

AGREEMENT

Between

CASS COUNTY BOARD OF COMMISSIONERS



And

THE AMERICAN FEDERATION OF STATE, COUNTY
AND MUNICIPAL EMPLOYEES, AFL-CIO



LOCAL UNION #2195
HEALTH, HUMAN & VETERAN SERVICES CONTRACT

TERM

JANUARY 1, 2017 – DECEMBER 31, 2019

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PREAMBLE

THIS AGREEMENT is made and entered into between the Cass County Board of Commissioners, hereinafter referred to as the Employer, and Local No. 2195 of the American Federation of State, County and Municipal Employees, affiliated with the American Federation of Labor and the Congress of Industrial Organization, hereinafter referred to as the UNION. This Agreement is made pursuant to and in compliance with the Public Employment Labor Relations Act, hereinafter referred to as PELRA. This Agreement has as its purpose the promotion of harmonious relations between the parties, establishment of an equitable and peaceful procedure for the resolution of differences, and to express the full and complete understanding of the parties pertaining to the terms and conditions of employment covered herein.

ARTICLE I RECOGNITION

Section 1.1 Recognition

The Employer recognizes the Union as the exclusive bargaining representative for all employees of Cass County Department of Health, Human and Veteran Services who are public employees within the meaning of Minnesota Statutes 179A.03, Subdivision 14, but excluding supervisory and confidential employees.

Section 1.2 Unit Amendment

The Employer agrees to recognize the Union as exclusive bargaining representative for all employees in appropriate units for which the Union may become certified during the life of this Agreement; however, it is understood that terms of this Agreement do not extend to employees included in a new certification or accretion ordered by the Bureau of Mediation Services without negotiation between the parties to determine the format in which the terms of this Agreement shall apply. The parties agree that in the event of such certification, negotiation of terms to cover the newly included employees shall be undertaken as expeditiously as practical.

Section 1.3 Disputes

Disputes which may occur over the inclusion or exclusion of new or changed job positions or classifications shall be referred to the Bureau of Mediation Services for expedient resolution. The decision of the Bureau of Mediation Services shall prevail during or pending any appeal(s) from such decision.

Section 1.4 Exclusivity

The Employer will not, during the life of this Agreement, meet and confer or meet and negotiate with any individual employees or with any other employee organization with respect to the terms and conditions of employment of the employees covered by this Agreement except through the Union or its authorized representatives.

ARTICLE II EMPLOYER RIGHTS

Section 2.1 Inherent Managerial Rights

The Union recognizes that the employer is not required to meet and negotiate on matters of inherent managerial policy, which include but are not limited to such areas of discretion or policy as the functions and programs of the Employer, its overall budget, utilization of technology, the organizational structure, and selection and direction and number of personnel. The Union recognizes the right and obligation of the Employer to efficiently manage and conduct the operation of the Employer within its legal limitations. All rights and authority which the Employer has not specifically abridged, delegated or modified by expressed provisions in this Agreement are retained by the Employer.

Section 2.2 Right to Delegate

The Employer reserves the right to designate representatives to act in its behalf for purposes of this Agreement.

Section 2.3 Effect of Laws, Rules and Regulations

The Union recognizes that all employees covered by this Agreement shall perform the services duties prescribed by the Employer and shall be governed by Employer rules, regulations, directives and orders, issued by the Employer providing that such rules, regulations, directives and orders are not inconsistent with the provisions of this Agreement.

ARTICLE III INDIVIDUAL RIGHTS

Section 3.1 Union Membership

Employees have the right to join or to refrain from joining the Union. Neither the Employer nor the Union shall discriminate against or interfere with the rights of employees to become or not to become members of the Union and, further, there shall be no discrimination or coercion against any employee because of Union membership or non-membership.

Section 3.2 Nondiscrimination

In accordance with applicable law, the Employer and the Union agree to apply the provisions of this Agreement equally to employees, without discrimination as to age, sex, marital status, sexual orientation, disability, religion, race, color, creed, national origin, political belief, public assistance status or employee organization affiliation.

Section 3.3 Status of Veterans

Nothing in this Agreement shall be construed to affect the status of veterans in contravention of existing veteran's preference laws relating to the employment, discharge or promotion of veterans.

ARTICLE IV UNION SECURITY

Section 4.1 Dues and Fair Share Checkoff

In recognition of the Union as the exclusive representative:

- A. After the first thirty (30) days of employment, employees shall indicate their desire for dues deduction by submitting a signed dues authorization card. Monthly dues, together with a list of employees from whom deductions were and the amount of such deductions shall be forwarded to the County 65 Office in Nashwauk, Minnesota. The employer shall deduct from the wages of employees an amount necessary to cover monthly Union Dues and/or any other union approved deduction.
- B. The Employer shall remit such deductions monthly to the appropriate designated officer of the Union with a list of the names of the employees from whose wages deductions were made and the amounts of deducted from each.
- C. The Union shall certify to the Employer, in writing, the current amount of regular dues to be withheld.
- D. Any present or future employee who is not a Union member may be required to contribute a fair share fee for services rendered by the Union. Upon notification by the Union, the Employer shall check off said fee from the earnings of the employee and transmit the same to the Union.

Section 4.2 Employer Protection

The Union agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders or judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under all provisions of Section 4.1 of this Article.

Section 4.3 Union Activities

With advance notice to the employee's immediate supervisor, the Employer agrees that during working hours, on the Employer's premises, and without loss of pay, the Local Union President or designated Union representative shall be allowed reasonable time which does not unduly interfere with their normal duties to: post Union notices and announcements, transmit communications authorized by the Local Union or its officers to the Employer or their representative, or consult with the Employer, their representative, Local Union officers, or other Union representatives concerning enforcement of any provisions of this Agreement. The Union shall furnish the Employer a written list of the Local officers, stewards and business representative(s).

Section 4.4 Employee Bulletin Boards

The Employer shall furnish and maintain adequate bulletin board space in convenient places in the work areas to be used exclusively by the Union for posting pertinent Union information. It is specifically understood that posted materials shall not advocate any course of action contrary to the provisions of this Agreement nor shall it contain material of a partisan political or inflammatory nature.

ARTICLE V
NO STRIKE AGREEMENT

Section 5.1 No Strike Agreement

In recognition of the provision in this Agreement providing for binding arbitration of grievances, the Union, its officers or agents or any of the employees covered by this Agreement, shall not cause, instigate, encourage, condone, engage in, support, or cooperate in any strike, work slowdown, mass resignation, mass absenteeism, the willful absence from one's position, the stoppage of work, or the abstinence in whole or in part of the full, faithful and proper performance of the duties of employment during the term of this Agreement. A violation of this Article shall constitute cause for dismissal.

ARTICLE VI
HOURS OF WORK

Section 6.1 Purpose

This Article is intended only to define the normal hours of work and to provide the basis for the calculations of overtime premium and other premium pay. Nothing herein shall be construed as a guarantee of hours of work per day or per week by the Employer.

Section 6.2 Hours

A normal work week shall be forty (40) hours allowing one-half (1/2) hour duty-free lunch period each day.

Section 6.3A Flex Time (For employees hired prior to August 01, 2013)

Non-Exempt Employees shall have the option of having their work schedules placed on a flex time basis as follows:

Subd. 1. (a) 8:00 a.m. – 5:30 p.m.

(b) 7:30 a.m. – 5:00 p.m.

(c) 7:00 a.m. – 4:30 p.m.

Subd. 2. The Department Head will have discretion as to what day employees will be allowed to use for time off. Each eighty (80) hours pay period will consist of eight (8) nine (9) hour work days and one (1) eight (8) hour day.

Subd. 3. If a flex day off falls on a holiday, the employees affected shall take the following day or the first approved available work day as their flex day and must be taken within the same pay period.

Subd. 4. Vacations and Sick leave taken on a flex nine (9) hour day will be debited as nine (9) hours. A holiday is an eight (8) hour day. The additional hour for holiday pay on a nine (9) hour flex day may be taken from vacation or compensatory time or one (1) hour shall be worked within the assigned workweek that the holiday falls in and cannot create premium pay.

Subd. 5. All flex schedules herein shall be designed so that the composite and combined effect does not unduly disrupt (as determined by the Department Head) the operations of the particular work unit.

Section 6.3B Variable Work Schedule (Employees hired on or after August 01, 2013)

The Employer agrees to offer non-exempt employees hired on or after August 01, 2013 a variable work schedule subject to the following conditions:

Subd. 1. The variable work schedule option will be available to nonexempt employees, implementation or termination within individual units to be at the discretion of the Department Head.

Subd.2. The Department Head will have discretion as to what day employees will be allowed to use for time off. Each eighty (80) hour pay period will consist of eight (8) nine (9) hour work days and one (1) eight (8) hour day:

- (a) 8:00 a.m. – 5:30 p.m.
- (b) 7:30 a.m. – 5:00 p.m.
- (c) 7:00 a.m. – 4:30 p.m.

Subd. 3. If a flex day off falls on a holiday, the employees affected shall take the following day or the first approved available work day as their flex day.

Subd. 4. Vacations and Sick leave taken on a flex nine (9) hour day will be debited as nine (9) hours. A holiday is an eight (8) hour day. The additional hour for holiday pay on a nine (9) hour flex day may be taken from vacation or compensatory time or one (1) hour shall be worked within the assigned workweek that the holiday falls in and cannot create premium pay.

Section 6.4 Shift Change Procedures

Except in emergencies and when leave without pay is granted as determined by the Employer, the Employer shall negotiate with the affected employees and the Union two weeks prior to the implementation of any proposed work schedule change. New work schedules will have a minimum two-week duration, except in emergencies and when leave without pay is granted as determined by the Employer. Work shifts, work breaks, staffing schedules and the assignment of employees thereto, shall be established by the Employer provided the Employer agrees to negotiate with the Union regarding shift and break changes.

Section 6.5 Rest Break

All employees shall normally be granted a fifteen (15) minute paid rest period during each one-half (1/2) shift at times designated by the Employer.

ARTICLE VII PREMIUM PAY

Section 7.1 Overtime Eligibility

Compensated hours in excess of the normal work week shall be overtime and shall be compensated for one and one-half (1½) times the employee's base pay rate. No employee shall be eligible for overtime premium unless approval of the overtime work was granted by the employee's immediate supervisor or his/her designee. The employee shall have the option of taking overtime hours as compensatory time off or as paid time. The maximum accrual for FLSA non-exempt employees shall be eighty (80) hours. Compensatory time off shall be scheduled with the approval of the employee's supervisor or supervisor's designee. Compensatory time accrued and not used by 12/31 of each agreement year shall be paid in the full amount due, not to exceed the value of the maximum eighty (80) hours, at the earliest possible pay period in the new calendar year at the employee's base pay rate on 12/31 of the year earned.

