

## **SUMMARY OF THE 2021-2023 COLLECTIVE BARGAINING AGREEMENT BETWEEN THE STATE OF MINNESOTA NURSES ASSOCIATION (MNA)**

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Unless otherwise indicated, all changes are effective \_\_\_\_\_.

### **ARTICLE 1 – PREAMBLE**

Technical date change.

Add language to fix clerical errors discovered.

### **ARTICLE 2 – RECOGNITION**

No change.

### **ARTICLE 3 – ASSOCIATION SECURITY**

Section 3. Employee Lists. Technical change to update “Personnel” to “Human Resources.”

Section 4. Indemnity. Delete fair share deductions.

### **ARTICLE 4 – HOURS OF WORK AND OVERTIME**

Section 2. Meal Periods. Add language that provided a nurse does not receive their duty free unpaid lunch break, the nurse may receive their duty free unpaid lunch break at the end of the nurse’s shift.

Section 5. Continuous Schedules. G. Overtime Distribution - Continuous Operations. 2. Subsequent Shift Overtime. b. Technical change to correct typo.

Section 5. Continuous Schedules. G. Overtime Distribution - Continuous Operations. 2. Subsequent Shift Overtime. Add language regarding order in which to assign overtime when the overtime shift occurs on the day before a weekend.

Section 5. Continuous Schedules. G. Overtime Distribution - Continuous Operations. 3. Subsequent Overtime in Pay Period. Technical change to clarify mandatory overtime. Add language that parties may agree to a rotating list for mandatory overtime regardless of pay period.

Section 5. Continuous Schedules. H. Technical change to clarify rate of time and one-half at the nurse’s hourly rate.

Section 6. Extra Shifts for Part-Time Nurses. A. Prior to Posting of the Work Schedule. 1a. Add language that designee will post a preliminary scheduling showing open shifts.

Section 6. Extra Shifts for Part-Time Nurses. B. Additional Shifts Within the Posted. 1. Technical change to clarify order for filling shift with a part-time nurse.

Section 9. Work Schedules. Add language that when a nurse is approved for a mutual shift exchange that overlaps, the nurse can choose to take either one or two thirty-minute meal period(s). If the nurse takes two meal periods, the nurse will use vacation or compensatory time to account for the shift overlap.

Section 10. Work Schedules. Technical change to correct typo.

Section 15. Flexible Scheduling. B. Holidays, Sick Leave and Vacation Under Flexible Schedules.  
1. Technical change to correct typo.

Section 15. Flexible Scheduling. B. Holidays, Sick Leave and Vacation Under Flexible Schedules.  
2. Delete twelve hour cap for all hours worked on a holiday.

#### **ARTICLE 5 – HEALTH AND SAFETY**

No change.

#### **ARTICLE 6 – HOLIDAYS**

Section 1. Eligibility. Add language making nurses in a C700 appointment eligible for holiday pay; hours used do not count towards the 700 hours.

Section 2. Observed Holidays. Add Juneteenth holiday.

Section 5. Holiday Pay. Technical change to add apostrophe.

#### **ARTICLE 7 – VACATION LEAVE**

Section 1. Eligibility. Add language allowing nurses in a C700 appointment to accrue and use vacation leave; hours used do not count towards the 700 hours.

Section 2. Allowances. Length of Services. Modify language to update reference to pregnancy and childbirth.

Section 5. Vacation Changes. Technical change to add apostrophe.

#### **ARTICLE 8 – SICK LEAVE**

Section 1. Eligibility. Add language allowing nurses in a C700 appointment to accrue and use sick leave; hours used do not count towards the 700 hours.

Section 4. Sick Leave Restoration Upon Reinstatement or Reappointment. A. Sick Leave Balance Upon Reinstatement or Reappointment. 1. Within One (1) Year of Service. Delete outdated reference to July 1, 1979.

Section 5. Usage. A. To the Extent of the Nurse’s Accumulation. Add to and modify section to reflect the August 1, 2013 expansion of sick leave use from the Minnesota Legislature.

Section 5. Usage. A. Limited to Not More Than Five (5) Days. Delete reference to the letter in contract regarding the August 1, 2013 expansion of sick leave use from the Minnesota Legislature

Section 8. Severance Pay. E. Terms of Severance Payment. Add language to clarify if there is no named beneficiary.

