Agreement, the Employer shall deduct uniformly required 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. Such dues shall be transmitted to the Office and Professional Employees International Union Local 8, AFL-CIO. Deductions shall be transmitted each month to the Union by check payable to its order. Upon issuance 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. The Employer will furnish a list of new hires, home addresses, rates of pay, dates of hire and job titles, and dates of separation as changes occur or upon request.

Section 2.1(b) ROSTER Each month the Employer shall supply to the Union a list of all employees covered by this Agreement including their job title, department, rate of pay, employee status (full-time, part-time or per diem), date of hire, shift, mailing address, phone number, work email address, personal email address (if available) and a list containing hours worked by each employee covered by this Agreement.

Section 2.2 PRESENT CONDITIONS No present 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 the employee was engaged, shall suffer a reduction in the rate of wages or benefits from the application of this Agreement.

Section 2.3 OPEIU LOCAL 8 PAC CHECK-OFF The Employer agrees to deduct the sum specified from the pay of each member of the bargaining unit who voluntarily executes an OPEIU Local 8 PAC Check-Off Authorization form. When filed with the Employer, the authorization form will be honored in accordance with its terms.

A check payable to OPEIU Local 8 PAC for the amounts deducted and a roster of all bargaining unit employees using payroll deduction for voluntary political action contributions will be transmitted to the Union at the same time the dues are transmitted. Upon issuance and transmission of this check to the Union, the Union holds the Employer harmless from all claims, demands or other forms of liability that may arise against the Employer for or on account of any such deductions.

Section 2.4 HARDSHIP FUND The Employer agrees to deduct the sum specified from the pay of each member of the bargaining unit who voluntarily executes an OPEIU Local 8 Hardship Fund Check-Off Authorization form. When filed with the Employer, the authorization form will be honored in accordance with its terms.

A roster of all bargaining unit employees using payroll deduction for voluntary contributions to the Hardship Fund will be transmitted to the Union at the same time the dues are transmitted. One check will be made payable to OPEIU Local 8. It will include dues (Section 2.1(a)) and the deductions for the Hardship Fund. The two amounts shall be designated on the check memo line. Upon issuance and transmission of this check to the Union, the Union holds the Employer harmless from all claims, demands or other forms of liability that may arise against the Employer for or on account of any such deductions.

ARTICLE 3

UNION BUSINESS

Section 3.1 UNION STEWARDS It is agreed that the Union may establish Shop Stewards where needed. The Employer agrees not to discriminate against Shop Stewards for conducting lawful Union activities. The Union shall provide the Hospital Administrator with a current list of all Shop Stewards and their respective locations. During negotiations the Bargaining team members shall be compensated at their normal rate of pay for time spent at all negotiation meetings during normal working hours, the cost to be shared equally between the union and the hospital.

It is agreed that if there is more than one bargaining team member from one department and the Department Manager determines it is a hardship to have them away from their normal work assignments at the same time, the Employer and the Union will work to schedule meetings outside that shift or to have those team members rotate their participation in order to minimize the hardship.

The local Union Steward will be given thirty (30) minutes to introduce the Union contract to newly employed employees at orientation.

Section 3.2 UNION REPRESENTATIVES The Union Representative of the Local shall be allowed admission to the Willapa Harbor Hospital at any reasonable time for the purpose of investigating conditions existing on the job. Such authorized Union representatives shall confine their activities during such investigations to matters relating to this Agreement. Such admission shall be after first notifying the Hospital Administrator or the Administrator Designee and investigation shall be conducted in a manner not to interfere with the normal and orderly operation of the Hospital.

Section 3.3 UNION BULLETIN BOARDS The Union shall be allowed access to and use of a separate bulletin board for the purpose of posting Union notices relating to general Union activities provided, however, that such bulletin board shall not be used for any political purposes.

ARTICLE 4

DEFINITIONS

Definitions cited below are applicable to the interpretation and administration of the specific provisions of this Agreement.

Section 4.1(a) FULL-TIME EMPLOYEE An employee who works forty (40) hours per week or eighty (80) hours in a two (2) week period on a regularly recurring basis.

12-Hour Shift-Regularly scheduled thirty-six (36) hours in a work week. Such employee shall accrue full-time benefits in the same amount as a forty (40) hour per week employee.

Section 4.1(b) PART-TIME EMPLOYEE An employee who works less than forty (40) hours

per week or eighty (80) hours in a two (2) week period but is regularly scheduled to work on a recurring basis. If a part-time employee is regularly scheduled forty (40) hours per week or regular scheduled 36 hours a week, 12-hour shifts, for four (4) consecutive months, the employee's status may be changed to regular full-time position, if mutually agreeable by the employer and employee. This status change would not require posting. This section would not apply if the worker, working additional hours to fill shifts temporarily while an employee is out on approved leave.

Section 4.1(b)(1) PART-TIME EMPLOYEE WITH BENEFITS An employee who is regularly scheduled to work at least 104 hours per month but less than full-time who has elected to receive a prorated portion of benefits rather than in lieu of pay.

Section 4.1(c) PER DIEM EMPLOYEE An employee who works on an as needed basis. May receive some scheduled days but not on a recurring basis. If a per diem employee is regularly scheduled for more than 16 – 24 hours per week or four (4) consecutive months, the employee's position shall be changed to regular part-time if mutually agreeable by the employer and employee. This status change would not require posting. This section would not apply if the worker, working additional hours to fill shifts temporarily while an employee is out on approved leave the term may be extended for up to twelve (12) months, with notification to the Union.

Section 4.1(d) TEMPORARY EMPLOYEE A temporary employee is assigned responsibilities associated with a specific need or situation strictly temporary in nature and who works if, as and when needed to perform the responsibilities. In any case, where a temporary employee works over six (6) months in a twelve (12) month period, the position shall be classified as regular part-time and shall be posted in accordance with Section 6.1, JOB POSTING. Temporary employees shall have the lowest seniority for scheduling purposes and are not members of the bargaining unit.

Section 4.1(e) PROBATIONARY EMPLOYEE The first ninety (90) days for a full-time employee or 520 hours for a part-time employee shall be a probationary period for all newly hired employees governed by this Agreement. During the probationary period, employees may be discharged without recourse to the grievance procedure. The probationary period may be extended up to an additional ninety (90) days by mutual consent of the employee and their supervisor with written notice to the Union of the extension.

Section 4.2(a) EIGHT HOUR SHIFT EMPLOYEE An employee whose scheduled workday is eight (8) hours long. Overtime provisions apply after scheduled workday.

Section 4.2(b) TEN HOUR SHIFT EMPLOYEE An employee whose scheduled workday is ten (10) hours long. Overtime provisions apply after scheduled workday.

Section 4.2(c) TWELVE HOUR SHIFT EMPLOYEE An employee whose scheduled workday is twelve (12) hours long. The workweek for a twelve (12) hour shift employee shall consist of thirty-six (36) hours a week and seventy-two (72) hours in a two (2) week period. Overtime provisions apply after scheduled workday, or after thirty-six (36) hours in a workweek, or in keeping with any other working conditions in this contract.

Section 4.3(a) ON-CALL An employee who has been asked to remain available to the employer in the event the employee's services may be needed.

Section 4.3(b) CALL-IN An employee who has been asked to come to work for a shift or for the remainder of a shift. This person may or may not have been placed on-call.

Section 4.3(c) STANDBY CALL An employee who is regularly scheduled to be on standby call for their department. These departments include Lab, X-ray, RT and Surgery. This employee must remain quickly available to the hospital while on standby.

Section 4.3(d) CALLBACK An employee who is on standby call who is called back to work.

Section 4.4(a) WORKWEEK The workweek shall consist of forty (40) hours in a one (1) week period or eighty (80) hours in a two (2) week period starting and ending Saturday midnight. The workweek for "12 Hour Shift full time employees" shall consist of three (3) twelve (12) hour shifts a week and seventy-two (72) hours in a two (2) week period.

Section 4.4(b) DAY SHIFT The shift designated by each Department Manager where the majority of the hours worked fall after 6:00 a.m.

Section 4.4(c) EVENING SHIFT The shift designated by each Department Manager where the majority of the hours worked fall after 2:30 p.m.

Section 4.4(d) NIGHT SHIFT The shift designated by each Department Manager where the majority of the hours worked fall after 11:00 p.m.

Section 4.5 COMPENSABLE HOURS The following hours are considered compensable hours for determining benefit accrual and increments for part-time employees: Regular hours, overtime hours, callback hours, call-in hours, paid time off (PTO), and extended illness bank (EIB) plus five percent (5%) of standby hours.

Section 4.6 STRAIGHT TIME The term Straight Time shall be defined as an employee's hourly rate taken from the wage scale.

Section 4.7 NORMAL HOURLY RATE OF PAY The normal rate of pay shall be defined as straight-time plus applicable shift differential.

Section 4.8 REGULAR RATE OF PAY The regular rate of pay shall be defined as straight-time hourly rate, plus any applicable premium as required by the Fair Labor Standards Act (FLSA).

Section 4.9 BLOCKS OF SHIFTS Two or more twelve (12) hour shifts that run consecutively.

Section 4.10 STATUS Refer to whether an employee is full-time or part-time or per diem.

ARTICLE 5

GRIEVANCE AND ARBITRATION

The Union and/or employee may challenge the Employer's interpretation or application of the specific provisions of this Agreement; provided that, the issuance of the complaint is taken up for settlement within ten (10) calendar days of the specific date which can most reasonably be associated with the date of origin of the complaint. The employee(s) and supervisor shall make a good faith effort to resolve the complaint informally. Such grievances shall be processed in the following manner:

Time limits set forth in this Article may be extended by mutual agreement between the parties.

- Step 1. The complaint must be taken up with the employee, Union steward and immediate supervisor within ten (10) calendar days. The immediate supervisor will respond within ten (10) calendar days from the date the complaint is presented. If the immediate supervisor's response does not resolve the complaint to the employee's satisfaction, the complaint shall be reduced to writing and presented to the Hospital Administrator or the Administrator's designee within ten (10) calendar days from receipt of the supervisor's response.
- Step 2. If the grievance is not resolved in Step 1, then the grievance may be submitted to the Administrator and/or Administrator designee within ten (10) working days from the meeting with the supervisor in writing, setting forth the detailed facts concerning the nature of the grievance, the contractual provisions alleged violated, and relief sought. Upon receipt of the written grievance, the Administrator and/or designee shall meet with the employee and/or Union representative within ten (10) working days of receipt of the written grievance. Within ten (10) working days after such meeting, the Administrator and/or designee shall set forth his/her answer in writing with a copy to the employee.
- Step 3. If still unresolved after Step 2, within ten (10) days either the Employer or the Union may refer the grievance to mediation. PERC shall be utilized for the mediation process.
- Step 4. If the grievance is not settled in Step 3, either the Employer or the Union may refer the issue to binding arbitration by written request stating the issue to be arbitrated within fifteen (15) working days following the written answer from the Administrator or Administrator designee. The parties shall attempt to select a disinterested party to serve as arbitrator. In the event the Employer and the Union are unable to agree upon an arbitrator, the Federal Mediation and Conciliation Service shall be requested to submit a list of seven (7) qualified and approved arbitrators. From such list the arbitrator shall be selected by the Union and the Employer alternately striking one name from the list until only one (1) name shall remain. The first selection shall be determined by coin toss.

The arbitrator shall render a decision as promptly as possible and in any event within thirty (30) working days from the date of case presentation, or as otherwise agreed upon by the parties. The arbitrator shall confine to the issue submitted for arbitration and shall have no authority to determine any other issue not so submitted to him/her. The arbitrator shall have the jurisdiction and authorization only to interpret, apply, or determine compliance with the specific terms of this Agreement and shall not have jurisdiction to add to, detract from, or alter in any way the provisions of this Agreement. Any decisions within the jurisdiction of the arbitrator shall be final and binding upon the parties. The parties agree to make available to each other reasonably pertinent data as may be necessary to adequately examine the circumstances surrounding the grievance. The arbitrator shall have authority to effect compliance with this provision by requiring the production of such evidence.

The expense and fees incumbent to the services of the arbitrator shall be equally shared by the Employer and the Union.

ARTICLE 6

EMPLOYMENT PRACTICES

Section 6.1 JOB POSTING When a regular full-time, part-time, or per diem job opening, or vacancy occurs, notice of such job shall be posted on the official employee bulletin board, in a prominent location within the affected department and in the Human Resource Office for at least seven (7) calendar days. Postings for internal or external position openings shall include job title, hours, hourly wage range expected weekend work (rotating weekends or every weekend) qualifications and a brief description of duties. All internal applicants must apply using the link on the Willapa Harbor Hospital website or Paycom within seven (7) days of this posting to be considered as an internal applicant. No external applicants will be considered until the seven (7) calendar days period has lapsed and all internal applicants have been reviewed and a decision made regarding their qualifications. A temporary employee may be utilized in emergency during this notice.

The Employer may begin outside recruitment during the seven (7) calendar days period but no referrals will be made to the hiring supervisor until current employees' applications have been reviewed and a decision made regarding their qualifications.

Section 6.2(a) HIRING The Employer may hire employees from any source, but shall observe seniority provisions for current employees in accordance with Section 13.3, APPLICATION OF SENIORITY. Any person may be employed who, in the judgment of the Employer, will make the best employee and the Employer shall be the sole judge of the fitness of any applicant for the job; however, the Employer shall not hire outside applicants if employees on the layoff/recall list, who are qualified to perform the duties of a position are ready, willing and able to be employed.

Section 6.2(b) REHIRING Any former employee of the Employer who has retired or

resigned from a position in good standing and is rehired with a break in service of no more than one (1) year will be placed on the OPEIU Local 8 negotiated wage pay scale at the highest step earned by that employee in that same pay scale classification during their last employment at the Employer. Once rehired, the Employee would advance along the pay scale steps according to the full-time, part-time or per-diem hours worked from that point on. Seniority shall begin accumulating as a new hire.

Any former employee of the Employer who has retired or resigned from a position in good standing and is rehired with a break in service of more than one year will be placed on the OPEIU Local 8 negotiated wage pay scale at two (2) complete pay scale steps lower than the highest step earned by that employee in that same pay scale classification during their last employment at the Employer. The returning Employee shall not be placed at reduced steps if the highest earned step was at or below step six on the pay scale. In that case then Section 8.11 RECOGNITION FOR EXPERIENCE takes effect. Once re-hired, the Employee will advance along the pay scale steps according to the full-time, part-time or per-diem hours worked from that point on. Seniority shall begin accumulating as a new hire.

Section 6.3 TRANSFER/PROMOTION An employee who requests and is granted a transfer or promotion to another job classification (title) in the same or a different bargaining unit within the Employer shall have the right to return to the employee's former position during the first thirty (30) calendar days in the new position following a ninety (90) calendar day probation period which may be extended a maximum of thirty (30) additional calendar days by mutual consent of the employee and their manager with written notice to the Union. If an employee and manager have agreed in writing that the employee has completed their orientation period successfully prior to the 90 calendar days their 30 additional days will begin at that point.

Any employee who is hired into a transfer/promotion employee's position will do so with the understanding that the employee may opt to return to that position at any time during the above set forth time period.

If at anytime within the above set forth time period the manager determines the employee is not meeting the expectation of the transfer/promotion position the manager can return the employee back to their previous position without recourse to the grievance procedure.

Employees on such a promotion or transfer and who are eligible for paid time off (PTO), extended illness bank (EIB), medical, dental, or other benefits shall receive such benefits uninterrupted.

Section 6.4 SEPARATION Upon completion of the probationary period, employees discharged 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 separation date selected and, if requested by the Employer, shall, during the period of notice, assist with the training of a replacement. No employee shall be discharged or disciplined except for just cause.

Section 6.5 CORRECTIVE ACTION

Section 6.5(a) The Employer shall have the right to discipline and/or discharge an employee for just cause. No employee shall be disciplined or discharged except for just cause. Just cause for discipline, up to and including discharge could include but not be limited to:

- 1) the employer's policy or managerial order and consequences for violations have been provided to all employees,
- 2) the policy or managerial order is reasonably related to the efficient and safe operation of the business,
- 3) prior to administering discipline the employer arrives at facts which are supported by substantial evidence arrived at through a fair and objective investigation,
- 4) the employers policy or managerial orders and consequences for violation have been applied evenhandedly and without discrimination, and
- 5) the degree of discipline is reasonably related to the seriousness of the proven offense and the record of the employee.

Section 6.5(b) The Employer shall provide a written policy with coordination and concurrence of the Union regarding discipline and adverse actions. The Employer shall apply a uniform, progressive discipline system including:

- 1) verbal counseling with a written record and scheduled review, if appropriate to the circumstances;
- 2) written warning notices for formal reprimands with a scheduled review, if appropriate to the circumstances;
- 3) performance improvement plans with a scheduled review; and
- 4) suspension where immediate discharge is not appropriate.

The level of discipline imposed is based on the act(s) that led to the discipline. Disciplinary steps may be by-passed if the verifiable nature of the offense is grave as described in the Employer's Safe Health Care and Work Environment section of the Code of Conduct. If appropriate to the circumstances and the particular disciplinary action, at each level of discipline, the employee shall be allowed sufficient time and opportunity to improve before further discipline is applied. An employee shall be requested to sign the written notices to indicate that the employee comprehends the nature of the corrective action. Copies of these notices will be provided the employee at the time the formal corrective action is applied or shortly thereafter. Discipline is always subject to the grievance procedure.