Section 7.2 Time Counted Toward Overtime Pay

All paid vacation time, paid holidays, paid sick leave, compensatory time off, and paid leaves of absence shall be considered as "time worked" for purposes of this Article. Travel time for attendance at conferences, seminars, meetings, etc., shall be considered "time worked" on the same basis as authorized under the Rules and Regulations of the Department of Labor, relating to the Fair Labor Standards Act.

Section 7.3 No Pyramiding

The base pay rate or premium compensation shall not be paid more than once for the same hours worked under any provisions of this Agreement, nor shall there be any pyramiding of premium compensation.

Section 7.4 Overtime

Overtime shall be distributed as equitably as possible within each department. Overtime refused by an employee shall, for the purpose of equitable distribution, be considered unpaid overtime worked. In the event that voluntary assignment of overtime does not meet department needs, the department head may assign overtime on a reasonable basis.

Section 7.5 Call Back

Any employee called back to work outside his/her regularly posted schedule shall be paid for a minimum of two (2) hours at time and one-half (1 1/2) his/her regular base rate of pay. An extension or early report to a regularly scheduled shift does not qualify the employee for the two (2) hour minimum.

ARTICLE VIII PROBATIONARY PERIOD

Section 8.1 Probationary Period

All full-time and part-time employees shall serve a probationary period of six (6) months (1,040 hours) of continuous employment. Upon completion of the probationary period, the seniority date of the employee shall relate back to his/her initial date of employment.

Section 8.2 Discharge during the Probationary Period.

During the probationary period, the Employer shall have the unqualified right to discharge an employee.

ARTICLE IX
SENIORITY

Section 9.1 Definition

Seniority shall be defined as an employee's length of continuous service with the County. Upon completion of the probationary period, the seniority date of the employee shall relate back to his/her initial date of employment. Length of continuous service shall be the number of hours for which an employee is compensated for regular, non-overtime scheduled work (including approved paid training) or for vacation, sick leave, or holidays or for approved leaves of absence.

Section 9.2 Seniority List

The Employer shall, on January 1 of each year, post a seniority list for each department covered by this Agreement to include and rank in order of highest to lowest seniority, all employees in the bargaining unit. Any employee or the Union shall be obligated to notify the Employer of any error in the seniority list within thirty (30) days of such posting. If no error is reported within this (30) day period, the list will stand correct as posted. The Union President and Business Representative shall each receive a copy of the posting.

Section 9.3 Promotion or Transfer to Another Department

If an employee is promoted or transferred to another classification within the bargaining unit, seniority in the prior classification shall be retained and frozen.

Section 9.4 Promotion or Transfer Outside the Bargaining Unit

If an employee is promoted or transferred to a position outside the bargaining unit, seniority in a prior work classification shall be retained for six (6) months from the date of such transfer or promotion.

Section 9.5 Loss of Seniority

An employee shall lose seniority standing upon voluntary resignation, retirement, discharge for cause, or after one (1) year on layoff without recall.

ARTICLE X
POSTINGS AND FILLING OF VACANCIES

Section 10.1 Vacancies Defined

A vacancy is defined as an opening in a permanent position within the bargaining unit. A vacancy may be created by death, resignation, dismissal, transfer of an employee out of the bargaining unit, retirement, a leave of absence from which the employee does not have a right to return to the position from which the leave was granted, permanent disability, promotion, demotion, or the creation of a new position. It is solely within the authority of the Employer to determine if a vacancy is to be filled.

Section 10.2 Procedure for Posing and Filling Vacancies

Notices of all permanent vacancies and newly created positions shall be posted on bulletin boards, and the employees given five (5) working days time in which to make application to fill such vacancy or new position.

The senior employee within the agency group (clerical, support or professional) who makes application therefore, shall be transferred to fill the vacancy or new position provided he/she has the necessary qualifications to perform the duties of the job involved. Personnel in either of the other two agency groups shall also be given the opportunity to post and compete for vacancies in the other agency groups prior to opening the vacancy to outside applicants. The Department Head or other appointing authority shall make the determination as to whether or not the applicant possesses the necessary qualifications. In the event the Union does not concur in the determination, the employee shall have the right to appeal through the normal grievance procedure.

Section 10.3 Promotion Within Agency

Any promoted employee shall serve up to six (6) months as a trial period in the new position. During this trial, a promoted employee shall be returned to the previous position at the discretion of the Employer with no loss of seniority. Said employee would then return to the previous applicable rate of pay.

Section 10.4 Job Notices

Notice of vacancies or newly created positions shall state the type of work, place of work, rate of pay, hours to be worked, job classification, and a summary of the qualification or eligibility requirements for the position. An employee shall be responsible for meeting eligibility requirements for a position. Employees shall be required to submit a written application to the appropriate appointing authority prior to the expiration date of the posting for the position to which they are applying.

Section 10.5 Vacancy Notification

For information purposes only, management agrees to notify the Union if it does not intend to fill an existing vacancy that has existed as a vacancy for thirty (30) or more work days. Failure to notify shall not be grievable.

ARTICLE XI
LAYOFF

Section 11.1 Order of Layoffs

Employees shall be laid off in the inverse order of seniority, providing all temporary and seasonal employees must be laid off first. In the event that a position or department is eliminated the displaced employee shall be considered laid off and subject to the same rights as an employee laid off.

Section 11.2 Notice of Layoff

Two weeks notice shall be given an employee if the employer intends a layoff of more than thirty (30) days duration. Upon receipt of the employer's notice or layoff, the employee has fourteen (14) calendar days to give written notice of intent to exercise bumping rights, this notice should state which position in which department, and the current employee holding that position. Notice shall be given to the County Administrator and the Local Union President. If written notice by the employee is not provided, bumping rights will be forfeited and the employee will be laid off as of the original layoff notice date.

Section 11.3 Right to Bump

An employee laid off from one department shall have the right to bump or replace any employee in another department, if the employee exercising the bumping rights has more seniority and is equally or higher graded, and has the minimum necessary qualifications to perform the work in the department to which assignment is requested.

Section 11.4 Trial Period

For the purpose of the bumping procedure only, the employee who has exercised their rights under this section shall serve a thirty (30) calendar day trial period. If either the employer or the employee determines that the employee should not continue in the position, the employee would then have the right to bump pursuant to this Article. If the employee's previous position is eliminated during the trial period and the employee would have chosen to return, the employee would then have the right to bump pursuant to this Article.

Section 11.5 Salary & Benefits of Employees Utilizing Bumping Rights

Employees utilizing bumping rights shall maintain current levels of accrual of vacation and sick time, as long as the position they bump into is the same status as their current level. (I.e. Full-time to Full-time, is status changed to part-time benefits will be pro-rated as stated in Section 12.6 Part-time Employees Benefits).

An employee bumping into a lower classified position shall be frozen in salary until the range catches up, or placed on the nearest step of that grade level to reflect current salary.

Section 11.6 Order of Recall

Employees shall be recalled from layoff in order of seniority. All employees on layoff status will receive notification of all vacancies from the County for one year.

ARTICLE XII
TEMPORARY AND PART-TIME POSITIONS

Section 12.1 Definition of Temporary Positions

Temporary positions are those anticipated to be of six (6) months or less continuous duration (1,040 compensated hours); or, positions already held by another employee who is on any kind of protected leave status that authorizes the employee to return to his or her permanent position.

Section 12.2 Permanent Status Acquisition

Persons filling a temporary position do not acquire permanent status or permanent seniority until one of the following occurs:

- A. The position which they are filling is declared permanent and the incumbent temporary qualifies for it through regular recruitment procedures, or
- B. The employee involved has worked in the position for 1,040 compensated hours without a break in service. For this purpose, a break in service includes seasonal or cyclical elimination of the position due to lack of work.

Section 12.3 Fringe Benefits

Temporary employees do not qualify for fringe benefits of any kind while on temporary status.

Section 12.4 Salary

Temporary employees shall be paid the starting range for their position as defined by the Cass County Personnel Rules.

Section 12.5 Conversion to Permanent Status

Temporary employees who qualify and convert to permanent status shall be credited with seniority from the date appointed to a permanent position, but such seniority shall not be vested until successful completion of the normal probation period which shall commence on the date of the permanent position appointment.

Section 12.6 Part-time Employee Benefits

Part-time permanent employees who are regularly scheduled to work an average of twenty (20) or more hours per week, shall be eligible for benefits as follows:

Subd. 1. Holidays. Part-time employees will be paid (holiday pay equivalent to the number of hours the employee normally works on that day) for the holidays that fall on a day they would normally work.

Subd. 2. Sick Leave, on a pro-rata basis after completion of the probationary period. Such employee shall be credited with the appropriate amount after completion of the probationary period.

Subd. 3. Vacancies, on a pro-rata basis after completion of the probationary period. Such employee shall be credited with the appropriate amount after completion of the probationary period.

Subd. 4. Group insurance, coverage, on a pro-rata basis in accordance with Appendix B, will be provided to the employee after the employee has completed the equivalent of thirty (30) days of full-time employment.

Section 12.7 Working Less than 20 Hours per Week

It is understood and agreed by the parties' part-time permanent employees, who average less than twenty (20) hours per week computed on the basis of the preceding three (3) months, shall not be eligible for fringe benefits.

Section 12.8 Temporary Vacancies

Temporary vacancies may be filled by senior qualified employees. In the event that such vacancies have a higher rate of pay, qualified employees filling such vacancies shall receive such higher rate of pay when such appointments are made.

ARTICLE XIII
GRIEVANCE PROCEDURE

Section 13.1 Grievance Defined

A grievance shall mean an allegation by an employee resulting in a dispute or disagreement between the employee and the Employer as to the interpretation or application of terms and conditions contained in this Agreement.

Section 13.2 Definitions

- A. Extension: Time limits specified in the Agreement may be extended by mutual agreement.

- B. Days: Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as all week days not designated as holidays by State Law.

- C. Computation in Time: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, a Sunday or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, a Sunday or a legal holiday.

- D. Filing and Postmark: The filing or service of any notice or document herein shall be timely if it is personally served or if it bears a postmark of the U.S. Postal Service within the time period.

Section 13.3 Time Limitation

Grievances shall not be valid for consideration unless the grievance is submitted in writing to the Employer, setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought, within twenty (20) days after the date of the first event giving rise to the grievance occurred.

Section 13.4 Procedure

Step 1: If the grievance is not resolved through informal discussions, the Supervisor shall give a written decision on the grievance to the parties involved within ten (10) days after receipt of the written grievance.

Step 2: In the event the grievance is not resolved in Step 1, the decision rendered may be appealed through the Agency Director, provided such appeal is made within ten (10) days after receipt of the decision in Step 1. The agency Director shall give a written decision on the grievance to the parties within ten (10) days after receipt of the written grievance.

Step 3: In the event the grievance is not resolved in Step 2, the decision rendered may be appealed through the County Administrator to the County Board provided such appeal is made within ten (10) days after receipt of the decision in Step 2, if a grievance is properly appealed to the County Board, they shall set a time to hear the grievance within twenty (20) days. The County Board shall issue their decision in writing within ten (10) days after the meeting.

