

AGREEMENT

between the

STATE OF MINNESOTA

and the

MIDDLE MANAGEMENT ASSOCIATION

July 1, 1983 through June 30, 1985

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PREAMBLE

This Agreement is made and entered into this 23rd day of August, 1983, by and between the State of Minnesota, hereinafter referred to as the Employer, and the Middle Management Association, hereinafter referred to as the Association, has as its purpose the promotion of harmonious relations between the Employer, the Association, and the supervisors covered by this Agreement; the furtherance of efficient governmental services; the establishment of an equitable and peaceful procedure for the resolution of differences without interference or disruption of efficient operations of the State agencies; and the establishment of a full and complete understanding relative to conditions of employment that are within the control of the Employer.

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

ARTICLE 1

ASSOCIATION RECOGNITION

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

Section 2. Disputes. In the event of a dispute, assignment of supervisors to the appropriate bargaining unit shall be accomplished in accordance with Minn. Stat. 179.71, Subd. 5(j).

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

ARTICLE 2

DUES CHECKOFF

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

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

Section 3. Dues Remission. The aggregate deductions of all supervisors shall be remitted by the Employer together with an itemized statement to the Middle Management Association no later than ten (10) days following the end of each payroll period.

Section 4. Supervisor Lists. The Appointing Authority shall advise the Association, in writing, social security numbers, classifications and addresses of all supervisors added to the bargaining unit and the names of supervisors removed from the bargaining unit on a bi-weekly payroll basis on the form included as Appendix K of this Agreement. Where no such personnel transactions occurred, the Appointing Authority shall so state. Copies of the form included as Appendix K shall be provided to the Appointing Authority by the Association, and the Appointing Authority shall use this form when submitting the report. The bi-weekly report shall be transmitted no later than one (1) week following the end of each payroll period.

ARTICLE 3

NON-DISCRIMINATION

Section 1. Consistent Application. This Agreement shall be applied equally to all supervisors in the bargaining unit without discrimination as to sex, race, color, creed, national origin, political affiliation, physical handicap, marital status, or age, subject, however, to the mandatory retirement age specified by law. The Association shall share equally with the Appointing Authority the responsibilities established by this Article.

Section 2. Supervisor Responsibility. Supervisors covered by this Agreement shall perform their duties and responsibilities in a non-discriminatory manner as such duties and responsibilities involve other employees, supervisors, the general public and/or clients.

Section 3. Association Membership. The Appointing Authority shall not discriminate against, interfere with, restrain or coerce a supervisor from exercising the right to join or participate in the activities of the Association or participate in an official capacity on behalf of the Association which is in accordance with the provisions of this Agreement. The Association shall not discriminate against, interfere with, restrain, or coerce a supervisor from exercising the right not to join the Association and shall not discriminate against any supervisor in the administration of this Agreement because of non-membership in the Association.

Section 4. Association Responsibility. The Association accepts the responsibility as the exclusive representative and agrees to represent all supervisors in the bargaining unit without discrimination.

ARTICLE 4

EMPLOYER RIGHTS

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

ARTICLE 5

ASSOCIATION RIGHTS

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

Section 2. Representatives' Activities. Representatives shall have authority to process and determine the validity of grievances from the Association's viewpoint at his/her work location that arise under the Grievance Procedure Article of this Agreement. The Employer agrees that during working hours, on the Appointing Authority's premises within the Representatives' work location and without loss of pay, Representatives will be allowed reasonable time to post official Association notices, distribute the Association newsletters, and to transmit communications authorized by the Association to the Employer as are required for the administration of this Agreement, providing, however, this activity does not interfere with normal work duties. The Representative shall first inform his/her superior of his/her impending departure and shall first receive approval to leave the work location.

Section 3. Bulletin Boards. The Appointing Authority shall make space available on a bulletin board to be used exclusively by the Association for the posting of official Association notices, meetings, elections, minutes, and newsletters.

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

ARTICLE 6

STRIKES AND LOCKOUTS

Section 1. Strikes. The Association, its officers and agents, and the supervisors covered by this Agreement agree not to promote or support any strikes as defined in Minn. Stat. 179.63, Subd. 12. Any supervisor who knowingly violates the provisions of this Section may be discharged or otherwise disciplined.

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

ARTICLE 7

DISCIPLINE AND DISCHARGE

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

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

1. Oral reprimand (not grievable)
2. Written reprimand (not arbitrable)
3. Suspension
4. Demotion
5. Discharge

The Appointing Authority may place a supervisor who is the subject of a disciplinary investigation on an investigatory suspension without pay. Such investigatory suspension shall terminate within two (2) calendar weeks unless the State Negotiator's Office, after consultation with the Association, grants an extension thereof. If, as a result of the disciplinary investigation, no discipline is imposed on the supervisor, he/she shall be reimbursed for time spent on the investigatory suspension.

Upon request of a supervisor who is being questioned during an investigation that may lead to a disciplinary action against the supervisor, an Association Representative shall be present at such meeting.

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

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

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

Section 3. Discharge of Permanent Supervisors. The Appointing Authority shall not discharge any permanent supervisor without just cause. If, in any case, the Appointing Authority believes there is just cause for discharge, the supervisor shall be suspended for five (5) days prior to being terminated. The supervisor and the Association will be notified, in writing, that a supervisor has been suspended and subject to discharge and shall be furnished with the reason(s) therefor.

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

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

Section 4. Probationary Supervisors. Probationary supervisors serving an initial probationary period may have the Association process a grievance on discharge or non-certification through Step 3 of the Grievance Procedure of this Agreement, but such grievances shall not be subject to the arbitration provisions of this Agreement.

Supervisors who have permanent status in another classification who fail to be certified in a subsequent probationary period may have the Association process non-certification grievances through Step 3 of the grievance procedure of this Agreement, but such grievances shall not be subject to the arbitration provisions of this Agreement.

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

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

Section 5. Unclassified Supervisors. The discharge or termination of unclassified supervisors is not subject to the arbitration provisions of this Agreement.

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

Section 6. Personnel Records. Initial minor infractions, irregularities, or deficiencies shall first be privately brought to the attention of the supervisor and, if corrected, shall not be entered into the supervisor's personnel record.

An oral reprimand shall not become a part of a supervisor's personnel record. Investigations which do not result in disciplinary actions shall not be entered into the supervisor's personnel records.

Upon the request of the supervisor, a written reprimand shall be removed from the supervisor's personnel record provided that no further disciplinary action has been taken against the supervisor for a period of two (2) years following the date of the written reprimand.

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

The contents of a supervisor's personnel office record shall be disclosed to him/her upon request and to the supervisor's Association Representative upon the written request of the supervisor. In the event a grievance is initiated under Article 8, the Appointing Authority shall provide a copy of any items from the supervisor's personnel office record upon the request of the supervisor.

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

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

ARTICLE 8

GRIEVANCE PROCEDURE

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

STEP 1. The grievance shall be reduced to writing, setting forth the nature of the grievance, the facts upon which it was based, section or sections of the Agreement alleged to have been violated, and the relief requested and shall be presented to the grievant's immediate superior by an Association Representative. Any alleged violation not processed to this step within twenty-one (21) calendar days of the first occurrence of the event giving rise to the grievance or within twenty-one (21) calendar days after the grievant, through the use of reasonable diligence should have knowledge of the first occurrence of the event giving rise to the grievance, shall be considered waived. Within seven (7) calendar days after receiving the written grievance, the grievant's immediate superior and the Association Representative shall meet with or without the grievant, in an attempt to resolve the grievance. If the grievance remains unresolved after this meeting, the immediate superior's written answer to the grievance shall be given to the Association Representative within seven (7) calendar days of this meeting. The Association may appeal the grievance to Step 2 within seven (7) calendar days of the receipt of the immediate superior's answer.

STEP 2. Within seven (7) calendar days after receiving the Association's appeal, the Appointing Authority or designee and the appropriate Association Representative with or without the supervisor shall meet to attempt to resolve the grievance. If, as a result of this meeting, the grievance remains unresolved, the Appointing Authority or designee shall give his/her written answer to the Association Representative within seven (7) calendar days following this meeting. The Association may refer the

grievance in writing to Step 3 within seven (7) days after receipt of the Appointing Authority or designee's written answer.

STEP 3. Within ten (10) calendar days following the receipt of a grievance referred from Step 2, the Appointing Authority or designee shall meet with the Association's designee in an attempt to resolve the grievance. Within ten (10) calendar days following this meeting, the Appointing Authority or designee shall respond in writing to the Association Representative stating the Appointing Authority or designee's answer concerning the grievance. If, as a result of the written response, the grievance remains unresolved, the Association may refer the grievance within twenty (20) calendar days to Step 4. Any grievance not referred in writing by the Association to Step 4 within twenty (20) calendar days following receipt of the answer of the Appointing Authority or designee shall be considered waived.

STEP 4. If the grievance remains unresolved, the Association may, within twenty (20) calendar days after the response of the Appointing Authority or designee is due, by written notice to the Deputy Commissioner of the Department of Employee Relations (State Labor Negotiator) request arbitration of the grievance. The arbitration proceeding shall be conducted by an arbitrator selected pursuant to Section 2 of this Article within ten (10) calendar days after notice has been given.

Section 2. Arbitration Panel. All arbitrations arising under this Agreement shall be heard by a member of the permanent panel of three (3) arbitrators which shall be selected to serve for the life of this Agreement. Arbitrators shall be selected to hear a grievance arbitration by lot.

Prior to August 31, 1983, the State Negotiator and Association may mutually agree to the permanent panel of three (3) arbitrators. Failing to mutually agree on the panel of arbitrators by August 31, 1983, the State Negotiator and Association shall each prepare a list of five (5) arbitrators selected from lists of arbitrators provided to the parties by the Public Employment Relations Board (PERB). The members of the permanent panel shall then be selected from the list by the following method: The State Negotiator and Association shall alternately strike names from the list of ten (10) arbitrators, the first strike to be determined by a coin flip, until the three (3) members of the permanent panel are selected. This selection process shall be completed no later than September 15, 1983.

If a vacancy on the permanent panel occurs during the life of this Agreement, the vacancy shall be filled by mutual agreement of the State Negotiator and Association or, failing mutual agreement, by alternate striking from among the remaining names on the original list of ten (10) used for selecting the original panel.

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

Section 4. Arbitrator's Authority. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrator shall consider and decide only the specific issue submitted in writing by the Employer and the Association and shall have no authority to make a decision on any other issue not so submitted to him/her. The arbitrator shall be without power to make decisions contrary to

or inconsistent with or modifying or varying in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator shall submit his/her decision in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties whichever is later, unless the parties agree to an extension. The decision shall be based solely on the arbitrator's interpretation or application of the express terms of this Agreement and the facts of the grievance presented. The decision of the arbitrator shall be final and binding on the Employer, the Association, and the supervisors.

Section 5. Fees and Expenses. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Appointing Authority and the Association, provided that each party shall be responsible for compensating its own representatives and witnesses.

Section 6. Time Limits. If a grievance was not presented within the time limits set forth above, it shall be considered waived. If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be settled on the basis of the Appointing Authority or designee's last answer. If the Appointing Authority or designee does not answer a grievance or an appeal thereof within the specified time limits, the Association may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the Appointing Authority or designee and the Association at each step. By mutual agreement of the Appointing Authority and Association, the parties may waive Steps 1 and 2.

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

The Association Representative and the grieving supervisor shall be allowed a reasonable amount of time during working hours while on the Appointing Authority's premises when a grievance is investigated or presented in Steps 1 through 3.

ARTICLE 9

VACATION AND SICK LEAVE

Section 1. Vacation Accumulation. Supervisors, except for emergency, temporary, intermittent, and project appointments, and non-tenured laborers shall accrue vacation pay according to the following rates:

<u>Continuous Service</u> <u>Requirement</u>	<u>Rate Per Full</u> <u>Payroll Period</u>
0 through 5 years	4 working hours
After 5 through 8 years	5 working hours
After 8 through 12 years	7 working hours
After 12 through 20 years	7½ working hours
After 20 through 25 years	8 working hours
After 25 through 30 years	8½ working hours
After 30 years	9 working hours

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

Effective July 9, 1975, for purposes of determining changes in a supervisor's accrual rate, periods of suspension or unpaid non-medical leaves of absence shall not be deducted from the Continuous Service Requirement unless they are one (1) full payroll period or more in duration. This method will be effective only after this date and shall not be used to change any Continuous Service Requirements determined prior to that date.

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

A supervisor who is reinstated or reappointed to State service on or after January 1, 1979, who was mandatorily retired at age 65 prior to January 1, 1979, shall accrue vacation leave at the same rate with the same credit for continuous service that existed at the time of such mandatory retirement.

A supervisor who is reinstated or reappointed to State service after June 30, 1983, and within four (4) years from the date of resignation in good standing or retirement shall accrue vacation leave with the same credit for continuous service that existed at the time of such separation. This method shall not be used to change any Length of Service Requirements determined prior to July 1, 1983.

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

A supervisor shall not utilize vacation during his/her first six (6) months of continuous service. Upon completion of six (6) months continuous service, the supervisor shall then accrue his/her vacation beginning from his/her date of hire.

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

Supervisors may accumulate unused vacation leave to a maximum of two hundred and sixty (260) hours.

Supervisors on a Military Leave under Article 11 shall earn vacation leave as though actually employed, without regard to the maximum accumulation set forth above. Vacation earned in excess of the maximum accumulation shall be taken within two (2) years of the date the supervisor returns from the Military Leave.

The Appointing authority shall keep a current record of supervisor vacation earnings and accruals which shall be made available to such supervisors upon request.

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

Section 2. Vacation Schedules. Every reasonable effort shall be made to grant vacation at the times requested by the supervisor. The Appointing Authority agrees to respond in a reasonable time to supervisors' requests for vacation. If the nature of the work makes it necessary to limit the number of supervisors on vacation at the same time, vacation schedules shall be established on the basis of Classification Seniority within a work location in the event of any conflict over vacation periods. Provided, however, that any supervisor who is about to lose vacation because he/she has or will reach the maximum accumulation of vacation specified by this Agreement shall be entitled to take sufficient vacation to prevent such loss upon advance notice to his/her superior.

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

Section 3. Vacation Rights. Any supervisor separated from State service shall be compensated in cash, at the supervisor's then current rate of pay, for all vacation leave to the supervisor's credit at the time of separation.

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

Section 4. Sick Leave Accumulation. Supervisors, except for emergency, temporary, intermittent and project appointments, and non-tenured laborers, shall accrue sick leave at the rate of four (4) hours per pay period of continuous employment beginning with their date of hire until nine hundred (900) hours have been accrued. After nine hundred (900) hours have been accrued and maintained, supervisors shall then accrue sick leave at the rate of two (2) hours per pay period.

The Appointing Authority shall keep a current record of sick leave earnings and accruals which shall be made available to such supervisors upon request.

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

A supervisor who is reinstated or reappointed to State service on or after January 1, 1979, and who was mandatorily retired at age 65 prior to January 1, 1979, shall have accumulated but unused sick leave balance restored and posted to the employee's credit in the records of the employing department provided such sick leave was accrued in accordance with the personnel rules or the provisions of this Agreement.

A supervisor who is reinstated or reappointed to State service after June 30, 1983, and within four years from the date of resignation in good standing or retirement shall have accumulated but unused sick leave balance restored and posted to the supervisor's credit in the records of the employing department provided such sick leave was accrued in accordance with the personnel rules or the provisions of this Agreement. This method shall not be used to change sick leave balance restorations determined prior to July 1, 1983.

However, a supervisor who has received severance pay shall have his/her sick leave balance restored at sixty (60) percent of the supervisor's accumulated but unused sick leave balance plus seventy-five (75) percent of the supervisor's accumulated but unused sick leave bank.

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

Section 5. Sick Leave Use. A supervisor shall be granted sick leave with pay to the extent of the supervisor's accumulation for absences necessitated by: (1) illness or disability; (2) medical, chiropractic, or dental care for the supervisor; (3) exposure to contagious disease which endangers the health of other supervisors, employees, clients, or the public; or (4) illness of a spouse, minor or dependent children, or parent who is living in the same household of the supervisor, for such reasonable periods as the supervisor's attendance may be necessary. A pregnant supervisor may also use sick leave during the period of time that her doctor certifies that she is unable to work because of pregnancy. Sick leave to arrange for necessary nursing care for members of the family, or birth or adoption of a child shall be limited to not more than three (3) days.

The use of a reasonable period of sick leave shall be granted in cases of death of the spouse or parents of the spouse, or the parents, grandparents, guardian, children, brothers, sisters, or wards of the supervisor.

Supervisors using sick leave under this Article will have sick leave first deducted from the nine hundred (900) hours accumulation. Supervisors having used sick leave and who fall below the nine hundred (900) hours accumulation shall again accrue sick leave at four (4) hours per payroll period until their accumulation again reaches nine hundred (900) hours. Use of the more than nine hundred (900) hour bank shall be subject to the provisions of this Article.

Section 6. Sick Leave. The supervisor shall notify the Appointing Authority at or before his/her normally scheduled starting time of any illness. Supervisors utilizing leave under this Section shall furnish a statement from a medical practitioner upon the request of the Appointing Authority for absences in excess of three working days, or where the Appointing Authority has reasonable reason to believe that a supervisor has abused or is abusing sick leave. Those supervisors who misuse sick leave may be subject to disciplinary action. The Appointing Authority may also request a statement from a medical practitioner if the Appointing Authority has reason to believe the supervisor is not fit to work or has been exposed to a contagious disease which endangers the health of other supervisors, employees, clients or the public. Supervisors returning from extended sick leave shall notify the Appointing Authority within a reasonable amount of time prior to returning to work.

ARTICLE 10

HOLIDAYS

Section 1. Eligibility. Supervisors, except for emergency, temporary, intermittent, and project appointments, and non-tenured laborers, shall be eligible for purposes of this Article.

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

New Year's Day
Presidents' Day
Memorial Day
Independence Day
Labor Day

Veterans Day
Thanksgiving Day
Day After Thanksgiving
Christmas Day
Floating Holiday

The supervisor shall receive one (1) floating holiday each fiscal year of the Agreement. Every reasonable effort shall be made to grant the floating holiday for the time requested by the supervisor. The Appointing Authority may limit the number of supervisors that may be absent on any given day subject to the operational needs of the Appointing Authority. Floating holidays may not be accumulated.

Except for supervisors working where seven (7) day a week schedules are in effect, when any of the above holidays fall on a Saturday, the preceding Friday shall be observed as the holiday and when any of the above holidays fall on a Sunday, the following Monday shall be observed as the holiday.

Where seven (7) day a week schedules are in effect, the actual holiday shall be observed as the holiday for supervisors working within such schedule.

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

When any of the above holidays fall on a supervisor's regularly scheduled day off, the Appointing Authority shall grant an alternative holiday within ninety (90) days of the pay period in which the holiday occurs. If there is no agreement as to the date of the alternative holiday between the Appointing Authority and the supervisor, the Appointing Authority shall select one (1) of four (4) days preferred by the supervisor.

In departments with an academic calendar, the Appointing Authority may, after consultation with the Association, designate alternative days for the observance of Veterans' Day and Presidents' Day. In other departments, the Appointing Authority may, with the agreement of the Association, designate alternative days for the observance of Veterans' Day and Presidents' Day.

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

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

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

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

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

Section 5. Work on a Holiday. Any supervisor who is assigned to work on a holiday shall, at the Appointing Authority's discretion, either be:

- 1) paid in cash at the supervisor's appropriate overtime rate for all hours worked in addition to holiday pay provided for in Section 3 and 4 above; or,
- 2) paid in cash at the supervisor's appropriate overtime rate for all hours worked in addition to an alternative holiday in lieu of holiday pay provided for in Section 3 and 4 above. Such alternative holiday shall be granted within ninety (90) days of the pay period in which the holiday occurs, and if there is no agreement as to the date of the alternative holiday between the Appointing Authority and the supervisor, the Appointing Authority shall select one (1) of four (4) days preferred by the supervisor. This option shall not be available for supervisors who work less than their normal work day on a holiday.

Section 6. Religious Holidays. When a religious holiday, not observed as a holiday, as provided in Section 2 above, falls on a supervisor's regularly scheduled work day, the supervisor shall be entitled to that day off to observe the religious holiday. Time to observe religious holidays shall be taken without pay except where the supervisor has sufficient accumulated vacation leave or accumulated compensatory time, or, by mutual consent, is able to make the time up. Supervisors shall notify the Appointing Authority at least five (5) working days prior to the leave.

ARTICLE 11

LEAVES OF ABSENCE

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

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

Section 3. Paid Leaves of Absence.

- A. Court Appearance Leave: Leave shall be granted for appearances before a court, legislative committee, or other judicial or quasi-judicial body in response to a subpoena or other direction of proper authority for job related purposes other than those created by the supervisor or the exclusive representative. Leave shall also be granted for attendance in court in connection with a supervisor's official duty, which shall include any necessary travel time. Such supervisor shall be paid the supervisor's regular rate of pay but shall remit to his/her Appointing Authority the amount received, exclusive of expenses, for serving as a witness, as required by the court.
- B. Jury Duty Leave: Leave shall be granted for service upon a jury. Supervisors whose scheduled shift is other than a day shift shall be reassigned to a day shift during the period of service upon a jury. When not impaneled for actual service and only on call and free to leave the courthouse, the supervisor shall report to work.
- C. Educational Leave: Leave with pay shall be granted for educational purposes if such education is required or assigned by the Appointing Authority.
- D. Military Leave: Up to fifteen (15) working days leave per calendar year shall be granted to members of a reserve force of the United States or of the State of Minnesota and who are ordered by the appropriate authorities to attend a training program or perform any other duties under the supervision of the United States or of the State of Minnesota during the period of such activity.
- E. Voting Time Leave: Any supervisor who is eligible to vote in any statewide general election or at any election to fill a vacancy in the office of a representative in Congress, may absent himself/herself from work for the purpose of voting during the forenoon of such election day provided the supervisor has made prior arrangements for such absence with his/her immediate superior.
- F. Emergency Leave: The Commissioner of Employee Relations, after consultation with the Commissioner of Public Safety, may excuse State supervisors from duty with full pay in the event of a natural or man made emergency, if continued operation would involve a threat to the health or safety of individuals. Absence with pay shall not exceed sixteen (16) working hours at any one time unless the Commissioner of Employee Relations authorizes a longer duration.

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

Section 4. Unpaid Leaves of Absence.

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

- B. Educational Leave: Leave may be granted to any supervisor for educational purposes.
- C. Disability Leave: Leave of absence up to one (1) year shall be granted to any supervisor who has completed an initial probationary period with the State and who, as a result of an extended illness or injury, has exhausted his/her accumulation of sick leave. Such leave shall be limited to a cumulative total of one (1) year per illness or injury. Upon the request of the supervisor such leave may be extended. Supervisors shall receive reasonable notice in writing before a disability leave is cancelled. An Appointing Authority may require appropriate medical documentation of the illness, injuries, or disability. The Appointing Authority may require the supervisor returning from a disability leave to furnish a statement from a medical practitioner if the Appointing Authority has reason to believe the supervisor is not fit to return to work.
- D. Maternity/Paternity or Adoption Leave: A Maternity/Paternity or Adoption leave of absence shall be granted to a natural parent or an adoptive parent who has completed an initial probationary period with the State and who requests such leave in conjunction with the birth or adoption of a child. Requests for Adoption Leave shall be submitted six (6) weeks in advance, if possible, but in no event less than three (3) days prior to such leave. Requests for Maternity/Paternity Leave shall be submitted at least six (6) weeks in advance of the anticipated due date, if possible. The Maternity/Paternity or Adoption Leave shall commence on the date requested by the supervisor and shall continue up to six (6) months. Any paid sick leave used following a birth shall be deducted from the six (6) months unpaid Maternity/Paternity Leave. Such leave may be extended up to a maximum of one (1) year by mutual consent between the supervisor and the Appointing Authority.
- E. Military Leave: Leave shall be granted to a supervisor who enters into active military service in the armed forces of the United States for the period of military service, not to exceed four (4) years.
- F. Personal Leave: Leave may be granted to any supervisor, upon request, for personal reasons. No such leave shall be granted for the purpose of securing other employment, except as provided in this Article.
- G. Precinct Caucus: Upon ten (10) days advance request, leave shall be granted to any supervisor for the purpose of attending a political party caucus.
- H. Association Leave: Upon advanced written request of the Association, leave shall be granted to supervisors who are elected or appointed by the Association to serve on the Association Negotiating Team. Leave time for service on an Association Master Negotiating Team shall be considered as paid leave for purposes of vacation leave and sick leave accrual. Association Representatives or other supervisors who may be elected or appointed by the Association to perform duties for the exclusive representative shall be granted time off, provided the granting of such time off does not adversely affect the operations of the supervisor's department or agency. In any case of leave of absence or time off to perform duties for the exclusive representative, the number of supervisors to be granted leaves of absence or time off from any one department or agency may be limited by the Appointing Authority, if the Appointing Authority determines that the number requesting the leave of absence or time off would adversely affect the operations of the department or agency.