Section 6.5(c) EMPLOYEE RIGHTS An employee may have a Union Representative or Shop Steward present at any meeting with management representatives which involves discipline or where an employee reasonably believes a meeting will result in disciplinary action. If the employee desires Union representation at such a meeting, the employee shall notify the

Employer at that time and shall be provided reasonable time to arrange for Union representation at the meeting. In no event shall the meeting be postponed longer than two (2) working days except by mutual agreement.

Section 6.6 PERSONNEL FILES The employee or Union Representative, if the employee so authorizes in writing, may examine the employee's personnel file with a representative of the Human Resource office in attendance during normal Human Resource office hours. Warning notices shall be placed in the personnel file and shall be brought to the employee's attention. Employees shall have the right to review and comment on warning notices. Such warning notices shall normally be retained in the employee's personnel file for a period of eighteen (18) months from the date of the most recent similar or same such notice. Provided that if an employee sustains further disciplinary action during the eighteen (18) month period, for a comparable infraction, the warning notice shall be retained in the employee's personnel file until the employee's performance is satisfactory for a period of eighteen (18) consecutive months from the date of the last disciplinary action. At such time the warning notice shall be removed from the employee's personnel file.

Section 6.7 CONFIDENTIALITY Public discussion or release of information that is confidential to the Employer without the explicit approval of the Administrator shall be grounds for disciplinary action up to and including separation.

Section 6.8 AUTOMATIC SEPARATION OF EMPLOYMENT An employee shall be automatically terminated if they have not worked for six (6) consecutive months unless their name is on the recall list due to layoff or the employee is on an approved leave of absence.

Section 6.9 YEARLY PERFORMANCE EVALUATIONS The performance of each employee will be evaluated with the employee at three (3) months or 520 hours for a part-time employee after date of hire and as needed during the employee's probationary period, and annually thereafter. The employee shall have the opportunity to make oral and/or written comments about the evaluation. Evaluations shall not contain disciplinary material not previously discussed with the employee.

Section 6.10 LABOR/MANAGEMENT COMMITTEE A Labor/Management Committee consisting of equal numbers, of management representatives and bargaining unit representatives (to include a union representative and/or any bargaining unit member), shall meet at a mutually acceptable time upon request of either party but at least twice annually. The purpose of the committee shall be to foster improved communications between the Employer and the Bargaining Unit. Committee members shall be compensated at their normal rate of pay for time spent attending committee meetings during normal working hours. Management and/or the Union, (depending on who requests the meeting) will be given at least fourteen (14) days notice prior to meeting dates at which time an agenda will be provided.

ARTICLE 7

HOURS OF WORK AND OVERTIME

Section 7.1 STANDARD WORKDAY/WORKWEEK A normal workday shall consist of eight (8) hours of work to be completed within eight-and-one-half (8 ½) consecutive hours. A normal

workweek shall consist of forty (40) hours of work within five (5) consecutive days in a seven (7) day workweek. The workdays and work periods as specified in this Article shall not constitute guaranteed hours of work. The workweek shall be defined as starting and ending Saturday midnight.

Section 7.1(a) NON-STANDARD WORKDAY/WORKWEEK Where mutually agreeable to the Employer and the employee, a standard workday may consist of ten (10) hours within ten and one-half (10 ½) consecutive hours where the work pattern is based upon four (4) ten (10) hour days equaling a standard workweek; or, of twelve (12) hours within a twelve and one-half (12 ½) hour consecutive work period where the work pattern is based on six (6) twelve (12) hour days within a regularly recurring fourteen (14) day period. Where such a workday is adopted, overtime concepts and other contract language relating to eight (8) hour days shall be converted to a ten (10) or twelve (12) hour concept. The employee may return to an eight (8) hour workday following two (2) weeks' notice.

Section 7.1(a)(1) FLEXIBLE STARTING/ENDING HOURS Where mutually agreeable to the Employer and the employee, an employee may work flexible starting and ending hours and/or non-standard work days within the same work week; provided that, such non-standard work days do not exceed forty (40) hours within that week and shall not be cause for overtime pay. The employee may return to the employee previous schedule with two (2) weeks' notice.

Section 7.1(b) TWELVE HOUR SHIFTS

Section 7.1(b)(1) WORK PERIODS The basic full-time period for twelve (12) hour employee shall consist of seventy-two (72) hours worked in a two (2) week period, consisting of three (3) twelve (12) hour shifts each week.

Section 7.1(b)(2) WORKDAY The basic workday for the twelve (12) hour employee will be twelve and one-half (12 ½) consecutive hours; within those hours will be three fifteen (15) minute breaks and a one-half (1/2) hour lunch period, away from the floor on the employee's own time. If not relieved of duties and unable to leave the floor, the meal period shall be paid to the employee by the Employer. The thirty (30) minute meal period shall fall before 1330 for the day shift and 0130 for the night shift. It is understood that it is the responsibility of the charge nurse to schedule breaks and lunch periods.

Section 7.2 OVERTIME PAY Overtime shall be compensated at the rate of one and one-half (1 ½) times the normal hourly rate of pay for all time worked beyond the normal workday or workweek. All overtime must be approved by the immediate supervisor or the supervisor designee. Overtime shall include shift differential, if applicable.

Section 7.2(a) If a Full Time Employee works overtime, unscheduled shift, early call-in, call-back, or any other non-straight time hours they are still expected to work their scheduled hours. If an employee is called and offered an unscheduled shift or works any other non-straight time hours, they are still expected to work their scheduled hours. The only time an employee would not be required to work their scheduled hours is by mutual agreement with their Department Manager. If the Department Manager authorizes them to leave early and if the employee has equal or more compensable non-straight time hours worked for the week, they would not be required to use PTO to reach their required forty (40) hours worked. If the

employee does not have an equal or more amount of compensable non-straight time hours worked, then they are required to use PTO to fulfill their eight (8) or twelve (12) hour a day or forty (40) hour a week schedule. Compensable non-straight time hours worked are to be counted on a one hour per hour worked basis regardless of the rate of pay for those hours worked.

Section 7.2(b) If the manager says the employee is required to work their scheduled shift, even if they have worked overtime or any other non-straight time hours that week, they are still expected to stay and work their scheduled shift. As always overtime provisions apply.

Section 7.2(c) Any falsification of sick time (unscheduled PTO for sickness) by an employee who has worked an extra shift is subject to progressive discipline. This in no way implies that the department manager will not take progressive disciplinary steps as outlined in this "Agreement" if the employees do not complete their scheduled workday or work week due to accepting unscheduled shifts and then calling in unable to work their scheduled shifts unless authorized by their Department Manager.

Section 7.3 REST BREAKS Employees shall have a rest break of fifteen minutes for every four hours worked or majority fraction thereof.

Section 7.4 MEAL The established meal period will be one-half (1/2) hour. Employees will not be required to take their meal period until at least three hours after starting work and no later than three hours before quitting time unless mutually agreed upon between the employee and their supervisor.

The basic workday shall include an uninterrupted thirty (30) minute meal period on the employee's own time. If during this time the employee's meal period is interrupted by a recall to duty, the meal period shall be paid at the overtime rates in accordance with Article 7, Section 7.2 OVERTIME PAY.

Section 7.5 MONTHLY SCHEDULE The monthly work schedule shall be posted by the 20th of the preceding month, or if possible, as early as the 15th of the preceding month. Routine scheduling preference for choice of days and shifts shall be given according to Section 13.1 and 13.3(a) (1) within each status: full-time or twelve-hour shift, part-time and then per diem, unless more senior employees specifically request in writing to be scheduled for less hours. The Employer has the right and obligation to schedule available staff such that overtime is not incurred if possible. If the Employer is unable to fill all shifts the schedule will be posted with the available shifts clearly marked. It is the responsibility of all employees to review this schedule. The schedule will be electronically sent to all per diem employees. If more than one available employee signs up for this shift the shift will be given to the employee based on seniority: part-time, per diem and then full-time. If Overtime is required the shift will be given to the most senior full-time and then the most senior part-time employee. Shifts becoming available with more than 24 hours notice will be filled as described above. Shifts available with less than 24 hours notice will be filled according to Section 8.10(a) WORK ON AN UNSCHEDULED DAY. The Employer will try to keep Full-Time and Part-Time shifts consistent.

Section 7.5(a) SCHEDULING AND CALL-IN PRIORITY This section applies to both

scheduling with more than 24 hour notice per Section 7.5 MONTHLY SCHEDULE and call-in with less than 24 hour notice per Section 8.10(a) WORK ON AN UNSCHEDULED DAY.

The Employer has the right and obligation to schedule and call-in available staff such that overtime and Section 7.6 REST BETWEEN SHIFTS premium pay is not incurred if possible. No other premium pays affect this section.

The appropriate preference for choice of days and shifts and policy for call-in based on seniority within each status shall be followed excepting that the initial pass through shall skip employees that would incur overtime or rest between shifts premium pay. Pursuant passes through the appropriate seniority within each status shall include those employees previously skipped on the initial attempt at staffing.

Section 7.5(b) ADDITIONAL SHIFT NOTIFICATION FOR NURSING A mass text will be sent to all nursing department specific employees available for a shift, at one time. The Employer will then allow a two-hour window for staff to respond. At the end of the two-hour time period, the employee who responded to the nurses' desk with the most seniority will be given the open shift. Telephone Pay [Section 8.6(a)] does not apply when contacted for additional shifts.

If additional staff is requested due to staffing guidelines and time is of the essence during the current shift, the most senior person to notify the nurses' desk in thirty (30) minutes shall be awarded the shift.

Section 7.5(c) When possible, the Employee shall notify the Employer at least two (2) hours in advance of the employee's scheduled day shift or three (3) hours in advance for evening and night shifts, if the employee is unable to report for duty as scheduled.

Section 7.6 REST BETWEEN SHIFTS Only Full-Time or Part-Time Employees shall be eligible for this section. Employees shall have an unbroken rest period of twelve (12) hours between shifts unless requested by the employee. Any time worked without twelve (12) hours rest between shifts or ten (10) hours rest between shifts for twelve (12) hour shift employees, excluding overtime, shall be paid at the time and one half (1 ½), the normal rate continuing until completion of such twelve (12) or ten (10) hour rest period as applicable. This provision does not apply to those employees who are performing standby per 4.3(c) standby call.

Night shift employees who are regularly scheduled to work a twelve (12) hour shift will have a minimum of forty-eight (48) hours off between blocks of shifts. If the employee does not receive a minimum of forty-eight (48) hours off between blocks of shifts, the employee will be paid a sleep day unless less than a minimum of forty-eight (48) hours off between blocks of shifts occurs because of a requested day off by the employee or the employee requests an additional shift.

Section 7.7 WEEKENDS The Employer will make a good faith effort to schedule all full-time and part-time employees two (2) weekends off out of each four (4) consecutive weekends. If staffing allows, effort will be made to schedule every other weekend off.

In the event a full-time or part-time employee is required to work either day of the weekend on

three (3) successive weekends all time worked on the third and successive weekend shall be paid for at the rate of one and one-half (1 ½) times the normal rate of pay. This Section shall not apply to part-time employees or to full-time employees who voluntarily agree to more frequent weekend duty (See Section 1.1 RECOGNITION). The weekend shall be defined for day and evening shift personnel as Saturday and Sunday. For night shift personnel, the weekend shall be defined as Friday and Saturday night. **See Letter of Understanding and Addendum I.** Signed waivers will no longer be in effect if the employee changes job classification and or job status.

Section 7.8 NO PYRAMIDING There shall be no pyramiding of overtime or premium pay.

ARTICLE 8

SALARY AND COMPENSATION

Section 8.1 WAGES

Effective January 1, 2024, the wages of each employee and each contract wage category shall be increased by three percent (3%).

Effective January 1, 2024, the following job classification will receive across the board market adjustments per hour increases:

- Medical Lab Technician - \$2.00
- Medical Technologist (ASCP) (AMT) - \$2.00
- Lead Medical Technologist (ASCP) - \$2.00
- Certified Nurse Assistant - \$1.50
- Lab. Assistant/Phlebotomist - \$1.50

Effective January 1, 2024, restructure of the Pharmacy Department.

<u>Position:</u>	<u>Starting Wage:</u>
Pharmacy Tech I	\$21.60
Pharmacy Tech II	\$22.60
Pharmacy Tech III	\$23.60
Pharmacy Lead Tech	\$25.60

Effective January 1, 2024, the 'START' column shall be eliminated from the contract. 3 Mos column shall be the renamed START.

Effective January 1, 2024, rename the job titles in the Laboratory Department.

- "Lead Medical Technologist" to "Lead Medical Laboratory Scientist"
- "Medical Technologist" to "Medical Laboratory Scientist"
- "Certified Lead Coder/Abstractor" to "Certified Lead Coder Analyst"

Effective January 1, 2024 the following job classification will receive across the board market adjustments per hour increases:

- Patient Registration Clerk wage scale to match Clinic Medical Receptionist wage scale
- Diagnostic Sonographer - \$2.00

Effective January 1, 2024, Step 21, 24, 26, 28, 29 and 30 will be added to the wage scale.

Effective January 1, 2025, the wages of each employee and each contract wage category shall be increased by four percent (4%).

Effective January 1, 2026, the wages of each employee and each contract wage category shall be increased by three quarters percent (3.75%).

Section 8.1(a) SALARY PROGRESSION FOR FULL-TIME EMPLOYEES Full-time employees shall receive their increments on their anniversary dates. For the purpose of this Article, full-time employees are defined in Section 4.1(a) FULL-TIME EMPLOYEE.

Section 8.1(b) Each salary increment set forth above shall become effective the beginning of the pay period following the pay period in which the employee has completed 2080 hours for full-time employees and 1872 hours for 12-hour shift employees or twelve (12) months whichever comes last. Paid time off (PTO), extended illness bank (EIB), overtime, call-back, plus five percent (5%) of standby hours shall be included for part-time employees.

A benefited part-time employee shall receive benefits on a pro rated basis based on hours worked; provided that, in lieu of all fringe benefits except for shift differential and weekend premium, a part-time employee may elect a fifteen percent (15%) salary differential over and above the employee's current rate of pay. This election must be made in writing to the Human Resource Office one month prior to the effective date of the option or within the first ten (10) days of employment. A per diem employee shall also receive a fifteen percent (15%) salary differential over and above the employee current rate of pay.

Section 8.2(a) SHIFT DIFFERENTIAL Employees working the evening shift (See Section 4.4(c) EVENING SHIFT) shall be paid two dollars and seventy-five cents (\$2.75) per hour in addition to the straight-time hourly rate of pay for hours worked on such shift and employees working the night shift (See Section 4.4(d) NIGHT SHIFT) shall be paid three dollars and twenty-five cents (\$3.25) per hour in addition to the straight-time hourly rate of pay for hours worked on such shift.

Section 8.2(b) SHIFT DIFFERENTIAL FOR TWELVE (12) HOUR SHIFTS Twelve (12) hour day shift employees shall receive four (4) hours of evening shift differential. Twelve (12) hour night shift employees shall receive four (4) hours of evening shift differential and eight (8) hours of night shift differential.

Section 8.2(c) WEEKEND PREMIUM Employees who work weekend shifts shall be paid at three dollars and twenty-five cents (\$3.25) per hour in addition to their normal rate of pay. For night shift employees, this would be Friday 6:00 p.m. to Sunday 6:00 a.m. For day shift,

Saturday 6:00 a.m. to Sunday 6:00 p.m. For swing shift employees it would be Saturday and Sunday 3-11.

Section 8.3 PAY FOR WORK IN HIGHER CLASSIFICATION Any employee who is required to perform the work of a higher classification within the bargaining unit shall be paid at that rate consistent with the employee's current step on the wage scale.

Section 8.4 RESPONSIBILITY PAY A senior employee required to cover for their supervisor or manager for a calendar period of two (2) or more consecutive work days will be paid a premium of one and three quarters (\$1.75) per hour for responsibility pay in addition to the normal hourly rate of pay retroactive to the first day of coverage. An employee who is assigned extra administrative responsibilities as defined by management will not have supervisory authority. These supervisory responsibilities include hiring, firing, discipline and evaluating employee performance. Consecutive days will be on days regularly worked by supervisor or manager (holidays and weekends should not be considered a break in consecutive days). This will only be paid on hours worked by responsible employee; no additional premium paid on PTO or EIB hours.

Any C.N.A. (who is paid at the job classification of C.N.A.) who is asked to monitor the telemetry in no less than thirty (30) minute increments for each occurrence shall be paid an additional dollar (\$1.00) per hour.

Section 8.4(a) TRAINING PAY Employees being assigned to train an employee on departmental processes and procedures, equipment, programs and/or to check off knowledge per the departmental job manual, shall receive one dollar (\$1.00) per hour premium pay for all training hours.