Step 4: Upon completion of the first three steps and prior to requesting arbitration, the parties by mutual agreement may request mediation of the grievance by the Bureau of Mediation Services. Such request must be made within ten (10) days following the decision in Step 3. The time limit for requesting arbitration is tolled during mediation and if mediation does not resolve the grievance, arbitration may commence as hereafter provided in Step 5.

Step 5: If the grievance remains unresolved, the Union, within ten (10) days after the response of the County Board, or declaration of impasse by the Bureau of Mediation Services, as the case may be, may by written notice of the Employer, request arbitration of the grievance.

The arbitration proceedings shall be conducted by an arbitrator to be selected by mutual agreement of the Employer and the Union. If the parties fail to mutually agree upon an arbitrator within seven (7) days, either party may request the Bureau of Mediation Services to submit a panel of five (5) arbitrators. Both the Employer and the Union shall have the right to strike two (2) names from the panel. The party requesting arbitration shall strike the first name; the other party shall then strike one (1) name. The process will be repeated, and the remaining person shall be the arbitrator.

Section 13.5 Arbitrator's Authority

The arbitrator shall have no right to amend, modify, nullify, ignore, add to or subtract from the provisions of this Agreement. He shall consider and decide only the specific issue(s) submitted to him in writing by the parties, and shall have no authority to make a decision on any other issue not so submitted to him. 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 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 upon the arbitrator's interpretation or application of the express terms of this Agreement and on the facts of the grievance presented. The decision of the arbitrator shall be final and binding on the Employer, the Union and the employees.

Section 13.6 Arbitrator's Fees and Expenses

The fee and expenses for the arbitrator's services and proceedings shall be borne equally by the Employer and the Union, provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally.

Section 13.7 Waiver

If a grievance is 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 considered settled on the basis of the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union 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 Employer and the Union.

ARTICLE XIV DISCIPLINE AND DISCHARGE

Section 14.1 Disciplinary Action

Disciplinary action may be imposed upon an employee only for just cause. Any disciplinary action imposed upon an employee may be processed as a grievance through the regular grievance procedures as provided in Article XIII. Disciplinary action or measures shall include only the following: (A) oral reprimand; (B) written reprimand; (C) suspension; (D) demotion; or (E) discharge.

The Employer shall not question an employee during an investigation that may lead to a disciplinary action unless the employee has been given an opportunity to have a Union representative present at such questioning. If the Employer has reason to reprimand an employee, wherever practical, it shall be done in a manner that will not embarrass the employee before the other employees or the public.

When any disciplinary action more severe than oral reprimand is intended, the Employer shall, before or at the time such action is taken, notify the employee of the specific reason(s) for such action.

Section 14.2 Personnel Records

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

Each employee shall be furnished with a copy of all evaluative and disciplinary entries into his/her personnel office record and shall be entitled to have his/her written response included therein. All disciplinary entries in the personnel office record shall state the corrective action expected of the employee, wherever corrective action is an appropriate response.

The contents of an employee's personnel record shall be disclosed to him/her upon request and to the employee's Union representative upon the written request of the employee. In the event a grievance is initiated under Article XIII, the Employer shall provide a copy of any items from the employee's personnel office record upon the request of the employee.

Section 14.3 Disciplinary Grievance Procedure

The Union shall have the right to take up a suspension and/or discharge or demotion as a grievance at the second step of the grievance procedure, and the matter shall be handled in accordance with this procedure through the arbitration step if deemed necessary.

Section 14.4 Suspension Pending Discharge

If, in any case, the Employer feels there is just cause for discharge, the employee will be suspended for five days with or without pay as determined by the Employer, and the employee and the Local Union will be notified, in writing, that the employee is subject to discharge and shall be furnished with the reason(s) therefore.

ARTICLE XV LEAVE OF ABSENCE

Section 15.1 Authorization for Leave

Any leave of absence greater than thirty (30) consecutive days must be requested in writing and approved by the County Board at least thirty (30) calendar days in advance, except in case of an emergency. The leave of absence period shall not exceed one (1) year, except by mutual agreement between the Employer and the Union.

Section 15.2 Paid Leaves of Absence

Funeral/Memorial Service - An employee shall be allowed up to three (3) working days with pay as funeral/memorial leave for death of a member of an employee's immediate family. Immediate family shall be defined as spouse, significant other, children and ward and the brothers, sisters, parents, grandparents, grandchildren, brother-in-law and sister-in-law of either the employee or his/her spouse/ significant other. Additional days may be granted subject to approval of the department head, with such days being deducted from sick leave.

Training Leave – Leave with pay shall be granted for training purposes if such training is specifically required by the Employer and the employee has received approval from the department head prior to taking the leave.

Jury or Witness Duty – After notice to the department head, an employee shall be granted leave with pay for:

- A. Service upon a jury.
- B. Appearance before a court, legislative committee, other judicial or quasi-judicial body as a witness in an action involving the Federal Government, State of Minnesota, or a political subdivision thereof in response to a subpoena or other direction by proper authority.

The employee shall turn over to the County any per diem payment received as a result of serving on a jury or as a witness in the above listed actions. Monies received as expenses shall be kept by the employee.

Any absence, whether voluntary or in response to a legal order to appear and testify in private litigation to which the employee is a party, not as an employee of the County but as an individual, shall be taken without pay.

Military Leave – Up to fifteen (15) working days leave per calendar year shall be granted to members of a reserve force of the United State 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.

Election Days – Any employee who is entitled to vote in any statewide general election, or at any election to fill a vacancy in the office of Representative in Congress, may absent himself from his work for the purpose of voting during the forenoon of such election day, for a period not to exceed two (2) hours, without deduction from salary because of such absence, provided the employee has made prior arrangements for the absence with the Employer.

Section 15.3 Unpaid Leaves of Absence

Short Term Leave. The Department Head may grant an unpaid absence up to thirty (30) consecutive days.

Family Medical Leave. Employees may be eligible for up to twelve weeks of unpaid leave per the Family Medical Leave Act. To be eligible for an unpaid FMLA leave an employee must work an average of 20 hours or more per week and have completed the probationary period for new employees. For further information regarding FMLA see Section 6 of Cass County Personnel Rules and Policies.

Disability Leave – An employee who has completed the probationary period, and who is filling a permanent position, who is unable to perform his duties because of illness or injury, and who has exhausted all earned and protected leave available, may, upon request, be granted an additional medical leave of absence, without pay, up to one (1) year or for a time period equivalent to the employee's time as a permanent employee with the County, whichever is less.

A request for leave of absence under this Section must be submitted in writing to the county administrator and must be accompanied by a written doctor's statement outlining the condition of health and estimated time at which the employee is expected to be able to assume his normal responsibilities.

The Department Head may require that the employee provide medical certification from a registered physician that he is fit for work before returning the employee to the job.

Any employee who is granted a leave of absence without pay and who is certified by a registered physician as able to return to work, must comply within ten (10) days or face termination. The employer will continue the payment of insurance premiums for maximum period of six (6) months in the event that a person qualifies for, and is granted a disability leave pursuant to the provisions of this Section.

Child Bearing/Child Rearing Leave – An employee may elect to treat a pregnancy as a medical condition subject to the provisions for the use of sick leave. An employee shall, upon request and with one (1) month notice, receive an unpaid leave of absence for maternity, paternity or adoption purposes, not to exceed six (6) months. In no case shall the Employer be required to approve child rearing leave which, when combined for both parents, would result in more than six (6) months relating to an individual child birth or adoption.

An employee requesting leave shall be required to give evidence of other leaves requested or taken by either the employee or a spouse. The child bearing/child rearing leave may be extended by mutual consent between the employee and the Employer, but if it is extended beyond six (6) months, the Employer is not required to hold the position of the employee pending return. Such an employee shall receive preferred consideration and primary consideration for return to any position for which qualified in the department from which the leave was taken whenever a vacancy occurs. Such preference shall be limited to six (6) months following the end of the leave period.

Personal Leave – Leave may be granted to any employee, upon request, for personal reasons. No such leave shall be granted for the purpose of securing other employment.

Union Leave – Any employee elected by the Union to represent the Local at International, State or District meetings, which require his/her absence for a reasonable period from duty, shall be granted the necessary time off to attend such meetings, without pay and without discrimination and without loss of seniority.

Reinstatement after Leave – Any employee returning from an approved unpaid leave of absence as covered by this Section shall be entitled to return to employment in his/her former position or another position in his/her former classification in service, or a position of comparable duties and pay provided that the unpaid leave time does not exceed six (6) months except in the case of a disability leave which shall be one (1) year. If the unpaid leave is approved for more than six (6) months, or is extended to a length

greater than the equivalent of six (6) months, the employee shall have a preference to return to the first position vacancy in the department from which he/she took the leave that is comparable to the one from which the person was placed on leave. In all cases reinstatement rights relate to a return to a position within the department from which the person went on leave.

When leave without pay is granted, the employer reserves the right to adjust the employees work schedule for the time requested and the pay period immediately following.

Section 15.4 General Provisions Relating to Unpaid Leaves of Absence

Upon prior notice to the employee, the Employer may cancel an approved leave of absence without pay, except approved military leave, at any time the Employer finds that the employee is using the leave for purposes other than those specified at the time of approval.

Section 15.5 Absence without Leave

Any absence of an employee from scheduled duty that has not been authorized by the Employer shall be deemed an absence without leave.

Any employee absent without leave shall be subject to disciplinary action and any employee absent without leave for three (3) consecutive working days shall be deemed to have resigned his/her employment, provided that the Employer may grant approval for leave subsequent to the unauthorized absence if the Employer determines the circumstances surrounding the absence warrant such action.

If an employee is called away due to emergency after hours, they shall notify their supervisor or designee as soon as possible, but not later than the close of the next work day, that they will not be at work. The employee will inform the supervisor or designee of what the emergency is and the kind of leave they will be using and when they expect to return.

Section 15.6 Unpaid Leave Fringe Benefit Limitations

Employees shall not accrue sick leave, vacation leave, personal leave days or paid holiday benefits while on unpaid leave of absence of more than thirty (30) consecutive days. No other fringe benefits shall be earned or shall accrue to an employee on a leave of absence without pay for more than thirty (30) consecutive days.

These benefits shall be earned and continue to accrue to an employee while on an approved leave of absence without pay for thirty (30) consecutive days or less.

The employee may continue coverage on insurance programs provided by the Employer in the event that the employee agrees to pay the premium for the period equivalent to the ratio of the leave time taken to annual premium costs.

ARTICLE XVI WORKERS' COMPENSATION LEAVE BENEFITS

Section 16.1 Worker's Compensation Procedure

Any employee who by reason of sickness or injury receives Workers' Compensation benefits shall keep the Workers' Compensation benefits and receive from the County any earned additional differential

benefits available from the accumulated sick, leave, vacation leave, or other accumulated leave time; the total weekly compensation including leave and Workers' Compensation benefits shall not exceed the weekly base pay rate of the employee.