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

- I. Leave for Related Work: Leave not to exceed one (1) year may be granted to a supervisor to accept a position of fixed duration outside of State service which is funded by a government or private foundation grant and which is related to the supervisor's current work.

Section 5. Cancellation of Discretionary Leaves. Leaves of absence or extensions of such leaves which are subject to the discretionary authority of the Employer may be cancelled by an Appointing Authority upon reasonable written notice to the supervisor unless the Appointing Authority agrees in writing at the time the leave is granted that the leave will not be cancelled. At the discretion of the Appointing Authority, a supervisor may terminate his/her leave of absence prior to the previously agreed upon date of expiration of that leave of absence.

Section 6. Reinstatement after Leave. Any supervisor returning from an approved leave of absence as covered by this Article shall be entitled to return to employment in a position in the supervisor's former classification and agency within thirty-five (35) miles of the former position. Supervisors returning from extended leaves of absence of one (1) month or more shall notify their Appointing Authority at least two (2) weeks prior to their return from leave. Supervisors returning from an approved leave of absence shall be returned at the same rate of pay the supervisor had been receiving at the time the leave of absence commenced plus any automatic adjustments that would have been made had the supervisor been continuously employed during the period of absence.

ARTICLE 12

HOURS OF WORK AND OVERTIME

Section 1. Supervisors assigned to Progression Codes 2 and 3 and supervisors assigned to Progression Code 1 at Salary Range 18 and below.

- A. Consecutive Hours. The regular hours of work each day shall be consecutive except that they may be interrupted by unpaid lunch periods if free from work and each work shift shall include two coffee breaks of at least 15 minutes each which shall be included in work time. There shall be no split shifts assigned or required except as mutually agreed to by the Association and the Appointing Authority.
- B. Normal Payroll Period. The normal payroll period shall consist of eighty (80) hours of work within a two (2) week payroll period.
- C. Normal Work Week. It is recognized that because of the nature of their work, some of the supervisors covered by this Agreement may be required to work varied hours, work on holidays and weekends, making the maintaining of consistent starting and stopping times or the assignment of the number of hours worked in one day sometimes impossible. Insofar as practicable and without reducing the efficiency of work performance, supervisors are expected to complete normal routine work within a normal work day. Supervisor's hours may be adjusted in accordance with circumstances and with the approval of the immediate superior.

D. Overtime Rates.

1. Supervisors assigned to Progression Codes 2 and 3 shall be compensated for overtime hours at the rate of time and one-half (1½) for all hours worked as assigned by the Appointing Authority in excess of the established work day; before or after a supervisor's regularly scheduled shift; or on any regularly scheduled day of rest.
2. Supervisors assigned to Progression Code 1 and employed in those classes assigned to Salary Range 18 (1983) and below shall be compensated at the rate of straight time for all overtime hours worked as specifically assigned or directed by the Appointing Authority in excess of the normally scheduled pay period.

E. Liquidation of Overtime.

1. General. Overtime hours may, at the discretion of the Appointing Authority, be liquidated in cash, or assigned to a compensatory bank.

After consultation with the Association, the Appointing Authority may establish the maximum amount of hours that may be in the compensatory bank at any given time provided the amount is not less than the forty (40) hours or more than eighty (80) hours. The Appointing Authority shall notify the Association within thirty (30) calendar days of the execution date of this Agreement of the maximum amount of hours that may be in the compensatory bank. Such maximum shall not change during the life of this Agreement. All overtime hours worked over the established maximum hour limit shall be compensated in cash.

2. Cash Liquidation. Overtime hours which are liquidated in cash shall be liquidated on the same or immediately following payroll abstract for the payroll period in which it is earned.
3. Compensatory Time Liquidation. The compensatory bank shall be liquidated once annually on a date specified in advance by the Appointing Authority, at the hourly rate of pay the supervisor is earning when it is liquidated. The Appointing Authority shall notify the Association within thirty (30) calendar days of the execution date of this Agreement of the specified liquidation date. Such date shall not be changed during the life of this Agreement. Supervisors may use time in the compensatory time bank at a time(s) mutually agreeable to the supervisor and the immediate superior. A reasonable effort shall be made to honor the supervisor's request, depending on the staffing needs of the supervisor's work unit. The Appointing Authority may require the supervisor to schedule time off to use any time in the compensatory bank by written notice to the supervisor no less than thirty (30) calendar days prior to the specified scheduled time off.
4. Accumulation. Except where there are existing collective bargaining agreements or official agency records that provide differently, all supervisors shall start on the effective date of this Agreement with zero accumulated compensatory time. Where existing compensatory banks are in effect, the time in the bank on the effective date of this Agreement shall not be placed in the compensatory bank specified in E(1) above and shall not be subject to the compensatory time liquidation provisions of E(3) above. Compensatory time existing as

of the effective date of this Agreement shall be used by the supervisor before he/she shall use any compensatory time earned after the effective date of this Agreement.

Section 2. Supervisors assigned to Progression Code 1 at Salary Range 19 and above.

- A. Time Management. Because of the nature of the duties performed by these supervisors, it is impracticable to apply provisions which prescribe normal work hours. However, it is normally expected that eight (8) hours of work shall constitute a normal work day and eighty (80) hours a normal payroll period.

It is recognized that these supervisors are responsible for managing and accounting for their own hours of work and that they may work hours in excess of the normal work day and/or payroll period and may make adjustments in hours of work in subsequent work days and/or payroll periods, provided such time management system does not result in overtime payment or guarantee hour-for-hour time off for extra hours worked.

- B. Overtime. Supervisors assigned to a special project that is in addition to their normal duties or workloads and upon having received advance approval shall be compensated as follows:

1. Such overtime shall be liquidated in cash or compensatory time off at the discretion of the Appointing Authority;
2. Such overtime shall be earned at the rate of straight time;
3. A compensatory bank when established shall normally not exceed forty (40) hours; however, the Appointing Authority may increase this amount in extraordinary circumstances;
4. The Appointing Authority shall not be obligated to liquidate in cash overtime hours worked over the established maximum hour limit of the compensatory bank.
5. The compensatory bank shall be liquidated in leave only and shall terminate if the supervisor leaves his/her seniority unit.

Except where there are existing collective bargaining agreements or official agency records that provide differently, all supervisors shall start on the effective date of this Agreement with zero accumulated compensatory time.

Section 3. Call Back. Any continuous operations supervisor, or any supervisor in an emergency situation, called back to work after his/her regularly scheduled shift shall be paid a minimum of two (2) hours at the appropriate overtime rate.

Section 4. On Call. A supervisor shall be in an on-call status if the supervisor's superior has instructed the supervisor, in writing, to remain available to work during an off duty period. A supervisor who is instructed to be in an on-call status is not required to remain at a fixed location but is required to leave word where he/she may be reached.

A supervisor who is instructed to remain in an on-call status shall be compensated for such time on the basis of twenty-four (24) dollars for a twenty-four (24) hour period or part thereof.

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

Section 5. Department of Transportation. The Appointing Authority and the Association agree to the use of winter maintenance shifts and the use of State vehicles as provided in Appendix E.

ARTICLE 13

LAYOFF AND RECALL

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

- A. State Seniority. "State Seniority" is defined as the length of employment with the State of Minnesota since the last date of hire.

However, in the case of a supervisor mandatorily retired at age 65, who returns to State Service, State Seniority is defined as the length of employment with the State of Minnesota since the last date of hire preceding the mandatory retirement. Such State Seniority shall not include the period during which the supervisor was off the State payroll due to the mandatory retirement.

- B. Classification Seniority. "Classification Seniority" is defined as the length of continuous service in a specific job classification within the bargaining unit.

Time in a related higher or equally paid class outside of the bargaining unit within the same department prior to November 19, 1981 shall be credited to a supervisor's Classification Seniority unless specifically prohibited by an applicable 1979-1981 collective bargaining agreement.

Effective November 19, 1981, a supervisor shall accrue no Classification Seniority while serving in a class outside of the bargaining unit and seniority unit. However, confidential employees shall continue to accrue Classification Seniority in a confidential position in a job classification which is otherwise supervisory within the same department.

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

- C. Continuous Service. "Continuous Service" shall commence on the date a supervisor begins to serve a probationary period.

In the case of a supervisor mandatorily retired at age 65 prior to January 1, 1979, who returns to State service, Continuous Service shall be credited back to the last date of hire at the time of the mandatory retirement. Continuous Service, however, shall not include the period during which the supervisor was off the State payroll due to the mandatory retirement.

In the case of a supervisor working under a provisional appointment, Continuous Service shall be credited back to the date of hire at the time a supervisor begins to serve a probationary period in a related classification.

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

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

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

Section 2. Seniority Earned Under Previous Collective Bargaining Agreements. Supervisors shall continue to have their seniority calculated as provided for under the 1981-83 collective bargaining agreement or memoranda of understanding except as specifically provided elsewhere in this Agreement.

Section 3. Seniority Rosters. No later than November 30 and May 31 of each year, the Appointing Authority shall prepare the roster, shall post it on all official bulletin boards, and shall provide one (1) copy to the Association President and one (1) copy to the designated Association Representative in the seniority unit. The rosters shall list each supervisor in the order of Classification Seniority and reflect each supervisor's date of Classification Seniority, date of State Seniority, and the date of Classification Seniority and class title for all classes in which the supervisor previously served.

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

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

Section 4. Appeals. Supervisors shall have thirty (30) calendar days from the date of the initial date of availability to notify the Appointing Authority of any disagreements over the Seniority Roster. Such disagreements shall be limited to changes since the previous listing.

Section 5. Layoff. An Appointing Authority may lay off a supervisor by reason of abolition of the position, shortage of work or funds, or other reasons outside the supervisor's control which do not reflect discredit on the service of the supervisor. A layoff occurs when such conditions continue longer than ten (10) consecutive working days.

Section 6. Layoff Procedures. In the event a layoff in the classified service of bargaining unit supervisors becomes necessary, the Appointing Authority shall notify the Association and the Association President of the classifications and number of positions to be eliminated at least ten (10) calendar days prior to the effective date of the layoff. At least seven (7) calendar days prior to the effective date of the layoff, the Appointing Authority shall give written notice of the layoff, including the reason(s) such action is necessary and the estimated length of the layoff period, to all supervisors about to be laid off and the Association President.

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

Section 7. Limited Interruptions of Employment. Any interruption in employment not in excess of ten (10) consecutive working days, because of adverse weather conditions, shortage of material or equipment, or for other unexpected or unusual reasons, shall not be considered a layoff.

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

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

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

Section 8. Layoff. The Appointing Authority shall designate the position(s) in the class which is to be eliminated.

If there is a vacancy within thirty-five (35) miles in the same class, seniority unit, and employment condition as the position to be eliminated, the Appointing Authority shall reassign the supervisor holding the position to be eliminated to that vacancy provided the supervisor is qualified for the position.

If there is no such vacancy, the supervisor may exercise the following options in the order set forth below:

1. Bump the least senior supervisor occupying a position in the same class, seniority unit, and employment condition within thirty-five (35) miles of the supervisor's work location provided the supervisor is qualified for the position.
2. Accept a vacancy in the same class, seniority unit, and employment condition more than thirty-five (35) miles from the supervisor's work location provided the supervisor is qualified for the position.
3. Bump the least senior supervisor occupying a position in the same class, seniority unit, and employment condition more than thirty-five (35) miles from the supervisor's work location provided the supervisor is qualified for the position.
4. Accept a vacancy in the same seniority unit and employment condition in a class in which the supervisor has previously served provided the supervisor is qualified for the position. However, if no such vacancy is available in the class in which the supervisor most recently served, the supervisor may proceed to option 5.

5. Bump the least senior supervisor occupying a position in the same seniority unit and employment condition in an equal or lower class in which the supervisor most recently served within thirty-five (35) miles of the supervisor's work location provided the supervisor qualified for the position.
6. Bump the least senior supervisor occupying a position in the same seniority unit and employment condition in an equal or lower class in which the supervisor most recently served more than thirty-five (35) miles from the supervisor's work location provided the supervisor is qualified for the position.

In lieu of the above options, a supervisor may elect to accept a vacancy in the same seniority unit in an equal or lower class for which the supervisor is determined by the Employer to be qualified or an equal or lesser employment condition.

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

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

Qualified means that the supervisor meets the registration requirements and reasonably meets the experience and/or educational requirements for initial appointment to the position.

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

Section 9. Layoff Lists.

- A. Seniority Unit Layoff List. The names of supervisors who have been laid off or reallocated downward to a class in a lower salary range or bumped supervisors who have accepted a demotion in lieu of layoff shall be automatically placed on a Seniority Unit Layoff List for the seniority unit, classification and employment condition from which they were laid off, reallocated downward or bumped in the order of their Classification Seniority. Names shall be retained on the Seniority Unit Layoff List for a minimum of one (1) year or for a period of time equal to the supervisor's State Seniority to a maximum of five (5) years.
- B. Agency Layoff List. (For the Department of Corrections, Department of Public Welfare, Community College System and State University System.) The names of such supervisors shall also be placed on an Agency Layoff List (if applicable) for the agency, classification and employment condition from which they were laid off or bumped in the order of Classification Seniority. Names shall be retained on the Agency Layoff List for a minimum of one (1) year or a period of time equal to the supervisor's State Seniority to a maximum of five (5) years. For purposes

of this sub-section, Classification Seniority shall be the sum of Classification Seniority in all facilities within the agency.

When a supervisor's name is placed on the Agency Layoff List, the supervisor shall indicate in writing the seniority unit(s) within the Agency for which he/she would accept recall. The supervisor may change his/her availability by notifying the Department of Employee Relations in writing.

- C. Bargaining Unit Layoff List/Same Classification. The names of such supervisors shall also be placed on a Bargaining Unit Layoff List/Same Classification for the bargaining unit, classification and employment condition from which they were laid off or bumped in the order of Classification Seniority. Names shall be retained on the Bargaining Unit Layoff List/Same Classification for a minimum of one (1) year or for a period of time equal to the supervisor's State Seniority to a maximum of five (5) years.

When a supervisor's name is placed on the Bargaining Unit Layoff List/Same Classification, the supervisor shall indicate in writing the seniority unit(s) and the geographic location(s) for which he/she would accept recall. The supervisor may change his/her availability by notifying the Department of Employee Relations in writing.

- D. Bargaining Unit Layoff List/Other Classifications. The supervisor may also designate in writing other equal or lower bargaining unit classification(s) in which he/she previously served. His/her name shall then be placed on the Bargaining Unit Layoff List/Other Classifications for those classes in order of Classification Seniority. The names shall remain on the list for a minimum of one (1) year or for a period of time equal to the supervisor's State Seniority to a maximum of five (5) years.

When a supervisor's name is placed on the Bargaining Unit Layoff List/Other Classifications, the supervisor shall indicate in writing the seniority unit(s) and the geographic location(s) for which he/she would accept recall. The supervisor may change his/her availability by notifying the Department of Employee Relations in writing.

The provisions of Sections 9 (B) (C) and (D) shall not apply to supervisors on seasonal layoff.

Section 10. Reemployment Lists. The name of a laid off supervisor shall be placed on all reemployment lists for those classifications in which the supervisor held Classification Seniority and for geographic locations and employment conditions for which the supervisor is eligible and has indicated in writing, on a document provided by the Appointing Authority, a willingness to accept employment. The Department of Employee Relations shall then certify the name of the laid off supervisor to be considered for appointments to vacancies for which the supervisor is eligible. A supervisor may change his/her availability by notifying the Department of Employee Relations in writing.

The provisions of Section 10 shall not apply to supervisors on seasonal layoff.

Section 11. Recall.

- A. Supervisors shall be recalled from layoff in the order in which their names appear on the layoff list(s) as specified in Sections 9, above, provided the supervisor is qualified for the position.
- B. A supervisors shall be required to serve a probationary period for the length of time as specified in Article 15 when recalled to a position in a seniority unit other than the one from which he/she was laid off.
- C. Seasonal supervisors shall be recalled in the order in which their names appear on the seasonal list for the seniority unit and principal place of employment from which they were laid off.
- D. A supervisor shall be notified of recall by personal notice or certified mail (return receipt required) sent to the supervisor's last known address at least fifteen (15) calendar days prior to the reporting date. The supervisor shall notify the Appointing Authority by certified mail (return receipt required) within five (5) calendar days of receipt of notification, of intent to return to work and shall report for work on the reporting date unless other arrangements are made. It shall be the supervisor's responsibility to keep the Appointing Authority informed of his/her current address.
- E. The Appointing Authority may temporarily assign supervisor(s) to any vacancies or openings to fulfill operating requirements during the period while the recall process is taking place.

Section 12. Relocation Expenses. If the application of Section 8 of this Article requires a supervisor to change residence and such change meets the thirty-five (35) mile requirements provided for in Article 19, Relocation

Expenses, the supervisor shall be eligible for payment of relocation expenses, consistent with Article 19, provided the supervisor cannot fill any vacancy or bump into a position within thirty-five (35) miles of the supervisor's current work location.

Section 13. Removal From Layoff Lists. Supervisors shall be removed from all layoff lists for any of the following reasons:

- A. Recall to a permanent position from the Seniority Unit Layoff List, Agency Layoff List or Bargaining Unit Layoff List/Same Classification. In the event that a supervisor is recalled to a seniority unit other than the one from which he/she was laid off, and the supervisor does not successfully complete the probationary period, such supervisor's name shall be restored to the original Seniority Unit Layoff List for the remainder of the time period originally provided in Section 9A.

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

- B. Failure to accept recall to a position which meets the availabilities specified by the supervisor.
- C. Appointment to a permanent position in a class which is equal to or higher than the one from which the supervisor was laid off.
- D. Resignation, retirement or termination from State service.

Section 14. Exclusions. The provisions of this Article shall not apply to unclassified supervisors or non-tenured laborers.

ARTICLE 14

FILLING OF POSITIONS

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

Section 2. Job Posting. Whenever a vacancy occurs, it shall be posted within the seniority unit for ten (10) working days so that qualified supervisors in the same classification may indicate their desire to be considered for the position. The posting shall include the classification, a brief description of the position and the required qualifications. A copy of each posting shall be given to the Association at the time of the posting.

Section 3. Filling of Vacancies. All classified supervisors in the same class and seniority unit who meet the posted qualifications and who express their interest in writing, shall be given consideration for the opening prior to filling the vacancy through other available means.

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

If the vacancy cannot be filled by the Seniority Unit Layoff List, the Appointing Authority may fill the vacancy in any manner provided by law.

However, before any appointment other than a transfer or a promotion of a current bargaining unit employee is made, the Appointing Authority shall fill a vacancy in a classification and employment condition for which a layoff list exists by recall of qualified supervisors from the following layoff lists in the order listed below:

- A. Agency Layoff List (if applicable)
- B. Bargaining Unit Layoff List/Same Classification
- C. Bargaining Unit Layoff List/Other Classification

Section 4. Retroactive Pay on Reallocation. If the incumbent of a position which is reallocated to a higher classification existing at the time of the request receives a probationary appointment to the reallocated position, pay for the reallocated position shall commence fifteen (15) calendar days after the Department of Employee Relations receives a reallocation request determined by the Department of Employee Relations to be properly documented, and the payment shall continue from that date until the effective date of the probationary appointment.

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

Section 5. Promotional Ratings. Promotional ratings required by the Employer in conjunction with a screening process shall be prepared for each supervisor who is an applicant for that position in an objective manner. No supervisor will be rated by a superior who is a candidate for the same position. Prior to being processed by the Appointing Authority the supervisor's final rating shall be discussed with the supervisor by the superior who signs the rating form and a signed copy of the rating shall be furnished to the supervisor.

Section 6. Transfers Between Agencies. Supervisors may request a transfer to a position under another Appointing Authority by submitting such request in writing to the Personnel Office of the Appointing Authority to which they wish to transfer with a copy to the Personnel Office of the Appointing Authority by which they are currently employed.

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

ARTICLE 15

PROBATIONARY PERIOD

All unlimited appointments to positions in the classified service, except appointments from layoff lists, shall be for a probationary period as follows:

Half to Full-Time positions	Six calendar months
Less than Half-Time positions	Twelve calendar months

A calendar month is defined as the time between the date of employment and the corresponding date in the next following month. Any unpaid leaves of absence in excess of an aggregate total of ten (10) working days shall be added to the duration of the probationary period. The probationary period shall exclude any time served in emergency, provisional, temporary, or unclassified employment.

An Appointing Authority may require a probationary period as specified above for transfers, reemployment, and reinstatements. An Appointing Authority may also require a probationary period when a supervisor voluntarily demotes to a position in an agency different from the one presently employed in, or to a classification in which the supervisor has not previously served.

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

The length of a probationary period commenced before the effective date of this Agreement shall be governed by the collective bargaining agreement by which an affected supervisor was covered, or the personnel rules whichever was applicable. All other aspects of the probationary period shall be covered by the terms of this Agreement.

If the Appointing Authority decides a supervisor cannot successfully complete the probationary period as provided above, such supervisor shall not be certified. However, if the Appointing Authority feels that an extension of the probationary period could result in successful completion of the probationary period, the Appointing Authority and the supervisor may mutually agree to a limited extension, not to exceed three (3) months.

Supervisors serving a probationary period pursuant to this Article shall have a trial period of two (2) calendar weeks for the purpose of evaluation. During this trial period, the supervisor may elect to return to his/her former position. In the event a supervisor does not successfully complete the remaining probationary period after the two (2) calendar week trial period, the supervisor shall be restored to his/her former position, if vacant. If such vacancy does not exist, the supervisor shall be restored to a vacant position in his/her former classification within the agency and geographic area from which the supervisor came. If no such vacancy exists, the supervisor shall be restored to a position in his/her former classification and agency.

ARTICLE 16

WAGES

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

Section 2. First Year Wage Adjustment. Effective July 1, 1983, all salary ranges and rates shall be increased by four (4) percent, rounded to the nearest cent. The compensation grids for classes covered by this Agreement are contained in Appendix G. Supervisors shall convert to the new compensation grid as provided in Section 4.

Section 3. Second Year Wage Adjustment. Effective July 1, 1984, all salary ranges and rates shall be increased by four and one-half (4.5) percent, rounded to the nearest cent. The compensation grids for classes covered by this Agreement are contained in Appendix H. Salary increases provided by this Section shall be given to all supervisors including those whose rates of pay exceed the maximum rate for their class.

Section 4. Conversion. Effective July 1, 1983, all supervisors shall be assigned to the same relative salary step within the salary range for their respective class, as specified in Appendix F, except as hereafter set forth.

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

In the event the July 1, 1983, maximum rate set forth in Appendix F is equal to or less than the supervisor's current salary, no adjustment shall be made, but supervisors assigned to these classes shall suffer no reduction in pay and shall continue at their current rate of pay as of June 30, 1983.

Conversion to the new compensation grid shall not change an employee's eligibility for step progression increases.

Section 5. Progression. All increases authorized by this Section shall be effective at the start of the pay period nearest to the completion of the months of required service.

A. Progression for supervisors assigned to Progression Code 1, as identified in Appendix F, shall be as follows:

Supervisors may receive a one-step salary increase annually on their anniversary date until reaching the "position rate" in their salary range, provided satisfactory performance is indicated by their Appointing Authority. The position rate shall be as follows:

<u>No. Steps in Range</u>	<u>Position Rate</u>
10	6th step
9	5th step
8	5th step
7	4th step
6	4th step
5	4th step
4	3rd step
3	3rd step

At the position rate and beyond, supervisors may receive one step satisfactory performance increases biennially on their anniversary date upon the recommendation of their Appointing Authority, up to and including the maximum salary rate for their class.