Section 8.5 LOW CENSUS DAY/REPORT PAY Employees who report for work as scheduled shall be guaranteed pay for at least half of all scheduled hours from that shift. This provision will also apply if the employee is not notified two (2) hours before the beginning of the shift to stay home with documentation for attempted notification. In the event the employee does not provide the supervisor with a current telephone number, this Section does not apply. This Article applies to a rescheduling of employees pertaining to low census days. Low census days shall not alter the employee's anniversary date, benefits or seniority.

Section 8.5(a) LOW CENSUS APPLICATION AND TRACKING During periods of mandatory low census, employees within a job classification within a department and on a shift will be released from work in the following order:

1. Agency
2. Volunteers by seniority (Offered to the most senior within each classification first, Full-time, Part-time, then Per diem)
3. Per diem (Least Senior First)
4. Part-time (Least Senior First)
5. Full-time (Least Senior First)

Low census hours shall not be rotated but shall be applied on a seniority basis regardless of shift. The hospital will maintain a low census tracking for each job classification within each department.

The use of PTO or unpaid time off for low census time off shall be entirely at the discretion of the affected employee and their available PTO balance regardless of voluntary or involuntary low census time off.

Section 8.6 ON-CALL/STANDBY PAY Employees placed on-call or on standby status off Hospital premises shall be compensated at a rate of four dollars (\$4.00) per hour except on holidays when the standby/on-call rate shall be four and a quarter dollars (\$4.25) per hour. Employees on standby will be provided cell phones if needed.

Section 8.6(a) TELEPHONE CALL PAY Employees who are reached by telephone or radio while off duty or while on-call/standby status and engage in any work related discussions or perform any work will be paid a minimum of fifteen (15) minutes or actual time worked (whichever is more) at their regular rate of pay. However, if an employee is called more than one time in the same fifteen (15) minute minimum allowed, the employee will only be paid for one (1) fifteen-minute period. If the employee is on-call/standby status, telephone call pay will be in addition to the call/standby rate. Employees are required to record and report all time worked.

Section 8.7 CALL-BACK PAY Employees called back to work after the completion of their regular workday or from standby status shall be compensated at a rate of double time the normal rate of pay. Call-back shall be paid in addition to any standby pay. When called back, the employee shall receive callback pay for a minimum of one (1) hour. Travel time to and from the Employer shall not be compensated with call-back pay. Double time shall be paid for any time actually spent in callback for surgery call and shall be compensated at a rate of double time the normal rate of pay for the employee concerned for the minimum of two (2) hours and shall be paid in addition to the regular rate of standby call. This pay will not include weekend premium and shift differentials due to being compensated at double the straight time rate of pay.

Section 8.8 CALL-IN ON A SCHEDULED DAY By mutual agreement, a called off employee may be placed ON-CALL. An employee called in to work from on-call status who was called off shall receive their normal rate of pay with applicable premiums for all hours worked, unless the employee was called in during or less than two (2) hours prior to the start of their standby shift; in which case they shall receive time and one-half (1 ½) their normal rate of pay for the first two (2) hours worked. Travel time to and from the Employer shall not be considered time worked. On-call pay shall cease once the employee reports to work.

An employee who is cut for low census and who is not offered the opportunity to be on-call shall be called in first if the Employer determines the need to fill that shift. Sections 7.5 and 8.10(a) shall apply as appropriate to all other call-ins.

Section 8.9 CALL-IN ON AN UNSCHEDULED DAY A full-time, part-time or per diem employee placed on-call on an unscheduled day shall receive on-call pay as in Section 8.6 ON-CALL/STANDBY PAY. Employees called into work from on-call status shall receive time

and one-half (1 ½) their normal rate of pay for the first two (2) hours spent after being called-in. Straight time shall be paid for any additional hours. Travel time to and from the Hospital shall not be considered time worked. On-call pay shall cease once the employee reports to work.

Section 8.10(a) WORK ON AN UNSCHEDULED DAY A full-time or part-time employee who is called to work on a regularly scheduled day off with less than twenty-four (24) hours' notice shall be compensated at one and one-half (1 ½) times the normal rate of pay for the entire shift with a minimum pay of two (2) hours. If the employee requests an LCD (low census day), during that pay period, one and one-half (1 ½) times the rate of pay will not be granted for work on an unscheduled day. Work on an unscheduled day will not mean exchange of days for the employee's convenience, or an agreement to work on an unscheduled day in advance. The policy for call-in will be as follows: per-diem and then full-time and then part-time based on seniority within each status. Per-diem employees do not receive one and one-half (1 ½) times pay under Section 8.10(a), WORK ON AN UNSCHEDULED DAY. Full-time employees will not accept additional work on an unscheduled day if it requires leaving a vacancy in their regular full-time position.

Qualified employees already on shift that day shall be included in the seniority call list unless they can't fill two positions at once. Only normal OT provisions shall apply for this scenario per Section 7.2, OVERTIME PAY.

If full-time and part-time employees have had their hours mandatorily reduced by the Employer, these employees will be offered the call-in hours first (full-time then part-time) before calling in any per diem, or other full-time or part-time employees that have not had their hours mandatorily reduced by the Employer. The employee will be compensated at their regular rate of pay, plus any shift differential that may apply, the one and one-half (1 ½) times pay will not be applicable, if the call-in hours are accepted. This exception to Section 8.10(a) will only be applicable, if employees have had their hours mandatorily reduced by the Employer.

Section 8.10(b) EARLY CALL ON A SCHEDULED DAY When called in early on a scheduled day an employee will be paid at one and one-half (1 ½) times the normal rate of pay until their scheduled start time.

Section 8.11 RECOGNITION FOR EXPERIENCE The following criteria will be used to determine recognition for experience when placing new hires on the pay scale. Consideration will be given to part-time experience on a prorated basis.

Section 8.11(a) CREDITED EXPERIENCE For purposes of Section 8.11 RECOGNITION FOR EXPERIENCE, Credited Experience for LPN's, C.N.A.'s and MA's is defined as an individual's continuous years of clinical experience in an accredited acute care setting. Credited experience for LPN's, MA's, and C.N.A.'s for a clinic position is defined as an individual's continuous years of clinical experience in a clinic setting. For all other employees, Credited Experience is defined as an individual's continuous years of experience within a particular job title. Employees with continuous years of patient care experience in a non-acute care setting shall receive one year for each two years of Credited Experience.

Section 8.11(b) ALLOWANCE FOR CREDITED EXPERIENCE The Employer may allow up

to one year for each year of Credited Experience up to level six (6) of the wage scale. Employees with continuous years of patient care experience in a non-acute care setting shall receive one year for each two years of Credited Experience. For placement above level six (6) of the wage scale, the Employer may allow up to one year for each two years of Credited Experience.

Section 8.11(c) INTERNAL EQUITY When a new employee is hired any current employee in the same job title will have their experience reviewed for the purpose of ensuring the same appropriate credit for their experience and placement on the wage scale.

If the Employer needs to hire a new employee into a step that is greater than the employees ALLOWANCE FOR CREDITED EXPERIENCE (Section 8.11(b)) in that job title, the Union shall be notified by the Employer within ten (10) calendar days after the employee is hired, of the reason for the higher pay. Further, if a new employee is hired into a step greater than the employee's Allowance for Credited Experience, employees within the same job title will receive "current employee credit" of one year for each two years of the extra credit allowed to the new employee (e.g., if a new hire has 20 years of experience and is placed at Step 19, employees within the same job title would move up three (3) steps on the wage scale). If this happens more than once current employees shall receive the difference between any previously received "current employee credit" and the newest, "current employee credit," if higher.

Section 8.12 EDUCATION FUND Education funds will be approved when finances permit for all employees to choose courses/seminars that fulfill licensing and certification requirements or enhance their function within the Employer. Such courses/seminars may be by correspondence, web-based classes or in-person. The purpose of education is to strengthen the Employer. It is the employee's responsibility to ensure the employee meets the education timelines to fulfill licensing and certification requirements. When finances permit, the Employer shall pay for at least one class per year, per employee. The expense for motel, meals and mileage will be negotiated.

Section 8.13 LICENSE/CERTIFICATION RENEWAL The Employer agrees to pay the cost associated with license and or certifications specific to Willapa Harbor Hospital. The licenses and certifications needed for an individual to practice anywhere are the responsibility of the individual.

Section 8.14 MERIT INCREASES The Employer shall notify the Union within fifteen (15) days prior to implementing merit pay increases and recognize this is a mandatory subject of bargaining.

Section 8.15 PAY Existing Employee earnings will be made available as of 9:00 a.m. on payday Fridays, either by direct deposit or with a manual check. Employees hired after ratification will have earnings paid using direct deposit only.

ARTICLE 9

ANNUAL LEAVE (PTO)

Section 9.1 PAID TIME OFF Paid Time Off consists of vacation, holiday, birthday holiday,

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floating holiday and sick leave benefits combined into paid time off (“PTO”) benefits. Employees will be eligible to take accrued PTO time after successfully completing the required probationary period. Full-time and eligible part-time employees accrue PTO on all compensable hours (including 5% standby hours) from date of hire up to the maximum accruals, in accordance with the following schedule.

Calendar Years of Service Completed	Accrual Per Hour	Maximum Hours Accrued/Pay Period	Maximum Hours Accrued/Year	Maximum Accrual	From Vacation	From Holiday	From Sick Leave
0-3	0.1038	8.3076	216	432	80	88	48
4-7	0.1231	9.8462	256	512	120	88	48
8-10	0.1269	10.1538	264	528	128	88	48
11-12	0.1423	11.3846	296	592	160	88	48
13-20	0.1615	12.9230	336	672	200	88	48

• (12 Hour Shift Chart)

Calendar Years of Service Completed	Accrual Per Hour	Maximum Hours Accrued/Pay Period	Maximum Hours Accrued/Year	Maximum Accrual	From Vacation	From Holiday	From Sick Leave
0-3	0.1154	8.3088	216	432	80	88	48
4-7	0.1368	9.8496	256	512	120	88	48
8-10	0.1411	10.1592	264	528	128	88	48
11-12	0.1582	11.3904	296	592	160	88	48
13-20	0.1795	12.9240	336	672	200	88	48

Section 9.1.1 ACCRUAL The hourly accrual rate (“accrual per hour”) for a Full-Time Employee is determined by dividing the maximum hours accrued per year by 2080. For a Full-Time 12-Hour Shift employee, it is determined by dividing the maximum hours accrued by 1872 hours. For a Full-Time Employee the maximum number of hours that can be accrued is based on eighty (80) eligible hours per pay period. For a Full-Time 12-Hour Shift employee the maximum number of hours that can be accrued is based on seventy-two (72) eligible hours per pay period. In the event an employee does not use the employee available PTO by the end of the calendar year, the employee may carry over the unused time to the next year. However, if the total amount of unused PTO time reaches the “maximum accrual” outlined within the above schedule, the employee’s PTO accruals will stop unless the employee gives written notice to the Employer at least one (1) pay period in advance of reaching the maximum accrual that the employee would like a set amount transferred to the employees EIB account. When the

employee uses this PTO again and the available amount falls below the “maximum accrual” the employee’s PTO accruals will resume.

Section 9.1.2 ANNIVERSARY PTO year shall be based upon an employee’s anniversary date as a regular employee. PTO may be taken at any time during the annual leave year. An employee may carry over any earned but unused PTO at the conclusion of an anniversary year, up to the maximum hours listed in the above schedule.

Section 9.1.3 SEPARATION DURING PTO LEAVE No employee shall be terminated or given notice of discharge while on PTO leave or during the period specified as an authorized leave of absence. Failure to return to work in accordance with the terms of a leave of absence will be grounds for dismissal.

Section 9.1.4 CASH OUT OF PTO An employee may cash out a maximum of one hundred sixty (160) hours of PTO per calendar year so long as any cash out does not make the employee’s PTO bank fall below a minimum of forty (40) hours. A maximum of eighty (80) hours may be cashed out in a given pay period. Cash out of PTO will include evening and night shift differentials, if applicable, based on the majority of your regular monthly schedule. Weekend Premium is not included.

Section 9.1.5 PTO PAYOUT UPON SEPARATION OR DEATH A departing employee who has successfully completed one (1) year of continuous employment will be eligible for payment of accrued, but unused PTO upon separation. However, failure to provide a two (2) week notice may result in forfeiture of accrued PTO. Employees terminated for just cause will not receive PTO payout upon separation. In the event of an employee’s death, the employee’s accrued, but unused PTO will be payable to the employee’s estate.

Section 9.2 HOLIDAYS

Section 9.2.1 HOLIDAY WORKED Any employee working on the following holidays will be paid one and one-half (1 ½) times the normal rate of pay for the hours scheduled and worked: New year’s Day, Martin Luther King Day, President’s Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day and Christmas Day. If an employee works on a holiday, the employee will be allowed to schedule a day off within thirty (30) days of the holiday.

Section 9.2.2 HOLIDAY PAY Full or part-time employees who take their regularly scheduled shift off due to the holiday will be paid from their PTO bank for the number of hours the employee would have worked.

Section 9.2.3 HOURS OF HOLIDAY All holidays are: 11:00 p.m. the day before to 11:00 p.m. the day of the holiday. The Employer will continue its pay practice of paying weekend differential, shift differential and holiday premium on a majority of shift basis.

Section 9.2.4 HOLIDAY FOR NIGHT SHIFT Night shift employees are to receive holiday pay for the shift where the bulk of the hours worked are on the holiday date.

Section 9.2.5 ROTATION OF HOLIDAYS WORKED It is agreed that holiday work shall be

rotated by the Employer.

Section 9.3 SCHEDULED PTO Employees shall be eligible to take accrued PTO time for scheduled vacation and other personal needs after completing the required probationary period. Such time shall be scheduled in such a way as it will least interfere with the function and workload of a particular department and must be approved in advance in accordance with Employer policies and be approved by the employee's manager. Seniority, as defined in Section 13.1, SENIORITY/BENEFIT ACCRUAL, from the most recent date of employment, shall prevail.

Section 9.3(a) PTO REQUEST Annual Requests will be submitted in writing by February 15, for the vacation period of May 1 of the current year through April 30 of the following year. The Employer will notify the employees in writing of approved or denied requests no later than March 15. PTO requests with more than two (2) weeks off will be reviewed to ensure adequate staffing can be met.

After the Annual Request Period, all requests will be made in order of seniority; however, no employee's request shall override another employee's approved time, regardless of seniority. Employees are encouraged to schedule appointments outside of their scheduled workday.

Responses to all requests following February 15th, of the current year, will occur on a month-to-month basis as follows: Requests made between the 1st and the 10th will be responded to by the 20th of that month. Any request made between the 11th and the last day of the month will be responded to by the 20th of the following month. Requests for vacations on or after May 1st of the following year will be considered as part of the next annual request period; therefore, no response is needed until March 15th of the following year. In the event of conflicting requests by employees for vacation time, seniority shall prevail. Seniority shall not affect already approved vacations.

If the Employer has to revoke an approved vacation, and an employee suffers a financial loss (i.e. airfare, lodging) the employee will be reimbursed by the Employer when the employee submits receipts of said loss.

Section 9.3(b) REQUEST FOR PTO The Employer will make a good faith effort to accommodate requests for PTO. An employee whose PTO request is denied may request an explanation for the denial (in writing or via Paycom).

Section 9.3(c) PAYMENT OF PTO PTO taken for Vacation or Personal Time shall be the employee's normal pay plus premiums. For example: employees who are regularly scheduled on ten (10) hour shifts may elect to apply PTO at the rate of ten (10) hours per day until accrued hours are used. PTO available for use is the amount listed in the bank, not future accrual amounts. PTO pay shall be the normal rate of pay plus premiums the employee would have received had the employee worked during the time of PTO.

Section 9.4 PTO USE FOR UNANTICIPATED MEDICAL REASONS Employees shall be eligible to take accrued PTO for unanticipated medical reasons after completing the required probationary period. PTO for unanticipated medical reasons may be used for the following purposes:

- a) on a non-work-incurred illness or injury which has incapacitated the employee from performing normal duties;
- b) for disabilities due to pregnancy and childbirth;
- c) Illness or injury of dependent children in accordance with Washington State law;
- d) Additional unused PTO may be taken annually for illness or injury of the employee's spouse (equivalent), or parent that requires the employee to be absent from work in order to care for them.

The Employer reserves the right to require reasonable proof of illness for absences exceeding three consecutive workdays or partial days.

Employees shall notify the Employer as soon as possible if the employee is unable to report for duty as scheduled.

Section 9.4.1 In the event of an occupational illness or injury, PTO/EIB may be used at the employee's request for lost work time not covered by Workers' Compensation Insurance. PTO can be integrated with Workers' Compensation to the extent available to continue normal earnings.

Section 9.5 UNPAID TIME OFF An employee will be allowed to retain up to a maximum of forty (40) hours of PTO while on a scheduled and approved leave without pay. Any unpaid time off (UTO) granted will be at the sole discretion of the Employer.

Section 9.6 PROOF OF ILLNESS/NOTIFICATION When an employee has been absent for more than three (3) consecutive scheduled work days or partial days, the Employer may require a healthcare provider's statement that the employee may return to duty, including whether any conditions for the employee's return are in place.