#### **ARTICLE 9 – INJURED ON DUTY**

Section 1. Special Rate. B. Extend pilot program allowing for in specific circumstances nurses who seek medical attention during or immediately following their shift, after incurring a disabling injury on the job from aggressive and or intentional acts of a person they are apprehending or trying to take into custody, may be compensated for the time until admission and/or discharge not to exceed four (4) hours or for up to an additional four (4) hours if transport to a secondary medical facility is required. Pilot program will sunset upon the ratification of the 2023-2025 contract.

#### **ARTICLE 10 – LEAVES OF ABSENCE**

Section 2. Paid Leaves of Absence. F. Investigatory Leave. Add language that information provided on the status of the investigation shall be in accordance with Minnesota Government Data Practices Act.

Section 3. Unpaid Leaves of Absence. F. Association Leave. Add language on process for Association request leave for bargaining members serving on contract negotiations.

#### **ARTICLE 11 – VACANCIES, FILLING OF POSITIONS**

Section 4. Job Postings. Add language that vacancies shall be filled by the interest bid process or until a maximum of three (3) such vacancies have been filled, whichever comes first.

Section 12. Probationary Nurses. A. Serving Initial Probationary Period. Technical change to grievance step.

#### **ARTICLE 12 – SENIORITY**

Section 2. Seniority Rosters. Add language to allow for physical or electronic seniority rosters to the Association.

Section 2. Seniority Rosters. Add language to allow for emailing current seniority roster to the Association.

#### **ARTICLE 13 – LAYOFF AND RECALL**

No change.

#### **ARTICLE 14 – PERSONNEL FILES**

No change.

## **ARTICLE 15 – TERMINATION OF EMPLOYMENT, DISCIPLINARY ACTIONS**

Section 2. Discipline. A. Procedure. Add language that an Association representative providing nurse-entitled representation during their work hours will have no loss of pay.

Section 2. Discipline. B. Discharge. Add language that an Association representative providing nurse-entitled representation during their work hours will have no loss of pay.

NEW Section 3. Loudermill Hearing. Add language that reflects nurse's right to a meeting with Association representation to hear an explanation of evidence against them and to present their side of the story where the Appointing Authority intends to suspend, demote, or discharge the nurse. The nurse's right to a meeting expires at the end of the next scheduled work day after the discipline is delivered, unless otherwise agreed to, and the nurse shall remain in their normal pay status during the time between notice of discipline and expiration of the meeting. Renumber remaining section.

## **ARTICLE 16 – GRIEVANCE PROCEDURE**

Section 3. Disclosure. Delete disclosure of witness addresses.

Section 5. Arbitrator's Authority. Technical deletion of parentheses.

NEW Section 6. Nurses who Voluntarily Separate. Add language that the Association shall withdraw a grievance upon request from MMB if the sole grievant voluntarily terminates their employment, unless such grievance directly affects their status upon termination or a claim of vested money interest, in which cases the nurse may benefit by any later settlement of a grievance in which they were involved. The withdrawal of such grievances shall be without prejudice to any underlying claims and may not be used as evidence in any subsequent arbitration proceedings

## **ARTICLE 17 – WAGES**

Section 3. Conversion. Technical change to update dates.

Section 4. First Fiscal Year Wage Adjustment. Effective July 1, 2021, all salary ranges and rates shall be 2.5%, rounded to the nearest cent.

Section 5. Second Fiscal Year Wage Adjustment. Effective July 1, 2022, all salary ranges and rates shall be 2.5%, rounded to the nearest cent.

Section 13. Shift Differential. Technical change to correct time typo.

Section 17. Salary Increase on Attainment of Baccalaureate Degree or Master's Degree. Rename section. Add Master's Degree as eligible for a one-step increase.

Section 21. Deferred Compensation Plan. Modify deferred compensation match from \$150 to \$250.

Section 23. Voluntary Weekend of Holiday Shift Bonus. Rename section. Add Holiday shift to be eligible for a bonus payment. Holiday shift bonus does not apply to nurses in non-continuous

operations where holiday falls on a weekend but is observed on a weekday. Extend provision through June 30, 2025.