Authorized increases shall be recommended in the context of performance measured against specific performance standards or objectives. Increases will not be recommended for supervisors who have not met, or only marginally attained, performance standards or objectives. Increases withheld may subsequently be granted upon certification by the Appointing Authority that the supervisor is achieving performance standards or objectives.

The anniversary date for all persons employed on or before May 30, 1973, shall be May 30. For those reinstated from a leave of absence during the period May 30, 1973, through June 30, 1975, the anniversary date shall be the month and date of such reinstatement. After June 30, 1975, reinstatement from a leave of absence shall not change a supervisor's anniversary date. For all supervisors employed, promoted, reinstated after resignation or retirement, or re-employed after May 30, 1973, the anniversary date shall be the month and date of such action.

B. Progression for supervisors assigned to Progression Code 2, as identified in Appendix F, shall be as follows:

The orientation rate (or Step A) shall be paid during the first six (6) calendar months of employment within a class and the base rate (or Step B) shall be paid thereafter unless payment at the base rate is provided in accordance with Section 7(A) or 7(C).

C. Progression for supervisors assigned to Progression Code 3, as identified in Appendix F, shall be as follows:

Supervisors at the first step shall be advanced to the second step at the completion of six (6) calendar months of satisfactory continuous service at the first step. Supervisors shall be advanced from the second to the third step at the completion of six (6) calendar months of satisfactory continuous service at the second step. Supervisors at or beyond the third step shall advance to the next higher step at the completion of twelve (12) months of satisfactory continuous service at that step, until the maximum rate of pay is attained.

Appointing Authorities may withhold such step increases because of unsatisfactory service, with written notice to the supervisor. Increases so withheld may subsequently be granted upon certification by the Appointing Authority that the supervisor has achieved a satisfactory level.

- D. Achievement Awards: Any supervisor who has demonstrated outstanding performance may receive achievement awards in the amount of a lump sum payment equal to four (4) percent of his/her current salary not to exceed \$1,000. In no instance during a fiscal year shall achievement awards be granted to more than thirty five (35) percent of the number of supervisors authorized at the beginning of the fiscal year.

Section 6. Pay Equity Adjustments. The Employer shall implement pay equity adjustments as provided for in M.S. 43A.05, Subd. 5 as provided in Appendix J, Pay Equity Adjustments.

Section 7. Salary Upon Class Change.

- A. Promotion. Supervisors who are promoted during the life of this Agreement shall be granted a salary increase of at least one (1) step or shall be paid at the minimum of the higher range, whichever is greater.
- B. Voluntary Transfer. A supervisor who transfers within the same class shall receive no salary adjustment. A supervisor who transfers between classes shall receive the minimum adjustment necessary to bring his/her salary within the range of the new class. However, a supervisor receiving a rate of pay in excess of the range maximum shall continue to receive that rate of pay.
- C. Demotion for Other than Cause. A supervisor who takes a voluntary demotion or a demotion in lieu of layoff shall retain his/her present salary unless that salary exceeds the maximum rate of pay for the new position in which case the supervisor's salary shall be adjusted to the new maximum. However, a supervisor may continue to receive a rate of pay in excess of that maximum upon the recommendation of the Appointing Authority and approval of the Commissioner of Employee Relations.
- D. Demotion for Cause. A supervisor who is demoted for cause shall receive a salary rate within the range for the class to which he/she is demoted.
- E. Reallocation. If a position is reallocated to a class in a lower salary range, and the salary of the supervisor exceeds the maximum of the new range the supervisor shall be placed in the new class and shall retain his/her current salary. In addition, the supervisor shall receive any across the board or conversion increases as provided by this Agreement.

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

Section 8. Shift Differential. The shift differential for supervisors working on assigned shifts which begin before 6:00 a.m. or which end at or after 7:00 P.M. shall be thirty five cents (\$0.35) per hour for all hours worked on that shift. Such shift differential shall be in addition to the supervisor's regular rate of pay, shall be included in all payroll calculations, but shall not apply during periods of paid leave.

Section 9. Work Out of Class. When a supervisor is expressly assigned to perform substantially all of the duties of a position allocated to a different class that is temporarily unoccupied for other than the time required, to a maximum of four (4) weeks, for the job filling process; and the work out of class assignment exceeds ten (10) consecutive work days in duration, the supervisor shall be paid for all such hours at the supervisor's current salary when assigned to work in a lower or equal class or at a rate within a higher range which is equal to the minimum rate for the higher class or one (1) step higher than the supervisor's current salary, whichever is greater. When a supervisor is assigned to serve in a class for which he/she is on a layoff list, the supervisor shall be paid as provided above or the maximum step previously achieved by the employee, whichever is greater.

Section 10. Severance Pay. All supervisors who have accrued twenty (20) years or more continuous State service shall receive severance pay upon any separation except for discharge for just cause from State service. Supervisors with less than twenty (20) years continuous State service shall receive severance pay upon mandatory retirement or retirement at or after age 65; death; or layoff, except for seasonal layoffs. Supervisors who retire from State service after ten (10) years of continuous service and who are immediately entitled at the time of retirement to receive an annuity under a State retirement program shall, notwithstanding an election to defer payment of the annuity, also receive severance pay.

Severance pay shall be equal to forty (40) percent of the supervisor's accumulated but unused sick leave balance (which balance shall not exceed nine hundred (900) hours). If necessary, accumulated but unused sick leave bank hours shall be added to the sick leave balance to attain the nine-hundred hour maximum. In addition the supervisor shall receive twenty-five (25) percent of the supervisor's accumulated but unused sick leave bank, times the supervisor's regular rate of pay at the time of separation.

Should any supervisor who has received severance pay be subsequently reappointed to State service, eligibility for future severance pay shall be computed upon the difference between the amount of accumulated but unused sick leave restored to the supervisor's credit at the time the supervisor was reappointed and the amount of accumulated but unused sick leave at the time of the supervisor's subsequent eligibility for severance pay.

Such severance pay shall be excluded from retirement deductions and from any calculations in retirement benefits and shall be paid over a period not to exceed five (5) years from termination of employment. In the event that a terminated supervisor dies before all or a portion of the severance pay has been disbursed, that balance due shall be paid to a named beneficiary or, lacking same, to the deceased's estate.

Section 11. Injured on Duty Pay. The parties recognize that supervisors working with residents or inmates of certain state institutions or facilities or dealing with suspected violators of the law face a high potential for injury due to the nature of their employment. Therefore, a supervisor of any Department of Corrections, Department of Public Welfare, Department of Education, or Department of Veteran's Affairs institution, or State conservation officers or crime bureau agents who, in the ordinary course of employment, while acting in a reasonable and prudent manner and in compliance with the established rules and procedures of the Appointing Authority, incurs a disabling injury stemming from the aggressive and/or criminal and/or intentional and overt act of a person who is a resident or is in the custodial control of the institution, or which is incurred while attempting to apprehend or take into custody such inmate or resident, or suspected violator of the law shall receive compensation in an amount equal to the difference between the supervisor's regular rate of pay and benefits paid under the Workers' Compensation, without deduction from the supervisor's accrued sick leave. Such compensation shall not exceed an amount equal to two hundred forty (240) times the supervisor's regular hourly rate of pay per disabling injury.

Section 12. Corrections Trades Differential. Where a correctional trades employee in an adult institution receives a differential, the supervisor shall receive a pay differential equal to that amount necessary to provide the supervisor with at least thirty-five cents (\$0.35) more than the highest paid correctional trades employee under his/her supervision. This differential is restricted to supervisory staff of trades employees and is not available to administrative or correctional counselor staff.

ARTICLE 17

INSURANCE

Section 1. Group Insurance. The Employer agrees to offer during the life of this Agreement Group Life, Health, Surgical, Medical and Hospital benefits and Dental benefits equivalent to those in the existing contracts of insurance and the certificates issued thereunder subject to the modifications contained in this Article. However, benefits under any particular Health Maintenance Organization are subject to change during the life of this Agreement upon action of that Health Maintenance Organization's Board of Directors and approval of the Employer.

Section 2. Eligible Supervisors. All supervisors covered by this Agreement who: 1) are scheduled to work at least forty (40) hours weekly for a period of nine (9) months or more in any twelve (12) consecutive months; or 2) are scheduled to work at least thirty (30) hours weekly for a twelve (12) consecutive month period shall be eligible to receive the benefits provided under this Article, except for emergency, temporary, or intermittent supervisors; student workers hired after July 1, 1979, and interns; part-time or seasonal supervisors serving on less than a seventy-five (75) percent time basis. This exclusion shall not apply to a part-time or seasonal supervisor in the classified service who prior to April 1, 1967, was eligible for State paid basic life insurance and health benefits. However, seasonal supervisors who were receiving State group insurance benefits prior to July 1, 1977, shall continue to be eligible to receive State group insurance benefits for so long as they are employed on the same basis on which they were employed prior to July 1, 1977.

Effective October 5, 1983, the Employer will pay, at the supervisor's option, one-half ($\frac{1}{2}$) the State contribution toward the premium for the hospital, medical and dental coverages provided by this Article for the following supervisors and their dependents: 1) supervisors holding part-time, unlimited appointments who work fifty percent (50%) but less than seventy-five percent (75%) of the time, and 2) seasonal supervisors who are scheduled to work at least 1044 hours for a period of nine months or more in any twelve (12) consecutive months.

Enrollment must be at the time of initial employment or during a period of open enrollment. Life insurance for supervisors and dependents shall be available on the same terms as for comparable full-time supervisors.

Benefits shall become effective on the first day of the first payroll period beginning on or after the 28th calendar day following the first day of employment, re-employment, rehire or reinstatement with the State.

A supervisor must be actively at work on the effective date of coverage except that a supervisor who is on paid leave on the date State paid life insurance benefits increase shall also be entitled to the increased life insurance coverage.

Dependents who are hospitalized on the effective date of coverage will not be insured until such dependents are released from the hospital. This also applies to any optional coverages. In no event shall the dependents' coverage become effective before the supervisor's coverage.

Benefits provided under this Article shall continue as long as a supervisor meets these eligibility requirements and appears on a State payroll for at least one (1) working day during each payroll period or is off the State payroll due to a work related injury or disability and is either receiving Workers' Compensation payments or is using disability leave as provided in Article XI. Vacation leave, compensatory time or sick leave cannot be used for the purpose of continuing State paid insurance by keeping a supervisor on a State payroll for one working day per pay period during the time the supervisor is on an unpaid leave of absence.

If an eligible supervisor is employed on the basis of a school year and such employment contemplates absences from the State payroll during the summer months or vacation periods scheduled by the Appointing Authority which occur during the regular school year, the supervisor shall nonetheless continue to be eligible for benefits provided the supervisor appears on the regular payroll for at least one (1) working day in the payroll period immediately preceding such absences. Part-time or seasonal supervisors who do not meet the 75% time requirements set forth above for full or one-half Employer contribution may nonetheless enroll in such coverages at their own expense, provided they are employed on at least a 50% time basis.

Section 3. Employer Contribution for Health Insurance. For the period July 1, 1983 through October 4, 1983 the Employer shall contribute toward the cost of supervisor and dependent health and dental coverage an amount equal to the Employer's contribution in effect on June 30, 1983.

A. Supervisor Coverage. Effective October 5, 1983, the Employer shall contribute the lesser of the total supervisor Blue Cross and Blue Shield monthly premium or the total monthly premium of the carrier covering the employee toward the cost of supervisor health coverage.

B. Dependent Coverage. Effective October 5, 1983, the Employer shall contribute the lesser of ninety percent (90%) of the total Blue Cross and Blue Shield monthly premium or the total monthly premium of the carrier covering the dependent toward the cost of dependent health coverage.

Eligible supervisors may select coverage under any one of the Health Maintenance Organizations offered by the Employer, or under a fee-for-service health plan offered by the Employer, or a Preferred Provider Organization offered by the Employer, or any other plan offered by the Employer. A brief description of each of the currently offered health plans is contained in Appendix L. Effective October 5, 1983, the major medical benefits under the fee-for-service plan shall pay 80% of the first \$5,000 and 100% of the remainder up to a lifetime maximum of \$500,000 per person, after an annual deductible of \$100.00 per employee or \$300 per family.

The parties agree that effective October 5, 1983, the following changes will be made in the fee-for-service plan:

- 1) The medical/surgical benefit shall pay 90% of the usual, customary and reasonable charges as defined in the current contract with the fee-for-service carrier.
- 2) After an annual out of pocket cost of \$1,000 per supervisor or \$1,500 per family, the major medical benefit for outpatient nervous and mental treatment and chemical dependency treatment shall provide 100% payment of all eligible charges up to the lifetime maximum of the policy.
- 3) In those geographical areas where specified hospitals limit charges in accordance with an agreement with the fee-for-service carrier, the hospital benefits shall be paid as specified in Section 3 herein when supervisors or dependents are confined to a participating hospital. Supervisors electing a non-participating hospital in the geographical area covered by the agreement will be responsible for any charges for themselves or their dependents that exceed the charges that would have been paid by the carrier for the same service at a participating hospital.
- 4) As soon as the fee-for-service carrier offers a plan limiting physicians' charges in accordance with a contract with the carrier, the Employer will subscribe to and implement that plan.
- 5) The Employer will contract with the fee-for-service carrier to reimburse supervisor costs in accordance with the carrier contract when the supervisor or dependent is confined to a licensed hospice.
- 6) The Employer will contract with the fee-for-service carrier to reimburse supervisor costs in accordance with the carrier contract when the supervisor or dependent is confined to a licensed birthing center.

Section 4. Workers' Compensation. When a supervisor has incurred an on the job injury or disability and has filed a claim for Workers' Compensation, medical costs connected with the injury or disability shall be paid by the Health Maintenance Organization or the Health Insurance Carrier pursuant to the provisions of Minnesota Statutes (1982) 176.191, Subdivision 3.

Section 5. Employer Contribution for Dental Insurance.

- A. Supervisor Coverage. Effective October 5, 1983, the Employer shall contribute the lesser of the total supervisor Delta Dental monthly premium or the premium of the dental carrier covering the employee toward the cost of supervisor dental coverage.
- B. Dependent Coverage. Effective October 5, 1983, the Employer shall contribute the lesser of one-half the dependent Delta Dental monthly premium or the premium of the carrier covering the dependent toward the cost of dependent dental coverage.

Eligible supervisors may select coverage under the fee-for-service dental plan offered by the Employer or any other dental plan offered by the Employer. A brief description of the currently offered dental plans is contained in Appendix L.

Section 6. Life Insurance. The Employer agrees to provide and pay for the following term life insurance and accidental death and dismemberment coverage for all eligible supervisors (double indemnity applies in the case of accidental death):

<u>Employee's Annual Base Salary</u>	<u>Group Life Insurance</u>	<u>Accidental Death and Dismemberment-Principal Sum</u>
0 - \$10,000	\$10,000	\$10,000
\$10,001 - \$15,000	\$15,000	\$15,000
\$15,001 - \$20,000	\$20,000	\$20,000
\$20,000 - \$25,000	\$25,000	\$25,000
\$25,000 - 30,000	\$30,000	\$30,000
Over \$30,000	\$35,000	\$35,000

A supervisor who becomes totally disabled before age 70 shall be eligible for the extended benefit provisions of the life insurance policy until age 70. Current recipients of extended life insurance shall continue to receive such benefits under the terms of the policy in effect prior to July 1, 1983.

Up to \$105,000 additional insurance may be purchased by supervisors, subject to satisfactory evidence of insurability, in increments established by the Employer. Dependent coverage of \$3,000 for each dependent and up to one-half (1/2) the principal sum carried by the supervisor for the spouse shall also be available for purchase by the supervisor.

Section 7. Optional Insurance. The following optional insurance protection may be purchased by eligible supervisors:

- A. Short Term Salary Continuance. Provides benefits of \$140-\$1,100 per month, up to two-thirds of a supervisor's salary, for up to 180 days during total disability due to a non-occupational accident or illness. Benefits are paid from the first day of disabling accident and the eighth day of a disabling sickness.
- B. Long Term Salary Continuance. Provides benefits of \$200-\$1,000 per month, based on the supervisor's salary, commencing on the 181st day of total disability.

C. Accidental Death and Dismemberment. Provides principal sum benefits in amounts ranging from \$5,000 to \$100,000. Payment is made only for accidental bodily injury or death and may vary, depending upon the extent of dismemberment. \$5,000 to \$25,000 coverage may also be purchased for the spouse of the supervisor, but not in excess of the amount carried by the supervisor.

Section 8. Group Premium for Early Retirement. Supervisors who retire from State service prior to age 65 and who are entitled at the time of retirement to receive an annuity under a State retirement program shall be eligible to continue to participate, at the supervisor's expense, in the group hospital, medical and dental benefits as set forth in Minnesota Statutes 43A.27, Subdivision 3 at the State group premium rates.

Section 9. Corrections Early Retirement Incentive. Supervisors who have attained the age of fifty-five (55) years and not yet sixty-five (65) years on or before September 1, 1983, who are covered by the Corrections Early Retirement Fund, and who are eligible for an annuity under the Corrections Early Retirement Plan may opt during the period from September 1, 1983, through November 30, 1983, for an early retirement incentive. These supervisors shall receive the State-paid portion of medical and dental insurance benefits for themselves and their dependents until the supervisors attain the age of sixty-five (65). Supervisors exercising this option must be eligible for insurance coverage under the provisions of this Article but shall be provided with medical and dental insurance coverage which the supervisors were entitled to at the time of retirement, subject to any changes in coverage in accordance with this or any subsequent Agreement.

Receipt of early retirement insurance benefits is contingent upon completion of all the required forms and continued payment of the non-State paid portion of the insurance premium.

Beginning September 1, 1984, through November 30, 1984, supervisors who have turned age 55 since the preceding open window period may opt for the above-stated early retirement incentive. Supervisors who were eligible to take early retirement during the first time period shall not be eligible in this subsequent time period.

Supervisors who attain age 55 on or after December 1, 1983, and who are not granted an extension to continue working shall be eligible for this early retirement incentive at the time of retirement.

Section 10. Insurance Coverage for Supervisors on Layoff. All eligible classified supervisors with three (3) years or more of continuous service who have been laid off shall continue to be eligible to receive the benefits provided under this Article for a period of six (6) months from the date of layoff. Such supervisors shall have the option to continue to participate in the group health insurance program for an additional twelve (12) months at their own expense at the group premium rates.

Section 11. Open Enrollment. There shall be an open enrollment period for the coverages available under Section 3 above during each year of this Agreement, lasting a minimum of thirty (30) calendar days. The open enrollment period shall commence on or before September 1 of each year. For supervisors retiring and entitled to receive an annuity under a State retirement program, there shall be an open enrollment period for a thirty (30) calendar day period immediately preceding the date of retirement. Changes in coverages shall become effective at the beginning of the payroll period nearest to October 1 in each year or the first day of the first full payroll period following the supervisor's retirement.

There shall be an open enrollment period for the coverages available under Section 5 above during the first year of this Agreement lasting a minimum of thirty (30) calendar days and commencing on or before September 1, 1983. Changes in coverages shall become effective on October 5, 1983.

ARTICLE 18

EXPENSE ALLOWANCES

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

Section 2. Automobile Expense. When a State-owned vehicle is not available and a supervisor is required to use his/her personal automobile to conduct authorized State business, the Appointing Authority shall reimburse the supervisor at the rate of twenty-seven (27) cents per mile for mileage on the most direct route according to Transportation Department records. When a State-owned vehicle is offered and declined by the supervisor, mileage shall be paid at the rate of twenty-one (21) cents per mile on the most direct route. Deviations from the most direct route, such as vicinity driving or departure from the supervisor's residence, shall be shown separately on the supervisor's daily expense record and reimbursed under the foregoing rates. Actual payment of toll charges and parking fees shall be reimbursed. A supervisor shall not be required by the Appointing Authority to carry automobile insurance coverage beyond that required by law.

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

Supervisors who use a specially equipped personal van or van-type vehicle on official State business shall be reimbursed for mileage at a rate of forty (40) cents per mile on the most direct route. In order to qualify for this reimbursement rate, the vehicle must be equipped with a ramp, lift, or other level exchanging device designed to provide access for a wheelchair.

Reimbursement for use of a motorcycle on official State business shall be at a rate of thirteen (13) cents per mile on the most direct route.

The Appointing Authority may authorize travel in personal aircraft and when it is deemed in the best interest of the State. Mileage reimbursement in such cases shall be at a rate of forty-three (43) cents per mile and shall be based on the shortest route based on direct air mileage between the point of departure and the destination.

Section 4. Overnight Travel. Supervisors in travel status who incur expenses for lodging shall be allowed actual reasonable costs of lodging, in addition to the actual cost of meals while away from their home station, up to the maximums stated in Section 5 of this Article. Supervisors in travel status in excess on one (1) week without returning home shall be allowed actual cost not to exceed \$16.00 per week for laundry and/or dry cleaning for each week after the first week.

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

A. Breakfast.

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

B. Noon Meal.

For supervisors stationed outside the seven (7) county metropolitan area the following shall apply: Lunch reimbursement may be claimed only if the supervisor is in travel status and is performing required work more than thirty-five (35) miles from his/her temporary or permanent work station and the work assignment extends over the normal noon meal period.

For supervisors stationed in the seven (7) county metropolitan area the following shall apply: Supervisors shall not be reimbursed for noon meals obtained in the seven (7) county metropolitan area except when authorized by the Appointing Authority as a special expense prior to incurring such expense.

C. Dinner.

Dinner reimbursement may be claimed only if the supervisor is away from his/her home station in a travel status overnight or is required to remain in a travel status until after 7:00 p.m.

D. Reimbursement Amount.

Maximum reimbursement for meals, within the State, including tax and gratuity, shall be:

Breakfast	-	\$ 5.50
Lunch	-	\$ 6.50
Dinner	-	\$10.50

Maximum reimbursement for meals, outside the State or on trains, including tax and gratuity, shall be:

Breakfast	-	\$ 6.00
Lunch	-	\$ 7.00
Dinner	-	\$12.00

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

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

Section 7. Payment of Expenses. The Appointing Authority shall advance the estimated cost of travel expenses where the anticipated expenses total at least fifty dollars (\$50.00), provided the supervisor makes such a request a reasonable period of time in advance of the travel date. Reimbursements shall be made within two (2) weeks from the time expense reports are submitted to the Appointing Authority.

ARTICLE 19

RELOCATION EXPENSES

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

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

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

A supervisor who is transferred, reassigned, or demoted at such supervisor's request when the transfer, reassignment, or demotion is for the supervisor's sole benefit shall not be entitled to reimbursement for relocation expenses.

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

No reimbursement for relocation expenses will be allowed unless the change of residence is completed within six (6) months, or unless other time extension arrangements have been approved by the Appointing Authority.

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

A. Travel Status. Supervisors eligible for relocation expenses pursuant to Section 1 shall be considered to be in travel status up to a maximum of ninety (90) calendar days and shall be allowed standard travel expenses, at the Appointing Authority's discretion, either to:

- 1) travel between their original work station and their new work station on a daily basis; or,
- 2) be lodged at their new work station and be allowed to return to their original work station once a week. In the use of this option, standard travel expenses for the supervisor's spouse shall be borne by the Appointing Authority for a maximum of two (2) trips not to exceed a total of seven (7) calendar days during the ninety (90) calendar day period.

B. Realtor's Fees. Realtor's fees for the sale of the supervisor's domicile, not to exceed \$4,500, shall be paid by the Appointing Authority.

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

D. Miscellaneous Expenses. The supervisor shall be reimbursed up to a maximum of \$550.00 for the necessary miscellaneous expenses directly related to the move. These expenses may include such items as: disconnecting and connecting appliances and/or utilities, the cost of insurance for property damage during the move, the reasonable transportation costs of the supervisor's family to the new work location at the time the move is made including meals and lodging (such expenses shall be consistent with the provisions of Article XVIII (Expense Allowances)), or other direct costs associated with rental or purchase of another residence. No reimbursement will be made for the cost of improvements to the new residence or reimbursable deposits required in connection with the purchase or rental of the residence.

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

ARTICLE 20

HOUSING

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

In the event the Appointing Authority determines that a supervisor shall no longer reside or is no longer required to reside in a State-owned residence, the supervisor shall receive at least ninety (90) calendar days notice, in writing from the Appointing Authority, of such determination.