Section 9.7 DONATION OF PTO Employees shall be entitled to donate unlimited hours of PTO to a co-worker who, due to an extended health crisis, family emergency or monetary need has exhausted all but forty (40) hours (except when separating employment) of their PTO. PTO which has been donated shall be paid to the employee in need using the following format: PTO shall be paid to the employee in need at the hourly rate of the employee who donated it.

Section 9.8 NURSING MOTHERS Nursing mothers will be allowed sufficient uninterrupted time to nurse or care for their infants. However, it is understood that the infant will not be allowed to stay at the hospital during the mother's shift, but will be brought to the Hospital as needed. Nursing mothers will be allowed to use a private space.

ARTICLE 10

EXTENDED ILLNESS BANK LEAVE

Section 10.1 The Extended Illness Bank (EIB) will be used to supplement PTO for long-term

personal illnesses or injuries which prevent employees from performing the essential functions of their job.

Section 10.2 Employees who are full-time, twelve (12) hour shift, or are part-time with benefits are eligible to accrue EIB leave.

Full-time and eligible part-time employees accrue EIB on all compensable hours (including 5% stand-by hours) from date of hire up to a maximum of 2.3077 hours per pay period. EIB accrues at a rate of .0288 per hour. EIB may be accumulated up to a maximum of 800 hours. This is in addition to hours moved from PTO per Section 9.1.1, ACCRUAL.

Twelve hour shift employees accrue EIB on all compensable hours (including 5% standby hours) from date of hire up to a maximum of 2.3077 hours per pay period. EIB accrues at a rate of .0321 per hour. EIB may be accumulated up to a maximum of 800 hours. This is in addition to hours moved from PTO per Section 9.1.1, ACCRUAL.

Section 10.3 For purposes of Article 10, EXTENDED ILLNESS BANK, “family” shall include the employee’s: spouse (equivalent), child (biological, adopted, foster child, a stepchild, grandchild, a legal ward, or a child of a person standing in loco parentis (in the place of a parent), who is under eighteen years of age, or eighteen years of age or older and incapable of self-care because of a mental or physical disability), parent (biological parent of an employee or an individual who stood in loco parentis to an employee when the employee was a child), parent-in-law (parent of the spouse of an employee), grandparent, and any relative living in the employee’s household. The definition of eligible family member used in the Washington State Family Care Act, as amended, will also apply to Article 10, EXTENDED ILLNESS BANK.

Section 10.4 To use EIB an employee must have completed the required probationary period.

Section 10.5 EIB may be accessed for the use of qualifying purposes for the Employee or for family members after sixteen (16) hours of PTO use for continuous illness or for all pre-approved medical leaves. Employees may use EIB hours immediately due to absences for the same related illness within the current year, where the sixteen (16) consecutive hours covered by PTO has already been met. As an example, unrelated instances of colds or flu would not be applicable. For purposes of Article 10, EXTENDED ILLNESS BANK, qualifying purposes include:

- a) a non-work incurred illness or injury which has incapacitated the employee from performing normal duties;
- b) for disability due to pregnancy or childbirth;
- c) additional unused EIB may be taken annually for illness or injury of the employee’s family member that requires the employee to be absent from work in order to care for them.

The Employer reserves the right to require reasonable proof of illness. Abuse of EIB will be grounds for disciplinary action.

Section 10.6 EIB may be accessed immediately for:

Section 10.6.1 The employee or an eligible family member who is hospitalized as either an Inpatient/observation or for surgery including outpatient surgery.

Section 10.6.2 The use of qualifying leave for family members accessing medical, dental, mental health and other licensed health care professionals. Qualifying leave is for routine healthcare appointments, ongoing treatments, illness and/or injury of dependent children, grandchild or a qualifying family members in accordance with federal and state law.

Section 10.6.3 Employees may use EIB hours immediately if, they are directed by the Infection Control Nurse or the Infection Control Nurse designee not to come to work or to leave work based on communicable disease considerations.

Section 10.6.4 Employees may use EIB hours immediately in the event of an occupational illness or injury. EIB may be used at the employee's request, for lost work time not covered by Workers' Compensation Insurance. EIB and PTO can be integrated with Workers' Compensation to the extent available to continue normal earnings.

Section 10.7 DONATION OF EIB Employees shall be entitled to donate a maximum of eighty (80) hours of EIB per year to co-workers who, due to an extended health crisis, family emergency or monetary need. The employee who makes the donation must be able to retain at least eighty (80) hours (except when separating employment*) of EIB in their own bank. EIB which has been donated shall be paid to the employee in need using the following format: EIB shall be paid to the employee in need at the hourly rate of the employee who donated it.

*Members can only donate hours to a co-worker who is experiencing an extended health crisis, family emergency or monetary need.

ARTICLE 11

HEALTH, WELFARE AND PENSION

Section 11.1 RETIREMENT PLAN The Employer will provide the following retirement plan for participants who enroll during the initial enrollment period and thereafter effective upon the enrollment of an employee during the plan entry dates of January 1 and July 1 of each year. Other rules and features are as described below:

Section 11.1(a) ELIGIBILITY Participation in the Plan is open to all full-time, part-time and per diem employees of the Employer.

Section 11.1(b) EMPLOYEE ELECTIVE CONTRIBUTIONS

- Contributing employees may elect under an Elective Deferral Agreement to have the employee compensation reduced by 1% (if 1% is less than \$25.00 the employee would have the minimum of \$12.50 deducted per pay period), 2%, 3%, 4%, etc, or the

minimum of \$12.50 per pay period. The amount of such reduction shall be contributed by the Employer to a 403(b) Tax Sheltered Account on behalf of the Contributing Participant.

- There will be a special entry date for the initial enrollment period. Plan Entry dates shall then be the first business day of the first and seventh month (January and July) of the plan year.
- Participants can modify their Elective Deferral Agreement on the first business day of January or July of each plan year.
- Participants may terminate their Elective Deferral Agreement during the year. They can enter into a new Elective Deferral Agreement on any plan entry date.
- Deferrals shall be allowed up to the maximum permitted by current IRS regulations for each year.

Section 11.1(c) EMPLOYER CONTRIBUTIONS The Employer shall make a contribution to the accounts of all full or part-time participants for each pay period they defer to the plan. The employer contribution shall be 100% immediately vested.

Employees making a minimum contribution of one percent (1%)

- Effective January 1, 2025, the Employer shall make a contribution of four percent (4%) of compensation to the accounts of participants for each pay period they defer one percent (1%) or more to the plan. The Employer contribution shall be one hundred percent (100%) immediately vested.

Employees making a minimum contribution of three percent (3%)

- Effective January 1, 2025, the Employer shall make a contribution of five and one-half percent (5.5%) of compensation to the accounts of participants for each pay period they defer three percent (3%) or more to the plan. The Employer contribution shall be one hundred percent (100%) immediately vested. The option for one percent (1%) deferral is still available.

Section 11.1(d) PLAN FEATURES

- Participants are not taxed currently on contributions made to the 403(b) TSA.
- All contributions are 100% fully vested at all times.
- Withdrawals from the Plan can be made after age 59 ½ without IRS penalties and without separation of employment.
- A variety of investment options are available for Participant to select from. Additional information on the investment offerings will be provided in a separate notice.

- Participants may rollover other eligible 403(b), IRA, 457 or qualified plan assets to their Willapa Harbor Hospital 403(b) Saving and Retirement Plan account.

Section 11.1(e) PLAN EXPENSES

- Participants are charged a \$10.00 set-up fee and \$10.00 annually by American Funds. This amount is charged against the employee's account.
- Participant accounts will be charged any expenses associated with the Investment Funds. These charges will vary according to the Fund(s) selected.
- All plan administrative cost will be paid for by the Employer.

Section 11.2 MEDICAL PLAN CONFORMITY WITH THE LAW This agreement is issued and delivered in the state of Washington and is governed by the laws of the state of Washington, except to the extent pre-empted by federal law, including the Affordable Care Act. If any provision of this agreement or any amendment thereto is deemed to be in conflict with applicable state or federal laws or regulations, upon discovery of such conflict the agreement will be administered in conformance with the requirements of such laws and regulations as of their effective date. The Employer shall immediately notify the Union to schedule a meeting so the parties can participate in the process of making these changes.

The Employer will pay the full employee premium on the hospital's Plan of Choice, except as provided in Section 11.2(a), PREMIUM INCREASES. If the employee chooses the alternative plan, then the Employee and Employer will share the difference in premiums between the two plans; however an employee shall not be required to pay more than seventy-five dollars (\$75) per month toward the employee's portion of the premiums. The benefits will be the most comparable plan available.

Medical, surgical and hospital insurance will be provided on the next billing date subsequent to the completion of each employee's probationary period in one of the plans provided by the Employer for all full-time employees and regularly scheduled part-time employees who do not elect pay in lieu of benefits and who work 104 hours per month or more.

Section 11.2(a) PREMIUM INCREASES At the annual renewal date if premium costs to the Employer increase above fifteen percent (15%) for the Hospital's Plan of Choice or the Hospital's Alternate Plan the first year of this Agreement, the Employer and the employee shall split any premium amount above fifteen percent (15%) on a fifty-fifty (50/50) basis; however, an employee shall not be required to pay more than seventy-five dollars (\$75) per month toward the employee's portion of the premiums. The Employer will inform the Union if it appears there will be an increase above fifteen percent (15%).

Section 11.2(b) MODIFICATIONS TO PLAN Participation in the Hospital's group health insurance program shall be subject to specific plan eligibility requirements. Eligible employees may select dependent coverage (see Section 11.8 DEPENDENT COVERAGE) at an additional cost to the Employee. If the current provider of a group health insurance plan

informs the Hospital that it intends to modify or alter any benefit or provision of an existing plan, the Hospital shall meet with the Union to give the employees the opportunity to express which of the proposed alternatives the Employees would like the Hospital to select before selecting a revised plan. The Hospital shall not be required to continue to provide benefits that are no longer included in the provider's revised options. If the Employer chooses to select or provide an alternative plan(s) with a different provider, the Employer must bargain with the Union prior to the implementation of the change.

Section 11.3 DENTAL PLAN The Employer shall provide a dental plan designated by the Employer on the next billing date subsequent to the completion of each employee's probationary period for full-time and regularly scheduled part-time employees who do not elect pay in lieu of benefits and who work 104 hours per month or more. The employee shall pay the monthly premium for their eligible dependents. The benefits will be the closest comparable plan available by the medical provider.

Section 11.4 TESTING The Employer shall arrange to give tuberculin skin tests and other tests as required by State law at no cost to the employees. All covered employees shall annually be permitted a routine "Comprehensive Metabolic Panel," CBCs, chest x-rays, urinalysis and EKG only during normal working hours of the laboratory. (The cost of interpretation of such EKG shall be borne by the employee.)

Section 11.5 VISION PLAN The Employer shall provide a Vision Plan with the cost for employee coverage borne by the Employer. Each employee covered by the plan who elects dependent coverage will pay the balance of the monthly premium for said coverage. The benefits will be the closest comparable plan available by the medical provider.

Section 11.6 MAINTENANCE OF BENEFITS The Employer shall pay full premium necessary for maintenance of current dental and vision benefits during the life of the Agreement.

Section 11.7 CHANGE OF CARRIERS/BENEFITS The Employer will notify the Union of its intent to change carriers or the benefit plan design including Medical, Dental and Vision as early as possible and no later than thirty (30) days prior to the renewal date. The Employer and the Union will jointly review the proposed changes. The Employer will select the most comparable plan available.

Section 11.8 DEPENDENT COVERAGE The Employer will pay \$400.00 per month for full-time employees to the hospital plan of choice and \$300.00 for regularly scheduled part-time employees who do not elect pay in lieu of benefits and who work 104 hours per month or more for the employees spouse or family portion of the plan. If the Employee chooses the alternatives plan, then the contribution for dependent coverage will be \$40.00 for full-time and \$25.00 for part-time per month.

ARTICLE 12

LEAVES OF ABSENCE

Section 12.1 CONDITIONS OF LEAVE A leave of absence is time off from the job without

loss of seniority or accrued benefits. The job to be offered upon return is subject to the circumstances existing at the time of return to work, and may not be the same position as the job vacated. Further, the salary of an employee returning from a leave of absence shall not be less than that paid prior to the granting of the leave of absence, provided the employee returns to the same position from which the employee took leave. Accumulated PTO time may be added to an employee's leave of absence by request.

Section 12.2 TYPES OF LEAVE Leaves may be granted for the following reasons:

Section 12.2(a) PARENTAL LEAVE An employee shall be granted up to three (3) months leave without pay to care for newborn, newly adopted or a terminally ill child, in addition to any leave for temporary disability or sickness due to pregnancy or childbirth. The employee may use accrued paid time off (PTO) and extended illness bank (EIB) as pay during this leave. Seniority shall not be interrupted nor shall it accrue.

Employees already covered by the Hospital medical insurance plan shall continue to receive ninety (90) days of insurance coverage paid by the Employer while on maternity leave.

Section 12.2(b) FAMILY MEDICAL LEAVE The Employer agrees to comply with the Federal Family Medical Leave Act (FMLA) and the Washington State Family Leave Act (FLA). Employees who have worked more than 1250 hours in the previous twelve (12) months may request up to twelve (12) weeks unpaid leave in accordance with current federal and state law. Below are a few examples for leave that may be allowed under the FMLA and FLA:

- 1) The birth, adoption or placement of a foster child;
- 2) Care for a child of an employee with a health condition that requires treatment or supervision;
- 3) Care for a spouse or parent of the employee who has a serious health condition; or
- 4) Employee's own serious illness.

Employees who have met all the conditions for the leave are guaranteed reinstatement to the same or equivalent job at the same rate of pay, with no loss or gain of seniority. During the period of family leave the Employer shall continue to provide the same medical benefits to an employee who is receiving such benefits at the beginning of the employee leave. An employee may use accrued extended illness bank (EIB), paid time off (PTO), and/or leave without pay for which the employee is eligible during family leave.

Information packets are available in Human Resources and information is posted on the bulletin board in the employees lounge.

Section 12.2(c) LEAVE FOR SPOUSES OF DEPLOYED MILITARY PERSONNEL Leave for spouses or registered domestic partners of military personnel (National Guard, active duty, or reservist) deployed or on leave from deployment during times of military conflict may take fifteen (15) days of leave from work per deployment.

Section 12.2(d) Leaves with pay shall not alter the employee's anniversary date of employment or otherwise affect the employee's compensation or status with the Employer.

Section 12.2(e) LEAVE FOR VICTIMS OR FAMILY MEMBERS OF VICTIMS OF DOMESTIC VIOLENCE, SEXUAL ASSAULT OR STALKING Leave for legal or law enforcement assistance and court proceedings, medical treatment, counseling, work with victim advocate, safety planning or relocation.

Section 12.2(f) LEAVE WITHOUT PAY

Section 12.2(f)(1) Leave without pay for a period of thirty (30) days or less within an anniversary year shall not alter an employee's anniversary date of employment or the amount of paid time off (PTO) or extended illness bank (EIB), which would otherwise be earned by the employee.

Section 12.2(f)(2) Leave without pay for a period in excess of thirty (30) days within an anniversary year will result in the employee's anniversary date of employment being adjusted to reflect the period of leave, and no benefits shall accrue during such leave unless specifically agreed to by the Employer.

Section 12.2(f)(3) JOB-RELATED STUDY After one (1) year of continuous employment, permission may be granted for leave of absence without pay for job-related study not to exceed one (1) calendar year.

Section 12.2(f)(4) HEALTH REASONS Leave shall be granted without pay for health reasons for a period up to six (6) months, upon the recommendation of a physician, without loss of accrued benefits. Seniority will not accrue during the unpaid portion of health leave, but will remain the same, as at the time of the beginning of the leave. The Employer will provide health insurance for up to ninety (90) days at the same level of benefit which was provided prior to the commencement of the leave.

Section 12.2(g) MILITARY LEAVE Leave required in order for an employee to maintain status in a military reserve of the United States shall be granted in accordance with current federal and state law.

Section 12.2(h) EMERGENCY PERSONNEL LEAVE Job protection for volunteer firefighters, reserve peace officer and Civil Air Patrol members they get called to a fire, an emergency or emergency services operation and they are asked to remain on the scene by the incident commander, and they miss work or are late to work.

Section 12.2(i) EDUCATION LEAVE A paid leave of absence for attending workshops and educational meetings shall be granted to employees who attend at the agreement of the Hospital. In addition, all legitimate expenses for such workshop or meetings shall be paid by the Hospital.

Section 12.2(j) FAMILY AND OTHER LEAVE The Employer shall comply with applicable terms and conditions of all federal, Washington State and local leave laws, including but not limited to:

1. Washington Family Leave Act;
2. Washington Family Care Act;
3. Federal Family and Medical Leave Act;
4. Washington Paid Family & Medical Leave;
5. Leave for Victims of Domestic Violence, Sexual Assault & Stalking;
6. Leave for Spouse of Deployed Military Personnel;
7. Leave for Emergency Services Personnel;
8. Washington Paid Sick Leave Law I-1433;

As currently exist or may be modified.

Section 12.2(k) BEREAVEMENT LEAVE Employee's eligible for paid bereavement leave are full-time and part-time employees who receive benefits. It is understood that Per Diem and part-time employees without benefits are not covered by this benefit.