NEW Section 25. Recruitment Bonus Program (Pilot). Add pilot program for an Appointing Authority, at its discretion, to administer a Recruitment Bonus Program in support of the Appointing Authority's recruitment and hiring of qualified nurses. The Appointing Authority may add or remove classes from the program, the total bonus award a newly hired candidate may receive will be not less than \$2,500 and up to \$10,000, and the bonus is payable in two (2) increments (after probationary period and after one year of employment). Pilot expires at the implementation of a successor agreement.

NEW Section 26. Referral Bonus Program (Pilot). Add pilot program for an Appointing Authority, at its discretion, to administer a Referral Bonus Program. The Appointing Authority may add or remove classes from the program, the total referral bonus award a nurse will receive will be up to \$1000.00 per candidate (and no less than \$500) hired into a covered class and only one bonus will be paid for a single candidate (who cannot have worked in one of the program covered classes for the Appointing Authority within the last 12 months), the bonus is payable in either one (1) or two (2) increments. Pilot expires at the implementation of a successor agreement.

NEW Section 27. Retention Bonus Program (Pilot). Add pilot program for an Appointing Authority, at its discretion, to administer a Retention Bonus Program in support of retaining nurses. To be eligible, a nurse must have been at the maximum salary rate for their MNA covered job class for at least six (6) months and have satisfactory performance or a nurse must have been in an MNA covered job for at least one (1) year but less than six (6) years and have satisfactory performance. The Appointing Authority may add classes to the program, the total retention bonus award a nurse will receive will be up to \$2500 (and no less than \$500). Pilot expires at the implementation of a successor agreement.

## ARTICLE 18 – INSURANCE

Section 2. Eligibility for Group Participation C Dependents 1. Spouse. Modify language regarding receiving either credits or cash and its interaction with high savings account. Also clarify that when two spouses work for the State and are listed as a dependent by the other, they cannot carry their own SEGIP coverage.

Section 2. Eligibility for Group Participation C Dependents 4. Child with a Disability. Rename section from Disabled Child.

Section 4. Amount of Employer Contribution. Technical date change.

Section 4. Amount of Employer Contribution. A. Contribution Formula – Health Coverage. 1. Nurse Coverage. Technical date changes.

Section 4. Amount of Employer Contribution. A. Contribution Formula – Health Coverage. 2. Dependent Coverage. Technical date changes.

Section 5. Coverage Changes and Effective Dates. C. Effective Date of Coverage. 1. Initial Effective Date. Modify the initial effective date of coverage from thirty fifth (35<sup>th</sup>) day to the thirtieth (30<sup>th</sup>) day.

Section 5. Coverage Changes and Effective Dates. D. Open Enrollment 1. Frequency and Duration. Add dental coverage will be offered during the 2023 plan year Open Enrollment.

Section 6. Basic Coverages. A. Nurse and Family Health Coverage. Technical date changes throughout section.

Section 6. Basic Coverages. A. Nurse and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. a. Benefit Options. 4) Advantage Benefit Chart for Services Incurred during Plan Years 2022 and 2023. Update chart to show plan design changes.

Section 6. Basic Coverages. A. Nurse and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. b. Office Visit Copayments. Delete section related to Office Visit Copayment incentive.

Section 6. Basic Coverages. A. Nurse and Family Health Coverage. 2. Coverage Under the Minnesota Advantage Health Plan. d. Services not requiring authorization by a primary care physician within the primary care clinic 1) Eye Exams. Modify language that eye injury or illness at an in-network provider will be covered as an office visit.

Section 6. Basic Coverages. A. Nurse and Family Health Coverage. 3. Benefit Level Two Health Care Network Determination. a. & b. Technical date changes.

Section 6. Basic Coverages. A. Nurse and Family Health Coverage. 5. Health Promotion and Health Education a. Develop programs 1) Policy. Employer will implement health programs agreed upon with the Joint Labor Management Committee on Health Plans.

Section 6. Basic Coverages. A. Nurse and Family Health Coverage. 5. Health Promotion and Health Education a. Develop programs 2) Pilot Programs. Employer can develop voluntary programs that seek to control costs and streamline services.