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

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

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

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

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

ARTICLE 21

UNIFORMS

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

Notwithstanding the above, the Appointing Authority shall furnish each supervisor in the Department of Natural Resources, except for supervisors in the Enforcement Division, such articles of clothing as are specified as part of the uniform valued at \$150 annually.

The Appointing Authority shall furnish each supervisor in the Department of Natural Resources Enforcement Division such articles of clothing as are specified as part of the uniform valued at \$250 annually.

ARTICLE 22

SUPERVISOR RIGHTS

Section 1. Membership Dues. In each fiscal year, the Appointing Authority may reimburse each supervisor in the bargaining unit for membership dues paid to professional organizations related to the supervisor's job, up to a cumulative maximum of one hundred dollars (\$100.00). However, the Appointing Authority shall not reimburse membership dues to a supervisor for payment to an organization, one of whose purposes is to negotiate terms and conditions of employment of supervisors with the Employer.

Section 2. Performance Evaluation. The Appointing Authority agrees that, at least annually, a performance evaluation shall be conducted between the supervisor and the person(s) designated by the Appointing Authority to evaluate the supervisor's performance.

ARTICLE 23

SAFETY

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

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

ARTICLE 24

WORK RULES

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

ARTICLE 25

VOLUNTARY REDUCTION IN HOURS

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

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

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

ARTICLE 26

SAVINGS CLAUSE

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

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

ARTICLE 27

COMPLETE AGREEMENT AND WAIVER CLAUSE

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

ARTICLE 28

DURATION

The provisions of this Agreement shall become effective the 23rd day of August, 1983, subject to ratification by the Seventy-Third (73rd) session of the Legislature or the Legislative Commission on Employee Relations and shall remain in full force and effect through the thirteenth day of June, 1985.

It shall be automatically renewed from biennium to biennium thereafter unless either party shall notify the other in writing no later than August 15 of even-numbered years that it desires to modify the Agreement.

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

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

In Witness thereof, the parties hereto have caused this Agreement to be signed by their respective representatives this ____ day of _____, 1983.

FOR THE ASSOCIATION

Eugene C. Aune
President

FOR THE EMPLOYER

Nina Rothchild
Commissioner of Employee Relations

Lance Teachworth
State Labor Negotiator

Nancy Arneson McClure
Assistant State Labor Negotiator

David Abrams
Labor Relations Representative

APPENDIX A

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

<u>State Agency</u>	<u>Seniority Unit</u>
Abstractor's Board of Examiners	Statewide
Accountancy Board	Statewide
Administration	Statewide
Agriculture	Statewide
Animal Health Board	Statewide
Architecture, Engineering, Land Surveying and Landscape Architecture Board	Statewide
Arts Board	Statewide
Attorney General	Statewide
Auditor	Statewide
Barber Exam Board	Statewide
Boxing Board	Statewide
Capitol Area Architectural and Planning Board	Statewide
Chiropractic Examiners Board	Statewide
Commerce	Statewide
Community College System	System Office(including Computer Center) Anoka-Ramsey Community College Austin Community College Community College - Arrowhead - Hibbing Campus (including supervisors of Regional Campus) Community College - Arrowhead - Itasca Campus Community College - Arrowhead - Mesabi Campus (including supervisors of Regional Campus) Community College - Arrowhead - Rainy River Campus Community College - Arrowhead - Vermillion Campus Community College - Northwest - Brainerd Campus

APPENDIX A (cont.)

	Community College - Northwest - Fergus Falls Campus
	Community College - Northwest - Northland Campus
	East Central Service Center (Cambridge)
	Inver Hills Community College
	Lakewood Community College
	Minneapolis Community College
	Normandale Community College
	North Hennepin Community College
	Rochester Community College
	Willmar Community College
	Worthington Community College
Corrections	Thistledew Camp Willow River Camp MCF-Shakopee MCF-Lino Lakes MCF-Sauk Center MCF-Red Wing MCF-St. Cloud MCF-Stillwater MCF-Oak Park Heights Ramsey Medical Unit Central Office and Community Services
Council for Spanish Speaking People	Statewide
Council for the Handicapped	Statewide
Council on Black Minnesotans	Statewide
Dentistry Board	Statewide
Economic Security	Statewide
Education	Central Office Faribault Residential Schools (Braille and Deaf)
Electricity Board	Statewide
Energy and Economic Development	Statewide
Ethical Practices Board	Statewide
Finance	Statewide
Health	Statewide
Hearings Examiner	Statewide
Higher Education Coordinating Board	Statewide

APPENDIX A (cont.)

Higher Education Facilities Authority	Statewide
Housing Finance Agency	Statewide
Human Rights	Statewide
Indian Affairs Inter-Tribal Board	Statewide
Investment Board	Statewide
Iron Range Resources and Rehabilitation Board	Statewide
Labor and Industry	Statewide
Medical Examiners Board	Statewide
Military Affairs	Statewide
Minnesota State Retirement System	Statewide
Municipal Board	Statewide
Natural Resources	Statewide
Nursing Board	Statewide
Nursing Home Administrators Examiners Board	Statewide
Ombudsman for Corrections	Statewide
Optometry Board	Statewide
Peace Officers Standards and Training Board	Statewide
Pharmacy Board	Statewide
Podiatry Board	Statewide
Pollution Control Agency	Statewide
Psychology Board	Statewide
Public Safety	Statewide
Public Service	Statewide
Public Utilities Commission	Statewide
Public Welfare	Anoka State Hospital Ah-Gwah-Ching Nursing Home Brainerd State Hospital Cambridge State Hospital

APPENDIX A (cont.)

	Faribault State Hospital
	Fergus Falls State Hospital
	Moose Lake State Hospital
	Oak Terrace Nursing Home
	Minnesota Security Hospital
	St. Peter State Hospital
	Willmar State Hospital
	Central Office
Revenue	Statewide
Secretary of State	Statewide
Sentencing Guidelines Commission	Statewide
State Planning Agency	Reorganization in Progress
State University System	Bemidji State University
	Mankato State University
	Metropolitan State University
	Moorhead State University
	St. Cloud State University
	Southwest State University
	Winona State University
	System Office
Tax Court	Statewide
Teachers Retirement Association	Statewide
Transportation	Statewide
Transportation Regulation Board	Statewide
Veterans Affairs (Including Big Island Camp, Minneapolis Home and Hastings Home)	Statewide
Veterinary Medicine Board	Statewide
Vocational Technical Education, Board of	Statewide
Voyageur National Park Citizens	Statewide
Waste Management Board	Statewide
Watchmaking Examiners Board	Statewide
Water Commission Planning Board	Statewide

APPENDIX A (Cont.)

Water Resources Board

Statewide

Zoological Gardens

Statewide

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

APPENDIX B - HOLIDAYS

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

<u>Hours that would have been worked during the pay period had there been no holiday</u>	<u>Holiday hours earned for each holiday in the pay period</u>
Less than 9 1/2	0
At least 9 1/2, but less than 19 1/2	1
At least 19 1/2, but less than 29 1/2	2
At least 29 1/2, but less than 39 1/2	3
At least 39 1/2, but less than 49 1/2	4
At least 49 1/2, but less than 59 1/2	5
At least 59 1/2, but less than 69 1/2	6
At least 69 1/2, but less than 79 1/2	7
At least 79 1/2	8

APPENDIX C - VACATION

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

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

Number of Hours Worked During Pay Period	0 thru 5 years	After 5 thru 8 years	After 8 thru 12 years	After 12 thru 20 years	After 20-25 years	After 25 thru 30 years	After 30 years
Less than 9½	0	0	0	0	0	0	0
At least 9½ but less than 19½	¾	1	1-¼	1-½	1-½	1-¾	1-¾
At least 19½, but less than 29½	1	1-¼	1-¾	2	2	2-¼	2-¼
At least 29½, but less than 39½	1-½	2	2-¾	3	3	3-¼	3-¼
At least 39½, but less than 49½	2	2-½	3-½	3-¾	4	4-¼	4-½
At least 49½, but less than 59½	2-½	3-¼	4-½	4-¾	5	5-½	5-¾
At least 59½, but less than 69½	3	3-¾	5-¼	5-¾	6	6-½	6-¾
At least 69½, but less than 79½	3-½	4-½	6-¼	6-¾	7	7-½	8
At least 79½	4	5	7	7-½	8	8-½	9

APPENDIX D - SICK LEAVE

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

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

Number of Hours Worked During Pay Period	Less than 900 Hours	900 Hours and Maintained
Less than 9 1/2	0	0
At least 9 1/2, but less than 19 1/2	3/4	1/4
At least 19 1/2, but less than 29 1/2	1	1/2
At least 29 1/2, but less than 39 1/2	1 1/2	3/4
At least 39 1/2, but less than 49 1/2	2	1
At least 49 1/2, but less than 59 1/2	2 1/2	1 1/4
At least 59 1/2, but less than 69 1/2	3	1 1/2
At least 69 1/2, but less than 79 1/2	3 1/2	1 3/4
At least 79 1/2	4	2

APPENDIX E

The Employer and Association agree to supplement and/or modify the 1983-85 Agreement as noted below.

A. Community College System

Vacation

Article 1, Section 1 shall be supplemented and/or modified as follows:

1. Employees currently employed in the job classification Community College Program Supervisor who were also employed in this classification prior to July 1, 1982 shall accrue seven hours of vacation leave per payroll period unless their length of service warrants a higher accrual rate in accordance with Article 9, Section 1 of the Agreement.
2. Employees commencing employment in the job classification Community College Program Supervisor on or after July 1, 1982 shall not be covered by the terms of this letter of Understanding.

B. Department of Corrections

Call Back, On Call

Article 12, Section 4 shall be supplemented and/or modified as follows:

With the agreement of the supervisor's superior, a supervisor instructed to remain in an on-call status at an institution of the Department of Corrections may be compensated with eight (8) hours of compensatory time off for each one (1) week of on-call status or part thereof.

C. Department of Education

Layoff and Recall

Article 13, Section 11 shall be supplemented and/or modified as follows:

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

Any waiver of recall by a supervisor is not to be considered a refusal to return to work and shall not be considered to be a break in continuous service. This section does not, in any way, constitute a forfeiture of the Appointing Authority's right to recall laid off

APPENDIX E (Cont.)

supervisors, whenever necessary, to carry out the functions and needs of the summer school programs. Notification of intent to return to work may be made in writing and hand delivered, provided that a written receipt of such notification is given.

Layoff and Recall

Article 13, Section 8 shall be supplemented and/or modified as follows:

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

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

D. Department of Health

Call Back, On Call

Article 12, Section 4 shall be supplemented and/or modified as follows:

A supervisor in the Division of Environmental Health/Disease Prevention and Control who volunteers to be on-call shall be considered to be on-call when the supervisor's name has been posted for duty during an off duty period. A supervisor who volunteers and is scheduled for on-call status is not required to remain at a fixed location but must stay within the area of the paging device.

Supervisors in the Division of Environmental Health who volunteer to be on-call to respond to nuclear emergencies shall be compensated at a flat rate of \$55.00 per week.

Supervisors in the Division of Disease Prevention and Control who volunteer to be on-call to respond to communicable disease emergencies shall be compensated at a flat rate of \$90.00 per week.

E. Department of Natural Resources

Overtime

Article 12, Section D(2) shall be supplemented and/or modified as follows:

Supervisors in the Enforcement Division in the Department of Natural Resources shall remain eligible for overtime as provided for in Article 12, Section D(2) for the life of the Agreement.

APPENDIX E (cont.)

F. Department of Public Safety

Meet and Confer - Radio Communications Supervisors

The Appointing Authority agrees to meet and confer with the Association concerning the scheduling of Radio Communications Supervisors.

G. Department of Public Welfare

Officer-of-the-Day Differential

When a supervisor is assigned in writing to be on duty as officer-of-the-day for an institution, that supervisor shall receive a differential in the amount of \$1.25 per hour. Such supervisor shall not be eligible for shift differential for any of the hours for which he/she receives the officer-of-the-day differential.

H. Department of Transportation

Vehicles

Article 18, Section 2 shall be supplemented and/or modified as follows:

Supervisors scheduled by their District Engineer or Office Director to be available to respond to work-related emergencies during hours when the supervisor is not normally working, shall be provided with a State-owned vehicle and will not be charged mileage for driving to and from their work station and their home. It is understood that the State-owned vehicle shall not be used for personal purposes.

Winter Maintenance Schedule

Article 12, Section 5 shall be supplemented and/or modified as follows:

The Department of Transportation and the Association agree that the Appointing Authority may institute split shifts under the winter maintenance schedule.

Hours of Work and Overtime

Article 12 shall be supplemented and/or modified as follows:

The parties agree that for purposes of Article 12 (Hours of Work and Overtime) of the Agreement supervisors who were previously represented by Middle Management Association prior to July 1, 1981, shall be governed by the hours of work and overtime provisions as though they were assigned to Progression Code 1 and employed in those classes assigned to Salary Range 18.

APPENDIX E (cont.)

I. Career Executive Service

Supervisors who immediately prior to July 1, 1983 were covered by the Career Executive Service plan for salary provisions shall have July 1, 1983 as their anniversary date and shall be eligible for an anniversary increase on that date. Thereafter, these supervisors shall be eligible for progression increases annually on their anniversary date until reaching the position rate; at the position rate and beyond, they will be eligible every two years, provided satisfactory performance is indicated by the Appointing Authority.

J. Training Study Committee

The Employer, including representatives from the Department of Employee Relations and the Appointing Authorities, and Association agree to establish a joint committee to study the issue of supervisory training.

K. Change in Job Duties

Upon request of the Association, the Appointing Authority agrees to meet and confer with the Association regarding significant changes in job duties of supervisory bargaining unit members.

L. Classification Seniority

Article 13, Section 1(B) shall be supplemented and/or modified as follows:

The provisions of Article 13, Section 1(B) of the 1983-85 Agreement between the parties shall become effective November 30, 1983. During the interim, the provisions of Article 13, Section 1(C) of the 1981-83 Agreement between the parties shall continue in effect.

M. Pay for Performance Study Committee

The parties agree to continue a joint study committee for the purpose of studying a pay for performance compensation system. The committee shall be composed of representatives selected by the Employer and representatives selected by the Association. The committee shall meet during the biennium upon mutual agreement. Thereafter, the committee shall cease to exist, unless both parties by mutual agreement desire to extend it.

APPENDIX F

CLASS CODE	TITLE	SERIES	COMP CODE 6-30-83	7-01-83	MINIMUM MONTHLY	MAXIMUM MONTHLY	MINIMUM HOURLY	MAXIMUM HOURLY	PROG	COMP CODE 7-01-84
002093	ACCOUNT CLERK SUPERVISOR	J	03H	04H	1,310	1,601	7.53	9.20	3	05H
000003	ACCOUNTING DIRECTOR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001500	ACCOUNTING OFFICER PRINCIPAL	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
002094	ACCOUNTING SUPV	J	090	090	1,514	1,869	8.70	10.74	1	090
002095	ACCOUNTING SUPV INTER	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
002143	ACCOUNTING SUPV SENIOR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002096	ACCOUNTING TECHNICIAN SUPV	J	06H	07H	1,422	1,756	8.17	10.09	3	07I
002097	ACCOUNTING TECHNICIAN SUPV SR	J	08H	09I	1,514	2,015	8.70	11.58	3	09I
002185	ADMINISTRATIVE PLANNING DIR ST	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
000600	AGENT ORANGE INFO & ASSTNC DIR	J	15J	15J	1,869	2,410	10.74	15.00	1	15J
002391	AGRIC MARKETING SVCS ASST DIR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001910	AGRONOMY SERVICES ASST DIRECTOR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
000019	AGRONOMY SERVICES SUPERVISOR	J	14I	14I	1,804	2,422	10.37	13.92	1	14I
000025	APPRAISAL DIRECTOR PROPERTY	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
000024	APPRAISAL SUPERVISOR	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
001517	APPRENTICESHIP TRNG ASST DIR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
000027	APPRENTICESHIP TRAINING DIR	J	22H	22H	2,422	3,134	13.92	18.01	1	22H
002099	ARCHITECTURAL & TECH SVCS DIR	J	26H	26H	2,810	3,611	16.15	20.75	1	26H
002389	ARCHITECTURAL SUPERVISOR	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
000041	ASST CHIEF POWER PLANT ENGR	J	17B	17B	2,015	2,090	11.58	12.01	2	17B
000311	ASST EXEC SEC ETHICAL PRACT DD	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
002422	ASST TO DIRECTOR PUBLIC SERVICE	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002148	ASST TO TREAS UNCLAIM PROP DIR	J	12J	12J	1,676	2,335	9.63	13.42	1	12J
002347	ATTORNEY 2 SUPERVISOR	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
000097	ATTORNEY 3	J	25I	25I	2,709	3,611	15.57	20.75	1	25I
002135	AUDIOLOGIST SUPERVISOR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
000101	AUDIY DIRECTOR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002098	AUDITOR INTERMEDIATE SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
002277	AUDITOR PRINCIPAL SUPV	J	17I	17I	2,015	2,709	11.58	15.57	1	17I

CLASS CODE	TITLE	SERIES	COMP CODE		MINIMUM MONTHLY	MAXIMUM MONTHLY	MINIMUM HOURLY	MAXIMUM HOURLY	PROG	COMP CODE 7-01-84
			6-30-83	7-01-83						
002278	AUDITOR SENIOR SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000107	AUTOMOTIVE MECHANIC FOREMAN	J	17B	17B	2,015	2,090	11.58	12.01	2	17B
001904	AVIATION REPRESENTATIVE SUPV	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
000155	BACTERIOLOGIST CHIEF	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
000637	BACTERIOLOGIST SENIOR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001494	BEHAVIOR ANALYST 2	J	11I	11I	1,616	2,165	9.29	12.44	1	11I
002186	BEHAVIOR ANALYST SUPERVISOR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000036	BLIND SERVICES PROGRAM SUPV	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
000040	BOILER INSPECTOR ASST CHIEF	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
001662	BOTANICAL COLLECTION SPEC	J	090	090	1,514	1,869	8.70	10.74	1	090
001594	BOTANICAL COLLECTION SUPV	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
000126	BRIDGE FOREMAN	J	14I	14I	1,804	2,422	10.37	13.92	1	14I
000127	BRIDGE MAINTENANCE SUPV	J	17J	17J	2,015	2,810	11.58	16.15	1	17J
001336	BUILDING CODE SEC CHIEF	J	22I	22I	2,422	3,247	13.92	18.66	1	22I
000131	BUILDING MAINTENANCE FOREMAN	J	17B	17B	2,015	2,090	11.58	12.01	2	17B
000132	BUILDING MAINTENANCE SUPERVISOR	J	150	150	1,869	2,335	10.74	13.42	1	150
000134	BUILDING SERVICE FOREMAN	J	07H	07H	1,422	1,756	8.17	10.09	3	07H
000861	BUILDING SERVICES MANAGER	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
000860	BUILDING SERVICES SUPERVISOR	J	05H	05H	1,347	1,650	7.74	9.48	3	05H
000138	BUSINESS MANAGER 1	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001889	BUSINESS SERVICES DIRECTOR	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
000899	BUYER SENIOR	J	16I	16I	1,940	2,610	11.15	15.00	1	16I
002013	CAMP CONFIDENCE DIRECTOR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001445	CAPITOL ASST CHIEF OPERATOR	J	01H	03H	1,277	1,552	7.34	8.92	3	03H
000145	CAPITOL CHIEF OPERATOR	J	07H	07H	1,422	1,756	8.17	10.09	3	07I
001812	CAPITOL COMPLEX GROUNDS FOREMAN	J	18B	18B	2,090	2,165	12.01	12.44	2	18B
000467	CAPITOL COMPLEX SECURITY DIR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
000147	CARPENTER FOREMAN	J	17B	17B	2,015	2,090	11.58	12.01	2	17B
000639	CASHIER SUPERVISOR	J	05H	07H	1,422	1,756	8.17	10.09	3	07H

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001631	CELL HALL DIRECTOR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001532	CENTRAL PAYROLL OPERATIONS SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002031	CENTRAL PAYROLL TEAM SUPV	J	08I	08I	1,465	1,940	8.42	11.15	1	09I
002260	CHEMICAL DEPEND COUNS SR SUPV	J	11H	11H	1,616	2,090	9.29	12.01	3	11H
000020	CHEMICAL DEPENDENCY COUNS SUPV	J	13I	13I	1,737	2,335	9.98	13.42	1	13I
000640	CHEMIST SENIOR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000157	CHIEF COOK	J	09I	09I	1,514	2,015	8.70	11.58	1	09I
000563	CHIEF OF PSYCHOLOGICAL SERVICES	J	27I	27I	2,916	3,875	16.76	22.27	1	27I
001075	CHIEF POWER PLANT ENGINEER	J	17F	17F	2,015	2,422	11.58	13.92	1	17F
000167	CHILD CARE SUPERVISOR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002230	CHILD NUTRITION ASST DIRECTOR	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
002102	CLERK 4 SUPERVISOR	J	01H	03H	1,277	1,552	7.34	8.92	3	04H
002103	CLERK STENOGRAPHER 4 SUPV	J	02H	03H	1,277	1,552	7.34	8.92	3	04H
002104	CLERK TYPIST 4 SUPV	J	01H	03H	1,277	1,552	7.34	8.92	3	04H
001417	CLIMATOLOGIST STATE	J	24I	24I	2,610	3,485	15.00	20.03	1	24I
001603	COLLEGE BOOKSTORE SUPV 1	J	05H	05H	1,347	1,650	7.74	9.48	3	05H
001604	COLLEGE BOOKSTORE SUPV 2	J	09I	09I	1,514	2,015	8.70	11.58	1	09I
001375	COLLEGE CENTER DIRECTOR	J	13I	13I	1,737	2,335	9.98	13.42	1	13I
002065	COMMUNICATION CENTER SUPERVISOR	J	11I	12I	1,676	2,250	9.63	12.93	1	12I
007020	COMMUNITY COLLEGE PROG SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001020	COMMUNITY COLLEGE REGISTRAR	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
001545	COMMUNITY COLLEGE REGISTRAR SR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002187	COMMUNITY DEVELOPMENT SUPV	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
001039	COMPOSITION UNIT SUPERVISOR	J	06H	06H	1,385	1,702	7.96	9.78	3	06H
001502	COMP EMPLOYMENT TNG CTR SUPV 1	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001839	COMP EMPLOYMENT TNG CTR SUPV 2	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
001860	COMPUTER CENTER DIRECTOR	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
001408	CONSUMER SERVICES INVEST SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001978	CONSUMER SVCS REGIONAL PROG SPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I

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002469	CONSUMER SERVICES SUPPORT SUPV	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
000966	CONTRACTS OFFICER	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
002436	COOK SUPERVISOR	J	03H	05H	1,347	1,650	7.74	9.48	3	06H
002378	COPY PREPARATION SUPERVISOR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002206	CORPORATE SERVICES SUPERVISOR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000199	CORRECTIONAL CAPTAIN	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001088	CORRECTIONAL COUNSELOR 4	J	16I	16I	1,940	2,610	11.15	15.00	1	16I
002440	CORR COUNS CONTROL CENTER SUPV	J	130	130	1,737	2,165	9.98	12.44	1	130
001962	CORRECTIONAL COUNSELOR SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002058	CORRECTIONAL INDUSTRY SALES SPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001926	CORRECTIONAL INST TRANSP DIR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000204	CORRECTIONAL SUPERVISOR	J	17H	17H	2,015	2,610	11.58	15.00	1	17H
002207	CORRECTIONS ASKLEPIEION SUPV	J	17H	17H	2,015	2,610	11.58	15.00	1	17H
002352	CORR BEHAVIOR THERAPY SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000207	CORRECTIONS BD ADMINISTRATOR	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
002253	CORRECTIONS HEARINGS OFFR SUPV	J	22I	22I	2,422	3,247	13.92	18.66	1	22I
002373	CORR INFORMATION CENTER SUPV	J	15J	15J	1,869	2,610	10.74	15.00	1	15J
002507	CORRECTIONS MARKETING SPEC	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
000208	CORRECTIONS SPECIALIST	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002008	CRIMINAL JUST INFO SYS ASST DIR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002009	CRIMINAL JUSTICE INFO SYST DIR	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
002212	CJIS OPERATIONS SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000220	DAIRY INSPECTION SUPERVISOR	J	13I	13I	1,737	2,335	9.98	13.42	1	13I
000403	DATA ENTRY SUPERVISOR 1	J	06H	08H	1,465	1,869	8.42	10.74	3	08H
001466	DATA ENTRY SUPERVISOR 2	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
000717	DATA ENTRY SUPERVISOR 3	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002354	DEVELOPMENTAL ACHIEV PROG SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	20I
002189	DIETITIAN 1 SUPERVISOR	J	12I	13I	1,737	2,335	9.98	13.42	1	14I
000235	DIETITIAN 2	J	16I	16I	1,940	2,610	11.15	15.00	1	17I