Section 16.2 Status of Fringe Benefits

The employee will continue to earn all fringe benefits as per this Agreement while using his/her accumulated sick leave, vacation leave or other accumulated leave time. When the employee has exhausted said leaves, or chooses not to further use said leaves, and is only drawing Workers' Compensation, fringe benefits shall cease to be earned, but the Employer will continue the payments of insurance premiums for a maximum period of six (6) months. Thereafter, the employee shall be allowed to stay in the group insurance consistent with the State and Federal law provided he/she pay the full premium.

ARTICLE XVII
HOLIDAYS

Section 17.1 Paid Holidays

Twelve days during a calendar year shall be observed and considered as paid holidays for all full-time permanent employees.

Holidays shall consist of ten (10) fixed holidays plus two (2) floating holidays. The ten (10) fixed holidays shall be as follows:

Fixed Holidays

New Year's Day	Martin Luther King Day
President's Day	Memorial Day
Independence Day	Labor Day
Veterans Day	Thanksgiving Day
Friday following Thanksgiving Day	Christmas Day

Section 17.2 Holidays on a Weekend

When any of the above holidays fall on a Saturday, the preceding day shall be a holiday, but when any of the above holidays fall on a Sunday, the following day shall be a holiday.

Section 17.3 Work on a Holiday

All full-time employees shall be paid holiday pay equal to eight (8) hours at the regular rate of pay. Employees required to work on holidays shall receive time and one half (1½) their regular rate for hours worked in addition to the base paid holiday, in either comp time or paid form.

Section 17.4 Holiday during Vacation or Sick Leave

When one of the above holidays falls during an employee's vacation leave or sick leave, it shall not be charged against such leave.

Section 17.5 Religious Holidays

When a religious holiday, not observed as a holiday as provided in Section 17.1 above, falls on an employee's regularly scheduled work day, the employee shall be entitled to that day off to observe the religious holiday. An employee who chooses to observe such a religious holiday shall notify his/her supervisor in writing at least twenty one (21) calendar days prior to the religious holiday. Such days off shall

be taken without pay, or upon the election of the employee shall be charged against accumulated vacation leave.

ARTICLE XVIII
ANNUAL LEAVE (VACATION)

Section 18.1 Paid Vacations

Regular full-time employees under these provisions shall accrue vacation as follows:

Years of Service

0 through 3	.0462 hours per compensated hour served (Equivalent to one day per month or 12 working days annually)
After 3 through 5	.0577 hours per compensated hour served (Equivalent to 1¼ working days per month or 15 working days annually)
After 5 through 10	.0692 hours per compensated hour served (Equivalent to 1½ working days per month or 18 working days annually)
After 10 through 15	.0808 hours per compensated hour served (Equivalent to 1¾ working days per month or 21 working days annually)
After 15	.0923 hours per compensated hour served (Equivalent to two (2) working days per month or 24 working days annually)

*Note: Administrative computation procedure shall be at the option of management.

Section 18.2 Maximum Accrual

Employees shall be permitted to accumulate vacation to a maximum of two (2) times the annual accrual rate applicable to the employee. Any accumulation beyond the maximum shall be forfeited.

Section 18.3 Vacation Schedule

In determining vacation periods, the wishes of the employees will be respected as to the time of taking vacations, insofar as the needs of the service will permit. Employees should notify their supervisor or designee in writing of the time they would like to take vacation. Requests for vacation shall be taken no further than six (6) months in advance. The supervisor shall give their written approval or denial as soon as possible, but not later than five (5) working days from the time of the request and if there is no response to the vacation leave request the employee may proceed through the chain of command. Should a conflict in scheduling occur, it will be resolved on the basis of first request and then seniority at the time of request.

Section 18.4 Vacation Charges

Employees who utilize vacation shall be charged only for the number of hours they would have been scheduled to work during the period of absence. In no instance, however, shall vacation leave be granted in increments of less than one-fourth (1/4) hour except to permit utilization of lesser fractions that have been accrued.

ARTICLE IX
SICK LEAVE

Section 19.1 Paid Sick Leave

Permanent, full-time employees shall accrue paid sick leave at the rate of 0.0462 hours per compensated hour served (this is equivalent to one (1) day per calendar month of employment). There shall be no ceiling on the number of unused sick leave days that any employee may accumulate.

Sick leave may be used in the event of an employee's illness or injury which prevents the full performance of the employee's duties, or a serious illness within the employee's family requiring the employee's attention or presence as defined by Minnesota Statute 181.9413. The abuse of sick leave shall constitute just cause for disciplinary action.

Section 19.2 Sick Leave Charges

An employee utilizing sick leave shall be charged for only the number of hours he/she was scheduled to work during the period of his/her sick leave. In no instance shall sick leave be granted for periods of less than one-fourth (1/4) hour, except to permit utilization of lesser fractions that have been accrued.

Section 19.3 Verification

The Employer may require a doctor's verification of illness for any use of sick leave of three (3) or more consecutive days.

Section 19.4 Probationary Period

New employees holding a permanent position shall be credited with sick leave beginning with the first day of employment at a date of completion of the probationary period. During the probationary period, an employee may utilize sick leave, but in the event that the probation is not successfully completed, the value of any sick leave used shall be deducted from final pay due the employee.

ARTICLE XX SEVERANCE PAY

Section 20.1 Payment

Employees leaving employment with Cass County shall receive:

- A. A payment based on legally accumulated compensatory time bank to a maximum of eighty (80) hours;
- B. Accumulated vacation to the appropriate maximum based on the employee's length of service;
- C. Employees hired into this unit by the Employer prior to January 1, 1996, after ten (10) years of service shall receive a payment based upon the accumulated sick leave to a maximum of ninety (90) days.
- D. Employees hired into this unit by the Employer after January 1, 1996, after ten (10) years of service, shall receive a payment based upon their accumulated sick leave up to a maximum of four hundred (400) hours.

Section 20.2 Estate

In the event of the death of an employee, payments which would have been authorized as severance pay pursuant to Section 20.1 shall be payable to the estate of the employee.

ARTICLE XXI WAGES AND INSURANCE

Section 21.1 Wages

Employees shall be compensated in accordance with the salary schedule marked "Appendix A" attached hereto and made a part of this Agreement.

Section 21.2 Cafeteria Plan

The insurance benefit program both with respect to coverage and employer contribution applicable to covered employees and retired employees shall be as set forth on "Appendix B" attached hereto and made a part of this Agreement.

Section 21.3 Post Employment Health Insurance Plan (PEHP)

The Employer agrees to make participation in the Minnesota State Retirement System Health Care Savings Plan available to the Union. Specific provisions for eligibility and contributions will be negotiated in accordance with the plan rules and memorialized in a letter of understanding.

ARTICLE XXII
MISCELLANEOUS

Section 22.1 Mileage, Meals and Lodging Allowance

Mileage will be reimbursed to employees for authorized travel at the mileage rate established annually by the County Board. Meals and lodging allowance for authorized travel will be paid as established in Cass County Personnel Rules and Policies.

Section 22.2 Legal Service

Except in cases of malfeasance in office or willfull or wanton neglect of duty, the Employer shall defend, save harmless and indemnify an employee and/or his/her estate against any tort claim or demand, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance and scope of the employee's duties. The Employer responsibility under this Section shall be limited to the same circumstances and financial limits as set forth in Minnesota Statutes 466.07, as amended through 1986.

Section 22.3 Absence Due to Inclement Weather

When inclement weather prevents an employee from getting to work, he may request, subject to approval of the Director, to do one of the following:

- A. Use a vacation day
- B. Make up the time as compensatory time
- C. Take the time without pay

The final decision shall be vested in the Director.

Section 22.4 Personnel File/Reprimand

No written reprimand shall be placed in a personnel file without the employee's knowledge. The employee shall sign the reprimand indicating receipt of a copy. Employees shall have access to their personnel files at any reasonable time with or without a Union representative present.

Section 22.5 Negotiation Time

The Employer agrees to provide unlimited paid negotiation time for two (2) designated Union members only.

Section 22.6 Clothing Allowance

The Employer agrees to provide an annual clothing allowance in the amount of \$125.00 for employees to purchase Cass County logo apparel for work related attire. This allowance shall be only in the form of a credit against items purchased through the County vendor, any unused balance at December 31 of each year is forfeited.

ARTICLE XXIII SCOPE OF AGREEMENT

Section 23.1 Complete Agreement

This Agreement shall represent the complete agreement between the Union and Employer. The parties acknowledge that during the negotiations which resulted in the Agreement, each had the unlimited right and opportunity to make requests and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the complete 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 Union, for the life 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.

Section 23.2 Severability

The provisions of this Agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Agreement or the application of any provision thereof.

ARTICLE XXIV
DURATION

Except as herein provided, this Agreement shall be effective January 1, 2017 and shall continue in full force and effect until December 31, 2019, and thereafter until modified or amended by mutual agreement of the parties. Either party desiring to amend or modify this Agreement shall notify the other in writing by September 1st of the year in which modifications are desired, so as to comply with the provisions of the Public Employment Labor Relations Act of 1971 as amended.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed this 20 day Dec. of 2016.

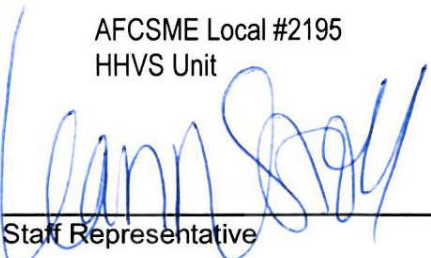
Cass County
Board

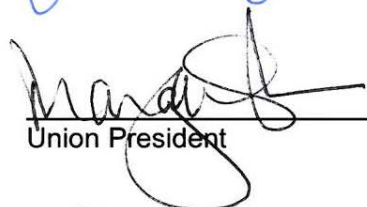

Chairman of the Board

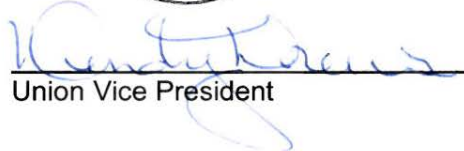

Attest: County Administrator


HHVS Director

AFCSME Local #2195
HHVS Unit


Staff Representative


Union President


Union Vice President

APPENDIX A

CASS COUNTY HHVS UNIT

-2017-2019 AGREEMENT

Pages A-1 through A-8

-2017-2019 COMPENSATION PLAN GENERAL CONDITIONS:

1. Longevity - In addition to their base salary, employees that have completed 10 years of total Cass County service shall receive a lump sum payment December 1st of each year of the Agreement equal to 1.75% of the employee monthly base as of that date multiplied by the total full years of Cass County service.