Bereavement Leave of three (3) regularly scheduled workdays with pay shall be granted for death in the immediate family. "Immediate family" shall include: great-grandparent, grandparent, parent, step-parent, spouse (equivalent), brother, sister, brother-in-law, sister-in-law, child (born and unborn), grandchild, great-grandchild, step-child, step-grandchild, daughter-in-law, son-in-law, mother-in-law, father-in-law, aunt, uncle, niece, nephew, any relative living in the employee's household and the above defined family members of a spouse or domestic partner.

Where extended travel (250 miles or more one way) is needed, five (5) regularly scheduled workdays shall be granted. Bereavement leave hours shall be paid at the employee's normal hourly rate of pay. If additional days are needed the employee shall be permitted to use accrued Paid Time Off (PTO) or leave without pay subject to the provisions of LEAVE WITHOUT PAY Sections 12.2(f)(1) and 12.2(f)(2). These absences shall not be subject to discipline. In the event that a medical condition results as a consequence of the bereavement either PTO or EIB (whichever the employee chooses) may be used by the employee to cover this period of absence.

Section 12.2(l) JURY DUTY Time off with pay shall be granted for jury duty to regular full-time and regularly scheduled part-time employees. The employee will enter their time in the payroll system as Jury Duty and shall be paid the amount of their normal hourly rate of pay in accordance with the employee's regularly scheduled hours of work by reason of such service. The employee will then take the check they receive from the court to the business office, where they would endorse the check to the hospital. Employees who are regularly scheduled to work evening and night shifts will lose no pay for a regularly scheduled shift if required to rearrange their hours to accommodate jury duty service. In order to be eligible for such payments, the employee must furnish a written statement from the appropriate public official showing the date and time served and the amount of jury duty pay received. The employee must give the Employer prompt notice of the call for jury duty.

Section 12.3 FAILURE TO RETURN FROM LEAVE Failure to return from a leave of absence as agreed, without prior written authorization, shall be considered an automatic resignation.

Section 12.4 NO BENEFIT ACCRUAL/UNPAID LEAVE No paid time off (PTO) or extended illness bank (EIB), shall be accrued during the above mentioned leaves in Sections 12.2(f) LEAVE WITHOUT PAY, 12.2(f)(3) JOB RELATED STUDY, 12.2(g) MILITARY LEAVE and 12.2(f)(4) HEALTH REASONS.

Section 12.5 MEDICAL/DENTAL PREMIUMS Medical/dental coverage shall be continued for an employee during a leave of absence providing the employee prepays the premiums in the amount necessary for the period of the leave, except as provided in Section 12.2(a) PARENTAL LEAVE and Section 12.2(f)(4) HEALTH REASONS.

ARTICLE 13

SENIORITY, LAYOFF AND RECALL

Section 13.1 SENIORITY/BENEFIT ACCRUAL Seniority is defined as an employee's continuous length of service from most recent date of hire exclusive of overtime except as provided in Article 12, Section 12.2(f) LEAVE WITHOUT PAY. The principle of seniority shall be observed by job classification. Seniority shall not apply to an employee until the employee has completed the required probationary period as defined in Article 4, Section 4.1(e) PROBATIONARY EMPLOYEE of this Agreement. Upon satisfactory completion of this probationary period, the employee shall be credited with seniority from the employee's most recent date of hire.

For purposes of accrual of benefits, seniority shall commence from date of hire for regular full-time employees.

Effective January 1, 1982, part-time and per diem employees shall accrue seniority on a pro rata basis based on hours worked from most recent date of hire.

Seniority shall begin to accrue again (as in the case of a new hire) upon the change in status from per diem to either part-time or full-time.

Employees who are either part-time and change to full-time or full-time and change to part-time shall have no change in their accrued seniority (at the time of the change). Moving forward such employee shall accrue seniority according to their new status.

Section 13.1(a) Additional, scheduled, extended training hours shall not count towards accrued seniority. This Section does not apply to employees receiving routine orientation as a new hire and is separate from the concept of the new hire probationary period. The purpose of this section is to prevent new hires who require training and increased scheduled hours to learn how to perform their hired position from accruing enough seniority during "extended" training to pass existing employees in seniority.

Section 13.2 BREAK IN SENIORITY Seniority shall be broken only by the following:

- (a) Resignation

- (b) Discharge
- (c) Retirement
- (d) Layoff of more than one year
- (e) Failure to return in accordance with the terms of a leave of absence or when recalled from layoff
- (f) Illness, injury or disability of more than twelve months as certified by a physician
- (g) Per diem

Section 13.3 APPLICATION OF SENIORITY Seniority shall be given full consideration in layoff and recall from layoff, promotions, training opportunities, lateral transfers in accordance with job posting procedures, shift changes, and vacations in accordance with the provisions of this Section where such factors as skill, competence and ability are substantially equal. The Employer shall determine the qualifications and competence of its employees. Seniority shall be applied in the following manner:

Section 13.3(a) SHIFT CHANGES AND VACATION

Section 13.3(a)(1) Choice of shift shall be by seniority within the current job classification to which the employee is assigned and within the department assigned.

Section 13.3(a)(2) Vacation time shall be scheduled within a department by seniority based on accrual of seniority from employee's date of hire as in Article 9, Section 9.3 SCHEDULED PTO.

Section 13.3(b) LAYOFF Seniority shall accrue by time worked and compensated in a job classification commencing from date of such assignment or promotion. For purposes of layoff and recall, an employee shall retain such seniority in each job classification previously worked. In the event of a reduction in force, length of service in the job classification shall be the determining factor provided the remaining employees are qualified to perform the duties as determined by the Employer. In the event of layoff, the Employer shall notify the employee of the job classification to which the employee is eligible to bump. An employee may bump into a job classification in which seniority has been previously accrued. The Employer will provide five (5) day's notice of such action. (This Section shall not apply to low census application.)

**LPNs - Please refer to Section 20.8 LAYOFF for the applicable language.*

Section 13.3(c) RECALL Recall of employees from layoff shall be in reverse order of layoff by seniority to job classifications in which seniority has been accrued and for which they are qualified. Employees shall not accrue seniority while on layoff status but shall retain seniority to the time of commencement of such layoff. Upon recall, an employee shall commence accruing seniority. Notice of recall shall be made to an employee by certified mail at the employee's address on file with Human Resources.

Section 13.3(d) Layoff with Recall Rights as Specified in Section 13.3(c) RECALL. When an employee bumps to a lower rated job classification through the layoff process, pay for such lower rated job shall be computed at the pay step the employee was paid in the lower classification prior to promotions to a higher classification plus credit for time worked in the higher classification(s) toward progression in salary step of such lower job classification.

Section 13.4 LOW CENSUS - SENIORITY/BENEFIT ACCRUAL Regular scheduled full-time and part-time employees who are placed on a reduced staffing schedule by the Employer due to low census shall continue to accrue hours for purposes of seniority and benefits. Such accrual shall be based on the regularly scheduled hours that the employee would have normally worked had the employee not been placed on a low census status. Mandatory reduction of scheduled hours by shift shall normally be made in accordance with seniority provided the remaining employees possess the necessary skills and ability to perform the required services. For purposes of Section 13.4(a) REGULAR FULL-TIME EMPLOYEES, Section 13.4(b) REGULAR PART-TIME EMPLOYEES, Section 13.4(c) PER DIEM EMPLOYEES and Section 13.4(d) RETIRED AND ON-CALL EMPLOYEES, seniority in low census and bumping shall be within job classification.

Section 13.4(a) REGULAR FULL-TIME EMPLOYEES If a full-time employee's hours are cut for low census, the senior employee may only claim the next available regularly scheduled hours normally scheduled for less senior regular full-time, part-time or per diem employees regardless of shift in the amount equal to or less than the hours cut. It shall be the responsibility of the employee to request these hours within thirty (30) days of the low census cut not the Employer to offer them.

Section 13.4(b) REGULAR PART-TIME EMPLOYEES If a part-time employee's hours are cut due to low census, the employee may only claim the next available regularly scheduled shift of a part-time/per diem employee, who has less seniority, regardless of shift. It shall be the responsibility of the employee to request these hours within thirty (30) days of the census cut and not the Employer to offer them.

Section 13.4(c) PER DIEM EMPLOYEES Senior Per Diem employees may also claim the next available hours scheduled to other Per Diem employees. The Employer shall make a good faith effort to maintain a current seniority list between the Per Diem Aides, but it is understood that it is not possible to maintain this on a daily basis and that the Employer shall not be required to do so. Per Diem seniority shall be based on total hours of service from date of hire. The Employer shall provide an updated list once a quarter.

Section 13.4(d) RETIRED AND ON-CALL EMPLOYEES Retired employees and on-call employees will be low census before regular scheduled full-time and regular scheduled part-time employees provided that factors such as skills, competence and ability are relatively equal.

Section 13.4(e) LIMITATION ON BUMPING It is further understood that the seniority of an employee claiming hours on a particular shift shall not override the seniority of other full-time or part-time employees scheduled to work the same shift when further low census cuts are necessary. This Section is not intended to provide overtime hours of one employee at the expense of another employee's regular hours.

Section 13.5 EMPLOYEE OBLIGATION TO NOTIFY It shall be the obligation of an employee to keep the Employer notified of a current mailing address and telephone number as requested by the Employer.

ARTICLE 14

CLASSIFICATION OF POSITIONS

Section 14.1 JOB TITLES The Employer agrees to give titles to positions which most clearly indicate the nature of the work performed and will place these positions in the same pay range of other positions comparable. Should new jobs be created or present jobs substantially changed, the Employer and Union, by mutual agreement, shall classify and title such new jobs to indicate the nature of the work performed and place such job in a pay range with other jobs requiring comparable skill and responsibility.

Section 14.2 POSITION REVIEW An employee may request of the employee supervisor at any time that the employee employment status or the classification of the employee position be reviewed. The Employer Job Evaluation procedures shall include the development and maintenance of position descriptions covering each job classification. Employer will act promptly on requests for reclassification and advise the employee within thirty (30) days as to the decision of such request.

Section 14.3 JOB DESCRIPTIONS The Employer will furnish the union with job descriptions for all classifications in the bargaining unit including modifications thereto. The Employer will review and update these job descriptions as needed so that the job descriptions reflect the work being performed. The Employer's Human Resources Department will provide an employee a copy of the employee current job description upon request.

ARTICLE 15

AUTOMATION

In cases where positions are abolished because of automation or system changes, all possible consideration will be given to transferring employees to comparable jobs in employment. Also, every consideration will be given to training present employees to operate any new equipment installed as a result of these changes.

ARTICLE 16

NON-DISCRIMINATION

Section 16.1 UNION ACTIVITIES 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 International Union Local 8.

Section 16.2 PROTECTED CATEGORIES Neither the Union nor the Employer in carrying out their obligations under this Agreement shall discriminate in matters of hiring, training,

promotion, transfer, layoff, discharge or otherwise because of race, color, creed, national origin, sex or age, marital status, sexual orientation, political ideology, religion, ancestry, or the presence of any sensory, mental or physical handicap unless based on a bona fide occupational qualification reasonably necessary to the normal operation of the Employer.

Section 16.3 EQUAL PAY The Employer agrees to the principle of equal pay for equal work and agrees there shall be no discrimination exercised in this respect. In all cases where women are performing work of a comparable quality and quantity as that performed by men, the same rate of pay shall prevail.

Section 16.4 GENDER Where gender has been used in any job classification title or provision of this Agreement, it is used solely for the purpose of illustration and shall not in any way be used to designate the sex of the employee eligible for the position or benefits contained in the provisions of this Agreement.

ARTICLE 17

NO STRIKE CLAUSE

Section 17.1 WORK STOPPAGES During the term of this Agreement there shall be no strikes, sympathy strikes, or stoppages of work by the employees, mass sick leaves, or slowdowns. Nothing contained in the Agreement is to be construed to grant any employee the right to strike or refuse to work for any reason.

Section 17.2 LOCKOUTS There shall be no lockout of the employee by the Hospital during the life of this Agreement.

ARTICLE 18

MANAGEMENT RESPONSIBILITIES

This Agreement acknowledges that the Employer through its respective governing body has the trusted obligation to provide at the Employer certain medical and treatment services, and related health care within the community. Additionally, the Employer strives to provide a high level of service at reasonable cost while discouraging the duplication of facilities and other extraneous services which could lead to unnecessary and additional expenses to patients.

In order to carry out this trusted obligation, the Employer reserves the exclusive right to exercise the customary functions of management including such matters as the right to administer and control the premises, utilities, equipment and supplies; select, hire, promote and demote, suspend, dismiss, assign and reassign, supervise and discipline employees; to determine hours of employment; to transfer employees within and between departments; to formulate and modify job classifications and job evaluations; to determine and change the size, composition and qualifications of the work force; to establish, change, modify and abolish its policies, practices, rules and regulations; to determine, modify and change methods and means by which the Employer operations are to be carried on, and to determine the appropriate duties of employees in meeting these needs and requirements, and to do those things necessary to carry out all ordinary functions of management; provided that, the

implementation of such functions do not abridge the specific terms of this Agreement.

ARTICLE 19

STATE/FEDERAL HEALTH AND SAFETY REGULATIONS

Section 19.1 HEALTH AND SAFETY The Employer will provide safe working facilities and agrees to maintain such conditions in accordance with state and federal safety regulations. The Employer reserves the right to post and enforce safe practice rules and amend them from time to time as permitted or required by state and federal law. Infractions of a valid safe practice rule by an employee may be grounds for discipline or discharge in accordance with Article 6 EMPLOYMENT PRACTICES.

Section 19.2 UNIFORM ALLOWANCE Full-Time and Part-Time employees are eligible for a two hundred (\$200.00) dollars a year uniform allowance for those employees required to wear them. Per diem employees who work at least 200 hours a year and are required to wear them are eligible for a fifty (\$50.00) dollars a year uniform allowance. To be eligible for reimbursement, employees must meet all of the following conditions: (1) employees must provide an original receipt; (2) the original receipt must contain the date, the total amount expended, the items purchased, and the employee's name; and (3) Reimbursement for purchases during a calendar year may be submitted no later than March 1st of the following year. This is a onetime reimbursement per year. Lab coats will be supplied, laundered and kept at the Hospital. They will be made available for employees to change into upon their arrival for work and should be left at the hospital when their shift is over.

During the life of this contract, if any other staff has an increase to the uniform allowance, then all eligible OPEIU 8 members will also have the same increase.

Section 19.3 WORKERS' COMPENSATION Employees shall be covered by a plan of industrial insurance, either the State Worker's Compensation or an equivalent plan.

Section 19.4 ERGONOMICS Any ergonomic issues should be brought to your manager's attention. The Employer will make a good faith effort to provide reasonable accommodations. The Employee may contact Human Resources for assistance.

ARTICLE 20

LPN SPECIFIC

Section 20.1 LPN I Unless otherwise classified, any LPN hired after the date of this Agreement shall be considered an LPN I. The LPN I job description may be obtained from Human Resources.

Section 20.2(a) The Chief Nursing Officer will verify the LPN's qualifications and respond to the request within thirty (30) days from the date of application. Upon acceptance, the LPN will receive the LPN II premium retroactive to the date of application.

Section 20.2(b) An LPN II will continue to qualify for such status by maintaining the

requirements of continuing education/in-services as outlined in the qualifications of the LPN II job description. This job description may be obtained from Human Resources.

Section 20.3 WORK ON AN UNSCHEDULED DAY A full-time LPN who is called in to work on a regularly scheduled day off or low census day off and who works six (6) hours or more shall be paid for eight (8) hours at the straight-time hourly rate or at the overtime rate when applicable. Work on an unscheduled day shall be compensated at double the normal hourly rate of pay of the nurse concerned if worked seventy-two (72) or more hours within a fourteen (14) day period starting on a Sunday and ending on a Saturday, time and one-half (1 ½) the normal hourly rate of pay of the nurse concerned if worked less than seventy-two (72) hours within that fourteen (14) day period.

Section 20.4 CRITICAL CARE PAY Those LPNs, full or part-time, assigned to do total patient care for more than a half (1/2) hour with a patient for Critical OB, Major Trauma, Mental Health, very sick infant/child or accompanies a patient during transfer, shall be paid \$1.50 per hour in addition to their normal hourly rate of pay.

Section 20.5 LPN II PREMIUM Effective January 1, 1995, the LPN II premium shall be \$1 per hour in addition to all other compensation.

Section 20.6 PAID EDUCATIONAL LEAVE Up to four (4) days paid educational leave per year will be granted to LPNs to attend workshops or meetings at the request of either the Employer or the LPN when scheduling permits, the purpose being to keep direct patient care nurses abreast of changing knowledge and procedures pertinent to their nursing roles.

Section 20.7 ACLS TRAINING The cost of ACLS training shall be borne by the Employer and up to two (2) educational days for this purpose shall also be paid by the Employer.

Section 20.8 LAYOFF In the event of a layoff, length of service shall be the determining factor as qualified in Section 13.2 BREAK IN SENIORITY of this Article; provided that, the remaining employees are qualified to perform the duties as determined by the Employer. (This Section shall not apply to low census application.) An LPN shall retain seniority to the date of commencement of such layoff but shall not accrue seniority while on layoff status. Upon layoff, the names of such employees shall be placed on a reinstatement roster for a period of up to one year (1) from date of layoff.