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001338	DINING HALL MANAGER	J	05H	05H	1,347	1,650	7.74	9.48	3	05H
002437	DINING HALL SUPERVISOR	J	01H	01H	1,216	1,465	6.99	8.42	3	01H
000237	DIRECTOR OF NURSES	J	20I	20I	2,250	3,026	12.93	17.39	1	21I
000527	DIRECTOR OF RESEARCH INVEST BD	J	29I	29I	3,134	4,159	18.01	23.90	1	29I
002508	DISABILITY PROG OPERATIONS SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001386	DISABILITY QUALITY ASSUR SUPV	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
000947	DISABILITY SUPERVISOR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
001062	DRIVER EVALUATION PROG ASST DIR	J	14I	14I	1,804	2,422	10.37	13.92	1	14I
000158	DRIVER EVALUATION PROGRAM DIR	J	16I	16I	1,940	2,610	11.15	15.00	1	16I
001413	DRIVER EVALUATOR SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
002471	DRIVER LICENSE TEST STATION SPV	J	06J	06J	1,385	1,810	7.96	10.40	1	06J
002381	DRIVER SAFETY ANALYST SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
002318	DUE PROCESS UNIT SUPERVISOR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
000249	DUPLICATING SHOP SUPERVISOR	J	09I	09I	1,514	2,015	8.70	11.58	1	09I
000067	ECONOMIC OPPTY ASST DIRECTOR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001792	ECONOMIC OPPTY PROGRAM SUPV	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
002179	ECON SEC COMPUTER OPER SUPV	J	23J	23J	2,514	3,485	14.45	20.03	1	23J
002180	ECONOMIC SEC DATA CONTROL SUPV	J	21J	21J	2,335	3,247	13.42	18.66	1	21J
001000	EDP INFORMATION SYSTEMS MANAGER	J	25J	25J	2,709	3,741	15.57	21.50	1	25J
001001	EDP INFO SYSTEMS SPECIALIST	J	21J	21J	2,335	3,247	13.42	18.66	1	21J
001004	EDP MAJOR OPERATIONS SUPV	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
002149	EDP OPERATIONS CTL/SHIFT SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000715	EDP OPERATIONS SUPERVISOR 1	J	08I	08I	1,465	1,940	8.42	11.15	3	08I
000716	EDP OPERATIONS SUPERVISOR 2	J	12J	12J	1,676	2,335	9.63	13.42	1	12J
000254	EDP OPERATIONS SUPERVISOR 3	J	18I	18I	2,090	2,810	12.01	16.15	1	18I
002134	EDP OPERATIONS TECHNICAL SUPV	J	06H	07H	1,422	1,756	8.17	10.09	3	07H
002126	EDP PROGRAMMER/ANALYST SUPV	J	19J	19J	2,165	3,026	12.44	17.39	1	19J
002137	EDP SOFTWARE SERVICES SUPV	J	21J	21J	2,335	3,247	13.42	18.66	1	21J
002202	EDUC LICENSURE PLACEMENT SUPV	J	20I	20I	2,250	3,026	12.93	17.39	1	20I

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			6-30-83	7-01-83						
001852	EDUCATION PROGRAM SUPERVISOR	J	22I	22I	2,422	3,247	13.92	18.46	1	22I
000260	EDUCATION SPECIALIST 3	J	24I	24I	2,610	3,485	15.00	20.03	1	24I
002240	EDUC TITLE I FIELD OFFICE SUPV	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
001632	ELECTION PROCEDURES SUPV	J	12I	14I	1,804	2,422	10.37	13.92	1	14I
001958	ELECTRICAL MNTC SUPV	J	14J	14J	1,804	2,514	10.37	14.45	1	14J
000267	ELECTRICIAN FOREMAN	J	18B	18B	2,090	2,165	12.01	12.44	2	18B
001941	ELECTROMECHANICAL SYSTEMS SPEC	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001959	ELECTRONIC MNTC SUPV	J	14J	14J	1,804	2,514	10.37	14.45	1	14J
001516	ELECTRONIC TRAFFIC MNTC SUPV	J	16J	16J	1,940	2,709	11.15	15.57	1	16J
000062	EMERGENCY SVCS ASST DIRECTOR	J	16I	16I	1,940	2,610	11.15	15.00	1	16I
002314	EMERGENCY SVCS REGIONAL DIR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
002262	EMPLOYEE DEVELOP SPEC 2 SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
002406	EMPLOYEE DEVELOP SPEC 3 SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001788	EMPL & TRNG PROGRAM ADMIN ASST	J	19H	19H	2,165	2,810	12.44	16.15	1	19H
001796	EMPL & TRNG PROGRAM SUPV 1	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
001797	EMPL & TRNG PROGRAM SUPV 2	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
002047	ENERGY SPECIALIST PRINCIPAL	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001534	ENERGY SPECIALIST SENIOR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002049	ENERGY TECHNICAL SUPV	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
002505	ENVIRONMENTAL ANALYST PRINCIPAL	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
002506	ENVIRONMENTAL ANALYST SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002151	ENVIRONMENTAL EDUC REG COORD	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001851	ENVIRONMENTAL HEALTH LAB SUPV	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
002211	EPIDEMIOLOGIST 1 SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001951	EPIDEMIOLOGIST 2	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
001735	EQUIPMENT FABRICATION SUPT	J	18J	18J	2,090	2,916	12.01	16.76	1	18J
000295	EXECUTIVE HOUSEKEEPER	J	09I	09I	1,514	2,015	8.70	11.58	1	09I
002342	EXHIBIT SUPERVISOR	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
001433	FINANCE GENERAL ACCOUNTING SUPV	J	23I	23I	2,514	3,363	14.45	19.33	1	23I

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001435	FINANCE OPERATIONS SUPV	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
001434	FINANCE QUALITY CONTROL SUPV	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
000987	FINANCE SYST CONT AND PROC SUPV	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
002249	FINANCIAL INST EXAM PROG DIR	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
002248	FINANCIAL INST EXAMINER SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001976	FINANCIAL REPORTING SUPV	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
000069	FOOD INSPECTION ASST DIRECTOR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
000304	FOOD INSPECTION SUPERVISOR	J	13I	13I	1,737	2,335	9.98	13.42	1	13I
000779	FOOD SERVICE SUPERVISOR	J	13I	13I	1,737	2,335	9.98	13.42	1	13I
001982	FORENSIC LABORATORY ASST DIR	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
002219	GENERAL MAINTENANCE SUPERVISOR	J	12B	12B	1,676	1,737	9.63	9.98	2	12B
001009	GEOLOGIST SENIOR	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
000313	GRAIN INSPECTION AREA SUPV	J	14I	14I	1,804	2,422	10.37	13.92	1	14I
001546	GRAIN INSPECTION ASST DIR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
000314	GRAIN INSPECTION PROGRAM SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001651	GRAIN INSPECTION TERMINAL SUPV	J	14H	14H	1,804	2,335	10.37	13.42	3	14H
000320	GRAIN MARKETING INSPECTION SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
001886	GRAIN SAMPLER 3	J	13I	13I	1,737	2,335	9.98	13.42	3	13I
002316	GRAPHICS SUPERVISOR - M26	J	11I	11I	1,616	2,165	9.29	12.44	1	11I
001035	GROUND & ROAD MAINTENANCE SUPV	J	10I	10I	1,566	2,090	9.00	12.01	1	10I
000330	GROUP SUPERVISOR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
000070	GROUP SUPERVISOR ASST	J	14J	14J	1,804	2,514	10.37	14.45	1	14J
000878	HEAD CHAPLAIN	J	16I	16I	1,940	2,610	11.15	15.00	1	16I
000528	HEAD SECURITY TRADER INVEST DD	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
001825	HEALTH DISTRICT REP	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000336	HEALTH EDUCATION DIRECTOR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001608	HEALTH FACILITY EVAL SUPV 1	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002432	HEALTH FACILITY EVAL SUPV 2	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
001609	HEALTH FACILITY EVAL SUPV 3	J	19I	19I	2,165	2,916	12.44	16.76	1	19I

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001308	HEALTH PHYSICIST 2	J	21I	22I	2,422	3,247	13.92	18.66	1	23I
002127	HEALTH PROGRAM AIDE SUPV	J	02H	05H	1,347	1,650	7.74	9.48	3	06H
000834	HEALTH PROGRAM REP PRINCIPAL	J	19I	20I	2,250	3,026	12.93	17.39	1	20I
002128	HEALTH PROGRAM SUPERVISOR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001776	HEALTH SERVICES ANALYST 3	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001094	HEALTH STATISTICAL UNIT SUPV	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
001900	HEAVY EQUIPMENT MECH FOREMAN	J	16J	16J	1,940	2,709	11.15	15.57	1	16J
001648	HIGHWAY EMERGENCY OPNS SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
000352	HIGHWAY EQUIPMENT SUPERVISOR	J	17J	17J	2,015	2,810	11.58	16.15	1	17J
000355	HIGHWAY MAINTENANCE FOREMAN	J	14I	14I	1,804	2,422	10.37	13.92	1	14I
000351	HIGHWAY MAINTENANCE SPT	J	18J	18J	2,090	2,916	12.01	16.76	1	18J
000922	HIGHWAY MAINTENANCE SUPERVISOR	J	15J	15J	1,869	2,610	10.74	15.00	1	15J
001421	HIGHWAY ROAD DATA COORDINATOR	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
002494	HORTICULTURAL SUPERVISOR	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
001897	HOUSEKPNG & REGIONAL LNDRY SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
001554	HOUSING DEVELOPMENT OFF PRINC	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002420	HOUSING FINANCE SECTION SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001509	HOUSING PROGRAM SUPERVISOR	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
001560	HOUSING PROJECT MANAGEMENT OFF	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
001945	HUMAN RIGHTS ENFOR OFF SUPV.	J	16I	16I	1,940	2,610	11.15	15.00	1	16I
000901	HUMAN RIGHTS PROGRAM DIR	J	18I	18I	2,090	2,810	12.01	16.15	1	18I
002263	HUMAN SERVICES SPEC SUPV	J	03H	03H	1,277	1,552	7.34	8.92	3	03H
001697	HYDROLOGIST PRINCIPAL	J	23J	23J	2,514	3,485	14.45	20.03	1	23J
002174	HYDROLOGIST SUPERVISOR	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
002463	INCOME MNTC PROGRAM ADMIN SUPV	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
002462	INCOME MNTC PROGRAM SUPERVISOR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
000074	INCOME TAX ASST DIRECTOR	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
002242	INDIAN EDUC FIELD OFFICE SUPV	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
002510	INDIAN RESIDENTIAL PROGRAM DIR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I

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002317	JOB SERVICE AREA MANAGER 3	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
002512	JOB SERVICE SUPERVISOR 1	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
000279	JOB SERVICE SUPERVISOR 2	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000280	JOB SERVICE SUPERVISOR 3	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
000281	JOB SERVICE SUPERVISOR 4	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
000405	LABOR INVESTIGATION SUPERVISOR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001374	LABOR STANDARDS ASST DIRECTOR	J	16H	16H	1,940	2,514	11.15	14.45	1	16H
000407	LABORATORY DIR CHEMISTRY	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
000409	LABORATORY SERVICES SUPV	J	12I	15I	1,869	2,514	10.74	14.45	1	15I
000649	LANDSCAPE ARCHITECT SENIOR	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
000420	LAUNDRY SUPERINTENDENT	J	08I	08I	1,465	1,940	8.42	11.15	1	08I
002170	LEASE SUPERVISOR	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
002286	LEGAL SECRETARY SR SUPV	J	06H	07H	1,422	1,756	8.17	10.09	3	08H
000650	LIBRARY PROGRAM DIRECTOR	J	18I	18I	2,090	2,810	12.01	16.15	1	18I
002112	LIBRARY SUPERVISOR	J	11I	12I	1,676	2,250	9.63	12.93	1	12I
002113	LIBRARY SUPERVISOR SR	J	14I	14I	1,804	2,422	10.37	13.92	1	15I
000429	LICENSE PLANT SUPERVISOR	J	14I	14I	1,804	2,422	10.37	13.92	1	14I
000076	LIQUOR ENFORCEMENT ASST CHIEF	J	14I	14I	1,804	2,422	10.37	13.92	1	14I
000432	LIQUOR ENFORCEMENT CHIEF	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
001567	LIVESTOCK LIC/WEIGH ASST DIR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
001568	LIVESTOCK WEIGHING SUPV	J	13I	13I	1,737	2,335	9.98	13.42	1	13I
001681	LOCAL GOVERNMENT AIDS ASST DIR	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
002018	LOCAL GOVERNMENT AUDIT DIRECTOR	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
002017	LOCAL GOVERNMENT AUDITOR PRIN	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
000438	MACHINERY FACTORY SUPV 1	J	14I	14I	1,804	2,422	10.37	13.92	1	14I
000439	MACHINERY FACTORY SUPV 2	J	16I	16I	1,940	2,610	11.15	15.00	1	16I
002114	MANAGEMENT ANALYSIS PROG SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002264	MANAGEMENT ANALYST INTER SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
002115	MANAGEMENT ANALYST SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I

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000546	INDUSTRIES SUPERVISOR	J	18B	18B	2.090	2.165	12.01	12.44	2	18B
001711	INDUSTRIES SUPV (LICEN MAKING)	J	18B	18B	2.090	2.165	12.01	12.44	2	18B
001712	INDUSTRIES SUPV (MACHINE)	J	18B	18B	2.090	2.165	12.01	12.44	2	18B
001713	INDUSTRIES SUPV (METAL FAB)	J	18B	18B	2.090	2.165	12.01	12.44	2	18B
001714	INDUSTRIES SUPV (PRINTING)	J	18B	18B	2.090	2.165	12.01	12.44	2	18B
001804	INDUSTRIES SUPV (SCHOOL BUS)	J	18B	18B	2.090	2.165	12.01	12.44	2	18B
001717	INDUSTRIES SUPV (WOODWORKING)	J	18B	18B	2.090	2.165	12.01	12.44	2	18B
002181	INFORMATION OFFICER 2 SUPV	J	12I	12I	1.676	2.250	9.63	12.93	1	12I
001315	INFORMATION OFFICER 4	J	19I	19I	2.165	2.916	12.44	16.76	1	19I
002110	INFORMATION PROGRAM SUPV	J	15I	15I	1.869	2.514	10.74	14.45	1	15I
001368	INFO SYSTEMS CUSTOMER SVC SUPV	J	23I	23I	2.514	3.363	14.45	19.33	1	23I
002261	INSTITUTION COMMUNITY REL SUPV	J	12I	12I	1.676	2.250	9.63	12.93	1	12I
000932	INSTITUTION EDUCATIONAL SUPV	J	22J	22J	2.422	3.363	13.92	19.33	1	22J
002388	INSTITUTIONAL DRIVER/SECUR SUPV	J	08H	08H	1.465	1.869	8.42	10.74	3	08H
002138	INSTITUTIONS PSYCH SVCS DIR	J	23I	23I	2.514	3.363	14.45	19.33	1	23I
002139	INSTITUTIONS TRAINING SUPV	J	15I	15I	1.869	2.514	10.74	14.45	1	15I
001012	INSTRUCTIONAL COMMUNIC SUPV	J	14I	14I	1.804	2.422	10.37	13.92	1	14I
001057	INSURANCE ANALYST SUPERVISOR	J	19I	19I	2.165	2.916	12.44	16.76	1	19I
001665	INSURANCE INVESTIGATION SUPV	J	17I	17I	2.015	2.709	11.58	15.57	1	17I
001634	INTERPRETATIVE NATURALIST SR	J	15I	15I	1.869	2.514	10.74	14.45	1	15I
000928	INVENTORY CONTROL SUPERVISOR 1	J	09J	09J	1.514	2.090	8.70	12.01	1	09J
000930	INVENTORY CONTROL SUPERVISOR 2	J	11J	11J	1.616	2.250	9.29	12.93	1	11J
001471	IRON RNO INTERPRETATIVE CTR DIR	J	20I	20I	2.250	3.026	12.93	17.39	1	20I
001345	IRON RANGE RESEARCH SUPV	J	17I	17I	2.015	2.709	11.58	15.57	1	17I
002345	IRRRD MINELAND RECLAMATION DIR	J	20I	20I	2.250	3.026	12.93	17.39	1	20I
002392	ITPSA DIRECTOR	J	19I	19I	2.165	2.916	12.44	16.76	1	19I
002217	JANITOR SUPERVISOR	J	02H	02H	1.248	1.514	7.17	8.70	3	02H
000789	JOB SERVICE AREA MANAGER 1	J	15I	15I	1.869	2.514	10.74	14.45	1	15I
000790	JOB SERVICE AREA MANAGER 2	J	17I	17I	2.015	2.709	11.58	15.57	1	17I

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000862	MATERIALS TRANSFER SUPERVISOR	J	13B	13B	1,737	1,804	9.98	10.37	2	13B
000447	MEAT INSPECTION SUPERVISOR	J	13I	13I	1,737	2,335	9.98	13.42	1	13I
002435	MEDIA PREPARATION SUPV	J	02I	02I	1,248	1,552	7.17	8.92	3	02I
001672	MEDICAL ADVISORY UNIT SUPV	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
001499	MEDICAL CLAIMS SUPERVISOR	J	08H	08H	1,465	1,869	8.42	10.74	3	08H
002129	MEDICAL LABORATORY SUPERVISOR	J	10I	10I	1,566	2,090	9.00	12.01	1	10I
001641	MEDICAL PAYMENTS RECOVERY SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
000454	MEDICAL RECORDS OFFICER	J	09I	09I	1,514	2,015	8.70	11.58	1	10I
002191	MEDICAL RECORDS TECH SR SUPV	J	05H	08H	1,465	1,869	8.42	10.74	3	08H
002407	MEDICAL RECORDS TECHNICIAN SUPV	J	02I	05I	1,347	1,702	7.74	9.78	3	05I
001614	MEDICAL SURVEILLANCE SPEC	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001539	MEDICAL TECHNOLOGIST 2	J	12I	13I	1,737	2,335	9.98	13.42	1	13I
002450	MENTAL HEALTH PROG ADMIN SUPV	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
001342	MICROFILM SERVICES UNIT SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000459	MICROFILM SUPERVISOR	J	01H	02H	1,248	1,514	7.17	8.70	3	02H
001887	MICROGRAPHICS OPER SUPV	J	05H	06H	1,385	1,702	7.96	9.78	3	06H
001922	MICROPARTICULATE ANALYST SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002442	MILITARY SECURITY SHIFT SUPV	J	03H	03H	1,277	1,552	7.34	8.92	3	03H
002484	MILITARY SECURITY SUPERVISOR	J	11I	11I	1,616	2,165	9.29	12.44	1	11I
001885	MINELAND RECLAMATION SUPV	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
001773	MINERAL LEASE SUPERVISOR	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
001927	MINERALS POTENTIAL GEOLOGIST	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
001682	MINING AIDE PRINCIPAL	J	18I	18I	2,090	2,810	12.01	16.15	1	18I
001842	MONORAIL MAINTENANCE FOREMAN	J	18B	18B	2,090	2,165	12.01	12.44	2	18B
002424	MONORAIL TOUR SUPERVISOR	J	09G	09G	1,514	1,869	8.70	10.74	1	09G
001668	MOTOR POOL ASST DIR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
002456	MOTOR TRANSP ENFORCEMENT SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002116	NAT RES DUTCH ELM PROJECT SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
000906	NATURAL RESOURCES EDUC SPEC	J	18I	18I	2,090	2,810	12.01	16.15	1	18I

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002444	NATURAL RES FISH HATCHERY SUPV	J	09I	09I	1,514	2,015	8.70	11.58	1	09I
002403	NAT RES FORESTRY PLANNING SUPV	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
001761	NAT RES LICENSE CENTER SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002335	NATURAL RESOURCES PARK SUPV 1	J	080	080	1,465	1,804	8.42	10.37	1	080
002336	NATURAL RESOURCES PARK SUPV 2	J	09I	09I	1,514	2,015	8.70	11.58	1	09I
002337	NATURAL RESOURCES PARK SUPV 3	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
001476	NAT RES REG FIELD SVCS COORD	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002397	NAT RES REGIONAL HYDROLOGIST	J	22J	22J	2,422	3,363	13.92	19.33	1	22J
001778	NATURAL RES SERVICE CENTER SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001750	NR SPEC 3 (FISHERIES SUPV)	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
001751	NR SPEC 3 (FORESTER)	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
000194	NATURAL RESOURCES SPEC 4	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000195	NATURAL RESOURCES SUPERVISOR	J	18I	18I	2,090	2,810	12.01	16.15	1	18I
002439	NAT RES WILDLIFE BIOLOGIST SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
002438	NATURAL RES WILDLIFE MGMT SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
002026	NAT RES YOUTH PROG ASST COORD	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
001837	NAT RES YOUTH PROG COORD	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000481	NUTRITIONIST SUPERVISOR	J	16I	17I	2,015	2,709	11.58	15.57	1	18I
001492	OCCUP SAFETY & HEALTH AREA SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001318	OCCUP SAFETY & HEALTH ASST DIR	J	22I	22I	2,422	3,247	13.92	18.66	1	22I
001669	OCCUP SAFETY & HEALTH TNG SUPV	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
002265	OCCUPATIONAL THERAPIST SR SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
000486	OFFICE MACHINE REPAIR SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
002192	OFFICE SERVICES SUPERVISOR 1	J	05H	06H	1,385	1,702	7.96	9.78	3	07H
002118	OFFICE SERVICES SUPERVISOR 2	J	09I	10I	1,566	2,090	9.00	12.01	1	10I
000294	OFFICE SERVICES SUPERVISOR 3	J	12J	12J	1,676	2,335	9.63	13.42	1	12J
000491	PAINTER FOREMAN	J	17B	17B	2,015	2,090	11.58	12.01	2	17B
001091	PERSONAL PROPERTY INV ASST SUPV	J	18I	18I	2,090	2,810	12.01	16.15	1	18I
001980	PETROLEUM TAX ASST DIR	J	21I	21I	2,335	3,134	13.42	18.01	1	21I

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001875	PHOTOGRAPHIC SERVICES SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
000776	PHYSICAL PLANT DIRECTOR	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
000654	PHYSICAL THERAPIST SUPV	J	16I	16I	1,940	2,610	11.15	15.00	1	16I
000516	PLANNER PRINCIPAL RECREATION	J	18I	18I	2,090	2,810	12.01	16.15	1	18I
000519	PLANNER PRINCIPAL TRANSP	J	18I	18I	2,090	2,810	12.01	16.15	1	18I
000520	PLANNING DIRECTOR COMMUNITY	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
000522	PLANNING DIRECTOR TRANSPORT	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
000968	PLANNING GRANTS ADMINISTRATOR	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
001645	PLANNING GRANTS ANALYST PRIN	J	18I	18I	2,090	2,810	12.01	16.15	1	18I
002223	PLANNING GRANTS SUPERVISOR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000513	PLANNING SUPV COMMUNITY	J	18I	18I	2,090	2,810	12.01	16.15	1	18I
002184	PLANNING SUPERVISOR STATE	J	18I	18I	2,090	2,810	12.01	16.15	1	18I
001549	PLANT HEALTH SPECIALIST SR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000079	PLANT INDUSTRY ASST DIRECTOR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
000964	PLUMBER FOREMAN	J	18B	18B	2,090	2,165	12.01	12.44	2	18B
000531	PLUMBING INSPECTION SUPERVISOR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
000848	POLICE TRAINING DIRECTOR	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
002224	POLICE TRNG INSTRUCTION SUPV	J	14I	14I	1,804	2,422	10.37	13.92	1	14I
001329	POLLUTION CONTROL REGIONAL DIR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001350	POLLUTION CONTROL SPEC PRIN	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002273	POLLUTION CONTROL SPEC SR SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000537	POULTRY PRODUCT INSP SUPV	J	13I	13I	1,737	2,335	9.98	13.42	1	13I
001699	PRINTING & BINDERY SUPERVISOR	J	14I	14I	1,804	2,422	10.37	13.92	1	14I
001459	PRINTING COORDINATOR	J	10H	10H	1,566	2,015	9.00	11.58	3	10H
002023	PRINTING ESTIMATING & PLAN DIR	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
000540	PRINTING SHOP SUPERVISOR	J	14I	14I	1,804	2,422	10.37	13.92	1	14I
001381	PROCUREMENT ASST DIR STD & ENG	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
000552	PRODUCE INSPECTION SUPERVISOR	J	14I	14I	1,804	2,422	10.37	13.92	1	14I
001650	PROTEIN LABORATORY SUPV	J	13H	13H	1,737	2,250	9.98	12.93	3	13H