Section 6. Basic Coverages. A. Nurse and Family Health Coverage. NEW 7. Temporary plan changes due to a state or national emergency. In the event of a state or national emergency SEGIP can make plan changes for the period of the declared emergency and for up to a 30-day run-out period. The change must be agreed to by both SEGIP and the Joint Labor Management Committee.

Section 7. Optional Coverages. C. Disability Coverage. 1. Short-term Disability Coverage. Modify to allow short-term disability to be offered every five (5) years.

## **ARTICLE 19 – MANAGEMENT RIGHTS**

No change.

**ARTICLE 20 – RELOCATION ALLOWANCES**

No change.

**ARTICLE 21 – EXPENSE ALLOWANCES**

No change.

**ARTICLE 22 – BULLETIN BOARDS**

No change.

**ARTICLE 23 – CAREER DEVELOPMENT**

No change.

**ARTICLE 24 – NO STRIKE OR LOCKOUT**

No change.

**ARTICLE 25 – ASSOCIATION MEETINGS WITH THE APPOINTING AUTHORITY OR DEPARTMENT**

No change.

**ARTICLE 26 – WORK RULES**

Add language to allow for emailing new or amended work rules to the Association.

**ARTICLE 27 – SAVINGS CLAUSE**

No change.

**ARTICLE 28 – NURSE DRUG AND ALCOHOL TESTING POLICY**

No change.

**ARTICLE 29 – NON-DISCRIMINATION**

No change.

**ARTICLE 30 – ADA/WORKERS' COMPENSATION**

No change.

**ARTICLE 31 – DURATION**

Technical date and name changes.

**APPENDIX A**

Rename to "APPENDIX A – HOLIDAY LEAVE"

**APPENDIX B**

No change.

**APPENDIX B-1**

No change.

**APPENDIX C – SICK LEAVE**

No change.

**APPENDIX D-1, APPENDIX D-2**

Appendix D-1 – Classes and Salaries, July 1, 2021 through June 30, 2022.

Appendix D-1 – Salary Schedules, July 1, 2021 through June 30, 2022.

Appendix D-2 – Classes and Salaries, July 1, 2022 through June 30, 2023.

Appendix D-2 – Salary Schedules, July 1, 2022 through June 30, 2023.

**APPENDIX E**

Rename to “APPENDIX E – SENIORITY UNITS”

**APPENDIX F – STATUTORY LEAVES**

No change.

**APPENDIX G – COMMITTEE ON PROFESSIONAL NURSING CONCERNS**

No change.

**APPENDIX H – DEPARTMENT OF HUMAN SERVICES LOCAL AND DEPARTMENTAL LABOR/MANAGEMENT COMMITTEES**

No change.

**APPENDIX I – DEPARTMENT OF HUMAN SERVICES – ALL INSTITUTIONS**

No change.

**APPENDIX J – MINNESOTA STATE COLLEGES AND UNIVERSITIES (MINNESOTA STATE)**

No change.

**INSERT NEW APPENDIX K – SUPPLEMENTAL AGREEMENTS**

Add sections for supplemental agreements:

A. Board of Nursing, B. Department of Corrections, C. Department of Health, D. Department of Human Services, E. Department of Veterans Affairs, F. Minnesota State, G. Minnesota State Academies, H. Ombudsman for Mental Health and Developmental Disabilities, I. Perpich Center for Arts Education)

Re-number remaining sections



Modifications made to various supplemental agreements as agreed upon by the agencies.

**APPENDIX K**

Rename to APPENDIX L

Delete letter 4/25/2014 – “RE: Further Expansion of Sick Leave Benefits.”

**APPENDIX L**

Rename to APPENDIX M

**APPENDIX M**

Rename to APPENDIX N

**APPENDIX N**

Delete. Renumber remaining sections.

**APPENDIX O - AGREEMENT REGARDING MANDATORY OVERTIME**

No change.

**APPENDIX P – MEMORANDUMS OF UNDERSTANDING**

Delete letter – “2014 Fergus Falls Vets Uniforms.”

Delete letter – “2017 Connect 700 MOU.”

Renumber in table.

DRAFT