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

FREE STANDING CLINIC

Employee's who either transfer or add employment for the same class of work between the hospital site or any other off site employment covered by this contract shall not suffer a reduction in their rate of wages. Benefits shall be provided per the contract.

ARTICLE 23

DURATION OF AGREEMENT

All terms and conditions of this Agreement will be effective July 1, 2023 unless otherwise specified. This Agreement shall remain in effect through July 1, 2026 and from year to year thereafter unless either party hereto serves notice on the other to amend or terminate the Agreement by giving written notice to the other party not less than ninety (90) days in advance of July 1, 2026.

EXECUTED at South Bend, Washington this 12th day of January 2024.

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

WILLAPA HARBOR HOSPITAL

By Tara Powell
Tara Powell
Union Representative

By Matthew Kempton
Matthew Kempton
Chief Executive Officer

By Jesse Holtzinger-Cruz
Jesse Holtzinger-Cruz
Union Representative

By Kimberly Polanco
Kimberly Polanco
Chief Financial Officer

By Suzanne Mode
Suzanne Mode
Business Manager

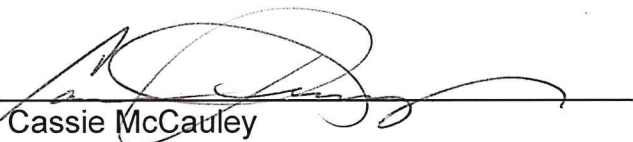
By Krisy Funkhouser
Krisy Funkhouser
Human Resources Manager

By Anna Marie Anderson
Anna Anderson
Negotiating Committee

COLLECTIVE BARGAINING AGREEMENT
OPEIU LOCAL 8 – WILLAPA HARBOR HOSPITAL

By 
Kim Fleury
Negotiating Committee

By 
John Latimer
Negotiating Committee

By 
Cassie McCauley
Negotiating Committee

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LETTER OF UNDERSTANDING

By and Between

WILLAPA HARBOR HOSPITAL

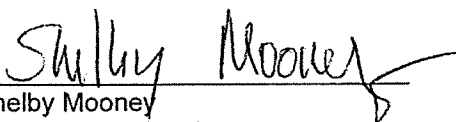
And

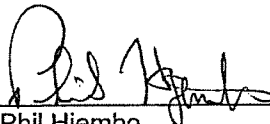
OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION LOCAL NO. 8

It is understood that Section 7.7 WEEKENDS provides for full-time or part-time employees to waive their right to time and one-half (1½) premium, provided they **VOLUNTARILY AGREE** to more frequent weekend duty. Therefore, the parties agree to utilize this form identified as Addendum I and make it part of this Agreement. This form shall be used exclusively for the purpose of accomplishing the voluntary provisions of Section 7.7.

OFFICE AND PROFESSIONAL EMPLOYEES
INTERNATIONAL UNION LOCAL NO. 8

WILLAPA HARBOR HOSPITAL

By 
Shelby Mooney
Union Representative

By 
Phil Hjembo
Chief Financial Officer

psiel#1239/af-cio

ADDENDUM I

WILLAPA HARBOR HOSPITAL

WEEKEND WORK 1 ½ TIME PREMIUM WAIVER

In accordance with Section 7.7 WEEKENDS, of the Collective Bargaining Agreement between OPEIU Local 8 and Willapa Harbor Hospital. I _____, hereby **FREELY AND VOLUNTARILY** agree that I will waive my right to receive one and one-half (1 ½) time premium for working either day on the third consecutive weekend. Therefore, all such weekend hours worked will be paid at my normal time rate of pay.

I further understand that I shall have the right to revoke this voluntary agreement at any time prior to posting of the monthly schedule upon written notification to my supervisor.

Employee

Date

Department Manager

Date

Union Representative (per Section 1.1)

Date

I am exercising my right to revoke this agreement.

Employee

Date

APPENDIX "A"
Effective January 1, 2024 (3%)

JOB TITLE 2024	START	1 Yr.	2 Yrs.	3 Yrs.	4 Yrs.	5 Yrs.	6 Yrs.	7 Yrs.	8 Yrs.	9 Yrs.	10 Yrs.	11 Yrs.	12 Yrs.	13 Yrs.	14 Yrs.	15 Yrs.	16 Yrs.	17 Yrs.	18 Yrs.	19 Yrs.	20 Yrs.	21 Yrs.	22 Yrs.	23 Yrs.	24 Yrs.	25 Yrs.	26 Yrs.	27 Yrs.	28 Yrs.	29 Yrs.	30 Yrs.
TRADES																															
Maintenance Helper	16.94	18.13	18.48	18.87	19.23	19.56	19.95	20.31	20.68	21.04	21.41	21.78	22.15	22.52	22.88	23.25	23.63	24.00	24.36	24.72	25.09	25.47	25.85	26.24	26.63	27.03	27.44	27.85	28.27	28.69	29.12
Maintenance Worker	21.70	23.08	23.45	23.85	24.14	24.51	24.92	25.28	25.65	26.02	26.40	26.77	27.13	27.50	27.87	28.24	28.61	28.97	29.41	29.85	30.30	30.76	31.22	31.69	32.16	32.64	33.13	33.63	34.13	34.65	35.17
Maintenance Worker/ Safety Officer	24.20	25.59	25.95	26.36	26.65	27.02	27.43	27.79	28.16	28.53	28.90	29.28	29.64	30.00	30.38	30.75	31.12	31.48	31.92	32.40	32.89	33.38	33.88	34.39	34.91	35.43	35.96	36.50	37.05	37.60	38.17
Custodian	20.24	21.53	21.90	22.25	22.59	22.92	23.30	23.63	24.00	24.37	24.73	25.10	25.47	25.84	26.20	26.57	26.95	27.32	27.73	28.15	28.57	29.00	29.43	29.87	30.32	30.78	31.24	31.71	32.18	32.67	33.16
Cook's Helper/Cashier	17.29	18.46	18.85	19.18	19.55	19.91	20.26	20.65	21.02	21.39	21.75	22.12	22.50	22.87	23.24	23.60	23.97	24.34	24.71	25.09	25.46	25.84	26.23	26.62	27.02	27.43	27.84	28.26	28.68	29.11	29.55
Cook	20.35	21.71	22.07	22.46	22.80	23.17	23.52	23.92	24.27	24.65	25.02	25.39	25.76	26.13	26.49	26.86	27.24	27.61	28.02	28.44	28.87	29.30	29.74	30.19	30.64	31.10	31.57	32.04	32.52	33.01	33.50
Laundry	17.95	19.15	19.48	19.87	20.24	20.64	20.95	21.33	21.70	22.07	22.44	22.80	23.17	23.54	23.92	24.29	24.65	25.02	25.39	25.77	26.16	26.55	26.95	27.35	27.76	28.18	28.60	29.03	29.47	29.91	30.36
Housekeeping	17.95	19.15	19.48	19.87	20.24	20.64	20.95	21.33	21.70	22.07	22.44	22.80	23.17	23.54	23.92	24.29	24.65	25.02	25.39	25.77	26.16	26.55	26.95	27.35	27.76	28.18	28.60	29.03	29.47	29.91	30.36
CLERICAL/ADMINISTRATIVE																															
General Office Clerk	17.95	19.15	19.48	19.87	20.24	20.64	20.95	21.33	21.70	22.07	22.44	22.80	23.17	23.54	23.92	24.29	24.65	25.02	25.39	25.77	26.16	26.55	26.95	27.35	27.76	28.18	28.60	29.03	29.47	29.91	30.36
Patient Reg Clerk	22.11	22.54	22.95	23.38	23.79	24.22	24.63	25.06	25.48	25.90	26.31	26.74	27.15	27.58	28.00	28.42	28.83	29.26	29.70	30.14	30.59	31.05	31.52	31.99	32.47	32.96	33.45	33.96	34.46	34.98	35.51
Medical Records Clerk	19.02	20.31	20.68	21.04	21.39	21.78	22.12	22.48	22.84	23.21	23.58	23.96	24.33	24.69	25.06	25.43	25.80	26.16	26.56	26.96	27.36	27.77	28.19	28.61	29.04	29.48	29.92	30.37	30.82	31.29	31.76
Business Office Clerk	19.02	20.31	20.68	21.04	21.39	21.78	22.12	22.48	22.84	23.21	23.58	23.96	24.33	24.69	25.06	25.43	25.80	26.16	26.56	26.96	27.36	27.77	28.19	28.61	29.04	29.48	29.92	30.37	30.82	31.29	31.76
Lead Patient Reg Clerk	21.78	23.17	23.54	23.89	24.25	24.59	24.96	25.31	25.68	26.05	26.41	26.78	27.15	27.52	27.90	28.25	28.63	29.00	29.43	29.87	30.32	30.77	31.23	31.70	32.18	32.66	33.15	33.65	34.15	34.66	35.18
Transcriptionist	22.63	24.08	24.47	24.84	25.21	25.60	25.94	26.31	26.68	27.06	27.41	27.79	28.16	28.53	28.89	29.26	29.63	30.00	30.46	30.92	31.38	31.85	32.33	32.81	33.31	33.80	34.31	34.83	35.35	35.88	36.42
Transcriptionist II	24.96	26.40	26.78	27.15	27.52	27.91	28.25	28.63	29.00	29.37	29.73	30.10	30.47	30.84	31.22	31.57	31.95	32.32	32.77	33.27	33.76	34.27	34.78	35.31	35.84	36.37	36.92	37.47	38.04	38.61	39.18
Coder/Abstractor	24.77	26.33	26.73	27.07	27.41	27.79	28.17	28.50	28.87	29.25	29.62	29.98	30.35	30.72	31.09	31.46	31.82	32.19	32.68	33.17	33.66	34.17	34.68	35.20	35.73	36.27	36.81	37.36	37.92	38.49	39.07
Patient Account Rep	24.77	26.33	26.73	27.07	27.41	27.79	28.17	28.50	28.87	29.25	29.62	29.98	30.35	30.72	31.09	31.46	31.82	32.19	32.68	33.17	33.66	34.17	34.68	35.20	35.73	36.27	36.81	37.36	37.92	38.49	39.07
Accredited Records Tech	24.77	26.33	26.73	27.07	27.41	27.79	28.17	28.50	28.87	29.25	29.62	29.98	30.35	30.72	31.09	31.46	31.82	32.19	32.68	33.17	33.66	34.17	34.68	35.20	35.73	36.27	36.81	37.36	37.92	38.49	39.07
Accounting Tech	23.67	24.16	24.65	25.14	25.68	26.12	26.62	27.11	27.61	28.09	28.59	29.08	29.58	30.06	30.56	31.05	31.55	32.03	32.51	33.00	33.49	34.00	34.51	35.02	35.55	36.08	36.62	37.17	37.73	38.30	38.87
Receiving/Distribution Clerk	19.02	20.31	20.68	21.04	21.39	21.78	22.12	22.48	22.84	23.21	23.58	23.96	24.33	24.69	25.06	25.43	25.80	26.16	26.56	26.96	27.36	27.77	28.19	28.61	29.04	29.48	29.92	30.37	30.82	31.29	31.76
Purchasing Clerk/Stock Clerk	19.02	20.31	20.68	21.04	21.39	21.78	22.12	22.48	22.84	23.21	23.58	23.96	24.33	24.69	25.06	25.43	25.80	26.16	26.56	26.96	27.36	27.77	28.19	28.61	29.04	29.48	29.92	30.37	30.82	31.29	31.76
Lead Purchasing Clerk	20.95	22.22	22.60	22.95	23.31	23.70	24.04	24.40	24.77	25.13	25.50	25.88	26.25	26.60	26.98	27.35	27.73	28.08	28.47	28.90	29.33	29.77	30.22	30.67	31.13	31.60	32.08	32.56	33.04	33.54	34.04
Certified Lead Coder Analyst	27.64	29.20	29.60	29.94	30.28	30.66	31.04	31.37	31.74	32.12	32.49	32.85	33.22	33.59	33.96	34.33	34.69	35.06	35.55	36.08	36.62	37.17	37.73	38.29	38.87	39.45	40.04	40.64	41.25	41.87	42.50
MEDICAL/TECHNICAL																															
Lab/X-ray Aide	17.95	19.15	19.48	19.87	20.24	20.64	20.95	21.33	21.70	22.07	22.44	22.80	23.17	23.54	23.92	24.29	24.65	25.02	25.39	25.77	26.16	26.55	26.95	27.35	27.76	28.18	28.60	29.03	29.47	29.91	30.36
Lab. Assistant/Phlebotomist	20.57	21.85	22.22	22.58	22.94	23.33	23.67	24.03	24.39	24.76	25.13	25.50	25.87	26.23	26.60	26.98	27.35	27.71	28.11	28.50	28.91	29.34	29.78	30.23	30.68	31.14	31.61	32.08	32.56	33.05	33.55
Information Technology Technician	29.35	31.31	31.83	32.25	32.68	33.18	33.71	34.22	34.63	35.07	35.48	36.18	36.60	37.44	37.88	38.30	38.72	39.08	39.67	40.26	40.87	41.48	42.10	42.74	43.38	44.03	44.69	45.36	46.04	46.73	47.43
Medical Lab Technician	31.42	33.37	33.88	34.31	34.74	35.25	35.77	36.28	36.69	37.13	37.55	38.24	38.66	39.50	39.94	40.36	40.77	41.14	41.74	42.33	42.93	43.58	44.23	44.90	45.57	46.25	46.95	47.65	48.37	49.09	49.83
Medical Laboratory Scientist	35.51	37.51	37.89	38.31	38.91	39.83	40.78	41.86	42.99	43.77	44.67	45.72	46.23	46.82	48.36	49.73	50.15	50.74	51.49	52.23	52.98	53.78	54.58	55.40	56.23	57.08	57.93	58.80	59.68	60.58	61.49
Lead Medical Laboratory Scientist	38.07	40.07	40.46	40.86	41.47	42.39	43.34	44.42	45.55	46.33	47.24	48.28	48.78	49.38	50.92	52.29	52.71	53.30	54.05	54.83	55.62	56.46	57.30	58.16	59.04	59.92	60.82	61.73	62.66	63.60	64.55
Certified Nurse Assistant	20.57	21.85	22.22	22.58	22.94	23.33	23.67	24.03	24.39	24.76	25.13	25.50	25.87	26.23	26.60	26.98	27.35	27.71	28.11	28.50	28.91	29.34	29.78	30.23	30.68	31.14	31.61	32.08	32.56	33.05	33.55
Nurses Aide (Registered)	16.94	18.13	18.47	18.87	19.23	19.56	19.95	20.31	20.68	21.04	21.41	21.78	22.15	22.52	22.88	23.25	23.63	24.00	24.36	24.72	25.09	25.47	25.85	26.24	26.63	27.03	27.44	27.85	28.27	28.69	29.12
Acute Care LPN	26.37	26.97	27.63	28.43	29.11	29.96	30.54	31.14	31.75	32.35	33.12	34.04	34.63	35.25	35.84	36.26	36.60	37.11	37.67	38.23	38.80	39.39	39.98	40.58	41.18	41.80	42.43	43.07	43.71	44.37	45.03
Clinic LPN	25.52	26.12	26.77	27.58	28.25	29.11	29.68	30.28	30.90	31.50	32.27	33.18	33.78	34.40	34.98	35.40	35.75	36.26	36.81	37.36	37.92	38.49	39.06	39.65	40.25	40.85	41.46	42.08	42.72	43.36	44.01
Clinic MA	22.85	23.17	23.50	23.82	24.15	24.49	24.83	25.18	25.53	25.89	26.26	26.63	27.00	27.38	27.77	28.16	28.55	28.96	29.37	29.81	30.25	30.71	31.17	31.64	32.11	32.59	33.08	33.58	34.08	34.59	35.11
Clinic MA Registered	20.78	22.13	22.48	22.84	23.20	23.54	23.93	24.33	24.69	25.06	25.43	25.80	26.16	26.53	26.91	27.28	27.65	28.01	28.43	28.87	29.30	29.74	30.18	30.64	31.10	31.56	32.04	32.52	33.00	33.50	34.00
Clinic MA-Registered with MA-Phleb certification	22.11	22.54	22.96	23.38	23.78	24.21	24.64	25.06	25.48	25.90	26.31	26.73	27.16	27.58	28.00	28.42	28.83	29.25	29.70	30.14	30.60	31.05	31.52	31.99	32.47	32.96	33.45	33.96	34.47	34.98	35.51
ER Tech	22.28	23.63	23.98	24.34	24.70	25.04	25.43	25.83	26.19	26.56	26.93	27.34	27.66	28.03	28.41	28.															