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001909	PROVIDER SURV & UTIL REVIEW SUP	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002130	PSYCHOLOGIST 2 SUPERVISOR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
000572	PUB HEALTH NURSING ASST DIR	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
000571	PUBLIC HEALTH NURSING DIRECTOR	J	22I	22I	2,422	3,247	13.92	18.66	1	22I
000574	PUBLIC HEALTH PHYSICIAN 2	J	29I	29I	3,134	4,159	18.01	23.90	1	29I
001505	PUBLIC HEALTH SANITARIAN 4	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
002131	PUBLIC HEALTH SANITARIAN SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001520	PUB UTIL FINANCIAL ANAL SUPV	J	25I	25I	2,709	3,611	15.57	20.75	1	25I
001527	PUB UTIL RATES EVAL SUPV	J	25I	25I	2,709	3,611	15.57	20.75	1	25I
002232	PUPIL TRANSPORTATION DIRECTOR	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
000777	RADIO COMMUNICATIONS SUPERVISOR	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
000588	RADIO MAINTENANCE SUPV	J	16J	16J	1,940	2,709	11.15	15.57	1	16J
000269	RADIOLOGICAL EQUIP OFFICER	J	12J	12J	1,676	2,335	9.63	13.42	3	12J
002225	RATE & TARIFF ANALYST SUPV	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
002050	REAL ESTATE DIRECTOR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002194	RECREATION THERAPIST COORD	J	11I	11I	1,616	2,165	9.29	12.44	1	11I
002359	RECREATION THERAPY PROG SUPV	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
002423	REFUGEE PROGRAM SUPERVISOR	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
002172	REGISTERED NURSE ADMIN-SUPV	J	15J	16J	1,940	2,709	11.15	15.57	1	17J
002154	REGISTERED NURSE SUPV	J	13J	13J	1,737	2,422	9.98	13.92	1	14J
000600	REHAB COUNSELING SUPV 2	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
002195	REHABILITATION COUNS SR SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
002396	REHAB PLACEMENT SUPV/SSB	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000873	REHABILITATION REGIONAL SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002330	REHABILITATION SERVICES SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
000603	REHABILITATION THERAPIES DIR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
000856	REHABILITATION THERAPIST SUPV	J	16I	16I	1,940	2,610	11.15	15.00	1	16I
001033	REIMBURSEMENT SUPERVISOR	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
002142	RESEARCH ANALYST SUPERVISOR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I

CLASS CODE	TITLE	SERIES	COMP CODE 6-30-83	7-01-83	MINIMUM MONTHLY	MAXIMUM MONTHLY	MINIMUM HOURLY	MAXIMUM HOURLY	PROG	COMP CODE 7-01-84
002254	RESEARCH ANALYST SUPV SR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002329	RESEARCH SCIENTIST SENIOR SUPV	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
002119	RESEARCH SCIENTIST SUPV	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
000610	RESIDENCE HALL DIRECTOR	J	09G	09H	1,514	1,940	8.70	11.15	1	09I
002479	RESIDENTIAL PROGRAM SUPV	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
000907	RETIREMENT SERVICES DIR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001425	RETIREMENT SERVICES SPEC SR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002334	REVENUE COMPLIANCE ASST DIR	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
001687	REVENUE FIELD OPNS ASST DIR	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
001511	REVENUE RESEARCH ASST DIR	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
002478	REVENUE SPECIAL INVEST SUPV	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
002414	REV WORD PROCESSING SHIFT SUPV	J	02H	04H	1,310	1,601	7.53	9.20	3	05H
000618	RIGHT OF WAY AGENT PRINCIPAL	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
000847	ROAD INFO & TRANSP PERMIT CHIEF	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002209	SCHOOL FINANCE DIRECTOR	J	24I	24I	2,610	3,485	15.00	20.03	1	24I
002498	SCHOOL ORG TRANSP & FAC DIR	J	24I	24I	2,610	3,485	15.00	20.03	1	24I
001442	SECURITY COMMUN SYST MON SUPV	J	03H	05H	1,347	1,650	7.74	9.48	3	06H
002497	SECURITY HOSPITAL EDUC SUPV	J	18I	18I	2,090	2,810	12.01	16.15	1	18I
001774	SECURITY SHIFT SUPERVISOR	J	03H	03H	1,277	1,552	7.34	8.92	3	03H
001046	SECURITY SUPERVISOR	J	11I	11I	1,616	2,165	9.29	12.44	1	11I
000628	SEED POTATO CERTIFICATION SUPV	J	14I	14I	1,804	2,422	10.37	13.92	1	14I
001073	SIGNING SUPERVISOR	J	11H	11H	1,616	2,090	9.29	12.01	1	11H
000676	SOCIAL SERVICES SUPERVISOR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002196	SOCIAL WORK SPECIALIST SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002197	SOCIAL WORKER SENIOR SUPERVISOR	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
001799	SOIL CONSERVATION REP SR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
002041	SOIL SCIENTIST SENIOR	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
002327	SOLAR ENERGY COORDINATOR	J	18I	18I	2,090	2,810	12.01	16.15	1	18I
000810	SPECIAL AGENT IN CHARGE	J	23I	23I	2,514	3,363	14.45	19.33	1	23I

CLASS CODE	TITLE	SERIES	COMP CODE 6-30-83	7-01-83	MINIMUM MONTHLY	MAXIMUM MONTHLY	MINIMUM HOURLY	MAXIMUM HOURLY	PROG	COMP CODE 7-01-84
002348	SPEC COMMUN PROG DIR CHEMIC DEP	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
002360	SPEECH & HEARING DEPT SUPV	J	18I	18I	2,090	2,810	12.01	16.15	1	18I
001935	STAFF PROGRAM SUPERVISOR	J	06J	06J	1,385	1,810	7.96	10.40	1	06J
001655	STATE FIRE SAFETY SUPERVISOR	J	16I	16I	1,940	2,610	11.15	15.00	1	16I
000970	STATE LABORATORY METROLOGIST	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
000703	STEAMFITTING FOREMAN	J	18B	18B	2,090	2,165	12.01	12.44	2	18B
000891	STEAMFITTING STANDARDS SUPV	J	22E	22E	2,422	2,810	13.92	16.15	1	22E
000164	STORES CLERK CHIEF	J	03H	03H	1,277	1,552	7.34	8.92	3	03H
000707	STORES SUPERVISOR	J	08H	08H	1,465	1,869	8.42	10.74	3	08H
002176	SURVEY CREW SUPERVISOR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002132	SYSTEMS ANALYSIS UNIT SUPV	J	21J	21J	2,335	3,247	13.42	18.66	1	21J
001089	SYSTEMS SUPERVISOR	J	23J	23J	2,514	3,485	14.45	20.03	1	23J
004512	TAX COURT ASST ADMINISTRATOR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
002121	TAX EXAMINING SUPERVISOR 1	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002122	TAX EXAMINING SUPERVISOR 2	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
002123	TAX EXAMINING SUPERVISOR 3	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002226	TRANSP CONTRACT COMPLIANCE SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001734	TRANSPORT ELECTRICAL MHTC SUPT	J	18J	18J	2,090	2,916	12.01	16.76	1	18J
001899	TRANS PLANNING COORD REGIONAL	J	21I	21I	2,335	3,134	13.42	18.01	1	21I
001902	TRANSPORTATION SAFETY DIRECTOR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002227	TRANSP TRAVEL & INFO CENT DIR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
000911	TRAVEL & INFO CENTER SUPV	J	05I	05I	1,347	1,702	7.74	9.78	3	05I
001777	TREASURER'S UNCLAIMED PROP DIR	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
000704	TYPING POOL SUPERVISOR	J	05H	06H	1,385	1,702	7.96	9.78	3	07H
002475	UNCLAIMED PROPERTY COMPLNCE SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000744	UNEMP COMP SUPERVISOR 3	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
002446	UNEMP INSURANCE PROGRAM SUPV 1	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
000742	UNEMP INSURANCE SUPERVISOR 2	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000743	UNEMP INSURANCE SUPERVISOR 3	J	17I	17I	2,015	2,709	11.58	15.57	1	17I

CLASS CODE	TITLE	SERIES	COMP CODE		MINIMUM MONTHLY	MAXIMUM MONTHLY	MINIMUM HOURLY	MAXIMUM HOURLY	PROG	COMP CODE 7-01-84
			6-30-83	7-01-83						
001708	UNEMPLOYMENT TAX EXAMINER PRIN	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
001707	UNEMPLOYMENT TAX EXAMINER SR	J	15J	15J	1,869	2,610	10.74	15.00	1	15J
002061	UNIVERSITY PRINT SHOP SUPV	J	12I	12I	1,676	2,250	9.63	12.93	1	12I
002124	VETERANS ASST BRANCH OFF SUPV	J	13I	13I	1,737	2,335	9.98	13.42	1	13I
000747	VETERANS ASSISTANCE SUPERVISOR	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
002125	VETERANS CLAIMS BRANCH OFF SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002328	VETERANS HOME ACTIVITIES DIR	J	13I	13I	1,737	2,335	9.98	13.42	1	13I
000752	VETERINARIAN SENIOR	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
002288	VOCATIONAL LICENSURE SUPV	J	20I	20I	2,250	3,026	12.93	17.39	1	20I
002205	VOC REHAB STAFF SERVICES SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002361	VOCATIONAL THERAPY PROG SUPV	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
002228	VOLUNTEER SERVICES SUPERVISOR	J	09G	09I	1,514	2,015	8.70	11.58	1	09I
002044	VOYAGEURS NATL PARK PROJ DIR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
001947	WATER TREATMENT PLANT SUPV	J	17B	17B	2,015	2,090	11.58	12.01	2	17B
001704	WEIGHTS & MEASURES REG SUPV	J	17I	17I	2,015	2,709	11.58	15.57	1	17I
002466	WELFARE LIBRARY CONSORTIUM SUPV	J	16I	16I	1,940	2,610	11.15	15.00	1	16I
002200	WELFARE SPECIALIST SR SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
002199	WELFARE SPECIALIST SUPERVISOR	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
000764	WELFARE SUPERVISOR	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
001908	WORD PROCESSING CENTER SUPV	J	06H	07H	1,422	1,756	8.17	10.09	3	06H
000940	WORKERS' COMP ANALYSIS SUPV	J	15I	15I	1,869	2,514	10.74	14.45	1	15I
002362	WRKS' COMP RCRD & COMPL SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001676	ZOOLOGICAL GDN VETERINARIAN	J	23I	23I	2,514	3,363	14.45	19.33	1	23I
001544	ZOOLOGICAL RECORDS SUPV	J	19I	19I	2,165	2,916	12.44	16.76	1	19I
001696	ZOOLOGIST	J	15I	15I	1,869	2,514	10.74	14.45	1	15I

APPENDIX G

**Unit 216 Middle Management Association
Series J Ranges 1-29
Effective 7/1/83-6/30/84**

Comp Code			A	B	C	D	E	F	G	H	I	J	
Step			01	02	03	04	05	06	07	08	09	10	
Series	Range												Range
J	01	YR	14,595	14,971	15,326	15,723	16,161	16,620	17,059	17,581	18,166		01
		MO	1216	1248	1277	1310	1347	1385	1422	1465	1514		
		HR	6.99	7.17	7.34	7.53	7.74	7.96	8.17	8.42	8.70		
J	02	YR	14,971	15,326	15,723	16,161	16,620	17,059	17,581	18,166	18,625		02
		MO	1248	1277	1310	1347	1385	1422	1465	1514	1552		
		HR	7.17	7.34	7.53	7.74	7.96	8.17	8.42	8.70	8.92		
J	03	YR	15,326	15,723	16,161	16,620	17,059	17,581	18,166	18,625	19,210		03
		MO	1277	1310	1347	1385	1422	1465	1514	1552	1601		
		HR	7.34	7.53	7.74	7.96	8.17	8.42	8.70	8.92	9.20		
J	04	YR	15,723	16,161	16,620	17,059	17,581	18,166	18,667	19,210	19,794		04
		MO	1310	1347	1385	1422	1465	1514	1556	1601	1650		
		HR	7.53	7.74	7.96	8.17	8.42	8.70	8.94	9.20	9.48		
J	05	YR	16,161	16,620	17,059	17,581	18,166	18,708	19,251	19,794	20,421		05
		MO	1347	1385	1422	1465	1514	1559	1604	1650	1702		
		HR	7.74	7.96	8.17	8.42	8.70	8.96	9.22	9.48	9.78		
J	06	YR	16,620	17,059	17,581	18,166	18,771	19,314	19,940	20,421	21,068	21,715	06
		MO	1385	1422	1465	1514	1564	1610	1662	1702	1756	1810	
		HR	7.96	8.17	8.42	8.70	8.99	9.25	9.55	9.78	10.09	10.40	
J	07	YR	17,059	17,581	18,166	18,792	19,356	20,024	20,629	21,068	21,715		07
		MO	1422	1465	1514	1566	1613	1669	1719	1756	1810		
		HR	8.17	8.42	8.70	9.00	9.27	9.59	9.88	10.09	10.40		
J	08	YR	17,581	18,166	18,792	19,398	20,107	20,838	21,653	22,425	23,281	24,179	08
		MO	1465	1514	1566	1616	1676	1737	1804	1869	1940	2015	
		HR	8.42	8.70	9.00	9.29	9.63	9.98	10.37	10.74	11.15	11.58	
J	09	YR	18,166	18,792	19,398	20,107	20,838	21,653	22,425	23,281	24,179	25,077	09
		MO	1514	1566	1616	1676	1737	1804	1869	1940	2015	2090	
		HR	8.70	9.00	9.29	9.63	9.98	10.37	10.74	11.15	11.58	12.01	
J	10	YR	18,792	19,398	20,107	20,838	21,653	22,425	23,281	24,179	25,077	25,975	10
		MO	1566	1616	1676	1737	1804	1869	1940	2015	2090	2165	
		HR	9.00	9.29	9.63	9.98	10.37	10.74	11.15	11.58	12.01	12.44	
J	11	YR	19,398	20,107	20,838	21,653	22,425	23,281	24,179	25,077	25,975	26,998	11
		MO	1616	1676	1737	1804	1869	1940	2015	2090	2165	2250	
		HR	9.29	9.63	9.98	10.37	10.74	11.15	11.58	12.01	12.44	12.93	
J	12	YR	20,107	20,838	21,653	22,425	23,281	24,179	25,077	25,975	26,998	28,021	12
		MO	1676	1737	1804	1869	1940	2015	2090	2165	2250	2335	
		HR	9.63	9.98	10.37	10.74	11.15	11.58	12.01	12.44	12.93	13.42	
J	13	YR	20,838	21,653	22,425	23,281	24,179	25,077	25,975	26,998	28,021	29,065	13
		MO	1737	1804	1869	1940	2015	2090	2165	2250	2335	2422	
		HR	9.98	10.37	10.74	11.15	11.58	12.01	12.44	12.93	13.42	13.92	
J	14	YR	21,653	22,425	23,281	24,179	25,077	25,975	26,998	28,021	29,065	30,172	14
		MO	1804	1869	1940	2015	2090	2165	2250	2335	2422	2514	
		HR	10.37	10.74	11.15	11.58	12.01	12.44	12.93	13.42	13.92	14.45	
J	15	YR	22,425	23,281	24,179	25,077	25,975	26,998	28,021	29,065	30,172	31,320	15
		MO	1869	1940	2015	2090	2165	2250	2335	2422	2514	2610	
		HR	10.74	11.15	11.58	12.01	12.44	12.93	13.42	13.92	14.45	15.00	
J	16	YR	23,281	24,179	25,077	25,975	26,998	28,021	29,065	30,172	31,320	32,510	16
		MO	1940	2015	2090	2165	2250	2335	2422	2514	2610	2709	
		HR	11.15	11.58	12.01	12.44	12.93	13.42	13.92	14.45	15.00	15.57	
J	17	YR	24,179	25,077	25,975	26,998	28,021	29,065	30,172	31,320	32,510	33,721	17
		MO	2015	2090	2165	2250	2335	2422	2514	2610	2709	2810	
		HR	11.58	12.01	12.44	12.93	13.42	13.92	14.45	15.00	15.57	16.15	
J	18	YR	25,077	25,975	26,998	28,021	29,065	30,172	31,320	32,510	33,721	34,995	18
		MO	2090	2165	2250	2335	2422	2514	2610	2709	2810	2916	
		HR	12.01	12.44	12.93	13.42	13.92	14.45	15.00	15.57	16.15	16.76	
J	19	YR	25,975	26,998	28,021	29,065	30,172	31,320	32,510	33,721	34,995	36,310	19
		MO	2165	2250	2335	2422	2514	2610	2709	2810	2916	3026	
		HR	12.44	12.93	13.42	13.92	14.45	15.00	15.57	16.15	16.76	17.39	

Step	01	02	03	04	05	06	07	08	09	10
Comp Code	A	B	C	D	E	F	G	H	I	J
YR - Yearly Salary Rate										
MO - Monthly Salary Rate										
HR - Hourly Salary Rate										

Unit 216 Middle Management Association (cont.)
Series J Ranges 1-29
Effective 7/1/83-6/30/84

Comp Code			A	B	C	D	E	F	G	H	I	J	Range
Step			01	02	03	04	05	06	07	08	09	10	
Series	Range												
J	20	YR	26,998	28,021	29,065	30,172	31,320	32,510	33,721	34,995	36,310	37,605	20
		MO	2250	2335	2422	2514	2610	2709	2810	2916	3026	3134	
		HR	12.93	13.42	13.92	14.45	15.00	15.57	16.15	16.76	17.39	18.01	
J	21	YR	28,021	29,065	30,172	31,320	32,510	33,721	34,995	36,310	37,605	38,962	21
		MO	2335	2422	2514	2610	2709	2810	2916	3026	3134	3247	
		HR	13.42	13.92	14.45	15.00	15.57	16.15	16.76	17.39	18.01	18.66	
J	22	YR	29,065	30,172	31,320	32,510	33,721	34,995	36,310	37,605	38,962	40,361	22
		MO	2422	2514	2610	2709	2810	2916	3026	3134	3247	3363	
		HR	13.92	14.45	15.00	15.57	16.15	16.76	17.39	18.01	18.66	19.33	
J	23	YR	30,172	31,320	32,510	33,721	34,995	36,310	37,605	38,962	40,361	41,823	23
		MO	2514	2610	2709	2810	2916	3026	3134	3247	3363	3485	
		HR	14.45	15.00	15.57	16.15	16.76	17.39	18.01	18.66	19.33	20.03	
J	24	YR	31,320	32,510	33,721	34,995	36,310	37,605	38,962	40,361	41,823	43,326	24
		MO	2610	2709	2810	2916	3026	3134	3247	3363	3485	3611	
		HR	15.00	15.57	16.15	16.76	17.39	18.01	18.66	19.33	20.03	20.75	
J	25	YR	32,510	33,721	34,995	36,310	37,605	38,962	40,361	41,823	43,326	44,892	25
		MO	2709	2810	2916	3026	3134	3247	3363	3485	3611	3741	
		HR	15.57	16.15	16.76	17.39	18.01	18.66	19.33	20.03	20.75	21.50	
J	26	YR	33,721	34,995	36,310	37,605	38,962	40,361	41,823	43,326	44,892	46,500	26
		MO	2810	2916	3026	3134	3247	3363	3485	3611	3741	3875	
		HR	16.15	16.76	17.39	18.01	18.66	19.33	20.03	20.75	21.50	22.27	
J	27	YR	34,995	36,310	37,605	38,962	40,361	41,823	43,326	44,892	46,500	48,170	27
		MO	2916	3026	3134	3247	3363	3485	3611	3741	3875	4014	
		HR	16.76	17.39	18.01	18.66	19.33	20.03	20.75	21.50	22.27	23.07	
J	28	YR	36,310	37,605	38,962	40,361	41,823	43,326	44,892	46,500	48,170	49,903	28
		MO	3026	3134	3247	3363	3485	3611	3741	3875	4014	4159	
		HR	17.39	18.01	18.66	19.33	20.03	20.75	21.50	22.27	23.07	23.90	
J	29	YR	37,605	38,962	40,361	41,823	43,326	44,892	46,500	48,170	49,903		29
		MO	3134	3247	3363	3485	3611	3741	3875	4014	4159		
		HR	18.01	18.66	19.33	20.03	20.75	21.50	22.27	23.07	23.90		
Step			01	02	03	04	05	06	07	08	09	10	
Comp Code			A	B	C	D	E	F	G	H	I	J	
YR - Yearly Salary Rate													
MO - Monthly Salary Rate													
HR - Hourly Salary Rate													

APPENDIX H

Unit 216 Middle Management Association
Series J Ranges 1-29
Effective 7/1/84-6/30/85

Comp Code		A	B	C	D	E	F	G	H	I	J	Range
Step	Range	01	02	03	04	05	06	07	08	09	10	
J	01	YR	15,242	15,639	16,015	16,433	16,892	17,372	17,832	18,374	18,980	01
		MO	1270	1303	1335	1369	1408	1448	1486	1531	1582	
		HR	7.30	7.49	7.67	7.87	8.09	8.32	8.54	8.80	9.09	
J	02	YR	15,639	16,015	16,433	16,892	17,372	17,832	18,374	18,980	19,460	02
		MO	1303	1335	1369	1408	1448	1486	1531	1582	1622	
		HR	7.49	7.67	7.87	8.09	8.32	8.54	8.80	9.09	9.32	
J	03	YR	16,015	16,433	16,892	17,372	17,832	18,374	18,980	19,460	20,066	03
		MO	1335	1369	1408	1448	1486	1531	1582	1622	1672	
		HR	7.67	7.87	8.09	8.32	8.54	8.80	9.09	9.32	9.61	
J	04	YR	16,433	16,892	17,372	17,832	18,374	18,980	19,502	20,066	20,692	04
		MO	1369	1408	1448	1486	1531	1582	1625	1672	1724	
		HR	7.87	8.09	8.32	8.54	8.80	9.09	9.34	9.61	9.91	
J	05	YR	16,892	17,372	17,832	18,374	18,980	19,544	20,107	20,692	21,339	05
		MO	1408	1448	1486	1531	1582	1629	1676	1724	1778	
		HR	8.09	8.32	8.54	8.80	9.09	9.36	9.63	9.91	10.22	
J	06	YR	17,372	17,832	18,374	18,980	19,606	20,191	20,838	21,339	22,008	06
		MO	1448	1486	1531	1582	1634	1683	1737	1778	1834	
		HR	8.32	8.54	8.80	9.09	9.39	9.67	9.98	10.22	10.54	
J	07	YR	17,832	18,374	18,980	19,648	20,233	20,922	21,548	22,008	22,697	07
		MO	1486	1531	1582	1637	1686	1743	1796	1834	1891	
		HR	8.54	8.80	9.09	9.41	9.69	10.02	10.32	10.54	10.87	
J	08	YR	18,374	18,980	19,648	20,274	21,005	21,778	22,634	23,427	24,325	08
		MO	1531	1582	1637	1690	1750	1815	1886	1952	2027	
		HR	8.80	9.09	9.41	9.71	10.06	10.43	10.84	11.22	11.65	
J	09	YR	18,980	19,648	20,274	21,005	21,778	22,634	23,427	24,325	25,265	09
		MO	1582	1637	1690	1750	1815	1886	1952	2027	2105	
		HR	9.09	9.41	9.71	10.06	10.43	10.84	11.22	11.65	12.10	
J	10	YR	19,648	20,274	21,005	21,778	22,634	23,427	24,325	25,265	26,204	10
		MO	1637	1690	1750	1815	1886	1952	2027	2105	2184	
		HR	9.41	9.71	10.06	10.43	10.84	11.22	11.65	12.10	12.55	
J	11	YR	20,274	21,005	21,778	22,634	23,427	24,325	25,265	26,204	27,144	11
		MO	1690	1750	1815	1886	1952	2027	2105	2184	2262	
		HR	9.71	10.06	10.43	10.84	11.22	11.65	12.10	12.55	13.00	
J	12	YR	21,005	21,778	22,634	23,427	24,325	25,265	26,204	27,144	28,209	12
		MO	1750	1815	1886	1952	2027	2105	2184	2262	2351	
		HR	10.06	10.43	10.84	11.22	11.65	12.10	12.55	13.00	13.51	
J	13	YR	21,778	22,634	23,427	24,325	25,265	26,204	27,144	28,209	29,274	13
		MO	1815	1886	1952	2027	2105	2184	2262	2351	2439	
		HR	10.43	10.84	11.22	11.65	12.10	12.55	13.00	13.51	14.02	
J	14	YR	22,634	23,427	24,325	25,265	26,204	27,144	28,209	29,274	30,380	14
		MO	1886	1952	2027	2105	2184	2262	2351	2439	2532	
		HR	10.84	11.22	11.65	12.10	12.55	13.00	13.51	14.02	14.55	
J	15	YR	23,427	24,325	25,265	26,204	27,144	28,209	29,274	30,380	31,529	15
		MO	1952	2027	2105	2184	2262	2351	2439	2532	2627	
		HR	11.22	11.65	12.10	12.55	13.00	13.51	14.02	14.55	15.10	
J	16	YR	24,325	25,265	26,204	27,144	28,209	29,274	30,380	31,529	32,740	16
		MO	2027	2105	2184	2262	2351	2439	2532	2627	2728	
		HR	11.65	12.10	12.55	13.00	13.51	14.02	14.55	15.10	15.68	
J	17	YR	25,265	26,204	27,144	28,209	29,274	30,380	31,529	32,740	33,972	17
		MO	2105	2184	2262	2351	2439	2532	2627	2728	2831	
		HR	12.10	12.55	13.00	13.51	14.02	14.55	15.10	15.68	16.27	
J	18	YR	26,204	27,144	28,209	29,274	30,380	31,529	32,740	33,972	35,245	18
		MO	2184	2262	2351	2439	2532	2627	2728	2831	2937	
		HR	12.55	13.00	13.51	14.02	14.55	15.10	15.68	16.27	16.88	
J	19	YR	27,144	28,209	29,274	30,380	31,529	32,740	33,972	35,245	36,561	19
		MO	2262	2351	2439	2532	2627	2728	2831	2937	3047	
		HR	13.00	13.51	14.02	14.55	15.10	15.68	16.27	16.88	17.51	

Step	01	02	03	04	05	06	07	08	09	10
Comp Code	A	B	C	D	E	F	G	H	I	J
YR - Yearly Salary Rate										
MO - Monthly Salary Rate										
HR - Hourly Salary Rate										

Unit 216 Middle Management Association (cont.)