Employees eligible for this payment that terminate employment prior to December 1st of any year of the Agreement shall receive a prorated longevity payment.

2. Promotions - Employees transferred to a higher classification shall be compensated at the minimum compensation of the higher class or the next step above current salary, whichever is greater.
3. Temporary Transfer to Higher Class - When an employee is temporarily transferred by written assignment of duties by the Department Head to a higher position classification for four (4) hours or more, the employee shall receive the minimum compensation of the higher class or the next step above current salary, whichever is greater, for all hours worked in that classification.
4. Transfer to Lower Classification - In the event that an employee voluntarily transfers to a lower paid classification, the employee shall be placed on the salary schedule on the same step of the new classification as they were in their previous classification.
5. Grade Rating System - In the event that a position is downgraded under the comparable worth evaluation system to a lower paid classification, the employee would not lose salary, but would be frozen at current salary until the range catches up.

No other aspect of the grade rating system is grievable under the terms of this contract.

2017 SALARY PLAN:

1. Effective January 1, 2017, each employee shall receive a base pay increase of two and one half percent (2.5%) over the December 31, 2016 base rate, not to exceed the range maximum for the position, represented in Table A-3 and A-4 Salary Grade Table Rates applicable to all unit positions through December 31, 2017.
2. Effective July 1, 2017, an Employee not on initial probation shall receive a step increase not to exceed the Table A-3, and A-4 range maximum for the position. An employee on initial probation shall receive a step increase upon completion of their initial probation period not to exceed the Table A-3, and A-4 range maximum for the position.

2018 SALARY PLAN:

1. Effective January 1, 2018, each employee shall receive a base pay increase of two and one half percent (2.5%) over the December 31, 2017 base rate, not to exceed the range maximum for the position, represented in Table A-5 and A-6 Salary Grade Table Rates applicable to all unit positions through December 31, 2018.
2. Effective July 1, 2016, an Employee not on initial probation shall receive a step increase not to exceed the Table A-5, and A-6 range maximum for the position. An employee on initial probation shall receive a step increase upon completion of their initial probation period not to exceed the Table A-5, and A-6 range maximum for the position.

2019 SALARY PLAN:

1. Effective January 1, 2019, each employee shall receive a base pay increase of two and one half percent (2.5%) over the December 31, 2018 base rate, not to exceed the range maximum for the position, represented in Table A-7 and A-8 Salary Grade Table Rates applicable to all unit positions through December 31, 2019.
2. Effective July 1, 2019, an Employee not on initial probation shall receive a step increase not to exceed the Table A-7, and A-8 range maximum for the position. An employee on initial probation shall receive a step increase upon completion of their initial probation period not to exceed the Table A-7, and A-8 range maximum for the position.

Cass County - 2017 Salary Grade Table - Monthly Rates Effective January 1, 2017

Salary Table A-3 Increased by 2.5 %

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	1,814	1,868	1,926	1,982	2,043	2,104	2,168	2,232	2,299	2,367
2	1,868	1,926	1,982	2,043	2,104	2,168	2,232	2,299	2,367	2,438
3	1,926	1,982	2,043	2,104	2,168	2,232	2,299	2,367	2,438	2,511
4	1,982	2,043	2,104	2,168	2,232	2,299	2,367	2,438	2,511	2,587
5	2,043	2,104	2,168	2,232	2,299	2,367	2,438	2,511	2,587	2,663
6	2,104	2,168	2,232	2,299	2,367	2,438	2,511	2,587	2,663	2,744
7	2,168	2,232	2,299	2,367	2,438	2,511	2,587	2,663	2,744	2,827
8	2,232	2,299	2,367	2,438	2,511	2,587	2,663	2,744	2,827	2,912
9	2,299	2,367	2,438	2,511	2,587	2,663	2,744	2,827	2,912	3,000
10	2,367	2,438	2,511	2,587	2,663	2,744	2,827	2,912	3,000	3,090
11	2,438	2,511	2,587	2,663	2,744	2,827	2,912	3,000	3,090	3,183
12	2,511	2,587	2,663	2,744	2,827	2,912	3,000	3,090	3,183	3,277
13	2,587	2,663	2,744	2,827	2,912	3,000	3,090	3,183	3,277	3,374
14	2,663	2,744	2,827	2,912	3,000	3,090	3,183	3,277	3,374	3,477
15	2,744	2,827	2,912	3,000	3,090	3,183	3,277	3,374	3,477	3,580
16	2,827	2,912	3,000	3,090	3,183	3,277	3,374	3,477	3,580	3,690
17	2,912	3,000	3,090	3,183	3,277	3,374	3,477	3,580	3,690	3,801
18	3,000	3,090	3,183	3,277	3,374	3,477	3,580	3,690	3,801	3,916
19	3,090	3,183	3,277	3,374	3,477	3,580	3,690	3,801	3,916	4,034
20	3,183	3,277	3,374	3,477	3,580	3,690	3,801	3,916	4,034	4,155
21	3,277	3,374	3,477	3,580	3,690	3,801	3,916	4,034	4,155	4,279
22	3,374	3,477	3,580	3,690	3,801	3,916	4,034	4,155	4,279	4,408
23	3,477	3,580	3,690	3,801	3,916	4,034	4,155	4,279	4,408	4,541
24	3,580	3,690	3,801	3,916	4,034	4,155	4,279	4,408	4,541	4,676
25	3,690	3,801	3,916	4,034	4,155	4,279	4,408	4,541	4,676	4,818
26	3,801	3,916	4,034	4,155	4,279	4,408	4,541	4,676	4,818	4,961
27	3,916	4,034	4,155	4,279	4,408	4,541	4,676	4,818	4,961	5,111
28	4,034	4,155	4,279	4,408	4,541	4,676	4,818	4,961	5,111	5,264
29	4,155	4,279	4,408	4,541	4,676	4,818	4,961	5,111	5,264	5,422
30	4,279	4,408	4,541	4,676	4,818	4,961	5,111	5,264	5,422	5,584
31	4,408	4,541	4,676	4,818	4,961	5,111	5,264	5,422	5,584	5,753
32	4,541	4,676	4,818	4,961	5,111	5,264	5,422	5,584	5,753	5,926
33	4,676	4,818	4,961	5,111	5,264	5,422	5,584	5,753	5,926	6,103
34	4,818	4,961	5,111	5,264	5,422	5,584	5,753	5,926	6,103	6,286
35	4,961	5,111	5,264	5,422	5,584	5,753	5,926	6,103	6,286	6,474
36	5,111	5,264	5,422	5,584	5,753	5,926	6,103	6,286	6,474	6,669
37	5,264	5,422	5,584	5,753	5,926	6,103	6,286	6,474	6,669	6,866
38	5,422	5,584	5,753	5,926	6,103	6,286	6,474	6,669	6,866	7,073
39	5,584	5,753	5,926	6,103	6,286	6,474	6,669	6,866	7,073	7,286
40	5,753	5,926	6,103	6,286	6,474	6,669	6,866	7,073	7,286	7,505
41	5,926	6,103	6,286	6,474	6,669	6,866	7,073	7,286	7,505	7,730
42	6,103	6,286	6,474	6,669	6,866	7,073	7,286	7,505	7,730	7,961
43	6,286	6,474	6,669	6,866	7,073	7,286	7,505	7,730	7,961	8,200
44	6,474	6,669	6,866	7,073	7,286	7,505	7,730	7,961	8,200	8,446
45	6,669	6,866	7,073	7,286	7,505	7,730	7,961	8,200	8,446	8,700
46	6,866	7,073	7,286	7,505	7,730	7,961	8,200	8,446	8,700	8,961
47	7,073	7,286	7,505	7,730	7,961	8,200	8,446	8,700	8,961	9,230
48	7,286	7,505	7,730	7,961	8,200	8,446	8,700	8,961	9,230	9,507
49	7,505	7,730	7,961	8,200	8,446	8,700	8,961	9,230	9,507	9,792
50	7,730	7,961	8,200	8,446	8,700	8,961	9,230	9,507	9,792	10,085

Cass County - 2017 Salary Grade Table - Hourly Rates Effective January 1, 2017

Salary Table A-4 Increased by 2.5 %

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	10.47	10.78	11.11	11.44	11.79	12.15	12.52	12.87	13.26	13.66
2	10.78	11.11	11.44	11.79	12.15	12.52	12.87	13.26	13.66	14.06
3	11.11	11.44	11.79	12.15	12.52	12.87	13.26	13.66	14.06	14.48
4	11.44	11.79	12.15	12.52	12.87	13.26	13.66	14.06	14.48	14.93
5	11.79	12.15	12.52	12.87	13.26	13.66	14.06	14.48	14.93	15.38
6	12.15	12.52	12.87	13.26	13.66	14.06	14.48	14.93	15.38	15.84
7	12.52	12.87	13.26	13.66	14.06	14.48	14.93	15.38	15.84	16.32
8	12.87	13.26	13.66	14.06	14.48	14.93	15.38	15.84	16.32	16.80
9	13.26	13.66	14.06	14.48	14.93	15.38	15.84	16.32	16.80	17.30
10	13.66	14.06	14.48	14.93	15.38	15.84	16.32	16.80	17.30	17.80
11	14.06	14.48	14.93	15.38	15.84	16.32	16.80	17.30	17.80	18.38
12	14.48	14.93	15.38	15.84	16.32	16.80	17.30	17.80	18.38	18.91
13	14.93	15.38	15.84	16.32	16.80	17.30	17.80	18.38	18.91	19.46
14	15.38	15.84	16.32	16.80	17.30	17.80	18.38	18.91	19.46	20.05
15	15.84	16.32	16.80	17.30	17.80	18.38	18.91	19.46	20.05	20.66
16	16.32	16.80	17.30	17.80	18.38	18.91	19.46	20.05	20.66	21.28
17	16.80	17.30	17.80	18.38	18.91	19.46	20.05	20.66	21.28	21.92
18	17.30	17.80	18.38	18.91	19.46	20.05	20.66	21.28	21.92	22.59
19	17.80	18.38	18.91	19.46	20.05	20.66	21.28	21.92	22.59	23.27
20	18.38	18.91	19.46	20.05	20.66	21.28	21.92	22.59	23.27	23.97
21	18.91	19.46	20.05	20.66	21.28	21.92	22.59	23.27	23.97	24.69
22	19.46	20.05	20.66	21.28	21.92	22.59	23.27	23.97	24.69	25.43
23	20.05	20.66	21.28	21.92	22.59	23.27	23.97	24.69	25.43	26.20
24	20.66	21.28	21.92	22.59	23.27	23.97	24.69	25.43	26.20	26.98
25	21.28	21.92	22.59	23.27	23.97	24.69	25.43	26.20	26.98	27.79
26	21.92	22.59	23.27	23.97	24.69	25.43	26.20	26.98	27.79	28.62
27	22.59	23.27	23.97	24.69	25.43	26.20	26.98	27.79	28.62	29.48
28	23.27	23.97	24.69	25.43	26.20	26.98	27.79	28.62	29.48	30.38
29	23.97	24.69	25.43	26.20	26.98	27.79	28.62	29.48	30.38	31.28
30	24.69	25.43	26.20	26.98	27.79	28.62	29.48	30.38	31.28	32.23
31	25.43	26.20	26.98	27.79	28.62	29.48	30.38	31.28	32.23	33.18
32	26.20	26.98	27.79	28.62	29.48	30.38	31.28	32.23	33.18	34.17
33	26.98	27.79	28.62	29.48	30.38	31.28	32.23	33.18	34.17	35.22
34	27.79	28.62	29.48	30.38	31.28	32.23	33.18	34.17	35.22	36.25
35	28.62	29.48	30.38	31.28	32.23	33.18	34.17	35.22	36.25	37.36
36	29.48	30.38	31.28	32.23	33.18	34.17	35.22	36.25	37.36	38.47
37	30.38	31.28	32.23	33.18	34.17	35.22	36.25	37.36	38.47	39.62
38	31.28	32.23	33.18	34.17	35.22	36.25	37.36	38.47	39.62	40.81
39	32.23	33.18	34.17	35.22	36.25	37.36	38.47	39.62	40.81	42.05
40	33.18	34.17	35.22	36.25	37.36	38.47	39.62	40.81	42.05	43.31
41	34.17	35.22	36.25	37.36	38.47	39.62	40.81	42.05	43.31	44.61
42	35.22	36.25	37.36	38.47	39.62	40.81	42.05	43.31	44.61	45.94
43	36.25	37.36	38.47	39.62	40.81	42.05	43.31	44.61	45.94	47.32
44	37.36	38.47	39.62	40.81	42.05	43.31	44.61	45.94	47.32	48.73
45	38.47	39.62	40.81	42.05	43.31	44.61	45.94	47.32	48.73	50.19
46	39.62	40.81	42.05	43.31	44.61	45.94	47.32	48.73	50.19	51.70
47	40.81	42.05	43.31	44.61	45.94	47.32	48.73	50.19	51.70	53.27
48	42.05	43.31	44.61	45.94	47.32	48.73	50.19	51.70	53.27	54.85
49	43.31	44.61	45.94	47.32	48.73	50.19	51.70	53.27	54.85	56.49
50	44.61	45.94	47.32	48.73	50.19	51.70	53.27	54.85	56.49	58.19