APPENDIX "A"
Effective January 1, 2024 (3%)

JOB TITLE 2024	START	1 Yr.	2 Yrs.	3 Yrs.	4 Yrs.	5 Yrs.	6 Yrs.	7 Yrs.	8 Yrs.	9 Yrs.	10 Yrs.	11 Yrs.	12 Yrs.	13Yrs.	14 Yrs.	15 Yrs.	16 Yrs.	17 Yrs.	18 Yrs.	19 Yrs.	20 Yrs.	21 Yrs.	22 Yrs.	23 Yrs.	24 Yrs.	25 Yrs.	26 Yrs.	27 Yrs.	28 Yrs.	29 Yrs.	30 Yrs.
Reg. Respiratory Therapist (RRT)	32.83	34.72	35.07	35.54	35.85	36.25	36.60	37.00	37.42	37.84	38.24	38.68	39.08	39.52	39.95	40.36	40.79	41.19	41.80	42.42	43.06	43.71	44.36	45.03	45.70	46.39	47.08	47.79	48.51	49.23	49.97
Pharmacy Tech I	22.25	23.67	24.04	24.40	24.78	25.14	25.50	25.86	26.23	26.58	26.94	27.30	27.67	28.04	28.38	28.74	29.11	29.48	29.92	30.37	30.83	31.29	31.76	32.23	32.72	33.21	33.71	34.21	34.73	35.25	35.78
Pharmacy Tech II	23.28	24.77	25.15	25.53	25.92	26.31	26.68	27.06	27.44	27.81	28.19	28.58	28.95	29.34	29.69	30.07	30.46	30.84	31.31	31.78	32.25	32.74	33.23	33.73	34.23	34.74	35.27	35.80	36.34	36.88	37.43
Pharmacy Tech III	24.31	25.87	26.26	26.66	27.07	27.47	27.88	28.26	28.65	29.04	29.44	29.82	30.23	30.64	31.01	31.40	31.81	32.21	32.69	33.18	33.68	34.18	34.70	35.22	35.75	36.28	36.83	37.38	37.94	38.51	39.09
Pharmacy Lead Tech	26.37	28.06	28.49	28.92	29.37	29.80	30.22	30.65	31.08	31.50	31.93	32.35	32.79	33.24	33.63	34.06	34.51	34.94	35.47	35.99	36.53	37.08	37.64	38.20	38.78	39.36	39.95	40.55	41.16	41.78	42.40

APPENDIX "A"
Effective January 1, 2025 (4%)

JOB TITLE 2025	START	1 Yr.	2 Yrs.	3 Yrs.	4 Yrs.	5 Yrs.	6 Yrs.	7 Yrs.	8 Yrs.	9 Yrs.	10 Yrs.	11 Yrs.	12 Yrs.	13Yrs.	14 Yrs.	15 Yrs.	16 Yrs.	17 Yrs.	18 Yrs.	19 Yrs.	20 Yrs.	21 Yrs.	22 Yrs.	23 Yrs.	24 Yrs.	25 Yrs.	26 Yrs.	27 Yrs.	28 Yrs.	29 Yrs.	30 Yrs.	
TRADES																																
Maintenance Helper	17.62	18.85	19.22	19.63	20.00	20.34	20.75	21.12	21.51	21.88	22.26	22.65	23.04	23.43	23.80	24.18	24.57	24.96	25.33	25.71	26.10	26.49	26.88	27.29	27.70	28.11	28.53	28.96	29.40	29.84	30.29	
Maintenance Worker	22.57	24.00	24.38	24.80	25.10	25.49	25.92	26.29	26.68	27.06	27.45	27.84	28.21	28.60	28.98	29.37	29.76	30.13	30.59	31.05	31.51	31.99	32.47	32.95	33.45	33.95	34.46	34.97	35.50	36.03	36.57	
Maintenance Worker/ Safety Officer	25.17	26.61	26.99	27.41	27.72	28.10	28.53	28.90	29.28	29.68	30.06	30.45	30.82	31.20	31.60	31.98	32.36	32.74	33.20	33.70	34.20	34.72	35.24	35.77	36.30	36.85	37.40	37.96	38.53	39.11	39.70	
Custodian	21.05	22.39	22.78	23.14	23.50	23.84	24.23	24.57	24.96	25.34	25.72	26.10	26.49	26.88	27.25	27.64	28.02	28.41	28.84	29.27	29.71	30.16	30.61	31.07	31.54	32.01	32.49	32.98	33.47	33.97	34.48	
Cook's Helper/Cashier	17.98	19.20	19.60	19.94	20.33	20.70	21.08	21.48	21.86	22.25	22.62	23.01	23.40	23.78	24.17	24.54	24.93	25.32	25.70	26.09	26.48	26.88	27.28	27.69	28.10	28.53	28.95	29.39	29.83	30.28	30.73	
Cook	21.16	22.58	22.95	23.35	23.71	24.10	24.46	24.87	25.24	25.63	26.02	26.41	26.79	27.18	27.55	27.94	28.32	28.71	29.14	29.58	30.02	30.47	30.93	31.39	31.86	32.34	32.83	33.32	33.82	34.33	34.84	
Laundry	18.67	19.91	20.26	20.66	21.05	21.46	21.79	22.18	22.57	22.95	23.34	23.71	24.10	24.49	24.87	25.26	25.63	26.02	26.41	26.80	27.20	27.61	28.03	28.45	28.87	29.31	29.75	30.19	30.64	31.10	31.57	
Housekeeping	18.67	19.91	20.26	20.66	21.05	21.46	21.79	22.18	22.57	22.95	23.34	23.71	24.10	24.49	24.87	25.26	25.63	26.02	26.41	26.80	27.20	27.61	28.03	28.45	28.87	29.31	29.75	30.19	30.64	31.10	31.57	
CLERICAL/ADMINISTRATIVE																																
General Office Clerk	18.67	19.91	20.26	20.66	21.05	21.46	21.79	22.18	22.57	22.95	23.34	23.71	24.10	24.49	24.87	25.26	25.63	26.02	26.41	26.80	27.20	27.61	28.03	28.45	28.87	29.31	29.75	30.19	30.64	31.10	31.57	
Patient Reg Clerk	23.00	23.44	23.87	24.32	24.74	25.18	25.62	26.06	26.49	26.94	27.36	27.81	28.24	28.68	29.12	29.56	29.98	30.43	30.88	31.35	31.82	32.30	32.78	33.27	33.77	34.28	34.79	35.31	35.84	36.38	36.93	
Medical Records Clerk	19.79	21.12	21.51	21.88	22.25	22.65	23.01	23.38	23.75	24.14	24.53	24.92	25.30	25.67	26.06	26.45	26.83	27.21	27.62	28.04	28.46	28.88	29.32	29.76	30.20	30.66	31.12	31.58	32.06	32.54	33.03	
Business Office Clerk	19.79	21.12	21.51	21.88	22.25	22.65	23.01	23.38	23.75	24.14	24.53	24.92	25.30	25.67	26.06	26.45	26.83	27.21	27.62	28.04	28.46	28.88	29.32	29.76	30.20	30.66	31.12	31.58	32.06	32.54	33.03	
Lead Patient Reg Clerk	22.65	24.10	24.49	24.84	25.22	25.57	25.96	26.32	26.71	27.09	27.47	27.85	28.24	28.63	29.01	29.39	29.77	30.16	30.60	31.06	31.53	32.00	32.48	32.97	33.46	33.96	34.47	34.99	35.52	36.05	36.59	
Transcriptionist	23.54	25.04	25.45	25.83	26.22	26.62	26.98	27.36	27.75	28.14	28.51	28.90	29.28	29.67	30.04	30.43	30.82	31.20	31.68	32.15	32.63	33.12	33.62	34.13	34.64	35.16	35.68	36.22	36.76	37.31	37.87	
Transcriptionist II	25.96	27.45	27.85	28.24	28.63	29.03	29.39	29.77	30.16	30.55	30.92	31.30	31.69	32.08	32.47	32.84	33.22	33.61	34.08	34.60	35.11	35.64	36.18	36.72	37.27	37.83	38.40	38.97	39.56	40.15	40.75	
Coder/Abstractor	25.76	27.38	27.79	28.15	28.51	28.90	29.30	29.64	30.03	30.42	30.80	31.18	31.56	31.95	32.34	32.72	33.10	33.48	33.98	34.49	35.01	35.54	36.07	36.61	37.16	37.72	38.28	38.86	39.44	40.03	40.63	
Patient Account Rep	25.76	27.38	27.79	28.15	28.51	28.90	29.30	29.64	30.03	30.42	30.80	31.18	31.56	31.95	32.34	32.72	33.10	33.48	33.98	34.49	35.01	35.54	36.07	36.61	37.16	37.72	38.28	38.86	39.44	40.03	40.63	
Accredited Records Tech	25.76	27.38	27.79	28.15	28.51	28.90	29.30	29.64	30.03	30.42	30.80	31.18	31.56	31.95	32.34	32.72	33.10	33.48	33.98	34.49	35.01	35.54	36.07	36.61	37.16	37.72	38.28	38.86	39.44	40.03	40.63	
Accounting Tech	24.61	25.13	25.63	26.15	26.71	27.16	27.68	28.20	28.71	29.21	29.73	30.24	30.76	31.26	31.78	32.29	32.81	33.31	33.81	34.32	34.83	35.36	35.89	36.43	36.97	37.53	38.09	38.66	39.24	39.83	40.43	
Receiving/Distribution Clerk	19.79	21.12	21.51	21.88	22.25	22.65	23.01	23.38	23.75	24.14	24.53	24.92	25.30	25.67	26.06	26.45	26.83	27.21	27.62	28.04	28.46	28.88	29.32	29.76	30.20	30.66	31.12	31.58	32.06	32.54	33.03	
Puchasing Clerk/Stock Clerk	19.79	21.12	21.51	21.88	22.25	22.65	23.01	23.38	23.75	24.14	24.53	24.92	25.30	25.67	26.06	26.45	26.83	27.21	27.62	28.04	28.46	28.88	29.32	29.76	30.20	30.66	31.12	31.58	32.06	32.54	33.03	
Lead Purchasing Clerk	21.79	23.11	23.50	23.87	24.24	24.65	25.01	25.37	25.76	26.14	26.52	26.91	27.30	27.67	28.06	28.44	28.84	29.21	29.61	30.06	30.51	30.97	31.43	31.90	32.38	32.87	33.36	33.86	34.37	34.88	35.41	
Certified Lead Coder Analyst	28.75	30.36	30.78	31.14	31.50	31.88	32.28	32.63	33.01	33.40	33.79	34.16	34.55	34.93	35.32	35.71	36.08	36.47	36.97	37.52	38.09	38.66	39.24	39.83	40.42	41.03	41.65	42.27	42.90	43.55	44.20	
MEDICAL/TECHNICAL																																
Lab/X-ray Aide	18.67	19.91	20.26	20.66	21.05	21.46	21.79	22.18	22.57	22.95	23.34	23.71	24.10	24.49	24.87	25.26	25.63	26.02	26.41	26.80	27.20	27.61	28.03	28.45	28.87	29.31	29.75	30.19	30.64	31.10	31.57	
Lab. Assistant/Phlebotomist	21.39	22.73	23.11	23.48	23.86	24.26	24.62	24.99	25.36	25.75	26.13	26.52	26.91	27.28	27.67	28.05	28.44	28.81	29.23	29.64	30.06	30.52	30.97	31.44	31.91	32.39	32.87	33.37	33.87	34.38	34.89	
Information Technology Technician	30.53	32.56	33.10	33.54	33.99	34.51	35.06	35.59	36.01	36.47	36.90	37.33	37.73	38.06	38.94	39.40	39.83	40.26	40.65	41.26	41.88	42.50	43.14	43.79	44.44	45.11	45.79	46.47	47.17	47.88	48.60	49.33
Medical Lab Technician	32.67	34.71	35.24	35.68	36.13	36.66	37.20	37.73	38.16	38.62	39.05	39.77	40.21	41.08	41.54	41.97	42.40	42.79	43.40	44.02	44.65	45.32	46.00	46.69	47.39	48.10	48.82	49.56	50.30	51.05	51.82	
Medical Laboratory Scientist	36.93	39.01	39.41	39.84	40.47	41.43	42.42	43.53	44.71	45.53	46.46	47.55	48.08	48.69	50.30	51.71	52.16	52.77	53.55	54.32	55.10	55.93	56.77	57.62	58.48	59.36	60.25	61.15	62.07	63.00	63.95	
Lead Medical Laboratory Scientist	39.59	41.67	42.08	42.50	43.13	44.09	45.08	46.20	47.37	48.18	49.13	50.21	50.73	51.35	52.96	54.38	54.81	55.44	56.21	57.02	57.85	58.72	59.60	60.49	61.40	62.32	63.25	64.20	65.16	66.14	67.13	
Certified Nurse Assistant	21.39	22.73	23.11	23.48	23.86	24.26	24.62	24.99	25.36	25.75	26.13	26.52	26.91	27.28	27.67	28.05	28.44	28.81	29.23	29.64	30.06	30.52	30.97	31.44	31.91	32.39	32.87	33.37	33.87	34.38	34.89	
Nurses Aide (Registered)	17.62	18.85	19.21	19.63	20.00	20.34	20.75	21.12	21.51	21.88	22.26	22.65	23.04	23.43	23.80	24.18	24.57	24.96	25.33	25.71	26.10	26.49	26.88	27.29	27.70	28.11	28.53	28.96	29.40	29.84	30.29	
Acute Care LPN	27.43	28.05	28.74	29.56	30.27	31.16	31.76	32.39	33.02	33.64	34.45	35.40	36.02	36.65	37.27	37.71	38.06	38.59	39.17	39.76	40.36	40.96	41.58	42.20	42.83	43.47	44.13	44.79	45.46	46.14	46.83	
Clinic LPN	26.55	27.17	27.84	28.68	29.38	30.27	30.87	31.50	32.13	32.76	33.56	34.51	35.14	35.77	36.38	36.82	37.18	37.71	38.28	38.85	39.44	40.03	40.63	41.24	41.86	42.48	43.12	43.77	44.42	45.09	45.77	
Clinic MA	23.77	24.10	24.43	24.78	25.12	25.47	25.83	26.19	26.56	26.93	27.31	27.69	28.08	28.47	28.88	29.28	29.70	30.12	30.54	31.00	31.46	31.94	32.42	32.90	33.40	33.90	34.40	34.92	35.44	35.98	36.52	
Clinic MA Registered	21.61	23.01	23.38	23.75	24.13	24.49	24.89	25.31	25.68	26.06	26.44	26.84	27.21	27.59	27.98	28.37	28.76	29.13	29.57	30.02	30.47	30.93	31.39	31.86	32.34	32.82	33.32	33.82	34.32	34.84	35.36	
Clinic MA-Registered with MA-Phleb certification	22.99	23.44	23.88	24.32	24.73	25.18	25.62	26.06	26.50	26.94	27.37	27.80	28.24	28.68	29.12	29.56	29.99	30.42	30.89	31.35	31.82	32.30	32.78	33.27	33.77	34.28	34.79	35.31	35.84	36.38	36.93	

APPENDIX "A"
Effective January 1, 2025 (4%)

JOB TITLE 2025	START	1 Yr.	2 Yrs.	3 Yrs.	4 Yrs.	5 Yrs.	6 Yrs.	7 Yrs.	8 Yrs.	9 Yrs.	10 Yrs.	11 Yrs.	12 Yrs.	13Yrs.	14 Yrs.	15 Yrs.	16 Yrs.	17 Yrs.	18 Yrs.	19 Yrs.	20 Yrs.	21 Yrs.	22 Yrs.	23 Yrs.	24 Yrs.	25 Yrs.	26 Yrs.	27 Yrs.	28 Yrs.	29 Yrs.	30 Yrs.
Reg. Respiratory Therapist (RRT)	34.14	36.10	36.48	36.96	37.28	37.69	38.07	38.48	38.91	39.36	39.77	40.23	40.65	41.10	41.55	41.98	42.42	42.84	43.47	44.12	44.78	45.45	46.14	46.83	47.53	48.24	48.97	49.70	50.45	51.20	51.97
Pharmacy Tech I	23.14	24.62	25.00	25.38	25.77	26.15	26.52	26.89	27.28	27.64	28.02	28.39	28.78	29.16	29.52	29.89	30.27	30.66	31.12	31.58	32.06	32.54	33.03	33.52	34.03	34.54	35.06	35.58	36.12	36.66	37.21
Pharmacy Tech II	24.21	25.76	26.16	26.55	26.96	27.36	27.75	28.14	28.54	28.92	29.32	29.72	30.11	30.51	30.88	31.27	31.68	32.07	32.56	33.05	33.54	34.05	34.56	35.08	35.60	36.13	36.68	37.23	37.79	38.36	38.93
Pharmacy Tech III	25.28	26.90	27.31	27.73	28.15	28.57	29.00	29.39	29.80	30.20	30.62	31.01	31.44	31.87	32.25	32.66	33.08	33.50	34.00	34.51	35.03	35.55	36.09	36.63	37.18	37.73	38.30	38.88	39.46	40.05	40.65
Pharmacy Lead Tech	27.42	29.18	29.63	30.08	30.54	30.99	31.43	31.88	32.32	32.76	33.21	33.64	34.10	34.57	34.98	35.42	35.89	36.34	36.89	37.43	37.99	38.56	39.15	39.73	40.33	40.93	41.55	42.17	42.81	43.45	44.10

APPENDIX "A"
Effective January 1, 2026 (3.75%)