Series J Ranges 1-29
Effective 7/1/84-6/30/85

Comp Code			A	B	C	D	E	F	G	H	I	J	
Step			01	02	03	04	05	06	07	08	09	10	
Series	Range												Range
J	20	YR	28,209	29,274	30,380	31,529	32,740	33,972	35,245	36,561	37,939	39,296	20
		MO	2351	2439	2532	2627	2728	2831	2937	3047	3162	3275	
		HR	13.51	14.02	14.55	15.10	15.68	16.27	16.88	17.51	18.17	18.82	
J	21	YR	29,274	30,380	31,529	32,740	33,972	35,245	36,561	37,939	39,296	40,716	21
		MO	2439	2532	2627	2728	2831	2937	3047	3162	3275	3393	
		HR	14.02	14.55	15.10	15.68	16.27	16.88	17.51	18.17	18.82	19.50	
J	22	YR	30,380	31,529	32,740	33,972	35,245	36,561	37,939	39,296	40,716	42,178	22
		MO	2532	2627	2728	2831	2937	3047	3162	3275	3393	3515	
		HR	14.55	15.10	15.68	16.27	16.88	17.51	18.17	18.82	19.50	20.20	
J	23	YR	31,529	32,740	33,972	35,245	36,561	37,939	39,296	40,716	42,178	43,702	23
		MO	2627	2728	2831	2937	3047	3162	3275	3393	3515	3642	
		HR	15.10	15.68	16.27	16.88	17.51	18.17	18.82	19.50	20.20	20.93	
J	24	YR	32,740	33,972	35,245	36,561	37,939	39,296	40,716	42,178	43,702	45,268	24
		MO	2728	2831	2937	3047	3162	3275	3393	3515	3642	3772	
		HR	15.68	16.27	16.88	17.51	18.17	18.82	19.50	20.20	20.93	21.68	
J	25	YR	33,972	35,245	36,561	37,939	39,296	40,716	42,178	43,702	45,268	46,917	25
		MO	2831	2937	3047	3162	3275	3393	3515	3642	3772	3910	
		HR	16.27	16.88	17.51	18.17	18.82	19.50	20.20	20.93	21.68	22.47	
J	26	YR	35,245	36,561	37,939	39,296	40,716	42,178	43,702	45,268	46,917	48,588	26
		MO	2937	3047	3162	3275	3393	3515	3642	3772	3910	4049	
		HR	16.88	17.51	18.17	18.82	19.50	20.20	20.93	21.68	22.47	23.27	
J	27	YR	36,561	37,939	39,296	40,716	42,178	43,702	45,268	46,917	48,588	50,342	27
		MO	3047	3162	3275	3393	3515	3642	3772	3910	4049	4195	
		HR	17.51	18.17	18.82	19.50	20.20	20.93	21.68	22.47	23.27	24.11	
J	28	YR	37,939	39,296	40,716	42,178	43,702	45,268	46,917	48,588	50,342	52,158	28
		MO	3162	3275	3393	3515	3642	3772	3910	4049	4195	4347	
		HR	18.17	18.82	19.50	20.20	20.93	21.68	22.47	23.27	24.11	24.98	
J	29	YR	39,296	40,716	42,178	43,702	45,268	46,917	48,588	50,342	52,158		29
		MO	3275	3393	3515	3642	3772	3910	4049	4195	4347		
		HR	18.82	19.50	20.20	20.93	21.68	22.47	23.27	24.11	24.98		
Step			01	02	03	04	05	06	07	08	09	10	
Comp Code			A	B	C	D	E	F	G	H	I	J	
YR - Yearly Salary Rate													
MO - Monthly Salary Rate													
HR - Hourly Salary Rate													

APPENDIX I - PAY EQUITY ADJUSTMENTS

<u>Class Code</u>	<u>Class Title</u>	<u>6/30/83 Comp Code</u>	<u>7/1/83 Comp Code</u>	<u>7/1/84 Comp Code</u>
002093	Account Clerk Supervisor	3H	4H	5H
002096	Accounting Technician Supervisor**	6H	7H	7I
000145	Capitol Chief Operator*	7H	7H	7I
002031	Central Payroll Team Supervisor	8I	8I	9I
002102	Clerk 4 Supervisor	1H	3H	4H
002103	Clerk Steno 4 Supervisor	2H	3H	4H
002104	Clerk Typist 4 Supervisor	1H	3H	4H
002065	Communication Center Supervisor	11I	12I	12I
002436	Cook Supervisor	3H	5H	6H
000403	Data Entry Supervisor 1	6H	8H	8H
002354	Developmental Achievement Program Supervisor	19I	19I	20I
002189	Dietitian 1 Supervisor	12I	13I	14I
000235	Dietitian 2	16I	16I	17I
000237	Director of Nurses	20I	20I	21I
002134	EDP Operations Technician	6H	7H	7H
001308	Health Physicist 2	21I	22I	23I
002127	Health Program Aide Supervisor	2H	5H	6H
000834	Health Program Representative Principal	19I	20I	20I
002286	Legal Secretary Senior Supervisor	6H	7H	8H
002113	Library Supervisor Senior	14I	14I	15I
000454	Medical Records Officer	9I	9I	10I
000481	Nutritionist Supervisor	16I	17I	18I
002192	Office Services Supervisor 1	5H	6H	7H
002172	Registered Nurse Administrative Supervisor	15J	16J	17J
002154	Registered Nurse Supervisor	13J	13J	14J
000610	Residence Hall Director*	9G	9H	9I
002414	Revenue Word Processing Shift Supervisor	2H	4H	5H
001442	Security Communication System Monitor Supervisor	3H	5H	6H
000704	Typing Pool Supervisor	5H	6H	7H
001908	Word Processing Center Supervisor	6H	7H	8H

Except as noted in this Appendix, all employees in the classes listed above shall convert, on the appropriate date, to the same relative step in the new salary range as they held in the old salary range in addition to the salary adjustments provided by Article 16, Sections 2 and 3.

*Employees in the class Residence Hall Director and Capitol Chief Operator shall receive a one-step in-range salary increase on the same date that the compensation code changes. This in-range adjustment shall not change the employees' anniversary dates or the date the employees are next eligible for a progression increase.

**Effective 7/1/83, employees in the class Accounting Technician Supervisor shall convert, to the same relative step in the new salary range as they held in the old salary range. On 7/1/84, employees in this class shall receive a one-step in-range salary increase. These adjustments shall not change the employees' anniversary dates or the date the employees are next eligible for a progression increase.

APPENDIX J - INEQUITY ADJUSTMENTS

<u>Class</u> <u>Code</u>	<u>Class Title</u>	<u>6/30/83</u> <u>Comp Code</u>	<u>7/1/83</u> <u>Comp Code</u>
002097	Accounting Technician Supervisor Senior*	8H	9I
001445	Capitol Assistant Chief Operator	1H	3H
000639	Cashier Supervisor	5H	7H
001632	Election Procedures Supervisor	12I	14I
000409	Laboratory Services Supervisor	12I	15I
002112	Library Supervisor	11I	12I
002191	Medical Records Technician Sr. Supervisor	5H	8H
002407	Medical Records Technician Supervisor	2I	5I
001539	Medical Technician 2	12I	13I
000459	Microfilm Supervisor	1H	2H
001887	Micrographics Operator Supervisor	5H	6H
002118	Office Services Supervisor 2	9I	10I
002228	Volunteer Services Supervisor**	9G	9I

Effective 7/1/83 except as provided below, all employees in the classes listed above shall convert to the same relative step in the new salary range as they held in the old salary range in addition to receiving the salary adjustments provided by Article 16, Sections 2 and 3.

*Employees in the class Accounting Technician Supervisor Senior shall convert as follows:

<u>Old Range 8H</u>	<u>New Range 9I</u>
1	2
2	3
3	4
4	5
5	6
6	7
7	8
8	9

Conversion to the new ranges shall not change the employees' anniversary dates or the employees' eligibility for progression increases.

**Effective 7/1/83, the range for the class of Volunteer Services Supervisor is extended from 9G to 9I. Employees shall convert to the same relative step in the new salary range as they held in the old salary range in addition to receiving the salary adjustment provided by Article 16, Section 2. Employees at the maximum of their old salary range for 24 months or longer shall be immediately eligible for a one step progression increase as of July 1, 1983.

APPENDIX K
MIDDLE MANAGEMENT ASSOCIATION (MMA)

BI-WEEKLY SENIORITY UNIT PERSONNEL TRANSACTIONS
(DO NOT INCLUDE EMPLOYEES WORKING LESS THAN 14 HRS/WK OR 67 DAYS/YR)

DEPARTMENT: _____

SENIORITY UNIT NAME: _____

DEPARTMENT CODE: _____

FOR PAYROLL PERIOD ENDING: _____

ADDITIONS TO SENIORITY UNIT

SOCIAL SECURITY #	NAME: LAST,	FIRST	M.I.	CLASS TITLE	BARG. UNIT #	WORK LOCATION	HOME ADDRESS

DELETIONS FROM SENIORITY UNIT

	CLASS TITLE	DELETION CODE*

NO ADDITIONS OR DELETIONS

THIS PAYROLL PERIOD

SIGNATURE _____

TITLE _____

DATE _____

*DELETION REASON CODES:

- 1 - Terminated Employment
- 2 - Transferred to another Appointing Authority. (Indicate Department.)
- 3 - Promoted to class not in unit. (Indicate new class.)
- 4 - Transferred to non-bargaining unit position in same class (Attach Explanation)
- 5 - Position now supervisory or confidential (Attach Explanation, Copy of B.M.S. order or stipulation of Union and State Negotiator's Office (as available).)
- 6 - Other - explain: _____

APPENDIX L - INSURANCE

Supervisors Group Life & Health Care Program STATE OF MINNESOTA October 5, 1983

This Appendix contains a brief description of the benefits provided by each of the carriers. Enrolled supervisors receive Certificates stating the main provision of each Master Policy under which they have elected coverage.

* * * * *

The program is a well-balanced and comprehensive combination of group term life insurance, hospital-medical and dental benefits for eligible supervisors. Also, included are optional coverages which the employee may purchase and pay for through payroll deduction. Eligible supervisors are those who work:

1. At least 40 hours per week for a period of nine months or more in any twelve consecutive months, or
2. At least 30 hours per week for a twelve consecutive month period.

The State will pay one-half the Employer contribution to part-time supervisors who do not meet the 75% time requirement described above but who are employed on at least a 50% time basis and to seasonal supervisors who are scheduled to work at least 1044 hours over a 9-month period in any 12 consecutive months. Evidence of insurability will be required if application for enrollment is submitted after the first 60 days of employment or at times other than an open enrollment period.

Basic benefits shall become effective on the first day of the payroll period beginning on or after 28 calendar days of employment with the State. A supervisor must be actively at work on the effective date of coverage. This actively at work requirement also applies to any optional coverages. Dependents who are hospitalized on the effective date of coverage will not be insured until such dependents are released from the hospital. In no event, will the dependents' coverage become effective before the supervisor's coverage.

If both spouses work for the State and both are eligible for single coverage, neither spouse may be covered as a dependent by the other (either, but not both, may cover their eligible dependent children and receive the State contribution toward the cost of this coverage.)

Group life insurance is provided through the Minnesota Mutual Life Insurance Company and the Northwestern National Life Insurance Company (co-insurers). The amount of State paid insurance provided will be according to the schedule for the supervisors' bargaining unit: supervisors becoming totally and permanently disabled prior to age 70, may apply for continuation of their life insurance without future premium payment. If approved, the life insurance remains in force until age 70.

Accidental death and dismemberment benefits are included under the life insurance plan. If a supervisor dies by accident (on or off the job) the life insurance benefit automatically doubles.

You must elect either the fee-for-service plan or one of the health maintenance organizations described on the following pages. Benefits are coordinated with the benefits of other group plans. Eligible supervisors may select dental coverage under either the Delta Dental Plan of Minnesota, the Group Health Plan, or the Group Health Association of Northeastern Minnesota.

Eligible dependents, as it applies to the health coverage, include the subscriber's spouse if not legally separated, the subscriber's unmarried dependent children from birth to age 19 or to age 23 if such unmarried dependent child 19 years of age or older is a full time student at an accredited educational institution, or to any age if such dependent son or daughter qualifies under the terms of the contract as being incapable of self-sustaining employment by reason of mental retardation or physical disability and is totally dependent upon the supervisor for support. The term dependent children shall include the supervisor's own children, legally adopted children, foster children and step-children.

**Supervisor Group Life &
Health Care Program**

State of Minnesota

The State of Minnesota provides, where available, two comprehensive approaches to health care: the fee-for-service service concept and the health maintenance organization (HMO) concept.

Fee-for-service plans pay a scheduled benefit for expenses incurred. The supervisor is normally responsible for a portion of the expenses. The supervisor or covered dependent in a fee-for-service plan may choose any licensed physician and hospital for services.

Health maintenance organizations provide their members with comprehensive health care services on a pre-paid basis. With some exceptions, services are provided at no cost to the member. In addition to providing services for the diagnosis and treatment of illness or injury, HMO's include preventive medicine. Under the HMO concept, members must reside within a designated geographic service area and must use the services of HMO affiliated physicians, clinics and hospitals. Special provision is made for emergency service while traveling out of the service area.

A description and comparison of the major provision of each of the plans is outlined in this Appendix.

**CENTRAL MINNESOTA
GROUP HEALTH PLAN**

SIMILAR BENEFITS

GENERAL HOSPITAL	ADMISSIONS	100% coverage in semi-private room for at least 365 days.
	SURGERY	100% covered
	ANESTHESIOLOGY	100% covered
	X-RAY AND LABORATORY	100% covered
(In-patient and clinical)		
	OFFICE CALLS	100% covered
	EYE EXAMS	100% covered
	MATERNITY	100% covered while coverage is in force.

VARIED BENEFITS

PREVENTIVE MEDICINE	100% coverage for health evaluations (except to obtain employment or insurance), well baby and child care, immunizations, vaccinations, allergy treatment or testing, pap smears and family planning services. Health education programs are available through CMGHP medical center.
----------------------------	--

OUT PATIENT EMERGENCY	100% coverage
------------------------------	---------------

PRESCRIPTIONS, DRUGS	Member pays \$2 a prescription for up to 34 day supply. Drugs available at CMGHP medical center or participating pharmacies.
-----------------------------	--

EYE GLASSES	Available at reduced cost at participating optical stores.
--------------------	--

MENTAL HEALTH INPATIENT	100% coverage up to 30 days a calendar year.
------------------------------------	--

OUTPATIENT	20 visits a calendar year, member pays \$10 a visit.
-------------------	--

CHEMICAL DEPENDENCY INPATIENT	80% coverage for 73 days when authorized by a CMGHP physician.
--	--

OUTPATIENT	Covered under out-patient mental health.
-------------------	--

SUPPLEMENTAL BENEFITS	90% of fair and reasonable charges for private duty nursing, oxygen, and durable medical equipment when prescribed by CMGHP physician; \$10,000 lifetime maximum.
------------------------------	---

OUT OF AREA BENEFITS	100% coverage for hospitalization. 80% for physician fees and emergency room.
-----------------------------	--

DENTAL CARE	Preventive dental care for children to age 12. 80% (up to \$300 per calendar year) for accidental injury to sound natural teeth.
--------------------	--

PRE-EXISTING CONDITIONS	No restrictions.
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CONVERSION PLAN	CMGHP provides conversion to a self pay CMGHP membership.
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**COORDINATED HEALTH
CARE**

**GROUP HEALTH ASSN.
OF THE MINNESOTA**

100% coverage in semi-private room for at least 365 days.
100% covered
100% covered
100% covered

100% covered
100% covered
100% covered while coverage is in force.

100% coverage in semi-private room for unlimited days.
100% covered
100% covered
100% covered

100% covered
100% covered
100% covered while coverage is in force.

100% coverage for health evaluations, immunizations, hearing exams, eye exams, well child care when provided or referred by CHC physician. Allergy testing and treatment covered 100%, shots at \$10 for six months.

100% coverage for routine annual physicals and immunizations, PAP smears, well baby and child care.

Member pays \$10 at CHC facility or other facility in life threatening emergency, co-payment is waived if admitted as a bed patient.

Member pays \$10 a visit at hospital for in or out-of-area emergencies (waived if admitted to hospital.)

Member pays \$2 for 34 day prescription at any CHC related pharmacy. Member pays \$4 at any other pharmacy.

Member pays \$1 a prescription at participating pharmacies. \$2 at non-participating pharmacies when ordered by Plan, referral or emergency physician.

Available at cost plus small handling charge when purchased through CHC eyeglass center.

Not covered.

\$15 a day co-payment, maximum confinement 30 days.

100% coverage in semi-private room for 70 days in a calendar year, when under care of Range Mental Health Center.

100% coverage 1st through 5th visits, \$10 co-payment 6th through 25th visits, maximum 25 visits per year. Must be under the direction of CHC physician.

100% coverage for 20 visits per calendar year, when under care of Range Mental Health Center.

Member pays \$15 a day 1st through 30th day, \$25 a day 31st through 73rd day, maximum of 73 days.

100% coverage to benefit limit for 73 days per calendar year when under care of Range Mental Health Center.

1st through 5th visit covered in full, 6th through 25th visit member pays \$10, maximum 25 visits a year.

No limit when under care of Range Mental Health Center.

Supplemental benefits covered at 100% after \$50 each calendar year, for services including private duty nursing, oxygen and medical equipment when prescribed by CHC physician; \$10,000 lifetime maximum.

100% coverage on rental or purchase of durable equipment when prescribed by plan physician.

Out-patient: Amount charged is paid in full for services at a hospital; scheduled benefit allowance for visits to physicians office. In-patient: Full coverage in semi-private room. Surgery, anesthesia, and hospital visits paid up to a scheduled benefit allowance.

Emergency physician and Inpatient and Outpatient hospital services covered as in area.

Dental care and dental surgery is excluded except if required by reason of accidental injury to sound natural teeth, excision of tumors, and exostoses.

Limited dental benefits available. Contact plan office for details.

No restrictions during open enrollment periods.

No restrictions.

Member may convert to an individual plan. A special package is available to member who leaves metropolitan area. (See certificate)

Full plan level of benefits if in plan service area.

GROUP HEALTH PLAN
INC.

HMO MINNESOTA

100% coverage in semi-private room for at least 365 days.
100% covered
100% covered
100% covered

100% covered
100% covered
100% covered while coverage is in force.

100% coverage in semi-private room for unlimited days.
100% covered
100% covered
100% covered

100% covered
100% covered
100% covered while coverage is in force.

100% coverage for health evaluations (except to obtain employment or insurance), well baby care, immunizations, and allergy testing, treatment and shots.

100% coverage for routine physicals, well baby care, immunizations and allergy treatment when coordinated by HMO physician.

100% coverage

Member pays \$15 a visit, waived if admitted for same conditions within 24 hours of visit.

Member pays \$2.00 a prescription for up to 34 days supply of drugs included in GHP formulary. Pharmacies available in all GHP centers.

Member pays \$2 per prescription at HMO participating pharmacies.

Available at GHP cost when purchased at GHP centers in Metro area.

Discount for glasses at HMO participating prescription centers.

100% coverage by GHP Mental Health Department up to 30 days a contract year.

Member pays 20% a day, up to 73 days a calendar year.

Psychiatric care when provided or referred by GHP staff coverage limited to 20 visits per year at a member cost of \$10 per visit.

Member pays 20% a visit (not to exceed \$10) up to 30 visits a calendar year.

80% in-patient coverage for 73 days while covered and when authorized by GHP medical director.

Member pays 20%, up to 73 days a calendar year.

100% out-patient coverage.

Member pays 20% a visit (not to exceed \$10) up to 30 visits a calendar year.

90% for skilled nursing care, rental or purchase of durable medical equipment when prescribed by GHP physician. No maximum.

100% coverage for rental or purchase medical equipment when prescribed by a primary care HMO physician.

For medical emergency, 100% coverage for inpatient hospital. Outpatient hospital 80% coverage for medical and misc. services.

100% coverage of first \$10,000; 80% of balance up to \$250,000 a member each year for emergency care.

Preventive dental care for children to age 12. GHP member may select separate GHP dental coverage during annual open enrollment period or as a new employee. Accidental injury to sound natural teeth when care provided by GHP. Member pays lab charges.

No coverage for routine dental care. Accidental injury to natural teeth for initial emergency visit only is covered 100% when coordinated by primary care HMO physician.

No restrictions.

100% coverage with exception of non reconstructive congenital anomalies in children over 16.

GHP provides conversion to a non-group HMO membership in GHP.

Individual comprehensive, major medical conversion contract through Blue Cross/Blue Shield of Minnesota.

**MEDCENTER HEALTH
PLAN**

**NICOLLET RITEL HEALTH
PLAN**

MED CENTER and NICOLLET RITEL Plans have merged - see later brochure for specific coverage.

100% coverage in semi-private room for unlimited days.
100% covered
100% covered
100% covered

100% covered
100% covered
100% covered while coverage is in force.

100% coverage in semi-private room for unlimited days.
100% covered
100% covered
100% covered

100% covered
100% covered
100% covered while coverage is in force.