Cass County - 2018 Salary Grade Table - Monthly Rates Effective January 1, 2018

Salary Table A-5 Increased by 2.5 %

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	1,859	1,915	1,974	2,032	2,094	2,157	2,222	2,288	2,356	2,426
2	1,915	1,974	2,032	2,094	2,157	2,222	2,288	2,356	2,426	2,499
3	1,974	2,032	2,094	2,157	2,222	2,288	2,356	2,426	2,499	2,574
4	2,032	2,094	2,157	2,222	2,288	2,356	2,426	2,499	2,574	2,652
5	2,094	2,157	2,222	2,288	2,356	2,426	2,499	2,574	2,652	2,730
6	2,157	2,222	2,288	2,356	2,426	2,499	2,574	2,652	2,730	2,813
7	2,222	2,288	2,356	2,426	2,499	2,574	2,652	2,730	2,813	2,898
8	2,288	2,356	2,426	2,499	2,574	2,652	2,730	2,813	2,898	2,985
9	2,356	2,426	2,499	2,574	2,652	2,730	2,813	2,898	2,985	3,075
10	2,426	2,499	2,574	2,652	2,730	2,813	2,898	2,985	3,075	3,167
11	2,499	2,574	2,652	2,730	2,813	2,898	2,985	3,075	3,167	3,263
12	2,574	2,652	2,730	2,813	2,898	2,985	3,075	3,167	3,263	3,359
13	2,652	2,730	2,813	2,898	2,985	3,075	3,167	3,263	3,359	3,458
14	2,730	2,813	2,898	2,985	3,075	3,167	3,263	3,359	3,458	3,564
15	2,813	2,898	2,985	3,075	3,167	3,263	3,359	3,458	3,564	3,670
16	2,898	2,985	3,075	3,167	3,263	3,359	3,458	3,564	3,670	3,782
17	2,985	3,075	3,167	3,263	3,359	3,458	3,564	3,670	3,782	3,896
18	3,075	3,167	3,263	3,359	3,458	3,564	3,670	3,782	3,896	4,014
19	3,167	3,263	3,359	3,458	3,564	3,670	3,782	3,896	4,014	4,135
20	3,263	3,359	3,458	3,564	3,670	3,782	3,896	4,014	4,135	4,259
21	3,359	3,458	3,564	3,670	3,782	3,896	4,014	4,135	4,259	4,386
22	3,458	3,564	3,670	3,782	3,896	4,014	4,135	4,259	4,386	4,518
23	3,564	3,670	3,782	3,896	4,014	4,135	4,259	4,386	4,518	4,655
24	3,670	3,782	3,896	4,014	4,135	4,259	4,386	4,518	4,655	4,793
25	3,782	3,896	4,014	4,135	4,259	4,386	4,518	4,655	4,793	4,938
26	3,896	4,014	4,135	4,259	4,386	4,518	4,655	4,793	4,938	5,085
27	4,014	4,135	4,259	4,386	4,518	4,655	4,793	4,938	5,085	5,239
28	4,135	4,259	4,386	4,518	4,655	4,793	4,938	5,085	5,239	5,396
29	4,259	4,386	4,518	4,655	4,793	4,938	5,085	5,239	5,396	5,558
30	4,386	4,518	4,655	4,793	4,938	5,085	5,239	5,396	5,558	5,724
31	4,518	4,655	4,793	4,938	5,085	5,239	5,396	5,558	5,724	5,897
32	4,655	4,793	4,938	5,085	5,239	5,396	5,558	5,724	5,897	6,074
33	4,793	4,938	5,085	5,239	5,396	5,558	5,724	5,897	6,074	6,256
34	4,938	5,085	5,239	5,396	5,558	5,724	5,897	6,074	6,256	6,443
35	5,085	5,239	5,396	5,558	5,724	5,897	6,074	6,256	6,443	6,636
36	5,239	5,396	5,558	5,724	5,897	6,074	6,256	6,443	6,636	6,836
37	5,396	5,558	5,724	5,897	6,074	6,256	6,443	6,636	6,836	7,038
38	5,558	5,724	5,897	6,074	6,256	6,443	6,636	6,836	7,038	7,250
39	5,724	5,897	6,074	6,256	6,443	6,636	6,836	7,038	7,250	7,468
40	5,897	6,074	6,256	6,443	6,636	6,836	7,038	7,250	7,468	7,693
41	6,074	6,256	6,443	6,636	6,836	7,038	7,250	7,468	7,693	7,923
42	6,256	6,443	6,636	6,836	7,038	7,250	7,468	7,693	7,923	8,160
43	6,443	6,636	6,836	7,038	7,250	7,468	7,693	7,923	8,160	8,405
44	6,636	6,836	7,038	7,250	7,468	7,693	7,923	8,160	8,405	8,657
45	6,836	7,038	7,250	7,468	7,693	7,923	8,160	8,405	8,657	8,918
46	7,038	7,250	7,468	7,693	7,923	8,160	8,405	8,657	8,918	9,185
47	7,250	7,468	7,693	7,923	8,160	8,405	8,657	8,918	9,185	9,461
48	7,468	7,693	7,923	8,160	8,405	8,657	8,918	9,185	9,461	9,745
49	7,693	7,923	8,160	8,405	8,657	8,918	9,185	9,461	9,745	10,037
50	7,923	8,160	8,405	8,657	8,918	9,185	9,461	9,745	10,037	10,337

Cass County - 2018 Salary Grade Table - Hourly Rates Effective January 1, 2018

Salary TableA-6 Increased by 2.5 %

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	10.73	11.05	11.39	11.73	12.08	12.45	12.83	13.19	13.59	14.00
2	11.05	11.39	11.73	12.08	12.45	12.83	13.19	13.59	14.00	14.41
3	11.39	11.73	12.08	12.45	12.83	13.19	13.59	14.00	14.41	14.84
4	11.73	12.08	12.45	12.83	13.19	13.59	14.00	14.41	14.84	15.30
5	12.08	12.45	12.83	13.19	13.59	14.00	14.41	14.84	15.30	15.76
6	12.45	12.83	13.19	13.59	14.00	14.41	14.84	15.30	15.76	16.24
7	12.83	13.19	13.59	14.00	14.41	14.84	15.30	15.76	16.24	16.73
8	13.19	13.59	14.00	14.41	14.84	15.30	15.76	16.24	16.73	17.22
9	13.59	14.00	14.41	14.84	15.30	15.76	16.24	16.73	17.22	17.73
10	14.00	14.41	14.84	15.30	15.76	16.24	16.73	17.22	17.73	18.25
11	14.41	14.84	15.30	15.76	16.24	16.73	17.22	17.73	18.25	18.84
12	14.84	15.30	15.76	16.24	16.73	17.22	17.73	18.25	18.84	19.38
13	15.30	15.76	16.24	16.73	17.22	17.73	18.25	18.84	19.38	19.95
14	15.76	16.24	16.73	17.22	17.73	18.25	18.84	19.38	19.95	20.55
15	16.24	16.73	17.22	17.73	18.25	18.84	19.38	19.95	20.55	21.18
16	16.73	17.22	17.73	18.25	18.84	19.38	19.95	20.55	21.18	21.81
17	17.22	17.73	18.25	18.84	19.38	19.95	20.55	21.18	21.81	22.47
18	17.73	18.25	18.84	19.38	19.95	20.55	21.18	21.81	22.47	23.15
19	18.25	18.84	19.38	19.95	20.55	21.18	21.81	22.47	23.15	23.85
20	18.84	19.38	19.95	20.55	21.18	21.81	22.47	23.15	23.85	24.57
21	19.38	19.95	20.55	21.18	21.81	22.47	23.15	23.85	24.57	25.31
22	19.95	20.55	21.18	21.81	22.47	23.15	23.85	24.57	25.31	26.07
23	20.55	21.18	21.81	22.47	23.15	23.85	24.57	25.31	26.07	26.86
24	21.18	21.81	22.47	23.15	23.85	24.57	25.31	26.07	26.86	27.65
25	21.81	22.47	23.15	23.85	24.57	25.31	26.07	26.86	27.65	28.48
26	22.47	23.15	23.85	24.57	25.31	26.07	26.86	27.65	28.48	29.34
27	23.15	23.85	24.57	25.31	26.07	26.86	27.65	28.48	29.34	30.22
28	23.85	24.57	25.31	26.07	26.86	27.65	28.48	29.34	30.22	31.14
29	24.57	25.31	26.07	26.86	27.65	28.48	29.34	30.22	31.14	32.06
30	25.31	26.07	26.86	27.65	28.48	29.34	30.22	31.14	32.06	33.04
31	26.07	26.86	27.65	28.48	29.34	30.22	31.14	32.06	33.04	34.01
32	26.86	27.65	28.48	29.34	30.22	31.14	32.06	33.04	34.01	35.02
33	27.65	28.48	29.34	30.22	31.14	32.06	33.04	34.01	35.02	36.10
34	28.48	29.34	30.22	31.14	32.06	33.04	34.01	35.02	36.10	37.16
35	29.34	30.22	31.14	32.06	33.04	34.01	35.02	36.10	37.16	38.29
36	30.22	31.14	32.06	33.04	34.01	35.02	36.10	37.16	38.29	39.43
37	31.14	32.06	33.04	34.01	35.02	36.10	37.16	38.29	39.43	40.61
38	32.06	33.04	34.01	35.02	36.10	37.16	38.29	39.43	40.61	41.83
39	33.04	34.01	35.02	36.10	37.16	38.29	39.43	40.61	41.83	43.10
40	34.01	35.02	36.10	37.16	38.29	39.43	40.61	41.83	43.10	44.39
41	35.02	36.10	37.16	38.29	39.43	40.61	41.83	43.10	44.39	45.73
42	36.10	37.16	38.29	39.43	40.61	41.83	43.10	44.39	45.73	47.09
43	37.16	38.29	39.43	40.61	41.83	43.10	44.39	45.73	47.09	48.50
44	38.29	39.43	40.61	41.83	43.10	44.39	45.73	47.09	48.50	49.95
45	39.43	40.61	41.83	43.10	44.39	45.73	47.09	48.50	49.95	51.44
46	40.61	41.83	43.10	44.39	45.73	47.09	48.50	49.95	51.44	52.99
47	41.83	43.10	44.39	45.73	47.09	48.50	49.95	51.44	52.99	54.60
48	43.10	44.39	45.73	47.09	48.50	49.95	51.44	52.99	54.60	56.22
49	44.39	45.73	47.09	48.50	49.95	51.44	52.99	54.60	56.22	57.90
50	45.73	47.09	48.50	49.95	51.44	52.99	54.60	56.22	57.90	59.64