JOB TITLE 2026	START	1 Yr.	2 Yrs.	3 Yrs.	4 Yrs.	5 Yrs.	6 Yrs.	7 Yrs.	8 Yrs.	9 Yrs.	10 Yrs.	11 Yrs.	12 Yrs.	13 Yrs.	14 Yrs.	15 Yrs.	16 Yrs.	17 Yrs.	18 Yrs.	19 Yrs.	20 Yrs.	21 Yrs.	22 Yrs.	23 Yrs.	24 Yrs.	25 Yrs.	26 Yrs.	27 Yrs.	28 Yrs.	29 Yrs.	30 Yrs.
TRADES																															
Maintenance Helper	18.28	19.56	19.94	20.36	20.75	21.11	21.52	21.91	22.31	22.70	23.10	23.50	23.90	24.30	24.69	25.09	25.49	25.89	26.28	26.67	27.07	27.48	27.89	28.31	28.74	29.17	29.60	30.05	30.50	30.96	31.42
Maintenance Worker	23.41	24.90	25.30	25.73	26.04	26.44	26.89	27.28	27.68	28.08	28.48	28.88	29.27	29.67	30.07	30.47	30.87	31.26	31.74	32.21	32.69	33.19	33.68	34.19	34.70	35.22	35.75	36.29	36.83	37.38	37.94
Maintenance Worker/ Safety Officer	26.12	27.61	28.00	28.44	28.76	29.15	29.60	29.98	30.38	30.79	31.18	31.59	31.98	32.37	32.78	33.18	33.57	33.97	34.45	34.96	35.49	36.02	36.56	37.11	37.66	38.23	38.80	39.39	39.98	40.58	41.18
Custodian	21.84	23.23	23.63	24.01	24.38	24.73	25.14	25.49	25.89	26.30	26.68	27.08	27.48	27.89	28.27	28.67	29.07	29.48	29.92	30.37	30.83	31.29	31.76	32.23	32.72	33.21	33.71	34.21	34.73	35.25	35.78
Cook's Helper/Cashier	18.65	19.92	20.33	20.69	21.09	21.48	21.87	22.28	22.68	23.08	23.47	23.87	24.27	24.67	25.08	25.46	25.86	26.27	26.67	27.07	27.47	27.88	28.30	28.73	29.16	29.60	30.04	30.49	30.95	31.41	31.88
Cook	21.95	23.43	23.81	24.23	24.60	25.00	25.37	25.80	26.19	26.59	26.99	27.40	27.80	28.20	28.58	28.99	29.39	29.79	30.23	30.69	31.15	31.62	32.09	32.57	33.06	33.56	34.06	34.57	35.09	35.61	36.15
Laundry	19.37	20.66	21.02	21.43	21.84	22.27	22.61	23.01	23.41	23.81	24.21	24.60	25.00	25.40	25.80	26.21	26.59	26.99	27.40	27.81	28.22	28.65	29.08	29.51	29.96	30.40	30.86	31.32	31.79	32.27	32.75
Housekeeping	19.37	20.66	21.02	21.43	21.84	22.27	22.61	23.01	23.41	23.81	24.21	24.60	25.00	25.40	25.80	26.21	26.59	26.99	27.40	27.81	28.22	28.65	29.08	29.51	29.96	30.40	30.86	31.32	31.79	32.27	32.75
CLERICAL/ADMINISTRATIVE																															
General Office Clerk	19.37	20.66	21.02	21.43	21.84	22.27	22.61	23.01	23.41	23.81	24.21	24.60	25.00	25.40	25.80	26.21	26.59	26.99	27.40	27.81	28.22	28.65	29.08	29.51	29.96	30.40	30.86	31.32	31.79	32.27	32.75
Patient Reg Clerk	23.86	24.32	24.77	25.23	25.67	26.13	26.58	27.04	27.49	27.95	28.39	28.85	29.30	29.76	30.21	30.67	31.11	31.57	32.04	32.52	33.01	33.51	34.01	34.52	35.04	35.56	36.10	36.64	37.19	37.75	38.31
Medical Records Clerk	20.53	21.91	22.31	22.70	23.08	23.50	23.87	24.26	24.65	25.05	25.45	25.85	26.25	26.64	27.04	27.44	27.84	28.23	28.66	29.09	29.52	29.97	30.42	30.87	31.34	31.81	32.28	32.77	33.26	33.76	34.26
Business Office Clerk	20.53	21.91	22.31	22.70	23.08	23.50	23.87	24.26	24.65	25.05	25.45	25.85	26.25	26.64	27.04	27.44	27.84	28.23	28.66	29.09	29.52	29.97	30.42	30.87	31.34	31.81	32.28	32.77	33.26	33.76	34.26
Lead Patient Reg Clerk	23.50	25.00	25.40	25.78	26.16	26.53	26.93	27.31	27.71	28.11	28.50	28.90	29.30	29.70	30.10	30.49	30.89	31.29	31.75	32.23	32.71	33.20	33.70	34.20	34.72	35.24	35.77	36.30	36.85	37.40	37.96
Transcriptionist	24.42	25.98	26.40	26.80	27.20	27.62	27.99	28.39	28.79	29.19	29.58	29.98	30.38	30.78	31.17	31.57	31.97	32.37	32.87	33.36	33.86	34.37	34.88	35.41	35.94	36.48	37.02	37.58	38.14	38.71	39.29
Transcriptionist II	26.93	28.48	28.90	29.30	29.70	30.12	30.49	30.89	31.29	31.69	32.08	32.48	32.88	33.28	33.68	34.07	34.47	34.87	35.36	35.89	36.43	36.98	37.53	38.10	38.67	39.25	39.84	40.43	41.04	41.66	42.28
Coder/Abstractor	26.73	28.41	28.84	29.21	29.58	29.98	30.40	30.75	31.16	31.56	31.96	32.35	32.75	33.15	33.55	33.95	34.34	34.74	35.26	35.79	36.32	36.87	37.42	37.98	38.55	39.13	39.72	40.31	40.92	41.53	42.16
Patient Account Rep	26.73	28.41	28.84	29.21	29.58	29.98	30.40	30.75	31.16	31.56	31.96	32.35	32.75	33.15	33.55	33.95	34.34	34.74	35.26	35.79	36.32	36.87	37.42	37.98	38.55	39.13	39.72	40.31	40.92	41.53	42.16
Accredited Records Tech	26.73	28.41	28.84	29.21	29.58	29.98	30.40	30.75	31.16	31.56	31.96	32.35	32.75	33.15	33.55	33.95	34.34	34.74	35.26	35.79	36.32	36.87	37.42	37.98	38.55	39.13	39.72	40.31	40.92	41.53	42.16
Accounting Tech	25.54	26.07	26.59	27.13	27.71	28.18	28.72	29.25	29.79	30.31	30.84	31.38	31.91	32.43	32.97	33.50	34.04	34.56	35.08	35.61	36.14	36.68	37.23	37.79	38.36	38.93	39.52	40.11	40.71	41.32	41.94
Receiving/Distribution Clerk	20.53	21.91	22.31	22.70	23.08	23.50	23.87	24.26	24.65	25.05	25.45	25.85	26.25	26.64	27.04	27.44	27.84	28.23	28.66	29.09	29.52	29.97	30.42	30.87	31.34	31.81	32.28	32.77	33.26	33.76	34.26
Puchasing Clerk/Stock Clerk	20.53	21.91	22.31	22.70	23.08	23.50	23.87	24.26	24.65	25.05	25.45	25.85	26.25	26.64	27.04	27.44	27.84	28.23	28.66	29.09	29.52	29.97	30.42	30.87	31.34	31.81	32.28	32.77	33.26	33.76	34.26
Lead Purchasing Clerk	22.60	23.98	24.39	24.77	25.15	25.57	25.94	26.33	26.72	27.12	27.51	27.92	28.32	28.70	29.11	29.51	29.92	30.30	30.72	31.18	31.65	32.13	32.61	33.10	33.59	34.10	34.61	35.13	35.66	36.19	36.73
Certified Lead Coder Analyst	29.82	31.50	31.93	32.31	32.68	33.08	33.49	33.85	34.25	34.65	35.06	35.44	35.84	36.24	36.65	37.05	37.43	37.84	38.36	38.93	39.51	40.11	40.71	41.32	41.94	42.57	43.21	43.86	44.51	45.18	45.86
MEDICAL/TECHNICAL																															
Lab/X-ray Aide	19.37	20.66	21.02	21.43	21.84	22.27	22.61	23.01	23.41	23.81	24.21	24.60	25.00	25.40	25.80	26.21	26.59	26.99	27.40	27.81	28.22	28.65	29.08	29.51	29.96	30.40	30.86	31.32	31.79	32.27	32.75
Lab. Assistant/Phlebotomist	22.19	23.58	23.98	24.37	24.75	25.17	25.54	25.93	26.31	26.71	27.12	27.52	27.92	28.30	28.71	29.11	29.51	29.89	30.33	30.76	31.19	31.66	32.13	32.62	33.11	33.60	34.11	34.62	35.14	35.66	36.20
Information Technology Technician	31.67	33.79	34.34	34.80	35.26	35.81	36.37	36.93	37.36	37.84	38.29	39.04	39.49	40.40	40.88	41.32	41.77	42.17	42.80	43.45	44.10	44.76	45.43	46.11	46.80	47.51	48.22	48.94	49.68	50.42	51.18
Medical Lab Technician	33.90	36.01	36.56	37.02	37.48	38.03	38.60	39.15	39.59	40.07	40.51	41.26	41.72	42.62	43.10	43.55	43.99	44.39	45.03	45.67	46.33	47.02	47.73	48.44	49.17	49.91	50.66	51.42	52.19	52.97	53.76
Medical Laboratory Scientist	38.31	40.47	40.89	41.33	41.99	42.98	44.01	45.17	46.39	47.23	48.20	49.33	49.88	50.52	52.18	53.65	54.11	54.75	55.56	56.36	57.17	58.03	58.90	59.78	60.68	61.59	62.51	63.45	64.40	65.37	66.35
Lead Medical Laboratory Scientist	41.08	43.23	43.65	44.09	44.74	45.74	46.77	47.93	49.15	49.99	50.97	52.09	52.63	53.28	54.94	56.42	56.87	57.52	58.32	59.16	60.02	60.92	61.83	62.76	63.70	64.66	65.63	66.61	67.61	68.62	69.65
Certified Nurse Assistant	22.19	23.58	23.98	24.37	24.75	25.17	25.54	25.93	26.31	26.71	27.12	27.52	27.92	28.30	28.71	29.11	29.51	29.89	30.33	30.76	31.19	31.66	32.13	32.62	33.11	33.60	34.11	34.62	35.14	35.66	36.20
Nurses Aide (Registered)	18.28	19.56	19.93	20.36	20.75	21.11	21.52	21.91	22.31	22.70	23.10	23.50	23.90	24.30	24.69	25.09	25.49	25.89	26.28	26.67	27.07	27.48	27.89	28.31	28.74	29.17	29.60	30.05	30.50	30.96	31.42
Acute Care LPN	28.45	29.10	29.82	30.67	31.41	32.33	32.95	33.60	34.25	34.90	35.74	36.73	37.37	38.03	38.67	39.12	39.49	40.04	40.64	41.25	41.87	42.50	43.13	43.78	44.44	45.11	45.78	46.47	47.17	47.87	48.59
Clinic LPN	27.54	28.19	28.89	29.76	30.49	31.41	32.03	32.68	33.34	33.98	34.82	35.81	36.45	37.11	37.75	38.20	38.58	39.12	39.71	40.31	40.91	41.53	42.15	42.78	43.42	44.08	44.74	45.41	46.09	46.78	47.48
Clinic MA	24.66	25.00	25.35	25.70	26.06	26.43	26.80	27.17	27.55	27.94	28.33	28.73	29.13	29.54	29.96	30.38	30.81	31.24	31.69	32.16	32.64	33.13	33.63	34.14	34.65	35.17	35.69	36.23	36.77	37.33	37.89
Clinic MA Registered	22.42	23.88	24.26	24.65	25.03	25.40	25.82	26.26	26.64	27.04	27.43	27.84	28.23	28.63	29.03	29.43	29.84	30.22	30.68	31.15	31.61	32.09	32.57	33.06	33.55	34.06	34.57	35.08	35.61	36.15	36.69
Clinic MA-Registered with MA-Phleb certification	23.85	24.32	24.77	25.23	25.66	26.13	26.58	27.04	27.49	27.95	28.39	28.85	29.30	29.76	30.21	30.67	31.11	31.57	32.04	32.52	33.01	33.51	34.01	34.52	35.04	35.56	36.10	36.64	37.19	37.75	38.31
ER Tech	24.04	25.4																													

APPENDIX "A"
Effective January 1, 2026 (3.75%)

JOB TITLE 2026	START	1 Yr.	2 Yrs.	3 Yrs.	4 Yrs.	5 Yrs.	6 Yrs.	7 Yrs.	8 Yrs.	9 Yrs.	10 Yrs.	11 Yrs.	12 Yrs.	13Yrs.	14 Yrs.	15 Yrs.	16 Yrs.	17 Yrs.	18 Yrs.	19 Yrs.	20 Yrs.	21 Yrs.	22 Yrs.	23 Yrs.	24 Yrs.	25 Yrs.	26 Yrs.	27 Yrs.	28 Yrs.	29 Yrs.	30 Yrs.
Reg. Respiratory Therapist (RRT)	35.42	37.46	37.84	38.35	38.68	39.11	39.49	39.93	40.37	40.83	41.26	41.74	42.17	42.65	43.11	43.55	44.01	44.44	45.10	45.78	46.46	47.16	47.87	48.58	49.31	50.05	50.80	51.57	52.34	53.12	53.92
Pharmacy Tech I	24.01	25.54	25.94	26.33	26.74	27.13	27.51	27.90	28.30	28.68	29.07	29.46	29.86	30.26	30.62	31.01	31.41	31.81	32.28	32.77	33.27	33.76	34.27	34.78	35.30	35.83	36.37	36.91	37.47	38.03	38.61
Pharmacy Tech II	25.12	26.73	27.14	27.55	27.97	28.39	28.79	29.20	29.61	30.01	30.42	30.84	31.24	31.66	32.04	32.45	32.87	33.28	33.78	34.29	34.80	35.33	35.86	36.39	36.93	37.48	38.06	38.63	39.21	39.79	40.39
Pharmacy Tech III	26.23	27.91	28.33	28.77	29.21	29.64	30.08	30.49	30.91	31.33	31.77	32.18	32.62	33.06	33.46	33.88	34.32	34.75	35.27	35.80	36.34	36.88	37.44	38.00	38.57	39.15	39.74	40.33	40.94	41.55	42.18
Pharmacy Lead Tech	28.45	30.28	30.74	31.20	31.69	32.15	32.61	33.07	33.54	33.99	34.45	34.91	35.38	35.87	36.29	36.75	37.24	37.70	38.27	38.83	39.42	40.01	40.61	41.22	41.84	42.47	43.11	43.75	44.41	45.08	45.75

APPENDIX "B"

DUES SCHEDULE

Dues are 1.5% of gross monthly earnings prior to deductions. (Gross monthly earnings include all wages earned under your Labor Agreement, including overtime pay received.)

Example: Wages of \$500 per month
 x 0.015 percent
 \$7.50 dues per month

There is no initiation fee. Dues will be deducted from the employee's paycheck if the employee authorizes to do so on their Union Membership Application Card. The start date for dues deduction is the date the Union Membership Application Card is signed.

liuna#242/afl-cio

LETTER OF UNDERSTANDING

By and Between

WILLAPA HARBOR HOSPITAL

And


OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION LOCAL 8

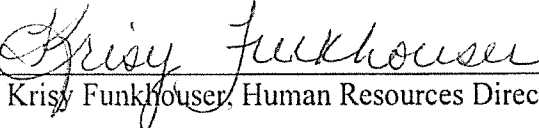
The purpose of this Letter of Understanding is to memorialize the additional understanding between the Willapa Harbor Hospital ("Hospital") and the Office and Professional International Union, Local 8 ("OPEIU") regarding the 2023-2026 Collective Bargaining Agreement ("Agreement") wage scale between the parties. This Letter of Understanding resolves any and all disputes arising from the implementation of the 2023-2026 Collective Bargaining Agreement wage schedules.

The Parties agree to the following clarification to the wage scale of the Agreement:

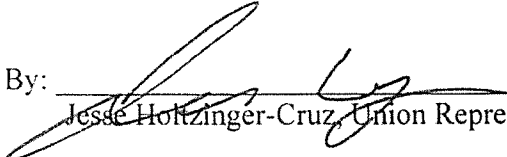
1. A \$1.50 an hour adjustment will be added to the Health Unit Coordinator (HUC) and ER Tech wage scales.
2. Staff on the above wage scales will not receive retroactive pay; the pay becomes effective upon signing.

WILLAPA HARBOR HOSPITAL

By:  DATE: 7-9-2024
Kimberly Polanco, Chief Financial Officer

By:  DATE: 7/9/2024
Krisy Funkhouser, Human Resources Director

OFFICE AND PROFESSIONAL EMPLOYEES INTERNATIONAL UNION LOCAL 8

By:  DATE: 7-9-2024
Jesse Holtzinger-Cruz, Union Representative