100% coverage for physical examinations (except for employment or insurance) and well baby care, immunizations, and allergy testing and treatment.

100% coverage for routine physicals (except for employment or insurance), eye and hearing exams, immunizations, allergy injections and well baby care.

Member pays \$15 a visit, waived if admitted for same condition within 24 hours.

Member pays \$25 a visit, waived if admitted within 24 hours of visit.

Member pays up to \$2.50 a prescription for 30 day supply (90 days for birth control pills) or 100 units whichever is greater, or up to 1000 units of insulin.

Member pays up to \$2.50 a prescription or refill for a 34 day supply when prescribed by plan physician. (3 month supply of birth control pills), and purchased at NEHP pharmacy.

\$50 credit on eye glasses obtained at Benson's Opticians. Children to age 14 may receive a set of eyeglasses free from the Benson's "Kidscene" selection.

\$50 credit through Benson's, Target, or Dayton's toward eye glasses or contacts (every two years) provided there is a prescription change.

80% coverage for up to 60 days a calendar year when approved by a plan mental health provider.

Member pays \$20 a day, maximum 30 days per confinement.

Member pays \$10 a visit to a maximum of 30 visits a year when approved by a plan mental health provider.

Individual therapy: member pays \$10 a visit, maximum 50 visits a year. Family therapy: member pays \$15 a year. Group therapy: member pays \$5 a session, maximum 50 visits a year.

80% coverage for up to 75 in-patient days a calendar year when approved by a plan chemical dependency counselor.

Member pays \$250 an admission. Stays of more than 21 days need advance approval of MEHP. 73 days per year.

Out-patient treatment for alcoholism and chemical dependency covered as any other mental condition.

Member pays \$100 a treatment program.

80% coverage up to \$2,500, then 100% to \$250,000 for ambulance, private duty nursing, prosthetic devices and durable medical equipment; 100% coverage for blood. No coverage for chiropractor unless referred by plan physicians. No coverage for custodial care.

80% coverage up to \$1,500 then 100% up to \$250,000 for durable medical equipment, ambulance, prosthetic devices. 100% coverage for blood.

100% coverage if referred by MEHP physician; no other coverage except 80% coverage of first \$2,500, then 100% coverage up to \$250,000 for emergency treatment.

Acute emergency service in area and medically necessary care out of area covered at 80% up to \$1,500, then 100% up to \$250,000. 100% coverage if referred by Plan physician.

80% coverage for treatment to sound natural teeth, due to accident if treated within six months of accident. No other coverage even if hospitalized.

80% coverage to restore sound teeth as result of accident which occurs while plan member. No coverage for dental hospitalization unless medically necessary.

No restrictions.

No restrictions.

If remaining in service area MEHP provides conversion to non-group HMO membership in MEHP. Members leaving area may select a conversion plan available through Northwestern National Life Ins. Co.

Four insurance conversion options available through Northwestern National Life Ins. Co.

**PHYSICIANS HEALTH
PLAN**

SHARE HEALTH PLAN

100% coverage in semi-private room for unlimited days.
100% covered
100% covered
100% covered

100% covered
100% covered
100% covered while coverage is in force.

100% coverage for routine health exams (except for employment or insurance), well child care, immunizations, injections and allergy shots.

Member pays \$25 a visit for emergency room and out-patient services through any participating hospital; 100% coverage for scheduled out-patient surgery, diagnostic tests and therapy for which no facility charge is made or when admission for same emergency condition occurs within 24 hours.

Member pays up to \$3.50 a prescription or refill for up to 34 day supply; or \$3.50 for a 90 day supply or oral contraceptives.

Discounts for eye glasses are available through participating optical centers.

PHP requires member be evaluated in advance by PHP mental health designee (unless an emergency) before beginning or continuing in- or out-patient treatment for mental health. Plan provides 80% of necessary in-patient hospital and medical expenses with a 73-day limit a calendar year.

Member pays \$10 each out-patient visit, up to 30 visits a calendar year.

Same coverage as above.

80% coverage for emergency ambulance to nearest hospital, private duty nursing, specific prosthetic devices and durable medical equipment when approved in advance in writing by PHP. 100% coverage for blood coordinated with blood bank, and physical and speech therapy when approved in advance by PHP.

100% coverage for referrals if approved in advance by PHP. 80% of first \$2,500 then 100% up to \$125,000 a member for emergency treatment each calendar year.

80% coverage for treatment of sound natural teeth due to accidental injury if treatment is received within six months of accident.

No restrictions except for congenital anomalies that have been diagnosed or for which the member received treatment or was aware of prior to enrollment in PHP.

If remaining in the servicing area, benefits remain the same except for co-payment of: \$3 per office visit (except for preventive benefits) \$15 for eye exams, and 20% for the first \$2,500 of in-patient hospital expenses per confinement. Members leaving the area may select one of the Mutual of Omaha conversion plans.

100% coverage in semi-private room for unlimited days.
100% covered
100% covered
100% covered

100% covered
100% covered
100% covered while coverage is in force.

100% coverage for physical exams, eye exams, well child care, immunizations, voluntary family planning, infertility evaluations and consultations, diagnostic x-ray and lab, and allergy testing and treatment.

Member pays first \$10 at SHARE facility. At non-SHARE facility, SHARE pays 80% of first \$1000, 100% thereafter. \$10 waived if admitted within 24 hours.

Member pays up to \$2.50 for 100 pills or 30 day supply, whichever is less, (3 month supply of birth control pills) when purchased from participating pharmacies.

Available at a substantial discount through SHARE.

Member pays \$15 a day, maximum 30-day confinement. In-patient services in a residential care facility for emotionally handicapped children for up to 30 days a calendar year, member pays \$15 a day.

Member pays \$5 a visit, up to 20 visits a calendar year for out-patient evaluation and crisis intervention care.

Member pays \$15 a day up to 73 days a year for detoxification and/or treatment.

Member pays \$5 a day, up to 20 visits a calendar year for drug addiction or alcohol treatment.

Supplemental benefits covered at 80%. Services include private duty nursing, oxygen, and medical supplies.

SHARE pays 80% of first \$1,000 in charges, 100% thereafter.

Preventive dental care for children under age 12, for office calls, exams, cleanings and fluorides, at 1630 University Ave. Dental Clinic.

No restrictions.

Available through SHARE at same level of benefits for persons residing in the service area. Scheduled benefit program available for non-residents.

DENTAL PLANS

DELTA DENTAL PLAN OF MINNESOTA

Coverage A Regular Diagnostic & Preventive Services

Reimbursed at 80% of charge when
service is performed by a
participating dentist.

Coverage B Regular & Restorative Services

Reimbursed at 80% of charge when
performed by a participating dentist.

Coverage C Prosthetics

Reimbursed at 50% of charge when
service is performed by a
participating dentist.

Coverage D Orthodontics

Reimbursed at 80% of charge when
service is performed by a
participating dentist.
Coverage limited to eligible
dependent children ages 8 through 18.

Miscellaneous

Benefits payable on coverage B and
coverage C are subject to a
combined \$25 deductible per
coverage year. (July to July)

\$1000 maximum benefit per coverage
year (July to July) payable on each
covered person.

GROUP HEALTH PLAN, INC.

Coverage A Regular Diagnostic & Preventive Services

100% coverage through GHP dental
facilities.

Coverage B Regular & Restorative Services

80% coverage through GHP dental
facilities. The 20% co-payment on
fillings is waived after two
continuous years of preventive dental
care at GHP.

Coverage C Prosthetics

50% coverage through GHP dental
facilities.

Coverage D Orthodontics

Provided at 80% of charges, through
designated GHP dental staff, to
dependent children while under age
19.

\$1,000 annual maximum benefit on
orthodontics.

Miscellaneous

No deductible. No maximum on
coverages A, B or C.

**GROUP HEALTH ASSOCIATION
OF NE MINNESOTA**
See later brochure for specific
coverage.

HOSPITAL SERVICES**BLUE CROSS AND BLUE
SHIELD OF MINNESOTA****GENERAL ADMISSIONS**

Full coverage in semi-private room for 365 days. This is subject to the requirements of the AWARE program in the Twin City Metropolitan area (see separate brochure).

Services from a licensed hospice will be covered whenever available.

*Note exceptions

NERVOUS, MENTAL AND TB*

Full coverage in semi-private room for 70 days.

CHEMICAL DEPENDENCY*

Full coverage in semi-private room for 73 days.

MATERNITY

Full coverage in semi-private room provided contract is in force at date of delivery. To the extent of availability, confinement in a licensed birthing center also will be reimbursed.

**OUT-PATIENT
EMERGENCIES**

Full coverage for first visit for eligible medical emergency; accident care within 72 hours of accident; and minor surgery.

PHYSICIANS' SERVICES**SURGERY**

Benefit is 90% of the usual, customary and reasonable fee but will be subject to requirements of the PHYSICIAN'S AWARE program as soon as available.

ANESTHESIOLOGY

90% of the usual, customary and reasonable fee.

HOSPITAL VISITS

\$15 for first day.

\$5 a day for next 364 days.

Necessary consultation fees under Major Medical.

MENTAL HEALTH

80% of first \$750

Remainder covered under Major Medical with 80% paid to an annual out-of-pocket cost of \$1,000 per employee or \$1,500 per family; 100% thereafter.

**X-RAY AND
LABORATORY**

Up to \$100 a year.

Remainder under Major Medical.

OBSTETRICS

Full coverage of the usual, customary and reasonable fee provided contract is in force at date of delivery.

OFFICE CALLS

80% paid under Major Medical when incurred for diagnosis or treatment of illness or injury.

See Major Medical description.

MISCELLANEOUS**PRESCRIPTIONS**

80% paid under Major Medical.

See Major Medical description.

MAJOR MEDICAL

\$100.00 calendar year deductible per person.

80% reimbursement on expense exceeding the deductible.

\$500,000 maximum.

Please see separate brochures for information on second opinion surgery and ambulatory program.

SERVICE CENTERS

DULUTH
(218) 722-3371
ST. CLOUD
(612) 253-8300

MAKATO
(507) 345-4406
TWIN CITIES
(612) 456-5090

MINNESOTA MUTUAL/NORTHWESTERN NATIONAL LIFE

OPTIONAL ADDITIONAL EMPLOYEE, SPOUSE AND DEPENDENT LIFE INSURANCE

1. Additional Employee Life Insurance may be applied for in amounts of \$1,000 or more up to \$15,000. Supervisors who have \$15,000 additional life or who bring their total amount of additional life insurance up to \$15,000, may also apply for additional units of \$5,000 each. The maximum additional employee life insurance available is \$105,000.

Accidental Death and Dismemberment — if a supervisor dies by accident (24 hour coverage) the amount of life insurance doubles.

Supervisors becoming totally and permanently disabled prior to age 70 may apply for continuation of their life insurance without further premium. If approved, the life insurance remains in force until age 70.

Satisfactory evidence of insurability must be furnished for all amounts of additional employee life insurance. The table of rates per \$1,000 is shown below.*

2. Spouse life insurance may be applied for in an amount not to exceed 50% of the total life insurance coverage carried by the supervisor. (Rates per \$1,000 shown below*) Satisfactory evidence of insurability must be furnished for any amount of spouse life insurance.
3. Dependents life insurance of \$3,000 may be applied for by the supervisor for his spouse and each dependent child (each child from 14 days to 6 months \$100, thereafter \$3,000). Prior to age 70, an additional amount of \$3,000 accidental death and dismemberment insurance is included on the life of the spouse. The table of rates per family based upon the age of the supervisor is shown below.*

LIFE INSURANCE COST PER 2-WEEK PAY PERIOD*

Attained Age Of Supervisor Or Spouse	Optional Employee Or Spouse Life Per \$1,000	\$3,000 Dependent Life	Attained Age Of Supervisor Or Spouse	Optional Employee Or Spouse Life Per \$1,000	\$3,000 Dependent Life
Under 30	\$.04	\$.24	45 - 49	\$.17	\$.60
30 - 34	.06	.30	50 - 54	.28	.93
35 - 39	.09	.39	55 - 59	.40	1.29
40 - 44	.13	.51	60 - 64	.68	2.16
			65 - 69	1.25	3.84

ST. PAUL LIFE INSURANCE COMPANY

ACCIDENT AND SICKNESS INDEMNITY (1st day accident — 8th day sickness — 26 weeks) — Requires evidence of insurability if application is made after first 60 days of employment.

Accident and Sickness Indemnity may be applied for by the supervisor in the amounts as follows* if the monthly benefit does not exceed 66-2/3 of the monthly salary. NOTE: No benefit is payable when eligible for Worker's Compensation benefits.

Monthly Benefit	Cost Per 2-Week Pay Period	Monthly Benefit	Cost Per 2-Week Pay Period
\$300	\$2.70	\$ 800	\$7.17
400	3.59	900	8.07
500	4.48	1000	8.97
600	5.39		
700	6.28	1100	9.86

LONG TERM SALARY CONTINUANCE DISABILITY — Always requires evidence of insurability.

This coverage is available to certain supervisors based upon annual salary. Cost per \$50 of coverage — \$.59 per 2-week pay period. Cost per \$100 of coverage — \$1.18 per 2-week pay period.

ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE — Up to \$15,000 of coverage* available without evidence of insurability.

This coverage is available in units of \$5,000. A supervisor may apply for amounts from \$5,000 to \$100,000 (ages 61-70, \$50,000). It is also available to a spouse in units of \$5,000 to a maximum of \$25,000 (but not more than amount purchased by supervisor). The rate* for a \$5,000 unit is \$.15 per 2-week pay period.

NOTE: If both husband and wife are employed by the State, they are each eligible to apply for the Optional Life (Minnesota Mutual and Northwestern National) and the Accidental Death and Dismemberment Insurance (St. Paul Life Insurance Company) benefits as employees, but they may not insure each other for the dependent benefits.

* 10/5/83 rates not available at time of this printing.

Central Minnesota Group Health Plan
Phone: 253-5220

CLINIC

GHOMP MEDICAL CENTER
1411 St. Germain St., St. Cloud, MN

HOSPITAL

ST. CLOUD HOSPITAL
1406 N. 6th, St. Cloud, MN

Coordinated Health Care, Inc.
Phone: 221-2091

CLINICS

CHC ST. PAUL CLINIC
258 University Ave., St. Paul, MN

WEST MEDICAL CLINIC
Time Medical Bldg., St. Paul, MN

ST. CROIX VALLEY CLINIC
921 S. Greeley, Stillwater, MN

EAGAN CLINIC
Eagan, MN - Near Cedarvale Shopping Ctr.

WESTVIEW MEDICAL CLINIC
955 Hwy. 55, Hastings, MN

MAPLEWOOD CLINIC
1774 Cope Ave., Maplewood, MN

HOSPITALS

ST. PAUL RAMSEY MEDICAL CTR. — St. Paul
LAKEVIEW MEMORIAL HOSPITAL — Stillwater
REGINA MEMORIAL HOSPITAL — Hastings

GROUP HEALTH ASSOCIATION
OF NORTHEASTERN MINNESOTA
Phone: 218-749-5890

CLINICS

ADAMS CLINIC, P.A.
Hibbing & Chisholm, MN

COMMUNITY HEALTH CENTER
Two Harbors, MN

EAST RANGE CLINIC
Virginia-Aurora, MN

L-P MEDICAL SPECIALISTS
Virginia & Aurora
Hoyt-Lakes

HOSPITALS

CENTRAL MESABI MEDICAL CENTER
Hibbing, MN

LAKEVIEW MEMORIAL HOSPITAL
Two Harbors, MN

VIRGINIA REGIONAL MEDICAL CENTER
Virginia, MN

WHITE COMMUNITY HOSPITAL
Aurora Hoyt-Lakes

Group Health Plan, Inc.
Phone: 623-8504

• GROUP HEALTH COMO MEDICAL CENTER
2500 Como Ave. (at Hwy 280), St. Paul, MN

GROUP HEALTH WEST MEDICAL CENTER
1533 Utica Ave. So. (at Hwys 12 & 100)
St. Louis Park, MN

• GROUP HEALTH BLOOMINGTON MEDICAL CENTER
86th St. & Nicollet Ave., Bloomington, MN

GROUP HEALTH MAPLEWOOD MEDICAL CENTER
2165 White Bear Ave., Maplewood, MN

GROUP HEALTH BROOKLYN CENTER MEDICAL CENTER
6845 Lee Ave. No., Brooklyn Center, MN

HMO LOCATIONS

• GROUP HEALTH RIVERSIDE MEDICAL CENTER
606 24th Ave. So., Minneapolis, MN

• GROUP HEALTH SAINT PAUL MEDICAL CENTER
Wabasha & Plato, St. Paul, MN

WHITE BEAR LAKE MEDICAL CENTER
1430 Hwy. 96 White Bear Lake, MN

• GROUP HEALTH SPRING LAKE PARK MEDICAL CENTER
81st & Center Ave. NE, Spring Lake Park, MN

GROUP HEALTH PLYMOUTH MEDICAL CENTER
Four Seasons Shopping Center
4204 Lancaster Lane
Plymouth, MN

APPLE VALLEY MEDICAL CENTER
15290 Pennock Lane
Apple Valley, MN

COMMUNITY HEALTH CENTER
4th St. at 11th Ave., Two Harbors, MN

• **DENTAL LOCATIONS**

HOSPITALS

FAIRVIEW HOSPITAL/ST. MARY'S
2312 S. 6th St., Minneapolis, MN

BETHESDA LUTHERAN MEDICAL CENTER
559 Capitol Blvd., St. Paul, MN

CHILDREN'S HOSPITAL ST. PAUL
345 Smith, St. Paul, MN

HMO Minnesota (HMO)

HMO provides medical services through 1600 primary and specialty care physicians at over 225 sites throughout the state. Hospital care is available at any licensed hospital (this includes emergency conditions and physicians referrals). Prescription drugs are available at over 400 participating pharmacies. An HMO Minnesota physicians, hospital and pharmacy listing is available from your state personnel officer or the U of M employees benefits department. For more information, call 612-456-8430 or 218-722-4685.

Med Center Health Plan
Phone: 927-3263

CLINICS

COON RAPIDS CLINIC
9920 Zilla St. N.W., Coon Rapids, MN 55433

AFFILIATE OFFICES:

ST. MICHAEL MEDICAL CENTER
703 East Central Ave., St. Michael, MN 55376

RAMSEY MEDICAL CENTER
5300 153rd Ave., Ramsey, MN 55303

CHAMPLIN MEDICAL CENTER
11269 Highway 52, Champlin, MN 55316

HOSPITALS

MERCY MEDICAL CENTER
4050 Coon Rapids Blvd., Coon Rapids, MN

CLINIC

ST. LOUIS PARK MEDICAL CENTER
5000 W. 39th Street, St. Louis Park, MN 55416

AFFILIATE OFFICES

PLYMOUTH MEDICAL CENTER
3007 Harbor Lane, Plymouth, MN 55441

RIDGEDALE MEDICAL CENTER
13911 Ridgedale Dr., Minnetonka, MN 55343

MINNETONKA MEDICAL CENTER
17821 Highway 7, Minnetonka, MN 55343

HOPKINS MEDICAL CENTER
47 - 9th Ave. So., Hopkins, MN 55343

BLOOMINGTON MEDICAL CENTER
4200 W. Old Shakopee Road
Bloomington, MN 55437

METROPOLITAN OFFICE BLDG.
Suite 206, 825 So. 8th Street
Minneapolis, MN 55404

BURNSVILLE EAGAN MEDICAL CENTER
4651 Nicols Road, Eagan, MN 55122

HOSPITAL

METHODIST HOSPITAL
6500 Exc. Blvd., St. Louis Park, MN

CLINIC

INVER GROVE HEIGHTS FAMILY PRACTICE CLINIC
2980 Buckley Way, Inver Grove Heights, MN

WHITE BEAR PRACTICE CLINIC, P.A.
3220 Bellaire Ave., White Bear Lake, MN 55110

MAPLEWOOD FAMILY PRACTICE GROUP
1814 W. St. Paul Road, Maplewood, MN 55109

AFFILIATE OFFICE

SCENIC HILLS CLINIC
261 W. Ruth Street, St. Paul, MN 55119

CLINIC

NORTH ST. PAUL MEDICAL CENTER
2579 East 7th Ave., North St. Paul, MN 55109

MARYLAND CLINIC
911 E. Maryland Ave., St. Paul, MN 55106

EASTSIDE MEDICAL CENTER
891 White Bear Ave., St. Paul, MN 55106

ARCADE CLINIC
651 Arcade Street, St. Paul, MN 55106

GORMAN CLINIC
234 E. Wentworth Ave., West St. Paul, MN 55118

FAMILY PRACTITIONERS, P.A.
7460 So. 80th Street So., Cottage Grove, MN 55016

WOODBURY FAMILY MEDICAL CENTER
1783 Woodlane Drive, Woodbury, MN 55125

NORTH SUBURBAN FAMILY PHYSICIANS
404 West Highway 96, Shoreview, MN 55112

HOSPITAL

ST. JOHN'S HOSPITAL
403 Maria Ave., St. Paul, MN

CLINIC

SHAKOPEE MEDICAL CENTER
1335 East 10th Ave., Shakopee, MN 55379

AFFILIATE OFFICE

PRIOR LAKE HEALTH CENTER
15950 Franklin Trail S.E.
Prior Lake, MN 55372

HOSPITAL

ST. FRANCIS HOSPITAL
325 W. 5th, Shakopee, MN

Nicollet/Eitel Health Plan
Phone: 332-5360

CLINICS

BLOOMINGTON NICOLLET CLINIC
7901 Ierxes Ave. S.
Bloomington, Minnesota

BURNSVILLE NICOLLET CLINIC
38th and Nicollet
Burnsville, Minnesota

EAGAN NICOLLET CLINIC
Cedar Ave. & Cliff Road
Eagan, Minnesota

MINNEAPOLIS NICOLLET CLINIC
Franklin & Blaisdell Avenue
Minneapolis, Minnesota

RIDGEDALE NICOLLET CLINIC
494 & Hwy. 12
Minnetonka, Minnesota

HOSPITALS

EITEL HOSPITAL
Minneapolis, MN

FAIRVIEW-SOUTHDALE HOSPITAL
Edina, MN

CHILDREN'S HEALTH CENTER
Minneapolis, MN

PHYSICIANS HEALTH PLAN (PHP)

PHP provides services through more than 2000 physicians and offices located throughout a 13 county service area. Medically necessary hospital treatment is available at 30 participating hospitals and provider outpatient facilities. Prescription drugs are available at over 300 pharmacies. A list of PHP providers and services may be obtained through your state personnel officer or the University of Minnesota employee benefits department. For additional details, call PHP at 936-1200.

Share Health Plan
Phone: 854-2377

CLINICS

BROOKLYN PARK MEDICAL CENTER
5805 74th Ave. N., Brooklyn Park, MN

COLUMBIA PARK CLINIC
3620 Central Ave. NE, Columbia Park, MN

ST. PAUL MEDICAL CENTER
555 Simpson St., St. Paul, MN

STADIUM SQUARE MEDICAL CENTER
7920 Cedar Ave. S., Bloomington, MN

NICE STREET CLINIC
1006 Rice Street, St. Paul 55117

FAMILY PHYSICIANS, P.A.
540 Southdale Medical Bldg., Edina 55435

FAMILY PHYSICIANS, P.A.
200 East Nicollet Blvd., Burnsville 55337

FAMILY PHYSICIANS, P.A.
16570 W. 78th Street, Suite 2, Eden Prairie 55344

NORTH CLINIC, P.A.
3210 Lowry Avenue No., Robbinsdale 55422

NORTH CLINIC, P.A.
Quinwood Lane & 62nd Place, Maple Grove 55441

EAST RANGE CLINIC
Virginia-Aurora, MN

HOSPITALS

UNITY HOSPITAL
550 Osborne Rd., Fridley, MN

MIDWAY HOSPITAL
1700 University Ave., St. Paul, MN

CHILDREN'S HOSPITAL
345 Smith, St. Paul, MN

FAIRVIEW-SOUTHDALE HOSPITAL
6401 France Ave. S., Edina, MN

VIRGINIA REGIONAL MEDICAL CENTER
Virginia, MN

METHUEN HOSPITAL
559 Capitol Blvd., St. Paul, MN

NORTH MEMORIAL HOSPITAL
3220 Lowry Avenue No., Minneapolis, MN