Cass County - 2019 Salary Grade Table - Monthly Rates Effective January 1, 2019

Salary Table A-7 Increased by 2.5 %

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	1,905	1,963	2,023	2,083	2,146	2,211	2,278	2,345	2,415	2,487
2	1,963	2,023	2,083	2,146	2,211	2,278	2,345	2,415	2,487	2,561
3	2,023	2,083	2,146	2,211	2,278	2,345	2,415	2,487	2,561	2,638
4	2,083	2,146	2,211	2,278	2,345	2,415	2,487	2,561	2,638	2,718
5	2,146	2,211	2,278	2,345	2,415	2,487	2,561	2,638	2,718	2,798
6	2,211	2,278	2,345	2,415	2,487	2,561	2,638	2,718	2,798	2,883
7	2,278	2,345	2,415	2,487	2,561	2,638	2,718	2,798	2,883	2,970
8	2,345	2,415	2,487	2,561	2,638	2,718	2,798	2,883	2,970	3,060
9	2,415	2,487	2,561	2,638	2,718	2,798	2,883	2,970	3,060	3,152
10	2,487	2,561	2,638	2,718	2,798	2,883	2,970	3,060	3,152	3,246
11	2,561	2,638	2,718	2,798	2,883	2,970	3,060	3,152	3,246	3,345
12	2,638	2,718	2,798	2,883	2,970	3,060	3,152	3,246	3,345	3,443
13	2,718	2,798	2,883	2,970	3,060	3,152	3,246	3,345	3,443	3,544
14	2,798	2,883	2,970	3,060	3,152	3,246	3,345	3,443	3,544	3,653
15	2,883	2,970	3,060	3,152	3,246	3,345	3,443	3,544	3,653	3,762
16	2,970	3,060	3,152	3,246	3,345	3,443	3,544	3,653	3,762	3,877
17	3,060	3,152	3,246	3,345	3,443	3,544	3,653	3,762	3,877	3,993
18	3,152	3,246	3,345	3,443	3,544	3,653	3,762	3,877	3,993	4,114
19	3,246	3,345	3,443	3,544	3,653	3,762	3,877	3,993	4,114	4,238
20	3,345	3,443	3,544	3,653	3,762	3,877	3,993	4,114	4,238	4,365
21	3,443	3,544	3,653	3,762	3,877	3,993	4,114	4,238	4,365	4,496
22	3,544	3,653	3,762	3,877	3,993	4,114	4,238	4,365	4,496	4,631
23	3,653	3,762	3,877	3,993	4,114	4,238	4,365	4,496	4,631	4,771
24	3,762	3,877	3,993	4,114	4,238	4,365	4,496	4,631	4,771	4,913
25	3,877	3,993	4,114	4,238	4,365	4,496	4,631	4,771	4,913	5,061
26	3,993	4,114	4,238	4,365	4,496	4,631	4,771	4,913	5,061	5,212
27	4,114	4,238	4,365	4,496	4,631	4,771	4,913	5,061	5,212	5,370
28	4,238	4,365	4,496	4,631	4,771	4,913	5,061	5,212	5,370	5,531
29	4,365	4,496	4,631	4,771	4,913	5,061	5,212	5,370	5,531	5,697
30	4,496	4,631	4,771	4,913	5,061	5,212	5,370	5,531	5,697	5,867
31	4,631	4,771	4,913	5,061	5,212	5,370	5,531	5,697	5,867	6,044
32	4,771	4,913	5,061	5,212	5,370	5,531	5,697	5,867	6,044	6,226
33	4,913	5,061	5,212	5,370	5,531	5,697	5,867	6,044	6,226	6,412
34	5,061	5,212	5,370	5,531	5,697	5,867	6,044	6,226	6,412	6,604
35	5,212	5,370	5,531	5,697	5,867	6,044	6,226	6,412	6,604	6,802
36	5,370	5,531	5,697	5,867	6,044	6,226	6,412	6,604	6,802	7,007
37	5,531	5,697	5,867	6,044	6,226	6,412	6,604	6,802	7,007	7,214
38	5,697	5,867	6,044	6,226	6,412	6,604	6,802	7,007	7,214	7,431
39	5,867	6,044	6,226	6,412	6,604	6,802	7,007	7,214	7,431	7,655
40	6,044	6,226	6,412	6,604	6,802	7,007	7,214	7,431	7,655	7,885
41	6,226	6,412	6,604	6,802	7,007	7,214	7,431	7,655	7,885	8,121
42	6,412	6,604	6,802	7,007	7,214	7,431	7,655	7,885	8,121	8,364
43	6,604	6,802	7,007	7,214	7,431	7,655	7,885	8,121	8,364	8,615
44	6,802	7,007	7,214	7,431	7,655	7,885	8,121	8,364	8,615	8,873
45	7,007	7,214	7,431	7,655	7,885	8,121	8,364	8,615	8,873	9,141
46	7,214	7,431	7,655	7,885	8,121	8,364	8,615	8,873	9,141	9,415
47	7,431	7,655	7,885	8,121	8,364	8,615	8,873	9,141	9,415	9,698
48	7,655	7,885	8,121	8,364	8,615	8,873	9,141	9,415	9,698	9,989
49	7,885	8,121	8,364	8,615	8,873	9,141	9,415	9,698	9,989	10,288
50	8,121	8,364	8,615	8,873	9,141	9,415	9,698	9,989	10,288	10,595

Cass County - 2019 Salary Grade Table - Hourly Rates Effective January 1, 2019

Salary Table A-8 Increased by 2.5 %

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	11.00	11.33	11.67	12.02	12.38	12.76	13.15	13.52	13.93	14.35
2	11.33	11.67	12.02	12.38	12.76	13.15	13.52	13.93	14.35	14.77
3	11.67	12.02	12.38	12.76	13.15	13.52	13.93	14.35	14.77	15.21
4	12.02	12.38	12.76	13.15	13.52	13.93	14.35	14.77	15.21	15.68
5	12.38	12.76	13.15	13.52	13.93	14.35	14.77	15.21	15.68	16.15
6	12.76	13.15	13.52	13.93	14.35	14.77	15.21	15.68	16.15	16.65
7	13.15	13.52	13.93	14.35	14.77	15.21	15.68	16.15	16.65	17.15
8	13.52	13.93	14.35	14.77	15.21	15.68	16.15	16.65	17.15	17.65
9	13.93	14.35	14.77	15.21	15.68	16.15	16.65	17.15	17.65	18.17
10	14.35	14.77	15.21	15.68	16.15	16.65	17.15	17.65	18.17	18.71
11	14.77	15.21	15.68	16.15	16.65	17.15	17.65	18.17	18.71	19.31
12	15.21	15.68	16.15	16.65	17.15	17.65	18.17	18.71	19.31	19.86
13	15.68	16.15	16.65	17.15	17.65	18.17	18.71	19.31	19.86	20.45
14	16.15	16.65	17.15	17.65	18.17	18.71	19.31	19.86	20.45	21.06
15	16.65	17.15	17.65	18.17	18.71	19.31	19.86	20.45	21.06	21.71
16	17.15	17.65	18.17	18.71	19.31	19.86	20.45	21.06	21.71	22.36
17	17.65	18.17	18.71	19.31	19.86	20.45	21.06	21.71	22.36	23.03
18	18.17	18.71	19.31	19.86	20.45	21.06	21.71	22.36	23.03	23.73
19	18.71	19.31	19.86	20.45	21.06	21.71	22.36	23.03	23.73	24.45
20	19.31	19.86	20.45	21.06	21.71	22.36	23.03	23.73	24.45	25.18
21	19.86	20.45	21.06	21.71	22.36	23.03	23.73	24.45	25.18	25.94
22	20.45	21.06	21.71	22.36	23.03	23.73	24.45	25.18	25.94	26.72
23	21.06	21.71	22.36	23.03	23.73	24.45	25.18	25.94	26.72	27.53
24	21.71	22.36	23.03	23.73	24.45	25.18	25.94	26.72	27.53	28.34
25	22.36	23.03	23.73	24.45	25.18	25.94	26.72	27.53	28.34	29.19
26	23.03	23.73	24.45	25.18	25.94	26.72	27.53	28.34	29.19	30.07
27	23.73	24.45	25.18	25.94	26.72	27.53	28.34	29.19	30.07	30.98
28	24.45	25.18	25.94	26.72	27.53	28.34	29.19	30.07	30.98	31.92
29	25.18	25.94	26.72	27.53	28.34	29.19	30.07	30.98	31.92	32.86
30	25.94	26.72	27.53	28.34	29.19	30.07	30.98	31.92	32.86	33.87
31	26.72	27.53	28.34	29.19	30.07	30.98	31.92	32.86	33.87	34.86
32	27.53	28.34	29.19	30.07	30.98	31.92	32.86	33.87	34.86	35.90
33	28.34	29.19	30.07	30.98	31.92	32.86	33.87	34.86	35.90	37.00
34	29.19	30.07	30.98	31.92	32.86	33.87	34.86	35.90	37.00	38.09
35	30.07	30.98	31.92	32.86	33.87	34.86	35.90	37.00	38.09	39.25
36	30.98	31.92	32.86	33.87	34.86	35.90	37.00	38.09	39.25	40.42
37	31.92	32.86	33.87	34.86	35.90	37.00	38.09	39.25	40.42	41.63
38	32.86	33.87	34.86	35.90	37.00	38.09	39.25	40.42	41.63	42.88
39	33.87	34.86	35.90	37.00	38.09	39.25	40.42	41.63	42.88	44.18
40	34.86	35.90	37.00	38.09	39.25	40.42	41.63	42.88	44.18	45.50
41	35.90	37.00	38.09	39.25	40.42	41.63	42.88	44.18	45.50	46.87
42	37.00	38.09	39.25	40.42	41.63	42.88	44.18	45.50	46.87	48.27
43	38.09	39.25	40.42	41.63	42.88	44.18	45.50	46.87	48.27	49.71
44	39.25	40.42	41.63	42.88	44.18	45.50	46.87	48.27	49.71	51.20
45	40.42	41.63	42.88	44.18	45.50	46.87	48.27	49.71	51.20	52.73
46	41.63	42.88	44.18	45.50	46.87	48.27	49.71	51.20	52.73	54.31
47	42.88	44.18	45.50	46.87	48.27	49.71	51.20	52.73	54.31	55.97
48	44.18	45.50	46.87	48.27	49.71	51.20	52.73	54.31	55.97	57.63
49	45.50	46.87	48.27	49.71	51.20	52.73	54.31	55.97	57.63	59.35
50	46.87	48.27	49.71	51.20	52.73	54.31	55.97	57.63	59.35	61.13

APPENDIX B

CASS COUNTY HHVS UNIT
2017-2019 AGREEMENT
PAGES B-1 through B-3

CAFETERIA PLAN

1. It is agreed that the Employer will continue insurance coverage for employees covered by this Agreement, as follows:
 - A. Core plan benefits will include:
 1. Group hospitalization for the employee.
 2. Life insurance for the employee.
 - B. Elective plan benefits will include:
 1. Additional group hospitalization for the employee and/or dependents.
 2. IRS section 125 health care reimbursement account.
 3. IRS section 125 day care reimbursement account.
 4. Taxable income plan.
 5. Deferred income plan.
 6. Short- term disability for the employee.

Each eligible employee is required to participate in the core plan. Any contribution by the employee shall be by payroll deduction.

County contribution to the core plan per month per eligible participant for 2017 is \$1045.00

County contribution to the core plan per month per eligible participant for the year 2018 shall be maintained at the year 2017 level plus 50% of any cost increase or decrease to the total plan (i.e., core, electives, administration, reinsurance) per year.

County contribution to the core plan per month per eligible participant for the year 2019 shall be maintained at the year 2018 level plus 50% of any cost increase or decrease to the total plan (i.e., core, electives, administration, reinsurance) per year.

County, unions, non-union, and retirees will continue to meet and confer through an established insurance committee to make recommendations to the County Board for core or elective plan benefit changes, (Study issue -- retiree health plans).

County contributions will not be made to any plan other than the Cass County cafeteria plan or the Cass County retiree plan.

All employees meeting the Cass County cafeteria plan enrollment criteria are members of the plan and shall receive the core benefits. Any county contribution in excess of the core plan cost may be applied to the Cass County plan electives.

New employees shall be eligible for coverage in the insurance programs the first day of the month following initial employment, or as otherwise provided by the Cass County cafeteria, or Cass County retiree plan rules, and the Employer contribution toward the cost of such insurance shall commence the first day of the month following initial employment in a permanent position.

For purposes of insurance coverage, an employee shall not be eligible unless employed in a permanent position an average of twenty (20) hours per week. Part-time permanent employee insurance benefits, under this Appendix, will be provided on a pro-rata basis in accordance with Article XII, Section 6, Subd. 4.

An employee who is temporarily laid off or who is on an unpaid leave of absence of more than thirty (30) calendar days may continue insurance coverage's by paying the premium amount therefore, during the period of layoff or leave of absence without pay. Such employee need not re-establish eligibility upon returning to work. For leaves of absence of less than thirty (30) calendar days the Employer contributions shall continue without change.

2. It is further agreed between the parties hereto that upon termination, persons covered by the Agreement shall be eligible for continuation of insurance coverage, in accordance with applicable Federal and State Law.
3. It is further agreed between the parties hereto that employees who are discharged for cause shall forfeit all rights to any Employer contributions toward insurance, from and after the date of discharge.
4. It is understood and agreed that an employee is eligible for Employer contributions provided for in this Appendix so long as:
 - A. the employee is on compensated status;
 - B. the employee is on an approved leave of absence, without pay, of thirty (30) calendar days or less;
 - C. the employee is on an approved disability leave of absence, without pay, during the first six (6) months of such leave;
 - D. an employee qualifies as a retiree under item 5.

Upon termination of employment, all employer contribution and participation shall cease effective on the last working day of the employee, subject to the right of the employee to continue with group coverage's, as provided elsewhere in this Appendix.

5. A. With respect to retirement benefits, new employees hired after January 1, 1992 shall be entitled to receive insurance benefits only with a minimum of twenty (20) years' service and eligibility for annuity or disability benefits under a statutory Minnesota Public Employees Retirement program (including programs coordinated with Federal Social Security). These employees hired after January 1, 1992 shall be eligible for Employer paid premiums for health insurance for the employee and his or her dependents only. This eligibility shall be for the period of time from retirement to eligibility for Medicare coverage. These employees shall not be eligible for life insurance.

B. Employees hired before January 1, 1992 shall be entitled to continue to receive the retirement benefits the Employer is currently paying for in the event of retirement with a minimum of ten (10) years of service and eligibility for annuity or disability benefits under a statutory Minnesota Public Employees Retirement program (including programs coordinated with Federal Social Security). These benefits shall include Employer paid premiums for health insurance for the employee and his or her dependents and Employer paid premiums for life insurance.

C. With respect to retirement benefits, new employees hired after January 1, 2008 shall not be eligible for any employer paid premiums for health or life insurance.

Retired employees are not eligible for Cass County cafeteria plan participation. The county will provide a separate group plan for retired employees that provides:

1. Group hospitalization for the retired employee.
2. Additional group hospitalization for the retired employee and/or dependents.
3. Life insurance for the retired employee (pre 1992 only).

The county will contribute to the retiree plan on the same basis as employees; however, any remainder of the county contribution is not available for elective benefits.

B-3

Memorandum of Understanding
BETWEEN
The American Federation of State, County & Municipal Employees, Local #2195, HHVS Unit
AND
Cass County, Minnesota

The parties to this memorandum of understanding agree:

1. That if an arbitration decision and/or strike within Cass County during the life of this agreement results in an increase to the economic package, the parties will reopen economic issues impacted by the arbitration decision and/or strike.
2. That this memorandum of understanding expires December 31, 2019 and shall have no effect on any future collective bargaining agreements.

In witness hereof, the parties have caused this memorandum of understanding to be executed on this 20th of Dec, 2016.

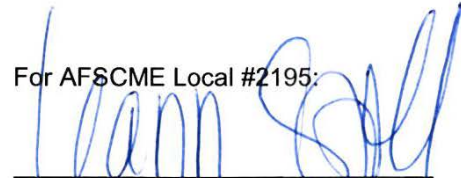
For Cass County:


Chairman of the Board

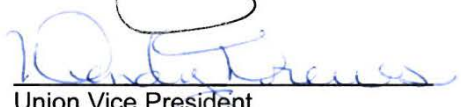

Attest: County Administrator


HHVS Director

For AFSCME Local #2195:


Staff Representative


Union President


Union Vice President

Memorandum of Understanding
BETWEEN
The American Federation of State, County & Municipal Employees, Local #2195, HHVS Unit
AND
Cass County, Minnesota

The parties to this memorandum of understanding agree:


1. PRN positions are defined as a type of hourly assignment with no guaranteed set schedule or agreed hours. The schedule of a PRN worker is based upon the worker's availability and the agency's need. PRN positions are not eligible for fringe benefits except longevity.
2. In addition to their base salary a PRN employee that has completed 6 months of total Cass County service shall receive a lump sum payment December 1st of each year of the Agreement equal to ~~two~~three eight hour days at their current rate.
3. This memorandum of understanding can be terminated without cause, be either party, with 30 days' notice.

In witness hereof, the parties have caused this memorandum of understanding to be executed on this 31 of April, 2015.

For Cass County:

For AFSCME Local #2195:


Chairman of the Board


Staff Representative


Attest: County Administrator


Union President


HHVS Director


Union Vice President


Attest: Human Resource Director

Union Secretary

Memorandum of Understanding
BETWEEN
The American Federation of State, County & Municipal Employees, Local #2195, HHVS Unit
AND
Cass County, Minnesota

WHEREAS, the above parties are subject to a Collective Bargaining Agreement and whereas Article XXI, Section 21.3 provides for participation, by the employees, in the Minnesota State Retirement System Health Care Savings Plan, the parties agree that effective June 1, 2015, those employees who have a minimum of ten (10) years service with the county shall have the value of their accumulated vacation and the value of their accumulated sick leave as per Article XX, Section C or D, paid into the MSRSPHCSP upon leaving employment with Cass County.

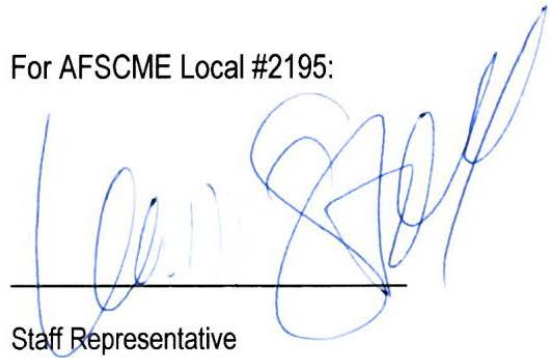
All employees shall have their compensatory time bank paid out as cash and in addition, those employees with less than ten (10) years of service who are not eligible for sick leave severance shall have their accumulated vacation paid out as cash.

For Cass County:



Chairman of the Board

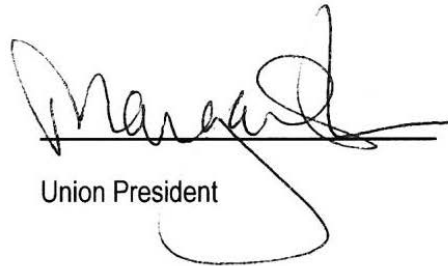
For AFSCME Local #2195:



Staff Representative



Attest: County Administrator



Union President